

FINAL

BOARD OF SELECTMEN'S MEETING

October 21, 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 Chairman Peter Christie. Present were: Peter Christie, Chairman; Athos Rassias, Vice Chairman; Bill Geraghty, Selectman; Nancy Carter, Selectman; Jay Buckey, Selectman; and Julia Griffin, Town Manager.

1. PUBLIC COMMENT.

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

2. REVIEW OF FIVE YEAR PROJECTION AND DISCUSSION OF TAX RATE TARGET FOR FY 2014-15.

Chairman Christie invited Heidi Postupack, Chair of the Hanover Finance Committee, to speak to the Board. He noted that for the past year, the Select Board codified its budget objectives and process and they have asked for comment from the Finance Committee on the policies and procedures.

Ms. Postupack stated that the Finance Committee met to discuss the guidelines and they have come forward with some recommendations for the guidelines and the tax rate target.

Ms. Postupack read the following recommendation into the record:

“The Hanover Finance Committee recommends that the Board of Selectmen and Town Administration develop a budget for tax year 2014 which would increase the municipal levy at a rate no greater than CPI-U (Consumer Price Index) including the impact of employee contract negotiations, if any.”

Ms. Postupack stated that the Committee learned that the Town is about to enter into Union Contract negotiations and they wanted to include that statement.

Ms. Postupack asked that the Hanover Finance Committee's suggestions for the budget guidelines be included in the Minutes. The recommendations are as follows:

- 1) The Selectmen have historically attempted to target tax rate increases to the rate of inflation as measured by the CPI. The HFC agrees that tax rate increases should be contained by the rate of inflation; however, the HFC believes that the tax *levy* rather than the tax *rate* is a more appropriate metric. These metrics differ in that the tax rate is derived from the tax levy divided by the total assessed property values (aka the Grand List). The HFC believes that the tax levy is more appropriate in that it removes constantly changing property values from the

- equation and makes the data more comparable over longer time periods. Further, absent an expansion of the town population, there is little connection (if any) between changing property values and the need for town services. As a result of the Selectmen's historical focus on the tax rate, the town's tax levy (i.e., the total town property taxes paid) has increased by 68% since FY 2004, which is more than twice the rate of inflation, during a period of negligible population growth.
- 2) Since FY 2009, the State has downshifted \$1.6 million in cumulative revenue decreases and expense increases to the town which, to date, have been fully absorbed by the taxpayer in the form of higher property taxes. The downshifting now represents an annual dollar cost of \$537,510 in the town's *annual* tax levy. The HFC believes that the taxpayer cannot continue to absorb 100% of future downshifting. Going forward, the HFC recommends that any additional downshifting be split in the following manner: 50% or more of new downshifting will be offset by a reduction in other areas of the town's budget while the remaining portion shall be passed through to the taxpayers as an increase in the tax levy.
 - 3) The HFC recognizes that budgets can fluctuate from year to year and some of these fluctuations may be beyond the Selectmen's control (e.g., items introduced during Town Meeting). The HFC, therefore, recommends that the Board of Selectmen propose budgets each year such that the three-year rolling average for growth in the municipal tax levy will match the three-year average for CPI-U. As a result, tax levy growth above the rate of inflation one year will need to be offset by spending reductions over the next two years. Similarly, growth in the tax levy that is below the rate of inflation would allow for tax levy increases above inflation over the next two years. When calculating the three-year changes to the tax levy, the town would *include* the total tax levy for all fire districts, and *exclude* any school and county tax levies, and the portion of new state downshifting that is passed through to the taxpayer.

Ms. Postupack stated that the Finance Committee is recommending three (3) suggestions for the guidelines: 1) using the tax levy as a year to year guide rather than the tax rate; 2) addresses the handling of downshifting from the State (the Committee recommends that the Town absorb the impact rather than passing it along). The recommendation is that 50% or more of the downshifting would be taken out of the budget through cuts but the other 50% could be passed along to the taxpayer; 3) suggestion to look at 3 year rolling averages when they talk about budgeting. She noted that the other Finance Committee members were also present and could speak to these recommendations; Daryl Press, John Ruth, and Kristi Fenner.

Chairman Christie clarified that if the target increase is 5% and if in any given year they agree to increase the target, for example to 6%, the objective would be to set it at 4% the following year or stretch it out over the following years.

