

ENERGY EFFICIENCY AND SUSTAINABLE ENERGY BOARD

RSA 125-O:5-a
21 South Fruit Street, Suite 10
Concord, N.H. 03301-2429

Minutes for September 16, 2016

Attendees:

Board members: Ryan Clouthier (SNHS), Amanda Merrill (NH OEP); Jim Brennan for Donald Kreis (NH OCA); Karen Cramton (NH PUC); Becky Ohler (NH DES); Dennis Labbe (NH Legal Assistance); Ben Frost (NH Housing Finance Authority); Laura Richardson (The Jordan Institute); Karen Rantamaki (NH DAS); Kate Peters (Eversource); Eric Stanley (Liberty Utilities); Cindy Carroll (Unitil); Carol Woods (NHEC); Michael Behrmann (Revolution Energy); Joe Harrison (CDFA)

Guests: Tanya Wayland (NH PUC); Liz Nixon (NH PUC); Bruce Clendenning (TNC); Scott Albert (GDS Associates); Meghan Hoyer (LighTec); Tim Lenahan (CAPBMCI); Brianna Brand (NH SEA)

1. **Welcome and Introductions:** Meeting started at 9:03 am. New Chair, Ben Frost, thanked Kate Peters for her service to the Board as Acting Chair, and presented her with the State Seal Notice of Appreciation. Ben went on to express his appreciation, noting that Kate has been a model Chair and will be difficult to follow.
2. **Approval of Meeting Minutes:** Meeting minutes from August 19, 2016 were approved as amended. Final minutes will be posted on the EESE Board's website.
3. **EESE Board Committee Updates:**
 - Outreach and Education Committee (O & E) Update:
 - Scott Albert provided an update of the O&E Committee meeting held September 1, 2016. The meeting was well attended with great representation and focused on determining the immediate O&E activities which should be considered by the Committee. The Committee drafted a public statement submitted to the EESE Board for approval, reiterating the EESE Board's role and responsibilities associated with the Energy Efficiency Resource Standard (EERS). The statement will be circulated amongst EESE Board members with deadline to comment by end of the business day September 19th and amendments circulated for review and then made public by posting to the EESE Board website no later than September 26th. Scott thanked Co-Chair, Mary Downes for all her hard work drafting the proposed EERS resolution.
 - The O&E Committee agreed to meet next month with focus on gathering information on EERS Resolution and what is the Board's charge, make up, roles and responsibilities. The EESE Board noted the need for different sectors of the business community being represented in the process and charged the O&E committee with this. EESE Board Chair, Ben Frost, noted that upon adoption of the revised EESE Board Governance Document, Committee members will need to be re-appointed and anyone interested in joining the Committee should email Ben Frost, Dennis Labbe and Tanya Wayland.

- EERS Committee Update:
 - Laura Richardson provided an update of the EERS Committee meeting held September 7, 2016. The meeting focused on the RFP for a Consultant as directed in the EERS Settlement Agreement. The Committee discussed the overall RFP process including proposed scope of services, selection process and scoring criteria that will be suggested when collaborating with the PUC Electric Division.
 - The Board discussed the RFP notification process, which are newspaper public notice, posting to the PUC website and an email to a list of consultants.
 - Recommended the Motion for EESE Board's EERS Involvement and the following motion was read by the Chair

The Energy Efficiency and Sustainable Energy (EESE) Board affirms that it is willing and able to support the successful implementation of the Energy Efficiency Resource Standard (EERS) by assuming the role of the stakeholder advisory council framed by the Public Utilities Commission (PUC) in its Order No. 25,932.

To accomplish this task, the EESE Board formally establishes an EERS Committee to:

- help the EESE Board define its roles and responsibilities in the EERS process,
- work with the PUC's Electric Division to develop the scope of work for an RFP to retain expert consultant(s), as described in Order No. 25,932, who will support the EESE Board's work in the EERS process, and
- undertake the ongoing committee work necessary to ensure that the EESE Board fulfills its role in the EERS process, including recruitment of additional committee members not currently engaged with the EESE Board.

Formal recommendation to the Board for approval Becky Ohler and Laura Richardson seconded the motion. The motion passed unanimously.

4. Governance Document Review and Recommended Changes

The Board discussed the Governance Document content. The Chair encouraged the Board to familiarize themselves with the document and provide comment to Tanya Wayland by September 23rd. The revised Governance Document will be sent to the Board prior to the October meeting for review. The Board plans to adopt the revised Governance Document at the October meeting.

5. Board and Program Updates:

- Public Utilities Commission (PUC) Updates:
 - The next Grid Modernization Working Group Meeting is scheduled for September 21, 2016 at 9:00 am.
 - The annual RFP for the C&I competitive grant program will be issued late September to early October.

- DE 16-576, Net Metering Technical Session was held September 14, 2016. Unifil filed its proposal in this docket. The deadline for proposals is Mid October.
- The Renewable Energy Fund budget should be finalized by the end of the month.
- Department of Environmental Services (DES) Updates:
 - Becky Ohler announced that during the New England Governors and Eastern Canadian Premiers Conference, the Governors and Premiers agreed to update the 2011 Climate Action Plan. The updated plan will include the transportation sector, and will focus on actions that must be taken regionally to be completed effectively, or are more effective if completed on a regional basis. NH DES will be part of the team that updates the 2011 Climate Action Plan. They have been asked to return next year with the action plan and intend to look to the Board for input.

6. Next Meeting – Friday, October 21, 2016.

Topics: Governance Document Review and Adoption
Committee Updates
Other suggested topics for discussion can be sent to Tanya Wayland.

7. Adjourned at 10:47 am