

City of Keene
New Hampshire

CITIES FOR CLIMATE PROTECTION COMMITTEE
MEETING MINUTES

Wednesday, June 8, 2016

8:00 AM

2nd Floor Conference Rm

Members Present:

Dr. Ann Shedd, Chair
Peter Hansel
Gary Lamoureux, Councilor
Terry Clark, Councilor
Andrew Graham
Megan Straughen
Mari Brunner
Larry Dachowski, Alternate (Arrived at 8:03 AM)
Dick Cornelius, Alternate (Arrived at 8:03 AM)

Staff Present:

Michele Chalice, Planning

Members Not Present:

1) Call to Order and Roll Call

Chair Shedd called the meeting to order at 8:00 AM and roll call was conducted.

2) Approval of Minutes- May 4, 2016

Councilor Clark made a motion to approve the minutes of May 4, 2016, which was seconded by Councilor Lamoureux and carried unanimously.

Chair Shedd presented an item not on the original agenda for the meeting. She introduced an event presented by the League of Conservation Voters of NH, taking place on Thursday, June 16, 2016 to the committee. The details of the event were e-mailed to the committee by Ms. Chalice. The topic of the event is growth of the solar industry. A feature length film will be shown and Chair Shedd was asked to participate on a subsequent discussion panel. She is currently unaware of the other speakers participating on that panel.

The CCP has been invited to co-sponsor this event which will take place at the Keene Public Library. Chair Shedd explained that co-sponsorship entails having the CCP name on the event materials.

Mr. Hansel made a motion to approve CCP sponsorship of the League of Conservation Voters of NH event on June 16, 2016, which was seconded by Mr. Graham.

Chair Shedd opened the floor to discussion of this motion. Councilor Clark inquired if co-sponsorship would entail any financial obligation on the part of the CPP. Chair Shedd indicated that no financial obligation is involved and she believes as a City Committee sponsored event, the library will be available free of charge. Ms. Chalice added that she has Office of Energy and Planning (OAP) conference materials from the “Solar 101” event she attended which explain solar power in a straightforward way. She will share with the committee via e-mail in advance of the June 16, 2016 event.

The motion was carried unanimously.

Chair Shedd added that the solar installation at the Co-Op went live on May 25.

3) GHG Inventory Update

Chair Shedd introduced the eagerly anticipated GHG Inventory Update and welcomed Mr. Graham to present.

Mr. Graham indicated he had started putting the collected data into the ClearPath collection tool. Mr. Graham distributed a paper displaying graphics and directed the Committee to the black and white side of the paper to indicate barriers with the ClearPath tool he has encountered that he was unaware of.

Mr. Graham indicated the project was carried out stepwise and has learned he should have approached it backwards. When working with ClearPath he realized he did not have everything he needed so he had to back track a lot to get numbers he did not have. He stated his main point of contact for understanding ClearPath, J.R. Killigrew, is no longer working for the organization. Mr. Graham indicated he had a call scheduled with Mr. Killigrew’s replacement to work through some of these barriers and continue the work.

Mr. Graham directed the Committee to a list of numbers provided that he is still seeking to acquire. He said he hoped to have more graphs to show to the Committee to compare 1995 and 2015. He indicated the problem is that the 1995 and 2015 numbers are not in the same format and they need to be before comparisons can be made. He indicated the purpose of the project is not to see what is happening this year, but to look at 2015 in the context of 1995 and the interim.

Because he could not provide the 1995 and 2015 figures in the same format, he presented the sample chart handout. He indicated the top chart referred to 1995 and represented all fuels used in energy use, including liquid fuels which allow vehicle fleets. He stated the numbers on the figure are generated by the ClearPath calculator which returns CO₂ equivalents. Because he is currently missing some numbers, the fuel and electricity

numbers presented are not aggregated. As such, he pointed out that the top graph is energy and the bottom graph is electricity.

Mr. Graham indicated value in looking at the 2015 electricity use across all sectors of the municipal government. A lot of electricity in the City of Keene is used for buildings and waste water treatment. A large component of electricity is also used by street lights, which will be reduced in the near future. He indicated the transfer station number registers at 0% and believes this is probably because they generate most of their own electricity.

Councilor Clark commented that a generator was added to the waste water treatment plant five years ago and asked Mr. Graham if this is reflected in their energy usage. Mr. Graham replied he believes that energy goes back into their operations and lowers their total numbers. Councilor Clark asked if that was the same situation for the solar panels on City Hall. Mr. Graham replied yes, that energy goes back into City Hall to reduce energy bills of the building but he is unsure of how much. Mr. Graham said a graph could be produced that displays energy use per building for comparisons across years. Councilor Clark indicated that the last Honeywell report did show significant cost savings and asked Mr. Graham if that translated to energy reflected in the chart. Mr. Graham said there is a fine level detail such a simple graph cannot capture but it is important for the people of Keene to hear that these energy decisions have reduced emissions, to hear stories of action and impact.

