

SELECT BOARD MEETING AGENDA
TOWN OF PETERBOROUGH
Tuesday, January 5, 2010 – 6:00 PM
1 Grove Street, Peterborough, New Hampshire

APPOINTMENTS

6:00 – Representatives Peter Leishman and Anne-Marie Irwin – Downshifting Update

OLD BUSINESS

1. Project Updates – Rodney Bartlett
 - i. Main Street Bridge Update and Recommendations
 - ii. Authorization to allow the Town Administrator to sign Wastewater Treatment Plant Documentation
 - iii. Utilities Division – What’s Next?
2. Review and Approval of Minutes of November 17th and December 1st, 2009

CONSENT AGENDA

Correspondence:

1. New Hampshire Charitable Foundation to Pamela Brenner re: Goyette Grant award, 12/23/09

Building Permits:

1. Catherine Carleton – 17 Winter Street – install new garage door opening
2. Paul and Jennifer Christensen – 186 General Miller Road – install direct vent fireplace
3. David Labnon – 133 Wilton Road – replace concrete pads with piers, replace lower level support posts and concrete floor
4. Timothy and Stacey Kolk – 109 Old Dublin Road – upgrade electrical service to 200 amp with generator switch and connection
5. Robin Hill Real Estate Holdings, LLC – 165 Wilton Road – upgrade electrical service to 200 amp
6. Gloria G. Morison Revocable Trust – Old Jaffrey Road – single family residence
7. Leonard Tichy Revocable Trust – 25 Holt Road – 20x19.5 foot garage and 12x12 foot shed addition to existing detached garage

JOINT BUDGET COMMITTEE MEETING

7:00 – Town Clerk and Elections
7:15 – Conservation Commission
7:30 – Contoocook Valley Transportation Cooperative
7:45 – Library
8:15 – Information Management Systems

ADJOURN

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
Tuesday, January 5, 2010 – 6:00pm
1 Grove Street, Peterborough, New Hampshire

Present: Joe Byk, Barbara Miller

Also Present: Pamela Brenner, Nancie Vaihinger, Rodney Bartlett, Nicole MacStay

Chair Miller called the meeting to order at 6:00pm and announced that due to an illness in the family, Liz Thomas would not be able to attend.

Mr. Leishman said that Ms. Irwin was running late, but would be at the meeting soon. **Mr. Byk** asked if **Mr. Leishman** could explain what happened with the alternative energy abatement bill; he had heard that someone from OEP spoke to the subcommittee against the bill. **Mr. Leishman** said that the subcommittee had voted unanimously in support of the language, at which point someone from the Governor's office spoke against the language. **Mr. Byk** said that he has asked for that person to let him know what the issues were, but they have not yet returned the message. **Mr. Leishman** said that the committee has referred the bill to study, so it is not completely dead.

Main Street Bridge Update and Recommendations

Mr. Bartlett said that HTA has completed their report. The bottom line is that the concrete is in a condition of needing replacement, and for the time being, they recommend a weight limit of fifteen tons. As an example, **Mr. Bartlett** said that school busses are right in the fifteen ton range. He said that it is a severe reduction, and will have a long-term impact. If the Board adopts the weight limit, downtown merchants will be informed by mail and handouts and with maps. **Mr. Bartlett** emphasized that there is no imminent danger of the bridge collapsing. He said that they are beginning the process to get signs in place, and will make sure that the merchants are aware that they will need to contact their delivery companies. **Chair Miller** asked how they will be contacted; **Mr. Bartlett** said that they will go door-to-door and also by way of email and the newspaper. **Chair Miller** asked how the ban will be enforced. **Mr. Bartlett** said that a police officer will be placed at the bridge in the morning when the majority of truck traffic drives through, since any truck attempting to cross the bridge will be coming to a merchant in town. **Mr. Byk** asked about school busses. **Mr. Bartlett** said that he will leave that decision to the bus company.

Motion:

Mr. Byk made a motion to accept the fifteen ton weight limitation on the Main Street bridge; **Chair Miller** seconded.

Vote:

Mr. Byk and **Chair Miller** voted in favor of the motion; the motion carried.

