

**MINUTES**  
**SELECT BOARD**  
**TOWN OF PETERBOROUGH**  
Tuesday, December 15, 2015 – 5:00pm  
1 Grove Street, Peterborough, New Hampshire

**Present:** Barbara Miller, Ed Juengst, Tyler Ward

**Also Present:** Rodney Bartlett, Nancie Vaihinger, Nicole MacStay, Vanessa Amsbury-Bonilla, Beth Marsh, Dick Dunning, George Sterling

Budget Committee: Roland Patten, Paul Sullivan, Donny Parkhurst, Steve Jones, Ron McIntyre, Ed Henault, Bob Hanson, Gordon Kemp

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

**Tax Deeding Update**

Ms. Marsh explained that there are two properties that have not paid in full for 2012 property taxes. One is vacant, the other has paid a partial payment. She explained we need a payment agreement or full payment for the property. Ms. Miller asked what effort we make regarding the vacant property to ensure that there is no one living at the property that appears to be vacant. Ms. Marsh said that Chief Guinard has had visitation to the property and the home on the property is in shambles and appears to have been vacant for a long time. Ms. Marsh explained that if we sell the property within three years we have to notify the former owner as they have the right to repurchase it within 90 days of notification. Ms. Miller asked for the address of the property in order to do a drive-by and see the property which will help the board to make a decision on whether or not to deed the property. The decision regarding the property was tabled until the next board meeting, after the property has been viewed.

**Riverwalk Parking Lot & GAR Hall; Authorization to Sign Documents**

Mr. Bartlett explained that the Peterson Property and Cara Hills Property sales are scheduled to close December 18. Mr. Juengst moved to authorize Ms. Miller to sign purchase and sales agreement documents for the town regarding the properties surrounding the GAR Hall. Ward seconded. Motion carried. Debbie Kaiser reminded the board that Jason Hackler came to the board regarding the sale of the GAR Hall several years ago and asked the board to review and clarify the preservation easement with the Heritage Commission. Mr. Bartlett responded that we have gone through several iterations of the reuse of the GAR Hall, the preservation easement had been sent to buyer's attorney for review, and back to Jason Hackler's proposal, and that the walls on three sides of the property were to be maintained appropriately. Mr. Ward added that this authorization is only a motion to agree that Ms. Miller will sign sale documents but that no other agreements pertaining to the preservation easement have been made.

**Riverwalk Park Landscape Competition**

David Macy from the MacDowell Colony approached the Town with an invitation to their landscape architects in a competition for the Riverwalk Park which was approved at town meeting last year. Out of the ten, seven did respond and three finalists were selected by the Macdowell Colony. Mr. Bartlett went on to show each presentation as it was presented to the competition. Ms. Kaiser asked if cost comparison information is available. Mr. Bartlett explained that \$1.2 million was allocated for this project. Mr. Ward thanked the MacDowell Colony for the extensive designs as a large amount of work was put into each design.

**Petition to Withdraw from ConVal School District**

Ms. Miller opened the discussion of whether we should direct the school board to direct a study. Mr. Dunning spoke as a towns person, not as a school board member and said it's time to relook at the image of the school district relevant to 2015. The study would give the taxpayers of the town the ability to be able to make better decisions on this issue. Mr. Dunning suggested an independent auditor be used. Ms. Miller asked about the cost of this study. Mr. Bartlett responded that he did some research and discovered that a financial assessment could potentially cost about \$20,000. Ms. Miller asked for comments. Linda Greenwood agreed

that it is a good idea to propose this study. Mr. Juengst said that he did read about the legal aspect of this and that it sounds reasonable, that it has been nearly 50 years since this issue was studied. He supports the concept and gives credit to those who have brought this forward.

**Economic Development Authority Request for Economic Development Coordinator Position**

Ms. Miller explained that the EDA has requested to hire for this position. George Sterling explained that the EDA has been revitalized recently, thanks to the new Chamber of Commerce. The EDA believes that an economic specialist would be a benefit to the economic development in the town as well as surrounding towns. He went on to say that historically the only time that there has been economic increase and activity was when it was at the charge of a full-time specific person helping to bring businesses to town. Mr. Ward asked if the town had ever paid for this position in the past. Mr. Sterling said that the Monadnock Economic Development Corporation did fund these ventures previously.

Mr. Bartlett explained that we have a part-time position that has not been filled for several months. We agreed to offer this part-time position budget to the EDA, to show that the town is interested in economic development and to start to generate the baseline. He has contacted Jack Dugan with Monadnock Economic Development Corporation to help this get set up. Mr. Juengst agreed the need to support the economic development of the town but was not sure if a full-time position is the only way to do this and he would like to know if this is a position that is ongoing or temporary. Ms. Miller agreed that it should be a budget article. Mr. Sterling agreed that the warrant would be more persuasive if coming from the EDA, not the Select Board. Mr. Juengst expressed his concern about hiring a full-time position without a standard of performance results. Mr. Ward suggested options with regard to this issue. Mr. Bartlett explained that our annual budget process only appropriates one year’s worth of compensation, so each year we could have the opportunity to re-evaluate the provisions on employment as well as how to structure an employment agreement for this service. Ms. Miller opened the floor to questions. No questions were brought forth.