Mr. Hansel asked if the data for electricity were strictly from Eversource bills. Mr. Graham replied yes. Mr. Hansel asked if that would reflect production used in buildings that would go down or if reflects what might have been sold back under net metering. Mr. Graham replied that the amount is negligible.

Mr. Hansel referred to the legends on the graphs which were slightly different and asked if they could be made more similar or if Mr. Graham could explain the difference. Mr. Graham replied that he prefers to explain why there is a difference and it depends on how fine a level of detail is wanted. He provided the example of the Buildings, Parks, and Recreation sector which was 46% in 1995 and is just listed as building on the graph. He said it might be useful to break out buildings not associated with Parks and Recreation because many of the accounts listed with Parks and Recreation are buildings and some of the accounts are captured under street lighting. There was also a conversation as to when the land fill changed to the transfer station and Mr. Hansel commented it could be interesting to compare the energy usage between the two.

Mr. Graham stated he hoped to have those landfill/transfer station numbers for methane comparisons. He explained that ClearPath calculations were returning incorrect methane and CO₂ equivalents for the landfill. Mr. Hansel questioned possibilities for why the calculations were wrong. Mr. Graham indicated these were all things he would cover with Mr. Filligrew's replacement because he has accurate numbers that show 75% of the methane being captured and used.

Ms. Brunner questioned if you are allowed to override a number you know is incorrect in ClearPath. Mr. Graham replied that he can input any number but the workbook asked for methane captured versus generated and did not calculate them together so he will address that issue as well.

Ms. Chalice commented that the challenge now is gaining a better understanding of ClearPath methodology as well as making comparisons between 2015 and 1995. She added there will have to be care in that process and they will have to be compared in an equitable way because there is more knowledge and information being captured today. She indicated the need to communicate with each department head before presenting these numbers and comparisons to the public. She added a last minute challenge was conflicting information received on the square footage of City buildings owned. Mr. Hansel replied he was surprised Honeywell had not done that. Ms. Chalice said Honeywell had a specific scope of work that did not necessarily deal with everything in the City.

Ms. Chalice added the most important information that will get the attention of the City Council and public is the impact of the measures that have been taken, for example, the waste water turbines. The specific impacts of those projects and if they are enough to effect GHG numbers in the bigger picture. It could help determine if the City is on the right path or if adjustments are called for. Ms. Chalice added that the Committee is on track, needs to get that information out, and is set to appear before the City Council before Mr. Graham leaves the Committee.

Mr. Hansel commented that this data is strictly municipal. The municipalities represent only 3% of the City, and while important, he believes the charge of the Committee is larger than that. Mr. Graham replied that community data is forthcoming and that most of it is from larger state or national institutions averaged for NH.

Mr. Hansel added that the data is lower scale and does not really look at efforts in the region to reduce GHG. Mr. Graham agreed. Ms. Chalice asked if regional information is available. Mr. Graham said the Scope 2 & 3 emissions in the region are probably lower because of the changing nature of power generation. Mr. Hansel replied that there was no particular list of regional information. Ms. Brunner commented that it may be reflected in the community emissions which look at power mix of where electricity comes from.

Chair Shedd referenced a figure for the state of NH that indicated 10% of electricity is from renewables. Ms. Brunner indicated they should have data for 2015.

Chair Shedd asked Mr. Graham a question about translating the 2015 data to the 1995 data for comparisons. She asked if there is a way to translate the 1995 data to 2015 instead, to use 2015 as the baseline going forward. Mr. Graham replied no, the 1995 data is static so the 2015 data must be expressed in the same format. He indicated the 2015 data would not be left there and he believes they will have a richer benchmark for 2015 moving forward. If the project continues in the future, there will be more data points to

refer back to 2015 with. He added that it is essential to have accurate comparisons that can be more specific and detailed in the future.

Chair Shedd commented she knows the ultimate goal is reporting CO₂ equivalents but wonder it would be useful to have kilowatt/hour data in 2015 to compare and see what the municipality has used; it is important to know the percentage breakdown. Mr. Graham replied that the municipal operations used approximately 2.3 kilowatt hours of electricity.

Chair Shedd welcomed questions and comments.

