

**TOWN OF ENFIELD
ENFIELD SELECT BOARD
MEETING MINUTES June 5, 2023**

TIME: 6:00 PM

**LOCATION: Public Works Facility & Teams videoconference
74 Lockehaven Road, Enfield**

PRESENT

Select Board: Erik Russell, Kate P. Stewart, John Kluge, Alice Kennedy, Tracy Young

Administrative Staff: Ed Morris, Town Manager; Alisa Bonnette, Assistant Town Manager

Members of the Public: Steve Powell (Co-Chair, Enfield Community Nursing Project Steering Committee), Kristen Barnum (Community Nurse Connection & Co-Chair Enfield Community Nursing Project Steering Committee), Amanda St. Ivany, (RN, Community Nurse Connection – Lebanon), Rachael McMillan (RN, Community Nurse Connection – Lebanon), Jeremy Thibeault (Paramedic, Community Nurse Connection – Lebanon), Emily Curtis, Alice Ely (Public Health Council of the Upper Valley), Jean Patten, Erica Bergeron (Visiting Nurse and Hospice VT/NH), Doug Smith, Brian Degnan, Sharon Beaufait, Stephen Powell, Leigh Davis, Celie Aufiero, Jo-Ellen Courtney, Becky Powell, David Beaufait, Jean Hinshaw, Chuck Currier (Montcalm Golf Club), Jim Taylor (Public Works Director), Gary Hutchins, Dan Kiley,

CALL TO ORDER

Ms. Stewart called the meeting to order at 6:00 pm.

PUBLIC HEARING

To establish a Community Nursing Trust Fund pursuant to RSA 31:19 that will be funded with private donations, gifts, legacies, and other sources of non-municipal funds. This will be a temporarily restricted trust fund, and the Town Manager will be the agent to expend from the fund. Principal and interest accruing to this fund will be used to offset the costs associated with the following activities:

- **Establishment of a Community Nursing Program to serve Enfield citizens**
- **Third-party expenses incurred for the operation of the program**
- **Any incidental costs to the establishment and operation of this program.**

Ms. Stewart called the public hearing to order at 6:00 pm.

Ms. Barnum presented on the Enfield Community Nurse Project and the Community Nurse Connection organization.

Ms. St. Ivany, a nurse for Lebanon's Community Nurse Connection, introduced herself and discussed some of the things that Lebanon's Community Nurse Connection does. The team works between phone calls one week and home visits every other week. Many community members are helped by phone and in person as needed. The team is working on quantifying preventing unnecessary emergency room visits.

Ms. McMillan, another of Lebanon's Community Nurse Connection nurses, introduced herself and discussed her background. She provided an overview of how community nurses help fill gaps in care,

prescription needs, equipment needs, and health check-ins (including direct communication with PCPs.)

Mr. Powell concluded that they feel strongly there is a need in Enfield for this service. Community Nursing is a proven successful model. The committee is committed to raising funds over two years; there is no expectation that the town will fund anything, and services are free to recipients. He opened the floor to questions.

Ms. Stewart asked SB members to ask questions first, and she would then move forward to members of the public.

Mr. Russell asked why the town government was the solution to this problem. He said this is a huge change in scope, and he has concerns about the existing staff's ability to manage it. Mr. Thibeault said they had had a huge success rate because it integrates with the EMS system to ensure patients get the onboarding care they need. He said it seems to be more structured than a former program run indirectly under the Human Services division. Ms. Barnum also said that traditionally, towns have had nurses since the 1800s. She said towns need nurses, and they have tried this model to help reduce the stress on EMS systems (data to support this is pending). Ms. McMillan also noted that they help bridge the staffing and care gaps, to help coordination between organizations. Ms. Curtis said that she got involved with the project because she collects ambulance data for the town, and within the town of Enfield, there are a minimum of 26-35 calls per year that the community nursing organization could assist. Ms. Ely said that one of the most important things in community nursing is the emphasis on community and the benefit to community members. Community nursing can support those who do not qualify for visiting nurses and have needs outside of traditional medical care. Ms. Ely said she feels that the scope of work falls under town welfare to help community members stay within their homes and reduce the burden on the systems in other ways.

