



Town of Hopkinton Office of Select Board

330 Main Street, Hopkinton NH 03229-2627 | (603) 746-3170 | www.hopkinton-nh-gov

SELECT BOARD PUBLIC WORK SESSION MINUTES Hopkinton Town Hall – 330 Main Street Tuesday, May 28, 2024

I. CALL TO ORDER

Mr. Traum called this Select Board Public Work Session to order at 5:31 p.m. on Tuesday, May 28, 2024, and introduced the members of the Board.

Select Board Members Present: Ken Traum; Thomas Lipoma, Jeffrey Donohoe; and Steven Whitley. Sabrina Dunlap joined at 5:32 p.m.

Staff Present: Neal Cass, Town Administrator

II. POINTS OF PRIDE

Mr. Cass recognized the work of the Department of Public Works (DPW) in helping the Town get ready for the Memorial Day Parade. He noted all the work DPW did in cleaning and street sweeping, and on the crosswalks. Mr. Cass also recognized DPW’s work in helping to clean and organize the second floor of Town Hall– specifically, removal and disposal of shredded items and other items identified for disposal.

Mr. Cass recognized the work of Town employees Kelly Henley, Emily Ceriello, and Christine Johnson to help get the second floor of Town Hall organized and cleaned up.

Mr. Traum thanked all those involved in helping make the Memorial Day Parade a success.

III. ADMINISTRATIVE

i. Approval of Consent Agenda (03)

The Board reviewed documents for signature of the Consent Agenda of May 28, 2024. Mr. Traum made a motion to approve the Consent Agenda. The motion was seconded by Mr. Whitley and unanimously approved (5-0).

<u>ITEM</u>	<u>DATE</u>	<u>ACTION</u>	<u>COMMENT</u>
AP MANIFEST	-	-	-
AP MANIFEST DATED 5/28/2024	5/28/2024	APPROVE	\$246,465.20
PREVIOUSLY APPROVED - NO ACTION NEEDED			
AP MANIFEST DATED 5/20/2024			\$144,436.21
EMPLOYEE PAYROLL DATED 5/20/2024			\$93,038.56
DIRECT DEPOSIT: \$88,167.41			
PAYROLL CHECKS: \$4,871.15			

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TAX COLLECTOR'S WARRANT			
PROPERTY TAX LEVY - 2024 PERIOD 1	5/28/2024	APPROVE	\$14,137,959.00
RIGHT TO BURY			
#1221 - NEW HOPKINTON - A-26A-3 AND 4	5/28/2024	APPROVE	
OTHER			
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - ARMSTRONG	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - BALL	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - BERUBE	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - CERIELLO	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - DOOLAN	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - HALL	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - HENLEY	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - JOHNSON	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - MURDOUGH	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - PERRY	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - POIRIER	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - RACINE	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - C STOCKWELL	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - S STOCKWELL	5/28/2024	APPROVE	
PERSONNEL ACTION FORM - TEMP SEASONAL EMPLOYEE - WHITAKER	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - BOUDETTE	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - BYRNE	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - B CARR	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - L CARR	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - CHANDLER	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - CRATHERN	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - FAIRFIELD	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - GOODMAN	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - HADDEN	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - JENKINS	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - JOHNSON	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - MCMURRAY	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - MINNEHAN	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - MITCHELL	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - PARSONS	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - RODRIGUEZ	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - SHUMWAY	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - SIMPKINS	5/28/2024	APPROVE	

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CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - SINDELAR	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - SMART	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - SORENSEN	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - TRAUM	5/28/2024	APPROVE	
CERTIFICATE OF APPRECIATION - KIMBALL CABINS RESTORATION - WILDER	5/28/2024	APPROVE	

ii. Approval of Public Meeting Minutes of May 13, 2024 (04A)

The Board reviewed the Select Board Public Meeting Minutes of Monday, May 13, 2024. Mr. Traum made a motion to approve the Select Board Public Meeting Minutes of Monday, May 13, 2024. The motion was seconded by Mr. Whitley and unanimously approved (5-0).

iii. Approval of Public Meeting Minutes of May 20, 2024 (04B)

The Board reviewed the Select Board Public Meeting Minutes of Monday, May 20, 2024. Mr. Traum made a motion to approve the Select Board Public Meeting Minutes of Monday, May 20, 2024, with the note that there was a reference to the attachment of the Webster minutes but that the Webster minutes were not yet available. The motion was seconded by Mr. Whitley and approved (4-0) with Mr. Lipoma abstaining.

iv. Approval of Nonpublic Minutes of May 20, 2024 (04C)

Mr. Traum made a motion to approve the Select Board Nonpublic Meeting Minutes of Monday, May 20, 2024, noting that they were sealed. The motion was seconded by Mr. Whitley and approved (3-0) with Mr. Lipoma and Ms. Dunlap abstaining.

