

## Energy Future Task Force – Minutes – prepared by Amanda Siano, Minute Recorder

**Meeting Date: October 6, 2016 - Minutes Approved October 20, 2016**

**Attendees:** Brian Foulds, Acting Chair, Elise Woodward, John Dalton, Dan Gainsboro, Wally Johnston

**Citizens:** Mike Lawson, Chairman Select Board, Brad Hubbard Nelson, CSEC, Fran Cummings

- 1. Approval of minutes:** Outstanding meeting minutes are to be approved and posted to the town website prior to the public meeting on October 20, 2016. Elise will confirm the town's website is up to date with approved minutes. The September 22, 2016 minutes were circulated and updated with comments from Dan Gainsboro and Pam Hill. A motion to approve the amended minutes from September 22, 2016 meeting was approved with one abstain from Wally Johnston. The minutes from September 30, 2016 meeting will be recirculated by Elise Woodward and are awaiting approval at the October 13, 2016 meeting.
- 2. Correspondence:** Brian Foulds sent an email to TF regarding a grant opportunity for Emerson Hospital. This email was sent as an example of how having a staff person in Concord who is aware of these programs could aid in identifying opportunities for additional capital to eligible parties in town.
- 3. Chair's report:** No update at this time as Pam Hill was not in attendance at this meeting.
- 4. Resources: administrative support, volunteers, interns:** Brendan Donoghue recently accepted a position outside of the TF. His continued availability to assist moving forward is unclear.
- 5. Task force working group work plan updates:** Updates held at this time to focus on agenda item #6, *Subjects for discussion*.
  - Stakeholders up-date (Wally Johnston):** See below
  - Energy and emissions (Brian Foulds)**
  - Other cities and towns/best practices (Elise Woodward)**
  - Government documents (Pam Hill)**
  - CMLP (Dan Gainsboro)**
- 6. Subjects for discussion:**
  - Stakeholders (Wally Johnston):**
    - A. Spreadsheet Updates:** **1.** Items to be added to the spreadsheet should be emailed to Wally. Wally has received updates from Dan, but has not received any additional updates. **2.** The public meeting and survey are expected to generate updates to be added to the spreadsheet.
    - B. Interviews:** **1.** The process is moving slowly with the first round of interviews awaiting completion. **2.** CSEC will occur Wednesday morning. Wally has been unable to connect with Joan to this point.
    - C. Interview Summaries:** **1.** At the last TF meeting there was discussion of TF members updating one another on interviews that have taken place. **2.** Elise recommended that each TF member write a brief summary, not a transcript, as a record of the interviews that have been conducted. **3.** The summaries should include, if known, information relating to how the stakeholder interfaces with the town, a highlight of applicable points which were raised in the conversations, and a sense of what each person's/group's viewpoints were on the issues. This information will be valuable input for TF

deliberations about recommendations. **D. Process:** A process to establish a framework of questions to guide the TF was previously discussed and includes; the survey, tier 1 and tier 2 of interviews, and a set of interview questions. Brian Foulds expressed concern with keeping to the established interview questions due to time constraints during the interview. Brian noted the difficulty Dan and he experienced during the Emerson Hospital interview. Elise offered that the various stakeholders have different vantage points and different sets of goals and it may be less important to have answers for every question for every person interviewed. A brief summary including salient points from each interview that might inform the recommendations made by the task force would be helpful. **E. Charge item #2:** **1.** Elise expressed concern regarding item number 2 of the TF charge which relates to meeting with all town departments to look for errors of omission, synergies, and areas of overlap. **2.** Dan noted that Marcia Rasmussen, the town planner, holds coordination meetings that include many departments and perhaps TF members could attend. John and Pam previously raised the issue when they met with Chris Whelan. Chris acknowledged TF attendance at a meeting would be considered appropriate. It was agreed to begin this task soon because as the year moves along it will be more difficult to get attention. John will follow up with Pam and Chris Whelan. The TF should be specific with the town manager regarding needs so that he may offer recommendations for timing. Dan and John could attend the coordination meeting.

