



Master Plan Energy Chapter Subcommittee
Wednesday, August 17, 2016 at 6:30 p.m.
The Visitor Center, 14 North Street

MINUTES

Approved 8/31/16

I. Call to Order

Mr. Biggs called the meeting to order at 6:33 PM.

Present: Angela Biggs, Jeremy Biggs, Rebecca MacKenzie, Bill Carpenter, Abigail Carman, Marilyn Harris

Absent: David Lucier, David Eastman

Staff: Zachary Williams, Business Development Coordinator

II. Business

- a. Motion:** To accept the minutes from the August 3, 2016 meeting.
Made by: Mr. Carpenter **Second:** Ms. MacKenzie

Mr. Biggs submitted one correction. Ms. MacKenzie wanted to clarify that her vision statement was shared verbally with the group, not as part of the packets.

Amended motion: To accept the minutes, as amended, from the August 3, 2016 meeting.

Made by: Mr. Carpenter **Second:** Ms. Biggs

Vote: Unanimous in favor. Ms. Harris abstained.

- a. Review draft of Process, Context, and Existing Conditions sections**

Ms. Biggs asked for clarification that we were reviewing the sections for content, not for format. Mr. Williams confirmed that was the intention.

Ms. MacKenzie suggested that we include relevant data from the public input sessions (public forum and survey) in the "Process" section. She further suggested we could include the raw data as appendices.

Ms. MacKenzie suggested that the chapter include all ten of the goals listed by the state of New Hampshire's Climate Action Plan, rather than just the six listed in this draft. The group agreed, suggesting a few slight amendments to that language to ensure the goals were relevant to the City.

Mr. Biggs thought it was important to reference a few more state programs available at this time to give the readers a sense of context.

The group reviewed the "Existing Conditions" section. Ms. Carman suggested that we include some more context information for the LED conversion project to give better context on savings and scope of the program.

The group discussed the information given on the municipal solar project and suggested edits to shorten that section, while still ensuring the appropriate history of that project was recorded.

The group suggested changing the sections around to move "Future Challenges" to its own section. Mr. Biggs suggested Mr. Williams explore any issues with the city's fleet of vehicles and issues of walkability outside of the center of the City.

Mr. Williams told the group he would make the corrections they asked for and send out an updated draft. He also informed them that Assistant Public Works Director Victor St. Pierre would be joining the group at the next meeting to discuss energy projects and issues from DPW's perspective.

III. Adjournment

Motion: To adjourn the meeting.

Made by: Mr. Carpenter

Second: Ms. Biggs

Vote: Unanimous in favor.

The meeting adjourned at 8:43 PM.

Respectfully submitted,
Zachary Williams