




**COMMUNITY  
POWER COALITION  
OF NEW HAMPSHIRE**

## BOARD OF DIRECTORS – APPROVED MINUTES

Meeting Type: **Meeting of the Board of Directors**  
Meeting Location: **14 Dixon Ave., Suite 201, Concord, NH 03301**  
Meeting Date: **Thursday, November 17, 2022**  
Meeting Time: **Noticed for 9:30 AM on CPCNH.org and at Lebanon City Hall**

### AGENDA

1. Welcome & Roll Call - agenda check
2. Approve Minutes of 10/20 Board Meeting (**Action Item**)
3. Admit and Welcome Hancock and Sugar Hill as a new Members
4. Chair's Report (**Action Items**)
  - Professional Services Agreement with Calpine Energy Solutions, LLC
  - Member Services Agreement with Clean Energy New Hampshire
  - Authorize response to Peterborough RFQ
5. CEO & Staff Search Committee Report (**Action Item**)
  - Authorize Executive Committee to approve engagement agreement with True Search for CEO search
6. Executive Committee Report (**Action Item**)
  - Approve Gifts and Grants Solicitation and Acceptance Policy
7. Regulatory & Legislative Affairs Report (**Action Item**)
  - Approve intervention/participation in 2 PUC proceedings
8. Treasurer's Report
9. Finance Committee Report
10. Member Operations & Engagement Committee Report
11. Risk Management Committee Report
12. Other business, questions & reflections
13. Adjournment

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## Minutes

### 1. Welcome & Roll Call - agenda check

Chair Clifton Below called the meeting to order at 9:35AM. The Directors and Alternates attending virtually noted that it was not reasonably practicable for them to attend in person.

Member	Director	Present / Absent	Alternate	Present / Absent
Canterbury	Kent Ruesswick	Absent	Howard Moffett	Present
Cheshire County	Terry Clark	Present (virtual)	Chris Coates	
Dover	Christopher Parker	Present (virtual)	Jackson Kaspari	
Durham	Mandy Merrill	Present (virtual)	Nat Balch	
Enfield	Kimberly Quirk	Present (virtual)	Jo-Ellen Courtney	Present
Exeter	Nick Devonshire	Present (virtual)	Julie Gilman	
Hanover	April Salas	Absent	Peter Kulbacki	Present (virtual)
Harrisville	Andrea Hodson	Absent	Andrew Maneval	Present (virtual)
Hudson	Craig Putnam	Present	Kate Messner	
Lebanon	Clifton Below	Present	Greg Ames	
Nashua	Doria Brown	Present (virtual)		
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent
New London	Jamie Hess	Absent	Tim Paradis	Absent
Peterborough	Steve Walker	Present (virtual)	Danica Melone	
Pembroke	Matt Miller	Present	Jackie Wengenroth	
Plainfield	Evan Oxenham	Present	Steve Ladd	
Portsmouth	Kevin Charette	Present (virtual)	Peter Rice	
Rye	Lisa Sweet	Present	Howard Kalet	
Walpole	Paul Looney	Present (virtual)	Dennis Marcom	
Warner	Clyde Carson	Present (virtual)	George Packard	
Webster	Martin Bender	Present	Dave Hemenway	Present (virtual)
Wilmot	William Chaisson	Absent		

### 2. Approve Minutes of 10/20 Board Meetings (Action Item)

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*Vice Chair Parker moved to approve the 10/20/22 minutes. Director Sweet seconded. Without objection, Chair Clifton Below declared the minutes approved by unanimous consent.*

### 3. Admit and Welcome Hancock and Sugar Hill as new Members

*Director Sweet moved to approve Sugar Hill and Hancock as Coalition Members. Seconded by Putnam. Motioned passed unanimously on a rollcall vote 19-0.*

