



**ELECTRIC VEHICLE (EV) SUBCOMMITTEE
LEBANON ENERGY ADVISORY COMMITTEE (LEAC)
FEBRUARY 13, 2025 - 3:00 PM
COUNCIL CHAMBERS, CITY HALL OR
REMOTE VIA VIRTUAL PLATFORM
LEBANONNH.GOV/LIVE**

- 1. Call to Order**
- 2. Approval of Minutes**
 - A. January 9, 2025
- 3. Old Business**
 - A. Request for Proposals (RFP) for EV charging stations
 - B. Lebanon workplace charging program
 - C. Potential revisions to the Zoning Ordinance
 - D. E-bike charging station(s)
- 4. New Business**
 - A. Upper Valley Earth Week Open House
 - B. Strategic Plan
- 5. Open to the Public**
- 6. Upcoming Events & Future Agenda Items**
- 7. Set Next Meeting**
- 8. Adjournment**

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to LebanonNH.gov/Live where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

AGENDA
ELECTRIC VEHICLE SUBCOMMITTEE OF THE
LEBANON ENERGY ADVISORY COMMITTEE
February 13, 2025

AGENDA ITEM 2
APPROVAL OF MINUTES:

JANUARY 9, 2025



Electric Vehicle Subcommittee Meeting Minutes
City Hall Council Chambers
January 9, 2025, 3:00 PM

MEMBERS PRESENT: Sherry Boschert-Chair, Tom Benzel, Bill Stearns, **Clifton Below**, and Henry Bromberg (LEAC Chair) **Assistant Mayor Clifton Below**

MEMBERS ABSENT: None

STAFF PRESENT: Chris Kilmer, Shaun Mulholland **and** Melanie McDonough

1) CALL TO ORDER: Ms. Boschert called the meeting to order.

2) APPROVAL OF PAST MINUTES: Ms. Boschert accepted the December 12th, 2024, EV Subcommittee minutes. Approved unanimously.

3) OLD BUSINESS:

- A. REQUEST FOR PROPOSAL (RFP) FOR EV CHARGING STATIONS:** Chris **is** looking to confirm funding with **the City** manager, with what we went through with budget and money coming out of the TIF District. He needs to confirm before it goes out. Chris **and** Ms. Boschert will circle back **and** look into it to make sure **it's** set to go **and** to see if maybe **we should go** with a **third^{3rd}** party vendor to cover the costs. Mr. Benzel said we should go ahead with the RFP. ~~If we are going to approach people & say here the deal, we need to give them numbers that are real.~~ Ms. Boschert will edit the draft. Ms. Boschert clarified the current drafted language and purpose. Manager Mulholland expressed desire to get **the** RFP out and then look at options.
- B. LEBANON WORKPLACE CHARGING PROGRAM:** Chris said the employee waiver is done. There is a procedure within the policy, which included a lockout policy. As written, the policy is in place for employees to use a charging station but they're responsible for **the cost of electricity** ~~maintaining it~~. Chris reached out to HR & Finance. HR responded but waiting to hear back from Finance. Building Dept. is using the Leaf.
- C. POTENTIAL REVISIONS TO ZONING ORDINANCE:** Ms. Boschert wrote a memo for items for revisions to the Zoning Ordinance. Very impressive per Mr. Below. Ms. Boschert distributed an 8-page document **about the pros and cons of** ~~looking for estimates of the cost of putting low level installing~~ low power level 2 charging for every unit that has **parking** ~~charging~~ at multi-unit housing rather than full level 2 for a smaller percentage of spaces as it would reduce the stress on the electrical grid, and it would save money for everyone. It would be more

convenient for the residents and therefore boost them to be able to get electric vehicles. Ms. Boschert ~~askedran into~~ Jack Green, project engineer for Norwich EV, ~~to review the document~~. He sent a note ~~of approval~~, which Ms. Boschert read. She also has reached out to a few companies that specialize in low power level 2 ~~& level 1~~ charging. ~~She did talk to plug-zio and they are going to get her some examples of cold weather are retrofit of an apt. building and new construction costs form the southern us.~~ She forwarded ~~the proposed Zoning changes~~~~this on~~ to Nate ~~and~~ Catherine in planning and will follow up to see what's next.

