

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 19, 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.

**1. PUBLIC COMMENT.**

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

**2. REVIEW AND DISCUSSION OF PROPOSED INTERMUNICIPAL AGREEMENT BETWEEN TOWN OF HANOVER AND THE CITY OF LEBANON FOR PROVISION OF WASTEWATER TREATMENT SERVICES.**

Chairman Christie and Ms. Griffin invited Peter Kulbacki, Director of Public Works, to speak to the Board about this item.

Mr. Kulbacki stated that an update to the Intermunicipal Agreement has been in the works for many years. The current agreement is about 8 pages long and dates back to 1969; it has no restrictions, no limits on flows and strengths or anything.

Chairman Christie asked for some background about this agreement with Lebanon because the Town of Hanover accepts some of their waste. Mr. Kulbacki stated that back when Sachem Village moved from Hanover to Lebanon, the Town agreed to continue to take waste (back in the late '60s). When the hospital moved (1991) and Centerra was built, the Town agreed to take that on as well as part of the Gile watershed. The flows have changed and there are some benefits to taking the wastewater because of the type of waste that they discharge and the quality is helpful to the plant.

Mr. Kulbacki stated that Lebanon is a large user that makes up about 1/3 of Hanover's flow and they contribute revenue. Lebanon has been treated the same as other customers that use the system over the years. Mr. Kulbacki reported that they have come up with an agreement with City staff and Town staff to find the best way to serve both communities within the permit limits and capacities of the plant. The Hanover facility has the capacity to receive 2.3 million gallons/day on average. When the facility reaches 80% of that flow, the State requires that the Town do a study to determine how to manage this by either enlarging the plant or restrict flows. Mr. Kulbacki pointed out that the facility is not there yet but this is the framework that sets down the ground rules to keep both parties informed about what is going on.

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Mr. Kulbacki stated that they have asked Lebanon to determine what it would take for them to remove their flows from the Hanover facility. Currently, this is an unknown factor and Lebanon has been asked to produce a document about this by the end of 2013 so everyone can see what this would look like.

Mr. Kulbacki stated that Hanover has left the decision about where Lebanon's flows come from up to Lebanon. Hanover has agreed to receive 650,000 gallons/day from Lebanon and how this is divided up is up to them. Lebanon has far greater ability to build out on Route 120 than Hanover has the ability to allow.

Mr. Kulbacki stated that Lebanon has two separate systems contributing to the facility: 1) Sachem/Route 10 systems which are domestic related and there are issues with infiltration from the surface water and ground water into the system and, 2) Centerra/DHMC is more of a rapidly changing commercial/industrial/residential area. Mr. Kulbacki stated that they have good working relationships with Lebanon and are now at the point where they know the limitations and what they can offer to Lebanon.

Chairman Christie noted that the agreement goes out 10 years with 5 year extensions. Mr. Kulbacki stated that they were very cognizant of changes in State regulations so they drafted this document with that in mind. This agreement allows for 5 years notice as the facility may be faced with permit limits from the Environmental Protection Agency (EPA) that are unpredictable.

Chairman Christie confirmed with Mr. Kulbacki that this agreement is based on current knowledge that the Town of Hanover believes that they can meet Lebanon's needs for 10 years. Mr. Kulbacki stated that if this changes, Lebanon would be given 5 years notice. He noted that when the EPA determines what the nitrogen phosphate limits are going to be, that will drive the permits for each town. Chairman Christie clarified with Mr. Kulbacki that the City of Lebanon would have 5 years notice from the time that it is determined that they would need to move their wastewater. Chairman Christie noted that Hanover could upgrade the Hanover Facility.

Ms. Griffin stated that they were giving the City of Lebanon until the end of 2013 to determine what it would cost to move the flow to Lebanon. Chairman Christie noted that this is a good opportunity for both towns; if they reach the limit, they can increase their capacity or have them build a facility. Mr. Kulbacki stated that they are asking for information a year prior to the renewals.

