

FINAL

BOARD OF SELECTMEN'S MEETING

November 5, 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; Athos Rassias, Vice Chairman; Bill Geraghty, Selectman; Nancy Carter, Selectman; Jay Buckey, Jr., Selectman; and Julia Griffin, Town Manager.

1. PUBLIC COMMENT.

Chairman Christie opened the meeting and asked for Public Comment. There were no comments from the public.

2. PUBLIC HEARING TO CONSIDER AMENDMENTS TO ORDINANCE #27, STREET VENDORS.

Chairman Christie opened the Public Hearing. Ms. Griffin stated that Town staff are trying to address areas within the Street Vending Ordinance that needed to be tightened up. There are 3 popular spaces in front of Town Hall and there are two at the Inn Corner. The newest vendors in the area are the "book buy back" vendors which are fairly aggressive and it almost became a wrestling match most recently when these vendors were fighting for spaces. Part of the amendments to the Ordinance was drafted by Betsy McClain and Mike Evans to deal with this issue. One vendor claimed that the Ordinance didn't apply to him because he was purchasing books and not selling anything.

Ms. Griffin stated that the changes are meant to tighten up the amount of sidewalk space that can be used by a vendor; to eliminate the visual barriers with tents up and down Main Street; to be very specific as to where they can locate their business; and changes to the way that short term vendors obtain their permits so that they are not sitting in Town Hall all day to be the first in line to get a permit for the next day. Ms. Griffin noted that they provided the copies of the proposed amendment to the vendors. The long term vendors in front of Town Hall are not concerned about the changes. These amendments should make it easier for staff to manage.

Selectman Geraghty clarified that The Green is owned by the College and wondered why the book vendors couldn't hold their business on The Green. Ms. Griffin stated that they debated making them move to the area in front of Collis but the College doesn't want these vendors on their campus. There is so much student traffic in front of that location, there were concerns about students darting out into traffic. Michael Evans and Betsy McClain felt that they are okay to be where they were previously on South Main Street if they follow the new rules.

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Chairman Christie asked how often they have had to flip a coin. Ms. Griffin stated that they have not had the option to flip a coin in the old Ordinance so if they can't decide among themselves, they can flip a coin.

Selectman Buckey asked about the new fundraising clause. Ms. Griffin stated that this clarifies an unwritten policy for groups such as the Girl Scouts, Boy Scouts, Hanover High School clubs, because this is a separate venture and she doesn't have the heart to demand that they receive a certificate of liability. This allows the Town Manager's Office to allow smaller groups such as this to conduct their business without a permit.

Selectman Buckey asked about vending trucks and whether this is an issue here. Ms. Griffin stated that this hasn't been a problem here yet but she felt that it would be a matter of time before it comes to Hanover. The Cupcake Queen was looking to sell cupcakes out of a van but the zoning ordinance doesn't allow for this at this time.

Selectman Carter noted that there is a vendor that parks a van at the end of the Farmer's Market which would require consideration through zoning if it were located anywhere else.

Selectman Buckey noted that the book vendors could put their stuff in a van. Ms. Griffin stated that they added that the vendors can't park right in front of their vending space. They can unload for 15 minutes in the morning and reload in the afternoon for 15 minutes. If this is violated, they will lose their vending permit.

Chairman Christie stated that in general he likes that the Board reviews the ordinances periodically.

Chairman Christie MOVED to Adopt the Amendments to Ordinance #27, Street Vendors. Selectman Buckey SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE AMENDMENTS TO ORDINANCE #27, STREET VENDORS.

Chairman Christie closed the Public Hearing.

3. PRESENTATION BY THE BICYCLE AND PEDESTRIAN COMMITTEE.

Chairman Christie invited members of the Bicycle and Pedestrian Committee to speak to the Board.

Scot Drysdale introduced himself as the Chair of the Bike & Pedestrian Committee and asked each member to introduce themselves. Athos Rassias, Tim Cox, Bill Young, Kelly Dole, Hugh Mellert, Sloane Mayor, Doug Deaett, Carol Weingeist and Sam Burdick introduced themselves.

Mr. Drysdale thanked the Select Board, Peter Kulbacki, Carolyn Radisch and ORW for the work on North and South Park Street. He noted that this was one of the Committee's original goals to add bike lanes on those streets.

Mr. Drysdale reported that the Bike & Pedestrian Committee completed their Master Plan with short term, mid-term and long term goals and wanted to have a discussion about having the Board of Selectmen adopt the Plan as an official document.

