

**Please supply the following information:**

1) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to regularly make the meetings? Yes Will you be able to serve for the term of the position? Yes

2) Please introduce yourself to the Selectboard by providing a short cover letter detailing your background, training, and experience with the board/ commission/ committee you are applying for and/or resume.

Name of Applicant: \_Jeff Forward\_\_\_\_\_

Date: \_\_\_3/24/2021\_\_\_\_\_

Phone Number: \_\_\_802-735-3026\_\_\_\_\_

Email Address: \_\_\_forward@gmavt.net\_\_\_\_\_

Name of Commission/ Board/ Committee: \_\_\_\_\_Town Energy Coordinator\_\_\_\_\_

If you serve on another Commission/Board/ Committee, please indicate which one(s): Town Center Committee, Weigher of Coal

---

---

Richmond Resident: Yes for 40 years

For hard copies or accessibility accommodations please contact:

Josh Arneson at 434-5170 or [jarneson@richmondvt.gov](mailto:jarneson@richmondvt.gov)



Josh Arneson &lt;jarneson@richmondvt.gov&gt;

---

## Energy Coordinator and Coal Weigher

---

**Jeff Forward** <jeffrey.w.forward@gmail.com>  
To: Josh Arneson <jarneson@richmondvt.gov>

Fri, Mar 19, 2021 at 9:13 PM

Josh,

I would like to re-up for Town Energy Coordinator and the coveted Coal Weigher positions. I think they all know me and my qualifications. I would also like to continue serving on the Town Center Committee.

Let me know if you need anything else from me to apply.

Jeff

Jeff Forward, LEED® AP  
Forward Thinking Consultants, LLC  
[2899 Hinesburg Rd](#)  
[Richmond, VT 05477](#)  
802.735.3026  
[forward@gmavt.net](mailto:forward@gmavt.net)



## **STATEMENT OF QUALIFICATIONS**

Forward Thinking Consultants, LLC

2899 Hinesburg Rd  
Richmond, Vermont 05477  
Telephone (802) 735-3026  
E-mail: [forward@gmavt.net](mailto:forward@gmavt.net)

January 1, 2021

# STATEMENT OF QUALIFICATIONS

## Contact Information

Jeff Forward, *LEED® AP*  
Principal  
Forward Thinking Consultants, LLC  
2899 Hinesburg Rd  
Richmond, VT 05477  
(802) 735-3026  
[forward@gmavt.net](mailto:forward@gmavt.net)  
Federal Tax ID Number: 26-1877101

## Company History

### **FORWARD THINKING CONSULTANTS, LLC**

Jeff Forward is Principal of Forward Thinking Consultants, LLC. For more than 25 years Mr. Forward has worked with hundreds of schools, hospitals and other institutional facilities throughout the country to help them evaluate their energy opportunities related to biomass, solar and energy efficiency technologies. He was the original School Wood Energy Program Manager for the Biomass Energy Resource Center and developed the Fuels for Schools Program that is the model for states interested in promoting modern wood heating in schools including Vermont.

In addition to his biomass expertise, Mr. Forward has worked with Efficiency Vermont to facilitate energy efficiency projects in schools throughout the state. He is well versed on the technologies and the funding opportunities that schools can use to accomplish all kinds of renewable energy and energy efficiency projects. Mr. Forward is a known and trusted energy advisor to the Vermont school community. He is a US Green Building Council (USGBC), LEED® Accredited Professional and the USGBC Green School Advocate for Vermont.

Mr. Forward is a former Chair of the Board of Directors for Renewable Energy Vermont, the state renewable energy trade association. Mr. Forward's volunteer service includes serving as a school board director for the Mount Mansfield Union School District from 2000-2011. He has been Richmond's Town Energy Coordinator since 1992 and is also the chair of Richmond's Town Energy Committee.

*For more detail on Mr. Forward's experience, see the attached resume.*

# **JEFFREY W. FORWARD LEED® AP**

---

2899 Hinesburg Rd., Richmond, VT 05477, (802) 735-3026, [forward@gmavt.net](mailto:forward@gmavt.net)

## **WORK EXPERIENCE**

**PROFESSIONAL CONSULTANT** 2005 - PRESENT  
*Richmond Energy Associates, LLC/Forward Thinking Consultants, LLC Richmond, Vermont*

Mr. Forward re-established his consulting firm to provide consulting services to school districts and design firms to help them evaluate their renewable energy and energy efficiency opportunities. Both Richmond Energy and Forward Thinking help assess the potential for using alternative energy in institutional settings and help develop individual projects. Mr. Forward is currently working with federal and state agencies from several states to help them design and implement alternative technology initiatives. Mr. Forward is a frequent speaker at regional and national conferences on the topic of green technologies for institutional applications.

**PROGRAM MANAGER** 2002 - 2005  
*Biomass Energy Resource Center Montpelier, Vermont*

The Biomass Energy Resource Center is a national non-profit organization that promotes and facilitates the use of biomass for energy in a variety of applications. Mr. Forward was responsible for managing two programs: the School Wood Energy Program which facilitates school wood energy projects and helps states develop programs to promote that concept; and the Farm Methane Program to help dairy farmers consider and install methane recovery systems to better manage their waste while producing renewable energy.

