

MINUTES

Master Plan Steering Committee

TOWN OF PETERBOROUGH

Wednesday, March 26, 2014 – 5:45 p.m.

1 Grove Street, Peterborough, New Hampshire

Members Present: Mose Olenik, Sue Chollet, Beth Alpaugh-Cote, James Kelly and Alan Zeller

Staff Present: Peter Throop, Director and Laura Norton, Administrative Assistant, Office of Community Development. Seth MacLean, Intern

Planning Committee Present: Dan Reidy, Audrey White, Tyler Ward, John Trautwein, Bob Pettegrew, Hope Pettegrew, Ivy Van, Rick Hance and Bonnie Fecowicz.

Co-Chair Olenik (Ms. Olenik) called the meeting to order at 5:50 p.m.

Minutes:

A motion made/seconded (Alpaugh-Cote/Chollet) to approve the Minutes of March 12, 2014 with all in favor.

Participant Recruiting: Group Outreach, Poster Distribution, Individual Calls and Door Prizes:

Ms. Olenik noted several of the members had emailed in their list of contacts to date and she asked if there were additional updates on the group outreach progress. Several members responded with updates. Ms. Olenik noted she had received additional leads from the River Center adding “I will need some help with these, I cannot contact them all.” Ms. Olenik asked if Mrs. Pettegrew might assist with Mrs. Pettegrew offering to contact all the leads on the list.

Ms. Fecowicz noted the Hospital needed to have posters put up with Ms. Chollet replying she had delivered posters to the Hospital as well as the Bond Wellness Center.

Mr. Throop distributed a list of people who had responded with Mr. Trautwein noting 61 RSVPs had been received. Mr. Troop reiterated that when sending out emails the members should add a little plea that the forum is really important for the town and emphasize that the individual would be a great person to attend. He added “and ask them to ask ten people they know as well.”

Ms. Alpaugh-Cote asked about the Brookstone Business Complex and Mr. Throop noted he would follow up. Ms. Olenik asked about newspaper coverage with Mr. Throop replying “that is going to be in tomorrow’s newspaper.” Mr. Throop also noted several email blasts that were planned as well as a broadcast over the NIXEL Alert system. He also reported Poster distribution and postings.

Ms. Vann reported she had three Door Prizes committed adding “and I will try the restaurants.” Mr. Throop reiterated the importance of the personal phone calls. “That gives an awareness that gets stronger once the banner goes up. This is the time to ask for a commitment” he said. Mrs. Pettegrew asked about the deadline and a brief discussion about extending it followed. It was made clear that no one would be turned away because they had not submitted an RSVP or had missed the deadline to respond.

Forum Program Update: Review Proposed Agenda, Review Revised Forum Topic and Guiding Questions, Review Saturday Process:

Mr. Reidy distributed the draft agenda and an updated Small Group and Questions List. He noted three basic questions for each of the groups (Downtown Vitality, Your Third Space, Economic Vitality, the Natural Environment, Open Space & Working Lands, Community (Services) Facilities & Infrastructure, Land Use & Development and The Look & Feel of Peterborough). “Basically so all the groups are doing the same work with the same amount of time” he said adding “and make sure everyone is on track.” He went onto say “as you review it you will see the strengths and challenges for each.”

Mr. Trautwein asked if participants would be assigned or would have the opportunity to go to something that interested them. Mr. Reidy replied “we will do a count off, they won’t have a choice Friday but when we reframe groups on Saturday they will have a choice.” Ms. White agreed when Ms. Olenik told Mr. Reidy “well I think you have really captured it, thank you.”

Ms. Chollet gave a brief review of the Facilitators that have been recruited and the Facilitator Training session scheduled for next week. She noted the total number of Facilitators and Scribes would have to remain flexible “until we get a feel for the numbers.”

A brief discussion about the Land Use exercise for Saturday followed. Mr. Throop explained the set-up at the High School cafeteria consisted of round table seating ten each. “We can put a map at each table, explain the land use question and give the people an opportunity to draw in where they feel additional housing or businesses could go” adding “it could be a good closing activity.” Ms. Chollet suggested having a staff member at each table to re-direct if necessary so that no one person takes over. Mr. Throop agreed adding “as well as taking notes of what the discussion was. This will be an opportunity for discussion to take place about the benefits and challenges associated with each topic and that is as valuable as anything.”

