

**TOWN OF ENFIELD
ENFIELD BOARD OF SELECTMEN
MEETING MINUTES JUNE 21, 2021**

TIME: 6:00 PM
LOCATION: Public Works Facility & Zoom videoconference

PRESENT

BOARD OF SELECTMEN: Meredith Smith, Katherine D.P. Stewart, John W. Kluge

ADMINISTRATIVE STAFF: Alisa Bonnette, Assistant Town Manager; Jack Wozmak, Interim Town Manager

OTHERS: Jo-Ellen Courtney & Kim Quirk, Enfield Energy Committee; Jim Bonner, videographer; Celie Aufiero, Bob Cusick, David Beaufait, Tracy Young, Shirley Green

CALL TO ORDER

Mrs. Smith called the meeting to order at 6:00 pm.

APPROVAL OF MINUTES

Mr. Kluge moved to approve the non-public session minutes of June 7, 2021, and the Joint Selectboard/Library Trustee meeting minutes of June 8, 2021, as printed, Ms. Stewart seconded, vote unanimous in favor of the motion (3-0).

The regular session minutes of June 7, 2021, unavailable due to a family emergency, will be provided for approval at the next meeting.

BOARD REPORTS

Budget Committee

Mr. Kluge reported that the Budget Committee will meet for their first meeting of the 2022 budget season on June 29th.

Planning Board

Ms. Stewart reported that the Planning Board will meet next on June 23rd.

Mascoma Lakeside Park Committee

Mrs. Smith reported that the site work at the Mascoma Lakeside Park will be done once the actual structure is finished. The pavilion structure is expected to be completed by the end of July.

TOWN MANAGER'S REPORT

- Mr. Wozmak is reaching out to Bread Loaf to set up informational meetings about the Whitney Hall renovation & expansion project. Bread Loaf is trying to coordinate meeting dates with existing project obligations.
- First issue 2021 taxes are 61% collected as of Friday, June 18th. This is a good rate of collection.

- Mr. Wozmak wondered, with the Independence Day holiday and with additional meetings relative to the Whitney Hall project, if it would be appropriate to cancel the Selectboard meeting of July 6th.

Mr. Kluge reported that he will not be able to attend the meeting on July 19th.

The Selectmen briefly discussed the budget impact of having Mr. Wozmak attend additional meetings, as well as the presentation planned for July 19th relative to a proposed Route 4 project for which RSA 79-E Community Revitalization Tax Relief Incentive may be requested.

Mr. Kluge made a motion to have the Selectboard meeting on July 12th instead of July 19th and to cancel the July 6th meeting. Ms. Stewart seconded, vote unanimous in favor of the motion (3-0).

- Discussion ensued relative to the hybrid meeting format – in person and utilizing videoconferencing. This meeting of June 21st was not set up for optimum Zoom meeting participation.

Ms. Stewart stated that the Selectboard meetings can be held with Zoom and suggested Town staff work with IT so the meeting can be broadcast to people. She feels the Town needs to be open to this approach.

Mr. Kluge suggested the Town get a proposal from its IT people regarding the cost and what it would entail.

COMMUNICATIONS

None.

BUSINESS

Energy Committee Q&A on Enfield's Community Power Plan as well as the Community Power Coalition of NH (CPCNH)

Kim Quirk, Energy Committee member, provided information to the Board of Selectmen and made a presentation of the Enfield Community Power Plan that the Energy Committee has been working on.

Enfield Community Power Frequently Asked Questions

June 2021

1. What is "Community Power"? (sometimes referred to as "Community Choice Aggregation", or "Community Choice Power")

A program that allows local governments to procure electric power on behalf of their residents, businesses, and municipal accounts from an alternative supplier.

The existing utility provider (Liberty, New Hampshire Electric Coop, Eversource) continues to supply distribution, transmission and billing services.

"Community Power", as authorized in NH by RSA 53-E, democratizes energy purchasing by empowering towns, cities and counties to choose where their electricity comes from and how it is generated on behalf of their residents and businesses. This enables electricity customers to choose sources of electricity that differ from the standard retail or "default" mix of power offered by the incumbent electric utilities in NH.

In many states across the country, municipalities and counties have launched regional Community Power programs as a means of taking control of their combined electricity purchases, both to reduce the cost to consumers and to push for production of more renewable energy as a percentage of the total electricity produced.

2. Why is Enfield Exploring a Community Power Plan?

The Enfield Energy Committee has been looking at the energy use of our municipal buildings for many years now, and has successfully found ways to conserve energy, to reduce energy usage and to help both the town and residents choose cleaner energy sources where possible.

