

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
Tuesday, September 19, 2017 – 5:00pm
1 Grove Street, Peterborough, New Hampshire

Present: Barbara Miller, Ed Juengst, Tyler Ward

Also Present: Rodney Bartlett, Nicole MacStay, Chief Ed Walker, Vanessa Amsbury-Bonilla, Susan Mansfield, Ron McIntyre, Andrew Dunbar

Chair Ward called the meeting to order at 5:00pm.

Acceptance of Unanticipated Funds - \$164,000 Senate Bill 38 Local Highway Aid

Mr. Bartlett began by explaining that these funds mirror a block grant from NHDOT. The funds come from an unreserved fund balance and cannot be simply used to offset the present budget, but to be used in addition to the highway block grant. He explained that the purpose of the discussion is to vote to accept and expend these funds, not to exceed \$164,000. He continued, explaining that the town will not anticipate to spend any of these funds until spring of next year, using software that will recommend where to spend these funds according to highway priorities.

Ms. Miller asked if we can post on our website where the next repairs will be anticipated and scheduled. Mr. Bartlett responded that we can. Ms. Miller asked if \$300,000 per mile was a valid figure for paving roads. Mr. Bartlett said it's usually about \$200,000/mile, but some can be up to \$500,000/mile with sidewalks, curbing, catch basins, etc.

Motion: Mr. Juengst moved to accept and expend up to \$164,000 received from Senate Bill 38 Local Highway Aid.

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

Proposed South Peterborough Tax Increment Financing District

Mr. Bartlett explained limitations on assessed value and land area and how it was learned through the West Peterborough TIF process, the importance to get plan in place before improvements are made. It allows the new assessed values and associated tax revenues to be placed into a reserve fund for infrastructure plans. Roadway improvements, bridge improvements in the area, and pedestrian interconnections from Rivermead to common pathway are all included in the anticipated infrastructure plans. Part of the plan requires projection on revenues to offset the projected infrastructure improvements. An early estimate of the cost of plan implementation is \$8.15 million. Sources of revenue total \$20,000,000 with anticipated \$616,800/year estimate of earmarked dollars of TIF Funds. An alternate scenario would anticipate \$462,000/year in net revenues. An October 26th a special town meeting is scheduled. There will be elimination of the 2009 Healthcare TIF district, as it never has functioned as a TIF district with no revenues accumulated. He met with administrative group to eliminate with no issues and the continuance of the \$8000 per year received from the hospital in payment for Parmalee Drive. Without the TIF district, 64% goes to school, 34% to the town, distributed to police, fire, water treatment, etc., less than 10% left for infrastructure improvements.

Ashley Saari asked if there is a sense of timeline or priority. Mr. Bartlett said bridges would take the longest time to prepare for, along with working with DOT in this process and if eligible, will apply for DOT funding. Bridge work is no longer reimbursable from the state. DOT funding must be in place first. Road work could be done in one or two construction seasons. Pedestrian infrastructure may take a while to plan properly, which could take a three to five year period. Ms. Miller asked about matching grants and if this would be considered a matching grant. Mr. Bartlett said that the TIF funds would be considered a match. Mr. Ward asked about a list of bridges from Department of Historic Resources assessment and if these particular bridges would be able to be prioritized with regard to funding. Mr. Bartlett was not certain on all the bridges, but some of the bridges might be eligible if they are deemed historic. It's uncertain at this time.

Mr. Andrew Dunbar asked how many TIF districts are in place. Mr. Bartlett responded we have three approved districts. With eliminating the healthcare TIF district, would result in 15.9% land coverage, which is capped at 16%. Mr. Dunbar asked if the TIF funds go back into the general fund. Mr. Bartlett explained the

expiration dates for the TIF. Mr. Dunbar asked about the overseeing committee members if the requirement is to be a resident or a landowner. Mr. Bartlett responded that they do not have to be residents but do have to be landowners. They do not have to be a registered voter in Peterborough. Mr. Ward asked about the expiration of the TIF on June 1, 2038, and whether it would go into effect immediately, as in October. Mr. Bartlett responded that it would go into effect immediately and changing it to an expiration of October 2038 would be easy enough to do. Mr. Dunbar additionally asked how affordable housing could be controlled. Mr. Bartlett responded that it depends on each person's definition of affordable, and that the question of affordable housing is ubiquitous. Mr. Dunbar responded that he believes it is not possible to control affordability. Mr. Ward addressed Mr. Dunbar's statement explaining that when there is new development of higher priced homes, those who can afford those higher priced homes will purchase them, opening up the inventory of the lower priced home that they recently vacated. Therefore in a sense, new development does create affordable housing. Mr. Dunbar also asked about extending the Riverwalk pathway and commented on creating pathways more for commuting or shopping, not just recreation. Mr. Ward reminded Mr. Dunbar that a transportation fee to be used for pedestrian infrastructure was recently approved and will be used toward those types of improvements.

The Select Board agreed to have the October 26th town meeting at 7 pm.

Adoption of Revised Local Emergency Operations Plan

Chief Walker explained that the LEOP is a plan covering how the community would respond to a local emergency. It is collaborative project with department heads who all helped in the evaluation. Ms. Miller asked about the location of the shelter, as it doesn't specify where it would be. Mr. Walker responded that a regional plan would give a more specific location.

Motion: Mr. Juengst moved to accept the revised LEOP as presented, with minimal corrections.

