



CITIES FOR CLIMATE PROTECTION COMMITTEE MEETING AGENDA

Wednesday, February 7, 2018, 8:00 AM

2nd Floor **Committee** Conference Room, City Hall

Members:

Dr. Ann Shedd, Chair
Peter Hansel, Vice Chair
Gary Lamoureux, Councilor
Mari Brunner
Terry Clark
Chris Brehme
Jess Baum
Dick Cornelius, Alternate
Jake Pipp, Alternate

Staff:

Rhett Lamb, Planning Director
Michele Chalice, Planner

1. Call To Order and Roll Call
2. Approval of January 3, 2018 minutes and January 18, 2018 Retreat minutes
3. April Busby, Keene Housing, Planning & Policy Analyst; Energy Efficiency/Renewable Energy Projects
4. Terra Rogers, Southwest Community Services, Director of Energy & Employment Programs; SCS Energy Efficiency Projects
5. Motion/Vote for Proposed New Committee Name
6. Greenhouse Gas Emissions Inventory Update
7. Adjournment – Next Meeting, Wednesday, March 7, 2018

RESOURCES:

U.S. Department of Energy: Energy Efficiency & Renewable Energy: Community Greening: How to Develop a Strategic Energy Plan https://www.nrel.gov/tech_deployment/pdfs/community_greening.pdf

Vital Communities, Energy: <http://vitalcommunities.org/energy/weatherize/>

Energy Transitions Research Lab: Dr. Thomas Webler, KSC www.energytrans.org

Sierra Club Ready for 100% Renewables campaign:
<http://www.sierraclub.org/ready-for-100/about-our-program>

City of Keene
New Hampshire

CITIES FOR CLIMATE PROTECTION COMMITTEE MEETING AGENDA

Wednesday, January 3, 2018, 8:00 AM 2nd Floor **Committee** Conference Room, City Hall

Members:

Dr. Ann Shedd, Chair
Peter Hansel, Vice Chair
Mari Brunner, Member
Jessica Baum, Member
Terry Clark, Councilor
Larry Dachowski, Alternate
Charles Daloz, Member

Staff Not Present: Michele Chalice

Guests Present:

Tom Webler, Guest
Jake Pipp, Guest
Nancy Gillard, Guest
Aperr Naadzenga, Guest

Members not present:

Gary Lamareux, Member
Chris Brehme, Member

1. **Call To Order and Roll Call**

Chair Shedd called the meeting to order at 8:02 am roll call was conducted.

2. **Approval of December 6, 2017 minutes**

Councilor Clark motioned to approve last month's minutes with revisions, Vice Chair Hansel seconded and it motion passes unanimously.

Revision: "**December 13 instead of January 13**" correction to last month's minutes.

3. **Election of Committee Officers**

Chair Shedd opened floor to nominations. Ms. Brunner nominated Anne Shedd, Mr. Clark seconded and all members were in favor of nomination. Terry Clark nominated Peter Hansel for Vice Chair, Jake Pipp seconded and all members were in favor.

4. **Greenhouse Gas Emissions Inventory Update**

Ms. Brunner submitted the GGE draft to the City of Keene and she is meeting with Ms. Chalice and Mr. Lamb this week to go over the draft so there may be changes. She said it underwent an internal review process with SWRCP and the draft was sent to the City by December 15 and nothing has changed since the last update. Vice Chair Hansel suggested having the greenhouse gas emissions report be a part of the retreat discussions. Chair Shedd agreed, however, she believes April would be a great time to disseminate information to the public. She suggested giving the City a deadline to look at draft and comment so that they could be ready by April. Mr. Dachowski suggested that it might be helpful to inform the media outlets in advance about the report to pique interest in PR arena. Chair Shedd there is already potential interest from news reporters.

5. Council response to CCP request re HB 114 and HB 592

Chair Shedd stated that several committee members attended and spoke at the PLD meeting on December 13 opposing House Bill 114 and 592. Chair Shedd said the PLD committee was very receptive to their comments and that full Council did vote to submit comment to legislature and bills will be voted today in Concord. Packet included a draft of the letter Ms. Chalice had prepared for the Mayor to sign. Vice Chair Hansel approved of the wording on the final draft. Chair Shedd said a number of citizens have submitted letters, calls and emails to legislators. Mr. Clark said he sent out bulk emails and received several positive responses and only two negative comments from the Liberty Coalition who are not in favor; however, there were more positive responses. Chair Shedd said he hopes that is a good indication of a positive outcome.

6. Review of CCP founding documents:

- a. Resolution Establishing CCP committee,
- b. Ordinance defining charge to CCP,
- c. Current mission statement,
- d. State definition of Energy Commission

Chair Shedd introduced Mr. Aperr Naadzenga, an Antioch University student interested in CCP. She handed out the Resolution for the City of Keene's founding documents and the mission statement for CCP. The packet also included the State RSA defining energy committees. She said the Cities for Climate Protection Campaign predates the State statute as it was founded in 2000 and the statute was created in 2009. She said the update to CCP's charge by City Ordinance was created in 2010 in response to the State statute so that CCP's charge would encompass the tasks of an energy committee. Chair Shedd said it would be helpful to look at the history of the committee before the retreat in a couple of weeks.

