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APPROVED
TOWN OF PELHAM
BOARD OF SELECTMEN - MEETING MINUTES
January 7, 2020
APPROVED – January 21, 2020

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CALL TO ORDER - approximately 6:30PM

PRESENT: Mr. William McDevitt, Mr. Doug Viger, Mr. Hal Lynde, Ms. Heather Forde,
Mr. Kevin Cote, Town Administrator Brian McCarthy

ABSENT: None.

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PLEDGE OF ALLEGIANCE

MINUTES REVIEW:

December 19, 2019:

MOTION: (Lynde/Forde) To approve the December 19, 2019 meeting minutes as amended.

VOTE: (5-0-0) The motion carried.

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ANNOUNCEMENT

Zoning Board of Adjustment currently has a vacancy (term expiring March 2022). Interested citizens should submit a volunteer application by January 10, 2020 to the Selectmen's office.

OPEN FORUM:

No one came forward.

APPOINTMENTS

Highway Department Bid Awards

Road Agent Frank Ferreira began by reading aloud bid recommendations for aggregates, catch basin cleaning, equipment rental with operator, culvert pipe, hot top and cold patch, plow blades, paint traffic lines, tree removal (no bid received), street sweeping and signs and related items.

MOTION: (Lynde/Cote) To approve the bids as proposed in Road Agent Frank Ferreira's memo dated January 6, 2020.

VOTE: (5-0-0) The motion carried.

Plow Rates

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39 Mr. Ferreira informed the Board with the Town's recent (pay) increase for plow rates he was able to
40 obtain two new trucks. He reviewed the areas within the submitted 2020 budget that were amended for
41 the Board's consideration.

42 Line 195 (Rental)- new rate \$74 – budget line increase of \$4,200.

43 Line 196 – new rate \$100 - budget line increase of \$1,600

44 Line 197 – hiring 2 additional trucks – new rate \$90 – budget line increase of \$81,000

45 Line 199 – new rate \$94 – budget line increase of \$6,168

46

47 Total budget increase: \$92,968

48

49 Mr. McDevitt explained for the public the Board had a discussion with Mr. Ferreira a few weeks ago
50 regarding the difficulty his department had in getting plows based on the rates at that time. The Board
51 authorized a rate increase knowing Mr. Ferreira would come back to request additional funds for the
52 2020 budget.

53

54 Mr. Ferreira discussed two contractual increases that had occurred during the bid process. 1) catch
55 basin increase \$6.14 per basin; there are 1,525 basins in Town – budget line increase of \$9,400, and 2)
56 sand increased \$2 per ton – budget line increase of \$3,600. He recommended the Board approve the
57 increases so he could bring the new figures to the Budget Committee for reconsideration. By consensus
58 the Selectmen agreed with the recommended figures.

59

60 Mr. Lynde understood the number of plows was increasing. Mr. Ferreira answered yes, they would
61 increase from seven trucks to nine trucks. Mr. Lynde questioned if the department had drivers for the
62 trucks. Mr. Ferreira replied they (private contractors) were hired.

63

64 Mr. McDevitt inquired if the new rates had any impact. Mr. Ferreira replied he just hired a new private
65 contractor because of the new rates who was putting together two trucks for the Town. If he works out,
66 he may put together two additional trucks next year. Mr. McCarthy questioned how additional trucks
67 would impact the efficiency of clearing roads. Mr. Ferreira replied he would be able to break up the
68 routes, which he hoped would make the smaller truck routes cleared faster. For the next budget cycle,
69 Mr. McDevitt suggested Mr. Ferreira submit the numbers he felt were needed to hire people. This year
70 he believed the submitted numbers were too low.

71

72 **Gilbert Brown, Freedom Energy – discussion Community Choice Aggregation ('CCA')**

73

74 Mr. Lynde stated he recently became aware Legislation was passed last year that allowed towns to
75 expand their aggregation of electric usage. Pelham has been operating with aggregating usage with
76 other towns to be able to receive a lower rate for electricity. However, now Pelham will be able to
77 aggregate with everyone in Town; every business and resident could be part of the same aggregation
78 and make it possible to get lower rates. He said the question was if they wanted to proceed and seek
79 Town approval to do so. He contacted Freedom Energy to present information to the Board as they
80 had previously given a presentation to the New Hampshire Municipal Association ('NHMA') during
81 their November conference.

