

Selectmen's Meeting Minutes

April 22, 2019

At the Selectmen's Meeting held on Monday, April 22, 2019 at 6:00 p.m. the following people were in attendance: John Tholl, Stanley Holz, Peter Corey.

A motion was made by Peter Corey to enter Non-Public Non-Session pursuant to RSA 91-A:3 II (I) – Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present. The motion was seconded by Stanley Holz. All in favor, 3-0. Motion passed.

The Board entered non-public session at 5:56 p.m.

The Board adjourned from non-public session at 6:47 p.m.

Rick Wright met with the Board to discuss the municipal parking lot. In order for Rick to proceed with the grant with Northern Border Regional Commission, he needs a letter from the Board that the Board signed. The letter says that the Board is in support of the project to improve and complete the King's Square Municipal Parking Lot. The letters also states that the Town gives WEDC the authority to manage and control the project including all funding, grants and contracts thru project completion. The Town will provide annual maintenance of the improved parking lot after the project is completed. The Town also commits to providing up to \$11,876 of in-kinds services to the project as part of the required match. These include associated legal costs, DPW equipment for trenching and grading and loam for landscaping. Rick said the deadline to apply for the grant is May 10th.

At 6:52 p.m. the Board called Michael Curry of Wright-Pierce for an update on the Sewer Treatment Plant project.

--Notice of Intent to Award SBR pre-selection on 4/12/19 to Evoqua Water Technologies. Four different companies bid on the project. They are happy with the results.

--Wright-Pierce and Evoqua continue to refine the final scope to include in Bidding Specifications for the Contract.

--Wright-Pierce will issue a request for approval to award by the end of April to NHDES and RD.

--EPA Schedule Extension was approved based on delays caused by government furlough delays.

--Current Design/Bidding schedule accounting for schedule extension:

--90% Design Plan Set to Town for review in Mid-May (~May 13th)

(How would the Town like to handle the review? Paper copies, digital, in person review session?)

--95% Design Plan Sent to funding Agencies for approval in beginning of June (~June 3rd)

--Approval to Bid from funding agencies by the beginning of July

--Project to be issued for Bid between July 8-July 12th.

--Construction beginning in September, 2019 for a period of 18-20 months

--USDA-RD: We are working with Heather Malone on the renewed grant application. We received a message today that they feel comfortable that they will be extending the funding, but won't know for sure until it goes down to DC.

--NHDES will know May 1 if additional CWSRF funding will be available for interim/long term financing.

John thinks an in-person review might be easier for everyone involved for the 90% design review. Mike said he will schedule a time with Judy to come up. He said it is important to have Josh Welch attend as well for the historic information on the plant. Mike said he envisions construction starting in September. Peter is wondering if much construction will go on if they are not starting until September. Mike said it depends on the contractor. He feels that they will begin ordering their large pieces of equipment in the fall so once the spring of 2020 comes around they can hit it full bore. There probably will not be a lot going on between September and January. As far as selecting the successful bidder for the construction contract, how does that play out? Mike said that when we receive final approval with bid specs and documents, it will be a four-week bid period, and it is purely a cost-based selection, as long as the contractor is fit to do the construction. He said he has a lot of local NH contractors contacting him about the project already.

Michael DiGregorio from Solar Conserves and Andrew Keller of New England Solar Garden Corp. attended the meeting. They want to talk about an easement to get on McGee Drive for a project they are doing now and also talk about doing a project for the town at the capped landfill. Time is of the essence. Glad to get here tonight and talk about a few things.

Andrew Keller of New England Solar Garden Corp. said they have a project on a private landowner's property on McGee Drive, which they are 90% through the surveying and engineering process, and are finishing up the work and will come before the Planning Board. They have evaluated some challenges and brought the conceptual plan to the Planning Board to get some feedback. They had an issue with how to get access to one part of the land on McGee Drive. The Town has the capped landfill next door, which opened up another conversation.

They said if they are able to come in from the transfer station, a financial arrangement can be made to have access. The construction access is for a short period of time and then after construction is complete they will need access with a pick-up truck a couple of times a year. Next appropriate level to move forward is to see if that is something the town would consider.

The Town put out an RFP for a solar initiative. They wanted to give some informal feedback, and they have provided guidance to RFP's in the past. They would definitely like to respond to it. They are fortunate that they are the only company who has done a capped landfill solar project. They have completed two, one in Milton and one in Hillsborough, and half a dozen in the pre-construction cycle.

They said that within the development process there are fatal flaws with infrastructure constraints. The utility is our biggest challenge. How much physical capacity can you put back on the line? We are not Vermont and Massachusetts with an influx of solar projects going on. In NH they occasionally come across some restrictions, a biomass plant. They have learned there is a limited amount of space on that line until it triggers upgrading the sub-station. They are not capable of upgrading sub-stations, very expensive. There are limits to what is available. They looked at the town's electric bills and got a quick glance of what the town uses for power. Milton took their electric bill from \$30,000 to \$10,000 a year. The savings on the electric bill is variable. He said in the past they have had a couple private landowner deals not happen when find out if there is not enough space available on the line.

Andrew said in looking at the RFP, some suggestion or advice, he didn't believe it sounded like there was going to be an initial award with the right partner, go thru the permitting process and a town vote around the time the project was to be built. Rob Larsen, Public Works Director, said that was not the intent. Sometimes the Town has felt because they are leasing the land, the town has given them the blessing to move ahead with a renewable land lease. There have been some RFPs that go right down to a full approval at town meeting. You can fit anywhere in there. They said things are changing in our state in reference to solar to gaining some scale. There are not many out of town competitors coming in and exploiting the opportunity. That will start changing. If someone comes in and fills up the rest of the space on that line, that is what could affect the good intentions of the town.