With the recent amendments to RSA 53-E (which allow municipalities and counties to enter Intermunicipal Agreements, such as for the aggregation of electric customers), a number of cities and towns in NH began the formation of the Community Power Coalition of NH, CPCNH or “The Coalition”, in order to take control over the costs and the mix of power making up their electricity. (See more info on CPCNH below)

By becoming a member of The Coalition, Enfield would get lower rates for the default energy supplier of all our residents and municipal accounts and also be able to offer more options so people could choose greener energy if they wish. Today the default energy option is what the utility provides when they do their long-term buys.

By managing the energy purchases more carefully and using the buying power of a good number of cities and towns in NH, we can get better pricing.

Just as it is possible today, it would still be possible for any account holder to opt-out of the CPCNH power and choose a different supplier.

3. What is the Process for Joining?

There are three basic steps in the process for Enfield to join the coalition. The first (which has already happened) is for the Selectboard /Town Manager to establish an Enfield Community Power committee to create a Community Power Plan for our town and investigate energy options.

The second step is for the Selectboard/Town Manager to adopt the Joint Powers Agreement (JPA) with the Community Power Coalition of NH, CPCNH.

The final step is to get approval through Town Meeting, of the Enfield Community Power Plan that the Enfield Community Power committee is working on.

Over the next few months and leading up to our next Town Meeting this committee will provide public sessions and education on this plan.

4. Are There Any Costs to Join CPCNH?

Joining the coalition through signing the Joint Powers Agreement (JPA) doesn't cost anything and doesn't commit the Town or its residents to the programs of the CPCNH. Only after the adoption of the Enfield Community Power Plan via a vote at Town Meeting would the default energy provider be switched to CPCNH.

Likewise there are no separate costs to the Town or the residents to use CPCNH power as our default power. The general administrative costs will be based on a pro rata share of each member's annual sales

and are expected to be recovered from the proceeds of those sales (a piece of the cents/kWh that each person pays).

If Enfield chooses to provide a menu of services or special programs, the cost associated with that would be recovered from participating members.

5. Will Everyone Be Required to Use CPCNH power?

No. If the Town agrees to the Enfield Community Power Plan and signs the Joint Powers Agreement with CPCNH, then the default energy provider for all of Enfield will be CPCNH (instead of Liberty, NHEC, or Eversource's default energy provider).

Just as it is possible today for an individual to choose a different energy supplier, you will be able to opt-out of the CPCNH default and choose to use a utility's default supplier or another competitive energy supplier.

6. What is the Community Power Coalition of NH (CPCNH)?

The Community Power Coalition of New Hampshire is a non-profit Joint Powers Agency in development, governed "by communities, for communities", that will empower communities and counties across New Hampshire to:

1. Streamline the process for authorizing a Community Power program in each community and county.
2. Share services and staff support across member communities and counties.
3. Participate in joint power solicitations and local project development opportunities such as community solar, large-scale battery installation, robust energy efficiency programs, electric charging infrastructure, etc.
4. Share knowledge and collaborate regionally on clean energy and resilient infrastructure development.
5. Speak with one voice at the NH Legislature and Public Utilities Commission on public advocacy issues related to energy and Community Power.

CPCNH is guided by several core values, including:

- Embody an inspiring vision for New Hampshire's energy future.
- Support communities to reduce energy costs and pursue economic vitality by harnessing the power of competitive markets and innovation.
- Support communities to implement successful energy and climate policies and to promote the transition to a carbon neutral energy system.
- Balance the interests of member communities who are diverse in demographics, geography and their energy goals.
- Use shared expertise, leadership and skills to educate, empower and build the capacities of member communities and counties.
- Help communities demystify the power sector to help them make informed decisions.
- Facilitate collaboration and teamwork by championing diversity, equity and inclusion of people and communities of all kinds.

The Coalition's scale and structure as a Joint Powers Agency is what allows it to provide Members with continuous, expert management of a diversified portfolio of short- to long-term energy contracts negotiated with multiple competing suppliers. This approach is more "hands on" and flexible in terms of risk management compared to Community Power programs in most other states, where a municipality will

typically: hire a broker on an individual basis, contract with a single electricity supplier at a fixed-price for a 1-to-3-year term, and hope that the program results in cost savings for customers on average (compared to how utility default service rates change over the length of contract).

The founding members of the CPCNH include the cities of Nashua and Lebanon, the Towns of Harrisville, Hanover and Keene. Plainfield, Cornish, Enfield, and many others are in the process of exploring membership at this time.