Member	Director	Present / Absent	Alternate	Present / Absent
Canterbury	Kent Ruesswick	Absent	Howard Moffett	Yes
Cheshire County	Terry Clark	Yes	Chris Coates	
Dover	Christopher Parker	Yes	Jackson Kaspari	
Durham	Mandy Merrill	Yes	Nat Balch	
Enfield	Kimberly Quirk	Yes	Jo-Ellen Courtney	
Exeter	Nick Devonshire	Yes	Julie Gilman	
Hanover	April Salas	Absent	Peter Kulbacki	Yes
Harrisville	Andrea Hodson	Absent	Andrew Maneval	Yes
Hudson	Craig Putnam	Yes	Kate Messner	
Lebanon	Clifton Below	Yes	Greg Ames	
Nashua	Doria Brown	Yes	Deb Chisholm	
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent
New London	Jamie Hess	Absent	Tim Paradis	Absent
Peterborough	Steve Walker	Yes	Danica Melone	
Pembroke	Matt Miller	Yes	Jackie Wengenroth	
Plainfield	Evan Oxenham	Yes	Steve Ladd	
Portsmouth	Kevin Charette	Yes	Peter Rice	
Rye	Lisa Sweet	Yes	Howard Kalet	
Walpole	Paul Looney	Yes	Dennis Marcom	
Warner	Clyde Carson	Yes	George Packard	
Webster	Martin Bender	Yes	Dave Hemenway	
Wilmot	William Chaisson	Absent		

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Sugar Hill Director Jordan Applewhite introduced herself, referenced her experience working on the town’s Broadband Committee, her particular interest in Community Power as a mechanism to enable development of electricity generation projects, and her excited about CPCNH.

Hancock Director Jim Callihan introduced himself, noted Hancock was aiming for March Town Meeting to adopt a Community Power Plan, and voiced appreciation for the help already provided by CPCNH. Director Callihan has been involved in renewable energy since 1989 nationally and internationally as publisher publishing Renewable Energy World, which was sold in 2012. He consults with the California tradeshow InterSolar.

#### 4. Chair’s Report

Chair Below reviewed the Chair’s Report and noted he may call special Board meeting to approve the Ascend contract, giving at least 5 days advanced notice. The Request for Qualifications (RFQ) for Accounting Services did not receive responses; Executive Committee authorized the Chair, Treasurer, consultants, and legal to obtain quotes for accounting services.

Calpine and CPCNH have met with three of the four utilities towards setting up Electronic Data Interchange (EDI), and have been holding weekly implementation calls.

Ascend has been doing a tremendous amount of work on the modeling for the technical analysis to have results well in advance of the December Board meeting to inform upcoming decisions. Ascend is nearing completion of the solicitation for Load Serving Entity services.

Director Brown endorsed the redraft of the Electric Aggregation Plan that was prepared by Consultant Golding for the City of Nashua.

Peterborough issued a Request for Qualifications and requested response from CPCNH. The material requested could be valuable to present to all CPCNH Members. Chair Below recommended the Board authorize a response conditioned upon the response effort not unduly detracting from critical path activities.

Chair Below invited General Counsel Michael Postar to speak to the Calpine agreement.

General Counsel Poster reflected on the extensive negotiations of the contract and the services, supported by Consultant Golding. Calpine agreed to virtually all of the services requested by CPCNH and the document is extremely favorable to CPCNH and fully endorsed by General Counsel Postar.

Director Callihan asked for a summation of the services.

Consultant Golding described Calpine as providing the following services, detailed in Exhibit A of the Contract: Utility Data Interchange, Customer Data Management, Billing Services, Customer Engagement and Call Center Services. Additionally, Calpine offers value added services such as assisting CPCNH in developing as an organization, providing data tools to ensure Members have access to their data and that CPCNH has the ability to independently stand up a data warehouse and draw in the data held by Calpine, and tools for assessing energy



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efficiency and distributed energy resources and their value to CPCNH’s energy portfolio (ReCurve). Calpine has helped to successfully launch more than 20 Community Power Aggregations (CPAs).


Director Miller asked for a review of how the contract will be renewed and the termination provisions.