Vice Chairman Connolly stated that she was under the impression that they were at full capacity because they don't have additional land. Mr. Kulbacki stated that Hanover is at full capacity based on current plant design and technology. Changes in technology could change their capacity but this is a \$25 million to \$35 million upgrade. For some of the things that the EPA is asking for, the technology doesn't exist.

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Vice Chairman Connolly expressed concerns about future capacity and a 10 year guarantee of service in the agreement. Mr. Kulbacki stated that they are only guaranteeing 5 years because as soon as it is determined that they cannot handle the flows from Lebanon, they would be given 5 years notice. It doesn't matter if it's within the first 10 years or anytime afterwards. Ms. Griffin stated that Hanover could not handle all the capacity of Route 120 if they build out that area. The study that they are requiring Lebanon complete by the end of 2013 will be the determination of what it takes to move Lebanon's flows when they look at build out on Route 120.

Chairman Christie referred to Section 2.10 in the agreement and the last sentence, "at any time either party may elect to terminate this agreement by written notice to the other, at least 5 years prior to the date of termination" and it doesn't list a date of termination. He expressed concerns about this wording which doesn't appear to match the intent. Ms. Griffin stated that she assumes that the date of termination is 10 years. Chairman Christie stated that it appears that it's a rolling 5 year agreement with a 5 year termination agreement. He requested that the wording be made clear to reflect the intent. Selectman Geraghty stated that the intent that Mr. Kulbacki made statements to is not clear in the wording so it just needed to be reworked and reviewed by Hanover and Lebanon staff.

Selectman Doherty feels that the last sentence is the only issue otherwise the agreement is going to be reviewed every 5 years; it's the termination clause that needs to be clarified.

Chairman Christie suggested the following wording: "At any time either party may limit or terminate this agreement by written notice to the other with 5 year's notice."

Selectman Doherty clarified with Mr. Kulbacki that knowing the phosphorus requirements are not clear but both parties are aware of these issues and 5 years should be enough time to deal with whatever may be handed down by the EPA. Mr. Kulbacki confirmed that this is true.

Mr. Kulbacki stated that they have submitted an application to renew the NPDES permit a year ago which is required 2 years prior to expiration. They are waiting to hear back from the EPA and by the time they issue the permit, it will be due to expire again. He noted that the EPA is currently in litigation on the Seacoast and the State of Vermont due to some of the decisions that have been made. Ms. Griffin stated that they are continuing to monitor this although Hanover is a smaller facility and is not on point for the issues that have come up; the Town of Hartford Wastewater Plant is in the middle of this.

Chairman Christie noted that Hanover has had issues with regard to flow meter accuracy and he noted language in the agreement that Lebanon maintain accurate meters. Mr. Kulbacki stated that Lebanon will be required to prove that they have accurate meters. Ms. Griffin stated that they have had good discussions about where to place the meters.

Mr. Kulbacki stated that there have been issues with infiltration and 3 years ago there was a 50% surcharge on Route 10 flows because of these problems. They now have an

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agreement with Lebanon that Hanover can research issues with the sewer lines on the Lebanon side when issues arise.

Vice Chairman Connolly commented that definitions should be added to Section 2.2 for terms such as BOD and TSS. Vice Chairman Connolly noted that in Section 3.0 regarding limitations on flow, it delineates between capacity in mg/liter but Lebanon's flow is discussed in lbs/day and she felt it might be better to use the same volume metrics. Mr. Kulbacki stated that Lebanon has concentrations versus mass loading; the mass loading is the ability of Hanover to treat their wastewater; if they take a peak day they are well over the limit so they wanted to have a mass limit. Vice Chairman Connolly suggested having the equivalents noted. Ms. Griffin stated that the chemists at the two plants understand the science behind this but the common citizen is probably not going to understand this. Mr. Kulbacki stated that they could put a footnote to clarify this.

Vice Chairman Connolly asked about the monitoring requirements in Section 3.7 and whether they only are checking this once or twice a year. Mr. Kulbacki stated that Lebanon is reporting to Hanover twice a year but they do the testing quarterly. Hanover is informally updated when the quarterly testing is done. This language is consistent with EPA standards for enforcement.

