



**CITY OF PORTSMOUTH NH  
AGENDA & ZOOM REGISTRATION**

**Portsmouth Energy Advisory Committee Work Session  
Communications/Outreach Plan**

**Thursday, October 13, 2022**

**Notes**

Attending: Chairman John Tabor, Allison Tanner, Kevin, Ben, Peter Somssich, Peter Rice, Tom Rooney  
Absent: Peter Britz, Kate Cook

1. Roll call

2. CPCNH update – Kevin reported

- 10-12 town EAPs are going to PUC in Wave 1 (Lebanon approved). Portsmouth as a ‘fast follower’ will have the benefit of observing the Wave 1 rollout
- CPC in contract negotiations with vendors – still negotiating but acting in good faith
  - Ascendant Analytics for portfolio management and will issue RFP for load serving entities (neither CPC nor Ascendant are that in New England). Once that firm is selected, they procure energy agreements at the direction of the CPC risk management policy. Ascendant contract includes:
    - Master agreement
    - Statement of work
    - Scope of work to go live, including project management
    - Master schedule for all players
  - Ascendant is preparing the draft for CPCNH review and then community review including
    - Cost sharing agreement
    - Risk management policy for rate setting
    - Financial reserve policy
  - Calpine (aggregator experience in CA) is to handle the customer call center, billing, customer service and is advancing \$750,000 in services tied to and enabling the ‘go live’ schedule.
  - CENH Member Services to assist CPCNH communities. Gina is the PlanNH circuit rider serving the 30 communities now on the CPCNH route. Supporting Henry and Lisa Sweet.
- CEO RFP – CPCNH has identified 12 executive search firms requesting proposals by Oct 14 for providing a professional process for vetting candidates and following HR employment policies. Anticipate hiring Q1 2023.
- Accounting Services RFP
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CPCNH considering cost sharing agreement for communities for the stand-up organizational costs. Ultimately costs will be balanced by revenues and covered by the reserve fund that allows rate stabilization. There may be different levels of cost-share depending on the community participation – percent of residents and percent of load compared to the aggregate. However, the options provided to each

community must be “one size fits all” as it would be impossible to customize for each situation and retain an aggregated negotiation position.

Kevin subsequently supplied the following draft of the agreement from Ascend Analytics:

### **ARTICLE III COST SHARING PRINCIPLES**

Joint Powers Agreement of Community Power Coalition of New Hampshire (“JPA”) already defines certain cost sharing principles in Article V, specifically Sections 3-7, expressly affirmed hereafter.

SECTION 3 of the JPA, regarding Cost Sharing Agreements, states, “An agreement shall be entered into between the Corporation and each respective Member, uniform in all material respects, except with regard to the scope of Member services and Project Contracts that each Member selects to participate in and pay for, to ensure that the costs, expenses, debts, and liabilities (“Costs”) directly or indirectly incurred by the Corporation on such Member’s behalf are **recovered through said Member’s Community Power Aggregation (CPA) revenues, or from revenues from grants or other third-party sources.** Such Costs shall be classified as:

- (a) **CPA Member Services Costs:** Costs incurred to provide the Complete Service Bundle, or such services that CPCNH offers, shall be recovered directly from Member(s) for the period they contract to receive such service(s). The Complete Service Bundle will include those services CPAs will require to undertake and provide Electric Aggregation Plans and Programs, such as: power supply procurement and management, data and billing, and customer service;
- (b) **General and Administrative Costs:** Costs described in Article V, Section 4 [of the JPA] are incurred for the common objectives of all Members of the Corporation, and are not incurred specifically in connection with a particular Project, Project Contract, or Member Service and shall be allocated to, and recovered from, each Member on a pro rata basis in accordance with the following formula: Member CPA’s Annual Retail Electricity Load divided by all Member CPAs’ Annual Retail Electricity Load; and
- (c) **Direct Project Costs:** Costs incurred for a particular Project pursuant to a Project Contract shall be recovered directly from the Member(s) that participate in a particular Project or pursuant to the Project Contract that governs Member cost responsibility for the Project.”

2. Comments on EAP draft – incorporated in the draft document.

3. Community outreach – Community survey drafted by Allison, adapted to online survey in Mailchimp.

Revised draft: [https://us2.list-](https://us2.list-manage.com/survey?u=09a251212294eb25c93966499&id=a92ccc5d11&attribution=false)

[manage.com/survey?u=09a251212294eb25c93966499&id=a92ccc5d11&attribution=false](https://us2.list-manage.com/survey?u=09a251212294eb25c93966499&id=a92ccc5d11&attribution=false)

Paper copies and a QR code linking to the online survey-- that can be included on a postcard-- to be generated once the survey is finalized.

- November City Council
- December community survey
- January first of two public hearings

NHSaves event November 3 posted to City website, newsletter and social media. Reported on SMG:

4. Review of November tasks on timeline

- John will make a City Council presentation
- CPC reviews EAP
- Adjust EAP based on City Council comments – John Tabor will edit Goals section.
- Kate will contact the Eco-Club about their involvement and will ask Chamber Collaborative about a free eblast.
- Ben will provide net-metering language for the November meeting
- Develop PCP logo along the lines of other CPC/town logo designs