

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**December 13, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judy Doherty, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Chairman Walsh postponed Public Comment until after the presentation of the auditors due to the poor weather and the distance that the auditors will need to travel.

Ray Hogue, citizen of Hanover and Conservation Commission member, approached the Board and presented the members with a letter that he read aloud.

“I am writing this letter as a citizen of Hanover, although I also serve as a Conservation Commissioner. I would like to start by pointing out some thoughts I have regarding Julia Griffin’s December 9, 2010 letter to the Board of Selectmen regarding who serves as the applicant for the dock proposed to be installed at Wilson’s Landing; and why the Conservation Commission was not copied on the follow-up response provided to DES (Department of Environmental Services) by the FOHC (Friends of Hanover Crew).

First, in her letter Julia states ‘On November 2, 2009, at the third session of a series of public meetings about the proposal by Friends of Hanover Crew (FOHC) to provide a dock at Wilson’s Landing suitable for rowing, the Board of Selectmen voted unanimously to authorize the Town Manager to sign on its behalf the application to the New Hampshire Department of Environmental Services (DES) for a Dredge and Fill permit for the installation of the proposed dock. As I had explained earlier in that meeting, the proposed dock is classified by the DES as a major project, and DES, by regulation (Env-Wt 303.02(d)), can accept an application by an outside entity.’

The only related reference I could find in the Minutes to the November 2, 2009 meeting of the Board of Selectmen states, ‘Ms. Griffin noted that what the Select Board will be filing is a standard Dredge and Fill Application. Ms. Griffin outlined the process of review after filing of the application. The landowner has to sign the application which, in this case, is the Town.’

What went on to occur was that the FOHC wrote the application on behalf of the Town. I feel very uncomfortable with a private organization being allowed to co-opt a Town process, in part because this could create a false sense of partnership with the FOHC and obligation on the Town’s behalf.

Second, in her letter Julia states, ‘Furthermore, while the Request for More Information suggests (emphasis added) that a copy of the response be forwarded to the Conservation Commission, there is, as Ms. Forst also confirms, no legal or regulatory requirement to do so. For these

reasons, that is, lack of relevance and legal mandate, it is understandable why the FOHC's consultants handling the response overlooked this suggestion.'

The portion of the DES' May 21, 2010 letter to the Town referenced by Julia reads, 'Please include the file number (2010-00428) on your response to this request as well as on all other correspondence submitted to this office relative to this application, and forward a copy of all information to the Town Conservation Commission.' I don't see how anybody could interpret this as a "suggestion" versus a clear directive. Further, in his comments to the Conservation Commission at its November 22, 2010 meeting, Jonathan Edwards said that he made the decision that the Conservation Commission did not need to comment on the response to the DES by the Town, and he saw no reason for the Commission to attend a meeting in August, 2010 of "all interested" parties to the dock application.

I have a number of concerns regarding the process involving the Town and FOHC so far and some recommendations going forward:

**My Concerns:**

- a) It is becoming increasingly difficult to distinguish the Town from the FOHC. The process has seen a private organization (FOHC) be allowed to insert itself into the position of Town representative and by doing so seek to advance its own specific interests, which now go far beyond finding a home for Hanover Crew for its 8 week season. The Minutes of the November 2, 2009 Select Board meeting state, "He, (Chairman Walsh) is ready to discuss FOHFC for their 8 week season – he is not prepared for this to become a major rowing facility for all other users. He feels that for a limited period of time during each year, this is an appropriate use of Wilson's Landing." Nonetheless, the FOHC has put forth plans that give every indication that Fullington Farm and Wilson's Landing is to become a commercial rowing center intended to draw rowers from all over the Northeast and operate from spring through fall.
- b) That a private organization representing about 150 people in a town of about 10,850 residents, including resident Dartmouth students, or about 1.4% should be allowed to put themselves in the position to be granted priority rights to the Town's only public access to the Connecticut River.
- c) That there has been created a false sense of urgency regarding the relocation of Hanover Crew, when Dartmouth would in all likelihood be amenable to extending the option on Fullington Farm to facilitate a more thorough approach by the Town to the utilization of Wilson's Landing when Dartmouth has clearly indicated that the crew team can use its current dock on a year to year basis, and when the Chieftain is available, and ably suited, to serve as a temporary home for Hanover Crew while alternatives are considered;

**My recommendations:**

- a) That a Master Plan be developed for Wilson's Landing that would consider, among other things, how Wilson's Landing could benefit the overall Town and not just a single private organization.

- b) That the Hanover Improvement Society or the Town Recreation Department run whatever uses are ultimately determined appropriate for Wilson's Landing per a Master Plan, or in the absence of a Master Plan, the permitted dock.
- c) That any license or permit regarding any operations on Wilson's Landing by any private organization be on a season to season basis.

Finally, in my professional role as a valuation consultant to trustees of retirement plans, I am governed by a strict code of ethics that prohibits me from any involved in situations in which I have even a prospective conflict of interest. This code of ethics recognizes that a conflict of interest cannot be overcome by "professionalism" and does not have to be driven by the prospect of monetary gain. In addition, a conflict of interest can often manifest in very subtle and almost subconscious ways, and the only catalyst necessary for a conflict of interest is a human being. To this end, I feel that Julia and Jonathan Edwards have been put in unenviable and untenable positions regarding the process involving FOHC given their involvement with the Upper Valley Rowing Foundation.

Thank you for your consideration."

Chairman Walsh thanked Mr. Hogue for his thoughtful and clear presentation and asked for any other Public Comment.

Carol Weingeist submitted a letter to the Board members and stated that she was not going to read the entire letter aloud but she would read a portion of it. The letter was in response to the list of ten concerns that the NH Department of Environmental Services submitted in a letter to the Town dated May 21, 2010. On October 20, 2010, Rachel Goldwasser of Orr & Reno responded to these concerns and Ms. Weingeist's letter details a response to the ten points brought forth in the letters. Ms. Weingeist read from her letter:

"I feel that much information was stated in generalizations to satisfy the DES and is self serving in its intent to convince the DES that the needs of the community coincide with the needs of the Rowers. I believe this is not the case. Wilson's Landing is a public treasure that needs to be preserved, not developed. The proposal for Wilson's Landing is to provide a public dock which can also be used for the Hanover High School Crew Team and for community rowing activities supported by, for example, the Upper Valley Rowing Foundation. Our only public landing should be treasured for general use and access to the river for people of all interests and activity levels – boaters of all types, families with children, fishermen, picnickers, birders and more. Having a large rowing club utilizing our Landing will impact our community's ability to utilize the landing for our own recreational activities.

It is apparent that the high school team needs a home. The Chieftain, I understand, has offered to accommodate the HHS team. Please encourage other Rowing interests to take a look at Mill Gardens for their growing numbers. This way, we can continue to have the Landing for community enjoyment and activities without being overwhelmed by rowers."

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Ms. Griffin pointed out that Ms. Weingeist could submit her comments by January 10<sup>th</sup> with the DES. Ms. Weingeist stated that she was aware of this.

Peter Kermond, Friends of Hanover Crew Board Member, stated that through this process, they have been very above board with everything that they have been doing regarding the application and permitting process. They appreciate the work of Julia Griffin and Jonathan Edwards with their help in filing the application with the DES.

Chairman Walsh reflected on his understanding of the process from last November. He recalled that one year ago, the Friends of Hanover Crew needed to obtain decisions from the Hanover Zoning Board and the Planning Board, the DES, and possibly the Army Corps of Engineers and there was a long permitting process that they would need to go through. The Select Board's position at that time was not to prejudge what those decisions would be but reserve to themselves the right to whatever license would be granted, if any, to the Friends of Hanover Crew. As the FOHC marched through the process, there has been no intent for the Board to take a side on either side. At the end of the process, if there is a proposal that the Hanover Crew will go forward with, the Select Board will then make a determination if a license will be issued on what terms and for what term.

Chairman Walsh stated that he felt bad that there has been a procedural glitch and the Board did not want to set up something that was procedural but wanted the Boards and Commissions to be focused on their responsibilities and he hopes that everything is back on track.

## **2. REVIEW OF FY 2009-2010 AUDIT WITH TOWN AUDITORS – MELANSON HEATH & COMPANY.**

Chairman Walsh adjusted the agenda to allow for the auditors to speak to the Board first due to the fact that they are travelling from a distance and the conditions of the roads are poor due to the bad weather.

Betsy McClain introduced Matt Angell and Frank Biron of Melanson Heath & Company to the Board who would be making a presentation regarding the financial statements.

Frank Biron introduced himself as the President of Melanson Heath, CPAs and he introduced Matt Angell as the Manager of the Municipal Services Department; Mr. Angell directly oversees the fieldwork and the audit process for the Town. Mr. Biron then turned the presentation over to Mr. Angell.

Mr. Angell reviewed certain key financial elements of the financial statements, emphasizing the Town's financial stability from last year to this year. He also noted that these financial statements for the first time reflect the Town's reporting of its capital assets (as required by GASB 34), resulting in an unqualified opinion on these financial statements. The General Fund Undesignated Fund Balance was noted to be \$789,205 which is approximately 7% of the General Fund operating budget. Chairman Walsh added that the Board's policy is for this number to be between 5% and 10%, so they are right on target.

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Chairman Walsh requested that at budget time Town staff provide a schedule of the \$2,104,077 reported on page 15 as depreciation expense broken down into its various components to show how much depreciation relates to buildings, roads, equipment, etc.

Selectman Connolly asked about the \$1,204,508 noted on page 29 as Custodial Credit Risk. Mr. Angell explained that the working capital of the Town was fully collateralized by a third party and was not at risk. The Custodial Credit Risk noted on page 29 related to the investments in mutual funds, corporate equities and other investments made by the Trustees of Trust Funds for the restricted holdings in custody of the Trustees. These types of investments are allowed for Trust Funds (but not for Town working capital) and are typical of non-profit investment portfolios.

Mr. Angell reviewed the two comments included in the Management Letter:

1. The Town does not have formal written policies and procedures for departments to follow for collecting and remitting departmental receipts.
2. The Town does not currently have a formal procurement policy for the administration of vendor purchases and disbursements.

He remarked that he has been in contact with Town staff and knows that the Town is working actively on addressing these two issues.

Mr. Biron noted that with the upcoming financial statements GASB 54 will require a change in the fund balance categories with new terminology. Chairman Walsh remarked that he feels that ultimately the new presentation of the Town's financial statements will be instructive, but the transition will take some adjustment.

Selectman Christie noted that there were not prior year comparable figures. Mr. Angell explained that because the fiscal year ending June 30, 2010 was the first year where the sewer and water utility operations were distinguished as "Business-Type Activities" apart from "Governmental Activities" prior year figures were not readily available. However, with the next audited financial statements, there will be prior year comparable figures included.

Chairman Walsh asked that the financial statements be shared with the Hanover Finance Committee. Betsy McClain indicated that she would make sure this was done.

Chairman Walsh thanked Frank Biron and Matt Angell for coming to speak to the Board and wished them a safe journey home.

### **3. DISCUSSION OF REQUEST TO ACCEPT VELVET ROCKS DRIVE AS A PUBLIC ROAD.**

Chairman Walsh invited Mark Seavers and John Schumacher to speak to the Board regarding this request.

Mark Seavers, President of the Velvet Rocks Homeowners Association, introduced John Schumacher who is also a resident of Velvet Rocks. The development is located just off Greensboro Road. Simpson Development constructed the development in phases and the entire project is approximately 100 homes or condominiums. There is an easement in favor of the public for the entire roadway and Velvet Rocks Drive was meant to be a backbone road system to carry through all of the phases. Apparently during the second phase, the Planning Board did not require that this become a public roadway. There are 20 people now who have to maintain the road. There are similar developments that were subsequently considered public roads (for example: Purling Brooks Drive). They are asking that the road become a public road.

Peter Kulbacki, Director of Public Works, stated that during the Planning Board process, the Planning Board approved this with the intent that the road would continue through. There was a stipulation that the road would remain private. If the road was continued, it could be a connect road. This was around the same time that the Town was considering a Town policy on which roads should be public vs. private roads. The cul-de-sacs were allowed to be narrowed with more setbacks and those roads couldn't be built to Town standards and they wouldn't have the setback requirement. All roads are required to be built to the Town standard even though they remain private.

Mr. Kulbacki stated that this conversation started with an issue surrounding hydrant charges. This dates back to 1937 when the tariff for the Water Company took the cost of maintaining hydrants for the major lines and they developed a fee for it. This needs to be reviewed. Mr Seavers stated that the residents of Velvet Rocks appear to be charged twice; one charge for fire hydrants and one charge for the Fire District. Ms. Griffin stated that one of the issues that she and Peter Kulbacki discussed is how to eliminate the hydrant situation with the fees. She asked Mr. Seaver if the hydrant charges were taken care of would that fix the situation or was the issue surrounding the maintenance of the road? Mr. Seavers felt that removing the hydrant fee would make a difference.

Chairman Walsh clarified that in the case of a hydrant in the public right-of-way; the fee is paid by the district but asked how the hydrant is paid for if it is not on a private way. Ms. Griffin noted that the property owner would pay the hydrant fee.

Mr. Kulbacki stated that there are 88 hydrants on private property out of a total of 315 hydrants. Ms. Griffin stated that there is precedent setting nature with the Town taking on the street as a public street. She also noted that this would be a good time (during budget season) to take on the issue of hydrant fees. Ms. Griffin stated that the Fire District set up alone is strange. Prior to coming to Hanover, she had never heard of water utility that was funded through a Fire Fund.

Ms. Griffin stated that if the Board accepts Velvet Rocks (which is a dead end) as a public street, this could lead to other issues. If the issue is the private hydrant fee, this could be resolved without creating a whole other issue. Mr. Seavers stated that this was a precipitating factor to the discussion because they felt that they were being charged twice.

Chairman Walsh felt that there needs to be more discussion about the roadway which is an access to a public trail and whether the maintenance is the responsibility of the 20 residents that

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live there or the Town. Ms. Griffin confirmed with Mr. Seavers that there are no more developable parcels.

Mr. Schumacher noted that not all of the hydrants that are in the right of way of Velvet Rocks Drive. There are two that are off of that so even if they accepted Velvet Rocks Drive as a public road, it would not solve all of the hydrant problems.

Ms. Griffin stated that part of her thinks that the Town should figure out a way to accept the private hydrants that are not on campus as public hydrants so that people are not charged twice.

Chairman Walsh was prepared to allow staff to work on this issue. Ms. Griffin noted that she could bring this to the Board as part of the upcoming Water Fund budget.

**4. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE LEASE PURCHASE AGREEMENT FOR SECURITY CAMERAS IN PARKING GARAGE AND PARKING LOT 1.**

Doug Hackett, Dispatch Coordinator, approached the Board. He noted that most of this is the discussion that Lt. O'Neill had with the Board last year during the budget to upgrade the security cameras. He reported that the Public Safety building received an upgrade on a matrix system that is expandable. The intention is to replace the system in the parking garage and add that on to the node that is at the Public Safety structure utilizing the Town's municipal fiber. There would also be one video camera to record activities in Lot 1.

Vice Chairman Connolly noted that this item went over the amount that was budgeted. Mr. Hackett stated that they hadn't included some of the stairways in the original budget.

Selectman Doherty asked whether the cameras were interchangeable if it was determined that a camera was needed in another location. Mr. Hackett stated that the cameras themselves are not all that expensive; the expensive portion is the expansion of the matrix system. Selectman Doherty asked how many cameras would be installed. Mr. Hackett stated that there would be 1 camera installed overlooking Lot 1, 11 cameras in the parking garage, and 16 in the municipal complex. Selectman Doherty stated that she assumes that with all of these cameras that the video is being collected somewhere and reviewed after an incident is reported and not monitored actively. Mr. Hackett stated that these would be monitored actively and recorded for review. He gave an example of the use of the cameras after the armed robbery at Gusanos last year. Selectman Doherty noted that the information indicated that there are a large number of incidents and asked if there has been a significant increase. Mr. Hackett stated that he did not have the exact numbers in front of him but he estimates that there are 1 or 2 incidents a month of hit and run (car vs. car) behavior in the back lot. This is just going to provide a vehicular description such as make, model and color of a vehicle but not license plates.

**Selectman Christie MOVED to Authorize the Town Manager to Execute the Lease Purchase Agreement for Security Cameras in the Parking Garage and Lot 1. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE LEASE PURCHASE AGREEMENT FOR SECURITY CAMERAS IN THE PARKING GARAGE AND LOT 1.**

Ms. Griffin presented the lease purchase documentation for the Board to sign.

**5. PRESENTATION ON TOWN OF HANOVER ENERGY EFFICIENCY EFFORTS – FRANK AUSTIN.**

Chairman Walsh invited Frank Austin (Public Works) to speak to the Board and noted that he would like for him to make this presentation to the Hanover Sustainability Committee. Ms. Griffin stated that the presentation is fairly quick and straightforward but impressive showing the work that has been done over the past 18 months.

Frank Austin stated that this has been an on-going project for the Town; to reduce its carbon footprint. The project started with the Summer Park Housing which received new siding and windows and added foam insulation on the exterior. Mr. Austin provided before and after pictures of the buildings. By changing the windows to double hung windows, air conditioners were removed and ultimately the result of all changes were a reduction of kilowatt hours from 250,000/year to 226,000/year and the usage has steadily been going down. There are reduced maintenance costs because staff are no longer required to paint the exterior of the building at a cost of \$9,000 per building. The tenants appreciated the noise reduction with the improvements. The cost of the improvements was \$172,000 and the annual energy savings will be \$3,528 with maintenance cost savings expected at \$3,600/year. The payback period for this project is approximately 19.29 years.

Mr. Austin reported that another upgrade was the change to LED fixtures for the Allen Street streetlights. The old lights consumed 250 kw per light on a 10 hour day. The upgraded lights are now operating on 50 watt bulbs saving 5500 kw/year – just for Allen Street. The Town was awarded a grant for 50 more LED lights. The total kilowatts saved will be over 51,160/year with over 81,000 carbon reduction. The initial project cost \$27,888 and the Town will be looking at saving \$7,674 so the payback will take 3.6 years. There was a grant covering \$24,988 funded through the Energy Efficiency Grant Program.

Mr. Austin reported that the Fire Department was built in 1973. It was decided to replace the boiler which was partly budgetary as well as an energy efficiency change. Chairman Walsh would like to know what the cost of oil was in 1973. Mr. Austin stated that this was something he could easily find out but noted that the change in price in fuel oil during the time that he has been employed with the Town is amazing. The upgraded boiler system creates little to no stand-by heat loss and provides only the required amount of hot water to maintain the buildings heat demand.

Vice Chairman Connolly noted that there was a switch to propane. Mr. Austin noted that it currently costs \$2.50/gal for fuel oil and it was \$1.59/gal for propane.

Mr. Austin provided a picture of the heat boilers needed outside which are minimal. Mr. Austin noted that it is hard to break down Police vs. Fire since they are on the same system. Chairman



Walsh felt that they should see a huge change in the future years. Mr. Austin noted that the old boiler used over 1 million btu's whereas the new boilers would have used 91,000 btu's. The payback period is approximately 9.4 years. Mr. Austin stated that a year from now they will have a better handle on what they have saved with the upgrades to the system.

Mr. Austin reported that at the Public Works building, they changed the lighting for the fuel island canopy lights. The old lights used 450 watts and the new LED lights use 62 watts and are controlled by a motion sensor. This change along has saved almost 7,000 kw/year. The exterior of the building had new lighting which saved 16,235 kw/year. The interior lights were upgraded to eco-friendly bulbs which has saved over 1500 kw/year.

Mr. Austin reported that there is a new circulator which monitors demand and runs more efficiently. The savings with this new equipment results in over 3,200 kw saved yearly. The boiler control monitors the outside air temperature. There are timers on the hot water heaters. The electrical savings reduced the Town's carbon footprint by 60,000. The payback for these improvements is approximately 2.62 years and the lights are warranted for the next 5 years.

Mr. Austin reported that the R.W. Black Building was built in 2003. The outside lights were changed from 185 watt lamps to a 25 watt lamp and the computer in the light is programmable. This change resulted in saving 6,381 kilowatt hours per year. The flag pole light was changed to LED and saved almost 2,200 kw/year. The exterior wall lights will be changed to 25 watt bulbs which should save over 3,000 kw/year.

Selectman Rassias asked how easy or difficult it is to change over the lighting. Mr. Austin reported that it was actually very easy. The problem with LED lighting is the heat dissipating on the back side of the drivers. Most of the changes to LED are outside where the lights get more efficient the colder that it gets. Interior lights were changed over saving 4,600 kw/year. The Eco Friendly lights are a trade name in addition to having less mercury. The total estimated reduction is over 15,000 and the payback period is estimated at 4.9 years.

Chairman Walsh noted that some of the costs were actually the end of the equipment's useful life.

Mr. Austin reported that the Howe Library was built in 1975. They are looking at changing the Gallery lights. The new lights would be 18 watt lights that would result in a savings of 9,887 kw/year. The AVA gallery has changed over to this technology and it would actually help preserve some artwork. The proposed parking lot light changes would save 3,700 kw/year.

Mr. Austin wants to track energy usage per square footage not only for tracking but also for letting each department know how much they are using. The payback for the proposed upgrades to the Howe Library would be 5 years.

Mr. Austin reported that the Parking Garage was built in 1999. Changing over the lights would average a savings of 78,840 kw hours/year by changing the lights to LEDs that required 33 watts. This change would reduce the carbon footprint by 108,000 pounds and the payback would be 5.29 years.

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Mr. Austin reported that for the Anti Idling campaign there are newer computerized engines that can be programmed for idling time. The engines would shut down but only when the vehicle is running for more than five minutes and in park mode. There is a grant to install IDLERIGHT control systems on 17 town vehicles which include both light and medium duty trucks and the police cruisers. Ossipee Mountain Electronics has been awarded the contract and are just waiting for the funds. The Town could reduce its carbon footprint by 96,000 pounds and save 4,400 gallons of fuel. The project costs \$7,500 but it was grant funded so there is no cost to the Town.

Mr. Austin reported that there were new pumps installed at the Water Reclamation Facility to reduce kilowatt hours. The change for the aeration blowers will save \$13,000. He also noted that when they get the digester up and running, most likely to be completed in 2013, will result in significant savings.

Mr. Austin reported that the change in the way that the Town composts by hauling to Lebanon will reduce fuel and carbon. They are hoping to see a large reduction in fuel costs. There should be \$11,500 savings in fuel and it should reduce the carbon footprint by almost 440,000 pounds.

Ms. Griffin reported that she keeps a running list of "Other Environmentally Friendly Actions" to be considered including as one example: have wildflower plantings in the cemetery to reduce mowing.

Mr. Austin reported that to date the changes result a savings of \$17,400 in fuel, 323,459 kilowatt hours and \$92,018.85 in savings and reduce the footprint by 929,026 pounds per year.

Mr. Austin also gave an overview as to what the greenhouse gas reductions convert into as far as number of passenger cars off the road, gallons of gas, etc. Mr. Austin stated that they are not done with lighting in buildings and initially they were hoping that National Grid would have rebates for this after the first of the year.

Ms. Griffin has received his certification in this now. Mr. Austin reported that he took a course on Commercial Energy Products through PSNH so he has a better understanding.

Vice Chairman Connolly asked if the LED's require a fixture change. Mr. Austin reported that it varies. Vice Chairman Connolly noticed that National Grid seemed to be replacing the fixtures as well as the bulbs.

Chairman Walsh would like some thought as to what information should be put into the Town Report on this issue. He wanted to see a summary of this information and wants to document what the Town has done and what's coming up. He would like to talk about having this information packaged for other towns in the State. He wanted to provide this as an example.

Selectman Doherty felt that a lot of towns look at the upfront costs without looking further into the savings. This presentation shows the breadth and depth of the projects and the cost analysis shows the return. This information could help other towns take action.

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Vice Chairman Connolly felt that a spreadsheet showing the information for each department should be included in the Town Report as a presentation. If it's consolidated on a single sheet, it is dramatic. Ms. Griffin could see a series of graphs showing how much this all adds up.

The Board thanked Frank Austin for his presentation and hard work.

**6. BANNER REQUESTS:**  
- Howe Library

Ms. Griffin added a Banner Request for the Pond Party which is scheduled for Saturday, February 12<sup>th</sup>.

**Selectman Doherty MOVED to approve the Banner Requests of the Howe Library and the Pond Party. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF THE HOWE LIBRARY AND THE POND PARTY.**

**7. APPROVAL OF MINUTES:**  
- November 22, 2010

Vice Chairman Connolly made some minor changes to the Minutes.

**Selectman Doherty MOVED to approve the Minutes of November 22, 2010 as amended. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 22, 2010 AS AMENDED.**

**8. ADMINISTRATIVE REPORTS.**

Ms. Griffin announced that all Board members are invited to attend Breakfast with Santa on Wednesday, December 22, 2010 at the Richard W. Black Center.

Ms. Griffin reported that she and Betsy have just started reviewing the budget with staff. The Police Department had their review today. The budget is being prepared without a cost of living adjustment (COLA) as they put the numbers together to see what is driving the budget's bottom line. There are scheduled negotiation meetings with the three bargaining units.

Ms. Griffin reported that Town staff helped the Regional Planning Commission (RPC) in submitting an application with a HUD sustainable communities grant which the RPC received. The way this was accomplished was that they would look at how a PACE program would benefit the community of Hanover. PACE is a community energy efficiency concept. This essentially allows a community to receive grant money to loan money to individuals to make energy efficient changes to their property. They pay the loan back as part of their property tax bill twice a year. There was legislation adopted by this past legislative session. Ms. Griffin became involved because Representative Pastor of Lyme was enlisting several communities to get

involved to support the notion of a PACE program. Fannie Mae and Freddie Mac were concerned PACE programming because they lost their position as mortgagor. There is still the possibility of continuing with a PACE-like program. They have agreed to help Christine Walker with the Town of Enfield to lend staff time (paid by grant reimbursement) to see if this is workable. This is a good opportunity for Town staff to support the RPC staff.

Chairman Walsh asked if the same issue at the Federal level by Fannie Mae and Freddie Mac was raised at the State level by the community banks. He suggested that there may be some value in including community banks in the conversation.

## **9. SELECTMEN'S REPORTS.**

### **Peter Christie**

Selectman Christie reported that the Finance Committee met today and the early preliminary numbers with regard to the school budget tax impacts are looking at a 2% to 3% range. The memo provided by the Select Board regarding the ability to pay was well received as well as the 1% to 3% target.

### **Kate Connolly**

Vice Chairman Connolly reported that the Planning Board met and merged a couple of lot lines, approved an outdoor patio for Creare and approved a new sign for the Irving Station outside the hospital and modified a subdivision. They also heard an update on the River Park development on the other end of Route 10. They received encouraging information although it may still have a huge effect on traffic in Downtown Hanover.

Selectman Doherty passed along that the Affordable Housing Commission was hoping to see the study from the Planning Board Residential Housing Project Committee which was going to be available this month. Vice Chairman stated that there is a composite map of uses in various neighborhoods and Zoning Districts. Ms. Griffin suggested having staff provide the Affordable Housing Commission an update. Selectman Doherty stated that this appears to be an example of one commission trying to keep updated on what the Zoning and Planning Boards are working on. They are expecting the study. Ms. Griffin stated that staff will provide the Affordable Housing Commission and all others with an update.

Selectman Doherty noted that the Affordable Housing Commission has also asked if there are any specific zoning changes that they should be aware of. Vice Chairman Connolly stated that so far, the only zoning change she is aware of will be relative to Goose Pond.

### **Judy Doherty**

Selectman Doherty reported that the Affordable Housing Commission will not meet in December. She advised the one of the reasons for the cancellation is that Christine Walker of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) is not able to attend and that was the major part of the meeting. They will reschedule with Ms. Walker in January.

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**Athos Rassias**

Selectman Rassias reported that the Conservation Commission will be meeting on December 16<sup>th</sup>. They will be working on a response to the DES regarding the FOHC application.

**Brian Walsh**

Chairman Walsh reported that there will be a Sustainability Committee meeting on Wednesday, December 15<sup>th</sup>. He also reported that there was a “Naked Table” event which was very successful. There were 9 tables produced and Ms. Griffin noted that it was a very fun event. Ms. Griffin made a table that was given to the Family Place.

Chairman Walsh noted that there may be a conflict with an event planned by the Sustainability Committee and the Pond Party so they will make sure the Committee is aware of this as they move forward.

Chairman Walsh stated that the announcement of Hank Tenney’s retirement in the Valley News was regarding his soccer team coach retirement and not his position with the Recreation Board.

**10. OTHER BUSINESS.**

There was no Other Business reported.

**11. ADJOURNMENT.**

**Selectman Doherty MOVED to adjourn the meeting. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:50 P.M.**

Respectfully Submitted,

Judith A. Doherty  
Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Selectman Christie MOVED to Authorize the Town Manager to Execute the Lease Purchase Agreement for Security Cameras in the Parking Garage and Lot 1. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE LEASE PURCHASE AGREEMENT FOR SECURITY CAMERAS IN THE PARKING GARAGE AND LOT 1.**

2. **Selectman Doherty MOVED to approve the Banner Requests of the Howe Library and the Pond Party. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF THE HOWE LIBRARY AND THE POND PARTY.**

3. **Selectman Doherty MOVED to approve the Minutes of November 22, 2010 as amended. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 22, 2010 AS AMENDED.**

4. **Selectman Doherty MOVED to adjourn the meeting. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:50 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**November 22, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judy Doherty, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Chairman Walsh asked for Public Comment. Martha Solow approached the Board and stated that she wanted to speak to the Board about process. Specifically she wished to address an issue regarding the Friends of Hanover Crew and the proposed dock on Lyme Road. She thought the process was running smoothly until she checked in on the process. The Town has applied to the Department of Environmental Services (DES) for a permit to have an oversized dock at Wilson's Landing which is the only public access to the river that is open to the general community. She is not in favor of the project because it is too big for the area but she is distressed that the Town of Hanover has become the applicant with the DES and not the Friends of Hanover Crew. She would like to know how it got to this point and what it means for the Town now that they are the applicant. She recalled that at the meeting last spring the Board had reservations about the project and it was understood that this was not a town project but an outside entity looking for assistance.

Ms. Solow reported that she has been following this project and there was an application for which the Town was supposed to be a co-applicant for the dredge and fill application. The DES replied back with the Town with 10 deficiencies in the application and gave the Town a certain period of time to fix the deficiencies. The Conservation Commission was supposed to receive the information. Her concerns are 1) that the Town has become an applicant without a Town Meeting and, 2) that one of the appointed Boards or Commissions has been overlooked in this process and have been unable to provide input to the DES. It is her understanding that the DES has made a decision without this input.

Ms. Solow asked if the Town was the applicant. Chairman Walsh recalled that the Friends of Hanover Crew could pursue the number of permits needed from the Federal, State and Town boards without interference from the Town and if needed, they would come back to the Town to determine what they would need use their dock. Chairman Walsh was made aware of the new facts yesterday.

Ms. Griffin stated that the Town needed to be a co-applicant with DES for the dock permit because the Town owns Wilson's Landing. The Town submitted the dock application to DES because they own the property per the Town approval received last fall. Ms. Griffin stated that she was not aware of the dredge and fill issue but she will get an answer for the Board. It was clear that the Town needed to apply for the dock permit application but Friends of Hanover Crew

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did all of the legwork for that application. Chairman Walsh asked if the Town became the applicant versus the co-applicant. Ms. Griffin stated that the Friends of Hanover Crew also signed the application but the Town owns the property. Ms. Solow felt that this is a glitch in the government process and if the Town stood behind this application, there should not be another agency submitting the information for the Town to sign. She is distressed because there were some misrepresentations by the Friends of Hanover Crew in the information that they provided to the Town for the application. Chairman Walsh asked Ms. Griffin when the Board would be looking at this information.

Ms. Griffin stated that she would do a written response to this information. She felt that she could have this to the Board after the Thanksgiving holiday.

Ms. Solow is hoping that the Board will provide information to the public about what is going on once they look into this information. The public has been sidelined in this process and openness, impartiality and accountability is expected of the Board. She feels the public has been shut out of this process. She thanked the Board for the opportunity to speak.

**2. DISCUSSION WITH PARKING & TRANSPORTATION BOARD (PTB)  
MEMBERS REGARDING PARKING FOR RESTAURANT STAFF –  
PILOT OPTION.**

Chairman Walsh noted that this item was tabled for a future meeting.

**3. DISCUSSION OF PARKING CREDITS PROGRAM.**

Chairman Walsh invited Jay Campion to speak to the Board.

Jay Campion thanked Ms. Griffin and town staff for the detail that they put together as to the problem with the Parking Credits Program as he sees it. He noted that this has been an issue for a long time and sometimes it's a nuisance and other times, it has caused him to alter things that have become a detriment to a better solution. There is no option for the business person regarding the detriment of use. The Town has tried to help as the issues come up. When the bookstore changed hands, none of the tenants were interested unless there could be a café and café seating. They had to come up with additional parking spaces to accommodate this and were able to do this at the time because the Town felt that the bookstore was vital to Downtown. This solution has not been available on an on-going basis because the parking spaces are not there. He feels that it is unreasonable to expect a private business person/owner to manufacture spaces. Prior to the ordinance being passed, he had the opportunity to come up with spaces to satisfy the zoning ordinances. He gave up a parking lot under the assumption that past practices would come forward and now he is in a much more critical situation. There are tenants interested in Main Street parking that he can't accommodate.