Mr. Russell asked Mr. Morris what the general overhead costs for Enfield may be. Mr. Morris said he felt it would be minimal. Ms. Curtis would stay involved as the PSAC coordinator. He said there would also likely be a board appointed by SB once up and running. There would be some time required by Mr. Morris and Ms. Curtis, and the data collection and beyond would be done by the volunteer board.

Ms. Kennedy said she previously did not understand that community nurses would be as intertwined with EMS as they will be, and she feels it will be great that they work together. She asked for clarification of the \$30k/year figure mentioned during the presentation and what infrastructure has to be in place to provide services. Mr. Morris said they had come up with that number as a figure allowing the community nurses to provide 10 hours per week to Enfield residents. He said there is nothing the town needs to do besides review, enter the contract, and work with the city of Lebanon to ensure those services are provided. He said he felt that minimizing several EMS runs per year would likely offset any time spent reviewing contracts, etc.

Mr. Kluge said it was difficult for Enfield to ensure the town's ambulance service is efficient and that the town relies on Lebanon to provide ambulance services. He said his concern was that this would place more pressure on town staffing outside the Town Manager's office and that the town could not keep up with this.

Mr. Young said that he shared the concerns of Mr. Kluge and was cautious about the expansion of town resources. He asked for good documentation on the services provided within Enfield and looked carefully at what additional resources are needed to support the town – including future funding needs.

Ms. Stewart asked how the 10-hour per week estimate works and what happens when the time needs to be more flexible, or needs are higher in some weeks than others. Ms. Stewart said she sees Enfield as a fiscal

agent for this community need. Ms. St. Ivany said they look to average 10 hours per week throughout the year. She said they try to keep flexibility for referrals and not to make promises to see multiple days in a row. Ms. McMillan also stated that she and Ms. Ivany often work together to determine the best way to organize their time and stay within limits.

Ms. Kennedy said she would be interested in knowing how many referrals are needed to determine whether the 10 hours per week figure is correct or should be modified. Ms. St. Ivany said they track referrals and can provide this data.

Ms. Stewart opened the floor to questions and comments from in-person community members.

Ms. Patten said that she shared concerns that Mr. Russell had and is worried about it being connected to the town and that it will become another financial responsibility for the town. She also said that there does not appear to have been any study about the needs of Enfield. Ms. Bergeron said that there is a community need in Enfield. Strict Medicare regulations must be followed and coordinating care does not fall within the guidelines. VNH is fiscally unable to take on this additional kind of work, and Ms. Bergeron said that she feels it is a responsibility that the town has to its residents.

Mr. Smith commented, as a previous 911 dispatcher, that dispatchers know who frequent callers are, and they can help determine members of the community who need this type of care to fill in the gaps. He said he sees a lot of value in this program and is very much in favor of it.

Mr. Degnan said he does not believe the town government has a fiduciary responsibility to cover this. He said that his concern is how the town government would look at the 5-year plan for the program and funding and how this will affect the town's resources. Mr. Morris said they would be looking at a one-year contract to start and then review data to determine whether to sign a contract for the second year.

Ms. Beaufait said she has a history of supporting aging parents and friends. She said she agrees with Mr. Smith that not all community members have a family to support the needs of the aging population. She said that her concern would be whether 10 hours per week is appropriate, and that Enfield may find they need more time than this weekly within the first year or two. She also said that her concern is how to fund the program after the first two years, but that the town would also be in a difficult position to suddenly end the program and cause harm to those who rely on it at that point.

Mr. Powell said he is very concerned that the town will get involved in something they cannot give up, which will add to the cost of services the town has to support. He said he felt the town already had more programs than they could manage.

Mr. Smith said the town must provide police, fire, and health services and felt this would fall within that obligation.

With no further questions from in-person members of the public, Ms. Stewart moved on to questions from online attendees. She asked each attendee to unmute themselves when called upon, introduce themselves, and ask their questions.

Ms. Davis said that she thinks services for the elderly in the community are needed. She said she feels 10 hours per week may not be enough. As a community member who assists with Meals on Wheels, she saw a big need among community members. She asked how the 10 hours per week would be triaged to be utilized, such as in the case of another pandemic. Ms. McMillan said they would be interested in getting input from community members and organizations on the number of needed hours per week.

