

Meeting Minutes

Vermont System Planning Committee

December 4, 2007 9:00 am
Central Vermont Public Service

A regular meeting of the Vermont System Planning Committee (VSPC) was held on December 4, 2007, at Central Vermont Public Service (CVPS). Deena Frankel called the meeting to order at 9:20 a.m. Jack Collins moved and Dean LaForest seconded approval of the minutes of the last meeting, which were approved as distributed, without objection.¹

Introductions

Members present in person and by phone introduced themselves. Deena Frankel explained her new position at Vermont Electric Power Company (VELCO) with responsibility for serving as a neutral facilitator for the work of the VSPC. Kerrick Johnson spoke about VELCO's commitment to the success of the VSPC as evidenced by the creation of Deena's position.

Meeting Facilitation

Deena offered to facilitate the meeting until such time as the committee adopted an alternative approach, such as a member chair. Richard Sutor moved, Riley Allen seconded motion, and the group agreed without objection for Deena to facilitate until alternative Rules of Procedure were adopted.

Current Issues

The committee listed issues it wanted to be sure were addressed by the end of the meeting including:

- What to do with reliability problems not in Appendix F.
- How and when do project-specific study groups form?
- Proposal to create a project study group to look at Non-Transmission Alternatives (NTAs) for Coolidge Connector, providing an opportunity to develop project study group process.
- Structure of subcommittees.
- The need for notice of and communication about subcommittee meetings to facilitate participation by those not serving on the particular subcommittee.
- Difference between the annual report and the VELCO three-year.

Subcommittee Reports

Riley Allen, chair of the Technical Coordinating Subcommittee, asked that his subcommittee report be moved to the end of the reports to increase the ability to talk about coordination.

¹ The slides associated with this meeting, including agenda, committee reports and other items are posted on the VSPC website at www.vermontspc.com.

Procedures Subcommittee

David Mullett, chair of the Procedures Subcommittee, presented the current draft of the VSPC rules of procedure. Richard Sutor moved and Hantz Pr sum  seconded adoption of the Rules of Procedure. Following discussion, the group decided (moved by Ken Nolan and seconded by Richard Sutor) to table the formal adoption of the rules until the afternoon. Group members proposed a number of concepts for amendment of the draft including:

- Removing the sector size limitation on the quorum modifier to permit larger sectors to more easily achieve a quorum.
- Clarifying how meeting notices can be issued (email, USPS, etc) and that subcommittee notices are included in the meeting notice requirement.
- Qualifying whether rules apply to subcommittees.
- Clarifying the composition of subcommittees.

NTA Screening Tool Subcommittee

Bruce Bentley, chair of the NTA Screening Tool Subcommittee reported on the meeting of the subcommittee including:

- Adoption of the “EZ 1040” form (simplified screening form) that forms Memorandum of Understanding (MOU) Attachment B.
- Question was raised as to whether Attachment B is applicable to high voltage.
- The subcommittee will develop a scorecard for future use.

Bruce suggested that this subcommittee be dissolved once the screening tool was adopted as required by the MOU. The group discussed whether this should be a standing committee, and there was general consensus that it should disband after its work was done.

Energy Efficiency & Forecasting Subcommittee

Riley Allen, Energy Efficiency & Forecasting Subcommittee chair presented the report of the subcommittee.

Tasks of the group include:

- Receive relevant reliability constraints for which forecasts are needed and/or NTA relief may be possible.
- Baseline Demand Side Management (DSM) forecast of area specific or statewide need determinations.
- Guide in the development of methods for integrating the effects of future DSM and Demand Response (DR) on area specific or statewide load forecasts.
- Characterize the confidence of likelihood of projected loads.

The group’s charter is to work towards establishing the guidelines for forecasts rather than doing the forecasts themselves. The subcommittee discussed how forecasts would be applied to the substation loads. They suggested that VELCO could do the forecast and the committee could provide guidance for the forecast. Most comments by the group suggested that the group should not develop its own forecast. Energy Efficiency & Forecasting is seen as a standing subcommittee.

