

**CITY OF CONCORD
ENERGY AND ENVIRONMENT ADVISORY COMMITTEE
MINUTES OF MARCH 4, 2020**

The Concord Energy and Environment Advisory Committee met at 7:00 p.m., on March 4, 2020, in the Second Floor Conference Room, City Hall, 41 Green Street.

Attendees: Henry Herndon, Chuck Willing, Jennifer Galbraith, Jerry Eaton, Councilor Meredith Hatfield, Councilor Rob Werner, Carl Cooley, Matthew Thorne

Absent: Kelsey Sullivan, Dot Currier, Rich Maher, Sam Durfee (Planning)

Staff:

Guest(s): Donna Reardon, Jessica Forrest, Cathy Kilday, Hannah Smith

I. Welcome and Introductions

Rob opens meeting at 7:04.

Chuck motions adoption of February Minutes. Meredith seconds. Unanimously approved.

II. Municipal Properties Update

- RFP status and state net metering legislation
 - Staff holding bid proposals awaiting legislative action.

III. UNH Sustainability Institute Fellow

- Jessica developed a Workplan for review by UNH, aiming at detailing the municipal inventory, but adding in components of a community-wide GHG benchmarking to prioritize projects. Jessica will share workplan. Of eight applications, three were selected for interview, two grad students, one undergrad. All three have experience in GHG inventories and carbon foot-printing.

IV. Strategic Plan

Henry motions to disband old working groups from Strategic Plan era. Carl seconds. Unanimously approved.

- 2020 EEAC priority setting session on 2/15/20 determined three overarching priorities: (1) Communications; (2) Weatherize; (3) Solid Waste.
- Communications (Working Group)
 - Communications, and establishing a website remains a top priority.
 - EEAC has Google Folder of materials, contacts, etc. from Strategic Plan public outreach process.
 - Communications will play a role in Weatherize, and many other following EEAC initiatives (such as recycling education campaign)
- Weatherize Working Group

- Weatherize, and energy efficiency, are a first priority according to the Strategic Plan
 - High-level sequencing/timeline
 - 1) Establish Work Group
 - 2) Establish Website, Clear Explanation, Sign Up Page.
 - 3) Get Trained in Weatherize
 - 4) Schedule Event
 - 5) Plan Event Agenda
 - 6) Market Event
 - 7) Host Event, Build “Lead” List
 - 8) Follow Up with Leads, help them through the process
 - 9) Conduct further public outreach and education, and support residents to enroll in Energy Efficiency Programs.
 - **Action Items:**
 - Henry will ask Sarah Brock of Vital Communities for (1) 1 hour of her time; and (2) vital communities website access.
 - Henry will send Doodle Poll for week of 3/16 to schedule meeting with EEAC, Vital Communities, Utilities, and potentially Wx Contractors. Henry will notify REPA.
 - Henry will plan agenda with Sarah Brock. Tentative Agenda Items: 1) Crash Course in Wx; 2) Role of Utility and Utility Resources; (3) Timeline, short and long.
 - Solid Waste Working Group
 - EEAC should coordinate with Solid Waste Advisory Committee, which does not meet regularly. Adam Clark at General Services is a helpful point of contact in City Staff.
 - First steps are: (1) Learn about status of solid waste; (2) Public education campaign on better recycling (and also composting)
 - Solid Waste education can build upon communications infrastructure established via Weatherize Campaign (e.g., database of community members and contact information, mailing lists)
 - Low Income Working Group remains an active and valued working group.
- V. New Business/Announcements
- David Brooks, Concord Monitor, doing a piece on Earth Day celebrating the 50th anniversary of Earth Day. EEAC could provide content: (e.g., Weatherize Concord! Concord 100% RE Goal is being implemented!)
 - i. Action Item: Rob will share a Google Doc to populate with ideas for the article.
 - Electrify Everything Panel for a Science Café, seeking representative from EEAC. 4/22
 - City Council held priority setting session last week. Some “early nodding” on hiring sustainability staff
 - LCV and Kent Street Coalition are hosting a film screening, “Chasing Coral” at Bow Library. Rob will send around the flier.
 - Henry will share CPNH educational material.

Jerry moves to adjourn. Meredith seconds. Unanimously adjourn. 8:30pm.