IV. PUBLIC APPOINTMENTS

i. 5:30 Community Power Committee Presentation (05)

Mark Zankel, Chair of the Hopkinton Community Power Committee introduced Brian Callnan, CEO of the Community Power Coalition of New Hampshire (CPCNH).

Mr. Zankel summarized the community power initiative and the next steps for the Town of Hopkinton noting the following points.

- Community Power passed at the Town Meeting in 2023.
- In 2023, the Select Board executed the Joint Powers Agreement so that the Town was eligible for CPCNH support.
- At this time, the Select Board needs to review the Member Services Agreement and associated policies of the Community Power Coalition.
- After reviewing potential agencies for energy procurement, the Committee decided that CPCNH was the right partner for energy procurement for the Town of Hopkinton and recommended execution of the agreement.

Mr. Callnan provided an overview of the Cost Sharing Agreement/ Member Services Contract noting the following points.

- The policies are available on the CPCNH website- CPCNH.org.
- Risk, Rates, and Reserve policies are available on the CPCNH website.
- CPCNH programmatic objectives are to:
 - Meet the customer's energy requirements;
 - Obtain the best available rates; and

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- Maintain rate stability and develop/maintain financial reserves for long-term customer benefits.

Risk Management

Mr. Callnan provided the following slide which summarized the risk management overall framework.

Energy Portfolio Risk Management Framework

- 1. Philosophy, Objectives, Scope:** CPCNH purpose is to procure electricity for Community Power; EPRM identifies risks & management strategies; objectives are low rates, stability, reserves
- 2. Risk Exposures:** Market, Volumetric, Opt-Out, Counterparty Credit, Liquidity & Collateral, Regulatory, Operational, Reputational
- 3. Strategy & Parameters:** Outlines risk mgmt strategies, metrics, limits, reporting
Position Limits: Requires CPCNH to "close" (*fully hedge*) positions in advance of power delivery to minimize exposure to spot / real-time market swings
- 4. Risk Control Principals:** Separation of roles, protocols, reporting
- 5. Roles, Responsibilities, Organization:** who does what (Board, CEO, Staff, Service Providers)
- 6. Policy Compliance:** Describes how violations will be reported; independent auditing of ERMP every 2 years; Finance Committee review of reserve levels



Retail Rates Policy

Mr. Callnan provided the following slide which summarized the retail rates policies.

Retail Rates Policy

- 1. Purpose:** Outline requirements, objectives, authorities, processes for rate setting
- 2. Requirements & Objectives:** Only launch if rates beat utility default; strive to maintain lower rates; offer optional rates
- 3. Amendments:** CPCNH Board approves amendments, with advanced written notice of Board Meetings considering amendments to Members
- 4. Default Rate Setting Process:** CEO, in consultation with Finance and Risk Management Committees, recommends rates for Board approval; Emergency Default Rate Adjustment Authority (with Board approval, and Member noticing).



Mr. Callnan summarized and noted the following points.

- CPCNH looked at rate structures across the country to arrive at the current programmatic structure.
- At this time, CPCNH does not use net metering or time of use. CPCNH offers a fixed price.
- CPCNH is working on net metering but is working with the limitations of Eversource.
- CPCNH is working hard to bring innovative rates but right now they have data issues.

Mr. Callnan presented the table below to illustrate the products offered.

Retail Rates Policy (2)



5. Rate Structure Types: Discount to Utility; Fixed Price Service; Time of Use; Net Metering; Index Plus Adder; Fixed and Index Blend; other

6. Rate Product Types & Approval Authorities: Default Service (Granite Basic or Granite Plus) or Local Power Offer

7. Rate Product Content & Member Elections:

Product	Minimum Content	Member Election
Granite Basic	Minimum RPS Content (24.3%)	Default, Opt-Down, or N/A
Granite Plus	~33% Renewable or Carbon Free	Default, Opt-Up, or N/A
Clean 50%	~50% Renewable or Carbon Free	Opt-up or N/A
Clean 100%	100% Renewable or Carbon Free	Opt-up or N/A

Mr. Callnan stated that Hopkinton Community Power will select the options yearly and that Granite Basic is the default.

