

SELECTMEN'S WORKSHOP
Minutes of 01-04-10
4:15 p.m.

Selectmen:

(Tardy)

Peter F. Brothers, Chairman
Miller C. Lovett, Vice Chairman
Robert C. Flanders
Charles G. Palm
Colette Worsman

Town Manager:

Phillip L. Warren

Recording Clerk:

Karin Landry

Call to Order: Chairman Peter Brothers called the meeting to order at 4:15 p.m. He introduced the Board, Town Manager, and the Recording Clerk.

W 10-01 Local Energy Committee

Town Manager Philip Warren made a recommendation for the formation of a Local Energy Committee (LEC), which will act as an advisory committee to the Board of Selectmen. The formation of the committee will allow the Town to take advantage of a number of grant opportunities that will become available in the next two to three months.

The Town Manager read the draft Charge:

Meredith's Local Energy Committee (LEC) will serve as an advisory committee to the Board of Selectmen on issues related to energy, conservation, greenhouse gas reduction and sustainability. The goal of the LEC is to promote and facilitate energy conservation measures for Meredith's residents, businesses and municipal operations. The committee will work with the Town staff to review current energy efficiency practices and possible future actions. The committee's work will be available to the Planning Board as a resource with respect to energy consideration in the next Master Plan update. The committee will also work with non-profit organizations for technical assistance in a variety of areas.

The committee's objectives will include:

- Increase public awareness and participation in the reduction of energy consumption and carbon emissions,
- Research energy related issues and actions taken by other Local Energy Committees in New Hampshire;
- Gather educational and informational resources for the use of residents, businesses and the Town;

- Develop a plan to address the short and long term energy needs of Meredith. The plan may include projects such as:
 1. Assess town energy usage by conducting a green house gas and energy inventory,
 2. Conduct an energy audit for each municipal building,
 3. Research energy efficiency ordinances and regulations being implemented in New Hampshire to share with the Planning Board,
 4. Research grant opportunities that may be available to LECs,
 5. Develop recommendations for the Board of Selectmen to improve efficiencies in energy and fuel use.

The committee shall be comprised of one Planning Board representative, one Board of Selectmen representative, one School District representative, one business community/Chamber of Commerce Representative, and three Meredith residents (having interest, skills and experience related to energy/energy conservation.

Primary staff support will be provided by the Community Development Department. Additional support and participation from other municipal departments will be provided as directed by the Town Manager.

The committee will provide the Town Manager and the Board of Selectmen with periodic updates/progress reports. It is envisioned that the committee's final report would be submitted to the Board of Selectmen on or before December 31, 2010.

The Board highly supports the formation of the Committee. Selectman Palm suggested additional language to the Charge promoting opportunities to facilitate energy efficiencies such as wind turbines and LCD and fluorescent lighting. The Board agreed that the first objective of the Charge will be amended to read: "Increase public awareness and participation in the reduction of energy consumption, carbon emissions, *and opportunities relative to sustainable and renewable energy sources.*"

Dialogue ensued regarding the timeframe of the Committee. Although the Committee is scheduled to make its initial report to the Board on or before December 31, 2010, the work of the Committee will likely continue subsequent to that report. It is important to solicit some individuals who are interested in continuing to serve in the long term. Several residents have informally expressed an interest in serving on the Committee.

Dialogue ensued regarding the wording of #5 under the Committee's objective to develop a plan to address the short and long-term energy needs of Meredith. The Board agreed that in order to make its intent more clear, it will be amended to read: "Develop recommendations for the Board of Selectmen to improve efficiencies in energy and fuel use *Town wide.*"

Dialogue ensued regarding recycling LCD and fluorescent lighting. Although the Board recognizes that accepting the lighting free of charge will facilitate energy savings efficiencies, there are costs associated with doing so that must be considered. The Committee will investigate how best to promote proper recycling and bear the costs of doing so.

Selectman Worsman pointed out that the Town has had tremendous success with committees in the past and suggested the Board consider other committees to look at the way business is done in other Town Departments like perhaps the Highway dept. etc to help identify potential savings.

The Town Manager will make the changes to the Charge document and the matter will be brought before the Board for action at their next session.

W 10-02 Outside Agency Funding

The Board continued the discussion on Outside Agency Funding that took place at their last workshop.

Selectman Worsman posed a question regarding the funding of the Oakland Cemetery. Although Town residents are buried in the cemetery, there is some question as to whether it is a Town Cemetery. The Town Manager will research the matter. In his opinion, it would be best to have documentation that sets forth what specific tasks will be performed by the Cemetery for the funding provided by the Town.

Selectman Lovett believes that the next step is to identify two to three categories of Outside Agencies, and apply criteria to each of those categories. He strongly supports the use of a citizen's committee to do the work. Discussing any one Agency individually is not productive.

Selectman Worsman recollects there was an agreement during the 2009 budget process that Outside Agency requests for funding would be included on the Town Warrant. The Town Manager reviewed the minutes of the meetings held during last year's budget process, and could not find a specific reference to how and whether Outside Agencies would be voted on at Town Meeting.

Selectman Worsman expressed concerns with whether Meredith is shouldering a fair amount of the burden of certain outside agencies. For example, the Town is contributing a significantly higher amount than any of the surrounding communities for **CORE**. Selectman Lovett pointed out that the application of criteria to agency funding will identify whether the Town's share is a proper share, and reiterated that a plan must be identified in order to productively discuss the funding of agencies. Selectman Palm would like to identify which agencies can provide services to the community and the Town of Meredith in a more productive way than the Town is able to provide them.

The Chair recollects having significant discussion regarding the vetting of Outside Agencies during last year's budget process, but acknowledges that there were higher priorities in 2009 in terms of the budget and the hiring of a new Town Manager. He believes there was a least a consensus to level fund the existing Agencies in 2010, reject any new requests, and identify a vetting process after Town Meeting. The community and the Lakes Region as a whole benefits from both social service agencies and economic development agencies. A vetting process should be a priority in terms of goals for 2010.

Selectman Lovett cautioned that the word consensus should be used carefully, and made it clear that he did not support the funding of Outside Agencies being included as separate items on the Town Warrant. The Chair clarified that his use of the word consensus pertains to not being able to adopt a process and apply it in time for the 2010 budget.

(Selectman Flanders arrived)

There was a consensus among the Board that the Town Manager's budget for Outside Agencies will be level funded for 2010, with no addition of new agencies, and criteria will be established for the vetting process so the Board is not facing the same issues for the 2011 budget. The Board will review the existing Outside Agency budgets line by line at next week's budget workshops.

The Town Manager will investigate why the CAP request is higher for Meredith than surrounding communities, and what funding the organization is receiving at the state and federal level.

W 10-03 In Memoriam List for Town Report

The Town Manager presented the resident death report for 2009. The information is compiled from death certificates that are filed with the state and Town Clerk. Only those who are legal residents of Meredith at the time of their death are included in the report. The In Memoriam List is a way of paying tribute to individuals that passed away during the year who made contributions for the benefit of the community. Residents who are still living are recognized for their contributions in a separate part of the Town Report. The Board will review the list and share their suggestions for inclusion on the List with the Town Manager.

Selectman Palm motioned to adjourn the meeting at 5:15 p.m. Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

Respectfully submitted,

Phillip L. Warren, Town Manager

Peter F. Brothers, Chairman

Karin Landry, Recording Clerk

Miller C. Lovett, Vice Chairman

Robert C. Flanders

Charles G. Palm

Colette Worsman