Mr. Drysdale reported on the Committee's other activities:

- 1) The Committee has been looking at Route 10 between the Town of Hanover up to Sachem Village. They have worked with the Bike & Pedestrian Committee in Lebanon on this as well. Although Hanover controls some of the area and Lebanon controls some of the area, most of the road is controlled by the Department of Transportation.
- 2) Safe Routes to School – two Committee members serve on that Taskforce.
- 3) North College Street to Park Street – There is a change to the pedestrian and bicycle facilities in that area and the Committee would like to be involved. Joanna Whitcomb is on the Committee and works for the College Planning Office so they hope to keep up to date on the progress and provide input.
- 4) Sidewalks – Mr. Drysdale reported that they have had at least 4 people come to the Committee with concerns about sidewalks. Verona Avenue & Hovey Lane have been topics of discussion in addition to Lebanon Street/Route 120. For Lebanon Street and Route 120, the sidewalk ends at Storrs Avenue so pedestrians need to cross on Sand Hill which is unsafe. Mr. Drysdale noted that their highest priority is Verona Avenue.

Ms. Griffin reported that Peter Kulbacki is coming up with a cost estimate for the Verona Ave sidewalk. Mr. Drysdale stated that he knows that the Town tries to fund one project each year and this is one that the Committee would recommend. There are concerns about maintenance of sidewalks and adding to the sidewalk networks but the Committee looks at it from the point of view of public safety and public convenience.

Mr. Drysdale read from the Capital Improvement Plan regarding sidewalks: "Sidewalks are not to be provided except in densely settled areas lacking a basic sidewalk network or where needed for the safety of school children or for access to public amenities such as a library or public park." Verona Avenue is one of the more densely settled parts of Hanover and there are two condominium developments in the area. There are a lot of school children there and there is a school bus stop on Verona Avenue with no sidewalks to get to it.

Mr. Drysdale noted that the entrance to the Girl Brook pathway is a set of stairs at the end of Verona Avenue. The Capital Improvements Plan allows for this area to be addressed.

Mr. Drysdale stated that there have been concerns about West Street where it crosses Wheelock Street going down the hill. The intersection is dangerous and a lot of people walk down the street with no sidewalk on either side so this is being reviewed.

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Mr. Drysdale stated that for the longer term, the Committee is looking at Route 120 between Greensboro Road and Medical Center Drive. There are currently no facilities. The Town garage is on one side and there is a bus stop at Buck Road and then there is the Gile Tract. In the winter, there are piles of snow on each side of the road. There is no way to get across near Greensboro Road because there aren't any pedestrian crosswalks traffic signals included there.

Ms. Griffin pointed out that some of this is in the Urban Compact and requires working with the State Department of Transportation (DOT). Mr. Drysdale noted that the bus stop study listed the Buck Road bus stop as one of the worst ones in the entire town.

Ms. Griffin announced that the Town just learned that the DOT is going to eliminate street lights at the Greensboro Road intersection. The Town can take over the cost which is \$3,500/year in electricity but this is part of the State trying to reduce their costs.

Mr. Drysdale wanted to thank the Board for their support and noted that the bike lanes on North and South Park Street are wonderful and a huge improvement.

Ms. Griffin stated that irrespective of a formal adoption of the Master Plan, it's helpful to have the recommendations organized by street as they plan the Capital Improvement Program. Ms. Griffin noted that in the past, the Board of Selectmen would receive the Plan as an important document of the working committee and use it as the Town reviews project approvals in conjunction with the Capital Improvement Program. Chairman Christie stated that the Board accepts the plan and would direct staff to use this information.

Ms. Griffin stated that these recommendations dovetail with the Safe Routes to Schools efforts. The Verona Ave sidewalk plan works with the Safe Routes to Schools' objectives.

Selectman Buckey asked if they have a sense of the usage for the new bike lanes. Mr. Drysdale does not know the traffic counts but when he bikes it, there are others using it. He feels that it is getting a fair amount of use. Vice Chairman Rassias noted that a significant part of the project was not just the bike lanes but the addition of the sidewalk on the west side of the road from Wheelock to Summer Street. Mr. Drysdale noted that you can now get from the Medical Center on Route 10/Park Street all the way to the Co-op on a sidewalk which is a huge improvement.

Ms. Griffin noted that the next project will be to look at the sidewalk segment on College Street from Maynard to the intersection of Route 10/Park Street. Mr. Drysdale noted that it is currently a "goat path" which is very steep and dangerous in inclement weather. The College has started a retaining wall and it will ultimately allow for a sidewalk in that area.

