

FINAL

**LEBANON ENERGY ADVISORY COMMITTEE**  
**THURSDAY, June 20, 2019**  
**WEST MEETING ROOM – CITY HALL**  
**4:00 PM**

**MEMBERS PRESENT:** Clifton Below (Chair), Greg Ames, Meghan Butts, Johnathan Chaffee, Gene Homicki (Alt.), Woody Rothe, Peter Beardsley (Alt.)

**MEMBERS ABSENT:** Karen Hill (Alt. Council Rep.)

**STAFF PRESENT:** Tad Montgomery (Energy & Facilities Manager), Rebecca Owens (Associate Planner)

**GUESTS:** UNH Interns: Cassidy Yates, Jesse Gubert, Sebastian Strong

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**1. CALL TO ORDER:** Chair Below called the meeting to order at 4:07 PM.

- Introductions were made for the benefit of the UNH Interns.
- Peter Beardsley was appointed to have voting privileges until Greg Ames arrival.
- Mr. Montgomery handed out his EMF Report to LEAC members.

**2. ACCEPTANCE OF MINUTES:** • May 16, 2019

*Woody Rothe MOVED to approve the May 16, 2019 minutes as amended below. Seconded by Meghan Butts.*

**Amendments:** Change spelling of “Revision” to “ReVision throughout document; Page 1, Line 26: Add “use” after public; Page 1, Lines 26-27: Remove: “The City will have to be fully prepared and setup in order to be considered for the placement”; Page 1, Lines 28-29: Remove “two” and “one each” and change “91” to “93”; Page 2, Line 1: After and, Add “the City Manager.” Page 2, Line 2: Change “electric bill” to “electricity”; Page 2, Lines 3-4: Remove “The City will have one of the most extensive uses of solar power within municipalities.” Page 2, Line 6: Add “first” before twenty; Page 2, Line 19: Change “exempt the storage systems” to “to be exempt”; Page 2, Lines 19-20: Remove “There are issues relating to mandating the energy companies to meet criteria for energy storage.”; Page 2, Line 29: Remove “The City still needs the incentives to change the street lights around Lebanon.”; Page 2, Line 37: Change “looked at” to “planned”; Page 2, Line 40: Change “bio mass” to biomass”; Page 2, Line 46: Add “emissions” after gas; Page 3, Lines 20-21: Remove “Mr. Below discussed the meaning of stringent in the code because it is confusing.”; Page 3, Line 28: Change “goals of EVEC” to “City’s and LEAC’s”; A couple grammar corrections.

*\*The Vote on the MOTION passed (5-0).*

**3. BRIEF UPDATES**

**a. EV Subcommittee:** Meghan Butts updated the Committee on what was discussed at their meeting as follows:

- The Site Selection Guide document for EV charging stations in the City.
- EV Parking Regulations in other States, and will be working on the language for the City.
- Purchasing an EV for the City’s use, the parking location, and possibly selecting a Nissan LEAF as a leasing option.

- Mr. Montgomery said the EV charging station for ReVision will have controls on it that will have either a password, key code or key to activate the charging to ensure that only authorized persons can charge a vehicle; the delivery time after placing an order would be a couple of days; a detailed LEAF service plan has been provided to the City Manager.
- Who will be allowed to drive the EV for work purposes.
- Various Charging System Networks. They will develop a comparison spread sheet of different companies.
- Mr. Montgomery said the application for an EV charging station has been submitted to Electrify America.
- Ms. Butts asked where the CMAQ grants (that come up every two years) should end up. Ms. Owens said they should come to the Planning Office.

**b. Solar:** Chair Below updated the Committee on the following:

- The PPA will be finalized soon.
- Revisions will continue for solar installations and the solar installation on City Hall.
- Mr. Montgomery said the City is still hoping to get an additional tracker array built at the airport this year. The City has been approached by a landowner that possibly might want to host a fairly large array on his/their land, which would be used to benefit the City.

**c. LED Streetlighting Conversion Project:**

Chair Below reported that the City did intervene in the Liberty Utilities(LU) distribution rate case. He advocated for the City to include their new proposed LED Tariff to allow a municipality to select their own LED fixtures, install them themselves, or have LU install them at \$50 each. He explained the new proposed Tariff to the Committee and said that by August the City should have an LED arrangement so it can go ahead and proceed with the project. Heather Tebbetts (LU) will be meeting with Itron folks next week to get more pricing and scheduling information about when they (LU) can do their part of the project so the City can move ahead with the network functionality of Smart Streetlighting.

Mr. Montgomery reported that the City Manager has asked him to get going now on converting all of the City-owned streetlights (66-67) to LEDs and to do this with the network node that would allow for Smart enabled network. He also said LED lights will be going up ASAP where the crosswalk will be located on the Miracle Mile across from LISTEN. He also updated the Committee on the crosswalk analysis regarding additional removals, additions and relocations of streetlights; information has still not been received by the Ped/Bike Committee regarding Safe Routes to Schools; still waiting to hear from LU regarding incentives and clear estimate of the cost to convert Storrs Hill to LEDs; and will be working with LU to understand how the City can convert the streetlight it already owns to install network-capable fixtures that are compatible with LU's plans.

Streetlights for the crosswalks at Centerra was also discussed.

**d. Legislation & PUC proceedings:**

Chair Below updated the Committee about the: 1) Municipal Aggregation bill; 2) Legislation on Streetlighting; 3) Tax Exemption option for energy storage systems, and; 4) Meter Data Option. These are all on their way to the Governor's desk.

