



## ENERGY & CLIMATE COMMITTEE MEETING AGENDA

Wednesday, June 6, 2018, 8:00 AM

2<sup>nd</sup> Floor Conference Room, City Hall

### Members:

Dr. Ann Shedd, Chair  
Peter Hansel, Vice Chair  
Terry Clark, Councilor  
Chris Brehme  
Jess Baum  
Jake Pipp  
Larry Dachowski, Alternate  
Aperr Naadzenga, Alternate

### Staff:

Rhett Lamb, Planning Director  
Mari Brunner, Planning Technician

1. Call To Order and Roll Call
2. Approval of May 3, 2018 Meeting Minutes
3. Discussion about a Keene Energy Plan Proposal
4. Process for Setting New Targets for City/Community
5. Public Information/Engagement around Greenhouse Gas Emissions Report
6. Updates:
  - a. Sustainability Coordinator Request Status
  - b. Monadnock Energy Hub update
  - c. New Hampshire Ten Year State Energy Strategy
  - d. Volkswagen Environmental Mitigation Trust Funds
7. Committee Membership
8. Next Meeting, **Thursday, July 5, 2018**

### Resources:

NH Office of Strategic Initiatives Energy Strategy: <https://www.governor.nh.gov/news-media/press-2018/20180417-energy-strategy.htm>

Volkswagen Environmental Mitigation Trust Funds: <https://www.nh.gov/osi/energy/programs/vw-settlement.htm>

**City of Keene  
New Hampshire**

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Thursday, May 3, 2018, 8:00 AM

2<sup>nd</sup> Floor **Committee** Conference Room, City Hall

**Members:**

Dr. Ann Shedd, Chair  
Peter Hansel, Vice Chair  
Terry Clark, Councilor  
Jake Pipp, Member  
Jess Baum, Member  
Chris Brehme, Member  
Larry Dachowski, Alternate  
Aperr Naadzenga, Alternate

**Staff:**

Michele Chalice  
Mari Brunner

**Guests present:**

Charles Daloz

1. **Call to Order and Roll Call**

Dr. Shedd called meeting to order at 8:00 am.

2. **Approval of April 4, 2018 Meeting Minutes**

Vice Chair Hansel moved to accept the April 4, 2018 minutes, Mr. Clark seconded and motion was passed unanimously.

3. **Committee Meeting Date Change for July's Meeting**

Dr. Shedd stated that the July meeting has been changed to Thursday, July 5, 2018.

4. **Follow-up on EarthFest Tabling**

Dr. Shedd shared that the Earth Day event at the Monadnock Co-Op was very well attended and a number of people stopped by the ECC table and inquired about their mission. She thanked the four members who attended for their help with the event. She said that Mr. Brehme's Keene State College student created a map showing existing commercial nonprofit and municipal energy installations and Mr. Brehme has a copy in digital form. Vice Chair Hansel said that Councilor Clark was a keynote speaker at the event. Dr. Shedd said the Bush-era named October as Energy Awareness month and they might keep that in mind.

5. **Working group reports**

Sustainability Coordinator Request Status

Councilor Clark passed out copies of a letter that was sent to City Council and will be reviewed at tonight's Council meeting will then be referred to the Finance Committee, next Thursday, May 10, to see if Council will approve creation of a part-time Sustainability Coordinator position based on the Lebanon, New Hampshire model. He stated ECC must first draft a job description that they would like to add for the position and attach it to the letter. Councilor Clark stated that they will also need speakers present on May 10 to persuade committee on the idea. He stated that they need a minimum of three Finance Committee members to support the idea to be able to put the position into the budget through amendments on Thursday. Dr. Shedd asked Councilor Clark if there are currently four Council members that are interested in supporting the idea. Councilor Clark said he is currently working with Councilor Chadbourne; Councilor Jacobs is also interested, however, Councilor Clark believes that emphasizing the associated Return on Investment (ROI) of the position will be an important factor in the decision-making process. He said he needs 8 signatures and he currently has 7 for it go to full Council. Councilor Chadbourne would represent the third vote on the Finance Committee and that would allow the position to go to budget.