Mr. Campion stated that he has a new tenant with a restaurant and bakery with a deli coming in but the tenant is very worried about this parking issue. The location is permitted for 55 seats because this is the amount that the India Queen had for that space. If the tenant comes to him and states that they need an extra couple of tables to make the business work, he feels he should



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be able to accommodate this if they are not violating codes with the building codes and Fire Department, etc. The solutions being proposed by staff are well thought out and all have value. His personal favorite would be the 3<sup>rd</sup> solution which would eliminate parking as a control. As part of the vision 10 years ago, it was the intent of the process to not expand the Downtown footprint but to intensify the use of the Downtown to serve the needs of the business community and the Town.

Chairman Walsh stated that he feels that they have a fundamental difference. He feels that the Town has a role as a vehicle to deal with the parking issue. He doesn't feel that the Town has the responsibility to provide parking. He hasn't yet come to the conclusion that it's the Town's responsibility to provide parking for any venture that the business owners or tenants want to do. The Town needs to be ahead of the game creating an inventory. The Town is going to have a parking problem like they did 10 years ago before they built the parking garage. He is not 100% against this and it might be the right thing to do but he hasn't seen a mechanism and a way to do this that's workable for the Town. He can see the value from the tenant and landlord's point of view. Chairman Walsh stated that he searches for a means where the business community and Downtown interests can act together and talk with each other versus looking to the Town to provide the parking spaces.

Mr. Champion stated that the Town is where they come together to act. It was the interest of the Town's and businesses that resulted in building the parking garage. If there needs to be a vehicle to handle the funding so there's a balance between the financial responsibility between the businesses and the Town's residents that want to have a place to park, the Town is the only resource that they have to make decisions about the most appropriate parking approach. The Town can do these things but a group of business people can't do them and they can't acquire parking and create peripheral lots. Businesses are not allowed to create parking lots and lease spaces. So essentially the Town is saying that the business owners can't change the parking in Town nor can they change the use of the buildings.

Chairman Walsh stated that his point was that there may have been a vision and the zoning ordinance passed but the mechanism behind it was never clearly displayed and may have fundamentally transferred responsibility to the Town without an organizational structure and a business plan.

Mr. Champion stated that this has been in this situation for almost a decade and the issue has not been addressed. The Town is in the best position to put a structure in place. Does the Board expect the business community to come together and propose to build another parking garage?

Chairman Walsh stated that a year and a half ago the business community came forth with a plan of what should be done but the businesses are stating that it's the Town's responsibility. Chairman Walsh stated that he's willing to have the Board and the staff look at some options. He is not sure that they should be doing this as the Town as opposed to a group of business owners in conjunction with town staff, etc.

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Vice Chairman Connolly stated that she served on the Downtown Visioning Committee and the notion of parking credits was added to the zoning ordinance with the remote possibility that the Town would implement it in the far future. This is why it is in the zoning ordinance.

Mr. Campion noted that he was part of that committee at the time and this was in the proposal and was taken out at the 11<sup>th</sup> hour. Vice Chairman Connolly stated that it was put in the zoning ordinance and it was not adopted by the Select Board at the time because of the incredible expense but it can be done.

Vice Chairman Connolly stated that there was mention that the Town has essentially established a moratorium due to the additional construction in Town including the South Block, Currier Place, The Chimneys and the new hotel. It appears that the present system is working nicely. The requirement for restaurant seats could possibly be modified but the results of the committee's work is working nicely. She noted that she would like to see something done in cases like Mr. Campion's. The cost for a structured parking space is around \$30,000 which is a huge amount to ask the property owner to come up with in order to establish a fund for future construction.

Mr. Campion stated that this is a large amount and he wasn't sure that this would be a fair and accurate number when factored in with peripheral parking and general parking needs. He noted that the Parking & Transportation Board makes decisions about this and it's a constant moving target. The number of permits issued for Thompson Arena parking and the on-going evaluation as to how many permits are issued versus the number of spaces available. He agrees that it's good to have for new construction to support their construction (although very expensive) and they have accommodated this with underground parking but it is not a practical approach for established buildings or where square footage could be added.

Selectman Christie stated that he doesn't want to set up constraints that can't be met and when talking about change in use and if they can't fulfill the obligation, this doesn't seem like the right outcome. Clearly the Town is in the position of being a centralizing entity and the Town is the entity to ultimately deal with the parking issue. Selectman Christie asked Mr. Campion if the heart of the problem lies with the existing spaces and the change of use.

Mr. Campion stated that the issue pertains to the change of use with existing or expanding existing structures. Mr. Campion stated that when the parking formula came down in 2002, others in Town were able to purchase credits and he would like to see something in place that allows the intensification of use because if there's a tenant that's right for Downtown that brings in more people, that's not a bad thing. The intensification issue is a part of it but also there have been other issues. For example: Mr. Campion really wanted to have a covered spot in the back of the building so that people could stand there to wait for the Advance Transit bus. He wanted to build a freestanding bus stop near the propane tanks but that was considered a new structure and new square footage; he would have been required to provide parking so there was no bus stop. Ultimately he had to make concessions to allow for a covered area instead of a bus stop.

Selectman Doherty stated that it's clear there are some pain points from Town staff and business owners that warrant attention. She worries that this would take 4 years to remedy but she felt

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that staff were informed and there are business people with experience that should be able to address specific issues. In light of the conversations over public transportation and Bike & Pedestrian Committee issues, she feels that there is also opportunity to look at some of the bigger issues that may take longer to resolve.

Chairman Walsh stated that the quick solutions are at the edges of the zoning ordinance which is the Planning Board and Zoning Board & Town Meeting prerogative; moderate term solutions might include Advance Transit and moving things up and longer term would include a new parking structure.

Selectman Doherty wondered if there were things that they could do in some incremental fashion. Vice Chairman Connolly stated that the parking credit system would take a lot of time and she agrees with Mr. Campion that the second part to eliminate the additional parking would be a time constraint.

Ms. Griffin stated that the renovation of the Hanover Inn will keep the Town and the College engaged in additional conversations about parking. She is surprised that 10 years after building a parking garage, they are still in need of parking.

Selectman Doherty is concerned about losing two immediate impact issues that are affecting businesses and feels that they should take this over now. Vice Chairman Connolly felt that these issues could be addressed in Planning and Zoning.

Mr. Campion stated that the Town is lucky that Dartmouth College was able to take on the construction with the underground parking projects in town because he's not sure other business owners would be able to do that. He feels that this needs to be taken to the next step.

Chairman Walsh thanked Mr. Campion for his constructive approach on this issue. Mr. Campion stated that this issue has been a thorn for such a long time and now he needs to make decisions about what he needs to do with the buildings he is responsible for.

Chairman Walsh felt that it would be helpful to have a sense for the value of having space to have a peripheral lot on the Advance Transit line and to have space in the Downtown area. Not having a clue what the value is makes it difficult to address the problem.

Mr. Campion stated that he has done a lot of research on this and the range is around \$30,000 for an underground space based on the national average although he feels it could be done for less. The issue with surface parking is that it becomes much more costly due to the value of the land, especially in Hanover. It can cost anywhere from \$2,000 for a parking spot to \$8,000 a parking spot for peripheral lots. This figure might be low for Hanover and high for other areas.

Chairman Walsh wanted to look at value in addition to cost. Mr. Campion stated that the value is very high. If parking is actually available for customers to pull in, park and shop but equal value for the business person is keeping spaces open without having employees fill the spot.

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Mr. Campion thanked the Board and asked that he be notified when this will come through the Planning & Zoning Board. Vice Chairman Connolly expressed her thanks for Mr. Campion's mother for the years that Campion remained a stalwart in Town as well.

**4. DISCUSSION REGARDING TAX RATE TARGET FOR FY2011/12 AND FURTHER REVIEW OF TOTAL COMPENSATION POLICY STATEMENT.**

Ms. McClain provided the Board with information that showed the cumulative impact of State budget cuts on the tax rate. This information assumes that the State is going to return to their 35% contribution for the State Retirement System Group II employees. Chairman Walsh stated that instead of assuming, they are actually basing this information on current State law. Ms. Griffin stated that the State Retirement System is basing their rate on the current law as well.

Ms. McClain also referred to a graph showing the total tax burden for each of the three Fire Districts with the school tax and county tax separated out.

Ms. McClain provided the Board with a chart depicting the point to point Consumer Price Index (CPI) showing that for the time period from October '09 to October '10 the rate increased 1.7%. She also provided a rolling average of the previous 12 point to point CPI per the Board's request.

Ms. McClain noted that the point to point December '08 to December '09 was used to calculate the Cost of Living Adjustment (COLA) which was 3.6%. Selectman Christie noted that the swings of the rolling average were higher than the point to point. Ms. McClain stated that the desire to look at this information was based on the timing of awarding the COLA and it made sense to try to incorporate the movement of the index over a 12 month period. She noted that if they had done a rolling average when determining the FY 2010 COLA, it would have resulted in a higher COLA.

Chairman Walsh noted that the point to point figures indicate that it is a 'crapshoot' as to the month that they pick to determine the COLA. The rolling average should express a better picture of what is happening. Selectman Rassias felt that this exercise was not necessarily about setting the COLA for the contracts but more of a picture of what the taxpayers are experiencing.

Ms. McClain provided the Board with an overview of the Fire Fund Undesignated Fund Balance from FY2007 to the present and noted that there is a very large undesignated fund balance within the Fire Fund. The information shows that the Town budgets at a certain level of expenditure and significantly under spent for a number of years. The concern is the excess tax revenue collected in a given period.

Chairman Walsh would like to add an addendum to the Fire Fund an analysis regarding what the budget number was versus the actual expenditure and why the Town is budgeting at this level. At \$50,000/year, it becomes almost \$300,000 over 5 years. Ms. McClain stated that the notes indicate that part of this was due to hiring personnel under the SAFER grant and the subsequent turnover; the Town hired several single people (vs. those eligible for family benefits) which saved on fringe benefits. The hydrant fees were budgeted high due to anticipated water rates.

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Selectman Christie felt that part of the issue was determining where the Town takes that credit, before or after. If the target is at 2% then the budget should work out to 2% but if you are giving back another .25% due to the reserve, it shouldn't end up at 3%. Chairman Walsh clarified that the taxpayer would get the credit for it.

Ms. McClain provided details regarding the initial General Fund tax projections which proposed to level fund salaries either through schedule changes or other ways to be determined and they have a guaranteed maximum of 25.1% for health insurance. If they did the standard approach of a 2% merit step and 1% COLA including the guaranteed maximum rate for health insurance, the percentage increase in salaries and benefits is over 8% which drives the tax rate from over 5% to over 10%.

Ms. McClain also eliminated the \$150,000 transfer from undesignated fund balance for the Fire Fund to see what the changes in percentages would be. For Fiscal Year 2012, the percentage difference is from 3.89% to 9.89%. Ms. McClain noted that changes in salaries from the initial projections were not considered in this.

Chairman Walsh thanked Ms. McClain for the information provided. He thinks that having these projections with Rev. 1 and Rev. 2 will be instructive relative to the Total Compensation conversation. Ms. Griffin stated that once the Board sets the tax rate target, staff will drive to the target but will keep a side list of reductions and they will be constantly referring to the numbers.

Chairman Walsh would like to see a 2% tax rate target. He thinks that as much as he heard the desire to keep it at zero he doesn't think this is possible for two reasons: 1) this does not include the State's share and; 2) this does not include the undesignated fund balance in the Fire Fund. The 2% tax rate target is assuming that the State is contributing to the Retirement System at 25% and not at 35% because he is not ready to bet that the State is going to follow their own law.

Selectman Christie picked the tax rate target range of 1% to 3%. He thought that last year's process was quite successful in understanding the trade-offs.

Ms. Griffin wanted to clarify with Chairman Walsh that he would like to see a maximum of a 2% tax rate increase. Chairman Walsh is talking about 2% on top of the municipal tax rate net of the portion attributable to State downshifting which is \$3.78 in '09, \$3.86 in '10 and \$3.88 in '11. It is not 2% on top of the \$3.98 total rate figure. Ms. McClain noted that the FY '11 tax rate includes \$.10 based on the State's tax rate decisions. Ms. Griffin stated that the \$0.02 figure is what the Town will gain back when the State reinstates its funding to the New Hampshire Retirement System (NHRS). Selectman Christie stated that if the State goes in the correct direction, the taxpayers get the money back but if it goes in the other direction, the taxpayers will get a bill with an explanation. Ms. Griffin restated that the Town will not bank on having this money available to offset budget increases.

Chairman Walsh noted that the taxes the Town raises are used to run the town. The number they are working out of is the municipal tax rate and the Town is not taking credit or blame for the State's portion and this is the case for the Fire Fund as well.

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Selectman Rassias agreed that last year's process was very good and he's assuming that to recreate that process will not be overly difficult. Ms. McClain stated that she has to go through this exercise anyway.

Selectman Doherty recalled that it was pretty clear among department heads that the cuts that were made were about the most they could do. She thought that this year, it became clear that the process would need to be different because there isn't more to be cut. She thought that there was going to be a different process including asking the departments to come up with a service portfolio that wasn't just about how much money each department needed and what they would need to cut.

Ms. Griffin stated that she lets the department heads wrestle with their own budget proposals and then they sit down with her and Betsy McClain to try to find any savings, and they consider reducing service levels as an option. This is not an issue of new services that they could provide but they will be lucky if they can tow the line. The Town has been able to achieve some savings on sustainability thanks to Frank Austin. Another example is Open Source at the Howe to save money to continue to operate the Town with the current service profile.

Selectman Doherty stated that the discussion regarding the ability to pay is scary; 3% in the context of everything else creates a concern over the ability to pay. She expressed concern for the trajectory of recent tax rate increases for our residents.

Ms. McClain stated that last year there were three separate scenarios presented for budget cuts: 1) wouldn't affect service levels, 2) one that would be tolerable with minimal service impact and, 3) one that would significantly impact services. She predicts that there are going to be a lot less in the first scenario of cuts that will not measure in the reduction of services.

Selectman Rassias noted that in one of the breakdowns of the tax rate, the school and county taxes are something that the Board has no control over. The Town's growth rate is nowhere near the other factors in the total tax levy. Ms. Griffin noted that the Town's tax rate increased by \$1,000 in 15 years. Selectman Rassias wanted to a better visual showing the representation of the Town's portion of the tax in comparison with the other tax levies. There was a general discussion regarding the presentation of this information in a graph.

Chairman Walsh wanted to see inflation taken out of the equation. He would like to see additional amount of money that the average \$490,000 single family home would need to pay in 2011 versus 2001.

The Board agreed to a 1% to 3% range for the tax rate target with a menu of budget cuts and the services that are affected by each reduction.

Chairman Walsh noted that this is a different economic time than last year. People are a little more certain about the future.

The Board went on to discuss the changes to the Total Compensation Statement.

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Chairman Walsh made a suggestion to the sentence that ended with “help define the superior service our residents deserve and have come to expect.” He felt that the word “define” should be changed to “deliver.” Selectman Rassias stated that he would e-mail a couple of changes he recommends.

Selectman Christie wanted to change the title of the Total Compensation Concept Statement. He wasn't sure the word “concept” was the best choice. Ms. Griffin stated that they came up with this when there was some discomfort over making it a “policy.” Chairman Walsh suggested “Total Compensation and Ability to Pay.” Selectman Doherty felt that “concept” is too far from a policy and noted that the language is important as the Board struggles with this. Ms. Griffin suggested that perhaps the title “Total Compensation and Ability to Pay Goal” would be appropriate.

Chairman Walsh suggested Town of Hanover - Total Compensation Based on Ability to Pay. Selectman Doherty felt that there could be a reference to this being a goal of the Town in the paraphrased wording. The Board agreed with this approach.

Chairman Walsh thanked Betsy McClain, Julia Griffin and Peter Christie for their contributions on this document.

**5. RECOMMENDATION TO ADOPT ADMINISTRATIVE ABATEMENT  
RELATED TO HAYES FARM PROPERTY.**

Ms. Griffin read the memo from Mike Ryan to the Board of Selectmen: On August 13, 2010, the Town of Hanover purchased 9.4 acres of the Hayes property located at 122 Etna Road. The remaining 2.0 acres of land with the house was sold to Matthew and Jessica Havrda. The fall tax bill was issued and the tax calculated on the entire parcel. The tax due needs to be apportioned between the parties and the town's tax liability needs to be abated.

**Vice Chairman Connolly MOVED to abate \$797 for the town's tax liability for the property purchased at 122 Etna Road. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ABATE \$797 FOR THE TOWN'S TAX LIABILITY FOR THE PROPERTY PURCHASED AT 122 ETNA ROAD.**

**6. REVIEW AND DISCUSSION OF PROPOSED 2011 MEETING DATES.**

The Board and Ms. Griffin went through the proposed list of Board of Selectmen Meeting dates. The Board will meet four nights in a row in February for the budget presentations.

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- 7. BANNER REQUESTS:**  
- American Red Cross

**Vice Chairman Connolly MOVED to approve the Banner Request of the American Red Cross. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST OF THE AMERICAN RED CROSS.**

- 8. APPROVAL OF MINUTES:**  
- November 8, 2010

Vice Chairman Connolly had one point of clarification.

**Selectman Doherty MOVED to approve the Minutes of November 8, 2010. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 8, 2010.**

- 9. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that she attended both days of the Local Government Center (LGC) Conference last week. She advised that it was a fascinating conference this year in large part due to the newly reconfigured legislature with a new Speaker of the House, new Senate President, etc. and trying to get a sense of what is likely to come up from legislation introduced. This legislature will probably tackle the budget in terms of the amount revenue they expect to take in which will dictate how much money they will have to spend. It will be interesting to see how this translates into what they expect the State will tackle and then downshift to the towns.

Ms. Griffin stated that there were things that municipalities were successful in getting through the legislature such as tax on utility poles owned by Fair Point starting April 1, 2011 but the feeling is that there will be legislation introduced to allow tax abatement on poles. The towns are debating about whether they should spend much time having assessors consider the values of the poles.

Ms. Griffin reported that they also spent a fair amount of time on the Health Insurance Trust, Property & Liability Trust and the Worker's Compensation Trust undesignated fund balances. About half of the members use the Worker's Compensation Trust and the others use Primex. The cities and Towns that are customers of Primex feel that they should have some money back. This is not an issue for Hanover but it is for other towns. The LGC has been on the defensive trying to defend their honor as the Firefighter's Association continues to go after them and there will be additional information and feedback coming in the next few months.

Chairman Walsh asked Ms. Griffin to point out to constituents that it is not a downshifting of costs but the degree to which the State chooses to use the State's broad base tax to fund things.



**10. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie had nothing new to report.

**Kate Connolly**

Vice Chairman Connolly reported that she attended the Local Government Center (LGC) Conference and the LGC decided to separate itself from the New Hampshire Municipal Association (NHMA) because they feel that their activities should be clearly defined and delineated.

Vice Chairman Connolly reported that she was able to speak to people on the exhibition floor including the representatives from Parsons Brinckerhoff who designed the award winning bridge on Route 10 in Hanover and have designed the new railroad bridge in Hartford, Vermont. Likewise the Department of Agriculture expressed their support of the Howe Library expansion. She also learned that the NH Library Association has appointed Mary White as their new President for the upcoming year.

Vice Chairman Connolly reported that the Evergreen Clause in the retirement fund will most likely go away. This may be another consideration in projecting the impact of employees and their future.

**Judy Doherty**

Selectman Doherty had nothing new to report.

**Athos Rassias**

Selectman Rassias reported that the Conservation Commission met and were discussing the DES application for the crew dock as the Board heard earlier. The Conservation Commission needs to continue to be part of the process as it moves forward in various forms.

**Brian Walsh**

Chairman Walsh reported that the Chamber of Commerce leadership awards dinner was outstanding. He noted that Bolocco, Peter and Jane McLaughlin, Ledyard National Bank, and Vital Communities received awards and it was just a wonderful evening.

Chairman Walsh reported that the Hanover Sustainability Committee is working hard and doing well. There is a community workshop scheduled for February 26<sup>th</sup> which will focus on reducing the carbon footprint and what families and residents can do.

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**11. OTHER BUSINESS.**

There was no Other Business reported.

**12. ADJOURNMENT.**

**Selectman Rassias MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 9:30 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

- 1. Vice Chairman Connolly MOVED to abate \$797 for the town's tax liability for the property purchased at 122 Etna Road. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ABATE \$797 FOR THE TOWN'S TAX LIABILITY FOR THE PROPERTY PURCHASED AT 122 ETNA ROAD.**

- 2. Vice Chairman Connolly MOVED to approve the Banner Request of the American Red Cross. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST OF THE AMERICAN RED CROSS.**

- 3. Selectman Doherty MOVED to approve the Minutes of November 8, 2010. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 8, 2010.**

- 4. Selectman Rassias MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 9:30 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**November 8, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judy Doherty, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Chairman Walsh asked for Public Comment.

Jon Gilbert Fox introduced himself and noted that he and Janice Fischel presented the Board with a petition regarding the Town's Streetlight Policy. He read the following letter to the Board:

“The following petition has been prompted by the fact that there are lingering questions about the thoroughness of the town lighting proposal, such as the lack of alternatives put forth by the committee to just turning off lights; no study of citizens' response to the diminution of light, such as increased driving, less walking, increased use of light sources powered by non-recyclable batteries; and no component to insure that National Grid complies with the state-mandated changes that would afford any town other possibilities to limit the energy expended in lighting.

Many of us, citizens of Hanover, feel that any study should begin with a survey that includes questioning those affected, looking at how our streets are really used by the people who live in the neighborhoods under consideration, and polling a diverse and representative group of citizens. Almost all municipal lighting studies agree that before discussion begins; all stakeholders should be adequately represented, including children and teenagers, for instance. They also stress the need to diminish any semblance of bias by making sure any evaluating committee is composed of individuals with diverse views and that the most complete data – with quantitative techniques and analyses – is guaranteed.

We feel the present study falls short of the criteria required for the kind of actions it suggests. It also seems premature, since many factors that would/could ameliorate a good deal of the concern and problems are not yet in place, even though they have been mandated.

Until National Grid offers alternatives, we believe the Town of Hanover should not go forward with a plan that only takes away streetlights but wait until all of us can better see a way to find a good solution that involves all aspects of energy conservation on the part of our municipality and our citizens as individuals.”

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Mr. Fox went on to read the wording of the petition:

“We, the undersigned citizens of Hanover, New Hampshire, petition the Town to cease any action on findings of the Climate Protection Campaign Streetlight Report of 2009 until the technology is advanced enough, in place, and available to New Hampshire towns for the time – regulation of streetlights and the installation of the latest and most efficient bulbs. At the same time, we encourage our town leaders to represent us in asking National Grid to step up their compliance with our state’s legislature’s mandate to institute such changes.”

Mr. Fox invited questions of the Board. He noted that they have a diverse group representing different age groups and areas of the Town that signed the petition.

Chairman Walsh asked the Board whether they had any questions. He noted that the Board has received the petitions and it is unknown what the Town will do at this point and the Board shares their frustrations regarding National Grid’s lack of speed moving forward. Chairman Walsh also stated that the Board would have no problem representing the residents’ interest to National Grid.

**2. HANOVER BIKE AND PEDESTRIAN COMMITTEE PRESENTATION.**

Chairman Walsh invited Hugh Mellert and Carolyn Radisch to speak to the Board. Mr. Mellert handed out a report and a flyer from the Hanover Bike and Pedestrian Committee.

Hugh Mellert introduced himself and Carolyn Radisch of ORW Landscape Architects & Planners who has been working with the Committee. They were present to discuss some of the projects that the Committee has been working on over the past year. Mr. Mellert stated that they have been working directly with Peter Kulbacki who has been very supportive and helpful in the process.

Mr. Mellert highlighted some of the projects:

- “Sharrow” demonstration project on Lebanon Street in front of the High School. They have received positive feedback about this project and were encouraged to see that Public Works repainted the lines early in the season.
- Google Earth Bike Map and Printable Map of Hanover. They were able to provide this through the assistance of Chris Lowe, a geographic information systems consultant. Mr. Mellert handed out a copy of the brochure and map project. They are working on a distribution plan.
- Capital improvements including the Lyme Road work between the traffic circles. They are also involved in the repainting of the bike lanes from Lebanon-Park Street to Greensboro Road.

Ms. Griffin asked for Mr. Mellert’s thoughts about the lanes in front of the Co-op. Mr. Mellert stated that the bike lanes are bigger but it is a spot where cars want to cut off bicyclists and this change moves the lines into the tire zone which will make the lanes erode more quickly so it’s kind of a catch 22 situation.

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Mr. Mellert introduced Scott Drysdale who arrived at the meeting and is also a committee member.

Mr. Mellert noted that another improvement not listed on the Capital Improvements List is the Lyme Road and Park Street Intersection. They will be looking at a wider bike lane on the north side as bikes are coming up the hill to the intersection. The bike lane was previously cut off in that intersection. There is no designated bike lane on the south side. Future plans for the intersection include a bike box which is an area that allows bikes to move to the front of the traffic lane with a designated spot that they stop in. From that spot, the bicyclist can go first when the light changes. There will be cameras installed at some point in the future to trip the lights if a biker stops in the box at the intersection.

Last October there was an Upper Valley Bike Tour after the Hanover Bike & Pedestrian Committee called together constituents who had interest in the Route 120 corridor. There were participants from Lebanon, Hanover, Department of Transportation and the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) involved in the effort and there were about 40 people that showed up for a bike tour. This group has continued to meet for about a year to discuss improvements in the Route 120 area.

Mr. Mellert stated that at a number of meetings, they have had reps from the Parks & Recreation Board who wanted to come see what their Committee is about. Lyn Swett-Miller from Sustainable Hanover Committee came to discuss similar issues with the Committee.

Mr. Mellert stated that when the Committee looked at the North Park Street area, they sent out meeting announcements to all neighbors and a few showed up for the recommendations for improvements to North Park Street.

Mr. Mellert reported that the Committee met with the Planning Board for a discussion and presentation. He noted that Judith Esmay (Planning Board Chair) has been attending one of the subcommittee meetings on a regular basis.

Mr. Mellert noted that the Committee enlisted Carolyn Radisch from ORW and Lisa Gibson from Smart Mobility to help with Park Street redesign recommendations and Master Plan guidelines and streetscapes for bikes and pedestrians. Through funding from their committee and the Planning Office at Dartmouth College they were able to pull funds together to enlist their help on these projects.

Mr. Mellert reported that on 10/10/10 there was a community event at Cedar Circle Farms in which 1,200 people attended and the Bike & Pedestrian Committee had a booth there.

Chairman Walsh noted that the Committee has done a lot of work.

Mr. Fox liked the back of the brochure which gives some safety tips including obeying traffic laws and felt that this should be expanded and remind cyclists that they are vehicles. He felt that they should include more traffic laws and there is nothing noted about having proper lighting,

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using hand signals, etc. There are many in town who love bicycling and sometimes bicyclists forget what it's like to be behind the wheel with a heavy vehicle. In this Town, it can be lost on bicyclists that it's part of their responsibility.

Mr. Mellert stated that they've talked about this before. One of their great challenges is to educate bicyclists, especially in a college town. Janice Fischel noted that visibility is a big issue.

Carolyn Radisch, ORW Landscape Architects & Planners, brought some maps to show the Board. Ms. Radisch pointed out orange areas in the region that are prime destinations for commuters such as the College and Dartmouth Hitchcock Medical Center. The primary bike routes connecting the area include the Norwich bike lanes, Lyme Road which has wide shoulders, Dresden Village, and bike lanes going up to the hospital on Route 120. There is a large gap on Park Street. It's important to connect Greensboro to the Great Hollow employment areas which will be challenging and will require more planning. The other important route is south on Main Street to Sachem Village. Coming up from Lebanon, Mount Support Road will have a rec path and there are threads of connectivity coming together.

Chairman Walsh felt that there was value in reflecting the areas of Route 120 or to go to Lebanon from Hanover. Selectman Rassias noted that Mount Support Road is going through a major overhaul in Lebanon. Ms. Radisch stated that this was an oversight on her part because most of the route is in Lebanon and she will enhance that.

Ms. Radisch noted that from their research, if they want people to bike, it needs to be safe for all ages. They don't want to just cater to the serious bikers and research shows that in comparison with other countries and those areas that have invested in their infrastructure, there are more women taking advantage of cycling.

Ms. Radisch stated that the purple routes on the map are the areas of focus. The yellow routes are the in-town cross routes. The goal is to look at off-street paths, in particular to connect to the schools and quicker routes to the hospital although it is located in Lebanon. There are other things that can be done to connect areas. Their goal is to find alternative routes through town on more calm streets such as Valley Road; the area behind Alumni Gym is attractive because cyclists wish to avoid Wheelock Street. They are looking at ways to move through Town. Another area to look at is Tuck Drive which is another route to campus and avoid Wheelock Street.

Ms. Radisch reported that Doug McIlroy supplied the Committee with all of the trails which is an interesting way to see pedestrian routes along sewer areas.

Chairman Walsh asked if the brochure could become bicycle and walk maps. Ms. Radisch stated that it could and the core areas show the pedestrian issues. She had a map that depicted the accidents over the past couple of years; the areas in yellow indicate pedestrian accidents and red areas are bicycle accidents. The Town of Hanover is a pedestrian town and although it is not always safe for pedestrians, the Town is fairly pedestrian friendly. College Street does not need to be two lanes as a one-way street; one vehicle will stop for a pedestrian and the other may sail through. Ms. Radisch noted a pedestrian was hit between the Hopkins Center and the Green.

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There was an accident in front of Parkhurst that occurred in the dark and someone coming between parked cars in dark clothing. The pedestrian crossings could be better marked. The Valley Street crossing is important in the network (noted both a bike and pedestrian accident in that area). The areas that cyclists tend to avoid are Main Street and Wheelock Street so they are interested in finding a parallel route for bicyclists. Pedestrians need to cut down on distances and if the route takes them out of their way, they will not do it.

Selectman Christie asked about the timing of the accidents. Ms. Radisch stated that the data was taken from the past 2 years. She would like to see more data over a longer period of time (maybe 5 years) to get a more interesting snapshot.

Ms. Radisch reviewed the South Park Street recommendations with the Board. The recommendations address a lot of the points that came up including the lack of sidewalk and the large gap from the sidewalk near the Berry parking lot. The Valley Road intersection needs to be tightened up and the current crosswalk puts pedestrians right in the middle of the driveway. If they reconfigured the crosswalk and made the crosswalk straight across, it would be safer.

Mr. Mellert noted that the original design of the baseball field renovation included a bike and pedestrian crossing which was later cut out of the design. Ms. Radisch noted that they could reconfigure the parking lot there and actually gain a parking space. Across the street there is an Advance Transit bus stop which could be improved by adding a bench by the sidewalk and taking it away from the corner.

Ms. Radisch stated that along Park Street there are a couple of storm drains that could be lifted up with a rain garden and near the Leverone parking area, there are opportunities to address a whole host of transportation issues. The improvements would make Park Street a “complete street” that accommodates bikes, cars, pedestrians, transit riders and the environment in a much better way.

Ms. Radisch feels that these improvements would be excellent candidates for Enhancement Grant Funding. The applications are accepted every two years through the NH Department of Transportation. The applications would go in next summer and she feels that this is a “no brainer” for 2012 funding. She believes that this is an 80% funding grant with a 20% “in-kind” match from the Town so this would be considered “low hanging fruit.” The improvements to Park Street and the connection to the school from the Library would make a lot of sense and she will be looking at standards for sidewalks, accessibility, etc.

Selectman Rassias stated that it is fun to be the liaison for this committee and there is so much going on with looking at how to improve daily life in town. He thanked everyone for their hard work. Selectman Rassias also noted that he was glad to see that North Park was included in the presentation.

Ms. Griffin stated that she and the Board would need to get a bead on the total cost of the project so that they can set money aside in the proposed operating budget and they don’t want to lose the expenditure capacity. She is assuming that they’ve saved enough money in the budget for 2012. Some of the work being done this summer may not be grant funded.



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Ms. Radisch noted that Peter Kulbacki has done some cost estimates for South Park and the grant funding is on a 2 year cycle so they should move on those this summer. She feels that they could count on the following spring or summer for construction if approved.

Vice Chairman Connolly asked about the timing for the grant. Ms. Radisch felt that the application would go in on June so, if approved, the Town could count on the following spring or summer for construction. Ms. Griffin noted that they usually announce in the early fall and Hanover is good at providing in-kind funding.

Selectman Doherty stated she wanted to ensure that with the budget cycle and funding for 2012 and beyond, she wanted to ensure that there is time to get the planning done, meet the deadlines and make sure that they get the funding. Ms. Griffin stated that she and Mr. Kulbacki have looked at doing the work or saving the work on South Park Street as they move toward these improvements.

Vice Chairman Connolly noted that the City of Lebanon is going to be doing extensive improvements on Mount Support Road with bike lanes and sidewalks leading to the hospital.

Chairman Walsh would like a careful look at the storm drains for the whole length of Park Street on both sides. Chairman Walsh also wanted to find an approach from Summer Street to Lebanon Street with either a right turn on Summer or whatever would make it safer. Ms. Radisch stated that one issue at that intersection is between the signal from the Co-op and Ledyard Bank because there is no place for a bike to get by. They might be able to see about working with Ledyard Bank to gain some space and perhaps add a bike box.

Ms. Griffin reported that the Town has the ability to pull the sidewalk back near the Black Center and the Senior Housing. The rental property on the corner of Summer and Park Street is another issue.

