

**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

apartments in Lebanon, those wanting to stay long-term experience difficulty finding homes to remain in the area. Most of the Dartmouth Health workforce makes between \$65,000 to \$100,000 annually.

Novo Nordisk has experienced similar staffing challenges, including losing long-term staff unable to find homes to buy. They are very interested in long-term staff retention.

Employee feedback across organizations has been that they are not interested in studio apartment housing.

The Vital Communities Corporate Council encouraged the Enfield SB to do everything possible to add affordable and accessible housing (through zoning and other policies).

The 2020 Keys to the Valley study showed the Upper Valley would require 10k more housing units by 2030. Current development rates are not on track to meet this need. Accommodating zoning can allow for easy development of units that fit well within the Enfield community.

Larger areas like Burlington, VT, and Portland, ME, have large developers in those areas doing development at scale versus smaller builders doing “spec homes.”

SB members and Mr. Taylor briefly discussed the recent “2 Accessory Dwelling Units (ADUs) by right that Enfield voted to approve in 2023. There have not been significant impacts as a result of this change yet. Mr. Taylor noted that Enfield is working with a consultant to rewrite zoning regulations focusing on housing.

Enfield also doubled the housing density in the R1 zone and recently expanded the municipal sewer system.

There was some discussion about other impacts on housing, particularly single-family housing, and costs that make these models difficult. Manufactured housing (such as modular homes that are high quality and come in pieces) is the most affordable for new single-family homes in the current market. Some communities are donating land toward development to help with single-family home development.

Some municipalities are considering partnering with developers to develop housing on town property, which may be used for municipal employees.

Members discussed possible incentives for development and ways to relieve the cost burdens on the financing side of things.

Mr. Gotthardt commented that there is a minimal amount of town-owned vacant land in Enfield, and acquiring it can be lengthy and slow. He also commented on the older “mill housing” model, which is not frequently utilized today.

Mr. Gotthardt commented that the Upper Valley is desirable, and businesses have expanded significantly in recent years. He also stated that very little vacant land has recently been sold in the Upper Valley real estate market.

Ms. Beaufait commented that she appreciated the discussion and heard that those looking for housing are looking for single-family homes or townhouses over apartments for long-term living here. She also commented that there is a gap in smaller housing for seniors who may wish to move out of their larger homes but can’t find smaller homes to move into.

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

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

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

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

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

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

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

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

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

Arbor Day Proclamation

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

Johnston Drive Property Lot 6 Discussion

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

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

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

Strategic Planning Review and Discussion

Members reviewed several suggested edits and made amendments.

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

Shedd Street RFP Review

Members agreed that they were happy with the RFP.

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

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

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

ADMINISTRATIVE ITEMS

None

OTHER BUSINESS TO COME BEFORE THE SELECT BOARD

Public Comments

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

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

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

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

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

Other Business

None.

252 **NEXT MEETING**

253 Monday, April 15, 2024

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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