

## MINUTES

### Master Plan Steering Committee

TOWN OF PETERBOROUGH  
Wednesday, January 9, 2013 – 5:45 p.m.  
1 Grove Street, Peterborough, New Hampshire

**Members Present:** Mose Olenik, Beth Alpaugh-Cote, Sue Chollet and Alan Zeller

**Staff Present:** Carol Ogilvie, Director and Laura Norton, Administrative Assistant, Office of Community Development

The meeting was called to order at 5:50 p.m.

#### **Statement from the Chair**

Chair Zeller welcomed the members to the meeting.

#### **Review Draft Municipal Facilities Chapter**

Ms. Chollet noted as she began to review the final draft of the Chapter she was bothered by the parentheses in the second line of the Introduction. Ms. Ogilvie explained the reference to the land use section and after a brief discussion all agreed to remove them “to make it readable.” Ms. Alpaugh-Cote noted a typographical error on Page 18 where “possible” should be “possibly.”

Chair Zeller suggested the group review each page “but most of our attention should involve the last two pages.”

The members began their review with Chair Zeller noting “this looks excellent, it is concise and accurate. Exactly what we talked about.”

Chair Zeller then suggested an impromptu visit to the Police Station to actually see the conditions at the building. “I’d like to see their storage and hear their ideas of what they want to do about it” he said. He went on to note “we are in agreement that we are not going to find a combined space for Police and Fire so we need to focus on bringing their current places up to something more reasonable.” Ms. Chollet replied “no problem” adding “but it is not up to us to find a solution to their problem.” Ms. Alpaugh-Cote agreed adding “it is not up to us to figure that out, it is up to us to advise the Board of Selectmen *something* needs to be done, not *what* needs to be done.”

Chair Zeller acknowledged the comments but noted “it would be good to see it.” “What about the others (Fire, Highway etc.)?” Chair Zeller replied “I would like to see them all.” “It is a good idea” replied Ms. Chollet. Ms. Ogilvie noted the bus tour she had hoped to organize for the Committee but was unsure about the status of the Recreation Department’s bus availability. All the members agreed they were very interested in the tour and agreed they should go as a group with several members offering their vehicles if needed.

Chair Zeller concluded “we should do this sooner than later, we are running out of ideas to put on paper.” Ms. Olenik asked “what do you mean about ideas?” Chair Zeller referred to the last two pages of the Chapter and pointed to the “Conclusions” section and asked “what happens when they run out of space and we have a crisis?” A brief discussion about planning and execution followed with Ms. Chollet concluding “we are not the experts; we need to put some kind of blinking/flashing lights on the Conclusions page.”

Backing up just a bit the members discussed the assessment of issues located on page 18 of the Chapter, specifically Public Safety which included the recommendations of addressing the lack of adequate and sufficient storage space, and the need for a 24-hour dispatch center. This section also identifies a number of deficiencies at the Fire Station (including the challenges associated with its location).

Chair Zeller asked “when do we do anything?” Ms. Chollet replied “we report to the Planning Board” adding “we take the Chapter to them and answer their questions.” She also noted “however there is not a law that says we couldn’t ask for an appointment with the Board of Selectmen at their meeting, and say *look*, we think this is urgent.” The member briefly discussed the potential of forming a Task Force.

Ms. Olenik noted her concerns that while the deficiencies and what needed to be done could be readily pointed out “the money may not be immediately available.” She also cautioned the members about forming a Task Force “I would not recommend one unless they would like *us* to be the Task Force.” Chair Zeller agreed but noted “this needs to be put on the front burner.” Ms. Chollet agreed as well noting it might be a bit pushy recommending a Task Force. “I like the idea of taking it to the Planning Board first and after that if we feel it necessary, ask to see the Board of Selectmen.” Chair Zeller noted “I will bring this up at the next Planning Board meeting.”

The members moved on to Public Works. They briefly discussed the four separate facilities that make up this Department (Utilities, Recycling Center, Buildings & Grounds and Highway). Ms. Ogilvie briefly reviewed that only the Highway Garage has been considered not adequate for its purposes at this time and the Committee has expressed many of the same concerns as it has with Public Safety (namely) that the focus on finding an alternative site may have delayed or even prevented improvements to the facility. She noted the plans for a storage facility at the new Wastewater Treatment Plant that would be large enough to accommodate the Utilities Division’s equipment as well as supplement the Highway and Buildings & Grounds equipment. She noted the building would in fact be able to support the functions of the Highway Garage should there be a plan to re-locate that Division there in the future.

