



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, July 5, 2017
100 Cambridge St, 10th Floor
Boston, MA 02114

Attendees: Eric Belliveau (via phone), Don Boecke, Amy Boyd, Maggie Downey, Rachel Evans, Jodi Hanover, Charles Harak, Craig Johnson, Emmett Lyne, Jeremy Newberger, Matt Rusteika, Lisa Shea

1. Call to Order

Rusteika, as Chair, called the meeting to order at 2:36 PM.

2. Upcoming Council Meeting Agendas

July Agenda

Rusteika previewed the Council meeting agenda for July and noted that the meeting would be primarily focused on multifamily. He indicated that topics would include a multifamily market characterization and initiatives overview, the new construction incentive structure, areas for program improvement, and recent evaluations. He added that there would also be an overview of the new Mass Save website. Rusteika also noted that the consultant team would be giving an update on their work plan and budget.

Belliveau indicated that the consultant team would be asking for a budget increase in the amount of about \$120,000. He noted that increases are the result of a variety of items that were either in the work plan and required more time than they had budgeted or that they were items that were not expected in the original work plan. Belliveau cited Council support, meeting preparation, peak demand issues, increased EM&V workload, and increased low income program coverage as items that were planned for but that required more time. Similarly, he noted that items such as strategic planning occurring earlier and the residential team having to prepare for an additional meeting were not expected in the original work plan. He also noted that a one percent tax on their contract levied by the state contributed to the overage, but that that amount would not be included in the request for additional budget.

Evans asked what type of outcome would be required from the Council. Rusteika indicated that the Council would need to approve the overage, at which point DOER would communicate that to the DPU. Evans asked if a resolution would be needed. Rusteika indicated that a slide from the consultant team could be sufficient. He and Belliveau added that they would review what the process was the last time the consultant team requested additional budget.

August and September Agendas

Rusteika noted that the August meeting would be focused on commercial and industrial (C&I) topics. He added that it would likely include topics such as CHP, small business, and case studies. He also noted that the Council would be expected to vote on the consultant team work plan for the following year at that time.

Rusteika noted that the September meeting would be focused on residential and that potential topics were still being fleshed out.

Hanover indicated that the September meeting was scheduled on the day before Rosh Hashanah and that may present a conflict for some folks. Rusteika indicated that they were looking at moving the meeting from the afternoon to the morning.

October to December Agendas

Rusteika noted that the Council meetings scheduled during these months were pretty open and that if any members had specific requests for topics that they should get in touch with him. He also noted that the workshops would be occurring during that period.

Newberger asked if DOER had lined up topics for the workshops yet. Rusteika indicated that they were working on it and that they would be prepared to present ideas at the August Executive Committee meeting.

3. General Items

Evans brought up the issue of whether or not Executive Committee members should be allowed to call in to meetings. She expressed some concern about the possibility for breaking open meeting laws. Rusteika indicated that they would err on the side of caution and not allow members to call in. Boyd added that it was her understanding that a policy was in place for the Executive Committee. Evans concluded that she would be okay with allowing members to call in if there was a formal policy in place.

Boyd asked for an update on the status of filling the residential seat. Rusteika indicated that they were still identifying candidates. Newberger asked how long it would take for a potential candidate to take the seat once nominated. Rusteika noted that the DPU typically defers to DOER and the Council for appointment. Evans added that once a candidate is identified, it could take as little as a week to confirm that person.

4. Adjournment

Rusteika, as Chair, adjourned the Executive Committee at 3:17 PM.