

**MINUTES  
SELECT BOARD  
TOWN OF PETERBOROUGH**  
Tuesday, October 15, 2013 – 4:30pm  
1 Grove Street, Peterborough, New Hampshire

**Present:** Joe Byk, Barbara Miller, Liz Thomas

**Also Present:** Pamela Brenner, Chief Scott Guinard, Nicole MacStay

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**Chair Byk** called the meeting to order at 4:30pm.

**Motion:**

**Chair Byk** made a motion to enter into a non-public session as allowed by RSA 91-A:3 II(a) (personnel); **Ms. Miller** seconded.

**Vote:**

**Chair Byk**      **Yes**  
**Ms. Miller**     **Yes**  
**Ms. Thomas**   **Yes**

**Motion:**

**Chair Byk** made a motion to exit the non-public session; **Ms. Thomas** seconded

**Vote:**

**Chair Byk**      **Yes**  
**Ms. Miller**     **Yes**  
**Ms. Thomas**   **Yes**

The Select Board exited the non-public session at 5:08pm.

**Bid Opening – Roofing for the Police Station**

The Board opened and announced the bids:

- RW Clark Construction - \$17,877.50
- Walter Jensen, STW Roofing LLC - \$18,600
- Skyline Roofing - \$25,290
- All Roofing Inc. - \$13,975
- New Generation Construction (Joel Weiner) - \$22,246

**Motion:**

**Chair Byk** made a motion to authorize Chief Guinard to check references and award the bid to the lowest responsible bidder; **Ms. Miller** seconded.

**Vote:**

**Chair Byk, Ms. Miller** and **Ms. Thomas** voted in favor of the motion; the motion carried.

**Welfare Guidelines Update**

**Ms. MacStay** said that the Town of Peterborough’s Welfare Guidelines were originally adopted by the Select Board in May of 1998. Since that time there have been a number of changes in how welfare and human services requests are handled and administered, as well as a few changes in how the governing statutes are interpreted and implemented across the state. In an effort to keep up with these changes, she has proposed a

sweeping rewrite of the Welfare Guidelines. There was a brief discussion of different aspects of the guidelines, and the process of applying for and receiving assistance.

**Motion:**

**Chair Byk** made a motion to accept the revisions to the Town of Peterborough’s Welfare Guidelines as presented; **Ms. Thomas** seconded.

**Vote:**

**Chair Byk, Ms. Thomas** and **Ms. Miller** voted in the favor of the motion; the motion carried.

**Guidelines for Municipal Appropriations to Social Service Agencies.**

**Ms. MacStay** explained that each year the Human Services Department requests funds for the support of social service agencies who provide support to needy Peterborough residents. Many of these agencies provide support that would not otherwise be available through town or state programs. Until now there has not been an official policy for reviewing requests, however the number of requests has increased dramatically as grants and other avenues of funding have dried-up. The proposed guidelines would provide a basis for evaluating the requests and a step-by-step process similar to that which agencies applying for payment-in-lieu-of-taxes status follow.

**Motion:**

**Ms. Miller** made a motion to adopt the new guidelines for municipal appropriations to social service agencies; **Ms. Thomas** seconded.

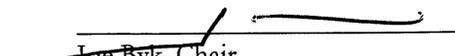
**Vote:**

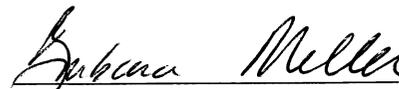
**Ms. Miller, Ms. Thomas** and **Mr. Byk** voted in favor of the motion; the motion carried.

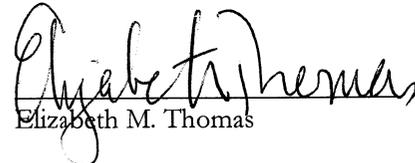
As there was no further business, **Ms. Thomas** made a motion to adjourn; **Ms. Miller** seconded. All in favor, the meeting adjourned at 5:28pm.

Respectfully Submitted,  
Nicole MacStay, Assistant Town Administrator

PETERBOROUGH  
SELECT BOARD:

  
Joe Byk, Chair

  
Barbara A. Miller

  
Elizabeth M. Thomas

**ACTION ITEM PENDING LIST**