

TOWN OF BEDFORD
September 24, 2020
ENERGY COMMISSION MINUTES

A meeting of the Bedford Energy Commission was held on Thursday, September 24, 2020 via the Zoom Meeting Platform.

Present: Tim Paradis (Chair), John Russell (Vice Chair), Denise Ricciardi (Town Council Liaison), Lori Radke (Town Council Alternate), John Schneller (School Board Liaison), Bill Foote (School Board Liaison Alternate), Andrew Gillis, Bing Lu, Bart Fromuth

Absent: Tom Elwood

Chairman Paradis read the following statement:

- *Due to the state of emergency declared by the Governor as a result of the COVID-19 pandemic in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.*
- *Please note that there is no physical location to observe this meeting which was authorized pursuant to the Governor’s emergency order; however, in accordance with the emergency order I am confirming that: A) We are providing public access to the meeting by telephone, with additional access live on BCTV Comcast Channel 22, or streaming online by going to the town website and choosing “BCTV” under “Departments” and clicking on “Channel 22”. We are utilizing an online platform called Zoom for this electronic meeting. All members of the Commission have the ability to communicate contemporaneously during this meeting through this platform. The public can call into this meeting via the instructions that are being shown on the BCTV broadcast. B) We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using the telephone which is listed at the top of the agenda on the town website; C) If anybody has a problem accessing the meeting via the phone, please email us at bctv@bedfordtv.com. In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.*
- *Please note that all votes that are taken during this meeting shall be done by roll call vote. Let’s start the meeting by taking roll call attendance. When each member states their presence please also state whether there’s also anyone in the room with you during this meeting which is required under The Right to Know Law:*

John Russell (alone); Denise Ricciardi (alone); John Schneller (alone); Bill Foote (alone); Andrew Gillis (alone); Bing Lu (alone); Lori Radke (alone); Bart Fromuth (alone); Tim Paradis (alone).

- I. Call to Order: Chairman Paradis opened the meeting at 7:00 PM
- II. Quorum Count: (5)
- III. Approval of Minutes – August 27, 2020

MOTION by Mr. Russell to approve the August 27, 2020 minutes. Seconded by Ms. Ricciardi. Roll call vote taken – All in favor – Motion Passed 7-0.

IV. Resignation of Sarah Braese

Chairman Paradis reported that they received an email from Sarah Braese to inform us that she is resigning from the Energy Commission. Chairman Paradis wanted to formally thank her for her time on the commission and all the time and work she did. Mr. Russell also thanked Ms. Braese and wished her well and thanked her for her great work on the Green Business Award. If anyone knows anyone who would be willing to serve and fill Ms. Braese's seat we would welcome the extra help. Ms. Ricciardi said that an announcement was also made at the Town Council meeting, so people there are aware. We welcome anyone who would like to step up. If interested, the needed form to complete on the bedfordnh.org website and send it to Dawn Boufford at the Town Offices.

V. Reports of Members and Committees

a. Legislative update

Ms. Ricciardi reported that the only update she has is on SB 166: Governor Sununu signed this into chapter. It adds municipal and county aggregators to the net-metering statute. This now makes it clear who can net-meter under the different wattages. Everything else is tabled right now.

Chairman Paradis asked Mr. Fromuth to speak to the ramifications of SB 166 and if it would have any impact on projects the Energy Commission would like to do. Mr. Fromuth needs to give it a thorough read and will call some of his Energy contacts to get a better picture on this.

Mr. Gillis said what everyone is really waiting for is the ability to have a large array of 5-megawatts instead of 1-megawatts. That was shot down in the past numerous times.

Mr. Fromuth mentioned that he worked with Harold Moffat on writing that bill and tried to make it bipartisan. There was some good traction early on, but then things got political and the two parties went on divergent paths and we couldn't get any compromise on the bill. If Governor Sununu is re-elected, we will be in the same spot again next term provided there are no super-majorities because it seems to be a firm position of the Governor that a 5-megawatt increase would bring significant increased cost to ratepayers who are not participating in the program; however, there are arguments on both sides that have real merit. The problem is that people do not understand how the net-metering program works. The only area where there would be a slight increase in cost to the ratepayers would be the cost duplication that arises when facilities that are getting the standard offer payment are also able to sell their renewable energy credits in addition to the standard offer payments that they receive. The figures that the Governor put out on how much that would cost ratepayers was significantly higher than what they would, in fact, actually be. Mr. Fromuth's personal opinion is that in the long term if we are able to foster new generation in the State over time we actually get a pretty significant decrease in terms of our transmission and distribution costs by having sources of generation closer to ratepayers, and therefore, cutting down on the distance that the power has to travel from generation point to users, so he thinks it is a net savings in the long term. It's just tough to make that argument successfully when so many people already have a dead set opinion on it.

