

**TOWN OF PETERBOROUGH
CAPITAL IMPROVEMENTS COMMITTEE**

**3:00 P.M. Tuesday
October 24, 2017**

MINUTES

Present: Roland Patten, Kim Rode, James Kelly, Bob MacDonald, Bob Hanson, Alan Zeller, Johnathan Ericson and Carl Mabbs-Zeno

Also Present: Peter Throop, Director, and Laura Norton, Administrative Assistant, Office of Community Development.

Chair Hanson (Mr. Hanson) called the meeting to order at 3:00 p.m. and introduced the members and staff.

Fire Chief Ed Walker welcomed the members to the Fire Station. He noted the meeting room they were gathered in was also the training room, clean storage room and bunk room.

Chief Walker noted Peterborough Fire provides fire protection for the towns of Peterborough and Sharon. “The ambulance serves six towns (Peterborough, Sharon, Greenfield, Frankestown, Dublin and Hancock) for 911 emergency calls, emergent and non-emergent transfers out of Monadnock Community Hospital and private ambulance trips to/from hospice or respite care. “It is a 1.3 million dollar service” he said as he described the four ambulances and how they are staffed to respond to approximately 3000 calls a year.

Chief Walker noted bypass protocols for STEMI (a serious and specific type of heart attack) and Stroke patients who, if stable enough bypass Monadnock and go directly to life saving facilities with cardiac catheterization or Stoke Team capabilities. “We staff Paramedics” he said adding “and because we do, we do a lot of intercepts with the local services for critical care.” He briefly reviewed the rollout of the *i-STAT* System (a blood analysis system that provides the Paramedic the information they need to rapidly make treatment decisions) as well as a new state protocol for Sepsis (researched and written by Peterborough’s EMS Deputy Chief Josh Patrick) that will allow the initiation of antibiotics by the Paramedic in the field.

Chief Walker then hosted a tour of the station and the apparatus.

Refurbishment of PFR Ladder I:

Chief Walker began by noting the goal of refurbishing the department's aerial ladder was to extend its life another 8-10 years. He told the members they had worked with the vehicle manufacturer on an evaluation to determine the exact scope of work needed. "It is amazing how much some things cost" he said as he pointed out the inspection and ladder test repairs sheet attached to the justification sheet distributed by Mr. Throop.

Chief Walker also briefly spoke about the Tax-Exempt Leasing Corporation, an equipment finance company that provides innovative financing solutions to tax-exempt entities. "They have been excellent, it is the way to go" he said.

Fire Department Facility Design Project:

Chief Walker began by noting money from ambulance revenues and the Helen Brown Fund were used in 2005 for a feasibility study done by Weller & Michael for a municipal facilities complex. "There were other studies done over the years but it came to a grinding halt in 2012 when the cost and debate over the location of the station was unresolved" he said adding "and after Chief Lenox left, it fell apart." Chief Walker noted the Weller & Michael evaluation provided a good assessment of the issues they the department still faces today. He noted an upgrade of the facility in 2016 (Murphy beds instead of army cots, a shower in the woman's restroom and an air filtration system in the bay area) "but many items were not addressed including ADA compliance of the building, communication systems, dedicated areas for emergency functions, clean/dirty area separation and adequate gear and equipment storage." Chief Walker pointed out design options (five renditions) for the new facility located at Evan Flats. He noted the location was town-owned, off the beaten path ("no real houses around"), in an area that was used the DPW truck traffic. "We are essentially using the motor pool located in front of the current Highway Garage, the response is right off (Route) 101." He went on to say the motor pool structure was built in the 1940s "but it does not leak, the windows open and close like they should. It is an incredibly solid building. It has a good, solid shell and we are ready to bid for the conceptual phase once we narrow down the options (dimensions, one or two stories) so that we will have a good idea of what the design might cost."

Mr. Ericson suggested the Chief come in with a good number and information to make his case instead of an amount that might not get approved. Noting the big ticket items of the Library of the Future, Roads Program, DPW Facility and Fire Station Chief Walker stressed the importance of knowing the cost of the new station and how it fits into the CIP Schedule “as well as the overall larger plan for facilities upgrades and the Master Plan.”

When Mr. Hanson asked about the Fire Museum (currently located right beside the Fire Station on Summer Street) Chief Walker replied it would stay in its current location. He noted the potential of having the Monadnock Center for History & Culture (Peterborough Historical Society) become the curators for it. “For now it is a resource where it is” he said. Chief Walker also noted much of the DPW equipment stored in the motor pool building could be stored in what would become an empty fire station. Chief Walker concluded “this location works, it fits with the town’s ideation of never taking land off the tax role for municipal purposes, the site is *under* used now, it provides sufficient space to store and adequately maintain the equipment and apparatus we have and meet our training, office and sleeping quarter needs. “It is good from a social perspective and cleanliness perspective for a fire and EMS service serving 13,000 in six communities” he said.

A brief discussion about the Emergency Operations Center (OEC) and the importance of coordinating resources during a major weather or catastrophic event followed.

Mr. Throop pointed out \$500,000 allotted to build a new storage facility for the equipment housed at the current motor pool building had been removed from the CIP spreadsheet as the equipment (or most of it) could be stored in the vacant Fire Station. Chief Walker also noted the motor pool structure was on town water and sewer and (thanks to Scott Farrar) had three-phase power running right past the building.

The members briefly reviewed the spreadsheet and Debt Services with Mr. Throop reiterating some of the numbers on the spreadsheet serve as place holders for projects with unknown costs. He also indicated that funds are allocated to the capital reserve in years where departments were not making purchases “our goal is to maintain level funding and to set aside funds when we can for large future purchases that might otherwise require debt financing” he said. He told the members the Department of Public Works was scheduled for their next meeting and noted the Operations Manager for DPW (Seth MacLean) was working on an

asset management plan for town roads. “To figure out how best to manage them” he said. Mr. Throop concluded by reminding the members of the special Town Meeting Thursday, October 26th for the South Peterborough Tax Increment Finance District (TIF) Plan and urged all to attend.

Other Business:

None

Next Meeting:

Tuesday, October 31 at 3:00 p.m. at the Town House (following a tour of the DPW at 2:30 p.m.)

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Laura Norton
Administrative Assistant