

FINAL

BOARD OF SELECTMEN'S MEETING

November 2, 2015

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; Nancy Carter, Selectman; Joanna Whitcomb, Selectman; Bill Geraghty, Selectman; and Julia Griffin, Town Manager.

1. PUBLIC COMMENT

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

2. DISCUSSION OF HUNTING POLICY ON HAYES HILL FARM PROPERTY.

Vicki Smith, Senior Planner, brought to the Board's attention a larger version of the map which was included in Friday's Memo to the Select Board. She described the areas in green as open space and the areas in blue as wetlands, and those open areas, collectively, are what we refer to as Hayes Farm Park. In 2011, the Town purchased the property from the Hayes family. The idea when the land was purchased was to address many recreational needs in Town, so a field was created, the Etna Library was expanded to include an outdoor reading area, and there is a nice trail system connecting the library to Woodcock Lane. Neighbors have informally created trails throughout the area, but the only Town-maintained trail is the one from the library to Woodcock Lane. The central portion, which was called the Upper Meadows, has been converted to what we call the King Bird Sanctuary. The Hanover Conservancy was key in making this change. The upper meadow is mowed and includes native plants and is a great place to observe birds. When the Town purchased the land, there was a hunting stand and tent, which were used by neighbors for hunting. The Conservation Commission felt it was inappropriate at the time to allow hunting in the area because they were encouraging many people to explore the area. This was a tough decision because they knew there was an overabundance of deer there, so they came up with a few options. Ultimately, they were unsure of what to do and brought the issue to the Board, and it was decided to prohibit hunting in the Hayes Upper Meadow. Currently, several people still access the area and nobody would know that hunting is not allowed there because it is not posted. A neighbor walking in the area recently noticed that a tree stand had been erected, which made her uncomfortable. Ms. Smith let her know that hunting is in fact prohibited there, but she is aware that deer are a problem as they eat the native plants. Ms. Smith would like the Board to revisit the policy and she would also like clarification on whether the hunting ban applies to just the King Bird Sanctuary or the entire property.

Chairman Christie recalled the discussion in 2011 but did not recall anything about the hunting policy applying only to the King Bird Sanctuary, so he assumes that it applied to the entire property.

Gail McPeek of the Hanover Conservancy introduced herself to the Board. She helped with the development of the King Bird Sanctuary and she is working now with Ed Chamberlin and Jim Kennedy on a stewardship committee that also includes Barbara Prince of the Etna Library and several neighbors. Ms. Smith also attends the stewardship committee meetings. Ms. McPeek stated that there is currently no management plan for Hayes Farm Park, and her understanding was that hunting was prohibited only in the King Bird Sanctuary. She has also been working with the Balch Hill neighborhood in coordinating hunting in that area. They have restricted hunting at Balch Hill to archery only and from tree stand only, and it seems to be working well. It has limited opportunities for hunters, but it is safer as there are no guns allowed and arrows are directed downward, toward the ground. The first year that hunting was allowed at Balch Hill, there were arrows found on the ground and getting stuck in trees. The current plan seems to be working better, but it is somewhat difficult to manage as it is coordinated only by volunteers and Jim Kennedy. They hope to create a management plan and include a recommendation about the hunting policy, which they would then bring to the Board to seek recommendations and/or changes to.

Chairman Christie stated that he would welcome a management plan and recommendation, but he is reluctant about changing the hunting policy until such a plan is in place. Ms. McPeek agreed, but questioned whether the hunting ban at Hayes Farm Park also applied to the Trescott wetlands. She also said that it looked on the map provided by Ms. Smith as though the tree stand that was found may have been on private property, not on the wetlands. She would be glad to visit the site and check it out, and noted that hunters are required to post identification on their tree stands. It is possible it belongs to one of the neighbors. She feels that the hunting ban should stay in effect for now, but hopes that it may be revisited after the committee forms a management plan. They would work on getting feedback from the Hayes Farm Park neighbors just as they have done for Balch Hill.