Ms. Aufiero said that she had the opportunity to use the VNH services and feels they are very thorough and did not feel they were stretched thin or insufficient. She said she fears the town taking over healthcare in one area and does not think any town should enter the healthcare business. She said that she is also worried about EMS involvement and that it will spread the town too thin with such a large expense. She said that she would like to see Enfield establish a committee of townspeople to review how this service has worked in other towns before taking on this kind of commitment.

Ms. Courtney said that she very much supports this. She said the town must do something as easy as this program.

Ms. Stewart asked for any further questions or comments from in-person attendees.

Ms. Powell said there seems to be a lot of data from surrounding towns that could be compared (Hanover, Lyme, Lebanon). Ms. Barnum said that the committee has been looking at other towns, and while each is a little different, they have estimated 10 hours per week. She said most towns start at 10 hours per week and re-evaluate their program needs.

Mr. Beaufait said that although there is an unmet need in the Enfield community, he is concerned that they have not heard metrics about the cost per service in other towns with more experience with this service. He said he wants to see more of this data before the town makes decisions. Ms. Barnum said that they do not know each community's budget and that there is a range of what the cost from each town covers. She said the overall number is \$30k-\$35k per year per 10 hours per week of nursing. Mr. Thibeault agreed that this scaling was correct.

Ms. Stewart asked for further questions or comments before she closed the public hearing.

Ms. Patten said she heard comments about the nursing program mitigating calls for EMS; he understands that Enfield still has to pay Lebanon a certain amount per year for EMS services. Mr. Morris clarified that they pay on a per-call basis, and it is in the range of \$385 per call. Ms. Curtis said an estimate she put together would save the town about \$10k annually in EMS calls.

Mr. Smith said that if the nurse is in touch with the dispatch centers, they will get direct information on "frequent fliers" that can be referred to and help mitigate EMS call costs.

Ms. Henshaw said that she and her husband both support this program. She said community means caring for each other and that 70% of a person's health is outside the healthcare setting and happens in the home.

Ms. Stewart closed the public hearing and moved to board deliberation.

Ms. Kennedy said that she wanted to know whether the towns that have done this for a longer period have been able to continue to cover the cost through fundraising or have had to defer the cost back through the town. Mr. Morris said that he believed the services are funded in many different ways through different communities. He said one of the first discussions with the committee was considering an employee of the town, but the opportunity to work through Lebanon and fundraise for the first two years seemed a better option.

Ms. Stewart said that she wants to be clear that the SB is focusing on a 1-year contract. She also said that she also heard from community members about the evaluation points along the way and the mechanism for increasing hours per week if needed. She said these are important points for the board to consider and discuss.

Mr. Morris said that he felt this is why they are bringing forward the request in the way that they are, to allow time to find out what the need of Enfield is, which is going to be best determined by work done in the field. The initial fundraising will allow this work and the town to understand the need. Mr. Kluge said this is a pilot program and that the town needs to be prepared for the possibility of saying it will not work after two years.

Mr. Russell said that if they establish a fund, no contract will be signed until 100% of the funds needed to pay the contract have been raised. He also suggested that they not move on to spending tax money until a warrant article goes to town meeting if they decide to move forward in the calendar year 2026 (data from the initial 14 months of 2024-2025 presented at Town Meeting 2025.) Ms. Stewart agreed that this seemed fair. She said the first step is establishing the fund. She said they should have a letter of understanding about establishing the fund and the terms to sign the contract to show the town's commitment.

Ms. Stewart said that she is comfortable allowing the establishment of funding and the willingness to have future difficult conversations about the program and participation.

Mr. Young agreed that Mr. Russell's suggestion of establishing the fund and raising all of the funds before signing a contract is a good one.

Ms. Stewart made a motion to establish a Community Nursing Trust Fund pursuant to RSA 31:19. This fund shall be a restricted trust fund for the purpose of supporting a community nursing program in Enfield. The Enfield Board of Selectmen will be the agent to expand. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

Ms. Stewart asked board members if they were comfortable moving the contract discussion to a separate meeting. Members agreed.