Mr. Foote said he always thought the problem with the 5-megawatt cap was not the 5-megawatt number itself, but the politics associated with it and thinking it was going to be the easy path, people started attaching other bills to it. If the bill stood alone by itself and was just about the 5-megawatts he doesn't think that Governor Sununu would have a problem with it. He asked if the Governor has come out and said that 5-megawatts is just too much.

Mr. Fromuth said that was one of the arguments early on, but then the argument morphed this past term. The 5-megawatts in and of itself wasn't the issue, it was the reimbursements scheme that drew the Governor's ire, because they thought the standard offer rate was too high a rate of return for the facilities that participated in the program. The Governor made the argument of why don't we pay the wholesale level rather than the standard offer rate, but unfortunately the wholesale rate by itself doesn't take into account a lot of the retail additive that gets put into the rate by the time it gets to the end user, so you're asking these facilities to make long term investments at a fraction of the reimbursement rate and that just wasn't a workable solution.

Chairman Paradis reiterated that one of the reasons we are interested is because we are waiting for it to get to the 5-megawatt level so that we can do the solar array at the Bedford Transfer Station. Mr. Fromuth confirmed that the ROI becomes more attractive when you have a 5-megawatt array to work with vs. a 1-megawatt array which the economics don't work to make viable.

b. School projects

Mr. Schneller had nothing to report. He said we are waiting on some data-driven decisions to be made by a committee. He thinks that Bedford School Superintendent Mike Fournier has been pretty tied up with COVID-19 issues to deal with our energy issues; however, he will bring it up with Superintendent Fournier when he speaks to him next Monday. He talked to Corey Parker in Athletics today and they are talking about sending kids back to add stress to the system; the issue being tested is the number of students that can be brought back to school campuses while being able to keep students and faculty safe. After this gets resolved the Superintendent should be more receptive to discussion about that committee's work.

Mr. Foote indicated he was going to broach the topic about load and seeing if we can kick that process off. He thinks Todd Zollman would have more involvement in the process than Superintendent Fournier would. He will report back to the commission when we have an answer one way or another. He is curious to see what kind of load shedding all the schools can do based on the technology that we have in each of those facilities.

Mr. Fromuth thinks it would be worthwhile to get the invoices from all the schools, although he thinks the high school is the only one with interval metering. He hasn't seen the bills for the schools in about 4-years, but the last time reviewed them the high school was the standout in terms of interval accounts. We need to conceptualize how they do the metering for all these places because there are open spindle type meters that have been upgraded to digital now, but they still perform the same function, which is to show you how much you've used over the entirety of the month.

Mr. Foote wanted to know how Eversource didn't have the ability to do that for every meter. Mr. Fromuth explained that years ago the legislature and Governor put a lot of pressure on Eversource to upgrade their meters. A lot of other states in the country are moving toward interval meters so they can take advantage of things like time of use and move energy usage off-peak to get lower rates. Eversource then went and invested in new AMI meters which are like the dumbest smart-meters on the planet. Eversource has all these potential abilities that could be unlocked, but they got them at the basic level and didn't upgrade them. The biggest issue is that these AMI meters cannot network with anything else, so Eversource still has to have somebody drive by with a device to read the usage from the meters, and it is not centralized as far as constantly communicating. It's a big issue in terms of upgrading our grid. It has really set the State of NH back about a decade in terms of us getting smart meters and everything else in place because Eversource is still paying off the dumb AMI smart meters in our rate base and has the ability to do for years to come, so that is

the argument as to why we can't get the same meters as everybody else. Eversource did this kind of in "the darkness of the night" and told everybody after the fact that they had done it so it rendered the Public Utilities Commission and the Governor's office or anybody else a path to be able to do anything about it because Eversource had already spent so much money on it.

