



**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**

MEMBER OPERATIONS AND ENGAGEMENT COMMITTEE MINUTES

Meeting Type: **Member Operations and Engagement Committee**
Meeting Location: **14 Dixon Ave, Suite 201, Concord, NH 03301**
Meeting Date: **Tuesday, February 7, 2023**
Meeting Time: **Noticed for 10:00 AM**

Attendees:

- Committee Chair Lisa Sweet, Rye Director
- Jamie Hess, New London Director
- Craig Putnam, Hudson Director
- Howard Kalet, Rye Alternate (virtual)
- Nat Balch, Durham Alternate (virtual)
- Jo-Ellen Courtney, Enfield Alternate (virtual)
- Jackie Wengenroth, Pembroke Alternate (virtual)

Absent:

- April Salas, Hanover Director
- Paul Looney, Walpole Director

Guests:

- CPCNH: Board Chair Clifton Below, Lebanon Director; Dori Drachman, Bruce Tucker, Peterborough Community Power Committee; Howard Moffett, Canterbury Alternate; Andrea Hodson, Harrisville Director; Bill Brown, Sustainable Hanover; Evan Oxenham, Plainfield Director
- Clean Energy NH: Sam Evans Brown, Melissa Elander, John Kondos
- Henry Herndon, Consultant

1. Welcome & Housekeeping

- a. Rollcall, quorum confirmation (1/3 of 10), consensus on agenda

The Committee agreed to add discussion of upcoming Wave 2 Town Meetings to the agenda before Item 2.

- b. Approval of 1/10/23 Minutes ([Attachment 1](#)) (**Action**)

Hearing no objection, Committee Chair Sweet declared the 1/10/23 minutes approved by unanimous consent.

- c. Review of MOEC Board Report

The Committee noted the good number of media pieces covering CPCNH over the past month across the state and particularly in launching regions.

Board Chair Clifton Below summarized a tentative launch timeline update which was being worked towards in coordination with Calpine and others. The updated launch timeline would require Board approval of amendments to service provider agreements such that one or more of Calpine's existing corporate affiliates that are currently registered as Competitive Electric Power Suppliers (CEPS) and enabled Electronic Data Interchange (EDI) participants with utilities could serve as the supplier of record. This arrangement would



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neutralize risk of further utility delays caused by utility failure to timely update legacy supplier service agreements that are non-compliant with New Hampshire law and regulation (as well as other utility law and rule compliance violations relating to data sharing which raise challenges for seamless launch and enrollment of customers, but are surmountable). Delaying adjustments to service provider agreements beyond 2/16 would be the main source of launch delay.

In the best case scenario, a **TENTATIVE timeline could be as follows:**

- 2/16 Regular Board Meeting to consider and approve proposed amendments to Ascend and Calpine contracts that would clear the way for launch
- Friday 2/17 or Monday 2/20, or Tuesday 2/21 Risk Management Committee “Go/No-Go” meeting with launching Member Authorized Officers to review market prices/conditions and authorize procurement
 - CPCNH procures power
- Week of 2/21 joint meeting of Risk Management Committee and Finance Committee to recommend rates
- 2/27 – 3/3 Special Board Meeting to approve rates, triggering 45 days advanced notice to utilities of launch
- 3/10 mail customer enrollment notifications
- Week of 3/13, launching Members hold public information sessions (required within 15 days of mail drop)
- ~4/10 begin enrolling

The above timeline was discussed as a tentative/potential timeline — while the tentative dates are subject to change, the sequence of meetings, events, and occurrences will remain essentially the same.


NOTE FOR LAUNCHING COMMUNITIES: Several municipalities have scheduled public information sessions for the week of 3/6 – 3/10 under the prior understanding that these dates would be within 15 days of the mailing of customer notifications, **which is no longer the case. Launching Members should either (1) reschedule their public information session to the week of 3/13, or; (2) schedule an additional public information session for the week of 3/13,** (understanding that the schedule is fluid and may adjust with developments in the coming days).

Dates, times, and locations of public information sessions are being compiled in this worksheet for inclusion in mailed customer enrollment notifications: <https://docs.google.com/spreadsheets/d/1bpxNQWLBLI-cOZ9MN2SJ0AGqJME6-nHibsfbu6CyY8/edit#gid=0>

In the present market, margins and headroom are large, meaning there is a significant delta between the default utility supply rates and market prices. Each week in launch delay equates to roughly \$1.25 million in lost benefit to customers (savings + reserve accrual).

d. Approaching Wave 2 Town Meetings — On Track!

New London, Pembroke, Hudson reported good progress towards Town Meeting votes, which was also occurring for an additional dozen or so CPCNH Members. New London Director Jamie Hess noted that the Select Board took no official position on the warrant article, which was appropriate as there were no tax implications. It was also noted that other select boards had formally endorsed their own warrant articles.

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The Committee discussed sharing the EAP Approval Process Tracker, and that all Members were encouraged to refer to the tracker to monitor and report on their own progress towards Community Power local adoption, state approval, and program launch.

<https://docs.google.com/spreadsheets/d/11nX46iQCsl2n1N9mruZBvUA3zuFspJ5i6l0PaEicEtQ/edit#gid=333143669>

2. Community Power Campaigns

- a. Final Printed Materials (Handouts, Posters) ([Attachment 2](#))
- b. Websites Update
- c. Open Forum for Campaigners

The Committee discussed color accessibility and ADA accessibility of printed materials and websites.

Dori Drachman of Peterborough asked if Peterborough could self-design and purchase a banner and submit for reimbursement to CPCNH, and Consultant Herndon confirmed that they could, and that he would coordinate further guidance on reimbursement forms and requests.

Hudson Director Putnam and Enfield Alternate discussed sharing messaging on opt-in vs. opt-out.

3. 2/23/23 Community Power Forum | Planning for Member-Mentors

- a. Member-Mentors Survey ([Attachment 3](#))
- b. Review Draft Agenda / Format ([Attachment 4](#))
- c. Discuss training resources for Member-Mentors
 - i. Community Power Checklist
 - ii. Community Power 101 Presentation
 - iii. Messaging document/FAQs

The Committee discussed the upcoming forum. CPCNH Members are encouraged to complete the Member-Mentors Survey. The Committee discussed the question of whether Member-Mentors referred to individuals or to towns/cities, and agreed that a both/and approach would be beneficial.

4. Enrollment Mailer Design Review and Input ([Attachment 5](#))
 - a. Review draft copy
 - b. Review 3 printing options
 - c. 2023 Calendar for meetings ([Attachment 6](#))
5. Adjourn - Next meeting Tuesday 3/7/23, 10:00 am

Director Hess moved to adjourn. Director Putnam seconded. Hearing no objection, Committee Chair Sweet declared the meeting adjourned by unanimous consent.