Chairman Walsh and the Board thanked the members of the Bike & Pedestrian Committee for making their presentation and their hard work.

**3. REVIEW OF DRAFT TOTAL COMPENSATION POLICY STATEMENT.**

Ms. Griffin provided the Board with the Total Compensation Policy Statement and noted that there are a few areas that need to be refined. Chairman Walsh noted that Selectman Christie did an excellent job revising this Policy Statement.

Selectman Christie felt that there should be a sentence in the second paragraph stating that “the principles listed could be in conflict of each other in any given year.”

Chairman Walsh felt that in addition it should be pointed out that it’s the Board’s responsibility in the budgeting process and the managers/department heads to strike a balance at Town Meeting.

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Vice Chairman Connolly wasn't sure that the word "conflict" was the appropriate word but that it may not be achievable. Selectman Christie suggested changing it to "may not be achievable in any given year"

Chairman Walsh stated that he was happy to adopt this and allow Peter, Betsy McClain and Julia Griffin to refine it further. Selectman Christie stated that he talked about this document with the Finance Committee and would like to get their input before the Board officially acts on it. He highlighted the basics but he would like their input.

Selectman Doherty noted that in the previous meeting, the Board talked about a policy and then a plan to execute a policy so that they don't address the policy every year. She asked where this stood regarding a policy vs. a policy statement. She doesn't want to confuse policy with how they will implement policy. Selectman Christie would welcome another party reading it because it has been written by 2 or 3 people and it reads that way.

Chairman Walsh felt that there was a difference between measureable goals and directions versus boundaries. He stated that they have the budgeting process down and he didn't feel that this has to be perfect before they start. Ms. Griffin noted that in many ways it's more a concept than a policy. They may refine it over time when they determine what the focus should be in any given year.

Vice Chairman Connolly noted that most importantly, it includes the fact that total compensation should make up no more than 70% of the total budget which is very clear. Ms. Griffin stated that ideally, if they get the 3<sup>rd</sup> draft by the middle of next week, they can forward it to the Finance Committee.

Selectman Christie reported that the Dresden Finance Committee (Steve Flanders) has been working on a lot of data/trends to make recommendations to the School Board for budget guidelines. By realizing that only one of the factors will give you the answer but in looking at 3, 4 or 5 factors would put you into a ballpark and this process is similar to that.

Selectman Doherty noted that she is not adverse to policy but there is a huge educational process which will continue to change and evolve. The Board will need to continue to refine this document to make it very readable and understandable for the employees and the public. Selectman Christie noted that the document talks about a lot more than total compensation that is just one piece of it.

The Board agreed to provide Ms. Griffin with additional input with the goal of forwarding the draft to the Finance Committee for their input as well.

**4. INITIAL DISCUSSION REGARDING TAX RATE TARGET FOR FY  
2011-12.**

Ms. Griffin noted that Betsy McClain is not present and hoped for feedback from the Board and will prepare additional information for them.

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Vice Chairman Connolly noted that Ms. McClain provided tax year history and projection for the General Fund and she would like the same for the Fire Fund. Ms. Griffin stated that they generally start with the General Fund and the Fire Fund will be a little more difficult.

Chairman Walsh wants to look at the Fire and Ambulance Fund tax rate targets. Separately, he noted that on page 2 of 10 he wanted to look at the changes in cents versus percentages. He also noted that on page 10 of 10 the Transfer from Undesignated Fund Balance is above the line in the Fire Fund and he feels that those are pre-paid taxes. He would like to look at the total Fire District Tax levy before the transfer on a percentage basis and then after the transfer.

Ms. Griffin noted that on page 10, there are projections for the Fire Fund. Vice Chairman Connolly would like the history of the Fire Fund.

Selectman Christie stated that he felt that there were fairly aggressive assumptions made and he would like to know what it would be like if it was just a trend, if they didn't take heroic steps and if it was business as usual. They could try to accomplish some reasonable things to get to a lower number and would like to see how bad it would be if they didn't do these things.

Chairman Walsh stated that his target for tax rate increase to build a tax rate on would be equal to the rolling average in the CPI; maybe 1%, maybe less. He is not ready to build in to the tax rate the 2% that the State gave to the Town two years ago and the 4% last year. He's not ready to assume that this was a one-time thing where money was taken away. Ms. Griffin restated that his wish is to underscore this issue with the tax bill to show that the State took funding away which is impacting the taxpayer's bill.

Selectman Christie felt that the Town could list the total amount of the tax bill attributable to the State from 2 years ago (cumulative) on the bill itself; this would be a number that they need to have at their fingertips.

Vice Chairman Connolly felt that it would be interesting to look back 5 years for all of the funds lost from the State. Chairman Walsh noted that there was a long period where there was peace between the State and the Towns; there was a level of funding that was essentially stable, expenditures were essentially stable but two years ago there was a change.

Selectman Christie stated that there was also the difference between the 35% and 25% funding of the State Retirement System. The smaller the number, the harder it is for the Town. If the Town contributed 25% last year which was built into this year's tax bill, then if they budget based upon 35%, they can't just take the 10%. Ms. Griffin stated that as much as the State would like for them to budget at the 35% rate, they can't do that. Selectman Christie stated that if the rate went up again, it would be like paying twice for it.

Ms. Griffin stated that she hopes that the Board will be able to set the tax rate target at the next meeting on November 22<sup>nd</sup>. She was asking the Board to look at the information provided and send e-mails with things that the Board would like to see included in this information.

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Chairman Walsh would like to look at the useful life and the amount being reserved for vehicles. He would also like to look at bonding capacity because bonds are getting paid off and maybe they should look at it in a way that they can keep the tax rate from increasing.

**5. CONSIDERATION OF CONSERVATION COMMISSION'S  
ABATEMENT REQUEST – STEELE PROPERTY.**

Ms. Griffin stated that the request is for an abatement in the amount of \$758.00 for the Steele Property.

**Vice Chairman Connolly MOVED to approve the abatement request for the Steele Property in the amount of \$758.00. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE ABATEMENT REQUEST FOR THE STEELE PROPERTY IN THE AMOUNT OF \$758.00.**

**6. BANNER REQUESTS:  
- Northern Stage**

Chairman Walsh noted that Northern Stage is a non-profit that benefits the community which falls in line with their policy. Selectman Christie stated that when he first looked at the request, it felt more like advertising than soliciting community participation in an event. He is a supporter of Northern Stage and agrees with the logic that they are a non-profit. Ms. Griffin stated that it's a family musical and they want to encourage the community to bring their children. Chairman Walsh stated that having the signs in town is a sign of a vital community.

**Selectman Rassias MOVED to approve the Banner Request of Northern Stage. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUEST OF NORTHERN STAGE.**

**7. APPROVAL OF MINUTES:  
- October 25, 2010**

**Selectman Doherty MOVED to approve the Minutes of October 25, 2010. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 25, 2010.**

**8. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that this is a busy time of year as they begin to focus on budget. The Chamber dinner is on November 16<sup>th</sup> at the Top of the Hop. This year the event was sold out within 3 weeks.

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The LGC annual conference is next Wednesday and Thursday. This is a helpful conference regarding legislative sessions. This year's State budget could be in a deficit of \$300 to \$900 million. The conference is held in Manchester NH and is an opportunity for communities to think strategically about the upcoming budget challenges. She noted that Vice Chairman Connolly will be attending the meeting on Thursday.

Chairman Walsh noted that the Board needs to appoint someone to provide the Board's vote at the conference.

**Chairman Walsh MOVED to appoint Julia Griffin and Vice Chairman Connolly as voting representatives of the Board of Selectmen. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT JULIA GRIFFIN AND VICE CHAIRMAN CONNOLLY AS VOTING REPRESENTATIVES OF THE BOARD OF SELECTMEN.**

Vice Chairman Connolly noted that she is also a member of the Committee for Governmental Affairs so she will be voting.

**9. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie noted that he gave his report regarding the Finance Committee earlier in the meeting.

**Kate Connolly**

Vice Chairman Connolly noted that she missed another Planning Board Meeting due to the election. The meeting focused on a possible rental housing ordinance which may be brought to the Board of Selectmen in the future.

Vice Chairman Connolly reported that she will be at the Local Government Center meeting on Thursday.

**Judy Doherty**

Selectman Doherty wanted to offer her applause to staff on orchestrating a well-run Election Day. She noted that staff provides a very welcoming voting environment. She wanted to give her thanks to everything the Town and staff did and noted no issues throughout the day. Ms. Griffin stated that Betsy McClain and Liz Meade have it down to a science. Ms. Griffin noted that there were 653 registrations that day.

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**Athos Rassias**

Selectman Rassias had nothing new to report as the Bike & Pedestrian Committee made their presentation to the Board.

**Brian Walsh**

Chairman Walsh reported that the Chamber of Commerce and the Downtown Marketing Alliance sent out a superb e-mail to the local business community in response to the last meeting and the Board's request.

Chairman Walsh reported that the Recreation Board was meeting now and would be working on revisions to the policy manual which will come forward to the Board of Selectmen in the future.

**10. OTHER BUSINESS.**

There was no Other Business reported.

**11. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 9:15 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

- 1. Vice Chairman Connolly MOVED to approve the abatement request for the Steele Property in the amount of \$758.00. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE ABATEMENT REQUEST FOR THE STEELE PROPERTY IN THE AMOUNT OF \$758.00.**

- 2. Selectman Rassias MOVED to approve the Banner Request of Northern Stage. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUEST OF NORTHERN STAGE.**

- 3. Selectman Doherty MOVED to approve the Minutes of October 25, 2010. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 25, 2010.**

- 4. Chairman Walsh MOVED to appoint Julia Griffin and Vice Chairman Connolly as voting representatives of the Board of Selectmen. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT JULIA GRIFFIN AND VICE CHAIRMAN CONNOLLY AS VOTING REPRESENTATIVES OF THE BOARD OF SELECTMEN.**

- 5. Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 9:15 P.M.**

FINAL

**BOARD OF SELECTMEN'S MEETING**

**October 25, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judy Doherty, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

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

**2. PUBLIC HEARING TO APPROPRIATE \$20,000 RECEIVED TO SUPPORT THE 250<sup>TH</sup> ANNIVERSARY COMMEMORATION.**

Ms. Griffin stated that the Byrne Foundation has generously provided a \$20,000 gift toward the total goal of \$100,000 to support the 250<sup>th</sup> Anniversary Commemoration leaving another \$55,000 to be funded. The event will take place around the weekend of July 4, 2011 including a large concert on The Green and will end with the Town's traditional fireworks on the 4<sup>th</sup>. To receive the funds there needs to a public hearing.

Chairman Walsh opened the Public Hearing. He remembered that the amount appropriated in last year's budget was \$25,000. Ms. Griffin clarified that \$15,000 of the \$25,000 would go toward the production of a book detailing the history of Hanover which is currently being written. The cost of production would be offset by sales of the book. The book will have a heavy emphasis on historical photographs as well as text.

There were no comments from the public and Chairman Walsh closed the Public Hearing.

**Selectman Doherty MOVED that the Board receive and appropriate the \$20,000 grant from the Byrne Foundation. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO RECEIVE AND APPROPRIATE THE \$20,000 GRANT FROM THE BYRNE FOUNDATION.**

**3. RECOMMENDATION REGARDING UPGRADE OF TOWN WEBSITE.**

Chairman Walsh invited Corey Stevens to speak to the Board about the upgrade of the Town website.

Mr. Stevens, IT Director for the Town of Hanover, reported that the Town Website Committee worked over the summer to review all of the website possibilities. The Committee ultimately



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selected *Virtual Town Hall*. They are hoping to get the Board's blessing to move forward to get this upgrade up and running.

Vice Chairman Connolly noted that the pricing for this upgrade is much less than the amount budgeted. Mr. Stevens reported that the final selection ended up being the cheapest option. Selectman Doherty commended Mr. Stevens on running an open and collaborative process including co-workers and making sure that the business needs of the departments were met in addition to those of the residents. The decision was really driven by needs and Selectman Doherty felt that Ms. Griffin, Corey Stevens and Betsy McClain ran a very efficient review process. Selectman Rassias attended one of the meetings and also shared Selectman Doherty's sentiment.

Chairman Walsh stated that the process that the Committee took was the right one. The cost is \$7,000 versus the \$20,000 but he asked about the future. He noted that the library went with an Open Source system for their circulation and asked about the future of the website moving forward.

Mr. Stevens stated that the website software is basically Open Source as well. There is a cost of \$2,750 per year and he doesn't expect huge increases in the future. Chairman Walsh confirmed with Mr. Stevens that the cost of \$2,750/year is for content management.

Ms. Griffin stated that *Virtual Town Hall* is used by a lot of New England Municipal websites. There is no way to predict what will happen with website development in the next 10 years. This company is very prevalent in New England and they are not likely to go anywhere. There is a fee of \$2,750/year in maintenance fees. Ms. Griffin stated that if the Board provides their blessing to move forward, they will move this upgrade forward.

The Board encouraged Mr. Stevens to move forward with Virtual Town Hall.

**4. DISCUSSION REGARDING CHAMBER OF COMMERCE HOLIDAY  
PARKING REQUEST.**

Chairman Walsh invited Janet Rebman, Executive Director for the Hanover Chamber of Commerce and Lt. Patrick O'Neill to approach the Board. Ms. Griffin noted that the Board asked for data to determine if Downtown merchant employees use up the free parking spaces during the free holiday parking timeframe (which has traditionally run from the Saturday after Thanksgiving to the Saturday after Christmas). The data provided indicated that on December 5<sup>th</sup> from 9 a.m. to 10:30 a.m. there were 175 cars parked and 37 employees parked in those areas. On December 12<sup>th</sup> between 9:30 and 11:15 there were 203 spaces with 40 being occupied by downtown business employees. Ms. Griffin noted that with this being a small town, the Parking Technicians are familiar with employee's vehicles.

Selectman Doherty feels this is a great program and she receives a lot of positive feedback regarding the free parking during these times to encourage Downtown business. Vice Chairman Connolly agreed that this is a wonderful program and felt that maybe those employees who were violating the initiative could be spoken to.

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Janet Rebman stated that the Chamber would send an e-mail to all Downtown Marketing Alliance (DMA) members to remind them that employees need to leave the open spaces for shoppers. They will also make note of the individual businesses that have employees parking in those spaces during this time to encourage these particular employers to speak to their employees.

Selectman Doherty stated that she felt that the data was helpful in dispelling misconceptions on how large a problem this is or isn't, and without this data, the Board would be left with making assumptions.

Chairman Walsh asked that the Parking Division do the count again this holiday season and maybe look at different times during the day and continue to provide that information as they review the progress.

**Chairman Walsh MOVED to approve the request of the Chamber of Commerce to have free parking on Saturdays during the Holiday Season (11/27, 12/4, 12/11, 12/18, 12/25, 01/01). Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE REQUEST OF THE CHAMBER OF COMMERCE TO HAVE FREE PARKING DURING THE HOLIDAY SEASON.**

Chairman Walsh asked Janet Rebman to thank the merchants for helping to make this effort work.

**5. DISCUSSION REGARDING EVENING SHUTTLE AND REVISED PARKING OPTIONS FOR DOWNTOWN EMPLOYEES.**

Lt. O'Neill reported that there are employees who like to take advantage of the peripheral parking at Thompson Arena but the bad news is that there are only 50 spaces available. When the board set aside \$50,000 for improvements to the shuttle service, the thought was to consider extending hours into the evening; however, if any more employees are hired by Dartmouth, they will need the spaces at Thompson and create additional compression in this peripheral parking lot. After continued discussions with the Parking & Transportation Board, one of the thoughts that came forward was to utilize some of the excess capacity in the parking garage available after 3:00 p.m. The PTB is working with the Chamber of Commerce to identify a small handful of restaurants/businesses in town that use up the parking (specifically behind Town Hall and the lot behind Lou's) to see if their managers or owners could have employees move their cars in the parking garage after 3 p.m. at no charge.

Chairman Walsh felt that this proposal was very creative and wanted to note that the \$50,000 was not General Fund money but came out of the Parking Fund. Vice Chairman Connolly asked whether some employees could start parking in the garage earlier in the day. Ms. Griffin stated that the garage really starts to open up after 3 p.m., and they are hoping that the incentive of free

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parking might make it work for employees downtown later in the day. Lt. O'Neill stated that this is why they want to start with a small number of employers as well to see how this would work.

Selectman Doherty asked for Lt. O'Neill to provide a recap of what the issue is for the benefit of the audience. Lt. O'Neill stated that the problem with not having enough available parking for employees in the Central Business District is that if they can't find convenient parking, they will take up the 2 hour and 3 hour limit parking behind Town Hall and on South Main Street and feed the meters which uses up the space available for patrons. Chairman Walsh noted that the reason that the shuttle wouldn't work is because there is not enough peripheral parking.

The Board supported the proposal and encouraged Lt. O'Neill to move forward with this initiative.

**6. DISCUSSION REGARDING REPLACEMENT OF LED LIGHTING FOR LEDYARD BRIDGE.**

Ms. Griffin noted that the bridge was originally designed with lighting fixtures which have had maintenance problems since the day they were installed. The current lights are not weather resistant and with snow plowing are easily broken. The Town has worked hard to maintain the lights for the past 10 years. The Town applied for and received an ARRA stimulus grant and the consulting firm came up with an LED light that would be installed inside the existing railing to light the walkway. The light is installed inside the railing and they are 12 watts each which makes them highly energy efficient. The proposal is to install these lights inside the railing in a downward direction to provide a sense of safety for pedestrians walking across the bridge. There would be 35 fixtures on each side of the bridge.

Selectman Rassias confirmed with Ms. Griffin that there are consultants advising that this is adequate lighting for safety. Selectman Rassias felt that this proposal was in compliance with the draft streetlight policy that the Town has been working on in that it is a dangerous pedestrian area that needs to be lit for safety reasons. Ms. Griffin noted that she drove over the bridge last weekend and it was pitch dark and the concern is for the pedestrian and bicyclist safety. There are no streetlights on the bridge and the only lights that are there currently are along the wall of the bridge itself. Selectman Doherty asked about the timing and cost for this type of change. Ms. Griffin stated that the paperwork process to administer the grant is cumbersome. The Town would need to put this out to bid and some work could be done in the next 60 days or not until the spring depending on the contractor's availability and weather conditions.

Selectman Doherty asked if something should be done in the interim to mitigate the safety issue. Ms. Griffin stated that she has consulted with the Police Department on this and they could possibly string some lights along the railing in the interim so that is what Public Works is working on right now. Chairman Walsh asked whether this project was something that could be done in-house. Ms. Griffin noted that there were a lot of restrictions with regard to the grant and there is specialized equipment that would be used to install the lighting and it's not something that the Town employees should tackle.

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Selectman Doherty felt that staff were doing a good job in assessing the risk as they head into the next 60 to 90 days. Ms. Griffin noted that they close the sidewalk on the south side of the bridge in the wintertime to discourage use of that area.

The Board encouraged Ms. Griffin to move forward on this project.

**7. DISCUSSION REGARDING PROPOSED TOTAL COMPENSATION  
POLICY STATEMENT.**

Chairman Walsh invited Betsy McClain to approach the Board. Ms. Griffin provided the Board with a draft Total Compensation Policy Statement and a table that compares the rate of increase of the compensation package, both benefits and wages with the ability to pay metrics.

Chairman Walsh asked whether this could be done on a Full Time Equivalent (FTE) basis. He likes to see the total against the total but he would like to see the percentages on an FTE basis. Ms. McClain stated that this would take some time because it is challenging but they could look at particular employee groups and break it down. The data is being assembled for employees in each of the 3 unions and non-union employees and will be ready in the coming weeks.

Chairman Walsh noted that for the period from 2007 to 2011 the Town has probably gone up by 1 or 2 FTEs. Ms. McClain stated that the seasonal employees (crossing guards, library employees, gardeners, etc.) have increased and factoring these additional staff hours complicates the FTE reporting.

Ms. Griffin stated that in terms of the metrics they are using, staff have crafted a policy statement about the meaning of total compensation which is the total cost of salaries and benefits package provided to employees, comparing that year to year against the taxpayers' ability to pay which is difficult to do. They are operating under the assumption that some residents' ability to pay has changed with this economy.

Ms. Griffin stated that they have come up with a few metric measures to attempt to determine an ability to pay benchmark. They looked at the change in property valuation in Hanover over the years and how much has that increased year-to-year starting in 2007 (from the Grand List).

Ms. Griffin stated that the second metric is the change in Hanover resident's wages and salaries as reported to the IRS. Chairman Walsh clarified that they do not have access to individual tax returns. Ms. McClain stated that they are able to get data from the IRS based on Zip Code so the privacy of the individual taxpayer is preserved. The latest information available is from 2007 so for the Town's purposes, the latest data set is not up-to-date. If this data were simply trended forward based on the last several years, the current recession would not be factored in; how to objectively measure the impact of the current economy on our residents' ability to pay their property taxes is still problematic.

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Chairman Walsh stated that if this were a 10 year series versus a 6 year series, it may be less of an issue. Ms. McClain stated that they were able to get data from 2004 to 2007; earlier data sets from the IRS were not readily available.

Vice Chairman Connolly asked about whether the salaries and wages included in the report are total income. Ms. McClain stated that interest income, total adjusted gross income, and several other categories are other available metrics, but she just used the salaries and wages.

Selectman Christie stated that if there is data from 2004, it would be interesting to see how the salaries and wages trend differed from the adjusted gross income trend.

Chairman Walsh would also like to see the percentage increase and decrease of monies received from the State of NH.

Ms. Griffin stated that the 3<sup>rd</sup> metric provided is the Consumer Price Index (CPI).

Chairman Walsh asked about the 3.8% listed for 2011. Ms. McClain stated that this was the percentage year-to-year from January '09 to January '10 which is the basis for the FY 2011 COLA (capped at 3.0%). Chairman Walsh asked for a 12 months moving average. Ms. Griffin noted that the CPI is at 2.1% for September. Ms. McClain noted that the Union negotiations currently rely on a point to point CPI. Chairman Walsh wanted to have a 12 month moving average versus a point to point average and felt that this would be a useful difference.

Ms. Griffin noted that the last metric is the Social Security cost of living adjustment where there has been no increase for the last two years.

Selectman Christie noted that the CPI is not for a calendar year but a contract year. Ms. McClain confirmed but the contract stipulates which CPI month the increases would be based on. Selectman Christie noted that the change in the Grand List doesn't speak to an individual's ability to pay but it does speak collectively to the growth or contraction of the basis upon which property taxes are apportioned.

Selectman Christie noted that the numbers listed at the top of the table are total budget dollars. Ms. McClain stated that each year they are carving more and more out in looking at individual benefits eligibility and any change in that composite (health care reform) would have significant cost implications.

Ms. Griffin noted that other local employers are changing their benefits plan which will impact the Town's health insurance; there are a number of employees considering adding their spouses who are employed at these local businesses to the Town's health insurance because their employers are changing their benefits plan to reduce their expense.

Selectman Christie noted that the numbers on the chart are different from the numbers in the memo. Ms. McClain explained that in the April memo she included Worker's Compensation and Unemployment insurance which have not been included in the chart.

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Selectman Christie noted that the memo added the two percentages to get the total. One went up 4% and the other went up 8% so he added those together to get a total of 12%. Chairman Walsh stated that he felt that you had to weigh these percentages instead of adding them together.

Ms. McClain stated that the memo was over a 10 year period and the analysis spoke to other benefits which are not 100% of the wages. Ms. McClain noted that the Board wanted to integrate the two vectors: 1) percentage changes in the memo over a 10 year period and 2) weigh the two increases. Chairman Walsh liked seeing a 10 year period and it needs to remain the same. It would be fine to add a footnote that this doesn't include Worker's Compensation and Unemployment Insurance.

Ms. Griffin asked if the Board wanted to go back to 2002. Ms. McClain stated that they have the data. Chairman Walsh wanted to roll it every year on a 10 year basis. Chairman Walsh thanked Betsy McClain for the information provided and noted that it was excellent.

Selectman Christie noted that there was some confusion within the last paragraph which states "2) pegging the allowable increase in total compensation to the local CPI minus some appropriate percentage of additional expenditure capacity set aside for other operating or capital budget priorities." Ms. McClain stated that with the increase in the tax rate target, this comment was to try to emphasize any increase in taxes raised cannot be solely devoted to compensation. Ms. Griffin stated that when they move from year to year, they can't assume that this money is all tied up in salaries benefits and wages. Ms. Griffin stated that they have other priorities.

Ms. McClain stated that the town over time may get more or less labor intensive depending on how technology changes and how the delivery of municipal services evolves. Selectman Doherty wanted to see a breakdown between compensation and capital projects and what a pie chart might look like. This breakdown needs to make sense against the services that they are providing and this would be helpful to see on a 10 year basis.

Vice Chairman Connolly stated that with the 3 year chart, the percentage of total compensation attributable to wages went down 4% in 3 years. Ms. McClain stated that this was driven by the fact that salaries are growing at a lesser rate than the cost of the benefits. Chairman Walsh wanted one set of consistent numbers on total compensation because it's very easy to get lost in the details and lose the big picture.

Selectman Christie asked that when looking at wages and benefits as a percentage of the total budget, how do they look at capital expenditures as part of the mix? Ms. McClain stated that the General Fund budget has significant capital expenditures from year to year, and generally one project is replaced with another of similar size in the upcoming budget year.

Chairman Walsh had a couple of comments about the memo. He stated that as they decide what is or is not in total compensation; they should have a bulleted list as to what is included in total compensation. He would get rid of the extra emphasis (*italics*, underline and **bold**). He would like to see a total number, the percentage numbers are important with regard to salaries and wages both on a dollar basis and the FTE basis. In the last paragraph regarding comparables, there would be a paragraph that relates to those (relating to the metrics as a description for the

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table). Chairman Walsh noted that the 2<sup>nd</sup> paragraph from the end states that “find us at a crossroads where we must do something differently,” he felt that they need to start thinking differently versus doing something differently.

Selectman Rassias asked whether the policy statement was going to be updated on a yearly basis. He was thinking that maybe they should have a policy statement with an appendix that changes on a yearly basis.

Chairman Walsh noted that the statement is one of perspective, history and numbers and of presenting the implications of such. Chairman Walsh suggested that: 1) this is the first time for this exercise and the Board expects to do this in advance of the budget process annually, and 2) the numbers will change and be updated annually but he wouldn't change the format at this point to have a policy and then a separate set of numbers.

Selectman Doherty felt that the policy will be to evaluate and review this every year and how the numbers are presented each year is something separate. This is the background “white paper” with 10 year trending and they don't want to get hung up in titles and labels but they want to be careful with the presentation.

Ms. McClain stated that the policy is important to look at language that shifts employees away from viewing the investment in their total compensation as simply increasing by the rate of the COLA adjustment. Ms. Griffin stated that this is the sort of document that they would want to share with their employees. Chairman Walsh would like to make it consistent and simple.

Selectman Christie felt that the first sentence of the statement does not set the proper tone and he had some editing suggestions for presentation.

**8. RECOMMENDATION TO SET POLL HOURS FOR NOVEMBER 2, 2010.**

McClain stated that the polls have to be open at least until 7 p.m. Ms. Griffin went over the Board's shift assignments for the polling hours.

**Vice Chairman Connolly MOVED to set the polling hours for November 2, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET THE POLLING HOURS FOR NOVEMBER 2, 2010.**

**9. APPOINTMENTS:**  
- Election Workers

Emily Duncan	Aileen Chaltain	Betty Walk
Helene Rassias-Miles	Bob Riessen	Carmen Sanderson
Jim Matthews	Carolyn Higgins	Charlotte Faulkner
Karen Geiling	Glenn Johnson	Dennis Goodman
Leslie Henderson	Jane Graham	Heidi Reynolds

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Lisa Baldez  
Lyn Swett-Miller  
Nina Banwell  
Pat Palmiotto  
Sandra Hoeh  
Stefan Van Norden

Pat Johnson  
Ralph Manuel  
Robin Nuse  
Sally Manuel  
Sheila Buckley

Joerg Menzel  
Laura-Beth Goodman  
Matt Marshall  
Nick Foley  
Ruth Harvie

**Vice Chairman Connolly MOVED to appoint the election workers as listed. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT THE ELECTION WORKERS.**

**10. APPROVAL OF MINUTES:  
- October 11, 2010**

The Board members had a few small revisions to the Minutes of October 11, 2010.

**Selectman Rassias MOVED to APPROVE the Minutes of October 11, 2010, as amended. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED TO APPROVE THE MINUTES OF OCTOBER 11, 2010. (Selectman Doherty abstained from the vote.)**

**11. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that there are continued discussions with the Town/College Taskforce with regard to harm reduction and the enforcement of alcohol. There has been coordination of the Diversion program and alcohol education programs. There was a working group meeting held this afternoon and a lot of work is happening in the sub-committees. There may be some field trips in the not too distant future.

Ms. Griffin reported that they are about to begin finalizing the final projections for budget so that they can set the tax rate target. The Town is about to commence negotiations with the bargaining units. One of the pieces that they are wondering about is the State budget deficit for the current fiscal year but this figure won't come out until after November 2<sup>nd</sup>.

**12. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Finance Committee met and noted that Bill Garrity is now Chairman of both the Dresden and Hanover Committees. Kristi Fenner is Vice Chairman of the Hanover Finance Committee.



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Chairman Walsh noted that he, Bill Garrity, Peter Christie, and Julia Griffin had lunch with John Hochreiter to thank him for his years of service to Hanover in various capacities.

**Kate Connolly**

Vice Chairman Connolly reported that the Planning Board has had a bit of hiatus which may be related to the economy. They will meet again on November 2<sup>nd</sup>.

**Judy Doherty**

Selectman Doherty had nothing new to report.

**Athos Rassias**

Selectman Rassias reported that the Bike and Pedestrian Committee are busy preparing for the Select Board's November 8<sup>th</sup> meeting. He also reported that the Conservation Commission had a meeting but he missed it.

**Brian Walsh**

Ms. Griffin reported on the Chamber of Commerce meeting for Chairman Walsh. Ms. Griffin reported that the Chamber met last week and has a number of activities in the works. They are hoping to have an after hours event for college employees. The Human Resources department at Dartmouth previously organized this but now the Chamber is going to take it on. The Chamber continues to see new businesses coming to Downtown in spite of the economy so things are looking up for the Downtown retail market.

**13. OTHER BUSINESS.**

There was no Other Business reported.

**14. ADJOURNMENT.**

**Selectman Doherty MOVED to adjourn the meeting. Chairman Walsh SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 8:54 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

- 1. Selectman Doherty MOVED that the Board receive and appropriate the \$20,000 grant from the Byrne Foundation. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO RECEIVE AND APPROPRIATE THE \$20,000 GRANT FROM THE BYRNE FOUNDATION.**

- 2. Chairman Walsh MOVED to approve the request of the Chamber of Commerce to have free parking on Saturdays during the Holiday Season (11/27, 12/4, 12/11, 12/18, 12/25, 01/01). Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE REQUEST OF THE CHAMBER OF COMMERCE TO HAVE FREE PARKING DURING THE HOLIDAY SEASON.**

- 3. Vice Chairman Connolly MOVED to set the polling hours for November 2, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET THE POLLING HOURS FOR NOVEMBER 2, 2010.**

- 4. Vice Chairman Connolly MOVED to appoint the election workers as listed. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT THE ELECTION WORKERS.**

- 5. Selectman Rassias MOVED to APPROVE the Minutes of October 11, 2010, as amended. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED TO APPROVE THE MINUTES OF OCTOBER 11, 2010. (Selectman Doherty abstained from the vote.)**

- 6. Selectman Doherty MOVED to adjourn the meeting. Chairman Walsh SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 8:54 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**October 11, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; and Julia Griffin, Town Manager. Absent: Judy Doherty, Selectman.

**1. PUBLIC COMMENT.**

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

**2. INITIAL DISCUSSION REGARDING LAND AND WATER  
CONSERVATION FUND APPLICATION FOR ETNA LIBRARY  
PARKING ON HAYES FARM PROPERTY.**

Chairman Walsh noted that the Board has viewed the proposed layout for the Conservation Fund Application and asked Ms. Griffin to give an overview of this item.

Ms. Griffin stated that they have come up with a low key approach for Hayes Park including an access drive, parking lot, and the Etna Library Trustees are working with George Hathorn to do some visioning for the Etna Library itself including handicap access and the possibility of adding a meeting room. The goal for the Land and Water Conservation Fund (LWCF) Grant application is to create a parking lot. The Friends of Etna Ice Skating asked for the Town to consider making the area used behind the Fire Station for ice skating a little bit larger. There were also discussions about using the southeast corner of the field as an additional playing field used for ice skating. In the area closer to the farmhouse they are looking to do some woodchuck hole filling and mowing to keep it a small play area. Ms. Griffin noted that they have asked William Desch to explore the possibility of a community garden for some time in the future. They would also like to discuss mowing a path near the field on an intermittent basis. There is limited funding for the entire State so it is not very likely that Hanover will receive any grant money but it is still worth pursuing. Peter Kulbacki came up with a preliminary parking lot pavement plan which would meet the grant fund match through labor. The Town would need to get the Board's approval (in addition to the Planning Board) and work the matching money in for the next fiscal year for the LWCF money. Ms. Griffin stated that they need to hold a meeting in Etna to see how residents feel about this project. The slightly expanded ice rink could be a flat playing surface for soccer and t-ball programs.