Mr. Foote asked if the brouhaha the State faced over the smart meters a couple of years ago was about these dumb smart meters. Mr. Fromuth explained that they don't have wireless functionality and just communicate through radio waves. It is more costly for Eversource because they have to hire a person to pick up all the metering information. Mr. Gillis has seen the meter reader drive by and that he also drives around in a big gas-guzzling pick-up truck and sit with the truck idling.

Mr. Fromuth doesn't think we are going to convert to the interval meters like the high school has for some time, and that is going to set us back. Mr. Gillis noted that the interval meters are very cheap (less than \$100) and we could just buy one ourselves using the \$70-million dollar school budget and put it on one of the schools and then we would have that data. Mr. Fromuth thinks you can pay for your own meter upgrade, but in order for Eversource to "bless the transaction" as being revenue-grade data, those meters cost around \$1,500 - \$2,000. When people go into the demand-response program they need to get the revenue-grade meters because it gets the 5-minute granular data, not just the hourly consumption which you need to qualify.

Chairman Paradis shared that he talked with Superintendent Fournier with regard to a form someone at the schools needs to sign in order to get that data. Superintendent Fournier asked if this was something he needed to go to the school board for before signing the form. Mr. Fromuth said the former superintendent would just sign the form; it didn't need to go through the school board, because you are just getting information. Any spending would be an issue to take up with the school board, but not this. Chairman Paradis said that Superintendent Fournier is definitely on board with these efforts and sees the value in them and finding out where we can save some money.

VI. Old Business

a. Solsmart

1. www.thesolarfoundation.org

A. Start with Bronze level

Ms. Radke reported that she has a phone meeting scheduled on Thursday, October 1st with Nick Kasza, the program manager who oversees sustainability from the National League of Cities. She plans to gather information, ask a lot of questions, and find out if Solsmart is something the Town should be pursuing. She will report back at the October Energy Commission Meeting. If there are any questions anyone thinks she should be asking him, please forward them to her by email.

Chairman Paradis added that when he became chair of the Energy Commission and met with Mr. Gilbert and Ms. Ricciardi of the Town Council, Mr. Gilbert indicated that Solsmart was something he felt would be beneficial for the Town. He asked if anyone else was willing to help Ms. Radke with this effort to wade through the Solsmart process now that Ms. Braese had resigned from the Energy Commission. Mr. Russell volunteered to help.

Chairman Paradis asked Ms. Radke to send a reminder of the date of the call with Mr. Kasza to the Energy Commission so that they could also hop on the call. Ms. Radke said that it's just a phone call between the two of them, but she would reach out to Mr. Kasza to see about doing a Zoom meeting instead. She will set it up and send an invite to everybody.

b. Electricity Usage

1. Library big electricity consumer

A. DPW has purchased an Eyedro 3 phase energy monitor with web interface. Peter Barbuto set the system up in March to get baseline data during April.

2. Tennis Court Lights

3. Electricity Usage Schools

Mr. Fromuth provided an update on municipal town electricity usage. Town Manager, Rick Sawyer told him he thought the biggest consumer in Town was the library. We've run into the issue of profile vs. interval, so there is not much we can do in terms of programs and load shedding on the profile account, so he focused on the high school's account. He feels we should put all of the schools on the permission form that we will be sending to Eversource with Superintendent Mike Fournier's signature. Mr. Fromuth volunteered to go through all of the school's electric bills and coordinate and talk with Mr. Sawyer. He thinks there is not much we could do at the library because their usage was about 20,000 kwh/month, which is well below the 100 kw demand for us to be in business with the interval meter.

Mr. Lu said that he has all of the electric bills from the library from last year and shared a spreadsheet with the group. Roughly 20,000 kilowatt hours are used every month, and 60-70 kilowatts is the peak power; so we are charged roughly 30% which comes from the demand charge. If you look at the energy usage on the Eyedro meter readings you will note that there is something wrong with the system set-up, because the demand charge is saying we are using about 60-70 kilowatts, but when you look at each phase it shows only 8 kilowatts being used, which is actually about 24-25 kilowatts total. Mr. Lu will have to work with Peter to find out what is going on with the system. The power usage at the library is pretty flat and there aren't a lot of peaks. The current demand charge at 30% is about \$1,000/month. To recover this \$1,000/month will be a challenging job, but we will have to think hard about how to do it.

