



CITY OF DOVER

ENERGY COMMISSION – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **2nd Floor Conference Room – City Hall, 288 Central Ave.**
Meeting Date: **Wednesday, October 18, 2017**
Meeting Time: **4:30 PM**

1. Welcome

Meeting called to order: 4:30 p.m.

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

Members absent: Council Liaison Deborah Thibodeaux

Others present: Staff Liaison Elena Piekut

Meeting recessed for site visit to Affinity LED Lighting, One Washington Street, Unit 525.

Regular meeting resumed at 5:45 p.m., 2nd Floor Conference Room, City Hall.

2. Citizen's Forum

None present.

3. Approval of Meeting Minutes of September 20, 2017

Otis Perry moved to approve the minutes 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 development of solar panels at the Dover High School and Dover Transportation Center are being reviewed by the Purchasing and Executive Departments to resolve concerns regarding requiring bonding for the project. The Planning Director is obtaining RFPs from other municipalities, subject to the same State requirement, for comparison. Otis Perry suggested that an irrevocable letter of credit may be another option, as is reducing the size of the proposed projects.

B. Energy Star Portfolio Manager

Elena and Zak Koehler will schedule a meeting to organize a data upload template.

C. LED Lighting

The group discussed their earlier visit to Affinity LED in the Washington Street Mill, which has been hired by the City to replace streetlights with smart, wireless LED lights. Otis Perry and Bill Baber discussed the obstacle of a Public Utilities Commission “rate case” proceeding in order to allow the City to pay for the actual, metered electricity use of each light rather than the current



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billing formula based on hours of daylight. They suggested the Office of the Consumer Advocate may be able to help.

Elena Piekut will find out which City department(s) will have control over the lights and store their data.

Zak Koehler expressed his surprise that Dover is the first City in New England and the Northeast to employ this technology, and that the company providing it is located in downtown Dover.

Discussion ensued regarding streetlight billing data the Commission currently has. Elena will seek clarification on which fixtures the accounts and data represent. The group discussed obtaining data from Affinity for comparison, and asking the City Manager to explain the expected return on investment for the project and possibly write a summary for the Commission's report. The Commission plans to follow up with Affinity in November or December.

5. Old Business

A. Energy Action Plan/Report

The group discussed the addition of fleet fuel use and expense data, which Zak Koehler began analyzing. Elena Piekut will look into the reason there are empty columns in the spreadsheet. Bill Baber suggested calculating total cost and consumption by department for the sake of the report.

Walter King raised the issue of setting a deadline to complete the report. Elena explained that staff has considered making the report the key presentation of the Land Use Board Meet & Greet in January, and the group agreed to aim for a presentation, if not complete hard copy report, by then.

B. Seacoast Energy Hub Update

Bill Baber provided an update that the Energize 360 campaign is in the process of deciding how to choose a community facility or organization to receive free solar panels.

6. New/Other Business

A. Local Energy Solutions Conference – October 28, 2017, Grappone Center

The group discussed who may be attending the conference. Bill Baber described it as being tailored toward Energy Commissions and Committees, and will attend. Zak Koehler may attend. Elena Piekut informed the group that the City would reimburse the cost of registration.



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B. Energy and Development of the Cochecho Waterfront

Otis Perry explained that he had email the Chair (now former Chair) of the Cochecho Waterfront Development Advisory Committee (CWDAC) regarding their possible consideration of renewable energy and efficiency. Elena Piekut explained that she discussed the question with City Planner Steve Bird, who provides staff support to the committee. Steve shared instances in where energy-related concerns were mentioned in the Design Guidelines for the waterfront. She said that the Commission can communicate its suggestions to CWDAC by attending their next meeting or writing a letter. Discussion ensued. Rob Weir suggested employing the Energy Considerations checklist developed by the Town of Durham. Bill Baber made a motion that Otis Perry draft a letter to CWDAC to be approved by the Chair. Otis Perry seconded. Vote: U/A. Elena will send Otis the Design Guidelines and Durham checklist.

C. Other

Bill Baber encouraged members to attend a hearing on the State Energy Strategy on October 19th in Portsmouth.

Elena Piekut and Bill Baber reminded the group that the Master Plan Climate Adaptation Chapter committee will hold a meeting the morning of Saturday, October 21 to hear input from the community.

Walter King and Otis Perry addressed the resignation of member Jeff Chierepko. Walter encouraged any members with concerns regarding the Commission's conduct to speak to him.

7. Call for Agenda Items

None.

8. Adjourn

Otis Perry moved to adjourn. Rob Weir seconded. Vote: U/A