Ms. Chalice stated that she attended a conference session this week that discussed cost savings measures and that battery storage could accomplish savings for peak charges. She said it is an aspect of cost savings that she could suggest given the City's current circumstances. There is a pilot project already in North Country (VT/NH) and they could use this project as a case study for possible cost savings. Vice Chair Hansel expressed concern that it would entail another investment. She said Council could do research on how cost savings is being done in other parts of the country. Chair Shedd said that the nonprofit Clean Energy Group stated that if a commercial industrial or City customer is paying \$15 per kilowatt/hour for its peak demand charge, then the payback for combined solar and storage is 4-6 years. Ms. Brunner clarified that the examples given during the conference session all had subsidies to help incentivize it and that shortened the payback time. Mr. Clark added that the North Country example is Liberty Utilities and is residential and they are incentivizing by paying up to 3-4K per house. Vice Chair Hansel said it would be great if they could get investment into it as a prototype. Dr. Shedd added that that particular facility would be a great model as it is safety services and would allow them to shave off their own peak demand charges and have an island to preserve utility in the event of a power outage.

Dr. Shedd said the conference was focused on resilience and ECC has not focused on that all that much but there is a way to integrate resilience into their efforts. She said in response to Ms. Chalice's question about tweaks to a next draft of the position letter, one of the tasks is to evaluate energy sustainability and financial impacts of proposed City projects. Vice Chair Hansel suggested adding "including storage opportunities" to the language. Ms. Chalice asked Councilor Clark if he had an idea about what to add for cost savings. Mr. Clark responded that he is aware that the City has already been involved in cost savings, however, it is not a priority and in order to get Councilors on board they need to emphasize cost savings efficiencies and community outreach. Ms. Baum clarified for the record that she does not think ROI strategy is a wrong way to go, however, only using a quantifiable ROI as an immediate return is not necessarily reflective of attracting and retaining young people to the community which would make Keene and the larger region a more vibrant place to live. She said she has interesting statistics on attracting millennials and other young, talented professionals that do not revolve around ROI. Councilor Clark asked Ms. Baum if she could speak at the meeting to present her argument about promoting Keene as an attractive community for young people to stay and work. She agreed to be present. Chair Shedd said she met a couple of Sustainability Coordinators at the conference from Scarborough and South Portland, Maine and was able to find their job descriptions online. Vice Chair Hansel asked what Mr. Lamb's position is on the Sustainability Coordinator position and Councilor Clark replied that he does not have a position as he defers to the City Manager.

Ms. Brunner stated that she looked into how the Sustainability Coordinator position in Scarborough, Maine was funded and discovered that the position was funded by three different departments, for example, a third from each of the Planning, Public Works and Health and Human Services departments. She said she also attended a few different webinars that discussed having a Sustainability Coordinator directly report to the City Manager to allow the individual to work across departments. Councilor Clark stated that is the model he was considering. Ms. Brunner asked Councilor Clark if he was considering having a specific department fund the position or if he is open to exploring other avenues toward funding. Councilor Clark replied that position can be funded for the first year by utilizing unexpended salary from the 2017-2018 budget which amounts to 300-400K, with benefits. He said he agrees with Ms. Brunner that the position should stand alone and report to the City Manager to facilitate cross-departmental objectives.

Councilor Clark said the City Manager thinks the position is a good idea, however, they already have plans for extra planning staff and the Sustainability Coordinator was not included, so the idea has caught them a bit off guard. He stated he is pitching that the position could be structured in whatever way is most effective, for example, he does not think they need to hire a new person and instead they could allocate 25% of existing staff time. Vice Chair Hansel stated the wording of the letter is a bit confusing because it states that a minimum of 25% of time will come from the Planning department. Ms. Chalice said that the 25% of an individual's time is intended to be allocated towards sustainability tasks separately from the staff liaison time and that the letter must clearly state the difference. She said 12% is not much time at all and it would only allow for potentially one of the topics to be covered. Ms. Brunner asked if ECC has budgeted out the time to figure out what would be feasible for a staff person to do with 25% of their time. Councilor Clark said he did not intend that the staff person would be doing all of the tasks at once but over a longer span of time. Ms. Chalice said she has an Excel spreadsheet that shows staff liaison responsibilities and estimated number of hours per task and said she could send it to the subcommittee to use as a working document to perform estimations.

Councilor Clark clarified that they are currently asking for another part-time position that totals 255 time. Vice Chair Hansel said there are probably tasks being done by other departments that involve energy and one concept is that by creating a title of a Sustainability Coordinator those tasks would be reallocated to the new hire. Dr. Shedd said for example there would be more time to pursue grants. Mr. Dachowski stated that energy is like money and there are probably people working on energy already and what they are asking for is an individual that is self-consciously working on energy issues. Ms. Chalice asked if Mr. Dachowski is interested in communicating this point at the Finance committee meeting where the issue will be discussed Thursday, May 10. He said he could not. Ms. Chalice asked if another member was interested in speaking at the meeting in place of Mr. Dachowski. Vice Chair Hansel said he would see if he could attend. Mr. Dachowski restated that these decisions are already being made and they are not asking for new decisions; the only question is the sustainability aspect of it. Councilor Clark stated that in some cases it is not happening, for example, a plan for Complete Streets did not include sharrows and bike lanes for the reconstruction for Marlborough Street. Ms. Baum stated that the position also adds value by having a face for public outreach through social media and other avenues.

