

**MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH**

Wednesday, June 19, 2019 – 5:00 PM

Wastewater Treatment Plant, 58 Water St, Peterborough, New Hampshire

Present: Tyler Ward, Karen Hatcher, Bill Taylor

Also Present: Rodney Bartlett, Nicole MacStay, Alison Kreutz

Chair Ward called the meeting to order at 5:01 PM.

Prior Year's Goals

Ms. Hatcher said she felt that external communications with the Town had improved over the past year, and there was progress made towards set goals.

Board and Committee Liaison Assignments

AGRICULTURE COMMISSION – Bill Taylor

CIP COMMITTEE – Karen Hatcher

CONSERVATION COMMISSION – Tyler Ward

DOWNTOWN TIF – Karen Hatcher

EDA – Karen Hatcher

HERITAGE COMMISSION – Tyler Ward

LIBRARY TRUSTEES – Bill Taylor

MASTER PLAN STEERING COMMITTEE – Karen Hatcher

PLANNING BOARD – Tyler Ward

OPEN SPACE COMMITTEE – Tyler Ward

RECREATION COMMITTEE – Bill Taylor

RECYCLING CENTER ADVISORY COMMITTEE – Bill Taylor

SOUTH PETERBOROUGH TIF – Bill Taylor

WEST PETERBOROUGH TIF – Tyler Ward

SAC – Karen Hatcher

Tax Deeded Property – 9 Webb Road

Ms. MacStay said the Town took the property on 9 Webb Road for taxes three years ago, and has gone through a complicated probate process. The bankruptcy trustee in New Mexico demanded a share of the interest amount, as well the principal, but the sister of the deceased property owner did a lot to assist the Town in the process. At the beginning of the year the Select Board agreed to abate the property down to what it would sell for. Ben Havisto out of New Ipswich purchased the property, which sold for approximately \$71,000 and is a good piece of land, though the house was in very poor condition.

GAR Hall Expendable Trust

Mr. Bartlett said there was a trust fund established for the GAR Hall, the intent of which was to offset the cost of the new footbridge. The building sold for \$100,000, and \$70,000 was taken out of the bond issue and put in the trust fund, so with the interest the total was approximately \$174,000.

Motion: Ms. Hatcher made a motion to transfer the remaining funds from the GAR expendable Trust into the General Fund

Vote: Chair Ward seconded. All in favor. Motion passed.

Chair Ward shared that Post & Beam had recently been given an award from the NH Preservation Alliance.

Capital Projects Overview

Ms. MacStay provided a handout with a chart of Capital Project progress.

Ms. Hatcher asked what specifically categorizes a project as a CIP.

Ms. MacStay replied that any purchase over \$15,000 has to go into CIP, including purchases like vehicles.

Bus Stop Grant

Mr. Bartlett shared that the application for the bus stop grant was successful. Emergency call box will be installed between bus shelter and the bridge. Greyhound bus lines confirmed that Peterborough will be added to the bus run that goes daily to Boston.

Town House Project

The new floor is completed, but there's been more wear and tear than expected, due to the concert series, so we're returning to the architect to see about enhancing the finish.

The roofing project has started and will be completed by early July, if the weather cooperates. The old slate from the roof is 100 years old and we are collaborating with the Heritage Commission to possibly use the slate for fundraising purposes. Ms. Hatcher suggested having the names of purchasers etched on a piece of slate and hung in the Town House. Mr. Taylor agreed with the idea.

Funding for brickwork is being worked out with LCHIP. Hunter Construction looked at the front entrance and steps up to the patio in front of the building and determined there is much work to be done.

Library Project

Mr. Bartlett recently met with Corinne Chronopolous, Mark Froling and Tina Kriebel, and it was established there won't be a groundbreaking this year. The meeting was to determine if the PUC will extend the grant deadline for the biomass heating and cooling system.

Lagoon Closure

Woodard and Curran contracted with to design new facility and close lagoons. Start-up went well, and then staffing changes at Woodard and Curran complicated the closure of the lagoons and greatly elevated the cost of the project, which is why only Lagoon 1 is closed. The Town sued and settled for \$750,000. There is roughly \$625,000 in the sewer fund, so we're in a good place to start closure of remaining lagoons. We'll apply to DES and USDA Rural Development to further help with funding.

There was a discussion about uses for the sludge that's been removed from lagoons.

Municipal Facilities

There was a discussion about securing the land needed for the new Public Works Facility on Elm Street.

Main Street Bridge

Eversource recently found an underground storage tank on Main Street, which was unforeseen. Plans and background information indicate that there are three tanks in that location. They were closed out in 1981, when the tanks were pumped out (two held gas, one held oil) and filled with water. We have received financial support from DES to do an investigation using Ground Penetrating Radar technology. Bids for the work will be accepted starting in August, bid opening in September, and award in October.

Cold Stone Springs Water Acquisition

The last meeting with Jaffrey was positive. Joint application has been sent to DES for state revolving fund.