Ms. Stewart closed the public hearing at 7:03 pm.

APPROVAL OF MINUTES – May 15, 2023

Mr. Kluge made a motion to approve the minutes as printed. Mr. Young seconded. Vote unanimous in favor of the motion (5-0).

BOARD REPORTS

Members of the Select Board (SB) gave updates regarding their respective committee assignments.

Mr. Russell said that the Planning Board grant proposal for re-writing the zoning was granted and that effort will take place over the next 14 months. Mr. Young asked if that relieves any budget money for the second phase of the Master Plan. Mr. Russell said the two are separate efforts, so the budget is unaffected. Mr. Kluge asked how Mr. Russell foresees the process to work. Mr. Russell said they are hiring a consultant to manage the work and that the zoning will essentially come from the Master Plan and match what currently exists.

Ms. Kennedy said she could not attend this month's Heritage Commission meeting. EVA had a well-attended monthly business coffee at Vanessa Stone Real Estate. EVA is also getting ready for the upcoming Shaker 7 race.

Mr. Kluge had no recent reports.

Mr. Young had no recent reports from the Energy Committee.

Ms. Stewart attended last Thursday's Conservation Commission meeting. There continue to be issues with understanding the basic procedures they are working through. The commission is working hard on developing a volunteer trail crew recruiting and a Trail Master. Mr. Holland as a resident, came to the commission with a concern that the Chair was representing the committee with a complaint to DES, and there was a discussion on whether it was appropriate to make a complaint and what it was about. Ms. Stewart is continuing to help educate the commission and provide them with tools and resources. She said it is likely that the SB will receive a formal complaint from Mr. Holland about the inappropriate report to DES/Conservation Commission issue.

TOWN MANAGER'S REPORT

Mr. Morris presented the following updates to the SB:

- Enfield Police Department continues to review applications. This is a competitive market, and one applicant currently in the funnel is deciding which offer to accept between multiple departments. If needed, Mr. Morris and Chief Holland are working together to negotiate possible bonuses, vacation time, etc. All other town positions are currently staffed.
- MFAC toured Whitney Hall with Breadloaf and will release the design/build RFPs for mechanical systems soon. The town is guiding what they are looking for heat pumps and on-demand water systems. Whitney Hall is on course to begin fall/winter 2023, hinging on the RFPs.
- MEPF is closer to entering the RFP process for the Public Safety building for the project to start in the spring of 2024.
- Community power is now fully switched over. Mr. Morris thanked Jo-Ellen Courtney, Kim Quirk, the Energy Committee, and all of the residents of Enfield that helped make this a reality. Mr. Morris also thanked volunteers from across the state that helped make this happen. Mr. Morris invited Ms. Courtney to provide an update on Community Power.
 - Ms. Courtney said that the community power meters were read in early May, and they have been getting a lot of inquiries from members not understanding when the community power change began. All Liberty customers in Enfield are on Community Power. Eversource customers in Eastman will be on the next cycle. A resolution for solar customers is continuing to be worked on.
- The water project on Maple Street is going well.
- The CCTV inspection of sewer mains is about 75% complete. The work on the Route 4 corridor has slowed due to the coordination needed with flaggers.
- Oak Hill Road bridge construction should begin next week and is anticipated to take 3 to 4 weeks.
- The DPW crew is doing in-house CDL training. Mr. Morris thanked the DPW crew for working on this. Now nine members have received their CDL or increased their CDL schooling. This has provided the town with good savings and allowed DPW staff to increase their qualifications. Mr. Kluge commented that this was outstanding.
- The second test well near the Marsh well will be drilled soon to look at options for expanding the municipal water system.
- Mr. Morris called attention to the shed being built out behind the DPW, which is being built mostly with repurposed materials, and the overall final cost will be in the \$5k range. He complimented the DPW staff on using existing materials to provide winter storage for some equipment.
- Grant Updates – Mr. Morris thanked Chief Holland for his work on these grant updates.
 - The town is still in the running for the Congressional Direct Spending grant for \$500k of direct spending for energy improvements for the Public Safety building.

