

CANTERBURY COMMUNITY POWER COMMITTEE

APPROVED MINUTES

**Wednesday, April 5, 2023
Canterbury Municipal Complex**

Opened: 7:00 PM
Adjourned: 8:23 PM

Committee Members in Attendance:

Kathy Doherty
Lenore Howe
Beth McGuinn
Howard Moffett, Chair
Kent Ruesswick
John Schneider
Kelley Stonebraker, Secretary

Committee Members Absent:

N/A

Others in attendance:

Scott Doherty
Suzie the dog

- I. **Approval of March 13 CCPC meeting Minutes**
 - a. 3/13 minutes were approved
Kathy moved
Kent seconded
All approved

- II. **Developments since March 13 meeting**
 - a. 3/17 Town Meeting
 - b. 3/17 PUC issued Order No. 26,785 in DE 23-005, approving the Canterbury Community Power (CCP) Electric Aggregation Plan
 - c. 3/17 Emails to PUC, Agencies, and Utilities requesting customer data
 - d. 3/31 CPCNH Zoom re feedback from launch of 1st Wave Towns
 - i. Hosted by Lisa Sweet, Chair of CPCNH Member Operations, is collecting feedback from people in first wave towns who have received enrollment notification mailers
 - e. 4/3 Canterbury Select Board approved CPCNH “3 R’s” and Data Policies, Cost Sharing Agreement, keeping us on track for launch
 - f. Discussed status of receipt of PUC 2204.02 and 2204.03 data from utilities

- III. **Going Forward**

a. CPCNH membership:

- i. Kent stepping back from role as primary representative from Canterbury to CPCNH Board
- ii. Howard will take over as the primary representative from Canterbury to the CPCNH Board
- iii. Scott Doherty will be taking over as the alternative representative to the CPCNH Board, and will be joining the CCPC as our new Select Board representative

b. Upcoming Dates:

- i. 4/10 Special CPCNH board meeting regarding selection of new CPCNH CEO
- ii. 4/11 CPCNH Member Operations and Engagement Committee Meeting
- iii. 4/12 or 4/13 CPCNH Risk Management Committee meets to authorize Ascend to begin to procure electric energy for Canterbury
- iv. 4/17 CCP emails 45-day notice to utilities of commencement of service
 1. This notice to the utilities must take place 45 days before launch – 4/17 notice date would bring us to a June 2 launch
- v. Uploading of Canterbury and comparative utility rates to Dept of Energy website
 1. We will be asking CPCNH to manage uploading comparative rates to website
- vi. 4/21 CPCNH Annual Membership Meeting at Kimball-Jenkins Estate in Concord
 1. Starts at 930am with special meeting of the board
 2. 10am commence annual meeting of members (the towns)
 3. Probably will hear from the new CEO, as well as Cliff Below and other leaders
- vii. 4/27-29 (estimated) presumptive mailing dates for CCP enrollment notifications to residents
- viii. 5/10 (estimated) CCPC will hold a public information session for Canterbury residents
 1. The public information session has to take place within 15 calendar days after date of mailing of enrollment notices
 2. Discussed best date and time to hold the session – needs to stay within the 15 days, but want people to have enough notice of the session
 3. Agreed to schedule the public information session for Wednesday, May 10 at 7pm – Howard will check on Parish House or Town Hall availability
- ix. 5/30 (estimated) presumptive target date for beginning of enrollment and commencement of CCP service to Canterbury residents
 1. This will be the date that the CPCNH rates start to apply
 2. The meter-reading date for each resident will determine when the rates actually change – the date of the rate change will vary

- c. **Discussed 4/3 marketing email from Beth San Soucie (Deputy Director, Clean Energy NH)**
 - i. The email explained marketing materials provided by CPCNH to be sent to CCPC for distribution in Canterbury about community power
 - ii. Discussed two logo options – the group preferred option A (white strip at the bottom)
 - iii. Discussed the purpose of the materials and whether they should include details of the public information session

- d. **Reviewed and discussed enrollment notices**
 - i. Reviewed enrollment notice examples being used in other towns
 - 1. In Hanover notice, reviewed the section titled “Message from Sustainable Hanover” and discussed whether CCPC might want to include our own message specific to Canterbury and directly to residents
 - 2. May want to include explanation of how rates will work and when/how often they could be expected to change
 - 3. Beth and Lenore will draft potential language for CCPC review
 - ii. Residents will receive the enrollment notices – each of the default providers will have its own version explaining the applicable rates
 - iii. Discussed whether there will be an enrollment notice specifically for net-metered customers
 - iv. Also discussed time of use rates, noting that net-metering status and availability of time of use rates will likely be questions raised at our public information session
 - v. CCPC will need to review and approve the final enrollment notices for Canterbury residents

- e. **Post-launch CCPC:**
 - i. The CCPC working groups are no longer necessary going forward
 - ii. After enrollment, much of the ongoing work will shift to the Select Board and Town Administrator
 - iii. Group should be thinking about what we may want to focus on going forward
 - iv. Maybe joint meeting in the fall between CCPC and the Energy Committee regarding future possibilities and projects

Adjourned at 8:23 PM

Next Meeting: Thursday, April 20 at 7PM at the Canterbury Municipal Complex at 26 Baptist Road

Submitted by Kelley L. Stonebraker, Secretary