

CHAPTER VI COMMUNITY FACILITIES

A. INTRODUCTION

The provision of facilities and services for the protection of the public health, safety and welfare and for the education of children is the central function and purpose of a municipal organization. Pelham, like most municipalities, provides for police and fire protection, libraries, education, recreation and general town government. In addition to town and school district staff, local government also includes facilities for volunteer board or commission members such as the Selectmen, School Board, Planning Board, Zoning Board of Adjustment, Conservation Commission and several others. “On-call” staff are also relied upon for other town services such as fire protection. This chapter examines each of the major areas of local government based upon information derived from the 1992 Master Plan, 1985 Community Facilities Study, 2001 Municipal Complex Planning Study, the 2002–2008 Capital Improvements Plan (CIP), the Town's annual reports and other studies. Although a variety of subjects are examined, a particular emphasis is placed on the space needs of municipal facilities.

The future space needs of various Town departments and services are determined largely by the demand for the services they provide. Demand for services is objectively determined by the size of the community as measured by population, number of housing units and/or geographical size. Other factors also influence the demand for local government services, such as resident, State and Federal mandated programs and the local government's ability to pay for service expansions. While this last factor, financial capability, can be measured and maximized through a sound Capital Improvements Plan, other unmeasurable factors should be considered. Resident expectations for future service levels have been partially measured through the 2001 community opinion survey, the Community Profile, and the results of the 2002 Town Meeting which indicate that there is a strong sentiment for providing expanded community facilities. This chapter provides a discussion of: 1) Town Hall; 2) Library; 3) Police; 4) Fire; 5) Parks and Recreation; 6) Solid Waste; 7) Highway Department; 8) Public School; 9) Public Water; and 10) Public Sewer facilities. The location of existing public facilities are illustrated on Map VI-1.

B. TOWN HALL FACILITIES

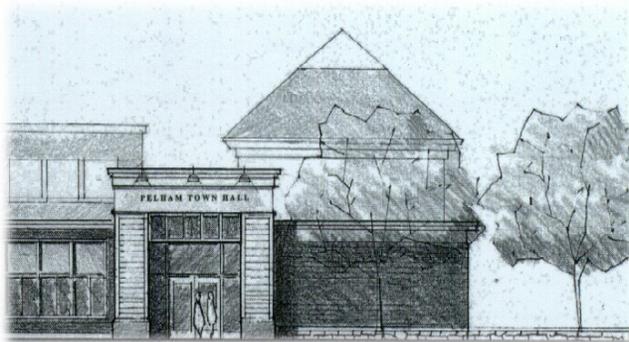


Illustration courtesy of Breadloaf Corp.

In 2002, the traditional Town Hall functions of Pelham were distributed between 8,784 square feet of the main Town Hall and the Town Hall Annex. In 2001, a space needs study of the Town Hall facilities was conducted by an independent consultant¹ in cooperation with the Building Committee and the various departments involved. The study assumed a total of twenty-three (23) employees and five (5) Selectmen and a need for various shared resources and public areas. The results of the study in relation to Town Hall facilities can be seen in Table VI-1.

¹ Bread Loaf Corporation, *Pelham Municipal Complex Planning Study*, November 20, 2001.