D. E-BIKE CHARGING STATIONS: ~~Did anyone read the Dartmouth Proposal? Tad is the one who was taking the lead on this. There is a concern on E-Bike charging stations. Doesn't seem like there is a demand to justify expenditure. Try to narrow it down to one site. Find out if AARP has a grant program. We can ask Rebecca, our grant writer, to help us apply for the \$20,000 grant from AARP. Ms. Boschert will contact her.~~ The subcommittee discussed a proposal by Dartmouth engineering students for a solar-powered e-bike charging station, and concerns were raised by others regarding the feasibility of using solar for the station. Lebanon's grant writer Rebecca Owens suggested we apply for an AARP grant to fund the station. Sherry will look into this option with her and report back at the next meeting.

4) NEW BUSINESS:

A. UPPER VALLEY EVENTS IN 2025: Ms. Boschert ~~and Mr. Stearns are considering organizing an event for Earth Day in April. Ms. Boschert approached Hartford and Norwich about hosting the Upper Valley EV Expo in September. is looking into Norwich farmers market, but she hasn't heard back from them. She is thinking about an event around Earth Day. The Expo in September, she approached Hartford & Norwich to see if they wanted to host it. Norwich said no but will help. As for Hartford, she hasn't heard back from them but will follow up with.~~

B. STRATEGIC PLAN: Ms. Boschert will add it to the top of the agenda for next meeting.

5) OPEN TO THE PUBLIC: NO DISCUSSION ON THIS.

6) UPCOMING EVENTS AND FUTURE AGENDA ITEMS: ~~None. Navy Port is coming to White River Jet., VT.~~

7) NEXT MEETING: The date of the next meeting is February 13, 2025, 3:00 p.m., Council Chambers, City Hall.

- 8) **ADJOURNMENT:** Ms. Boschert moved to adjourn the meeting at 4:05 pm. Without discussion or dissent.

Michelle Mullins

AGENDA
ELECTRIC VEHICLE SUBCOMMITTEE OF THE
LEBANON ENERGY ADVISORY COMMITTEE
February 13, 2025

AGENDA ITEM 3
OLD BUSINESS:

