



ENERGY & CLIMATE COMMITTEE MEETING AGENDA

Wednesday, June 5, 2019

8 am

Second Floor Conference Room, City Hall

Members present:

Dr. Ann Shedd, Chair
Peter Hansel, Vice Chair
Terry Clark, Councilor
Chris Brehme
Jess Baum
Ken Dooley

Staff: Rhett Lamb, Community Development Director
Mari Brunner, Acting Planner

Members not present:

Cary Gaunt, Alternate
Jake Pipp

Guests present:

Carolyn Jones
Shaylin Salas, Communications Intern

1. Call to Order and Roll Call

Dr. Shedd called meeting to order at 8:03 am and roll call was conducted.

2. Approval of May 1, 2019 Meeting Minutes

Councilor Clark moved to accept the minutes with revisions, Mr. Dooley seconded and the motion passed unanimously.

Revisions are as follows:

Page 1, remove Vice Chair Hansel and Jess Baum's names from the "Members" column of minutes document as they were not in attendance.

Page 2, items 2, change: "Vice Chair Hansel moved to accept..." to "Councilor Clark moved to accept..."

3. Approval of May 8, 2019 Working Group Meeting Minutes

Councilor Clark moved to accept the May 8, 2019 working group minutes, Mr. Hansel seconded and the motion passed unanimously.

4. Energy Plan

a. Update from Ms. Shaylin Salas

Ms. Salas stated that she and Ms. Brunner added the timeline for the Energy Plan to the agenda packet. Ms. Brunner suggested that she give an update on the work with the stakeholder groups first. Ms. Salas stated she interviewed about 8 people, about 2-3 week and is seeing a lot of interest in the plan and becoming involved. She said the overarching feedback she is getting is that people want the City to identify and make more accessible different grants, funding opportunities that help increase energy efficiency or enable them to implement renewable energy solutions. She said some individuals have brought up to her that there are permits and building codes that get in the way so they would like to see the City mitigate some of those obstacles. Councilor Clark stated that when he was on the Heritage Commission they faced similar problems for example when owners want to tear down barns, so they decided to put together a packet for the City with links to resources and a summary of the process with suggested alternatives. Ms. Brunner asked if those were resources for them to preserve their barns. Councilor Clark replied that outlines the process on the City website and provides alternatives and guidance before people make the decision to tear down their barns.

Ms. Salas stated that she has interviewed interviews from Green Energy Options. Keene Housing, Hannah Grimes, the Community Kitchen, Mr. Dooley, someone from the YMCA, Keith from SWCS and the General Manager at the Marriot Hotel. Ms. Brunner noted that Ms. Salas has interviews lined up with two realtors and a landlord so it would be helpful if members with personal connections to landlords, realtors or people from the lodging industry could provide their contact information. Councilor Clark said that he is meeting with Ms. Anna Schirioth from HKS this morning and Ms. Salas replied that she has been in contact with Ms. Schirioth and they have agreed to meet.

Vice President Hansel noted that he added a couple of other contacts into the spreadsheet for Ms. Salas to contact in the future. He said they finally received information from Eversource about who the biggest energy users in Keene are and it turns out that fully two-thirds of Keene's energy use comes from 2,000 commercial/industrial customers. He emphasized the need to focus on the commercial/industrial sector because they are the largest energy use sector. Ms. Brunner stated that interview questions are located on page 13 of the packet. Vice Chair Hansel stated that he added the question "Does your company track its energy usage and in what format? Would you be willing to share your energy tracking method with others?" Ms. Brunner suggested that could be a potential question to add to surveys, Meeting in a Box and other tools. Ms. Baum suggested adding the question "Have you set targets for reduction?" as well.

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Dr. Shedd stated that in their shared folder, Ms. Salas has added a spreadsheet of potential contacts so that members can add contact information from different sectors. Ms. Brunner suggested adding a column to indicate that they personally know the contact person as that might help Ms. Salas reach out to those individuals. Ms. Salas noted that there is already a “Notes” column on the spreadsheet and said members can add that information in there.

