



ENERGY AND CLIMATE COMMITTEE (ECC)

AGENDA

Wednesday, June 25, 2025

4:30 PM

City Hall, 2nd Floor Conference Room

Members:

Kenneth Swymer Jr., Chair
Paul Roth, Vice Chair
Maureen Nebenzahl
Gordon Leversee
Councilor Bryan Lake
Annu Joshi Bargale
Clair Oursler
Lisa Maxfield

Steven Larmon
Timothy Murphy
Jake Pipp, Alternate
Chuck Redfern, Alternate
Rowland Russell, Alternate

Staff:

Megan Fortson, Planner

1. **Call to Order and Roll Call**
2. **Approval of Minutes** – May 7, 2025 & May 12, 2025
3. **Adoption of Updated Rules of Procedure**
4. **Membership Updates**
5. **Eversource** – Main Streets Event
6. **Committee Budget Updates**
7. **Banner & Tablecloth**
8. **Annual Report to City Council** – Review of Draft Letter
9. **Work Groups** – Updates & Discussion from Spring 2025 Retreat
 - a. Outreach
 - b. Policy
 - c. Resilience
10. **New Business**
11. **Next Meeting:** Wednesday, July 23, 2025 at 4:30 pm – City Hall 2nd Floor Conference Room

Link to ECC Google Drive Folder:

<https://drive.google.com/drive/folders/1O1WIR0fADTNijRt13v3DU7k2FwxXDcGs?usp=sharing>

City of Keene
New Hampshire

ENERGY AND CLIMATE COMMITTEE
MEETING MINUTES

Wednesday, May 7, 2025

8:00 AM

**Room 22,
Recreation Center**

Members Present:

Kenneth Swymer, Chair
Paul Roth, Vice Chair
Councilor Bryan Lake
Maureen Nebenzahl
Clair Oursler
Gordon Leversee
Timothy Murphy
Jake Pipp, Alternate
Charles Redfern, Alternate
Rowland Russell, Alternate

Staff Present:

Megan Fortson, Planner
Emily Duseau, Planning Technician

Members Not Present:

Steve Larmon
Lisa Maxfield
Annu Joshi Bargale

1) Call to Order and Roll Call

Chair Swymer called the meeting to order at 8:08 AM. Upon completion of the roll call, Chair Swymer invited the three attending alternates to serve as voting members.

2) Approval of Minutes – April 2, 2025

Dr. Gordon Leversee noted a change on page 11, specifically in the last line, where “*EDD*” needed to be changed to “*ECC*.” Dr. Rowland Russell pointed out that the transition was off between the Food Security Work Group report out and the “*New Business*” section. The first paragraph of “*New Business*” included comments he made about the Food Security Work Group, which he suggested should be corrected.

Pending those changes, Mr. Tim Murphy moved to approve the minutes from April 2nd. Councilor Bryan Lake seconded his motion. With all in favor and none opposed, the motion to approve the minutes from April 2, 2025, was approved.

3) Adoption of Updated Meeting Schedule

Chair Swymer highlighted the changes to the meeting schedule, noting the new time of 4:30 pm to 5:30 pm and the location change to the City Hall 2nd Floor Conference Room. He noted that the new schedule would take effect as of the next meeting on June 25, 2025. Mr. Jake Pipp moved to approve the new meeting schedule, which Councilor Bryan Lake seconded. With all in favor and no opposition, the amended meeting schedule was approved and adopted.

4) Follow Up Items:

A) NH DOE

Chair Swymer invited questions and comments, to which there were none.

B) Monadnock Earth Festival

He expressed his gratitude to Ms. Mari Brunner and Ms. Megan Fortson, commending their efforts in organizing the event. Ms. Fortson recognized Councilor Tobin's efforts in helping to set up for the event.

Chair Swymer thought that the booths were awesome and felt they had a good turnout given the weather. Vice Chair Roth commented that the wildflowers were "awesome" and added that the bubble machine was also fun. Chair Swymer seconded the comment about the bubble machine, adding that it brought a lot of people into the tent.