Barbara McIlroy, an Etna resident, introduced herself to the Board and said that she would like the Board to think about deer hunting policies in general, not just at Hayes Farm Park. She said that in 2014, she found a field of Canada lilies. She had previously seen these lilies in ones and twos in the Upper Valley, and not recently. There were at least thirty stems of Canada lilies, which are three feet tall, behind the Etna Fire Station outside of the King Bird Sanctuary area last year. She asked a local botanist and someone looking all over the state for rare plants if they had ever seen anything like this display, and they said they never had, only in small quantities. She took some photos last year, but they were gone this year because of deer. There are areas all over Town that indicate a serious deer problem. Ms. McIlroy presented a photo of the lilies to the Board.

Selectman Geraghty stated that the priority is safety and that Hayes Farm Park should be posted, but he encouraged a more comprehensive approach to revisit this before next fall. He added that the deer are a problem in the Mink Brook area as well and he supports managing the deer herd.

Hayes Farm Park will be posted until further notice.

Vice Chairman Rassias asked how things are working out with the management of hunting at Balch Hill. Ms. McPeek replied that three deer were taken last year that they are aware of. Last

year, hunting was allowed from November 15th to December 15th only. This was based on input from neighbors and took into consideration that other people using the area were not as abundant by that time of year. Hunting was allowed from tree stand only, which limited opportunities. Hunters are also very conscientious of taking a shot only when they have a good chance. Another drawback is that most hunters had already taken their doe. They are allowed one doe, and because archery season started on the fifteenth, most had already taken their doe. By the time they were allowed to hunt on Balch Hill, they were only allowed to get a buck, and the vast majority of deer there are does. This year, hunting was allowed at the beginning of the season, and hunters were strongly encouraged to get their doe on Balch Hill. They are aware of five doe being taken in just the first week. There was a deer found on Rayton Road, but they are unsure whether it came from Balch Hill or Velvet Rocks. Ms. McPeek keeps in touch with the hunters every other week through email. The warm weather has affected the deer and they are very scattered. Hunters have hoped that deer would migrate to Balch Hill from the Trescott lands once muzzle loading season started, but she has not heard whether that has happened. There are two hunters that have been permitted to set up bait stations. She clarified that bait stations do not use poison to attract the deer. Bait stations are set up to attract the deer so they are used to coming to that area, and hunters are allowed to hunt from their tree stand once feeding stops. They are still waiting to see how that works, and the hope is that at least five or six more deer are taken by the time the season ends on December 15th. They started out by issuing sixteen permits for Balch Hill, and two have filled their tags. As hunters let Ms. McPeek know that they have filled their deer tags, she goes to the wait list to allow more hunters in. She has just given permission to three more hunters. Vice Chairman Rassias asked how neighbors are receiving the hunting. Ms. McPeek said that they have not received any complaints, but there is one neighbor on Balch Hill Lane that had a deer die in his yard and had turkey vultures feeding on it. He also has young children. The same neighbor's child found an arrow in the yard when hunting was open on Balch Hill the first year, before hunting was restricted to tree stand only. He is hesitant about the hunting, so Ms. McPeek has been careful to communicate and work with him. They have encouraged him to post his land, but she does not believe he has done so. There have been some neighbors that have invited hunters to their land, and there have been deer taken this way. She said this may potentially be an option for neighbors near Mink Brook.

Ms. McIlroy added that the Balch Hill area was closed off to recreational users for several days. This makes hunting much safer and contributed to the number of deer taken so far this year.

3. DISCUSSION REGARDING FIVE YEAR PROJECTIONS AND TAX RATE TARGET FOR FY 2016-17.

Betsy McClain, Director of Administrative Services, stated that our key indicators are the local Consumer Price Index and the Municipal Cost Index, and both are currently below zero. We are seeing a bounce back of certain non-tax revenues such as motor vehicle registrations and building permit revenues due to the combination of those indexes and our local economy. This indicates that we are locally on an economic upswing, and we are not looking at a tremendous tax rate increase into next year. She is usually presenting bigger increases, sometimes in the double digits. Health care changes that were negotiated with the unions and a rebounding of non-tax revenues are going to serve us well into next year.