General Counsel Poster noted it is a 3-year contract that automatically renews unless one party gives advanced notice to terminate. The contract allows CPCNH to over time assume some or all of the responsibilities. Other CPAs have contracted out services at start-up and launch, and overtime internalized some of those services, which is allowed by this contract.

It was noted that there is a 180 day (6 months) notice of termination required prior to the contract auto-renewal date. CPCNH may terminate in whole or in part with 270 days notice (9 months) any time.

***Secretary Oxenham moved to authorize Chair Below to execute the contract with Calpine Energy Solutions, LLC, for the provision of retail customer services and startup funding. Seconded by Director Carson. Motioned passed unanimously by rollcall vote 21-0.***

Member	Director	Vote	Alternate	Vote
Canterbury	Kent Ruesswick	Absent	Howard Moffett	Yes
Cheshire County	Terry Clark	Yes	Chris Coates	
Dover	Christopher Parker	Yes	Jackson Kaspari	
Durham	Mandy Merrill	Yes	Nat Balch	
Enfield	Kimberly Quirk	Yes	Jo-Ellen Courtney	
Exeter	Nick Devonshire	Yes	Julie Gilman	
Hancock	Jim Callihan	Yes		
Hanover	April Salas	Absent	Peter Kulbacki	Y
Harrisville	Andrea Hodson	Absent	Andrew Maneval	Y
Hudson	Craig Putnam	Yes	Kate Messner	
Lebanon	Clifton Below	Yes	Greg Ames	
Nashua	Doria Brown	Yes	Deb Chisholm	
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent
New London	Jamie Hess	Absent	Tim Paradis	Absent
Peterborough	Steve Walker	Yes	Danica Melone	
Pembroke	Matt Miller	Yes	Jackie Wengenroth	
Plainfield	Evan Oxenham	Yes	Steve Ladd	
Portsmouth	Kevin Charette	Yes	Peter Rice	
Rye	Lisa Sweet	Yes	Howard Kalet	
Sugar Hill	Jordan Applewhite	Yes		
Walpole	Paul Looney	Yes	Dennis Marcom	

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Warner	Clyde Carson	Yes	George Packard	
Webster	Martin Bender	Yes	Dave Hemenway	
Wilmot	William Chaisson	Absent		

Chair Below, Director Sweet and Consultant Herndon summarized the contract with Clean Energy NH (CENH) for services including: statewide media strategy and engagement; policy monitoring; program and process development for Member Electric Aggregation Plans (EAPs); CRM, calendaring and tracking of Members and candidate-Members; and community engagement support.

Director Miller asked who would be responsible for managing Clean Energy NH and assigning them priorities.

Chair Below responded it would be Consultant Herndon, working with Director Sweet and Chair Below.

Director Charette asked if the contract had been approved by their the CENH Board.

Chair Below responded not yet. The contract text was finalized over the weekend working with CENH Board Chair Tom Burack, who is an attorney, working with Chair Below and General Counsel Postar. CENH Board Chair Burack stated his intention to recommend the contract be approved by the CENH Board, and the Executive Director has expressed enthusiastic support for the agreement. The contract will come before the CENH Board subsequent to CPCNH Board approval.

***Director Putnam moved to authorize Chair Below to execute the contract with Clean Energy New Hampshire, for the provision of member services, inclusive of the cost of work already commenced by CENH at-risk under the work plan authorized by the Board on 10/20/22 and executed by Chair Below on 10/27/22. Seconded by Alternate Moffett. Motion passed by unanimous rollcall vote 21 – 0.***

