

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
Tuesday, February 13, 2018 – 5:00pm
1 Grove Street, Peterborough, New Hampshire

Present: Ed Juengst, Barbara Miller, Tyler Ward

Also Present: Rodney Bartlett, Nicole MacStay, Vanessa Amsbury-Bonilla, Jeff King, Corinne Chronopoulos, Linda Guyette

Budget Committee: Paul Sullivan, Rick Clark, Ed Henault, Ron McIntyre, Carll Mabbs-Zeno, Bob Hanson, Mandy Sliver

Chair Ward called the meeting to order at 5:03pm.

Donations of Land from the Paradise Family Revocable Trust, James Borsari, parcel ID U018-054-000

Mr. Bartlett said the town received a letter from attorney Phil Runyon representing the landowners. Next steps indicate that it is necessary to hold two public hearings, receive input from the Conservation Commission and the Planning board, and then vote on whether to accept the gift. It was determined that the parcel is along the river on Granite Street and non-buildable. Mr. Borsari mentioned that it has been in the family since the 1800's. Ms. Miller asked when the second public hearing would be. Ms. MacStay said it would be on the 27th of February. It was discussed that the assessed value was about \$8200 but it has conservation value for protection of the river.

Review of Social Services Funding Applications for FY2018

Ms. Miller suggested giving to Monadnock Family Services the reduced amount of \$3500, which is the same as last year and raise the budget by \$1410 to \$21,410. Mr. Juengst asked if these agencies request support from other nearby towns. Ms. MacStay said that this is reflected in their applications. Ms. MacStay mentioned that we have not increased this budget in many years. Chair Ward asked how the overall budget would be affected if the Select Board agreed to fully fund the requests by adding an additional \$7500. Ms. MacStay answered that it would have a very small effect, perhaps a penny on the tax rate but that would be for next year's budget. For this year, she suggested applying the remainder of the human services budget toward this budget, if there is any. Mr. Juengst also supported funding the full budget including all requests for next year.

Mr. Juengst made a motion to fund the full budget. Chair Ward seconded.

More discussion followed; Ms. Miller suggested to hold off and see if there is any money left over from the human services budget. Ms. MacStay asked if the Select Board would like to revisit this in June, or allow her to make a judgement call in case she is able to underspend direct aid and apply it to these requests.

Motion: Ms. Miller moved to amend the previous motion to approve the budget with the reduced amount of \$3500 for Monadnock Family Services and reduce the new request from the River Center by \$1410, and accept any human services direct aid leftover monies to be applied to the social services requests.

Vote: Chair Ward seconded. All in favor. Motion carried.

Motion: Chair Ward made a motion to fully fund the appropriation for the FY2019 budget of \$25,565 for Social Services.

Vote: Mr. Juengst seconded. All in favor. Motion carried.

Review and Approve the Minutes of January 30, 2018

This was passed over, as Chair Ward was the only Select Board member present during this meeting. It was determined to be approved by the Budget Committee instead at the next meeting.

Other Business

Mr. Juengst said that it was recommended that the Select Board take a position to recommend the ConVal School Budget. Ms. Miller agreed.

Motion: Mr. Juengst made a motion to voice the Select Board's support in favor of the ConVal School Budget.

Vote: Ms. Miller seconded. All in favor. Motion carried.

Mr. Juengst also explained that there will be a bond article presented to upgrade the science labs that have not been upgraded in over thirty-five years and which are out of code.

Motion: Mr. Juengst made a motion to express the Select Boards support of the bond article to fund the science lab upgrade.

Vote: Ms. Miller seconded. All in favor. Motion carried.

Ms. Miller addressed the potholes and editorial in the newspaper about the quality of materials used to repair the potholes. Mr. Bartlett explained the logistics and problems with filling potholes in the winter and the freeze/thaw scenario that weakens the repairs. Ms. Miller asked if it was worthy of an article in the local newspaper. Mr. Bartlett mentioned a brochure about potholes. Ms. Miller suggested having the brochures available.

Budget Committee

Chair Ward reconvened the meeting at 6:00 pm. Mr. Patten introduced the budget committee.

Town Clerk

Ms. Guyette explained that the Town Clerk budget is dependent on elections. During 2019 there is a state primary and state general election, both highly attended. The 8 percent increase is for ballot clerks and postage for absentee ballots. Mr. Patten asked why the revenue is up by 3.5 percent. Ms. Guyette said there is an increase in car registrations. Mr. Ward asked if there is any way to lower expenses. Ms. Guyette said it's possible to decrease expenses in the preservation of town records line, a current budget of \$20K. Mr. Ward asked if we would be able to save in archiving expenses using the DocStar system. Ms. Guyette said that there would still be paper records that would have to be archived. Ms. MacStay explained that some of the paper documents have to be kept for 50 years and some in perpetuity, as mandated. Mr. Clark asked if this was performed by an outside service. Ms. Guyette said yes, it is. Mr. Patten asked about the significant printing costs increase. Ms. Guyette explained that it is the projected cost to print the town ballots, which is never exact because we don't know how many zoning questions there may be. Mr. Bartlett explained some accounting errors on the spreadsheet which could explain this difference. Mr. Dunbar asked about the computer services budget line. Ms. Guyette explained it is software costs for motor vehicle registration. Mr. Dunbar asked about outside services. Ms. Guyette said it is the archiving services costs.