Please visit the CPCNH website for more info: [Community Power Coalition of New Hampshire \(cpcnh.org\)](http://cpcnh.org)

7. Will my current electricity provider in Enfield (Liberty Utilities, Eversource or the NH Electric Co-op) continue to deliver my electricity?

Yes, your current incumbent electric utility will continue to own the transmission and distribution system including all electricity substations, power lines, utility poles, transformers, the electricity feed to your home and your meter.

NH is a deregulated state which means that the incumbent electric utility that provides your service owns all the transmission and distribution equipment, maintains these systems and bills you for the electricity you use. The incumbent utilities purchase the electricity they supply from independent electricity generators, bidding their electricity business on the open market on a periodic basis.



June 21, 2021

What is Community Power?

A program that allows local governments to procure electric power on behalf of their residents, businesses, and municipal accounts from an alternative supplier.

What is Default Energy Supplier?

The Utility providers in NH are not allowed to own power plants (the energy supply); they provide the distribution wires and billing to the end user.

If the user doesn't choose a competitive energy supplier they get the utility default supply

Energy Supply - Liberty

For electric emergencies or to report power outages call 1-855-349-9455.

ACCOUNT ACTIVITY	
Voltage Delivery Level	0 - 2.2 kv
Previous Balance:	105.33
Payments Received:	105.33 CR
Balance Forward:	0.00
Current Charges:	
Customer Chg	14.74
Distribution Chg 649.00 units @ 0.049200	32.00
Energy Service 649.00 units @ 0.07193	46.68
Stranded Cost Chg 649.00 units @ -0.00072	0.47 CR
Sys Benefits Chg 649.00 units @ 0.00678	4.40
Transmission Chg 649.00 units @ 0.02660	17.26
Miscellaneous Charges/Credits:	
Total Amount Due:	114.61

SPECIAL MESSAGE
To assist customers who may be facing financial hardship during the COVID-19 public health emergency, Liberty Utilities has suspended service disconnections for non-payment until further notice. Please visit www.libertyutilities.com for more information.
Effective May 1st, the rate for several charges on your bill were slightly adjusted, including the Distribution Charge, Transmission Charge, and Stranded Cost Charge. Please refer to our website at www.libertyutilities.com for all of our current rates.

Please include your account number on your check

KEEP THIS PORTION FOR YOUR RECORDS
DETACH AND RETURN THIS REMITTANCE PORTION OF THE BILL WITH YOUR PAYMENT

Energy Supply - Eversource

Service from 01/04/21 - 02/01/21 28 Days					Delivery Services		\$333.69
Next read date on or about: Mar 03, 2021					Other Charges or Credits		-\$110.47
					Total Current Charges		\$482.18
					Total Amount Due		\$482.18
Meter Number	Current Read	Previous Read	Current Usage	Reading Type	Total Charges for Electricity		
S72991171	31424	27752	3672	Actual			
Total Demand Use = 11.80 kW							
Monthly kWh Use							
Feb	Mar	Apr	May	Jun	Jul	Aug	
3726	3941	3824	3459	3470	4447	5072	
Sep	Oct	Nov	Dec	Jan	Feb		
4395	4546	4315	4728	4186	3672		
Contact Information					Supplier		
Emergency: 800-662-7764					Eversource		
www.eversource.com					Service Reference: 511403009		
BusinessCenterNH@eversource.com					Allocated for 01/04/21 to 01/31/21		
Pay by Phone: 888-729-7764					Energy Chrg - Rate G	3540.90kWh X \$0.07068	\$250.27
Customer Service: 866-554-6025					Allocated for 01/31/21 to 02/01/21		
For information or questions regarding your account, please contact Eversource at the number above. If, after contacting us, your billing					Energy Chrg - Rate G	131.10kWh X \$0.06627	\$8.69
					Subtotal Supplier Services		\$258.96
					Delivery		
					(RATE G GENERAL SERVICE)		
					Service Reference: 511403009		
					Allocated for 01/04/21 to 01/31/21		

Community Power Coalition of NH

A non-profit organization set up to democratize energy purchasing by empowering towns, cities and counties to choose where their electricity comes from and how it is generated on behalf of their residents and businesses.

Do We Have to Use CPCNH Power?

Each homeowner, business owner and even the Town municipal accounts can choose their energy source, just as they do today.

Is there a cost to Join CPCNH?

There is no cost to join other than legal review of JPA (joint powers agreement)

Enfield Community Power committee will propose a plan – needs vote at Town Meeting

All costs of the program are recovered from proceeds of the sale of energy

The plan would be to present a warrant article to the voters in 2022.

