

FINAL

BOARD OF SELECTMEN'S MEETING

February 7, 2011

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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Athos Rassias, Selectman; Judy Doherty, Selectman and Julia Griffin, Town Manager. Absent: Peter Christie, Selectman.

1. PUBLIC COMMENT.

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

2. PUBLIC HEARING TO CONSIDER AND APPROVE TO AMEND THE TOWN OF HANOVER FY2010/11 RATE AND FEE SCHEDULE TO ADD STATEMENT OF LANDLORD'S AGENT FILING FEE AS AUTHORIZED BY RSA 540:1-b.

Ms. Griffin reported that there was a law (RSA 540:1-b) passed last June requiring that the owners of certain types of rental housing register annually with their host community so that there is an address on file in which the landlord can be served legally. Staff is recommending that the Board amend the current Rate and Fee Schedule to allow the Town to collect the \$15.00 fee for this transaction. This requirement does not apply to landlords who own single family homes if the owner does not own more than three single family homes at any one time, it does not apply to rental units and owner occupied buildings containing a total of 4 dwelling units or fewer, nor does it apply to single family homes acquired by banks through foreclosure. The Rate and Fee Schedule is normally updated every June. Chairman Walsh confirmed that the \$15.00 is a reasonable fee compared to other towns.

Chairman Walsh MOVED to Amend the Town of Hanover FY2010/11 Rate and Fee Schedule to Add the Statement of the Landlord's Agent Filing Fee in the amount of \$15.00 as Authorized by RSA 540:1-b. Vice Chairman Connolly SECONDED the motion.

THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO AMEND THE TOWN OF HANOVER FY2010/11 RATE AND FEE SCHEDULE TO ADD THE STATEMENT OF THE LANDLORD'S AGENT FILING FEE IN THE AMOUNT OF \$15.00 AS AUTHORIZED BY RSA 540:1-b.

Chairman Walsh would like to add a footnote on the back of the form to further define "restricted property."

3. FURTHER UPDATE REGARDING HANOVER INN/WHEELLOCK STREET TRANSIT DESIGN.

Ms. Griffin invited Peter Kulbacki to speak to the Board. Mr. Kulbacki provided the Board with a map of the area. Ms. Griffin wanted Peter Kulbacki to speak to the short term parking losses during the Hanover Inn renovations. Ms. Griffin noted that not all of the improvements on the plan would be completed in the spring. Mr. Kulbacki reported that the crosswalk, the island and reconfigured parking would be done this spring. The plantings and lighting still need to be determined.

Chairman Walsh confirmed that the South Side of the street would not have a lot of investment in until they have a design. Ms. Griffin stated that the current location of the bus station is where the staging will be located during the Hanover Inn renovations and it would be moved temporarily.

Vice Chairman Connolly asked if the proposal is in coordination with the Hanover Inn renovation plans. Mr. Kulbacki stated that they held a meeting a couple of weeks ago and the suggestion was to build spaces to the north of the project to reduce the impact of losing 13 spaces. Mr. Kulbacki, Van Chesnut and Carolyn Radisch will be attending a meeting on Wednesday to learn about federal grant money that may be available for this project. Ms. Griffin noted that there are concerns about the intersection near the Inn Corner regarding the closeness of parking spaces so staff will be meeting to discuss these issues.

Selectman Rassias asked whether the lanes would change in that area. Mr. Kulbacki stated that the lanes would shift to the south and noted that when vehicles back out of spaces, they will back into one lane instead of two. He noted that there are some conflicts with the Inn corner. Selectman Rassias noted that this area is not really one of the main routes for bicycles but he stated that nothing in the plans really alters the area or improves it for this type of use. He recognizes that currently this area is not the safest place for bicyclists to travel to Norwich but the proposed changes won't improve this at all.

Ms. Griffin stated that the only way to get a bike lane in there would be to alter the sidewalk and install a bike lane between the parked cars and the sidewalk. The discussion has been whether it is even possible to make the area safe for bicyclists. Chairman Walsh stated that if they can't make it safer, they should be adding signage to route bicyclists around that area.

Chairman Walsh stated that he was okay with making a few improvements in the spring but wants to make it clear that this does not indicate approval for the final design. An important part of the final design is bicycle safety.

Chairman Walsh asked about the proposed "island of safety" in the middle of the roadway and whether they are committed to it. He feels the area needs to be temporary for now until the lanes are set to make it safe for bicyclists in that area.

Mr. Kulbacki stated that they will not have to commit to building the island but there are 2 lanes turning in each direction. This is to protect the pedestrians where the lanes transition. Chairman Walsh doesn't want to find out after building this island that they should have moved it a few feet in either direction. Ms. Griffin stated that they need to look at sidewalk width on the north and south side which may be part of the answer.

Selectman Doherty confirmed that this work would happen in the spring. Mr. Kulbacki stated that it would be April or May. Mr. Kulbacki noted that the Town will not be building this but would oversee the project.

Chairman Walsh suggested placing a *Compact Cars Only* sign for the spaces near the Inn Corner. Ms. Griffin wasn't sure how easy this would be to enforce. Chairman Walsh had concerns about visibility in the area if large cars are parked at the corner. Ms. Griffin stated that Chief Giaccone also had concerns about this area and staff will be meeting to discuss it. Ms. Griffin wanted to make sure that the Board was comfortable with this project as they go forward to try to obtain funding and the rest of the construction would be part of the 2012 budget.

Lt. O'Neill wanted to speak to the Board about the parking issue. He felt it was important that the Town not lose the parking spaces on the south side. The meters would be transferred from the south side to the north side. Lt. O'Neill recommended that the Town consider purchasing a multi space unit such as the ones that are currently in place in some of the parking areas instead of individual parking meters. There could be 4 units put in place instead of 30 meter posts and housings. These multi space units are solar powered and the meters that the Town currently uses are aging.