Map VI-1: Location of Existing Facilities

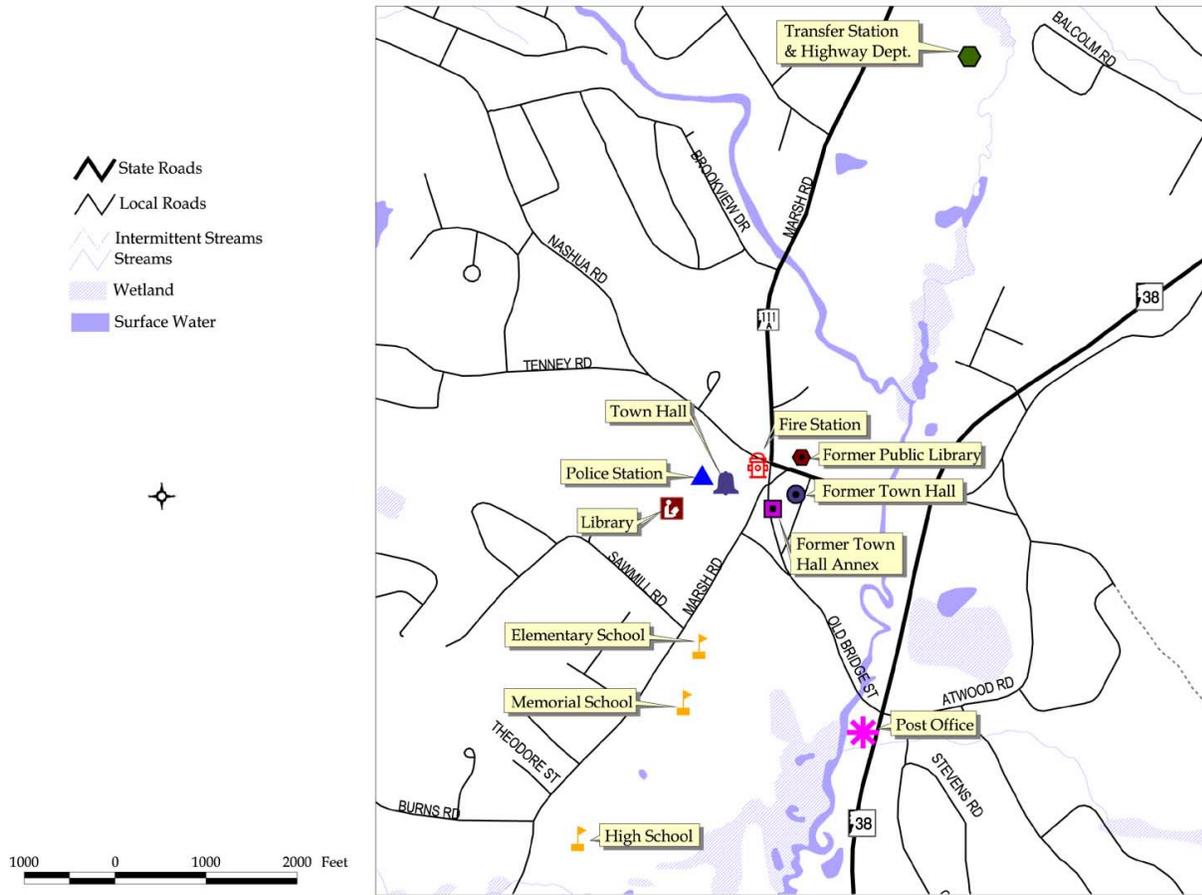


Table VI-1: Town Hall Space Needs, 2000²

Department	Floor Area (square feet)
Administration Department (4 Employees, 5 Selectmen)	
Administrator's Office	254 sf.
Executive Secretary	125 sf.
Selectman's Office/Retreat (and Meeting Room)	476 sf.
Financial Director	100 sf.
Human Resources Director	91 sf.
Records	183 sf.
Archive	200 sf.
Administrative Restroom	42 sf.
Supplies/Coffee	55 sf.
Total Administration Department	1,526 sf.
Town Clerk Department (7 Employees)	
Public Counter	228 sf.
Staff Work Stations (2)	200 sf.
Town Clerk's Office	100 sf.
Tax Collector's Office	93 sf.
Tax Assessor's + Assistant Office	293 sf.
Town Treasurer	76 sf.
Vault - Tax Records and Maps	130 sf.
File Storage	240 sf.
Town Clerk Department Lobby	178 sf.
Total Town Clerk Department	1,538 sf.
Planning Department (10 Employees)	
Public Counter	100 sf.
Planner Work Stations (4)	240 sf.
Planning Director's Office	130 sf.
Building Inspector's Offices (3)	216 sf.
Health Inspector's Office	88 sf.
Conservation Commission's Office	120 sf.
Meeting/Plan Review Room	300 sf.
Plan Storage/Flat Files (on mezzanine)	515 sf.
Planning Department Lobby	136 sf.
Total Planning Department	1,845 sf.
Parks and Recreation Department (2 Employees)	
Registration Counter	50 sf.
Recreation Director + Assistant Office	240 sf.
File Storage	66 sf.
Total Parks and Recreation Department	356 sf.
Town Office Common Resources	
Copy/Fax/Mail/Printer Area	260 sf.
Total Town Office Common Resources	260 sf.
Common Public Areas	
Main Lobby	1,070 sf.
Public Restrooms	684 sf.
Mechanical Room	627 sf.
Small Public Meeting Room (8-10 people)	412 sf.
Large Public Meeting Room (200 people)	3,079 sf.
Chair Storage	100 sf.
Cable TV Service Room	58 sf.

² Source: Bread Loaf Corporation, 2001

Department	Floor Area (square feet)
Computer Server Room	80 sf.
Stage	552 sf.
Existing Kitchen/Servery for Auditorium Space	422 sf.
Vestibule	92 sf.
Entrance Pavilion	800 sf.
Existing Exit Corridors	2,875 sf.
Total Common Public Areas	10,851 sf.
Total Town Hall Facility Need	16,376 sf.

As is evident from Table VI-1, the existing 8,784 square feet of Town Hall facilities were insufficient to serve the needs of Town residents in 2000. The study indicated that a Town Hall facility of 16,376 square feet is required to serve existing needs. In response to the projected floor area shortage, a Municipal Building Capital Reserve Fund was created and included in the CIP. In 2002 the voters approved the renovation of the old Sherbourne School into a new Municipal Complex and Village Green. This complex is designed to provide 17,230 square feet of floor area for Town Hall and public meeting facilities, with an additional 5,210 square feet of “shell space” for future expansion. The proposal also includes police and library facilities. The new Municipal Complex will serve the Town Hall space needs for the 20 year planning period.

Figure VI-1: Municipal Complex



Illustration courtesy of Breadloaf Corp.

C. LIBRARY



Illustration courtesy of Breadloaf Corp.

In 2002, the Pelham Public Library was located in a 2,504 square foot historic building on Main Street in Pelham Town Center. The library contained an estimated 16,000 volumes, 75 periodicals, various videos and five public access computers. In 2001, a space needs study of the library facility was conducted by an independent consultant¹ in cooperation with the Building Committee and the Library Director. The study assumed a total of three (3) full-time employees and utilized American Library Association guidelines for volumes, shelf space and floor area based on 2000 and projected 2020 population. The results of the study in relation to the library facility can be seen in Table VI-2.

Table VI-2: Library Space Needs, 2000

Facility	Existing Floor Area (Square feet)	Floor Area Needed 2000 (square feet)
Stacks (adult and Children)	1,304	4,500
Reading Room (adult and children)	250	1,800
Public Computer Area	0	900
Circulation Desk	0	100
Reference Area/NH Law Reference	0	500
Private Staff Area	350	400
Special Use Space (processing and storage)	600	880
Children's Program Room	0	240
Children's Restroom	0	40
Adult Program Room	0	340
Staff Break Room (kitchenette and restroom)	0	120
Public Notice/Information Area	0	100
Total Library Space:	2,504	9,920

Source: Breadloaf Corporation.

As is evident from Table VI-2, the space in the existing library was extremely insufficient to serve the needs of Town residents in 2000. In response to this floor area shortage, plans for a new library were considered in the CIP. In 2002 the voters approved a new 9,930 square foot, two-story library located on a Village Green adjacent to the new Town Hall and Police Department facility. This new library facility will serve the current need for library space. However, adjacent land should be reserved for possible future library expansion. Consideration needs to be made as to the use of the historically significant former library building. Deed restrictions limit the use of the building to "...*library and memorial building or for some educational purpose.*"³

³ Dated November 23, 1896.

D. POLICE DEPARTMENT

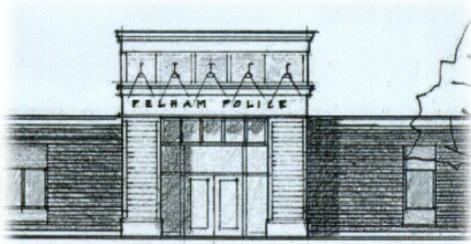


Illustration courtesy of Breadloaf Corp.

The Pelham Police Department employs 28 people, including a chief, five sergeants, one lieutenant, seven full-time officers, two part-time officers, four special officers, two detectives, one clerk, one secretary, three full-time dispatchers and three part-time dispatchers. The Police Department has several specialized divisions. They consist of a full time school resource officer, a community policing unit, detective division, prosecutor's office, animal control division, a traffic accident reconstruction unit, a K-9 team and a regional Special Operations Unit. A breakdown of Police Department staff can be seen in Table VI-3.

Table VI-3: Police Department Personnel Composition

Position	Quantity
Chief	1
Secretaries	1
Record Clerk	1
Lieutenant	1
Prosecutor/Sgt.	1
Patrol Sergeants	4
Detectives	2
School Resource Officer	1
Patrol officers	7
Animal Control Officer	1
Communication Dispatchers	3
Part time officers	2
Part time Dispatchers	3
Total:	28

Source: Email from Pelham Police Chief to NRPC, January 09, 2002.

