



**ELECTRIC VEHICLE (EV) SUBCOMMITTEE  
LEBANON ENERGY ADVISORY COMMITTEE (LEAC)  
JANUARY 8, 2026 - 3:30 PM  
COUNCIL CHAMBERS, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
- 2. Approval of Minutes**
  - A. December 11, 2025
- 3. Old Business**
  - A. E-bike Project
  - B. Potential revisions to Zoning Ordinance and Site Plan Review Regulations
  - C. CIP -Capital Improvement Plan
  - D. Grant application for electric forklift(s)?
  - E. Upper Valley Earth Week Open House 2026
- 4. New Business**
  - A. Feedback to Dept. of Environmental Services on RFI for EVSE grants
- 5. Open to the Public**
- 6. Upcoming Events & Future Agenda Items**
  - A. Wednesday, January 21, 7 p.m. - City Council vote on Zoning amendments
- 7. Set next meeting**
  - A. February 12, 2026 at 3:30 p.m.
- 8. Adjournment**

Agenda

LEAC EV Subcommittee

AGENDA ITEM 2

APPROVAL OF MINUTES:

**December 11, 2025**



**DRAFT MINUTES FOR  
ELECTRIC VEHICLE SUBCOMMITTEE OF THE  
LEBANON ENERGY ADVISORY COMMITTEE  
THURSDAY, DECEMBER 11, 2025 - 3:30 PM  
CITY COUNCIL CHAMBERS, WITH REMOTE ACCESS VIA  
VIRTUAL PLATFORM AT [LEBANONNH.GOV/LIVE](https://LEBANONNH.GOV/LIVE)**

**Members Present:** Sherry Boschert- Chair, Clifton Below, Bill Stearns, Henry Bromberg-  
LEAC Chair

**Members Absent:** Tom Benzel

**Staff Present:** Chris Kilmer

1. **Call to Order-** Ms. Boschert called the meeting to order at 3:38 pm.
2. **Approval of Minutes**
  - A. November 13, 2025- Mr. Below made motion to approve, Second by Mr. Stearns, Unanimously approved.
3. **Old Business**
  - F. E-bike Project- 12 solar ordered and received, enough for 2-4 charging stations, spring 2026 installation expected
  - G. Potential revisions to Zoning Ordinance – Revised proposal was supported by Planning Board; LEAC Needs to rescind initial amendments and support revision. Motion by Ms Boschert - *LEAC will notify the Planning Department that LEAC formally rescinds the Zoning Ordinance amendments that it proposed on June 19, 2025, and instead voted November 13, 2025, to support the "compromise" proposed amendments to the Zoning Ordinance and to the Site Plan Review regulations, a version of which the Planning Board voted to support on December 8, 2025.* Second by Mr. Stearns unanimously approved. Will present at LEAC meeting on December 18, 2025.
  - H. T-Mobile grant- Not awarded. DES-Clean Diesel, Granite State Clean Fleet and DES - RFI discussed. Granite State Clean Fleet link to be sent to Mr. Kilmer for possible forklift replacement
4. **New Business**
  - B. CIP – Capital Improvement Plan- Ms. Boschert presented the attached list of items to request 2026 CIP funding for through the City Manager. Mr. Below advised 2026 CIP projects are set to be voted on at the Public Hearing on December 17, 2025. Efforts will be refocused on 2027.
  - C. Upper Valley Earth Week Open House 2026- local energy groups contacted to start planning. Will seek LEAC support of the December 18, 2025, meeting.
  - D. Pending Legislation HB 1410-FN. Input being forward to Doug Cogan- Clean Energy-NH; Section 1A to say continuous rated output of 750W and Section 1B to attain speed of more than 20 mph. Will seek similar input from LEAC.