Chair Zeller picked up a Town Report he had brought from last year and noted he had been reviewing town-owned properties. “There is a lot of land, what if anything can be done?” he asked. Immediately all of the sitting members began to assure the Chairman that that there had been a long and arduous review of both town-owned properties (2006) and private properties (2008). With a smile Chair Zeller replied “I want to know what you know.” Both Ms. Alpaugh-Cote and Ms. Chollet assured him the search had been thorough “and there were problems with every potential site.” Chair Zeller noted he thought a good potential was located in North

Peterborough “but it is just too far away” he said. Ms. Chollet again reassured him “it has all been explored” she said. “It should be in writing somewhere” said Ms. Olenik. Ms. Ogilvie replied “it is” as she held up both the town-owned and private parcel reports.

The members then reviewed the Library section on page 19. It was noted the Master Plan Steering Committee supports the efforts of the Library Trustees and the 1833 Club as they engage in the UNH Cooperation Community Forum for a new Library facility. “It seems pretty clear to me” said Chair Zeller.

Reviewing Recreation the members agreed the two identified deficiencies for this department were the lack of indoor programming space and the inadequacy of multi-use athletic (playing) fields. One member noted the acquisition of the Armory had increased the availability of space for indoor programming with another member noting “they are eyeing the Lagoons.” A brief discussion about the potential of the Lagoons (including costs, safety, location and access) for athletic fields followed. Ms. Olenik noted “in my mind we need answers for the other facilities first, *before* the town goes ahead with any playing fields.” Ms. Alpaugh-Cote agreed noting “what needs to be done *needs* to be done and right now it is Public Safety.” A brief discussion followed with Ms. Chollet suggesting “so we say something like the Committee does not see an immediate need (we see wants) but no immediate need that would outreach Public Safety.”

Chair Zeller asked if it was not time for an appearance before the Board of Selectmen “to tell them what we are thinking.” Ms. Olenik asked “what do you mean?” Chair Zeller replied “go to them with our conclusions, what we have thought about all these months.” Ms. Chollet cautioned “no Board of Selectmen before the Planning Board.” She briefly described the process to the Chairman noting “they may decide to go to the Board of Selectmen or send us but they have more authority than we do.”

Ms. Olenik then asked if the chapter could be approved with the members present. Chair Zeller noted “it is basically done except for Recreation.” Ms. Ogilvie noted she would incorporate their thoughts and corrections into the draft and e-mail it out to the Committee. “That way the Planning Board can be ready for a Public Hearing in February” she said.

Ms. Alpaugh-Cote noted “so all we have to do is create the Recreation conclusion.” Ms. Ogilvie replied “it is legitimate for you as a Committee to decide that Recreation is not a high priority at this time and therefore you are not in a particular position to make a recommendation for Recreation.”

Ms. Chollet suggested the Recreation Department try to collaborate with other towns to help noting “they use the services, when you are desperate, you go to the well.”

A motion was made/seconded (Olenik/Chollet) to approve the Chapter with the corrections discussed with all in favor.

Ms. Chollet noted “Carol has done an absolutely phenomenal job on this chapter. Congratulations to Carol *and* to us all” she said adding “I did not think we would get this done.”

Chair Zeller agreed adding “if not for Carol we would have to work a lot harder.” He went on to note “I worry about the future AC” then explaining “After Carol.”

“What’s next?” asked Ms. Olenik (meaning after this Chapter and the public hearings). Ms. Ogilvie replied “we have pretty much completed everything laid out in the statutes” adding “I still would like to do the bus tour to get a sense of what has happened in town since we started in 2002 and get an idea of what chapters need to be updated.” Ms. Chollet agreed noting “it is time to go back and update the ones (chapters) that need it the most.” Ms. Chollet went on to suggest preparing a schedule for reviewing chapters. Two of the chapters that all agreed needed to be re-visited were the Population & Housing Chapter and the Land Use Plan Chapter.

**Minutes**

No vote.

**Next Meeting Date**

February 13, 2013 at 5:45 p.m.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Laura Norton  
Administrative Assistant

**Approved February 13, 2013**