Selectman Geraghty inquired how the Municipal Cost Index can be in the negative when it includes wages and benefits and we know wages are increasing. Ms. McClain replied that we are seeing the impact of fuel costs dramatically decreasing. Ms. Griffin stated that the decrease in fuel costs is more than enough to offset the increase in wages. Selectman Geraghty requested further clarification. He had trouble seeing how MCI could be negative with seventy percent of the budget related to an increase in wages and benefits and, if we are typical of most municipalities who make up the MCI database, a much smaller decrease in fuel cost. Ms. McClain clarified that the MCI is not done by surveying municipalities, but rather by focusing on targeted products in the CPI and Producer Price Index.

Chairman Christie stated that he is concerned that our budget guidelines have not served us well for the last few years. In reading the guidelines again, he thinks that they work well in general, except for Item #1, which reads: "Our primary budget objective is to balance the needs/desires of our citizens with their willingness/ability to pay. The Board of Selectmen has historically tried to accomplish this by targeting tax rate increases within the CPI." Chairman Christie feels that we should change our state of reliance in matching the CPI since it has nothing to do with our services. It was a convenient way to relate to the taxpayer, but it doesn't seem to be working. He thinks we should list a variety of things to take into consideration when we set our budget, including the CPI and MCI, our known increases and expenses relative to contracts we have signed, high priority projects coming up in the next fiscal year, state downshifts we are expecting, changes in assessed valuations, and any other items that have really impacted the budget over the last few years. He feels that including these factors in setting our guidelines would serve us better. Vice Chairman Rassias agreed that this makes sense. The main reason we have used the CPI is because people are familiar with it, and it includes some measure related to the ability of the taxpayer's to pay. He noted that, if we do amend Item #1, Item #8 would also need to be amended as it targets the CPI. This would be easy to do. Chairman Christie believes it would be relatively easy to re-draft these items if the rest of the Board is in agreement.

Betsy McClain stated that there has been a focus for many years of trying to get a read on the ability to pay. In trying to build the five-year projections, we are stating what it is going to cost us to run our government. That is what drives the tax rate, as opposed to figuring out how much revenue we can generate and figuring out how we are going to spend it.

Chairman Christie added that the downside of his suggestion is that it doesn't give us a specific tax rate target. The lack of a definitive benchmark is the price to pay for not having a good one to begin with.

Selectman Whitcomb is in agreement with Chairman Christie's suggestion. She asked Ms. McClain whether the five-year projection is something we do annually. Ms. McClain stated that we have done so annually for the past five or six years. It started out as trying to look at a global view of the schools and county, but that proved to be too difficult, so we are now looking at our own budgets.

Chairman Christie asked Ms. McClain to guide us through the forecast of projections. Ms. McClain stated that known factors include already-negotiated salary increases for the coming year, which includes a change in the health care driver, restating the paving program, and

looking at our commitment to capital reserves. She has also taken into consideration the rates and fees schedule which relates to non-tax revenues. We are not at the level of detail to take into consideration the decreases in costs of fuel, asphalt, salt, etc., so assumptions are that these kinds of expenses are the same plus a general inflation cost. Projected property tax rate increases for tax years 2016 through 2020 are 2.48 percent, 3.51 percent, 2.95 percent, 3.60 percent, and 3.04 percent, respectively. Each of these percentages is an increase over the prior year. These numbers are assuming that the State does not take away our Rooms & Meals allocations and other factors. Ms. Griffin noted that the largest increase, 3.51 percent, will not be difficult to bring down by injecting some additional discipline into our budgeting process. Ms. McClain added that the higher numbers reflect biennial increases in retirement contributions. She stated that it was important for everyone to know that Town staffs do everything they can to bring those numbers down.

Chairman Christie suggested using a rolling average over three to five years of the anticipated \$18 million of new assessed value in tax year 2016, and looking at that assumption rather than a forward-looking projection. He thinks that would smooth things out from a planning point of view. Ms. McClain said that it's hard to say whether that would help us.

Ms. McClain will be working to amend the Budget Guidelines based on tonight's discussion and agreed that it was a good idea to take a look at refreshing those guidelines.

Selectman Whitcomb stated that she is in agreement with replacing the CPI and MCI with more concrete factors.