Ms. Salas said as far as what the organization or group has done in regard to increasing their own energy efficiency she said there was a range of efforts. She stated that some have done minor improvements like switching to LEDS and motion sensor lights, and others have installed large solar arrays. She said Question 4 responses ranged from groups not having thought about their energy consumption to groups with big plans for becoming more energy efficient. Ms. Salas said she has been writing summaries for each interview and recording them. Dr. Shedd asked if members have questions for Ms. Salas.

b. Communications & Outreach tasks and timeline

Ms. Brunner said this information came out of the May 8 workshop-style meeting where Ms. Salas led them down the process to identify some of the main engagement tools they may want to use. She said they started roughing out a timeline and staff offered to put together a draft timeline for outreach and engagement and bring it back to the committee. She said page 14 of the packet provides a high level overview of the timeline. She stated that Ms. Salas put together a more detailed timeline (starting on page 16 of agenda) with a more visual overview and list and they wanted to take a few minutes today to go over the timeline with the committee to make sure outreach events are not conflicting with other important events in the schedule. She encouraged members to look at the schedule and offer feedback about the schedule as well as their thoughts about the different engagement tools.

Vice Chair Hansel suggested putting an updated date in the corner of the last update so they know they are all looking at the same draft of the timeline. Ms. Brunner said the yellow highlighted boxes are the most recent version. Vice Chair Hansel noted that Ms. Salas would perform interviews until the end of the month. Ms. Brunner said the informational interviews are being used to build the contact list from each sector and helping to compile a list of people to reach out to. She said she has also been inviting those individuals to participate in a focus group with the City. Ms. Brunner said that she has a more specific handout about the focus group as that is coming up the soonest. Vice Chair Hansel said the next step that is coming up is to provide models and success stories and asked if there has been any action on that piece yet. Ms. Brunner replied that the City has created a Sustainability page (she set up a screen to showcase the page to the committee). Dr. Shedd said the Clean Energy Team has begun providing examples of success stories on their website and it may be helpful to collaborate with them on a standardized format and narratives. She said Mr. Suter at the Chamber also offered a possible publication of a pamphlet that they can tie that into.

Ms. Brunner stated that the webpage is still under development and members can view it at ci.keene.nh.us/sustainability. She said they have to still find a way to navigate to the website and the IT department is currently working on that. She said the EP3 (Environmentally Preferable

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Purchasing Committee) which is an internal staff committee that has transitioned into a sort of Green Team for the City has been working on the webpage. Ms. Brunner noted that the landing page has general information about sustainability projects and initiatives and the Energy and Climate committee is the top link, however, they still need to fill out the rest of the links. She said at the top there is a tab for Businesses and another tab for Residents and that is where they were envisioning putting the success stories. She said Ms. Salas has developed content to put on the Energy Plan tab page that will have basic information about the Energy Plan, as well as a link to the Clean Energy Team's website. Ms. Brunner stated that if someone is interested in making a video or doing a survey that can be pushed over onto the Clean Energy team website since it is already a circulating and visible website. Vice Chair Hansel asked who the main contact is for the webpage and Ms. Brunner replied that she is the main contact. Vice Chair Hansel stated that the webpage is a good start. Ms. Brunner encouraged members to provide any suggestions to the IT department.

Councilor Clark asked if the webpage can be accessed through an employee log-in to view more detailed information and research that has not been made public. Ms. Brunner replied that she has no employee log-in access. She stated that the City needs help filling out the webpage and that it will be used as a resource for their Energy Plan outreach. She said everyone is excited about using the Clean Energy Team's website as it is already up and running and has been very effective so far. Ms. Brunner said she will send out a link so members can send her feedback. She asked if there are any thoughts from the community engagement timeline or list of engagement tools. Councilor Clark asked about filling spots on the committee. Ms. Brunner replied that the document that starts on page 16 (called ECC Community Engagement Plan) has a column that says "Who?" and that is where they would like input about who will be doing the outreach. She said Ms. Salas will be interning for the summer and she completed the outline for the City project page and is conducting interviews but there is an area for suggestions or ideas of where ECC can help.

Dr. Shedd asked if the informational videos would be produced internally or drawn from external resources. Mr. Brehme replied that there is a student who helped produce the Clean Energy Team's website who he can speak with about collaborating with him on flying a drone outfitted with a high resolution camera over the solar installations to get video footage this summer. Dr. Shedd added that Ms. Yule with Monadnock Energy Hub has a Cheshire TV program called "Energy Matters" that they could link to as well. She said there are also lots of webinars out there that are Energy related. Ms. Brunner asked Dr. Shedd to please send her links to the Cheshire TV program as people from the City could perhaps be interviewed for the program. Vice Chair Hansel noted that a 2-3 minute video is about the perfect length. Ms. Brunner confirmed that members like the video idea and are in favor of directing the public to the Clean Energy Team website. She said Mr. Lamb stated that he was okay with it as well. Councilor Clark added that as long as the Clean Energy team website is not confused with the City website he is in support of it. Ms. Brunner replied that they referenced the Clean Energy Team as a community partner on the City webpage to differentiate the two.

