ENERGY AND CLIMATE COMMITTEE (ECC)

AGENDA

Monday, November 23, 2026 5:00 PM City Hall, 2nd Floor Conference Room

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

2. **Approval of Minutes** – October 28, 2026

3. **Tour & Monthly Meeting at the Monadnock Conservancy Headquarters**
    a. Monday, December 21, 2026
    b. Wednesday, February 24, 2026
    c. Wednesday, March 24, 2026

4. **ECC & Conservation Commission Joint Meeting**

5. **Informational Items:**
    a. Review of ECC Google Drive
    b. Membership Updates
    c. Button Up Work Shop – Wrap Up
    d. Local Energy Solutions Conference - Wrap-Up

6. **Work Groups**
    a. Policy *(Meets as needed)*
    b. Resilience
    c. Outreach

7. **Monthly Communication Topics**

8. **Staff Updates**

9. **New Business**

10. **Next Meeting:** **Monday**, December 21, 2026 at 4:30 pm

Link to ECC Google Drive Folder:
https://drive.google.com/drive/folders/1O1WlR0fADTNijRt13v3DU7k2FxwXDcGs?usp=sharing

City of Keene
New Hampshire

ENERGY AND CLIMATE COMMITTEE MEETING MINUTES

Wednesday, October 28, 2026 **4:30 PM** **2nd Floor Conference Room, City Hall**

Members Present:
Gordon Leversee, Chair
Maureen Nebenzahl, Vice Chair
Councilor Bryan Lake
Timothy Murphy
Jake Pipp, Alternate
Catherine Koning, Alternate
Paul Roth

Staff Present:
Megan Fortson, Planner & Deputy Zoning Administrator
Nicole Lamont, Assistant Sustainability Planner

Members Not Present:
Matthew Boulton, Alternate
Lisa Maxfield
Annu Joshi Bargale
Steve Larmon

1. Call to Order and Roll Call

Chair Leversee called the meeting to order at 4:30 PM.

2. Approval of Minutes – September 23, 206

Mr. Murphy made a motion to approve the meeting minutes of September 23, 2026. Mr. Pipp seconded the motion, which passed by unanimous vote.

3. 2027 Energy and Climate Committee Chair

Chair Leversee stated that he will be ending his year of service as ECC chair, and the ECC will need to elect a new chair in January 2027. He continued that he has worked with Vice Chair Nebenzahl with a mindset of moving to a model where the chair and vice chair work closely together, and as the chair moves out, the vice chair becomes chair, and a new vice chair is chosen.

Ms. Fortson spoke about how a new chair is typically nominated and voted on at the first meeting of the new year. The ECC could do it in December if they want, though.

4. Local Energy Solutions Conference, November 12 – Additional Tickets

Chair Leversee stated that at the ECC's last meeting, there was considerable interest in the upcoming Local Energy Solutions Conference. He asked if people have been in touch with Ms. Fortson about available tickets.

Ms. Fortson replied that she registered Dr. Koning and Mr. Pipp, but noted that Mr. Boulton had also expressed an interest in attending. She continued that she checked the ECC's budget, and they have the full $850 left. Thus, the ECC could purchase additional tickets. Discussion continued about ticket prices, the ECC's budget, and the ECC's expected expenses this fiscal year.

Councilor Lake made a motion for the ECC to purchase up to one additional ticket for the Local Energy Solutions Conference. Mr. Murphy seconded the motion, which passed by unanimous vote.

Ms. Fortson stated that she would reach out to Mr. Boulton to make sure he is still interested and could attend the conference.

5. Membership Updates

Ms. Fortson stated that Dr. Koning and Mr. Boulton, both alternate members, will soon become full members. She expects that nomination to occur at the November 5, 2026 City Council meeting.

6. Clean Energy Team Climate Café – Wednesday, October 28, 2026 at 6:30 PM in Cohen Hall at Keene Public Library

Chair Leversee stated that the Clean Energy Team Climate Café is this evening. He plans to attend. Dr. Koning stated that the event is about clean energy policy after the midterm. The presenter, Rob Werner, New Hampshire State Director for the League of Conservation Voters, is very good. She encourages people to attend.

7. Button Up Workshop – Wednesday, November 4, 2026 at 6:00 PM at the Keene Rec Center

Chair Leversee stated that the Button Up workshop is November 4. He attended last year's event, which was well attended and worthwhile. He encourages people to go this year and to spread the word. Dr. Koning added that it is co-sponsored by the ECC, so if anyone wants to bring snacks, that would be great. She has attended two previous Button Up workshops and looks forward to the third. Per Mr. Pipp's question, she added that the presenter is Andy Duncan. Chair Leversee stated that a workshop on improving one's home energy efficiency is now more relevant than ever. Dr. Koning asked the group to share the Button Up email with all the information with their networks, to help spread the word.