82

83 Gilbert Brown of Freedom Energy came forward and explained Senate Bill 286 had changed during
84 the year. New Hampshire was one of the first states to enact municipal buying (on an opt-in basis). He
85 noted if the Town wanted to buy-in for residents, an individual mailer would need to be sent to each
86 resident. In turn residents would need to individually opt-in to the program. The big change (with the
87 Senate Bill) allowed New Hampshire to enact a community plan and build an opt-out program. Mr.
88 Brown reviewed the presentation given to the NHMA. He explained Pelham would be able to use its

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89 size to leverage cost and offer an alternative to Liberty Utilities. He pointed out if a resident wanted to
90 leave, they could do so without any cancellation or penalty.

91

92 Mr. McDevitt wanted to know Freedom Energy's role in the process. Mr. Brown replied they were a
93 third-party company (consulting firm) based out of Auburn, NH. They are a management system that
94 would assist Pelham to get the program up and running.

95

96 The steps to start a CCA in the community are:

97 1) Decide on an energy plan

98 2) Plan to action by receiving approval from voters

99 3) Send out to suppliers for procurement and rate setting (for customers not currently on 3rd
100 party supply contracts – those who are already procuring from 3rd party are excluded)

101 4) Implementation

102 5) Fulfillment

103

104 Mr. McDevitt asked about the opt-out process. Mr. Brown replied it was straight forward; people could
105 go on the website or call in. He reiterated the program was only for residents/small businesses not
106 already with a 3rd party.

107

108 Mr. Viger understood the Town was already enrolled with a third party and wanted to know how it
109 would be affected by the proposed program. Mr. McCarthy commented he would need to review the
110 contract. Mr. Brown explained the Town (itself) would be completely covered by the third party and
111 not included in the rollout. He stated SB286 changed the way in which residential accounts were looked
112 at. He said towns and cities were rolling the program out as an alternative supply; if citizens don't want
113 the program there is an opt-out timeframe. Mr. Viger confirmed the proposal wasn't for the
114 municipality to take advantage of electrical rates as they'd done in the past, it was an opportunity to
115 use 'buying power' for individual homeowners. Mr. Brown said that was correct. He stated anyone
116 using Liberty Utilities default service could be included. He noted the Town wasn't obligated to get
117 into a program if Town Meeting approved 'investigating'. Once information and prices are received,
118 if they find the rates aren't as good as Liberty, there is no obligation to sign into a program and could
119 review once the market rates drop or revisit at a later time.

120

121 Mr. Cote read voters would automatically be in the program unless they opt-out. Mr. Brown answered
122 yes. He said that was the big change in SB286; New Hampshire was previously an opt-in state. As of
123 October, people are automatically enrolled unless they opt-out. Mr. Cote asked for a summary of what
124 voters would be voting on. Mr. Brown replied they would be asked to approve a plan to investigate
125 community choice programs. Mr. Cote wanted to know if it would require a second vote to enter into
126 a program. Mr. Brown answered no; once voters authorize to investigate the Town's energy committee
127 would decide on a plan. Mr. Cote confirmed if the voters authorize an investigation the Town would
128 ultimately decides 'yes' or 'no' to enter into a program. Mr. Brown answered yes. He said the Town
129 would form an energy committee to review community choice programs.

130

131 Mr. McDevitt inquired if the legislation required the Selectmen to place an article on the ballot, if so,
132 was the wording statutory (wording in the article specified in the statute). Mr. Brown was unsure if it
133 explicitly said, 'by law', but knew a lot of the towns they had met with proceeded that way. Mr.
134 McDevitt stated the Selectmen generally weren't precluded from investigating something, forming a
135 committee and proceeding; normally before they act there is a requirement to place something before
136 the voters at town meeting. Mr. Cote read a section of language aloud that described who was
137 responsible for bringing a final plan forward. Mr. McDevitt said the language seemed to place the
138 authority with the Selectmen rather than with Town Meeting. Mr. Brown informed a lot of the towns
139 they worked with moved forward with a warrant article.