Mr. Brehme suggested putting tasks in order of priority and clarification of liaison role as a bulleted list. Chair Shedd stated ECC would be asking for 38% of staff time total, however, staff

liaison time is already budgeted. Mr. Pipp suggested it should be clear in the letter that they are asking for an additional 12% of staff time. Vice Chair Hansel stated it could be confusing as they are asking for a separate 25% position and Ms. Chalice agreed with that making the separate position as clear as possible.

Dr. Shedd asked for a quick updated copy of the draft position description letter. Ms. Chalice went to make copies. Dr. Shedd stated that they could expand on the paragraph of the letter that Lebanon is not the only community with a Sustainability Coordinator and they could add other towns of comparable size that also have those positions in place before Thursday's Finance meeting. Dr. Shedd said the letter is the result of the Sustainability working group which started as 4-5 bulleted tasks with additional summaries and language tweaks. She said Mr. Brehme's point about grouping and prioritizing tasks has merit. Vice Chair Hansel asked for clarification on the bullet point that refers to coordinating with other "entities" and Dr. Shedd replied that "entities" refers to coordination of energy purchases with the school district, national and regional Planning commission is an aggregate so there are models and working templates about how that could achieve economies of scale. Vice Chair Hansel suggested making the purchasing aspect clear and specifying which entities are being referred to.

Councilor Clark said that the new generator being put in the landfill will be biofuel operated and the City plans to coordinate with the college contract on that effort as the colleges are 60% biofuel. He asked if they could combine "coordination with other entities" with the "community outreach" bullet and Vice Chair Hansel agreed. Councilor Clark also suggested that stating "joint efficiencies" would be helpful and Dr. Shedd suggested adding a list of other entities, such as school district, etc. Mr. Brehme suggested breaking out the transportation bullet point and Dr. Shedd said that may have been a formatting issue and they could further reduce the number of bullet points with parenthetical examples. Mr. Brehme stated the "Community Outreach" bullet point should be a distinct set of items to avoid conflict with other bullet points as there are specific tasks associated with the schools. He said social media could instead be used as a passive example of Community Outreach. Dr. Shedd suggested that "Collating City policies" could be combined with "tracking City legislation" under a "Policy Awareness" bullet. Ms. Chalice returned to meeting and agreed with the idea that tracking energy legislation is very complex and would require someone with knowledge to the specific to energy issues as those bills are very complex and frequently being amended on very short timeframes. Ms. Baum stated that cultivating fluency and deeper understanding around legislative issues should be added as well.

Vice Chair Hansel stated that the first two bullet points are in the correct order as the top two priorities, and he suggested placing “Transportation” as the third bullet point as it is such a large part of the larger energy issue. Mr. Pipp suggested removing “state-level” funding from the wording as there are other opportunities for funding that can be pursued and use of “state-level” could be limiting.

Ms. Chalice stated that as soon as they get a draft together she will send it back out as the timing is important. Councilor Clark said that the description should accompany the recommendation at Council tonight to give Councilors time to digest the material. He said he spoke to Ms. Little and she mentioned having the description accompany the materials tonight. Ms. Chalice suggested sending the South Portland ME, part-time job description which shows an hourly pay rate and would be more closely similar to the position they are asking for. Dr. Shedd asked Councilor Clark if he is suggesting that the bulleted document be ready for distribution tonight and Councilor Clark agreed it would be ideal but not required. Dr. Shedd said she would work on it this afternoon. Vice Chair Hansel suggested that the fourth priority bullet point include “Pursue Opportunities for Economic Development” as that point is high on everyone’s radar. Councilor Clark said they are combining “Community Outreach” with “Maintain Social Media” as priority five and “Tracking Legislation” as number one. Vice Chair Hansel agreed. Dr. Shedd suggested placing the “Evaluating Energy Sustainability and Financial Impact” and “Seeking Grant Funding for City Projects” into priority number six. Dr. Shedd asked if they should omit “City” and instead place “Seek Relevant Grant Funding.” Members agreed. Dr. Shedd asked if there are any other ideas. Mr. Naadzenga asked for clarification about attraction of young people to the community and members said it is a community-wide reference, not specific to jobs or volunteer work. Mr. Brehme suggested that items under “Transportation” should be included under a single bullet point.