8. Work Groups

Ms. Fortson stated that the next ECC meeting is Monday, November 23, instead of a Wednesday as usual, due to Thanksgiving. She continued that the City Attorney will meet with the group to give a refresher on the Right-to-Know law, go over the work groups, the structure, the ECC's communication, and those types of things. This time with the City Attorney will be what is called a "non-meeting." It is a provision in State statute that allows bodies that are typically subject to the Right-to-Know law to exempt this particular kind of meeting from the requirements of posting an agenda 24 hours in advance and taking meeting minutes.

Ms. Fortson continued that she apologizes for having been ill-informed on what work groups can and cannot do. To give a little bit of context, work groups can do research and fact-finding and collect information and documents and bring them back to the full ECC. However, that information cannot be filtered or curated by the work groups in any way. For example, if a work group has a recommendation for the ECC, they must present all of the information they found and the ECC has to base its decision on the full breadth of information, rather than just the work group's recommendation. She knows this might seem a little strange or difficult, and they want the work groups to be able to be productive and do what they set out to do, but this commission is a City Council committee and they need to make sure they are only doing work that is directed and asked of them by the Council or outlined under their purpose, function, and guidelines as outlined under Chapter 2 of City Code. The City Attorney's Office will come in and provide information about the framework and structure to help remind the ECC at the non-meeting.

Ms. Fortson continued that this may alter how the work groups function moving forward. One important change would be for the work groups to keep staff in the loop, by including her/the staff liaison on email chains, because the ECC and its work groups are subject to the Right-to-Know law, RSA 91-A. If the City ever received a Right-to-Know request from someone wanting to see correspondence related to a work group's activities, the work group members' personal emails would not need to be searched for that information if it could be found in her email account or that of another City employee.

Dr. Russell stated that work group members have questions about the guidelines. Work group members understand the need to include the staff liaison in communications, and they understand that their task is research. The gray area is how to communicate with entities outside of the City. Discussion ensued. Ms. Fortson stated that she knows the ECC members have many questions, which the City Attorney's Office can answer at the November non-meeting.

Mr. Murphy asked if the ECC members could get a link to RSA 91-A to read before the November non-meeting, in addition to any other background materials the City Attorney's Office might feel they should have. Ms. Fortson replied yes. She can send that information out, along with the section of City Code that outlines the ECC's responsibilities and functions.

Ms. Fortson stated that something else she forgot to mention earlier is that some ECC actions, such as the monthly newsletter, might require approval from the City Council as the governing body in charge of this committee. She is not sure and will need to confirm that in time for the next meeting.

Discussion continued. ECC members asked further questions about the work group guidelines and the ways their functioning needs to change and expressed concerns and frustrations about the legal restraints possibly getting in the way of the work groups' ability to get the work done.

Ms. Fortson stated that there are many questions and she does not have answers today. At the non-meeting in November, the City Attorney, Deputy City Attorney, and Senior Planner will be present to answer everyone's questions. She encourages everyone to write down their questions ahead of time to prepare for the conversation.

Dr. Koning asked questions about the newsletter she and a work group had been working on, asking for clarity on how and whether they were allowed to proceed. Ms. Fortson recommended they not publish anything this calendar year, because she was not sure if the project first needed Council approval. The work group could keep discussing, writing, and generating ideas, but hold off on publishing until they get clarity from the City Attorney's Office and the Senior Planner.

Discussion continued. ECC members asked more questions about the work group requirements under RSA 91-A and expressed more frustrations.

a. **Policy (Meets as needed)**
b. **Resilience**
c. **Outreach**

9. Monthly Communication Topics

Chair Leversee stated that this item is on hold.

10. Staff Updates

Chair Leversee stated that an uplifting item on this agenda is that Nicole Lamont, the new Assistant Sustainability Planner, is here today.

Ms. Lamont introduced herself. She spoke about how this is her second week in her new role, after having worked full time at the Transfer Station for a year and a half, and she is settling in and happy to be here.

Peter Hansel stated that the ECC and the City have been looking for this position for many years. He continued that they are very pleased to have this position filled and they look forward to all of the good work to come.

11. New Business

Dr. Russell stated that the ribbon-cutting for the Transportation Heritage Trail is this Friday at 1:00 PM. Following the gathering, which will be at the new parking area on Eastern Ave, people are encouraged to walk the trail.

12. Next Meeting: Monday, November 23, 2026 at 4:30 PM

There being no further business, Chair Leversee adjourned the meeting at 5:35 PM.

Respectfully submitted by,
Britta Reida, Minute Taker

Reviewed and edited by,
Megan Fortson, Planner & Deputy Zoning Administrator