Vice Chairman Connolly noted that in Appendix C, under the lower table there is a list of pollutants and she noted that these are all liquids but they are done in weights instead of milligram per liter. Mr. Kulbacki stated that this is how they are tested. Mr. Kulbacki stated that if they added all the science behind this, it will be a very large document.

Chairman Christie asked Ms. Griffin what she needed from the Board in terms of this document. Ms. Griffin stated that they just wanted the Board's input regarding the agreement; the recommended changes will be made and it will have the same review by the Lebanon City Council presented by Lebanon staff. If both entities are comfortable, both towns will hold public hearings to adopt the document and then it will go to the Attorney General's office for review as an Intermunicipal Agreement. She noted that the DES has already provided preliminary input and it has been thoroughly reviewed by Walter Mitchell, Town counsel.

The Select Board agreed that they were comfortable with this document.

Barbara McIlroy stated that she has not had a chance to review the documents. Ms. Griffin stated that this document goes before the Lebanon City Council before it is made available to the public prior to the public hearing and she would have an opportunity to review it.

Ms. McIlroy recalled that in 2008 there was a vote to expand the plant. Mr. Kulbacki stated that the plant was not expanded.

Ms. McIlroy questioned whether the facility would now be able to treat another 400,000 gallons/day of sewage. Mr. Kulbacki stated that the plant today is designed to handle 2.3

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million gallons/day which is what they have been permitted to handle since 1986. Mr. Kulbacki clarified that the upgrades didn't change the capacity; it replaced equipment.

Ms. McIlroy asked how much capacity they will be able to treat with the upgrades. Mr. Kulbacki stated that the upgrades were replacements of equipment and were not upgrades to increase capacity.

Ms. Griffin stated that the investments in the plant over the last few years have been to improve the treatment ability, reduce the cost of treatment by creating better efficiencies, but the overall capacity has not increased. The agreement with Lebanon is that of the total available capacity, Lebanon only gets so much of that and it clarifies where the service area line is drawn for Lebanon and creates a process to notify Lebanon when it comes to a point when Hanover cannot take much more of their wastewater.

Ms. McIlroy asked if the numbers are included in the report. Mr. Kulbacki stated that they are included and the agreement is that the maximum they will accept from Lebanon is 650,000 gallons/day. Under the current agreement, there is no limit.

Ms. McIlroy stated that she came across the Lebanon agreement for Alterra and Phase 1 will take 40,000 gallons and Phase 2 will take another 72,000 gallons. Mr. Kulbacki stated that the City of Lebanon gets to determine how they use their capacity. Their development potential is almost twice what Hanover could give them for capacity.

Ms. Griffin stated that there are two other features that are important; for years Hanover was billing the sewer users on Route 120 and Lebanon was billing the users on Route 10. Then Hanover decided that they would send one bill to the City of Lebanon and then Lebanon could bill the users. Ms. Griffin stated that the build out capacity on Route 120 will max out the Hanover wastewater plant.

Mr. Kulbacki stated that currently the City of Lebanon uses around 450,000 gallons/day and when they get to 520,000 they'll be at 80%. Vice Chairman Connolly asked if this includes Alterra. Mr. Kulbacki stated that this is what the flow is today and Alterra is not discharging anything currently.

Gail Dahlstrom, Etna resident representing DHMC, stated that she is disappointed that the Medical Center has not been involved in these conversations. She believes that DHMC is a benefit to Hanover and Lebanon and the Town of Hanover has had a precedent of working with DHMC directly. Ms. Dahlstrom stated that the Town of Hanover had excess capacity when the hospital moved and has saved the residents of Hanover significant dollars over the first 15 to 18 years. She stated that there has not been conversation with DHMC from either Lebanon or Hanover about this issue. She requests that the Towns think of DHMC as a regional resource. She stated that between the somewhat pre-determined gallons per day and development and zoning rules in Lebanon, there is a real potential that when DHMC needs to do something, they will be constrained in doing so.

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Chairman Christie reaffirmed that the Board has given their consensus to Ms. Griffin regarding the agreement.