Mr. Kelly asked about the data exhibits and presentation on Friday night. Mr. Throop noted he was working with Michelle Stahl from the Monadnock Center on the historic piece. Mr. Kelly asked “when will we see a draft of the data?” adding “when are we going to see it and not just talk about it?”

Mr. Throop reiterated that he was working on it and that with Facilitator training next week he would most likely have the finished draft on April 9th. He also welcomed and encouraged the members to stop into his office to go over what has been prepared to date.

Mr. Kelly asked if the Monadnock Center’s recent *Community Conversations* program on economic vitality would have any impact on the Forum. Ms. Chollet interjected “I was there and actually took notes” adding “I will summarize them and get them out to the group.” Mr. Throop noted the program had attracted about 30 good caliber people and the discussion centered on *maker spaces*, a new notion to incubate ideas that may merge into new industry, business or training as well as matching mentors with people with ideas. “It is really exciting stuff and it attracts young people” interjected Ms. Chollet.

Mr. Throop then noted that Jim Grant would not be presenting his slide show at the Forum and a brief discussion about a historic continuous-loop slide show presentation with a voice over followed. Ms. Chollet noted Mr. Grant has offered his historic pictures to the group. “That was extraordinarily generous” she said. Mr. Throop concluded by reviewing the posters that would be placed around the room. Examples included zoning map, natural resources and conservation maps as well as a posters reflecting the town’s demographics (economic vitality, ages, income levels, unemployment levels etc.) Mr. Kelly asked “will there be a history of that?” with Mr. Throop replying” yes, they will be trended” adding “and there will be a timeline that will somehow capture the essence of the historic preservation.”

He spoke briefly about transition points for the community (when the last train left the town, when the mills opened and closed, the emergence of Eastern Mountain Sports and Brookstone Corporation, two nationally known stores that began in Peterborough). He also noted a poster to show the previous vision goals from 2003 and a bullet list of accomplishments since the last vision was adopted.

Ms. Vann suggested pulling script from *Peterborough Verbatim*, an original musical theater work by and about the community of Peterborough presented in 2005. Ms. Alpaugh-Cote suggested running the film in the background.” Ms. Chollet interjected “Tyler (Mr. Ward) has a great idea, how about taking it to the theater for an encore presentation” adding “that would be a hoot, I would cook the popcorn for that.” Ms. Alpaugh-Cote replied “we did that” and offered to follow up with the theater owners to see if the Forum might sponsor an encore of the film on Monday April 7th.

As Ms. Olenik noted the amount of “great stuff on the walls” Mr. Trautwein asked about the potential for a permanent exhibition of the data in the Town House. “Or at least leave it up for a while” he said.

Mr. Throop provided a recap of the site visit to ConVal High School. He indicated that the Cafeteria seemed like it would work well, except for one pillar we will have to work around. “There appear to be ample breakout rooms just down the corridor from the cafeteria” he said. The introductory presentation will need to be held in a small theater across the hall from the cafeteria because of the brightness of the cafeteria. Mr. Reidy indicated that we would be able to facilitate the large group discussion in the theater and that we would need to be efficient in moving people from room to room.

Mr. Throop indicated that people would park out front and that there would be signage and greeters to get people to the cafeteria. Parking for those needing closer access to the cafeteria would be available around the back side of the building.

The group had a brief discussion about catering options for the forum and reviewed quotes from several vendors. Mr. MacLean reviewed each option and answered questions from committee members. After deliberating, the group decided to with Pizza Peddler for Friday night with salad and Brownies provided by Ivy Vann.

Saturday breakfast would include bagels and coffee provided by the Bagel Mill at a cost of \$2.98 per person. Mr. MacLean indicated that a lunch of mixed wraps, chips, apple, and a cookie could be provided by Roy's Market for \$7.00 per person. Mr. Throop indicated that beverages provided would include water, tea, and coffee.

Regarding childcare, Ms. Alpaugh-Cote indicated that we have one certified child care provider and Ms. Chollet thought that there were possibly two other people who could help out (Erin Ozenich and Libby Blake). Mr. Throop said that only one registered participant had indicated child-care needs for two children.

Mr. Throop reviewed other logistics items that the town staff is working on including easels, nametags, and signage.

Ms. Olenik asked if there was anything else? Mr. Throop reminded everyone that the facilitator training would be provided on April 2nd at 6:00 pm and that the next and last planning committee meeting would be the April 9th. He said that they would set a meeting date to get together and debrief after town meeting.

The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Laura Norton
Administrative Assistant