



**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**

EXECUTIVE COMMITTEE – APPROVED MINUTES

Meeting Type: **Executive Committee**
 Meeting Location: **Council Chambers, Lebanon City Hall, 51 N. Park St.,
 Lebanon NH 03766**
 Meeting: **Tuesday, August 22, 2023**
 Meeting Time: **Noticed for 9:00 AM**

| CPCNH Executive Committee, Elected 4/21/23 | | | |
|--|----------------|------------|-------------------|
| Member | Name | Office | Present/Absent |
| Lebanon | Clifton Below | Chair | Present |
| Portsmouth | Kevin Charette | Vice Chair | Present (virtual) |
| Plainfield | Evan Oxenham | Secretary | Present |
| Enfield | Kimberly Quirk | Treasurer | Present |
| Rye | Lisa Sweet | | Present (virtual) |

Also Attending: Brian Callnan, CEO; Henry Herndon, Director of Member Services

MINUTES

1. Call to Order, quorum check, agenda review

Chair Below called the meeting to order at 9:02am.

2. Approve Minutes of 7/21/23 Meeting

Treasurer Quirk moved to approve the minutes as presented in the packet. Seconded by Director Sweet. Hearing no objection, Chair Below declared the minutes approved by unanimous consent.

3. Quick updates from CEO, Treasurer, and Committee & Regulatory work

Treasurer Quirk reported that August was the first month in which CPCNH was cashflow positive, which is worth celebrating as CPCNH only launched service in May.

4. Employee Hiring & Benefits, Office Space

CEO Callnan is actively working on arranging healthcare and benefits for employees. CEO Callnan has secured CPCNH Headquarters Office Space at 20 West Park Street, Lebanon, NH 03766 with parking, multiple offices, access to a board room meeting space starting 9/1/23. CPCNH will also acquire the 14 Dixon Ave, Suite 201, Concord, NH office to serve as the Capitol Office for meetings, Member Services, and Regulatory and Legislative Affairs. Roughly 35 applicants of higher and lower qualities have applied for Director of Administration, Director of Load and Energy Resource Optimization, and Director of Regulatory and Legislative Affairs are coming in.

Treasurer Quirk announced that ecoCFO of Portsmouth has been selected to provide accounting services. ecoCFO works on an hourly billing basis as opposed to monthly retainer fee. Three positions are (1) Staff Account for day to day book keeping; (2) a Controller; and (3) a CFO who has stellar references and reviews. CPCNH now has a fully outsourced accounting group to pull together financial reporting, and support regular cost reporting to Member communities.



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5. Proposed Amendments to Board Reimbursement Policy

Treasurer Quirk described the proposed amendments as clarifying that Member Representatives, in addition to Board Directors, are eligible under the Board and Member Representative Reimbursement Policy; and also, that the Board Reimbursement Policy pertains to reimbursements in addition to mileage.

Treasurer Kim Quirk moved to recommend that the Board approve the changes to the Board Reimbursement Policy as expressed in the attached document with the appropriate update to the request form. Director Lisa Sweet seconded the motion. The motion was carried unanimously on a roll-call vote 5-0.

6. Monthly Financial Reporting to each Community, Tracking Reserves, Savings Summaries for Operational CPAs

The Committee discussed the standing up of monthly financial and cost reporting to each Community inclusive of tracked reserves and savings summaries. Regular reporting will include, for each individual community,

- ✓ Opt-ins, opt-outs, customers enrolled into each rate option
- ✓ Revenues and costs (Member Services Costs; General & Administrative Costs; Project Costs)
- ✓ Total Joint Reserves and portion of Joint Reserves associated with each community
- ✓ Calculated total dollar savings for customers
- ✓ Potentially other items or customizations as requested by Members

Calpine will provide certain data inputs for CPCNH staff to organize into reports.

7. August 31 Board Meeting Agenda

Director Sweet described the draft Member Outreach and Engagement Committee report, including a matrix organizing the several Member Services providers. Director Sweet noted that the 9/12 MOEC meeting would include a workshop for Members in the PLAN phase; and the 10/10 MOEC meeting would include a workshop for Members in the LAUNCH phase. The report includes an overview of new resources and how they fit together to serve members & grow CPCNH, an overview of membership and CPA models, and discussion of the four phases of membership: JOIN, PLAN, LAUNCH, OPERATE.

8. Planning agenda for October Membership meeting, location TBD. Related items in proximate late Oct. time frame:

Dover Community Power & Cheshire Community Power will launch in October / November of this year. Nearly all of Dover customers will be enrolled on 10/30 and 10/31. Cheshire County's program currently includes the towns of Dublin, Fitzwilliam, and Nelson, and will enroll customers in November and December. Mailers will drop for these communities starting 9/18.

The Executive Committee discussed the outstanding issue of establishing a Projects Committee.

Henry Herndon described an event planned for 11/1, "Enabling Energy Transformation: Community Power & Industry Dinner." The event is scheduled for the eve of the Local Energy Solutions Conference. The event's purpose is to (1) Introduce regional and national energy industry to Community Power Coalition of New Hampshire; and (2) learn about the critical, targeted regulatory/legislative market reforms CPCNH is leading



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to enable energy transformation. Topics may include: capturing the value stack for 1-5 megawatt net metered projects; CPCNH solicitations for generation and storage project development; modernizing data interchange for the retail market (EDI and Data Platform); enabling Time-of-Use and Net Metering Service; automating demand flexibility with real time pricing; measured demand impacts and normalized metered savings; enabling demand response for large customers; standardizing NH energy market rules tariffs across four utility territories; integrating distributed resources into wholesale settlements; strengthening credit worthiness with reserves and purchase of receivables.

Chair Below described the forthcoming Net Energy Metering Proposal Filings, due 11/3, and its relevance for enabling energy transformation. Chair Below reported that in the docket on Utility Requested Waivers on Community Power Rules, Chair Below’s and CEO Callnan’s engagement at the prehearing conference last week seems to be setting the docket in a productive direction that could result in resolving the net metering data sharing issue sooner rather than later.

9. Performance Metrics for Annual Evaluation of CEO:

The employment contract for CEO Callnan provides that CPCNH’s evaluation of the CEO and his Annual bonus be “based on progress toward and realization of performance goals to be established by mutual agreement between Executive and the Executive Committee during the first three months of Executive’s Employment Term.”

The Committee Packet includes a draft chart of Key Performance Indicators (KPIs) organized by category. Secretary Oxenham suggested adding time periods to items and CEO Callnan suggested that “Become ISO-NE Market Participant” would be a year 2 instead of year 1 item. The Committee discussed ways to evaluate “positive culture,” such as conducting surveys of Board Members, frequency and duration of meetings, timeliness of sharing meeting packets and materials.

The Committee discussed that CEO Callnan would refine the draft proposal.

10. Other Business

11. Adjournment

Treasurer Kim Quirk moved to adjourn the meeting. Secretary Evan Oxenham seconded the motion. Hearing no objection, Chair Below declared the meeting adjourned by unanimous consent at 10:35 am.