Ms. Postupack stated that one of the reasons for this recommendation was to account for last minute items that are brought forth at Town Meeting which were not budgeted for. She noted that two years ago, one change impacted the budget by 1%. The 3 year rolling average would allow for this to be absorbed.

Chairman Christie stated that the Town's guidance is to focus on the tax rate that the citizens pay and to maintain it within the CPI. The logic behind this is to keep the household tax bill about the same as a percentage of their overall budget as compared to CPI. He stated that the Finance Committee's recommendation is to use the tax levy (vs. tax rate) as one measure of spending and multiply it by the CPI which has limited relationship to the goods purchased by the Town. He stated that he doesn't understand this logic and one part of the Select Board's job is to be able to explain the reasoning and logic behind this. He has difficulty understanding the process of using the tax levy and multiplying it by an index that has nothing to do with the Town's bucket of services.

Ms. Postupack stated that last spring, as the Finance Committee prepared for Town Meeting they became aware that Town budgets were outpacing inflation over the past 10 years. Chairman Christie asked about the basis for this fact because there are questions about this number. If they look at the tax levy in year zero and look at it in year 10, it appears that this amount is twice the rate of inflation.

Daryl Press, Hanover Finance Committee, noted from information provided by Betsy McClain (Finance Director) that for FY2004, the Hanover municipal tax levy was \$6,788,000 and when they compare the FY14 tax year, the number is \$11,390,000. The difference over the course of 10 years shows an increase of 68%; the CPI-U for the same time period comes to 30%.

Selectman Buckey stated that one question that came up was how Hanover compares to other towns. Mr. Press noted that the data for all of the towns was very different as it appears that the numbers are all over the map and include different categories. He stated that they need to find out what's covered in the levy for each town. Selectman Buckey noted that if they average the increase of all of the Towns together, the average is around 60% and the median is around 50%. Mr. Press stated that they looked at the medians and they tried to eliminate the outlying factors such as doubling of bonds or other financial situations that doubled year over year increases in taxes.

Mr. Press stated that no measure, CPI-U or otherwise, accurately captures the basket of goods that the town purchases. He stated that the cost of budgeting the way they are now by increasing the tax rate by CPI-U brings those increases into the Grand List. If the Grand List goes up by 1%, that automatically raises taxes by that much plus CPI-U. The rate of tax revenue growth is substantially above inflation. They feel that it's important to eliminate the levy growth to inflation.

Selectman Buckey stated that the issue of comparing this experience against other towns is that they are asking the Board to go ahead with a recommendation without pinning down if this is a real problem or just a perceived problem.

Chairman Christie asked about the compounded rate for CPI and MCI. Ms. McClain stated that the compounded rate is 30% and the MCI is 40%. Mr. Press agreed that this deserves more study. He stated that from a logic standpoint, if the tax levy goes up and the population doesn't go up dramatically, the Finance Committee felt that this had to be mitigated because the Town shouldn't be doubling inflation year in and year out.

Selectman Buckey stated that if this is true, that spending is so much above inflation, they should be seeing this in more Town staff, higher salaries, etc. and it should be evident. But when he gets the detailed budget data, he doesn't see that. If this is happening, he would like to see what is happening in other towns. He feels that this is an important piece of information but he wouldn't jump ahead with it without a clearer understanding.

Chairman Christie noted that from time to time there are increases in the Town's standard of living. For example, increases due to the Howe Library improvements, building the Richard W. Black Center, and the addition of 4 firefighters per ISO requirements. There have been times that they have not been able to live within their own guidelines but they've had to explain this. Selectman Buckey noted that Ms. McClain outlined this in the reflective analysis provided.

Chairman Christie stated that they know that going into this budget that they will be falling behind in the contributions to the capital reserves; they have not kept up with the requirements for the paving budget, etc. There are significant increases in the budget that have gone up significantly more than CPI but are not related to population. The difference in the formulas is how it is addressed with regard to assessed values.

Ms. Griffin noted that 2003 was the first year that the Town paid the first installment of \$100,000 to the Dresden School District out of a 20 year commitment to build the school. There are unique characteristics for each community and she noted that some communities have tax caps and others have built schools. She noted that Hanover is not the top community on the list but is meeting the needs of its citizens. Ms. Griffin stated that the only time they have added staff was due to a service added or by bringing a service in-house such as custodians.

