

FINAL

BOARD OF SELECTMEN'S MEETING

November 4, 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. Vice Chairman Rassias congratulated the Boston Red Sox for winning the World Series.

2. REVIEW AND DISCUSSION OF THE DRAFT BYLAWS FOR THE HANOVER CONSERVATION COMMISSION.

Ms. Griffin reported that Town staff, the Conservation Commission, and Town Attorney Walter Mitchell have all reviewed this draft of the by-laws. Ms. Griffin noted that one significant change is that the Select Board liaison position would now be a voting member on the Conservation Commission as opposed to being ex-officio.

Vice Chairman Rassias stated that the Conservation Commission is a body allowed by State Statute and there are strict regulations as to what the body can and can't do. He noted that the Town's by-laws which are very comprehensive are crafted with the Town of Hanover in mind and he noted that the Town's individuality is apparent throughout the document but the structure is set by the State regulations.

Chairman Christie noted that the by-laws require a commitment to staff a representative from both the Planning Board and the Select Board on the Hanover Conservation Commission; both will be voting members.

Vice Chairman Rassias stated that having the Select Board representative on the Planning Board is a very important relationship noting that the maximum number serving on the Boards is 7 so having those 2 members are vital.

Selectman Buckey asked about the disbursement amounts from the Conservation Fund. Chairman Christie confirmed with Ms. Griffin that there is a limit of \$50,000 and anything above that requires approval from the Board and also Town Meeting by State Statute.

Selectman Carter noted that she was surprised about the number of subcommittees with Boards that consist of 7 members. Ms. Griffin stated that they have outside community members on the subcommittees.

Vice Chairman Rassias stated that the intent of having the subcommittees is to reduce the work done at the monthly meetings as the agendas can be very full. Selectman Carter confirmed that the hope is to get more of the work done in the subcommittees to be shared with the Boards. Vice Chairman Rassias stated that they do a lot of work outside of the Commission's main agenda time.

Vice Chairman MOVED to Adopt the By-Laws for the Hanover Conservation Commission as Presented. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE BY-LAWS FOR THE HANOVER CONSERVATION COMMISSION AS PRESENTED.

3. CONSIDERATION OF PROPOSAL BY THE HOWE LIBRARY TO PLACE THREE (3) "LITTLE FREE LIBRARIES" IN PUBLIC LOCATIONS IN DOWNTOWN HANOVER.

Chairman Christie invited Mary White (Director of the Howe Library) to speak to the Board. Ms. White stated that back in the spring, there was a desire to place "Little Free Libraries" in the downtown area which will allow people to help themselves to free books and they can add to the collection if they wish. They felt that having them located in the downtown area would allow for staff to keep the areas maintained.

Ms. White reported that they have found 3 possible locations; one outside of Town Hall near the Appalachian Trail sign; one across the street near Main Street Kitchens or Traditionally Trendy; and one outside the Hopkins Center near the Advance Transit Bus Stop. She noted that Hanover High School will install 2 Little Free Libraries during their March Intensive. She noted that the designer is Chuck Gibson of Chuck Gibson Design and he has done previous designs for The Howe; the fabricator is Scott Thetford of Old School Designs. Chuck Gibson was asked to make the Little Free Libraries to look like the Howe Library and he was asked to make them out of something other than wood so that they would last.

The Board unanimously supported this proposal.

4. RECOMMENDATION TO APPROVE ADMINISTRATIVE ABATEMENT.

Ms. Griffin stated that there are 2 abatements; 1) 2nd half for the 44 Lebanon Street property which the Town purchased in May; and 2) the abatement of veteran's tax credit & service connected to total disability tax credit in the amount of \$396.00 for the 2nd half of the bill.

Vice Chairman Rassias MOVED to Approve the Abatements. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE ABATEMENTS.

5. REVIEW OF PROPOSED CONDUIT LICENSE AGREEMENT.

Ms. Griffin stated that the Town owns the underground conduits but telecom companies have put their fiber into them without the Town's permission. She noted that there was one company that came to the Town to get permission to use the conduit for their fiber at which time they discovered that the conduits were full. She reported that many communities (although not many in NH); require that the companies get a conduit license for a fee. The recommendation is to charge \$1.05 per linear foot which is the going rate in NH. Sovernet is the company that came forward to ask for permission and then discovered that there isn't a lot of room there. Some of the other companies may choose to remove their equipment once they learn that they will have to pay for the license.

Selectman Buckey asked how the companies gained access to the conduits paid for by the Town. Ms. Griffin stated that there are small manholes in the pavement that were not locked; they are locked now. Ms. Griffin stated that when a road is being worked on, the Town takes the opportunity to move the fiber underground.

Selectman Geraghty felt that this was good going forward but asked if they could go after the companies retroactively. Ms. Griffin stated that they could try to go after them but since they didn't have a license agreement in place previously it isn't something that they recommend pursuing.