5. **Open to the Public- NONE**
  
6. **Upcoming Events & Future Agenda Items**
  - B. Wednesday, Jan. 21, 7 p.m. – City Council vote on Zoning amendments
  
7. **Set next meeting – January 8, 3:30 p.m.**
  
8. **Adjournment**-4:26 pm Motion to adjourn by Mr. Below, Second by Mr. Stearns, unanimous

Minutes by Chris Kilmer

Agenda

LEAC EV Subcommittee

AGENDA ITEM 4

NEW BUSINESS:

**A. Feedback to Dept. of  
Environmental Services  
on RFI for EVSE grants**

ATTACHMENT FOR 4.A – NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES RFI

**Request for Information (RFI)**

To Support Program Design and Administration of  
a Potential Rebate Program for

Public Level 2 Electric Vehicle Supply Equipment in New Hampshire

|  |   |
|--|---|
| <b>RFI ISSUED</b>  | December 9, 2025  |
| <b>RFI RESPONSES DUE</b>   | January 31, 2026  |
| <b>RFI CONTACT INFORMATION FOR<br/>QUESTIONS &amp; RESPONSES</b> | Mobile Sources Section Team<br><a href="mailto:ms-grants@des.nh.gov">ms-grants@des.nh.gov</a> |

**RFI RESPONSE GUIDELINES:** Responses to this RFI must be submitted **electronically** to the NHDES Mobile Sources Section Team email: [MS-grants@des.nh.gov](mailto:MS-grants@des.nh.gov), no later than **January 31, 2026**. Responses to this RFI **must be** provided as attachments to an email.

**SUBJECT:** The New Hampshire Department of Environmental Services (NHDES) is seeking to address electric vehicle (EV) charging needs in New Hampshire (NH) communities and travel and tourism areas that remain unresolved through private or prior grant investment. Using Volkswagen Mitigation Trust (VW Trust) funding, NHDES is considering a potential rebate program for entities to install public Level 2 electric vehicle supply equipment (EVSE), also known as EV charging infrastructure, in NH. NHDES is also considering the possibility of soliciting a third-party entity to administer such a rebate program. This Request for Information (RFI) is to solicit input on these considerations and concepts.

**BACKGROUND:** In 2017, the State of New Hampshire was allocated approximately \$31 million from the VW Settlement. At that time, the Governor dedicated 15 percent (approximately \$4.6 million), the maximum allowable, to EVSE. On September 17, 2021, NHDES released a Request for Proposals (RFP) for the installation and operation of EVSE, primarily Direct Current Fast Charging (DCFC), on key travel corridors in NH. Through this solicitation, NHDES selected 14 sites for funding, obligating the full \$4.6 million VW Trust allocation for EVSE. Seven of these projects have subsequently been withdrawn from the program, leaving an estimated \$3 million available for EVSE development in NH.

**REQUEST FOR INFORMATION:** Interested parties may respond to the following questions according to their specific concerns or interests, and email their responses to the NHDES Mobile Sources Section team at [MS-grants@des.nh.gov](mailto:MS-grants@des.nh.gov). NHDES is looking, in particular, for responses to the questions below. However, if there is information you think should be considered, but is not reflected by any of these questions, please feel free to include such information in your response.

**PROSPECTIVE PROGRAM ADMINISTRATOR QUESTIONS (to be completed by prospective program administrators only):**

1. Please provide the name and address of your organization/institution, and provide a name, phone number and email address for a designated contact relating to this RFI response.
2. Is your organization a for-profit, non-profit, or public entity?
3. Respond below regarding your organization's experience with the following:
  - a) Administering rebate, incentive or grant programs: describe in detail, including the software(s) used to manage the program(s).
  - b) EVSE projects, or clean energy projects in general: describe in detail.
  - c) Promoting or advertising funding opportunities: provide examples.
  - d) Providing project management or technical assistance support: describe in detail.
4. Please provide a high-level estimate of the administrative costs you think might be necessary to implement a \$3 million rebate program, including a breakdown of cost categories and percentages of the total cost for each category.