Downshifting Update

Mr. Leishman distributed a handout that showed the breakdown of state funds that Peterborough has received from the state since 2004 and reviewed the information it contained. He explained that most of the projected revenues are unknown, except for the Shared Revenues, which will remain at zero. He said that the state did restore education block grants, of which the town will receive \$50,000. **Ms. Brenner** corrected **Mr. Leishman**, saying that the school district will receive that

money. **Mr. Leishman** said that the money would come back to the communities, and that the state used stimulus money in that line item to make the communities whole. **Mr. Byk** disagreed, saying that when the money goes to the school district, it doesn't reduce the town's \$300,000 deficit by any amount. **Mr. Leishman** said that it should reduce the tax rate. **Mr. Byk** responded that as a practical matter it does not work that way; the school district does not reduce the tax rate by an amount equal to additional state-funded grants. **Ms. Brenner** added that because the town lost the \$300,000, all the town departments, the Police Department, Fire and Rescue, etc. had to make up that \$300,000 shortfall; it did not affect the school district at all.

Ms. Irwin said that the state government had to cut \$300 million, and they are mindful that we are all in a difficult time. She said that they know what a difficult job you have, and that she knows what the pressures are, and that she knows how hard it is not to give people who work for you a raise or promise them a job. Every time the Health and Human Services budget gets wacked, those needs don't get met. The legislature is mindful that this is a lousy time; it is horrible for state governments, families, all of us. She went on to say that it is not like they have a big bucketful of money and aren't sharing, and that she thought we were all working together on this stuff, on bridges and schools, and that she is a little uncomfortable that they are the bad guys for taking the town's \$300,000.

Mr. Byk responded by stating that he understands all the constraints that the state is facing with less revenue, however when the state takes \$100.00 from town government and gives it to the school district, it does not change the fact that the town lost \$100.00, and it does not lower the tax rate. He added that if the state wants to make up for the reduction in revenue sharing, then the state should be sending that money to the town government; it was not taken from the school district in the first place, it was taken from town government.

Mr. Leishman said that the Board should also know that there will not be any stimulus money coming to the state in 2012, and so state support will be less next year. The Legislature cut the state's budget to keep the Meals and Rooms distribution to the towns in place; however that will not happen next year. **Ms. Brenner** asked for clarification, if the town in fact may not see Meals and Rooms in 2012, and would the state's retirement contribution be cut to 20%, or even to 0%. **Mr. Leishman** said that in 2011 the state's retirement contribution will go down to 25%, but they do not know about 2012 yet. He added that the State is not obligated to contribute anything into the retirement system. **Ms. Brenner** asked if the towns should plan to lose all state funding, including block grants, retirement contributions, meals and rooms and flood control. **Mr. Leishman** said that he did not think that everything would be cut. **Ms. Brenner** asked if they should expect to lose Meals and Rooms, of which Peterborough's portion is \$300,000. **Mr. Leishman** replied in the affirmative, saying that there are already bills on the table to that effect, however he is an optimist, and he believes that the economy is showing some signs of improving.

Mr. Byk asked to see a breakdown of the aid that the school district has received, similar to the one that **Mr. Leishman** provided for the town. **Mr. Leishman** said that he will get that to the Board. **Ms. Brenner** said that the school district will say that this is the adequate education money that they have been promised for years. **Chair Miller** asked if anyone is talking about additional state revenue. **Ms. Irwin** said that revenue is an ongoing conversation. Gambling has come back, and there are always proposals for sales tax and income tax, but none of them have any traction.

David Simpson said that he would like to talk with all of the town's representatives in a town hall session. **Ms. Irwin** said that they would be happy to do that. **Mr. Leishman** said that they would

work with **Ms. Brenner** to find a Saturday when everyone could meet in the Town House. He added that any resident is always free to email him with questions.

Chief Lenox asked if there was any chance that the state's homeland security grants, which are now a 50/50 match, could be reduced. He said that the Peterborough Fire and Rescue Department has made a couple of applications. **Ms. Irwin** asked if he meant that he wanted the department's portion reduced to 25%. **Chief Lenox** replied that they cannot come up with the match, and have lost the grant. **Mr. Leishman** said that in the past the match has been lowered, and that there may be some funding that the state is not using that may possibly be leveraged.

Gordon Kemp said that this shuffle between town and school money may have been a way of appeasing the larger communities where the budgets are shared, however in a system like the ConVal District the costs are shared by all towns, with Peterborough carrying about 35% of the total expense. **Ms. Brenner** said that the Town brought in a flat budget last year, and then absorbed \$300,000 as a result of the loss of the shared revenue. She emphasized that if the town has to absorb another \$300,000 cut the town would be forced to revert to layoffs, gutting the entire capital improvements plan, or some combination of both. She distributed a list of potential cuts that the town would have to consider to avoid raising the tax rate under such a scenario.