Selectman Christie asked what the match would be. Ms. Griffin stated that they will apply for \$40,000 and the Town would need to come up with \$40,000 in labor or funding that is received by the State.

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Vice Chairman Connolly clarified that the \$40,000 is for the parking lot alone. Ms. Griffin stated that only the parking lot and field or improvements are eligible but nothing for the library itself would be included. The goal would be to get the project done for next summer.

Selectman Rassias asked about other playing fields. Ms. Griffin stated that there are three locations being reviewed as possible future playing field locations; The Hayes Farm property adjacent to the Etna Library, Greensboro Road, and 10 acres on Grasse Road adjacent to the Water Company and are all possibilities. Selectman Rassias confirmed that this plan would not prohibit pursuing other playing field projects.

Chairman Walsh asked that they review this project with the Recreation Board at the next meeting. Ms. Griffin stated that this is on the Recreation Board agenda for their next meeting and they are asking for a letter of support.

Chairman Walsh asked whether it is clear that this is a first step and that there will be more steps in the process. Ms. Griffin stated that a few residents came forward and had concerns about creating this into a formal playing field. Some residents like the idea of keeping this area the way it is now. There is not a need for a formal playing field at this time.

Selectman Christie asked if the grant application is pending the site plan approval. Ms. Griffin stated that this is not pending the site plan approval and if any changes are made to the plan, they can forward the changes to the LWCF to let them know but they just need to know that the funds are being used for outdoor recreation. She stated that the sense that they got from the staff member from the LWCF is that it is a nice project but there are other communities that have no playing fields.

Vice Chairman Connolly felt that this was a good way for the Town to start a conversation about this property.

**Vice Chairman Connolly MOVED to approve the Land and Water Conservation Fund Application for the Etna Library parking on the Hayes Farm Property and make the commitment to present the project in the next warrant for budget if selected for the grant round funding. Selectman Christie SECONDED the motion.**

Chairman Walsh asked about other pending projects. Ms. Griffin noted that the Park Street bike lanes are another project. Chairman Walsh confirmed that both projects would go forward and the bike lane project wouldn't be forsaken. Ms. Griffin stated that since this project is mostly labor, it's easier to do.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE LAND AND WATER CONSERVATION FUND APPLICATION FOR THE ETNA LIBRARY PARKING ON THE HAYES FARM PROPERTY AND MAKE THE COMMITMENT TO PRESENT THE PROJECT IN THE NEXT WARRANT FOR BUDGET IF SELECTED FOR THE GRANT ROUND FUNDING.**

**3. UPDATE REGARDING STREETLIGHT REPLACEMENT AND REMOVAL RECOMMENDATIONS.**

Ms. Griffin stated that there was a lively meeting last Tuesday night at the Public Works building. She noted that she and Peter Kulbacki have been pleased with the public input. There were recommendations that allowed for the reduction of streetlights.

Ms. Griffin reported that there are 510 streetlights on utility poles owned by Fairpoint or National Grid or both and there are 147 ornamental streetlights. By applying the draft Streetlight Policy, there were 135 of the 510 utility lights targeted for removal. Letters went out to all of the neighborhoods affected by the lights targeted for removal and those that wanted to stay. The residents wanted to keep 110 of the 135 lights.

Ms. Griffin referred to the in-town streetlight map and noted that the yellow lights indicated are “safe” main routes and main pedestrian routes at night (Occom Pond, Lyme Road, Park Street, Lebanon Street, and Reservoir Road). The lights in purple were targeted for removal. There was an active discussion when the discussion was focused on the light at Berrill Farms. There were residents on Etna Road that were both for and against the removal of streetlights. The residents on Stevens Road asked that they save those streetlights. There were also other areas where there was not any kind of reaction.

Ms. Griffin stated that on Mourlyn Road, there are 4 streetlights on a small cul-de-sac with 5 houses and the residents all agreed that they should go. The residents on Maple Street/Downing had significant disagreements about their lights. They gave a list of specific lights in the middle of the string of lights that could go. Ms. Griffin and Peter Kulbacki are proposing to do a road show with neighborhoods to discuss the issue further.

Ms. Griffin noted that the Haskins/Rayton/Low Road neighborhood were not happy at all about losing their streetlights. The complaints were about safety and heavy usage at night and they are now trying to figure out if there is some kind of compromise such as instructing National Grid to upgrade the lights.

Selectman Rassias asked if the Town would get charged for the upgrades. Ms. Griffin stated that there is a charge for removal of lights and upgrades of lights. They need to know for sure which ones they need to have removed before they upgrade the fixtures; National Grid’s own utility crews do the work. Selectman Rassias likes the effort and appreciates the discussion.

Selectman Christie stated that the proposal for removal was based upon the understanding of best practices surrounding safety and asked whether the discussions were about the wisdom of that best practice or was it ‘we’ve had the lights in place for a long time.’ Ms. Griffin stated that the residents were not sympathetic to the sustainability practices. There was a lot of emotion behind the discussion and a lot of people had not actually read the policy that had been provided. There were a lot of people speaking about safety and the perception that they would be less safe with the removal of these lights.

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Selectman Christie confirmed with Ms. Griffin that these lights are left on all night long and asked if there was a way to have them off during part of the night. Ms. Griffin stated that they haven't pursued that yet. National Grid has *one* fixture they will put in that is not an LED. The question was raised as to whether they could have them go off at midnight. Ms. Griffin stated that to date, National Grid has not been willing to be very adventurous with regard to new technology.

A student from the audience noted that she and her family live in Etna and they have a timer attached to the light inside the coop and every night it comes on by itself. It only took a couple of hours to set this up so it is something that can be done.

Harvey Epstein, 163 Greensboro Road, stated that there are currently 5 streetlights that illuminate Greensboro Road. He noted that some cul-de-sacs that have many streetlights whereas Greensboro Road has pitch blackness because there's no ambient light. There are other ways to save money with regard to streetlights. He noted that his residence on Greensboro Road is his second home and that he lives in another community where they have gas lights on 24/7. Mr. Epstein stated that the residents pay for the use of the utility and taking it away takes money away from that business. The technology has changed and although there is some investment involved, the savings and payback is there. With regard to the safety factors, there is so much written that he didn't want to overload the Board but it comes down to affecting public safety. Don't take the streetlights out and use less electricity by changing some of the fixtures.

Mr. Epstein noted that the Town of Concord, MA decided to shut all of the streetlights out and there was a public outcry so they charged the individual house \$17.50/month to keep the streetlight on. There has got to be a better way to allocate the funds. There is a 3 mile stretch of Greensboro and there are only 5 streetlights there and he doesn't feel Greensboro should be overlooked. Greensboro Road is very busy as a pass through road and perhaps a survey should be done of this area. He suggested eliminating some of the streetlights in town where the neighbors don't object and this may eliminate 20% of the lighting. In the City where he lives, the Fire Department changes the bulbs. Ms. Griffin noted that the Town isn't allowed to touch them. Mr. Epstein stated that there are other neighbors who were concerned but are not outspoken. He thanked the Board for listening.

Marjorie Rogalski, 48 Rennie Road, stated that despite the negative comments at the meeting, there are some residents that are interested in making some changes. It's not a choice not to put timers on the streetlights because it's a policy of National Grid and although they know that this technology exists, they don't own that technology. It's extremely frustrating and she is hoping that other towns push this. There was a House Bill put forth last year for a lower rate for night lighting. She also noted that Norwich is switching out to LEDs so the technology is there and she hopes that they can continue to push National Grid. One recommendation in the Streetlight report was to use any savings realized for modifications of the current streetlights. There will be modifications due to the changing of the streetlights and she would like this money to be earmarked to mitigate costs.

Chairman Walsh noted that in terms of earmarking, one example was that the Howe Library did save a lot of money by switching to Open Source software for their circulation software and they

felt that the money should go back to the Howe but the money goes back into the General Fund to be used where the Board feels it is most useful in the budgeting process.

Chairman Walsh stated that the Board opened with a policy that was well thought out and based on national knowledge. People probably walk more at night than they were aware of in both summer and winter and he would like to work on something that is a workable policy.

Ms. Griffin stated that this is not to delay but to go forward and hold these meetings quickly. People are engaged and she wants to keep them engaged. Her plan is to hold the meetings before the end of this month and come back to the Board by the end of November.

Chairman Walsh noted that 13% of the Town's carbon emissions come from streetlights. Vice Chairman Connolly noted that there was an outpouring of love for the pedestrian lighting in the outlying neighborhoods. She stated that it is unfortunate that they are being held hostage by the power company.

The Board encouraged the additional meetings. Selectman Rassias stated that part of going forward is looking at the policy as a whole and finalizing it. Ms. Griffin stated that they need to consider an in-town policy and out-of-town policy.

Selectman Christie would like to have a discussion as to why the application of the policy doesn't fit Greensboro Road rather than trying to modify the policy. The policy was built on best practices. Ms. Griffin noted that the Town of Hartford took out specific streetlights with no discussion and a few people complained. Other communities such as Bow, NH had much bigger issues when they removed lights and then had to replace them.

Selectman Christie added that this started as a conservation effort and not a frugality effort. Chairman Walsh felt there is good reason to have policy for areas that are not developed and he can envision a policy that states that in new constructed areas, there will not be streetlights unless policy declares otherwise.

#### **4. FURTHER DISCUSSION OF PROPOSED SOCIAL SERVICE AGENCY FUNDING POLICY.**

Chairman Walsh noted that two weeks ago the Board reviewed a draft policy regarding the funding Social Service Agencies and made recommendations.

Ms. McClain stated that one member of a social service agency that the Town supports watched the meeting and called the next day and applauded the thoughtfulness that the Board puts forth in making these decisions. She noted that there were five areas that the Board wanted to include in the policy:

1. A clear declaration that the Town is absolutely prohibited from making general charitable contributions.

Selectman Christie noted that he does not read that to imply that the service provided by the agency is legally required to be provided by the Town. Ms. McClain stated that by statute Town can only provide certain services and in the context of the entire policy they are talking about social services. Selectman Christie stated that the agencies are providing a service that the Town is not required to provide through the Welfare fund.

2. Clarify that any requesting agency would need to meet **all** of the 5 proposed criteria;
3. Revisions to the current practice of a new requesting agency appearing on the Town Meeting warrant for three separate years, and include this revised process in the policy; and

Vice Chairman Connolly noted that each agency has to be reviewed every year as part of the budget process. Selectman Christie stated that new applications would be opined by the Select Board as to whether to approve or not approve. New agencies that did not pass through the filter could still make the request without the support of the Select Board. Ms. McClain stated that it would be through a petitioned warrant article process.

4. Some comments outlining what the review process of the applications will be.

Ms. McClain provided the Board previously with an overview of the process. Vice Chairman Connolly would like to make it mandatory that agencies fill out the amounts that they receive from other towns. Ms. McClain stated that this is implied but they could stress incomplete applications which would require this information. Ms. McClain stated that the form doesn't change dramatically from years past but she took out language regarding statistics reporting that could affect confidentiality; they are not requesting specific information regarding names, etc.

Selectman Rassias expressed concern over criteria item #3 regarding the eligibility requirements that services provided by the agency directly or indirectly reduce Town expenditures. He can envision an area where the Town would have a hard time providing this service. Ms. Griffin stated that to the extent that the person could receive welfare assistance from the Town instead of tapping into the social service agency, this would meet the eligibility requirement. Ms. McClain stated that there is going to be a fair amount of judgment.

Selectman Christie suggested changing the wording stating "If the Selectman *disagrees* with a requesting agency" to "If the Selectmen *determine* that the requesting agency does not meet the required the criteria...."

Chairman Walsh asked whether they can make the application process as simple as we can so they aren't using a lot of overhead time; add 1 or 2 pages on how they serve Hanover part of the 3 page application. Ms. McClain stated that she has asked for a 1 to 2 page narrative to promote that they meet the criteria and then another page reflecting that they serve a core group of Hanover residents. Chairman Walsh wanted to simplify the process.



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Chairman Walsh stated that asking the smaller organizations to provide audited financial statements creates a huge expense and suggested that they request most recent financial statements and if audited financial statements are available, attach them. Ms. McClain wants to find an independently reviewed statement versus the applicant's prepared statement.

The Board encouraged Ms. McClain to incorporate their final feedback and suggested changes into the policy and move forward with using this policy.

**5. RECOMMENDATION TO SET A PUBLIC HEARING FOR MONDAY, OCTOBER 25, 2010 TO APPROPRIATE \$20,000 RECEIVED TO SUPPORT THE 250<sup>th</sup> ANNIVERSARY COMMEMORATION.**

Chairman Walsh **MOVED** to set a public hearing for Monday, October 25, 2010 to appropriate \$20,000 received to support the 250<sup>th</sup> Anniversary Commemoration. Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO SET A PUBLIC HEARING FOR MONDAY, OCTOBER 25, 2010 TO APPROPRIATE \$20,000 RECEIVED TO SUPPORT THE 250<sup>TH</sup> ANNIVERSARY COMMEMORATION.**

**6. RECOMMENDATION TO APPROVE SEWER ABATEMENT REQUEST.**

Vice Chairman Connolly **MOVED** to abate the FY2010 sewer charges billed to Gile Hill Building #5 (U-6063E) and Gile Hill Building #8 (U-6063F) totaling \$1,843.00 and to instruct Town staff to issue a refund for this amount to the property owner. Selectman Christie **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO ABATE THE FY2010 SEWER CHARGES BILLED TO GILE HILL BUILDING #5 (U-6063E) AND GILE HILL BUILDING #8 (U-6063-F) TOTALING \$1,843.00 AND TO INSTRUCT TOWN STAFF TO ISSUE A REFUND FOR THIS AMOUNT TO THE PROPERTY OWNER.**

**7. BANNER REQUESTS:**

- American Red Cross
- Christmas Revels
- Hood Museum
- Special Olympics

Chairman Walsh **MOVED** to approve the Banner Requests for the American Red Cross, Christmas Revels, Hood Museum and Special Olympics. Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUESTS.**

**8. APPROVAL OF MINUTES:**  
- September 27, 2010

**Vice Chairman Connolly MOVED to approve the Minutes of September 27, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF SEPTEMBER 27, 2010.**

**9. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that the Town of Hanover has entered into a partnership with the City of Lebanon in which Hanover's wastewater sludge will be sent to Lebanon instead of Unity, Maine. There will be significant savings in travel and fees. Lebanon Landfill Manager Mark Morgan and Peter Kulbacki came to an agreement where Lebanon will compost the sludge as daily cover for their landfill. In February, the Board will see the detail of the savings as part of the budget presentation. Chairman Walsh noted that the Town is starting this now and not waiting for the next fund budget.

Ms. Griffin announced that the street clock dedication will take place on October 30<sup>th</sup> with members of the Class of '58. She is hoping that Board members can attend as she will be unable to participate.

Ms. Griffin stated that the Howe Corporation has received a gift from an individual foundation to keep the library open on Sundays. The additional cost to the Town due to the electricity and air conditioning would be approximately \$1,300. The Staff at the Howe thinks that the Trustees may cover that cost.

**10. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Finance Committee meeting was postponed for next week.

**Kate Connolly**

Vice Chairman Connolly stated that she missed most of the Planning Board meeting last Tuesday night because she was attending the streetlight meeting. There was a minor subdivision approved on Ruddsboro Road and lighting for the Ledyard Bank on Park Street. Peter Knight did a presentation asking for a zoning change on land adjacent to the land meant to be developed in Lebanon on Route 120.

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**Athos Rassias**

Selectman Rassias had nothing new to report.

**Brian Walsh**

Chairman Walsh reported that the Howe Library Annual meeting will be held next Thursday.

**11. OTHER BUSINESS.**

There was no Other Business reported.

**12. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 8:40 P.M.**

Respectfully Submitted,

Athos Rassias, Selectman

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Vice Chairman Connolly MOVED to approve the Land and Water Conservation Fund Application for the Etna Library parking on the Hayes Farm Property and make the commitment to present the project in the next warrant for budget if selected for the grant round funding. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE LAND AND WATER CONSERVATION FUND APPLICATION FOR THE ETNA LIBRARY PARKING ON THE HAYES FARM PROPERTY AND MAKE THE COMMITMENT TO PRESENT THE PROJECT IN THE NEXT WARRANT FOR BUDGET IF SELECTED FOR THE GRANT ROUND FUNDING.**

2. **Chairman Walsh MOVED to set a public hearing for Monday, October 25, 2010 to appropriate \$20,000 received to support the 250<sup>th</sup> Anniversary Commemoration. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO SET A PUBLIC HEARING FOR MONDAY, OCTOBER 25, 2010 TO APPROPRIATE \$20,000 RECEIVED TO SUPPORT THE 250<sup>TH</sup> ANNIVERSARY COMMEMORATION.**

3. **Vice Chairman Connolly MOVED to abate the FY2010 sewer charges billed to Gile Hill Building #5 (U-6063E) and Gile Hill Building #8 (U-6063F) totaling \$1,843.00 and to instruct Town staff to issue a refund for this amount to the property owner. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ABATE THE FY2010 SEWER CHARGES BILLED TO GILE HILL BUILDING #5 (U-6063E) AND GILE HILL BUILDING #8 (U-6063-F) TOTALING \$1,843.00 AND TO INSTRUCT TOWN STAFF TO ISSUE A REFUND FOR THIS AMOUNT TO THE PROPERTY OWNER.**

4. **Chairman Walsh MOVED to approve the Banner Requests for The American Red Cross, Christmas Revels, Hood Museum and Special Olympics. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUESTS.**

5. **Vice Chairman Connolly MOVED to approve the Minutes of September 27, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF SEPTEMBER 27, 2010.**

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6. **Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 8:40 P.M.**

FINAL

## BOARD OF SELECTMEN'S MEETING

September 27, 2010

7:30 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH

The meeting of the Board of Selectmen was called to order at 7:30 p.m. by Vice Chairman Katherine Connolly. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Elizabeth McClain, Director of Administrative Services. Absent: Julia Griffin, Town Manager.

### 1. PUBLIC COMMENT.

Vice Chairman Connolly opened the meeting and announced that Chairman Brian Walsh was on his way to the meeting from Manchester and Ms. Griffin was out sick.

Vice Chairman Connolly asked for Public Comment. There were no comments from the Public.

Vice Chairman Connolly decided to re-arrange the agenda to allow time for Chairman Walsh to be present for Item #2.

### 2. DISCUSSION REGARDING PROPOSED APPROACH FOR CONSIDERING SOCIAL SERVICE AGENCY FUNDING REQUEST.

Chairman Walsh arrived at the meeting and noted that the Town's current policy is that if a social service agency wishes to receive money from the Town budget, they submit an application which includes information as to the number of Hanover residents that are served by the agency and the amounts that the agency receives from other Towns that it serves. If the agency's funding request passes 3 years in a row on separate warrant articles at Town Meeting, the funding requests are then considered as part of the Selectmen's overall proposed operating budget.

Ms. McClain stated that the Town is at the beginning of this process, and it is important to remember that the Town is unable to give charitable gifts to worthy organizations so they need to come up with a purpose as to how tax dollars can reasonably be spent to support social service agencies. Ms. McClain stated that what they tried to do with this initial draft policy is to lay out a filter and determine whether the organization provides services that the Town is statutorily required to provide its citizens that are in need (the basic necessities of life – food, shelter, heat, etc.) and/or those agencies that provide services that meet the operational objectives that the Board has set. For example, Ms. McClain stated that if the Board had operational goals to target certain social behaviors, instead of taking on the task as a Town provided service they could find an agency that could provide this service.

The proposed process is to request that the agencies applying for funding write a one or two page narrative showing that they meet the following criteria:

- 1) That they serve a core group of Hanover residents;
- 2) The agency provides a service that the Town of Hanover would be obligated to provide;
- 3) That the organization services reduce town expenditures (either directly or indirectly);
- 4) Needs to be a financial need demonstrated;
- 5) That the services provided enhance the quality of life in the Town of Hanover community.

Ms. McClain stated that the agencies would also be required to provide the same information as they have in the past such as proof of non-profit status, financial statements, municipal appropriations from other towns, etc.

Ms. McClain listed the agencies receiving municipal appropriations in the current year's budget:

ACORN	\$ 2,500
Grafton County Senior Citizens Council	\$15,500
Headrest	\$ 7,700
Listen	\$ 2,000
Tri County Cap	\$ 816
Visiting Nurse Association & Hospice of VT/NH	\$25,547
West Central Behavioral Health Services	\$11,253
WISE	\$ 6,116
Youth-In-Action	\$13,200
Outreach House	\$ 3,410

Selectman Christie noted that the first page of the proposal states that “as an underlying principle, the Town of Hanover should not raise tax dollars for general charitable donations to deserving non-profit organizations” and asked whether the Town could do this if they wanted to or whether the Town is prohibited by some State law. Ms. McClain stated that she couldn't find the specific statutory reference although she is sure she has seen it before. The Town is not in the position to make charitable gifts.

Selectman Christie asked if any agencies currently receiving funds may find themselves ineligible based on the changes to the policy. Ms. McClain stated that this would remain with the interpretation of the policy and noted that it is not “black and white” and the agencies may argue creatively that their services actually save the Town money. She felt that the requirements are somewhat “squishy.” Selectman Christie asked whether an organization needs to meet all 5 criteria. Ms. McClain stated that this was the intent.

Selectman Doherty asked about the process and who would review these applications. She expressed concern about the areas that could be considered open to much interpretation. She wanted to avoid decisions that appear to be arbitrary and wanted to see how Ms. McClain envisions this being played out.

Ms. McClain stated that the application will reach Town Hall by mid December. It needs to be complete and submitted by the due date. There are 5 bullet points that need to be addressed.

There are still unanswered questions on the process to weigh the merits of the application against the bullet points. Some municipalities award points and then award those agencies with the most points. Some municipalities have adopted the *United Way* model of making grants to agencies. The agency always has the ability to appeal the process by attending a budget hearing; they could also get 25 registered voters to petition Town Meeting with a separate warrant article on their own. Ms. McClain stated that if the Board determines that there is merit and approves the agency's request for the budget, their support is inherently implied.

Selectman Christie asked whether this change in policy changes the standing policy regarding 3 successful votes at Town Meeting before it is automatically included in the budget. Ms. McClain stated that this could be the case but was not something that she was thinking of when writing the proposed policy.

Chairman Walsh felt that the agencies that are clearly serving Hanover residents and show the connection to the 5 criteria would continue to be added to the budget. Those agencies that have no relationship in the Town, who come to Town Meeting because the Town is generous, the Selectman may have reason to hold the request up against this criteria at Town Meeting. If there are agencies that are currently being funded either by what they are doing or by management and are unable to make a connection to the criteria, the Board would not be compelled to keep them in the budget.

Selectman Christie stated that for a brand-new applicant in their first year seeking funding, the Select Board has historically not taken a position. There will be a change in that the Board will now take a position if the agency meets the criteria.

Chairman Walsh offered an example that when the NH Association to the Blind requested funding, there was almost no relationship to the Town. This set of criteria would be the threshold that the agencies would have to meet, and he can think of other agencies that would not have met these criteria which may or may not have made a difference to Town Meeting.

Selectman Christie asked whether this would still have to be heard 3 times before it is built into the budget. Chairman Walsh stated that he feels that they are trying to build a foundation for these funding decisions. Vice Chairman Connolly asked whether they still include the requests in the budget if the agency doesn't meet the criteria. Chairman Walsh felt that it would not be included if it didn't meet the criteria. Chairman Walsh stated that currently, most of the agencies funded by the budget meet the criteria.

Selectman Doherty clarified with Ms. McClain that the 10 organizations receiving funds would need to fill out the application every year. Ms. McClain confirmed that this was the case. Selectman Doherty wanted to make sure that the organizations were well aware of any changes to the policy. Ms. McClain stated that she has let the organizations that have contacted her know about the changes. These agencies are accustomed to providing detailed information and are appreciative about the rational way that Hanover approaches these requests.

Selectman Christie asked if the agencies are being asked to provide drastically different information. Ms. McClain stated that the one to two page narrative is different from years past.



Chairman Walsh stated that the Board usually receives a lot of information about the agency but the narrative will provide the summary of what the Board is looking for. Chairman Walsh is also concerned about the State and Federal Government discontinuing funding for these agencies and the pressure remains with the Town. The Board has a responsibility to opine on each request and then allow Town Meeting to take action. Selectman Christie felt that one could make an argument that if the agency meets the criteria, the request could be built into the budget immediately. He also sees the value of Town Meeting voting to fund new agencies. Selectman Christie stated that an agency's first request voted on by Town Meeting would have value but he doesn't see the value of the 2<sup>nd</sup> or 3<sup>rd</sup> vote and historically, there hasn't been an agency that was approved in the 1<sup>st</sup> year and then denied in the subsequent years. Chairman Walsh felt this sounded reasonable.

Selectman Christie thought that this proposed policy was well done and felt that they should find the Statute related to the prohibition of the Town making charitable gifts. Ms. McClain would work on finding the Statute and noted that at Town Meeting, one taxpayer noted that individuals are able to donate their money to the charities important to them but there is a different responsibility for the expenditure of tax dollars. Selectman Rassias asked if there is precedence statewide to define basic necessities that the Town must provide. Ms. McClain noted that there are locally adopted welfare guidelines based on State Law.

Chairman Walsh felt that the procedural questions that have come out of this discussion need to be addressed such as going before Town Meeting one year instead of 3 years. The Selectmen's responsibility is to make a statement as to whether the Select Board supports the agency and chooses to build the requests in to the budget. If there are changes within an agency that impact the level and/or service to Hanover residents, the Selectmen should remove the funding if appropriate. Chairman Walsh pointed out that the way that the policy reads right now is if the agency is in for 3 years, they are in forever. Ms. McClain stated that they would like to get a final policy approved by the Board by late October.

### **3. CONSERVATION COMMISSION TAX ABATEMENT REQUEST – STEELE PROPERTY.**

Ms. McClain stated that at Town Meeting in May, the purchase of the Steele Property was approved. On April 1, 2010 a private citizen owned the property so for the current tax year, the property is coded as taxable. The Board is receiving an abatement request in the amount of \$495.16 which is the pro-rated amount of the first bill. Ms. McClain asked to amend the request to abate the full amount of the second half tax bill which will be issued in the coming weeks.

**Selectman Rassias MOVED to accept the tax abatement request for the Steele Property in the amount of \$495.16 for the first bill and the full amount for the second half tax bill. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE TAX ABATEMENT REQUEST FOR THE STEELE PROPERTY.**

**4. UPDATE – NEW HAMPSHIRE RETIREMENT SYSTEM EMPLOYER RATES FOR FY2011-2012.**

Ms. McClain spoke to this item in Ms. Griffin's absence. Ms. McClain reviewed a table provided to the Board which illustrates the Hanover impact of the rates of employer contributions as of July 1, 2011. The NH Retirement System was given a failing grade in a recent Pew Charitable Trust Study. Ms. Griffin has been working with local legislators to get more reform to fix the New Hampshire Retirement System instead of simply having municipalities contribute more money. The State issued their rates which will start July 1, 2011. For Group I – non public safety employees, the rate will change from 9.16% of salary to 11.09% (21% increase in the contribution). Group II – police officers' employer contribution will increase from 13.66% to 16.62% (22% increase). Fire personnel employer contributions will increase from 17.28% to 20% (16% increase). These rates are certified but it is not July 1 yet and two years ago there was a last minute change. If the State chooses to reduce their contribution to Group II employees, this will affect the amounts that the Town will be required to contribute.

Ms. McClain reported that if the certified rates are true, the impacts on the tax rate will result in \$158,000 that the Town will need to be raise in tax revenue which is \$.08 on the tax rate. This change is 1.5% of the total compensation without any salary rate increases.

Ms. McClain noted that Ms. Griffin is working hard with her municipal manager colleagues and local legislators and is well versed in what is going on and will keep the Board updated.

Vice Chairman Connolly reported that the funded status of the pension is up to 58%. The funded status of the medical portion is up to 26%. These numbers need to be made up for in the upcoming decade and all she can see is the increasing costs for employers. The downshifting of the costs of the State portion is illegal and the State made a deal in that past that they are now trying to get out of; it is unclear how the legislature is going to deal well with this in the future.

**5. BOARD & COMMITTEE APPOINTMENTS:**

- Affordable Housing Commission
- Building Code Advisory Board
- Conservation Commission
- Parking & Transportation Board
- Parks & Recreation Board
- Planning Board
- Senior Citizen Advisory Committee
- Sustainable Hanover Committee
- Zoning Board of Adjustment

**Selectman Doherty MOVED to appoint the following people to the Affordable Housing Commission: Len Cadwallader – Alternate – September, 2013 (reappointment); James**

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**Reynolds – Regular Member – September, 2013 (reappointment); Karen Geiling – Regular Member – September, 2013 (new appointment); and Chip Brown – Regular Member – September, 2013 (new appointment). Vice Chairman Connolly SECONDED the motion.**

Bob Strauss, retiring Chairman of the Affordable Housing Commission, wanted to thank the Select Board for the support over the last few years and especially to Bill Baschnagel, Peter Christie and Judy Doherty who were the Commission's liaisons. The people who are being appointed are deeply experienced in Affordable Housing and will be a great asset to the Commission. The Commission has been in business for the past 10 years. He stated that he and Len Cadwallader will be retiring as regular members. He felt that the new people being appointed will be very helpful to the Commission.

Vice Chairman Connolly thanked Mr. Strauss for his 10 years of service and expressed thanks for those who have served on the Commission.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE AFFORDABLE HOUSING COMMISSION AS LISTED.**

**Vice Chairman Connolly MOVED to appoint the following people to the Building Code Advisory Board: Randy Mudge – September, 2013 (reappointment); Bruce Williamson – September, 2013 (reappointment); and Jack Wilson – September, 2013 (reappointment). Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE BUILDING CODE ADVISORY BOARD AS LISTED.**

**Selectman Rassias MOVED to appoint the following people to the Conservation Commission: Ed Chamberlain – September, 2013 (reappointment); Ruth Bleyler – September, 2013 (new appointment) and Ray Hogue – move from Alternate to full member through September, 2011 (expiration of his current term). Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE CONSERVATION COMMISSION AS LISTED.**

**Vice Chairman Connolly MOVED to appoint the following people to the Parking & Transportation Board: Matt Marshall – September, 2013 (reappointment); Janet Rebman – September, 2013 (reappointment); and Mark Knight – September, 2013 (new appointment). Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE PARKING & TRANSPORTATION BOARD AS LISTED.**

**Vice Chairman Connolly MOVED to appoint the following people to the Parks & Recreation Board: Jeff Graham – September, 2013 (reappointment); Dean Lacy –**

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September, 2013 (reappointment); and Tom Lyons – September, 2013 (new appointment).  
Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE PARKS & RECREATION BOARD AS LISTED.**

Vice Chairman Connolly **MOVED** to appoint the following people to the Planning Board: William Dietrich – Full Member – September, 2013 (reappointment); Judith Esmay – Full Member – September, 2013 (reappointment); and Michael Hingston - Alternate Member – September, 2013 (reappointment). Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE PLANNING BOARD AS LISTED.**

Vice Chairman Connolly **MOVED** to appoint the following people to the Senior Citizen Advisory Committee: Sue Matless – September, 2013 (reappointment); and Lee Monaco – September, 2013 (reappointment). Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENT S TO THE SENIOR CITIZEN ADVISORY COMMITTEE AS LISTED.**

Vice Chairman Connolly **MOVED** to appoint the following people to the Sustainable Hanover Committee: Lyn Swett Miller – September, 2013 (reappointment); Chris Soderquist – September, 2013 (reappointment); and Marjorie Rogalski – September, 2013 (new appointment). Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE SUSTAINABLE HANOVER COMMITTEE AS LISTED.**

Vice Chairman Connolly **MOVED** to appoint the following people to the Zoning Board of Adjustment: Gert Assmus – Full Member – September, 2013 (reappointment); William Dietrich – Full Member – September, 2013 (reappointment); and H. Bernard Waugh – Alternate – September, 2013 (reappointment). Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENT AS LISTED.**

**6. APPROVAL OF MINUTES:**  
- September 13, 2010

Selectman Doherty **MOVED** to approve the Minutes of September 13, 2010. Selectman Christie **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF SEPTEMBER 13, 2010.**

**7. ADMINISTRATIVE REPORTS.**

Ms. McClain wanted to thank all of the election volunteers for making the State Primary Election a success. The 2<sup>nd</sup> half tax bills should go out before the end of October with a December 1<sup>st</sup> due date. The first combined quarterly water and sewer bill will be mailed later this week thanks to the efforts of Terry Jillson and Liz Meade.

**8. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Finance Committee continues to meet regularly focusing on school budgets and trying to give recommendations for guidelines for the upcoming budget. The Committee recommended that the budget come forward with no greater than a 2% increase in money to be raised by taxes for both the school and the town. Vice Chairman Connolly asked if this included costs that may be downshifted by the State. Selectman Christie stated that this was not specifically discussed but the attempt is to keep the increase to 2%.

Selectman Christie reported that he and Selectman Doherty and Julia Griffin have continued to work on a Harm Reduction taskforce with the College focusing on additional activities surrounding orientation of Dartmouth students and welcoming the freshman class. The taskforce has also reviewed specific police procedures that were of interest to the students which was very helpful. The taskforce has been broken into smaller groups that will be working on specific issues over the next few months. This has been a very positive working group.

**Kate Connolly**

Vice Chairman Connolly reported that the Planning Board met two weeks ago and received a report from David Clem regarding the proposed River Park development in Lebanon which will have an impact on Hanover with traffic. She missed the entire report because of the election returns.