**3. DISCUSSION WITH CHRISTINE WALKER, EXECUTIVE DIRECTOR, UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION.**

Chairman Christie invited Christine Walker, Executive Director for the Upper Valley Lake Sunapee Regional Planning Commission, to speak to the Board. Ms. Walker thanked the Board for having her speak to them and stated that she had two things to talk to the Board about: 1) the Regional Plan that the Regional Planning Commission (RPC) will be participating in the next 3 years and, 2) the Housing Needs Assessment. She noted that Joanna Whitcomb, Commissioner for the RPC, was also present to speak to the Board.

Ms. Walker stated that the 9 RPCs in NH proposed an application to the Housing and Urban Development (HUD) Administration and were successful. She reported that there was a \$3.4 million grant given to the National Regional Planning Commission who will be heading up the 9 Regional Plans that will take place in the State of NH. Ms. Walker handed a list to the Board of the partners who will be involved. There will be a number of advisory committees that will be set up State-wide to deal with transportation, housing, climate change and energy issues and they will act as a technical resource.

Ms. Walker reported that within the region, they have already established a Regional Planning Committee that reviews regional impacts and provide recommendations and input to those projects. They have already done a lot of work on the Housing Needs Assessment.

Ms. Walker stated that what they are looking for from the Town of Hanover and other communities is to engage the municipalities and sign a Memorandum of Understanding (MOU) which is something that HUD has asked them to do. This MOU would state that the Town would be participating in the Regional Plan. Ms. Walker stated that her purpose for speaking at this meeting was to let the Board know that this was something that they would be looking for although she does not currently have the document because it is still under review. Ms. Griffin stated that she had distributed a draft of the partnership agreement so the Board could see what type of document it would be.

Ms. Walker stated that this is significant because this is the first time in decades that the government has said that the regional planning effort is working and that they will help fund it. It will lead to bringing in implementation funds to the region. She stated that this is a joint initiative by the Department of Transportation, Housing and Urban Development (HUD), and the Environmental Protection Agency (EPA).

Other agencies that are interested in this federal money are, the Department of Justice, Health and Human Services, USDA rural development, and because there are limited federal resources for development in the future, they are to look at the region as a whole

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to determine the highest priorities. She noted that they have a list of different funding sources through HUD and applicants that are part of the regional process will get preferential treatment.

Ms. Walker stated that the Department of Commerce/Economic Development Corporation announced that there is a planning process that is necessary to receive funding and they will accept the Regional Plan as their planning document. This is a big effort because Hanover is part of an economic development district in Grafton that has access to the funds; other communities in Sullivan County have not always had access to those funds.

Chairman Christie asked what the participation would involve. Ms. Walker stated that they might have a public forum and they would look to Hanover to get the word out through the website or announcements. Ms. Griffin stated that this is something that they do all the time so it's not something dramatically different or time consuming.

Ms. Walker stated that they recently completed a Housing Needs Assessment which she provided to the Board. This is also a statutory requirement of Regional Planning Commissions throughout the State. A lot of data comes out of the Housing Needs Assessment so there is a Technical Report which is a 120 page document which will be available on the web. Ms. Walker reported that they also produced another document that will be published and it is a simple a four page information packet that highlights the study and then they will publish a 26 page summary report which provides an overview.

Ms. Walker stated that the results show trends and it is no surprise that this area has an aging population. This may change the type of housing that is needed in the region. One interesting note is that there used to be a lot of federal dollars going into rental projects in the 1970s and the trend went downward through the '80s and then it was almost non-existent in the '90s. The information also shows that the housing size has gone from 2.5 persons per household to 2.3 but there are smaller household sizes. There is a large discrepancy in home prices in the region; the median household price in Hanover is \$248,000 but for Claremont it is \$128,000. As a region, they need to consider how areas are developing and how they are using their resources.

Ms. Walker reported that the projections of the housing needs are pretty much in line for the past 10 to 20 years. There isn't a huge need for housing but it has been consistent growth as a whole. She noted that employment projections are a little more stable.