Financial Reserve Policy

Mr. Callnan summarized the financial reserve policy. Mr. Callnan indicated that the overall goal is 120 days of operating reserve.

Data Privacy and Security Policy

Mr. Callnan summarized the data privacy and security policy and indicated that the policy is available on the CPCNH’s website.

Cost Sharing Agreement/ Member Services Contract

Mr. Callnan indicated that the next step for the Town of Hopkinton is the execution of the Cost Sharing Agreement/ Member Services Contract. Mr. Callnan provided the following slide summarizing the Cost Sharing Agreement.

Cost Sharing Agreement

- ✓ Ensures costs recovered fairly & proportionally from Members
- ✓ Establishes "Menu of Services"
- ✓ Mandates regular cost reporting
- ✓ Provides operational clarity to all parties
- ✓ Enacts JPA Classification of Costs by:

- (1) **General & Administrative** - shared proportionally across Members (pro rata share of annual electricity sales).
 - (2) **Direct Project** - (only accrue to participating Members);
 - (3) **Member Services** (\$/MWh & actual)
- Includes Member Services Contract for the **Complete Service Bundle "CSB"**

Classification	Cost Factor	
General & Administrative	All Costs	\$/MWh to pro Retail term)
	Costs identified in Project Contracts	As sp...
Direct Project	Unanticipated Costs	As directed by Project Committee vote; alternatively, Member Project Contract participation share %
	All Requirements Electricity	Member CPA actual cost
CPA Member Services Power Supply	Net Hedging	\$/MWh (across all CPAs) or actual cost (for each CPA)
	Optional / Opt-Up Products	Member CPA actual cost
	Allocated Staff, Overhead & Misc. Svc	\$/MWh
CPA Member Services Operations	Member CPA Compliance Costs	Member CPA actual cost
	General Compliance Costs	\$/MWh
	Financing and Credit Support	\$/MWh (across all CPAs) or actual cost (for each CPA)
	Portfolio & Risk Management Services	\$/MWh
	ISO-NE Load Serving Entity (LSE) Services	\$/MWh
	Marketing & Community Services	\$/MWh
	Customer Notifications	\$/Notice
	Data Management & Billing Services	\$/Meter
	Call Center & Customer Services	\$/Meter
	Local Program Design, Admin & Finance	\$/MWh (across all CPAs) or actual cost (for each CPA)
CPA Member Services Elective Services	Additional services as authorized by the Board	



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Mr. Callnan summarized and noted the following points.

- The fastest they could begin procuring energy for Hopkinton would be October- January.
- Direct Project costs mean that if Hopkinton agreed to support a project for the exclusive benefit of the Town of Hopkinton – the Coalition would manage that project separately.

Termination of Cost Sharing Agreement/ Member Services Contract

Mr. Callnan stated that the member may terminate with immediate effect with written notice provided that the CPCNH has not authorized power transactions on behalf of the member.

Mr. Callnan presented the table below to illustrate the early termination options.

CSB – Early Termination



Early Termination Option 1: Fulfill Waiting Period

- ✓ Upon receipt of termination notice, CPCNH shall inform **Member** of the **minimum waiting period** under which there would be no costs for withdrawal
 - Costs of withdrawal may include losses from the resale of power contracted for by CPCNH to serve the **Member's** load
 - Waiting period = minimum duration by which no costs would be transferred to the remaining Members that have elected the Services

Early Termination Option 2: Covering of Obligations

- ✓ **Member** may terminate during the waiting period, provided it first deposits sufficient funds with CPCNH, as reasonably determined by CPCNH and approved by a vote of the Board of Directors, to cover **Member's** liability for outstanding costs
- ✓ **Member** may elect to use its **allocated share of Joint Reserves** or **Discretionary Reserves**, for this purpose

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Select Board Discussion

- A question was asked about how many members have elected to leave. Mr. Callnan indicated that one community has left, and he anticipates another community leaving but neither (out of 59) had a cost-sharing agreement with the CPCNH.
- Mr. Callan summarized the roles and responsibilities of the Authorizing Officer. Mr. Traum asked how often the Authorizing Officer was changed. Mr. Callnan indicated that this was up to the Town. Mr. Traum asked if the Authorizing Officer was normally the Town Administrator. Mr. Callnan indicated that the Town Administrator was usually the best person for this position.
- Mr. Traum asked if the Town wanted to change the rate, would this require a Town meeting? Mr. Zankel indicated that he believed the language in the warrant article allowed them to set the rate.
- Mr. Whitley asked if the Town selects the Granite Basic default, how do they change the rate? Mr. Zankel and Mr. Callnan both indicated that a change would require six months' notice.
- Mr. Traum asked about what assistance Hopkinton would receive if the program was launched in October. Mr. Callnan indicated that execution of the agreement is all that is still needed. Mr. Traum indicated that he wanted to understand how CPCNH would help with community notice. Mr. Callnan indicated that all residents would receive a mailing in September that CPCNH would be procuring power. There would be a link allowing community members to opt-out or

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opt up – for a higher renewable energy component. There would also be two community informational meetings.