Selectman Geraghty asked how long the conduit has been in place. Ms. Griffin stated that South Block has been there for about 3 to 5 years; 4 Currier Place has been there for about 2 years; and Lebanon Street for about a year.

Selectman Buckey noted that the pricing is by the length but asked if the diameter is a factor. Ms. Griffin stated that the diameter does not enter into this because most of the fiber is about the same circumference.

Selectman Buckey asked for any unintended consequences or potential downside to having this agreement. Ms. Griffin stated that the companies would need the Town's permission to dig up the street and then there would be an excavation fee which is in line with the industry standard and these entities are accustomed to this. The Town would not be charging anything unusual or out of place and they need to agree to the license (non-negotiable) and an annual payment.

Vice Chairman Rassias asked if the companies would threaten to withdraw services to Town residents. Ms. Griffin stated that this would not be in the company's best interest but it is also not the Town's issue.

Selectman Carter MOVED to Adopt the Conduit License Agreement and Authorize the Town Manager to Sign Documents on the Behalf of the Town. Selectman Buckey SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE CONDUIT LICENSE AGREEMENT AND TO AUTHORIZE THE TOWN MANAGER TO SIGN DOCUMENTS ON BEHALF OF THE TOWN.

6. UPDATE REGARDING POSSIBLE EXPANSION OF AT SERVICE ON THE GREEN ROUTE.

Chairman Christie invited Van Chesnut, Executive Director of Advance Transit, to speak to the Board. Mr. Chesnut introduced Bill Baschnagel who is on the AT Board and serves on the planning committee. Mr. Chesnut stated that there are funding differences between NH and VT and although Advance Transit does receive Federal Funding that is passed through each State, there are other types of funding that are used differently. He stated that he has heard that VTrans is going to put proposals out for new or expanded service.

Mr. Chesnut reported that in 2012, they completed a detailed service plan for the next 5 years depending on funding. As part of this process, they found a need to improve the Green Route service which runs from Hanover, White River and Lebanon every hour. They are trying to increase service so that buses run through every half hour. The ridership has tripled on that route in the past 10 years and two-thirds of riders are using the bus to travel to and from work. Increasing the frequency of the route will reduce the number of cars coming into Hanover. He stated that there is a degree of risk going into this but they feel that they will find funding somewhere.

Selectman Buckey asked how many passengers the buses can carry and whether they are filled to capacity. Mr. Chesnut stated that they transport 27 people and at times there are so many people getting on and off the bus that the travel time is delayed. Hartford Village will go from sporadic coverage to once an hour throughout the day.

Selectman Carter asked if Mr. Chesnut would be purchasing a bus to provide this service. Mr. Chesnut stated that they already have this vehicle in the fleet.

Chairman Christie stated that he is not surprised that they have had so much success and the Board will continue to support it. Mr. Chesnut expressed his appreciation for the Board's support.

Mr. Baschnagel stated that there were two things that prompted them to conduct the study; 1) they have been concerned about the possibility of losing federal funding; and 2) should they improve the service in the core area or should they expand service. It became clear that they needed to enhance their core service.

Ms. Griffin stated that having regular commuters using the bus will help the Town make the best use of the parking system.

Mr. Baschnagel asked the Board to consider what information the Advance Transit Board can provide when they are preparing the Town budget that may assist them in that process. Ms. Griffin stated that the ridership information is helpful; she is waiting to see how robust the

Board of Selectmen
November 4, 2013

parking fund will be with the recent improvements. She will have a better idea in late December as to the additional revenue that is being generated. She felt that anything the Board can do to support the route enhancement to eliminate cars is worth supporting.

Mr. Chesnut noted that he has asked Norwich to increase their allocation as well. Selectman Buckey felt that it would be interesting to know the impact on parking downtown and whether there is a difference in the impact on the Ledyard Bridge traffic. Mr. Chesnut noted that there are upcoming planning discussions for the West Wheelock corridor that they will be involved in as well.

The Board thanked Mr. Chesnut and Mr. Baschnagel.

7. REQUEST TO PARTICIPATE IN SURVEY REGARDING PROPOSED REPEAL OF STATE'S WORKFORCE HOUSING REQUIREMENTS.

Ms. Griffin stated that this survey was sent to every town in the State from a group based in the Lakes Region area that are looking to repeal the State's workforce housing requirements. This is not something that the Affordable Housing Commission would like to see the Town support. She noted that it doesn't seem to be prudent for Hanover to recommend that these sections be repealed but she didn't want to respond on behalf of the Select Board. She noted that this is not a formal survey being administered by the State and a response is not required but it was addressed to the Select Board. She noted that there was more than a decade of work that went into the Statute and communities that have active Affordable Housing Commissions have concerns about repealing these sections.

Chairman Christie stated that these things come forward from time to time and without becoming experts on the issue, the Board has chosen not to respond. Selectman Geraghty felt that they should consider making a statement that the Board does not support this and note that there is limited information; his concern is that if they don't send a response this may not send the right message. He noted that he doesn't have enough information to be firm on this. Selectman Buckey noted that the proposal is to repeal or replace requirements but no alternatives are provided.