Vice Chairman Connolly reported that Storm Water Regulations will be discussed tomorrow night at the Planning Board.

Vice Chairman reported that she attended the legislative policy session and most of the items discussed passed the way the Board intended. The only issue was an expansion to the Retirement Policy proposal where they added a couple of items which the Board had not discussed. The piece that was added was to support legislation to change the determination of the average final compensation to an average of the highest 5 years of creditable service (versus 3). Vice Chairman Connolly voiced the Board's position that this should be service at base pay. Vice Chairman Connolly stated that another change was that Group II employees would receive retirement at age 50 instead of 45.

Vice Chairman Connolly reported that the proposed policy to allow tax assessors to acquire information about rental income when it came to assessing business property did not pass. This was a policy proposed by the City of Lebanon. Vice Chairman Connolly noted that Lebanon has the ability to get this information already but this should be available to all tax assessors throughout the State.

**Judy Doherty**

Selectman Doherty stated that the new appointments to the Affordable Housing Commission and The Howe Corporation will be discussed as those entities reorganize to incorporate the changes with new leadership and new members.

**Athos Rassias**

Selectman Rassias had nothing new to report.

**Brian Walsh**

Chairman Walsh just returned from Washington and reports that Americans for Campaign Reform is doing exceedingly well. There was a bill approved out of the committee on administration in the House for campaign finance reform but the odds are low that it will get voted by the House of Representatives this week before they close.

**9. OTHER BUSINESS.**

There was no Other Business reported.

**10. ADJOURNMENT.**

**Selectman Doherty MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD ADJOURNED THE MEETING AT 8:30 P.M.**

Respectfully Submitted,

Judith A. Doherty  
Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Selectman Rassias MOVED to accept the tax abatement request for the Steele Property in the amount of \$495.16 for the first bill and the full amount for the second half tax bill. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE TAX ABATEMENT REQUEST FOR THE STEELE PROPERTY.**

2. **Selectman Doherty MOVED to appoint the following people to the Affordable Housing Commission: Len Cadwallader – Alternate – September, 2013 (reappointment); James Reynolds – Regular Member – September, 2013 (reappointment); Karen Geiling – Regular Member – September, 2013 (new appointment); and Chip Brown – Regular Member – September, 2013 (new appointment). Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE AFFORDABLE HOUSING COMMISSION AS LISTED.**

3. **Vice Chairman Connolly MOVED to appoint the following people to the Building Code Advisory Board: Randy Mudge – September, 2013 (reappointment); Bruce Williamson – September, 2013 (reappointment); and Jack Wilson – September, 2013 (reappointment). Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE BUILDING CODE ADVISORY BOARD AS LISTED.**

4. **Selectman Rassias MOVED to appoint the following people to the Conservation Commission: Ed Chamberlain – September, 2013 (reappointment); Ruth Bleyler – September, 2013 (new appointment) and Ray Hogue – move from Alternate to Full member through September, 2011 (expiration of his current term). Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE CONSERVATION COMMISSION AS LISTED.**

5. **Vice Chairman Connolly MOVED to appoint the following people to the Parking & Transportation Board: Matt Marshall – September, 2013 (reappointment); Janet Rebman – September, 2013 (reappointment); and Mark Knight – September, 2013 (new appointment). Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE PARKING & TRANSPORTATION BOARD AS LISTED.**

6. Vice Chairman Connolly **MOVED** to appoint the following people to the Parks & Recreation Board: Jeff Graham – September, 2013 (reappointment); Dean Lacy – September, 2013 (reappointment); and Tom Lyons – September, 2013 (new appointment). Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE PARKS & RECREATION BOARD AS LISTED.**

7. Vice Chairman Connolly **MOVED** to appoint the following people to the Planning Board: William Dietrich – Full Member – September, 2013 (reappointment); Judith Esmay – Full Member – September, 2013 (reappointment); and Michael Hingston - Alternate Member – September, 2013 (reappointment). Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE PLANNING BOARD AS LISTED.**

8. Vice Chairman Connolly **MOVED** to appoint the following people to the Senior Citizen Advisory Committee: Sue Matless – September, 2013 (reappointment); and Lee Monaco – September, 2013 (reappointment). Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE SENIOR CITIZEN ADVISORY COMMITTEE AS LISTED.**

9. Vice Chairman Connolly **MOVED** to appoint the following people to the Sustainable Hanover Committee: Lyn Swett Miller – September, 2013 (reappointment); Chris Soderquist – September, 2013 (reappointment); and Marjorie Rogalski – September, 2013 (new appointment). Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE SUSTAINABLE HANOVER COMMITTEE AS LISTED.**

10. Vice Chairman Connolly **MOVED** to appoint the following people to the Zoning Board of Adjustment: Gert Assmus – Full Member – September, 2013 (reappointment); William Dietrich – Full Member – September, 2013 (reappointment); and H. Bernard Waugh – Alternate – September, 2013 (reappointment). Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENT AS LISTED.**



Board of Selectmen  
September 27, 2010

11. **Selectman Doherty MOVED to approve the Minutes of September 13, 2010. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF SEPTEMBER 13, 2010.**

12. **Selectman Doherty MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD ADJOURNED THE MEETING AT 8:30 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**September 13, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Chairman Walsh called the meeting to order and asked for Public Comment.

Kent Penfield approached the Board and noted that he has had numerous dealings with the Town in the past. He stated that he felt that he has been treated dishonestly by Jonathan Edwards of the Planning & Zoning department and it was suggested to him by Chairman Walsh to speak to the Board and ask the Board to take action on his complaint. He stated that his complaint to the Town Manager fell on deaf ears. Mr. Penfield assumed that the Board did not want to get into all the facts pertaining to his complaint but provided the members with a 9 page submission of the facts for their review. Mr. Penfield requests that the Board review or appoint someone to meet with him to review the facts of this incident and stated that he is disheartened to be treated dishonestly by a Town employee where there was a mistake, a cover-up and then lying about the cover-up.

Chairman Walsh stated that personnel issues are discussed in non-public session so the next time the Board has one scheduled, they will consider his request. There was not a non-public session scheduled for tonight.

**2. PUBLIC HEARING FOR CONSIDERATION AND ADOPTION OF THE RATE AND FEE SCHEDULE MODIFICATIONS FOR FY2010-2011 FOR SEWER FEES, INCREASE THE FEES FOR VITAL RECORDS AND REVIEW AND APPROVAL OF THE PROPOSED SEWER ORDINANCE.**

Chairman Walsh opened the Public Hearing to consider and adopt the Rate and Fee Schedule modifications. Ms. Griffin stated that they provided the Board with the background information and these changes have been a long time in development. Chairman Walsh noted that he found the background statement very useful and the information very comprehensive which has also been reviewed by the Town attorney and the NH Department of Environmental Services (NH DES).

Peter Kulbacki, Public Works Director, explained for the viewing audience that over the years, the regulations for the discharge permit has become more and more stringent which has gone from a simple primary plant to a secondary plant which is very sophisticated. Over the years they have looked at their Sewer Use Ordinance which was developed in the '60s and revised in

1987 when the secondary plant came on-line. Mr. Kulbacki stated that this ordinance gave the Town some leverage to deal with those that dump illegal materials affecting the plant. The Town is responsible for whatever discharge comes into it and there are some materials that the plant is not designed to handle. Just prior to Mr. Kulbacki's tenure in the late 1990's, there were annual reports that indicated that the regulators should look more closely at the materials coming from Dartmouth College. Mr. Kulbacki stated that the portions that the plant tends to focus on are the solids. There are materials such as lead, copper, and silver that when cumulated in the soil would make it toxic and the sludge would be classified as a hazardous material. Over the years the State and the EPA have come up with methods of enforcement to deal with contributors that do not comply with the limits or restrictions on their discharge. The Town worked with their engineers to figure out a way to work with their contributors. Sometimes there are educational pieces that the Town can provide to businesses about proper disposal of certain materials that directly affect the plant. The Town can look at ways to improve the composition of their sludge.

Mr. Kulbacki stated that they have looked at the facility as a whole with future capital improvements (replacing existing parts that people are already using) and the premise that the capacity doesn't change so it's a fixed number which makes it much easier to figure out what those costs are. Mr. Kulbacki stated that they looked at when to pay connection fees and they don't anticipate much of a change on an annual basis unless there is a big project. Mr. Kulbacki stated that they are looking at zoning and grandfathering usage such as the practice regarding the tear down of a residential home and if rebuilt within 3 years, it is not considered a new connection but if it's gone for 10 years, that would be different.

Selectman Christie stated that it seems that this Ordinance congregates a lot of the past practice, and asked whether there is anything in the Ordinance that could be considered controversial.

Mr. Kulbacki stated that one area was the section regarding the discharge of fats, oils & grease. They reviewed the best management practices versus shutting a business down for a period of time until they are in compliance. This was a tough piece where there might be some pushback but businesses have been willing to work with the Town because they understand it's not just the protection of the treatment plant but also the service lines. Selectman Christie asked if this would be a surprise to the businesses. Mr. Kulbacki stated that they have been working with all of the businesses and doesn't feel that they will have any big surprises on the industrial side of things.

Selectman Doherty asked about their ability and capacity to implement this change. Mr. Kulbacki stated that they have basically been doing this already. He stated that this has been a good project that Mark Roper has been working on. Selectman Doherty asked if they felt that they have the right resources to deal with this to meet the staff needs and the business' needs. Mr. Kulbacki stated that they do and going forward it makes it a little easier. Ms. Griffin stated that when the Town finished the first significant round of improvements a few years ago, the Town created the position that Mark Roper currently holds. Ms. Griffin stated that Mr. Roper has piloted the program so that they could get to the point of having an effective and workable Ordinance. Kevin MacLean stated that through the mandate through the EPA the Town has to have this Ordinance. Currently Mark's time is greater than 50% is dedicated to implementing this. Selectman Doherty asked whether Mr. Kulbacki is aware of upcoming projects that will affect the plant. Mr. Kulbacki stated that the Planning & Zoning department has kept them

updated and they work with them at the start of a project so that the builders know what is needed and expected. Selectman Doherty stated that this appears to be accommodating to the existing businesses while giving plenty of notice and guidance to new businesses with a good checks and balance. Mr. Kulbacki stated that the Town had to figure out ways to make the businesses comply in the most effective and productive way.

Chairman Walsh proceeded with questions from the Board regarding the Sewer Use Ordinance.

Chairman Walsh asked about the section on Page 13, Item I regarding buildings that are within 100' of the sewer. Mr. Kulbacki clarified that if a building is 100' from a sewer and has a septic system, if that system fails, they must connect to the Town's system. Mr. Kulbacki stated that the logic is that the Town can treat the discharge better. He noted that there aren't any buildings that meet these criteria currently. Chairman Walsh clarified that this was a State mandate that was irrelevant at this point. Vice Chairman Connolly noted that item "H" indicates that you cannot build an independent sewage disposal system if located next to a sewer line.

Selectman Doherty asked about page 14, Item C and the wording stating "The Town will, at its expense during construction of a new public sewer, construct a sewer stub for a building...." asked about the history on that and what future expenses the Town could be facing. Mr. Kulbacki stated that this was brought forward when they were talking about extending the sewer system but right now a resident owns to the main so if people are going to be required to tie in, the Town should pay.

Chairman Walsh moved on to page 17 regarding garbage, grinding and shredding and confirmed with Mr. Kulbacki that home garbage disposals are not covered by this. Mr. Kulbacki stated that this causes problems with the collection systems and they request that people not put them in. If someone is building a new house, the recommendation is to not put it in but the Town is not going to enforce this with existing systems. Ms. Griffin stated that they had the hospital and the Hanover Inn eliminate food grinding which made a huge impact on the plant. Those entities now compost this material.

Selectman Doherty asked about the compliance reports listed on page 34 and expressed concern about staffing burden and that of the businesses; was this standard and would it be a surprise for new businesses? Mr. Kulbacki stated that the requirements are not out of the ordinary and Mr. MacLean noted that this would be required in other communities as well.

Chairman Walsh stated that he likes Section 9, Publication of Pollution Prevention Achievements, which lists all the things that are being done correctly. Mr. Kulbacki stated that they wanted to point out the good things being done.

Vice Chairman Connolly asked if the WWTP can test for the specific pollutants as listed in the Appendix. Mr. MacLean stated that they have to scan for these materials at least once a year and can pick up on certain materials and try to find the source.

Ms. Griffin noted that Appendix 2 is for sewer line construction which is the information given to developers and contractors as to the Town's expectations.

Chairman Walsh referred to Appendix 3 and asked about the 3 year certificate of occupancy requirement. Mr. Kulbacki stated that this is based on Planning & Zoning standards for changes in use.

Chairman Walsh moved on to the Sewer Rates and asked for any questions from the audience.

John Schumacher, (Hanover resident since 1972) 8 Bacchus Circle, provided copies of his sewer bills for two of his properties; one located at 32 Lebanon Street and the other at 34 Lebanon Street. He noted that in 2002, they expanded the property at 32 Lebanon Street. In comparing the bills, he noted a huge discrepancy with the amount that he is being charged for the water that is going in to the property. He stated that the water usage is basically the same between the two units and that the cost per cubic foot is \$3.29 for the old section and the new section is now \$6.29. Mr. Kulbacki stated that charges are based on the fixtures in the building and the peak flow and not on the pipe size. He noted that sprinkler lines are plumbed separate from the meter and he doesn't know the fixture counts; it may be a matter of finding out if the correct size meter is being used. The pipes are sized on the peak flow versus average flow and the strength of flow. Mr. Kulbacki thinks that one of the meters might be oversized and it may have been a requirement due to sprinkler flow. Mr. Kulbacki suggested that Mr. Schumacher speak with Don Ware (Utility Works Engineer at Public Works) to look at the meter size because they have instituted a meter program to deal with the sizing issue.

Mr. Schumacher noted that for other communities, there are separate meters for the water going into the sewer bed. He stated that there are meters that people can put on their garden hoses to calculate the water that is not going into the sewer bed and is wondering why this isn't being done in Hanover. Mr. Kulbacki stated that this isn't done here because you have to make sure the meters are calibrated and the Town's sewer rates are not very high. Mr. Kulbacki didn't feel it would save as much money as one might think. He noted that the average family uses 167 gallons/day. To provide this service to residents, it would be a lot more work and it would cost around \$150/meter per household and in the end, there might not be a savings. Chairman Walsh recalls previous conversations about this and the conclusion was that it would not create a significant savings. Mr. Schumacher felt that there were certain high users where it may make a difference.

Chairman Walsh wanted to make sure it is clear how the annual base capacity charge relates to the meter size. Mr. Kulbacki stated that this will be addressed by the Water Use Ordinance.

Chairman Walsh invited Ms. McClain to speak to the Board regarding the rest of the proposed Rate and Fee Schedule changes. Ms. McClain approached the Board and noted that the State adopted their budget after the Town approved their Rate and Fee Schedule. The changes are to increase the cost for vital statistics (birth certificates, etc.) from \$12 to \$15 and for additional copies the rate increased from \$8.00 to \$10.00. The town does the processing of these records and the State receives the funds collected.

Chairman Walsh noted a \$5 increase for the licenses and asked how much of that money goes back to the State. Ms. McClain reported that the entire increase goes back to the State.

Ms. McClain stated that changes to the NH State Retirement Fund contributions reflect the actual State contribution which was set at 25% but was originally anticipated to go to 20%.

Ms. Griffin stated that they are setting the sewer rate fees back effective July 1. Ms. McClain's recommendation is to make them retroactive. Selectman Rassias stated that this seems to come back more frequently on this specific issue. Chairman Walsh stated that his rationale was that they were hoping to get this done after Town Meeting for July 1. Selectman Doherty stated that this is a slippery slope when they are asking for retroactive funds on a frequent basis. Ms. Griffin stated that they really wanted to wait until the full Board could approve this and to have it done in conjunction with the Ordinance approval.

**Selectman Doherty MOVED to adopt the final Sewer Use Ordinance. Chairman Walsh SECONDED.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT THE FINAL SEWER USE ORDINANCE.**

**Selectman Doherty MOVED to adopt the Rate and Fee Schedule Modifications for Sewer Fees, Vital Statistics and Special Police Services Details for FY2010-2011 as presented, retro to July 1, 2010. Chairman Walsh SECONDED.**

**THE BOARD VOTED TO ADOPT THE RATE AND FEE SCHEDULE MODIFICATIONS FOR SEWER FEES, VITAL STATISTICS AND SPECIAL POLICE SERVICES DETAILS FY2010-2011 AS PRESENTED, RETRO TO JULY 1, 2010.**

Chairman Walsh closed the Public Hearing.

### **3. DISCUSSION REGARDING NHMA 2011-2012 LEGISLATIVE POLICIES.**

Ms. Griffin noted that Vice Chairman Connolly will represent the Board on Friday, September 17<sup>th</sup>. The Board reviewed each item that the NHMA requested the Board's position on.

The following are Recommended Action Policies:

1. To see if NHMA will SUPPORT continuing to work with legislators and the NHRS Board members about pending retirement fund deficiencies and offer ways to assure the long-term health and solvency of the New Hampshire Retirement System, including changes to the benefit structure and the governance structure of the system.
2. To see if NHMA will SUPPORT eliminating the 3-mill rate from the minimum motor vehicle permit fee under RSA 261:153 for vehicles older than five years, so the minimum fee would be 6 mills on each dollar.

3. To see if NHMA will SUPPORT the elimination of the recently added so called “evergreen clause” (RSA 273-A:12, VII) from RSA 273-A.
4. To see if NHMA will SUPPORT repeal of the so-called “pollution control exemption” (RSA 72:12-a), or in the alternative, to amend the status a) to exclude any devices that are required by law, b) to require that the primary purpose of the device is to control pollution, and c) to impose a term limitation on any exemption granted.

The following are Recommended Priority Policies:

5. To see if NHMA will SUPPORT an increase in the road toll (gas tax) under RSA 260:32, so long as all additional revenues are used for highway purposes and at least 12 percent of such additional revenues are distributed to cities and towns.
6. To see if NHMA will SUPPORT amendments to RSA 91-A allowing municipalities to recover the actual costs of retrieving, reviewing and reproducing documents and clarifying the level of specificity required when requesting public records.
7. To see if NHMA will SUPPORT legislation to strengthen RSA 674:54 to permit municipalities to require that development of property for governmental uses, excluding transportation and telecommunications facilities, be subject to local land use regulations.

The following are Recommended Standing Policies:

8. To see if NHMA will SUPPORT legislation to amend all public notice requirements to allow the choice of electronic notification and/or newspaper print, as well as posting in public places, for official public legal notification.
9. To see if NHMA will SUPPORT legislative and administrative proposals to limit or eliminate the diversion of highway funds for non-highway purposes, and further, to see if NHMA will continue to SUPPORT working with legislature and the Department of Transportation on alternative funding sources that will assure the maintenance of existing state and local transportation infrastructure and great focus and financial support for public transportation, including rail and bus services.
10. To see if NHMA will SUPPORT legislation redefining the term “charitable” in RSA 72:23-l, adopting a stricter review of property owned by religious, charitable and educational entities for compliance with the statutes, and creating a method of reimbursement to municipalities for state-owned property and OPPOSE legislation which requires the granting of additional local property tax exemptions, unless the state reimburses municipalities for the loss of revenue.
11. To see if NHMA will SUPPORT legislation to authorize municipalities to utilize, for any municipal purpose, the space designated for municipal good upon all poles, conduit and other structures within their rights-of-way without paying unreasonable make-ready costs. This includes the right to use that space for data and voice transmission to, from,

and by the municipal government, schools, library, and other governmental institutions. It also includes a requirement that the owners of utility poles and conduit do the necessary work for that space to be available.

12. To see if NHMA will OPPOSE legislation which will downshift state costs or state program responsibilities, either directly or indirectly, to municipalities and/or counties, resulting in increased municipal and/or county expenditures, whether in violation of Article 28-a or not, and SUPPORT adequate state funding of Medicaid costs.
13. To see if NHMA will OPPOSE mandatory binding arbitration as a mechanism to resolve impasses in municipal employee collective bargaining.
14. To see if NHMA will OPPOSE any exemption from the property tax for poles, wires, and conduits owned by telecom companies.
15. To see if NHMA will SUPPORT asking the state to use the following principles when addressing the State's revenue structure in response to its responsibility to fund an adequate education:
  - a) That revenues are sufficient to meet the state's responsibilities as defined by constitution, statute and common law;
  - b) That revenue sources are predictable, stable and sustainable and will grow with the long term needs and financial realities of the state;
  - c) That changes to the revenue structure are least disruptive to the long-term economic health of the state;
  - d) That the revenue structure is efficient in its administration;
  - e) That changes in the revenue structure are fair to people with lower to moderate incomes.

To see if NHMA will SUPPORT legislation prohibiting retroactive changes to the distribution formula for adequate education grants after the notice of grant amounts has been given.

To see if NHMA will OPPOSE reductions in state revenue to political subdivisions, such as revenue sharing, meals and rooms tax distribution, highway block grants, water pollution moneys, adequate education grants, or catastrophic aid.

16. To see if NHMA will OPPOSE mandating the exclusive use of the unit method of valuation in the appraisal of utility property, by either administrative or legislative action, and SUPPORT the right of municipalities to use any method of appraisal upheld by the courts.
17. To see if the NHMA will OPPOSE legislation to increase the 60% bond vote requirement for official ballot communities.



18. To see if NHMA will OPPOSE any proposals to mandate employee benefits, including any proposal to enhance retirement system benefits which may increase employer costs in future years for current or future employees.
19. To see if NHMA will SUPPORT legislation to continue to allow municipalities to incur debt for the purpose of removing overhead utilities, and replacing them with underground utilities.

#### Municipal Administrative and Finance – Recommended Action Policies

1. To see if NHMA will SUPPORT legislation that prohibits the use of income and expense information by a taxpayer in any appeal of value if the taxpayer, after request by the municipality, has not submitted the requested information.
2. To see if NHMA will SUPPORT legislation imposing a fine for failure to submit current use information as needed to update municipal records.
3. To see if NHMA will SUPPORT legislation giving welfare liens arising under RSA 165:28 priority over other liens, other than property tax liens.
4. To see if NHMA will SUPPORT legislation to reduce to one the number of required session that the supervisors of the checklist must meet prior to town elections.
5. To see if NHMA will SUPPORT legislation to eliminate the requirement that absentee ballots cannot be counted prior to 1:00 p.m., but allow them to be counted throughout the time when polls are open.
6. To see if NHMA will SUPPORT legislation to change RSA 80:59 to read: “The real estate of every person or corporation shall be subject to the tax lien procedure by the collector, in case all taxes against the owner shall not be paid in full on or before December 1 next after its assessment, provided that the municipality has adopted the provisions of RSA 80:58-86 in accordance with RSA 80:87. A real estate tax lien imposed in accordance with the provisions of RSA 80:58-86 shall have priority over all other liens.”
7. To see if NHMA will SUPPORT the exemption from state child care licensing for municipal recreation department programs and also SUPPORT the exemption from state camp licensing for municipal recreation department programs.
8. To see if NHMA will SUPPORT legislation clarifying that to run for and hold a local elected office, one must be a registered voter.
9. To see if NHMA will SUPPORT amending RSA 33:8 and/or RSA 33:8-a to permit warrant articles requesting authorization of bonds or notes in excess of \$100,000 to appear on the “Official Ballot” for any annual or special town meeting at the discretion of the governing body.

Chairman Walsh is against #9 because he felt the conversation that happens at Town Meeting before voting on a bond issue is valuable. He would be more in favor of legislation which would enable an official ballot at Town Meeting where the conversation could take place on the bond issue and the voting could take place all day, on the following day. He is especially against it after the legislature chose not to enable the process for the Water Company Municipalization. Vice Chairman Connolly will vote against this item.

10. To see if NHMA will SUPPORT legislation to allow municipalities to establish, by vote of the legislative body, revolving funds for their solid waste programs, including solid waste collection, disposal, and the operation of any municipally operated transfer station, in addition to recycling.
11. To see if NHMA will SUPPORT legislation to permit governing bodies to state their position on any warrant article where they are not currently required to state a position.
12. To see if NHMA will SUPPORT legislation prorating the disabled exemption under RSA 72:37-b when a person entitled to the exemption owns a fractional interest in the residence, in the same manner as is allowed for the elderly exemption under RSA 72:41.
13. To see if NHMA will SUPPORT legislation authorizing cities and towns, school districts, and counties to create irrevocable trusts to prefund OPEB liabilities.
14. To see if NHMA will SUPPORT legislation to amend RSA 76:11-a to allow those municipalities which have adopted the deaf exemption to include the word “deaf” following the word “blind” in the information contained on tax bills.
15. To see if NHMA will SUPPORT an amendment to RSA Chapter 41 to give towns the option of authorizing the governing body to appoint or elect town clerks and town clerk/tax collectors.
16. To see if NHMA will SUPPORT legislation to waive municipal recording fees for the establishment and release of elderly deferrals at the county Registry of Deeds.

#### Planning and Environmental Quality – Recommended Action Policies

1. To see if NHMA will SUPPORT the repeal of 2009 N.H. Laws 31:2 and 31:3, which amended RSA 676:4, I(b) and (d), regarding identification and notification to owners of upstream dams on applications and plans submitted to municipal planning boards.
2. To see if NHMA will SUPPORT legislation that avoids the need for dual appeals of planning board decisions to the superior court under RSA 677:15 and to the ZBA under RSA 676:5, III.

### Recommended Priority Policies

3. To see if NHMA will SUPPORT legislation that a) recognizes municipal authority over land use and environmental matters, b) limits state preemption of local environmental regulation to those matters on which there is compelling public need for uniform state regulation or which municipalities do not have the expertise or resources to regulate, and recognizes that even when local environmental regulation is pre-empted, compliance with other local laws, such as zoning and public health ordinances and regulations is still required.
4. To see if NHMA will SUPPORT amending RSA 79-A, Current Use Taxation, to clarify that no person or entity is exempt from the land use change tax.
5. To see if NHMA will SUPPORT legislation supporting municipalities' ability to collect impact fees or exactions for improvements to state highways.
6. To see if NHMA will SUPPORT permanent funding for the Land and Community Heritage Investment Program and will OPPOSE any subsequent diversion of such funds to other uses.
7. To see if NHMA will SUPPORT legislation encouraging state and federal programs that provide incentives and assistance to municipalities to adopt energy use and conservation techniques that will manage energy costs and environmental impacts, promote the reasonable use of renewable energy sources, and promote energy conservation, so long as such legislation does not override local regulation.
8. To see if NHMA will SUPPORT legislation encouraging statewide programs that provide incentives and assistance to municipalities to adopt land use planning and regulatory techniques that will better prevent sprawl, retain existing tracts of open space, and preserve community character. This policy includes SUPPORT for continued funding for the Housing and Conservation Planning Program.
9. To see if NHMA will SUPPORT reliable enforcement of scientifically based health and environmental standards for the management of sludge, septage, and biosolids; will SUPPORT the funding of the NH Department of Environmental Services and the New Hampshire Department of Agriculture, Markets and Food at a level allowing full and adequate development and increase in the amount of state aid grants or other financial assistance for wastewater treatment plant upgrades to improve the quality of biosolids produced from Class B to Class A biosolids; will OPPOSE any state legislation that would curtail the ability of municipalities to dispose of municipally-generated biosolids through land spreading, when done in accord with such scientifically based health and environmental standards; and will OPPOSE any preemption of local authority to regulate in this field.
10. To see if NHMA will OPPOSE any legislative attempt to undermine the basic goals of the current use program and will OPPOSE any reduction in the 10-acre minimum size

requirement for qualification for current use, beyond those exceptions now allowed by the rules of the Current Use Board.

### Legislative Principles

1. Consider unfunded mandate issues that violate Part 1, Article 28-a of the New Hampshire Constitution to be paramount. Identify them and oppose them.

Chairman Walsh stated that Legislative Principle # 1 is focused on unfunded mandates. He noted that the State can argue whether items are unfunded mandates but the fact is that the State should not be doing anything that increase local property taxes unless the State is willing to collect those taxes and make it clear that to the taxpayers that they are taxed by the State (versus the Town). Chairman Walsh asked Vice Chairman Connolly to express the Board's concern over this issue. His concern surrounds transparency and the tax rate impacts should be visible to the taxpayers.

Selectman Christie noted that 4% (cumulative for the last 2 years) of the property tax is attributable to State actions. Vice Chairman Connolly noted that this was exclusive of the School portion.

2. Work to maintain existing revenue streams to municipalities, (i.e. revenue sharing, meals and rooms, highway, and other state aid). Be especially watchful of proposals to reduce local aid in order to meet other funding commitments.
3. Advocate to maintain existing local authority.
4. Support issues which provide greater authority to more effectively, efficiently and flexibly govern at the local level, including local option legislation. If the legislature is considering adopting a program that is particularly controversial at the local level, support a requirement that a local legislative body vote is necessary before full implementation of the measure.
5. Support bills proposed by individual municipal members, except when they conflict with those principles or other NHMA policies. Staff should prioritize time and resources when there are competing demands in order to focus on NHMA's broad agenda first.
6. Encourage exemptions from state taxes rather than local property taxes when legislative intent is to preserve statewide resources.
7. Advocate for municipal representation on all state boards, commissions, and study committees which affect municipal government and have non-legislative members.
8. Work cooperatively with other groups and associations to support efforts to improve the delivery of services at the local level.

9. Support municipal efforts toward effective regional cooperation and delivery of municipal services.
10. Support efforts to develop a statewide technology network that fosters increased communication and greater compatibility among levels of government and within and between agencies in all levels of government.

#### Floor Policy Proposals

1. Town of Auburn, Town Administrator – To see if the NHMA will OPPOSE any change in current state statutes (RSA 72:11, RSA 79-A or RSA 79-B at a minimum) which would eliminate or reduce the current obligation of public water entities whose land holdings are in another municipality from paying that municipality a payment in lieu of taxes (PILOT) that is equal to what the property taxes would be for that property.

Chairman Walsh stated that he would be neutral on this floor proposal. Vice Chairman Connolly expressed her support.

2. Town of Conway, Board of Selectmen – To see if the NHMA will SUPPORT legislation to require that draft rules be returned to the relevant policy committee prior to submission to the Joint Legislative Committee on Administrative Rules to ensure they accurately reflect the policy committee's intent.

Chairman Walsh has no opinion on this proposal. Vice Chairman Connolly would support this because she felt it would avoid some unpleasant legislation.

3. City of Lebanon, Mayor Georgia Tuttle – To see if NHMA will SUPPORT legislation to permit municipal assessing offices to request financial information related to the rental income and rental expense of commercial and industrial property from those property owners.

Vice Chairman Connolly would support floor policy proposal #3.

4. Town of Moultonborough, Town Administrator – To see if NHMA will SUPPORT legislation to allow the governing body of a community to adjust the partial payment of the taxes assessed on April 1 in any tax year by taking the prior year's assessed valuation times one-half of the previous year's tax rate, and an amount sufficient to collect any extraordinary increase or decrease in the Statewide Education Property Tax.

Betsy McClain stated that the Town of Hanover was affected by this when the State took revenue away. The tax bill is set in October and the 2<sup>nd</sup> payment plays catch-up on the whole year. This is an attempt at trying to identify for the first bill some inflator to recover additional income and it's not something that is going to be easily calculated.

Chairman Walsh pointed out that this is trying to fix the State's inability to accurately collect its own taxes. Ms. Griffin stated that this may be a benefit for the taxpayer in terms of anticipating what they are going to owe.

5. Town of New Ipswich, Board of Selectmen – To see if NHMA will SUPPORT additional wording to 105:9 III that the decision to assign details can be overridden by a unanimous vote of the Board of Selectmen when the work involves details in the Town.

105:9 Police Attendance at Public Meetings or Functions –

- III. The Chief of Police shall have the authority to assign police details to attend any public meetings or functions which he determines may potentially:
  - (a) Involved traffic-related problems; or
  - (b) Lead to a public disturbance or public nuisance; or
  - (c) Endanger public health, safety or welfare.

Chairman Walsh suggested that the Board abstain on floor proposal #5.

6. Town of New Ipswich, Board of Selectmen – To see if NHMA will SUPPORT change to RSA 72-B:1 I to raise the Excavation Tax significantly (e.g., .20 per yard) or failing that to eliminate the Excavation Tax of .02 per yard entirely.

The Board noted that the Town of Hanover has not had an issue relative to floor proposal #5.

7. Town of Seabrook, Board of Selectmen – To see if NHMA will SUPPORT legislation to provide that expansion of gambling in New Hampshire be allowed and based on local home rule, rather than State Legislative decisions.

Chairman Walsh opposes floor proposal #7.

8. Town of Sharon, Selectmen – To see if NHMA will SUPPORT the establishment of a legislative committee to study the repeal of RSA 128 relating to Town Health Officers and the re-enactment of RSAs 125:1 and 125:2 or enactment of new legislation providing for a NH Health Department staffed by medical professionals, and funding of same.

Ms. Griffin stated that she felt it would be in the Town's interest to support this. Chairman Walsh is against it because he can't imagine that the State would serve the citizens of Hanover better than the current set up. He can't imagine it would be sufficiently well funded or staffed to be meaningful. Vice Chairman Connolly clarified that this proposal was to form a legislative committee to study the possibility.

