

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**February 13, 2012**

**7:30 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:30 p.m. by Chairman Peter Christie. Present were: Peter Christie, Chairman; Katherine Connolly, Vice Chairman; Athos Rassias, Selectman; Judith Doherty, Selectman; Bill Geraghty, Selectman; Julia Griffin, Town Manager; and Jessie Levine, Assistant Town Manager/Human Resources Director.

**1. PUBLIC COMMENT.**

Chairman Christie asked the members of the audience for any Public Comment. There were no comments from the public.

**2. PUBLIC HEARING TO AUTHORIZE ACCEPTANCE OF \$34,263 IN NH EMERGENCY MANAGEMENT PERFORMANCE GRANT FUNDS FOR EMERGENCY COMMUNICATIONS EQUIPMENT.**

Ms. Griffin stated that Doug Hackett, Communications Coordinator, was present to answer any questions. Ms. Griffin noted that Mr. Hackett applied for State Emergency Performance Grant (EMPG) Funds for three high priority emergency communications projects that were eligible under this grant. The Town is required to hold a public hearing in order to receive the EMPG funds. The projects include: 1) a Public Works radio system upgrade in response to the FCC requirement to move to narrow band; 2) \$5,525 for mobile vehicle repeaters to alleviate radio dead spots in town which will be installed in the ambulance and rescue vehicles and; 3) \$6,000 to install fiber modems in Town Hall to provide better back up for the Dispatch Center. The Town has to come up with matching funds and Doug Hackett has found money in this year's budget to accomplish this.

Chairman Christie reported that the Board did have a chance to review this at the last meeting but this is a Public Hearing to allow the Town to accept the money. The public had no comments with regard to this item. Chairman Christie confirmed with Ms. Griffin that they are high priority projects.

**Selectman Doherty MOVED to Accept \$34,263 in NH Emergency Management Performance Grant Funds for Emergency Communications Equipment and To Authorize the Town Manager to Sign on Behalf of the Town. Vice Chairman Connolly SECONDED the Motion.**

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**THE BOARD VOTED UNANIMOUSLY TO ACCEPT \$34,263 IN NH EMERGENCY MANAGEMENT PERFORMANCE GRANT FUNDS FOR EMERGENCY COMMUNICATIONS EQUIPMENT AND TO AUTHORIZE THE TOWN MANAGER TO SIGN ON BEHALF OF THE TOWN.**

Chairman Christie congratulated Doug Hackett on a job well done.

**3. DISCUSSION WITH PLANNING BOARD REGARDING PROPOSED RENTAL HOUSING ORDINANCE.**

Chairman Christie invited Judith Esmay to speak to the Board.

Judith Esmay, Chair of the Planning Board, introduced herself and thanked the Board for inviting the Planning Board to speak about the proposed Rental Housing Ordinance. She noted that other members from the Planning Board were also present including Joan Garipay, Iain Sim, Michael Mayor, and Jim Hornig.

Ms. Esmay stated that the Planning Board is concerned about the state of some of the rental units in Hanover; specifically, rental units in which the owner does not reside at the rental unit property. There has been frustration in not being able to address concerns under the Zoning Ordinance. The Planning Board's goal is to make sure that there is safe and dependable housing available for tenants.

Ms. Esmay stated that the proposed ordinance applies to separate dwelling units in non-owner occupied housing, not to group quarters for temporary housing and provides for annual inspections by the Town housing inspector in accordance with RSA 48-A. This is not an attempt to control tenant behavior but it is an attempt to provide safe, dependable rental housing.

Chairman Christie noted that some history behind this might be helpful. He reported that the Board went to Town Meeting in 2003 to receive authority to put this ordinance in place. He stated that it is widely recognized that there are a few situations in Town that are not optimal and there has been frustration in trying to deal with those situations. When the proposals were brought forward in the past, it seemed that it was heavy handed and that there would be negative impacts for other landlords that did not have an issue.

Chairman Christie asked why law enforcement can't handle these situations. Ms. Griffin explained that the challenge comes with regard to acquiring evidence of a violation and the ability to view the property. The Town is not always able to get enough evidence and often by the time the Town can get into the premises, the problem has been eradicated or covered up so they are unable to take action.

Chairman Christie confirmed with Ms. Griffin that by putting an ordinance in place, the Town could gain direct access if needed. Ms. Griffin stated that the ordinance would also require a registration process and it is initiated by an inspection which certifies that the

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property is safe and livable. If there is a complaint or a violation is observed, it could then be addressed more easily.

Ms. Griffin stated that there are approximately 175 to 200 rental units involved that are not owner occupied and very often the landlords do not live in the area. There are varying degrees of property maintenance and some of them are poorly maintained and often overcrowded. Part of the reason that they are overcrowded is because the rents are fairly high.