Ms. Brunner announced that they have scheduled three community workshops, the first of which will be held in October during Energy Awareness month. Dr. Shedd stated that if participants

register by June 15 for the Radically Rural event (September 19 and 20) they will receive a discount. She said the event will have a whole track on Renewable Energy. Ms. Brunner explained that the main in-person engagement that they are proposing are in the form of informational interviews which Ms. Salas is conducting throughout May and June. She said the focus groups are based around the different consumer groups, for example, the Residential sector (landlords, real estate, homeowners and tenants), Business and Commercial sector and Institutions (faith-based groups, colleges, school district, hospital). Ms. Brunner stated that they separated out the Institutional sector as they are very large and may have their own concerns and different partnership opportunities. She said the City of Hanover is working specifically with their large institutional users to do a collective for green energy. She stated that at some point they will need to identify tasks.

Ms. Brunner said that Ms. Salas put together a focus group on Real Estate (landlords, real estate agents, realtors and lodging). Ms. Salas stated what the expectations would be for the Real Estate focus group, specific tasks and a sign-up sheet for members. Ms. Brunner said she would like members to sign up for specific tasks under the column "Leaders." She said she hopes that members will sign up for the Meeting in a Box component especially as staff will need help with designing materials (the agenda, guiding questions for facilitator, etc.). She said they will also need to figure out where they will get the materials from. Vice Chair Hansel asked what the goal of the focus group is and whether they are the group doing the Meeting in a Box. Ms. Brunner replied that the main goal of the focus group is to conduct a focus group with them and get information from them. Then they would provide a training session at the end of the focus group on how to facilitate the Meeting in a Box to the most interested people who would then become advocates for their peers in the same general stakeholder group. Vice Chair Hansel asked if the focus group would then be responsible for inviting those individuals to that Meeting in a Box. Ms. Brunner replied that she thinks so but they can talk more about that. She said it sounds like when this was done in 2008 for the Master Plan visioning, the City hired an outreach consultant who guided the process for the City. She said the process involved announcing the meetings to the general public, people signing up and the City assigned people to a facilitator. Dr. Shedd noted that the focus groups are geared towards a specific sector, for example, the Real Estate focus group would generate boxed meetings with other real estate sector representatives. Ms. Brunner said that is what they are proposing as long as members agree to that approach.

Councilor Clark suggested the Board of Realtors as main contact, the Vice President in charge of sales at Unity Homes might also be a good contact and he will reach out to him. Ms. Brunner asked if there are members who are willing to design the Meeting in the Box materials. Vice Chair Hansel said he will speak to his daughter who was the consultant in 2008 to find out more information. Dr. Shedd said she would be more interested in working on the outline for the SWOT analysis. She asked if the Meeting in a Box training session is part of the focus group or a secondary date. Ms. Brunner replied the training will take part at the end of the same session so those who are not willing to do the Meeting in the Box can leave and those interested can stay and do the training. Ms. Brunner said that staff can do the SWOT analysis and other items and really need the most help with the Meeting in the Box training task. Mr. Brehme and Vice Chair Hansel said they can help in some way. Ms. Brunner said she needs help looking for donations for materials for the Meeting in a Box and designing the training.

c. Potential consulting services

Ms. Brunner stated that the Community Development department has some unused personnel funds that they are aiming to utilize in part to hire a consultant. She said she did not do a full RFP process but put out a request for quotes to twelve different companies and two have responded with proposals that staff are looking at right now. She said their objective is to get a consultant who understands the technical aspects of the energy strategies out there on board to do some of the heavy lifting on the Energy Plan. Ms. Brunner stated that the proposals they have received are on the higher end, about twice as much as they were hoping to spend, so they are not sure exactly how they will move forward but are hoping to negotiate quote down to a more reasonable level. She stated that they are looking for a consultant with expertise in the field of energy and energy procurement who can help to implement strategies in Keene within the next year. She said the town of Hanover used a company called Three Degrees which outlined strategies for that community and created a report with a number of actions and the town ended up implementing the buy-in co-op and power purchasing agreement with larger institutional users. She said Hanover was set up quickly with the help of a consultant so that is what the City is hoping for Keene as well. Councilor Clark suggested they consider contacting a temp service to see if one could provide a consultant with the technical expertise needed for the job. Ms. Brunner said she can look into that option. She said right now they are looking at between \$20-30K worth of consulting services.

