

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
Tuesday, April 23, 2019 – 5:00 PM
1 Grove Street, Peterborough, New Hampshire

Present: Barbara Miller, Karen Hatcher, Tyler Ward

Also Present: Rodney Bartlett, Nicole MacStay, Leo Smith, Alison Kreutz

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

Terry Reeves, Parks Committee - Introduction of Parks Committee Member Douglas Proops

Ms. Reeves said Douglas Proops, along with his wife Judy, have been working with the Parks Committee for 2 years.

Chair Miller commented that the gardens in Peterborough are award-winning, and asked what upcoming plans were. Ms. Reeves said pruning will be happening soon, and they will be focusing on maintenance of existing plants, and also beautification of the area around the new footbridge and parking lot.

Chair Miller asked Mr. Proops about his interest in the Parks Committee. Mr. Proops said he's been a gardener for close to 20 years, and he felt gardening was "an essential thing for people to appreciate."

Motion: Mr. Ward motioned to nominate Mr. Douglas Proops to the Parks Committee.

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

Leo Smith, Financial Director - Statement of Activities

Mr. Smith went over the Statement of Activities for the first 9 months of the current fiscal year. He explained that, using summary level data, he was able to make a general analysis of the Town's current finances - information was categorized and actual expenses were compared to the annual budget. The present deficit is at about 66%, which is "good news." He explained how property tax revenues play a role and how the Town is essentially a "deficit-funded organization." He said there will be more activity as the year continues. There has been no spending on Library or Main Street Bridge warrant articles yet as those building projects have not started. The current town-wide operations deficit is about \$5.4 million, but the whole budget for the year is \$9.4 million: "We're in good shape at this point in time."

Chair Miller said it was very helpful to have data on actual expenditures, instead of just comparing budget to budget, as has been done in the past. Ms. Hatcher and Mr. Ward agreed. Mr. Smith said it might make sense to review the Statement on a monthly basis. The Select Board agreed.

Resident Judy Furstenburg asked why the full \$8.5 million cost of the Library was in the budget when the taxpayers were only responsible for \$3 million in funds. Mr. Smith explained that the DRA requires municipalities cover the gross amount of projects, and confirmed that the warrant article stipulated that taxpayers were only responsible for raising \$3 million of the \$8.5 million project.

Resident Libby Reinhardt asked if the Main Street Bridge project was funded by the State. Mr. Bartlett confirmed that the project will be 80% funded by the State.

Joshua Patrick, Deputy Chief and Clinical Manager - Authorization to Apply for Grant with Monadnock Community Hospital for Community Medicine

Mr. Patrick requested permission to apply for and accept HRSA (Health Resource and Services Administration) Grant funds. PFR has been collaborating with MCH to apply for the grant in the hopes of receiving \$600,000 over a span of three years. Community Paramedic Program would look at transforming traditional care and work to prevent readmittance for high-risk individuals. Chair Miller asked how that would

work. Mr. Patrick explained a community paramedic would meet with discharge nurse prior to patient's discharge, would make a home visit to check for risks, ensure prescriptions were filled, and work with primary care office to make sure follow-up care is completed.

Ms. Hatcher asked if the HRSA grant funds would allow PFR to hire additional staffing.

Mr. Patrick explained PFR presently has five community paramedics who have been put through preliminary college-based training with donated funds, and the program would pay them to do the visits and would also allow for the three part-time positions needed for the program (medical director, data analysis/data control, and community paramedic manager).

Mr. Ward asked how the created positions would be paid for if another grant was not received in three-years' time. Mr. Patrick said the hope is that the value of the program, which should reduce the number of 911 transports, will be evident, and partnerships with payers like insurance agencies and hospitals could be formed to create a cost-sharing network, and ultimately State Medicare, Medicaid, and insurance will recognize the value and reimburse EMS accordingly. The majority of the grant will go towards equipment and costs to give community paramedics the ability to access and update patient medical records. Patients would not be charged for the benefits of the program. The model has been shown to work in other parts of the country.

Motion: Ms. Hatcher motioned to authorize Mr. Patrick to apply for the HRSA Grant and to accept it if awarded.

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

Reauthorization to Apply for Bus Stop Grant

Mr. Bartlett said the Town applied for a bus stop grant from NHDOT four years ago but was not successful. The Town successfully reapplied last year, but the Attorney General needs verification that Mr. Bartlett's authorization to apply for the grant is still active, so Administration is requesting that the Select Board reauthorize him as an agent to apply for the grant. The grant is in conjunction with the Riverwalk Parking Lot, and would go toward the cost of the bus stop shelter, emergency call box, and related landscaping and amenities. The cost would be \$100,000 and DOT would cover \$80,000 of it.

Chair Miller said the Greyhound bus route would start in Brattleboro, then make stops in Keene, Peterborough, Nashua, and finally Boston, and would reverse on Sundays.

Reporter Ashley Saari from the Monadnock-Ledger Transcript asked if the Town has raised the remaining 20%. Mr. Bartlett replied that it would be sourced from the existing Highway Department budget.