Ms. Quirk was asked about people generating solar power and sending it back to the grid, would that still be functional? She responded that it should be. A goal when the power plan is put together is to be able to answer questions more exactly.

In response to a question from Mr. Kluge, Ms. Quirk explained that the initial cost to get someone to manage power acquisition is paid by grants. Later the cost to manager is paid through the power costs.

Legal review of the JPA will be required. It is hoped that providing a copy of Hanover's legal review will result in less review and therefore lower attorney's fees for legal review by Enfield's own counsel.

Municipal Solid Waste Agreement

The City of Lebanon is changing some of its procedures by requiring Lebanon permits for those who are allowed to take material to the Lebanon facility. Mr. Wozmak explained that Enfield, as a municipality, with its curbside collection by Casella and transfer station operations, will continue to do what we've always done. Individual Enfield residents and property owners who want or need to take material directly to the Lebanon Landfill, such as bulky items, will need to get a permit. Lebanon feels it's important to understand where trash is coming from.

The permit requirement will go into effect as soon as Mr. Wozmak signs the agreement. Education is needed so people understand the process.

Ambulance Billing: Credit Card Payments, Write-Off Time Frame

Mr. Wozmak discussed the option to accept credit card payments for ambulance billing. The billing would include a 3.5% convenience fee. The Board of Selectmen can opt to have the convenient fee added to the ambulance bill if a credit card is used for payment, or the Town can absorb the cost by having reduced ambulance revenue.

Ms. Stewart is in favor of accepting credit cards for payment and adding the convenience fee to the bill if it is paid by credit card provided individuals can still pay by cash or check.

Mrs. Smith agreed.

Ms. Stewart stated that adding the convenience fee to the bill makes it a personal choice without putting it back on the taxpayers.

Mr. Wozmak confirmed that we do make individuals the convenience fee is associated with credit card payment.

Mr. Wozmak then brought up the issue of 'soft billing' whereby the ambulance billing firm does not report the outstanding bills of Enfield residents to collections.

An inquiry was made as to how much ambulance revenue we are receiving vs how much was billed. This will need to be looked into.

Ms. Stewart pointed out that the Town wants people to use the ambulance when they need it.

Relative to a time period after which unpaid bills are written off, Ms. Stewart suggested perhaps having individuals fill out an application to have it written of. Have them do the extra step to receive assistance.

Mr. Wozmak pointed out that the Town does subsidize ambulance service significantly.

Discussion ensued regarding an annual review for the purposes of writing off unpaid bills, or development of a policy with the billing company as an alternative to reviewing a list on an annual basis.

Mr. Wozmak will work on the credit card payment option with the 3.5% convenience fee and will come back to the Board with more detailed collection information.

Shedd Street Property

At the June 8, 2021 joint meeting of the Selectboard and Library Trustees the subject of the Shedd Street property and what to do with it arose. The Shedd Street property, the previous site of the highway department garages, has had a phase II environmental assessment completed. Some issues were found, but nothing of significance.

Ms. Stewart recalls seeing a drawing of potential house lots at one time. It could be interesting to sell it either as one lot or 3 or 4 individual lots.

Tracy Young, a member of the Municipal Facilities Advisory Committee (MFAC), now disbanded, reported to the Board that the MFAC made a recommendation to dispose of this property. Mr. Young went on to report that the City of Lebanon solicited proposals for a property at the end of Spencer Street. Offers were accompanied by both a monetary offer and a project proposal, residential development or other, that they were proposing and the city chose one of the proposals that they felt was best suited. The Enfield property could be residential, single family homes, townhouses or multi-family housing. Who wouldn't want to raise a child on a dead end street?

Mrs. Smith suggested that revenue from the sale of the property be put aside for future land acquisition. It was noted that setting funds aside for a specific purpose may need a vote of Town Meeting but that it could be put on the 2022 Town Meeting warrant.

Mr. Young likes the idea of selling the property as a single lot so one individual can address the property issues. It's an excellent location and a valuable property.

Ms. Stewart noted the need for housing. Mr. Kluge agreed.

The Selectboard was supportive of the idea of getting proposals.

Fairpoint Settlement – Authorization to Execute Documents

To mitigate the impact of the \$65,000 settlement half of the amount will be paid now and the other half will be paid by June or July 2022. With every month that goes by it is less likely that Fairpoint will negotiate. Mr. Wozmak requested authorization for Alisa Bonnette, Assistant Town Manager, to sign the agreement prepared by the Town's attorney. Mr. Kluge moved to authorize Alisa Bonnette to execute the agreement, Ms. Stewart seconded, vote unanimous in favor of the motion (3-0).