Robert Lambert asked if the healthcare legislation passes in Washington, what effect would it have on the state. **Ms. Irwin** said that if the vote to expand Medicaid then it would be a huge problem. She noted that some of the proposals would be breathtakingly expensive, and many governors have opposed them. **Mr. Leishman** added that they have heard cost estimates upwards of \$300 million, but it is all speculation. **Chair Miller** thanked both **Mr. Leishman** and **Ms. Irwin** for coming out, and thanked them for doing the hard job they have undertaken.

Authorization to allow the Town Administrator to sign documentation related to the Wastewater Treatment Plant

Motion:

Mr. Byk made a motion for the Town to accept Federal, State, American Recover and Reinvestment Act funds, or other governmental unit, or private source funds and further to authorize and appoint the Town Administrator to apply for, enter into, accept, receive, and expend funds for the purposes of effectuating the project 'Modifications and Improvements to the Wastewater treatment Facility' as approved at the March 2006 and September 2008 Town Meetings; **Chair Miller** seconded.

Vote:

Mr. Byk and **Chair Miller** voted in favor of the motion; the motion carried.

Mr. Bartlett explained that the next step would be the loan resolution document. He then reviewed the details with the Board.

Motion:

Chair Miller made a motion to adopt the United States Department of Agriculture, Rural Development Loan Resolution (form OMB #0575-0015), in a loan amount of \$6,986,000 and a grant amount of \$5,688,000 for the purpose of modifications and improvements to the Wastewater Treatment Facility and to authorize Chairperson Barbara Miller to sign said Loan Resolution; **Mr. Byk** seconded.

Vote:

Chair Miller and **Mr. Byk** voted in favor of the motion; the motion carried.

Utilities Division – What’s Next?

Mr. Bartlett said that if the Town is going to spend \$8.5 million on a new wastewater treatment plant and technology, there are some things that need to be done. We are looking to rebid the project in the middle of January, and we expect to authorize construction in April and look for completion in 2011. This is new technology to us; our Utilities Division has limited knowledge at this point, and as we look at what is next, we need to look at what is the most cost effective way to run this new plant. The DES certification for this plant is Grade 3, which is the certification our employees need to get. There is a need to look at a private/public operation of the new plant, or a combination of those. We need to identify changes in staffing, maintenance requirements and policies and procedures, and do it all in respect of the effect on the rate. **Mr. Bartlett** said that he is recommending that the Town look at a third party for that identification process and show us where we need to be in 2011.

Mr. Byk said that **Mr. Bartlett** has already recommended two 10% rate increases, and asked if this was included; **Mr. Bartlett** said that it was. There was further discussion of the technical aspects of the management of the project funds, the Buy American and Davis Bacon Act requirements, and other reporting. **Chair Miller** asked if we are assuming that the independent third party will pay for themselves with the recommendations that they make. **Mr. Bartlett** said yes, and that he thinks it is important to be proactive, and he is looking for the Board’s support to go forward.

Motion:

Mr. Byk made a motion to authorize **Mr. Bartlett** to include in the overall budget a line item for an independent study of post-construction wastewater treatment plant operations and expenses; **Chair Miller** seconded.

Vote:

Mr. Byk and **Chair Miller** voted in favor of the motion; the motion carried.

Minutes of November 17th and December 1st, 2009

Mr. Byk made a motion to accept the minutes; **Chair Miller** seconded.

Vote:

Mr. Byk and **Chair Miller** voted in favor of the motion; the motion carried.

Joint Select Board and Budget Committee Meeting

The Select Board was joined by Chair Kemp, Mr. Jones, Ms. Harris, Mr. Adler, Mr. Lambert, Mr. Patton and Ms. Mansfield at 7:15pm.

Town Clerk

	2009-2010 Budget	2010-2011 Budget	% Inc. or Dec.
Net Operating	-768,205	-765,652	0.3%
Capital Expenditures	0	0	N/A
Total Budget	-768,205	-765,652	0.3%

Linda Guyette, Town Clerk, said that she tried to bring the budget in flat. **Mr. Patten** asked if there had been a change in health insurance. **Ms. Guyette** said that there had, and **Ms. Brenner** said that there had been a major change in health insurance because the previous Town Clerk did not take health insurance. **Mr. Byk** asked about the revenues. **Ms. Guyette** said that they are starting to come back up. **Mr. Lambert** noted that there are three elections this year, and **Ms. Guyette** said that there had been a big increase in the Supervisors of the Checklist budget for the decennial purge of the voters checklist. **Ms. Brenner** said that were some cuts made in the Supervisor's budget. She also added that **Ms. Guyette** is doing a great job.