Chair Swymer shared that most of the questions he received from attendees were around community power, which was not surprising. He welcomed others to share their takeaways from the event. Councilor Bryan Lake expressed additional thanks to Ms. Fortson and Ms. Brunner for their help with both preparing for and attending the event. Out of all of the ECC events he has been to, he felt this one had the best tabling set up and felt very professional. Vice Chair Roth believed that positioning the Energy & Climate Committee table next to the Bicycle Pedestrian Path Advisory Committee's table was beneficial to both groups. Chair Swymer recognized Mr. Bruce Norland, who shared that fifteen electric vehicles were part of the event.

Ms. Fortson shared that they will have a tablecloth for the Committee before the end of the fiscal year. The ordering process had proved to be more difficult than anticipated, but she stated that as soon as they receive it, she will bring it to the following meeting.

Councilor Bryan Lake noted that the Committee had allocated the rest of their remaining balance towards the tablecloth and wondered how much, if any, remained in their balance. Ms. Fortson responded that they do not know as of yet. They are working with the Communications Department to finalize the tablecloth design, which has been challenging due to the department's current limited staffing and significant workload. She offered to share the information with the Committee as soon as they have a better idea of where it stands. Councilor Bryan Lake felt that having knowledge of the amount and expenditures for June would help prepare the annual report to Council in July.

5) Annual Retreat - Monday, May 12th, from 8:00 a.m. to 12:00 p.m., Room 22, Keene Recreation Center.

It was asked if there would be a remote option. Ms. Fortson explained that it will be considered a publicly noticed meeting, and a quorum of members physically present is required to hold the retreat. Mr. Pipp stated that he wished he could attend in person, but is unable, and wondered if Zoom participation is possible. Ms. Fortson said they could set up a Microsoft Teams Meeting for Mr. Pipp to participate. Mrs. Maureen Nebenzahl noted that she will be in Mexico and will therefore be unable to attend in person.

Mr. Murphy asked if there were any questions about the meeting quorum and inquired whether they should conduct a poll of the membership to determine if they will meet quorum. Ms. Fortson supported the idea. Chair Swymer, Vice Chair Roth, Councilor Lake, Mr. Murphy, Dr. Russell, and Mr. Claire Oursler all raised their hands, showing their intent to attend the retreat. Dr. Leversee stated he plans to attend, but will be about half an hour late. With at least six members in attendance, there would be the necessary quorum.

6) Work Group Report Outs

A) Community Solar

Dr. Leversee shared that the community solar group met on the 9th and submitted some feedback for the NH Department of Energy grant proposal.

B) Grants, Fundraising, and Partnerships

Mr. Charles Redfern said they require volunteers for the workgroup. He encouraged any interested individuals to contact him before the meeting concluded. Chair Swymer reminded Mr. Redfern that the work groups will be changing in another week or so and suggested holding off on recruitment. Mr. Murphy inquired whether workgroup membership would be a topic of discussion at the retreat. Chair Swymer and Councilor Lake confirmed.

C) Education and Outreach

No Updates.

D) Legislative Tracking

Councilor Lake felt it would be beneficial to discuss the workgroup's status during the retreat, including whether there was support for its continuation and, if so, what its future direction would be. He felt they got plenty of updates from staff via emails from Clean Energy NH regarding what is coming through the state, and thought that they could do what the workgroup was doing, but at a faster rate.

Mrs. Nebenzahl shared that her son is on the Board of Directors for AmeriCorps Seattle. She just heard on the news that the AmeriCorps in New Hampshire is losing its funding. She wondered if that was something that the legislative workgroup could investigate. Dr. Russell explained that

they had investigated AmeriCorps as a potential funding source for the Sustainability Coordinator role previously and offered to discuss this with her later.

Mr. Pipp asked if an agenda was available for the retreat. Ms. Fortson said that although it has not yet been finalized, they intend to do so and send it out by the end of tomorrow.