Generation Subcommittee

Ken Nolan, chair of the Generation Subcommittee, presented the subcommittee's report.

- Only requirement of MOU is to update the screening tool costs by June 2008.
- This group will evaluate and provide feedback to VELCO, to help model long range plan generation assumptions.
- Some challenges include adjusting load forecast per DSM.

This will be a standing subcommittee.

Transmission Subcommittee

Hantz Pr sum , chair of the Transmission Subcommittee, presented the subcommittee's report.

Group Charter:

- Group will provide a peer review of projects.
- Will look at overall state issues, not always just local specific issues such as power factor.
- Will provide some of the data needed to prepare the annual report due to the PSB.

Deliverables:

- Draft a priority list of the projects in the 2006 plan.
- Review the status of activities listed in Attachment F.

The subcommittee will serve as a place where the technical staff of the affected distribution utilities work together to discuss possible projects and discuss NTA's, and other alternatives. Once this group has worked through all analyses, they will then be brought to the VSPC for review and approval.

Riley asked what Hantz meant by an NTA meeting equivalence reliability with a transmission alternative. Hantz discussed whether an NTA is as robust (can withstand an outage or voltage dip) as a transmission solution. We need some confidence level that the solution is going allow the system to hold up during an outage or at the time of peak. Terry Cecchini provided the example that a demand response solution would have to reliably produce the needed reduction of demand at a time of peak; otherwise the system must be designed to a higher assumed load level.

Richard commented that statistics may be needed going forward as to the confidence level for NTA effectiveness. Ken asked if this subcommittee will have a veto power over whether an NTA will or will not work. Hantz suggested that the subcommittee will not decide; it will discuss the topic among peers, and then issues will be brought to VSPC for a decision when necessary.

Deena asked whether this subcommittee would make the "affected utilities" determination or whether this is the role of the VSPC as a whole. She also observed that there is a tension between the creation of a forum where the experts meet to examine issues before they get to the committee, and the need for an open atmosphere where the process is transparent to the public. Subcommittee members commented that the subcommittee is open to all and is primarily to work through all the technical details. The

results of the subcommittee meetings work will be brought to the overall VSPC committee to approve, comment, suggest, etc.

Riley suggested that the wording in the subcommittee charter be revised to “recommend” and “evaluate” instead of “determine.” There may be an overlap of subcommittee responsibilities in the task: “determine whether NTA’s can resolve the reliability concern.” Riley responded that there could be overlap, but that this would likely be an opportunity to coordinate among the NTA, Generation, and Technical groups when this topic arises.

Rip Kirby asked for clarification that this subcommittee would deal with overall issues, while project groups would be formed to address specific projects. The group agreed with this characterization. Munir Kasti asked if group will review the full NTA analysis. Hantz stated that it will review the full NTA analysis specific to location where the load reduction, the timing of the need, and the costs of the NTAs.

Public Involvement:

Deena presented the report of the Subcommittee.

- Determined that this committee is not responsible for compiling the annual report as had been proposed at the first meeting.
- Discussed two web-based options for VSPC information sharing; SharepointHosting.com and Yahoo Groups.
- Discussed notification options for providing notice of subcommittee meetings.
- Discussed subcommittee structure options. This item was tabled until after the rules of procedure are approved.

Public Involvement will be a standing subcommittee.

Technical Coordinating Subcommittee

Riley presented the Subcommittee’s report. This group will act as a coordinator for scheduling among subcommittees and will suggest agenda items for regular VSPC meetings. Riley suggested the possibility of Deena chairing this subcommittee. The group did not take action on the suggestion.

Public Service Board Memo

The group discussed the Public Service Board (PSB) memo regarding the scope of Electric Efficiency Utility (EEU) activities. The specific request to the VSPC was for input on what the group recommends concerning the scope of EEU involvement in MOU paragraph 61 activities.² The group discussed the paragraph 61 scope issue with Blair Hamilton, who indicated that scope, particularly with respect to utility-territory specificity, will depend largely on the utilities’ ability to provide geographically specific customer information, which the various utilities are able to provide in different ways (e.g., zip code, town, etc.). The group agreed that it could provide only limited guidance to the Board at this step in the process, but that, based on the discussion, VELCO would draft and circulate a response for feedback in time to meet the January 15, 2008, PSB

² MOU paragraph 61 concerns the EEU 20-year estimate of DSM savings to be achieved from statewide DSM programs, differentiated by distribution utility service territory to the extent practicable.

deadline. After some discussion about incorporating the feedback to the Board into the annual report also due January 15, the group decided the VSPC should respond by letter.

