

**MINUTES**  
**SELECT BOARD**  
**TOWN OF PETERBOROUGH**  
Tuesday, May 19, 2020 – 5:00 PM  
1 Grove Street, Peterborough, New Hampshire

**Present:** Tyler Ward, Karen Hatcher, Bill Taylor

**Also Present:** Rodney Bartlett, Nicole MacStay, Chief Ed Walker, Alison Kreutz

---

Chair Ward opened the meeting, conducted via Zoom web conference, at 5:00 PM. The meeting was broadcast live on USTREAM, Facebook Live, and Channel 22 (Comcast).

*Recreation Director Lisa Koziell-Betz - Summer Recreation Plan  
Cunningham Pond*

Ms. Koziell-Betz said though some facilities had closed, Cunningham Pond was open initially but had to be closed due to overcrowding and vandalism. She proposed re-opening Cunningham Pond on June 1<sup>st</sup>. Access would be very limited, and Rec would have to forgo the usual sticker system and go instead by a reservation system. There would be two time slots; one mid-morning and one afternoon. 10 cars would be allowed in the lot. To make the initial reservation, those interested would have to pay an \$8 fee, but if they showed up for their reservation, all but \$1.00 would be refunded to them within 3 business days. If someone was not able to make their reservation because they were feeling unwell, all \$8 would be refunded. Extra staff will be needed to maintain sanitation standards: “It will be cumbersome.” Ms. Koziell-Betz said emphasized that this is something the Town has never done before and “we’re going to have to adapt as we go.” She said the reservation system will have to apply to fisherman and dog-owners for the moment as well.

Ms. Hatcher asked what the plan is for checking people in and screening visitors. Ms. Koziell-Betz said she and Mr. Kohlmorgen were planning on having an adult there “90% of the time,” because the new protocol would put a lot of pressure for teenage staff. All staff would be screened, and would be asked to verbally screen visitors as they arrive for their reservation.

Ms. Hatcher said the guidelines stipulate that visitors will have to bring their own toys and life jackets. Ms. Koziell-Betz confirmed, and said that measure will help simplify sterilization procedures.

Chair Ward asked if lifeguards will be present. Ms. Koziell-Betz said she was hoping so, but it all comes down to PPE precautions.

Ms. Hatcher said she had seen the raft will not be out, and Ms. Koziell-Betz confirmed, stating that it wouldn’t be possible to for people to maintain six feet of distance on the raft.

Via Facebook, Christopher DiLoreto asked if there would be a charge for every visit to the pond. It was reiterated that \$7 of the \$8 would be refunded. The charge is ultimately one dollar for the folks who honor their reservation.

Via Facebook, Denise Zimmer asked if there were any limits on reservations. Ms. Koziell-Betz said at the moment there were no limits, but they were still ironing out the details.

Via Facebook, Helen Fairman asked if the 10-car maximum in upper parking lot included boat launch as well? Ms. Koziell-Betz confirmed, and said it the 10-car rule applied to the whole facility.

Jeanne Dietsch asked if there could be more time slots, perhaps for 2 hours each? Ms. Koziell-Betz said that was discussed initially, but there was a huge staff constraint and workload related to increasing the number of slots. Even with the current proposed system, Rec would have to handle 20 reservations a day, potentially refunding all of them, 7 days a week.

Ms. Hatcher suggested reevaluating later in the summer. Ms. Koziell-Betz said yes, the system is “very fluid” and will probably change.

Chief Walker said these decisions are based on the Stay at Home 2.0 guidelines; “It’s been a juggling act.” Social distancing, managing screening questions, and sanitization is a lot to handle.

Ms. Hatcher said, “we’re asking people to be patient.” Mr. Taylor added he thought Rec was going “above and beyond” to open the Pond.

Via Facebook, it was asked if people could make reservations by phone. Ms. Koziell-Betz said yes, people can call the office for a reservation.

Chair Ward thanked the Rec Department staff and Rec Committee for all their hard work to figure out these details.

### *Summer Playground Programs*

Regarding summer playground programs, Ms. Koziell-Betz said Rec is “running out of time to make a decision.” She recommended putting the programs “on pause,” and the delay or cancelation of the first 4 weeks for the Playground Program and Summer Teen Challenge, which usually runs from June 20<sup>th</sup> to August 14<sup>th</sup>. She said the Playground Program is a youth program, not a daycare, and CDC guidelines for youth programs and camps were not released until last Thursday. Ms. Koziell-Betz displayed the received guidelines. Upon review, it was clear that the programs would be a big risk for summer staff to take on. She said that, rather than canceling programs for the whole summer “which would be very sad,” she wants to see what the governor has to say later in the season, and plan for July 20<sup>th</sup>. There could be smaller incremental programs or alternatives put in place, and so Rec could focus on that “instead of spinning our wheels all the time.” She acknowledged the need to give parents an answer so they could make alternate plans.

Ms. Koziell-Betz added that there have been a lot of people on the playground, and “sometimes need supersedes rationality.”