All members relocated to another conference room for the remainder of the meeting.

#### 6. **Renewable/Sustainable Energy Plan Status**

Councilor Clark stated that they need to finalize the draft and Dr. Shedd said she would complete that task. Ms. Chalice said they need a motion.

Vice Chair Hansel motioned to allow Dr. Shedd to make final edits on the Sustainability Coordinator Position Description letter to Council, Ms. Baum seconded and the motion was passed by unanimous vote.

7. **Process for Setting New Targets for City/Community**

Dr. Shedd stated the other working group report met two and a half weeks ago and was focused on the process for setting new targets for the City/Community in preparation for the 100% renewable campaign. She said Vice Chair Hansel crafted a new energy vision for the City and she read the vision aloud:

*“By the year 2030, the City of Keene will have reduced its greenhouse gas emissions by 50% community-wide compared to its 2015 greenhouse gas baseline. Approximately half of that reduction will come from the transportation sector through the use of more efficient vehicles, public transportation, ride sharing and alternative transportation, as well as infrastructural changes such as complete streets, roundabouts, EV charging stations, etc. The other half of the reduction will come from a combination of energy conservation measures, the production of renewable energy and the purchasing of energy for heating and electricity from sources that produce little to no greenhouse gases.”*

Dr. Shedd asked for members’ thoughts on how to craft a Renewable Energy Plan. Councilor Clark stated that it would require community outreach to get support from the public. Dr. Shedd said she spoke to Ms. Sarah Bockus who is in charge of Antioch student Community Service Initiatives (CSIs) and she will be asking for proposals from the community in late August, students would be selected in September and begin working on CSIs in January. Dr. Shedd asked for members’ thoughts. Ms. Chalice said staff has the capacity to coordinate the work of interns and projects. Dr. Shedd said the scope of the project would have the potential to include some communication at the end of the project to the committee and Council. Ms. Baum said to keep in mind that there are often many proposals and not every project is chosen, however, she anticipates ECC’s project being of strong interest to students. She emphasized being very clear on the proposal about the parameters of the project, its deliverables and outputs. Vice Chair Hansel mentioned that he did not refer to renewables in the statement he created because the “Ready for 100 Campaign” is focusing on renewables and ECC is focused on greenhouse gas emissions. However, other groups will work on renewables in their community outreach.



Dr. Shedd restated that there is potential for an Antioch CSI to be part of the process of developing a renewable energy plan and they have a good amount of work to do in laying the foundation and asked for thoughts from members. Ms. Chalice reminded the committee that they have seen existing examples so a Keene version would not need to begin from scratch, for example, Concord and Durham, New Hampshire. She could send those out again. Dr. Shedd pointed out that the current EC agenda contains a link at the bottom to the Department of Energy's strategic Energy Planning process. Ms. Brunner said that the Sustainability Coordinator from Scarborough, Maine is also willing to share that city's energy plan. Mr. Dachowski stated that renewables mean different things to different people, however, greenhouse gases are well understood and there is ample evidence that there is a need to mitigate climate change through reduction of greenhouse gases.

Dr. Shedd asked Ms. Brunner about methods used to measure change in emissions. Ms. Brunner replied that the greenhouse gas inventory did not account for the roundabouts in Keene and she was limited in how she could interpret the data in the greenhouse gas report. However, there are models available. She said tracking is an important part of the metrics used; however, some of that data inevitable is lost by the variable nature of the data. She said the statewide trend can also be analyzed in comparison with Keene. Vice Chair Hansel stated there are two air quality stations in Keene managed at the state level. He asked if there is any way to track greenhouse gas emissions with those stations. Ms. Brunner replied that other communities have tried that strategy but they require more sophisticated measurement tools than they currently have access to. They typically are large communities with larger resources. She said it is worth looking into. Ms. Chalice suggested creating a work group to investigate the idea with the objective of writing a grant proposal. Mr. Brehme stated there is a group called Keene Air Quality Monitor using social media to track behaviors and he can also ask around Keene State to see what it would take to directly monitor greenhouse gas emissions.