E) Food Security

Dr. Russell shared several updates at the ECC meeting. The city has allocated 4,800 square feet, or 12 plots, to the new garden site. To begin transitioning, two volunteer work parties are scheduled for the upcoming weekend. The first event will take place on Saturday and will focus on removing infrastructure from the old garden plots and laying out the new plots. The second will be held on Sunday from 12:00 to 3:00 PM, primarily for transplanting hedgerows and perennial plants. Volunteers are welcome, and those interested can contact Dr. Russell for directions and a map, as the new site is located at the back end of the cemetery. All the old plots must be cleared by June 20th.

Additionally, Dr. Russell announced a meeting this Friday from 2:30 to 3:30 PM at City Hall, organized by Mari Bruner, to discuss disaster mitigation and food security planning with representatives from the Community Kitchen and other stakeholders. Anyone interested in attending can contact him for details.

On Monday, the Food Systems Group, of which Dr. Russell is a member, is co-sponsoring a workshop titled "*Food Stories*," focusing on interactive writing and storytelling around food, memory, and identity. The event will be held from 4:00 to 5:30 PM at the Hannah Grimes Center.

Finally, Dr. Russell suggested broadening the current food security workgroup to include planning around climate impacts, emphasizing that food issues are increasingly connected to larger environmental challenges, and looked forward to discussing it at the retreat.

7) New Business

Chair Swymer asked if there was any new business. Mr. Redfern inquired whether non-committee members were permitted to serve on working groups, to which Chair Swymer confirmed they could. Vice Chair Roth confirmed the maximum number of committee members was five, as six would constitute a quorum.

8) Next Meeting: Wednesday, June 25, 2025, at 4:30 pm- City Hall, 2nd Floor Conference Room (*to be confirmed*)

9) Adjournment

There being no further business, Chair Swymer adjourned the meeting at 8:25 AM.

Respectfully submitted by,

162 Amanda Trask, Minute Taker
163
164 Reviewed and edited by,
165 Megan Fortson, Planner

City of Keene
New Hampshire

ENERGY AND CLIMATE COMMITTEE
RETREAT MEETING MINUTES

Monday, May 12, 2025

8:00 AM

**Room 22,
Recreation Center**

Members Present:

Ken Swymer, Chair
Councilor Bryan Lake
Steve Larmon
Gordon Leverage
Timothy Murphy
Rowland Russell, Alternate (Voting)

Staff Present:

Megan Fortson, Planner
Emily Duseau, Planning Technician

Members Not Present:

Paul Roth, Vice Chair
Maureen Nebenzahl
Annu Joshi Bargale
Clair Oursler
Lisa Maxfield
Jake Pipp, Alternate
Chuck Redfern, Alternate

1) Call to Order and Roll Call

Chair Swymer called the meeting to order at 8:43 AM and invited Dr. Rowland Russell to participate as a voting member.

2) Floodplain Mitigation Plan & FEMA Mapping Updates

Chair Swymer welcomed Kurt Blomquist, Emergency Management Director, and Michael Hagan, Plans Examiner & Floodplain Manager, to the retreat. Mr. Blomquist and Mr. Hagan provided the Committee with a presentation regarding the ongoing updates to the City's Hazard Mitigation Plan as well as the Federal Emergency Management Agency's (FEMA's) flood maps.

Following the presentation, Mr. Blomquist and Mr. Hagan answered questions from the Committee members.

3) Master Plan Update

Megan Fortson, Planner, and Emily Duseau, Planning Technician, provided an update on the status of the Comprehensive Master Plan project and spoke with the Committee members in attendance about the Flourishing Environment Pillar of the plan. Staff continued by addressing items the

committee could facilitate to support the goals and action items of this pillar and the other components of the Master Plan over the course of the coming years.

4) Break

5) Ice Breaker

6) Work Group Discussions

The ECC members in attendance discussed the existing work groups and whether or not they should continue to be structured the same way moving forward. The members ultimately decided that three work groups dedicated to outreach, policy, and resilience would allow the Committee to focus on one project as a group. Tasks related to the overarching project could then be disseminated to each of the work groups and work groups would report back to the entire Committee at regular meetings.