- Kim Quirk brought an EECBG grant for Energy Efficiency Upgrades to the town's attention. This is not applicable for new building projects, but the town has applied for \$684k to renovate Whitney Hall for insulation, heat pumps, and window upgrades. This is a pre-application. If the review goes well, a formal application will be put together and come before the SB.
- With the Hazard Mitigation grant, Chief Holland has been working with the Department of Homeland Security for a \$125k grant for the generator and other materials for the Emergency Operations Center within the Public Safety Building. The grant has not yet been awarded but is close.
- The town was awarded the HOP grant in the amount of \$62,344 for the zoning rewrite. Mr. Morris thanked Rob Taylor and David Fracht for their work on this grant application.
- Mr. Morris has put forward an LCHIP pre-application for \$500k for the Whitney Hall renovation for exterior upgrades. Mr. Morris is working with Breadloaf to determine whether they will apply, as LCHIP grants have a lot of restrictions.
- Chief Holland applied for \$44,000 on the USDA grant for items to outfit the new public safety building. They are waiting to hear about receiving the grant.
- Mr. Morris worked with the Mascoma Lake Association and the City of Lebanon to apply to NHDES for a \$100k grant for watershed protection planning. The City of Lebanon made the application a collaborative effort to add flexibility to work with DES and the City Council.
- The town completed the paperwork for the Hazard Mitigation Grant for the damage to Potato Road several years ago. They expect \$59,455.60, 75% of the overall cost, to upgrade culvert sizes. Mr. Morris thanked the emergency services team that worked on this, especially Jim Taylor.
- The NTIA is working with the Grafton County Broadband middle mile project and has approved funding to work on the county's middle mile project. The town will be looking for a bank to work with for this.

With no further comments or questions, Ms. Stewart moved on to the next agenda item.

COMMUNICATIONS

• Liquor Commission notification of application for Combination Beverage/Wine/Tobacco license (dba Proctor's Country Store) and opportunity to submit comments.

Every time there is a new owner, the license must be resubmitted. No action is needed.

There were no comments.

• Cemetery Trustee Resignation (Meagher)

Mr. Russell made a motion to accept the resignation of Mr. Meagher with gratitude and regrets. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

BUSINESS

• Chuck Currier, Montcalm Golf Club

Mr. Currier thanked the board for the opportunity to speak with them.

Mr. Currier is the sole owner of Enfield Land Company, which owns the Montcalm Golf Club. He has come before the board to discuss a fee attached to his December tax bill. He does not live locally in the winter, and his administrative assistant and accountant did not receive a tax bill, so the taxes were not paid. The amount was \$44,649.78, which Mr. Currier overnighted a check (guaranteed in 2 days). From

delivery to the Enfield Post Office, it took nine days to have the check delivered to the town. Mr. Currier said that he spoke with townspeople who had a lot of mail delivery issues in December, January, and February.

Mr. Currier said that he is the largest taxpayer in Enfield and has always paid his taxes on time. He has minimal burden to the town (no children in the school system, garbage pickup, etc.). Mr. Currier asked the board to consider abating the late fee.

Mr. Kluge said that many community members with less money and less property get late fees and must pay them. He said he is against removing the fee. Mr. Russell agreed that he was against abating the fee. Ms. Stewart said that the board's obligation is to the public that lives in town to treat everyone fairly and equally.

Ms. Stewart said she would be fine with abating the fee from when the town received the check, but only from that time. Mr. Russell suggested that they abate the fees when the request was received. Ms. Stewart and Mr. Kluge agreed they would be willing to do it from the date they received the abatement request.

Mr. Russell made a motion to abate the fees from the date that the abatement was requested through today, June 5, 2023. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

• Plowing of Private Roads Discussion

This was a follow-up to a previous discussion regarding private roads plowed by the town.

Mr. Morris explained the three main roads that would center the discussion and that Mr. J. Taylor would be available to ask questions to.

Mr. Young asked if Mr. Gotthardt, who had raised the concern, had gotten back in touch about it. Mr. Morris said he had not. Ms. Stewart said that this concern had been raised at various times.

Ms. Stewart said she is personally ok with eliminating town maintenance of the three roads, Arnold Drive, Bryant Lane, and Abear Road.

Mr. Taylor gave an overview of the three roads, their locations, and their histories.

