

**Draft Minutes  
Clean Energy Development Board  
Quarterly Meeting April 6, 2016**

**In Attendance:**

| <b>Board Members:</b>         | <b>Attending</b> | <b>Absent</b> |
|-------------------------------|------------------|---------------|
| Jared Duval ( <b>JD</b> )     | X                |               |
| Janice St. Onge ( <b>JS</b> ) | X                |               |
| Sam Swanson ( <b>SS</b> )     | X                |               |
| Linda McGinnis ( <b>LM</b> )  | X                |               |
| Johanna Miller ( <b>JM</b> )  | X                |               |
| Gaye Symington ( <b>GS</b> )  | X                |               |
| Mark Whitworth ( <b>MW</b> )  |                  | X             |

**State Employees:**

Andrew Perchlik (**AP**), Fund Manager, Clean Energy Development Fund, Public Service Department  
Ed Delhagen, Public Service Department (*for discussion on the clean energy finance collaborative*)

**Members of the Public:** None.

*Meeting brought to order at 1:07 with Andrew Perchlik & Gaye Symington presiding.*

- I. **Agenda:** The draft agenda was discussed and the agenda was approved as presented.
- II. **Minutes:** The draft minutes from the Board's 1/13/2016 meeting were presented. **JM** moved to approve the draft minutes as presented and **LM** seconded the motion and the vote to approve was unanimous.
- III. **Elect CEDB Officers:** **GS** nominated Linda McGinnis and Sam Swanson to serve as Co-chairs. **JM** seconded the nomination. After a brief discussion **LM** and **SS** agreed to serve as Co-chairs and the vote for them to do so was unanimously in favor.
- IV. **Update on Clean Energy Finance Collaborative Effort by DPS:** Ed Delhagen described the history of the CEDF and DPS' work on creating a clean energy finance collaborative as well as the work done over the past 18 months by the Clean Energy Finance Initiative (CEFI) of the Energy Action Network. Ed explained the DPS intended to play a coordinating role in getting the collaborative established and that it has a draft MOU that it will soon be presenting to other stakeholders. Some Board members were concerned about:
  - Whether the DPS has adequate staffing/time to take on creating, coordinating and implementing the collaborative given the other priorities and budget constraints that already exist in the Department

- Ensuring regular participation of banks, utilities, credit unions and other essential finance partners who have helped develop the concept under the CEFI process
- Potential continuity difficulties in starting the collaborative within state government at a time when there will be a new administration coming into office in 2017
- Understanding the potential role of the CEDF in this process

V. **Fiscal year 2017 Plan – Starting Discussion, Fund Manager’s proposal:** AP led a discussion of current programs, CEDF’s fund balance and spending trends, and outlook for fiscal year 2017. There was discussion that the CEDF should be trying to deploy its funds to meet its goals and should not be trying to limit expenditures based on a concern of the CEDF running out of money. AP said that in advance of the Board’s June 8<sup>th</sup> meeting he would send out a draft plan and budget for FY 2017 based on the following:

- (a) Maintain the CEDF’s focus on advanced wood heating
  - (i) Increase the availability of the pellet boiler incentive through the SSREIP to include small commercial, schools, and non-profit public serving entities.
  - (ii) Build CEDF’s knowledge of the advanced wood heating market and work with the sector to create a roadmap for its expansion and development. Include an investigation into third party ownership models for wood heat.
  - (iii) Include in the SSREIP funds for public education and outreach about the program and for more technical review/assistance for the larger projects.
  - (iv) Create a commercial credit enhancement program with VEDA and/or other financial institution(s) that can provide financing and work seamlessly with the SSREIP program.
- (b) Prepare (and set money aside for) the evaluations of the Windham (and other) Programs.
- (c) Promote the CEDF and CEDF programs and successes through improved web site and communications.

VI. **Next meeting was confirmed for June 8<sup>th</sup>. The July meeting was rescheduled for July 7<sup>th</sup>.**

-- With no objection the meeting was adjourned at 3:12 --