

MINUTES
SELECT BOARD MEETING
TOWN OF PETERBOROUGH
Tuesday, August 4, 2026 – 5:00 PM
1 Grove Street, Peterborough, New Hampshire

Present: Tyler Ward, Bill Kennedy, Bonnie Tucker

Also Present: Nicole MacStay, Justine Hanson, Fash Farashahi, Craig Fraley

This meeting was broadcast live on Ustream, YouTube, and Channel 22 (Comcast)

Chair Ward welcomed everyone to the meeting and introduced the other members of the Select Board, Bonnie Tucker and Bill Kennedy, along with Town Administrator Nicole MacStay. He then reviewed the agenda for the meeting before opening the Public Hearing.

Motion: Chair Ward motioned to open the Public Hearing pursuant to RSA 31:95-b, to discuss the merits of accepting unanticipated monies. Mr. Kennedy seconded the motion.

Vote: All in favor. Motion carried.

PUBLIC HEARING

\$10,000 from the Friends of Peterborough Recreation for the purchase of a box trailer to store and haul the Pedal Together Bikes around.

Recreation Department Director, Criag Fraley, presented a \$10,000 grant from the Hundred+ Women Who Care organization for the Pedal Together program. This program serves individuals with disabilities, and the funds are designated for the purchase of a box trailer to store and transport bicycles. Mr. Fraley explained that currently, bikes are stored in various private locations, requiring an hour of travel each morning for collection. The new trailer will be stored at the Department of Public Works during the summer and in a non-plowed area during the winter. Bonnie Tucker inquired if there would be a fee for bike storage, and Mr. Fraley confirmed that the existing five-dollar per person hauling fee would continue.

Motion: Chair Ward motioned to accept the \$10,000 donation from The Friends of Peterborough Recreation for the purchase of a box trailer. Ms. Tucker seconded the motion.

Vote: All in favor. Motion carried.

\$500 from MCH for a new program we are starting in the fall. "Mission Move" is an afterschool program designed for the less active child to have a healthy snack and be active in the program. The program will be led by MCH staff, FPU physical therapy students, and Recreation Staff

Mr. Fraley discussed a \$500 donation from Monadnock Community Hospital (MCH) to support a new after-school program called Mission Move. This initiative, run in partnership with MCH and Franklin Pierce University (FPU), focuses on less active elementary school children. MCH's nutrition and physical therapy departments will provide healthy snack recipes, while FPU therapy students will lead games and activities. The program will initially be held outdoors at Adams Playground before moving to the Community Center for the winter.

Motion: Mr. Kennedy motioned to accept the \$500 donation from Monadnock Community Hospital to fund the Mission Move program. Chair Ward seconded the motion.

Vote: All in favor. Motion carried.

Motion: Mr. Kennedy moved to closed the Public Hearing at 5:06pm. Chair Ward seconded the motion.

Vote: All in favor. Motion carried.

Website Updates/Redesign

Justine Hanson and Fash Farashahi presented the plans for a comprehensive town website redesign. This project is primarily driven by the need to comply with Title II of the Americans with Disabilities Act (ADA) and Web Content Accessibility Guidelines (WCAG) 2.1 level AA. Failure to meet these guidelines by the April 26, 2028, deadline could result in legal penalties and civil rights lawsuits. The redesign will improve compatibility with screen readers and keyboard navigation while addressing text-to-background color contrast.

Mr. Farashahi noted that the transition would involve a significant reduction in the number of documents hosted on the site, dropping from approximately 4,000 to 1,000. While essential applications and current minutes will remain, approximately 3,000 historical or non-compliant documents will need to be removed. These archived records will remain available to the public upon request via a comment form, but they will not be directly searchable on the new site. Nicole MacStay explained that most website traffic is for current information like recycling hours or town clerk requirements, rather than historical archives.

The discussion touched on transparency and security. Chair Ward expressed concern that removing documents might make the government appear opaque. Mr. Farashahi and Ms. MacStay stated that the current site is difficult to navigate and that removing staff photos and direct emails is a necessary security measure to protect against AI-driven phishing, scraping, and the targeting of police officers. Ms. Tucker suggested using focus groups to ensure the new interface is user-friendly, while Mr. Kennedy recommended a streamlined approach similar to the planning department's methods to avoid the need for another task force.

Review and Vote to approve meeting minutes from July 7, 2026 and July 14, 2026

Motion: Mr. Kennedy motioned to approve the meeting minutes from July 7, 2026, and July 14, 2026. Ms. Tucker seconded the motion.

Vote: All in favor. Motion carried.

Review Building Permit & Third-Party Inspection Policy

Ms. MacStay introduced a new building permit policy and a third-party inspection services policy. The update was necessitated by state legislation (SB188) adopted in 2025. This law allows property owners to hire their own licensed and insured third-party inspectors—such as architects or engineers—to conduct inspections. This is intended to provide an "off-ramp" for developers during peak times when town staff may be limited. Once a third-party inspection is complete, a report is submitted to the town building official, who has ten days to either issue or deny a certificate of occupancy.

A significant portion of the discussion centered on the specifics of town oversight. Ms. Tucker voiced concern that the draft policy included a requirement for town inspectors to physically re-inspect work already completed by a third party. She argued this "double inspection" contradicts the law's intent to streamline the process and noted that the law only requires the town to certify the third party's credentials and perform random audits. Ms. MacStay explained that the attorney likely included this right to ensure municipal inspectors could still check specific components, like electrical work, if a third-party inspector was only hired for structural elements. Ms. Tucker stated that the 3rd Party Policy wording needs to be revised to align with the intent and wording of the state law covering 3rd Party Inspections

Vote to Expend from Fleet Management Capital Reserve Fund

Ms. MacStay presented the Select Board with pricing of two new plow trucks. These pickup trucks meet the specific requirement of not having a crew cab and come equipped with plows. She noted that the purchase fell under the budgeted amount.

Motion: Mr. Kennedy motioned to approved the expenditure of up to \$135,000 from Fleet Management Capital Reserve Fund to purchase and outfit two trucks, a Ford F250 and a Ford F350. Chair Ward seconded the motion.

Vote: All in favor. Motion carried.

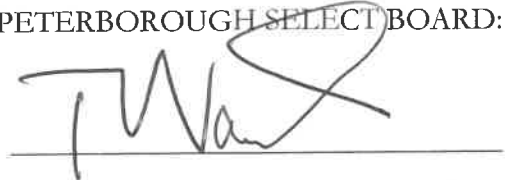
ADJOURN

Motion: Mr. Kennedy motioned to adjourn at 6:06pm pm. Ms. Tucker seconded the motion.

Vote: All in favor. Motion carried.

Respectfully Submitted,
Justine Hanson, Administrative Assistant

PETERBOROUGH SELECT BOARD:

A handwritten signature in dark ink, appearing to read "T. Ward", written over a horizontal line.

Chair Ward

A handwritten signature in dark ink, appearing to read "William Kennedy", written over a horizontal line.

William Kennedy

A handwritten signature in dark ink, appearing to read "Bonnie Tucker", written over a horizontal line.

Bonnie Tucker