

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
Tuesday, December 17th, 2019 – 5:30 PM
1 Grove Street, Peterborough, New Hampshire

Present: Karen Hatcher, Bill Taylor

Also Present: Rodney Bartlett, Nicole MacStay, Alison Kreutz

Chair Ward was unable to attend the meeting, so Ms. Hatcher served as Chair in his place. The meeting was called to order by Ms. Hatcher at 5:30 PM.

Appointment of Matthew Stone as a Police Officer

Chief Guinard introduced Matthew Stone. Matthew is a resident of Marlborough, and a graduate of Norwich University, where he majored in criminal justice.

Mr. Stone said he was looking forward to working for the Town. Ms. Hatcher welcomed Mr. Stone.

Motion: Mr. Taylor made a motion to appoint Matthew Stone as a Peterborough Police Officer.

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

Appointment of Jaime Conly to the EDA

Ms. Hatcher said she met Jamie at the EDA meeting last week. Mr. Conly said he's interested in the overall development of the community. He and his family moved here from North Carolina about five years ago, and he is the CFO of RiverMead. He said he was very excited about the opportunity. Ms. Hatcher said the EDA is glad to have Mr. Conly onboard, especially as a representative for RiverMead.

Motion: Mr. Taylor made a motion to appoint Jaime Conly to the EDA.

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

Appointment of Leandra MacDonald and Tom Mullins as SWRPC Commissioners

Ms. MacStay said that both Ms. MacDonald and Mr. Mullins were long-time commissioners with SWRPC.

Motion: Ms. Hatcher made a motion to reappoint Leandra MacDonald and Tom Mullins as SWRPC Commissioners

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

New Website Redesign Update – Ali Kreutz

Ali Kreutz presented a PowerPoint covering the progress of the new website redesign. She informed the Board that the website designers need direction regarding the color scheme, photography, and general layout of the site, and also wanted to know if the Select Board wanted any branding or taglines featured. Regarding sources for photography, Ms. Hatcher said the Office of Community Development should already have a large catalog of high-quality photos done under the current contract with Drum that could be utilized for the website. Ms. Hatcher said there should be coordination and integration of the Town's social media and website. Ms. Kreutz agreed the website and social media should be integrated and shared that one of the features of the new site allows for seamless cross-posting.

Ms. Kreutz recommended hybrid layout option (combination of modern and traditional layout) to ensure ease of use for visitors regardless of whether they were using computer or mobile device to access the site.

Both Mr. Taylor and Ms. Hatcher agreed that the current autumnal color scheme and town motto of 'A Good Town to Live In' should be carried forward for the new site.

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Ms. Hatcher asked for confirmation that Board & Committee pages and department pages would be templates to ensure consistency. Ms. Kreutz confirmed, and said she already had an idea about how those should look and will be sharing her recommendation with Department Heads.

Review and Approval of Minutes from November 5th and November 19th, 2019

Motion: Mr. Taylor made a motion to approve the Minutes of November 5th and 19th, 2019

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

At 6:00 PM, Ms. Hatcher made a motion to begin public hearing. Mr. Taylor seconded.

PUBLIC HEARINGS

Public Hearing to discuss the issuance of a bond in the approximate amount of \$240,000 for the reconstruction of the Main Street bridge to be voted on at the Special Town Meeting proposed to be held on January 15, 2020 (Article 1)

Mr. Bartlett shared that we have petitioned the court for a Special Town Meeting for January 15th. Appointment with the court is scheduled for January 2nd at 9:00 AM. When the bid documents came in on October 30th, the numbers were higher than anticipated. We need to do gross appropriation for the construction administration, field testing, etc. because the \$6.6 million approved by voters back in 2018 (Article 14) is not enough to cover those needed elements. Of the \$6.6 million, 80% is federal highway money and 20% is town money. The estimate of probable cost in 2019 was \$5.5 million. The actual lowest bid received was \$6.59 million, not including the construction administration cost at \$785,000, so the 20% buffer that was included in the original amount was inadequate.

To move forward, we need to prove to the court that it is an emergency and a Special Town Meeting is needed. The intent is to fund the construction administration and a contingency of \$600,00 for a total request of \$1.4 million (with the same division of 80% federal highway money and 20% Town). NHDOT authorized writing a letter to Beck & Bellucci (the low bidder) recommending the award be subject to approval of Special Town Meeting, and Beck & Bellucci were receptive, extending their bid date to January 31st. With a Special Town Meeting held January 15th, that would give us time to award the bid before the end of the month. It does adjust the construction schedule, but work could still begin in May, and would extend to the end of 2021, as opposed to autumn of 2021.

If approved, the Special Town Meeting would be held in the Upper Hall on January 15th.

Mr. Taylor asked for confirmation that the contingency funds wouldn't be spent unless there was a need for it, and that the Town would ultimately only be responsible for 20% of the funds, and Mr. Bartlett confirmed both counts.

Ms. Hatcher asked Mr. Bartlett how many years the Town has been trying to get this project done. Mr. Bartlett said the Main Street Bridge was on the NHDOT 'red list' of bridges (list of bridges showing accelerated deterioration) in 2006, and the agreement to collaborate with NHDOT on the bridge and needed work on Route 202 was signed back in 2008.

Ms. Hatcher closed the public hearing and opened the next public hearing.

Public Hearing is to discuss the 2019/2020 Budget for the Town of Peterborough as required by RSA 32:5 in connection with Special Town Meeting proposed to be held on January 15, 2020

Mr. Bartlett said this is part of the required process for Special Town Meeting, but there is no impact to the present 2019/2020 budget.

Motion: Mr. Taylor made a motion to support Article 1 for Main Street Bridge Additional Appropriation.

Vote: Ms. Hatcher seconded. All in favor. Motion passed.

Mr. Henault asked if the Budget Committee should also vote. There were four members of the Budget Committee in the audience, so not a quorum. Mr. Bartlett said the Budget Committee could vote to support the Article prior to January 15th.

Ms. Hatcher asked if there was a way to capture Chair Ward's vote, and Ms. MacStay explained that he needed to be present to vote.

Ms. Hatcher closed the Public Hearings.

Mr. Bartlett mentioned the NHDOT letter to Charlie Hough concerning the stretch of Route 101 extending from the top of Temple Mountain into town. The DOT is looking at a scheduling meeting with the Select Board in February to discuss the potential of reducing the speed limit. It would give residents and the Board an opportunity to have a discussion with the DOT about Old Street Road, Elm Hill, and Route 101.

At 6:12 PM, Ms. Hatcher made a motion to go into non-public session pursuant to RSA 91-A:3, II(e) – personnel. Mr. Taylor seconded.

Roll call vote:

Ms. Hatcher: Yes

Mr. Taylor: Yes

At 6:37 PM, Ms. Hatcher made a motion to exit the non-public session.

Roll call vote:

Ms. Hatcher: Yes

Mr. Taylor: Yes

Ms. Hatcher made a motion to seal the minutes of the non-public session. Mr. Taylor seconded. Motion carried.

Mr. Taylor made a motion to adjourn the meeting at 6:38 PM. Ms. Hatcher seconded. Motion carried.

Respectfully Submitted,
Alison Kreutz, Department Assistant

PETERBOROUGH
SELECT BOARD:

Tyler Ward

DocuSigned by:
Karen Hatcher

Karen Hatcher

DocuSigned by:
Bill Taylor

Bill Taylor

ACTION ITEM PENDING LIST