A motion was made by Mr. Tim Murphy to create three workgroups titled outreach, policy, and resilience, respectively. The motion was seconded by Councilor Bryan Lake and was unanimously approved.

7) Closing Discussions & Adjournment

With no further business, Chair Swymer adjourned the retreat meeting at 10:35 AM.

Respectfully submitted by,
Megan Fortson, Planner

Reviewed and edited by,
Emily Duseau, Planning Technician

City of Keene
NEW HAMPSHIRE

ENERGY AND CLIMATE COMMITTEE

Rules of Procedure

1. **Meetings:** Meeting times and dates are to be determined by members of the Energy and Climate Committee (hereinafter “Board”). All meetings must be open to, and accessible by, the public. Meeting times and locations will be posted at least twenty-four (24) hours in advance of any such meeting in two (2) appropriate places, one of which may include the City’s website in accordance with RSA 91-A:2. At least three (3) meetings shall be held each calendar year.
2. **Minutes:** Minutes of such meetings shall be kept in accordance with RSA 91-A:2, and shall include the following: the name of the Board; date, time and location of the meeting; the members present; the members absent; the time that the meeting was called to order and by whom; motions or other actions taken including who made the motion and who seconded; who voted and how; who recused and the reason for recusal, and whether the action passed or failed; the names of persons appearing before the Board; the subject matter discussed; the time the meeting adjourned; the name of the minute taker. If there is no minute taker specifically assigned to the Board, the Chair shall designate an appropriate individual for this purpose. Within 5 days of the close of the meeting of the Board, the minute taker shall submit the draft minutes to the Staff Liaison for the Board. The Chair, or Vice-Chair, shall review the draft minutes and may make such corrections as are necessary to ensure that information required to be included in the minutes of such meetings is accurate. Examples of appropriate corrections include spelling of names, grammar, citations, and technical jargon. In no case shall a correction alter what was said or discussed at the meeting, or the result of any action taken. All corrections shall be made with “track changes” or a similar feature turned on so that other Board members are aware of any such corrections. If extensive revisions are being requested by a member, the Board should conduct the review at the end of the regular agenda items. Once approved, meeting minutes shall be immediately filed with the City Clerk.
3. **Quorum:** A quorum shall consist of a majority of the total eligible number of members that may be appointed to the Board, either under state law or by City Code, regardless of the number of members actually appointed. Board business shall not be conducted in the absence of a quorum. An available alternate member shall be appointed by the Chair in the absence of a regular member to form a quorum, and shall be appointed by the Chair at any time in the absence of any regular member. Unless the appointed alternate member becomes unable to continue to participate, the alternate member so appointed should continue to serve in the place of the absent regular member if a matter under consideration by the Board extends over multiple meetings, and/or until that matter has been completed. ~~A quorum of the Board shall always be physically present at the location specified in the public notice, and no Board business shall be conducted through email or other electronic communication that does not allow the public to hear, read or otherwise discern the meeting discussion. A member may participate by telephone or other electronic communication when the member’s attendance is not reasonably practical, the reason for absence is stated in the minutes, and all participants, including the public, are able to hear, read and discern the meeting discussion.~~ A member may participate by telephone or other electronic

communication (“remotely”) with the approval of the Chair when the member’s attendance is not reasonably practical, the reason for absence is stated in the minutes the remote member states where that are physically located, and who is present in that location with them. Members participating remotely may vote, but shall not count toward quorum. All votes when any member is participating remotely must be taken by roll call. The Presiding Officer shall be physically present at the meeting location specified in the meeting notice. -Email communications among the Board or between the Board and Staff Liaison shall be used only for the transmittal of administrative matters such as scheduling or the transmittal of information to be acted upon at the public meeting. Board business shall not be conducted in any manner other than at a duly noticed public meeting.

4. **Elections:** At the first meeting of the new calendar year the Board shall elect, by simple majority, a Chair and a Vice-Chair.

