

**City of Keene**  
**New Hampshire**

**ENERGY AND CLIMATE COMMITTEE**  
**MEETING MINUTES**

**Wednesday, August 7, 2019**

**8:00 AM**

**Second Floor Conference Room,  
City Hall**

**Members Present:**

Dr. Ann Shedd, Chair  
Peter Hansel, Vice Chair  
Councilor Terry Clark  
Anna Schierioth (until 9:00 AM)  
Rod Bouchard  
Kenneth Dooley  
Jessica Baum (until 9:00 AM)  
Cary Gaunt

**Staff Present:**

Mari Brunner, Planner  
Shaylin Salas, Intern

**Members Not Present:**

Jake Pipp  
Christopher Brehme

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

Chair Shedd called the meeting to order at 8:01 AM. Roll call and brief member introductions ensued. Guests Andrew Dey, from Bensonwood Unity Homes, and Nancy Gillard and Caroline Jones from the Clean Energy Team, also introduced themselves.

Chair Shedd announced that Jessica Baum has tendered her resignation. She thanked her for her contributions to the ECC.

**2. Approval of July 3, 2019 meeting minutes**

**3. Approval of July 18, 2019 meeting minutes**

Councilor Clark made a motion to approve the meeting minutes of July 3 and July 18, 2019.

Mr. Bouchard noted a correction to second bullet point at the top of page 9 of the July 18 minutes: "Mr. Bouchard" in "Mr. Bouchard was going to profile Keene State College" should be changed to "Mr. Brehme."

Mr. Hansel seconded the motion, which passed by unanimous vote.

**4. Energy Plan**  
**a. Focus Group #1**

Chair Shedd stated that this is the substance of the committee's work. She asked Shaylin Salas to talk about it. Ms. Salas stated that the focus group is happening next Wednesday from 8 to 9:30 AM in the second floor committee room of City Hall. She continued that it is a tool they are using to gain input from stakeholders in regards to the energy plan. They hope to gather some direction on key priorities and considerations, and get feedback on general strategies on how to move the energy transition forward. Ms. Brunner stated that this focus group is focused on landlords and realtors in the community, and getting input on what their barriers or challenges are regarding energy efficiency, and how the City could potentially help them.

Chair Shedd asked if plans are developing for the next focus group. Ms. Salas replied that she created a slide show presentation as an introduction to what is happening, and while there are a few slides specific to this group, it could be easily adapted to use for other focus groups. She continued that the next focus group was going to be for homeowners and tenants, but they switched the focus to business owners and the commercial and industrial sector. The most challenging part is getting participants, and she and Ms. Brunner welcome ideas for who to involve. Chair Shedd replied that the list of potential participants is in the shared drive, and asked if Ms. Salas could re-send the link so people can add contact information for any potential members of Keene's commercial industry that they think of. She continued that the person adding the contact information might be the best person to actually make the contact, instead of having it be a cold call from City staff.

Ms. Gaunt stated that probably ECC members' contacts will be people who are already in favor of the energy resolution. She asked what their strategies could be for reaching out to people who might be more difficult to bring around, because it is important to include that early in the process. Discussion ensued. Ms. Gaunt spoke about how it is helpful to have lots of outreach conversations, especially individual outreach/one-on-one. Ms. Salas spoke about how she approached cold calls with the City's contact list. Ms. Gaunt suggested that ECC members add to the list not just potential strong advocates, but also people they want to include who might be less enthusiastic, so they can internally strategize about how to reach out in an effective manner. Chair Shedd asked ECC members to be thinking about which subgroups within the commercial sector they want represented in their discussions, and give feedback to Ms. Salas and Ms. Brunner, which can be done between meetings. Ms. Gaunt stated that it is helpful to have lists of allies and antagonists, for strategizing.

**b. "Meeting-in-a-box" Outreach Activity**

Chair Shedd explained that this is a way to engage volunteers in the community, by giving them a kit/box filled with items needed to facilitate a meeting (agendas, sticky notes, pens, etc.) to garner input from their circle of work colleagues, neighbors, friends, and others.

