

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 18, 2013**

**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 Vice Chairman Athos Rassias. Present were: Athos Rassias, Vice Chairman; Bill Geraghty, Selectman; Nancy Carter, Selectman; Jay Buckey, Selectman; and Julia Griffin, Town Manager.

Absent: Peter Christie, Chairman.

**1. PUBLIC COMMENT.**

Vice Chairman Rassias asked for Public Comment.

A member from the audience approached the Board and asked if the Town was aware that Governor Lynch made a Proclamation that there would be a Welcome Home Ceremony on March 30, 2013. Ms. Griffin stated that she just learned that the Town was supposed to receive a letter from Senator Ayotte but they did not.

The audience member then stated that there is a Welcome Home ceremony scheduled at the Boscawen Cemetery on March 30<sup>th</sup> at 11:00 a.m. for all Vietnam Veterans in New Hampshire. She noted that the letter was supposed to be sent to all Town Moderators. She noted that the Town of Orford is going to have all of the Veterans come to a meeting at the Town Hall in Orford and then introduce each war all the way through Afghanistan. The Vietnam Veterans would remain standing. She asked whether the Town of Hanover would be doing anything for this event.

Ms. Griffin stated that she is not aware of any plans but would check with the College. The audience member noted that this was cited into law last November. Ms. Griffin noted that it is scheduled for a Saturday and felt that an event combined with the College would probably be better. Ms. Griffin suggested that the Town could host a small ceremony and put the word out to the Valley News.

Vice Chairman Rassias later opened Public Comment again so that Robert Chambers could address the Board.

Robert Chambers introduced himself as the Chairman of Project Vet Care which is a Hanover non-profit organization to help veterans. He apologized for arriving late to the meeting and noted that he just learned that Governor Lynch passed a law recommending that March 30<sup>th</sup> be selected as Welcome Home Vietnam Veterans Day. Ms. Griffin confirmed that she just learned of this tonight. Ms. Griffin noted that Hanover recognized veterans at Town Meeting a few years ago and it sounds like some communities did recognitions as part of this year's March Town Meetings. Mr. Chambers felt that this probably came forward due to the fact that there were no parades when Vietnam Veterans came home. He asked if they could have a color guard and possibly a banner. Ms. Griffin stated that they don't have the funds to do a banner since they can

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cost over \$1,000 but she could check with the College and the Fire Department to see if there are any plans for March 30th.

An audience member asked about having something at Town Meeting on May 14<sup>th</sup>. Ms. Griffin stated that the Hanover Fire Department will be present that night. The audience member noted that the American Legion has the official honor guard. Ms. Griffin stated that there may be more participation and lead time if they do something at Town Meeting. The audience member suggested having each war announced to recognize the veterans.

Ms. Griffin stated that they would want to have time to reach out to the veterans and she would need to check with Willy Black who is the Moderator.

Mr. Chambers noted that Project Vet Care is co-sponsoring a road race and asked if there had been a banner request before the Board for the April 27<sup>th</sup> event. He noted that it is actually being run by the Dartmouth Veterans Association so the request would come through that agency. Ms. Griffin was not aware of a request for this event.

**2. RECOMMENDATION TO ADOPT ABATEMENTS AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

Mike Ryan, Director of Assessing, was present to answer any questions.

Ms. Griffin stated that it is not unusual to have these requests come through at this time of year as the Board of Assessors process individual applications for abatement. Selectman Geraghty noted an error with regard to an amount for a recommended denial of a request. Mr. Ryan confirmed that the amount listed was in error.

Vice Chairman Rassias asked if the market fluctuations are a factor. Mr. Ryan stated that they have lost some ground over the past couple of years.

**Selectman Buckey MOVED to Adopt Abatements As Recommended by the Advisory Board of Assessors. Selectman Carter SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO ADOPT THE ABATEMENTS AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

**3. RECOMMENDATION TO AWARD CONTRACT FOR FIRE RADIO SYSTEM (GRANT-FUNDED) TO BURLINGTON COMMUNICATIONS AND TO AUTHORIZE TOWN MANAGER TO EXECUTE.**

Doug Hackett, Communications Coordinator for the Hanover Police Department, was present to speak to the Board. Vice Chairman Rassias asked Mr. Hackett to outline the contract.