Ms. Griffin asked if the Committee is talking with the College about the possibility of bicycle lanes in the area. Mr. Drysdale noted that they have requested this but he's not sure if it will go through. Mr. Drysdale noted that the Committee has been working with Carolyn Radisch and others to see about what can be done in that area.

Mr. Mellert stated that in addition to the Park Street improvements there was a huge safety improvement between Leverone and Summer Street. The crosswalk near Outreach House would

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put a person in the middle of the entrance to the Berry Parking Lot and with the realignment and re-curbine of that area; the crosswalk now meets at the corner of the sidewalk near the baseball field which is a huge improvement.

Ms. Griffin stated that she and Peter Kulbacki and Mike Evans have been discussing the crosswalks that are not well lit. The crosswalk at the Berry Gym and Outreach House is one that is not well lit. Ms. Griffin stated that they are looking at solar technology that might work in this area. The crosswalk mechanism was moved from the Visual Arts Center to West Wheelock Street after a pedestrian was struck. They are looking at the crosswalks that should have these activated beacons.

Selectman Carter thanked the Bike & Pedestrian Committee. She noted that as a result of the Committee's work, more cyclists are willing to use their bicycles as commuter vehicles. The Park Street improvements made the road safer for motorists as well.

Mr. Mellert stated that with regard to the Park Street improvements, this effort connected two roads that already had bike lanes so the main thoroughfares were brought together.

Mr. Drysdale stated that with regard to crosswalks, the Committee is reviewing the crosswalk at Carter Street which is currently in an awkward position; the Committee has used some money to buy a second set of signs marking the crosswalk on both sides; additional lighting would be an improvement. Ms. Griffin noted that this was a crosswalk that Lt. Evans suggested that the Town add a lighted beacon; they also talked about eliminating the crosswalk but there was an outcry from the users in the area that this was an important crosswalk.

Chairman Christie and the Board thanked Mr. Drysdale and the Bike & Pedestrian Committee for speaking to the Board.

4. DISCUSSION REGARDING CHAMBER OF COMMERCE HOLIDAY PARKING REQUEST.

Ms. Griffin stated that this is an annual request by the Chamber of Commerce. This facilitates shopping in Downtown Hanover by allowing free parking from the Saturday after Thanksgiving to the Saturday after Christmas. There are bags for the meters and the Chamber has volunteers that place bags on the meters that indicate that parking is free. Patrick O'Neill (Parking Lieutenant) and Janet Rebman (Executive Director, Chamber of Commerce) monitor this closely as far as ensuring that employees aren't taking advantage of this. The Town will lose about \$7,500 in revenue by allowing this but the Parking Fund Budget factors in the loss.

Selectman Buckey MOVED to Accept the Chamber of Commerce Free Holiday Parking Request. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE CHAMBER OF COMMERCE FREE HOLIDAY PARKING REQUEST.

5. ELECTION UPDATE.

Ms. Griffin noted that the Board has been given detailed instructions for tomorrow's Election procedures. The Attorney General's office sent out a letter to all police departments to advise them about how they should handle any incidents of disobedience. Ms. Griffin asked the Select Board members to check in with the workers there. There are almost 1,200 absentee ballots that have been received and they can be opened as of 1:00 p.m. There is a lengthy, labor intensive process for handling the absentee ballots.

Ms. Griffin reported that the Supervisors of the Checklist and staff at Town Hall have registered over 1,400 new voters in the last several weeks. They hope that with the increase in traffic in the Town Office in advance of the election, this should result in fewer people registering to vote the same day tomorrow. Chairman Christie noted that the 1,200 absentee ballots is twice the number of votes cast at the Primary.

Selectman Carter clarified with Ms. Griffin that the absentee ballots are opened but are not seen as they are put into a box and then they get fed through the machine. She asked if there was a separate machine to push these ballots through because if there are 1,200 of them, it could take longer than the 7:00 p.m. end time. Ms. Griffin stated that they get fed through the same machines throughout the afternoon. The only challenge is that the overseas ballots are paper ballots and cannot be fed through the machine and need to be hand counted.

Selectman Buckey clarified that the ballots can be inserted into the counter either up or down. The rules also indicate that the Select Board members are authorized to accept the oath from an applicant for registration that must complete a qualified voter domicile affidavit and Selectmen may be assigned to assist the Supervisors should a large amount of voters need to take the oath. Ms. Griffin reassured the Board that there are a group of volunteers that will be handling the voter ID affidavit.

Chairman Christie noted that the most dramatic voting situation he's seen involved waiting times that were around an hour. This is not something that should take 3 to 4 hours like in other areas. There has been a great amount of forethought with this process so if someone is in line for a half hour or more, he would be surprised.