- Mr. Whitley asked why the Community Power Committee chose to work with CPCNH. Mr. Zankel responded that CPCNH demonstrated transparency in governance and a commitment to rate stability including the use of reserves that can help when rates surge to offset higher costs. In summary, Mr. Zankel indicated it was the energy buying strategy and the financial model gave the Committee higher confidence. Mr. Traum indicated that their non-profit strategy and positive reviews of other communities also played into the decision.
- Chair Dunlap asked if there was any concern that the CPCNH had only been around for a year. Mr. Callnan explained that CPCNH had a very transparent working model and had looked at what models were succeeding in the development of a framework for CPCNH operations. He further added that staff and other subcontractors supporting the program had a great deal of experience. Mr. Callnan further noted the track record for the CPCNH model had consistently yielded lower rates. Mr. Callnan told the Select Board that they are talking to an additional fifty communities across the state.

Next Steps

Mr. Zankel indicated that if the Select Board wanted to initiate the program to begin in October, the next steps are as follows.

- Authorize the Town Administrator to execute a co Cost Sharing Agreement/ Member Services Contract
- Decide to assign authority to an Authorized Officer or retain those authorities as a Select Board.
- Mr. Cass indicated the Board retaining those duties might make sense in the beginning.

It was decided that the Select Board would take action on the Cost Sharing Agreement/ Member Services Contract in June.

V. OLD BUSINESS

i. Joint Meeting Follow-up (06)

Mr. Cass referenced the draft ordinance changes and fee changes developed the week before with the Town of Webster. Mr. Cass indicated that the Town of Webster would have a public hearing next week and the Town of Hopkinton would have a public hearing on June 10, 2024. It was noted that there will be a follow-up meeting with the Town of Webster on June 17th in the Town of Webster. Mr. Cass noted that the proposed ordinance and fee changes do not address the green bag program at this time.

ii. Police Detail Rate Follow-up (07)

Mr. Cass noted that the police detail rate provided had one error regarding overtime for holidays and work over eight hours and that this should be struck. Mr. Cass explained that the detail rate is higher than the overtime rate and that no special time-and-a-half rate is necessary to compensate officers.

Mr. Whitley made a motion to approve the rates as presented. The motion was seconded by Mr. Traum and unanimously approved (5-0).

iii. Green Bag Program

Select Board Discussion on the Green Bag Program

- Mr. Lipoma suggested that green bag fees should be discussed on the same evening as the Webster fee ordinance public hearing as the community will likely attend to provide comments on the green bags.
- Mr. Cass summarized where the Select Board has concurrence, namely that the Select Board had decided to keep green bags, raise the fees, and review enforcement.
- Mr. Lipoma indicated that he believed that enforcement was already provided for through the stickers. Mr. Cass indicated that there were not enough staff to check the stickers.
- Mr. Traum said that he did not believe the public supported the continued use of green bags. Mr. Lipoma concurred but indicated that a public hearing was needed to fully understand where the community was on the issue.
- Mr. Donohoe reminded the Board that the program was created by a Town Meeting and cannot be discontinued through Select Board action.
- Mr. Whitley responded that there had not been a full implementation of the program as was intended due to a lack of dedicated staff dedicated to enforcement. Mr. Whitley said that the Town has never fully implemented the program and that has not seen how a fully operational program could perform.