Ms. Kennedy made a motion to direct the Town Manager or their designee to discontinue plowing or performing any maintenance on Arnold Drive, Bryant Lane, and Abear Road and to communicate this decision with all landowners along the previously plowed portions of the roads in a timely manner. Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

• Solid Waste Contract Discussion

The Casella contract is due at the end of June.

Mr. Morris said Mr. Taylor put together some data regarding solid waste disposal and reviewed the data. Solid waste costs appear to have decreased over time. Comparison to neighboring towns shows that costs could still be reduced.

Mr. Morris and Mr. Taylor recommended that the town extend the Casella contract.

Mr. Morris reviewed ideas that he and Mr. Taylor put together for reducing the use of the Transfer Station to help lower costs.

Mr. Kluge asked what the program would be. Mr. Morris said that if they did the extension, it would continue the same service the town currently has (curbside and three days a week at the Transfer Station). Mr. Morris said that if they were looking to eliminate curbside, they would need to look at land expansion for the Transfer Station to accommodate this.

Mr. Young said he would like sticker checks to be a regular practice at the Transfer Station.

Mr. Young asked why the metal dumpster seemed to be full very often. Mr. Taylor said the metal dumpster pays for itself with excess and is good for the town.

Mr. Kluge said he would suggest extra fees for furniture and mattresses allowed at Enfield. Ms. Stewart said that she would suggest they send these to Lebanon since Enfield cannot hold a large quantity of these items. Mr. Taylor said he and Mr. Morris had discussed a few days a year (similar to Household Hazardous Waste) where they can accept these items for a fee to make it easier for residents needing to dispose of them. Mr. Young said they would need to consider dumping and transportation fees if the town does this.

Mr. Kluge said that some parts of town are overwhelmed by the number of trash toters, particularly in town. Some are not removed regularly, and some are stored off the curb regularly.

Mr. Hutchins said that he wished to remind the board that the more difficult it is for community members to dispose of items, the more likely they may be dumped on a back road and need to be removed at a higher cost. Mr. Kiley pointed out a property that had previously had old furniture outside for a long time that now has a desk outside that has not been picked up or disposed of. He said that at some point, the town has to say that a free sign doesn't mean it stays there forever. Mr. Taylor said that he agreed and often sees the same problem in his town of Plainfield, with many "free" piles that stick around for a long time. He suggested that the town update the ordinance that deals directly with this situation. He said that he knows that Mr. Ehrenzweig is working on places like this that he receives complaints for but that it would make sense for the ordinance to be more restrictive. Mr. Taylor said that places with "free" items out for a long-time photos and concerns could be directed to public works.

Mr. Kluge said that the town should work on the ordinance. Mr. Kluge said that the transfer station workers are great, but he is not sure that they are looking at stickers as a high priority. Mr. Taylor said that they have sometimes had police officers stationed there to meet community members and to look at stickers.

Ms. Stewart said that she sees this as an opportunity for education for everyone "stickers, ways to dispose of other items, etc." so it is low-key.

Mr. Young suggested a sign-out front that says, "You must have a sticker." Mr. Russell said that if the town is going to enforce this, the transfer station employees have to be comfortable turning away those without stickers.

Mr. Russell said that he felt it was worth studying whether the town needs both curbside and a transfer station. Mr. Kluge said increasing prices might cause excess trash dumping on back roads. Mr. Young suggested limiting the number of bags that can be thrown away.

Ms. Stewart asked Mr. Morris to consider whether there may be more recycling alternatives that are less expensive than trash disposal (such as Styrofoam).

Mr. Young asked what would happen if both dumpsters were converted to trash if these costs would increase. Mr. Taylor said that the cost would not increase right now, but it likely would in the future as Lebanon runs out of space and waste has to be trucked further away.

Mr. Morris recommended that the town move forward with extending the Casella contract. Mr. Kluge said he was inclined to agree. Ms. Stewart said that the town would not save any money by changing things at this point.

Mr. Morris will work with Mr. Taylor to obtain the updated prices and report to the SB before signing the contract.

• Award Lakeside Park Engineering RFQ

Mr. Morris received and reviewed three RFQs for the Mascoma Lakeside parking lot previously reviewed by the SB.