Mr. Clark stated that he understood that the charge was also created to reach out to homeowners and businesses not only municipal greenhouse gases and energy use. Chair Shedd agreed that CCP's energy committee charge is much broader and has included community scale energy. Vice Chair Hansel stated that the purpose of CCP is pretty broad, the communities adapt the capacity to the expected impacts of climate change and to protect the public health of the community. Mr. Clark stated that the City of Keene has gone a long way in terms of the

Honeywell study and now they are announcing an 800 kilowatt solar array on the municipal building on Marlboro Street so there is less room for the City to move in that direction than there is for the community. Chair Shedd said municipal sector accounts for only 3% so a huge chunk of Keene's energy use still needs to be worked on.

Mr. Clark suggested reaching out to other governmental bodies such as the school board would be helpful and they should discuss that more on the retreat. Mr. Pipp stated that being new to the committee, he views the documents as very informational and helpful in understanding the framework the City wants CCP to function within. He said he was happy to see that the City updated the 2005 charge in 2010 to include adaptive capacity because before that it was only asking CCP to deal with greenhouse gas emissions which will already have long term impacts. Mr. Pipp said as an energy commission, the charge is a bit limited in scope in terms of what CCP is currently doing, as it is asking CCP to research municipal energy use and costs and make recommendations pertaining to municipal energy plans and sustainable practices. He stated that he would like to hear more about what the committee has been considering with a new mission or purpose. Chair Shedd shared questions about how CCP should balance the parts of the task that are climate mitigation focused and those that are geared towards climate adaptation. As currently stated, she said the tasks are huge and there is no way for CCP to achieve all of them, so it is important to develop an energy plan and bring the work together with the existing Climate Action Plan. Chair Shedd asked members if they had any other thoughts on founding documents and encouraged them to bring documents to the retreat.

Vice Chair Hansel stated that during his time on the committee he has not seen a lot of climate adaptation work. He believes that adaptation is not as much a part of their charge as mitigation, and that the energy side should be prioritized. Ms. Brunner said instead they could try to pick the most strategic elements of both adaptation and mitigation when revisiting the Climate Action Plan in order to integrate adaptation and mitigation. Mr. Pipp suggested working with City departments on small marginal cost increases of infrastructural improvements or changes that could go a long way towards what the City wants to accomplish.

Vice Chair Hansel stated that the founding documents suggest that CCP is not solely an advisory committee to the City, as they are allowed to accept donations and advocate with the public. Chair Shedd agreed and suggested that eliminating the title "energy committee" could be liberating as well. Ms. Brunner pointed out that that CCP already falls under the designation of an energy committee so they are already eligible for benefits of an energy committee. Mr. Clark suggested coming up with a more recognizable name for committee. Mr. Pipp said there are some benefits to changing from a committee to a commission because the founding documents state that committees do not have non-profit status and cannot accept funds, whereas commissions can accept funding. Chair Shedd they will ask Ms. Chalice to clarify the City's distinction between committee and commission.

Chair Shedd segued into planning for the retreat with Mr. Webler who will be facilitating the two hour retreat on January 18, 2018. She asked members if reviewing the documents has geared them towards specific topics for discussion that can be addressed at the retreat. Mr. Clark said he liked the idea of framing City goals based on greenhouse gas emissions, as he has observed that the individual City departments have not necessarily been getting advice from groups that have

looked at their recommendations. Chair Shedd said Mr. Lamoureux had suggested a check list for any decision Council is making about the climate impacts of decisions and ensuring impacts are positive. She said Ms. Chalice had shown the committee a check list for buildings in Dover as an example but as far as she knows, Keene has not replicated the checklist. Mr. Clark added that when executing tasks on the Master Plan, for example, where staff is supposed to apply the Complete Streets program, there really is no formalized check list that is adhered to. He suggested making a recommendation for check lists. Chair Hansel agreed that a good focus for the retreat is formalizing a policy for the City on energy- related decisions, applicable not only to the City functions but also the interface with the public- the planning board, site plan reviews, zoning boards- that would affect energy.

Chair Shedd also added the question of to what extent should CCP be focusing on policy related issues and how much on project-based efforts. Mr. Clark said it is important for the City to have an outside group to look at their operations from a bigger perspective, so perhaps they could do both. Ms. Brunner said she thinks that the impact of a policy is usually bigger than a project, especially given the committee's time and scope. For example, providing incentives for renewable energy, zoning, code would be impactful for the community but she also is concerned about the committee's lack of policy expertise to achieve those sorts of goals. Chair Shedd suggested that perhaps they consider recruiting other skill sets to the committee as they reframe the mission of the committee.

Mr. Webler asked solicited thoughts of a successful retreat from members. Mr. Clark replied he would like to see actionable goals created. Ms. Baum suggested defining who CCP is as a committee, what the charge is and the scope. Vice Chair Hansel suggested a name change for committee. Chair Shedd stated that last year Ms. Daniels created a "feasibility versus impact" chart which was helpful way to frame the process. Vice Chair Hansel also suggested revising the mission statement if needed. Ms. Baum asked if the City's request for a renewable energy plan is something CCP still wants to pursue. Vice Chair Hansel said achieving renewable energy goals was one of the main reasons for the retreat and perhaps they should explore how CCP would function as a committee if they wanted to go in that direction.