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Mr. Viger learned the Town’s current contract ran until November 22, 2021. He said they had a long going relationship with Eversource through an LED light replacement program that was backed into the monthly bill. He wanted to know how the proposed program would affect that relationship. Mr. Brown replied upon collecting data Freedom Energy would assist the Town and help restructure the terms. He noted utilities, such as Liberty or Eversource, didn’t make any money on the ‘supply cost’ of the bill; Freedom Energy would speak to the utilities regarding such.

Mr. Lynde questioned if Freedom Energy had worked with other towns long enough to see the effects of the program. Mr. Brown replied in Massachusetts there were approximately 150 cities/towns who were involved with programs. It was only in New Hampshire since October 1, 2019. They were currently getting consulting plans together and starting to craft a plan; nothing has been implemented yet. Mr. Lynde wanted to know the results in Massachusetts. Based on utility, Mr. Brown replied some saw better returns than others. He said it would be the same in New Hampshire and noted the biggest selling point was having an alternative choice for local resident/taxpayer. Mr. Lynde asked if there was specific data on individual towns in Massachusetts. Mr. Brown replied he could provide information. Mr. Lynde understood a warrant article would be the enabling legislation that authorized the Board to establish an energy study committee to see if the Town wanted to proceed further. Mr. Brown answered yes.

Ms. Forde confirmed even if the program passed residents would have an option to opt-out. Mr. Brown answered yes. Mr. Cote understood residents would be in the program unless they chose to opt-out. Mr. Brown noted it excluded those already in a third-party contract. Mr. Cote was concerned the ‘opt-out’ mailers would be sent, and residents wouldn’t know they were in a program until they receive their first bill, which would be after 30-days. Mr. Brown explained once a program was decided and implemented a public hearing would be held to explain the program and hold a general forum. Ms. Forde wanted to know the window for opting out. Mr. Brown replied people can opt-out at any time; however, it typically takes about thirty days to the next meter read.

Mr. McCarthy inquired about the financial stability of Freedom Energy. Mr. Brown replied they were on the Inc. 5000 list for three of the last five years. They had another record-breaking year and looked forward to helping communities.

Mr. McDevitt asked for information about how Freedom Energy charged and what they charged. Mr. Brown replied everything upon getting the program would be 100% transparent; typically, within tenths of a penny on the electric bill.

Ms. Forde asked how often rates were reviewed. Mr. Brown said if they rolled out for twelve months and markets go down after three months, they could preemptively look for rates; however, the contract would need to be fulfilled for the whole term.

Mr. McDevitt believed the Selectmen needed to educate themselves on the law. He asked Mr. Brown to leave material. The Board will have further discussion at their next meeting.

Ed Raynolds of ReVision Energy – Solar Array Project

Mr. Cote informed over the last several months he and Mr. Lynde along with School Board member Troy Bressette and Conservation Commission members Paul Gagnon and Al Steward have worked to create a Town-wide solar project.

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190 Mr. Raynolds introduced himself and provided a summary of his education, community involvement
191 and interest in renewable energy. He discussed the growth of ReVision Energy since they began in
192 2003; they are the number one ranked rooftop solar installer in New England. The goal of the discussion
193 was to open the gate to lead to the path of building solar in Pelham. They've done over one hundred
194 projects across northern New England municipalities and institutions using the proposed model using
195 a power purchase agreement ('PPA').
196

197 The PPA:

- 198 1) Allows Town/Schools/non-profits to get solar built with no capital outlay
- 199 2) Large tax advantage for solar projects; buy down greater than 50% in first year
- 200 3) PPA structure has three parts – host/site owner (Town), solar EPC firm (design/build), 3rd party
201 investor
- 202 4) Option for host to purchase array after 5 years at 60% original capital cost
- 203 5) May remain on PPA to term (20-30 years)
204

