

WEST PETERBOROUGH TIF DISTRICT: ADVISORY BOARD

TOWN OF PETERBOROUGH, NH

Minutes of October 9, 2018

Members Present: Chair Jerry Galus, Ed Juengst, Peter Krslovic, Tyler Ward (Select Board Liaison) and Adam Hamilton (*Alternate*), and Johnathan Ericson (*Alternate*).

Staff Present: Rodney Bartlett, Town Administrator; Kristin Bixby, Assistant Planner, Office of Community Development.

Chair Galus called the meeting to order at 5:02 p.m. welcomed all in attendance and introduced the Members and Staff. Adam Hamilton was seated as a full member of the Board for voting purposes.

Oath of Office:

Chair Galus took a minute to confirm that all oaths of office had been completed. There was a brief discussion around clarifying that the June 19, 2018 meeting was official, as there was a quorum of board members from FY 2018 present. The fiscal year ends on June 30th, so therefore, the membership from FY 2018 can still count towards a quorum.

Approval of Minutes:

A motion was made/seconded (Juengst/Ericson) to approve the Minutes of June 19, 2018 with all in favor.

Financial Forecast: June 2019-2024

Chair Galus drew the board members' attention to the financial forecasting sheet and noted the addition of \$10,000 allocated to staff support and \$71,500 allocated to maintenance and repair. Both items were proposed at the last meeting. Mr. Bartlett noted that the Town requested and received an additional \$10,000 of funding from all three TIF Districts to support the costs accrued when Town staff provides support to the Districts, via functions that include minute-taking, research, and communication. The numbers were run to show the total fund balances out to 2024, where the budgeting for staff support as well as maintenance and repairs had a 5% annual increase. Chair Galus went on to note that if there are no changes in revenue streams, it would be projected that by 2024 the West Peterborough TIF Fund would have \$1,678,296. Based on the funding for support staff and maintenance, the balance would be \$1,204,454.

Advisory Board Suggestions for Maintenance of Original & New Projects:

A handout (attached) was given out to the Board members that showed the original maintenance projects that Peterborough residents had approved at Town Meeting as well as new ideas for fund allocation that has not yet gone to voters. Board members had already voted on whether all of these items should be pursued. The second page of the handout shows the fourteen items that came out of the initial list.

List Items #1-6

Mr. Bartlett started going through the list and noted that items one through six could be incorporated in with the Building and Grounds budget. One that had not been included was spray for poison ivy, as one of the staff would have to be trained to spray, equating to an extra contracted cost. Mr. Ward suggested that instead of using spray for poison ivy, the Town could look into services where goats could be used to graze the affected area. Mr. Bartlett said he would add it to his list for researching different pricing costs.

Mr. Bartlett noted that when it came to the issue of rusting guardrails, the way the rails were purchased was done so the rails could handle some rusting. The real issue lied in the holes for the bolts rusting. Mr. Ward suggested looking into newer plates for the areas of the guardrails with bolts that don't rust. Mr. Bartlett recalled a previous project where guardrail installment had steep pricing due to the proximity to wetlands.

Mr. Ericson advised that a culvert may be falling into disrepair near the intersections of Dublin Rd and Union St. Mr. Juengst expressed concern on the encroachment of weeds onto the sidewalks. Mr. Ericson noted that many residents use those sidewalks to walk to local businesses like Nature's Green Grocer.

Definition of "Maintenance"

Chair Galus started a conversation on clarifying what types of projects constituted what the TIF is allocating for "maintenance." Mr. Juengst said that he considered maintenance to be things like paving, plowing, and sanding. Mr. Bartlett mentioned that it is hard to get support of TIF areas from the general population. He noted that there is a large chunk of the Town that doesn't have access to TIF funds to use for issues like poison ivy. When asked for an opinion from the Select Board's perspective, Mr. Ward said he would only speak on behalf of himself, but that he thinks all of the ideas generated for maintenance would constitute as such. He noted that if someone is selling a house in West Peterborough, a manicured lawn with well-maintained sidewalks out in front is going to help sell the property and increase the value of the property. Mr. Ericson agreed with Mr. Ward, adding that increased property values will help keep higher tax rates going in to fund the TIF. Mr. Bartlett said that additions like trash cans, benches, and trees would be all

part of a general maintenance plan. An addition of something like a gazebo would have to be a separate line item.