Councilor Clark stated that they are already doing air monitoring at Keene State College at the Production Avenue Liberty Utilities site to obtain a baseline. Dr. Shedd stated there is a satellite methane emissions monitoring initiative that she heard about on the news and Ms. Brunner said that it is aimed at fine-scale analysis. She said a lot of methane leakage comes through fuel extraction and many companies will clean up their act before audits so this monitoring will demonstrate where methane leaks are actually occurring in a short time frame. She emphasized

the importance of this monitoring because methane gas leaks send pure methane which is 100 times more powerful than carbon dioxide in to the atmosphere. Dr. Shedd said that could strengthen the argument in managing greenhouse gas emissions in the community. Vice Chair Hansel suggested they try to obtain local data on greenhouse gases in the community rather than using modeling from the state. Mr. Daloz added that they explore carbon sequestration strategies as well to capture what is already in the atmosphere. Ms. Baum said that there is a carbon sequestration standard being developed through the Natural Products industry, a verification and measurement through agriculture that could be measurable and scalable on both large and small scales. She said Antioch also has a soil science curriculum in which they conduct measurements and that could be a collaborative opportunity and Dr. Shedd agreed that could be the bridge with the agriculture sector that they have been missing.

Dr. Shedd said the draft energy vision is something to think about and asked for member feedback for next month and identification of how tasks can be delegated moving forward.

8. **Follow-up on Ready for 100% Renewable campaign**

Dr. Shedd said she received a copy from one of the Concord Councilors of their resolution for their “Ready for 100%” goals and it is very specific in terms of goals and process. For example, it includes who would be included in a stakeholder process and considerations for equity in their community, as well as a time frame for a detailed plan (one year from passage of Resolution). She suggested ECC could use it as a process model as they think about advising the City on new targets and how to reach them.

9. **Additional Public Information/Engagement around Greenhouse Gas Emissions Report**

Dr. Shedd asked how to spread the word about the Greenhouse Gas Emissions report. Ms. Chalice suggested that other committees have held forums at the public library, police station and other facilities and solicit feedback from the community. She said Ms. Brunner has already created a one-page summary of the GGE report for adults. Ms. Baum suggested working with Friends of Public Art to create a mural on the Co-Op that could serve as a passive display and interpretation of the GGE report. She suggested they ask for evaluative feedback from the community and offer a prize. Vice Chair Hansel supported the passive display idea. Ms. Brunner stated that people like to take action when receiving information and the report should actively engage community members, for example, asking what community members think Keene should

do to reduce its emissions. Dr. Shedd suggested they revisit that idea at next month's meeting. Mr. Brehme added that it would be a good idea to ask people to provide their contact information so students can survey them in the future about their renewable energy decisions.

10. **Monadnock Energy Hub update**

Dr. Shedd shared that the Monadnock Energy Hub, the coalition of energy committees from 7-8 municipalities in NH, is advertising a job description for a part-time staff position funded by an anonymous donor from Peterborough. She said the position will enable a lot more work to get done, including a solarization campaign. She said the solarization campaign would target bulk discounts as more people who sign up for the work would reduce total cost and allow 4-6% discounts.

11. **Communication from Charles Daloz (attachment)**

Mr. Daloz stated that the Agriculture Commission is open to communication with ECC as they have a strong vision for Keene's resilience in terms of food security and regenerative agriculture which can tie into ECC's energy objectives as well.

12. **Next Meeting, Wednesday, June 6, 2018**

Respectfully submitted by,  
Ayshah Kassamali-Fox, Minute Taker  
May 9, 2018

Reviewed and edited by Michele Chalice, Planner  
May 23, 2018

# **PATHWAYS TO 100: An Energy Supply Transformation Primer for U.S. Cities**

[http://www.mc-group.com/wp-content/uploads/2017/08/MCG-Pathways-to-100\\_Energy-Supply-Transformation-Primer-for-Cities.pdf](http://www.mc-group.com/wp-content/uploads/2017/08/MCG-Pathways-to-100_Energy-Supply-Transformation-Primer-for-Cities.pdf)

Step 1: Map the City's Energy Landscape

Step 2: Identify Available Strategies

Step 3: Organize for Energy Transformation

## **The Energy Landscape**

1. Which Type of Utility Serves the City

2. Which State (Renewable) Energy Policies Apply

- i. Is The State "Regulated" or "Deregulated"?
- ii. Does the State Establish Tariffs for Distributed Renewable Energy Ownership?
- iii. Does the State Enable Community Choice Aggregation?
- iv. Does the State Allow for Third-Party Ownership of Distributed Renewable Energy Resources?
- v. Has the State Established A Renewable Portfolio Standard?
- vi. Has the State Required Revenue Decoupling for Utilities?

## **City-Level Strategies**

Group 1. Consumer-Oriented Strategies

Group 2. Strategies Targeting Municipal Operations

Group 3. Utility-Focused Strategies

## **Organizing for Transformation**

A. City Staffing Strategies

B. Partnerships and Networks

## **Conclusion**

References

Glossary

Appendix: Framework for Equitable Energy Supply Transformation