Chair Shedd said she would plan to meet more with Mr. Webler and Ms. Brianna Brand who a program director at New Hampshire Sustainable Energy Association to discuss collaboration opportunities. Mr. Webler said he looked forward to working with the group and suggested members come with ideas of what is really important and perhaps what is a wrong direction to go in, which could help narrow the scope for the retreat. Chair Shedd suggested that if members have questions for Mr. Webler they email Ms. Chalice first.

Mr. Dachowski suggested that due to the limited scope of the committee, persuading the City government to putting time and resources into achieving goals could effectively increase the overall impact of committee. He recommended the City contract individuals to perform certain tasks that are specific to a professional. Vice Chair Hansel also suggested collaborating with groups that are doing similar work to enhance achievability of goals. Chair Shedd said that a secondary goal emerging from retreat last year was to pursue the thought of a City Sustainability Coordinator as stated in the Climate Action Plan and Master Plan. She said they could attempt to make an economic case to the City for hiring a part-time Sustainability Coordinator. Mr.

Dachowski suggested encouraging the City to consider that as part of a long-term goal. Ms. Brunner asked if CCP has the ability to raise money. Chair Shedd replied that Ordinance Nine states that they may raise money with City approval. Mr. Clark said CCP would have to ask permission from the City for raising money and funds would be routed to the City for distribution.

Mr. Naadznga shared with committee that he received an email from President of Chatham University in Germany asking what he thinks about climate action in the U.S. so perhaps this is something they can pursue at the retreat.

Vice Chair Hansel shared that in the past Antioch students conducted a study for his company into their environmental footprint. He said they put together a process for analyzing any organization's environmental footprint. He said this past fall his son updated the process and created a template that organizations could use, which could also serve to extend CCP's reach out into the community to companies wanting to monitor their own environmental footprints.

Ms. Baum shared that Badger has a similar template and they are currently sharing with other businesses about environmental footprints and are doing workshops. She said part of the reason a City Sustainability Coordinator is important is to prevent "reinventing the wheel" by different organizations and be more cost effective for the City. Chair Shedd replied they could put on a seminar to share the different models that are out there. Mr. Clark said perhaps just redefining the responsibilities of existing staff would be even more cost effective. Ms. Baum said it would be helpful to leave the retreat with a better understanding of the scope of the committee's charge, for example, is CCP a strategy, projects, advisory committee? Chair Shedd said in the past they have had working groups to work on separate issues, however, their efficacy has been limited to date. She said the committee is not limited to one hour a month and a good topic for retreat is to reassess that idea. Vice Chair Hansel reiterated that that is the reason collaboration with other organizations is a key to achieving goals. Ms. Brunner said she liked the work group structure but it did not have longevity.

Vice Chair Hansel shared that his company Filtrine is now using dry wood chips from Peterborough for heating. He said they burn cleanly and efficiently. Chair Shedd shared that Germany has an excess of renewable energy and were asking the public to use energy. Mr. Clark said that there is evidence that fracked gas in Keene can pose health hazards such as respiratory illness and even cancer. He said the City is granting franchise without comment, so if anyone has comment, perhaps they would put standards and limitations on any concerns so that they would be mitigated. Ms. Brunner invited everyone to Monadnock Alliance for Sustainable Transportation's Annual Meeting at 312 Marlborough Street. She said Steering Committee meeting is at 4 pm and Public meeting is at 5 pm. She said they will have a couple of speakers talking about sustainable transportation, including Ms. Tiffany Manion, Bicycle Mayor of Keene, and Mr. Phil Goff from Alta Planning and Design who will discuss Complete Streets and ways to reduce transportation impacts. Ms. Baum announced that Badger has been monitoring their waste stream and in their last assessment they are only sending 5% of their waste to landfills for incineration. They will also be holding a workshop.

CCP Retreat: Thursday, January 18 from 4:30-6:30 in Keene Library's Trustee's Room.

CCP Meeting Minutes
January 3, 2018

7. **Adjournment – Next Meeting, Wednesday, February 7, 2018**

Chair Shedd adjourned the meeting at 9:03 am.

Respectfully submitted by,

Ayshah Kassamali-Fox, Minute Taker

City of Keene
New Hampshire

CITIES FOR CLIMATE PROTECTION COMMITTEE RETREAT AGENDA

Wednesday, January 18, 2018

4:30 PM

Trustees Room, Keene Public Library

Members:

Dr. Ann Shedd, Chair
 Peter Hansel, Vice Chair
 Mari Brunner, Member
 Jessica Baum, Member
 Terry Clark, Councilor
 Larry Dachowski, Alternate
 Chris Brehme, Member
 Gary Lamoureux, Member

Staff: Michele Chalice, City Planner

Guests Present:

Tom Webler, Guest, Facilitator
 Jake Pipp, Guest

Chair Shedd introduced members to the yearly CCP Retreat to consider the CCP vision; who they are and how the City administration's request that they fit in an Energy Plan fit into their existing plan and mission. Mr. Tom Webler introduced himself as facilitator, he said he used to teach at Antioch University New England from 1995-2008 and then developed his own research institute and did work with community-based climate adaptation and mitigation and then taught at Western Washington University in Bellingham, Washington. Now he is back at Keene State College teaching Environmental Studies. He said he would like to join the committee but the Mayor will not allow participation by out-of-staters and he lives in Massachusetts.