List Item #7

Chair Galus drew attention to an item that talked about funding for a solar-powered pedestrian/car light at the intersection of Union St and Route 101. Mr. Juengst said that this would be a great improvement to the intersection and would make the turn onto Union Street much safer. Chair Galus asked for clarification on whether light installation on that location would fall under the boundary of the West Peterborough TIF District. Mr. Bartlett demonstrated the demarcation on the TIF boundary map, and added that lighting or signage along Route 101 and 123 are both covered within "infrastructure repair." Mr. Bartlett has talked with engineers about the best approach to fixing the intersection. Chair Galus asked if the placement of the light would fall into the right-of-way of the New Hampshire Department of Transportation. Mr. Bartlett said that it may, but even so, the Town would still have a level of responsibility and control over the lighting.

List Item #13

Mr. Bartlett drew the Board members' attention to signage that was developed to demarcate the entrance to West Peterborough. The visuals demonstrated both horizontal and vertical signs, with one example being narrow enough that it could fit within the splitter islands along Union Street. Mr. Ericson suggested that the Board not vote for a sign with vertical wording, because drivers would have a harder time reading it. There was some discussion on whether West Peterborough should be described as a village or a neighborhood.

Motion: Mr. Krslovic moved to approve the sign design with horizontal lettering, and wording as designed. Mr. Juengst seconded the motion. The motion carried with all "ayes" from Advisory Board members.

Mr. Galus asked if the sign design had to be approved by Town Meeting Vote. Mr. Bartlett said that they did not because they would be funded through TIF funds only. He added that any TIF-funded item priced over \$5,000 would need Select Board approval.

List Item #8

Mr. Bartlett stated that the area near Overseers Road was flat. The pipes from Union Street are not deep enough to pick up anything from Overseers Road. In fact, if the line was lowered, it would end up running very close to the river. He added that he doesn't know of any basins in the area. To clarify a question from Chair Galus, Mr. Bartlett added that the property values on Overseers Road would not go up because of roadwork, but the overall value of the neighborhood would go up.

List Item 9

Mr. Bartlett said that adding benches to Texeira Park would be an easy process.

List Item #10

Mr. Juengst questioned why this item made it on the list, as it seems like a very expensive project to only end up adding a couple more feet of sidewalk on Union Street. Mr. Ericson countered that the extension of sidewalk to Old Dublin Road may help with improving safety for kids on bicycles, amongst other things. Mr. Bartlett said that a final decision would not have to be made until after he has put pricing together for the items.

List Item #12

Mr. Bartlett suggested that the Town simply moves around existing radar signs. However, they could invest in a radar sign that adds the red flashing light to warn cars that they are going over the speed limit.

List Item #14

Mr. Bartlett shared that there is a liability concern with designing a new walking bridge on the trail system behind Nubanusit Neighborhood, as the area is privately owned by the Neighborhood. There is talk about the Town building it outright and accepting all future responsibility. Mr. Ward asked whether the area in question is in current use, and if so, whether they have it under "recreation," [which means they would get a tax discount by making the area accessible to the public for recreational purposes]. Chair Galus worried about the cost of construction, especially factoring in a potential for it falling into a wetlands zone. Mr. Bartlett gave an example of the recent construction approval of another pedestrian bridge, noting that the 80 foot structure costed over \$300,000 after going through analysis of impacts to wetlands and floodplains. However, less expensive models may be out there. Mr. Juengst said that he would not be in favor of exploring this further. Mr. Ericson said he would like to see the pricing estimate before he decides. He added that walking trails are a very affable feature to new home buyers.

List Item #3

Chair Galus added that if the goat option was not ultimately chosen to mitigate poison ivy, he knows of a young individual who has recently started a poison ivy business. It may be a nice gesture to give this job to a young professional who is trying to kick-start his business. Mr. Hamilton added that the goats would make a fascinating press story.

Other Business:

Chair Galus let the Advisory Board members know that member Joyce Caron does not wish to continue as a Board member. He noted that the usual procedure is to promote the more tenured alternate Board member, which would be Adam

Hamilton. He would entertain a motion to have Mr. Hamilton promoted to a full Advisory Board member.

Motion: Mr. Juengst moved to have Mr. Hamilton promoted to a full West Peterborough TIF Advisory Board member. Mr. Krslovic seconded the motion. The motion carried with all members in agreement.

Mr. Galus volunteered to check with Peter Throop, OCD Director, to see whether the Economic Development Authority has to also approve Mr. Hamilton as a full Board member.

Meeting Adjournment

Mr. Hamilton moved to adjourn the meeting. Chair Galus seconded the motion. The meeting adjourned at 6:08 p.m.

Respectfully submitted,

Kristin Bixby

Assistant Planner