

**CLEAN ENERGY COMMISSION MEETING MINUTES  
NOVEMBER 18, 2015  
(Approved at meeting of March 24, 2016)**

**Members present:** Candace Wheeler, Linda Brayton, Sam Cleaves, Tom Kiely, Linda Stout-Saunders.  
**Staff:** Matt Coogan. **Guests/Public:** None

This meeting is focused solely on the development of a new CEC Strategic Plan. Kiely provided a tracking document on activities from 2011-2015 with objectives and specific activities outlining what we have accomplished; and a set of options to be considered as areas of focus going forward. The goal is to determine the most effective actions the CEC can take and how we can be most responsive within the boundaries of our City mandate, our time and resources.

During 2011-2015, qualifying the City as a Green Community had been the primary focus. This designation has been accomplished and applications for grant funds to implement energy efficiency projects have been awarded and are ongoing. Another focus was development of a wind turbine project which was competed with the assistance of several parties and included grant funding from the Massachusetts Clean Energy Center. Providing support to City leaders, departments and staff for municipal energy reduction projects and identify funding opportunities/activities have been integrated into the City Administration led by Community Development and the DPW.

Looking forward to our Goals and Strategies we will continue to assist the City in reducing energy demand, implementing energy conservation and efficiency measures, albeit specific target activities to be undertaken; identify emerging energy technologies/programs; and expanding outreach efforts.

Over the past five years, we had very specific 1, 3, 5 year goals. Upon detailed review, some have been completed, some still in progress, some are on-going, some determined not to be feasible.

Our “framing statement” will continue to be based upon the following enacted by the City Council for the Gloucester Clean Energy Commission:

**Sec. 2-515** The Commission shall pursue the following tasks:

- a) Propose and develop strategies to reduce energy costs of city-owned facilities and vehicles through energy conservation, efficiency and renewable energy measures. The strategies may include electricity, vehicle fuel, natural gas and oil conservation and may identify innovative cost-saving measures.
- b) Recommend citywide programs including participation in federal or statewide energy initiatives, such as the Green Communities Program, to promote and facilitate smart energy strategies for Gloucester citizens on both public and private real property.
- c) Work with appropriate city departments to track energy usage and costs associated with key assets and operations of the City.
- d) Identify climate adaptation and mitigation issues and strategies to safeguard the long-term economic and cultural vitality of the City.
- e) Follow emerging federal and state mandates, as well as initiatives and funding opportunities for energy conservation, renewable energy, or climate adaptation and mitigation strategies. Recommend strategies to comply with applicable mandatory or voluntary standards.

- f) Provide guidance, in the form of education or information, to the Mayor, City Council and key city departments and personnel, to support their decision-making on recommended strategies and clean energy opportunities.
- g) Serve as a communications and information resource on clean energy issues and city initiatives for the public through:
  - i) Meetings and sponsored events;
  - ii) Maintenance of an active web site;
  - iii) Regular communications to interested parties; and
  - iv) Public/private partnerships.

Suggestions discussed:

- Annual meeting with DPW and other City agencies. Coogan suggests beginning of the year and that specific topics should be identified such as outstanding lighting audits, solar ordinance, new construction.
- Residential outreach/educational program: 2-3 presentation/year such as coastal resilience, community solar, electric purchase aggregation, gas leaks; communications through social media
- Supporting private initiatives (as example, TownGreen)
- Renewable Technologies/opportunities such as anaerobic digesters, microgrids, tidal energy

We have agreed to develop a three-year plan with specific goals. Suggestions will be sent directly to Kiely and discussed further at our next meeting.

Meeting was adjourned at 9:20pm. Next meeting is scheduled for Thursday, December 10, 2015, 7:30pm in the Pond Rd. Annex Conference Room. This meeting will be limited approximately one hour for the purpose of reviewing the CEC Strategic Plan.

Respectfully submitted,

Linda Stout-Saunders