Motion: Chair Miller made a motion to authorize Mr. Bartlett as the agent to apply for the NHDOT bus stop grant.

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

Authorization to expend \$85,000 from Sewer Department Fund Balance for Repair of Cheney Ave Sewer Lift Station

Mr. Bartlett explained the Cheney Ave Lift Station has needed major maintenance over the years, and is old enough that the existing pump motors cannot be rebuilt. Engineering specifications are needed for new motors to be installed correctly. Quotes for those specifications were provided by two firms, with Hoyle Tanner & Associates providing the smaller quote of \$85,000, which is outside of the present budget. Administration is asking for board authorization to have the cost offset by sewer department's fund balance, which currently has approximately \$200,000.

Ms. Hatcher asked Mr. Bartlett to confirm that the work that needs to be done could not be done in-house. Mr. Bartlett confirmed.

Mr. Ward asked where on Cheney Ave the pump station is located. Mr. Bartlett said headed towards Old Street Road, it was on left hand side right just before Old Street Road.

Mr. Ward said there would be \$115,000 remaining in the fund balance after the expense, and asked if there was a "red alert" level for funds. Mr. Bartlett said there was not.

Resident Bill Taylor asked if that amount was just for the engineering, or also to replace the pumps. Mr. Bartlett replied that it was just for the engineering.

Ms. Reinhardt asked how much it would be to replace the pumps, and if there would be any interruption to service. Mr. Bartlett said that total replacement costs were still unknown but there should be no interruption to the sewer service.

Resident Loretta Laurenitis asked if the project was in anyway related to the sewer and waterline extension on Old Street Road. Mr. Bartlett said no, it was not.

Resident Sue Martin asked for confirmation that the funds were coming from the Sewer Department's Budget. Mr. Bartlett said it comes out of the Fund Balance, which functions as a savings account, and does not put other projects in jeopardy.

Motion: Mr. Ward made a motion to authorize the \$85,000 expenditure from the Sewer Department Fund Balance for the design of the repair of Cheney Lift Station.

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

Review and Approve the Minutes of April 9, 2019

Motion: Ms. Hatcher made a motion to accept the minutes from Select Board Meeting held April 9, 2019

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

Chair Miller called a ten-minute recess to ensure all those who wanted to participate in the Public Works Facility Public Information Session would be present.

Chair Miller recommenced the meeting at 6:00 PM.

Public Works Facility Public Information Session

Chair Miller said at the May 7th meeting, after the second public information session has taken place, the Select Board will make a decision about what option should be presented at Town Meeting, at which point it can be deliberated further.

Mr. Bartlett presented a PowerPoint presentation (SEE ATTACHED) that went over the three options for the Public Works (the construction of a new facility on Water Street, the purchase and retrofitting of the SDE building, and the renovation of existing structure on Elm Street and the history of the project going back to 2004.

Chair Miller asked how the Town would acquire the Harris Center property. Mr. Bartlett responded they would look for a trade of a property of "greater environmental value." There is not a specific property in mind at this time.

Chair Miller opened the floor for comments.

Resident Bill Kennedy said when he visited the facility, the "bones were good" and asked for confirmation that renovating the building would be straight forward. Mr. Bartlett confirmed, and briefly outlined the process needed to renovate the building.

Ms. Saari asked if the additional cold storage would be an addition to existing building or as a separate building. Mr. Bartlett explained that the cold storage would be constructed first, to be completed in the spring so it could serve as the base for DPW operations in the warmer months while the present garage site is renovated.

Mr. Bob Hanson asked how the new cold storage and would compare to existing storage. Mr. Bartlett said the current storage is about 8,500 square feet, and the new cold storage would be 10,000 square feet.

Mr. Taylor thanked the Board and Administration for looking again at this option.

Ms. Reinhardt said this seemed like a “no-brainer” and asked what the negative impacts might be, and if O&M (operations and maintenance) costs had been calculated yet. Mr. Bartlett said there would be a substantial difference, and slab or infrared heating would greatly increase efficiency.

Mr. Ward asked if solar panels could be included in the \$2.5 million estimate. Ms. Hatcher asked if perhaps it was possible to put solar panels on the wetlands portion of the property. Mr. Bartlett said those questions will be considered in the analysis.

Resident Cody Boutwell asked if it would be more efficient to knock down the building on Elm Street and build the Water Street plans there from scratch. Mr. Bartlett said the recommendation of the construction firm was to rehab what was there, as the steel structure is in very good shape, and add on what else is needed.

Resident Don Parkhurst said, based on last year’s meeting, the concept was move the DPW to Water Street to free up the Elm Street location for the PFR. If the DPW building will remain in place, would that potentially allow renovation of Fire Department to happen sooner? Mr. Bartlett said, if and when the funds were approved to build a new PFR station, the PFR could operate out of their current location until the new building was completed.

Mr. Ron MacIntyre asked, regarding the Elm Street site, if there was perhaps a heating system that could supply heat for all potential structures. Mr. Bartlett said that will be part of the analysis.