Mr. Morris narrowed down the three to the two engineering firms familiar with the town and the Lakeside Park project, Dubois & King, and Pathways. He was impressed with Pathways, who researched and then worked with resident Michael Burns who did the Lakeside Park plan for the Mascoma Lakeside Park Committee and included him in the team.

Mr. Morris recommended awarding the contract to Pathways for the Lakeside Park parking project engineering and construction.

Ms. Stewart asked what the dollar amounts were. Mr. Morris said there is not a dollar amount for the RFQ but that they were looking for qualified engineering firms.

Mr. Kluge made a motion to authorize the Town Manager to enter a contract with Pathways Consulting LLC, the engineering, permitting, and construction assistance of the Lakeside Park parking and landscaping project. And further, to authorize the Town Manager or designee to take all actions and execute all documents as necessary. Mr. Young seconded. Vote unanimous in favor of the motion (5-0).

• HOP Grant Acceptance

Ms. Stewart clarified that HOP is the Housing Opportunity Planning grant. She said she had received a request from a resident to spell out acronyms and asked that board members do the same and/or remind her.

Mr. Morris said Mr. R. Taylor and Mr. Fracht had done a lot of work to get this grant. The consultant that was hired for the Master Plan will be the same consultant that is hired to work on the zoning rewrite. Mr. Morris said that Mr. Taylor and Mr. Fracht did a great job demonstrating how the zoning regulations relate to housing, which allowed the town to be eligible for the grant.

Mr. Russell made a motion to accept the Housing Opportunity Planning grant awarded by the Invest NH Municipal Planning & Zoning Grant Program in the amount of \$62,344 for the purposes of rewriting the Town of Enfield's Zoning Bylaw, and hereby authorize the Town Manager or their designees to take such action and execute all documents that may be necessary. Ms. Kennedy seconded. Vote unanimous in favor of the motion (5-0).

Ms. Stewart thanked Mr. Morris, Mr. R. Taylor, Mr. Fracht, and all committee members who were involved in working on this.

510 • **Acceptance of Donations to Mascoma Lakeside Park Trust Fund: \$5,050 in aggregate**
511 Mr. Kluge made a motion to accept the donations in the amount of \$5,050 in aggregate. Mr. Russell
512 seconded. Vote unanimous in favor of the motion (5-0).

513
514 • **Strategic Planning Retreat Date**

515 Mr. Morris said he would like to look at 2 or 3 dates to block off for these.

516
517 Ms. Stewart asked the board's preference, whether to do a weekend or an evening meeting, possibly early
518 afternoon. Mr. Morris said that a single day of about 4 hours was what the consultant had suggested and
519 that he agrees it is good for momentum to get more done.

520
521 The board reviewed calendars and agreed to hold the retreat Sunday, July 23. If this date does not work
522 for the consultant, Mr. Morris will do a doodle poll to determine another date.

523
524 • **July 3 Meeting Date**

525 Ms. Stewart asked members if they would like to meet on July 3 or if it was unnecessary. Most members
526 were out of town. Ms. Stewart said in the past, they have canceled and posted another meeting if needed.

527
528 All members agreed to cancel the July 3 meeting.

529
530 **ADMINISTRATIVE ITEMS**

531 • **Timber Abatement & Corrected Warrant (Martin)**

532 No Discussion.

533
534 • **Timber Warrant (De Siewes)**

535 No Discussion.

536
537 **OTHER BUSINESS TO COME BEFORE THE SELECT BOARD**

538 • **Public Comments**

539 Ms. Stewart requested any comments or questions from the public.

540
541 Mr. Hutchins said that having the tall chairs on the audience's side of the room blocks the view of the TV
542 screen for some audience members and suggested that the higher back chairs not be used on that side of
543 the table.

544
545 Mr. Hutchins said that from the SB meeting minutes from May 1, the last bulleted item on page 2, where
546 he asked Mr. Morris about the DPW exhaust system not being included in the original budget. He said
547 Mr. Morris had answered that he did not know because he was not here at the time. Mr. Hutchins said that
548 the comment in the minutes was fiction and that Mr. Morris stated it "wasn't in the budget," which was
549 not true. Mr. Morris will review the minutes and amend them.