5. **Presiding Officer:**

- A. The Chair shall preside over the meeting and call the members to order.
- B. In case of absence of the Chair, if a quorum is determined to be present, the Board shall proceed with the Vice-Chair acting as the presiding officer.
- C. In the event that both the Chair and Vice-Chair are absent, and if a quorum is determined to be present, the Board shall proceed to elect a Board member, by majority vote of those present, as Temporary Chair of the meeting until the presiding officer appears.

6. **Right of Floor:** The Chair shall control the meeting. When recognized by the Chair, a member of the Board or the public, shall respectfully address the members of the Board and shall confine themselves to the question under debate, avoid personal comments, and refrain from impugning the motives of any other individual’s argument or vote. Individuals attending meetings to present to the Committee may participate remotely with prior approval from the Chair. The Chair shall act on all proper motions for which there is a second. A motion to call the question shall require two-thirds (2/3) vote and is not debatable.

7. **Order of Business:** The business of all regular meetings shall be transacted in the following order:

- A. Call to order.
- B. Roll call of attendance.
- C. Acceptance of minutes of preceding meeting.
- D. Board business on meeting agenda.
- E. New business
- F. Adjournment.

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the meeting, but shall be referenced under New Business and shall be placed on the agenda for discussion at the next regular meeting.

9. **Communications:** Communications to be introduced to the Board must be signed by the person introducing the same, either by hand or scanned and submitted electronically, must give his or her residential address or mailing address, if different, at which he or she can be notified of meetings, and telephone number, if available. Communications not containing all of the above will not be accepted by the Staff Liaison, or by the Chair, and will not be placed on the agenda of the Board. Communications addressed to a Board member of a personal or argumentative nature shall not be introduced in the meeting. Any email communication directly to a member of the Board relating to a matter before the Board must be provided to Staff Liaison, or to the Chair, for compliance with this paragraph and for inclusion in the record. If the Board decides to submit a written memorandum on a matter before it to the City Council, it shall direct the Staff Liaison to draft the memorandum for review and approval by the Chair prior to submission to the City Council.

10. **Order of Business - Out of Order:** The Chair may permit any item of business to be taken out of the regular order as set by the agenda unless there is an objection by a Board member in which case a majority of the Board may vote to take the item out of order.

11. **Reports:** When required, the Board shall issue a Majority Report as “Informational” or as a Recommendation to the City Council based on the findings of the Board. A simple majority of the quorum shall be sufficient for the report.

12. **Tie Vote:** In case of a tie vote on any motion or recommendation, said motion or recommendation shall be deemed defeated.

13. **Reconsideration:** After the decision of any question, any member who voted with the prevailing side may move for reconsideration for that action at the next regular meeting of the Board. For the purposes of this Rule, the next regular meeting of the Board shall be the next regularly scheduled meeting of the Board which is at least ten (10) days after the meeting of the Board at which the decision to be reconsidered occurred. The Board member shall submit a written notice and the question shall be placed on the agenda in accordance with these Rules of Procedure (“Rules”). A motion to reconsider shall require a majority vote of the Board members present. If the motion to reconsider is approved, then the matter shall be before the Board for further discussion and appropriate action. After a motion for reconsideration has once been acted on, no other motion for reconsideration thereof shall be made. If the original vote is sustained at the next regular meeting as defined herein, the Board shall have no further right of reconsideration on the question.

14. **Conflict of Interest:**

- A. Every member present when a question is placed before the Board shall vote thereon, except when the member has a conflict of interest in the matter as defined by Article VI, Conflict of Interest, and Section 25, Communications, of the Charter of the City of Keene. A conflict may exist when a Board member’s spouse, civil union partner, parent, child, or other member of the Board member’s immediate

family has a conflict. A conflict exists when a business or individual has a matter before the Board and the Board member is employed by the business, or is otherwise a party in interest. If the conflict becomes known prior to a Board meeting, the Board member shall file the written particulars of the conflict of interest with the Staff Liaison for inclusion on the Board agenda. If the conflict becomes known to the Board member during a meeting, the Board member should immediately disclose the particulars of the conflict of interest. The question of whether or not a conflict exists will then be decided by a majority vote of Board members present. When such a conflict exists, the member having the conflict shall be recused and shall be prohibited from participating in the discussion and shall not vote on the matter. No Board member having a conflict of interest may discuss the matter in which they have a conflict with any other Board member in any other place or any other time.