Member	Director	Vote	Alternate	Vote
Canterbury	Kent Ruesswick	Absent	Howard Moffett	Yes
Cheshire County	Terry Clark	Yes	Chris Coates	
Dover	Christopher Parker	Yes	Jackson Kaspari	
Durham	Mandy Merrill	Yes	Nat Balch	
Enfield	Kimberly Quirk	Yes	Jo-Ellen Courtney	
Exeter	Nick Devonshire	Yes	Julie Gilman	
Hancock	Jim Callihan	Yes		
Hanover	April Salas	Absent	Peter Kulbacki	Yes
Harrisville	Andrea Hodson	Absent	Andrew Maneval	Yes
Hudson	Craig Putnam	Yes	Kate Messner	
Lebanon	Clifton Below	Yes	Greg Ames	
Nashua	Doria Brown	Yes	Deb Chisholm	
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent





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New London	Jamie Hess	Absent	Tim Paradis	Absent
Peterborough	Steve Walker	Yes	Danica Melone	
Pembroke	Matt Miller	Yes	Jackie Wengenroth	
Plainfield	Evan Oxenham	Yes	Steve Ladd	
Portsmouth	Kevin Charette	Yes	Peter Rice	
Rye	Lisa Sweet	Yes	Howard Kalet	
Sugar Hill	Jordan Applewhite	Yes		
Walpole	Paul Looney	Yes	Dennis Marcom	
Warner	Clyde Carson	Yes	George Packard	
Webster	Martin Bender	Yes	Dave Hemenway	
Wilmot	William Chaisson	Absent		

Director Miller asked about the parameters of the RFQ received from Peterborough, for which response is due on Friday November 25. Chair Below described the RFQ as a useful exercise for communicating CPCNH’s qualifications to all CPCNH members. Dori Drachman, member of the Peterborough Community Power Task Force, noted Peterborough made an effort to design the RFQ such that existing CPCNH materials could relatively easily be converted. Director Miller commented that, after skimming the RFQ, he felt the CPCNH response would be valuable for other towns to review as well. Alternate Andrew Manevel spoke in favor of the motion, because of the beneficial information it will generate for the members in the collective. Director Brown spoke in support of the motion, noting that Peterborough played a key role in starting the Coalition. Director Sweet spoke in favor of the proposed motion.

Alternate Moffett asked if Members needed to issue RFPs or RFQs to choose CPCNH as the service provided, and Chair Below stated that they did not.

Peterborough reserves the right to not review any RFQ responses that are not submitted by the 11/25 deadline.

***Director Sweet moved to authorize Chair Below to oversee the preparation and submittal of a response to the Town of Peterborough’s Request for Qualifications for All- Requirements Electricity and Customer Service Provider, provided that such efforts do not unduly detract from the activities required to advance CPCNH’s implementation efforts. Seconded by Director Miller. Motion passed by roll call vote 20-0 with 1 abstention.***

Member	Director	Vote	Alternate	Vote
Canterbury	Kent Ruesswick	Absent	Howard Moffett	Yes
Cheshire County	Terry Clark	Yes	Chris Coates	
Dover	Christopher Parker	Yes	Jackson Kaspari	
Durham	Mandy Merrill	Yes	Nat Balch	
Enfield	Kimberly Quirk	Yes	Jo-Ellen Courtney	
Exeter	Nick Devonshire	Yes	Julie Gilman	



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Hancock	Jim Callihan	Yes		
Hanover	April Salas	Absent	Peter Kulbacki	Yes
Harrisville	Andrea Hodson	Absent	Andrew Maneval	Yes
Hudson	Craig Putnam	Yes	Kate Messner	
Lebanon	Clifton Below	Yes	Greg Ames	
Nashua	Doria Brown	Yes	Deb Chisholm	
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent
New London	Jamie Hess	Absent	Tim Paradis	Absent
Peterborough	Steve Walker	Abstain	Danica Melone	
Pembroke	Matt Miller	Yes	Jackie Wengenroth	
Plainfield	Evan Oxenham	Yes	Steve Ladd	
Portsmouth	Kevin Charette	Yes	Peter Rice	
Rye	Lisa Sweet	Yes	Howard Kalet	
Sugar Hill	Jordan Applewhite	Yes		
Walpole	Paul Looney	Yes	Dennis Marcom	
Warner	Clyde Carson	Yes	George Packard	
Webster	Martin Bender	Yes	Dave Hemenway	
Wilmot	William Chaisson	Absent		

