

MINUTES
SELECT BOARD
TOWN OF PETERBOROUGH
Tuesday, August 6, 2019 – 5:00 PM
1 Grove Street, 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 5:00 PM.

Public Hearing Regarding Amendment to Code Book To consider amendments to §195-5 & §195-27 Vehicles and Traffic of the Code of the Town of Peterborough related to vehicle traffic on Hunt Avenue and Hunt Road
Chief Scott Guinard reported that traffic calming measures for Hunt Road have been discussed for some time. It is predicted that, once the Main Street Bridge project begins, Hunt Road will see more traffic. Currently the posted speed limit is 30 MPH. Following a recent traffic study, the Peterborough Police Department is recommending lowering the limit to 25 MPH, which is the lowest speed limit the Town can legally set. Chief Guinard said large commercial vehicles traveling on Hunt Road and Old Street Road will be limited to through-traffic (school buses will be allowed). The Chief is also recommending a three way stop at the intersection of Hunt Avenue and Hunt Road to create a safer intersection.

Geoff Taylor, resident of Hunt Road, said the vegetation issue, though seasonal, has been an issue for a long time and should be addressed.

Charles Bout, who lives of the corner of Hunt and Currier, asked the Chief if he noticed the bad traffic flow down Currier onto Hunt Road, and suggested a stop sign there. Chief Guinard said the police will perform some traffic studies and investigate further.

Resident Ray LeClair said there's two trees that really hinder visibility right on the edge of the road at the end of Hunt Avenue.

John Lord of Middle Hancock Road said he is enrolled in the American Tree Farm system, and they periodically have timber harvests on their property as part of the program. As a result, there are infrequent periods when log trucks must use Hunt Road to access their property (this occurs every 8-10 years, lasting 1-2 weeks at a time). He asks that some accommodations be given for those periodic harvests.

Ms. Hatcher asked if there might be an opportunity for special permit at those times. Mr. Bartlett said the Board could occasionally review the appropriateness of no through-trucking rules, but some homework needs to be done regarding that request.

Resident Stephanie Hurley of 75 Hunt Road said her house is between the 2 big corners, and they have a blind driveway. She has noticed that the trucks tend to go very fast, even though there are children in the neighborhood. There is low visibility due to the large trees, and requested that the Town look at her blind driveway and the visibility issues caused by the trees.

Resident Matt Waitkins of Union Street said he supports town-wide traffic calming. Mr. Waitkins said the measured speed is below the speed limit on Hunt Road due to the windiness of the road, and lowering the speed limit may not slow anybody down. He said he was in favor of controlling vegetation within reason, and noted that trees can be beneficial for traffic-calming.

Resident Joe Castelli said he lives at intersection of Hunt Avenue and Hunt Road so he has a very good view of the traffic. School buses approach at well over 30 miles per hour, and there are people that don't stop at the stop signs. Mr. Castelli said increased police presence on the road to put people on notice would be appreciated.

Chair Ward asked if the town had any speed measuring signs (which alert drivers as to what their speed is) and asked if they had been utilized on Hunt Road.

Mr. Bartlett said the Town is trying to purchase additional signs, though the price of those signs, which is currently about \$2,500.00 each, is increasing due to increased demand. The goal is to add some more to the inventory.

Alan Bannister of 44 Currier Ave said there was the potential for Pineridge area to get more traffic, which would result in people getting lost. He asked why Hunt Road, which was repaved last year, is being chip sealed this year and why Tarbell, which runs adjacent to Hunt Road, has not been chip sealed.

Mr. Bartlett explained the rating system for roadways. He said that Hunt Road sees far greater traffic than the surrounding roads. Typically with the treatment used on Hunt Road, chip sealing is done the following year – it's routine maintenance even on recently paved roads, and allows the Town to spend less money on the road in the future. "Chip seal is the first step to protecting Hunt Road for the future." Full road reconstruction on side roads, like Tarbell, has to wait until more questions about sewer extension work have been answered, so that the Town doesn't pay to do the work on those roads only to have to tear it up to do work on the sewer lines.

Addressing Mr. Bannister's comment regarding people potentially getting lost in the Pineridge neighborhood, Chair Ward said there will be an extensive signage program around town to help people navigate Peterborough while the Main Street Bridge is closed.

Lenora LaGuerre of Hunt Road said there will be a lot of people traveling on Hunt who don't know the road, and there are many sharp curves. Is there a possibility of putting down temporary break bumps before the curves, or bringing more driver attention to the fact that the area is thickly settled?

Chair Ward asked if speed tables, such as there are on Union Street, would be an option for Hunt Road.

Ms. Hatcher asked if temporary bumps could be an option, as the increase in traffic would be temporary due to the bridge project.

