

**Barre City Energy Committee
Meeting Minutes
Special Meeting held April 11, 2019**

Committee Members Present: Elaine Wang, Romni Palmer, Conor Teal

Committee Members Absent: Phil Cecchini

Staff Present: Janet Shatney

1. **Call to Order:** 6:01 pm
2. **Changes to the Agenda?** None.
3. **Review RFP respondent submittals for recommendation to City Council:**

Discussion began about the two (2) responders to the RFP. It was asked if we had given enough time to those we sent it to and didn't respond, why they didn't (short preparatory RFP time, or short program work time, or both).

E. Wang stated she had spent some time with someone from the VT Center for Rural Studies (CRS) at an event, and discussed our RFP, what we wanted to accomplish regarding the desire to have an Enhanced Energy Plan. This person stated that CRS could assist us with the RFP by adding anything to it, for free. CRS said that they could help us crystalize what our true intent is with our RFP.

A review of our responders was the following:

- VT Rural Development Council: J. Shatney was able to talk with someone there and was told that even if they had time from their busy schedule working on Community Visits, that this wouldn't be something they would entertain. We will not send any new RFP to them.
- EcoStrategies, LLC: They responded to the RFP, but stated there was really not enough time to the deadline to complete a good public input process.
- Vermont Energy Investment Corp.: A message was left on the general mailbox as we did not have a specific contact. Waiting to see if someone will call J. Shatney back or not. E. Wang suggested reaching out to our Account Manager, but then insulating herself so that we could send to someone there without causing any conflict.
- Cope & Associates: Listened to Paula Cope's voicemail that stated she is really never in the office and to contact Paul Dickin. Left a voicemail message with Mr. Dickin, hoping a call back is made with some feedback.

- Energy Action Network: the RFP was emailed to the Director, but never heard back from him. A voicemail message was left asking for feedback on our RFP. We will reach out to Rob Fish there prior to resending any future RFP.
- Snelling Center for Government: the RFP was sent to the appropriate individual there, according to Mark Snelling. He stated she was on vacation the week it was sent, but sent on Friday so was surprised we didn't get a response of any kind this week. He asked that the RFP be emailed to him [done evening of April 12] as he wanted to review and provide us feedback, but in fact, this would be something they would do.

The RFP was also posted on the Vermont Business Directory, and we received a response to the RFP from this avenue, from Adamant Accord. A further inquiry was made by Community Roots in Hinesburg, but nothing came after.

E. Wang, stated as P. Cecchini's proxy, that he is also in favor of stalling this process and doing it at a later date with more appropriate time needed for responders, as well as the work needing to get done.

J. Shatney stated that the CVRPC draft energy element is good to go as far as passing their review, so that the work the Planning Commission is doing updating the Master Plan would not be held up; that the Energy Committee could then submit to them at a later date a Plan for review that could be amended into the Master Plan in the future.

A motion was made by R. Palmer and seconded by C. Teal to postpone this RFP process with the intent to potentially modify our RFP with enhancements then issuing a new one at a later date to be determined, **motion carried.**

4. **Adjourn:** Motion to adjourn at 6:33 pm made by C. Teal and seconded by R. Palmer, motion carried.