205 Mr. Raynolds stated he was supplied with utility bills from the Pelham group (not including projections
206 for the Public Works building or Memorial School expansion) which showed 3.2-3.3 million kWh.
207 This would take approximately 2.75 MW of solar generation capacity. He felt the best approach would
208 be to start with the highest value installations. The highest/best value for solar energy is when it's
209 generated at the point of use and used behind the meter. He referred back to his power point
210 presentation which portrayed an example of the potential savings (6-year buyout versus term) by having
211 an array on top of the municipal building/police station and high school. Mr. Raynolds showed
212 photographs of projects ReVision was involved.
213

214 The proposed path for the Town:

- 215 1) Voters authorize Town to pursue solar
- 216 2) Bid process to select vendor
- 217 3) Letter of intent with selected vendor
- 218 4) Develop project design
- 219 5) Negotiate power purchase agreement & lease
- 220 6) Board approval (Selectmen & School)
- 221 7) Sign PPA contracts
- 222 8) Build solar array
223

224 Mr. Raynolds showed photographs of potential rooftop solar arrays sites and kWh production. He
225 showed renditions of potential off-site ground-mount array (access to 3-phase power); Merriam Farm
226 Conservation Area and Cutter Woods Conservation Area. It was noted a 1 MW array takes five acres.
227

228 Mr. Lynde spoke about the potential electricity that could be produced. Mr. Raynolds noted MW and
229 KW referred to the generation of power capacity. He added kWh referred to the exposure to the sun.
230 Mr. Lynde understood a ground-based system would have approximately 40% savings of what there
231 would be with a rooftop system. Mr. Raynolds replied solar energy had the highest value when an
232 array was located on the rooftop connected to a building. The value of electricity from off-site (such
233 as the conservation areas) would be the default energy rate from the utility company. Under the current
234 regulatory and rate scheme, he believed the highest potential array for payback would be more viable
235 on the high school and municipal building/police station. Mr. Lynde asked if it was fair to say the first
236 five-year period compensated for the initial installation costs. Mr. Raynolds replied the IRS required
237 the investor hold an investment for five years (for tax benefits), which was the same period an investor
238 recovered a lot of capital. Mr. Lynde confirmed the Town would still get the benefit of a lower rate if
239 they chose not to buy the array. Mr. Raynolds answered yes; savings would continue to grow over

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240 time. The set rate the Town would pay is lower than the utility rate and set to escalate less than the
241 utility rate.

242

243 Mr. McDevitt questioned if the municipal building array installation would require putting holes in the
244 roof. Mr. Reynolds answered no; flat roofs had a ballasted installation. Mr. McDevitt wanted to know
245 the cost of installing an array if they chose to do it themselves. Mr. Reynolds replied a ballpark figure
246 would be just under \$1.6 million. Mr. McDevitt was concerned about ongoing maintenance costs and
247 questioned how that cost is passed back to the Town. Mr. Reynolds stated they had a lot of experience
248 building, maintaining and financing arrays; the costs for maintenance and operation were built into the
249 projections. Mr. McDevitt commented he was always skeptical about long-term projections because
250 there could be technical innovations that haven't been thought of yet. Mr. Reynolds stated once the
251 arrays were paid off, they would essentially produce electricity for free (less maintenance) for the next
252 number of years. He added the panels had a manufacturer guarantee of production warranty to produce
253 (in year twenty-five) no less than 85% of its original output. Mr. Viger asked what brand panels were
254 purchased. Mr. Reynolds replied they used several different manufacturers depending on the type of
255 installation. They only use tier one panels and equipment, which is an evolved rating system overseen
256 mainly by financial institutions as they are the ones lending money to finance systems.

257

258 When putting something in front of the voters, Ms. Forde wanted to know if it had to be a specific
259 project. Mr. Reynolds said voters would be asked to pursue a solar project; after which the Town would
260 go through a process of selecting a partner to develop the best project and financing.

261

262 Mr. Lynde understood the value of tax credits was dropping at 4% per year. Mr. Reynolds explained
263 it had been 30% for many years; however, several years ago congress enacted a sunset. The
264 percentage would decrease to 26% for projects built in 2020, 22% in 2021 and 10% in 2022. It was in
265 the interest for anyone wanting to do solar not to wait because it would be more difficult for an investor
266 to finance.