Ms. Hatcher said as many folks have not returned to work yet, there are guidelines that have not been determined yet on a state-wide level, so waiting for guidance makes sense, and parents can make other arrangements as needed.

Ms. Koziell-Betz said that refunds for the first session of Summer Teen Challenge would be issued, as was the case for Playground Program for those who signed up for the first half of the summer. Rec would contact those who signed up for the whole summer to see if they would like a refund for the first half only or for the whole summer.

Ms. Hatcher asked how this has impacted Rec’s ability to staff for the summer. Ms. Koziell-Betz answered that it has been very difficult, as many past seasonal staffers have found other work.

Chair Ward said there have been people of all ages using the pump track. Ms. Koziell-Betz agreed. She said it’s exciting, though she’s been concerned about group gatherings, “but so far, so good.”

Ms. MacStay asked Ms. Koziell-Betz to list the Rec facilities that are available for use. She replied that the tennis courts, skate park, fields, and pump track are all open, and Cunningham Pond would hopefully be open on June 1<sup>st</sup>. She asked that people honor social distancing and monitor their group sizes. She also stressed that those facilities are not sanitized, so people should take precautions.

Mr. Taylor asked for confirmation that the pool would not be open. Ms. Koziell-Betz confirmed. Ms. MacStay added that the pool was scheduled for maintenance work, so it would have been closed the first half of the season anyway.

The Select Board thanked Ms. Koziell-Betz for her leadership and hard work.

*Chief Ed Walker - Update on COVID-19/Restaurant Reopenings*

Chief Walker said regular meetings with long-term care facilities continue. He shared that MCH has ramped up testing, and Rivermead opted to test 100% of their residents and staff (results are not yet known), after the State offered support for testing.

Stay at Home 2.0 has granted restaurants the ability for on-premise outdoor dining if they met certain criteria. The Town created a committee to oversee this process. The EDA reached out to restaurants to see who would be interested. An application was created that was consistent with other applications throughout the state. As of today, there ten venues in town that have taken advantage. The committee has been doing a good job to make sure proper precautions are in place. As of yesterday, the City of Portsmouth has only had eight establishments take advantage of their program, so it's exciting and speaks well for our community to have such involvement.

Chair Ward said Beepa & Lulu's is evaluating their ability to reopen as well. Chief Walker said the owners are looking at long-term outdoor seating, "which is different from the process we're in now."

Ms. Hatcher added that every restaurant offering full-service outdoors is required to take reservations, and many establishments have been updating their websites with reservation options and information.

Chair Ward said Roy Schlieben at MAXT Makerspace has been 3-D printing and assembling PPE for the hospital and other facilities, and he has an extra 500 face shields available. Mr. Schlieben wanted to know if restaurants would like them for their staff. Chair Ward suggested restaurant owners that are interested reach out to Ms. Hatcher or MAXT. Chief Walker added that there is state-offered access to PPE for businesses who are looking to reopen.

Mr. Taylor said the process to get restaurants open for outdoor seating came together really fast.

Ms. Hatcher said we are taking close note of the funds that are available from the State and working hard to get the word out about those opportunities, so everyone has access to that information. The Small Business Development Council is offering a lot of valuable resources for small businesses and nonprofits.

*Town Administrator Rodney Bartlett*

*Authorization to Apply for GOFERR Grant*

Mr. Bartlett explained that 'GOFERR' stands for Governor's Office for Relief and Recovery. He asked the Board to authorize him to sign off on an application for a grant in the amount of \$158,000, which would reimburse the Town for costs incurred due to the COVID-19 crisis, including FMLA, sick leave, and supplies bought. Some of the funds can offset the FEMA balance.

Ms. MacStay said the potential grant amount is up to \$158,246.00. The first reimbursement application is due June 1<sup>st</sup>, another is due in July, and the final application is due in August, at which point the Governor will reassess and see what remaining funds are available. The funds would help reimburse some costs from welfare, as well as other items there has been concerned about: "It will be incredibly helpful."

*Motion:* Ms. Hatcher made a motion to authorize Mr. Bartlett to apply for the GOFERR Grant.

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

*Authorization to Amend Church Street Easements*

Mr. Bartlett explained there are road & sewer easements that are in the process of finalization so they can apply to the Board for acceptance of Church Street as a town road. Town Attorney John Rattigan is working with the attorney representing the Church Street group.

Chair Ward asked if the easements are just for the completed houses, or if it applies to houses that will be built as well. Mr. Bartlett said it's for all of the houses that will be built, and includes the Church, which is

already on town sewer. Chair Ward asked for confirmation that the density would cover the cost of putting in the infrastructure, and Mr. Bartlett confirmed.