D. E-BIKE CHARGING STATION DOCUMENT

Lebanon E-bike Charging

Possible locations & proposed equipment
for grant application to AARP

Proposed shelter



Dero Vizor shelter: 12' long x 7.5' deep x 9.75' high = \$13,552

Proposed bike charging: 4 outlets

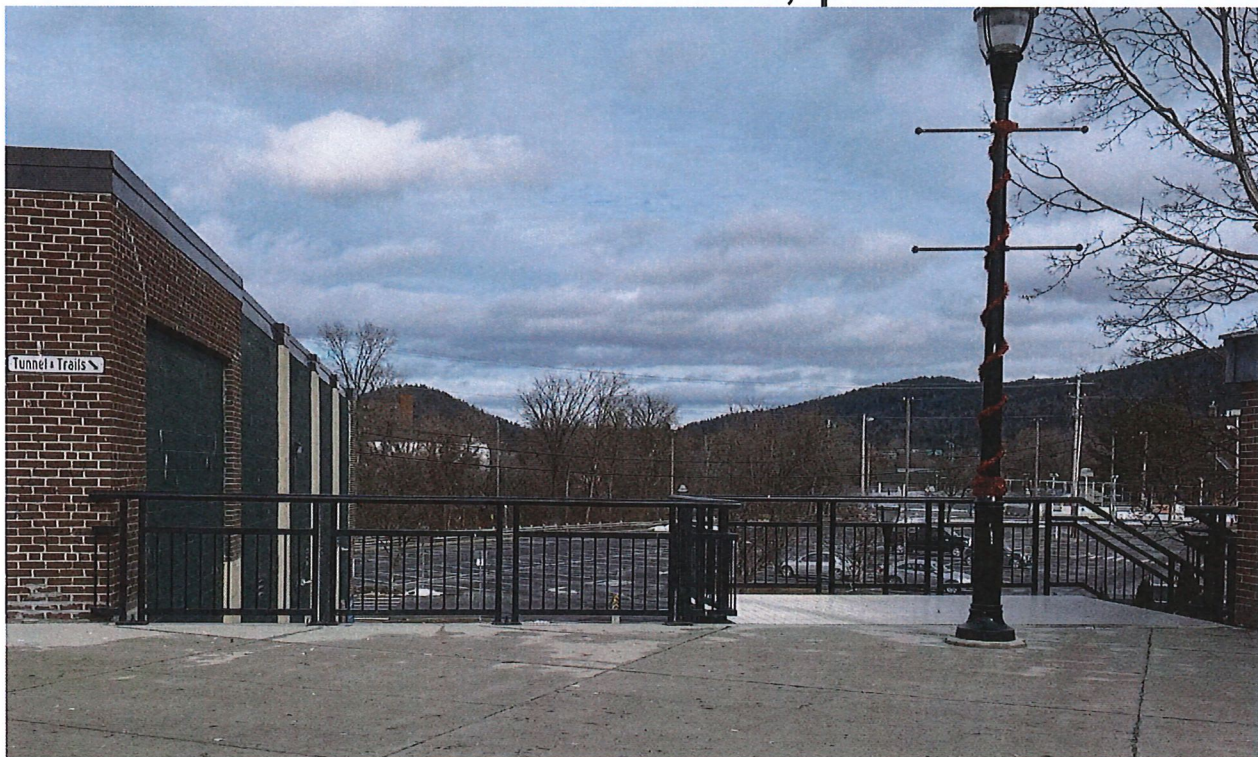


Saris Power Post (left) x 2 = \$700 OR Saris Charging Station x 4 = \$6,000

Proposed location: outside tunnel's east end



Alternative 1: Lebanon mall, plaza NW corner



Alternative 2: Lebanon mall @ skylight



Alternative 3: Colburn Park @ billboard



Rationale for proposed equipment

- Dartmouth student engineering team proposed solar-powered stations but e-bike and solar expert Karl Kemnitzer found major problems with this plan. City Electrician Ted Makalinaw also recommends strongly against solar for this purpose, and instead hardwiring the stations to Lebanon's account.
- The Dartmouth proposal did point us to the Dero shelter and Saris stands.
- Each Saris Power Post contains 2 electrical outlets at much lower cost than Saris Power Stations, which helps our chances for an AARP grant.
- Users would bring their charge cords. The Saris Power Station has outlets + a lockable box to hold the charger but at prohibitive cost. Saris Power Posts are sufficient; users will find a way to secure their chargers to their bikes.

Rationale for proposed site outside tunnel

- Cement pad already exists (former Soofa sign site) for bolting the shelter and is appropriate size: pad is 18 feet wide x 10 feet deep and shelter is 12 feet wide x 7.5 feet deep x 9.75 feet high
- Rain / snow would slide off roof onto lawn behind shelter
- Costs to connect electricity = similar or less than other options (~ \$2k); minimal trenching required
- Location is on high-traffic bike route (tunnel & Rail Trail) with security cameras
- Sloped pathway leads to Colburn Park, stairs lead to Lebanon Mall
- DEI Commission members favor this site; nearby Ledyard Charter School would like e-bike charging in its vicinity

Site: outside NE end of tunnel



Alternative 1: Mall plaza

- PROS:
 - Relatively unused portion of mall, same level as shops/restaurants
 - No trenching to bring electricity from tunnel up the wall to site
 - Near Omer & Bob's bike shop
- CONS:
 - Police Dept. concerns that location will lead to bike riding on mall, which is prohibited
 - Drill through plaza floor to bolt shelter & Saris Power Posts

Alternative 2: Mall skylight

- PROS:
 - Just off the Hanover St. parking lot, so no bike riding on the mall
- CONS:
 - Not enough room for the shelter & station without blocking some ped/wheelchair access
 - Would need to drill through the rim around the skylight to access electricity, increasing risk of leaks when raining

Alternative 3: Colburn Park

- PROS:
 - Survey found Colburn Park was top site desired for e-bike station
 - City electrician sees this as an opportunity to remove bulletin board and upgrade all electrical equipment at the site (but might increase costs?)
- CONS:
 - Would need new dedicated electrical circuit & cement pad for the site
 - Likely push-back from Heritage Commission
 - Location in center of Park may increase bike riding in park (prohibited)

Suggested proposal for AARP grant (max \$25,000, though most grants are \$10-\$12,000)

- Dero Vizor shelter = \$13,552
- 2 Saris Power Posts = \$700
- Electrical installation = \$2,000
- Misc. costs (personnel, shelter installation, maintenance, electrical supply, & what else?) = \$2,000 (+ separate fundraising)
- **Tentative total for grant: \$18,252**