Chairman Christie noted that there are approximately 600 rental units in the Town. Ms. Griffin stated that this ordinance would affect approximately 175 units. It would not affect most of the fraternities, sororities, places like Kendal and owner occupied rentals. It is more about the group unit rentals that are owned by absentee landlords.

Chairman Christie wanted to make sure that this addresses the specific areas that need attention without impacting everyone else. Ms. Esmay noted that the intention is to exclude owner occupied rentals.

Chairman Christie asked how much the fee would be for the inspections. Ms. Griffin stated that it should cost \$100/year as part of the registration which should account for the inspections. This amount of money would deal with the staffing needs to address this ordinance.

Chairman Christie stated that it was clear that a first time applicant would have an inspection but the renewal process wasn't clear. Ms. Esmay stated that an annual inspection would be required for a renewal which may be comforting to the tenant and the owner.

Chairman Christie stated that he was originally concerned that RSA 48-A:14 would put extra conditions on the ordinance but he noted that it is very minimal. Ms. Griffin stated that there are two or three dozen units that are in violation of RSA 48-A. Usually the Town will get calls of concern when Dartmouth students are moving in and parents are appalled at the condition of the rental units that they are paying for.

Chairman Christie asked about the overcrowding issue. Ms. Griffin stated that the overcrowding issue is part of the zoning component. Ms. Esmay reported that there is one dwelling in town that has a bedroom without an egress window in the basement which is in violation. There is no way to sort some of this out without an inspection.

Chairman Christie stated that this puts the Town in a proactive mode which places requirements upon the Town. Chairman Christie asked if there has been a different approach considered such as a housing ordinance that would require all renters and landlords to register and show that they have complied with this. Then give the Town the right to do inspections so that they can go into those areas that have concern without a broader ordinance.

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Ms. Esmay stated that this was already discussed and there are two considerations: 1) the difficulty of gaining entrance. She's not sure that they can draft a blanket permission slip to enter a landlord's property; 2) if it is complaint driven, the tenants are reluctant to make complaints against a landlord for a variety of reasons.

Chairman Christie stated that he wasn't really referring to a complaint driven system but rather an ordinance that would allow them to enter a rental premise at the Town's discretion unless that was illegal. Chairman Christie asked if it would be a legal issue. Ms. Esmay stated that she would want to check with the Town's attorney. The proposed ordinance includes the owner application which makes it clear that the owner can accompany the housing inspector. She wasn't sure what would prompt an inspection if it was not made automatic upon application.

Selectman Geraghty applauded the intent but he noted this includes a \$100 fee that does not exist today. If all 175 units need to be inspected at \$100 each, that would result in \$17,500. He isn't sure why the Town couldn't word this with the exact intent and goals to address the few units that they are targeting. Selectman Geraghty asked what other towns are doing with regard to this issue.

Ms. Griffin stated that Durham has been wrestling with this issue with regard to off campus student housing. They have based their ordinance on the old draft that Hanover worked on a few years ago. Durham is testing this through the court system currently. Ms. Griffin stated that this new proposed ordinance is somewhat based on a program currently in use in Burlington, VT. Ms. Griffin noted that as part of that program, the registration and inspection information is posted so the information is readily available for the tenant. The City of Keene, NH is looking at a similar model for off campus housing.

Selectman Doherty asked if there is information that this has been effective in Burlington. Ms. Griffin stated that the City of Burlington's program is very successful and Hanover's intention is to ensure that the housing is safe & well maintained for the tenants and the neighborhood. Sometimes tenants won't file a complaint until after they leave because they don't want to risk their housing situation.

Selectman Doherty asked Ms. Esmay if she thought that the landlords would be in favor of this ordinance. Ms. Esmay stated that she did not know the answer to this. Ms. Griffin stated that if the Board wants to move forward with this, the Town will hold a public hearing and then invite the landlords to attend. Ms. Griffin assumes that the feedback will concern about the cost.

Selectman Rassias asked why this was not approved in 2003. Ms. Griffin stated that the former proposal was heavy handed to address a handful of property owners. She is not sure that they can legally target one subset of property owners without broadening the ordinance.

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Ms. Esmay stated that she has reviewed the Minutes of July 7, 2003 that contain the discussions that occurred at that time. Ms. Esmay stated that with regard to the cost for the landlords, insurance underwriters are likely to reduce insurance premiums based on these required inspections.

Chairman Christie felt that the Board should commit themselves to solving this problem. He would like to explore the legality of a system which would require people to register their properties which also gives the Town the authority but not the obligation to inspect the properties within a certain timeframe. This may allow for them to be more focused rather than targeting the 175 units.

