

FINAL

BOARD OF SELECTMEN'S MEETING

November 16, 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; Bill Geraghty, Selectman; and Julia Griffin, Town Manager. Absent: Joanna Whitcomb, Selectman.

1. PUBLIC COMMENT

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

2. RECOMMENDATION TO ADOPT REVISED POLE LICENSE.

Peter Kulbacki, Director of Public Works, was present to speak to the Board about adoption of the pole license. He has met with members of other communities and with members of New Hampshire's utility services several times over the last couple of years, together coming up with a model license that would be common to all. As part of an approved license, the Town would be entitled to space on the pole. The license would also stipulate the process for putting up poles to ensure that it is done so safely. It would include a process for determining whether certain attachments would be allowed on the poles as well as who pays for what. Licensing poles and attachments gives us the authority to tax them as well.

In order for a license to be issued, a utility must first petition the Town to place or relocate a pole or related facilities in the Town right of way. The petitioning utility must also provide a draft plan. The Board must then approve the plan and issue a license if they are in agreement. The license would include conditions such as setbacks, height, taxation, etc.

Selectman Carter asked whether this proposed license would apply to underground conduit as well. Mr. Kulbacki confirmed that it would apply to all communications or power in the Town right of way.

Selectman Carter MOVED to Adopt the Revised Pole License. Vice Chairman Rassias SECONDED the Motion.

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO ADOPT THE REVISED POLE LICENSE.

3. REVIEW OF PROPOSED REVISIONS TO BUDGET GUIDELINES AND UNDESIGNATED FUND BALANCE USAGE GUIDELINES.

Betsy McClain, Director of Administrative Services, was present to follow up with the Board on the Budget Guidelines and Undesignated Fund Balance Guidelines. She has provided the suggested revisions and edits of both documents.

Chairman Christie stated that he previously felt the language in the Budget Guidelines related to the Consumer Price Index should be removed and replaced with what is now presented as Guiding Principles. He added a suggestion of taking out one sentence under Objectives and Beliefs that relates to the CPI.

Chairman Christie also drew attention to the language that “our goal is to pay in the 50 to 75th percentile for towns of our size and complexity along with competitive benefits and a positive, long term work environment.” As we are at the 75th percentile, he suggested changing the language to indicate paying “approximately the 75th percentile.”

Ms. McClain added that the dates the Board adopts these statements would be included in each of the documents.

Chairman Christie suggested that a draft of the documents be presented to the Board without markups before adoption. Selectman Geraghty added that this would allow time for the Finance Committee to see the progression of the Budget Guidelines.

Ms. McClain and Ms. Griffin added that, at the last meeting, the Board indicated a 2.5 percent tax rate target, but this is not clear in the draft minutes as the Board did not make a motion to that effect. During the approval of minutes of November 2nd, the Board should make a motion to indicate the tax rate target of 2.5 percent.

Ms. McClain stated that the only substantive change in the Undesignated Fund Balance Guidelines is inclusion of the date of adoption by the Board.

Chairman Christie suggested changing the Undesignated Fund Balance guidelines to allow up to three fiscal years, rather than two, to bring the fund balance to its targeted upper limit if the fund balances exceed the range at the end of the fiscal year, as well as to bring the fund balance to its targeted lower limit if the balances fall below the range at the end of the fiscal year.

Ms. McClain will bring both the Budget Guidelines and Undesignated Fund Balance Guidelines back to the Board without markups for adoption.

4. CONTINUED DISCUSSION OF PROPOSED REVISIONS TO ORDINANCE #27, STREET VENDOR ORDINANCE.

Ms. Griffin emailed to the Board this afternoon a portion of the proposed revisions to Ordinance #27, Street Vendor Ordinance, which had been left out in Friday’s Memo to the Select Board.

Ms. Griffin has added language to the ordinance to allow some discretion by the Town on issuance of vendor permits. In discussions with our Town Attorney, it was made clear to Ms. Griffin that Town would be responsible for relating refusal or revocation of a permit to violations of the vendor ordinance or other local ordinances or state law. She said that this had not been an issue for several years. There were apparently some issues before she became Town Manager, and there was an issue several years ago with a vendor violating health statutes, so their permit was revoked.

Chairman Christie pointed out some confusion with the numbering and lettering of items. This will be adjusted.

Selectman Carter asked about how portions of the ordinance that specify a deadline of November 1st would be put into play, as this date has already passed. Ms. Griffin stated that they would “collapse” the process for this year to accommodate the vendors.

Selectman Carter MOVED to Adopt the Proposed Revisions to Ordinance #27, Street Vendor Ordinance as Discussed. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO ADOPT THE PROPOSED REVISIONS TO ORDINANCE #27, STREET VENDOR ORDINANCE.

5. PROPOSED BOARD MEETING SCHEDULE FOR 2016.

Ms. Griffin and the Board members discussed the draft calendar of Board Meetings for 2016. Ms. Griffin will discuss the schedule with Selectman Whitcomb, as she was absent from tonight’s meeting.

6. BANNER REQUESTS:

- a. Hanover Improvement Society-100th Anniversary**
- b. Howe Library-Howel Classic**
- c. Hanover Area Chamber of Commerce-Sidewalk Sale**
- d. Special Olympics**
- e. Christmas Mystery**

Ms. Griffin stated that the Town can accommodate all requests.