Vice Chair Hansel stated that they have finally heard back from Eversource about the baseline for the current energy usage in Keene divided by sectors. He said the town of Hanover had a lot of trouble getting that information as well and now that Keene has the information that will help reduce the amount of time the consultant has to spend on energy baseline. Ms. Brunner replied that they can take the energy baseline out of the scope of work and that would help to negotiate the cost of the consultant services down. Dr. Shedd noted that they now have an electric baseline for the year 2018 and Eversource should continue to provide that same data yearly, however, the baseline does not include heating fuel and transportation. Ms. Brunner said the consultant services will focus specifically on electricity as heating and transportation would involve more specialized expertise. Ms. Brunner stated that the request for a consultant would go to FOP on June 13 so if members can attend the meeting to support the proposal and request that would be great. She said she will send an email out beforehand, it will take place on a Thursday at 6:30 pm.

5. Committee Membership

Councilor Clark said he has a meeting with Ms. Schirioth today at 11:30 am. Dr. Shedd said the County Commissioners meet at 8 am every Wednesday so ECC will continue following up with them about how to collaborate, however, having a Commissioner seat on the committee may not be possible.

Dr. Shedd announced that Eversource is doing an energy storage system on the Maplewood Property to improve grid reliability for a section in Westmoreland. She said it is a small footprint

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for a big project with impact and potential to replicate. She said she will send out links to that report. Dr. Shedd stated that Eversource is implementing a microgrid at UNH as well.

Ms. Brunner stated that quorum for the committee is 6 because membership is at 11—even if they have not assigned people to the open positions. Dr. Shedd said they currently have no alternates as Ms. Gaunt has been moved up to full membership. She said Councilor Clark is working on finding a member from the real estate sector and Vice Chair Hansel is reaching out to someone from C&S. Dr. Shedd said they are looking for ways to get in touch with the Facilities Manager at the hospital. Ms. Brunner stated if members know of anyone who might be a good fit for the committee they are free to share her or Dr. Shedd's contact information with them.

Vice Chair Hansel stated that Filtrine has signed a contract for 100% Renewable energy which began in March and Constellation is the provider of the energy. He said they sent a certificate stating that the energy is sourced from wind and is "Green E Energy-Certified." He said the Constellation website also provides the average mix of energy sources in 2017 supplying all of the US, although that mix is not typical for the Monadnock region. Ms. Brunner added that Green E Certification is a high standard.

Dr. Shedd stated that there is a Monadnock buy-in cooperative that started out as a group negotiation for rates but now they are doing 100% renewable through a similar broker. Vice Chair stated that Filtrine will be installing solar on their roof so they will no longer need to buy energy, however, the Constellation contract is not too long. Ms. Baum said she was looking into supplying energy from Eversource and learned that none of the options are actually renewable they just put recs on top of the bad stuff. Dr. Shedd said the theory is that the recs encourage further renewable energy and development but the electrons are still coming through the grid. Ms. Baum said that Badger signed up with a company that is sourcing from 100% renewable projects. She said it is important to note that Eversource is not offering 100% renewable energy. Dr. Shedd said she envisions a presentation about green energy purchasing programs and local models.

Updates:

- a. Keene State College Solar RFP (Cary Gaunt)
- b. Potential Keene Solarize Campaign (Chris Brehme)- Ms. Brunner asked if it is okay to move Mr. Brehme's talk about the solarized campaign up another month and members agreed.

7. New Business

Dr. Shedd stated that HB-365 passed both Chambers of the New Hampshire Legislature and yesterday the Governor vetoed it again. She said the House passed by enough votes to override a veto but the Senate was a voice vote. Councilor Clark stated that he spoke to Mr. Kahn last night and he is confident the Senate will override it.

Dr. Shedd announced that SB 165 passed.

8. Next Meeting: Wednesday, July 3, 2019

Dr. Shedd asked members if they can move the July 3 meeting to July 10. Ms. Brunner will send out a Doodle Poll for members. Dr. Shedd said if they are doing the focus group for the Real

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Estate sector in July they will need the next meeting to bring committee up to speed on what they will be doing. Ms. Baum suggested they add a non-Wednesday into the Doodle Poll and Ms. Brunner replied that she will put in two options within a two-week timeframe. Ms. Brunner said she will be using the “When is Good” scheduling tool for the Real Estate sector workshop date. Ms. Brunner said each little bar is an hour and you paint over every time that you are free and then she will see the overlap of the number of people who are available on certain dates. She said she will send it out with instructions.

Respectfully submitted by,

Ayshah Kassamali-Fox, Minute-Taker