Selectman Doherty noted that assisted living units was changed to assisted rental units on the copy of information that she received. She wanted more information about the rental area of the study. Ms. Walker stated that between 1990 and 2000 there was a constrained number of rental units available. Between years 2000 to 2008, home prices in some areas of the region doubled or more than doubled; after 2008, there was a shift in the economy and there was a market adjustment in home prices but there was not a comparable rental adjustment. Assisted living units are for elderly people who need assistance but the term "assisted rental unit" means that it's been subsidized for the construction of the unit.

Selectman Geraghty stated that when people hear the term “Upper Valley,” they automatically think that it includes Vermont. When dealing with State agencies, they stay at the State line. He asked Ms. Walker how they are balancing the study because 40% of employees come from Vermont. He wanted to clarify for the public as to how this is being determined.

Ms. Walker stated that they structured the study to include Vermont. They received the data from Vermont; Two Rivers Ottauquechee Regional Planning Commission was a partner in the HUD grant and they provided data and reviewed the document. Ms. Walker stated that determining the number of housing units needed is an easier projection than determining the employment area which is difficult to measure.

The Board thanked Ms. Walker and Ms. Whitcomb for their information.

**4. RECOMMENDATION TO ADOPT COMPLIANCE PROCESS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1965.**

Ms. Levine stated that the Town will hopefully be the recipient of Federal Transit Authority Grants for the transportation hub in front of the Hopkins Center. If the Town receives the grants, it will be the first time that Hanover will receive transit funds because it relates to mass transit and the Town is partnering with the Regional Planning Commission and Advance Transit to produce the hub. One of the requirements of the grant is that they need to show a process by which the Town will comply with Title VI of the Civil Rights Act of 1965; for transportation purposes, this relates to accessibility, transportation has to be neutral of language, visually impaired and hearing impaired individuals. This puts in place a process so that if a rider experiences something in which they feel that their access has been denied, they would complain to Ms. Levine and they would undertake a review and report back to the Transit Authority to document how they handled compliance with the process. Ms. Levine stated that she relied heavily on documents that had already been prepared by Advance Transit with input from UVLSRPC as well. Ms. Griffin stated that staff felt that they could deal with this. Ms. Levine stated that Advance Transit has not had any complaints.

**Vice Chairman Connolly MOVED to Adopt the Compliance Process Under Title VI of the Civil Rights Act of 1965. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT THE COMPLIANCE PROCESS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1965.**

**5. RECOMMENDATION TO SET A PRE-TOWN MEETING PUBLIC HEARING ON MONDAY, APRIL 2<sup>nd</sup> AT 7:30 P.M. TO REVIEW THE DRAFT WARRANT FOR THE 2012 TOWN MEETING.**



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**Vice Chairman Connolly MOVED to Set a Pre-Town Meeting Public Hearing on Monday, April 2<sup>nd</sup> at 7:30 p.m. to Review the Draft Warrant for the 2012 Town Meeting. Selectman Rassias SECONDED the motion.**

Ms. Griffin stated that this year's Town meeting will be pretty straightforward. She is almost done drafting the manager's message and the Selectmen's Letter and she will e-mail that to the Board. The background information is going to be pretty simple.

**THE BOARD VOTED UNANIMOUSLY TO SET A PRE-TOWN MEETING PUBLIC HEARING ON MONDAY, APRIL 2<sup>nd</sup> AT 7:30 P.M. TO REVIEW THE DRAFT WARRANT FOR THE 2012 TOWN MEETING.**

- 6. RECOMMENDATION TO SET A PUBLIC HEARING ON MONDAY, APRIL 2<sup>nd</sup> AT 7:30 P.M. TO REVIEW THE FISCAL YEAR 2012-2013 PROPOSED BUDGET FOR THE HANOVER HOUSING AUTHORITY.**

**Selectman Doherty MOVED to Set a Public Hearing on Monday, April 2<sup>nd</sup> at 7:30 p.m. to Review the Fiscal Year 2012-2013 Proposed Budget for the Hanover Housing Authority. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, APRIL 2<sup>nd</sup> AT 7:30 P.M. TO REVIEW THE FISCAL YEAR 2012-2013 PROPOSED BUDGET FOR THE HANOVER HOUSING AUTHORITY.**

- 7. RECOMMENDATION TO SET A PUBLIC HEARING ON MONDAY, APRIL 9<sup>th</sup> TO CONSIDER IMPLEMENTATION OF AN OPTIONAL VETERAN'S TAX CREDIT OF \$100.**

Ms. Griffin stated that the Board agreed in the fall to ask Town Meeting to establish an optional Veteran's Tax Credit of \$100. The current tax credit is set at \$50.

