

**Approved Minutes
Clean Energy Development Board
Quarterly Meeting July 18, 2019**

In Attendance (*Meeting held at Public Service Department, 112 State Street, Montpelier, VT*):

Board Members:	Attending	Absent
Kate Desrochers (KD)	X	
Jared Duval (JD) <i>Co-Chair</i>	X	
David Farnsworth (DF)	X	
Ken Jones (KJ)	X	
Sam Swanson (SS) <i>Co-Chair</i>	X	
Johanna Miller (JM)		X
Paul Zabriskie (PZ)	X	

State Employees:

Andrew Perchlik (**AP**), Fund Manager, Clean Energy Development Fund, Public Service Department (PSD).

Members of the Public:

The meeting started at 10:34 with **SS** presiding.

I. Agenda.

The draft agenda was reviewed and agreed upon.

II. Introduction of New Board Members.

The Board members, including new members Kate Desrochers & Paul Zabriskie introduced themselves and provided information on their work and interests in clean energy.

III. Minutes.

The draft minutes of the Board's 06/12/19 quarterly meeting was considered. **KJ** moved to accept the minutes as presented with two typo corrections. The motion was seconded by **JD** and passed unanimously.

IV. Board Leadership positions

Board members discussed the position of Chair of the Board and the value of having co-chairs for many years. Jared and Sam expressed willingness to continue as co-chairs of the Board. **KJ** moved to elect Jared Duval and Sam Swanson as co-chairs of the Board. **DF** seconded the motion and the motion passed unanimously.

V. Fund Manager's Report

AP gave an update of the wood stove change-out program, including data on the number of stoves Efficiency Vermont's program has installed during the same time period. He also provided an

update on the pellet boiler incentive program which saw a steep drop in the number of installations in the last two calendar quarters from 22 to 7. There was a general discussion about the results of the program which included the observation that the April-June quarter has traditionally had a lower number of installations than the first and fourth quarters.

AP provide information about his investigations into an incentive for bulk pellet bins. He reported divided reactions amongst stakeholders regarding such an incentive. He said that the CEDF will gather more information and present a pilot program design for the Board at their next meeting. The bulk pellet bin incentive may just be for pellet stove owners or could also include an incentive for new pellet boiler owners to install larger bins.

AP gave an update on the CEDF evaluation being conducted by Cadmus and provided the Board a memo Cadmus had drafted on CEDF's residential wood heating programs. **AP** described the memo and the many questions that he and others had regarding the carbon calculations and some of the other data. Board members had several questions about the evaluation and the contract with Cadmus. They had expected a draft evaluation report from Cadmus by this time and expressed concern that the scope of work was not going to be accomplished or was going to be completed late and not as thoroughly as it should be. They remarked that they had not been interviewed by Cadmus yet. **AP** said he would report back to the Board with an updated timeline on completion of the evaluation. He also said he'd send out the scope-of-work to all Board members. **DF** offered to be on the next call with Cadmus to discuss the scope-of-work and contract.

Due to the Board's concern about the Cadmus contract they voted unanimously in support of a motion made by **KJ** and seconded by **SS** that the CEDF not pay any future Cadmus invoices until they provide a satisfactory schedule for the completion of all tasks listed in the contract's scope of work.

IV. Discussion of FY2020 Plan

AP described the current draft of the Plan being the same as the last draft except for some corrections made based on suggested edits provided by **SS**. **AP** said that the Commission had not given final approval to the latest draft yet.

There was a general discussion of the plan and a discussion on the role of the Board members in advocating for the CEDF. It was agreed that at the next Board meeting there should be a renewed discussion on the role of the Board and the CEDF since there are new Board members.

With the caveat that if the PSD Commissioner makes changes to the Fiscal Year 2020 Plan the Board will need to review the revised Plan **SS** moved that the Board approve the latest fiscal year 2020 Plan draft presented by the PSD. **DF** seconded the motion and it passed unanimously.

VI. Planning for the Next Meeting

Board members discussed future meetings and decided to schedule meetings for September 18 and December 11, 2019 from 1 to 4 pm to be held in the PSD's Giga conference room.

Without objection **SS** adjourned the meeting at 12:09

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