Chairman Christie stated that one of the Select Board's jobs is to get feedback from the community and he doesn't get a lot of negative feedback about the tax rate; he noted that he has spoken with people who moved into another community and have to pay high taxes with fewer services than those offered in Hanover.

Ms. Postupack felt that more research may need to be done. She feels that it is the charge of the Hanover Finance Committee to take a different perspective with regard to Town budgeting. For two years in a row, the Committee recognized this disparity between

inflation and town budgets and they felt that they needed to give it a look. She doesn't feel that the guidance was alarmist; it was measured with suggestions as to how to move forward. They can go back and crunch numbers and get more details. The Committee is trying to give guidance early enough in the season instead of January or February when it's too late. They would like to be able to support the budget 100% when it is brought forward to Town Meeting.

Selectman Buckey felt that the calculations are useful and he noted that he is still learning about municipal budgets. He is overall happy with the way that the Town is run but he would like to see solid rationale behind the numbers.

Ms. Griffin asked if the Committee is having the same discussion with the School Board. Ms. Postupack stated that they have spent an inordinate amount of time working on the school budgets and are diligent in providing guidance to the School Board. Ms. Griffin felt that it would be helpful for the Select Board to see the guidance being offered to the School District.

Mr. Press felt that the Finance Committee needs to determine the net effect of spending to determine whether it is sustainable going forward. They need to determine if the current method of budgeting makes sense. The Committee will then determine how they feel about the budget.

Mr. Ruth, Hanover Finance Committee, stated that Hanover's population hasn't changed much in the last 10 years. The values have gone up but if his house goes up in value, it doesn't mean that he needs more town services.

Chairman Christie clarified that the assessed value only goes up when there's new construction or renovation. It doesn't go up because of a reassessment done every 5 years. The reassessment has no impact on how much money the Town raises.

Mr. Ruth stated that if a neighbor does a renovation to the house, it doesn't mean that they need more town services when they still have the same number of people living there. He doesn't see where the Select Board makes a connection as to why the change in housing should be included.

Selectman Christie stated that as an example, his family went from 2 people to 5 people and then back to 2 people. Population is not the driver for the need of services; a new house would have an impact, a new street would have an impact but something else is driving the need for services.

Chairman Christie wanted to address the Finance Committee's recommendation to absorb half of the State downshifting. Mr. Ruth stated that this recommendation would be going forward, not retroactively. Chairman Christie stated that the State should have their own way to fund their budget but they don't and by not having a broad base tax, the only way to get revenue is to downshift to the towns. If the State had a broad base tax, they would

send bills to the taxpayers, independently of what the Town is doing. Chairman Christie stated that he doesn't understand why absorbing downshifting would be logical although he feels that this year there will be very little downshifting.

Ms. Griffin pointed out that one example of State downshifting that happened this afternoon; the State shut electricity off for 7 streetlights in Town at the intersection of Greensboro Road and Route 120. The Town will now have to decide how many streetlights they should have at that intersection; the cost to maintain the electricity for the 7 streetlights is around \$1,400/year. She noted that this is a State road and not the Town's responsibility. Ms. Griffin noted that Hanover has citizens who come forward with new programs/enhancements/initiatives and they have typically been a community that has tried to accommodate these.

Ms. Griffin noted that if the Town tried to absorb State downshifting, it would have hit the Town budget by \$1.5 million. Mr. Ruth noted that the Finance Committee is not recommending absorbing downshifting retroactively but in the case of the streetlights, their recommendation would be to pass along \$700 of the cost to the taxpayers and then the other \$700 would need to be absorbed within the budget.

Chairman Christie felt that if the State had their act together, they would have sent the residents a bill to cover their costs and the Town would be out of this discussion. Chairman Christie stated that when the Board created this policy, they assumed that the downshifting would get worse and worse. If the Town of Hanover made the State's problem its problem, the services would have been altered. People seem to understand and accept this argument.

Mr. Press stated that the conversations continue about how they got to the 68% growth rate. There are people who approach the Town that want to add a sidewalk or a bike lane but the other 98% don't come to the Town with some type of need. He stated that the Select Board is being responsive to these requests with some constraints but the Finance Committee is looking at the consequence of approving these initiatives.

Selectman Buckey feels that the Finance Committee has shown that the tax levy has increased by 68% over the rate of inflation but what they haven't shown is whether this is atypical for a town like Hanover and whether this shows a major overspending problem. There are problems with infrastructure that have to be dealt with and he would be reluctant to just look at the numbers.

