

Concord Energy Future Task Force
July 7, 2016 MINUTES approved July 14, 2016
7:30 AM
Police Dept. Training Rm.

Attendees: Pam Hill, Brian Foulds, Elise Woodward, John Dalton, Wally Johnston

Members of the Public: Rebecca Woodward, Mothers Out Front, Brendan Donahue

Meeting called to order at 7:30 am by Pam Hill

Approval of the Minutes: John Dan made a motion to accept the minutes of June 16. Wally seconded the motion and it was approved unanimously.

Brian made a motion to accept the minutes of June 22. John Dan seconded the motion and it was approved unanimously.

Interviews - It was decided to move to this item on the agenda because Wally needed to leave at 8:30 am. The group needs to identify the people or groups to be interviewed and what the key questions will be. John Dan & Brian discussed their meeting of John and Dan Gainsboro with Dave Woods, CLMP for discussion of energy efficiency, program development, management oversight of CMLP and its relationship with the town. The town is producing 20% renewable energy but we are purchasing 21%. The town has its own programs for efficiency and is not part of the Mass Save Program which requires a payment to participate. Massachusetts is rated #1 in the United States for this program. The town would like to try to use more renewable energy such as hydro, wind & solar but has made ~~no~~ limited progress on this. It was discussed that the town needs to make some changes regarding rate issues. The Task Force board needs to do its homework before it meets with Dave Wood again. The Task Force They should identify the questions it they wants to ask and they needs time to collect data for this.

There was discussion regarding who should be interviewed by the task force. After much discussion it was determined to interview the following:

1. Emerson Hospital
2. Chamber of Commerce
3. John Flaherty for the Concord Public Schools
4. Agricultural Committee
5. Concord Business Partnership
6. Chris Whealan and his senior management team
7. CSEC

Each interested task force member will develop a list of 8 – 10 questions to ask in a 1 hour interview. Members will send the questions to Wally and Pam and Wally will condense them to bring to the next meeting. It was noted that a second set of interviews and/or surveys will no doubt occur questions may come out after the first set of interviews.

Elise mentioned that the task force has been invited to the September meeting of the Concord Business Partnership.

Task Force Work plan/Milestones Review: Pam met with Alice Kaufman and Mike Lawson. asking if the task force will likely can be on the agenda for the Select Board on July August 25th to keep the public informed. and John has been a help on this. It was brought up that the work plan is a deliverable and that the dates in the work plan outline must be somewhat mobile to allow slippage/acceleration of dates but not to push it out too far. EFTF will need to have input into CMLP's strategic planning process in October.

The task force was put in place for 6 months but will need more time to complete its mission and it was agreed that they should ask the Select Board for an extension until February 15, 2017 to allow for additional public comment, to refine the draft and publish the report. A motion was made to accept the work plan and to have Pam meet with the Select board to present.

Wally left the meeting at 8:30 am but the meeting continues with a quorum.

A framework for the outline of the final report was put together by John to give a sense of what will need to be produced by each member. This is very preliminary and is meant to give an understanding of what needs to be done and will help the group stay focused. Draft work plan for working groups are due at next week's meeting. Concrete dates of when work will be done, the process used and who will be contacting should be included. The group worked on a work plan template that everyone could use. *See Addendum #1.* At their meeting it was brought up that Mike & Alice let Pam know that given the workload of the task force that they could add more members if they so choose. Anyone interested should submit a green card as this is the first step. The group has not yet discussed if this is something they wish to do and it will be discussed at the next meeting,

Correspondence: Elise asked Mark Howell to make changes to the set-up of the email account for the taskforce. Not all members are receiving emails. Mark has set up an automatic reply to emails. All members should correspond through this email account.

A petition from Mother's Out Front was put into the task force files email account and has been acknowledged. Also this group offered to be a resource for the task force group. They listed 4 names of people that would like to offer their expertise with the task force, not all are members of Mother's Out Front. The group needs to think about how to make use of these different volunteer opportunities. The Chamber of Commerce sent an email that Energy Sage has expressed interest in what the task force is doing and would coordinate a meeting with have invited EnergySage and the group the task force if appropriate to attend a meeting.

Comments on 6/30 Public Meeting: The following are some comments from member's feedback:

- The physical space created challenges
- People didn't realize they could move from table to table
- It was loud and clear that the public wanted to take action on this issue
- A lot of resources are out there and they want to help make changes.
- Need public outreach to those who aren't participating
- We should seek to have the town pulling the grassroots instead of them taking the lead.
- "Be Bold & "Net Zero" need to be addressed and there should be a statement about these goals of definition
- Safety & Health should be linked to best practices i.e.: emissions.

Citizen Comments: Brendan Donaghue, who is a recent graduate of Colby College, would like to help the task force out this summer. He is looking to start a career in the energy sector and thought he would be of help. Rebecca Woodward of Mother's Out Front asked if there would be a transcript from the public meeting. She was told a draft needs to be compiled and this will be made public on the website.

Next Meeting: July 14, 2016 at 7:30 AM in the Police Department Training Room. Next week's agenda will include the task force using volunteers, adding more members to the task force, summer intern and draft work plans that are due that day.

Adjourn: The meeting was adjourned at 9:45 AM

Respectfully submitted by Anne Stevens, CMLP

Attachment: Addendum #1

Concord Energy Future Task Force
July 7, 2016
7:30 AM
Police Department Training Room

Addendum #1

WORKPLAN TEMPLATE

1. State Problem (What)
- 1.5 Approach/Process
2. Contacts (Who)
3. Reference Materials
4. Resources
5. Milestone Dates (When)
6. Recommendations/Next Steps
- 6.5 Conflicts & Opportunities
7. Remaining Issues