Chairman Christie didn't feel that he had enough information to support or not support this; the Board can choose to support, not support or not respond. Ms. Griffin noted that the survey is being conducted by a private company. The Affordable Housing Commission has not taken a position on this yet but they will be meeting very soon. Selectman Geraghty asked if the Board could defer until after the Affordable Housing Commission weighs in and then make a decision at that time.

The Board chose to table this item until the Affordable Housing Commission had a chance to weigh in on the issues.

8. APPROVAL OF MINUTES:
- October 21, 2013

Chairman Christie and Selectman Buckey had some wording changes to the Minutes.

Vice Chairman MOVED to Approve the Minutes of October 21, 2013, as Amended. Selectman Buckey SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 21, 2013 AS AMENDED.

9. ADMINISTRATIVE REPORTS.

Ms. Griffin reported that the Hanover Conservancy will be having a small ceremony on the Hanover Center Green to celebrate the protection of the Mayor-Niles Forest; the Mayors' and the Niles' arranged for a conservation easement to be placed on the property with the Conservancy. This will be held on Wednesday, November 6th at 1:00 p.m. Ms. Griffin will be at the NHMA annual conference. Selectman Carter will be there to represent the Board.

Ms. Griffin reported that the design charrette meeting is scheduled for Friday and Saturday. There will be workshop sessions on Friday afternoon and evening; there will be a sustainability workshop on Saturday morning prior to the interactive sessions in the afternoon. She noted that the information is on the Town website. This will take place at the St. Thomas Episcopal Church beginning Friday afternoon from 3:00 to 4:30 and 6:00 to 7:30 p.m. There is a final team presentation Saturday afternoon from 3:30 to 4:30 at St. Thomas.

Ms. Griffin reported that the Hanover Chamber leadership awards will take place on November 12th and two Select Board members will be present.

Ms. Griffin reported that 1 deer has been killed on Balch Hill within the first few days of hunting in that area and noted that 6 permits have been issued. Ms. Griffin stated that they think that people walking in the area are aware now that hunters are in the area. They have issued over 2 dozen permits for the Hudson Farm and another 2 dozen for the Trescott South property which is just beyond the intersection of Trescott and Grasse Road. All of the hunters have agreed to report their success over the next 6 weeks. It is archery hunting only on Balch Hill but regular hunting on the other properties.

10. SELECTMEN'S REPORTS.

Jay Buckey

Selectman Buckey had nothing new to report.

Nancy Carter

Selectman Carter stated that with regard to the design charrette meetings for West Wheelock Street, it is a brainstorming exercise and no decision or final determinations will be made. This is just part of the planning process. The Planning Board is open to receiving e-mails and they will issue a report but this is the start of a much lengthier conversation.

Peter Christie

Chairman Christie reported that one fun part in working with the Conservation Commission is conducting field visits and noted that he has seen parts of Hanover that he hasn't seen in a while and important work is being done.

Athos Rassias

Vice Chairman Rassias noted that the Hanover Bike & Pedestrian Committee sent a letter to the Board which outlines some issues and concerns that have been raised with regard to access for pedestrians and non-motor vehicle modes of transportation. One of the concerns surrounds funding for potential projects and he noted that this letter was crafted over a long period of time and a lot of thought and detail went into it. The letter also outlines possible funding sources for projects and he encouraged the Board members to refer to this letter as they move toward the budget season.

Bill Geraghty

Selectman Geraghty had nothing new to report.

11. 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 BUCKEY VOTED YES; SELECTMAN CARTER VOTED YES; CHAIRMAN CHRISTIE VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; AND SELECTMAN GERAGHTY VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:25 P.M.

Vice Chairman Rassias MOVED to Exit the Non-Public Session. Selectman Buckley 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. Vice Chairman MOVED to Adopt the By-Laws for the Hanover Conservation Commission as Presented. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE BY-LAWS FOR THE HANOVER CONSERVATION COMMISSION AS PRESENTED.

- 2. Vice Chairman Rassias MOVED to Approve the Abatements. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE ABATEMENTS.

- 3. Selectman Carter MOVED to Adopt the Conduit License Agreement and Authorize the Town Manager to Sign Documents on the Behalf of the Town. Selectman Buckey SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE CONDUIT LICENSE AGREEMENT AND TO AUTHORIZE THE TOWN MANAGER TO SIGN DOCUMENTS ON BEHALF OF THE TOWN.

- 4. Vice Chairman MOVED to Approve the Minutes of October 21, 2013, as Amended. Selectman Buckey SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 21, 2013 AS AMENDED.

- 5. 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 BUCKEY VOTED YES; SELECTMAN CARTER VOTED YES; CHAIRMAN CHRISTIE VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; AND SELECTMAN GERAGHTY VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:25 P.M.

- 6. 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.

- 7. 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.