Vice Chairman Connolly felt that this should include documentation upon registration showing a floor plan with where the tenants will be residing. Chairman Christie stated that this could allow the Town to address the issues in a timely manner but not make it an obligation.

Douglas Harp asked if the Town goes to the system where the Town is not obligated to do the inspection, is there a mechanism for when the Town would do an inspection? Does the Town have to wait for the phone to ring or is there something that could be formalized?

Chairman Christie stated he wanted to find a way to focus on the problems that they are aware of in Town without spreading a wider net than needed. Mr. Harp asked if there would still be \$100 fee. Chairman Christie stated that he felt that the rate could be less if they don't have to do as many.

Mr. Harp stated that it's hard to imagine that the property owners who aren't doing anything wrong would have an issue with the fee, they could pass it along to their tenants and it would not be a large amount. Chairman Christie felt that they would find out whether the landlords had concerns about this in a public hearing.

#### **4. PROPOSED FY 2012-2013 SOCIAL SERVICE AGENCY AND CATV FUNDING REQUESTS.**

Chairman Christie stated that historically the Social Service Agencies make their presentations during the very busy budget discussions. Chairman Christie noted that in October, 2010 the Select Board adopted guidelines with regard to Social Service Agencies. One question that kept coming up was why the Town would be donating money to these charities. Chairman Christie noted that the Town relies on these agencies to provide effective services to the Town that the Town would otherwise be required to provide on their own. If the Town were to try to provide these services, it would be much more costly.

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#### Outreach House

Susan Shinn, Administrator of Outreach House, thanked the Board for providing money in the amount of one month's rent in the past. Outreach House provides assisted living for elderly people. She noted that there is a room currently available at Outreach House.

Carol Weingeist, President of the Board of Outreach House, noted that Outreach House is part of the community and gave examples of groups that come to interact with their residents. Most of the residents have family members in the Upper Valley and there are some who need hospice care that receive it at Outreach House.

#### Tri County Cap

There were no representatives present to speak on behalf of Tri County Cap.

#### Headrest

Mike Cryans was present to speak to the Board about Headrest. He thanked the Board for their past support. Mr. Cryans stated that the money that they receive from municipalities, counties and donors is used to support their hotline. Most of the other services including counseling for substance abuse, the 8 bed detox, going to the County Jail, working with the Drug Court are supported by contracts or money through the State.

Mr. Cryans noted that Hanover resident Fritz Wallace did a project for his Eagle Scout project to clean out the storage. He reported that they found the first log dated January 4, 1971 so the hotline has run 24/7 for over 41 years. They handle crisis calls, substance abuse calls and two national suicide lines. The suicide calls are the most difficult. They can take short periods of time to hours and it is straining on their staff. He encouraged anyone in need of help to call 448-4400.

#### Youth In Action

Chris Lord, Director of Youth In Action, reported that this is the first time that they have made the front page of the Valley News. He noted that they had a very busy weekend working on 4 projects over the past 3 days of which 3 were in Hanover. Mr. Lord stated that they had 58 people volunteer. Last year by the end of the school year there were 104 opportunities for students to volunteer, they completed over 1200 volunteer hours and had 212 Hanover students participate. So far this year, 115 Hanover students have volunteered. Of all the projects completed and volunteer work done, about 2/3rds have been done in Hanover and Hanover is known as their home base. They have two main missions: 1) to offer volunteer services in the Upper Valley and; 2) to offer opportunities for high school students to get involved in their communities. Youth In Action has helped organizations and individual residents. Mr. Lord reported that there are 760 students in the High School and 474 students have signed up to receive notifications about volunteering opportunities.

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Ms. Griffin stated that this year for the first time the funding for Youth In Action will be coming out of the Recreation Department budget. Chairman Christie stated that this doesn't qualify under the Social Services guidelines but the Town recognizes its value so it is being funded where it belongs.

#### WISE

Peggy O'Neill, Director of WISE, thanked the Board of Selectmen and the Town for their on-going support. Ms. O'Neill stated that the funding they receive from towns provide for their crisis intervention and prevention programs. WISE provides services in the Town of Hanover by providing their 24 hour crisis support services which helps to reduce the need for law enforcement and emergency services by helping people earlier before a crisis. WISE provided services to 40 residents of the Town of Hanover last year. WISE provided shelter for a couple of Hanover residents, support to the Child Advocacy Center, and Crisis Counseling Services. WISE was able to provide some financial and legal assistance to some residents in Hanover. WISE representatives also work with the Hanover High health classes focusing on prevention education.