Recreation

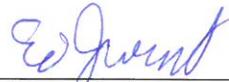
Mr. King explained the net change is 0.6%. Revenue is up due to Cunningham Pond passes to non-residents and paddleboard rentals. Significant expenses are the maintenance of the pool, which needs to be repainted and a new roof for the Recreation Department building. The pool needs to be repainted every five years, last time was 2013. It is approximately \$7,000 to repaint. The Recreation office was built in 1992, and now needs roof replacement at a cost of about \$9,000. Chair Ward asked if the pool fees cover the cost to repaint every five years. Mr. King said that he budgets \$22,500 in revenue annually, but last year the revenue fell short because of the weather. Mr. Juengst asked about the Isabelle Miller fund. Mr. King said that fund would be used to refurbish the floor in community center and replace windows in the gym, with asbestos abatement work involved in replacing the windows. Mr. Henault asked about revenue from the community center. Mr. King responded that it was about \$27,600, and last year broke even. Chair Ward asked if the Isabelle Miller fund could be used for the painting and new roof. Mr. King said the fund is stipulated to be used for new programming and cannot be used for those purposes. Chair Ward asked about revenue for the elections. Mr. King said that the Recreation Department expects to receive revenues for the elections. Ms. Guyette admitted she did not budget for those rentals. Mr. Bartlett said to revisit the directive of the Select Board and decide whether or not to modify the directive as to whether the Community Center should or should not be self-supporting.

Chair Ward mentioned line items in library budget and noticed some accounting errors which once corrected will affect the bottom line.

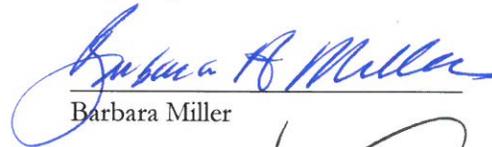
As there was no more business to discuss Mr. Patten made a motion to adjourn the meeting at 7:30 pm. Mr. Clark seconded.

Respectfully Submitted,
Vanessa Amsbury-Bonilla, Department Assistant

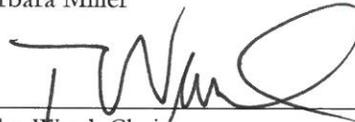
PETERBOROUGH
SELECT BOARD:



Ed Juengst



Barbara Miller



Tyler Ward, Chair

Library

Ms. Chronopoulos presented statistics of library use and an overview on the library project, stressing that our library is particularly well used. She reviewed the critical building issues that were determined in 2004 that include fire alarm, electrical infrastructure, HVAC, structural issues, building envelope, flexibility of space and rising energy costs. Also accessibility issues need to be addressed. She proposed a fully ADA compliant library, classrooms and meeting rooms, designated spaces for children, teens and families, and technology infrastructure. She also proposed a solar array and biomass heating technology. The total project budget is \$8.5 million. The construction costs are approximately \$6,507,000 and soft costs are \$1,996,000. A guaranteed maximum price will be submitted before Town Meeting with 65% raised privately and 35% taxpayer funded. \$3.6 million have been raised so far.

Mr. Mabbs-Zeno asked about the repair of building if warrant is not accepted. Ms. Chronopoulos said they have looked at some elements, but have not done an exhaustive study and would be without grants or donations that would cover those repairs. Six items were priced out and it was over million dollars for those items.

Mr. Juengst asked about fundraising. \$3.6 million was referred to, he asked if it was a solid amount. Ms. Chronopoulos said it was and \$1.9 million is still needed. Ms. Chronopoulos explained the application for funding of a PUC grant for \$200,000, applying for LCHIP grant of \$250,000, a CDFA grant \$250,000, and a strategy and plan for the rest of the donations. Mr. Juengst asked if there is a shortfall, is there a plan in place. Ms. Chronopoulos explained the capital four year campaign, and that they are still in the phase of exploring those questions. Following best practices in fundraising, she feels confident to expect much less than the typical 2 percent slippage rate.

Mr. Clark noticed contingencies set at 10 percent in building management. As a builder he runs a 20 percent contingency rate and expressed concerns about such a low contingency rate as the economy continues to show signs of inflation. Construction manager, James Brennan, expressed that he is comfortable with our level of contingency because they are working with very conservative cost estimates and have also included escalation in their estimate so it reflects 2018 dollars.

Paul Sullivan expressed concerns with the taxpayer portion being set and guaranteed due to an unpredictable future. Mr. Hanson asked if there are potential donors that will not donate until after the bond is passed. Ms. Chronopoulos said yes there are.

Mr. Bartlett explained the concept of guaranteed maximum price, and having the money in hand ahead of construction.

Mr. McIntyre asked about rate of inflation costs. The construction manager responded it is anticipated at 5 percent every year.

Mr. Sullivan asked about projected revenues for self-employed people and programs using the library and does this increase the revenue stream. Ms. Chronopoulos responded that the main vision for the library is for free and public use but hall rentals will double. The charge for non-resident cards is \$68 currently and would increase after the renovation to closer to the per-capita expense.

Mr. Joe Hanlin asked how much debt do we incur and how does that get paid and how does a \$3 million bond affect our tax rate. Mr. Bartlett said the Finance Department tracks how much debt is incurred and the town is working with a financial management firm to help manage debt and reduce interest payments. The bond rating process will position us better for when we do incur debt, around 3 percent, as the town currently has some debt as high as 5 percent. The town is also working on how to manage future projects like road and bridge infrastructure, fire department project, etc. On March 6, there will be a meeting on bond articles that will help to answer questions.