Ms. Saari asked if the Harris Center parcel was needed to do the renovation, or to add the fire station. Mr. Bartlett said that it would not impact the renovation, but would be necessary for the construction of the new fire station.

Chair Miller asked if Administration could provide some examples of properties the Harris Center might be interested in by the date of Town Meeting. Mr. Bartlett said he was unsure, but could try, and that he did not think there would be an issue in finding a piece of land that would fit their vision and mission statement. Mr. Bartlett said his clear impression was that the Harris Center was anxious to begin the discussion.

Ms. Hatcher asked if a letter of intent regarding the trade might satisfy while it was still unknown what property or properties would be traded. Mr. Bartlett said he thought that was doable.

Mr. Ed Henault, who serves on the Open Space Committee, said this parcel was an unusual parcel for them to have, and he thought “swapping it out was not going to be a problem.”

Ms. Saari asked how big the parcel was, and what the worth of it was. Mr. Bartlett replied it was “not worth much.” The size of both parcels combined is 3.35 acres.

Ms. Laurenitis asked if it was possible to use money in TIF districts to go towards these projects. Mr. Bartlett responded that collected TIF revenues to go toward fulfilling the plan within that TIF district. Those funds have to be spent within those TIF district boundaries, so this project wouldn’t be eligible for any TIF funds.

Mr. Ward asked Mr. Bartlett for a brief explanation of what a TIF district is for the benefit of those who may not know. Mr. Bartlett explained that a TIF (of Tax Increment Finance) District is designated by the Town to accomplish certain improvement plans in the area. TIF revenues are generated from new construction after the TIF district is established, and are collected at 100% of the tax rate. Those revenues are then used to pay for public improvements within the geographical boundaries of the district. It’s a way to finance infrastructure improvements quickly.

Resident Colleen Stone asked if, when a TIF district is created, is there a plan of what needs to be accomplished, and a time frame for the work? Mr. Bartlett confirmed that was the case, although TIF districts can be renewed, as was the case with the West Peterborough.

Resident Gil Duval said he was in support of the garage being on Elm Street.

Mr. Boutwell said another concern with the Water Street Plan was trucks and school buses interacting.

Resident Elizabeth Kenney agreed, and said she lived in the area and the traffic was horrible.

Resident Lisa Acker asked what cold storage was. Mr. Bartlett said it's a fully enclosed, unheated building used for storage purposes. Ms. Acker asked about the timeline for the remaining decision-making process. It was explained that there is another Public Information Session scheduled for May 7th, and, depending on the feedback received at that meeting, the Board's recommendation would be presented at the Town Meeting scheduled for May 15th.

Mr. Taylor asked if there was a rule that said "this whole thing has to be pushed forward at this Town Meeting" or if it could held back until later date when there were more concrete plans. Mr. Ward said that was a good point, but one of the challenges of delaying the process was the potential for costs to increase.

Mr. Henault asked for clarification that the vote at Town Meeting would be regarding the DPW building getting fixed, and would not involve the fire station or any commitments outside the DPW.

Mr. Taylor asked if the DPW still took precedence over a new Fire Department. Mr. Bartlett said that no matter what happens with the current armory building, the Town needs to secure new cold storage for what's contained. Even if PFR is done first, it would require the construction of the cold storage building so there's secure area for holding equipment.

Mr. Boutwell asked if the existing PFR could be used for cold storage while a new PFR station was being built. Mr. Bartlett explained that there is no funding for the PFR station that could be done this year, because the article concerning DPW can not be changed to reflect PFR. There are many steps to be taken prior to making a decision on the Fire Department.

Ms. Hatcher said there should be a concentrated effort on making sure residents know what their choices are between now and Town Meeting.

Mr. MacIntyre asked if the Town would be able to egress from the Water Street site from the Vose Farm business center. He asked if it was limited to one place, or could it be two. Mr. Bartlett said there was no commitment on that yet.

Ms. Laurenitis said she appreciated the creative thinking. She did not see the SDE building as a viable option as it would cost \$3 million just to buy the property, and there would be issues with emergency response times. She supported the renovation on Elm Street, and would like to see it move forward.

Ms. Acker asked if the location was a public decision or up to the Select Board and if, it did not pass at Town Meeting, there was the potential for the project to be built on Water Street. Chair Miller said that was a possibility, and Ms. Hatcher explained it's ultimately up to residents at Town Meeting to vote 'Yea' or 'Nay'.

Mr. Parkhurst said the Select Board will be tasked with presenting the Elm Street site as a better option at Town Meeting.

Ms. Acker said she appreciated Administration looking at other options.

Chair Miller thanked everyone for their involvement and interest in the project.

Other Business

The next Select Board meeting, at which there will be another Public Information Session regarding the Public Works Facility, is scheduled for Tuesday, May 7th.

Chair Miller made a motion to adjourn the meeting at 7:08 p.m. Ms. Hatcher seconded. All in favor. Motion carried.

Respectfully Submitted,
Alison Kreutz, Department Assistant

PETERBOROUGH
SELECT BOARD:

Barbara Miller, Chair



Karen Hatcher



Tyler Ward

ACTION ITEM PENDING LIST

1.