



**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**

EXECUTIVE COMMITTEE – MINUTES

Meeting Type: **Executive Committee**
Meeting Location: **14 Dixon Ave, Suite 201, Concord, NH 03301**
Meeting Date: **Monday, August 8, 2022**
Meeting Time: **Noticed for 9:00 AM on CPCNH.org and at Lebanon City Hall**

Attendees:

- Chair Clifton Below, City of Lebanon Director
- Treasurer Kimberly Quirk, Town of Enfield Director
- Secretary Doria Brown, City of Nashua Director

Absent:

- Vice-Chair Christopher Parker, City of Dover Director
- Immediate Past Chair April Salas, Hanover Director

Guests:

- Henry Herndon, Consultant
- Samuel Golding, Consultant
- Chair of CPCNH Member Ops Committee Lisa Sweet, Rye Director

Chair Clifton Below called the meeting to order at 9:08 am.

1. Items for Upcoming Board of Directors Meeting

Risk Management Committee anticipates making a recommendation to the Board with regard to Energy Portfolio Management services and a vendor to enter into contract negotiations with.

Treasurer Kimberly Quirk moved to allow any member officials of CPCNH to have access to confidential RFP documents after submitting the signed Non-Disclosure Agreement (NDA) to the CPCNH Secretary. Secretary Doria Brown seconded. Motion passed 3-0.

- Member Ops and Electric Aggregation Plan (EAP) Approvals
 - Chair Clifton Below referenced written reports from Consultant Henry Herndon and Member Ops Committee Chair Lisa Sweet documenting an influx of inquiries from cities and towns interested in joining CPCNH. Discussion ensued about CPCNH taking action to ensure adequate capacity and resources to manage influx of interested communities while also supporting member EAP approval and community engagement needs. The Committee discussed the importance of economies of scale and increased load volumes adding to the success of CPCNH.
 - The Committee discussed having Member Ops report on EAP (re)approval status. The Committee discussed importance of communities that wish to have the option of participating in Wave 1 Launch approving their EAPs in a timely fashion.
 - Secretary Doria Brown emphasized the importance of Members understanding that adopting and EAP is not a commitment to launch, and that that decision comes later.



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- Chair Clifton Below noted that, while Risk Management Committee has prioritized wrapping up the recommendation on Energy Portfolio Management Services, Member Services remains an ongoing item within the RFP review process.
- Regulatory Rules
 - Chair Below noted that August 30 should be the deadline for Public Utilities Commission (PUC) ruling (approval/disapproval) of Lebanon's EAP
 - The PUC's Final Rules Proposal is anticipated to come before the Joint Legislative Committee on Administrative Rules (JLCAR) on August 18th, on which date the CPCNH Board is scheduled to meet.
- CPCNH Consulting and Professional Capacity/Support
 - Treasurer Kimberly Quirk raised the importance of ensuring CPCNH has adequate capacity to support Member Ops, to interface with vendors and manage contracts, and to support CPCNH in other areas.
 - Treasurer Kimberly Quirk noted that the Request for Qualifications (RFQ) for an accounting firm is an important item for the Board to consider.
 - Secretary Doria Brown noted that there were draft job position descriptions that would be good to share in the Board packet for transparency and for input from the Directors.
 - Chair Clifton Below raised the issue of the depleting budget of hours in Samuel Golding's contract, and that he had asked Mr. Golding to consider extending his services into or through the end of September before the services come to an end.
 - Mr. Golding reported that he has about 40 hours left in his contract, which equates to about 7-10 days. Much of the RFP work is concluding, but there is more work to be done wrapping up evaluations, recommendations and reports to the Board; advising on certain aspects of contracts, scopes of work, integrations, and fee structures; and ensuring a smooth transition/hand-off primarily to the portfolio manager / implementation team around the cost-modeling and the critical path.
 - Chair Below noted that an additional 100 hours of Mr. Golding's time equates to \$10,000 up front and \$10,000 in deferred compensation, and this extension is something for the Board to consider.

DWGP Attorney Michael Poster is available to join the CPCNH board meeting in person on the 18th, which should be held in Concord to align with the JLCAR meeting.

Secretary Doria Brown moved that the start time of the August 18 Board Meeting be moved from 10am to 9am. Treasurer Kimberly Quirk seconded. Unanimously approved, 3-0.

At 10:31am, Treasurer Kimberly Quirk moved to adjourn the meeting. Secretary Doria Brown seconded. Approved 3-0.