Vice Chairman Rassias stated that the numbers are illuminating and he noted that the Select Board does appreciate what the Finance Committee has done. The Committee is doing what the Board expects it to do. He stated that although they may not agree on every detail, the recommendations are thoughtful and they will not be ignored. Vice Chairman Rassias stated that when he was on the Finance Committee, he was also concerned about sustainability.

Chairman Christie asked the Committee to determine how much of the 68% represents downshifting and how much represents spending above what the guideline has been (CPI plus the increase in the Grand List) and what the tax levy would be today.

Mr. Press stated that 12% of the increase over the time period was due to downshifting. He noted that he attended one budget meeting in the spring and he heard about a variety of big projects with regard to infrastructure that the Town has to prepare for. His concern is that over the past 10 years the Town has been spending at twice the rate of inflation. Ms. Griffin noted that the conversation at the budget hearing surrounded Wastewater which is a separate fund and not part of the General Fund.

Mr. Press stated that some of the spending might be projects that were not recommended by the Select Board but brought forward from the Town Meeting floor. This adds to the importance of the guidelines so the net effect leaves the Town in a sustainable position. Selectman Buckey stated that there are other factors that need to be considered such as preventive maintenance and infrastructure upkeep that can't be ignored and if they cut this type of spending, it will impact them in the future.

Chairman Christie stated that he would value members of the Finance Committee to be present during the budget discussions. This is where they would see the conversations behind the decisions regarding the budget.

Selectman Carter stated that it's during the budget sessions that the voices of the people come forward to the Board. She feels that in this Town, there aren't that many shy citizens that feel that they can't come forward. She feels that the comments that come forward reflect the variety of opinions in Town. She encouraged the Finance Committee members to attend the budget hearings.

Chairman Christie noted that the Select Board receives more requests than they could possibly fund; they are budgeting against the ceiling and then they look at the wants and needs in the budget. This is not quite the same as saying yes to people who come in and express a need. He stated that there are various committees that work around town and they all have ideas that they would like funding for but the Select Board needs to determine what the ceiling should be.

The Board thanked the members of the Hanover Finance Committee.

Chairman Christie asked Ms. McClain to speak to the Board about the information she provided with regard to the tax rate target. Ms. McClain noted that the information being presented is also available on-line.

Ms. McClain reported that the information provides a bleak outlook because the State has made it difficult for municipalities to operate. The reduced revenue in short term interest income and reductions in building permit revenue drive the need to make up for the revenue through taxes.

Ms. McClain referred to the 5 year projections for the “blended” property tax rates. She noted that she made conservative assumptions to create this projection and these are prepared to try to determine if these increases are sustainable.

Selectman Geraghty wanted to clarify that the union contracts include salaries and benefits and there will be negotiations going on and any potential increases would happen over a period of years. Ms. McClain stated that when they talk about the proposed budget, they anticipate some kind of increase each year including salaries and some benefits package.

Ms. McClain referred to the chart regarding the blended municipal portion of the property tax rate and noted that it is supposed to go up to \$5.85 or 5.77% from the prior year due to the assessed valuation. The Grand List was reduced and the amount of money to be raised is fixed so they need a slightly higher tax rate. She noted that for tax year 2014, (FY2015) if they follow the assumptions, they would be looking at approximately 3.35% over the prior year.

Chairman Christie asked what the targeted rate of increase would be if they used the current policy with CPI and the tax rate. Ms. McClain stated that this would be 1.3% and the Grand List is estimated to go up around 15% which would translate to .5%. Chairman Christie stated that this would create a guideline of 1.8%. Ms. McClain stated that the rest of the assumptions bring it up to 3.35%; using the Capital Reserve transfers from last year’s budget which doesn’t reflect work going on now with the Capital Improvement Plan; this also projects using a modest 2% salary increase across the Board and a 7% increase in health insurance costs.

Chairman Christie asked if this included any undesignated fund balance usage. Ms. McClain stated that it does use \$120,000 for the next year. Ms. Griffin stated that this information drives the conversation with the Department Heads to reduce expenditures to meet the rate.

