



CITY OF DOVER

ENERGY COMMISSION – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **2nd Floor Conference Room – City Hall, 288 Central Ave.**
Meeting Date: **Wednesday, September 20, 2017**
Meeting Time: **5:30 PM**

1. Welcome

Meeting called to order 5:32 p.m.

Members present: Chair Walter King, Vice Chair Bill Baber, Zak Koehler, Otis Perry, Rob Weir

Members absent: Jeff Chierepko, Julie Fournier, Council Liaison Deborah Thibodeaux

Others present: Staff Liaison Elena Piekut

2. Citizen's Forum

None.

3. Approval of Meeting Minutes of July 19, 2017

Otis Perry moved to approve the minutes of July 19, 2017 as written. Bill Baber seconded. Vote: U/A

4. Staff Update

A. Solar Photovoltaic Project

Elena Piekut provided an update that the two RFPs for the development of solar panels at the Dover High School and Dover Transportation Center, have been forwarded to the Purchasing and Executive Departments for final review prior to release.

Otis Perry noted that he has encouraged the Utilities Commission to consider solar at the Wastewater Treatment Facility, as well as all new construction and particularly at sewage pumps, all of which have backup generators. Discussion ensued regarding advocating for consideration in the Capital Improvements Program (CIP).

Bill Baber asked whether there are any renderings for the new High School that could be used for the report cover. Elena will find the existing renderings and share with the group.

B. Energy Star Portfolio Manager

Elena Piekut shared that staff will not have time to establish an upload template and input the last several years of data in the near future, but possibly in the late fall and winter months. Bill Baber suggested that the group should pursue a grant to do actual building audits to achieve more specific and accurate results. Discussion ensued regarding options to accomplish the task of data input into the Portfolio Manager and whether it should be utilized at all. Zak Koehler suggested the program might be available through the Obama Administration's effort to provide open source data. Walter King and Otis Perry both stated the Portfolio Manager provides the opportunity to benchmark Dover's efficiency and progress against other communities, and Rob Weir noted that it establishes a baseline regardless of how the City progresses with data analysis.



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Otis Perry asked what Johnson Controls might have analyzed, and Bill asked Elena to find out whether Johnson Controls uses the Portfolio Manager and whether a representative of the company may be available to speak to the Commission about their work.

Zak Koehler volunteered to assist in formatting City energy use data to the Portfolio Manager template. Elena and Zak will coordinate on this task.

C. LED Lighting

Elena Piekut obtained two dates from Affinity LED Lighting for site visit. The group agreed to meet at 4:30 p.m. on October 18th. Elena will confirm.

Elena provided additional information regarding data for the annual report. She obtained monthly statements for the past two calendar year with a line for each gas or diesel purchase in the fleet, including Police and Fire and Rescue vehicles. The data can be analyzed by vehicle and even for gas mileage. Elena will share the spreadsheets with Zak, Rob, and Julie as they are all interested in analyzing and graphing the data.

5. Old Business

A. Energy Action Plan/Report

Rob Weir provided an overview of changes and additions made since the previous meeting. Bill Baber suggested changes to the Executive Summary, discussion of Commission-sponsored Council resolutions, and the attempt to compare energy to power, or potential to work. Discussion ensued regarding electricity supply and distribution costs, adding fleet fuel usage data, the narrative portion of the report, and interpretation of the existing data and its visual representations.

B. Seacoast Energy Hub Update

Walter King reported that Phase 1 of the Energize 360 campaign reach the fifth of five tiers, achieving the maximum discount for customers. He explained that there are funds from the program available to grant to solar panels or weatherization efforts at community buildings in the Phase 1 municipalities of Dover, Durham, Lee, Northwood, and Portsmouth. Otis Perry mentioned the Dover Housing Authority buildings, and Elena Piekut noted that Dover's three elementary schools had been considered as part of the original solar RFQ and have potential.

C. Ready for 100 Campaign

Walter King explained that a resident, Susan Smith, had presented the Sierra Club's campaign to the Commission a few months ago but that the group did not feel ready to propose another



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resolution to the County. Discussion ensued regarding the commitment, and whether it may be better to set goals specific to Dover and likely to provide a reasonable return on investment.

Walter noted that so far, the annual report does not include recommendations, and that given the Commission's advisory role to the City Council, making recommendations should be considered. Otis Perry added that the report should include the Commission's plans for the future. Bill Baber suggested asking the City to advocate for the full allocation of Regional Greenhouse Gas Initiative (RGGI) funds to energy efficiency projects. Rob Weir noted that the release of the report should be thoughtfully timed to coordinate with the CIP and budgeting processes.

6. New/Other Business

Walter King shared that the Local Energy Solutions conference has been announced for the fall and that discussion of attendance should be an agenda item in October.

7. Call for Agenda Items

None.

8. Adjourn

Otis Perry moved to adjourn. Rob Weir seconded. Vote: U/A. Adjourned: 7:30 p.m.