

TOWN OF PETERBOROUGH  
CAPITAL IMPROVEMENTS COMMITTEE

Oct7, 2021 at 2:00 p.m.

**MINUTES**

**Present:** Bob Hanson, Ed Juengst, Lindsay Dreyer, Leandra MacDonald, Alan Zeller, Valerie Jenkins and Carl Mabbs-Zeno

**Staff Present:** Danica Melone and Laura Norton, Office of Planning & Building and Lilly Gilligan, Finance Department

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Chair Hanson called the meeting to order at 2:00 p.m. and introduced the Members and Staff. He noted the Site Walks (Police and Recreation) had been interesting and beneficial. Even though several members have attended site visits in the past, “it is always good to review” he said.

**Minutes:** Tabled

Chair Hanson noted the IT Department was up first. Fash Farashahi (Fash) introduced himself and began with an update:

***IT/GIS Update:***

Capital Reserve funds for the purpose of maintaining Peterborough’s digital land base.

Mr. Farashahi (Fash) noted the significant investment the town has in its Geographical Information System (GIS), noting a capital reserve fund had been set up in 2008 to enable saving for the cost of updates to data development as well as system software and hardware. He noted the maps and data bases produced have and will continue to serve virtually all the town departments as well as the land use Boards and the general public. He told the members (over the years) a total of 17 servers have been consolidated to three (two at the Town House and one at the Police Department) and that security was the priority.

This initiated a brief conversation of secure systems and cyber thefts. Mr. Mabbs-Zeno asked if additional measures (i.e.: changing personnel passwords on a monthly basis) could have prevented the theft of 2.3 million dollars from the taxpayers of Peterborough. Fash emphasized security measures as the number one priority but also acknowledged the human factor involved, citing a focus on additional trainings and education with more frequent password changes and multifactor logins.

Back to CIP, Fash noted the two components of the GIS update project consisted of new aerial photographs (orthoimages) and a scheduled basis (usually every 5 to 7 years) and land base data, primarily for tax mapping (building footprints, topographical line, stone walls, pavement layers and surface water). “This is done using a consultant’s service to develop the images and update the land features” he said adding “that information is deliver in an electronic format to the town who takes ownership of the data.”

### ***Technology Plan:***

Fash told the members the town has adopted a policy for the scheduled upgrades or replacement (usually every 4 to 5 years) of the town’s technology services and equipment. This includes the aforementioned servers, network switches, security appliances, equipment, firewalls and other associated network infrastructure.

With no other questions Chair Hanson thanked Mr. Farashahi and moved onto Chief Guinard.

### ***Police Department: Replacement of patrol vehicles \$56,100***

Chief Guinard noted the Department’s Fleet Schedule put in place in 1998 and its main objective to replace patrol vehicles at or about 100,000 miles. “This provides the Officers with safe and reliable vehicles and minimizes maintenance costs while maximizing re-sale values” he said.

Chief Guinard noted two patrol vehicles to be replaced, both with over 95,000 miles on them (one in FY 23 and the other in FY24). He explained that the first replacement is for the fully marked 2020 Ford SUV that is used 24 hours and day, 7 days a weeks. He noted the drivetrain warranty on these vehicle expires at 3 years or 100,000 miles, whichever comes first. He went on say that after 100,000 miles the vehicles experience significant increases in repair needs that can be very costly “and put a patrol car out of service for days to weeks.”

Chief Guinard concluded by noting the revenue acquired by reselling the old cruisers was significant. “We put them out to bid and taxi companies in New York City buy them sight unseen” he said.

With no other questions Chair Hanson thanked Chief Guinard.

**Office of Community Development (OCD): No Requests**

Ms. Melone noted a typical request has been an annual deposit to the to Open Space Fund, but it was the consensus of the Open Space Committee that they had adequate funds and were not submitting a request this year.

**Next Site Visit:**

October 13, 2021 at the Fire Department at 2:00 p.m. followed by the DPW beginning.

**Next Meeting:**

October 14, 2021 at 2:00 p.m.

The meeting adjourned at 1:25 p.m.

Respectfully submitted,

Laura Norton

Office of Planning & Building