**-Goals (Elise Woodward):** **1.** A lengthy discussion ensued regarding the structuring of EFTF goals. The concepts discussed were the goals of the Paris Agreement, the goals of the Global Warming Solutions Act as an overarching framework for EFTF goals, and a more specific strategy about how Concord could meet those goals. **2.** For the October 13, 2016 meeting Elise will prepare a first pass summary of discussed and agreed upon goal points so that the TF may further discuss and perhaps vote on a draft goal. The summary will include the goal of having the metric of the GWSA, a rationale for why the TF would propose that as a goal, and a comment on how the TF thinks about the data. Also included will be Fran Cummings suggestion about how the state thought about the 1990 data as being similar to the 2008 data. Understanding what the earliest data available in Concord is would be helpful. A more detailed draft goal was outlined as 100% renewable resources by 2030 for the municipal sector, and for town wide the GWSA with the 2008 baseline for residential and commercial sectors of 25% reduction by 2020. The draft goal would also include interim goals with an aspiration for an exponential progression. The idea of setting a goal to create a position in town, with responsibility for keeping balance with the targets, was also discussed. **3.** The TF should have a discussion about sectors and what the sectors are. **4.** Wally posed a question to the TF concerning identifying the things the community and the Select Board, as an administrative body, has the ability to effect. A discussion ensued. A suggestion was made to be aggressive about what the town can do. Elise suggested having a recommendation about governance decision-making filters which might influence choices that the municipality makes as a way to influence energy consumption in certain sectors. One example given was how affordable housing for the town would be constructed. John suggested preparing language around encouraging the town to take additional action where it's cost effective and prudent. **Citizen Comment from Mike Lawson, Chairman Select Board:** Rather than come up with a solution perhaps the town could set milestones in order to monitor and adjust progress towards meeting the overall goals. Once a goal is established the town should be required to put markers in

place to allow actions to be adjusted over a set period of time to maintain compliance. Following through on milestones set for the town is important to ensure continued progress toward goals.

**-Preparation for October 13, 2016 Meeting:** **1.** The meeting on the 13<sup>th</sup> will be the last meeting before the public meeting on October 20, 2016. A majority of the meeting on the 13th should be dedicated to thinking about preparing for the Public Meeting and finalizing the draft goal. **2.** Due to time constraints Dave Wood's attendance at the EFTF meeting on October 13, 2016 will be rescheduled until after the Public Meeting. John and Dan would be willing to have another conversation with Dave if needed. Should Dave or Laura attend the Public Meeting it will be important to speak to them prior to the meeting so they are aware of TF plans.

7. **Review of Task Force Charge:** Time was not available to review the full charge.
8. **Review of materials for presentation at public meeting:** Feedback was provided by TF members regarding several draft slides, proposed to put forth at the meeting, titled, *Proposed Recommendations for CMLP Issues for October 20<sup>th</sup> Public Meeting*. The slides were authored and presented by John Dalton and Dan Gainsboro. **1. Slide #3: Proposed EE Recommendations:** Suggestions offered included a background slide prior to the recommendations, a more inclusive list of barriers discovered by the TF including the interpretation of Chapter 164, flat rate structure allowing no cost for using more energy in times of high demand vs times of low demand, expanding the slide to provide the public with a more comprehensive understanding of TF findings. **2. Slide #4: Proposed RE Procurement Recommendations:** Suggestions such as stating the TF goal in the third bullet point by aligning the target with the percentage the TF agrees upon, and in the fourth bullet point carbons should be included as a nuance noted in the report. **3. Slide #1: Dan Gainsboro:** The slide aims to convey the concept of empowering and engaging customers within the context of the existing tools of CMLP and contemplates how to begin incentivizing *energywise* behavior through rate setting, etc. Suggestions included a need for a definition of the term net zero, in the last bullet, *tie net metering rates to actual cost of energy plus distribution*, add the phrase *avoid peak expenses*. Finally it was suggested that all commercial customers have a smart meter installed so they can see their demand on CMLP over the day or month to help them better manage demand charges.
9. **Citizen comments: Alice Kaufman:** I worked on the charge I would like to define what I think the charge is about. The charge is about setting goals, understanding the capacity within the town to manage an implementation of meeting those goals, looking at how we need to integrate across all the stovepipes in the town to be able to do something tactical that will have a real outcome in the long run. In attempting to develop the tactical approach and the strategies for implementation the process long and ongoing. I don't see that as the charge of this committee. This is the first step of a good long process and the TF will be advising. A goal has not been established yet. The town has to start at the baseline and consider where we want to be in 2030 and 2050. And then we know that the next stage will be not necessarily who might participate in the next round of tactical planning it will involve zoning regs, it's huge. How we get there will be another lengthy 18 month analysis that engages all of the stakeholders and have a piece of implementation. It is important to keep focused and know this is really the higher level governance of where we want to go, who can be in charge and how we turn this over to the next part of the analysis which is getting down to the tactical strategies.  
**Brad Hubbard Nelson, CSEC:** **1.** Suggested the TF use the 2008 base line and say if we are working within the spirit of the GWSA it may not be efficient to determine 1990 data. Gong to