The US Department of Justice, *Uniform Crime Report*⁴, indicates that the national average for police officer provision is 2.3 officers per 1,000 population for all reporting agencies, and 1.9 officers per 1,000 population for agencies serving a population between 10,000 and 25,999. Figures for New England are 2.2 and 1.8 officers per 1,000 population, respectively. New Hampshire and the Nashua region have a very low crime rate in comparison to the United States average. Therefore it is not surprising that communities in the Nashua region report an average of 1.4 officers per 1,000 population.⁵ This Nashua regional average will be used as the standard for the purposes of this master plan. To meet the standard, Pelham needs to provide 15 full time law enforcement officers to support its 2000 population. Pelham currently provides 19 full time law enforcement officers (assuming two part-time officers equal one full-time) and thereby exceeds the average. By 2020, the Police Department would need to provide a minimum of 24 full time officers to meet the average.

⁴ **Source:** US Department of Justice, *Uniform Crime Report*, 1997 at http://www.fbi.gov/ucr/Cius_97/97crime/97crime7.pdf

⁵ **Source:** Nashua Regional Planning Commission, *draft Regional Plan*, August 2001.

In 2002, the Police Department was based in 1,674 square feet of the public safety facility shared with the Fire Department. The department also utilized a 450 square foot temporary trailer for a total facility of 2,124 square feet. In 2001, a space needs study of the police facility was conducted by an independent consultant¹ in cooperation with the Building Committee and the Police Chief. The results of the study are an amalgamation of space needs analyses conducted by the consultant, an architectural firm⁶ and the Police Chief. The results of the study, showing the space needs for 2000, can be seen in Table VI-4.

Table VI-4: Police Station Space Needs, 2000

Facility	Floor Area (square feet)
Lobby/Reception/Waiting	456
Vestibule	128
Public Toilets	96
Communications Positions	345
Toilet	48
Kitchenette/Coats/Supplies	100
Communications/Computer Equipment	180
Communications Supervisor	109
Classroom/E.O.C.	714
Table and Chair Storage	72
Public Interview Rooms	126
Public Information Counter	468
Central Photocopy	110
Department Supplies	23
Court Prosecutor's Office	128
Patrol Squad Room	734
Armory	150
Chief's Office	304
Lieutenants' Offices	236
Sergeants' Offices	392
Clerical/Reception	192
Conference	179
Waiting Area	238
Supply Closet	33
Detective Squad Room	372
Interview Rooms	162
Video/Observation Room	145
Processing/Laboratory	96
Evidence Storage	634
Sally Port - 2 secure bays	858
Bulk Traffic Storage	40

⁶ Kaestle Boos Associates, Inc., *Police Facility Quick-sessment*, Town of Pelham, NH, July 9, 2001.

Facility	Floor Area (square feet)
K-9 Area	26
Temporary Holding Enclosure	84
Prisoner Processing	265
Toilet/Shower	61
Linens/Blanket Storage	48
Interview Rooms	48
Male Cells	158
Female Cells	158
Juvenile Cells	158
Juvenile Status Offender Holding Room	73
Male Lockers	259
Male Toilets/Showers	417
Female Lockers	121
Female Toilets/Showers	262
Fitness Center	376
Break Room	144
Community Response	163
Community Meeting Room	475
D.A.R.E. Storage	48
Total	11,706

Source: Breadloaf Corporation

As is evident from Table VI-4, the existing 2,124 square feet of police facility was insufficient to serve the needs of Town residents in 2000. The study indicates that a police facility of 11,706 square feet was required to serve existing needs. In response to the floor area shortage, plans for a new police facility were considered in the CIP. In 2002, the voters approved the renovation of the former Sherbourne School into a new Municipal Complex and Village Green. In addition to Town Hall facilities, this complex is designed to provide 12,800 square feet of floor area for police facilities, with an additional 7,700 square feet of “shell space” for future expansion. The new Municipal Complex will serve the Police Department space needs for the 20 year planning period.

E. FIRE DEPARTMENT



The Pelham Fire Department operates 3 engines, 2 ambulances, 3 brush units, a heavy rescue truck and 2 command cars. The Fire Department is based in 4,650 square feet of the public safety facility formerly shared with the Police Department, a 323 square foot garage at the Town Hall Annex and 720 square feet in a structure on the Mills property.⁷ The department therefore occupies a total of 5,693 square feet of facility. The structural condition of the public safety facility is good.

⁷ Letter from Pelham Fire Chief to NRPC dated December 11, 2001.

Shifts consist of 24 hours on duty, then 72 hours off. There are four shifts which consist of two firefighters with the exception of one shift which has three. Each shift also includes a paramedic. Despite full time coverage, the on-call department is still very much needed. If there is more than one emergency occurring at the same time, then the on-call department is vital to ensure public safety. The Fire Department includes a Chief, Assistant Chief, Deputy Chief, two Captains, four Lieutenants, eight full-time firefighters, eighteen part-time firefighters and one Secretary. The ambulance service is an emergency-only service and will transport to various hospitals in Lowell and Methuen, MA and in Nashua and Derry, NH.

Because there are so many variables involved (service radii, population, development density, traffic and response time), very few standards are available for long term planning of fire departments. However, the Insurance Services Office (ISO) provides some criteria for fire protection. The ISO standard recommends that municipalities have municipal water available within a 1½-mile radius from each fire station. This standard is set to ensure that all areas in a municipality are equally provided with water in case of fire emergencies. As Map VI-2 indicates, only the south-central portion of the Town is covered by the response radius of the single existing fire facility. In addition, the Town is committed to maintaining a maximum four (4) minute response time as the Town develops further away from the central station.⁸ In addition, according to *Managing Fire Services*,⁹ the NE average number of full time and on-call fire fighters is 23.4 per 10,000 population. Using this standard, the number of full time and on-call firefighters needed in 2000 and projected for 2020 can be estimated (Table VI-5).

Table VI-5: Fire Department Space Needs

	Existing	2000	2020
Population	-	10,914	17,285
# Firefighters	35	26	41
Floor Area (square feet)	5,693	5,693	10,168

Source: US Census, NH Office of State Planning and *Managing Fire Services*.