Ms. Brunner stated that Ms. Salas put together a packet of meeting materials that could be used for this activity. She continued that the idea is for volunteer facilitators to attend a training (regarding the City's goals and basic meeting facilitation skills), and then host meetings in

publically accessible locations. Four or five members of the Clean Energy Team have volunteered to be facilitators. One benefit of this activity is that it engages people who may be more comfortable giving feedback indirectly, through a community member, instead of talking directly to City staff.

Mr. Hansel asked how these volunteer facilitators will get participants to come to the meetings. Ms. Brunner replied that after the volunteer facilitators attend a training and choose a few days and times as well as a meeting location that works for them, City staff will create a meeting schedule and ask members of the public to sign up for a meeting time. She continued that to seek participants, there could be a big outreach push to the community, via print, radio, television, and so on. She and Ms. Salas will reach out to the Monadnock Interfaith Project, too. Mr. Hansel asked if she means that the volunteer facilitators are not responsible for signing up participants. Ms. Brunner replied that is correct; the City will coordinate that. She continued that they could also consider an online sign up option.

Chair Shedd asked how many meetings the City is envisioning. Ms. Brunner replied that it depends on how many volunteers they have, how much availability those volunteers have, and the amount of community interest. Chair Shedd suggested they consider having meetings in places that would have specific subsets, such as the Senior Center, low- and middle-income communities, etc. It might be easier for some participants to go to a meeting at a familiar location with a trusted go-between facilitating. Ms. Brunner replied that that is a great point to consider.

Mr. Bouchard asked if the ECC is trying to be involved in the energy track in the Radically Rural conference. Chair Shedd replied that she is involved through her role on the Monadnock Energy Hub Steering Committee. She continued that some members of Clean Energy Team have been quite central in working on that. She asked Ms. Brunner if the City will promote it on its website.

Ms. Brunner replied that she met yesterday with the IT Department, and the sustainability webpage needs a lot of work. She continued that if anyone has content to add to it, IT staff can usually turn it around in one day. The energy track at Radically Rural is promoted on the sustainability page of the City's website, but many people will not see it there, because not many people go to the City's website on their own. People get drawn to the site from social media or other means. The sustainability page is a good place to put content but they have to be thoughtful about how to direct people to the page. The City has a Facebook page and people at this table could potentially push information out using their outreach channels.

Chair Shedd reported that the Monadnock Energy Hub is planning a regional meeting on November 5, open to the public. She continued that she will share more information about it when she has it.

### **c. October Outreach and Education Events**

Chair Shedd stated that October is designated as "energy awareness month." She continued that the ECC could use that designation to have an assortment of events, regarding energy efficiency

and clean energy. She asked if Clean Energy Team met and if they have thoughts. Ms. Gillard, member of Clean Energy Team, replied that they are bringing Doug Bogen, from Seacoast Anti-Pollution League, here in October to speak about offshore wind, and are working to coordinate that, which might tie in well with a presentation about understanding the grid. That way, when people say “We can’t do wind here in Keene,” they can explain how wind energy resources in different areas of the state can still benefit the local energy grid. They are working on the logistics.

Chair Shedd stated that Henry Herndon from Clean Energy NH also expressed interest in doing a Grid 101 Presentation to help the general public understand it. He and Mr. Bogen should get in touch and see how to sort that out.

Chair Shedd stated that the committee had talked about having the first community workshop towards the end of October, after some of these presentations. She asked if that fits in with the timeline.

Ms. Brunner replied that whether the ECC wants to get involved with that is up to the ECC, but Ms. Salas is with the City until the end of the month and there is no one lined up to replace her. She continued that if they want to do a workshop in October, it would take ‘all hands on deck’ to get it done. She and Ms. Salas were brainstorming about whether it would make sense for all of the different groups that are planning events in October to partner and do something together. For example, they could consider a World Café format with stations around the room for topics such as energy efficiency, renewable energy, what is the grid, etc., and the ECC could have a presence there to talk about the energy plan. Mr. Hansel stated that in the past, the ECC has co-sponsored events, which does not necessarily mean money is involved – it means lending their name. He continued that he does not know if Clean Energy Team would be interested in that.

