



CITY OF DOVER

ENERGY COMMISSION – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **First Floor Conference Room, City Hall – 288 Central Ave.**
Meeting Date: **Wednesday, December 18, 2019**
Meeting Time: **5:30 PM**

1. Welcome

Members Present: Chair Walter King, Vice Chair Bill Baber, Mike Behrmann, Zak Koehler, Vincent Lyon, Otis Perry, Becky Ohler (Alternate) (joined at 5:48), Susan Smith (Alternate), Deborah Thibodeaux (Council Liaison)

Members Absent (Excused): Julie Fournier

2. Citizen's Forum

None.

3. Approval of Meeting Minutes of November 20, 2019

Otis Perry moved to approve the minutes of November 20, 2019 as written. Bill Baber seconded. Vote: U/A.

4. Staff Updates

A. Land Use Board Meet & Greet – Tuesday, January 14, 2020

Elena Piekut asked the Commission to note that the annual Meet & Greet will be held Tuesday, January 14th at 5:30 pm in the McConnell Center Cafeteria. The Commission will be expected to provide a brief update on its activities. The group discussed topics to be addressed and agreed that Vincent Lyon will speak on the Commission's behalf and Zak Koehler will produce a handout. Zak and Elena discussed obtaining the Revision link to generation statistics for the Dover High School solar array.

B. Request for Proposals – Solar Power Purchase Agreement

Elena Piekut shared drafts of a request for proposals (RFP) to be distributed seeking solar arrays for three City facilities: the new Facilities, Grounds, and Cemetery offices, Dover Transportation Center, and Wastewater Treatment Facility. It is substantially similar to the one used for the Dover High School roof, which the Commission provided input on at the time. Bill Baber asked to confirm that respondents are asked to address all three projects at once. Otis Perry advocated for increasing the priority of obtaining proposals for the existing Community Services facility at 271 Mast Road. Councilor Thibodeaux also addressed the new treatment building to be constructed in 2021 at the Pudding Hill well. Otis also noted requiring Cochecho River waterfront buildings to be solar ready. Mike Behrmann suggested also asking respondents to address heating/cooling and even battery storage along with solar if appropriate to the facility.

The group also discussed the question of strategy, whether to pursue multiple small projects or a large project. Vincent Lyon asked about energy use data, and he, Elena Piekut, and Zak Koehler will pursue obtaining training from Eversource on integrating billing data with the EPA Portfolio Manager program.



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C. Staff Position Proposal

Elena Piekut shared the current new position request for an Energy Planner within the Planning Department. It is similar to what was provided to the Council during last year's budget season and at this point in the process a full position description has not yet been developed. The group discussed the timing of advocating for the position before the City Council.

D. Other

Elena Piekut shared a 2020 proposed bill (HB 1664 AN ACT establishing a climate action plan, an office of the environmental advocate, and an oversight commission on environmental services) and 2019 law (SB 285 AN ACT establishing a coastal resilience and economic development program) with the group as they may be of general interest. Two Dover representatives, City Planner Steve Bird and Heritage Commission member Dave Emery, have been asked to serve on the latter group.

Elena also brought up a resolution pending Council consideration, regarding the exemption of tax assessment for renewable energy systems. The group agreed to invite main sponsor Councilor Shanahan to discuss this proposal with the Commission.

Elena also noted that the January meeting should include electing the Chair and Vice Chair and discussion followed about term lengths and reappointments.

5. Old Business

A. Sustainability Sub-Committee

Zak Koehler reported on his discussion with Assistant City Manager Parker earlier in the fall, the main conclusion of which is that everything the Commission was considering as the duties of a sub-committee already fall under the responsibilities of the Commission itself. Discussion ensued regarding creating a separate committee or commission. Otis Perry left the meeting at 6:45 pm. The group discussed the importance of many City Boards and Commission's keeping sustainability in mind and the assistance a new staff person could provide to coordinate this focus, and decided to use the Land Use Board Meet & Greet to begin the conversation around this topic.

B. Annual Goals Review

Bill Baber noted that subcommittees will be effective in achieving Commission goals. The item will be resumed at the next Commission meeting.

C. Energy Report

Vincent Lyon expressed an interest in working with the City's energy use data and Elena Piekut will assist him with it.

6. New Business



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A. Budget

The Commission again discussed Mike Behrmann and Bill Baber's desire to establish an Energy Commission budget. This would include costs such as printing outreach materials, municipal membership to an organization like Clean Energy NH, and professional development opportunities for members. Mike Behrmann will draft a budget for Elena to bring to the Department.

7. Other Business

None.

8. Member Comments

None.

9. Call for Agenda Items

None.

10. Adjourn

Zak Koehler moved to adjourn at 7:21 pm. Becky Ohler seconded. Vote: U/A.