#### VNA

Dick Carney, Board member of the VNA Hospice of VT & NH, stated that he is glad to represent their organization and thanked the Board for their continued support. He noted that their organization takes care of people in their homes during injury and the end of life process. Mr. Carney reported that they provided 3800 home visits in the Town of Hanover for 170 residents and 37 involved hospice patients. The organization absorbed \$145,000 unreimbursed costs/expenses. Their agency received funding through Medicaid; they don't receive adequate reimbursement through Medicare; they are a major receiver of Town of Hanover funds. The agency is not requesting an increase this year. The amount requested of \$25,900 represents \$3.37 per resident in Hanover. This figure is based on the Town's 2010 census. The service provided saves the Town expenditures for emergency services by keeping people in their homes and reduces hospital admissions. He is so committed to the organization because he sees the empathy the nurses have for their patients. This was tested during the Hurricane Irene disaster. They keep in touch with patients by running vital signs over the phone and network. There was not a single patient that did not get service. There were heroic activities and he noted that they had nurses that lost their homes but continued to take care of others.

#### West Central Behavioral Health

SueEllen Griffin, President and Director of West Central Behavioral Health, and Heidi Postupack, Director of Development Programs at West Central, were present to speak to the Board. West Central provides services to Southern Grafton County and all of Sullivan County. Their agency provides primarily mental health and substance abuse treatment in addition to medication management, individual and family therapy and 24/7 emergency services. Although other agencies also provide 24/7 services, they don't provide duplicating services and the agencies all work together. West Central also

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provides services in the community including work in the schools and both jails, and they also provide services to businesses. Ms. Suellen Griffin reported that West Central assists teachers with students who are in crisis and works closely with the Mental Health Court to try to keep people with mental health problems out of the jail.

Ms. Suellen Griffin stated that the amount of money they are requesting is used to offset free services or reduced fees. Last year West Central served 89 Hanover residents and of those residents 38 were children. Ms. Suellen Griffin stated that they can't thank the Town enough for the support over the years.

#### Grafton County Senior Citizens Council

Molly Scheu introduced herself to the Select Board and reported that she is a 40 year resident of Hanover and proud to be part of the Board of the Grafton County Senior Citizens Council (GCSCC). Roberta Berner, Executive Director, was also present to speak to the Board and stated that she was surprised with the 2010 U.S. Census statistics that Hanover has more people over 85 years of age than most places in the State. Many of the people are living in places like Kendal, Hanover Terrace, Wheelock Terrace, etc. The GCSCC provides care for people in their own homes, in their own communities with transportation, and in-home care (unlike medical care, they provide companionship, light housekeeping, etc). Most of their clients are living on fixed incomes. They serve people on fixed incomes in Hanover in addition to people who are financially comfortable. Their services are available to anyone age 60 or over and it's not needs based. GCSCC did serve over 118 older Hanover residents last year through their core services and Service Link provided services to another 76 people. They are unsure what the overlap is but they served somewhere between 118 and 200 people in Hanover.

Chairman Christie thanked Ms. Berner and Ms. Scheu for all that they do.

#### HIV/HCV Resources Center

There were no representatives present to speak for this agency.

#### Mascoma Valley Health Initiative

Alice Ely, Executive Director for MVHI, thanked the Board for allowing her to speak to them this evening. She recognizes that her agency is not currently being funded by the Town of Hanover and may not meet all of the Board's criteria for receiving funding. MVHI has played host to the Upper Valley Immunization Project promoting immunizations for children and adults. They provide school based clinics and work collaboratively with the Upper Valley Public Health Network. MVHI completed the Upper Valley Community Needs Assessment to look at needs in the rural areas of the Upper Valley and Hanover was included. The Needs Assessment will be used to target new programs and activities. They will continue to look for ways to take the Needs Assessment and turn it into programs and services. They were successful in getting a small grant to expand oral health services being provided to the schools in the Mascoma



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Valley. MVHI does a great deal of substance abuse prevention work. They are bringing those resources to the Mascoma Valley but are available to assist Hanover as well.

Ms. Ely stated that they are bringing a new program in the coming year called the Upper Valley Public Health System Development Project. They recently received a grant from the NH Charitable Foundation to bring together partners in the upper valley that do public health related work to come up with a system where they can work together more effectively. There is currently the Upper Valley Public Health Network which is primarily about emergency preparedness and emergency response but it is not a broad based health initiative. MVHI seeks to pull together partners and make it a real public health network. The State expects to be issuing an integrated request for proposals next year where multiple programs will be looking for regions to provide one response versus several organizations providing services. They want to create coordinated bodies at regional levels across the State of NH and the Upper Valley is not in a position to respond to this and they have a year to prepare for it. The Board of MVHI is requesting funding from the Towns and private donations to get the matching funds together.