267

268 The Board discussed the proposal.

269

270 Mr. McDevitt was not enthusiastic about using conservation land. He recalled the Town was glad to
271 acquire the field and explained open fields were the fastest disappearing habitats in southern New
272 Hampshire. He noted the Town had that field mowed. Mr. McDevitt didn't believe they were required
273 to have voter approval to form a committee but felt having a warrant would garner support. The warrant
274 could simply be to have the Selectmen to form an energy committee to 1) encourage/authorize the
275 Selectmen and committee to study the aggregation for the benefit of residential and commercial
276 customers and 2) study the proposals given to the Board this evening (and in the future) and report back
277 to Town Meeting in 2021. He noted the School Board would also need to be on board. Mr. McDevitt
278 reiterated they usually didn't ask for voter approval to form a committee but asked the Board to consider
279 doing it for feedback so when a proposal is submitted it doesn't come as a shock to anyone.

280

281 Ms. Forde agreed a committee/commission should be formed and questioned if it would be handled in
282 the same manner the water commission was created. Mr. McDevitt believed they had more leeway
283 with these items because it would be a committee formed by the Selectmen. He noted the water
284 commission was statutory. Ms. Forde felt the committee should have representatives from the
285 Selectmen and School Board, possibly Forestry.

286

287 Mr. Lynde favored going forward with solar panels now. He said there was no question about it
288 working. He was concerned if they waited it would never happen. He didn't see any downside to
289 proceeding and didn't want to wait another year.

290

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291 Mr. Viger agreed with forming a committee and didn't feel they needed Town approval to do so. He
292 noted they had formed committees in the past for the fire station, highway building etc. Mr. McDevitt
293 replied it wasn't a statutory committee and could be formed now. Mr. Viger spoke about the
294 considerations to be reviewed prior to moving forward with solar. He worked for LG Electronics, who
295 manufactures solar panels and summarized things to review such as what would happen if the panels
296 break, pollution to land, status of the roofs if panels are installed, disposal etc. Mr. Lynde believed the
297 Town doesn't cover upfront costs; the Town essentially pays through the rates. He believed ReVision
298 Energy would watch over the costs. He added the panels were guaranteed to live for forty years.

299

300 Mr. Cote spoke about the open field location and noted it was discussed because of the proximity to
301 three-phase power. He said there were other available parcels that could be harvested. Part of the work
302 of a committee would be to explore parcels that would be beneficial to having a ground array. He felt
303 it was important/crucial to review appropriate land to receive approval of the voters. Mr. Lynde felt
304 they should get an answer quickly regarding forming a committee so it could be included in a warrant.
305 In his opinion they should begin with roof arrays and expand as needed.

306

307 The Board discussed how to proceed. Mr. Cote wanted to know if they needed permission to lease the
308 building or land. Mr. Raynolds explained the PPA contained a lease provision which is a formality
309 with a rooftop installation. It was essentially a lease when an investor is authorized to build a solar
310 array on a Town building roof; it's permission/authorization to have the equipment there. Mr. McDevitt
311 said the Town usually leased things 'from' people not 'to' people. Mr. Raynolds commented in this
312 instance 'leasing' is inherent in the power purchase agreement because the Town would lease space on
313 the roof for \$1 so that the array could be built, and the Town could purchase the power. It was
314 essentially a financial formality. Mr. McCarthy asked for a copy of the lease to send to Town Counsel
315 for review. Mr. Raynolds provided a copy of the Dover High School lease (with the rate redacted).

316

317 It was noted the School Board would have a presentation from ReVision Energy.

318

319 Mr. Lynde wanted to know the Towns who had solar arrays. Mr. Raynolds replied the information
320 packet contained a list of many towns. To summarize he named: Nashua, Keene, Nottingham, Hanover,
321 Lebanon, Dover. Mr. Lynde said Pelham could contact the other towns to see if they had to go to town
322 meeting. For reference, Mr. Raynolds offered to provide warrant article examples used by other towns.