Ms. Chalice clarified that the City Council meeting had been rescheduled to July 21. She indicated concern about that date so she has emailed two dates to the Committee, July 21 and August 4. These are the two dates set aside to present the entire final report to the City Council.

Mr. Hansel asked who requested the delay in presenting to City Council. Ms. Chalice and Mr. Graham indicated it was at their request to ensure they were sufficiently prepared for the presentation. There also need to be presentations to all department heads before it goes to City Council.

Ms. Straughen asked for an explanation of Honeywell. Councilor Clark explained that it was a multi-year project he believes has ended. He indicated the group came to the City to assess the energy consumption taking place. They made suggestions for the City to upgrade and save money. Chair Shedd referred to it as an energy audit. Mr. Hansel commented that it was an ESCO Project that took place over three years, ending in 2015, and that information about it can be found on the City website.

Ms. Chalice commented it is good that things are continuing. She noted that Public Works is putting information together for City Council to take advantage of Eversource rebates by replacing street lights with energy efficient alternatives. She added that while Honeywell's advice was good and initiatives were implemented, there is always new and better technology and the City has to try to keep up. The progress is encouraging but it is a step-by-step process.

Ms. Brunner added that Honeywell addressed not just energy efficiency, but also bulk purchasing of energy. Councilor Lamoureux added that through Honeywell, the Public Works Department installed a 30,000 gallon tank to be able to purchase propane in bulk which has saved a considerable amount of money. He also provided examples of energy efficient boilers added in City Hall.

Chair Shedd pointed out that the sustainability section of the City website indicates the Leap Project at the transfer station and added that more of these City projects should be highlighted. Ms. Chalice inquired if anyone on the Committee was interested in compiling that list so she can get it on the website. Ms. Chalice also offered to send out the City of Durham's Energy Master Plan which has been used as a template for other

cities. She indicated generating an independent Energy Master Plan is potentially more efficient than trying to amend the 2010 Keene Comprehensive Master Plan. Chair Shedd added that the Durham plan is for municipal energy.

Mr. Hansel agreed that it is good to determine and present how much investment Keene has made in its sustainability objectives. He said many of the project investments have already been paid off such as swift returns on the Honeywell investment, the hydro facility, and the methane operation.

Ms. Chalice asked if a Sub-Committee wanted to compile that information. Chair Shedd suggested the Communications Committee. Ms. Chalice added that it would be very useful and Mr. Hansel agrees it would be a good example for others in the community. Mr. Graham indicated he would make the list of projects and figure to be added to the website by Ms. Chalice. Ms. Brunner questioned if the City staff or departments should makes the lists or report on what they have done, she believes it is a lot of work to track down that information. Ms. Chalice agreed but indicated there is no one person with that information. Ms. Brunner replied that she started such a project when she was an intern and because the City has done so many projects, only the City staff has that knowledge. Councilor Lamoureux indicated that Steve Thornton could provide details on the ESCO project. Mr. Hansel replied that ESCO had only covered certain projects. Councilor Lamoureux also suggested speaking with Scott Martin in Facilities.

Chair Shedd returned the Committee's attention to the GHG Inventory and asked if the City Council presentation would include both municipal and community wide data. Mr. Graham replied yes. Councilor Lamoureux suggested developing a partnership with a City staff member to make the presentation a joint effort and more credible and suggested Mr. Rhett Lamb. Ms. Brunner suggested Mr. Duncan Watson.

Ms. Chalice indicated the GHG Update is a product of the Planning Department. She said she envisions a powerful "pep talk" by Mr. Lamb or Mr. Watson of what the City has already accomplished before presenting the results of the Update to City Council. Councilor Lamoureux added that it would also add credibility to the Update. Ms. Chalice added it would acknowledge the efforts of the city. Councilor Lamoureux said the public and the City Council need to see this as a group effort, working together to move this forward. Mr. Hansel stated it would also improve the level of questions the Committee gets from City Council as they would be able to ask more specific questions about projects. Councilor Lamoureux commented that Mr. Lamb is already well versed in a lot of the information because he has been involved with many of the projects.

Mr. Dachowski asked if he is correct that there is no one member of City staff responsible for GHG and climate protection. Ms. Chalice replied that he is correct. Mr. Dachowski replied that it is impractical for an organization of this size to have one person with that predominant assignment because there is too much else to do. Chair Shedd indicated the Climate Action and Adaptation Plan had asked for a part-time Sustainability Coordinator. Mr. Hansel added it might be the role of the CCP Committee or the City to contract with a Sustainability Officer that could be available to the City and contracted

out for specific projects in the community. There was a discussion that there is enough demand in the City from industries, schools, etc. for that to be a full time position at little or no cost to the City. Councilor Clark recommended taking the idea to the GPI Committee, a joint procurement initiative with City staff.