- B. Any Board member having reasonable grounds to believe that another Board member has a conflict of interest may raise the issue on their own motion. The question will then be decided as set forth above.

15. **Non-Public Session:** City Boards and Commissions may not enter a non-public session without prior notice to, and the presence of, City Staff at the meeting. In the event of a requirement to enter into non-public session, a majority of members present at a Board meeting may, by roll call, vote to go into non-public session in accordance with RSA 91-A:3. The motion shall state the specific statutory basis relied upon for the non-public session. All persons who are not Board members qualified to participate in the discussion shall leave the meeting, unless specifically requested to remain. No action or decision with respect to the matter shall be taken in non-public session. Minutes of the non-public sessions shall be taken and the minutes shall be publicly disclosed within seventy-two (72) hours unless, by recorded vote of two-thirds (2/3) of the members present, the minutes are sealed in accordance with RSA 91-A:3. The minutes of any non-public meeting shall be designated as such and shall be filed with the City Clerk no more than seventy-two (72) hours after the meeting.

16. **To Amend Rules:** These Rules may be amended or new Rules adopted by a two-thirds (2/3) vote of all members appointed to the Board. The public meeting notice shall state that a proposal to amend the Rules is included on the meeting agenda. Proposed amendments shall be submitted in writing at a regular Board meeting, but shall not be acted upon until the next regular meeting of the Board. An amendment to the Rules shall become effective upon passage.

17. **Creation of Subcommittees:** The Board may create subcommittees as necessary to assist in its operations, which shall be advisory to the Board. Subcommittees shall be created by vote of the Board for a stated purpose, identifying the specific Board members appointed, with the purpose and membership included in the minutes of the Board. Non-Board members shall not be appointed to subcommittees. Subcommittees are public bodies under RSA 91-A, and are subject to all of the requirements applicable to the Board under the foregoing Rules of Procedure, including prior public notice of meeting dates, times and meeting locations which are accessible to the public, and keeping and submitting appropriate minutes within the time periods stated above.

18. **Rules of Order - *Roberts Rules of Order*** shall govern points of order not covered herein.

Adopted this ____ day of _____, 2020.

_____, Chair

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NEW HAMPSHIRE

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14. **Conflict of Interest:**

- A. Every member present when a question is placed before the Board shall vote thereon, except when the member has a conflict of interest in the matter as defined by Article VI, Conflict of Interest, and Section 25, Communications, of the Charter of the City of Keene. A conflict may exist when a Board member’s spouse, civil union partner, parent, child, or other member of the Board member’s immediate family has a conflict. A conflict exists when a business or individual has a matter before the Board and the Board member is employed by the business, or is otherwise a party in interest. If the conflict becomes known prior to a Board

meeting, the Board member shall file the written particulars of the conflict of interest with the Staff Liaison for inclusion on the Board agenda. If the conflict becomes known to the Board member during a meeting, the Board member should immediately disclose the particulars of the conflict of interest. The question of whether or not a conflict exists will then be decided by a majority vote of Board members present. When such a conflict exists, the member having the conflict shall be recused and shall be prohibited from participating in the discussion and shall not vote on the matter. No Board member having a conflict of interest may discuss the matter in which they have a conflict with any other Board member in any other place or any other time.

- B. Any Board member having reasonable grounds to believe that another Board member has a conflict of interest may raise the issue on their own motion. The question will then be decided as set forth above.

15. **Non-Public Session:** City Boards and Commissions may not enter a non-public session without prior notice to, and the presence of, City Staff at the meeting. In the event of a requirement to enter into non-public session, a majority of members present at a Board meeting may, by roll call, vote to go into non-public session in accordance with RSA 91-A:3. The motion shall state the specific statutory basis relied upon for the non-public session. All persons who are not Board members qualified to participate in the discussion shall leave the meeting, unless specifically requested to remain. No action or decision with respect to the matter shall be taken in non-public session. Minutes of the non-public sessions shall be taken and the minutes shall be publicly disclosed within seventy-two (72) hours unless, by recorded vote of two-thirds (2/3) of the members present, the minutes are sealed in accordance with RSA 91-A:3. The minutes of any non-public meeting shall be designated as such and shall be filed with the City Clerk no more than seventy-two (72) hours after the meeting.