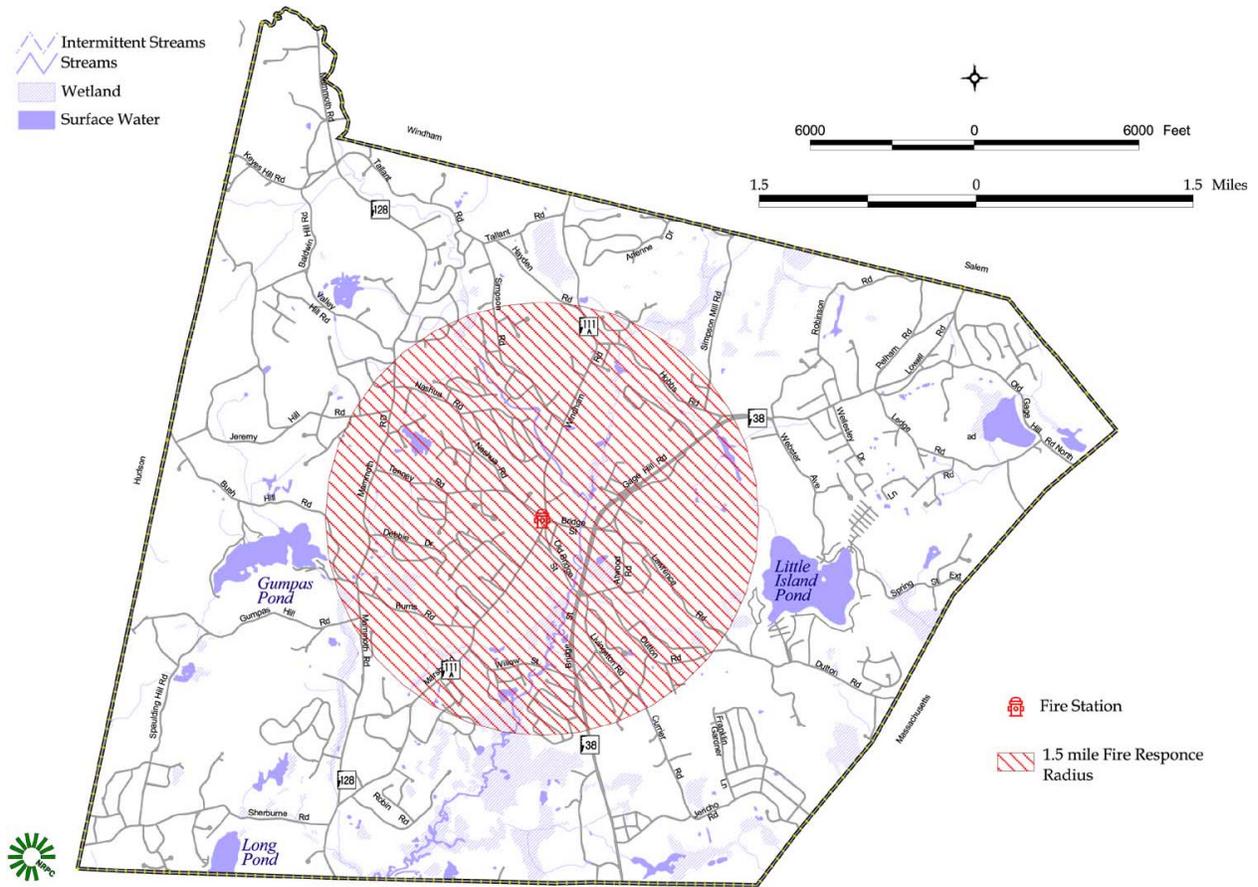
As is evident from Table VI-5, a sufficient number of fire fighters were provided to serve the needs of Town residents in 2000 and six new firefighters will be needed by 2020 to meet the NE average. According to the Fire Chief, the current facility is adequate to house the required number of firefighters. Therefore, a projection can be made to determine facility needs in 2020. There are currently 5,693 square feet of fire station facilities for a required 26 firefighters, or an average of 248 square feet per firefighter. Projecting this average forward yields a required 10,168 square feet of facilities needed for 41 firefighters in 2020.

In response to the need expand floor area and to limit response times, plans for two new sub-stations and an expansion into 1,674 square feet of space formerly occupied by the Police Department are being considered. Although not yet programmed, the CIP includes these facilities pending results of ongoing research, planning and coordination. In addition, further space may be available in the former main Town Hall and/or Town Hall Annex, either of which could be used for Fire Department offices. Impact Fees are currently used as one source of revenue for additional Fire Station facilities (see Section J, below).

⁸ Town of Pelham, 2002-2008 Capital Improvements Plan, pg. 13.

⁹ Coleman, Ronny J. (Editor) and John A. Granito (Editor), *Managing Fire Services* (Municipal Management Series), 1988.

Map VI-2: Fire Department Response Radius



F. PARKS AND RECREATION

The Town of Pelham provides for a wide range of active and passive recreational opportunities through town and school sponsored programs, at town and school district owned properties and facilities and through private facilities, sites and programs. Currently, there are hundreds of acres of public and privately owned land used for recreation facilities. Public recreational facilities are listed in Table VI-6.



Private recreational facilities provide recreational opportunities for members of specific groups (including non-residents) as well as for the general public. The largest of these is Camp Runnels, a 320 acre Girl Scout camp on Little Island Pond. The Camp provides campsites, a ballfield, beach and extensive trails. A baseball diamond, football field, playground equipment and basketball court are provided at St. Patrick's School. Pine Valley Golf Links, Inc. operates a 95-acre, 9-hole course adjacent to Camp Runnels. Shooting ranges are available at the Pelham Fish and Game Club. The Pentecostal Church recently constructed an indoor gym. Finally, the American Legion Hall includes indoor facilities which serve both general and specialized needs.

Table VI-6: Public Recreational Sites And Facilities

Name	Facilities
Pelham Veterans Memorial Park	Town beach, 2 tennis courts, basketball court, multi-purpose ball field, functionhall, changing areas, picnic areas and trails.
George M. Muldoon Park	Soccer field, 4 baseball diamonds (lighted), 1 football field (lighted), skating pond, tiny tot playground, shelter with concession stand, storage, restrooms, nature trails and foot path.
Golden Brook Park (Newcomb Field)	Softball field (lighted).
Elmer G. Raymond Park	Clubhouse, 3 multi-purpose fields, nature trails and open field.
Pelham High School	4 tennis courts, football field, softball field and two multi-purpose fields. Indoor basketball/gymnasium.
Memorial School	Soccer field, softball field and gymnasium.
Elementary School	Multi-purpose ball field and gymnasium.
Former Sherburne School	Playground.
Jeremy Hill State Forest	No facilities.
Town Forest	No facilities.

Source: Pelham Recreation Director, fax February 26, 2002.

