



Master Plan Energy Chapter Subcommittee
Wednesday, August 3, 2016 at 6:30 p.m.
The Visitor Center, 14 North Street

MINUTES
Final 8/17/16

I. Call to Order

Mr. Williams called the meeting to order at 6:35 PM.

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

Absent: David Lucier, David Eastman, Marilyn Harris

Staff: Zachary Williams, Business Development Coordinator

Others Present: Bernard Folta (7:40 PM)

II. Business

- a. **Motion:** To nominate Jeremy Biggs as Chair.
Made by: Mr. Carpenter **Second:** Ms. MacKenzie
Vote: Unanimous in favor.

- b. **Motion:** To accept the minutes from the July 20, 2016 meeting.
Made by: Mr. Carpenter **Second:** Ms. Biggs

Ms. Biggs submitted three grammatical corrections to be made in the minutes.

Amended motion: To accept the minutes, as amended, from the July 20, 2016 meeting.

Made by: Ms. Biggs **Second:** Ms. Carman
Vote: Unanimous in favor.

- c. **Review energy chapters from Littleton, Lebanon, and Keene**

Mr. Williams introduced the three energy chapters including in the packets, and asked the committee for feedback on what they liked and did not like from each.

Ms. MacKenzie pointed out that the chapter included from Keene may not be the full energy chapter. Mr. Williams noted that he would locate and send the full energy chapter from Keene.

Mr. Carpenter noted that we could reverse-engineer our energy chapter, and write the vision statement last. Ms. Biggs concurred. Mr. Williams noted that starting with the history and context sections of the chapter might be best.

The subcommittee discussed elements of the three chapters shared, including some key differences in vision statements. The subcommittee noted some key questions for Mr. Williams to research before undertaking to write the context section of the chapter.

Ms. MacKenzie shared a draft vision statement she had written with the subcommittee. The group offered feedback. Mr. Williams will send this draft out to the group.

Mr. Biggs asked Mr. Williams and the group to clarify what kinds of data they would like to see in the context section of the Energy chapter. Ms. MacKenzie noted that dollar figures should not be the only form of data listed, because pricing changes might make that data less relevant to future readers. Mr. Biggs asked that Mr. Williams include information about existing state and local partners that work in energy-related fields, as Lebanon's chapter did.

Mr. Williams told the committee he would write a draft of the history and context sections of the chapter for their next meeting.

III. Adjournment

Motion: To adjourn the meeting.

Made by: Mr. Carpenter

Second: Ms. Biggs

Vote: Unanimous in favor.

The meeting adjourned at 8:15 PM.

Respectfully submitted,
Zachary Williams