Chairman Christie asked whether there were any exceptional projects that we anticipate funding for next year. Ms. Griffin said that there are no anticipated pricey capital improvement projects upcoming. She has been working with Peter Kulbacki and Mike Chase at Public Works on figuring out how to get a sidewalk constructed from where it ends on Route 120 near Storrs Road to Buck Road. We do have money from Gile Hill to build a sidewalk from Buck Road to Greensboro Road. She is waiting on some cost estimates to construct the remaining portion.

Chairman Christie asked about increased operating expenses as a result of a potential new gymnasium or affordable housing. Ms. McClain stated that those expenses are not anticipated until fiscal year 2018, and thus would not be included in the upcoming budget. Selectman Carter asked whether there was a way to reserve funds for those types of expenses. Ms. McClain replied that we can through our Capital Reserves. The Select Board can choose to appropriate money into such a fund. Selectman Whitcomb said that we should consider doing this. Chairman Christie clarified that this is different than building in increased operating costs into our budget.

Selectman Whitcomb asked whether the Town endows operating and management costs to anticipated capital projects. Ms. Griffin said that we do not, but the Howe Library has done that. Ms. McClain added that there are restrictions on how we can tax people today for operating costs that will be incurred later.

Selectman Geraghty asked how much one percent of the operating budget amounts to as a point of reference. It is almost \$90,000.

Selectman Carter asked for clarification on whether the MCI is a national number. Ms. Griffin replied that it is. Selectman Carter added that wages and living conditions are very different across the nation. Selectman Geraghty said that the MCI number is a percentage related to the previous year. Over the last several years, the number has gone down, and it is difficult to understand why it keeps going down. Ms. McClain replied that many municipalities have reduced staff.

Selectman Carter MOVED to Set the Tax Rate Target at no more than 2.5 Percent. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED 4 IN FAVOR, 1 ABSTAINED TO SET THE TAX RATE TARGET AT NO MORE THAN 2.5 PERCENT. (Selectman Whitcomb Abstained from the Vote).

4. DISCUSSION REGARDING UNDESIGNATED FUND BALANCE POLICY.

Ms. McClain was also present to discuss the Undesignated Fund Balance Policy with the Board. We had an unprojected surplus at the end of the previous fiscal year. The Board directed Ms. McClain to do some research on what other towns are doing and see if it was time to revisit our guidelines. She has polled the same towns that were used as comparisons in the recent Condrey Survey related to salaries and found that the majority of communities take what the Department of Revenue Administration uses as a guideline, which is eight to seventeen percent of all appropriations used at tax rate setting time. For Hanover, that amounts to \$51 million, which includes county, school, and the Town appropriations. We have never reached the floor, or eight percent, because we have a balance that is a percentage of only the Town spending, not county or school. We are a large enough Town that our working capital and cash balances are enough to continue making tax payments to the school districts based on their needs and we can make our county tax payment without needing every one of the tax bills to be paid. Some smaller municipalities don't have that sort of cash. The undesignated fund balance policy used by the other towns she polled doesn't make much sense for Hanover. Ms. McClain drew the Board's attention to the page she passed out to the Board at the beginning of the meeting, in which she adjusted our statement from five to ten percent to eight to twelve percent. She tried to capture a feeling that we want to reserve more. She also separated the tax-supported funding, which is just the general and fire funds, from our proprietary funds. Because we have so many different services, a one-size fits all target doesn't make a lot of sense, so she urges that we be more fluid with the target on those funds than we would be with tax funds.

Chairman Christie asked if we address the proprietary funds in the current policy. Ms. McClain said that we do, though not expressly. Our focus has been on the tax funds. She added that the existing language had to do with the tax rate and how the use of the undesignated fund balance may or may not impact it.