9. Town of Sunapee, Town Manager – To see if NHMA will TAKE NO POSITION on the collection of the statewide property tax.

Ms. Griffin stated that this is a problem that the NHMA finds themselves in this position because they are torn between members who support and oppose the issue surrounding statewide

property tax. Chairman Walsh felt that they should oppose this and if the State wishes to use the property tax to raise funds, they should collect those funds directly and the towns and cities can make their grand list available for this purpose. Vice Chairman Connolly stated that the cities and towns want to collect the taxes to gain the interest on the money. Ms. Griffin noted that there is not much money being gained on the float of the money, unlike years past.

**4. DISCUSSION REGARDING PROPOSED FY 2010-2011 GOALS AND OBJECTIVES.**

Chairman Walsh suggested wording to item #2 to state “create with Town administration” the component of the total compensation policy statement which would inform compensation decisions for FY 2011-2012.

Selectman Christie felt that items 4 and 5 on the list should become part of their standards policy and not remain on the Goals and Objectives list. (Item 4 is relative to supporting implementation of sustainability projects and Item 5 is relative to supporting the Affordable Housing Commission). The deliverable item for #5 is a written review of the Gile project.

Chairman Walsh asked about the origin of meeting procedures. The Board decided to focus on a Code of Ethical Conduct and remove “meeting procedures.”

Ms. Griffin stated that the Selectmen’s goal to assess strategies to address the widening gap between revenue available and operating expenses, etc. was based on previous discussions with the Board in trying to determine the taxpayer’s ability to pay. Ms. Griffin was going to change to wording to reflect Hanover and Grafton County versus New Hampshire Communities to further define the goal/objective.

Chairman Walsh suggested that the first item listed under Administration as a Goal and Objective is not specific to this year but to every year (relative to preparing a letter to the Hanover citizens indicating the drivers behind any General Fund tax rate increase). The second item to review and adopt the revised sewer rates has just been completed.

Vice Chairman Connolly reported that the Planning and Zoning Board may wish to speed up the Select Board’s goal of providing a simple complaint driven rental housing inspection and licensing program.

Chairman Walsh asked that the giving policy be changed to “support policy.”

**Vice Chairman Connolly MOVED to approve the Goals/Objectives as modified. Chairman Walsh SECONDED.**

**THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE GOALS/OBJECTIVES LIST AS MODIFIED.**

**5. RECOMMENDATION TO ADOPT HOWE LIBRARY JOB TITLE, COORDINATOR OF PROGRAMMING, PUBLIC RELATIONS AND OUTREACH, LABOR GRADE 15.**

**Selectman Doherty MOVED to adopt the Howe Library Job Title, Coordinator of Programming, Public Relations and Outreach position, Labor Grade 15. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT THE HOWE LIBRARY JOB TITE, COORDINATOR OF PROGRAMMING, PUBLIC RELATIONS AND OUTREACH POSITION, LABOR GRADE 15.**

**6. RECOMMENDATION TO APPROVE SEWER ABATEMENT REQUEST.**

**Selectman Christie MOVED to approve the Sewer Abatement Request, as recommended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE SEWER ABATEMENT REQUEST, AS RECOMMENDED.**

The abatement request came as a result of a person signing a letter who was unknown to the property owner which was never forwarded on. The abatement request was in the amount of \$95.15.

**7. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE COPIER LEASES FOR FIRE AND PLANNING & ZONING.**

**Vice Chairman Connolly MOVED to authorize the Town Manager to execute copier leases for Fire and Planning & Zoning. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE COPIER LEASES FOR FIRE AND PLANNING & ZONING.**

**8. APPOINTMENT OF BALLOT CLERKS.**

**Chairman Walsh MOVED to appoint the ballot clerks. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT THE BALLOT CLERKS.**

The following people were appointed as ballot clerks for tomorrow's State primary:



<u>Ballot Clerk</u>	<u>Ballot Clerk</u>	<u>Ballot Clerk</u>	<u>Assistant Moderators (Ballot Box Monitors and Counters</u>
Ann Cioffi	Alison Gorman	Walter Noll	Willy Black
Bruce Baker	Walter Eaton	Joan Garipay	Mimi Curphey
Elizabeth Crory	Mary Proom	Maris Noble	Michael Tischbein
Joan Fowler	Jan Assmus		Virgil Lunardini
John Harrison, Jr.	Joyce Noll		Elaine Hawthorne
Nancy Bean	Becky Lahaye		Vail Haak
Phoebe Hickin	Janice Fischel		John Lahaye
Robin Ng	Katie Eaton		Rebecca Kazal
Vickie French	Peregrine Spiegel		

**9. BANNER REQUESTS:**

- The Upper Valley Haven
- The Family Place
- Fire Department – Change Your Clocks, Change Your Batteries

**Selectman Doherty MOVED to approve the Banner Requests of The Upper Valley Haven, The Family Place and the Fire Department. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF THE UPPER VALLEY HAVEN, THE FAMILY PLACE AND THE FIRE DEPARTMENT.**

**10. APPROVAL OF MINUTES:**

- August 9, 2010

Vice Chairman Connolly had one small change to the Minutes of August 9, 2010.

**Vice Chairman Connolly MOVED to approve the Minutes of August 9, 2010, as amended. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED TO APPROVE THE MINUTES OF AUGUST 9, 2010. (Chairman Walsh abstained from the vote).**

**11. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that staff is busy dealing with tying up the capital improvement projects over the summer. The Department of Public Works will be finishing up a lot of road projects. Ms. Griffin stated that she is anticipating the start of the next legislative session with concern over further downshifting of costs. The NH Retirement System Board meets to assess the rates for July, 2011 based on the actuaries' recommendations.

## **12. SELECTMEN'S REPORTS.**

### **Peter Christie**

Selectman Christie reported that there was an organizational meeting for the Trescott Company. Selectman Christie reported that today's Finance Committee Meetings were postponed until next week and their next discussion will be primarily focused on school budgets.

### **Kate Connolly**

Vice Chairman Connolly reported that the Planning Board had a hearing regarding Mr. Penfield's project on Curtiss Road which included a sidewalk which was determined to be unnecessary. Vice Chairman Connolly reported that the hearing went very smoothly.

Vice Chairman Connolly reported that tomorrow night, the Planning Board will hear from David Clem who is proposing River Park in West Lebanon which is a very large project which will affect traffic in Hanover. This presentation is part of a Regional Impact Study required for this project.

Vice Chairman Connolly reported that the Town of Hanover was reportedly the 2<sup>nd</sup> best community to retire in as cited in Money Magazine. There were pictures of a couple of Hanover residents which were good to see.

### **Judy Doherty**

Selectman Doherty reported that the Affordable Housing meets this Thursday at 7 p.m. in the Boardroom. Selectman Doherty noted that they will have a representative from the United Valley Interfaith Project who will speak about their concerns about the lack of affordable housing.

Chairman Walsh noted that the transition to the Evergreen program at The Howe Library appeared flawless. Selectman Doherty noted that there were a couple of small things internally but seamless for the users. This initiative resulted in more features and increased services at no increased cost. Chairman Walsh would like to do a Tip of the Hat to the parties involved in the process of transitioning The Howe Library to the Evergreen program. Ms. Griffin noted that this was primarily Pam Smith.

### **Athos Rassias**

Selectman Rassias reported that the Bike & Pedestrian Committee continues to be very active and are working on guidelines for the entire town. They are working on priority setting for the next 1 to 5 years. They are reinvigorating efforts to look at Park Street and should be presenting to the Board of Selectmen at an upcoming November meeting.

Selectman Rassias reported that the Hanover Conservation Commission had a long and comprehensive meeting reviewing their plant swap experience to exchange invasives for native plants. The Trails Committee is very active as well.

### **Brian Walsh**

Chairman Walsh noted that someone who asked to be appointed to a Board or Commission hasn't heard from anyone. Ms. Griffin noted that they have a list that the Board will appoint at the next meeting but she will reach out to that person.

Chairman Walsh reported that on Tuesday, October 5<sup>th</sup> at 4:30 @ Rockefeller (Dartmouth College) there will be a NH budget panel "Putting Our Money Where Our Mouth Is." The panel will include Steve Norton (Exec. Director for the NH Senate Republic Policy Studies), Lisa Shapiro (Chief Economist at Gallagher & Cantrell) & Brian Walsh – moderated by Kathy Cilbrith.

### **13. OTHER BUSINESS.**

Doug Hackett, Communications Director – Hanover Police Department, stated that he has representatives from the State of NH Bureau of Communications present to discuss mapping the Town of Hanover through the 911 system. Hanover has a non-standard addressing system. When someone calls 911, currently no map appears to show where the house is located.

Mr. Hackett introduced Kenny Dempsey and Mike Kelliher (State of NH Bureau of Communications) to answer any questions the Board may have. He noted that this is a free service provided by the State. Ms. Dempsey reported that 65% of the State has been mapped. The State is trying to have towns sign up for this service and the Board's approval is needed in order to include the Town of Hanover. There is a waiting list and it could be 2 years before they would be able to send a field crew around. Workers would go to every addressable structure in town with GPS and the houses would be located specifically on the map where a 911 call was generated from. Mr. Kelliher stated that it would be a benefit for the Town and the State to have the Town of Hanover mapped because they would use the system to locate cell calls and in turn they would provide maps to the Town free of charge for their emergency responders. Cell calls make up 60% of the calls that come in to the 911 center and this data has been utilized extensively over the years. It has become more essential to have the data analysis.

Chairman Walsh asked if any towns have turned this service down. Mr. Hackett stated that no other towns have turned this down but there will be a couple of issues brought back to the Town, such as similar sounding street names. One example is Chandler Drive vs. Chandler Road – these are 2 streets, miles apart. He noted that in Swanzey, NH there is a court case after NH911 mapped Swanzey and there were recommendations to change street names in several places, they didn't make the changes, there was a house fire and a person died. The liability is there currently because these situations already exist in town. There are other situations such as South Main Street and North Main Street which are non-complying names and this would not be something that they would change because the roads are close in proximity. Mr. Hackett stated that he can

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come to the Town to ask for guidance with specific streets before the road mappers start the process. This is a situation they have been looking to address for a long time.

Chairman Walsh felt that this sounded like an opportunity. Mr. Hackett noted that some roads have odd and even numbers on the same sides of the street which is confusing for mutual aid responders.

Ms. Griffin felt that the State's recommendations will work as backup when approaching residents about renaming roads or changing numbers. Selectman Christie suggested having all road name issues addressed at one time. Mr. Kelliher suggested doing this in steps because otherwise you'll have all neighborhoods present to discuss their particular road and it's harder to accomplish changes.

**Chairman Walsh MOVED to support the State of New Hampshire Bureau of Communications in their effort to map the Town of Hanover in order to update information for the 911 system, as described. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY VOTED TO SUPPORT THE STATE OF NEW HAMPSHIRE BUREAU OF COMMUNICATIONS IN THEIR EFFORT TO MAP THE TOWN OF HANOVER IN ORDER TO UPDATE INFORMATION FOR THE 911 SYSTEM, AS DESCRIBED.**

Ms. Griffin announced that there would be a dinner at the HOOD Museum on Friday, October 8<sup>th</sup> @ 6 p.m. to honor Brian Kennedy who is heading to the Toledo Museum of Art and she would need RSVPs from the Board.

#### **14. ADJOURNMENT.**

**Selectman Doherty MOVED to adjourn the meeting. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:45 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Selectman Doherty MOVED to adopt the final Sewer Use Ordinance. Chairman Walsh SECONDED.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT THE FINAL SEWER USE ORDINANCE.**

2. **Selectman Doherty MOVED to adopt the Rate and Fee Schedule Modifications for Sewer Fees, Vital Statistics and Special Police Services Details for FY2010-2011 as presented, retro to July 1, 2010. Chairman Walsh SECONDED.**

**THE BOARD VOTED TO ADOPT THE RATE AND FEE SCHEDULE MODIFICATIONS FOR SEWER FEES, VITAL STATISTICS AND SPECIAL POLICE SERVICES DETAILS FY2010-2011 AS PRESENTED, RETRO TO JULY 1, 2010.**

3. **Vice Chairman Connolly MOVED to approve the Goals/Objectives as modified. Chairman Walsh SECONDED.**

**THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE GOALS/OBJECTIVES LIST AS MODIFIED.**

4. **Selectman Doherty MOVED to adopt the Howe Library Job Title, Coordinator of Programming, Public Relations and Outreach position, Labor Grade 15. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT THE HOWE LIBRARY JOB TITE, COORDINATOR OF PROGRAMMING, PUBLIC RELATIONS AND OUTREACH POSITION, LABOR GRADE 15.**

5. **Selectman Christie MOVED to approve the Sewer Abatement Request, as recommended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE SEWER ABATEMENT REQUEST, AS RECOMMENDED.**

6. **Vice Chairman Connolly MOVED to authorize the Town Manager to execute copier leases for Fire and Planning & Zoning. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE COPIER LEASES FOR FIRE AND PLANNING & ZONING.**

7. **Chairman Walsh MOVED to appoint the ballot clerks. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT THE BALLOT CLERKS.**

8. **Selectman Doherty MOVED to approve the Banner Requests of The Upper Valley Haven, The Family Place and the Fire Department. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF THE UPPER VALLEY HAVEN, THE FAMILY PLACE AND THE FIRE DEPARTMENT.**

9. **Vice Chairman Connolly MOVED to approve the Minutes of August 9, 2010, as amended. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED TO APPROVE THE MINUTES OF AUGUST 9, 2010. (Chairman Walsh abstained from the vote).**

10. **Chairman Walsh MOVED to support the State of New Hampshire Bureau of Communications in their effort to map the Town of Hanover in order to update information for the 911 system, as described. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY VOTED TO SUPPORT THE STATE OF NEW HAMPSHIRE BUREAU OF COMMUNICATIONS IN THEIR EFFORT TO MAP THE TOWN OF HANOVER IN ORDER TO UPDATE INFORMATION FOR THE 911 SYSTEM, AS DESCRIBED.**

11. **Selectman Doherty MOVED to adjourn the meeting. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:45 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**August 9, 2010**

**7:30 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:30 p.m. by Vice Chairman Katherine Connolly. Present were: Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman and Julia Griffin, Town Manager. Absent: Brian Walsh, Chairman.

**1. PUBLIC COMMENT.**

Vice Chairman Connolly asked for any Public Comment. There were no comments from the public.

**2. REVIEW AND APPROVAL OF WATER RATE AGREEMENT BETWEEN THE TOWN OF HANOVER AND DARTMOUTH COLLEGE.**

Ms. Griffin stated that this was a straightforward agreement between the Town and the College.

**Selectman Christie MOVED to authorize the Town Manager to sign the Water Rate Agreement between the Town of Hanover and Dartmouth College. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO SIGN THE WATER RATE AGREEMENT BETWEEN THE TOWN OF HANOVER AND DARTMOUTH COLLEGE.**

**3. RECOMMENDATION TO SET A PUBLIC HEARING ON SEPTEMBER 13, 2010 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011 FOR SEWER FEES, INCREASE THE FEES FOR VITAL RECORDS AND REVIEW THE PROPOSED SEWER USE ORDINANCE.**

Ms. Griffin stated that she provided the Board with the rate and fee schedule to review because it is a large document and there will be staff present to discuss it at the public hearing. Selectman Doherty asked what was new that hadn't been done before. Ms. Griffin stated that there is a formal industrial pre-treatment program included which the Town has not had before. Ms. Griffin noted that this will make the relationship with Lebanon very clear. Selectman Doherty clarified that the ordinance provides protection from upstream contributors. Ms. Griffin stated that this was the case and Peter Kulbacki and Kevin MacLean would be present at the public hearing to answer questions.

Selectman Christie felt it would be helpful for staff to highlight changes and the parts that are unique to Hanover. Ms. Griffin stated that she would forward along Peter Kulbacki's staff report

which will provide additional detail. Vice Chairman Connolly felt it would be helpful to know the sources of the streaming levels.

**Selectman Christie MOVED to set a public hearing on September 13, 2010 to consider and adopt the rate and fee schedule for FY2010-2011 for sewer fees, increase the fees for vital records and review the proposed sewer use ordinance. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO SET A PUBLIC HEARING ON SEPTEMBER 13, 2010 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011 FOR SEWER FEES, INCREASE THE FEES FOR VITAL RECORDS AND REVIEW THE PROPOSED SEWER USE ORDINANCE.**

- 4. RECOMMENDATION TO APPROVE ADMINISTRATIVE CORRECTION OF TAX YEAR 2010 SPRING BILL AS RECOMMENDED BY THE TOWN ASSESSOR, RELATED TO PREVIOUSLY APPROVED ABATEMENT.**

**Vice Chairman Connolly MOVED to approve the administrative correction of tax year 2010 spring bill as recommended by the Town Assessor, related to a previously approved abatement. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE CORRECTION.**

- 5. APPROVAL OF MINUTES:  
- July 12, 2010**

**Selectman Christie MOVED to approve the Minutes of July 12, 2010 as presented. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 1 ABSTAINED TO APPROVE THE MINUTES OF JULY 12, 2010. (Selectman Rassias abstained from the vote.)**

- 6. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that there is not much to report but there is a lot of construction throughout town. The work on Lyme Road is finished and the signals at Lyme Road and Park Street will be installed Thursday and Friday. She noted that Sanborn Road had two-way traffic recently during construction which was interesting. Vice Chairman Connolly noted that traffic was slow through Sanborn but it was partly due to the police officer directing traffic there.

Ms. Griffin noted that the pounding at the Visual Arts Center should be done in another week or two. She encouraged the Board to let her know of any complaints. By the end of August, things should be done.



Selectman Christie noted that the Town staff did a great job on Lyme Road. Ms. Griffin stated that she received an e-mail from a bicyclist asking to bring the lane to 6' width instead of the standard 5' allowance. Selectman Rassias noted that Peter Kulbacki has been very receptive to the input from the Bike and Pedestrian Committee. There had been some discussion by e-mail about Sand Hill and work was done in an attempt to make it safer for bicyclists and pedestrians. Selectman Rassias stated that the improvements to Lyme Road give it a very different appearance. Ms. Griffin noted that they haven't painted the bicycle lines yet.

## **7. SELECTMEN'S REPORTS.**

### **Peter Christie**

Selectman Christie reported that the Dresden and Hanover Finance Committee met today. John Hochreiter is stepping down in September so the process has been started to try to find a replacement. He commended Mr. Hochreiter's years of service.

Selectman Christie noted that the Committee voted on guidelines for the upcoming teacher contracts and determined that they would seek to level fund compensation to this year's contract. The money spent on total compensation would be the same going forward. The Committee also issued guidelines for next year's budget which is different from the teacher's contract – net assessment would equal the amount of money needed to be raised by taxes in the 0-2% range.

Selectman Christie reported that there will be an organizational meeting of Trescott Company tomorrow.

### **Kate Connolly**

Vice Chairman Connolly reported that the Planning Board's next meeting will be on August 30<sup>th</sup>. The Residential Committee has spent time walking through the neighborhoods in town. They will keep working on this well into the fall. The last Planning Board meeting was held to discuss the subject of changing the zoning in the area of Goose Pond.

Vice Chairman Connolly reported that the Mayor, a companion from the educational ministry and students from Nihonmatsu visited last weekend and it was a success with renewed friendships. Ms. Griffin noted that the host families did such a nice job with the visiting students. Vice Chairman Connolly noted that there have been about 140 Japanese students that have come to visit Hanover since they started the program.

### **Athos Rassias**

Selectman Rassias reported that there was a meeting with Town staff regarding the website. He noted that it was an impressive meeting with staff representing each department. He stated that the group will report back to the Board with recommendations for improvements to the website.

**Judy Doherty**

Selectman Doherty reported that the Affordable Housing Commission continues to meet through the summer and they have had a number of speakers. Bob Strauss has been doing a very good job orienting old and new members to highlight the different initiatives in the area that are working on affordable housing. The next meeting will be held on August 19<sup>th</sup> at 7 p.m. in the Municipal Boardroom.

Selectman Doherty reported that the Howe Library went live with their new on-line catalog. She gave kudos to the staff on this project which enhances and improves the services that could not have been offered before. There have been no major problems with going live. Ms. Griffin stated that the library staff are so very detail oriented and under the efforts of Pam Smith, it was a wonderful transition.

**8. OTHER BUSINESS.**

Ms. Griffin asked the Board to set the polling hours for September 14, 2010 from 7 a.m. to 7 p.m. for the State Primary.

**Selectman Doherty MOVED to set the polling hours for the State Primary on September 14, 2010 from 7 a.m. to 7 p.m. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO SET THE POLLING HOURS FOR THE STATE PRIMARY ON SEPTEMBER 14, 2010 FROM 7 A.M. TO 7 P.M.**

The Board determined the hours that they would be working the polls.

**9. ADJOURNMENT.**

**Selectman Christie MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 8:00 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Selectman Christie MOVED to authorize the Town Manager to sign the Water Rate Agreement between the Town of Hanover and Dartmouth College. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO SIGN THE WATER RATE AGREEMENT BETWEEN THE TOWN OF HANOVER AND DARTMOUTH COLLEGE.**

2. **Selectman Christie MOVED to set a public hearing on September 13, 2010 to consider and adopt the rate and fee schedule for FY2010-2011 for sewer fees, increase the fees for vital records and review the proposed sewer use ordinance. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO SET A PUBLIC HEARING ON SEPTEMBER 13, 2010 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011 FOR SEWER FEES, INCREASE THE FEES FOR VITAL RECORDS AND REVIEW THE PROPOSED SEWER USE ORDINANCE.**

3. **Vice Chairman Connolly MOVED to approve the administrative correction of tax year 2010 spring bill as recommended by the Town Assessor, related to a previously approved abatement. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE CORRECTION.**

4. **Selectman Christie MOVED to approve the Minutes of July 12, 2010 as presented. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 1 ABSTAINED TO APPROVE THE MINUTES OF JULY 12, 2010. (Selectman Rassias abstained from the vote.)**

5. **Selectman Doherty MOVED to set the polling hours for the State Primary on September 14, 2010 from 7 a.m. to 7 p.m. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO SET THE POLLING HOURS FOR THE STATE PRIMARY ON SEPTEMBER 14, 2010 FROM 7 A.M. TO 7 P.M.**

6. **Selectman Christie MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 8:00 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**July 12, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman (by speaker phone); Judith Doherty, Selectman and Julia Griffin, Town Manager. Absent: Athos Rassias, Selectman.

**1. PUBLIC COMMENT.**

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

**2. RECOMMENDATION TO APPROVE ACCEPTANCE OF EMPG GRANT TO PURCHASE EOC EQUIPMENT AND EMERGENCY VEHICLE REPEATERS, AND TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL RELATED DOCUMENTS.**

Doug Hackett (Hanover Communications Coordinator) and Paul Hatch from the Office of Emergency Management were present to speak to the Board about the Emergency Management Performance (EMPG) Grant. Sheryl Tallman was present to notarize the documents upon approval.

Mr. Hackett stated that the EMPG Grant has two components: 1) Enhancements to the Emergency Operations Center (EOC) and 2) Mobile Vehicle Repeaters.

Mr. Hackett reported that they conducted a test of the EOC and were graded by federal and state emergency management officials. It was noted that with all of the players in the room, it was difficult for everyone to stay updated with changes that were taking place in real time and they were trying to work on one computer monitor. They also noted that the group was not able to gain access to the State's WEBEoc program because the public safety network is a secured network.

Mr. Hackett stated that the EMPG Grant funds a 50/50 matching grant. This grant would address the concerns regarding the EOC for a total cost of \$3,645.00. The Town's share in this project is \$1,822.50.

The second component is to add Mobile Vehicle Repeaters to two first line fire engines. Mr. Hackett reported that the emergency communications system is deficient in covering the community on a portable level. In 2004, he hired Motorola to do a survey and the price tag was \$1.2 million which they have been unable to fund to date. He started looking for alternatives to provide more coverage at a lesser cost. There was an "active shooter" drill that took place last fall at the College and with that additional deficiencies were brought to light regarding the portables. There was no coverage inside the building and the dispatch center could not hear units

that were inside. The mobile vehicle repeaters would be attached to the existing radio in a responding truck which will provide a relay for the transmissions from the scene. Mr. Hackett stated that the intent is to start with Engine 4 and Engine 5; he would have the equipment installed in those vehicles and test them out to see if they give an extra boost. The new Baker Berry addition to the library is one area where there is no coverage once the portables are inside due to the alcove between the brick buildings. This upgraded equipment would provide seamless transmissions. The cost for this project is \$4,894.50 and the Town's share would be \$2,447.25. He noted that the funds were encumbered out of the '09-'10 budget. Mr. Hackett clarified that the money for the mobile vehicle repeaters would come out of the Fire Fund budget. Mr. Hackett reported that this is the 4<sup>th</sup> EMPG grant that they have successfully sought over the years and past grants provided furniture at the EOC in addition to cots and bedding.

Ms. Griffin stated that if approved, the Select Board would need to sign each document and initial each page and have it notarized.

Vice Chairman Connolly asked about the maximum coverage that would be achieved by adding this equipment. Mr. Hackett stated that it would depend on the area that they were trying to cover; open spaces versus the dense downtown area.

Ms. Doherty asked about the encumbered funds. Mr. Hackett stated that the money was encumbered as the grant process was finalizing around the end of the fiscal year.

Chairman Walsh asked whether the additional 100 watts was going to cover the other side of Moose Mountain. Mr. Hackett stated that it would help in that area but he noted that their biggest problem is downtown Hanover because of the architecture and density.

**Vice Chairman Connolly MOVED to accept the EMPG Grant to purchase EOC equipment and emergency vehicle repeaters, and to authorize the Town Manager to execute all related documents. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE EMPG GRANT TO PURCHASE EOC EQUIPMENT AND EMERGENCY VEHICLE REPEATERS, AND TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL RELATED DOCUMENTS.**

### **3. DISCUSSION REGARDING PROPOSED FY2010-2011 GOALS AND OBJECTIVES.**

Chairman Walsh stated that the Board annually reviews their goals and objectives for the upcoming year in addition to reviewing accomplishments over the last year.

Chairman Walsh read the list of Goals and Objectives for the past year for the Board's review:

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- Request the Town Manager to bring to the Board a base budget proposal which would require a town budget tax rate increase not to exceed a target to be established by the Board in November, which target is to be informed by the CPI and in conjunction with the Board's review of the next set of rolling five year projections for the Town's various funds. Along with this base proposal, provide the Board with a "deficiency list" of items that cannot be funded within the target and that represent a hardship if postponed as well as a "trade-offs list" which highlights those functions that could be eliminated in order to fund additional items. Through the budget review process develop a budget to present to Town Meeting which will maintain the quality of Town services while restraining property tax rate increases to cover Town expenses and that tie to a realistic five year projection.

Chairman Walsh noted that this task was completed and asked for input from the Board as to what should be included for next year.

Vice Chairman Connolly felt that the Board should excise or amend the reference of the CPI as an average from the preceding year as a frame of reference in terms of the budget.

Chairman Walsh stated that he felt that the CPI has served them just fine and noted that there were times during labor negotiations where it didn't serve them well but the constituents are most able to see and understand the budget pressures through the CPI.

Vice Chairman Connolly stated that the CPI frame of reference is what bothers her. Selectman Christie felt that after years of this same discussion, it seems to all work out in the end. He can see both sides of the argument. Selectman Doherty stated that she likes the fact that the target is "informed" by the CPI and not based on it.

Chairman Walsh noted that it will remain in place as guidance for Town staff to use to develop the Town budget.

Selectman Doherty stated that this was an area that was key to a number of projects including the website for town services where they are attempting to maintain the quality of town services while restraining the costs and every department will be looking at those kinds of initiatives. Chairman Walsh stated that the Town has always found ways to do things that have a real and visible payback.

- Further refine the draft comprehensive Capital Improvements Program utilizing a Joint Committee of the Board of Selectmen and Planning Board for adoption in FY2009-10, in preparation for development of an Impact Fee Ordinance.

Chairman Walsh noted that the status of this is that the draft CIP was completed in January and a preliminary joint meeting of the Board of Selectmen and the Planning Board was held in early February. The Joint Committee is now being called together for focused work in anticipation of finalizing the CIP for adoption in the late fall of 2010.

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Ms. Griffin noted that there will be an e-mail going out tomorrow to call the Joint Committee together. The original plan was to have the Joint Committee review the CIP and provide final feedback to both Boards as to make recommendations regarding improvements.

Vice Chairman Connolly noted that it is a lengthy document. Chairman Walsh recalls that the goal was to pull out the policy issues and what the required financing of those decisions would be over time so that the Board isn't approving a document full of ideas with no understanding of the financial consequences; the concept is to develop a framework for decision making.

Selectman Christie also wanted to see what the words mean in terms of action and whether the Town can afford it. Chairman Walsh assumed that there would be another joint meeting between the Select Board and the Planning Board. Ms. Griffin confirmed that this would be true.

- Continue to support implementation of sustainability projects and programs initially identified in the 2009 community workshop and currently being stewarded by the Sustainable Hanover Committee.

Chairman Walsh noted that the Sustainable Hanover Committee continues to work diligently on a number of projects and programs developed as a result of the community workshop held in February of 2009 as well as ongoing exploration of sustainability initiatives.

Chairman Walsh recalled one goal during the budget development was to make sure that sustainability was in the Town's thinking relative to purchases and projects. He would like to add a sentence stating that Town staff and the Sustainability Committee shall feel free to inform the budgeting process during the hearings.

Selectman Christie asked if this was something that was going to be brought up for FY2010-2011 or just an ongoing process of how the Board operates. Chairman Walsh felt that this should remain visible on the list and specifically he felt that the Streetlighting Policy and decisions should be added to the list.

Ms. Griffin noted that the Board has already approved the Streetlighting Policy but the meetings of the neighborhoods will be continuing. Chairman Walsh noted that he recalled that they didn't adopt the policy formally but wanted to see what it would look like. Selectman Doherty wanted to clarify that the Board is looking for neighborhood feedback about policy but not which lights are needed or should be removed.

Ms. Griffin noted that the Low & Rayton Road neighborhood would be the first to have meetings.

Chairman Walsh wanted to make sure that the Town is in sync with National Grid's decision making process.

- Continue to work with representatives of the Affordable Housing Commission to review other affordable housing opportunities available for implementation, and determine the appropriate objectives for future projects to be implemented by the Town and the

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Commission. Continue to explore options for project feasibility assessment and advocacy, funding, development of incentives to encourage development of a mix of units throughout the community, and long-term management of affordability.

Chairman Walsh noted that they are awaiting completion of the final phase of Gile Hill and the Hanover Affordable Housing Commission continues to review other location options for the next workforce housing project.

Chairman Walsh wanted to add as an accomplishment that the committee became a Commission by action of Town Meeting this year.

Selectman Christie wasn't sure what the specific goal is for FY2010-2011 with regard to this item. He felt that the Goals and Objectives list should be about the unique things that the Board is working on for this year specifically and not list the Board's general duties.

Chairman Walsh would like a written review of the expectations of Gile Hill and where they are. He thinks that they owe it to the Town to look at what the hopes were and where they stand currently.

- Continue to explore a proposal for the municipalization of the Hanover Water Works Company, with a goal of holding a Special Town Meeting in the fall of 2009 to provide final authorization to municipalize in July of 2010.

Chairman Walsh noted that this task has been completed and would be taken off the list.

- Adopt formal Board and Commission meeting procedures and a Code of Ethical Conduct to be developed by Town staff.

Ms. Griffin noted that this is a project that has been on the list for years and it is her goal to get a draft before the Board before the end of 2010.

Chairman Walsh wanted to add to the list the fact that there is a mismatch between the revenue sources and the growth of expenditures. When looking at the things that need to be done within the Town, this is the one that he is most uncomfortable with. Chairman Walsh stated that specifically the cost of living for employees and the revenue base are at a large mismatch.

Selectman Christie stated that at the School level, they know they are going to be down over \$1 million and how do they cope with that and deal with that. At the federal, state and local level, they are going to have to learn to do with less. The Town deals with it year in and year out with the budgeting process and if they know what they are going to be facing in the next few years, they can start to determine what services are being delivered that need to be eliminated.

Ms. Griffin noted that in the legislature, there was talk about giving communities more revenue options. For example, if they decide to take away the rooms and meals tax revenue but allowing the Town's to assess their own rooms and meals tax. Ms. Griffin stated that in other parts of the country, local governments can charge taxes. Currently, all of the money collected from



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speeding tickets goes to the State but some communities have implemented their own revenues and the thought is if the local police departments do the enforcement, why should it flow to the State? She feels that there will be more of this type of conversation taking place.

Chairman Walsh would like this issue far away from the annual conversation so that they can see the mismatch over 5 years.

Vice Chairman Connolly felt that providing high speed internet to every resident in Hanover should be another objective that remains on the list. Chairman Walsh stated that he is not ready to take on that objective without knowing the costs.

Selectman Christie is concerned about taking that on as a Town responsibility. He would advocate for supporting efforts. Vice Chairman Connolly wanted to add it is a town objective. Selectman Doherty stated that she would be concerned about being responsible for it when they have no control over it. Ms. Griffin suggested adding to the list "support broadband efforts to provide service to a larger number of people in our area." Chairman Walsh asked for Ms. Griffin to put a placeholder on the list for broadband.

#### ADMINISTRATION

Chairman Walsh felt that the first goal is to prepare a letter for Hanover residents regarding the budget and indicating the drivers behind any General Fund tax rate increase. He suggested keeping this item on the list and simply changing the year.