He stated the mission of the Retreat is to work on the mission statement, to think about how the committee is functioning and how it can function better, and to think about where the Energy Plan fits into the world of the committee if at all, evaluate last year's performance and to come up with a new committee name. He handed out cards and markers and encouraged members that as they think of names they should jot down ideas and they will revisit the cards at the end of meeting. He also said that he has an evaluation form to complete at the end of the Retreat as well. He said his job is to figure out when they have talked enough about a topic and help bring it to closure, ensure everything is written down that is agreed to and use a consensus-based approach to decisions based on the small size of the group. He suggested members take a one-minute quiet reflection on why they are on the committee and their source of passion for working on these materials and topics. Mr. Dachowski shared that he is deeply impressed by the scientific data on the reality of global climate change, and he thinks it is important that something be done about it in many aspects of society, so when he was invited to participate on the committee as an alternate member he agreed. Vice Chair Hansel said when he first started on the committee the City was attempting to reduce community emissions by 10% by consumers, however, he thought

businesses should respond to the challenge as well. He said his passion is to connect the work of the committee to the bigger business community not solely focus on the municipal charge of the committee. Ms. Brunner shared that she has been interested in climate change and sustainability since high school and has been involved with this type of work for a long time. She said she was interested in joining the CCP because she believes there is a lot that can be done on a local level to improve lives, reduce impact, and prepare for more extreme weather events. She would like the focus to be on communication, education and awareness building in the community, and was interested in developing ways to bring the community together to address climate change.

Mr. Clark said when he was kid he used to deliver lunch to his father across the Beaver Brook and he noticed every day it was a different pastel color as there was a paint company disposing waste into the brook. He said during the seventies environmental movement there was increased awareness of Superfund sites and the Clean Water Act and other important issues but he does not see enough changes in behavior. Mr. Brehme shared that he grew up on the Gulf Coast of Texas, in the heart of the petrol industry, where the economic-environmental balance is struck heavily towards the economy. He settled in New England because he sees it as a place that has been able to largely resist that impact and is more progressive towards the environment. He said as an educator he is interested in the global perspective on climate change, and bringing the broad impact back down to the local level through education and outreach. He said his primary inspiration is his family and future generations.

Chair Shedd said shared was interested in renewable energy for a couple of decades, but now realizes it is part of a response to a huge problem. She moved to Keene eleven years ago and started participating on the Conservation Commission and learned how City channels work and believed she could contribute on some scale. She said it is a learning challenge especially in policy, although she has a background in science. She shared that her favorite headstone in the Woodland Cemetery says, “She hath done what she could”, and that saying resonates with her.

Mr. Pipp shared that he worked in student government, leadership and sustainability and environmental measures at his undergraduate institution in Wisconsin. He also worked on sustainable land use in Wisconsin. As an Antioch student, Mr. Pipp was involved in sustainability and social justice as well as the Climate Center for Community Resilience and Preparedness. He is interested in energy efficiency, policy, storm water and waste water management and overall engaging Keene in becoming a more resilient and sustainable community.

Ms. Baum said that nature has always been at the core of her being since she can remember the centerpiece of her spiritual life and later she began developing a scientific connection to nature. Today she is an herbalist, meditates in nature and performs sustainability for her day job. She stated that our current political regime is failing at environmental protection and it is painful for her to experience this injustice and feeling like she is not able to do anything to help. She was asked to participate on the CCP committee and it was a perfect fit for her interest in becoming more involved in government. Ms. Baum is also working on creating a long term social environmental impact plan for the business she works for, including how to become net carbon positive, so the activities of CCP fits into the governmental aspect of her work. There are many

people working to fight the same problem and are not working enough together, so she would like to collaborate and innovate together instead of reinventing the wheel.

Mr. Webler stated that it is great to hear everyone's stories and it is important to understand what each member brings to the group effort to determine a united direction. He encouraged members to pick up on those themes throughout the course of the meeting. Mr. Dachowski shared that he has an 8 year granddaughter and he hates to think what kind of world he will be leaving to her. Mr. Webler said the moral theme is driving members and that can feed the motivation of the committee.

Mr. Webler stated that the goal of last year's retreat was to figure out what to work on for the next two years. It was narrowed down to three areas: **home Weatherization workshop, community gardens/food security and part-time Sustainability Officer for the City.** Mr. Brehme said that the community garden idea was tangential to the goals. Ms. Brunner said that last year's facilitator, Ms. Christa Daniels used the gardens as a way to thematically tie their goals together.

Chair Shedd stated that last year they aimed for a summit of stakeholders, however, communication has shifted once they discovered there are two other groups in New Hampshire with Weatherization campaigns and they have since decided to learn from those models before jumping into a Keene Weatherization Summit. Mr. Webler passed out a form for members to fill out their thoughts on whether or not last year's goals were sufficiently tangible and specific by ranking them by feasibility level and satisfaction level. Members then quietly completed the evaluation of last year's CCP progress on goals.

Mr. Webler asked members to share points or goals. He asked if they were sufficiently tangible and specific. Vice Chair Hansel replied that the Weatherization goal was a tangible two year goal, and at that time they were not aware of other models and they have not yet incorporated those ideas into a new model but he is satisfied with a year's worth of progress on Weatherization.