Chair Dunlap summarized two options that were currently on the table for the Select Board to discuss:

- Raise prices for green bags and hire staff for enforcement; or
- Continue with the program as it is until the Town Meeting when the Select Board will receive definitive direction from the public.
- Mr. Whitley indicated that if the Town is not going to enforce the program and hire extra staff for enforcement, the price of green bags should not be raised.
- Mr. Lipoma asked for more discussion on the specific points that will be presented to the community.
- Mr. Whitley indicated that there have been many Town meetings where the public has supported a continuance of the program.
- Chair Dunlap indicated that in 2022, there was public feedback about the program urging the Town to keep it yet, the Town has not been able to make it work lending credibility to the idea that the program cannot be successfully implemented.
- The conversation continued regarding public opinion on the topic and a negative trend regarding the program.
- Mr. Donohoe reminded the Select Board that they have had the opportunity to raise the fees and have not done so causing the program to lose money and if nothing else the price of the bags should be raised.
- Mr. Whitley said this should be done, additional staff should be hired for enforcement, and a warrant article on the program should be added for the next Town Meeting.
- Mr. Lipoma indicated that he believed there was consensus on the part of the Select Board for raising fees, hiring part-time staff for enforcement, and gauging the public's response at the next meeting.

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- Questions were raised about the cost of a new part-time employee. Mr. Cass indicated that a part-time employee would add about \$36,000 to \$40,000 to the budget plus the cost of additional bags.

Select Board Discussion Rate| Fees| Enforcement and Take-a-ways

- Mr. Lipoma recommended that the Webster rate would be a \$120/ton tipping fee and \$135/ ton would need to be raised for the green bags to cover the cost of a new part-time employee.
- Mr. Lipoma recommended that this should take effect at the end of the summer.
- Mr. Cass indicated that there is a public information/education component to this that should be considered.
- Mr. Lipoma indicated that if there was overwhelming opposition at the public hearing they could reconsider.
- Mr. Lipoma summarized that the new cost would be \$2.90 for the large bag and \$1.30 for the small bags.
- The Board discussed how residents might lose privileges as a result of violations and how the violations would be managed.
- Chair Dunlap pointed to the problems that the current staff has had with spot-checking. Mr. Cass agreed that this has been challenging given the staffing levels.
- Mr. Whitley raised a question about whether a part-time employee would be enough. Chair Dunlap indicated that a full-time employee would be a big commitment considering waning public support. Mr. Whitley indicated that a part-time person would be the better way to begin.
- Mr. Traum said there must be a warrant article at the next Town Meeting but asked why the program could not remain unchanged until then.
- Mr. Whitley reaffirmed his opinion that the public has never seen a fully implemented program.
- Mr. Lipoma reminded the Board that at the last Town Meeting, this topic was presented, and there was still public support for the program.
- Mr. Traum noted that a large exception/change to the program had been made since that time which raised public concerns.
- Mr. Lipoma suggested that the public presentation/ listening session should discuss a full discussion including raising prices, hiring a part-time employee, setting a date when the changes will be implemented, and working with Public Works on code enforcement. Mr. Whitley agreed that this was the course of action forward and that there should be a public presentation/listening session to receive comments from the public.
- Chair Dunlap indicated that there was going to be a public hearing on June 10th and asked if they could have the meeting on the green bags at the next meeting.
- Mr. Lipoma and Mr. Whitley supported presenting both items at the June 10th meeting to prevent public confusion.

Mr. Cass summarized that there would be a public hearing on June 10th followed by a public meeting on green bags. Discussion centered around the level of detail that should be presented to the public as the Board was not in agreement about all the details.

- It was agreed that the public presentation/listening session would be advertised with general terms including a discussion about increased fees and enforcement.
- Mr. Whitley reaffirmed his position that there needs to be a committed attempt at really enforcing and funding the program so that the public can make an informed decision about the program’s effectiveness.

Chair Dunlap summarized the two potential courses of action. The Select Board may proceed with raising prices and improving enforcement or may choose to muddle along with the program as it is until the next Public Meeting if they encounter overwhelming opposition. She noted that the Select Board may disagree on the path forward, but the final decision would be settled by vote after the public presentation/public listening session.

There was general agreement that the agenda topic should be general with selected sub-topics that should be discussed including raising fees and enforcement options. It was agreed that the public presentation/ listening session on the proposed green bag fee and enforcement changes would be placed on the agenda for June 10th.

Chair Dunlap reminded the Select Board that there has been a great deal of discussion on this topic and work has been accomplished including Webster fees that are on the agenda for June 10th.

VI. NEW BUSINESS

i. Waste Reduction Committee Work Session Request (08)

A Waste Reduction Committee work session request and accompanying memo were considered by the Select Board. Mr. Whitley indicated that the green bag public presentation/listening session should be held first to inform that discussion more fully. Ms. Bonnie Christie, a Waste Reduction Committee Member commented to the Board that the Waste Reduction Committee is very interested in the topic the Board is discussing. Ms. Christie provided the following comments summarized below. Additionally, Ms. Patricia LaPree, Chair of the Waste Reduction Committee, provided comments summarized below.