Although privately owned facilities are often available to the general public on a fee or non-fee basis, private recreation is only a partial substitute for public recreation. The results of the Community Profile event indicate that improving, adding and increasing the use of public recreation facilities is a high priority. The Town's public recreational facilities and programs are administered by a full-time Parks and Recreational Director and Secretary. The department is assisted by the Parks and Recreation

Committee. In 2000, the Parks and Recreation Department was located in the old Town Hall Annex and moved to the function hall in Pelham Veteran's Memorial Park during the summer. The department now has offices in the new Municipal Complex. Other recreational activities are administered by the schools, the senior center and through the efforts of volunteer recreation and athletic groups. In addition to traditional active recreational activities such as Little League and softball, the Town also offers tennis and swimming lessons and programs for senior citizens. Providing for the full range of recreational needs in the community requires the participation and cooperation of the Town administration, the schools, private recreational facility providers and a large number of local volunteers. Table VI-6 lists the Town's major public recreational facilities and sites.

Planning for future recreational needs requires an in-depth analysis of community preferences, physical conditions, local demand and the use of standards. The NH Office of State Planning provides state guidelines for the provision of various recreation facilities per 1000 population. These standards are provided in Table VI-7, along with the provision of existing facilities and those recommended for 2000 and 2020 based on existing and projected population figures.

Table VI-7: Recommended Recreational Facility Needs, 2000 and 2020

Facility (quantity unless otherwise indicated)	Standard Per 1000 Population	Existing Facilities	Facilities Needed 2000	Facilities Needed 2020
Archery Range	0.1	0	1	2
Baseball Diamond	1.1	9*	12	19
Basketball/Hard Courts	0.8	3	9	14
Boat/Fishing Access	0.1	1	1	2
Football Fields	0.1	2	1	2
Golf Courses (18 hole)	0.04	0.5	0	1
Gymnasiums	0.25	2	3	4
Ice Hockey Rinks	0.05	0	1	1
Ice Skating Area	0.14	1	2	2
Picnic Tables	8.0	10	87	138
Playgrounds	0.5	2	5	9
Shooting Ranges	0.08	1	1	1
Skiing (cross country)	0.1	0	1	2
Soccer Fields	0.16	3	2	3
Swimming (beach)	0.5	1	5	9
Swimming (outdoor pools)	0.14	0	2	2
Tennis Courts	0.95	6	10	16
Track	0.04	1	0	1
Hiking Trails (miles)	2.2	n/a	24	38

*includes 2 multi-purpose fields at Pelham High School and all softball fields.

Source: New Hampshire Office of State Planning and Pelham Recreation Director.

As is evident from Table VI-7, if the state guidelines are used, Pelham provided sufficient boat access, football, golf course, shooting and track facilities to serve the 2000 population but was deficient in the provision of all other facilities. In 2020, extra provision of all recreation facilities with the exception of football, soccer, track and shooting range facilities will be necessary to meet the guidelines. As discussed previously, a wide range of factors influence the need for future recreational facilities. The state guidelines are limited in that they do not account for local interests, conditions or participation levels. In November 2001, the Parks and Recreation Department projected the need for recreational fields and gyms based on participation.¹⁰ This report estimates that football, baseball, soccer and indoor court facilities were deficient in 2000 and will continue to be deficient through 2020 (Appendix VI). The projections were based on hours used per week vs. hours of availability. In addition, based upon the results of the 2001 Town Survey and 2002 Community Profile event, it can be concluded that the Town should place a high priority on the provision of additional playing fields, indoor courts, hockey rinks, beach areas, playground areas and picnic tables. Additional access to natural areas in general and to surface waters in particular, should also be a high priority. Impact Fees may be an appropriate source of revenue for additional recreation facilities (see Section M, below).

G. SOLID WASTE

The Town of Pelham is an independent Solid Waste Management District as provided for under RSA 149:M. In 2000, the Town converted from an incinerator and recycling program to a transfer station and recycling program, eliminating an incineration system facing steeper costs and environmental regulations. The transfer station and recycling facility is located on a 14.34 acre site on the east side of NH Route 111A. The facility was originally constructed in the early 1970s as a drop-off center to replace reliance on a private landfill. The main building consists of 3,200 square feet accompanied by a 1,000 square foot recycling facility. Trash drop-off is open to all Town residents at no cost and commercial users pay a tipping fee. Pelham does not provide municipal trash pick-up. Curbside pickup is provided by private operators who charge a fee. However, as fees have risen, more residents are choosing to bring their trash to the transfer station where the cost of disposal is included in their tax bill.

Planning for solid waste disposal and recycling is difficult as the amount of waste collected, transferred or recycled will vary depending on tipping costs, the market for recycled materials, the state of the local economy and environmental regulations. However, the greater the amount of waste disposed, the higher the cost to the Town, and therefore the Town is pursuing further options for recycling. Although not yet programmed, the CIP includes an upgrade to the recycling facility pending results of ongoing research, planning and coordination.

H. HIGHWAY DEPARTMENT

The Highway Department utilizes an 864 square foot storage area as its office. This storage area is attached to a 3,840 square foot salt shed/vehicle storage facility located at the transfer station site on the east side of NH Route 111A. There is also a 240 square foot shed used for tool storage. The department owns five dump trucks and two backhoes. Three of the dump trucks and one backhoe are housed in the main transfer station building and the remainder are housed in the salt shed facility. However, once recycling is expanded, the transfer station may no longer be able to accommodate Highway Department equipment and there will be a need for additional storage. A new 7,200 square foot garage is being considered by the Planning and Building Committee. Although not yet programmed, the CIP includes this facility pending results of ongoing research, planning and coordination. In addition, the Highway Department is in need of a new office.

¹⁰ Pelham Parks and Recreation Department, *Fields and Gyms Needed for Organized Sports*, November 2001.

I. PUBLIC SCHOOLS



The School Department is governed by a five member locally elected school board with a superintendent shared with the adjacent Town of Windham. Pelham provides three public schools: Pelham Elementary School (grades 1-4), Pelham Memorial School (grades 5 to 8) and Pelham High School (grades 9-12). St. Patrick's School, a parochial school, offers education for grades K-8. Other private schools also offer kindergarten and pre-school programs.

All three of Pelham's schools are centrally located on Marsh Road near the center of Town. The Elementary School was completed in 2002 and contains 42 classrooms, two music rooms, two art rooms, a library, media center and gymnasium. The Memorial School was completed in 1964 and contains 28 classrooms, four science labs, one computer lab, one art room, a music instructional area and a small library. Finally, the High School was constructed in 1973 and contains 34 classrooms. Current and projected enrollment figures for each grade can be seen in Table VI-8. Projected enrollment figures are determined based on the Cohort Survival Technique.

Table VI-8: Existing and Projected School Enrollment Figures.