Mr. Graham addressed the fact that the City of Durham has been working with the full-time Energy Manager at UNH and pointed out that UNH supplies most of the power to Durham through their generator. Councilor Lamoureux asked if there is a Sustainability Coordinator at KSC. Ms. Chalice and Ms. Brunner indicated that Kari Dawn, an Antioch graduate, has been working as the Sustainability Coordinator at KSC full-time since August.

Chair Shedd asked Mr. Graham if there is anything else the Committee can do to help move the project forward. Mr. Graham replied for Committee members to come by and check in with him, that the Committee is a venue for ongoing explanation of what is going on and that is helpful. The Committee thanked Mr. Graham for his work.

Chair Shedd welcomed other questions and comments.

Chair Shedd reminded Ms. Chalice to send follow-up emails about ESCO and the Durham Energy Plan to the Committee and to add the subject of a Sustainability Officer to the next agenda.

Mr. Hansel questioned the status of the 2014 recommendations sent to the Committee and if they were presented to City Council. He believes they are worth looking at again. Ms. Brunner indicated they were just for the CCP Committee and had not been presented to City Council. Ms. Chalice said she would check them for relevance, re-send them to the Committee, and add to the next meeting agenda.

Mr. Graham questioned the length of time one can serve on the CCP Committee. Chair Shedd replied it is two three-year terms and if that is reached, the member can take a year off and return; if the position is not filled, the member can keep serving. Chair Shedd indicated Chris Brehme, a professor of Geography at KSC, is interested in participating if Mr. Graham leaves.

4) Other Climate Group Updates

Chair Shedd welcomed other reports from Sub-Committees.

Councilor Clark indicated he had done a transportation inventory. He stated that beyond the Friendly Bus, there are only a few small efforts to get people to the hospital, etc. He noted the impressive Connecticut Valley Transit Authority just outside of Keene and he is looking into their operations. He indicated that they work under a subsidy which might not be as advantageous here in Keene. He said it could be an interesting model to look at regionally. Chair Shedd indicated the state provides some subsidies for the Boston express busses, so perhaps the state would contribute to inter-City transit. Mr. Hansel

pointed out that a lot of that information is on the MAST website. Mr. Hansel also asked if the Transportation Committee's task was to research how to reduce transportation energy used in general. Councilor Clark replied yes, with the intention of establishing a bus route.

Ms. Brunner indicated the interest in MAST for a car sharing program, like Uber. Perhaps the committee could look into how something like that might work rurally. Chair Shedd added that Ithaca, NY has a car share program and while they are a little bigger than Keene, it is similar and could be a model to look at. Ms. Brunner mentioned a possibility for collaboration with MAST in researching ride share efforts.

Mr. Hansel commented that the Committee should talk about collaborations more. He said he is making a list of groups and the key is how to make connections and keep them active. Chair Shedd reference the Matrix columns for goals and parties of stakeholders; how can those connections be nurtured.

Ms. Brunner, Mr. Graham, and Councilor Lamoureux reported for the Communications Committee. Ms. Brunner indicated they met before the last meeting to discuss ways to reach the larger Keene community. She suggested three community events each year with specific topics such as the GHG Inventory with partners like AUNE, or weatherization and transportation in the fall. She said they also discussed using the City's Mind Mixer account as a way to engage the public online and answer their questions. Councilor Lamoureux said the key is continuously getting the CCP message to the community, not just once per year, and continuously promoting upcoming events. He said organizing these events would not be difficult; the library would be an ideal location.

Chair Shedd added the key is timely and attention grabbing publicity. Ms. Chalice added it can be difficult without a Public Information Officer to coordinate with other events. She said there are online tools that list events through the Chamber of Commerce, but no point person. Ms. Straughen returned to the subject of collaborations and suggested partnerships with organizations like the Co-Op and their advertising platforms to promote these events. Chair Shedd also suggested the Harris Center. Ms. Chalice suggested C-PACE and their program to help commercial property owners make green changes that is going before the internal City Staff. There was also discussion that various organizations in the area would probably welcome the CCP to contribute to their newsletters.

5) **Adjournment**

The next Cities for Climate Protection Committee meeting will take place on July 6, 2016. Mr. Graham will be absent from that meeting.

Hearing no further business, Chair Shedd adjourned the meeting at 9:00 AM.

Respectfully submitted by,

Cities for Climate Protection Meeting Minutes
June 8, 2016

Katie Kibler, Minute Taker
June 14, 2016