Ms. Ely read a statement from Dr. Bill Boyle who is the Chair of the Board of Directors:

“I regret that I cannot be present tonight to discuss the funding request by the Mascoma Valley Health Initiative as I am Chairperson of the Board. I have a prior teaching commitment at the Medical School. As the former Health Officer of Hanover, I am very aware of the public health needs of the State and region. Services are fragmented and except in the area of emergency preparedness, rarely coordinated. The grant from the NH Charitable Foundation gives Hanover and the region a chance to correct that situation. By bringing together knowledgeable folks in the region, we can build a viable public health network. The State of New Hampshire is on record to seek and direct funding and other resources towards public health regions to build local public health infrastructure ‘creating a regional public health system in New Hampshire, December 2011’ (that was a quote from a document they recently released), this is a real chance to improve the health of the Town and the region. Health promotion and disease prevention should not occur in isolated pockets. We should strive to improve the health of all our citizens. I hope you will look kindly on this request.”

Selectman Geraghty asked to clarify the area that the Mascoma Valley covers. Ms. Ely stated that when the MVHI was founded in 2001, it covered 5 towns. In 2004, MVHI received the contract from the State to be the regional public health network and it expanded their service areas to 13 Towns. Selectman Geraghty asked for the Towns that they cover. Ms. Ely stated that they cover the towns north to Piermont, south to Cornish and east to Dorchester and Grafton. Selectman Geraghty clarified that the MVHI are not providing services in Vermont. Ms. Ely stated that they do not serve Vermont but as they expand, they will be inviting partners that do serve Vermont.

## CATV

Bob Franzoni, Executive Director CATV, and Mike Murray, Board of Directors, were present to speak to the Board. Mr. Franzoni stated that CATV has been around since 1993. CATV started at the Hanover High School and with the school's renovation they moved to the Tip Top Building in White River Junction. The live feed comes from Hanover High School. CATV provides service for Hartford, Hartland, Norwich, Lebanon, Hanover, and they carried over 277 hours of Hanover business meetings last year. Mr. Franzoni stated that they broadcast the meetings at least 3 times during the week with a rebroadcast on Saturdays. Local programming last year included special events such as the Hanover 250<sup>th</sup>, Hanover Chamber of Commerce Awards, and they did a lot with the video camp in Hanover. Some money goes back to the Hanover Recreation Department for that camp. If you combine the number of hours there were 1332 hours of local and government broadcasts produced. Hanover receives the second highest viewing on CATV with Hartford being the first.

Mr. Franzoni reported that CATV spent \$12,000 in equipment to add cameras. CATV provides Video on Demand on the Web. Hanover is the only Board that they do live meetings with consistently. CATV does receive some funds from the cable services in Hanover.

Chairman Christie asked how the sound is for the meeting. Mr. Franzoni stated that the sound is great and he apologized that there were problems in past meetings but they have corrected the problem with Comcast.

Mr. Franzoni reported that CATV will have their Annual Meeting on March 8<sup>th</sup>. There will be a couple of Hanover residents receiving awards at that meeting and they are looking for additional Board members.

**5. RECOMMENDATION TO ACCEPT EASEMENT FOR SIDEWALK SECTION ON LYME ROAD IN FRONT OF CRREL FROM DARTMOUTH COLLEGE AND TERMINATE EASEMENT FOR WELL SITE ON CRREL PROPERTY WITH DARTMOUTH COLLEGE AND AUTHORIZE TOWN MANAGER TO NEGOTIATE AND EXECUTE RELATED DOCUMENTS.**

Ellen Arnold, Counsel for Dartmouth College, was present to speak about this transaction. The College is scheduled to sell the CRREL property to the Government on March 13<sup>th</sup>. There are two issues that need to be addressed. The first issue is the granite sidewalk easement from the College to the Town – no one ever executed the easement and they need to clear the title. The second issue is the 1965 lease agreement from the College to Hanover Water Works with the right to locate a well that has never been used and there is no intention on the part of the Town to use this so they would like to terminate the easement. There are a couple of other issues that will be going before the

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Planning Board next month. Ms. Griffin noted that Walter Mitchell has reviewed these documents, recommendations were made and all are in agreement that these can be done.

Vice Chairman Connolly asked about the well. Ms. Griffin stated that due to the contamination on the site many years ago, they would never use that area for a well.

Selectman Rassias asked if this would go to Town Meeting. Ms. Griffin stated that it would not because the Board has Town Meeting authorization to negotiate and execute easements like this.