Mr. Hackett stated that the Burlington Communications contract is in direct correlation to the Assistance to Firefighters Grant that the Town received last year to replace the aging fire radio system. The project was put out to bid and they received two responses; one (1) from Burlington

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Communications and one (1) from Motorola, Inc. He stated that both proposals were way over budget because they had included a microwave system to tie all eight (8) sites together. Mr. Hackett stated that they looked at both proposals and found that Burlington Communications' proposal was more desirable. He noted that they entered into negotiations with Burlington Communications to remove the microwave system as a method to control the 8 sites and were able to find a system that met the budgetary restraints.

Mr. Hackett stated that they then had to find a way to tie all 8 sites together so they looked at a fiber network vendor and in this case they are recommending Fairpoint Communications. Mr. Hackett stated that the eight (8) sites are located all over the Upper Valley including Bradford (VT), Norwich, Hanover (with 3), Lyme, and Hartford.

Ms. Griffin stated that the contract with Fairpoint is to connect the eight (8) sites after the microwave proposal was too high.

Vice Chairman Rassias asked about funding. Mr. Hackett stated that the Hartford (VT) site is being paid for through a V-Com grant which is a State grant and there is no cost to Hanover; the remainder is coming out of the 2012-2013 operating budget. Mr. Hackett stated that the remaining \$352,000 is coming out of the Assistance for Firefighters Grant.

Ms. Griffin stated that the Town matched \$39,150 as the local match which is just over 10% of the total cost. Ms. Griffin noted that the total Fire Act Grant is \$350,000.

Selectman Geraghty asked how Hanover's system, once implemented, will be in comparison to others regionally in both NH and VT. Mr. Hackett stated that Hanover is following in the footsteps of other communities and is actually a little behind. He noted that Lebanon went to a 4 simulcast site about 5 years ago. He stated that Hanover's system is larger so the cost is greater and this deals with the fire side of the radio system. Mr. Hackett stated that he is actively seeking grant funding to build the police side out to the same level. He noted that some of the equipment with the Fire Act Grant can be used in the police system so that it won't be as expensive as this particular project. Ms. Griffin stated that one reason that the system is larger and more expensive is due to having to extend to Lyme and Norwich. Mr. Hackett noted that they extend to Bradford, VT as well.

Selectman Carter asked if there is a contribution from those communities. Mr. Hackett stated that this gets backfilled and there is a match within the budget. He noted that anything that gets spent out of the department in the terms of increases get passed along through fees to the communities. Ms. Griffin stated that the communities are charged a pro-rata share of the total operating costs for dispatch based on their call volume as a percentage of the total.

Vice Chairman Rassias stated that this is a good example of a regional system as opposed to a bunch of communities building up the same technology. Mr. Hackett agreed and stated that the decision by the Hartford Fire Chief to seek the VT Grant to put up the exact system at his site was the forethought to what could happen if they choose to regionalize.

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Selectman Buckey asked what problem this would be solving. Mr. Hackett stated that as of January 1<sup>st</sup> the Town had to have all of their radios switched to narrow banding. He noted that a the radio system voting receiver which determines the best radio signal is not narrow band compliant so it needed to be replaced regardless.

Mr. Hackett further explained that with this system, a Tower that is located in Bradford, Vermont and a radio calls in to dispatch, he can hear it well. If there is a portable in Hanover calling at a lower wattage at the same time, the transmission gets drowned out. This system will come up at one speed and everyone on the radio frequencies will hear the transmissions at the same time. A portable in Hanover will hear a portable in Bradford just as the dispatch center would. He noted that there are areas on the fringe of coverage such as Bradford where they need to transmit over 2 separate frequencies so dispatchers make the announcement twice.

Selectman Buckey asked what would happen if the system should go down. Mr. Hackett stated that there is redundancy built in because the system is set up like a spoke instead of a circle. If they lose 1 site out of the 8 and the other 7 sites would pick up to make up for it. There is not one point of failure for that network.

**Selectman Carter MOVED to Award the Contract for the Fire Radio System (Grant Funded) to Burlington Communications and to Authorize Town Manager Julia Griffin to Execute Related Documents. Selectman Geraghty SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO AWARD THE CONTRACT FOR THE FIRE RADIO SYSTEM (GRANT FUNDED) TO BURLINGTON COMMUNICATIONS AND TO AUTHORIZE TOWN MANAGER JULIA GRIFFIN TO EXECUTE RELATED DOCUMENTS.**

**4. RECOMMENDATION TO AWARD TELECOMMUNICATION SERVICES CONTRACT TO FAIRPOINT COMMUNICATIONS FOR A THREE YEAR TERM AND AUTHORIZE TOWN MANAGER TO EXECUTE.**