Mr. Bartlett said temporary tables might be adequate during warmer months, but would not be an option in the winter (due to plowing), and are very noisy. Administration can look at the costs for permanent tables and see if it's feasible. Mr. Bartlett emphasized that Hunt Road will not be identified as a detour for the Main Street Bridge Project, so it's more likely that local people will be using the road during the bridge construction.

Leslie Brooks of 24 & 29 Hunt Ave said she and her husband do a lot of gardening in the front yard and she puts out buckets between herself and the road to bring drivers to attention. She said people go by very fast on the s-curve, a lot faster than 30 MPH, even with the many children, joggers, skaters and bicyclists in the neighborhood.

Resident Judy Wilson Furstenberg said Kaufmann Drive, Cheney Ave and Old Street have the same problem.

Amanda Vogel of 131 Hunt Road said she lives close to the little park. She said the people coming down the hill towards the corner are the ones that go the fastest. Ms. Vogel said it's only going to get worse as more people use the road.

Mr. Taylor said he wanted to make sure that everyone is aware safety is the biggest issue. The Select Board wants to avoid making only temporary solutions to permanent problems, or expensive, permanent solutions to problems that are only temporary. Mr. Taylor said there have also been ongoing discussions about Old Street Road, and the Board recognizes this is a town-wide issue.

Mr. Ward asked if there was a stop sign at the end of Currier Ave, and many in the audience said “no.” Chief Guinard said that motorists are legally required to stop when traversing from one road to another, and there is not necessarily a stop sign at every intersection.

Motion: Ms. Hatcher made a motion that the three recommendations from Chief Guinard regarding Hunt Road and Hunt Avenue (amendments to §195-5 & §195-27 [Vehicles and Traffic of the Code of the Town of Peterborough] prohibiting commercial on Hunt Avenue and Hunt Road; reduction of Hunt Road speed limit to 25 MPH; and placement of two additional stop signs at the Hunt Road and Hunt Ave intersection to create a three-way stop) be approved.

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

Discussion of Night Market Details - Vanessa Amsbury-Bonilla & Kevin Goohs of the Peterborough Community Theatre

Kevin Goohs, owner of the Peterborough Community Theatre read a statement (*see attached*) regarding the planning of the Night Market event, scheduled for August 10th.

He opened by saying that The Peterborough Community Theatre is in full support of the event, but would like to “offer comment and recommendations” about the process.

Mr. Goohs provided a timeline of the relevant planning events and items thus far and addressed the lack of communication with business owners who may be significantly impacted by event.

Mr. Goohs said that he was also disappointed that the neighboring landlords in Depot Square, whose business revenues would not have been impacted by the event were it to be held in their parking lot instead, chose not to allow it.

He encouraged the Town to revise the Special Events Policy to account for the gaps in consideration.

He made the point that, though owners of surrounding buildings are required to be notified and consulted in the special events process, notification of individual businesses contained within those buildings (who may be renting the space) is optional. A landlord will still collect the same monthly rent, but a business owner will not necessarily be able to recoup losses resulting from events that interfere with normal operating hours.

He closed by saying that, if the Town will have the sole authority to determine whether or not an applicant shall be permitted to hold event, due diligence should be completed in a timely and transparent manner.

Mr. Goohs again stressed his support of the event, and said he felt the Night Market will appeal to younger people. The Theatre will be participating in the event (holding a screening of *Bladerunner*).

Chair Ward requested a copy of the statement for inclusion with the minutes. Mr. Goohs complied.

Chair Ward said Peterborough is a lucky community to have events like the Night Market, and “businesses should not be compromised.” Planners of special events “should have their ducks in a row.”

Mr. Goohs said he understands this is a new policy, and it’s “an opportunity for improvement.”

Ms. Hatcher confirmed it’s a new process, and said “we’re recognizing that we need more structure around special event policy.” She said she appreciated Mr. Goohs bringing his concerns to the Board.

Mr. Goohs said the Theatre is trying to be engaged with town events, and “we always try to say yes.”

Vote to Authorize Rodney Bartlett to Sign Easement Documents regarding Parcel U017-003

Mr. Bartlett explained the Town is in the process of finalizing both permanent and temporary easements for Main Street Bridge/Route 202 Project. Though the original agenda item named Parcel U017-003, he said there are several other parcels involved as well, and requested that the authorization also include the other parcels as needed.

Motion: Ms. Hatcher made a motion to authorize Rodney Bartlett to sign easement documents regarding Parcel U017-003 (and other parcels as necessary) for Main Street Bridge Project for the project.

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

Review and Approve the Minutes of June 19th and July 2, 2019

Motion: Mr. Taylor made a motion to accept the minutes from Select Board Meetings held June 19th and July 2nd, 2019.