VII. PUBLIC FORUM

	Comment
Bonnie Christie	The program has never been fully and effectively implemented and the frustration from the community is based on the lack of a programmatic framework and unit-based pricing which is key to waste reduction. If not green bags, what is the alternative proposal for solid waste management that considers the Select Board’s environmental objectives? The two methods of diversion are composting and recycling. If the Select Board eliminates one of the methods, what is the plan and how will that achieve environmental objectives? Why is the current staff not spot-checking? The proposal and community listening session seem sudden and there has not been enough public information and education on the topics.

Patricia Lapree	Ms. Lapree indicated that the purpose of the memo was to suggest the idea of the work session and that the Waste Reduction Committee will work with the Select Board in whatever way they think is most helpful. Ms. Lapree indicated that the Waste Reduction Committee members would be happy to support the public presentation/listening session and provide some informational context for the benefit of the public.
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The Select Board indicated that these comments would be very helpful as part of the public presentation/ listening session. Chair Dunlap responded that there had been a great deal of work and many meetings on the subject, noting that the public hearing on June 10th regarding the Webster fees shows progress.

VIII. TOWN ADMINISTRATOR UPDATES (09)

- Mr. Cass noted that nine interviews for the Human Services Coordinator were scheduled for the following week.
- Mr. Cass indicated that tax bills were going out on Thursday of that week.

IX. OTHER

No comments were offered.

X. NONPUBLIC SESSION

i. NON-PUBLIC SESSION I-RSA 91-A: 3 II (c) Reputation

Ms. Dunlap moved to go into a non-public session to discuss an issue that could affect the reputation of someone other than a Board member under the provisions of Nonpublic Session RSA 91-A: 3 II (c). Mr. Donohoe seconded the motion.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Thomas Lipoma	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes

MOTION PASSED 5-0.

The Board and the Town Administrator went into a nonpublic session, as recorded separately, at 8:05 p.m. The Board returned to public session at 8:22 p.m.

Vote to seal nonpublic minutes:

Mr. Whitley moved to seal the minutes of the just completed nonpublic session until a Public Hearing is held because it was determined that divulgence of this information could render the decision ineffective. Mr. Traum seconded the motion.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Thomas Lipoma	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes

MOTION PASSED 5-0.

ii. RSA 91-A:3 II (d) – NON-PUBLIC SESSION IV-RSA 91-A: 3 II (d) Lease of Town Owned Property

Ms. Dunlap moved to go into a non-public session to discuss the sale of property under the provisions of Nonpublic Session RSA 91-A: 3 II (d). Mr. Traum seconded the motion.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Thomas Lipoma	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes

MOTION PASSED 5-0.

The Board and the Town Administrator went into a nonpublic session, as recorded separately, at 8:22 p.m. The Board returned to public session at 8:34 p.m.

Vote to seal nonpublic minutes:

Mr. Whitley moved to seal the minutes of the just completed nonpublic session until a Public Hearing is held because it was determined that divulgence of this information could render the decision ineffective. Mr. Donohoe seconded the motion.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Thomas Lipoma	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes

MOTION PASSED 5-0.

iii. NON-PUBLIC SESSION I-RSA 91-A: 3 II (c) Reputation

Ms. Dunlap moved to go into a non-public session to discuss an issue which could affect the reputation of someone other than a Board member under the provisions of Nonpublic Session RSA 91-A: 3 II (c). Mr. Traum seconded the motion.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Thomas Lipoma	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes

MOTION PASSED 5-0.

The Board and the Town Administrator went into a nonpublic session, as recorded separately, at 8:34 p.m. The Board returned to public session at 8:47 p.m.

Vote to seal nonpublic minutes:

Mr. Donohoe moved to seal the minutes of the just completed nonpublic session until a Public Hearing is held because it was determined that divulgence of this information could render the decision ineffective. Mr. Whitley seconded the motion.

ROLL CALL VOTE:

Sabrina Dunlap	Yes
Ken Traum	Yes
Thomas Lipoma	Yes
Jeffrey Donohoe	Yes
Steven Whitley	Yes

MOTION PASSED 5-0.**XI. ADJOURNMENT**

There being no further business, Mr. Donohoe moved that the meeting be adjourned. Mr. Whitley seconded the motion. All members voted in favor and the meeting was declared adjourned at 8:47 p.m.