Mr. Gillis said it is interesting that the energy monitors give you data on how much energy is used in 5-minute increments. He wonders if there is a tool that can tell exactly what time the peak that Eversource is seeing. Mr. Lu talked with Eversource and they are using a 30-minute interval and pick out the highest peak during that 30-minutes. He doesn't think all the numbers we are getting from the Eyedro meter add up to what Eversource is charging. Mr. Gillis asked if Eversource can tell us when the 30-minute increment occurred, but Mr. Lu said they cannot. He feels the Eyedro meter is the tool that can help us find this high peak that Eversource is charging, and he will take some time to look at the data and try and figure it out. Mr. Gillis said he could assist with it.

Mr. Fromuth looked at the usage in Column E and noted that the demand never rose above 74 kwh which is below the 100-kwh demand that you must get consistently in order to qualify for Eversource's interval meter. He surmises that what probably happens is that Eversource's meter has a trigger in it, so whenever a 30-minute interval hits the high demand point it is captured for the entirety of the month unless another 30-minute interval surpasses that and gets recorded. They probably don't capture the data to the degree that they can tell you when that 30-minute interval happens. Eversource has upgraded the bulb and spindle meters to digital meters; however, they don't spend the money to take that extra effort to capture that data. What they do in setting your demand charge is take a look at a sample-size of 20 customers in that rate class over tens-of-

thousands of customers in that same rate class and setting the usage profile. That is why we are not able to effectuate any change in our cost structure by going to off-peak usage.

Mr. Gillis thinks if we can dump the Eyedro meter data into a spreadsheet we could probably figure out when the 30-minute peak occurs. The highest 5-minute increment will lead us to where that 30-minute peak is. Mr. Lu feels something is definitely wrong. He is unsure if the meter was not set up correctly or if it is something else. If this is a 3-phase meter and what is being captured is single-phase then there is a difference. Maybe Eversource treats it as 3-single-phase meters. Right now the numbers don't add up, but a spreadsheet may help with this.

Chairman Paradis asked what our next steps to save money for the Town would be if we were able to find out this data. Mr. Gillis said that the Town paid a lot of money for a lot of fancy engineers to look at all the schools. The engineers found out all kinds of stuff including the fact that a whole bunch of heating and cooling motors were being started at the same point. All of them were coming on at once at 7:00 AM, creating a surge to get them to power on. All that was needed was to begin spacing out the starting up of the motors by 5-minutes and the surge was cut by something like a factor of ten to save on demand. Sometimes there are little tricks that can save a ton of power and thousands of dollars. Sometimes you can put soft starts on motors so that they start more slowly and don't draw energy in a big peak. You have to figure out where the demand is coming from. It would be nice to know this, so we can determine whether or not there is anything we can do. We need to know when/what time the high demand occurs and then find out what is causing it.

Mr. Schneller said if there is limited-to-no-capital outlay it doesn't have to go through the School Board. If it is a small amount of money it can come out of various maintenance budgets that are part of a bigger budget. Mr. Gillis thinks it should be free. The biggest cost was getting the \$150 Eyedro meter. The Eyedro meter now gave us the data we need to figure it out.

Chairman Paradis recalls Mr. Sawyer saying that the Town Offices are also a big energy user especially in the winter months when space heaters have to be used there. Mr. Gillis said that some of the heating/cooling systems installed during the 1970's and 1980's end up battling each other and are not putting the heating and cooling where people want it. The consultants we hired did a report on this for the schools, but we never got it down for the library, town offices, or other buildings. Maybe at some point we could hire someone to do a comprehensive look.

Mr. Schneller asked if any cost savings came out of the consultants' work for the schools. Mr. Foote indicated it was very beneficial and that Superintendent Fournier placed a lot of operational things in the maintenance budget as goals. He said part of the study indicated that Riddlebrook School uses a ton of power to run an HVAC system that pulls outside air in; heats it up; and runs it through the classroom and dumps it outside. This system has reached its physical lifetime, but we have no idea what the expense is to replace it. We thought it was going to be about a quarter-million dollars to replace the central unit to affect less oil and power consumption. The need to determine what the long-term expense is going to be is still lurking out there. The short-term operational things uncovered by the consultants are being done in the meantime.