**Vice Chairman Connolly MOVED to ACCEPT the Easement for the Sidewalk Section on Lyme Road in Front of CRREL from Dartmouth College and Terminate the Easement for the Well on CRREL Property with Dartmouth College and Authorize the Town Manager to Negotiate and Execute Related Documents. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE EASEMENT FOR THE SIDEWALK SECTION ON LYME ROAD IN FRONT OF CRREL FROM DARTMOUTH COLLEGE AND TERMINATE THE EASEMENT FOR THE WELL ON CRREL PROPERTY WITH DARTMOUTH COLLEGE AND AUTHORIZE THE TOWN MANAGER TO NEGOTIATE AND EXECUTE RELATED DOCUMENTS.**

- 6. RECOMMENDATION TO SET PUBLIC HEARINGS ON THE FY 2012-2013 PROPOSED BUDGET FOR MONDAY, FEBRUARY 27<sup>TH</sup>, TUESDAY, FEBRUARY 28<sup>TH</sup>, WEDNESDAY, FEBRUARY 29<sup>TH</sup> AND THURSDAY, MARCH 1<sup>ST</sup>, 2012 AT 7:00 P.M.**

**Vice Chairman Connolly MOVED to Set Public Hearings on the FY 2012-2013 Proposed Budget for Monday, February 27<sup>th</sup>, Tuesday, February 28<sup>th</sup>, Wednesday, February 29<sup>th</sup> and Thursday, March 1<sup>st</sup>, 2012 at 7:00 p.m. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET PUBLIC HEARINGS ON THE FY 2012-2013 PROPOSED BUDGET FOR MONDAY, FEBRUARY 27<sup>TH</sup>, TUESDAY, FEBRUARY 28<sup>TH</sup>, WEDNESDAY, FEBRUARY 29<sup>TH</sup> AND THURSDAY, MARCH 1<sup>ST</sup>, 2012 AT 7:00 P.M.**

- 7. RECOMMENDATION TO EXECUTE LEASE-PURCHASE AGREEMENTS FOR TWO COPIERS FOR THE R.W. BLACK COMMUNITY CENTER AND AUTHORIZE TOWN MANAGER TO EXECUTE RELATED DOCUMENTS.**

**Vice Chairman Connolly MOVED to Execute Lease-Purchase Agreements for Two Copiers for the R.W. Black Community Center and Authorize the Town Manager to Execute Related Documents. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO EXECUTE LEASE-PURCHASE AGREEMENTS FOR TWO COPIERS FOR THE R.W. BLACK COMMUNITY CENTER AND AUTHORIZE THE TOWN MANAGER TO EXECUTE RELATED DOCUMENTS.**

**8. RECOMMENDATION TO ACCEPT FEDERAL HOMELAND SECURITY GRANT-FUNDED EMERGENCY RESPONSE EQUIPMENT FOR USE BY LOCAL METROPOLITAN MEDICAL RESPONSE SYSTEM TEAM BASED AT DARTMOUTH COLLEGE.**

Ms. Griffin stated that to enable communities to better respond to widespread medical emergencies, they are becoming better equipped to deal with larger outbreaks of illness such as H1N1, etc. One of the types of medical response equipment deemed critical are various forms of breathing apparatus and the Federal Government has determined that the State should provide funding for the purchase of this type of equipment. Michael Blayney at Dartmouth College has been working with Dr. Gougelet and the Hanover area has been awarded funds to purchase this equipment. The State needs the Town's approval to receive these funds.

Selectman Doherty asked what the Town's obligation is in receiving this money. Ms. Griffin stated that the Town's only obligation is to receive the money and disseminate the funds. The equipment will be out of the Town's hands and there is no liability in any area including malfunctioning of equipment. Dartmouth College needs to provide the certificates of liability, etc. Ms. Griffin noted that in the event of a major medical emergency, Leverone Field House is the acute care center and this equipment would be used there.

**Selectman Doherty MOVED to Accept Federal Homeland Security Grant-Funding for Emergency Response Equipment for Use by Local Metropolitan Medical Response System Team Based at Dartmouth College and to Authorize the Town Manager to Sign the Documents on Behalf of the Town. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT FEDERAL HOMELAND SECURITY GRANT-FUNDING FOR EMERGENCY RESPONSE EQUIPMENT FOR USE BY LOCAL METROPOLITAN MEDICAL RESPONSE SYSTEM TEAM BASED AT DARTMOUTH COLLEGE AND TO AUTHORIZE THE TOWN MANAGER TO SIGN THE DOCUMENTS ON BEHALF OF THE TOWN.**

**9. RECOMMENDATION TO ALLOW STREET CLOSURE AND BANNER INSTALLATION FOR THE CHaD HALF MARATHON SCHEDULED FOR OCTOBER 21, 2012.**

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Ms. Griffin stated that this event is going to be a little different this year. The organizers are trying to avoid challenging weather in the summer so they have moved the event to October. The route will go from East Wheelock Street to Crosby Street and North College Street to Wentworth. Those streets will be shut down and all traffic will be diverted south on Main Street and then East on Lebanon Street to by-pass Wheelock Street. The organizers worked with Lt. Michael Evans and they are confident that this can be done safely. Ms. Griffin stated that she is certain that they will have Dartmouth College students participating since school will be in session.