The group also discussed the PSB's request that either the VSPC, or individual members on their own, provide input on the EEU scope of participation in the VSPC. Blair stated that he anticipated EEU continuing participation in the full committee, as well as the Public Involvement, NTA Screening and Energy Efficiency & Forecasting Subcommittees. It was agreed VELCO would include scope information based on this level of involvement in the draft letter.

Riley stated that the Department of Public Service (DPS) may provide input that goes beyond the VSPC response. He will share the Department's letter with the group with the potential that the VSPC may sign on to some or all of the DPS input.

Subcommittee next steps

Next steps include:

- Subcommittees to finalize their charters, considering the use of the template included in the meeting slides and incorporating input from this meeting.
- Subcommittees will proceed with substantive work under each charter.
- Review process for draft Annual Report.
 - VELCO will distribute a draft by December 28, 2007. Earlier if possible.
 - Initial comments to be e-mailed by January 4, 2008.
 - Revised draft distributed by January 7, 2008 by noon.
 - Telephone meeting of VSPC to discuss draft January 8, 2008, 10 a.m.
 - Final product due to PSB, January 15, 2008.
 - The group discussed how to complete drafting, review and submission of the annual report. VELCO will prepare a first draft.

Review of parked items

The group return to the list of issues that were identified at the outset of the meeting to ensure all items had either been addressed, deferred or referred to subcommittees for action. The one item the group then discussed was the proposal to create a project study group to look at NTAs for the Coolidge connector. VELCO agreed it would support the concept of a study group for this purpose and would participate. CVPS identified the affected utilities they believed should participate in the process and received some negative response to their proposed list. It was agreed this item would be referred to Technical Coordinating Committee for further discussion.

Rules of Procedure Approval

The Rules of Procedure were adopted as amended on unanimous vote of all present. A quorum for purposes of voting existed among three of five sectors.³ A final document will be circulated to the VSPC with the minutes of the meeting.

³ Yea votes included the following groups: residential consumers; VELCO; CVPS, GMP; Burlington Electric, Washington Electric Cooperative; Village of Barton, Village of Northfield. No nay votes nor abstentions were recorded.

The next meeting will be by telephone for the purpose of reviewing the draft annual report. The meeting will be held at 10 a.m., Tuesday, January 8.

The next regular meeting of the VSPC will be held March 11, 2007, at 9:30 a.m., tentatively at CVPS in Rutland.

Meeting adjourned at 3:10 p.m.

Present:

Name	Affiliation	Name	Affiliation
Bill Jordan	DPS	Kim Moulton	VELCO
Bruce Bentley	CVPS	Morris Silver	On behalf of CVPS
Dave Lamont	DPS	Richard Sutor	Northfield Electric
David Mullett	VPPSA	Rip Kirby	CVPS
Dean LaForest	VELCO	Terry Cecchini	GMP
Deena Frankel	VELCO	Todd Allard	VMPD
Doug Smith	GMP	Tom Buckley	BED
Doug Thomas	DPS	Steve Litkovitz	DPS
Hantz Pr�sum�	VELCO	Ron Gagnon	Barton Electric
Jack Collins	Ludlow Electric	Ken Nolan	BED
Jenny Cole	Residential Consumer	Ben Marks	On behalf of GMP
John Spencer	VEPPI	Riley Allen	DPS
Kerrick Johnson	VELCO		

Via Phone:

Name	Affiliation
Hans Mertens	DPS
James Gibbons	VPPSA
James Moore	Environmental
Munir Kasti	BED
Blair Hamilton	VEIC
Bill Powell	Washington Electric
Mike Hall	VELCO
Craig Myotte	Morrisville Electric