550
551 Mr. Hutchins began to discuss MFAC meeting minutes from May 23. Ms. Stewart said that public
552 comment on these would need to go back to MFAC, as this was not on the SB agenda. Mr. Hutchins
553 clarified that he did not have a comment about changing the MFAC minutes but wished to comment
554 about what was happening.

555
556 Mr. Hutchins said he has advocated for net-zero on the Public Safety building since day 1. He feels that
557 the board said they were interested in net zero, but from the latest minutes now, there is a propane backup.
558 He said that the idea of net zero is to store and produce electricity. He said that it seems that the town is
559 doing the same thing they did in the past, just going the cheapest route they could.

Mr. Hutchins asked if there is a spec for insulation for the building. Mr. Morris said they had discussed different R-values in different areas of the building, and the spec is being worked on now. Mr. Hutchins asked if there was an energy usage target for the building. Ms. Stewart said that she felt this should go to the MFAC, as it was a committee matter, not a SB matter. Mr. Morris said that the target or net zero sounds great; however, the goal was to get as close to net zero as possible while staying within the budget – which may be further from net-zero than desired (to stay within the budget). Mr. Hutchins said that going the cheap route building will affect the pockets of community members in the future. Ms. Stewart said she felt this was not a SB matter and should go to MFAC. Mr. Kluge agreed it was better addressed with the committee studying that. Mr. Young said the MFAC is an open meeting.

Mr. Smith said he wished to echo what Ms. Stewart discussed with regard to the Conservation Commission earlier. He had watched the June meeting of the commission and felt that the Chair's actions and discussion with Mr. Holland were inappropriate. Mr. Smith asked if the SB had considered a set of rules for all town boards restricting what chairs can and cannot do. Mr. Smith said that it appears that the other commission members seem to go along with the Chair, and he is unsure why in cases like the recent meeting with Mr. Holland. Ms. Stewart said that most boards are outlined by RSAs rules. Typically, the chair's job is to direct the meeting but should not be acting unilaterally. Ms. Stewart said she could not see any occasion where a board chair as an individual should be going about doing things on behalf of that board on their own. Ms. Stewart said she had reminded the commission of the RSA that they are an extension of the town government and cannot go onto other's property without permission, etc. Ms. Stewart said the meeting was difficult, and board members could review the recording online. Mr. Morris will send out the timeframe for the conversation so board members can watch only that section if they wish. Ms. Kennedy asked if the individual was acting as a citizen or on behalf of the board. Ms. Stewart said they had said they were doing it as chair. Mr. Kluge asked if the individual set foot on the property. Ms. Stewart said she was not sure. Mr. Smith said he did not believe someone would need to, as the work on the property was visible from the street.

With no further discussion, members of the SB moved on to nonpublic session.

INFORMATIONAL ITEMS – NO ACTION REQUIRED

• Town Clerk's Report – May 2023

• Shoreland Permit by Notification 2023-2024, 137 Algonquin Rd, Map 3 Lot 9 (Moots)

NON-PUBLIC SESSION PER RSA 91 A-3:II.C

Ms. Stewart made a motion to enter nonpublic session at 8:55 pm pursuant to RSA 91-A:3 II (a) for the purposes of the Methodist Hill Property Use Committee (MHPUC) discussion. Motion seconded. Vote unanimous in favor of the motion (5-0).

Mr. Kluge made a motion to exit the nonpublic session at 9:26 pm. Mr. Russell seconded. Vote unanimous in favor of the motion (5-0).

Mr. Russell made a motion to appoint the below members to the Methodist Hill Property Use Committee (MHPUC). Mr. Kluge seconded. Vote unanimous in favor of the motion (5-0).

MHPUC Members:

- Jason Archambeault
- Barbara Jones
- Susan E. Brown

- 611 • Dr. Ryan Little
- 612 • Thomas Claus
- 613 • Town Manager
- 614 • Recreation Director

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617 **ADJOURNMENT**

618 The meeting was adjourned at 9:29 pm.

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Katherine D. P. Stewart, Chair

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629 Erik Russell, Vice-Chair

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641 Alice Kennedy

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647 Tracy Young
648 Enfield Select Board