

**FSMC Task Force
Peterborough Fire Station
August 10, 2021 @ 5:30 PM**

Members Present: Roland Patten, Citizen-at-Large; Bill Kennedy, Selectboard; Alan Zeller, Citizen-at-Large; Kate Coon, Recreation Committee; John Hampson, Fire Department; Valerie Jenkins, Capital Improvements Plan Committee; Peter LaRoche, Zoning Board of Adjustment; Colin Murdough, Heritage Commission; Sarah Steinberg Heller, Planning Board

Others Present: Ed Walker, Chief of Fire; Seth MacLean, Director of Public Works & Assistant Town Administrator; Danica Melone, Town Planner

CTO

The meeting was called to order by Chief Walker at 5:30 PM.

Minutes

The minutes of the meeting of x/xx were approved as written in a motion made/seconded (Zeller/Patten) with all in favor.

Preparation for Upcoming Outreach

Chief Walker discussed how the upcoming outreach events would be rolled out, detailing that there would be advertisements in the Monadnock Ledger Transcript and on social media. The first of the outreach would be that task force members would sit at the Peterborough Transfer Station to hand out general information, answer questions, and encourage folks to come to the Fire Station Open House & public meeting.

Chief Walker then presented the group with a draft poster and a draft flyer to be used for the outreach events and asked the group for feedback. The task force members made minor suggestions to the layout and language.

Chief Walker then talked about how on August 22nd a presentation would be scheduled at the community center for the public to come and learn about the project. The day prior, the 21st, the current Fire Station would hold an open house for the public to come by and see the deficiencies for themselves.

Ms. Melone offered to help beautify the flyer and Chief Walker agreed.

Mr. Kennedy asked if they should plan on bringing food and beverages to the 22nd. Chief Walker responded that it would be ideal if they could get food and beverage. Ms. Steinberg Heller suggested she may have some connections to help get food/beverage donations.

Mr. MacLean discussed the need to provide a virtual opportunity for the public to understand the project and give comment. He talked about the ability to post information about this project on the Town project website.

Mr. Murdough recommended packaging all outreach materials and making them immediately available through all forms of outreach they'd discussed. Mr. Hampson added that the upcoming outreach events should also be discussed in the Town's dispatch.

The Task Force discussed creating a short video showing the public of the critical situation the Fire Station is in. Mr. Murdough recommended making the video short and sweet; about 4-5 minutes.

The Task Force then talked about how to answer tough questions from the public. Mr. LaRoche asked how they should respond to the question of the impact on taxes. Chief Walker responded that the necessity of the facility was the key to the response; a new facility has been put off for years and now its out of absolute necessity they must seek to build a new one. Chief Walker added that members should add that this project design will also be looking at how other municipal facilities might be incorporated in order to ensure all future projects are accomplished in a timely manner. He lastly added that he had a conversation with Liz Gilboy from the state and she discussed that there was funds becoming available that may be applied to this project.

Mr. MacLean added that the Town of Peterborough had been successful in the past with securing grant funds for projects.

Mr. Murdough asked if the Task Force could get a cheat sheet about past projects that had been supported with grant funds. The Task Force members agreed this could be beneficial for them to have on hand. Mr. MacLean said he would put together a write up for the group.

Ms. Steinberg Heller asked what they should tell people will be done with the existing building. Chief Walker responded that the current Fire Station was on prime real estate in the downtown and the best reuse would be for someone to buy it and increase the tax base. He added that it would also cost more money to re-build the existing Fire Station than to build a new one.

Mr. Murdough discussed that he felt it was important to talk about how Peterborough Fire & Rescue services other communities outside of Peterborough.

Chief Walker reiterated the timeline of how the Fire Station project came to be where it is currently. He then reiterated the outline for the upcoming outreach events. He asked the Task Force members if they could commit to any of those dates to be present and help answer questions. Several members signed up for time slots.

Ms. Coon recommended that the task force members be listed out so that the public might be able to identify at least one member who they feel comfortable approaching and asking questions.

Mr. MacLean added that the project website would go live as soon as possible with all of the outreach information. Ms. Jenkins asked if the flyer could also be posted on the website. Mr. MacLean confirmed he would add it.

Ms. Melone and Chief Walker discussed that they would finalize a beautified-version of the flyer by Thursday and email it out for the Task Force to give feedback.

Adjourn

The meeting adjourned in a motion made/seconded (Zeller/Walker) with all in favor at 6:20 PM.