Year	Existing Enrollment															
	1	2	3	4	5	1-5	6	7	8	6-8	9	10	11	12	9-12	1-12
2000-01	177	143	166	157	179	822	187	157	178	522	165	167	113	141	586	1930
2001-02	172	166	142	177	166	823	177	184	163	524	165	161	154	108	588	1935
Year	Projected Enrollment															
1	2	3	4	5	1-5	6	7	8	6-8	9	10	11	12	9-12	1-12	
2002-03	185	157	170	148	188	848	169	180	191	540	158	162	148	143	611	1999
2003-04	190	168	161	177	157	853	192	172	187	551	185	155	149	138	627	2031
2004-05	172	173	172	167	188	872	160	195	179	534	181	181	143	139	644	2050
2005-06	176	157	177	179	177	866	192	162	203	557	174	177	167	133	651	2074
2006-07	196	160	161	184	190	891	181	1195	168	544	197	171	163	155	686	2121

Source: Pelham School District, October 2001.

The NH Department of Education (DoE) provides funding to communities for new schools through the Office of School Building Aid. In order to receive funding, schools must meet certain classroom floor area standards as defined by Section Ed 305.03 of the DoE Administrative Rules.¹¹ The rule requires a minimum of 30 square feet per student, in general. The rule also provides for more details on classroom size requirements for specific subjects. This floor area standard does not include the floor area required for libraries, recreation facilities and secondary uses such as bathrooms and administrative office space. Analysis based on these additional standards is beyond the scope of this master plan. Therefore, this analysis is limited to that for classroom space only. Using the 2001-02 and projected 2006-07 enrollment figures from Table VI-8, and the state classroom floor area standard of 30 square feet per student, a projection of the classroom floor area required for each school can be made. See Table VI-9.

¹¹ **Source:** NH Department of Education, Administrative Rules Ed 305.03 at: <http://www.ed.state.nh.us/EdLaw/admini.htm>

Table VI-9: Existing and Projected Classroom Floor Area Requirements

School	Existing Classroom Floor Area (square feet)	Enrollment 2001-02	Minimum Required Classroom Floor Area 2001-02 (square feet)	Projected Enrollment 2006-07	Minimum Required Classroom Floor Area 2006-07 (square feet)
Elementary ¹²	41,400	823	24,690	891	26,730
Memorial ¹³	30,600	524	15,720	544	16,320
High ¹⁴	26,350	588	17,640	686	20,580
Total:	98,350	1,935	58,050	2,121	63,630

Source: NH Department of Education; discussion with Jerry Boucher, School Superintendent, on March 3, 2002; compiled by NRPC.



As is evident from Table VI-9, the new Elementary School provides more than adequate classroom space to accommodate the 2001-02 enrollment and projected 2006-07 enrollment. In addition, the school is designed in a manner that new classrooms can be added to accommodate enrollment beyond 2007. Similarly, the Memorial School provides more than adequate classroom space to accommodate existing and projected enrollment. However, according to an evaluation of school facilities conducted in 1995,¹⁵ the Memorial School is

lacking in library, performing arts, art, faculty, nursing, recreation and computing facilities. In addition, the school presents barriers to people with disabilities. Finally, the High School also provides sufficient classroom space to accommodate existing and projected enrollment. However, according to the evaluation of school facilities, the High School is lacking in performing arts, storage, faculty and recreation facilities. In addition, the school has various fire code violations that need to be addressed. At the 2002 Town Meeting the voters approved funds for a study to evaluate various systems (i.e. civil, mechanical, electrical, heating/ventilation and plumbing) and generate recommendations regarding the best future utilization of the High School.

The results of the Community Profile event indicate that the provision of public kindergarten is a high priority. A complete school space needs analysis for public kindergarten and the middle and high school facilities may be useful in determining the appropriate school facility needs for the near and distance future.

J. WATER SUPPLY

Most of Pelham's water supply comes from wells serving individual housing units and businesses. Approximately thirty-five (35) public water supply wells serve multi-family and commercial developments, the Parks and Recreation Department and the golf course. No average daily withdrawal and discharge information is available through the Water Resources Division of the NH Department of Environmental Services. In addition, some areas of Pelham are served by the Pennichuck Water Works

¹² 46 classrooms x 900 square feet per classroom = 41,400 square feet.

¹³ 28 classrooms, 5 labs plus 1 art room x 900 square feet per room = 30,600 square feet.

¹⁴ 34 classrooms x average of 775 square feet per room = 26,350. Rooms vary between 650 square feet and 900 square feet.

¹⁵ Center for Educational Field Services, UNH, *School Enrollment Projections and Evaluation of School Facilities with Recommendations for Improved Educational Opportunities for the Children in Pelham*, November 9, 1995.

(PWW) which holds the exclusive franchise to public water supply in Pelham.¹⁶ These areas include: 1) the north-west Industrial Park, which is connected to the Town of Hudson water system (capacity > 500 gallons per minute (gpm)); 2) residences along Mt. Vernon Drive, Nashua Road, Sawmill Road and NH Route 111A served by the Williamsburg Pump House (capacity 280 gpm); and 3) residences on Wellesley Drive, Radcliffe Drive and Vassar Drive, served by the Gage Hill Pump House (capacity 22 gpm). A total of 173 housing units and 23 businesses are served by PWW. The housing units consumed 14.34 million gallons (mg) in 2001 and the industrial users consumed 3.48 mg in 2001. The PWW long range plan is to interconnect the systems financed through new development.¹⁷

As described in Chapter III, much of the Town is underlain by high yield stratified drift aquifers which have the potential to supply Pelham as well as other communities. Some analysis of Pelham's stratified drift aquifer groundwater resources is available from various studies completed in the 1980s¹⁸ and from the NH DES Favorable Gravel Well Analysis Map.¹⁹ This map shows areas of the Town that overlay significant stratified drift aquifers that are unaffected by potential contamination sites, existing wells or incompatible development. Map III-4 in the Natural Resources Chapter illustrates Pelham's stratified drift aquifers and the NH DES map is available from the NH DES or the Nashua Regional Planning Commission.

The first, and most significant stratified drift deposit present in the Town, is located along a line running north-south along the center of Town. This aquifer makes up approximately 14,000 acres and extends from the mouth of Golden Brook southward along Beaver Brook. A transmissivity of more than 8,000 ft.²/day make this area of central Pelham the best available location for developing groundwater supplies for the Town. Indeed, most of the existing public water supply wells are located in this area. The NH DES Favorable Gravel Well Analysis map illustrates significant areas of land suitable for future public water supply wells.