Chairman Walsh stated that the next goal was to convene a working group to review the current sewer rate structure and assess alternative assessment of fees based on type of user category, particularly focusing on the Wastewater Recapture fee. Chairman Walsh asked that Ms. Griffin re-word this goal for this year to include a presentation to the Board which will be brought to the Board in September.

Chairman Walsh stated that the third goal is to provide the Board of Selectmen with a final draft of a proposed simple, complaint driven rental housing inspection and licensing program ordinance for review, public hearing and implementation.

Ms. Griffin stated that this was more complex than they originally thought and it would require additional authorization by Town Meeting. Town staff plans to review the options with the Board in the fall of 2010. Vice Chairman Connolly stated that this could become an issue for Planning Board purposes.

Chairman Walsh felt that this should remain an administrative goal to inform the Board and bring it forth to see if it should go before Town Meeting.

Chairman Walsh stated that the next goal was regarding the development of a social service agency giving policy, specifically targeting the Town's direct responsibility to provide such services, the amount and type of direct service to the Hanover community provided by requesting agencies, and outlining a potential cap to general charitable giving.

Ms. Griffin stated that they can only anticipate an increase in requests since the State is reducing the amount they are giving to the agencies. She would like to find a fair process and not send the agencies on a “fishing expedition” if the agency doesn’t meet the funding requirements. Selectman Christie felt that this is long overdue.

Chairman Walsh stated that the next goal is to appoint and support a group of citizens to champion a Hanover 250<sup>th</sup> Anniversary Celebration, to coincide with other similar celebrations throughout the Upper Valley in 2011.

Ms. Griffin stated that Bill Young has put a lot of energy into the celebration efforts which will take place July 2<sup>nd</sup> through the 4<sup>th</sup>, 2011.

Chairman Walsh would like to leave this on the list. Ms. Griffin will provide the Board with an update.

Selectman Christie would like to add to the list the work being done with the College on excessive drinking. Chairman Walsh asked that Selectman Christie, Selectman Doherty and Ms. Griffin craft some language to add this objective. Selectman Christie felt that the College would take the lead on this and wanted to put down the Board’s support as a goal.

**4. APPROVAL OF NOMINATIONS FOR HEALTH OFFICER AND SECOND DEPUTY HEALTH OFFICER.**

Chairman Walsh reported that Bill Boyle has been the Town’s Health Officer and Carolyn Murray has been the Deputy Health Officer. The Town needs someone in the Town Administration to be appointed as Health Officer and the natural choice would be Ryan Borkowski, but he resides in Vermont. The recommendation is to appoint Mr. Borkowski as the Second Deputy Health Officer.

**Chairman Walsh MOVED to nominate Jonathan Edwards as Health Officer and Ryan Borkowski as the Second Deputy Health Officer. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPOINT JONATHAN EDWARDS AS HEALTH OFFICER AND RYAN BORKOWSKI AS THE SECOND DEPUTY HEALTH OFFICER.**

Ms. Griffin stated that Ryan Borkowski handles the building safety code inspections/complaints and Carolyn Murray is a physician who can deal with any public health issue.

**5. UPDATE ON HWWCo. MUNICIPALIZATION.**

Ms. Griffin stated that as of July 1, 2010, the Town of Hanover is the proud owner of the Hanover Water Works Company water utility and surrounding lands. Ms. Griffin noted that she relied on the support of the Department of Environmental Services who helped expedite the

transfer of loan documents to be signed. The Town inherited the state revolving loan funds loans and Town staff spent a couple of weeks to make the transaction possible and it did happen successfully. The next step is to convene the Trescott Company Board of Director's meeting. Town staff is putting together action items for the Board to consider. The Forest Management Plan is in the process of being updated. There are 3 sets of documents to be signed and there was a relatively small loan that the Water Works Company took out to fund the last treatment equipment prior to filtration. Citizens Bank had funded that loan and the Town is still paying that loan off even though the system is no longer in use. The transaction was very complicated and the legal documents needed to be signed by the Board which indicates that the Town received permission from Town Meeting to swap the loan from a private company to a municipal loan. Ms. Griffin had a large amount of paperwork that the Board needs to sign.

Selectman Doherty clarified with Ms. Griffin that the feedback from the public hearing in June were considered for the final legal paperwork. Ms. Griffin confirmed that this was true.

Chairman Walsh asked Ms. Griffin and Selectman Christie if they were to do this again, with what they know now, would they have started this process. Ms. Griffin stated that she might have approached it differently at times but ultimately, it was a fun project because it was so complex and it was nice to see it come together. Selectman Christie stated that from a public policy point of view, this was a 'no-brainer' and his hat goes off to all of those people who take on more controversial complex projects at the local, state and federal level.

Chairman Walsh thanked Jay Pierson, Julia Griffin and Selectman Christie for all of their hard work on this.

## **6. FASTROADS AND HANOVER BROADBAND UPDATE.**

Ms. Griffin reported that the FastRoads project is a 43 town "backbone" initiative with an \$8.2 million price tag. This project which is part of Network NH Now was approved for funding by NTIA. The FastRoads piece is now being overseen by a committee and they are awaiting the details of the grant award and the timeline for implementation of the funds (a 36 month project). The Steering Committee will look to put together a Board of Directors and Ms. Griffin hopes to be involved with the Steering Committee and selection of the Board and then step back from the project and let the professionals move forward. She sent a thank you to Dartmouth Computing for their assistance in getting this project funded. The intention of the project is to build the backbone from Rindge, through Claremont and up to Orford. The "last mile" construction would be done in Enfield and Rindge because the NTIA required that they provide last mile construction in 2 communities. Enfield and Rindge were eligible because they fit the criterion which was a combination of population, average income, and census information. The goal is to provide an open access network built to serve the 43 towns and then the next step is to move toward getting the "last mile" build out. There needs to be more leadership in the State to make that happen.

Ms. Griffin stated that this is a small part of the \$66 million State project. The piece that FastRoads focused on with UNH is to build the backbone to serve everyone along the route and not just academic coverage.

Of the \$66 million, \$44 million is federal dollars and the rest needs to be made up by matching funds which can be made up in a number of different ways. There are commitments from 3 different organizations that will provide matching funds.

Ms. Griffin noted that they started getting calls from residents in Etna that FairPoint was in the area and it appeared that DSL service would be coming to the areas of Dogford Road, Hanover Center Road, Ruddsboro Road, Three Mile Road and parts of Lyme.

7. **BANNER REQUEST:**
  - CHaD Hero Half Marathon
  - ILead

Selectman Christie noted that he attended the first ILead summer session which was sensational and he was looking forward to attending more.

**Chairman Walsh MOVED to approve the banner requests for the CHaD Hero Half Marathon and ILead. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUESTS.**

8. **APPROVAL OF MINUTES:**
  - June 21, 2010

Vice Chairman Connolly and Selectman Christie had some changes to the Minutes.

**Selectman Christie MOVED to approve the Minutes of June 21, 2010. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF JUNE 21, 2010.**

9. **ADMINISTRATIVE REPORTS.**

Ms. Griffin announced that there will be a barbecue with the friends from Nihonmatsu on Saturday July 31<sup>st</sup> at 6 p.m. at the Dartmouth Outing Club and she was hopeful that the Board members could attend. They have found 5 families to host the 10 middle school students from Nihonmatsu.

Ms. Griffin noted that there is a lot of construction going on around town; Lyme Road is being overhauled and work is being done at the intersection of Park and Lyme Road with a new signal to be installed in the near future. The Department of Public Works has been very busy for the past month and a half with these projects.

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Ms. Griffin stated that she is working on big and small projects that she is able to get to now that the HWWCo. transaction is over. She will continue working on the website committee.

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

### **Peter Christie**

Selectman Christie had nothing new to report.

### **Kate Connolly**

Vice Chairman Connolly reported that the Planning Board conducted a site plan review for Thayer Hall which was approved. The proposal was for the renovation and rebuilding of Thayer with a different dining set up which will take place over the course of 15 months.

Vice Chairman Connolly reported that tomorrow night the Planning Board will be examining the possible change in zoning for the Goose Pond area. She also noted that the Residential Project is working on the west end of town.

Vice Chairman Connolly asked the Board members if there is any legislative policy that they would like to introduce. There is an August 13<sup>th</sup> deadline. Ms. Griffin stated that the Local Government Center (LGC) is looking for input from Towns about possible policy proposals. Ms. Griffin stated that in September she will bring forth the recommendation action policies that are being presented at the conference in September. The LGC is also looking for any other input for the 2011 session.

Chairman Walsh stated that historically the New Hampshire Municipal Association (NHMA) statement relative to tax relationships between the municipalities and the state mention downshifting. In fact, the State has found ways to increase property taxes and he would like to see it rewritten that the State and legislature would do nothing to increase property taxes and would like this written in a simple and understandable form OR, the legislature and Governor should say as a matter of public policy they are going to use property taxes to fund State expenditures and we will identify which ones.

Vice Chairman Connolly asked if the unfunded mandate is part of the law. Ms. Griffin stated that it is and then when someone brings up an unfunded mandate issue, the legislature argues whether the issue is truly an unfunded mandate.

### **Judy Doherty**

Selectman Doherty reported that the Affordable Housing Commission will meet again on July 15<sup>th</sup> at 7 p.m. in the Boardroom.

Selectman Doherty reported that she participated in a review meeting at the Howe Library of the new on-line catalog "Evergreen." The final stages are getting ready to launch and everyone is very excited about this. There will be quite a bit of publicity and there will be new features and

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enhancements. People will be able to search the site more effectively and efficiently. This project is on track and on budget and Selectman Doherty gave her praise for the Howe staff.

Chairman Walsh stated that this was a great example of a project that required a small investment this year. Selectman Doherty noted that Library Director Mary White was able to point out feature after feature of new and improved services that they had never been able to provide before; this will save the Town money and provide improved services.

### **Brian Walsh**

Chairman Walsh was unable to participate in the 4<sup>th</sup> of July celebrations and The Prouty but asked for any feedback from Board members.

Ms. Griffin reported that she heard that the 4<sup>th</sup> of July celebration went very well although she was unable to attend.

Selectman Doherty stated that The Prouty had a wonderful showing with people coming from all areas of the country with friends and family that live here or were served by the Norris Cotton Cancer Center. People were amazed at the vendors that were supportive of this event. The weather was okay but there would have been fewer participants had the weather remained over 90 degrees. Selectman Doherty gave her praise to the organizers, participants and sponsors of The Prouty.

Chairman Walsh announced that StreetFest would be taking place this weekend.

### **11. OTHER BUSINESS.**

There was no Other Business reported.

### **12. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 9:08 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Vice Chairman Connolly MOVED to accept the EMPG Grant to purchase EOC equipment and emergency vehicle repeaters, and to authorize the Town Manager to execute all related documents. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE EMPG GRANT TO PURCHASE EOC EQUIPMENT AND EMERGENCY VEHICLE REPEATERS, AND TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL RELATED DOCUMENTS.**

2. **Chairman Walsh MOVED to nominate Jonathan Edwards as Health Officer and Ryan Borkowski as the Second Deputy Health Officer. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPOINT JONATHAN EDWARDS AS HEALTH OFFICER AND RYAN BORKOWSKI AS THE SECOND DEPUTY HEALTH OFFICER.**

3. **Chairman Walsh MOVED to approve the banner requests for the CHaD Hero Half Marathon and ILead. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUESTS.**

4. **Selectman Christie MOVED to approve the Minutes of June 21, 2010. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF JUNE 21, 2010.**

5. **Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 9:08 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**June 21, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

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

**2. PUBLIC HEARING TO REVIEW AND APPROVE LEGAL DOCUMENTS RELATED TO MUNICIPALIZATION OF THE HANOVER WATER WORKS COMPANY.**

Chairman Walsh opened the Public Hearing to review and approve legal documents related to the Municipalization of the Hanover Water Works Company.

Ms. Griffin stated that these documents have been worked on for more than a year and a half. The Town has received a lot of good input from people who attended the public hearings and informational meetings. Most of the interest surrounds the incorporation of the By-Laws as opposed to the Purchase Agreement which has more to do with the physical transfer of assets.

Ms. Griffin stated that because the Articles of Incorporation and By-Laws look to the purpose of the Trescott Company and the Board members appointed, the By-Laws which focus on the authority that the Board has, these are the documents that received the most attention.

Ms. Griffin made the changes recommended from the Special Town Meeting last fall and those changes were reflected in bold on the website so that residents would not need to read through the whole document to figure out what changes were being made.

The Board would need to agree to the documents, release the documents and authorize the Town Manager to sign at the closing which may be as early as the last week of June. The closing could be as last as the middle of July.

The last Board action that is required is to hold a public hearing which was promised to the residents.

Chairman Walsh asked about the responses to the work of the committee.

Selectman Christie noted that he had two recommended changes; 1) with regard to the By-Laws there was a new section added that restated or specified that a Town Meeting vote would be



required to transfer land; 2) the other change was regarding the \$10,000 required to be left behind for the Trescott Company in the Purchase Agreement. It is his recommendation to increase that amount to \$20,000 for working capital. Selectman Christie noted that in some scenarios, the amount needed would be more than double that amount. He felt it would be a real problem if the Trescott Company was short cash.

Chairman Walsh asked about the legislation required for the transaction. Ms. Griffin reported that the Governor signed the bill into law and she had to go back three times to testify before the House Committee after it passed through the Senate without difficulty. They were concerned about other unintended consequences for other town utilities in the State. The majority of the Committee understood what the Town was trying to do. The Public Utilities Commission passed their portion without difficulty and the 30 day appeal period has passed. The Hanover Water Works Company as a private utility has been decertified.

Chairman Walsh asked Ms. Griffin to take them through the documents.

Ms. Griffin read the recommendations of the Joint Committee for Watershed Management:

1. Mission Statement
  - a. The primary purpose of the Trescott Company is the maintenance of the watershed so as to guarantee protection of the quality and quantity of Hanover's public water supply.
  - b. Management of the watershed shall reflect the policies and recommendations of Hanover's Master Plan.
2. Management Policies
  - a. The land shall be managed to sustain water quality and quantity. *(Ms. Griffin noted that this is already contained within the Articles of Incorporation, third article)*
  - b. The forests shall be managed for long-term sustainability of the forest ecosystem. *(Ms. Griffin noted that this is already contained within the Articles of Incorporation, third article)*
  - c. No land under the ownership of the Trescott Company shall be sold without a vote of approval by the Town voters. *(Ms. Griffin reported that this is already added to the By-laws as new section 2.11)*
  - d. The land shall be gradually and carefully opened to the public for passive recreational activities that do not compromise water quality. *(Ms. Griffin stated that this would be subject to further discussion but not as part of any of the legal documents required for closing)*
3. Governing Board
  - a. The governing board shall be made up of six members; three of whom are appointed by Dartmouth College and three others appointed by the Town of Hanover. *(This is already agreed upon and is reflected in the Articles of Incorporation, article six, #2)*

- b. The governing board shall consult with the Director of Public Works or manager of the municipal water company before proposing significant changes to land and forest management practices.
- c. One of the Town's members of the Trescott Board shall be a conservation minded member of the Hanover Community - such as a member of the Hanover Conservation Council, the Hanover Conservation Commission or one of their volunteers.

#### Community Relations & Public Information

- a. The governing board shall have a public meeting and make a public report on its business at least annually. (*Already included in the By-laws, Article 2.1*)
- b. Documents prepared for and by the Trescott Company shall be made available in a timely manner to the Town and its citizens. (*Ms. Griffin added that The Trescott Company is a private company and is not subject to the requirements of a public entity. Having said that, the practicality is that once the Board minutes are submitted to the Town they become accessible to the public, as is the case now.*)

Ms. Griffin introduced the members of the Joint Committee for Watershed Management. Conservation Commission Members: Edwin Chamberlain (Chairman), Anne Morris, and Judith Reeve and Planning Board Members: James Hornig, and Michael Mayor (also member of the Conservation Commission).

Mr. Chamberlain stated that the Committee agrees that many of their concerns were addressed and that the recreational land use could be taken up at a different time. He also suggested having some guidelines or create a document for the Select Board to use for guidance as the Town moves forward; he noted that using the Master Plan reference as guidance is useful.

Mr. Chamberlain reported that with regard to managing the forest, it was clear in discussions with Peter Kulbacki that he was unhappy with the way the forest has been managed in the past. Mr. Chamberlain cited the selective reduction of trees versus clear cutting as being one such issue. Mr. Kulbacki had made statements that indicated that clear cutting may have been done to provide revenue and that the money was being spent on logging roads.

Ms. Griffin responded that the Town is currently working on an updated forest management plan. Mr. Chamberlain felt it was important to have Mr. Kulbacki on board and that he have a voice to this issue.

Mr. Chamberlain noted that the Watershed Management Committee has not disbanded. Chairman Walsh thanked the members of the Committee for all of their hard work.

Chairman Walsh invited Harold Frost to speak to the Board. Mr. Frost introduced himself and asked about the selection of the Board of Directors. Chairman Walsh clarified that the Board members are selected by the Select Board. Mr. Frost asked how a replacement would be selected. Chairman Walsh stated that the Select Board chooses a replacement. Ms. Griffin noted that the selection process is outlined in the document.

Barbara McIlroy commended the Select Board for the changes to the Articles of Incorporation that were made with the public input at the public hearings last fall. She wishes that the Town had their lawyers clarify the sections in the By-Laws relative to the appointment of Directors and the voting of shares. She noted two Select Board members and the Town Manager are appointed to the Board of Directors but she can envision a time where there are no administrators from the Town appointed to the Board. She has requested an opinion from an independent lawyer (David Lefebvre) because the documents should be absolutely clear regarding the appointment of Directors, voting of shares and future handling of these issues by the Town government. Ms. McIlroy read a letter from the lawyer that she consulted and he stated that the documents appeared to be standardized forms which have not be tailored to meet this transaction. The Town is to be the holder of 775 shares but it is unclear how the Town will exercise its voting rights. The lawyer also noted that the company is a quasi public entity and is subject to the Right to Know Law.

Ms. McIlroy provided the Board with a copy of the lawyer's comments.

Chairman Walsh closed the Public Hearing and asked for any comments from the Board of Selectmen. The Board agreed with the changes that were suggested. Chairman Walsh stated that he would have no problem with clarifying that the Town is to appoint the Board of Directors even if there is a change in the form of government and he would ask the lawyers to determine where this should be added. Selectman Christie felt that they should add wording to indicate that one member should be a town official as recommended by Ms. McIlroy. Chairman Walsh felt that the Town's attorney could make this work as intended.

**Chairman Walsh MOVED to APPROVE the Amended and Restated Trescott Company's By-laws and Articles of Incorporation, the Stock Purchase Agreement and Asset Purchase Agreement as presented with modifications as directed by the Board of Selectmen to include the following:**

- 1) Under the Amended and Restated Articles of Incorporation of Trescott Company, Inc. the Board appoints Selectman Athos Rassias to the Board of Directors replacing Chairman Brian Walsh;**
- 2) Provide clarification language in the By-laws Section 2.11 (to be determined by legal counsel) that would direct the Board of Selectmen's successors (should the form of government be changed) that they shall appoint three Directors to the Trescott Company who represent the Town and that one member of that Board be a Town official;**
- 3) And to increase the amount of working capital for the Trescott Company to \$20,000.**

**The Board also authorizes the Town Manager to execute the documents necessary to complete this transaction.**

Ms. McIlroy stated that it wasn't clear in the documents as to who votes the Town shares. Chairman Walsh stated that the Select Board has the responsibility by State Law to vote the

Town shares unless it is specifically a responsibility retained by the legislative body (Town Meeting). There will be a voting of the shares to elect the Directors; the Directors are elected by the shareholders but it's very clear that the Board does not have the authority to vote substantial changes in the By-laws or the Articles of Incorporation or to sell the land without Town Meeting approval. Ms. McIlroy had concerns about transparency. Chairman Walsh noted that this company has been run in this way for many years and with the changes that have been made, there is more authority for Town Meeting than ever before.

Selectman Christie wanted to make sure that the lawyers look at these documents and make sure they work with the changes proposed, as intended (that the Board of Selectmen act as the shareholders).

**Vice Chairman Connolly SECONDED the motion. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION.**

**3. CONTINUATION OF ORGANIZATIONAL MEETING FOR 2010-2011 BOARD OF SELECTMEN.**

Ms. Griffin stated she had previously distributed to the Board the current list of liaison appointments and asked for any changes. Chairman Walsh noted that none of the Board members have indicated to him that they wished to change their liaison appointments. Vice Chairman Connolly noted that they needed to add the Trescott Company and add Peter Christie and Athos Rassias' names.

Selectman Doherty clarified with Ms. Griffin that there are a lot of committees involving residents and staff that are not included on this list.

Chairman Walsh noted that CSAAC (Community Substance Abuse Advisory Committee) is not on the list. Ms. Griffin stated that this was removed from the Board liaison list because the Select Board has not played an active role on that Committee for years but they still meet once a month and are fairly active. Ms. Griffin felt that with the on-going work with the Dartmouth Taskforce, the work may start shifting with that Committee. Chairman Walsh felt that if there are areas where an official appointment would be beneficial, he would like to see those added to the list.

**Selectman Doherty MOVED to accept the 2010-2011 Selectmen Liaison Appointments. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE 2010-2011 SELECTMEN LIAISON APPOINTMENTS.**

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

Chairman Walsh invited Mike Ryan, Town Assessor, to speak to the Board regarding the recommended abatements.

Mike Ryan stated that on May 25<sup>th</sup> the Board of Assessors met which resulted in three recommended abatements and one denial. Vice Chairman Connolly noted that she was in attendance for that meeting and was in concurrence with the recommendations. The abatements resulted from an early over estimation on the quality of the homes.

**Selectman Doherty MOVED to accept the abatements as recommended by the Advisory Board of Assessors. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE ABATEMENTS AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

Mike Ryan pointed out that this concludes the tax year 2009 appeals.

**5. RECOMMENDATION TO APPROVE SEWER ABATEMENT REQUEST.**

**Vice Chairman Connolly MOVED to APPROVE the sewer abatement request as recommended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE SEWER ABATEMENT REQUEST AS RECOMMENDED.**

Chairman Walsh appreciated the tone of the communication between the parties involved in this incident.

**6. RECOMMENDATION TO APPROVE ISSUANCE OF 2010 DOG WARRANT.**

Ms. Griffin explained that the Dog Warrant is a list of people who have failed to register their dog and allow the Police Department to send out reminders to the residents.

**Vice Chairman Connolly MOVED to approve the issuance of the 2010 Dog Warrant. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE ISSUANCE OF THE 2010 DOG WARRANT.**

**7. RECOMMENDATION TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS RELATIVE TO THE CREATION OF AN INVESTMENT ACCOUNT.**

Ms. Griffin stated that there is an individual who would like to donate stock toward the purchase of the Hayes property but the Town would need to create an investment account in order to receive the stock, the stock is then sold and the funds are used for the purchase.

Board of Selectmen  
June 21, 2010

**Selectman Christie MOVED to authorize the Town Manager to execute all necessary documents relative to the creation of an investment account. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS RELATIVE TO THE CREATION OF AN INVESTMENT ACCOUNT.**

**8. BANNER REQUEST:**  
- Hopkins Center

Ms. Griffin stated that they are unable to accommodate this request because the 4<sup>th</sup> of July banner was already scheduled. Chairman Walsh noted that the concert is on June 29<sup>th</sup>. Ms. Griffin stated that the 4<sup>th</sup> of July banner is scheduled to be up on June 27<sup>th</sup>. Ms. Griffin noted that the Hopkins Center request came in late.

Chairman Walsh stated that the Board would decline this with regret and ask that they submit their requests earlier.

**9. APPROVAL OF MINUTES:**  
- June 7, 2010

Vice Chairman Connolly noted one typographical change.

**Vice Chairman Connolly MOVED to approve the Minutes of June 7, 2010, as amended. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED TO APPROVE THE MINUTES OF JUNE 7, 2010.** (Chairman Walsh abstained from the vote).

**10. ADMINISTRATIVE REPORTS.**

Ms. Griffin noted that she has had to decline doing things that she normally does this time of year due to her leg injury but nothing new to report.

**11. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie complimented those involved in working on the gardening throughout the Town.

Selectman Christie reported that the Dresden Finance Committee met and focused on the recommendations relative to the upcoming the School/Teacher negotiations and the recommendation from the Committee is that there be no increase in total compensation over last year's budget; the Committee moved and passed the vote on this today.

Board of Selectmen  
June 21, 2010

**Kate Connolly**

Vice Chairman Connolly reported that the Planning Board met and handled the subdivisions for the Water Company. There were 28 lots which were combined and then divided into two large properties.

Vice Chairman Connolly reported that the Residential Project is still on-going and they are working on the west end of Town.

Vice Chairman Connolly reported that they have heard from their friends from Nihonmatsu and they will be arriving on July 30<sup>th</sup>.

**Judy Doherty**

Selectman Doherty had nothing new to report.

**Athos Rassias**

Selectman Rassias had nothing new to report.

**Brian Walsh**

Chairman Walsh reported that The Farmer's Market is off to a great start and takes place on Wednesdays from 3 p.m. to 6 p.m.

Chairman Walsh also reported that he was interviewed by the Dartmouth Alumni recently.

**12. OTHER BUSINESS.**

There was no Other Business reported.

**13. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:38 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

- 1) **Chairman Walsh MOVED to APPROVE the Amended and Restated Trescott Company's By-laws and Articles of Incorporation, the Stock Purchase Agreement and Asset Purchase Agreement as presented with modifications as directed by the Board of Selectmen to include the following:**
  - a) **Under the Amended and Restated Articles of Incorporation of Trescott Company, Inc. the Board appoints Selectman Athos Rassias to the Board of Directors replacing Chairman Brian Walsh;**
  - b) **Provide clarification language in the By-laws Section 2.11 (to be determined by legal counsel) that would direct the Board of Selectmen's successors (should the form of government be changed) that they shall appoint three Directors to the Trescott Company who represent the Town and that one member of that Board be a town official;**
  - c) **And to increase the amount of working capital for the Trescott Company to \$20,000.**

**The Board also authorizes the Town Manager to execute the documents necessary to complete this transaction.**

**Vice Chairman Connolly SECONDED the motion. THE BOARD VOTED UNANIMOUSLY IN FAVOR OF THE MOTION.**

- 2) **Selectman Doherty MOVED to accept the 2010-2011 Selectmen Liaison Appointments. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE 2010-2011 SELECTMEN LIAISON APPOINTMENTS.**

- 3) **Selectman Doherty MOVED to accept the abatements as recommended by the Advisory Board of Assessors. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE ABATEMENTS AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

- 4) **Vice Chairman Connolly MOVED to APPROVE the sewer abatement request as recommended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE SEWER ABATEMENT REQUEST AS RECOMMENDED.**

- 5) **Vice Chairman Connolly MOVED to approve the issuance of the 2010 Dog Warrant. Selectman Doherty SECONDED the motion.**



**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE ISSUANCE OF THE 2010 DOG WARRANT.**

- 6) **Selectman Christie MOVED to authorize the Town Manager to execute all necessary documents relative to the creation of an investment account. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS RELATIVE TO THE CREATION OF AN INVESTMENT ACCOUNT.**

- 7) **Vice Chairman Connolly MOVED to approve the Minutes of June 7, 2010, as amended. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED, 1 ABSTAINED TO APPROVE THE MINUTES OF JUNE 7, 2010. (Chairman Walsh abstained from the vote).**

- 8) **Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:38 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**June 7, 2010**

**7:30 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:30 p.m. by Vice Chairman Katherine Connolly. Present were: Katherine Connolly, Vice Chairman; Peter Christie, Selectman; and Athos Rassias, Selectman. Absent: Brian Walsh, Chairman; Judith Doherty, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Vice Chairman Connolly noted that Julia Griffin is attending by phone after breaking her leg.

Vice Chairman Connolly asked for any Public Comment. There were no comments from the public.

**2. PUBLIC HEARING TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011 (except for Sewer Fees).**

Vice Chairman Connolly opened the public hearing to consider and adopt the rate and fee schedule for FY 2010-2011 except for Sewer Fees.

Vice Chairman Connolly invited Fire Chief Roger Bradley to speak to the changes in the Fire and Ambulance service rates and fees. Chief Bradley noted that the community contributions were changed for towns that they contract with as well as the Town of Hanover itself. The increase in the paramedic intercept costs were based on the most expensive recall of personnel and the \$200 fee was not necessarily covering the costs of intercept services. The fee of \$250 more closely reflects the cost for this service and it's not due to an increase in these types of calls.

Chief Bradley noted the addition of Fire Extinguisher training fees which is an amount that they would charge customers such as public businesses that request this type of training.

Chief Bradley noted a new fee to generate Fire Report copies which was not previously on the schedule.

Betsy McClain, Finance Director, explained the General Administration charge changes. She noted that they would now include charges for producing Public Voter Checklists as specified by the NH State Statute, which is \$25.00 for the first 2,500 names plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs.

Ms. McClain noted an increase in the fee for producing labels from \$.35/page to \$.50/page to more fully recover the costs of this service. The changes also include eliminating the sales of

individual trail maps because there is now a comprehensive trail map that was prepared by Doug McIlroy and are now available for \$4.00/each.

Ms. McClain noted that the Assessing Assistant provides notary service which is free for Hanover residents but wanted to clarify that a photo ID with a Hanover address needs to be presented before that service is rendered. Ms. McClain noted that there was added language to the vital statistics item to clarify that there is a \$12.00 initial copy fee for legal documents and \$8.00 for each additional copy. Ms. McClain noted that they no longer laminate birth certificate cards which are no longer accepted at border crossings, etc. The Etna Library will now be charging overdue fees just as the Howe Library does.

Ms. McClain noted that most of the changes to the Planning and Zoning rate and fees are more a matter of presentation and not necessarily an increase in fees.

Vice Chairman Connolly read aloud the remaining proposed changes to the Rate and Fee schedule:

#### Zoning and Building Permits

1. The \$25.00 “add-on” charge that previously was referenced in the section heading has been increased to \$35.00 to match the “Zoning Permit Only Fee” and has been added explicitly to all the applicable base fees.
2. The increases in the Residential Renovations and Non-Habitable Structures fees reflect the addition of the previously separated zoning permit fee noted in #1 (\$35.00), together with the building base permit fee of \$25.00 that has been in effect. These changes are intended to make the schedule clearer.
3. The base fee for “Sign, Awning, or Canopy” was increased from \$25.00 to \$35.00 to match the “Zoning Permit Only Fee.”
4. The increase in the Moving or Demolition fee is due to the adding of the previously separately presented Zoning Permit Fee.
5. An “Application Resubmittal” fee has been added to reflect the incurred cost when an applicant wishes to resubmit an application after having not responded within a reasonable period to the Town’s requests for omitted information necessary to determine the proposed project’s zoning and code compliance; or when the applicant wishes to make major modifications to a pending application.
6. A “Septic Design Review” fee has been added to reflect costs for reviewing septic plans which NH Departmental of Environmental Services (DES) now wants the Town to review for zoning compliance prior to DES review and approval of septic plans. This pre-review is because the Town’s septic buffer from wetlands is larger than the DES buffer. The proposed fee is equal to that of a zoning permit.

Zoning Board of Adjustment

1. No changes in fees; however, presentation has been modified somewhat to make the fees more clear.

Planning Board

1. A new category of fees for “Site Plan Review of Minor Projects” has been added due to changes the Planning Board made this past winter to the Site Plan Regulations. The proposed fee is consistent with the form the fees for “Site Plan Review” have had for a long time.
2. A “Lot Merger” fee has been added to reflect costs for processing a lot merger case and the costs (now \$12.44) that the Town has had to bear to have the merger plans recorded at the Registry of Deeds. There has been an upsurge in the number of such cases recently.

Police

1. Consolidate charge for all requests for digital images (such as police report photos, DVD from cruiser video) on one line for fee of \$25.00.
2. Increase one-time Alarm Connection Fee from \$75.00 to \$85.00.
3. Increase annual Alarm Monitoring Fee from \$325.00 to \$350.00 for in-Town customers; from \$425 to \$450 for out-of-Town customers. Also include reference that this fee is pro-rated monthly so that separate underlying “Pro-Rated Monthly Monitoring Fee” can be eliminated.

Parking

1. A \$10.00 activation fee has been added for resetting a customer’s gate access card after the card is deactivated for non-payment of the parking lease.
2. Fines have been added for Parking in Violation of Site Plan Approval.

Parks and Recreation

1. Strike language about Norwich 7/8 graders paying resident fees because subsidy payment from Town of Norwich to underwrite participation has stopped; Norwich 7/8 graders now pay out-of-Town rate.
2. Increase Tween Camp weekly fee for residents from \$70.00 to \$85.00, and for non-residents from \$140.00 to \$170.00 to more fully recover the costs of the program that includes field trips and other outings.
3. Increase athletic field rental to \$125.00 to recover a larger portion of the costs related to field maintenance, equipment, etc.

Vice Chairman Connolly invited Peter Kulbacki, Public Works Director, to speak to the proposed changes to the Water Utility Fund. Mr. Kulbacki noted that in calculating the rates and fees for the Water Utility Fund, they kept the rates that the Water Company currently charges which will remain the same as of July 1 (when the Town takes over the utility). Mr. Kulbacki stated that he will get a better sense as to what the charges should be and the rate structure after the takeover. The Water Company does not currently charge for additional meter readings but the Town will institute a \$25.00 fee for each additional reading of a residential meter. They currently charge a \$10.00 activation and \$10.00 deactivation fee which was set in 1983 through the Public Utilities Commission (PUC) process but this charge has never been updated. The proposal increases this fee to \$25.00. The Water Company currently doesn't charge for backflow testing and it's the larger facilities that are required to be tested; the estimated costs are proposed at \$100.00. The inspection per hour fee was added at a rate of \$75.00 which is generally done as part of the construction process.