Selectman Geraghty MOVED to Approve the Banner Requests of the Hanover Improvement Society-100th Anniversary, Howe Library-Howel Classic, Hanover Area Chamber of Commerce-Sidewalk Sale, Special Olympics, and Christmas Mystery. Vice Chairman Rassias SECONDED the Motion.

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO APPROVE THE BANNER REQUESTS OF THE HANOVER IMPROVEMENT SOCIETY-100TH ANNIVERSARY, HOWE LIBRARY-HOWEL CLASSIC, HANOVER AREA CHAMBER OF

COMMERCE-SIDEWALK SALE, SPECIAL OLYMPICS, AND CHRISTMAS MYSTERY.

**7. APPROVAL OF MINUTES:
a. November 2, 2015**

The Board discussed adding a Motion to the minutes of November 2nd that had not been made clear.

Selectman Geraghty MOVED to Approve the Minutes of November 2, 2015 as Amended. Vice Chairman Rassias SECONDED the Motion.

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO APPROVE THE MINUTES OF NOVEMBER 2, 2015 AS AMENDED.

8. ADMINISTRATIVE REPORTS.

Ms. Griffin stated that we had a promotional celebration for employees of the Fire Department on Veteran's Day. The celebration was held in Dartmouth's Moore Auditorium.

We heard from Casella today that they intend to increase our recycling contract by \$45,000. The reasoning by Casella is that there is no market for selling recycling, so everything must be hauled to Burlington to be separated and processed. We may have to look at doing recycling in-house again.

Budget review meetings will begin with Department heads in December.

9. SELECTMEN'S REPORTS.

Selectman Bill Geraghty

Selectman Geraghty had nothing to report.

Vice Chairman Athos Rassias

Vice Chairman Rassias reported that the Bike and Pedestrian Committee met on Thursday and discussed pedestrian issues in the Sand Hill neighborhood from the Coop toward the hospital. There will be a presentation to the Board at the meeting on December 7th.

Chairman Peter Christie

Chairman Christie reported that the Hanover Conservation Commission met recently and discussed trail work that has been done and will be done soon. There was a major meeting at Moose Mountain with several people working on the trails.

Selectman Nancy Carter

Selectman Carter reported that the Planning Board is meeting here tomorrow in the Board Room. They will be discussing four proposed zoning amendments for the 2016 Town Meeting. They will also continue to discuss reorganization of the Zoning Ordinance. Liberty Utilities will be requesting the removal of trees and bushes from scenic roads.

10. OTHER BUSINESS.

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

SELECTMAN GERAGHTY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:14 P.M.

Vice Chairman Rassias MOVED to Exit the Non-Public Session at 8:50 p.m. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO EXIT THE NON-PUBLIC SESSION.

11. ADJOURNMENT.

Vice Chairman Rassias MOVED to Adjourn the Meeting at 8:50 p.m. Selectman Geraghty SECONDED the Motion.

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO ADJOURN THE MEETING.

Respectfully Submitted,

Athos Rassias, Vice Chairman

Minutes prepared by Adriane Coutermarsh.

SUMMARY

- 1. Selectman Carter MOVED to Adopt the Revised Pole License. Vice Chairman Rassias SECONDED the Motion.**

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO ADOPT THE REVISED POLE LICENSE.

- 2. Selectman Carter MOVED to Adopt the Proposed Revisions to Ordinance #27, Street Vendor Ordinance as Discussed. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO ADOPT THE PROPOSED REVISIONS TO ORDINANCE #27, STREET VENDOR ORDINANCE.

- 3. Selectman Geraghty MOVED to Approve the Banner Requests of the Hanover Improvement Society-100th Anniversary, Howe Library-Howel Classic, Hanover Area Chamber of Commerce-Sidewalk Sale, Special Olympics, and Christmas Mystery. Vice Chairman Rassias SECONDED the Motion.**

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO APPROVE THE BANNER REQUESTS OF THE HANOVER IMPROVEMENT SOCIETY-100TH ANNIVERSARY, HOWE LIBRARY-HOWEL CLASSIC, HANOVER AREA CHAMBER OF COMMERCE-SIDEWALK SALE, SPECIAL OLYMPICS, AND CHRISTMAS MYSTERY.

- 4. Selectman Geraghty MOVED to Approve the Minutes of November 2, 2015 as Amended. Vice Chairman Rassias SECONDED the Motion.**

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO APPROVE THE MINUTES OF NOVEMBER 2, 2015 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 (a) and (e).**

SELECTMAN GERAGHTY VOTED YES; VICE CHAIRMAN RASSIAS VOTED YES; CHAIRMAN CHRISTIE VOTED YES; SELECTMAN CARTER VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:14 P.M.

- 6. Vice Chairman Rassias MOVED to Exit the Non-Public Session at 8:50 p.m. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO EXIT THE NON-PUBLIC SESSION.

- 7. Vice Chairman Rassias MOVED to Adjourn the Meeting at 8:50 p.m. Selectman Geraghty SECONDED the Motion.**

THE BOARD VOTED 4 IN FAVOR, 1 ABSENT TO ADJOURN THE MEETING.