Chair Below noted that Directors Miller, Brown, Putnam and others who had investigated digital workspace options for CPCNH had concluded that it would be beneficial to move from CPCNH Google Drive to Microsoft 365. CPCNH as identified two entities that were qualified to be a reseller of the Microsoft 365 platform: (1) Red River; and (2) Connection (formerly PC Connection) based in Milford. A third option could be Systems Engineering. CPCNH aims to obtain pricing and information from these firms to inform a decision on IT.

Director Miller noted that part of the discussion was that users of that system would receive CPCNH email accounts.

Chair Below noted that, in working with Calpine, it has become apparent that they need a web-domain name to host individual Wave 1 and subsequent CPA programs where someone could go to opt-out or to learn more about the program that is customer facing and maintains individual CPA branding. CPCNH has been recognized by Microsoft as a governmental instrumentality and can obtain a .gov domain, CommunityPowerNH.gov, modified for towns with sub-domains to read: Rye.CommunityPowerNH.gov, Webster.CommunityPowerNH.gov, etc. These webpages could host webforms from Calpine to process customer opts-in/out/ups and be portals to allow additional customer services. Chair Below has reserved various tradenames to allow for this which CPCNH can now obtain from Chair Below. Chair Below will ask for a motion to authorize \$150 expenditure to purchase the domain.



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The Board discussed domains and trade names, and the benefits of having customer-facing domains such as Enfield.CommunityPowerNH.Gov, which could avoid confusion caused by acronyms not widely known to the public such as CPCNH. Calpine has also made clear the need for a single customer service email address that is clear to customers, e.g., [CustomerService@CommunityPowerNH.gov](mailto:CustomerService@CommunityPowerNH.gov)

*Director Putnam moved to authorize the expenditure of \$150 and for Chair Below to register the trade names and the domain names as discussed and presented. Secretary Oxenham Seconded. Motion passed on a rollcall vote 20-0 with 1 abstention.*

Member	Director	Vote	Alternate	Vote
Canterbury	Kent Ruesswick	Absent	Howard Moffett	Yes
Cheshire County	Terry Clark	Abstain	Chris Coates	
Dover	Christopher Parker	Yes	Jackson Kaspari	
Durham	Mandy Merrill	Yes	Nat Balch	
Enfield	Kimberly Quirk	Yes	Jo-Ellen Courtney	
Exeter	Nick Devonshire	Yes	Julie Gilman	
Hancock	Jim Callihan	Yes		
Hanover	April Salas	Absent	Peter Kulbacki	Yes
Harrisville	Andrea Hodson	Absent	Andrew Maneval	Yes
Hudson	Craig Putnam	Yes	Kate Messner	
Lebanon	Clifton Below	Yes	Greg Ames	
Nashua	Doria Brown	Yes	Deb Chisholm	
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent
New London	Jamie Hess	Absent	Tim Paradis	Absent
Peterborough	Steve Walker	Yes	Danica Melone	
Pembroke	Matt Miller	Yes	Jackie Wengenroth	
Plainfield	Evan Oxenham	Yes	Steve Ladd	
Portsmouth	Kevin Charette	Yes	Peter Rice	
Rye	Lisa Sweet	Yes	Howard Kalet	
Sugar Hill	Jordan Applewhite	Yes		
Walpole	Paul Looney	Yes	Dennis Marcom	
Warner	Clyde Carson	Yes	George Packard	
Webster	Martin Bender	Yes	Dave Hemenway	
Wilmot	William Chaisson	Absent		