323

324 Mr. McDevitt said if they were to move forward with an article, he suggested it be generic enough to
325 not tie them into a vendor and didn't commit the Town in some fashion. He said it should just ask
326 permission to lease the roof. He felt the School District would benefit by having the same warrant
327 article. He said having an article would be the first step; the Selectmen could form a committee at their
328 next meeting

329

330 **IT Administrator Brian Demers – Accufund Hosting Program**

331

332 Mr. McCarthy explained during the Board's last meeting he recommended changes to the IT budget
333 for reconsideration - Accufund hosting \$7,656 (annual cost).

334

335 Mr. McCarthy explained Accufund would provide a service to house, support and update the Town's
336 financial database on their server. Mr. Demers spoke about the benefits of security and efficiency by
337 having Accufund hosting versus on-site hosting.

338

339 Mr. Lynde understood Accufund would hold the Town's data. Mr. Demers stated that was correct. Mr.
340 Lynde confirmed Accufund had limited access. Mr. Demers replied a log in was needed; they need
341 access to the data to back it up. The agreement (in summary) states all customer data submitted by

342 customer to vendor will remain the sole property of the customer. Mr. Lynde wanted to ensure
343 historical data would be taken care of. Mr. Demers replied all the data they currently had would be
344 transferred over to the hosting department; all years (from when the Town started using Accufund)
345 would be brought over. Information from Munismart remained in Munismart and was hosted in Town.
346 He plans to research to see if the data could be integrated as a separate (archive) data base within
347 Accufund.

348
349 Mr. McCarthy stated he was seeking approval to add \$7,656 to the support line item for a total of
350 \$14,000. There was no objection.

351
352 **Mary Greenwood – Lane Road matter**

353
354 Mr. McCarthy explained there was a small sliver of land owned by the Town (Lot 7-4-15) next to a
355 property on Mammoth road who at some point in the past paved their driveway across the Town land
356 to Lane Road. He's drafted a letter to send to the homeowner that indicates the Town became aware
357 that a small portion of their paved driveway is on Town property. In researching records there was no
358 request to use, nor permission given, to use the Town's parcel as an entrance/exit/driveway. The letter
359 to the owner indicates the Town is willing to sell the .1-acre parcel to the Lane Road owner should they
360 have the interest, if not they are requested to remove the asphalt and cease using said parcel.

361
362 Mr. Viger commented the lot appears to be vacant; however, a few years ago the owner was contacted
363 to remove abandoned cars/debris from the area. He said they removed the items, so they clearly know
364 its Town property. Mr. McDevitt noted snow is cleared, grass is cut, and the owner pays the taxes.

365
366 Mr. McCarthy stated the letter would be the first step. Mr. McDevitt encouraged the Board to consider
367 selling the strip of land for \$1 to resolve the issue. There was no objection. Mr. McCarthy said he
368 would send the letter and let the Board know what happens.

369
370 **Citizen request to purchase Town property**

371
372 Mr. McCarthy informed they had received a letter from a citizen who would like to purchase land from
373 the Town in the Little Island Pond area to be able to gain better access to their property. He read the
374 letter aloud. He informed the lots were previously the subject of a lawsuit. He reminded the Board
375 they met with two owners in the summer of 2017 who had interest; at the time the Board made the
376 decision they had no interest in selling the property at any point as there was quite a bit of legal activity
377 in the area. He noted the attorney representing one of the parties (from 2017) asked the Town to notify
378 them if the Board ever changed their mind about selling the parcels as they would still be interested in
379 purchasing the property.

380
381 Mr. McDevitt suggesting finding a nice way to reply indicating there had been prior interest from other
382 people including an attorney and the Selectmen decided at that time not to sell it and that was still their
383 position. In his opinion the citizen was welcome to come into the Board and make a case.

384
385 Mr. Viger recalled the lawsuit and how the small lots held value and would create a hassle to award it
386 to one person without other people having a discussion. Mr. McDevitt said they could tell the citizen
387 they would only sell it through sealed bid. Mr. McCarthy believed if the Selectmen were to consider
388 selling the parcel, they would have to use some type of bid process.