Ms. Gillard stated that Clean Energy Team also discussed sharing stories, such as through a “clean energy tour” – community members could go around and talk with people in their neighborhood or the city who have transitioned to 100% clean energy already. Chair Shedd replied that that is an intriguing idea, and an energy association in New England has had this type of event in the past. She asked who they envision would organize the tour. Ms. Gillard replied that the Clean Energy Team would organize it. She continued that they want to focus on one event, and really put their energy into it.

Chair Shedd stated that the idea was to have each energy-related group in the area do one event so the burden did not fall on any one group. She asked if the ECC would have the bandwidth to organize a green buildings tour in two months. Ms. Brunner replied that if they want to stick with their community outreach timeline, the focus should be the workshop. She continued that the green buildings tour sounds like an amazing outreach opportunity they should support, but given the staff time the City has for this, it would be great if people could direct their volunteer energies toward the workshop.

Ms. Gaunt stated that she agrees that a green energy tour would be a good outreach event, but it would be a better activity for Earth Month in April. Chair Shedd replied yes, that is more realistic, and they should keep this active in their discussion list to find collaborators. Mr.

Hansel replied that they could ask people in the focus groups if they know of a site that would be appropriate for a tour. Mr. Bouchard replied that the old court house could be included. Ms. Baum stated that they could connect with the Monadnock Food Coop – they do farm tours, which get a lot of interest, and many of them also have solar on site. Mr. Bouchard replied that Amanda Littleton might be a good contact.

Ms. Gillard stated that Clean Energy Team members have talked about collecting these stories and adding them to the Clean Energy Team website. It is a great idea to continue gathering stories from home owners and businesses. Chair Shedd replied that Clean Energy Team already has success stories, from Filtrine and Bensonwood, and the committee would like to cross reference those on the City's sustainability page.

Ms. Brunner stated that they will be adding a "Success Stories" tab to the sustainability webpage. She continued that for example, it will highlight the ones the ECC is working on, link to the Clean Energy Team website, as well as the websites for Cheshire County, Keene State College, the Keene School District, and so on and so forth. Chair Shedd stated that Mr. Dooley has numbers on the economic advantages that energy efficiency and clean energy have had for the school district. Ms. Brunner stated that it would be great if they could get some success stories ready to launch in October to put on the webpage and in social media.

Ms. Brunner stated that she and Ms. Salas would like feedback from the ECC about how they envision the October forum. She asked, do they want it to be a forum in which they provide information to people, or do they want it to be really interactive? Mr. Hansel replied that the format of the West St. Dam forum worked well – an informational presentation was followed by small-group discussions (at color-coded tables), each addressing a different question. Chair Shedd replied that that is similar to the format of the Goose Pond forum. Ms. Brunner asked if they would like the October forum to have a similar format, with a presentation and then breaking out into smaller groups. ECC members replied yes. Chair Shedd suggested that there be an extensive presentation which gives a recap of the City's goals and what the process has been, and makes it clear that they are still early in the process and want the community involved. Mr. Hansel added that it should also include the greenhouse gas goals, which have not been put out to the public extensively.

Ms. Brunner asked whom the group wants the presenter to be. She continued that she could do it, but she welcomes ideas for other speakers. Chair Shedd replied that the presentation should allude to the three entities people pay taxes to and how they are working on the plan, to demonstrate the avoidance of costs. Ms. Gaunt replied yes, addressing the financial aspects is important early on. Clean energy and energy efficiency have become affordable for a lot of people because there are so many innovative financial resources out there. They should provide a strong argument about the financial benefits and ways of paying for it, so it becomes hard to give a reason *not* to do it. Mr. Bouchard agreed. Discussion continued, and people agreed that someone from the school district, the county, Antioch, KSC, or Keene Housing would be a good presenter. Ms. Gaunt suggested having a panel of speakers, and others agreed. Chair Shedd added that it would be good to include information on the City's ESCO contract and what that has yielded.

Ms. Brunner asked about the logistics of date, time, and location. Discussion ensued, and per Mr. Hansel's suggestion, Chair Shedd agreed that it's worth contacting the Chamber of Commerce to see if this could tie in with their community forums.