**Selectman Geraghty MOVED to Award Telecommunication Services Contract to Fairpoint Communications for a Three Year Term and Authorize Town Manager Julia Griffin to Execute. Vice Chairman Rassias SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO AWARD TELECOMMUNICATION SERVICES CONTRACT TO FAIRPOINT COMMUNICATIONS FOR A THREE YEAR TERM AND AUTHORIZE TOWN MANAGER JULIA GRIFFIN TO EXECUTE.**

**5. RECOMMENDATION TO GRANT WATER ABATEMENT REQUEST.**

Ms. Griffin stated that the Town took the property in question for tax deeding (10 Greensboro Road) so the recommendation by staff is to abate the outstanding \$30.13 to get it off the books. If approved, the Board needs to sign the abatement form and then it would be adjusted on the books.

**Selectman Geraghty MOVED to Accept the Recommendation to Grant the Water Abatement Request. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO ACCEPT THE RECOMMENDATION TO GRANT THE WATER ABATEMENT REQUEST.**

**6. BANNER REQUEST:**

- American Red Cross – Blood Drive

Vice Chairman Rassias confirmed with Ms. Griffin that this request can be accommodated.

**Vice Chairman Rassias MOVED to Approve the Banner Request for the American Red Cross. Selectman Geraghty SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE BANNER REQUEST FOR THE AMERICAN RED CROSS.**

**7. ACCEPTANCE OF DONATIONS:**

- Faulkner Cemetery Fund Donation for Etna Cemetery Maintenance

Ms. Griffin noted that this is an annual donation that the Town receives to assist in upkeep and maintenance for the Etna cemetery.

**Selectman Carter MOVED to Accept the Faulkner Cemetery Fund Donation for Etna Cemetery Maintenance. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO ACCEPT THE FAULKNER CEMETERY FUND DONATION FOR ETNA CEMETERY MAINTENANCE.**

**8. APPROVAL OF MINUTES:**

- February 25, 2013
- February 27, 2013
- March 4, 2013
- March 5, 2013

**Selectman Buckey MOVED to Approve the Minutes of February 25, 2013. Selectman Geraghty SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF FEBRUARY 25, 2013.**

**Vice Chairman Rassias MOVED to Approve the Minutes of February 27, 2013. Selectman Carter SECONDED the Motion.**

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**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF FEBRUARY 27, 2013.**

**Selectman Geraghty MOVED to Approve the Minutes of March 4, 2013. Vice Chairman Rassias SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF MARCH 4, 2013.**

Selectman Buckey noted that he had some revisions to the Minutes of March 5, 2013 which he previously submitted to Elizabeth Rathburn by e-mail.

**Selectman Buckey MOVED to Approve the Minutes of March 5, 2013, As Revised. Selectman Carter SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF MARCH 5, 2013, AS REVISED.**

#### **9. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that she has been busy finalizing the draft warrant which is essentially complete but she will get that to the Board and the public as soon as possible. She noted that it is a pretty straightforward warrant this year so it's fairly concise. She will work on the background information and then prepare a combined Selectmen's and Town Manager's letter which should be in draft form by Friday for the Board's review. Ms. Griffin stated that she hopes to get this to the printer right after the Pre-Town Meeting although they will have to wait until April 9<sup>th</sup> in case there are any petitioned warrant articles.

Ms. Griffin reported that Betsy McClain is working on the quarterly water & sewer bills. This is a transition since Terry Jillson at Public Works used to prepare them but she passed away recently.

#### **10. SELECTMEN'S REPORTS.**

##### **Bill Geraghty**

Selectman Geraghty had nothing new to report.

##### **Jay Buckey**

Selectman Buckey reported that he attended the Finance Committee meeting last week. The Committee chose not to support the Town's budget with a vote of 5 opposed and 2 in favor. Selectman Buckey noted that the Committee felt that the Board did not follow their guidelines to maintain a tax levy increase at 1.7% and supported using all of the Undesignated Fund Balance to offset the tax rate which would be supported by the Board's own policy.

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Selectman Buckey stated that one issue that came up was how the Undesignated Fund Balance would be used next year. Vice Chairman Rassias noted that this particular decision would be part of next year's budget discussion. He stated that the policy is to use the amounts over 10% of Undesignated Fund Balance to reduce the tax burden over a 2 year period.

Ms. Griffin stated that the assumption was that this money is there to be utilized next year assuming that they are still dealing with additional State downshifting and the general economic situation.

Vice Chairman Rassias thanked Selectman Buckey for attending that meeting.

