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**TOWN OF ENFIELD
ENFIELD SELECT BOARD
MEETING MINUTES April 1, 2024**

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

Board Members Excused: John Kluge

Administrative Staff: Ed Morris, Town Manager; Rob Taylor, Land Use and Community Development Administrator; Whitney Banker, Recording Secretary

Members of the Public: Dan Kiley, Kurt Gotthardt, David Fracht (Planning Board Chair), Dave Beaufait, Dave Duncan (Dartmouth Health Vice President Facilities Management), Carolyn Isabelle (Dartmouth Health, Director of Workforce Development), Stacey Dameron (Novo Nordisk Human Resources Business Partner), Clay Adams (Mascoma Bank President and CEO, Vital Communities Corporate Council), Gary Hutchins

Via Teams: Shirley Green, Sharon Beaufait, Celie Aufiero, Linda Jones

CALL TO ORDER

Mr. Russell called the meeting to order at 6:00 pm.

APPROVAL OF MINUTES – March 18, 2024 Public & Non-Public

Ms. Stewart made a motion to approve the March 18, 2024, non-public minutes as printed and the March 18, 2024, regular minutes as amended. Mr. Young seconded. Vote unanimous in favor of the motion (4-0).

Amendments:

Line 356 – “Tracy” to “Young”

Mr. Russell clarified that the non-public minutes would become public.

BOARD REPORTS

The Heritage Commission met and agreed to move their meeting time to 5:30 so that Ms. Kennedy may continue to attend these meetings. The Commission’s meeting with the Master Plan Task Force went well, and they plan to request a subsequent meeting for further discussion. The Commission is looking for more members.

The Conservation Commission will meet this Thursday, April 4.

A manufacturer recently presented to the Energy Committee on solar-powered streetlights, which are potentially approaching a more affordable price point.

The Planning Board is currently focusing on the NH Housing Opportunity Program Grant (HOP).

TOWN MANAGER'S REPORT

Mr. Morris presented the following updates to the Select Board (SB):

- Staffing remains the same at this time. The onboarding of the new police officer is going well.
- The Police Assistant position may be postponed as the end of the school year approaches.
- Whitney Hall's carpentry work is planned for next week. Some additional structural upgrades are already in place, and several more will be put in place as the project progresses.
- The Public Safety Building RFPs are coming in; some were due last week, and some are due this week. The goal to break ground in May continues.
- Enfield was ranked the 5th safest town in New Hampshire.
- The shoreland permit for Mascoma Lakeside Park was approved, and RFPs are currently out. A grant for at least the parking lot section of the project will need to be expended.
- The Shedd Street property is nearly complete. NH DES will take final soil and water samples before the last of the land work is finished. Some soil (and possibly railroad ties) will need to be removed. Wells on this property are likely to be monitored for some time.
- The plan to install crosswalk signs with flashing lights waiting to be installed in front of the Enfield Village School required several adjustments and will hopefully be approved by the state soon.
- The Master Planning Task Force and Planning Board will hold two community forums at the Enfield Community Building.
 - Thursday, May 9, 2024, 6-8 pm
 - Saturday, May 12, 2024, 10 am – 2 pm
- Department of Public Works (DPW) was notified that the grant for \$180k for the new snowplow was approved. Mr. Morris thanked Mr. Clay and Mr. J. Taylor for their work.
- The congressional direct spending grants from last year for building projects have yet to be awarded. Instead, this year, they put in for a grant for water infrastructure improvement for a total of \$2.7M to replace 1903 pipes and the marsh well development and connection of the new well sites. The grant request did not include backup power at the marsh well site.
- The town's 2023 application to the Tree City program was approved. Enfield has participated in this program since 2009.
- The DPW highway crew has been repairing some potholes along Shaker Boulevard at this time.
- First quarter water meter readings are complete. The readings took only two days, a new town record. The radio installation project is going well and is about 80% complete now.
- The water district's annual consumer confidence report is available on the town's website.
- The DPW is preparing for the predicted snowstorm this week.
- The Town Clerk will close the office tomorrow, Tuesday, April 2, at 4 p.m. (instead of the usual 7 p.m.).

BUSINESS**Housing Discussion**

SB members and present members of the Vital Communities Corporate Council introduced themselves.

Mr. Adams provided an overview of the Vital Communities Corporate Council's role and several community housing projects created due to this work. The goal is to provide more housing throughout the Upper Valley.