Mr. Clark said that this year the committee should seriously communicate intentions and reasons to City Council for hiring a part-time Sustainability Officer. Ms. Brunner said the Sustainability Officer idea was tangible and specific but it is a really high bar to meet for the City budget, so perhaps instead of asking the City to hire a Sustainability Coordinator straight away, CCP can start with doing the background case for what a Sustainability Coordinator can do for the City and the net value. She believes increasing awareness and education in the community so that City Council can be convinced by hearing from constituents about the importance of a Sustainability Coordinator.

Mr. Clark stated that it might be more successful to ask the City Manager to include a sustainability element into the Manager description so that sustainability is incorporated into their decision-making on a project-basis. Vice Chair Hansel said various staff positions already include sustainability into their job functions and a case could be built for adding all of those tasks together to meet the needs of sustainability instead of having a Sustainability position. Chair Shedd said she referred back to the 2004 and 2007 Climate Change Adaptation Plan documents do call for a position, but also makes the case that it would start with 25% of the

planning staff responsibilities being geared towards, for example, the Greenhouse Gas Emissions Reporting and potentially increased over time. However, a consultant was hired outside of the City for that job. Ms. Baum added that if there is any return on investment study from other cities that they could find to make a case on return on investment from the role of Sustainability Coordinator.

Mr. Clark said the Agriculture Commission has been focused on the Community Garden topic. Ms. Chalice clarified that the recent “Weatherization campaign” was actually a Button Up Workshop created by Eversource. Mr. Pip added that he thinks doing more research by looking for examples in similar sized cities and climates elsewhere in the country can help make a financial case for hiring a Sustainability Coordinator. Mr. Webler said there seems to be consensus on the Sustainability Coordinator position; however, that was not a main topic for today’s Retreat. Chair Shedd said she spoke to representatives of the City and they are not very open to the Sustainability Coordinator position due to budget constraints.

Mr. Webler asked about the Weatherization Campaign and what they would like to do about that. Ms. Chalice said CCP has been effectively putting the pieces together to have a successful campaign. The representative from Upper Valley came to meet with the group and described how the housing situation is different in Keene than it is up north but that the project has not “dropped off the radar” at all. Members greeted Mr. Lamoureux as he entered meeting late.

Mr. Webler asked what the goal is for CCP with the Weatherization Campaign. Ms. Brunner said they have expanded it to include renewable energy as a Weatherization/Solarize campaign. Chair Shedd said the Seacoast 360 campaign was a combination wWeatherize/Solarize in one as they worked with a contractor that was willing to promote both. Vice Chair said adding solar to the event might make a Weatherization campaign more successful. Chair Shedd said over 50% of Keene’s housing unit is rental, however, Boulder, Colorado is also over 50% rentals and they have an ordinance that requires that they meet minimal energy efficiency standards and perhaps they can explore that for Keene. Mr. Webler said that Bellingham, Washington started with a voluntary registry for buildings and they are slowly moving towards legislation.

Mr. Webler asked what steps committee wants to take towards Weatherization. Ms. Brunner said working with other groups that have more capacity to work towards these tasks, for example, the Climate Action Team and other nonprofits in the area. Vice Chair Hansel agreed with Ms. Brunner on collaboration with other organizations if they want to achieve their goals and to avoid duplication of CCP efforts. Ms. Baum said she still does not fully understand the scope of the committee, for example, Weatherization, is a project goal, but only meeting an hour a month does not seem like an effective use of their time. She suggested hosting webinars, editorials in the paper and proposing policies to City Council. She said there is a mix up between process and content and a bit of getting lost in between the two.

Mr. Webler said he had a strategy to address that issue and gave Mr. Lamoureux a chance to chime in with his thoughts. Mr. Lamoureux said that a lot of effort was put into the draft for greenhouse gas emissions and there has been a lot of activity legislatively for the amount of time that the group meets. He is interested to see where CCO goes from here. Mr. Webler that Mr. Lamoureux identified a few things that had not been mentioned yet, for example, the greenhouse

gas report and lobbying work. Ms. Brunner said they receive a lot of staff support and thanked Ms. Chalice for her efforts. Vice Chair Hansel agreed that CCP sent letters to Concord and got the City Council to take some stands as well. Chair Shedd stated that last spring after the announcement that the federal government was no longer going to consider the U.S. a part of the Paris Climate Accord, CCP looked at “We are Still In” campaigns and presented it to the City Council and they accepted a letter announcing that Keene is still a participant on the Accord. She said the Keene Sentinel featured a letter from the Monadnock Progressive Alliance Climate Action Team thanking CCP for taking a stand on the “We are Still On” campaign.

Ms. Chalice announced that House Bill 592 was defeated so there will still be RGGI funds going into energy efficiency. Mr. Pipp agreed that bringing solar into a Weatherization campaign to attract more people could help, but also focusing on how poorly insulated the housing stock is Keene could be focused in terms of Weatherization. He suggested more outreach and education, instead of focusing on one event, and find ways to get landlords involved to encourage them to button up their rental homes because there are no incentives if they are not paying the utilities. Mr. Pipp also spoke to the hours they have available and too many hours could be spent on a Weatherization campaign, he encouraged thinking of the scope of CCP as giving guidance and/or strategy or putting together an event which could take up a lot of their time.