16. **To Amend Rules:** These Rules may be amended or new Rules adopted by a two-thirds (2/3) vote of all members appointed to the Board. The public meeting notice shall state that a proposal to amend the Rules is included on the meeting agenda. Proposed amendments shall be submitted in writing at a regular Board meeting, but shall not be acted upon until the next regular meeting of the Board. An amendment to the Rules shall become effective upon passage.

17. **Creation of Subcommittees:** The Board may create subcommittees as necessary to assist in its operations, which shall be advisory to the Board. Subcommittees shall be created by vote of the Board for a stated purpose, identifying the specific Board members appointed, with the purpose and membership included in the minutes of the Board. Non-Board members shall not be appointed to subcommittees. Subcommittees are public bodies under RSA 91-A, and are subject to all of the requirements applicable to the Board under the foregoing Rules of Procedure, including prior public notice of meeting dates, times and meeting locations which are accessible to the public, and keeping and submitting appropriate minutes within the time periods stated above.

18. **Rules of Order - *Roberts Rules of Order*** shall govern points of order not covered herein.

Certificate of Adoption

To the City Clerk of the City of Keene, New Hampshire:

Be hereby advised that the Energy and Climate Committee of the City of Keene, New Hampshire
has adopted these amended Rules of Procedure.

Adopted this _____ day of _____, 2025

Ken Swymer Jr., Chair

Tim Murphy

Paul Roth, Vice Chair

Chuck Redfern, Alternate

Councilor Bryan Lake

Rowland Russell, Alternate

Maureen Nebenzahl

Jake Pipp, Alternate

Gordon Leversee

Annu Joshi Bargale

Clair Oursler

Lisa Maxfield

Steven Larmon



EVERSOURCE

August 18, 2021

Dear Keene Business Owner,

The City of Keene and Eversource are excited to announce that you are now eligible for a no-cost energy analysis of your business.

Through the NHTSaves Small Business Energy Solutions Program offered by Eversource, not only could you save money on your electric bill each month, but you'll gain a competitive edge by decreasing your energy consumption through energy efficiency.

In addition to the no-cost energy analysis, you might be eligible for significant incentives toward the installation of energy-efficient equipment, plus interest-free financing on your portion of the project costs. As a result of the energy analysis, you will learn which efficient upgrades such as interior and exterior LED lighting or refrigeration controls are best to help your business cut operating costs.

With the support and cooperation of the City of Keene, this turnkey program allows you to focus on your core business while Eversource puts our expertise to work on saving you energy. World Energy an XLFleet Company and National Resource Management, Inc., the vendors under contract with Eversource, will arrange professional installation of your project by licensed and local technicians and ensure that there is minimal disruption to your daily operations. Your new, high-efficiency products will be backed with warranties on both materials and labor.

A team from Eversource, World Energy an XLFleet Company and National Resource Management, Inc., will be in the area and visiting businesses on September 14 & 15, 2021 to provide the no-cost analysis. To schedule your no-cost assessment at a convenient time, contact us directly at efficiencyNH@eversource.com or 603-621-6874.

We look forward to working with you to help your business in Keene.

Sincerely,

Elizabeth Dragon,
City Manager

Kristin Bahny
Eversource

Small Business Energy Solutions

Coming to Keene September 14 & 15

No matter what type of business you own or operate, your facility is likely full of opportunities for energy-efficiency improvements. A few ways we can help you re-energize your facility, improve your profit margins, and stay competitive with year-over-year savings include:

LIGHTING

LEDs are brighter, longer-lasting and lower maintenance with a fraction of the energy use. Indoors, controls can let you use lights only when you need to and create a more inviting ambiance.

