

**MINUTES  
SELECT BOARD  
TOWN OF PETERBOROUGH**  
Tuesday, February 2, 2016 – 5:30pm  
1 Grove Street, Peterborough, New Hampshire

**Present:** Ed Juengst, Tyler Ward

**Also Present:** Rodney Bartlett, Nicole MacStay, Vanessa Ambury-Bonilla, Benji Rosen, Nancie Vaihinger  
Budget Committee: Leslie Lewis, Roland Patten, Donald Parkhurst, Ron McIntyre, Steve Jones, Bob Hanson, Andrew Dunbar, Stacey Kolk, Jeff King

Mr. Ward called the meeting to order at 5:30pm.

**Review and approval of Minutes from January 5, 2016, and January 19, 2016.**

Mr. Juengst moved to approve the minutes of January 5 and January 19<sup>th</sup>. Mr. Ward seconded. Motion carried.

**Proposed establishment of a Municipal and Transportation Improvement Fund per RSA261:153VI(a)**

Ms. Vann arrived late, but quickly jumped in to express that the purpose of the Municipal and Transportation Improvement Fund would be to allow a fee collected with each car registration to be used for transportation related infrastructure. Typically this would be used for items that tend to fall off the bottom of the budget, such as to improve bike and pedestrian infrastructure, like paint, crosswalks, etc., in addition to traffic calming measures. She continued, explaining that the legislation exists and the money stays here in our community, with the local municipality determining how the money is used. Mr. Ward asked how much the fee would be. Ms. Vann responded that it would be typically \$5 per vehicle. Ms. Guyette added that the town has around 3000 vehicles registered. This would be a warrant article and approved by town meeting. Ms. Vann requested that this be submitted by the Select Board. Mr. Ward added that various signage had been requested by townspeople at the last May Town Meeting. Mr. Ward asked if it could be used for bike racks and Ms. Vann said yes, that would be considered transportation, and also sidewalks.

Mr. Ward made a motion to adjourn at 6:09 PM. Mr. Juengst seconded. Motion carried to adjourn.

**Joint Budget Select Board Meeting**

**Recreation**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	\$445,815	\$478,121	7.2%
Net Capital	\$10,000	0	-100 %
To be raised through taxation	\$465,815	\$478,121	2.6%

Mr. King presented a budget with a 2.6% increase overall. Highlights include the repair of the Adams playground tennis courts and the basketball court by maintaining the repair of the cracks before they get worse. The other highlighted cost is the study of Cunningham Pond erosion problems to be repaired over time. Ms. Lewis asked about the Isabelle Miller Fund. Mr. King explained that they used it last year for the new paddleboards. The department does not use it all every year, and saves it for larger projects that come about.

**Revolving Fund**

	FY 2016	FY 2017	% Inc. or Dec.
Net Operating	0	0	
Net Capital	0	0	
To be raised through taxation	0	0	0

Mr. King continued, explaining that fees for services create revenue and as demographics change with fewer students in the school system, there is also a reduction of revenue. Senior programming is increasing but the revenue isn't as high as youth programming. He gave the example of pickle ball with over 50 participants which is primarily seniors. Mr. Ward asked about the large reduction in general supplies, and Mr. King responded that it is probably a typo from the previous year.

**Economic Development**

Mr. Dunbar asked about the salary line item. Mr. Bartlett explained that there is a job opening in line with the EDA which hinges on a reallocation of existing services. Ms. Lewis asked why the EDA needs the support from Administration? Mr. Bartlett explained that this position has been allocated in order to attract companies looking to Peterborough to start businesses. This position would primarily focus on marketing and creating data, which is a commitment of the town towards gaining economic prospective business. Mr. Dunbar asked if we are duplicating what the Chamber of Commerce is doing. Mr. Bartlett said that it does not. Mr. Bartlett additionally explained that the contracted services include investigating broadband service in support of the EDA.