Mr. Gillis gave some history on the library which had an oil system that was costing \$70,000/month for oil. We were going to spend \$500K to replace it with the exact same system; then we learned for \$750K we could have a geothermal system that uses electricity and is so efficient at cooling we would save so much money in the summer that it could be spent on heating in the winter completely eliminating that oil cost. The Town only had \$500K in the budget and got a \$250K grant from the State in order to be able to install the geothermal system. He thinks perhaps

we should consider converting Riddlebrook School to geothermal. Mr. Foote noted that if they went with mini splits the upfront costs would be even less than geothermal. He thinks mini splits are even better. Mr. Gillis feels mini-splits are good for like a home, but for something like a school geothermal is better and lasts for about 100 years. You have to replace a pump every 25-years but not the whole expensive system. Over the period of 100 years millions of heating and cooling dollars can be saved. Mr. Schneller thinks it becomes a vote issue especially amongst people who only plan to live in the town for 3-4 years, or retirees who plan to downsize in 3-4 years and don't want to pay the taxes to fund such a system. Mr. Gillis says that the tax dollars may be spent to fund the system, but it lowers the budget because the library doesn't have to buy oil anymore and it reduces costs. The amount you spend on the system can be offset by the cost savings. Mr. Foote said the school bond issue outcome was outrageous. Even though it was going to raise our tax rate about \$0.04 it was going to reduce our tax bill the following year by \$0.08. Mr. Gillis agreed saying there are a lot of people who see any increase and will vote against it without really understanding the impact and that it will have cost savings in coming years.

Chairman Paradis wanted to know if once we review the data, we would then go to Town Council to see if there is money in the budget to hire consultants to look at other Town buildings. Then we could start implementing the short-term operational things immediately and then partner with the Town Council to see what long term projects like geothermal at Riddlebrook School could be put out there. Mr. Schneller advises that it is easier with the Town because it has a mechanism where money can be saved from year to year in a separate account, and this is much more difficult at the school level where any surplus has to be returned to the taxpayers except under certain circumstances. Mr. Foote indicated that 2.5% can be kept in deferred taxes from the taxpayers can be kept if needed, but it is a hard-sell from his perspective.

Chairman Paradis asked if the Energy Commission should make the case to the Town Council to hire consultants for the town offices and other buildings. Mr. Schneller advises floating it by Council members Bill Duschatko and Dave Gilbert because they seem to have a pulse of which way the votes will go. The problem comes when the Town spends \$250K to hire consultants who produce a 600-page report that gets buried. If a relatively bite-sized consulting project could take place and savings could be identified in order to make it saleable it may work better. A modest investment like this may be more saleable to taxpayers.

Ms. Ricciardi said the Council is navigating a lot of different issues that the Town needs. Going back to the conversation that Mr. Gilbert had with Chairman Paradis and Vice-Chair Russell about cost vs. benefit, she thinks the discussions being had at today's meeting are great, but to make them come to fruition she suggests doing a cost analysis plan before you jump in to ask for consultants. She deferred to Ms. Radke who is also on Town Council for her opinion. Ms. Radke agreed that a plan is necessary and the more details, direction, and cost analysis that you can include would garner more support. She also thinks it would also be helpful to have a conversation with a consultant about what kind of help that consultant may be able to give you.

Mr. Gillis said that the Town has already spent \$90K on consultants for the 600-page report. What needs to be done now is to look at that report and pick out the things the Town can afford to move forward with and which things need to be long term projects. When we did the library we were able to get a quote on what the geothermal would cost and all we had to do was send that quote in to get the grant money to bring it to fruition. The quote was very detailed about the money that would be saved going forward. When things need to be replaced we need to get the quotes, or else hire consultants and they tell you what can be done to save money.

When John Schneller was on the Bedford Town Council they paid \$250K for a mini-master plan to review all of the Town's facilities, but is unclear what we got out of it because the scope of the project was larger than the money allocated. Ms. Ricciardi noted that the facilities plan is completely separate from the master plan. The facility study was done completely by the Town. It was confusing to the average person because the results were brought out at the same time, but the facilities study and master plan are two separate things.

Ms. Radke agrees with John Schneller that we spent a lot of money on the facilities study, and the end result was not something we were looking for; however, what it did was set us off looking in other directions and opened our eyes, so it was not a complete loss or waste of money, it just wasn't as concrete as we wanted. We are still using the data from that expensive study as we move forward in presenting some facility changes in the future.