**Vice Chairman Connolly MOVED to Set a Public Hearing on Monday, April 9<sup>th</sup> to Consider Implementation of an Optional Veteran's Tax Credit of \$100. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, APRIL 9<sup>th</sup> TO CONSIDER IMPLEMENTATION OF AN OPTIONAL VETERAN'S TAX CREDIT OF \$100.**

- 8. RECOMMENDATION TO EXECUTE A CONDUIT LICENSE WITH NATIONAL GRID FOR INTALLATION OF UNDERGROUND ELECTRICAL TRANSMISSION EQUIPMENT ON LEBANON STREET, SARGENT PLACE, CURRIER STREET AND SOUTH STREET.**

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Ms. Griffin reported that National Grid is doing two types of work on these four streets and very soon they will take everything off the poles and put them underground. There are new poles in on the Crosby side of Lebanon Street. She noted that cities and towns in NH and National Grid are at odds with what a pole license should look like. A conduit license needs modification and the pole license needs modifications which threatened the whole project. The compromise was to pull out the conduit piece and they will have to agree to disagree on the pole license and let the new owners of National Grid work out a compromise. The attorneys for National Grid felt it would make sense to create a license for the underground conduit and the Town's lawyer agrees.

Vice Chairman Connolly noted an area that was done 5 years ago and is just now licensed. Ms. Griffin stated that this represents a new beginning for the undergrounding of conduits. This came to a head when the Town put in a new roundabout. During construction, they found a Fairpoint conduit that was unlicensed and no more than 6 inches underground. Fairpoint then sent the Town a bill for the replacement of the conduit but the response was that Fairpoint did not have a license to be in the Right of Way and it was not installed per State regulation. This project has brought these utilities in to talk about getting the conduits licensed. The Town needs to know where they are so they don't dig them up and it's also taxable under State Law.

**Selectman Doherty MOVED to Execute a Conduit License with National Grid for Installation of Underground Electrical Transmission Equipment on Lebanon Street, Sargent Place, Currier Street and South Street. Selectman Geraghty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO EXECUTE A CONDUIT LICENSE WITH NATIONAL GRID FOR INSTALLATION OF UNDERGROUND ELECTRICAL TRANSMISSION EQUIPMENT ON LEBANON STREET, SARGENT PLACE, CURRIER STREET AND SOUTH STREET.**

**9. RECOMMENDATION TO APPROVE ADMINISTRATIVE ABATEMENT.**

Ms. Griffin stated that Mr. Nordhaus discovered an error on the Town's part in which a lien had been placed on his account. The abatement is in the amount of \$37.91.

**Vice Chairman Connolly MOVED to Approve the Administrative Abatement in the Amount of \$37.91. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE ADMINISTRATIVE ABATEMENT IN THE AMOUNT OF \$37.91.**

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- 10. BANNER REQUESTS:**  
- Howe Library  
- Revels North

Ms. Griffin stated that the Town can accommodate both requests.

**Selectman Rassias MOVED to Approve the Banner Requests for the Howe Library and Revels North. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUESTS FOR THE HOWE LIBRARY AND REVELS NORTH.**

- 11. APPROVAL OF MINUTES:**  
- February 27, 2012  
- February 28, 2012  
- February 29, 2012  
- March 1, 2012

There were no recommended changes to the Minutes of February 27, 2012.

**Vice Chairman Connolly MOVED to Approve the Minutes of February 27, 2012. Selectman Geraghty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF FEBRUARY 27, 2012.**

Selectman Geraghty noted a typo in the Minutes of February 28, 2012.

**Vice Chairman Connolly MOVED to Approve the Minutes of February 28, 2012, as Amended. Selectman Geraghty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF FEBRUARY 28, 2012 AS AMENDED.**

There were no changes to the Minutes of February 29, 2012.