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

Appointment of Bill Kennedy and Laura Gingras to the EDA and Bill Kennedy to the Downtown TIF Advisory Board

Mr. Bartlett read a statement from EDA Chair Nate Morison in which Mr. Morison requested Laura Gingras and Bill Kennedy be appointed to the EDA.

Ms. Hatcher, the Select Board liaison to the EDA, said she felt the additions of Laura and Bill would be beneficial to the organization, which has been actively seeking to expand its membership.

Motion: Ms. Hatcher made a motion to appoint Bill Kennedy and Laura Gingras to the EDA, and appoint Bill Kennedy to the Downtown TIF Advisory Board.

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

Resident Mark Carter of Windy Row said he wanted to bring an item to the attention of the Board. It was established that this item was not present on the agenda nor in the Select Board packet. Ms. Hatcher asked if it could wait to be addressed at a future meeting. Mr. Carter said it could, and gave his contact information to Alison Kreutz so Administration could follow up with him.

Motion: Mr. Ward made a motion to enter Non-Public Session pursuant to RSA 91-A:3 II(c) (reputation)

Roll Call Vote:

Chair Ward: Yes

Ms. Hatcher: Yes

Mr. Taylor: Yes

At 5:57 PM the Select Board entered non-public session attended by all members of the Board and Ms. Kreutz.

MINUTES OF THE NON-PUBLIC SESSION

Ms. Hatcher reviewed progress for Housing Task Force. Ms. Hatcher suggested sending a personal letter to all who applied that would explain “what they are saying yes to”, and inviting them to first gathering of the group in late September. They would then have an opportunity at the end of the first meeting to make a final decision about their involvement. The number of participants will most likely be between 20 and 24.

Mr. Taylor said there would be a lot of voices in the room. Ms. Hatcher said there is good representation in the group.

It was established that, though participation will be limited to those serving on the task force, community members would be welcome to observe the process.

Mr. Taylor asked about the process for opting out. Ms. Hatcher said that those who choose to opt out will be asked to have a conversation with Ms. Hatcher to formally address their reasons.

Mr. Taylor voiced his appreciation for the work Ms. Hatcher has done and is embarking on with this project.

It was decided that all board members will review the draft and sign the invitation letter.

Motion: Ms. Hatcher made motion to close the non-public session.

Roll Call Vote:

Chair Ward: Yes

Ms. Hatcher: Yes

Mr. Taylor: Yes

Non-public session closed at 6:14 PM. Public meeting reopened by Chair Ward at 6:14 PM.

The Select Board agreed that there was no reason for the minutes to be sealed.

Mr. Ward called a temporary adjournment at 6:16 PM.

The Select Board reconvened at 6:26 PM.

Motion: Mr. Ward made a motion to enter Non-Public Session pursuant to RSA 91-A:3 II(a) (personnel)

Roll Call Vote:

Chair Ward: Yes

Ms. Hatcher: Yes

Mr. Taylor: Yes

At 6:27 PM the Select Board entered non-public session.

Motion: Chair Ward made motion to close the non-public session at 6:52 PM.

Roll Call Vote:

Chair Ward: Yes

Ms. Hatcher: Yes

Mr. Taylor: Yes

Non-public session closed at 6:52 PM. Public meeting reopened by Chair Ward at 6:52 PM.

Motion: Mr. Ward made a motion to seal the minutes of the non-public session pursuant to RSA 91-A:3 II(a) (personnel)

Roll Call Vote:

Chair Ward: Yes

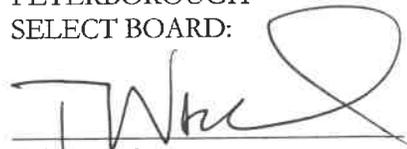
Ms. Hatcher: Yes

Mr. Taylor: Yes

Ms. Hatcher made a motion to adjourn the meeting at 6:53 PM. Chair Ward seconded. All in favor. Motion carried.

Respectfully Submitted,
Alison Kreutz, Assistant to Town Administration

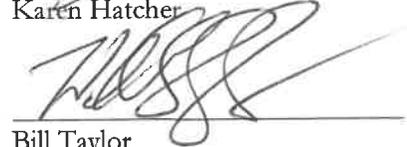
PETERBOROUGH
SELECT BOARD:



Tyler Ward



Karen Hatcher



Bill Taylor

ACTION ITEM PENDING LIST

1.

The Peterborough Community Theatre would like to make it clear that we are in full support of the event for August 10, 2019 - the Peterborough Night Market. We however would like to review the timeline and process and offer comment and recommendations.