Ms. Isabelle shared information about staffing shortages and their impact on the services that Dartmouth Health can provide to the community. Prospective employees regularly state Housing and childcare access issues (availability and affordability). Traveling nurses unable to find housing created losses of potential workforce members in recent years. While there has been a lot of recent development for

101 apartments in Lebanon, those wanting to stay long-term experience difficulty finding homes to remain in
102 the area. Most of the Dartmouth Health workforce makes between \$65,000 to \$100,000 annually.
103
104 Novo Nordisk has experienced similar staffing challenges, including losing long-term staff unable to find
105 homes to buy. They are very interested in long-term staff retention.
106
107 Employee feedback across organizations has been that they are not interested in studio apartment housing.
108
109 The Vital Communities Corporate Council encouraged the Enfield SB to do everything possible to add
110 affordable and accessible housing (through zoning and other policies).
111
112 The 2020 Keys to the Valley study showed the Upper Valley would require 10k more housing units by
113 2030. Current development rates are not on track to meet this need. Accommodating zoning can allow for
114 easy development of units that fit well within the Enfield community.
115
116 Larger areas like Burlington, VT, and Portland, ME, have large developers in those areas doing
117 development at scale versus smaller builders doing “spec homes.”
118
119 SB members and Mr. Taylor briefly discussed the recent “2 Accessory Dwelling Units (ADUs) by right
120 that Enfield voted to approve in 2023. There have not been significant impacts as a result of this change
121 yet. Mr. Taylor noted that Enfield is working with a consultant to rewrite zoning regulations focusing on
122 housing.
123
124 Enfield also doubled the housing density in the R1 zone and recently expanded the municipal sewer
125 system.
126
127 There was some discussion about other impacts on housing, particularly single-family housing, and costs
128 that make these models difficult. Manufactured housing (such as modular homes that are high quality and
129 come in pieces) is the most affordable for new single-family homes in the current market. Some
130 communities are donating land toward development to help with single-family home development.
131
132 Some municipalities are considering partnering with developers to develop housing on town property,
133 which may be used for municipal employees.
134
135 Members discussed possible incentives for development and ways to relieve the cost burdens on the
136 financing side of things.
137
138 Mr. Gotthardt commented that there is a minimal amount of town-owned vacant land in Enfield, and
139 acquiring it can be lengthy and slow. He also commented on the older “mill housing” model, which is not
140 frequently utilized today.
141
142 Mr. Gotthardt commented that the Upper Valley is desirable, and businesses have expanded significantly
143 in recent years. He also stated that very little vacant land has recently been sold in the Upper Valley real
144 estate market.
145
146 Ms. Beaufait commented that she appreciated the discussion and heard that those looking for housing are
147 looking for single-family homes or townhouses over apartments for long-term living here. She also
148 commented that there is a gap in smaller housing for seniors who may wish to move out of their larger
149 homes but can’t find smaller homes to move into.
150

151 Ms. Beaufait commented on a recent development project in Enfield. The developer commented that
152 single-family homes were less cost-effective for them than the larger apartment developments.

153
154 Ms. Stewart also suggested incentives on the tax side that the SB could make. Mr. Morris agreed that tax
155 incentives are one way to help make the numbers work.

156
157 Mr. Kiley also suggested allowing additional units to developers when they do a certain number of
158 workforce or senior units on a project. He also suggested the development of smaller homes for seniors
159 whose larger homes could then be put on the market.

160
161 Mr. Taylor noted that the NH Department of Transportation (DOT) lengthy timelines for approvals and
162 reviews can impact a developer's interest in projects in Enfield. The SB also asked the Vital Communities
163 Corporate Council to encourage housing-friendly policies and movement at the state level.

164
165 Members discussed a package or flow chart that can help community members navigate the various
166 processes involved in housing (zoning/planning, mortgages, vendors, etc.)

167
168 Dartmouth Health is exploring ways to create repeatable, single-family, manufactured housing that can be
169 easily replicated throughout the Upper Valley.

170
171 Mr. Morris noted that additional incentives can be implemented for pre-approvals of manufactured
172 housing to help speed up and encourage this type of building. This can be further discussed as part of the
173 zoning rewrite project that is underway.

174
175 Mr. Beaufait noted that the Return on Investment (ROI) for seniors who could put together ADUs is
176 another barrier to creating these housing types.

177
178 SB members asked the Corporate Council members to share resources that the town could then use to
179 educate community members.