A second stratified drift deposit is located along Beaver Brook to a point northwest of its confluence with Golden Brook. This deposit is not as extensive and does not have as great a storage capacity as the lower Beaver Brook area. However, it does have a transmissivity greater than 6,000 ft.²/day. The NH DES map illustrates a few small areas of land suitable for future public water supply wells in this area.

A third stratified drift deposit is located between the southern end of Beaver Brook and New Meadow Brook. This area has a transmissivity of greater than 4000 ft.²/day and the NH DES map illustrates a number of areas of land within the wetlands and/or on conservation land suitable for future public water supply wells in this area.

The final major stratified drift deposit is located in the north west of Town and runs north-south between Mammoth Road and Beaver Brook. This area has a transmissivity of greater than 4000 ft.²/day and the NH DES map illustrates a number of areas of land, some on conservation land, suitable for future public water supply wells in this area.

The water quality of Pelham's aquifer, although not extensively studied, was considered good in the studies completed in the 1980s¹⁸ with the exceptions of possible high iron content cited in the Facilities

¹⁶ **Source:** Letter from Town of Pelham to Public Utilities Commission, June 19, 1989; NH PUC, Docket DE88-162, Order 19,487, July 21, 1989. Note: this franchise agreement does not limit the right of the Town of Pelham to supply water to other communities.

¹⁷ **Source:** Pennichuck Water Works, Water Facilities Map, 2000 and information provided by Stephen Densberger, PWW.

¹⁸ Town of Pelham, *Pelham Water Resources Management and Protection Plan*, 1988; United States Geological Survey (USGS) Water Resources Investigations Report 86-4358, *Hydrogeology of Stratified Drift Aquifers and Water Quality in the Nashua Regional Planning Commission Area*, 1987; Metcalf & Eddy, Inc., *Nashua, New Hampshire Regional Groundwater Investigation*, 1983; and Davis, Benoit, and Tessier, Inc., *Facilities Plan*, 1980.

¹⁹ NH Department of Environmental Services, *Favorable Gravel Well Analysis Map, Pelham, NH*, June 13, 2001.

Plan. However, a great number of incompatible land uses and some groundwater hazard inventory and underground storage tank sites exist above the aquifers.¹⁹ The larger part of the existing residential development, the Town Center, schools and much of the Town's commercial and industrial development is located in the Beaver Brook Valley and above the aquifer. Although a few large tracts of land with good development potential overlay the aquifer, the extent of the wetlands and floodplain areas within the valley indicates the most new development will occur outside of the valley and outside of the Beaver Brook Watershed. In addition, Pelham has an aquifer protection ordinance.

The various studies completed in the 1980s,¹⁸ and the NH DES map, provide a good overview of water quality and potential water supplies. The studies, however, must be updated and expanded to determine whether groundwater supplies remain of a quality suitable for a public water source. In addition, a survey of underground storage tanks with capacities below 1,100 gallons should be conducted. Hydrology studies would also allow the Town to determine the extent to which wetland areas within the watershed serve as groundwater recharge areas.

K. SEWER

There is currently no public sewer system in Pelham. However, the provision of a public sewer system has been contemplated for specific portions of the Town. Investigation into the possibilities of providing sewer have been prompted by a concern that public water supply should be developed coincidentally with public sewer to avoid impacts on the water table. Other justifications for investigation into the development of a sewer system are based on the proper development of existing commercial and industrial areas and the need to provide alternatives to individual subsurface disposal system in high density residential areas and areas with a high potential for septic system failure.

The 1980 Facilities Plan²⁰ investigated and analyzed a number of alternative waste water treatment alternatives, including the development of a public sewer system for portions of the Town. Although the plan did not recommend that a sewer system be developed, a limited system was found to be technically feasible. Such a system could potentially service the central portion of Town including the business and industrial districts along Route 38, almost all of the Town's municipal and school district facilities, and higher density residential areas such as the Little Island Pond area.

There may be some advantages to a limited Town sewer system. A public sewer system extending through the central portion of Town, the Little Island Pond area and the commercial and industrial areas along Route 38 may accommodate the Town's major water users and would significantly reduce the contamination threat to the Town's major aquifer areas, surface waters and wetlands. A sewer system may also allow higher densities and a wider variety of commercial and industrial uses which could encourage the redevelopment of the Route 38 commercial area as well as allow for a wider range of housing types. However, the principal disadvantage is cost and further study of a sewer system was rejected by the voters in 1993.

In the Facilities Plan, two major options for sewer treatment were identified: the development of a small local treatment plant and the use of a regional facility. Although a thorough technical, regulatory and financial investigation into these alternatives is beyond the scope of the Master Plan, it is likely that regulatory and cost factors would preclude the development of a local treatment plant, unless a large water-consuming business such as a brewery located in Town and would cover the cost of such a facility. In addition, the cost associated with connections to one of the regional facilities within reasonable distance of Pelham (Salem, Nashua and Lowell) would also be considerable. Prior to any recommendation, a thorough study of all of the sewer related alternatives should be pursued. Such a study must identify and assess the technical, legal and financial feasibility of each alternative. It would

²⁰ Davis, Benoit & Tessier, Inc., Town of Pelham Facilities Plan, 1980.

also be necessary, based on estimated costs, to estimate the demand or interest level of potential users and to determine the level of general support within the community at large.

L. CULTURAL/RECREATION CENTER

One of the priorities identified at the 2002 Community Profile event is the development of a town cultural/recreation center. The results of the event indicate that a cultural/recreation center could be developed near the Town Center and include an auditorium, multi-media room, club meeting rooms, outdoor amphitheater, skate park and a pool, among other facilities. A volunteer non-profit organization, perhaps a Pelham Arts Council, could be established to foster the arts as a vital component of Pelham's community fabric. This council could advocate diverse arts programs for the public including drawing, painting, sculpture, ceramics, glass and the performing arts, among others. This council could also provide guidance in the design and management of a future cultural/recreation center to ensure adequate facilities for arts programs in addition to sports and entertainment facilities. A study of the potential for such a facility would assist the Town in determining the need for the project, the type of facilities and cost.

M. REUSE OF OLD BUILDINGS



With the construction of the new Municipal Complex, there is a tremendous opportunity for an appropriate re-use of the former library, Town Hall and Town Hall annex buildings. A study of their potential reuse would assist the Town

in determining the most appropriate use given their historic significance and development constraints on each site. Options for re-use of the former library may include a genealogy library or historical museum in keeping with the deed restrictions. Options for re-use of the former Town Hall and annex may include expanded facilities for Public Television, public meeting facilities or a youth/teen center.