**Joint Select Board and Budget Committee Meeting**

The Select Board was joined by the Budget Committee at 6:00 pm; Chair Miller turned the meeting over to Chair Roland Patten.

**Community Development**

	FY2016	FY 2017	% Inc. or Dec.
Net Operating	306,112	317,900	3.9 %
Net Capital	15,000	15,000	0 %
To be raised through taxation	321,112	332,900	3.7 %

Peter Throop explained that for the last 6 or 7 years we’ve been putting away money into reserve of \$75K for updating GIS system and mapping. This would be the year to make that expenditure. Revenue changes are based on year-to-date so extrapolating for next year is only an estimate. As for expenditures, some lines have reduced and some increased depending on anticipations. Increases are related to meetings and outreach related expenses.

**Town Clerk & Elections**

	FY2016	FY2017	% Inc. or Dec.
Net Operating	-835,679	-832,230	.4 %
Net Capital	0	0	0
To be raised through taxation	-835,679	-832,230	.4 %

Linda Guyette explained that revenue is up because more new cars are getting registered. Because of the presidential election coming up next year, her department will need an increase. Dues and publications is higher because it has the red and blue books that used to be put under computer services. The department will need more ballot clerks on hand and postage will be higher because they will need to send out absentee ballots. Staff development will increase because of training on a new software system. Ms. Miller asked if we have a need for a second voting machine. Ms. Guyette said that we should not have an issue as long as we keep it emptied. After this presidential election, we will have to look into getting a new machine, or to lease one. Ms. Miller asked if we should think about replacing it before the presidential election. Ms. Guyette said

that the current machine is in good condition and should not give us any problems as long as we keep it emptied out.

### Library

	FY2016	FY2017	% Inc. or Dec.
Net Operating	589,118	594,575	.9 %
Net Capital	0	0	0
To be raised through taxation	589,118	594,575	.9 %

Corinne Chronopolous pointed out the handout covers the top three services provided by the library: early literacy for families, circulating materials in all formats, and access to technology. A large dispersement from trust funds would be for architect fees. The salary line item looks like a 13% increase but actually is only a .6% increase. A portion was taken out of salaries and moved to legal fees. She is budgeting for the new hire to have a family plan for health insurance. The library also needs to add young adult services including tech-savvy staff. Also they will have to move to a temporary location during the relocation process during the main street bridge improvement and library construction. Also she is planning ahead now to reduce acquisitions, and shifting to staff and programming. Mr. Ward thanked Ms. Chronopolous for giving a value to what they receive from the library.

### Fire/Ambulance/Emergency Management

	FY2016	FY2017	% Inc. or Dec.
Net Operating	503,711	512,992	1.8 %
Net Capital	932,000	43,000	
To be raised through taxation	969,711	555,992	42.7 %

Chief Walker presented his budget for next year beginning with the change in how salary allocation is playing out. There are five different budgets: Fire, emergency management, 911 ambulance, transfer ambulance, and tax supported ambulance. He has started moving toward a system of looking at revenue as it drives expenses. Also after three years of data, he is looking at a 60/40 split instead of 50/50, because surrounding towns rely on ambulance transfer from Peterborough.

The Fire Department budget relies on tax supported revenues and some through permit fees and grant applications. The most significant change of revenue may be expected for the fire engine grant as well as other grants. The most significant changes in expenditures is a salary 7.6 % increase. This year they split salaries across the departments as well as creating some regular part-time positions. In addition, engineering services for the feasibility study in planning for a new fire department building added to expenditures. Electricity expenditure has increased because of split electric heating. They used to heat the whole building with the oil boiler but now are using heat pumps which increases the electricity usage. There is a decrease in diesel fuel due to lower prices.

Paul Sullivan asked about the revenue from the group virtual net metering. Mr. Bartlett explained that whatever excess electricity is sent out to the grid, the excess is returned as a credit in the form of a check from Eversource. We will then be able to credit each department since the usage is tracked. Projections were made, and now we are waiting to find out how good our projections are. Mr. Kemp explained this could be considered an unanticipated revenue to be put in the general fund. Mr. Bartlett explained that for 2017 the net will be labeled as an anticipated revenue.

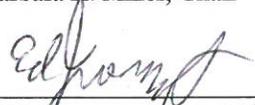
Chief Walker continued with Emergency Management and explained several of the grants under the revenue line. The expenditures include telephone usage, equipment furnishings, tools, and replacement of radios. He continued with the Ambulance Department. Under revenue, anticipated expenses need to match anticipated revenues. Chief Walker explained that with the change toward more affordable healthcare and higher deductibles as a way to keep premiums low, ambulance services are falling under the deductible and consequently not getting paid out by the insurance carrier. This often ends up as a loss of revenue for the Ambulance Department as patients are not able to cover these costs themselves.

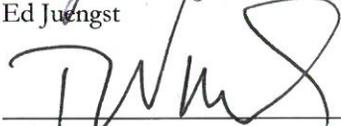
Ms. Miller made a Motion to adjourn at 6:57 pm. Motion carried.

Respectfully Submitted,  
Vanessa Amsbury-Bonilla, Department Assistant

PETERBOROUGH  
SELECT BOARD:

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Barbara A. Miller, Chair

  
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Ed Juengst

  
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Tyler Ward

**ACTION ITEM PENDING LIST**

1. Drive by property on Condy Road to be decided.