

**Watertown Environment and Energy Efficiency Committee
Meeting Minutes July 24, 2017**

OPENING:

The July 24, 2017 meeting of *Watertown's Environment and Energy Efficiency Committee* (WE3C) was opened by Ed Lewis at 7:00 pm in Town Hall's third floor conference room.

ATTENDANCE:

Committee Members & Guests (in alphabetical order)
Andrew Airasian
Charlie Bering
Emma Clement
Andre Compagna
Lissa Gifford
Jacqui Gross
Brian Hebeisen
Lauri Murphy
Sean O'Hern
John Sigal – Watertown Tab
Helen Soussou
Jeanne Trubek
Watertown Staff Liaison
Edward Lewis – Energy Manager
Guest Speakers
Paul Gromer - Peregrine Energy Group
John Shortsleeve - Bay State Consultants
Marlana Patton – Peregrine
Joe Shortsleeve – Bay State

AGENDA:

1. Welcome and introductions
2. Presentation on Community Choice Aggregation –
Guest speakers from Peregrine Energy Group and Bay State Consultants
3. Update from Working Groups:
 - a. Community Choice Aggregation Working Group
 - b. Gas Leaks
 - c. Other
4. Energy Manager Report

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1) Welcome and introductions:

In attendance were several long term WE3C members, along with residents who have expressed an interest in the Committee and/or Sustainability issues along with our guest speakers.

2) Presentation on Community Choice Aggregation

- Paul Gromer - Peregrine Energy Group
- John Shortsleeve - Bay State Consultants
- Marlana Patton – Peregrine
- Joe Shortsleeve – Bay State

The Committee heartily thanks Peregrine Energy Group and Bay State Consultants for their very comprehensive and interactive review of the Municipal Aggregation process, benefits and best practices.

The bulk of the meeting was devoted to this topic and the associated Q&A. Following is a very high level precis of the presentation.

Peregrine – Would work closely w/ the town, do not do the actual provider procurement

- Local company, locally focused.
- a typical green CCA agreement would involve 5% MA Class I RECs
- Outreach: typically, Peregrine does little outreach before the regulatory approval, as actual numbers/rates/terms are not set yet. Emphasized community education vs. “Sales” approach. Notification would be in the form of an official letter from the Town. Important to present this as a municipal, vs. a commercial, effort. Early outreach can have a “huge” value.
- Public comment periods required by State regulators: during State approval process and again after contract is signed.
- Submittal to State regulators is usual written as broadly as possible, so as to maximize future program options.

Bay State Consultants – Perform qualification of bidders, issue bidders a “model agreement” as start of the RFP process

- product: shortlist of optimal vendors, which they would review w/ the Town
- First round of bids is “indicative” pricing, followed by an executable pricing round, on which BSC would make a recommendation
- BSC is unique in that they would solicit a high number of bidders, possibly as many as 7
- “Executable” pricing round is very time-sensitive, possibly as short as 4 hours (Note: in our case it would probably come down to a decision by the Town Mgr as authorized by the Council)
- Longer contracts may yield lower prices, but are also higher risk
- Discussion of residents’ opt-in/opt-out process

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3) Update from Working Groups: (mtng concluded on time, did not have an opportunity for WG updates, below are updates not discussed at mtng)

- a. Jeanne T. and Andrew A. met to discuss gas leaks, requested Ed to provide a point of contact in DPW to provide information. Ed referred them to the appropriate staff.
- b. Varun S. and Andrew A. met to discuss local resources/programs conducive to the committee's goals.

4) Energy Manager Report:

- a. Described outreach at Watertown Farmers' market
- b. Volunteers needed for Faire on the Square, probably 9/23/17
- c. No August meeting
- d. Drafted an informational CCA overview for Town Council and have submitted it with our request to get on the TC agenda to review and to ask them to authorize the WE3C and the Energy Office to go forward with Community Choice Aggregation. We are in the queue but have not been assigned an agenda spot yet of when we will be able to present it to the Town Council.
- e. Brian H. spoke to the Watertown's Climate Change Group to provide an overview of CCA, did not get a chance during the mtng to provide an update of that.

5) New Business:

Approval of Meeting Minutes

- Minutes from the June 19th, 2017 WE3C meeting were approved at 8:20 PM.

6) Scheduled WE3C Meetings:

Unless otherwise noted meetings are held 7:00PM the third Monday of the month in the Town Hall 3rd floor conference room. (Please note – no meeting is scheduled in August) The public is welcome at all meetings.

September 18th – 7:00PM

October 16th – 7:00PM

November 20th – 7:00PM

Adjournment: The meeting was adjourned at 8:30 pm.

Minutes respectfully submitted by: Andrew Airasian, July 28, 2017