Conservation Commission

	2009-2010 Budget	2010-2011 Budget	% Inc. or Dec.
Net Operating	2,000	3,050	52.5%
Capital Expenditures	0	0	N/A
Total Budget	2,000	3,050	52.5%

Ms. Brenner said that this budget shows a major increase due to the fees charged by Charter Trust for the management of the Commission's funds.

Contoocook Valley Transportation Cooperative

Rebecca Harris said that CVTC is trying to expand the sources of revenue, including employers, and they will be asking all of the municipalities in their area to add to that support. She said that they get the bulk of their funding from federal transportation grants, and those require a 20% local match. Currently the match is through foundation grants but those are intended to be start up funds. The request before the Board is based on the community population, and they hope that Peterborough might be one of the first municipalities to step in and support CVTC.

Ms. Brenner said that they are asking to be funded in the same manner as the other non-profits, including Monadnock Family Services and Hospice, through the Human Services budget. Those agencies were not funded this year because of the shortfall. She said that having heard what the representatives presented earlier, regardless of how wonderful this program is, the Town is having trouble funding what commitments it already has. She said that it would be difficult to turn to Monadnock Family Services and tell them that they are not getting funded but a new program is. **Mr. Byk** asked if it was her recommendation that this request is taken under advisement; **Ms. Brenner** said that it is, and that it could be looked at again at another time. **Ms. Mansfield** asked how many rides CVTC facilitates; **Ms. Harris** said that in 2009 they gave 236 rides, 33 of which were Peterborough residents. She said that they have 46 drivers, and have signed on 13 of them since November.

Library

	2009-2010 Budget	2010-2011 Budget	% Inc. or Dec.
Net Operating	479,328	506,342	5.6%
Capital Expenditures	0	0	0
Total Budget	479,328	506,342	5.6%

David Simpson, Karen Peterson, Dianne Burnett and Randy Brown, Library Trustees and a number of Friends of the Library introduced themselves. **Mr. Simpson** distributed handouts to the Board and Committee which showed Library usage in 2009. He said that computer usage has doubled, and there has been a substantial increase in circulation.

Michael Price, Library Director, said that one of their major renters has cut their rentals in half, and transfers from the Trust Funds has been reduced from \$22,000 to \$18,000. However, the library's income from Sharon residents has increased by \$500.00. He moved on to expenditures, saying that he was able to renegotiate a software contract with the company that handles the check in/check out system which will save about \$16,000 over the next five years. He also noted that there will be a savings in telephones due to the change to Comcast. There are also unanticipated repairs that need to be made to Library for repairs to the front steps, the installation of an exhaust system in the bathroom and foundation repair. There is also \$2,000 for carpet cleaning. All other lines are level-funded.

Chair Kemp asked how the pellet boiler is working. **Mr. Price** said that there was an issue yesterday, but it was quickly resolved. The only problem that they have encountered is the high level of maintenance; it requires a lot of cleaning. Otherwise it is economical, and the savings do validate the decision to install the system. It is the primary heat early and late in the winter, and secondary during the coldest months. There was some discussion about the Library's rental fees.

Information Management Systems

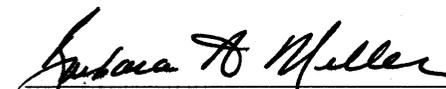
	2009-2010 Budget	2010-2011 Budget	% Inc. or Dec.
Net Operating	110,499	100,836	-8.7%
Capital Expenditures	56,600	53,100	-6.2%
Total Budget	176,599	153,936	-12.8%

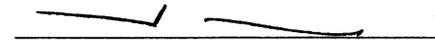
Fash Farashahi, IT Coordinator, distributed corrected wage sheets to the Board and Committee. He explained that in this proposal there is a position increase from a part-time technician to a full-time technician. He explained through a presentation that he has supported this proposal by decreasing the consultant line and cost accounting across Utilities, Ambulance and PEG budgets, and has recommended this change to better support the Town's 24/7 technology demands. **Ms. Vaihinger** said that at this time the tax payers pay the full cost of IMS; charging the Ambulance, for instance, would distribute the cost to other towns who are not paying for their part of the IT service they receive.

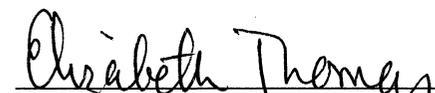
As there was no further business, the meeting adjourned at 8:18pm.

Respectfully Submitted,
Nicole MacStay, Assistant to the Town Administrator

PETERBOROUGH
SELECT BOARD:


Barbara A. Miler, Chair


Joe Byk


Elizabeth M. Thomas

ACTION ITEM PENDING LIST

1.