**PROFESSIONAL CONSULTANT** 1997 - 2002  
*Richmond Energy Associates, LLC Richmond, Vermont*

Mr. Forward established this consulting firm to provide consulting services to a variety of businesses and organizations on energy efficiency and renewable energy program design and implementation. For example, Mr. Forward facilitated the development and implementation of statewide energy efficiency building codes for both residential and commercial new construction in Vermont. This included working with a variety of disparate stakeholders, drafting of administrative rules and ultimately the development and delivery of energy code training workshops and materials. Mr. Forward also was hired by the Vermont Department of Public Service (DPS) to co-manage the Vermont Methane Program, a program developed to evaluate the barriers and the opportunities for Vermont dairy farmers to adopt methane recovery technology for renewable energy production.

**ENERGY EFFICIENCY SPECIALIST** 1990-1997  
*Vermont Department of Public Service (DPS) Montpelier, Vermont*

As a DPS employee, Mr. Forward wrote federal grants; designed and coordinated the development of several statewide energy efficiency programs; negotiated many details of program implementation with utility representatives; wrote sections of several state plans including the Vermont Comprehensive Energy Plan and State of Vermont Energy Emergency Plan; facilitated and coordinated complicated processes such as the Governor's Task Force on Residential Building Standards; made presentations to the Public Service Board, the legislature, various professional conferences and the public on a wide range of information and issues; worked closely with legislative committees to draft legislation and to work on its passage; and worked with local communities to adopt energy efficiency technology in public buildings.

# **JEFFREY W. FORWARD LEED® AP**

---

2899 Hinesburg Rd., Richmond, VT 05477, (802) 735-3026, [forward@gmavt.net](mailto:forward@gmavt.net)

## **COMMUNITY SERVICE EXPERIENCE**

### **RENEWABLE ENERGY VERMONT**

2012 - 2019

Mr. Forward is a former Chair of the Board of Renewable Energy Vermont (REV). REV is a 501(c)(6) trade association that represents hundreds of renewable energy businesses in Vermont. REV's mission is to support and promote renewable energy businesses in Vermont through: public education, business promotion, business networking opportunities, offering training and job/internship opportunities, lobbying and shaping energy policy in Montpelier. Under Mr. Forward's leadership, REV completed a critical strategic planning process and tripled its staff.

### **MOUNT MANSFIELD UNION SCHOOL BOARD**

2000 - 2011

Mr. Forward was an elected school board director representing the Town of Richmond on the 15-member board of one of the larger school districts in the Vermont. He served on the Budget Committee, the Facilities Committee and was the chair of the Curriculum Committee for 5 years. On the Curriculum Committee, Mr. Forward led the development of comprehensive guidelines for considering new curricular and co-curricular activities. Mr. Forward also worked with the business manager to develop a capital budget for the district and helped develop a plan for replacing a dozen antiquated electric transformers. All three of the Mount Mansfield District schools heat with wood.

### **RICHMOND TOWN ENERGY COORDINATOR/TOWN ENERGY COMMITTEE**

1992 - PRESENT

Through this appointed position and his professional expertise, Mr. Forward was able to convince the local Mount Mansfield Union School Board to convert all three schools in the district from expensive electric space heat to woodchip boilers. The district is now saving in excess of \$150,000 per year in energy costs by using this clean, local, renewable energy resource. Working with the Town Select Board and the Richmond Climate Action Committee, Mr. Forward helped create a comprehensive Town Energy Conservation Policy that is now a model for several towns across the state. He is currently chair of the Richmond Climate Action Committee and active in the Vermont Energy and Climate Action Network.

### **VERMONT SYSTEMS PLANNING COMMITTEE**

2018 - PRESENT

The Vermont System Planning Committee (VSPC) is a collaborative body comprised of representatives of stakeholder groups with an interest in electric system reliability. Its purpose is to ensure full, fair, and timely consideration of all societally cost-effective solutions to resolve electric grid reliability issues. Mr. Forward serves as the appointed alternate representing the commercial sector.

## **RELEVANT EDUCATION AND SKILLS**

### **COMMUNITY PLANNING DEGREE**

1990

*Woodbury College, Montpelier, VT*

The Woodbury College Community Planning Program focused on land-use planning issues, land-use law, community organizing and mediation.

### **LEED® ACCREDITED PROFESSIONAL**

2007

*US Green Building Council*

The Leadership in Energy and Environmental Design (LEED) Green Building Rating System™ is the nationally accepted benchmark for the design, construction, and operation of high performance green buildings. Mr. Forward has been accredited by the US Green Building Council (USGBC) to help building owners achieve LEED certification for their buildings. He is now the USGBC Green Schools Advocate for Vermont.

## **JEFFREY W. FORWARD LEED® AP**

---

2899 Hinesburg Rd., Richmond, VT 05477, (802) 735-3026, [forward@gmavt.net](mailto:forward@gmavt.net)

### REFERENCES

Paul Frederick, Wood Utilization Forester (802) 777-5247  
Vermont Department of Parks and Recreation  
Waterbury, VT  
[paul.frederick@vermont.gov](mailto:paul.frederick@vermont.gov)

Sam Buckley, Loan Officer (802) 828-5605  
Vermont Economic Development Authority  
Montpelier, VT  
[sbuckley@veda.org](mailto:sbuckley@veda.org)

Olivia Campbell Andersen, *Executive Director* (802) 595-5373  
Renewable Energy Vermont  
Montpelier, VT  
[olivia@revermont.org](mailto:olivia@revermont.org)

Richard Donnelly, *Energy Innovations Manager* (802) 497-4024  
Vermont Gas Systems  
Burlington, VT  
[Rdonnelly@vermontgas.com](mailto:Rdonnelly@vermontgas.com)

Leigh Seddon, *Solar Energy Consultant* (802) 272-7284  
Renewable Energy Services  
Montpelier, VT  
[lwseddon@gmail.com](mailto:lwseddon@gmail.com)