- May 31st - third party group, including Roy Schlieben and Pelagia Vincent (the Planners), were planning a "Night Market" event for August 10th, and included closing portions of School and Depot Street.
- June 6th - Discuss the logistics planned to occur in Depot Square area and to close Depot Square and a portion of School Street. A special events application form was required demonstrating permission of property owners, adjacent business owners, and a list of participating vendors.
- June 21st update - the event location was being moved, triggering an updated special events application.
- June 26th - updated application and map received, this one indicating that they planned to hold the event largely in the Depot Street Parking lot (adjacent to the PCT), closing Depot Street and Wall Street. Scheduled a meeting for July 3rd, requesting written permission from owners of the private property they intended to utilize for the event, as well as contact neighboring residents and businesses for their input. (***I assume permission from business owners was implied?***).
- July 3rd - Requested that they provide a letter of permission/support from Suzy Hunter and the PCT.
- July 17th – One of the two planners met with PCT verifying support of the event, as PCT was asked to show a free movie in support of the event. The new location of the PCT parking lot was never discussed between planners and PCT.
- Jul 22nd – PCT was informally notified via town employee of the change in event location.
- Jul 28th – PCT cooperated and agreed with the Planners to either:
 1. Rent the theater, in place of the normally scheduled 7:00 PM, to show a teen-movie.
 2. Close the theater for the evening due to lack of road access and parking to our clientele.

Special Events Policy, 1.2 Criteria for Evaluating and Scheduling Special Events

The Town of Peterborough shall have the sole authority to determine whether or not a particular applicant shall be entitled to hold a special event.

The Town of Peterborough will also consider:

- How well the applicant, insofar as it can be determined, appears capable or incapable of executing the planned special event.
- Whether any **inconvenience which the general public** may suffer is outweighed by the potential benefit to the community as a whole.
- Whether **budgetary considerations at the time of the application create such a heavy burden upon the Town of Peterborough's** financial and/or human resources that it would not be practical to hold the proposed special event at the time requested.
- Whether the holding of the special event as planned would create an **undue burden upon the manpower resources of the Town of Peterborough**, and whether the health and safety of the public would be compromised.

In addition to the criteria above, the Town of Peterborough shall take into account the following considerations:

- The extent to which the event **contributes to the promotion of tourism.**
- The extent to which the event **contributes to economic revitalization and/or development.**
- The extent to which the event **increases cultural programing** available to residents of the area.

If an event is considered closed to the public or if streets will be closed, the Special Events Committee may request the sponsor contact neighboring residents and businesses for input.

While the Town of Peterborough shall have the sole authority to determine whether or not a particular applicant shall be entitled to hold a special event, the criteria used for evaluating and scheduling special events is clearly flawed. The criteria measures the applicant capability, public inconvenience, Town budgetary constraints, available manpower, health & safety, promotion of tourism, economic revitalization, and cultural programming.

Contacting neighboring businesses is optional, at best, only if the event is deemed to be a Special Events.

In reviewing the Special Events application form, nowhere does it request if neighboring businesses have provided input. Therefore, the Special Events application is flawed.

I find it disturbing and insulting that a special event had even been considered to be held in a location disruptive to the Peterborough Community Theatre on the busiest revenue night of the week. If PCT is part of the community as a whole, then it is apparent that the Town might have found holding an event in the PCT parking lot would have benefitted the community at the sacrifice of PCT revenue. I am also quite disappointed by the neighboring landlords to have NOT allowed the event to be held in a parking lot location, alongside the river, during hours that would have not impeded the revenue of business that will be closed – that specific location in my opinion is between the Toadstool Book Store and the Peterborough Diner.

I encourage the Town of Peterborough to revise the Special Events Policy towards the following points:

- 1. Include the following criteria for evaluation of a Special Event,
 - a. Whether any inconvenience which the neighboring businesses may suffer is outweighed by the potential benefit to the community as a whole.*
 - b. Whether any inconvenience which the neighboring property owners may suffer is outweighed by the potential benefit to the community as a whole.*
 - c. Property owners may not represent the interest of business owners and vice versa.**

Note: Landlords continue to collect rent no matter the event. Businesses do not have the same luxury.

- 2. Include a mandate that neighboring businesses are contacted for Special Events and it is no longer optional.*
- 3. Include a section on the Special Events Application to list neighboring businesses and property owners with phone numbers and e-mail addresses.*
- 4. Include a process step for Special Events whereby the Town will e-mail all business owners and property owners in a transparent e-mail regarding the event. All replies and approvals are to be included to the Special Events Application form and distributed to all parties involved.*

*If the Town of Peterborough shall have the **sole authority to determine** whether or not a particular applicant shall be entitled to hold a special event – due diligence should be conducted in a timely and transparent manner to mitigate all risk and to promote an immediate and successful special event.*