Chairman Christie asked if this catches them up with the big purchase items such as the paving budget. Ms. McClain stated that the rates include current expenses and a 2% increase in the paving budget; projected 2% for fuel and electricity; EMT services at 4% and other operating costs at 1%. The debt service is based on actual bonds and in the General Fund the Black Center bond will be paid off in 2023 and then the \$100,000 payment to the Dresden School District will be paid off in 2024. The transfers to Capital Reserve are based on figures presented last year.

Ms. McClain stated that as non-tax revenue sources have gone down, they have increased the tax levy. She noted that they are projecting slightly reduced building and permit fees for next year and then at 1% higher the following year. She noted that they are not projecting any increase in short term interest revenue.

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Ms. McClain stated that in FY 2016 and FY 2018 the Town will see step increases to the employer retirement contribution to the NH Retirement System in the amount of 7% although this is still preliminary.

Chairman Christie felt that they should follow their policy and determine what cuts would need to be made to achieve the tax rate target. Selectman Geraghty asked if it would be helpful to take the Finance Committee's approach and determine the gap in the form of a one page outline draft to see what the difference would be. Chairman Christie stated that the current formula is a tax rate target of 1.8% but the Finance Committee's recommendation would be 1.3%. Selectman Geraghty felt that this would be good for the discussion.

Selectman Carter noted that they know that the rate is 1.3% based upon the levy versus tax rate and the 50% downshifting. Ms. McClain stated that the 50% downshifting is at zero for this year.

The Board decided to build a budget based on a 1.3% tax rate increase (not the tax levy). The Board would also like for Ms. McClain to also provide the same information based on what the Finance Committee was recommending. Ms. Griffin noted that a .5% cut would equal \$40,000.

Selectman Carter asked about the list of cuts and whether the departments are involved in the conversation. Ms. Griffin stated that she will have these conversations with the Department Heads. Ms. Griffin noted that they usually make cuts to the larger departments which is the Department of Public Works and the Police Department.

Selectman Buckey noted that the CPI at 1.8%. Chairman Christie stated that the guideline is to have the tax rate increase by no more than CPI and the only difference between the two calculations is how they deal with the Grand List.

Ms. Griffin stated that they normally have the September CPI in October but they don't have that figure due to the government shutdown. Ms. McClain stated that they will ultimately use the November CPI.

Chairman Christie asked about the Municipal Cost Index (MCI). Ms. McClain stated that the MCI was at 2.1%. Chairman Christie stated that he would be more inclined to use the MCI rate and the Board's current guideline is below that.

Ms. Griffin pointed out that with regard to the Undesignated Fund Balance in the General Fund; the Government Finance Officers Association (GFOA) guidelines recommend that the Town set aside two months of operating budget set aside. This means that the Town should have \$2.1 million or 16.7% in undesignated fund balance. Ms. Griffin reported that the Town is currently at \$1,307,124; technically they should be looking at adding another \$800,000 and not withdrawing \$120,000.

3. HOLIDAY PARKING REQUEST – HANOVER AREA CHAMBER OF COMMERCE.

Ms. Griffin stated that this is the annual request to allow free parking on Saturdays during the holiday season including the Saturday right after Thanksgiving to the Saturday just before the New Year holiday.

Selectman Buckey MOVED to Approve the Holiday Parking Request from the Hanover Area Chamber of Commerce. Vice Chairman Rassias SECONDED the Motion.

Selectman Carter noted that this is an example of how the Town thanks the citizens for remaining patrons of local vendors and this is something that the community wants, values and the Town is foregoing revenue to accommodate this. Ms. Griffin noted that the loss in revenue comes to \$37,000 for the Parking Fund. Selectman Buckey pointed out that although they are foregoing revenue in the short term, they are hoping to maintain the long-term viability and success of the downtown businesses.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE HOLIDAY PARKING REQUEST FROM THE HANOVER AREA CHAMBER OF COMMERCE.

- 4. BANNER REQUEST:**
- ILEAD – Winter Term Courses
 - Upper Valley Special Olympics
 - North Country Community Theater

Ms. Griffin noted that they can accommodate these requests.

Selectman Carter MOVED to Approve the Banner Requests of ILEAD, Upper Valley Special Olympics and North Country Community Theater. Vice Chairman Rassias SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF ILEAD, UPPER VALLEY SPECIAL OLYMPICS AND NORTH COUNTRY COMMUNITY THEATER.