Mr. Webler concluded the Weatherization and sustainability discussion and encouraged members to now focus on the energy plan. Mr. Webler suggested that members offer their ideas on the City asking the CCP to come up with an energy plan for Keene. Mr. Clark replied that Keene is anticipating signing a power purchase agreement for solar panels on the Marlboro St. municipal complex. (???) Ms. Brunner stated that this is a wonderful opportunity for the City of Keene to provide a strong leadership role for the region. She said she gets calls asking for resources on how to deal with solar installations because many surrounding towns lack staff with know-how on these issues. She said it is a great opportunity for assessing how many solar panels have been installed in Keene, what the barriers are and help people overcome them. Vice Chair Hansel said performing an inventory on what energy resources Keene has would be a good place to start. Ms. Chalice said the Planning Department was able to quantify the number of solar installations that have a permit through the State as they are connected to Eversource. Ms. Baum shared that the Sustainability Coordinator position is important as they cannot manage what they do not measure(?) and without a baseline that they are reevaluating consistently they cannot make progress. She said before doing an energy plan, they need data and perhaps that would encourage a formation of the Sustainability Coordinator position. Ms. Chalice said a Durham Energy committee did write a plan but it took one extremely knowledgeable and dedicated member a huge amount of effort and time. Maybe this same person would be willing to come in and talk to the Committee about the endeavor. Chair Shedd said part of pulling an energy plan together, in addition to inventorying, is consolidating what is already in the Master Plan.

Ms. Brunner said the Master Plan was eight years ago and asked if the Energy Plan would come from that. Chair Shedd said additional work would be needed and transportation was a big focus in that document. Mr. Webler said there needs to be some baseline work and policy work to move an energy plan forward. Mr. Clark stated that transportation is important as well, and they are not currently making recommendations to the City on bus lines or complete streets. Mr. Webler asked what the CCP’s role would be in the energy plan. Mr. Lamoureux said they have a

good opportunity coming up with the new Transportation Mobility Director position which would take into consideration the “Complete Streets” recommendations as well as bike paths and they could potentially have someone aligned with CCP in one of this position. He said he already made a recommendation that a lot of other communities are doing it that way. Chair Shedd said one of MAST’s focus areas is “inner city transportation”. Vice Chair Hansel admitted he is a little torn about what CCP should be doing as Keene used to be a leader in Climate Change actions but no longer would be considered a leader. He stated that if the committee gets involved in writing plans and policies that this is not going to create a feeling of change. He believes communicating goals of success to the larger community is a key component. Mr. Brehme replied that Vice Chair Hansel’s statement resonated with him, that leveraging their resources, for example, KSC students, to get them involved in studies that are Keene-specific is necessary. He said the more conspicuous the projects, the better they will be viewed in the public eye.

Vice Chair Hansel said the greenhouse gas report should most certainly be advertised and that opportunity should not be missed. Ms. Baum said she thinks they need a plan for implementation before they create a plan. She said there are so many resources in the area between Antioch and Keene State College, however, there needs to be centralization and engagement. She said she did not even know CCP existed until six months ago. Chair Shedd there is a New Hampshire Energy Week in the middle of March as well as Earth Week in Railroad Square. She said the Progressive Alliance Climate Team is planning to present their version of the Sierra Club’s 100% Renewables Campaign and other opportunities to get exposure. Ms. Chalice shared that the City Manager is very clear that economic development is the absolute priority of the City Council so any initiatives that CCP can generate to dovetail with improving the local economy will have a better chance of making progress.

Mr. Webler stated that the conversations demonstrate a divide between policy vs. projects and how much to focus on energy and climate adaptation/mitigation. He passed around a hand-out asking members to distribute 100 points across six boxes, corresponding to where they would like to see the committee put its efforts in the coming year. He provided some examples for how to rank boxes, for example, climate adaptation/mitigation might advocate for goals in the Master Plan to reduce energy, or changing City code ordinances that are higher level and have trickle down effects. The climate adaptation rule may be to work with other committees to work on climate adaptation plan. Climate mitigation may focus on community garden and regional public transportation. Energy may focus on writing an Energy Plan and the Weatherization campaign. He asked members to think about where CCP efforts could be allocated most effectively. Members completed the exercise independently.

Mr. Webler said it is interesting to think about where the general focus of the committee should be. He said most of the emphasis is on policy over projects. Mr. Dachowski suggested giving City Council a challenge by asking them “what they are doing” instead of telling them what to do. Mr. Clark replied that might be a good question for the City Manager. Mr. Lamoureux said they will respond by adhering to the Master Plan as that is what they have adopted and their associated committees. Vice Chair Hansel stated that Climate Mitigation and Energy cover similar areas and he is unsure about how members have interpreted those topics. Chair Shedd said there is also overlap between Energy and Adaptation in that local energy may be more resilient especially if there is off grid energy or islandable microgrids. Mr. Webler stated that the

results showed that members emphasized policy over projects. In all categories, policy came out above projects, however, Energy and Climate Mitigation came to the top.