Chair Shedd asked if there is merit in asking the Mayor for a proclamation designating October as Energy Awareness Month in Keene. She continued that another group is asking for a day in October to be Energy Efficiency Day. If there will be multiple events they could be linked to the proclamation. Discussion ensued in support of the idea. Ms. Brunner stated that it is helpful to have something written ahead of time for the Mayor's Office to look at. Chair Shedd replied that they could probably adapt the template provided on the Energy Efficiency day website.

Councilor Clark made a motion for the Energy and Climate Committee to ask the Mayor to issue a proclamation for Energy Awareness Month. Mr. Hansel seconded the motion, which passed by unanimous vote.

Ms. Gaunt stated that she had another thought about community outreach – the committee could reach out to civic organizations like Rotary Clubs, which are always looking for speakers. Mr. Hansel agreed, and discussion ensued about the logistics. Mr. Hansel stated that he has a connection with one of the Rotary clubs and will ask about getting on their speaker schedule. Ms. Gaunt stated that she will check with the other Rotary club, which she is connected with. Ms. Schierioth stated that she will check with the Lion's Club.

Chair Shedd stated that the other opportunity for outreach before October is the Electric Vehicle Expo on September 14th, from noon to three, organized by the Monadnock Energy Hub. She continued that it is tied to the installation of an electric vehicle charger as part of the Monadnock Food Coop's expansion. She gave more details and stated that the ECC has been asked to table at the event. Councilor Clark and Ms. Brunner replied that they will be there.

#### **d. Status of Consultant**

Ms. Brunner reported that City staff are still working on getting a contract signed. She continued that the City Manager has been away. It should be signed soon. The one question that the City Manager had was whether or not they wanted a final report that is in written form. They had talked about getting a final Power Point presentation from Cadmus. Having a more formal, written report would drive the cost up a bit but they have the budget. The Community Development Director, Rhett Lamb, has been out this week and she has been waiting for him to weigh in on this. She asked for thoughts. Chair Shedd replied that a written report might be more informative, and more likely to be looked at and used. Mr. Hansel added that some Power Point presentations are skeletal and rely on the speaker, while others have more detail, so it depends. Mr. Bouchard spoke in favor of having a detailed written report. Ms. Brunner thanked committee members for their feedback.

At 9:00 AM, Ms. Baum and Ms. Schierioth left. Ms. Baum stated that the committee should feel free to call her back in for anything related to agriculture.

#### **e. US DOE SolSmart Designation Program**

Chair Shedd stated that Cadmus is a technical consultant. She continued that the City's participation in the SolSmart Designation program will give them access to Cadmus' services. Ms. Brunner replied that they filled out and submitted the application, and have a letter signed by the City Manager, and are waiting to hear from Cadmus about next steps. She continued that filling out the application was helpful, as it generated positive conversation in her department.

Chair Shedd stated that the program is geared toward helping communities have a range of policies, ordinances, development standards, etc., in place to encourage, rather than to get in the way of, solar development.

#### **5. Eversource Proposed Clean Energy Innovation Program**

Ms. Brunner stated that she received an email from Connor Jennings at Eversource regarding a proposed pilot program for low and moderate income communities called the "Clean Energy Innovation Program." She included the email with a press release and attached flyer in the agenda packet on pages 21 through 23. She followed up with Eversource for more information and received a Power Point presentation with more details. She distributed copies of this Power Point presentation to committee members. Ms. Brunner noted that she is trying to set up a meeting with City staff and Eversource to discuss this program further and learn more about how it could be useful for communities in Keene.

Mr. Hansel asked about energy system size requirements for the program. Ms. Brunner replied that she does not know if it has to be one large installation or if there can be several installations that are cumulatively five megawatts; they need to learn more from Eversource. She does know that eligible projects need to benefit low and moderate income communities. The City will have an initial meeting to learn more about the program, so that if there is interest within the community they can be ready to respond to a request for proposals.

Chair Shedd stated that the Governor did sign SB 165, which the ECC had requested the City comment on. This bill promotes low and middle income solar, including on-bill crediting for participants, which makes a big difference. She does not know if Eversource is hoping for this to be part of it. The utility companies are required to implement two or three projects within the next year and noted that it would be great to take advantage of this program.

Councilor Clark stated that this could give them opportunities for the airport. He asked Ms. Brunner to include him in the meeting that is being set up.