## 5. CEO & Staff Search Committee Report (Action Item)

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Director Charette noted that the RFP for Executive Search Services had concluded, summarized the November 14, 2022 Search Committee Report, thanked Consultant Herndon for drafting the report, and recapped the CEO and Staff Search Committee (Search Committee) public meeting and recommendation that the Board finalize contract negotiations with True Search for Executive Search Services. The Committee’s recommendation was voted for 3-0 by Directors Charette, Brown and Parker. Director Charette summarized the strengths of the recommended firm, True Search, noting: their strength, network, and experience in climate, energy, tech and innovation; their track record of energy executive hires in the innovation and smart grid space, while also having experience with Investor Owned Utilities and retailer energy suppliers; the two partners, one having formerly been an energy CEO and the other with two decades of recruiting experience in energy; their demonstrated understanding of CPCNH, its mission, its governance and operating structures; their flexibility to adjust their contract terms to meet CPCNH’s interests; their commitment to meeting CPCNH’s timeline; their demonstrated commitment to sourcing a diverse pool of candidates using technologies and platforms specifically designed for this purpose.

Director Charette noted the cost of retainer of \$120,000 paid in four installments upon completion of four milestones, and trued-up to one-third (1/3) the actual first year cash compensation inclusive of base salary, target bonus, and any sign-on bonuses and commissioners. True Search agreed to a 12 month guarantee that if the candidate were let go by CPCNH, True Search would reconduct the search at no additional cost, and a guarantee to reconduct the search if the candidate resigns within 6 months.

Director Brown expressed support for moving forward with the CEO search.

Vice Chair Parker acknowledged the large amount of work and time that Director Charette contributed to the effort and spoke in favor of the motion.

Consultant Herndon noted that the Search Committee has expressed interest in expanding membership.

Alternate Hemenway asked for clarify where the cost would appear in the budget / draft budget.

Treasurer Quirk noted that the cost for the search was higher than originally expected, and would be included in start-up budget.

Director Brown noted that hiring a CEO was the first step towards hiring other staff.

Director Charette clarified that the four milestones for payments were: at contract, when the shortlist is provided, when the final interviews occur, and when the final offer is approved, with payments due 15 days after each milestone. Director Charette recapped that True Search conveyed deep understanding of CPCNH’s mission, values, identity, and operating structure, and impressed the Interview Team by identifying specific and accurate “cornerstone traits” of a CEO that would meet CPCNH’s requirements including:



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- Service provider administration: significant leadership in senior executive roles within the energy sector; serve as primary administrator for CPCNH service providers
- Program development / fiscal management: demonstrated success identifying market gaps and continuously innovating to create and capture opportunities to fill those gaps; develop relationships that open new partnerships
- Community building & relationships: capable of engaging senior leaders at board, company executive, government and other associations
- Team building: ability to grow a comprehensive organization to achieve CPCNH mission
- Policy/regulatory advocacy speaking: demonstrated ability to convey ideas in both a policy and regulatory setting

*Director Brown moved to authorize moving forward with True Search to provide Executive Search Services to identify CPCNH's Chief Executive Officer, subject to an acceptable finalization of the contract. Director Sweet seconded. Motion passed unanimously on a roll call vote 20-0.*

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Canterbury	Kent Ruesswick	Absent	Howard Moffett	Yes
Cheshire County	Terry Clark	Absent	Chris Coates	
Dover	Christopher Parker	Yes	Jackson Kaspari	
Durham	Mandy Merrill	Yes	Nat Balch	
Enfield	Kimberly Quirk	Yes	Jo-Ellen Courtney	
Exeter	Nick Devonshire	Yes	Julie Gilman	
Hancock	Jim Callihan	Yes		
Hanover	April Salas	Absent	Peter Kulbacki	Yes
Harrisville	Andrea Hodson	Absent	Andrew Maneval	Yes
Hudson	Craig Putnam	Yes	Kate Messner	
Lebanon	Clifton Below	Yes	Greg Ames	
Nashua	Doria Brown	Yes	Deb Chisholm	
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent
New London	Jamie Hess	Absent	Tim Paradis	Absent
Peterborough	Steve Walker	Yes	Danica Melone	
Pembroke	Matt Miller	Yes	Jackie Wengenroth	
Plainfield	Evan Oxenham	Yes	Steve Ladd	
Portsmouth	Kevin Charette	Yes	Peter Rice	
Rye	Lisa Sweet	Yes	Howard Kalet	
Sugar Hill	Jordan Applewhite	Yes		
Walpole	Paul Looney	Yes	Dennis Marcom	