Chairman Christie stated that he is comfortable with our undesignated fund balance being in the ten to fifteen percent range. Ms. Griffin said that she thinks about it from the standpoint of having to undertake a major road repair in the event of a severe storm, which we have seen in neighboring communities. Fifteen percent would ideally be on the high end of the goal for her. The low end would be eight percent. Selectman Whitcomb said she was also comfortable with an eight-to-fifteen percent balance. Selectman Carter would be more comfortable with the ten to fifteen percent range. Selectman Geraghty would like to see what the impact would be on the tax rate. He inquired about the school and what its balance is. Ms. McClain replied that the schools have only been allowed to carry an excess balance for the last couple of years, and that has been capped at 2 ½ percent, which is why the DRA puts the onus on the Town. Ms. Griffin added that the school's potential exposure is significantly less than a municipality's. Schools are insured for disasters such as fires. Municipalities have the expensive infrastructure at risk, which is why the towns carry the burden of the undesignated fund balance.

Ms. McClain stated that the City of Lebanon uses only the general fund in calculating its balance. Their balance was 20.3 percent coming out of 2014. It is headed toward 17.9 percent for 2015 and anticipated to be 17.5 percent for 2016. However, Lebanon uses bonding quite often, and Hanover does not.

The Board came to a consensus of ten to fifteen percent as a target for the undesignated fund balance. Ms. McClain will revise the policy to ten to fifteen percent to present for Board adoption at the next meeting.

5. APPOINTMENT OF EMERGENCY MANAGEMENT DIRECTOR.

Ms. Griffin stated that Fire Chief Martin McMillan has agreed to be appointed as Emergency Management Director. Ms. Griffin is willing to continue as Deputy Emergency Management Director.

Selectman Whitcomb MOVED to Appoint Fire Chief Martin McMillan as Emergency Management Director. Selectman Whitcomb SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPOINT FIRE CHIEF MARTIN MCMILLAN AS EMERGENCY MANAGEMENT DIRECTOR.

Selectman Whitcomb MOVED to Appoint Town Manager Julia Griffin as Deputy Emergency Management Director. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPOINT TOWN MANAGER JULIA GRIFFIN AS DEPUTY EMERGENCY MANAGEMENT DIRECTOR.

6. APPOINTMENT OF HEALTH OFFICER.

Ms. Griffin has been the Health Officer for several years, but Ryan Borkowski has been acting as Health Officer. Because Mr. Borkowski does not live in New Hampshire, he is not allowed to be the Health Officer. Michael Hinsley, who is being promoted to Deputy Fire Chief, is the Health Officer for Lyme and has agreed to be Health Officer for Hanover. Ryan Borkowski and Carolyn Murray would need reappointment as Deputy Health Officers. Ms. Griffin will still be involved in some capacity.

Selectman Carter MOVED to Appoint Michael Hinsley as Health Officer and Reappoint Ryan Borkowski and Carolyn Murray as Deputy Health Officers. Vice Chairman Rassias SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPOINT MICHAEL HINSLEY AS HEALTH OFFICER AND REAPPOINT RYAN BORKOWSKI AND CAROLYN MURRAY AS DEPUTY HEALTH OFFICERS.

7. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE LEASE PURCHASE AGREEMENTS FOR THE TOWN HALL & PUBLIC WORKS DEPARTMENT COPIERS.

Vice Chairman Rassias MOVED to Authorize Town Manager to Execute Lease Purchase Agreements for the Town Hall & Public Works Department Copiers. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE TOWN MANAGER TO EXECUTE LEASE PURCHASE AGREEMENTS FOR THE TOWN HALL & PUBLIC WORKS DEPARTMENT COPIERS.

8. APPOINTMENTS: SUSTAINABLE HANOVER

Mary Donin has been attending Sustainable Hanover meetings for the last several months and would like to be appointed to the Committee. Her term would continue for three years, through September 2018.

Selectman Carter MOVED to Appoint Mary Donin to Sustainable Hanover. Selectman Whitcomb SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPOINT MARY DONIN TO SUSTAINABLE HANOVER.

9. APPROVAL OF MINUTES: OCTOBER 19, 2015

There was some discussion on the clarity of the Board's decisions made on October 19th. Ms. Griffin is working on revising the Ordinance and will bring the revisions to the Board for approval at the next meeting.

Chairman Christie took the opportunity to thank the vendors for presenting their views at the last meeting.

Selectman Geraghty MOVED to Approve the Minutes of October 19, 2015. Vice Chairman Rassias SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 19, 2015.