Mr. Webler asked what he thinks the mission of CCP should be based on these results. Ms. Brunner said she likes the mission statement as it is inclusive, flexible and can tie easily into economics. She said perhaps CCP should focus on specific strategies for this year like they did last year. Ms. Baum asked for clarification about the mission statement in how they determine they have succeeded. She said there are ways to do that without working directly from the data but it would be a much more compelling argument to use the data and thus, she would like to see something more specific with how they succeeded embedded into it. Ms. Brunner added that perhaps they need a committee “Vision” as well. Mr. Clark agreed that he feels that CCP may not get anything done and what should be added to the statement is an advisory capacity to the City. He suggested making recommendations to the City, identify what is being done well and “leave the ball” in the City’s court. Ms. Chalice read aloud the Committee Charge and pointed out that it doesn’t say “advise” specifically but that they function as an advisory committee. Mr. Clark said many of the committees do not actually get anything done and once per year each Chair of the committee will give a report but unless CCP has an advisory role they cannot really influence the Council.

Vice Chair Hansel suggested a change the wording in the mission statement from “aid in the reduction of greenhouse gas emissions” to “monitor and advocate for reduction of greenhouse gas emissions.” He also asked if there are other organizations perhaps doing a better job at monitoring and advocating. Mr. Brehme pointed to the wording of “viability of communities” and suggested it should perhaps instead say “economically viable.” Ms. Chalice stated that sustainability is also not specified and perhaps should be. Mr. Webler asked if the committee has done anything on adaptive capacity. Ms. Chalice and Mr. Brehme replied that Public Works does work with culverts currently they are not a sufficient size for the flashy storms that may come more frequently as a result of climate change-- mainly for financial reasons. Mr. Clark said they are not replacing the culverts except on an as needed basis. Ms. Chalice added that Public Works is not making them up to the standards recommended by outside researchers because of the higher costs. Mr. Lamoureux said the culverts on State 101 are one of the areas that there is a funnel effect and they are attempting to enlarge them. For example, Public Works initiated a two foot dredge of Beaver Brook to achieve that. Mr. Lamoureux said he thinks there is a lot of work being done by the City already for energy efficiency and they are trying to do as much adaptation work as they can, however, cost is a factor.

Ms. Baum proposed that they remove the word “adaptation” from the mission statement in order to not dilute the mission and give more power dedicated to a certain component. She said they do not have the “band-width” for adaptation as they are not allocated a budget. Ms. Brunner said everything they do is both mitigation and adaptation, for example, the Weatherization campaign, would increase community resilience. She also suggested perhaps changing the wording from “adaptive capacity” to “resilience”. Chair Shedd pointed out that they changed “viability” to “resilience.” Ms. Brunner said crafting a Vision Statement would be helpful for the committee as well whether or not it is formally adopted. Mr. Brehme proposed a visioning for what a post-fossil fuel Keene community look like.

Chair Shedd said both the Upper Valley and Seacoast have Adaptation Working Groups with some support from the NH DES and they are more at the level of **hospital administrators**??, City staff, and regional planning staff. She said if something like that happened in this part of the state they could work from the existing Climate Adaptation plan, perhaps promoting a regional adaptation group instead. Mr. Webler proposed becoming an energy committee/commission and asked how members would they feel about that. ~~Ms. Chalice said there is no existing differentiation between an energy commission and committee.~~ (Incorrect/MAC). She said they updated the CCP's mission statement in order to incorporate the ideas of House Bill 189/RSA 38-D enables communities to create of an energy commission. (However, Keene has not adopted this legislation.) ~~Ms. Chalice stated that there are no prohibitions on the City level that say they cannot act as an energy commission.~~ (Incorrect/MAC) Ms. Brunner asked for clarification if CCP is considered an energy commission by the State. Ms. Chalice said she is not sure how CCP is recognized by the State; however, the mission statement currently encompasses energy commission ideas. Mr. Webler asked if CCP is legal in the State. Mr. Lamoureux said CCP was set up the City Ordinance so it is legal for the City. Ms. Brunner asked what the distinction is between commission and committee. (While the City often uses the terms interchangeably, the state enables "commissions" and the City creates "committees".) Ms. Chalice said that the committee cannot set policy, it is an advisory committee. Energy Committees deal only with municipal buildings and built resources and not the public.

Vice Chair Hansel said the mission statement wording should maintain "reduction of greenhouse gas emissions" as it covers a broader spectrum than just renewable energy. Mr. Webler said the Climate Mitigation and Adaptation seem to be interchangeable according to Ms. Brunner. Ms. Brunner said it could be incorporated another way. He reviewed what Mr. Brehme brought up at change "viability" to "resilience." He also said clarifying advocacy would be helpful.

Mr. Webler asked members what they think makes the committee effective? He asked would they like to have working groups, is the membership sufficient, are the skills needed available, is committee meeting frequently enough, and does it have ample external relations with other committees, staff and local NGOs? Mr. Clark replied that there is a Planning Board and a Planning, Licenses and Development Committee and they sometimes meet together to discuss projects they are working on together. Chair Shedd suggested that the City give an opportunity for committees to meet perhaps once per year to discuss what they are working on and where there is overlap and opportunities to help each other. Mr. Clark shared that they brought together a drug addiction task force which was effective. Mr. Webler asked if meeting frequency is enough at one hour, once per month. Ms. Baum said she doesn't think so but it may not be practical to ask members for more time. Mr. Clark suggested the Working Groups could be a solution as they can be assigned certain tasks. Mr. Webler said he thought Working Groups could not make decisions. Ms. Brunner clarified that Working Groups cannot have quorum, the group has to be less than four people (for the CCP committee). Members agreed to try the informal working groups again for this year. Ms. Brunner said it would be helpful to put a reminder on the agenda for informal working groups to report out by next month's meeting. Vice Chair Hansel and Ms. Chalice agreed that the key to working groups is having a specific task at hand. Mr. Lamoureux said that setting the dates for the working groups at the monthly meeting is important for ensuring to attendance as well.