**Selectman Doherty MOVED to Allow Street Closure and Banner Installation for the CHaD Half Marathon Scheduled for October 21, 2012. Selectman Geraghty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ALLOW STREET CLOSURE AND BANNER INSTALLATION FOR THE CHaD HALF MARATHON SCHEDULED FOR OCTOBER 21, 2012.**

**10. RECOMMENDATION TO ADOPT OUT OF SCHOOL TIME PROGRAM DIRECTOR JOB TITLE, LABOR GRADE 15.**

Chairman Christie stated that the Board has already had a chance to review this in detail. Ms. Griffin stated that this is the year round position for the new after school program which the Town oversees that serves grades 4, 5, and 6 and has been merged with the former Hanover After School Program (HASP) program. The Town now oversees the program and this position reflects the fact that the Director has taken on a lot more work.

**Selectman Geraghty MOVED to Adopt Out of School Time Program Director Job Title, Labor Grade 15. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT OUT OF SCHOOL TIME PROGRAM DIRECTOR JOB TITLE, LABOR GRADE 15.**

**11. APPROVAL OF MINUTES:  
- January 30, 2012**

Selectman Christie provided Elizabeth Rathburn with minor changes to be made to the Minutes.

**Selectman Doherty MOVED to Accept the Minutes of January 30, 2012. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED, TO APPROVE THE MINUTES OF JANUARY 30, 2012. (Selectman Rassias abstained from the vote.)**

## **12. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that Town Staff has completed discussions with City of Lebanon for the Inter Municipal Agreement for wastewater services for a portion of the City of Lebanon's wastewater. Ms. Griffin is finalizing the draft and her hope is to bring it to the Hanover Select Board in March. A couple of staff from the City of Lebanon will attend that meeting and then assuming that the Hanover Select Board is comfortable with the proposal, Hanover staff will go to the City of Lebanon Council meeting to discuss this with their members. The goal of the document is to lay out the treatment parameters for the City of Lebanon and to determine how much more capacity Hanover has for Lebanon wastewater generators.

Ms. Griffin reported that the NH Department of Transportation agreed to allocate funds (\$294,000) for the transit hub in front of the Hanover Inn. She has received a contract from the DOT establishing the parameters under which the Town needs to work when they receive this federal money so she will need to bring the documents to the Board before the end of the month so that it can go before the Governor's Council at the April meeting.

Ms. Griffin reported that there will be another interesting item to be reviewed at an upcoming meeting regarding an issue in which the legislation eliminated a tax exemption that the telephone company has enjoyed on the taxable value of their telephone poles. Ms. Griffin reported that Mike Ryan, Town Assessor, has had to go out and attach a tax value for every pole. Mr. Ryan has done this and has issued a supplemental tax warrant that must be adopted by the Select Board. This document will be available for the Board to review at the next meeting.

Ms. Griffin reported that the budget is done and the final document is being prepared and the Board will see it in a week to 10 days.

## **13. SELECTMEN'S REPORTS.**

### **Athos Rassias**

Selectman Rassias had nothing new to report.

### **Judy Doherty**

Selectman Doherty had nothing new to report.

### **Kate Connolly**

Vice Chairman Connolly reported that the Planning Board met last week and they heard reports from the Bike & Pedestrian Master Plan Committee. She noted that the Plan has been upgraded since their presentation before the Select Board and it is incredibly

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complete. They also had a discussion about the Bike/Pedestrian path potential for Route 120. It was an interesting meeting. The Planning Board will be going back to working on zoning amendments in future meetings. The first zoning hearing will be on the 28<sup>th</sup> while Vice Chairman Connolly will be attending the Selectmen's budget hearings.

Chairman Christie wanted to thank the Planning Board for the work on the Rental Housing Ordinance.

### **Bill Geraghty**

Selectman Geraghty wanted to thank and recognize everyone involved in the Pond Party last Saturday. Selectman Geraghty estimated that there were more than 1,000 people there. It was a lot of fun and the Recreation staff, Dartmouth staff and the Board made it a great community effort.

### **Peter Christie**

Chairman Christie reported that the Finance Committee met this afternoon. They have 3 new members and they took an hour to do some fundamental education on the Town. The group has been primarily focusing on the school and now it's the Town's turn to involve the Finance Committee. Chairman Christie stated that with 70% of expenses being associated with staffing and fringe benefits, they spent a good amount of time focusing on the number of employees working for the Town and how it's changed over time and why it's changed. They looked at the end result of the budgeting process in terms of what the increases have been to the Town budgets over time, how it relates to CPI, what special factors came in to any decision in any given year.