**Vice Chairman Connolly MOVED to Approve the Minutes of February 29, 2012. Selectman Geraghty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF FEBRUARY 29, 2012.**

Chairman Christie recommended changes to the Minutes of March 1, 2012 to indicate the outcomes of each item.

**Vice Chairman Connolly MOVED to Approve the Minutes of March 1, 2012, as Amended. Selectman Rassias SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF MARCH 1, 2012, AS AMENDED.**

**12. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that they are busy getting the Town Report finalized. Ms. Levine and Ms. McClain are working on modifying it this year and they are hoping to get this ready to go after the April 2<sup>nd</sup> public hearing. They will be doing a mailing of the warrant and background information this year and she will bring this before the Board again at a future meeting as to their wishes. She would like the Board to think about this for further discussion at the next meeting.

Ms. Griffin stated that staff has begun preparing for the Etna Library project; although it has not been funded yet, they are working on getting a package put together in order to request cost estimates. Staff are also finalizing the plans to submit the wetlands permit; once they obtain their wetlands permit, the project would need to go before the Planning Board. The plan will be to hold a forum out in Etna to get feedback from the community.

Ms. Griffin reported that the Town just awarded a contract to a playground company for Thompson Terrace. The Recreation Board has been heavily involved in selecting the playground company and working with the community.

**13. SELECTMEN'S REPORTS.**

**Athos Rassias**

Selectman Rassias reported that the Conservation Commission met last Wednesday. The biggest part of the meeting was a discussion regarding sign standards and what is needed for trail signs. There is a lot of good hard work going on with the Commission.

Selectman Rassias reported that he missed the Bike & Pedestrian Committee meeting.

**Judy Doherty**

Selectman Doherty reported that the Affordable Housing Commission met and continues to deal with neighborhood redistricting and zoning. She noted that Christine Walker gave the Commission a similar presentation to tonight's discussion and it resulted in a highly engaged conversation. The Affordable Housing Commission is going through the 120 page report provided by the RPC in detail. The Commission knew that this was coming so they have been waiting for this report before going forward. There should be some interesting feedback coming out of the Affordable Housing Commission with regard to the findings of this report. She stated that this is all very exciting and wanted to extend her appreciation for Christine Walker's help in addition to Jonathan Edwards.

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Selectman Doherty reported that the Annual Howel Classic is scheduled for this weekend. The party will be held on Saturday, March 24<sup>th</sup> from 7 p.m. to 10 p.m. and the indoor golf tournament is scheduled on Sunday, March 25<sup>th</sup> from 11 a.m. to 4 p.m. This is managed by the Howe Corporation and for more information, log on to [www.howelibrary.org](http://www.howelibrary.org).

**Kate Connolly**

Vice Chairman Connolly reported that she missed two Planning Board meetings but she will be reviewing the Minutes in the near future.

**Bill Geraghty**

Selectman Geraghty had nothing new to report.

**Peter Christie**

Selectman Christie reported that the Finance Committee met and voted 5 to 1 to support the Town's proposed budget. The minority opinion objected to using the tax rate for budget setting purposes as opposed to total levy. The minority continued to object to the funding of the Etna project and objects to the stack graph that dates back to 1995 showing the Town, County, School and Fire District tax rates; feeling that it's misleading as it relates to the last 5 years.

Selectman Rassias stated that he felt that there may be a better way to represent the data. He stated that he knows the point that they are trying to get across with the graph but he's never liked the way that it is presented. Chairman Christie noted that there is history to the graph but he also has concerns. Selectman Rassias stated that he doesn't object to the timeline but there's a lot of information that they are trying to get across and he doesn't feel that this graph does it justice.

Ms. Griffin stated that the graph came into existence a number of years ago because the question that comes up each year is what percentage of the tax rate is School District tax related to the total levy. People seemed to like the stack graph as a visual for the percentage of the total levy but they could switch to a bar graph.

Selectman Rassias stated that his issue is not with any individual year but the trend over time doesn't come across as well. If you look at a specific year, you can't follow it year to year.