Mr. Webler asked if CCP wants to work on an Energy Plan or create working groups with tasks. Ms. Brunner suggested that an Energy Plan Working Group could identify the strategies and other Working Groups could be implementing the plans. Mr. Pipp stated that an Energy Plan would be a lot of work, a ton of hours of research and consultant expertise. Chair Shedd proposed forming a Working Group tasked with determining what an Energy Plan would entail. Ms. Baum suggested proposing a Collaborative Service Initiative (CSI) for Antioch or the Energy and Materials Sustainability class and asking professors if they would be willing to take an Energy Plan with students as a learning opportunity. Chair Shedd said striking a balance between plans and policy and including a tangible project to show the community. Mr. Webler suggested one Working Group be pushing a plan forward, for example, produce an outline of what would go into a plan and what is needed. Chair Shedd asked if Working Groups can have resources, for example, people from other towns working with them. Mr. Lamoureux and Ms. Chalice said they could have people come work with them. Chair Shedd asked if they could have someone from Durham come in and talk to working group about their plans. Ms. Chalice suggested that they do that at a full meeting instead of a working group so they are not in violation of quorum. Ms. Brunner proposed that they split working groups into Transportation, Renewable Energy, etc. and that is how they create an Energy Plan together. Mr. Webler suggested perhaps they have three groups: for Sustainability Coordinator, Weatherization and Energy Plan.

Ms. Baum proposed that paper waste be reduced at meetings as it is at odds with their mission and suggested an opt-out option. Ms. Chalice said they could consider bringing their own laptops to reduce paper usage. Ms. Chalice said the greenhouse gas report is not finalized so please do not share them. Ms. Brunner said numbers are still not finalized.

Mr. Webler wrote up on poster board committee names from members:

Key words:

Climate, resilience, energy, advisory committee, environment, protection/security, sustainability, strategies, healthy, community, response

Possible names:

Mr. Pipp suggested: Climate Resilience Advisory Committee

Chair Shedd suggested: Climate Resilience and Energy Advisory Committee

Ms. Brunner suggested: Climate and Energy Committee

Chair Shedd suggested keeping “climate” in the committee name a concise name. She encouraged members to think about the committee name selected for the next meeting.

Respectfully submitted by,

Ayshah Kassamali-Fox, Minute Taker

SUMMARY OF CITIES FOR CLIMATE PROTECTION COMMITTEE RETREAT 2018.01.18

Prepared by Ann Shedd, Committee Chair

Recurrent themes:

Communication

Public outreach, information and engagement

Collaboration – within committee and with other organizations

Need for specificity, metrics

Need to tie into City's priorities re: economic development

Climate mitigation measures overlap with adaptation measures, and energy underlies most/all

Progress on last year's goals:

Much time on *GGEI Update Report*, and on understanding and commenting on pending NH legislation

Sustainability officer

- Research and document economic cost/benefit of position in comparable municipalities
- Potential to consolidate sustainability tasks of City Depts and Dept Directors
- CAAP suggests starting with dedicating 25% FTE of a Planning Staff position to sustainability tasks

Weatherization/Efficiency/Retrofits:

- Button-Up workshop was one small piece of public outreach and awareness
- Continue exploration of Upper Valley and Seacoast models of weatherize/solarize campaigns
 - Added appeal of combining weatherization and solarization
 - Keene's challenge: >50% of housing units are rentals
 - Bellingham, WA model: EE standard for rentals, with transition from voluntary to ordinance-based standard
 - Boulder CO model of ordinance requiring rentals meet EE minimum
 - CCP capacity limited: public outreach, collaborate with other groups to get campaign done?

Energy Plan

- Consolidation and expansion of what is already in Comprehensive Master Plan and Climate Action and Adaptation Plan
- Need for metrics: How much energy is Keene already using, what are current energy sources, what and how much potential for renewable energy sources?
- Transportation a significant contributor to energy usage: need for "transportation coordinator?"
- Need to make projects conspicuous, publicize successes

Where to focus Committee's efforts & activity: Consensus was policy-level action, mitigation, energy

How can we accomplish our tasks more efficiently?

- Establish working groups, and set regular meeting times: Possible groups for Energy Plan including Transportation, City Sustainability Position, and Weatherization, each to report out at monthly meetings
- Can we meet longer at our monthly meetings, and/or have two retreats per year?

Mission Statement

- Some consensus that current statement isn't bad, with suggestions for "tweaking"
- Mission: **Created to *monitor and advocate* for the reduction of greenhouse gas emissions and to increase the community's *capacity to adapt* to the expected impacts of a changing climate in order to *advance* the *resilience* of the community and to protect public health, safety, and welfare.**
- How to measure success in fulfilling that mission? What would Keene look like (in a post-fossil fuel world)?

Renaming the Committee:

- **Energy and Climate Committee** had some consensus
- City process for approval? Does renaming and amending Mission Statement also require revising Charge to the Committee?