Outdoors, LEDs create a safer environment for your employees and customers.

REFRIGERATION

Commercial refrigerators and freezers use a lot of energy, operating around the clock to keep perishable products cold.

Installing controls, upgrading compressors and coil maintenance reduce energy, lower maintenance costs and prevent food spoilage.



“We worked very closely with Eversource and their contractor to develop a project that would not only save the Museum money on our electric bill but also save on future maintenance costs. Our visitors love the brighter space and we are very happy with the result.”

Deb Ganley, Executive Director
Cheshire Children's Museum



What to expect:

Eversource is sending authorized energy-efficiency experts to the City of Keene from September 14-15 to analyze your energy use and perform non-intrusive upgrades, working with you at every step. You'll receive a customized plan, assuring you have the expert guidance and financial assistance to help reduce energy bills and maintenance costs, while shrinking your carbon footprint and enhancing your brand.

Schedule Your No-Cost Energy Assessment Today!

(603) 621-6874 • efficiencyNH@eversource.com



[DATE]

Keene City Council
3 Washington St
Keene, NH 03431

RE: Annual Report to the Mayor & Keene City Council from the Energy & Climate Committee (ECC)

Dear Mayor Kahn & Members of the Keene City Council,

I am pleased to provide this annual update on the activities and accomplishments of the Energy & Climate Committee (ECC). Over the past year, the committee has worked diligently to advance sustainability efforts, engage with local experts, and immerse ourselves in our local community.

This year, the committee welcomed a new chair, Mr. Kenneth Swymer Jr., and three new regular members: Dr. Steven Larmon who served as an oncologist and Director of Cheshire Medical Center's Kingsbury Cancer Center for a number of years; Mr. Timothy Murphy, the long-time Executive Director Southwest Region Planning Commission; and Mrs. Maureen Nebenzahl, who has a robust background in real estate. Their perspectives and contributions have already enriched our discussions and initiatives.

Additionally, we hosted several guest speakers who offered insights into key environmental and energy-related topics. Dr. Nora Traviss from Keene State College presented on fine particulate matter (PM2.5) and air quality, while Kürt Blomquist, Emergency Management Director, and Michael Hagan, Plans Examiner & Floodplain Manager, provided a comprehensive overview of the proposed updates to Keene's Hazard Mitigation Plan as well as the Federal Emergency Management Agency's (FEMA's) Flood Insurance Rate Map (FIRM) updates.

The committee remained actively engaged in state energy policy discussions, responding to two requests for comments from the New Hampshire Department of Energy—one regarding a potential political subdivision grant program and another focused on the existing Renewable Portfolio Standards (RPS) program.

To accommodate the schedules of both existing and future potential members more effectively, we adjusted our meeting time from 8:00 AM on the first Wednesday of each month to 4:30 PM on the fourth Wednesday of each month.

March saw the City Council adopt amendments to the Community Power Plan, increasing the renewable energy percentage in the Keene Basic Plan from 23% to 25%, the Keene Local Green Plan from 33% to 35%, and designating the Keene 50% Local Green option as the new default enrollment option. Keene residents can continue to opt in or out of the program and adjust their selected option without penalty.

In April, the committee participated in Earth Fest, sharing display space with the Community Development Department and the Bicycle/Pedestrian Path Advisory Committee. Despite the rain, the event was a great success. As part of our outreach efforts, we utilized our fiscal year 2024-2025

budget to purchase a banner and tablecloth featuring ECC branding to enhance visibility at future community events.

On May 12th, we held our annual retreat, where we discussed potential adjustments to our work groups. Topics currently covered by the work groups include community solar; grants, fundraising, and partnerships; education and outreach; legislative tracking; and food security. During the retreat, committee members explored narrowing these existing groups down to three more broad categories: resilience, policy, and outreach. The structure and membership of these groups will be further refined in the coming months.

We are excited about the road ahead and remain committed to advancing sustainability and climate resilience in our community. Thank you for your continued support of the Energy & Climate Committee's work.

Sincerely,

Paul Roth
Vice Chair, Keene Energy & Climate Committee