

OCA Residential Advisory Board  
January 7, 2008

***Board Members Present were:***

Lawrence Kelly  
Otis Perry  
Claira Monier  
Rick Russman  
Kenneth Mailloux  
Dwayne Wrightsman

**Board Members Absent were:**

Nathan Cass  
Gloria Seldin  
Louis Pare

***Present for the OCA were:***

Meredith A. Hatfield  
Ken E. Traum  
Rorie E.P. Hollenberg  
Stephen R. Eckberg  
Christina Martin

***Guests:***

Gary M. Epler, Chief Regulatory Counsel, Unitil Service Corp.  
Cindy L. Carroll, Director, Business Services, Unitil Service Corp.

1. **Meeting Opened**

Mr. Kelly declared a quorum and began the meeting at 2:10 pm.

2. **Review and Approve Minutes**

Mr. Kelly asked the board if any one had any changes or comments regarding the November 5, 2007 meeting minutes. Hearing none, the minutes were unanimously approved as drafted.

3. **Legislation**

a. SB 451, Distributed Energy Resources (handouts) - Gary Epler and Cindy Carroll from Unitil spoke with the Board about SB 451, which, if passed into law, would authorize Unitil and other utilities to recover in rates the costs of

investments in distributed energy resources which includes small renewable energy installations and demand response programs. Ms. Carroll and Mr. Epler reviewed a written presentation and answered questions about the proposed legislation.

b. 2008 Legislation (handout) – Ms. Hatfield updated the Board on the status of bills tracked by the OCA.

c. Tidal Commission HB164 (handout) – Mr. Perry, who serves on the Tidal Commission on behalf of the OCA, provided a report detailing the activities of the Tidal Commission to date.

d. HB 1434, the Regional Greenhouse Gas Initiative – In response to the Board’s discussion at its November meeting about HB 1434, the OCA prepared and presented a draft position statement on RGGI. Following review and discussion, Mr. Perry moved to approve the position statement. Mr. Russman seconded and the Board voted unanimously to approve.

4. **Case/Activity Updates**

OCA Case/Activity Updates (handout) – Ms. Hatfield offered the Board the opportunity to discuss any of the cases or activities listed in the OCA case updates. Mr. Perry asked about the Verizon/FairPoint proceedings. Ms. Hatfield updated the Board on the status of the proceedings in NH as well as in Vermont and Maine. The Board briefly discussed other cases in the active case update.

5. **Review of 2007 and Discussion of Board Activities in 2008**

In the November 2007 meeting, Mr. Kelly asked the Board to reflect on its activities of 2007 and consider ways to enhance its functioning and effectiveness in 2008. Mr. Kelly solicited feedback on this topic. Ms. Hatfield offered several suggestions based upon comments received from Board members and OCA staff.

OCA Case/Activity Updates – Ms. Hatfield suggested several ways to streamline how the OCA communicates case activity or other activity to the Board. These changes included incorporating the active and inactive case/activity updates into one document; emailing a link to our website for access to the case updates instead of emailing the whole document; and providing less detail in the case updates. The Board agreed with the idea of combining the active and inactive updates. The Board did not agree with the website link or with less information, but suggested that the OCA highlight the information on the case/activity list which is most pertinent for the Board’s consideration.

Frequency of Board Meetings – Ms. Hatfield suggested that the Board meet every other month instead of monthly. The Board agreed to meet every other month.

Business Cards – Mr. Pare, through Ms. Hatfield, suggested that the Board members obtain business cards. Ms. Monier also expressed interest in business cards. Mr. Kelly agreed that any member could have them if they want them. The OCA noted that the cost for 500 business cards is \$16.50 and for 250 is \$14.00. Ms. Hatfield noted that if Board members receive cards, they must be used only for official OCA business and not for any other purpose.

Educational Presentations – The Board expressed favor for the continuation of educational presentations during regular meetings. Ms. Hatfield suggested that Board members email her any particular topics of interest.

**6. Meeting Adjourned and Next Meeting Scheduled**

Upon a seconded motion, Mr. Kelly closed the meeting at 4pm. The next meeting was scheduled for March 3, 2008, from 2 pm to 4 pm.