**Finance**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	\$180,327	\$342,325	34.9%
Net Capital	0	0	
Special Articles	-24,961	24,961	
To be raised through taxation	\$205,288	\$268,286	30.7%

Ms. Vaihinger began by commenting that revenues are roughly the same. The timber yield tax has increased. Interest has gone up due to the interest rate increasing. Expenses are also roughly the same but some items are decreasing. There are health insurance changes, due to change in personnel and their specific insurance needs. In addition, there is an expense in building a new counter desk for finance department. The current one is in a bad state of disrepair.

**Gen Govt**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	\$57,774	\$181,759	214.8%
Net Capital	0	0	0
To be raised through taxation	\$57,744	\$181,759	214.8%

Ms. Vaihinger discussed that merit increases go into this budget, then are transferred out into the appropriate budgets. With regard to health insurance and the Affordable Care Act, the board decided to pay the penalties instead of offering the employees between 30-40 hours health insurance, which would save the town money. The majority of these employees are in the fire department with an estimate of 17 employees fitting into this category. She admitted that she doesn't know what the actual penalties will be for this year. Mr. Ward asked about the decrease in property liability insurance. Ms. Vaihinger responded that it was previously based on budget figures but actually needed to be based upon the assessed value of the property, and consequently ended up being less.

**Human Services**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	\$149,701	\$126,712	-15.4%
Net Capital	0	0	
To be raised through	\$149,701	\$126,712	-15.4%

Ms. MacStay explained that health insurance increased because of changes with the Town Administrator as well as the Deputy Town Administrator as she is now on a family plan instead of cafeteria plan. Demands for assistance have declined, therefore this has reduced the demand in the budget. Ms. Lewis asked what the unemployment rate is at this time. Ms. MacStay responded that it is 3.4% for the Peterborough area.

**Conservation Commission**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	\$3,050	\$3,050	0
Net Capital	0	0	
To be raised through taxation	\$3,050	\$3,050	0

**Heritage Commission**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	\$1,000	\$1,000	0
Net Capital	0	0	0
To be raised through taxation	\$1,000	\$1,000	0

Mr. Bartlett explained that there is no change from last year for both the Conservation Commission and the Heritage Commission.

**Debt Service**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	\$455,025	\$448,786	-1.4%
Net Capital	0	0	
To be raised	\$455,025	\$448,786	-1.4%

Ms. Vaihinger presented her spreadsheet breakdown, both expenses and revenues. Unspent bond proceeds from Union Street bridge project, will be used to offset only the principal amount.

**Overall Budget**

Mr. Bartlett explained changes to the overall budget. The original proposed requests added up to an increase of 10%. After making modifications, the proposed budget was modified to 4.2% increase. Some of the major changes include using the unspent Union Street Bond reconstruction balance to offset the principal payments, removing the proposed Highway Department's dump truck from CIP budget, a reduction of \$165,000, storm water improvements to be recommended to be moved over to the Greater Downtown TIFF Fund as well as other reductions throughout the departments, including moving the start date for the new police officer to January 1, 2017 instead of July of 2016. These changes add up to a reduction of \$370,000.

Ms. Lewis asked about the dump truck and Mr. Bartlett explained how the department will try to expand the replacement schedule with a more aggressive maintenance schedule to help keep the trucks in operation longer.

Mr. Patten asked about increased revenues to offset this increase of 4.2%. Mr. Bartlett responded that the projected revenues for 2017 is only a 1% increase so the remainder will be raised through taxation.

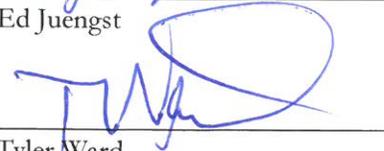
Mr. Patten moved to adjourn at 7:15pm. Motion carried.

Respectfully Submitted,  
Vanessa Amsbury-Bonilla, Department Assistant

PETERBOROUGH  
SELECT BOARD:

  
Barbara A. Miller, Chair

  
Ed Juengst

  
Tyler Ward

ACTION ITEM PENDING LIST

- 1.