389
390 There was no objection to Mr. McCarthy corresponding with the citizen to inform the Selectmen had
391 no interest in selling.

392

393 **Review new Town of Pelham Bad Check Policy**

394

395 Mr. McCarthy reminded the Board to review the draft policy and send him their notes so they could
396 review a revised draft at their next meeting. The document has already been vetted by Town Counsel.

397

398

399 **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

400

401 Mr. McDevitt learned from Planning Director Jeff Gowan that Planning Board member Tim Doherty
402 raised the question as to why the Selectmen don't indicate on Planning Board articles (initiated or by
403 petition) either 'approved' or 'not approved' versus the words 'recommended' or 'not recommended'.
404 He agreed with Mr. Doherty and recalled they used that wording years ago. It was noted the Board
405 had voted to not support including a vote count on articles.

406

407 Mr. Cote didn't like the wording 'approved' or 'not approved'. He used the citizen petition as an
408 example and believed the Planning Board doesn't 'approve' the adoption of a petition because it had to
409 go on the ballot regardless. He felt the Planning Board should use the words 'recommended' or 'not
410 recommended'. In his opinion anything the Selectmen did should also use the words 'recommended'
411 or 'not recommended'.

412

413 Mr. Cote read a portion of Statute 675:4-3 aloud. Mr. McDevitt understood Mr. Gowan passed the
414 question by Town Counsel who was of the opinion the words 'recommended' or 'not recommended'
415 could remain because there was no statutory requirement. From reading it, it appeared to him there
416 might be; however, Town Counsel informed there wasn't. There was no further discussion. Mr.
417 McDevitt will get back to Mr. Gowan and let him know the Board wanted to leave the wording as is.

418

419 Mr. McCarthy reported the light upgrade project had been completed at the Hobbs Community Center,
420 Library and Fire Department. The storage areas are complete and titled. He informed he applied for
421 and received a free thermal audit to be performed on the Hobbs Community Center, Municipal Building
422 and Library. Liberty Utilities will perform the audit on January 15th. Mr. McCarthy informed the draft
423 Town Warrant will be completed by Friday. Mr. McDevitt asked that he include a placeholder for the
424 roof lease. Mr. McCarthy told the Board the Town Report had basically been completed. He wanted
425 to complete the Voter's Guide by January 21st so it could be reviewed and sent out in a timely manner.

426

427 Mr. Cote reported he attended the Planning Board meeting for Mr. Lynde. He stated there were two
428 zoning amendments being proposed by the Planning Board and two citizen petitions. He said it was a
429 very long and well attended (in person and social media) meeting.

430

431 Mr. Lynde reported he watched a webinar put on by New Hampshire Municipal Association regarding
432 items that would affect the Town both positively and negatively. He briefly spoke about the items and
433 said the Board could speak to the State Representatives when they met with the Board.

434

435 Ms. Forde volunteered to participate in drafting the Voter's Guide. She said once it was complete, she
436 and Mr. Cote could speak with students at the high school (junior and senior class).

437

438 Mr. McDevitt reminded the Board the State Representatives would be attending their next meeting
439 January 21st and asked that the Selectmen forward questions and concerns to Mr. McCarthy so he could
440 provide them to the representatives prior to the meeting.

441

442

443 **REQUEST FOR NON-PUBLIC SESSION**

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444

MOTION: (Cote/Forde) Request for a non-public session per RSA 91-A:3,II, a (personnel)

VOTE: (5-0-0) The motion carried.

445 It was noted that when the Board returned, after the non-public session, the Board would not take any
446 other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the
447 meeting. The Board entered into a non-public session at approximately 9:09pm.

448

MOTION: (Cote/Forde) To leave non-public session.

VOTE: (5-0-0) The motion carried.

449 The Board returned to public session at approximately 9:35pm.

450

MOTION: (Cote/Forde)To indefinitely seal the minutes of the non-public session.

VOTE: (5-0-0) The motion carried.

451

452

453 **ADJOURNMENT**

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455 The meeting was adjourned at approximately 9:45pm.

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Respectfully submitted,

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Charity A. Landry

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Recording Secretary