6. ADOPTION OF JOB TITLE: TAX COLLECTOR AND ASSOCIATE TOWN CLERK, LABOR GRADE 13.

Ms. Griffin stated that this is a position revision reverting from the Director of Town Clerk's Office and Tax Collector to the Tax Collector and Associate Town Clerk at Labor Grade 13.

Selectman Carter MOVED the Adopt the Job Title: Tax Collector and Associate Town Clerk, Labor Grade 13. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE JOB TITLE: TAX COLLECTOR AND ASSOCIATION TOWN CLERK, LABOR GRADE 13.

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7. BANNER REQUEST:
- Dartmouth College – *Year of the Arts*

Ms. Griffin stated that they would need to adjust the timing of their request.

Selectman Buckey MOVED to Approve the Banner Request from Dartmouth College. Selectman Carter SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST FROM DARTMOUTH COLLEGE.

8. APPROVAL OF MINUTES:
- October 22, 2012

Selectman Geraghty noted one change to the Minutes that was previously forwarded to the Recording Secretary.

Selectman Geraghty MOVED to Approve the Minutes of October 22, 2012, As Amended. Selectman Buckey SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 22, 2012, AS AMENDED.

9. ADMINISTRATIVE REPORTS.

Ms. Griffin stated that she would like to schedule a work session with Lauren Specter regarding the Rental Housing Ordinance at the Board of Selectmen's first meeting in December which is scheduled for the 3rd. She wanted to get this in before Jonathan Edwards retires.

Ms. Griffin referred to a memo that the Board received from Chief Nick Giaccone regarding the Police Department's garage. Ms. Griffin noted that when the building arrived after being moved from Rivercrest, it looked like the building had been dropped from a storm in Kansas. The Police Department converted this single family home to a garage to store evidence, etc. Ryan Borkowski took a day off to help them with some engineering as there were concerns about the structure.

Selectman Carter expressed concern about a security system for the building. Ms. Griffin stated that this will be done and another benefit will be the ability to keep some of the cruisers out of the weather. She also noted that the bicycles that were being stored near Shed #2 will now be stored in the garage which saves the rental payment on the storage container.

Ms. Griffin restated that the Department of Transportation will be pulling streetlights from their inventory. Selectman Buckey asked if this means that they take away the streetlight or they turn them off. Ms. Griffin stated that they will turn the lights off; the State had to reduce their budget by \$500,000 so they are doing this all over the State going from district to district. Each district engineer recommended lights for elimination and the 6 at Greensboro Road will be eliminated.

Selectman Buckey asked if the streetlights could be retrofitted. Ms. Griffin stated that the lights were owned by National Grid now Liberty. The Town did look into this with National Grid but they were not prepared to install LED technology so they converted them to high pressure sodium which saved some money. Liberty has now purchased National Grid's assets in NH and the Town wants to have a discussion about converting to LEDs and the 6 lights at Greensboro Road and Route 120 may be the first step.

Ms. Griffin stated that the Legislature created this issue with the Department of Transportation. There has been enough pushback that this may change with a new Governor. These are the very high streetlights and the average cost is \$3,500/year for 6 streetlights. She wanted the Board to know that they are having conversations about it. Selectman Buckey clarified that the State turns the lights on and pays the electricity bill but the lights are owned by the electric company. Ms. Griffin confirmed that this is true.

Vice Chairman Rassias noted that this is the same with most of the lights in Hanover. He stated that \$3,500 for 6 streetlights is a huge expense and when you cross over into Vermont, Norwich has all LEDs. Ms. Griffin noted that this is the same in Hartford where Green Mountain Power found a way to do this. Vice Chairman Rassias stated that another possibility might be to put timers on the lights. Ms. Griffin noted that this is also expensive; they are hoping to take up this issue with Liberty.

Ms. Griffin stated that there is communication from people in town with electric vehicles that would like the Town to install charging stations. Town staff are also talking with the Co-op about installing a charging station there with a solar feed. There are not a lot of charging stations in the region and they would like to talk to Liberty to see if they would like to do a pilot project with the Town.

Selectman Buckey asked what the financial incentive would be for Liberty to change to the efficient bulbs. Ms. Griffin stated that to the extent that they are trying to encourage energy efficiency to reduce the demand on the grid but it is expensive to re-lamp all of the streetlights. The payback is too long for the company to justify investing in the streetlights. Green Mountain Power doesn't agree since they re-lamped all the lights across the river.