**PROSPECTIVE \$3 MILLION LEVEL 2 REBATE PROGRAM DESIGN QUESTIONS:**

1. Should minimum amounts be reserved for each county, geographic region, regional planning commission (RPC), or other territory in NH? If so, what should be the minimums and what political/geographic unit should be considered?
2. Inclusive of construction, installation, and equipment costs, what should be the maximum per-port rebate amount (e.g., \$4,000 for one charging port, \$8,000 for a dual-port charger, etc.)?
3. Should the maximum rebate amount be differentiated according to the power output of the Level 2 EVSE (e.g., higher rebate amounts for higher-powered chargers)? If so, what should be the power output thresholds and funding amounts?
4. Should there be a maximum rebate award per entity or per site? If so, what?
5. Should non-publicly accessible Level 2 EVSE for public fleet usage (e.g., municipalities, state agencies, public schools, etc.) be eligible for the program? Why or why not.
6. Should workplace or multifamily dwelling sites be considered for funding? Should there be a requirement that these sites are also publicly accessible? Why or why not.
7. Should there be a maximum or minimum charging port count per site? If so, what?
8. Should there be requirements placed on EVSE availability and/or accessibility (e.g., 24/7 availability)? If so, what?
9. In general, what is a reasonable amount of time for a Level 2 EVSE project to be completed (e.g., 6 months or 1 year from notification of eligibility)?
10. What communications protocols should be allowed/required?
11. What payment methods should be allowed/required?
12. Should there be EVSE uptime requirements? If so, what?
13. Should there be requirements on the span of time the EVSE must be operational? If so, what (e.g., 3 years, 5 years, etc.)?
14. Should warranty, service, maintenance, and networking contracts be required for the EVSE? If so, for how long (e.g., 3 years, 5 years, etc.)?

**DISCLAIMERS:**

This RFI has been issued solely to gather information and is not intended to lead to a contract or grant agreement with any respondents. NHDES will not be held liable for any costs incurred by respondents in preparing their responses.

This RFI does not obligate NHDES to publish an RFP or to award a contract or grant agreement. The decision to issue an RFP based on the information gathered from these responses is solely at the discretion of NHDES.

If an RFP is issued, it will be open to all qualified entities, regardless of whether they submitted a response to this RFI. This RFI is not a pre-qualification requirement to respond to a future RFP and responding to this RFI will not provide any advantage during any subsequent RFP review. After receiving RFI Responses, NHDES may choose to invite specific respondents to provide presentations and engage in further discussions at its discretion to gain more understanding of their submittal.

**CONFIDENTIALITY DISCLOSURES:**

The information submitted in response to this RFI (including all materials submitted in connection with it, such as attachments, exhibits, addenda, and presentations) may be subject to public disclosure under Right-to-Know law, including RSA 91-A.

Confidential, commercial or financial information may be exempt from public disclosure under RSA 91-A:5, IV. If a respondent believes any information submitted in response to this RFI is exempt from RSA 91-A as confidential, the respondent must specifically identify that information where it appears in the submission in a manner that draws attention to the designation and must mark/stamp each page of the materials that respondent claims must be exempt from disclosure as "CONFIDENTIAL."

Marking or designating an entire response, attachment or section as confidential shall neither be accepted nor honored by NHDES. Respondents must also provide a separate copy of the full and complete document, fully redacting those portions and shall note on the applicable page or pages that the redacted portion or portions are "CONFIDENTIAL."

Submissions which do not conform to these instructions by failing to provide a redacted copy (if necessary), by failing to designate the redactions in the manner required by these instructions, or by including redactions which are contrary to these instructions or operative law, may be rejected by NHDES as not conforming to the requirements of the RFI.

If a request is made to NHDES to view or receive copies of any portion of your response, NHDES shall first assess what information it is obligated to release. If NHDES determines that it is obligated to release portions of a document marked "confidential," NHDES will notify you that a request has been made, and that the information will be released pursuant to the request on a specific date unless you submit a written objection with NHDES prior to the specified release date that clearly explains all of the reasons why you believe the information should not be released. If NHDES does not receive a written response by the specified date, the information will be released. If a response is received, NHDES will provide a copy to the requestor and NHDES will request assistance from the New Hampshire Department of Justice to resolve the dispute.

By submitting a response, respondents acknowledge and agree that:

- NHDES may disclose all portions of the response or related materials which are not marked as confidential and/or which have not been specifically explained in the letter sent to the NHDES Mobile Sources Section team at [MS-grants@des.nh.gov](mailto:MS-grants@des.nh.gov);
- NHDES is not obligated to comply with a respondent's designations regarding confidentiality and must conduct an independent analysis to assess the confidentiality of the information submitted in your response; and
- If NHDES determines, pursuant to the criteria in Env-C 208.06, that the information is non-confidential information, it will follow the procedures described in Env-C 208.07.