Peter Corey said in response to the easement issue, we have certainly awarded easements to utilities in exchange for some financial compensation. We will look and see what you want for your project. Peter suggested that he work with the Public Works Director to see if what they want will work.

The intent for a RFP, is it lets you see the Solar companies get creative with the land and buildings we have available to us and what we spend on power. What would you like to provide with your creative license for solar? We can look at these and evaluate those. Rob Larsen said from the land owner point of view, we are not wanting to get in to running a solar project, land lease is the simplest and easiest for the town. Relieves town of the maintenance, liability. We are just doing a landlord lease tenant. We make money from day one without waiting 15 years. DG Whitefield just closed their doors. There is legislation to try to keep that plant up and running. Milton project went smoothly and then they started with other parcels of land. Get comfortable with the project and what is available. Window for important stuff, by no later than October, have something chosen to get surveyors out there, actually September.

From this point, have the RFP out there. Gaining site control and submit the application to the utility. Would they be interested in purchasing an option on one of the pieces of land? Landfill would need indemnification language. They could get creative that way. He looked at our pieces of property. Needs to be close to 3-phase power. They try to follow the right-of-way.

They are looking at a minimum of 7 acres. In Milton for 1 megawatt, they needed 5 acres and depending on what land is right, might need another acre.

Judy will put together a list of the property the Town owns and send it to them. The Brown Street Furniture property was mentioned, but it was felt it would not be a suitable location, but they said they will check.

Andrew said what is important to most towns is the Lease is a payment coming to the town. The electrical rebate is a component. In reference to the RFP, they will get us a formal response as soon as possible.

They will get together with Rob on the easement.

The Board reviewed, discussed and completed paper work for the CWSRF Loan Application for the Asset Management Project, which includes the development of an asset management program for the Town's wastewater infrastructure.

The Board voted unanimously on the following items (Attachment D) Designation of Authorities for Clean Water SRF Loan:

NOW, THEREFORE, BE IT RESOLVED BY

Town of Whitefield Board of Selectmen, the governing body or Board of Directors of said Applicant, as follows:

1. That the person holding the position of Chairman, currently held by John Tholl, is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500, furnishing such information, data, and documents pertaining to the applicant for a loan as may be required;
2. That if such loan be made, the following position(s), currently held by the following individual(s), is/are the Authorized Representative(s) of the Applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient.

Position Title	Name
Treasurer	Kathleen Dunlap
Two of Three Selectmen	John Tholl, Peter Corey, Stanley Holz

3. That if such loan be made, the Applicant agrees to repay the loan as stipulated in the loan agreement.
4. That a certified copy of this resolution be included as part of the application to be submitted for a loan.
5. That persons holding the following position(s) at the time of loan execution are authorized to sign the loan agreement binding the Applicant to the terms and conditions of the loan.

Treasurer: Kathy Dunlap

Board of Selectmen:

John Tholl

Stanley Holz

Peter Corey

6. That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

Also approved by the Board and signed by the Chairman, John Tholl:

Attachment B – Loan Repayment letter

Attachment G – Financial Capability letter

Attachment H – Audit letter

Attachment I – Debt Obligations letter

Attachment J – Fiscal Sustainability Plan letter

Selectmen Committee Reports:

Stanley Holz – Whitefield Economic Development Corporation

Stanley asked Rick Wright to give the update because when he participated via phone the last meeting, he had a hard time hearing what was being said. Rick said WEDC is having a meeting this Wednesday. At their last meeting they had CEDC attend and tell them that they are not doing the downtown revitalization project. Rick said that they are trying to figure out what our next steps are. Rick is working on a grant for money for the municipal parking lot. He submitted the letter of intent a few weeks ago, and the application has to be in on May 10th so that is Rick's target. This week they will be reviewing that project again and getting the Board's

approval to proceed with that. Bob Stiles, Katie Kopp and Sally Maroon met with Brown Street property owner. They would like to try to bring together a buyer with the owner to see if they can facilitate a sale.

Peter Corey – Planning Board

Mr. Scalley was in and renewed his permit to redevelop the old hardware building. He stated he has had the hazardous material inspection done and have taken samples. They are coming back to take more samples. He needs to do the abatement of asbestos before he can tear it down. He has secured his financing for this project and that should happen this year. It will be a very attractive, three story colonial architecture, fit nicely in the community.

Mr. Larsen asked about the garage being built on Mr. Scalley's property on Union Street. The garage is not going to require water. A discussion ensued about the water/sewer lines on the property.

The Planning Board approved a RV permit as approved at town meeting. There is a public hearing to implement a \$30 fee at a public hearing in May.

John Tholl – Airport

Moving forward with the airshow for June 29th.

Littleton didn't fund the airport. Short quite a bit of money. Trying to figure out how to make it. They would like to have the town give us a break on the plowing. They are over \$6,000 short in the budget. They are trying to find ways to do things to increase the cash flow, try to go back to some of the other towns who are no longer members. Stanley said the airport has to find a way to become self-sufficient.

When the Airport spoke about the town forest, they are concerned that the airport will lose their mitigation capabilities.

Peter asked that it be put on the record that we asked the Conservation Commission Chairman and Vice Chairman to attend the meeting tonight to discuss recent correspondence they sent to the Board, and they elected not to come.

A motion was made by Peter Corey to approve the Selectmen's Meeting Minutes of April 15, 2019. The motion was seconded by Stanley Holz. All in favor, 3-0. Motion passed.

The meeting adjourned at 8:15 p.m.