Complete Streets

Ongoing effort. Ms. Hatcher asked if there was a process in place, and Ms. MacStay said there was not. Chair Ward suggested a task force. Ms. Hatcher agreed.

There was a discussion about ways to better direct traffic flow at the intersection of Main Street, Vine Street, and Elm Street. Ms. Hatcher suggested painting arrows to clarify.

Lead Reduction

Safe drinking water level for lead is 15 PPB (parts per billion) and the level of lead in our waste water discharge is only 3 PPB.

Cheney Lift Station

Design phase for the new lift station on Cheney Ave has started.

LED Street Light

The LED Street Light Project is complete.

Access Road behind Riverview

The access road behind Riverview has not been maintained, and there is much work to be done to get the road back in good shape.

North Dam

North Dam project is still out there a year and a half/two years.

Parking

Parking will be reevaluated in the late fall.

Storm Water Mapping

Storm Water Mapping Project is ongoing – Fash Farashahi has two interns working on it and on fire suppression assets.

South Peterborough TIF

Modifications and projects for the South Peterborough TIF will begin in late summer/early fall.

State Roads Project

Ms. MacStay provided a handout from Mr. Seth MacLean with the roadwork schedule for 2019. “There is always work going on.”

Work on the Route 101/202 Bridge will be bid on next year. A letter will be written to DOT once timeline has been established. We are requesting they don’t work on the road until our project has been completed.

Ms. Hatcher voiced her appreciation for all the work that staff has done on capital projects.

Housing Chapter Progress

Ms. Hatcher said it has become apparent that there is much to do regarding listening to residents about how they feel about housing. The Master Plan Steering Committee (MPSC) has as its charge the writing of the housing chapter, so they are working with the Office of Community Development to bring in a consultant to facilitate conversations. Ms. Hatcher referenced the book “Community: The Structure of Belonging”, written by Peter Block, an experienced consultant. At the recent MPSC meeting, the outlook on the consultant idea was favorable. Ms. Hatcher, Director of Community Development Pete Throop, and Assistant Planner Kristen Bixby will be attending conference on Monday, June 24th, and Ms. Hatcher was selected to present her idea. She explained that the process takes about 2 years, and the model allows room for dissent without stopping the process.

Ms. MacStay said there should be a good pool to pick from for the Steering Committee, and the Select Board should encourage people to get involved. It was confirmed that there’s already a rough draft for the RFQ. Ms. Hatcher said there needs to be a good communication to inform the public about the plans and the process. With the support of Chair Ward and Mr. Taylor, Ms. Hatcher said she would draft a viewpoint piece to be published in the Ledger.

Special Events Policy

Ms. MacStay shared that a Night Market event is being planned for August 11th. Part of Depot Street and all of School Street will be closed for the event. The event will give the fire and police chiefs a chance to review

process and policy and see what needs updating. There has not been a policy of this type in place in Peterborough before. The next big event would involve the expansion of Thing in the Spring.

There was a discussion of best practices for determining non-profit status, and pros and cons of larger events held downtown.

Accommodating Younger Families at Town Meeting

There was a discussion about potential amendment to the Town Charter regarding Town Meeting.

Ms. Hatcher said that currently "people are lost in the process" that lasts from March to May and includes School Budget, Deliberative Session, Ballot Session, and finally Town Meeting. Ms. MacStay provided background on the Town Charter: In 2006, people were divided between SB2 and traditional Town Meeting. With the fiscal year starting in July, it was better to go with Town Meeting format, and was improved by holding Town Meeting in May rather than in March. What's in place currently is compromise between SB2 and Town Meeting. The July-June fiscal year has worked out great, and saved the town "a fortune" because no tax anticipation notes have been needed. Many residents don't like deliberative session, and it draws out the meeting timeline. Ms. Hatcher asked if Town Meeting could be moved to April to bring it closer to school district voting. Ms. MacStay confirmed it could be moved to April. Chair Ward asked if deliberative session could be moved closer to ballot session. Ms. MacStay explained that there are timeframes that cannot be altered due to state law. Saturday may be friendlier for families with children. Changing it to April would be a three-year timeline.

Ms. MacStay proposed talking to the Town Attorney regarding possible alternatives of amendments to improve the process.

Vision and Goals for This Year

It was agreed that vision for the year should be creating a stronger sense of community.

Ms. Hatcher suggested a measurable goal towards this could be a regularly published piece in the paper providing an update on what the Select Board and Administration are working on.

Ms. Hatcher made a motion to adjourn the meeting at 8:00 p.m. Mr. Taylor seconded. All in favor. Motion carried.

Respectfully Submitted,
Alison Kreutz, Department Assistant

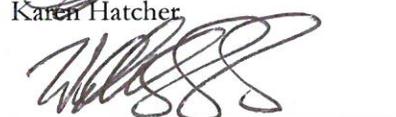
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