Selectman Geraghty stated that one of the concerns expressed about this issue was the fact that there is no inflation factored into the capital reserve for future years and there have been discussions about increasing the limit.

Ms. Griffin noted that the State House Ways and Means Committee were holding a series of public hearings around the State regarding a response to the Governor's proposed budget. The Way and Means Committee has told State agencies that they need to come up with an additional \$93 million to \$123 million in cuts because the Committee doesn't agree with the proposed budget.

Selectman Buckey noted that he appreciated the support from the Board.

### **Nancy Carter**

Selectman Carter reported that on Tuesday, March 12<sup>th</sup> she was the Board representative for the Planning Board Meeting. She noted that it was the annual opportunity for Hanover Residents to attend a public hearing about proposed zoning amendments. She noted that there are 3 amendments that will move forward to Town Meeting and there were others that were not recommended.

Selectman Carter reported that the Howel Classic is a major fundraiser for the Howe Library which will take place this weekend. She wanted to note on Sunday the Library will be closed for regular business but the cost to participate in the Howel Classic is \$5.00 per person at the door and there will be snacks and raffles. She noted that Saturday night event is the adult event but the family event takes place on Sunday.

### **Athos Rassias**

Vice Chairman Rassias had nothing new to report.

## **11. OTHER BUSINESS.**

There was no Other Business reported.

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

**SELECTMAN BUCKEY VOTED YES; SELECTMAN CARTER VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; AND SELECTMAN GERAGHTY VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:12 P.M.**

**Vice Chairman Rassias MOVED to Exit the Non-Public Session. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION AT 9:15 P.M.**

## **12. ADJOURNMENT.**

**Vice Chairman Rassias MOVED to Adjourn the Meeting. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:16 P.M.**

Respectfully Submitted,

Nancy A. Carter, Secretary

Minutes prepared by Elizabeth S. Rathburn.



**SUMMARY**

1. **Selectman Buckey MOVED to Adopt Abatements As Recommended by the Advisory Board of Assessors. Selectman Carter SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO ADOPT THE ABATEMENTS AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

2. **Selectman Carter MOVED to Award the Contract for the Fire Radio System (Grant Funded) to Burlington Communications and to Authorize Town Manager Julia Griffin to Execute Related Documents. Selectman Geraghty SECONDED the Motion.**

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3. **Selectman Geraghty MOVED to Award Telecommunication Services Contract to Fairpoint Communications for a Three Year Term and Authorize Town Manager Julia Griffin to Execute. Vice Chairman Rassias SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO AWARD TELECOMMUNICATION SERVICES CONTRACT TO FAIRPOINT COMMUNICATIONS FOR A THREE YEAR TERM AND AUTHORIZE TOWN MANAGER JULIA GRIFFIN TO EXECUTE.**

4. **Selectman Geraghty MOVED to Accept the Recommendation to Grant the Water Abatement Request. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO ACCEPT THE RECOMMENDATION TO GRANT THE WATER ABATEMENT REQUEST.**

5. **Vice Chairman Rassias MOVED to Approve the Banner Request for the American Red Cross. Selectman Geraghty SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE BANNER REQUEST FOR THE AMERICAN RED CROSS.**

6. **Selectman Carter MOVED to Accept the Faulkner Cemetery Fund Donation for Etna Cemetery Maintenance. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO ACCEPT THE FAULKNER CEMETERY FUND DONATION FOR ETNA CEMETERY MAINTENANCE.**

7. **Selectman Buckey MOVED to Approve the Minutes of February 25, 2013. Selectman Geraghty SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF FEBRUARY 25, 2013.**

8. **Vice Chairman Rassias MOVED to Approve the Minutes of February 27, 2013. Selectman Carter SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF FEBRUARY 27, 2013.**

9. **Selectman Geraghty MOVED to Approve the Minutes of March 4, 2013. Vice Chairman Rassias SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF MARCH 4, 2013.**

10. **Selectman Buckey MOVED to Approve the Minutes of March 5, 2013, As Revised. Selectman Carter SECONDED the Motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSENT TO APPROVE THE MINUTES OF MARCH 5, 2013, AS REVISED.**

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

**SELECTMAN BUCKEY VOTED YES; SELECTMAN CARTER VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; AND SELECTMAN GERAGHTY VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:12 P.M.**

12. **Vice Chairman Rassias MOVED to Exit the Non-Public Session. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION AT 9:15 P.M.**

13. **Vice Chairman Rassias MOVED to Adjourn the Meeting. Selectman Buckey SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:16 P.M.**