

TOWN OF PETERBOROUGH
CAPITAL IMPROVEMENTS COMMITTEE

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

MINUTES

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

Staff Present: Tim Herlihy, Danica Melone, and Laura Norton, Office of Planning & Building; Lisa Betz, Recreation Director; and Seth MacLean, DPW Director

Chair Hanson called the meeting to order at 2:00 p.m. and introduced the Members and Staff.

Minutes: A motion was made/seconded (Zeller/MacDonald) to approve the Minutes of September 29, 2021 with a correction of the time of the Site Walk and October 6, 2021 and October 7 2021 as written with all in favor.

Recreation Department:

Lisa Koziell-Betz introduced herself and began:

Replacement of the 2011 Econline Van (R-5): “This van was due to be replaced last year so it is overdue” she said adding “but with Covid we have only put 154 miles on it so we feel we can bump it out another year.” A brief discussion of rapidly rising automotive prices as well as resale values followed. “So you have moved this out two years now?” asked Mr. Mabbs-Zeno with Ms. Betz replying “yes.” Ms. Betz also noted she felt comfortable with the decision because the van was in pretty good condition but also noted the van transports children and driven by young adults, “but it is do-able, it is not a pressing matter.” Mr. Juengst asked about a fleet schedule that would add longevity to the van’s lifetime (up to 100,000 miles with the van in question having only 85,856 and DPW Director Seth MacLean gave a brief explanation of the maintenance for the recreation vehicles. “We have an excellent mechanic who checks the vans every year, but we always keep an eye out for the liability of transporting kids” he said.

Replacement of the 2013 Econoline Van (R6):

Ms. Betz noted this vehicle also had not been used much due to Covid and had 70,941 miles on it. She went on to say, “as you can see it is 2 years younger and 16,000 lighter than the Econoline van.” She also reiterated while in good shape, both vans will begin to experience mechanical issues that will be problematic with programming being reinstated “and rental of vans and busses are exorbitantly expensive.

Tennis and Basketball Court Resurfacing:

Ms. Beta noted these courts should be resurfaces every five to seven years, with the last resurfacing in 2016 for 18,800. She went on to say “the basketball court really take a beating because no matter we do (multiple signs and verbal requests to stay off the courts) the kids ride their bikes and scooters and skateboards on them.”

While Ms. Betz had attached quotes for many of her requests, she noted she has suggested a heavy-duty paint for the basketball court and was awaiting a quote from a company in Vermont. “Either way they need to be done” she said adding “and unlike the vans the courts have been heavily used throughout Covid.”

Horizontal Fiberglass High-Rate Filter Replacement:

“This sand filter needs to be replaced every seven to ten years so we are getting very close” began Ms. Betz adding we replaced the sand in the splash pad in 2021 (\$3,478.00) that should be good for 20 years but the filtration tank for the splash pad is much smaller and has one tank, not two.”

With an estimated \$10,693.00 listed Chair Hanson asked if they should increase that amount to \$11,500 in anticipation of rising costs with Ms. Betz replying, “I would.” She also noted because she’d received quotes “those are the amounts stated.”

Chair Hanson asked, “and no requests for the Peterborough Community Center?” “Right” replied Ms. Betz as she went on to note a previous report for the need for lighting, flooring and HVAC assessments and the allocation of \$60,000. “But that has not been spent” said Chair Hanson with Ms. Betz replying “right, we felt we should not be throwing good money after bad until we have a good idea of the full spectrum of needs for the building and we are in the process of accomplishing the RFP process for that.”

Seth MacLean Seth gave the members a general update of the Community Center “as things stand now.” He noted a challenging year with labor shortages and material costs “so we did not get a lot of replies to our RFP.” He briefly reviewed the work that had gone into the RFP to begin to formulate a capital plan for a structured approach how to manage the building.

Ms. MacDonald interjected that the former National Guard Armory was identical to the armory in Milford and suggested they reach out to that town. MacLean noted the building came with a packet of information when it was gifted to the town.

Bob MacDonald introduced himself and noted the Milford building came with reference information for the plans of the building. “The plans are identical; the people are knowledgeable and friendly and willing to share files on the original specs of the building” he said. Ms. MacDonald interjected “I just think we can save a lot of effort (and money) in giving any consultant what we can, ahead of time.

Walking by at that moment Town Administrator Nicole MacStay noted the town already did in fact have many documents and fair amount of work has been done piecemeal over the years, “but we need a comprehensive structural assessment of what has been done, when it was done and with what materials” she said.

Mr. MacLean thanked the members for their input and noted they would continue to work through the process to figure out the goals, both in a renovative and philosophical milieu.

Code Enforcement Officer Tim Herlihy noted the importance of hiring a consultant and contractor knowing *ahead* of time “what is under the roof or the floor, is there asbestos and if so, where? as well as what has been replaced over the years and with what?” adding “you need to hire based on the specifics of the building so that all bidders are on the same page” he said.

Ms. MacDonald agreed and reiterated she thought it would be worth the effort to reach out to Milford as well “and even Littleton, NH as they did the same thing we are attempting with the same building.”

Again Mr. MacLean thanked the members for their input reiterating “it is our intention to collect all the necessary data through this exploratory process” and that “the money set aside for this project will remain in place until we get this ironed out.”

Chair Hanson thanked Ms. Betz and Mr. MacLean for their time and noted there was no site visit next week.

Other Business:

Ms. Melone noted she was working with Finance Director Lilly Gilligan on a workshop about bonding and debt and would get back to them with additional information.

Mr. Mabbs-Zeno announced that while the Budget Committee would not get started to work until January “there is a certain amount of overlap between the two boards, and we have initiated a few procedural changes.” He went on to say “one includes assigning a Budget Committee member as a liaison to each town department as well as a joint workshop where these charts and tables will be explained (not the content, just the charts and table themselves). After a brief discussion this workshop was scheduled for October 21st or 28th at 3:00 p.m.

The meeting adjourned at 2:50 p.m.

Respectfully submitted,

Laura Norton

Office of Planning & Building

