

# WEST PETERBOROUGH TIF DISTRICT: ADVISORY BOARD

## TOWN OF PETERBOROUGH, NH

Minutes of March 12, 2019

**Members Present:** Chair Jerry Galus, Johnathan Ericson, Ed Juengst (via phone), Peter Krislovic, and Adam Hamilton

**Staff Present:** Rodney Bartlett, Town Administrator and Peter Throop and Laura Norton, Office of Community Development

Chair Galus called the meeting to order at 5:00 p.m. welcoming the Members.

**Minutes:** Minutes of October 9, 2018 were deferred to the next meeting.

### **Financial Position of the West Peterborough TIF Update and Presentation of Costing Selected Projects and Recommendations to the EDA:**

Mr. Bartlett distributed a financial summary of cash outflow, cash transfers and profits as well as the beginning (\$799,993) and end of year (\$914,266) fund balances. “That is more than we thought we had” interjected Ms. Galus with Mr. Bartlett crediting the recent reevaluation and increase in property taxes.

Mr. Bartlett reviewed several projects slated for the TIF including signage (Reed Hayes); estimates for engineering and drainage work on Overseer’s Row and culvert work and sidewalk installment from Robbe Farm to Old Dublin Road (Hoyle Tanner). He told the Members about routine maintenance work that included trimming and cutting of tree limbs for safe viewing distance for traffic, removing unsightly weeds and similar growth such as poison ivy between Rockbrook Apartments and Robbe Farm Road and maintaining the guard rails in that area.

Mr. Bartlett reiterated the planned improvement of drainage on Overseer’s Row, adding a sidewalk along Union Street to Old Dublin Road, adding two benches to the Texeira park area, and installation of welcome signs to the West Peterborough Village.

Mr. Bartlett noted the Operating Budget goes for a vote on April 2<sup>nd</sup> at 7:00 p.m. noting the overall budget (“when you look at all the items and the offset from TIF revenues”) is at about a 1% increase.

The Members reviewed the financial update and briefly discussed the spending \$71,500 for repairs and maintenance, \$10,000 for staff support and \$76,000 for TIF projects.

Mr. Bartlett specifically noted there were restricted funds in the TIF “so it is not free cash” noting if there was any call to terminate the bond the Town was in a position to pay it. “That is where we want to be with money available to spend identified” he said.

Mr. Bartlett spoke briefly and a bit more specifically on the anticipated drainage repairs to Overseer’s Row and the big headache (the permitting process) involved with the work from Robbe Farm Road to Old Dublin Road as a brook is involved.

Mr. Hamilton asked about the termination of the TIF. “Does no bond mean no TIF?” he asked with Mr. Ericson asking, “who decides when the bond is paid off?” Mr. Bartlett in turn explained the bonding process noting “technically” the Board of Selectmen makes the decision of when a bond is paid off.

Mr. Galus reminded the Members that they were an advisory board. “We make a recommendation to the EDA and if they accept it they forward the recommendation on to the Board of Selectmen and they make the ultimate decision” he said. He then asked Mr. Bartlett “do we need to approve the monies recommendation today?” “That would be great” replied Mr. Bartlett. A brief review of the expenditures followed: \$71,500 for maintenance and repairs. \$10,000 for staff support and \$76,000 for TIF projects (specifically including two benches and signage). Mr. Ericson asked about a radar sign with Mr. Bartlett noting “we have two that we move around town.” “How about a third?” asked Mr. Ericson with Mr. Bartlett replying “they are helpful, but it is hard to collect their data. We’ll keep one in a location for a couple of months and people react to it being there, they seem to work.” “What about the walking bridge, is that off the list?” asked Mr. Hamilton. Mr. Bartlett explained the liability issue with some of the trails being current use,

general access and parking difficulties due to land-locked trails. A brief discussion about current use land (available for certain things including fishing, hiking, snow shoeing and hunting if not posted) followed with Mr. Throop noting “and land with conservation easements may have restrictions as well.” “It is very complicated” interjected Mr. Ericson with Mr. Throop replying “very” as he volunteered to investigate the possibility of improving access to the land-locked trails and report back.

With a small misunderstanding about full member versus alternate membership Mr. Galus appointed Mr. Ericson to sit for the vote. “I am pretty sure you are a full member but just to be sure...” he said with a smile. Seating Mr. Ericson as a full members for the meeting was unanimously approved.

Before a motion Mr. Galus reviewed the anticipated expenditures of maintenance and repairs (\$71,500), staff support (\$10,000) and TIF Projects (\$76,000) for a total of \$157,500 noting “we’ll just make it \$158,00 and call it even.”

A motion was made/seconded (Galus/Krislovic) to make a recommendation to the EDA to approve \$158,000 in contributions to regular repairs and maintenance, staff support and West Peterborough TIF projects with all in favor.

**Oher Business: Recommendations for Alternate Position:** Mr. Throop noted the Advisory Group had an alternate membership open. The Members briefly discussed potential new members to fill this position with Nancy Gordon, Carol Nelson and Richard Pendleton being identified as good candidates.

**Next Meeting:** TBA, the Members agreed not to meet again until early May when Mr. Juengst was back from Arizona.

The meeting adjourned at 5:40 p.m.

Respectfully submitted,

Laura Norton

Administrative Assistant