- 5. APPROVAL OF MINUTES:**
- October 7, 2013

Vice Chairman Rassias MOVED to Approve the Minutes of October 7, 2013. Selectman Buckey SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 7, 2013.

6. ADMINISTRATIVE REPORTS.

Ms. Griffin reported that she didn't even know that the streetlights on Route 120 and Greensboro Road were going to be shut off today. Peter Kulbacki, Public Works Director, convinced Liberty Utilities to keep 2 lights on until they can figure out what to do about this. Vice Chairman Rassias noted that the Town did a streetlight audit a few years ago and asked whether these lights would have been eliminated. Ms. Griffin stated that these lights would not have been removed even though they were controlled by the State and are considered to be critical from the Police Department's perspective.

Vice Chairman Rassias asked if the Town could make these lights more energy efficient through Liberty Utilities. Ms. Griffin stated that Liberty Utilities submitted a request through the Public Utilities Commission to allow them to do an experimental LED retrofit using Hanover as the test town. This still has to go through the PUC for approval but they should know in early 2014. The Town should be able to save a substantial amount of money.

Chairman Christie asked whether they could look into putting lights on timers. Ms. Griffin stated that the issue with regard to putting lights on timers has to do with the way in which this had to be paid. The Town could save more money by switching to LED fixtures than they would by having timers on them.

7. SELECTMEN'S REPORTS.

Bill Geraghty

Selectman Geraghty had nothing new to report.

Jay Buckey

Selectman Buckey had nothing new to report.

Nancy Carter

Selectman Carter reported that on Thursday, October 24th the Howe Library Board is sponsoring a breakfast from 8:00 a.m. to 9:30 a.m. This event is being held so that people can speak with the Howe Board members.

Peter Christie

Chairman Christie reported that the Conservation Commission had a site visit today in the Etna Highlands to review a dry hydrant proposal. This requires a State application and the Conservation Commission had the expertise to know what questions needed to be asked so that when it is submitted, it won't be rejected.

Athos Rassias

Vice Chairman Rassias presented a slide show for the Board to view of his visit to Sister City Joigny, France. He noted that the City of Joigny has been paired with the Town of Hanover for 20 years. Vice Chairman Rassias noted that Kate Connolly also attended this visit in addition to his 15 year old son Nicholas.

Vice Chairman Rassias reported that Joigny is also paired up with Towns in Germany, England, and another city named Joigny in France. He noted that Joigny also developed a relationship with a city in Africa and they send young people to help build schools in addition to other community work. Vice Chairman Rassias noted that they took a city tour and were presented with gifts. He presented Ms. Griffin with a picture of Joigny that was presented to him by the Mayor. Ms. Griffin noted that delegates from Joigny will be in Hanover next September.

Vice Chairman Rassias stated that he did spend quite a bit of time speaking with the Mayor and learned about their tax base and funding situation which was interesting.

8. OTHER BUSINESS.

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

SELECTMAN GERAGHTY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES; AND SELECTMAN BUCKEY VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 9:27 P.M.

Vice Chairman Rassias MOVED to Exit the Non-Public Session. Chairman Christie SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION AT 9:56 P.M.

9. ADJOURNMENT.

Vice Chairman Rassias MOVED to Adjourn the Meeting. Chairman Christie SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:56 P.M.

SUMMARY

1. **Selectman Buckey MOVED to Approve the Holiday Parking Request from the Hanover Area Chamber of Commerce. Vice Chairman Rassias SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE HOLIDAY PARKING REQUEST FROM THE HANOVER AREA CHAMBER OF COMMERCE.

2. **Selectman Carter MOVED to Approve the Banner Requests of ILEAD, Upper Valley Special Olympics and North Country Community Theater. Vice Chairman Rassias SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF ILEAD, UPPER VALLEY SPECIAL OLYMPICS AND NORTH COUNTRY COMMUNITY THEATER.

3. **Vice Chairman Rassias MOVED to Approve the Minutes of October 7, 2013. Selectman Buckey SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 7, 2013.

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

SELECTMAN GERAGHTY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES; AND SELECTMAN BUCKEY VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 9:27 P.M.

5. **Vice Chairman Rassias MOVED to Exit the Non-Public Session. Chairman Christie SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION AT 9:56 P.M.

6. **Vice Chairman Rassias MOVED to Adjourn the Meeting. Chairman Christie SECONDED the Motion.**

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**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING
AT 9:56 P.M.**