Selectman Rassias asked if Lt. O'Neill has noted any problems with the multi meter system. Lt. O'Neill stated that at first there was some confusion with some of the older residents but people seem to understand how the system works now. These systems require paying for parking, receiving a ticket and then returning to the vehicle to display the ticket on the dashboard; some older residents were confused initially and took the tickets with them.

Chairman Walsh wanted to extend to Peter Kulbacki that he received an unsolicited compliment on what a superb job the highway crew has been doing with snow removal.

4. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE COPIER LEASE FOR POLICE DEPARTMENT.

Ms. Griffin stated that this is a standard lease which is 4 years long. The cost is virtually the same as the old one. There was a general discussion about the color copying capability and the machines located throughout the Town offices.

Selectman Doherty MOVED to authorize the Town Manager to execute the copier lease for the Police Department. Vice Chairman Connolly SECONDED the motion.

THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE COPIER LEASE FOR THE POLICE DEPARTMENT.

5. BUDGET UPDATE.

Ms. Griffin stated that the budget is done and staff is working on printing the budget document next week. The Board will have a full week to read the document before the first budget meeting on Monday, February 28th. Ms. Griffin noted that she will meet with the Finance Committee on the afternoon of February 28th just prior to the budget meeting.

6. BANNER REQUESTS:
- Hanover Co-op

Terry Appleby was present to answer any questions about the Banner Request of the Hanover Co-op and presented the Board with a color copy of the banner itself. Chairman Walsh noted that this year is the 75th Anniversary of the Hanover Co-op.

Chairman Walsh MOVED to Approve the Banner Request of the Hanover Co-op. Selectman Rassias SECONDED the motion.

THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUEST OF THE HANOVER CO-OP.

7. APPROVAL OF MINUTES:
- January 24, 2011

Vice Chairman Connolly had an amendment to the Minutes.

Selectman Rassias MOVED to Approve the Minutes of January 24, 2011. Chairman Walsh SECONDED the motion.

THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED AND 1 ABSTAINED TO APPROVE THE MINUTES OF JANUARY 24, 2011. (Selectman Doherty abstained from the vote).

8. ADMINISTRATIVE REPORTS.

Ms. Griffin reported that Peter Kulbacki will be presenting testimony for the Public Utilities Commission regarding National Grid based on the last Select Board meeting discussions.

Ms. Griffin stated that she continues to watch several pieces of legislation and noted that the Senate is very serious about reforming the NH Retirement System. The Senate is proposing to do a number of things that make sense from a managerial sense. The

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proposal includes changing the makeup of the Board to include managers and labor representatives. She is also concerned about what the Legislature is going to do to balance their budget in terms of the impacts on the Meals and Rooms Tax revenue.

9. SELECTMEN'S REPORTS.

Kate Connolly

Vice Chairman Connolly reported that the Planning Board meeting scheduled for last week was canceled due to weather. The Planning Board will be having a hearing on the conversion of a residence into an office on Lyme Road in addition to the proposed zoning amendments.

Vice Chairman Connolly reported that there is a bill being submitted in the Legislature that's been submitted to disallow the tax assessors to go into residence to assess the value of the properties.

Judy Doherty

Selectman Doherty reported that the Affordable Housing Commission met on Jan. 20th. Their guest speaker was Christine Walker, Executive Director of Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC), and the news from her is that they are going to proceed with a housing needs assessment. The Affordable Housing Commission was waiting to see if they were going to be taking this on and this is great news.

Selectman Doherty reported that Bruce Mayberry from the NH Housing Association will be leading some of the data collection and the UVLSRPC will be looking for input from the Towns and the Affordable Housing Commission will be working with them on this.

Athos Rassias

Selectman Rassias had nothing new to report.

Brian Walsh

Chairman Walsh commended Julia Griffin on her letter to the Grafton County Commissioners relative to dispatch.

Chairman Walsh reported that the Hanover Sustainability Committee will hold a workshop on February 26th. Contact Julia Griffin or Penny Hoisington if interested.

Chairman Walsh reported that the Chamber of Commerce Annual Meeting was a fun event with a good turnout.

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Chairman Walsh announced that the Selectmen's Advisory Committee is meeting tomorrow afternoon at 4 p.m. to review what the Downtown Marketing Association suggests for next year.

10. OTHER BUSINESS.

There was no Other Business reported.

11. ADJOURNMENT.

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

THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 8:15 P.M.

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

SUMMARY

- 1. Chairman Walsh MOVED to Amend the Town of Hanover FY2010/11 Rate and Fee Schedule to Add the Statement of the Landlord's Agent Filing Fee in the amount of \$15.00 as Authorized by RSA 540:1-b. Vice Chairman Connolly SECONDED the motion.**

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- 2. Selectman Doherty MOVED to authorize the Town Manager to execute the copier lease for the Police Department. Vice Chairman Connolly SECONDED the motion.**

THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE COPIER LEASE FOR THE POLICE DEPARTMENT.

- 3. Chairman Walsh MOVED to Approve the Banner Request of the Hanover Co-op. Selectman Rassias SECONDED the motion.**

THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUEST OF THE HANOVER CO-OP.

- 4. Selectman Rassias MOVED to Approve the Minutes of January 24, 2011. Chairman Walsh SECONDED the motion.**

THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED AND 1 ABSTAINED TO APPROVE THE MINUTES OF JANUARY 24, 2011. (Selectman Doherty abstained from the vote).

- 5. Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 8:15 P.M.