Mr. Gillis reiterated that a key time to look at facilities with laser focus to replace it with something much better is when they are coming to the end of their lifecycles. The break-even point on the investment is key to Chairman Paradis. He agrees with starting small and getting whatever data we can and doing the work to get information and through that process determine what data we may be missing to uncover savings for the Town that have a quick payoff, then take what data we are missing and present it to Town Council for a smaller-term study. If something is at the end of its lifecycle and we are going to have to spend money anyway to replace it then we could be laser-like and focus on what systems are out there that would be an improvement and a cost savings. We need to determine what data we do not know and need to present it to the Town Council and what cost savings may come of it.

Mr. Fromuth thinks it also depends on the project. If the project is an easy lift with no investment from the Town other than human resources to effectuate changes in their usage behavior and patterns. He also mentioned the demand/response programs that Eversource and ISO NE are offering would coincide with the behavioral changes. For example, making sure that the high school is trying to curtail as much load as possible during the one hour the capacity tag is set in order to offset the summer peak charges. If we look at the numbers we might be able to shave 30-40% of the usage from that peak time which could translate to \$5 - \$10K going back to the high school or school board at the end of the year. There's things we can do at no out of pocket money cost to the Town. These things may not affect hundreds of thousands of dollars in savings, but definitely thousands of dollars in savings. Mr. Fromuth is focused on the commodities side but doesn't have as much experience with the transmission/distribution side of things. Maybe we use the savings we realize to justify other things that we want to get done. Mr. Gillis agreed. The things we are doing with the energy meters costs us nothing but our time. Ms. Ricciardi echoes what Mr. Fromuth said about starting with something small that you can conquer and getting credibility going that you can build on because you've shown you are able to fix important needs that the Town is concerned about which will in turn open the opportunity to get more consultants and things like that. She thinks we should start with the small wins in order to get to the bigger wins.

c. Solar Farm at the Transfer Station

Mr. Gillis indicated there is nothing much to report. We are just waiting for support of the ability to have a large array of 5-megawatts instead of 1-megawatts to come from the legislature. There are other options, but you would need someone who understands them to pitch them.

d. Municipal Aggregation Cost Analysis and Presentation

1. Meeting scheduled with Henry of CENH to educate and discuss on 9/25 at 8am.

Chairman Paradis reported that Henry Herndon from Clean Energy New Hampshire (CENH) visited with the Energy Commission last fall, but Chairman Paradis reached out to him again to initiate a meeting to understand our relationship with CENH and to get some education on what he is seeing with municipal aggregation. Mr. Herndon sees what other towns are doing and if they've made any progress. He knows it is last-minute and very early in the morning but he and Mr. Russell will be on the call and will summarize everything for discussion at our next meeting, and anyone else is invited to join the WebEx call.

VII. New Business

- a. LES Conference: Virtual Thursday 10/29 and Friday 10/30 10am-2pm

Chairman Paradis reported that as part of Clean Energy New Hampshire we are eligible to attend the Local Energy Solutions (LES) Conference. Last year a bunch of Energy Commission members attended after coordinating with Dawn Boufford, Executive Assistant to the Town Manager to get tickets. This year the conference is virtual and taking place on October 29 – 30 from 10:00 am – 2:00 pm. He plans on attending, and as part of our CENH membership we get 2 free passes and may be able to procure more. If you would like to attend, let him know via email and he will coordinate with Ms. Boufford and Mr. Sawyer.

- b. Sarah replacement?

Town Council made the announcement of Sarah Braese's resignation from the Energy Commission last night. Chairman Paradis says if anyone knows of former Energy Commission members who would like to rejoin or anyone new who may want to join, please make them aware that we have an open spot.

- c. November and December meeting dates

1. November meeting scheduled Thanksgiving
2. December meeting scheduled for Christmas Eve

Chairman Paradis noted that the Energy Commission's November meeting is scheduled on Thanksgiving, and the December meeting is scheduled on Christmas Eve for those who observe. It was suggested to move the meetings. Ms. Boufford said we could have the meetings November 19th and December 17th instead. Everyone agreed, and Chairman Paradis will confirm this with her. The group also agreed to continue having meetings on Zoom rather than meeting inside in a confined space during the winter months since Covid-19 is still affecting our world.

VIII. Reminders: Next upcoming meeting is Thursday, October 22, 2020

IX. Adjournment

MOTION to adjourn by Mr. Russell at 8:21 P.M. Seconded by Mr. Gillis. Roll call vote taken- Motion Passed 7-0.

Respectfully submitted by,
Tiffany Lewis