180
181 **Arbor Day Proclamation**
182 Mr. Young made a motion to proclaim Friday, April 26, 2024, as Arbor Day in the Town of Enfield and
183 read the proclamation. Ms. Stewart seconded. Vote unanimous in favor of the motion (4-0).

184
185 **Johnston Drive Property Lot 6 Discussion**
186 Mr. Morris discussed the deeded first options to purchase the town-owned Lot 6 parcel along Johnston
187 Drive. The town should work with the Barrows, who have this first option to buy, to obtain a fair
188 appraisal and then work with them on selling at the appraised purchase price. The recommendation was to
189 offer the sale to the Barrows and work with them to get an appraisal and purchase documents drawn up.

190
191 Mr. Russel reviewed options for the appraisal, whether done individually by the Barrows or the town or
192 jointly. Mr. Morris also suggested that the town's regular appraiser provide a recommended value and
193 that the Barrows could have their appraiser compare values as the process progresses.

194
195 Members agreed to move forward with just hiring one local appraiser who will work in the interest of the
196 Town of Enfield. Mr. Morris will contact the Barrows and move forward with this process.

197
198 **Strategic Planning Review and Discussion**
199 Members reviewed several suggested edits and made amendments.

200

201 Mr. Young made a motion to adopt the 2024 Strategic Plan as amended with the intent that the plan will
202 be reviewed and updated on an annual basis. Ms. Stewart seconded. Vote unanimous in favor of the
203 motion (4-0).

204

205 Shedd Street RFP Review

206 Members agreed that they were happy with the RFP.

207

208 Links will be active in the digital format of the RFP.

209

210 The SB will allow feedback from the Conservation Commission and Planning Board at their upcoming
211 meetings.

212

213 Ms. Stewart made a motion to seek feedback on the RFP from the Enfield Conservation Commission and
214 Planning Board, with a response due by April 15. Ms. Kennedy seconded. Vote unanimous in favor of the
215 motion (4-0).

216

217 ADMINISTRATIVE ITEMS

218 None

219

220 OTHER BUSINESS TO COME BEFORE THE SELECT BOARD**221 Public Comments**

222 Mr. Hutchins made a request to the Municipal Facilities Advisory Committee four years ago to make the
223 new Public Safety facility all electric with no fossil fuels. He brought attention to the Meriden Public
224 Library, which committed to being all-electric. He asked the SB to commit to making the Public Safety
225 facility all-electric. Mr. Russell noted that he appreciated the feedback on this important issue and stated
226 that the board is committed to building the best facility within their budget constraints.

227

228 Mr. Hutchins suggested reaching out to communities that have had success with net-zero facility builds
229 and finding out how they were able to do this. Mr. Hutchins noted that he felt the process was wrong and
230 should have focused more on net zero.

231

232 Mr. Beaufait echoed Mr. Hutchins's commentary and stated that he understands the SB is in a "hot seat"
233 for difficult and repetitive concerns.

234

235 Mr. Kiley commented that tonight's discussion centered around the housing needs and noted that the
236 town has land on Methodist Hill and is considering moving forward with minimal housing. He stated he
237 understands the committee's work on recommending this property's future. He said he felt the town was
238 doing as little as possible with this 100-acre developable property that could have housing – the town
239 owns the land. Should we think about housing here? Ms. Stewart stated that she respects the feelings of
240 the neighboring property owners but is also hoping to see proposals for housing here.

241

242 Mr. Gotthardt stated that there is a parking sign at the end of Depot St., but once you go down onto that
243 road, there needs to be signage for where the public parking is located. Mr. Gotthardt shared that the Rail
244 Trail website has a map of the entire Northern Rail Trail section and that this map shows places for public
245 parking. He suggested having Enfield's public parking labeled on this map as well. Mr. Morris and Mr.
246 Beaufait noted they will each contact the Rail Trail about this.

247

248 Other Business

249 None.

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251

252 **NEXT MEETING**

253 Monday, April 15, 2024

254

255 **ADJOURNMENT**

256 Ms. Stewart made a motion to adjourn at 8:03 pm. Mr. Young seconded. Vote unanimous in favor of the
257 motion (4-0).

258 The meeting was adjourned at 8:03 pm.

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Erik Russell, Chair

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John W. Kluge, Vice-Chair

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Katherine D. P. Stewart

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Alice Kennedy

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Tracy Young
284 Enfield Select Board