100% renewables may be fool hearted because we don't understand how to do that and it may be thought impossible. However, by accelerating to 80% below 2008 by 2040 or 2035 that would be an aggressive goal with a clearer pathway. The reason 80% is said is because by 2030 we will know things that have not been discovered now, and that may make the puzzle easy to finish. **2.** The idea of 100% non-carbon for municipal buildings is interesting because that already seems to be an impossible goal in such a short time. The Green Communities program was cited as a program that aided in a 6% reduction over 5 years. This could potentially set the town up for putting a lot of effort into a small portion of our energy use. **Brian Foulds responded:** Green communities are judged in BTUs so there is a different type of accounting to measure the progress. **Dan Gainsboro added:** The idea of 100% carbon could also start with new buildings or municipal building that undergo a certain extent of renovation. **3.** CSEC is applying for budget money for the following year which includes more staff time than is being allocated to us. Is there a possibility of EFTF's preliminary funding request providing something that would potentially help with CSEC staffing? **Elise Woodward responded:** EFTF would not have a preliminary funding request that would cover the staffing needs of CSEC. However the concept concerning advancing a line item in the budget for energy work in the coming year is an important point. A request would need to be made in October. **Mike Lawson, Chairman Select Board:** The TF might think about the possibility of a place holder warrant article that could be submitted before the warrant closes to create a fund. There is a sustainability fund so perhaps monies from that fund could be used as seed funding for a new position. **Fran Cummings:** **1.** At the state level DEP found that 2008 was about the same level of greenhouse gas as 1990. Notwithstanding the fact that the economy has grown, some coal and some oil plants have been eliminated. The DEP looked at all of these factors, and broke it down by sector, and conducted regression analysis. The outcome was that for many purposes where there is uncertainty about the numbers in 1990 one should assume that the numbers are constant the whole time. From that data numbers may be produced that are reasonable and it could be said that that the data is framed from 1990, but we assume 2008 and 1990 were the same. **2.** Fran encouraged the TF that the concept of GWSA be looked at as a minimum and Paris as the real goal. There are organizations that have methodologies for working with municipal governments to be consistent with Paris. Wherever in town government this responsibility ends up residing there should be a way for Concord to join in and utilize the methods that already exist. This could mean that it is feasible to have Paris as a goal that Concord should adopt. **3.** To the extent that the GWSA is a logical minimum the point could be argued that the 2030 goal is critical. A straight line to achieving that goal is not a good idea. The whole idea about climate is there are tipping points and waiting could mean reaching those tipping points sooner which is why it is important to act as early as possible. It's a good idea to say that linear is not good enough or to say instead of 40% which is linear for 2030 the target should be 50, 60 or 70, etc. **4.** Regarding RPS as a short term measure, the town ought to be as good as RPS for electricity and good enough for meeting Paris. Therefore RPS at the state level should be increased. We should link to whatever the RPS is and we may want to set goals here that are more ambitious than RPS. **5.** With regard to the organizational future, a key issue the EFTF report will need to raise is power. In addition to having a staff person doing paperwork and tracking numbers there is a critical need for the function of tracking whether goals are being met. For example this position should report directly to the town manager to have equal standing with the other departmental directors.

**10. Homework:** **1.** At the next EFTF meeting each TF member will have 2 or 3 slides that would be proposed to show at the Public Meeting. Slides should be created with fewer words. This will allow

for review of how the storyline lays out and where holes need to be filled. **2.** Presenters should determine if 20x30 presentation boards are needed to allow time for printing. **3.** Next week the TF will strategize about the presentation. This will include questions the TF would want to ask in order to identify what information the TF would like to learn. **4.** Dan and John will discuss the renewables procurement slide and provide a recommendation.