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

Proposed Donation of Old SCBA Equipment to ConVal Fire Fighter Program

Chief Walker explained that after receiving new SCBA equipment he is proposing to offer the 15 units of old SCBA equipment to the ConVal Fire Fighter Program, along with 30 bottles. He certifies that these will be only for training purposes, not real emergencies. Mr. Ward asked if these could be used inappropriately or if there is any residue to be concerned with. Chief Walker said they have been cleaned and said the town would not be liable for any misuse.

Motion: Chair Ward made a motion to donate old SCBA equipment to the ConVal Fire Fighter Program.

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

Request to Apply for Emergency Management Planning Grant for Command Vehicle Equipment

Chief Walker explained that the mobile data terminal and radio equipment are eligible for homeland security grant. The grant is a matching grant and will require the board to ratify that contract, about \$7 - \$10K. Chair Ward asked about using a specific vendor to purchase this equipment. Chief Walker said that we are not required to use a specific vendor. There are some technical requirements but not a vendor requirement.

Proposed Acceptance of Donations for Repair Café at the Recycling Center

Ms. Susan Mansfield representing the volunteer repair café, explained the request for donated material. Lamps, toaster ovens, bicycles are often dropped off at the recycling center. She proposed a sign in the mini mall requesting certain items, which would offer up an inventory of usable items to be used for repair parts. Mr. Juengst asked if the repair café wanted working items, or non-functioning items. Ms. Mansfield said the repair café can use either, they need the components for repairs. She asked for support; the Select Board responded affirmatively. Chair Ward recused himself as he is an active volunteer at the repair café.

Tree Cutting on Cunningham Pond Road

Martin Dunn explained his letter from last month, relating that in a three month period, logging in a residential area close to his home, gave him a new perspective on commercial logging. He was trying to provide feedback, explaining that a landowner that is not a resident, hired a logger in the spring with no permits posted. The logger left a twenty five foot barrier of slash along property line, which potentially could be a fire threat. The initial perspective he had was that these were top-of-the-line loggers. He continued to

explain how these operations affect communities. For three months, starting at 6 am, weekends included, logging was in operation. Mr. Swift requested them to start later, but loggers refused. He mentioned potholes caused by heavy machinery in his letter, not mud. Mr. Dunn brought photos of the potholes and distributed them to the Select Board. After the work was finished, the loggers came back the next week, across the street that was also wetlands, this practice being repeated again. He felt a duty to protect residents in the future of these types of experiences and asked if 10% tax would go to repairing the road. He also asked how do you hold these commercial entities responsible for the damage they cause.

Mr. Bartlett responded that our control is limited. Swift Corwin is our local forester, the point of contact, and handles discussions with loggers. The hours of operation and issues with slash are not within jurisdiction of the town. Loggers have a lot of protection in NH. Even when Swift goes out on a site, other than dealing with access of the site, there is no noise ordinance, 6:30 am being a normal time to begin. It creates an impact, but our ability to provide additional limitations are limited as to what we can do. Mr. Bartlett continued to explain that there is legislation that allows loggers to pass through property to get to the property being cut. The Conservation Commission receives the timber cut applications to be discussed regarding wetlands. Mr. Juengst agreed that some of the practices seemed unreasonable and supported the town in doing something about these practices. Ms. Miller suggested bringing in Swift Corwin for consultation and would take it to Peter Leischman's attention.

Authorization of Town Administrator to Enter into Agreements and Execute Documents Pertaining to the Planning, Development and Budgeting of the Library of the Future Project

Ms. Miller asked about the documents, and if the Select Board would be included. Mr. Bartlett said that the after bid process, Harvey Construction was chosen and a letter of intent was put in place, dependent on funding.

Motion: Ms. Miller made a motion to authorize the town administrator to enter into agreements and execute documents pertaining to the planning, development and budgeting of the Library of the Future Project.

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

Other Business

Mr. Bartlett spoke regarding the MS-Form net evaluation for setting the tax rate. It must be filed before October 1st. He explained that the analysis goes through assessed value of existing buildings, new buildings, and changes since last year, showing net valuation for the tax rate. Last year's net valuation was \$621,738,895. This year suggests a new net valuation of \$625,813,978, an increase in value of \$4,075,083, a percentage increase of 0.66%.

Mr. Ward pointed out that this is not set by the town. Mr. Bartlett explained that a major contributing factor is that in prior years Rivermead was listed as residential development, but this year is considered a commercial development. Another major increase includes payments in lieu of taxes from Scott Farrar's new construction.

Capital Improvements Plan Committee Appointments

Johnathan Erickson was nominated to the Capital Improvements Plan Committee. In addition, reappointments were due for Malcolm Rode, Carl Mabbs-Zeno, Robert Hanson, James Kelly, Leandra McDonald, Susan Stanbury and Roland Patten.

Motion: Mr. Juengst moved to reappoint the members of the CIP, in addition to the inclusion of Jonathan Erickson.

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

Review and Approval of Select Board Minutes from August 15, 2017

Motion: Ms. Miller made a motion to approve minutes from August 15, 2017 with minor amendments.

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

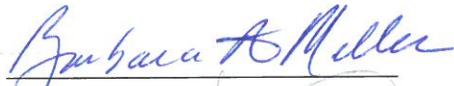
As there was no more business to discuss, Chair Ward made a motion to adjourn. Mr. Juengst seconded.

Respectfully Submitted,
Vanessa Amsbury-Bonilla, Department Assistant

PETERBOROUGH
SELECT BOARD:



Ed Juengst



Barbara Miller



Tyler Ward

ACTION ITEM PENDING LIST

1. Follow up with Swift Corwin and Peter Leischman re discussion of logging operation.