

**MINUTES**

**Master Plan Steering Committee**

TOWN OF PETERBOROUGH  
Wednesday, July 11, 2012 – 5:45 p.m.  
1 Grove Street, Peterborough, New Hampshire

**Members Present:** Peter Gosline, Mose Olenik, James Kelly, Beth Alpaugh-Cote, Rick Monahan, 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 Olenik welcomed the members to the meeting.

**Review Draft Committee Charge**

Ms. Ogilvie noted she had incorporated the changes the members had talked about so the draft was more specific. The members took a few moments to review the charge. Chair Olenik noted “we never did elect new officers after the May meeting” adding “we need to put that on the next agenda.”

A motion was made/seconded (Alpaugh-Cote/Monahan) to approve the Charge as written with all in favor.

**Review Draft Communities Facilities Chapter**

Chair Olenik apologized as she noted she had not had time to review the chapter. Mr. Monahan noted he also had not had the opportunity. Ms. Ogilvie reviewed what she had done so far noting “this is still very much in draft form.” She reiterated that much of the work for Police, Fire and Public Works had been taken from the previous municipal needs studies. “It is a lot of information” she said. Ms. Ogilvie also noted “I have two categories of inventory, municipal facilities and an overview of non-municipal facilities. It could be enormous if we wanted to spend the effort to include detail on the non-municipal facilities.” Mr. Monahan replied “my feeling is that we dedicate our time and focus only on town-owned facilities.” He went on to say “There is really no purpose in even listing or partially describing the schools, theaters or churches. I would like to see our effort go into the town-owned facilities.” Ms. Alpaugh-Cote agreed adding “we have no control over them so why put our effort into it.” Mr. Zeller added “I am on board with that thinking too.” “That works for me” replied Ms. Ogilvie. Mr. Kelly asked about cemeteries, asking “are they handled by someone else?” Ms. Ogilvie replied some cemeteries are associated with churches but there were in fact several town-owned cemeteries that would be included in such a chapter. Mr. Monahan asked a few procedural questions about the management of the chapter with Ms. Ogilvie noting “the chapter is manageable to these limits of this Committee.” Ms. Alpaugh-Cote suggested they get an update on the status of the ambulance transfer service and

whether or not a fourth ambulance may be needed. She also noted the potential for a satellite response site once the Main Street bridge work begins. “It is going to be a zoo” she said.

Mr. Kelly noted that reading the draft “raises questions in my mind.” He went on to ask what the Committee was doing by writing this chapter. “Are we suggesting we combine our facilities by writing this document?” he asked. Ms. Ogilvie replied “it is an inventory where each department describes some of their issues” adding “once we develop a sense of these issues we come up with a series of recommendations for each of the topic areas.” “Which might require some serious research” replied Mr. Kelly. Ms. Ogilvie referred to the many studies, reports and planning exercises that have already been completed. She noted she would e-mail them to the members for review.

Mr. Zeller had several thoughts about the combination of municipal facilities including the potential negative impacts to a predominately residential neighborhood like Grove Street. He spoke briefly about locating the Highway Department with the Wastewater Treatment Facility and storage of excess fire equipment at Evans Flats.

A brief discussion of the endeavors to locate the perfect town-owned piece of property for such a facility followed. Ms. Ogilvie noted “we went through an extensive exercise with each location, and with every parcel we found more negatives than positives.” Mr. Zeller asked about the large field across the highway from Shaw’s Supermarket. Mr. Monahan noted “that property belongs to the Eneguess family. There has been a long-standing wish to put that in a conservation easement to maintain the west entry as a forested entrance versus a second shopping center site.” He added “but that has not been accomplished.” Mr. Kelly asked “don’t you think the owners will keep it green?” Mr. Monahan replied “We would hope so but you play your cards pretty close to your chest when you are talking real money.” Mr. Zeller noted that location seemed ideal for a municipal building site.

Mr. Kelly noted “given were we are now, wasn’t it a different world when you started this process? Can we make these statements without even thinking about the economic climate?” Ms. Ogilvie noted the Committee’s job is to look ahead, identify problems and come up with solutions and recommendations. Chair Olenik added “we are the entity that was asked to look at the possibility of a combined facility, examine the issues and go forward.” Mr. Kelly asked “what is our process?” Ms. Ogilvie replied “this is it.” She explained the purpose of the chapter is to identify the needs of the town Police, Fire and Highway Departments and incorporate them into the Master Plan.

Mr. Gosline mentioned the potential sale of one and possibly two buildings as a result of a combined facility noting “economically we did not have our heads in the sand.” Mr. Monahan interjected “it goes without saying there is much more work to be done in coming to a conclusion. We are charged with writing a Municipal Facilities Chapter that summarizes the state of the state as it is today.” He went on to note ongoing cost efficiencies and conservation issues; “there is a lot of data out there” he said.

Mr. Kelly again asked if there had not been any kind of a mind change since 2005. He noted the tremendous amount of time and energy spent on the research and asked “is this the solution? Perhaps there is another one?”

Chair Olenik replied “we are fulfilling an obligation we have been asked to meet.” Mr. Gosline noted the need to update the material that they do have. He noted the PFR Ambulance Transfer program and the potential need for another ambulance. “Where are they going to house all these vehicles? It needs reassessing” he said. Mr. Monahon interjected “we are never up to date on the changing demographics, technologies and the way services are being delivered. It is just a moving target.” Ms. Ogilvie suggested they go back to get a sense of how the Departments have been dealing with the issues identified.

Mr. Kelly asked if the Library was on the agenda. A brief discussion about the plans for a new Library, past renovations, the 1833 Club, the Library Trustees and a new Steering Committee for that project followed. “They are planning to come back to the Board of Selectmen to bring Dan Reidy (Facilitator of the Library Forum) back and regurgitate a forum of some sort” said Ms. Ogilvie adding “we will be seeing something happening again.”

In conclusion the members talked about the time frame for the Communities Facilities Chapter. Chair Olenik noted “our goal is to wrap it up and move on to the Land Use section.” Mr. Monahon asked “under a year?” Ms. Alpaugh-Cote interjected “we thought 3 or 4 months at our last meeting.” Chair Olenik replied “we do not want it to take forever.” Mr. Kelly asked if it would be prudent for each member to take a portion of the chapter, update it and come back with a report of the current state. “It seems like *all* of us doing *all* of it may be rather complex” he said. Ms. Ogilvie noted “I thought we could have them (the Department Heads) come to us as a Committee.” Chair Olenik interjected “I go with that.” Ms. Ogilvie asked if the members would like to start their interviews at the next meeting or reserve it to talk about the chapter. Chair Olenik noted she would like to dedicate the next meeting to the chapter discussion. “Perhaps the meeting after that we can start” she said.

### **Minutes**

A motion was made/seconded (Monahon/Zeller) to approve the Minutes of July 9, 2012 as written with all in favor. A motion was made/seconded (Monahon/Alpaugh-Cote) to approve the Minutes of June 13, 2012 as written with all in favor.

### **Next Meeting Date**

August 8, 2012 at 5:45 p.m.

The meeting adjourned at 7:10 p.m.

Respectfully submitted,

Laura Norton

**Approved August 8, 2012**