Chair Shedd asked Ms. Brunner if there is anything else. Ms. Brunner replied that nothing has happened yet - when she asked Mr. Jennings if they could set up a meeting, he was still trying to track down the correct Eversource people to be part of that meeting.

#### **6. Committee Membership**

Chair Shedd gave an update on committee membership. Ms. Baum has resigned, however this is not official yet. Ms. Schierioth and Mr. Bouchard have been confirmed by City Council. Andrew Dey has been nominated and is on schedule to be appointed in September. With these changes, the committee will have filled ten of eleven regular member slots on the committee.

She asked if Zach Luse had submitted a request to join the committee yet; Ms. Brunner said she did not believe so but would check with the City Clerk's office. Discussion ensued. Mr. Dey offered to contact him. Ms. Brunner stated that the City Clerk's office has clarified that the process for volunteering to join a committee includes filling out the volunteer form and that submitting one's resume/CV is optional. The City Clerk's Office revised the online form to make it more evident that the resume is optional, which might make it easier for people to apply to be on the committee.

Chair Shedd stated that the committee still needs to fill three positions for alternate members. She asked people to keep thinking about who might be good to ask, keeping in mind that it is nice to have representation from different sectors. Discussion ensued, and committee members proposed seeking a member from Cheshire Medical Center, Southwestern Community Services, Tanglewood Co-op, the industrial sector, C&S, and the faith community. Mr. Hansel stated that he will try and contact someone at Cheshire Medical Center. Ms. Gaunt stated that she has a person to ask as well.

## **7. Monadnock Energy Hub Membership**

Chair Shedd stated that the program coordinator for the Hub was asking the various communities what their membership status was. The committee could become a member of the parent organization, the Monadnock Sustainability Network, which would be an institutional membership and cost money. She thinks they could identify as a participating community without being members, unless anyone wants to delve deeper into that and ask the City for more money. Ms. Brunner stated that the committee currently belongs to ICLEI, which is about \$600 per year, and Clean Energy Team for about \$250. The ECC's annual budget is \$850. When they became members of Clean Energy Team they asked for a budget increase to cover that. Councilor Clark stated that they should ask for a budget increase for next year, to join the Energy Hub.

Chair Shedd stated that they might need to look into this more. Ms. Brunner replied yes, they would have to figure out what the membership would get them. She continued that the whole goal of the Monadnock Energy Hub is to provide support to local energy committees, which the ECC is, so it would surprise her if they required committees to become paying members. Discussion continued.

## **8. Upcoming Meetings and Events of Interest**

### **a. Solarize Training, August 19, 2019**

Chair Shedd stated that this training will be in the Putnam Science Building at Keene State College, from 6:30 to 8:00 PM, and gave details about it. She continued that the press release says they are looking for additional people. It seems that the campaigns will be organizing in the fall and kicking off in mid-winter, if they know anyone who may be interested. She will send everyone the announcement.

### **b. Electric Vehicle Expo, September 14, 2019**



Chair Shedd noted that she had already provided details about this event, which will take place from 12:00-3:00 p.m. at the Monadnock Food Co-op in Keene.

**c. Local Energy Solutions Conference, November 15, 2019**

Chair Shedd stated that the City's membership gives two free admissions. Mr. Bouchard replied that the County is also a member.

**9. New Business**

Mr. Bouchard reported that SB 286 has passed. He asked if that would be a topic of interest for this committee on a future agenda. Chair Shedd and Ms. Brunner replied yes. Ms. Brunner continued that last week she was at a Clean Energy Procurement conference in Denver to learn more about how different cities are working towards their 100% renewable energy goals. One take away was that community choice aggregation is essential because it makes purchasing electricity that comes from renewables easy and affordable for residents. Because SB 286 passed, communities in New Hampshire can adopt community choice aggregation as an "opt-out" program or default program. Residents would have the option to opt out and choose a different electricity provider. Chair Shedd replied that the 'opt in' numbers are pretty dismal, compared to opt out numbers. Discussion continued, and Chair Shedd noted that this is a potential opportunity for City and County collaboration and they should keep the conversations going.

The meeting adjourned at 9:20 AM.

Respectfully submitted by,  
Britta Reida, Minute Taker

Reviewed and edited by Mari Brunner, Planner