*Motion:* Mr. Taylor made a motion to authorize Mr, Bartlett to apply for the GOFERR Grant

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

*Authorization to Sign Commitment Letter from People's United Bank-\$800,000 Bond Anticipation Note/Non-Revolving Letter of Credit, for the Main St. Bridge and Route 202 Projects*

Mr. Bartlett explained next request for authorization is for a letter from People's Bank for non-revolving letter of credit for Main Street Bridge and Route 202 Project. In the original agreement, the Town committed to manage the Route 202 project, as that was the only way NHDOT said they would move forward with that part of the project. We are going through the costs, will pay the bill and be refunded in 30 days. Also in negotiations to get reimbursed from NHDOT for interest costs.

*Motion:* Ms. Hatcher made a motion to authorize Mr, Bartlett to sign Commitment Letter from People's United Bank-\$800,000 Bond Anticipation Note/Non-Revolving Letter of Credit, for the Main St. Bridge and Route 202 Projects

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

*Project Updates*

Riverwalk Parking Lot has concrete slab in place for new bus shelter, on track to be completed by the end of June.

Main Street Bridge Project is well underway. The pedestrian bridge is being installed and will hopefully be in place shortly.

We have bought out Library sub-contractors' agreements, the demolition is being scheduled and final contracts are bring put in place, so the Library project is moving forward.

Ms. Hatcher said moving the library is a "massive undertaking," and library staff has done an outstanding job.

Chair Ward shared that the Food Pantry will be closed on Memorial Day.

*Review and Approval of Minutes from March 31<sup>st</sup> & April 7<sup>th</sup>, 2020*

*Motion:* Chair Ward made a motion to approve the Minutes of March 3<sup>1st</sup> and April 7<sup>th</sup>, 2020

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

Chair Ward said the Board had received a letter from NHDOT regarding paving on Route 101 and asked how it would affect Peterborough. Mr. Bartlett said the letter was for coordination purposes so that Utilities crew can adjust everything that needs to be in relation to the project.

Ms. Hatcher asked Mr. Taylor about broadband updates. Mr. Taylor said there's a "lot that's going into it," and lot of companies are slow to move forward with projects. He said "everybody knows there are spots in town with miserable internet," and he lives in one of those spots. There was a meeting last February with Senator Hassan and Senator Dietsch and several committee leaders. Mr. Taylor also met with president of Wi Valley and Director of Government Affairs for Consolidated Communications, and initially had some positive discussions about how to get areas connected quickly and relatively cheaply and are working on a program to get residents better access to internet. He shared that Unifi.net has options for broadband that use cell signal to boost wi-fi inside homes, and he's heard good feedback about it. He said Senator Dietsch said there might be some federal funding available to help with costs, and she is working on there. He said there are more steps to take on the Town's end to put out an RFP (request for proposal) for broadband providers. It will take more time, but what we've heard so far is encouraging. Consolidated has been working on technology to boost DSL signal on existing phone lines, so that may turn into a preliminary pilot program, depending on the outcome.

Chair Ward thanked Mr. Taylor for working on that project, and recognized that Senator Dietsch has been working on that issue for years.

Mr. Taylor added that providers should feel “community pressure” and encouraged residents to consider calling providers to let them know about their challenges.

Chair Ward asked about plans for Town Meeting. Ms. MacStay replied, “that is an excellent question” and explained that NHMA is still working with the Governor’s office to roll out policy to towns who have not yet held their town meetings. There’s been a lot of discussion about alternative methods; there will be a drive-through voting trial in Conway, and Bow tried virtual town meeting model, but nothing official has come down yet. She said the Budget runs out on June 30<sup>th</sup>, and there are “lot of unanswered questions, but we’re staying on top of it.”

Via Facebook, Lisa Teixeira asked if cars would be stop cars from parking at the bike path on the corner of Hunt Road and Summer Street. Mr. Taylor said the PD is patrolling Summer & Hunt Road regularly, and encouraged people to not park at the intersection.

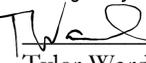
Chair Ward asked Chief Walker if he had any ideas for ways people living alone could safely connect with others. Chief Walker said “getting outside is good for the soul,” and said he’s seen people in open spaces outdoors, sitting six feet apart. Ms. Hatcher said she’s noticed people figuring out ways to be together while maintaining social distancing, and encouraged people to reach out to those who may be lonely or isolated.

Chair Ward encouraged residents to pick up after their dogs; “It’s not a dog issue, it’s a people issue.” Peterborough has a leash law and pick-up law. Ms. MacStay added that when people don’t clean up after their animals, it is left up to town staff and Parks Committee volunteers to pick up, which isn’t fair to those “who already work so hard to keep the parks beautiful.”

Mr. Taylor made a motion to adjourn the meeting at 6:11 PM. Chair Ward seconded. All in favor. Motion carried.

Respectfully Submitted,  
Alison Kreutz, Department Assistant

PETERBOROUGH  
SELECT BOARD:

DocuSigned by:  
  
405B24FBF-D712-4E53-A28B-1899B5FE29F4...

DocuSigned by:  
  
135A00B41EAF4A7...

DocuSigned by:  
  
8A2B19C00B9A7415...

**ACTION ITEM PENDING LIST**