American Rescue Plan Act (ARPA)

Ms. Bonnette provided a brief summary of ARPA. The portion of funding available to the Town is estimated at \$474,349 with the 1st tranche award estimated at \$237,174.40

Recipients may use funds to:

- Support public health expenditures;
- Address negative economic impacts caused by the public health emergency;
- Replace lost public sector revenue;
- Provide premium pay for essential workers;
- Invest in water, sewer and broadband infrastructure.

It was noted that:

- The Town does not have qualifying public health expenditures.
- Addressing negative economic impacts requires development of a plan which would require funding to develop.
- While the formula to calculate lost public sector revenue indicates a significant loss of revenue, the formula does not take into account a number of factors. While the Town may experience some loss of revenue in 2021 due to a possible reduction in State shared revenue, this amount is minimal.
- Premium pay for essential workers was already provided in 2020.
- Broadband infrastructure improvements can be a project in multiple municipalities join together on a single project, but it also would require planning which would require funding even before improvements could be funded.

The water infrastructure project approved at Town Meeting and also, very likely, the sewer infrastructure project approved at Town Meeting are qualifying projects. They are shovel ready and there was discussion at Town Meeting of some funding of the project from the taxpayers as a whole. Ms. Bonnette recommended using the ARPA funds for these projects as it would meet the spirit of the discussion at Town Meeting by reducing the borrowing required and thereby alleviate some of the burden on water and sewer users to pay the projects.

Mr. Wozmak noted that should additional infrastructure funding become available through federal programs there's a lot of room to also utilize those funds for these projects.

The Board can decide how to use the funding once it is received, but expressed strong support for the use of ARPA funds for the water and sewer infrastructure projects to reduce the amount the Town would need to borrow.

ADMINISTRATIVE ITEMS

Junk Yard Permit Renewal (Chase) – Approved by the Board.

OTHER BUSINESS TO COME BEFORE THE BOARD OF SELECTMEN

Posting of Minutes to Website – Tracy Young

Mr. Young noted there is a lot of inconsistency and delay in the posting of minutes on the Town's website. The Recreation Commission, for instance, has not posted any minutes this year even though they have met.

While there are some circumstances that cause delays, such as the Selectboard minutes of June 7th, delayed due to a family emergency, other times it's a matter of not having them submitted for posting.

There are also instances of committees sending out draft minutes which are changed after the initial draft is sent out and before the meeting. All committees should receive one draft and changes should only be made at the next public meeting of the body.

This is a good opportunity to reach out to all boards and committees to remind them that not only should draft minutes not change until amendments are made at the meeting, but that draft minutes and approved minutes should be submitted promptly for posting to the Town's website.

It was noted that a copy of the joint Selectboard/Library Trustee minutes should be forwarded to Melissa Hutson, Librarian, as well as the Library Trustees.

Whitney Hall Renovation & Expansion Project – Tracy Young

Mr. Young said that as Mr. Wozmak coordinates with Bread Loaf, he should also ask former MFAC members to participate.

Mr. Wozmak responded that he hopes committee members will take part in the discussions.

Mrs. Green, a member of MFAC, offered to assist.

Non-Public Session Report

Mr. Wozmak stated that in the non-public session on June 7, 2021, the Board of Selectmen approved the temporary suspension of the Town Manager search. The search will pick up again in mid-September. To date, a suitable candidate has not been found, and with summer having arrived and people going on vacations, it was agreed the temporary hold on the search will aid in finding the best possible person for the Town Manager position.

Also discussed at this non-public session was the appointment of Phil Neily as Enfield Fire Chief which has already been publicly announced. It was discussed in non-public to provide Mr. Neily with the opportunity to talk to his peers and his family before it became public.

Mask Ordinance Feedback

Ms. Stewart asked if there has been any feedback following the sunseting of the mask ordinance. There has not.

Questions Regarding Presentations – Celie Aufiero

Due to the inadequacies of the Zoom meeting set up at this meeting it was unclear who was speaking since they did not always introduce themselves. Ms. Aufiero asked who was talking during various portion of the meeting.

INFORMATION ITEMS – NO ACTION REQUIRED

Wetlands and Non-Site Specific Permit 2021-01102: Rauert, Rice Road, Map 2 Lot 50

ADJOURNMENT

Ms. Stewart moved to adjourn at 7:15 PM, Mr. Kluge seconded, vote unanimous in favor of the motion (3-0).
Meeting adjourned.

Meredith C. Smith, Chair

John W. Kluge

Katherine D. P. Stewart
Enfield Board of Selectmen