N. IMPACT FEES

Impact fees are a charge on new development that is proportional to the impact of that new development on the infrastructure needs of the community. Impact fees are considered an Innovative Land Use Control and are defined in NH RSA 674:21.V as *"... a fee or assessment imposed upon development, including subdivision, building construction or other land use change, in order to help meet the needs occasioned by that development for the construction or improvement of capital facilities owned or operated by the municipality, including and limited to water treatment and distribution facilities; wastewater treatment and disposal facilities; sanitary sewers; storm water, drainage and flood control facilities; public road systems and rights-of-way; municipal office facilities; public school facilities; the municipality's proportional share of capital facilities of a cooperative or regional school district of which the municipality is a member; public safety facilities; solid waste collection, transfer, recycling, processing and disposal facilities; public library facilities; and public recreational facilities not including public open space."*

Impact fees were adopted in 1999 by an amendment to the Pelham Zoning Ordinance to enable the Town to levy the fees, and then the Town developed an Impact Fee Schedule to determine the amount of the fees and which capital improvements they will apply to. The Fee Schedule involves an intensive study of the impact of new development, by type, on facilities scheduled in the Capital Improvements Program. Currently, impact fees in Pelham are used to raise funds for future school and fire protection needs. Impact fees may also be useful for funding future recreation facilities.

O. RECOMMENDATIONS

1. Town Hall

- Construct and maintain the new Town Hall facility as approved by voters in 2002 and expand into the shell space as needed to serve population growth through the planning period.

2. Library

- Construct and maintain the new library as approved by voters in 2002.
- Reserve land adjacent to the new library for possible future expansion.
- Retain and continue to utilize the former historic library building for public use in keeping with deed restrictions on the property.

3. Police Department

- Construct and maintain the new police facility as approved by voters in 2002 and expand into the shell space as needed to serve population growth.

4. Fire Department

- Continue planning for new sub-station(s) and an expansion or replacement of the existing fire station in order to limit response times and provide adequate space for additional fire fighters.
- Continue to use impact fees as a source of revenue for new Fire Department facilities.

5. Parks and Recreation

- Perform an in-depth facility study of recreation needs to serve the existing and projected population.
- Complete and implement a Parks and Recreation Department Long Range Plan.
- Continue planning for the design and construction new recreation facilities based on the results of the study.
- Consider using impact fees as a source of revenue for new recreation facilities.

6. Solid Waste

- Continue to encourage the use of recycling as a method of limiting the cost of transfer station facilities.

7. Highway Department

- Continue planning for the design and construction of a new highway department garage.
- Consider a new location for Highway Department offices.

8. Schools

- Conduct a study of the potential to provide public kindergarten.

- Continue to plan for, design and construct additional middle and high school facilities based on NH Department of Education standards to meet the needs of the current and projected enrollment.
- Implement recommendations of the high school systems study.

9. Water Supply

- Consider updating and/or expanding existing water studies to determine whether groundwater supplies remain of a quality and quantity suitable for a public water source.
- Consider conducting a survey of underground storage tanks with capacities below 1,100 gallons.

10. Sewer

- Consider further study of municipal sewer system if demand is generated.

11. Cultural/Recreation Center

- Conduct a study of the feasibility of developing a community cultural/recreation center.
- A volunteer non-profit organization, perhaps a Pelham Arts Council, could be established to foster the arts as a vital component of Pelham's community fabric. This council could also provide guidance in the design and management of a future cultural/recreation center to ensure adequate facilities for arts programs in addition to sports and entertainment facilities

12. Re-Use of Old Buildings

- Conduct a study to determine the most appropriate re-use of the former library, Town Hall and Town Hall annex buildings.

APPENDIX VI

Projected Playing Field Facility Needs²¹

Soccer

	Year				
	2000	2005	2010	2015	2020
Teams	40	48	52	58	63
Hours used per Week/Team	2.5	2.5	2.5	2.5	2.5
Total Field Hours required	100	120	129	144	158
Fields currently available	2	2	2	2	2
Available Fields per Team	0.05	0.04	0.04	0.03	0.03
Hours of Availability					
5 Weekdays (3.5 hours/day)	35	35	35	35	35
1 Saturday (10 hours)	20	20	20	20	20
Field Hours currently available	55	55	55	55	55
Field Hours short	45	65	74	89	103
New Fields needed	1.6	2.4	2.7	3.2	3.8

Baseball/Softball

	Year				
	2000	2005	2010	2015	2020
Teams	38	46	49	55	60
Hours used per Week/Team	2.5	2.5	2.5	2.5	2.5
Total Field Hours required	95	114	123	137	150
Fields currently available*	4	4	4	4	4
Available Fields per Team	0.1	0.1	0.1	0.1	0.1
Hours of Availability					
5 Weekdays (2.5 hours/day)	50	50	50	50	50
1 Saturday (10 hours)	40	40	40	40	40
Field Hours currently available	90	90	90	90	90
Field Hours short	5	24	33	47	60
New Fields needed	0.2	1.1	1.5	2.1	2.7

*Does not include Newcomb Field.

²¹Source: Pelham Parks and Recreation Department, *Fields and Gyms Needed for Organized Sports*, November 2001.

Football/Cheerleading

	Year				
	2000	2005	2010	2015	2020
Teams	10	12	13	14	16
Hours used per Week/Team	3.7	3.7	3.7	3.7	3.7
Total Field Hours required	36.7	44	47	53	58
Fields currently available*	1	1	1	1	1
Available Fields per Team	0.1	0.1	0.1	0.1	0.1
Hours of Availability					
5 Weekdays (2.5 hours/day)	17.5	17.5	17.5	17.5	17.5
1 Saturday (10 hours)	10	10	10	10	10
Field Hours currently available	27.5	27.5	27.5	27.5	27.5
Field Hours short	9.2	16.5	20.0	25.4	30.6
New Fields needed	0.3	0.6	0.7	0.9	1.1

*Does not include Newcomb Field.

Basketball (Youth-Inside Teams)

	Year				
	2000	2005	2010	2015	2020
Teams	31	37	40	45	49
Hours used per Week/Team	2.75	2.75	2.75	2.75	2.75
Total Gym Hours required	85	102	110	124	136
Gyms currently available	2	2	2	2	2
Available Gyms per Team	0.1	0.1	0.1	0.0	0.0
Hours of Availability					
5 Weekdays (2.5 hours/day)	16	16	16	16	16
Saturday/Sunday (20 hours)	20	20	20	20	20
Gym Hours currently available	36	36	36	36	36
Gym Hours short	49	66	74	88	100
New Gyms needed	2.7	3.7	4.1	4.9	5.6

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