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Warner	Clyde Carson	Yes	George Packard	
Webster	Martin Bender	Yes	Dave Hemenway	
Wilmot	William Chaisson	Absent		

### 6. Executive Committee Report (Action Item)

*Director Miller moved to approve Gifts and Grants Solicitation and Acceptance Policy. Director Putnam seconded. Motion passed unanimously on a rollcall vote 19-0.*

Member	Director	Vote	Alternate	Vote
Canterbury	Kent Ruesswick	Absent	Howard Moffett	Yes
Cheshire County	Terry Clark	Absent	Chris Coates	
Dover	Christopher Parker	Absent	Jackson Kaspari	
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Peterborough	Steve Walker	Yes	Danica Melone	
Pembroke	Matt Miller	Yes	Jackie Wengenroth	
Plainfield	Evan Oxenham	Yes	Steve Ladd	
Portsmouth	Kevin Charette	Yes	Peter Rice	
Rye	Lisa Sweet	Yes	Howard Kalet	
Sugar Hill	Jordan Applewhite	Yes		
Walpole	Paul Looney	Yes	Dennis Marcom	
Warner	Clyde Carson	Yes	George Packard	
Webster	Martin Bender	Yes	Dave Hemenway	
Wilmot	William Chaisson	Absent		

### 7. Regulatory & Legislative Affairs Report (Action Item)



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POWER COALITION  
OF NEW HAMPSHIRE**

## BOARD OF DIRECTORS – APPROVED MINUTES

Meeting Type:	Meeting of the Board of Directors
Meeting Location:	14 Dixon Ave., Suite 201, Concord, NH 03301
Meeting Date:	Thursday, November 17, 2022
Meeting Time:	Noticed for 9:30 AM on CPCNH.org and at Lebanon City Hall

*Director Sweet moved to approve the Coalition’s intervention/participation in Public Utilities Commission proceedings DE 22-060 and file a participation letter in IR 22-061. Director Merrill seconded. Hearing no objection, Chair Below declared the motion approved by unanimous consent.*

Regulatory and Legislative Affairs Committee Chair Merrill provided a summary update of the Committee’s activities and scheduling.

### 8. Treasurer’s Report

Treasurer Quirk summarized the report and financial activities, position, and cashflow. CPCNH has \$48,000 in the bank and is working on the budget for the coming year.

### 9. Finance Committee Report

Treasurer Quirk noted the effort to obtain quotes for accounting services, reviewed the draft budget, and invited all Board Directors to provide comment and input into the draft budget.

Chair Below noted the aim was to have a budget for consideration at the December meeting.

### 10. Member Operations & Engagement Committee Report

Committee Chair Sweet reviewed the Report. Director Brown asked for a checklist and a folder of resources on the main CPCNH Drive page. Director Sweet confirmed this could be provided.

### 11. Risk Management Committee Report

Committee Chair Miller noted that the second legal consultation on the key policies and agreements would be held on 11/25 (with a backup on 11/30). All documents and drafts are available in a folder (“[1 – Enterprise Risk Management Policy](#)”)<sup>1</sup> linked to in the Report.

### 12. Other business, questions & reflections

The Monday Legal Consult will be extended to 10am – 12pm (from 11am -12pm).

### 13. Adjournment

*Hearing no objection, Chair Below declared the meeting adjourned by unanimous consent at 12:13pm.*

<sup>1</sup> [https://drive.google.com/drive/folders/1THF\\_bQWu7K-pCrIjYO\\_sYTJ2EdMedkVj](https://drive.google.com/drive/folders/1THF_bQWu7K-pCrIjYO_sYTJ2EdMedkVj)