Selectman Geraghty would like to see a summary of what was on the State budget that is now on the Town budget as they get to the budget discussions. He felt it would be easier to track when it is summarized so the community can see the impact of downshifting. Chairman Christie noted that the cumulative effect of State downshifting was 5% in the last budget. Selectman Geraghty would like to see the effect in one year and projected downshifting.

Selectman Carter stated that the re-lamping of the streetlights make a more sustainable use of electricity and suggested that the Town bring this to Sustainable Hanover so they can create a public policy statement or maybe obtain access to grant writers who are willing to put funds into communities that wish to become more energy efficient. Ms. Griffin noted that there are members involved in the Streetlight Committee and this did not go over well with residents when they looked at eliminating some streetlights. They also looked at timers to shut lights off from

midnight to about 5 a.m. Ms. Griffin noted that the charge from National Grid to install the timers would have doubled the streetlight budget in one year.

Chairman Christie noted that the streetlight activity was originally driven by Sustainable Hanover and when they looked at the best practice regarding the placement of streetlights and what came out of it was a long list (about 40% of all streetlights) would not have been placed where they were actually located and this did not go over well. The timers would have been cost prohibitive. Ms. Griffin stated that the meetings with the residents about this were contentious.

10. SELECTMEN'S REPORTS.

Peter Christie

Chairman Christie reported that the Finance Committee met today and recommended the following guidelines:

- Target for FY 2014 to be the current tax levy plus the Municipal Price Index and for the Town to absorb within that any State downshifting.

Chairman Christie noted that in the past they have set the guidelines based upon the tax rate and not the tax levy. The tax levy is the total amount of money raised from taxes. The tax rate is that same number but adjusted by the increase in the Grand List. The Board has typically used Consumer Price Index (CPI) and not the Municipal Price Index as the metric and they have set the budget independent of the State downshifting.

Ms. Griffin stated that they are talking about any additional State downshifting and the Town won't know what the number is for a while but should have a better idea when starting to put the budget together.

Bill Geraghty

Selectman Geraghty had nothing new to report.

Athos Rassias

Vice Chairman Rassias reported that the Bike & Pedestrian Committee met last week and the Board heard their report today with the Master Plan. Selectman Carter asked if the Plan would be available in the libraries. Ms. Griffin stated that it would be available and they would work on adding a link to the website as well.

Nancy Carter

Selectman Carter had nothing new to report.

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Jay Buckey

Selectman Buckey had nothing new to report.

Chairman Christie MOVED to Follow the Request for a Non-Public Session to Discuss Items Pursuant to RSA 91-a:3, II (c) (d) and (e).

CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES; SELECTMAN BUCKEY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES AND SELECTMAN GERAGHTY VOTED YES.

THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:58 P.M.

Chairman Christie MOVED to Exit the Non-Public Session. Selectman Carter SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION AT 9:50 P.M.

11. OTHER BUSINESS.

There was no Other Business reported.

12. ADJOURNMENT.

Chairman Christie MOVED to Adjourn the Meeting. Selectman Carter SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:50 P.M.

Respectfully Submitted,

Nancy A. Carter, Secretary

Minutes prepared by Elizabeth S. Rathburn.

SUMMARY

1. **Chairman Christie MOVED to Adopt the Amendments to Ordinance #27, Street Vendors. Selectman Buckey SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE AMENDMENTS TO ORDINANCE #27, STREET VENDORS.

2. **Selectman Buckey MOVED to Accept the Chamber of Commerce Free Holiday Parking Request. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE CHAMBER OF COMMERCE FREE HOLIDAY PARKING REQUEST.

3. **Selectman Carter MOVED to Adopt the Job Title: Tax Collector and Associate Town Clerk, Labor Grade 13. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE JOB TITLE: TAX COLLECTOR AND ASSOCIATION TOWN CLERK, LABOR GRADE 13.

4. **Selectman Buckey MOVED to Approve the Banner Request from Dartmouth College. Selectman Carter SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST FROM DARTMOUTH COLLEGE.

5. **Selectman Geraghty MOVED to Approve the Minutes of October 22, 2012, As Amended. Selectman Buckey SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 22, 2012, AS AMENDED.

6. **Chairman Christie MOVED to Follow the Request for a Non-Public Session to Discuss Items Pursuant to RSA 91-a:3, II (c) (d) and (e).**

CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES; SELECTMAN BUCKEY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES AND SELECTMAN GERAGHTY VOTED YES.

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- 8. Chairman Christie MOVED to Adjourn the Meeting. Selectman Carter SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:50 P.M.