**4. ENERGY & FACILITIES MANAGER REPORT**

Mr. Montgomery reported on the Building Energy portion of his handout that included updates on the following:

- City Hall: City Council failed to pass the supplemental appropriation request for the City Hall renovations and explained that only minimal energy improvements will be made to the building. After some discussion on why this Motion failed, a suggestion was made that LEAC listen to the June 19, 2019 City Council meeting if they would like more detailed information.
- Police Department: The RCx report was presented to the Planning Department on 6/18/19 and it showed a number of serious problems with the HVAC system: building controls not giving the accurate status of equipment; chiller pump “on” in the winter; air flow completely unbalanced to many rooms. Next Step: meet with Honeywell to try and get the problems corrected.
- Lebanon Library: RBG delivered their report on conversion to a heat pump at the Lebanon Library. Three options were presented that included Capital Cost and NPV (Net Present Value).
- Energy audits and/or retro-commissioning for the three (3) fire stations, GAR building, DPW Administration building, airport terminal, Kilton Library and the DPW Garage are under development.
- He will be working with Andrew Hatch at LU/RBG to develop an RFP for converting the remaining lighting in City buildings to high efficiency lighting.
- Landfill Gas to Energy: A pre-bidding was held on 6/13 (5 companies present) and the deadline has been extended from June 27<sup>th</sup> to July 30<sup>th</sup> because a number of questions were asked, including the size of proposed solar at the landfill and electrical usage of all of the City’s meters. An addendum to the RFP will be issued soon. Unresolved questions surround RECs (renewable energy credits) and RINs (renewable identifications numbers). In the RFP, respondents were asked in their proposals to discuss these financial benefits to the project, including the current guaranteed length of programs and probability that these programs will be extended.
- The DPW has submitted a CIP for 2022 in the of \$50K to start the process of exploring an anaerobic digester.
- The Energy Advocacy Council is planning an event with Continuum of Care on energy issues for landlords and is expected to take place in Oct./Nov. in White River Junction, VT. Lynn Goodwin and Jon Chaffee will help to coordinate this event.
- Working with the Finance Department and City Manager on a new liquid fuels’ contract.
- City Hall will be under renovation for the roof starting August 14 and probably going through the end of December 2019.
- Dartmouth College for Social Impact: Met Ashley Doolittle and Marc Morgan to discuss possible collaborations between CoL and Dartmouth College.

**Greg Ames arrived at 5:03 PM.**

#### **5. UNH SUSTAINABILITY FELLOW – summer project plans – Jon Chaffee**

Jon Chaffee introduced Cassidy Yates, who is a Senior UNH fellow studying Environmental Engineering and Sustainability and will be working on the Green House Gas Inventory Project for Lebanon. Ms. Yates introduced her fellow colleague: Jesse Gubert – who is working on a project at Hypertherm.

Ms. Yates and Ms. Owens gave a detailed Power Point presentation to LEAC on Lebanon’s greenhouse gas inventory. Their presentation included information, explanations and guiding documents regarding: Looking at the value of Green House Gas (GHG) inventory; GHG Inventory Scales; GHG Core Data; Emission scopes; Local Government Protocols; previous inventory (2009); other cities doing GHG Inventory Projects.

Mr. Chaffe said that in August Cassidy would be doing a presentation to the City Council that would provide information regarding whether or not the City is meeting the Energy Chapter’s goals of 80% reduction. He felt members of LEAC should be prepared to attend this meeting and initiate a discussion about recommendations for moving forward with a road map. He suggested that at LEAC’s meeting in

July there should be a discussion with Mark Goodwin, Rebecca Owens, Chair Below and himself to strategically prepare for the City Council meeting in August, including a proposal to the Council to have them adopt “Ready for 100.” Mr. Goodwin has a presentation on the global covenants framework to bring to the July 18, 2019 meeting. Ms. Yates will also attend this meeting and provide any of her updated information.

Chair Below will provide a sheet with URLs in LEAC’s SharePoint folder that contain useful information for LEAC members.

**6. BUILDING ENERGY EFFICIENCY & STRETCH BUILDING CODES:** Continue discussion of Master Plan Chapter 13 (Energy) Outcome 1, and related strategies & actions. **Not discussed.**

**7. MUNICIPAL AGGREGATION:**

Chair Below update LEAC members on the status of Municipal Aggregation, noting that funding has been received and there will be more work to do on creating a Business Plan.

Chair Below also said he met with Samuel Golding and shared/explained Mr. Golding’s posts and presentation on Democratize/Decarbonize/Decentralize, which he worked on in California (Community Choice Energy, 2.0 & 3.0). Mr. Golding has offered to help LEAC with a Business Plan as they move forward with Municipal Aggregation.

Mr. Below said he will be reactivating the Municipal Aggregation Subcommittee in the near future and, for the benefits of the UNH fellows, he and Mr. Chaffee gave a summarized explanation of what Municipal Aggregation and what the Lebanon Community Power vision is.

**8. REPORTS & NOTICES of energy related Conferences, Webinars, & Events:**

**9. OTHER AND OPEN TO THE PUBLIC:** No members of the public came forth.

**10. NEXT MEETING DATE:** Thursday, July 18, 2019

**11. ADJOURNMENT:**

*Greg Ames MOVED to adjourn the meeting at 6:08 PM.*

*Seconded by Meghan Butts.*

*\*The Vote on the MOTION passed unanimously (5-0).*

Respectfully Submitted,  
Dona E. Gibson  
Recording Secretary