



## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, May 9, 2018  
100 Cambridge St, 10<sup>th</sup> Floor  
Boston, MA 02114

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**Executive Committee Members Present:** Don Boecke, Amy Boyd (via phone), Judith Judson, Emmett Lyne, Rich Malmstrom

**Other Attendees:** Eric Belliveau (via phone), JoAnn Bodemer (via phone), Mary Downster, Rachel Evans, Ian Finlayson, Jonathan Goldberg, Lyn Huckabee, Brad Hunter, Elliott Jacobson, Jeremy Newberger, Cindy Carroll, Nina Schlegel, Erin Pemstar, Emily Powers

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### 1. Call to Order

Commissioner Judson, as Chair, called the meeting to order at 9:44 AM.

### 2. Unitil Mid-Term Modification (MTM) Request

Carroll, on behalf of Unitil, introduced a “Category One” MTM to the ExCom. She noted that this adjustment would not need to go before the DPU if approved by the Council. The MTM requests a budget transfer of \$290,000 from the C&I New Construction Program to the C&I Retrofit Program for gas only. Carroll clarified that there will be no effect on the total budget.

Carroll explained that the MTM request is due to high demand for the Retrofit Program, which has already spent its allotted budget and reached 170% of lifetime savings. In addition, the New Construction Program, particularly the End of Useful Life Initiative has experienced lower than anticipated demand and has only expended about half of the planned budget for the period.

Carroll noted that any other new construction projects in the pipeline would fall into the next term. She concluded that a shift in funds would allow Unitil to maximize savings in large retrofit, where there was a disconnect between planned and actual program demand.

Judson asked if there was a lesson learned from this proposed change.

Carroll responded that the New Construction Program is already exceeding savings, with lower than planned costs to achieve. She added that they expected to do more boiler replacements with the New Equipment and End of Useful Life Initiative. Another consideration is that Unitil's territory has seen several new customers move into and renovate old buildings. This unanticipated trend has increased the demand on the retrofit program.

Finlayson noted that Unitil planned more budget in new construction compared to retrofit than other PAs. He asked for clarification about why Unitil expected more from new construction.

Carroll noted that Unitil has a very small customer base on the large C&I side, and based on past participation, the retrofit program was well tapped. Unitil planned for less retrofit spending, thinking that the market for retrofit measures was nearing saturation.

Belliveau noted that the consultant team had no objection to the proposed MTM. He added this change would result in a decrease in lifetime benefits because new construction measure life is longer than retrofit.

Finlayson concluded that Unitil will bring the MTM to May agenda for the Council to vote on. He added that other PAs mulling MTMs should raise them as soon as possible.

Lyne mentioned that they can expect at least one additional MTM to be ready for approval in June.

### **3. Upcoming Meeting and Agendas**

#### ***Planning for Increased Public Comment***

Finlayson brought up the recent surge in public comments. He noted that it was difficult to keep on track with the EEAC meeting agenda and proposed two options that enable all public commenters to speak, while also staying on task with the meeting agenda so presentations are not cut short. He added that increased public comment should be expected during planning cycle years. He proposed the following options

1. Hold a separate public comment meeting with the Council.
  - One possible date for this would be the Wednesday after the June EEAC meeting
2. At EEAC meetings, cap the time for public comments at the start of the meeting, then any overflow can comment at the end of the meeting.
  - Proposed comment time limit is three minutes per person
  - Cap comment time in the beginning of the meeting at 20 minutes

After discussion, detailed below, both options were accepted by the ExCom to bring before the EEAC meeting.

Lyne proposed that any changes should be announced at the next meeting before being implemented.

Commissioner Judson, Malmstrom, and Boyd all expressed that they wanted to ensure that the public do not feel like their ability to participate is restricted.

Malmstrom proposed working to increase the submission of written comments, noting that commenters who present written information may tend to be more concise.

Boyd noted that when individuals ask her how they can influence the plan, she is pointing people to the EEAC meetings. She supports having more public comment time this summer. She agreed that written or emailed comments should be encouraged. Boyd also asked how to ensure councilors stay to hear extra testimony at the end of the meeting.

Commissioner Judson replied that if there is public comment than the meeting will go on until all commenters have had a chance to speak.

Malmstrom proposed including the time frame and number of public comments allotted in the agenda.

Jacobson asked if the Council should be dialoging with public commenters or just listening.

Commissioner Judson replied that to keep the meeting on task, the Council should listen only. There may, however, be more of an opportunity for dialogue during the separate listening session. She added that she does not want people to think they have to go right to Council meetings to be represented. If councilors are individually engaging with their constituents, people might feel more comfortable that they are being heard.

Jacobson noted the value of outreach and gathering community input and proposed that councilors introduce themselves at the beginning of the meeting.

Finlayson concluded that he would prepare an announcement for next week to introduce a three minute per comment policy for 20 minutes at the start of each meeting with overflow if needed at the end of the meeting. He will also schedule a separate public comment session at the end of June.

### ***May Council Meeting Agenda***

The following Agenda was proposed for the May EEAC meeting:

- Public comment
- Normal updates
- Election update
- Unitil C&I (MTM)
- Draft plan from PAs (1 hour)

break

- Plan presentation from Consultants
- Remainder of demand

Lyne asked about the status of RCS and if it needs to be covered.

Finlayson noted that there is a draft out and comments received. He wanted to explain the RCS process to all councilors.

Commissioner Judson responded that to avoid shortchanging the plan presentations, the RCS discussion should wait.

### ***June Council Meeting Agenda***

The following Agenda was proposed and accepted for the June EEAC meeting:

- Public comment synopsis
- Update on 2017 reports
- Plan key driver analysis (introduced but not resolved, ongoing)
- July resolution
- MTM (at least one)

### ***Summer ExCom and EEAC Schedule***

The ExCom discussed the schedule for upcoming meetings in July through August.

In June, the ExCom meeting is scheduled for June 6<sup>th</sup>

In June, the EEAC meeting is scheduled for June 20<sup>th</sup>

Commissioner Judson cancelled the July 4<sup>th</sup> ExCom meeting. This will move to the following week. A second ExCom will also be added on the week after for resolution.

The EEAC meeting will occur during the last week of July.

August meetings will remain as scheduled.

## **4. 2019 – 2021 Draft Plan Initial Review**

Commissioner Judson gave unofficial comments on themes in the draft plan:

There no surprise that winter reliability is becoming a problem. She noted the need to align the plan with the greatest need and challenge, and referenced targeting weatherization, a winter peak demand measures, including streetlights, and fuel switching. She added that in the winter, there is an opportunity to pair up energy efficiency program efforts with the drive for additional clean energy.

Commissioner Judson emphasized that the benefits of reducing energy consumption on average are negated with growth in peak demand. She cited the Governor's Climate Action Executive

Order and noted the opportunity to use the plan to address emissions and other initiatives related to energy efficiency.

## **5. Adjournment**

Commissioner Judson, as Chair, adjourned the Executive Committee at 10:55 AM.