10. ADMINISTRATIVE REPORTS.

Ms. Griffin stated that she, Chairman Christie, Selectman Geraghty, and his wife would be attending the Chamber leadership awards annual meeting on Thursday evening at the Hanover Inn. There will be about 200 people in attendance.

There will be a promotional celebration for five of Hanover's firefighters, four of whom are being promoted to Lieutenant, and one being promoted to Captain. In addition, Michael Hinsley is being promoted from Captain to Deputy Fire Chief. The ceremony is on Wednesday, November 11 at 7 PM in Moore Hall on Maynard Street. She will be attending and sending out an invitation for the Board.

11. SELECTMEN'S REPORTS.

Selectman Bill Geraghty

Selectman Geraghty had nothing to report.

Vice Chairman Athos Rassias

Vice Chairman Rassias had nothing to report.

Selectman Nancy Carter

Selectman Carter stated that the Planning Board is meeting tomorrow. Some of the projects to be discussed include the Hood Museum recommendations, lighting of the bell tower at Baker Library, and Dartmouth College's housing centers.

Selectman Joanna Whitcomb

Selectman Whitcomb had nothing to report.

Chairman Peter Christie

Chairman Christie had nothing to report.

12. OTHER BUSINESS.

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

SELECTMAN GERAGHTY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES; SELECTMAN WHITCOMB VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 9:00 P.M.

Vice Chairman Rassias MOVED to Exit the Non-Public Session at 9:32 p.m. Selectman Carter SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION.

12. ADJOURNMENT.

Vice Chairman Rassias MOVED to Adjourn the Meeting at 9:32 p.m. Selectman Carter SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.

Respectfully Submitted,

Joanna Whitcomb, Secretary

Minutes prepared by Adriane Coutermarsh.

SUMMARY

1. **Selectman Carter MOVED to Set the Tax Rate Target at no more than 2.5 Percent. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED 4 IN FAVOR, 1 ABSTAINED TO SET THE TAX RATE TARGET AT NO MORE THAN 2.5 PERCENT. (Selectman Whitcomb Abstained from the Vote).

2. **Selectman Whitcomb MOVED to Appoint Fire Chief Martin McMillan as Emergency Management Director. Selectman Whitcomb SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPOINT FIRE CHIEF MARTIN MCMILLAN AS EMERGENCY MANAGEMENT DIRECTOR.

3. **Selectman Whitcomb MOVED to Appoint Town Manager Julia Griffin as Deputy Emergency Management Director. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPOINT TOWN MANAGER JULIA GRIFFIN AS DEPUTY EMERGENCY MANAGEMENT DIRECTOR.

4. **Selectman Carter MOVED to Appoint Michael Hinsley as Health Officer and Reappoint Ryan Borkowski and Carolyn Murray as Deputy Health Officers. Vice Chairman Rassias SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPOINT MICHAEL HINSLEY AS HEALTH OFFICER AND REAPPOINT RYAN BORKOWSKI AND CAROLYN MURRAY AS DEPUTY HEALTH OFFICERS.

5. **Vice Chairman Rassias MOVED to Authorize Town Manager to Execute Lease Purchase Agreements for the Town Hall & Public Works Department Copiers. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE TOWN MANAGER TO EXECUTE LEASE PURCHASE AGREEMENTS FOR THE TOWN HALL & PUBLIC WORKS DEPARTMENT COPIERS.

6. **Selectman Carter MOVED to Appoint Mary Donin to Sustainable Hanover. Selectman Whitcomb SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPOINT MARY DONIN TO SUSTAINABLE HANOVER.

7. **Selectman Geraghty MOVED to Approve the Minutes of October 19, 2015. Vice Chairman Rassias SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 19, 2015.

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

SELECTMAN GERAGHTY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES; SELECTMAN WHITCOMB VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 9:00 P.M.

- 9. Vice Chairman Rassias MOVED to Exit the Non-Public Session at 9:32 p.m. Selectman Carter SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION.

- 10. Vice Chairman Rassias MOVED to Adjourn the Meeting at 9:32 p.m. Selectman Carter SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.