Chairman Christie stated that stack graphs are good at showing one element as a percentage of a total, but not for showing rates of growth. They did insert a rate of change number to try to answer this. The other issue is that it invites a comparison that may not be a healthy comparison. There is a part of him that feels that they should eliminate this graph in the report.

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Ms. Griffin stated that some people are interested in the rate of change and some are more interested in the rate of levy. Selectman Rassias stated that he's not suggesting getting rid of the graph. Ms. Griffin stated that she always wants to show the impact of the downshifting on the Town's portion of the tax rate. Chairman Christie stated that this information might be more valuable and a matter of interest showing that the State is active in increasing the tax rate.

Ms. Griffin stated that they should think about how to present this information sooner rather than later so that they don't approach this during next year's budget.

**14. OTHER BUSINESS.**

There was no Other Business reported.

**15. ADJOURNMENT.**

**Selectman Geraghty MOVED to Adjourn the Meeting. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:17 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

- 1. Vice Chairman Connolly MOVED to Adopt the Compliance Process Under Title VI of the Civil Rights Act of 1965. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT THE COMPLIANCE PROCESS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1965.**

- 2. Vice Chairman Connolly MOVED to Set a Pre-Town Meeting Public Hearing on Monday, April 2<sup>nd</sup> at 7:30 p.m. to Review the Draft Warrant for the 2012 Town Meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PRE-TOWN MEETING PUBLIC HEARING ON MONDAY, APRIL 2<sup>nd</sup> AT 7:30 P.M. TO REVIEW THE DRAFT WARRANT FOR THE 2012 TOWN MEETING.**

- 3. Selectman Doherty MOVED to Set a Public Hearing on Monday, April 2<sup>nd</sup> at 7:30 p.m. to Review the Fiscal Year 2012-2013 Proposed Budget for the Hanover Housing Authority. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, APRIL 2<sup>nd</sup> AT 7:30 P.M. TO REVIEW THE FISCAL YEAR 2012-2013 PROPOSED BUDGET FOR THE HANOVER HOUSING AUTHORITY.**

- 4. Vice Chairman Connolly MOVED to Set a Public Hearing on Monday, April 9<sup>th</sup> to Consider Implementation of an Optional Veteran's Tax Credit of \$100. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, APRIL 9<sup>th</sup> TO CONSIDER IMPLEMENTATION OF AN OPTIONAL VETERAN'S TAX CREDIT OF \$100.**

- 5. Selectman Doherty MOVED to Execute a Conduit License with National Grid for Installation of Underground Electrical Transmission Equipment on Lebanon Street, Sargent Place, Currier Street and South Street. Selectman Geraghty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO EXECUTE A CONDUIT LICENSE WITH NATIONAL GRID FOR INSTALLATION OF UNDERGROUND ELECTRICAL TRANSMISSION EQUIPMENT ON**

**LEBANON STREET, SARGENT PLACE, CURRIER STREET AND SOUTH STREET.**

- 6. Vice Chairman Connolly MOVED to Approve the Administrative Abatement in the Amount of \$37.91. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE ADMINISTRATIVE ABATEMENT IN THE AMOUNT OF \$37.91.**

- 7. Selectman Rassias MOVED to Approve the Banner Requests for the Howe Library and Revels North. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUESTS FOR THE HOWE LIBRARY AND REVELS NORTH.**

- 8. Vice Chairman Connolly MOVED to Approve the Minutes of February 27, 2012. Selectman Geraghty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF FEBRUARY 27, 2012.**

- 9. Vice Chairman Connolly MOVED to Approve the Minutes of February 28, 2012, as Amended. Selectman Geraghty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF FEBRUARY 28, 2012, AS AMENDED.**

- 10. Vice Chairman Connolly MOVED to Approve the Minutes of February 29, 2012. Selectman Geraghty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF FEBRUARY 29, 2012.**

- 11. Vice Chairman Connolly MOVED to Approve the Minutes of March 1, 2012, as Amended. Selectman Rassias SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF MARCH 1, 2012, AS AMENDED.**

- 12. Selectman Geraghty MOVED to Adjourn the Meeting. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:17 P.M.**