The Select Board discussed meeting dates in March. They decided to leave the meeting scheduled for March 19<sup>th</sup>.

Selectman Christie reported that he did receive a compliment regarding the lights on the Ledyard Bridge. Ms. Griffin stated that it was very difficult to get the lights approved by the Federal Government. The Town needed to prove that there wasn't a comparable US provider for the lights and there isn't one so they had to get a Buy American Waiver which took 8 months to receive. Ms. Griffin stated that it is intended to make it safer for bikes and pedestrians.

## **14. OTHER BUSINESS.**

There was no other business reported.

**15. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:25 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

- 1. Selectman Doherty MOVED to accept \$34,263 in NH Emergency Management Performance Grant funds for emergency communications equipment and to authorize the Town Manager to sign on behalf of the Town. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT \$34,263 IN NH EMERGENCY MANAGEMENT PERFORMANCE GRANT FUNDS FOR EMERGENCY COMMUNICATIONS EQUIPMENT AND TO AUTHORIZE THE TOWN MANAGER TO SIGN ON BEHALF OF THE TOWN.**

- 2. Vice Chairman Connolly MOVED to ACCEPT the Easement for the Sidewalk Section on Lyme Road in Front of CRREL from Dartmouth College and Terminate the Easement for the Well on CRREL Property with Dartmouth College and Authorize the Town Manager to Negotiate and Execute Related Documents. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE EASEMENT FOR THE SIDEWALK SECTION ON LYME ROAD IN FRONT OF CRREL FROM DARTMOUTH COLLEGE AND TERMINATE THE EASEMENT FOR THE WELL ON CRREL PROPERTY WITH DARTMOUTH COLLEGE AND AUTHORIZE THE TOWN MANAGER TO NEGOTIATE AND EXECUTE RELATED DOCUMENTS.**

- 3. Vice Chairman Connolly MOVED to Set Public Hearings on the FY 2012-2013 Proposed Budget for Monday, February 27<sup>th</sup>, Tuesday, February 28<sup>th</sup>,**



**Wednesday, February 29<sup>th</sup> and Thursday, March 1<sup>st</sup>, 2012 at 7:00 p.m.  
Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET PUBLIC HEARINGS ON  
THE FY 2012-2013 PROPOSED BUDGET FOR MONDAY, FEBRUARY  
27<sup>TH</sup>, TUESDAY, FEBRUARY 28<sup>TH</sup>, WEDNESDAY, FEBRUARY 29<sup>TH</sup>  
AND THURSDAY, MARCH 1<sup>ST</sup>, 2012 AT 7:00 P.M.**

- 4. Vice Chairman Connolly MOVED to Execute Lease-Purchase Agreements for Two Copiers for the R.W. Black Community Center and Authorize the Town Manager to Execute Related Documents. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO EXECUTE LEASE-  
PURCHASE AGREEMENTS FOR TWO COPIERS FOR THE R.W.  
BLACK COMMUNITY CENTER AND AUTHORIZE THE TOWN  
MANAGER TO EXECUTE RELATED DOCUMENTS.**

- 5. Selectman Doherty MOVED to Accept Federal Homeland Security Grant-Funding for Emergency Response Equipment for Use by Local Metropolitan Medical Response System Team Based at Dartmouth College and to Authorize the Town Manager to Sign the Documents on Behalf of the Town. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT FEDERAL  
HOMELAND SECURITY GRANT-FUNDING FOR EMERGENCY  
RESPONSE EQUIPMENT FOR USE BY LOCAL METROPOLITAN  
MEDICAL RESPONSE SYSTEM TEAM BASED AT DARTMOUTH  
COLLEGE AND TO AUTHORIZE THE TOWN MANAGER TO SIGN  
THE DOCUMENTS ON BEHALF OF THE TOWN.**

- 6. Selectman Doherty MOVED to Allow Street Closure and Banner Installation for the CHaD Half Marathon Scheduled for October 21, 2012. Selectman Geraghty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ALLOW STREET CLOSURE  
AND BANNER INSTALLATION FOR THE CHaD HALF MARATHON  
SCHEDULED FOR OCTOBER 21, 2012.**

- 7. Selectman Geraghty MOVED to Adopt Out of School Time Program Director Job Title, Labor Grade 15. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT OUT OF SCHOOL  
TIME PROGRAM DIRECTOR JOB TITLE, LABOR GRADE 15.**

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- 8. Selectman Doherty MOVED to Accept the Minutes of January 30, 2012. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED TO APPROVE THE MINUTES OF JANUARY 30, 2012. (Selectman Rassias abstained from the vote.)**

- 9. Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:25 P.M.**