

**Approved Minutes
Clean Energy Development Board
Quarterly Meeting – October 9, 2013**

In Attendance:

Board Members:	Attending	Absent
Sam Swanson	X	
Jo Bradley	X <i>(by phone)</i>	
Alex Ibey	X	
Gaye Symington	X	

State Employees:

Christopher Recchia, Commissioner – Public Service Department (PSD)
Darren Springer, Deputy Commissioner - PSD
Andrew Perchlik, Manager - Clean Energy Development Fund, PSD
David Beatty, Department of Finance & Management

Members of the Public:

Matt Levin, Vermonters for a Clean Environment

Materials Presented: Draft agenda, draft minutes from the Board’s 7/10/13 meeting, draft memo on CEDF Evaluation, CEDF financial report as of 9/30/13.

Minutes

Meeting brought to order at 1:02 with Andrew Perchlik presiding.

- I. **Agenda:** The draft agenda was discussed and was approved with a change of moving the discussion of new Board members to the top of the agenda.
- II. **Minutes:** The draft minutes from the 7/10/13 meeting were reviewed. Swanson moved that the minutes be approved. Symington seconded the motion and it was approved unanimously.
- III. **New CEDF Board Members:** Recchia spoke about the Board member appointment process. There was a brief discussion on possible nominees, what characteristics would be desirable for new Board member, and the timeline for when new Board members would likely join the Board.
- IV. **CEDF Manager Report:** Perchlik gave an update on the Small Scale Renewable Energy Incentive Program, including the new contract negotiated with VEIC to administer the program and the decision to have the PSD make the incentive payments in 2014. Perchlik also gave a brief update on each of the CEDF’s fiscal year 2014 programs on which there was also brief discussion:

- a. Clean Heat Challenge: Program will not likely start until second quarter of 2014. As part of this discussion Board members expressed an interest to focus efforts on the Eastern side of the State where natural gas is not available. There was also an interest in how to link this program with the LIHEAP program to benefit LIHEAP recipients and lower LIHEAP demand.
 - b. Farm Energy: PSD staff is working with Agency of Agriculture staff and reaching out to stakeholders to determine best program design to meet goals.
 - c. Competitive Wind: Staff will release an RFP next week.
 - d. Community Solar: Staff will complete an RFP for community solar power projects after the Wind RFP is released.
 - e. RE Industry Survey/Analysis: Staff reported a high level of interest in this program and in the RFP that was sent out last week. Staff will reach out to form an advisory council once contract is signed.
 - f. Power Storage: The RFP was released and two responses were received. The combined proposal from GMP & Dynapower was the top scorer, and negotiations on a grant agreement have started.
 - g. Model Solar Contract Documents: The RFP will be released this week; there has been a very strong level of interest in this program and the RFP.
 - h. ARRA Revolving Loan Fund:
 - i. Goddard Biomass heating project: (\$350K) still pending as the College waits for appeals to its permit to be decided.
 - ii. Montpelier has drawn down all but ~\$15K of their ARRA funds for their district heating project
 - iii. ~\$246K has not been loaned out. Those funds plus returned funds will be used for the loan loss reserves and other credit enhancements called for in the FY '14 program plan. These will be set up in 2014.
- V. **CEDF Evaluation**: There was a thorough discussion on the presented outline on how the PSD would go about to evaluate the CEDF's activities. The discussion included the following points:
- Current list of items to evaluate is too large, key items need for the evaluation to focus on should be identified
 - Make sure the CEDF is clear on who the audience is for the evaluation. Is it the CEDF, legislators, stakeholders, a combination, or others?
 - State is moving to a focus on performance measures and thus this evaluation may want to include an evaluation against the three performance questions: What did we do? How well did we do it, and are Vermonters better off because of what we did?
 - Interest in focusing on the private leverage CEDF projects created and the affect that had on moving the clean energy markets for different technologies forward

- Evaluation should include the federal ARRA dollars that were deployed by the CEDF, and should include activities of the Fund from inception, not just past year
- Interest in included case studies of model projects that tell the story of the value the CEDF has had
- Interest in making this a priority and getting the final report done while the legislature is still in session
- There was a strong interest in having the evaluation tell a story and not be just data and numbers

VI. **Next Meeting:** It was decided that the next meeting would be on January 15, 2014 at 1:00 to 3:00 at the PSD.

With no objection the meeting was adjourned at 3:01