Mr. Kubacki noted that there currently isn't a connection fee required for the Water Company and they provide the meter because the PUC states that they must provide it. Since this would be an out-of-pocket cost for the Town, the proposed charge would be \$200.00 which would include the cost of the meter and inspection and a recapture fee of \$1.26/gallon of gallons per day.

Vice Chairman Connolly asked if this \$1.26/gallon is multiplied by the anticipated use of gallons. Mr. Kulbacki confirmed that it was and it is based on peak flow usage by various types of facilities, as recognized by the EPA and states around the country. Mr. Kulbacki noted that they have looked at these rates and they have been really accurate.

Selectman Christie clarified with Mr. Kulbacki that the same logic that is being proposed for the WWTP has been applied to the Water Company and this is the number that they have come up with. Mr. Kulbacki confirmed that this was the case.

**Selectman Christie MOVED to ADOPT the Rate and Fee Schedule for FY2010-2011 (except for Sewer Fees). Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011.**

Vice Chairman Connolly decided to keep the public hearing open for the time being and would close the public hearing a little later in the meeting.

**3. DISCUSSION WITH DARTMOUTH CLASS OF 1958 REGARDING  
PLACEMENT OF A DONATED ORNAMENTAL STREET CLOCK.**

Andy Thomas, representing the Dartmouth Class of 1958, stated that the clock was his idea and he is the Treasurer of the Class. He stated that the class had money left over from their 50<sup>th</sup> reunion and came up with the proposal for this ornamental street clock for the Town. Mr. Thomas handed the Board the proposal showing the proposed location and style of the clock.

Mr. Thomas met with Mike Chase (Public Works) and the probable contractor in front of Ledyard National Bank to discuss how this would be installed. Mike Chase did not think that the wiring up the street would handle this clock but Mr. Thomas called the electric company and noted that the electricity that they need is equivalent to a light bulb. Mr. Kulbacki noted that he will be addressing the grant regarding LED lighting on Main Street later in the meeting but this will increase electricity capacity in the next few months.

Vice Chairman Connolly stated that the proposal is to place the clock in front of the Ledyard Bank on Main Street. Mr. Thomas noted that there was a concern regarding what would happen if the clock breaks down. Mr. Thomas spoke with the manufacturer and received word that they rarely have to repair these clocks and when they do, it is at little to no cost. In order to have a backup position, the Class of '58 will set aside \$2,000 for future maintenance on the clock.

Mr. Thomas noted that they have been talking about this for quite some time. They are hoping for an August installation after receiving Board approval. Selectman Christie stated that this is a wonderful gift. Vice Chairman Connolly and Selectman Rassias also thanked Mr. Thomas and the Class of '58 for their generous gift.

**Selectman Rassias MOVED to accept the gift of an ornamental clock from the Dartmouth College Class of 1958. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO ACCEPT THE GIFT OF AN ORNAMENTAL CLOCK FROM THE DARTMOUTH CLASS OF 1958.**

Vice Chairman Connolly closed the public hearing on the Rate and Fee Schedule.

**4. RECOMMENDATION TO APPROVE AND EXECUTE STEELE PROPERTY DEED.**

Vicki Smith was present to speak to the Steele Property Deed. Ms. Smith stated that she submitted the copies of the deed to the Board for approval. The Board had no questions regarding the deed.

**Selectman Christie MOVED to approve and execute the Steele Property Deed. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTE 3 IN FAVOR, 0 OPPOSED TO APPROVE AND EXECUTE THE STEELE PROPERTY DEED.**

**5. REVIEW AND APPROVAL OF INVESTMENT POLICY.**

Pat Coutermarsh, Treasurer, reported that the Investment Policy must be reviewed on a yearly basis. She noted that one item included is the piece that requires her to do an internal procedure manual which she is working on and hopes to have implemented in the next couple of months before the auditor's review.

**Selectman Rassias MOVED to approve the Investment Policy. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE INVESTMENT POLICY.**

**6. RECOMMENDATION TO APPROVE SEWER ABATEMENT REQUEST.**

Ms. McClain noted that sewer bills were due last Friday. There was a house demolished on Rip Road which had an oversized meter and the resident was paying a larger usage fee. When the house was demolished, the resident continued to pay the large fee to stay connected and avoid any new connection fee. The current owner worked with the Water Company crew and the meter was sized appropriately for the house so she recommends that the owner be charged the fixed rate fee that is appropriate to this residence.

Selectman Rassias asked about the oversized meter. Mr. Kulbacki stated that sometimes there is a system on a property that has additional flow or there may have been something to do with the size of the pipes which resulted in larger meters. Mr. Kulbacki stated that the PUC rates for water meters are the same for a 5/8" and 1" meter, but these meters are charged different sewer fixed rates.

**Selectman Rassias MOVED to approve the sewer abatement request. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE SEWER ABATEMENT REQUEST.**

**7. RECOMMENDATION TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS RELATIVE TO THE ACCEPTANCE OF \$111,300 IN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS FOR LIGHTING UPGRADES, BUILDING AUDITS AND IDLING REDUCTION TECHNOLOGIES PER THE PUBLIC HEARING THAT WAS HELD ON APRIL 26, 2010.**

Peter Kulbacki stated that someone needs to be authorized to sign grant documents to pay the contractors. There is a form that needs to be signed and they are recommending that the Town Manager execute the documents. This grant money will be used to replace the streetlights to LED; the bridge lights; idle reduction technology on the cruisers and small trucks so that if they are sitting idle, they will be shut off. Mr. Kulbacki stated that this technology is being used in their larger dump trucks. Vice Chairman Connolly noted that the energy audits for the Public Safety Building are included in this grant.

**Selectman Christie MOVED to authorize the Town Manager to execute all necessary documents relative to the acceptance of \$111,300 in energy efficiency and Conservation Block Grant funds for lighting upgrades, building audits and idling reduction technologies**

**per the Public Hearing that was held on April 26, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED IN 3 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS RELATIVE TO THE ACCEPTANCE OF \$111,300 IN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS FOR LIGHTING UPGRADES, BUILDING AUDITS AND IDLING REDUCTION TECHNOLOGIES PER THE PUBLIC HEARING THAT WAS HELD ON APRIL 26, 2010.**

**8. REVIEW OF ILEAD'S BANNER DESIGN.**

Bruce MacDonald was present to speak to the ILEAD banner design. Mr. MacDonald noted that they were hoping to promote their Summer Lecture Series which is held on Wednesdays from July 7<sup>th</sup> to August 18<sup>th</sup>. ILEAD anticipates approximately 500 to 550 people attending this lecture. This year the subject is "PERILOUS TRIANGLE: Afghanistan, Pakistan and Iran."

Mr. MacDonald provided the Board with a copy of the proposed banner design.

Selectman Rassias expressed concerns over the banner and suggested toning down the graphics. Mr. MacDonald asked what the concern is and what might be provoked by this banner. Selectman Christie stated that he would get rid of the dynamite sticks and increase the visibility of ILEAD. Selectman Christie suggested using the banner to promote ILEAD to get the theme across. Selectman Rassias felt that keeping this graphic on the ILEAD's own mailer would be fine but the banner is a different situation. Mr. MacDonald provided the Board with a second version of the banner for the Board's consideration.

Selectman Christie reviewed it and felt that he would have promoted ILEAD more but from a public banner display, it is the preferred selection and less inflammatory. Selectman Christie didn't feel that the fuses involved would be of benefit and recommended changes but found it acceptable.

Mr. MacDonald stated that if he couldn't include the fuses on the banner, he wouldn't do it at all. The dynamite could be offensive for a variety of reasons and he didn't feel that the banner would have the same impact; he was fine with the suggestion that ILEAD be made more prominent.

**Selectman Rassias MOVED to approve the second banner proposed for ILEAD. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE SECOND BANNER PROPOSED FOR ILEAD.**

**9. BANNER REQUEST:  
- 5<sup>th</sup> Annual Special Olympics Fall Games**

Ms. Griffin noted that the banner includes the name of the event and the location.



**Selectman Rassias MOVED to approve the banner request for the 5<sup>th</sup> Annual Special Olympics Fall Games. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUEST FOR THE SPECIAL OLYMPICS.**

**10. APPROVAL OF MINUTES:**  
- Town Meeting & May 17, 2010

**Selectman Christie MOVED to approve the Minutes for Town Meeting on May 11, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES FOR TOWN MEETING ON MAY 11, 2010.**

Vice Chairman Connolly had changes to the Minutes of May 17<sup>th</sup>.

**Selectman Christie MOVED to approve the Minutes of May 17<sup>th</sup>, as amended. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF MAY 17, 2010, AS AMENDED.**

**11. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that the fundraising letters were sent out for the Hayes Property. So far, they have received \$22,250 in donations and another \$5,000 incentive pledge by the Byrne Foundation. There is a small fundraising committee which is actively beginning the second phase by reaching out to people regarding donations. The goal is to get to \$115,000 by the end of June which is ambitious but they are off to a good start.

Ms. Griffin reported that she is working this week to finalize the legal documents for the Municipalization and they will be posted on the website prior to the Public Hearing scheduled to review these documents on Monday, June 21, 2010.

Ms. Griffin reported that the Legislature is at a standstill on the State budget. The House and the Senate are in disagreement on how to resolve the deficit. They are having a meeting tomorrow to address where they are on this issue. Things are very much still up in the air surrounding the State budget. She will continue to monitor the information as it comes out of the Local Government Center regarding additional potential loss of revenue.

Selectman Christie asked for the amount donated by the Byrne Foundation for the Hayes property. Ms. Griffin also noted that the Byrne foundation donated \$10,000 for the purchase of the Hayes property and an additional \$5,000 incentive grant which would come in at the end.

Board of Selectmen  
June 7, 2010

She also noted that the Byrne Foundation donated \$5,000 for playground equipment at the end of Thompson Terrace.

**12. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie had nothing new to report.

**Athos Rassias**

Selectman Rassias reported that the Conservation Commission made some recommendations regarding the Trescott Company Management.

**Kate Connolly**

Vice Chairman Connolly reported that the Planning Board approved a subdivision of the Byrne Property on King Road. The Planning Board also approved improvements to the Kendal dining facility. Vice Chairman Connolly reported that Dartmouth College will be redoing the retaining wall that separates the cemetery from Tuck Drive. The Planning Board will review the lot re-arrangements for the Water Company tomorrow night.

**13. OTHER BUSINESS.**

There was no Other Business reported.

**14. ADJOURNMENT.**

Selectman Christie **MOVED** to adjourn the meeting. Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 8:33 P.M.**

Respectfully Submitted,

Athos Rassias, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Selectman Christie MOVED to ADOPT the Rate and Fee Schedule for FY2010-2011 (except for Sewer Fees). Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011.**

2. **Selectman Rassias MOVED to accept the gift of an ornamental clock from the Dartmouth College Class of 1958. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO ACCEPT THE GIFT OF AN ORNAMENTAL CLOCK FROM THE DARTMOUTH CLASS OF 1958.**

3. **Selectman Christie MOVED to approve and execute the Steele Property Deed. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTE 3 IN FAVOR, 0 OPPOSED TO APPROVE AND EXECUTE THE STEELE PROPERTY DEED.**

4. **Selectman Rassias MOVED to approve the Investment Policy. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE INVESTMENT POLICY.**

5. **Selectman Rassias MOVED to approve the sewer abatement request. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE SEWER ABATEMENT REQUEST.**

6. **Selectman Christie MOVED to authorize the Town Manager to execute all necessary documents relative to the acceptance of \$111,300 in energy efficiency and Conservation Block Grant funds for lighting upgrades, building audits and idling reduction technologies per the Public Hearing that was held on April 26, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED IN 3 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS RELATIVE TO THE ACCEPTANCE OF \$111,300 IN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS FOR LIGHTING UPGRADES, BUILDING AUDITS AND IDLING REDUCTION TECHNOLOGIES PER THE PUBLIC HEARING THAT WAS HELD ON APRIL 26, 2010.**

7. **Selectman Rassias MOVED to approve the second banner proposed for ILEAD. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE SECOND BANNER PROPOSED FOR ILEAD.**

8. **Selectman Rassias MOVED to approve the banner request for the 5<sup>th</sup> Annual Special Olympics Fall Games. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE BANNER REQUEST FOR THE SPECIAL OLYMPICS.**

9. **Selectman Christie MOVED to approve the Minutes for Town Meeting on May 11, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES FOR TOWN MEETING ON MAY 11, 2010.**

10. **Selectman Christie MOVED to approve the Minutes of May 17<sup>th</sup>, as amended. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF MAY 17, 2010, AS AMENDED.**

11. **Selectman Christie MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 3 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 8:33 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**May 17, 2010**

**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. Chairman Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

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

**2. TOWN MEETING UPDATE.**

Ms. Griffin revealed the voting results which were also on the website. She reported that there were 1,605 votes cast and it was a very good turnout which she felt was partly due to the school budget vote.

**3. ORGANIZATIONAL MEETING FOR 2010-2011 BOARD OF SELECTMEN.**

**Vice Chairman Connolly MOVED to nominate Brian Walsh as Chairman of the Hanover Board of Selectmen. Selectman Rassias SECONDED the motion.**

**THE BOARD UNANIMOUSLY ACCEPTED THE NOMINATION OF BRIAN WALSH AS CHAIRMAN OF THE HANOVER BOARD OF SELECTMEN.**

**Selectman Rassias MOVED to nominate Kate Connolly as Vice Chairman of the Board of Selectmen. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY ACCEPTED THE NOMINATION OF KATE CONNOLLY AS VICE CHAIRMAN OF THE HANOVER BOARD OF SELECTMEN.**

**Vice Chairman Connolly MOVED to nominate Judy Doherty as Secretary. Chairman Walsh SECONDED the motion.**

**THE BOARD UNANIMOUSLY ACCEPTED THE NOMINATION OF JUDY DOHERTY AS SECRETARY TO THE HANOVER BOARD OF SELECTMEN.**

Chairman Walsh suggested that the Board defer the Select Board Committee assignments for a future meeting.

**4. REVIEW OF CONSERVATION EASEMENT AND MANAGEMENT PLAN FOR STEELE PROPERTY IN CONJUNCTION WITH THE CONSERVATION COMMISSION AND HANOVER CONSERVATION COUNCIL.**

Chairman Walsh noted that this review also covers the Rinker Property. Ms. Griffin noted that the reason they are having this review is because at the Pre-Town Meeting public hearing, the Board talked about reviewing these documents if Town Meeting approved the transaction for this property. The owners are anxious to set up a closing date for this transaction so this is why they are reviewing this so quickly.

Chairman Walsh handed the meeting over to Vice Chairman Connolly and stated that he felt these were excellent documents that show a degree of professionalism and forethought and set forth legal structure in the easement and philosophical structure in the management plan. He is supportive of these documents. Vice Chairman Connolly asked if anyone else had comments regarding this transaction.

Selectman Doherty stated that since she had not seen these kinds of documents before, she asked Ms. Griffin, the Conservation Council and Conservation Commission members whether they had any concerns.

Vicki Smith, Conservation Commission member and Town Planner, stated that she had no concerns and noted that they had a very productive meeting last week and stated that this has been a great process. The management plan will be reviewed every year in consultation with the Council for any future changes. They have a good starting point to purchase the property and conserve it.

Selectman Christie asked for examples of areas that required discussion during the meeting with the Conservation Commission and the Conservation Council. Ms. Smith stated that they discussed the kinds of uses that would be allowed on the trails, whether they would allow wheeled vehicles, concerns over steep slopes with highly erodible soils but they came to an agreement that for the most part, wheeled vehicles would not be appropriate. There are mountain bike trails through corners of the property and there may be other areas that would be acceptable for this use. There was a discussion about creating a trail for people with mobility challenges which is something they might look into. Kendal residents were great supporters of this project and they felt that they needed to be responsive to that group. Ms. Smith also noted that they discussed the possibility of allowing a simple structure to allow flexibility in the future. She noted it would be harder to change an easement so they wanted to put this option in at this time.

Chairman Walsh noted that in his experience when they don't get to that level of detail, it does become harder and harder in future years. Vice Chairman Connolly stated that she also felt that there was a great deal of detail to these documents which was going to be helpful. Ms. Smith noted that Paul Harwood was a great help in this process as he had experiences with what kind of uses should be allowed in that area. The area needs to pretty much stay the way it is.

**Chairman Walsh MOVED to approve the Conservation Easement and Management Plan as presented. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE CONSERVATION EASEMENT AND MANAGEMENT PLAN AS PRESENTED.**

Chairman Walsh resumed control of the meeting.

- 5. RECOMMENDATION TO SET A PUBLIC HEARING ON JUNE 7, 2010 TO REVIEW LEGAL DOCUMENTS RELATED TO THE MUNICIPALIZATION OF THE HANOVER WATER WORKS COMPANY.**

Chairman Walsh noted that he would not be present for the June 7<sup>th</sup> meeting. Ms. Griffin noted that the subsequent Board meeting would held on June 21, 2010.

**Vice Chairman Connolly MOVED to set a Public Hearing on June 21, 2010 to review legal documents related to the Municipalization of the Hanover Water Works Company.**

Ms. Griffin noted that the changes to the document would be made available on the website. Residents would not need to re-read the entire document as the changes would be outlined for them.

**Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 21, 2010 TO REVIEW LEGAL DOCUMENTS RELATED TO THE MUNICIPALIZATION OF THE HANOVER WATER WORKS COMPANY.**

- 6. RECOMMENDATION TO SET A PUBLIC HEARING ON JUNE 7, 2010 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011.**

**Selectman Doherty MOVED to set a public hearing on June 7, 2010 to consider and adopt the Rate and Fee Schedule for FY2010-2011. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 7, 2010 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011.**

Ms. Griffin noted that she will be meeting with Betsy McClain and Peter Kulbacki tomorrow about the sewer rates. She felt that the Board should take the sewer rates on a separate date.

Chairman Walsh noted that the Board would also be reviewing the goals and objectives of the Board of Selectmen and the Board committee assignments in June.

**Selectman Doherty MOVED to set a Public Hearing on June 7, 2010 for all Rate and Fee Schedule items except the wastewater rate and fees for FY2010-2011. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 7, 2010 FOR ALL RATE AND FEE SCHEDULE ITEMS EXCEPT THE WASTEWATER RATE AND FEES FOR FY2010-2011.**

**7. REVIEW AND APPROVAL OF SUBLEASE FOR THE TOP DECK OF THE 63 SOUTH MAIN STREET PARKING GARAGE.**

Ms. Griffin confirmed that the sublease has been reviewed by Town staff and Town counsel. Ms. Griffin noted that Lt. O'Neill was present to answer questions as well.

Vice Chairman Connolly had a question about the number of spaces because there are substitute spaces and she asked if this was okay. Ms. Griffin stated that they are fine with this. Vice Chairman Connolly stated that Dartmouth College would most likely create the spaces ¼ mile away from the site. Ms. Griffin stated that this was something that they were aware could happen.

Lt. O'Neill stated that there are 32 spaces on the top of the 63 South Main Street deck. The Parking & Transportation Board (PTB) has discussed this and would appreciate the Board's approval. The PTB would also like this area managed similar to the way that it was managed a few years ago with 10 hour parking priced at \$.25cents/hour and the front space leasing with 3 hour limits at \$.50/hour. Lt. O'Neill reviewed the old use data and noted that historically, there was 50% occupancy for the Fleet Deck. The Fleet Deck would fill up around lunchtime. The revenue for a 2-3 year period was about \$7,000/year between meter feeds and fines.

Ms. Griffin stated that previously when they leased this area it was very expensive; now the Town will be acquiring this area for \$1. Chairman Walsh noted that they would also be paying for maintenance. Lt. O'Neill noted that when the Town was leasing this area, they were responsible for maintenance at that time as well. Lt. O'Neill stated that he supports this and the ability to add spaces on this side of Town would be very beneficial.

Selectman Doherty confirmed that there were no concerns about liability or contracts. Ms. Griffin stated that there were none and the recommendation is to get Board approval.

Chairman Walsh expressed concern regarding Dartmouth's right to substitute but if Dartmouth loses the right to those spaces, they have a responsibility to substitute those spaces. It doesn't read this way through the sublease. Ms. Griffin stated that they could insert stronger language regarding this issue. Chairman Walsh suggested something like **"Dartmouth reserves the right to use some or all of the parking spaces for public parking, etc. and if they choose to**



**exercise that right, they SHALL provide substitute spaces meeting the following criteria.”** Ms. Griffin stated that she would work on adding stronger language to this effect.

**Selectman Doherty MOVED to approve the sublease for the top deck of the 63 South Main Street Parking Garage with the amendment as proposed by Chairman Walsh. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE SUBLEASE FOR THE TOP DECK OF THE 63 SOUTH MAIN STREET PARKING GARAGE WITH THE PROPOSED AMENDMENT.**

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

Mike Ryan, Assessor, was present to answer questions of the Board. He reported that the Advisory Board of Assessors met on April 28<sup>th</sup> and May 5<sup>th</sup> and will be reviewing four more abatements requests at the next meeting scheduled for Tuesday, May 25<sup>th</sup>.

Chairman Walsh noted for the viewing public that any resident has the right to request a formal abatement. The first part of the review would be to have a meeting with Mike Ryan to have a conversation over the concern. The Advisory Board of Assessors would meet with the applicant and the Board is made up of Paul Young, Dick Birnie, Mike Ryan, Joe Roberto, and Kate Connolly. The Advisory Board of Assessors would review the abatement request and then make a recommendation to the Board of Selectmen as to whether the abatement should be approved or not.

Selectman Christie stated that the abatements are larger and a higher percentage of the assessments over what they have seen previously. Mike Ryan confirmed that this is the case and could be a sign of the economy. Selectman Christie confirmed with Mr. Ryan that there weren't any concerns over their current methodology in dealing with these requests.

Vice Chairman Connolly noted the years of service by Paul Young on the Advisory Board of Assessors. Chairman Walsh wanted to write a letter to Mr. Young from the Board of Selectmen. Mike Ryan stated that he felt very fortunate to work with Paul Young for the past 12 years.

Ms. Griffin noted that Jay Pierson agreed to accept appointment by Town Meeting to the Board of Assessors.

**Vice Chairman Connolly MOVED to endorse the findings of the Advisory Board of Assessors. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ENDORSE THE FINDINGS OF THE ADVISORY BOARD OF ASSESSORS.**

## 9. STATE AND COUNTY FISCAL UPDATE.

Ms. Griffin stated that it is unclear where they are with gambling bill after all of the proposals on both the side of the House and the Senate. She has not been able to decipher the parliamentary procedures of the Senate from the newsletter as to what occurred last week regarding the budget. There is a fair amount of confusion in the legislature right now but the budget deficit is set at approximately \$300 million right now; up from the \$220 million deficit set in January.

The Senate has restored the 5% decrease in the retirement system contribution but there is talk about moving it again. The last word received showed that the Town could have an \$80,000 hit as of July 1, 2010. There is a proposal to increase the Group II contribution by 5% but all of it is unclear at this point.

Vice Chairman Connolly noted that the employee contribution has decreased. Ms. Griffin stated that every time she tries to get the update on-line, it is chaotic. Theoretically May 27<sup>th</sup> is the deadline so that they know exactly what they are taking into the Committees of Conference.

Chairman Walsh compared the actions in the legislature to a NASCAR pile-up and suggested that they all sit back and see what happens because clearly the Town is unable to influence what happens.

Vice Chairman Connolly stated that the most destructive proposals have happened in the 11<sup>th</sup> hour and the chaos is greater than usual at the end of the legislative session this year. Ms. Griffin stated that technically the legislature works right up until the end of June even though Committees of Conference start next week. Ms. Griffin will update the Board as soon as they know what the cost will be for the Towns and determine how they absorb the cuts or decide to send letters out to taxpayers in the fall to explain the increases downshifted from the State.

Chairman Walsh stated that if the impact is within the 1% to 3% range they will try to work with that but if the State creates tax increases in the 5% to 8% range they should inform the residents. Selectman Christie stated that they will need to keep track of it collectively so that they can explain it to the residents.

Ms. Griffin stated that she sent the Board the information on the County budget and they are still waiting for the estimate for the anticipated future tax rate impact for the County Jail project which is now going forward.

Ms. Griffin noted that the Grafton County Delegation is made up of all State Representatives in Grafton County. They are supposed to go to the budget hearing in late June and this will be a hefty hit for the tax rate. She noted that the operating budget for corrections is almost double what was proposed previously and it is unclear what is influencing the increase because they have not had any updates since the lawsuit was filed.

**10. BANNER REQUEST:**

- Howe Library
- Opera North

Ms. Griffin noted that there were two additional banner requests; 1) the Farmer's Market and 2) the Hanover Recreation Department's Old Fashioned 4<sup>th</sup> of July.

Chairman Walsh confirmed that these fit within the schedule with one banner across Main Street. Ms. Griffin stated that they are comfortable that they can accommodate these requests.

**Selectman Doherty MOVED to approve the Banner Requests of the Howe Library, Opera North, Farmer's Market and the Hanover Recreation Department's Old Fashioned 4<sup>th</sup> of July.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS AS PRESENTED.**

**11. APPROVAL OF MINUTES:**

- April 26, 2010

Vice Chairman Connolly noted that she had already reviewed her changes to the Minutes with the Recording Secretary. There were no other recommended changes.

**Vice Chairman Connolly MOVED to approve the Minutes of April 26, 2010 as amended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED AND 1 ABSTAINED TO APPROVE THE MINUTES OF APRIL 26, 2010.** (Chairman Walsh abstained from the vote.)

**12. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that they are full steam ahead with projects since Town Meeting is over. She advised that she would be contacting Selectman Rassias and Selectman Doherty to pull together a meeting for the Website Committee.

Ms. Griffin reported that there will be neighborhood meeting to discuss streetlights and maps to consider light removal. The Low Road neighborhood has volunteered to be the first to go forward with this project since they have lights they would like to see removed.

Ms. Griffin stated that they have had some progress on the sustainability initiatives. They are moving forward with the restaurant and school composting project. The Ray School started this during Earth Day week. Larry Litten is working with a couple of organizations in Vermont to put together a pilot program for a food composting effort with the downtown businesses.

Ms. Griffin noted that William Desch and his crew planted a lot of trees on Lyme Road near the Middle School prior to the commencement of the work that will be done in that area. Chairman Walsh noted that there were numerous compliments from the neighborhood.

Ms. Griffin stated that she is monitoring the situation with the Senate bill regarding the HealthTrust insurance pool. The amendment to the House Bill voted on by the Senate opted to not set the reserve limits which was good because it became clear that Senate was hoping to draw money from the HealthTrust. Another troublesome issue is the legislation's desire to give the Secretary of State authority to essentially rule over the health insurance pool which they vehemently opposed.

Ms. Griffin noted that she attended the worst Senate session in her life in terms of being treated in a demeaning fashion as a public official. One other manager likened it to the Jerry Springer show. The managers have drafted a letter in response to this session to the Governor and the President of the Senate and the Speaker of the House will decide on the timing of dealing with that letter. There were 30 managers in attendance and the atmosphere was just awful.

Vice Chairman Connolly noted that of the 47 states that have risk pools, 23 are overseen by their insurance departments and the other 24 are not overseen at all but none are overseen by a Secretary of State. Ms. Griffin did not feel that the Secretary of State was not qualified to oversee this. Vice Chairman Connolly noted that the Secretary of State's office was the agency of oversight when an \$80 million Ponzi scheme took place which needs to be figured out before this moves forward.

Ms. Griffin stated that the House Committee have a hearing set for Friday morning and she expects a lot of the managers to be present. The legislation doesn't just impact the Local Government Center's HealthTrust it also affects Primex and another large insurance pool; this legislation is definitely targeted at the Local Government Center. Vice Chairman Connolly asked if they should be speaking to their representatives. Ms. Griffin stated that Senator Houde voted for this amendment and noted that Democrats voted for it and Republicans voted against. The mood is not friendly toward local officials in this session and it may be the increased pressure all around. Ms. Griffin stated that it was a 7 hour hearing and it was disconcerting.

### **13. SELECTMEN'S REPORTS.**

#### **Peter Christie**

Selectman Christie reported that the Dresden Finance Committee and Hanover Finance Committee continue to meet. There is interest in the upcoming teacher negotiations. The Committees will play an active role in recommending guidelines for the next school budget as well as provisions for the next teacher's contract.

**Kate Connolly**

Vice Chairman Connolly reported that she is serving on the Design Planning and Environmental Quality for the Local Government Center and just completed their last meeting.

Vice Chairman Connolly reported that the Planning Board will be meeting tomorrow night.

**Judy Doherty**

Selectman Doherty reported that Bob Strauss, Jonathan Edwards and the Affordable Housing Commission will be attending the Planning Board meeting tomorrow night. The Commission will start dialogue with the Planning Board to revisit conversations they have had in the past.

Selectman Doherty noted that the Affordable Housing Commission will meet on Thursday, May 20<sup>th</sup> in the Boardroom.

Selectman Doherty announced that the Howe Library has air conditioning. There was big celebration for the Howe Trustees with a big thanks to Julia Griffin, Frank Austin and Peter Kulbacki who helped see this project through.

**Athos Rassias**

Selectman Rassias reported that the Bike & Pedestrian Committee will meet tomorrow with the Planning Board. They will discuss the goals of the Committee. Selectman Rassias also noted that the Committee has been meeting with Peter Kulbacki regarding the upcoming projects on Lyme Road and Park Street.

Selectman Rassias noted that he missed the last Conservation Commission meeting but they continue to meet regularly.

**Brian Walsh**

Chairman Walsh reported that the Chamber of Commerce meets tomorrow and the Sustainability Committee meets on Wednesday, May 19<sup>th</sup>.

Ms. Griffin noted that there will be a meeting regarding the Hayes Property Fundraising efforts on Wednesday, 7 p.m. at Trumbull Hall.

**14. OTHER BUSINESS.**

There was no Other Business reported.

**15. ADJOURNMENT.**

Board of Selectmen  
May 17, 2010

**Selectman Doherty MOVED to adjourn the meeting. Vice Chairman Connolly  
SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:24 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Vice Chairman Connolly MOVED to nominate Brian Walsh as Chairman of the Hanover Board of Selectmen. Selectman Rassias SECONDED the motion.**

**THE BOARD UNANIMOUSLY ACCEPTED THE NOMINATION OF BRIAN WALSH AS CHAIRMAN OF THE HANOVER BOARD OF SELECTMEN.**

2. **Selectman Rassias MOVED to nominate Kate Connolly as Vice Chairman of the Board of Selectmen. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY ACCEPTED THE NOMINATION OF KATE CONNOLLY AS VICE CHAIRMAN OF THE HANOVER BOARD OF SELECTMEN.**

3. **Vice Chairman Connolly MOVED to nominate Judy Doherty as Secretary. Chairman Walsh SECONDED the motion.**

**THE BOARD UNANIMOUSLY ACCEPTED THE NOMINATION OF JUDY DOHERTY AS SECRETARY TO THE HANOVER BOARD OF SELECTMEN.**

4. **Chairman Walsh MOVED to approve the Conservation Easement and Management Plan as presented. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE CONSERVATION EASEMENT AND MANAGEMENT PLAN AS PRESENTED.**

5. **Vice Chairman Connolly MOVED to set a Public Hearing on June 21, 2010 to review legal documents related to the municipalization of the Hanover Water Works Company. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 21, 2010 TO REVIEW LEGAL DOCUMENTS RELATED TO THE MUNICIPALIZATION OF THE HANOVER WATER WORKS COMPANY.**

6. **Selectman Doherty MOVED to set a public hearing on June 7, 2010 to consider and adopt the Rate and Fee Schedule for FY2010-2011. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 7, 2010 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY2010-2011.**

7. **Selectman Doherty MOVED to set a Public Hearing on June 7, 2010 for all Rate and Fee Schedule items except the wastewater rate and fees for FY2010-2011. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 7, 2010 FOR ALL RATE AND FEE SCHEDULE ITEMS EXCEPT THE WASTEWATER RATE AND FEES FOR FY2010-2011.**

8. **Selectman Doherty MOVED to approve the sublease for the top deck of the 63 South Main Street Parking Garage with the amendment as proposed by Chairman Walsh. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE SUBLEASE FOR THE TOP DECK OF THE 63 SOUTH MAIN STREET PARKING GARAGE WITH THE PROPOSED AMENDMENT.**

9. **Vice Chairman Connolly MOVED to endorse the findings of the Advisory Board of Assessors. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ENDORSE THE FINDINGS OF THE ADVISORY BOARD OF ASSESSORS.**

10. **Selectman Doherty MOVED to approve the Banner Requests of the Howe Library, Opera North, Farmer's Market and the Hanover Recreation Department's Old Fashioned 4<sup>th</sup> of July.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS AS PRESENTED.**

11. **Vice Chairman Connolly MOVED to approve the Minutes of April 26, 2010 as amended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED AND 1 ABSTAINED TO APPROVE THE MINUTES OF APRIL 26, 2010. (Chairman Walsh abstained from the vote.)**

12. **Selectman Doherty MOVED to adjourn the meeting. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:24 P.M.**



**FINAL**

**2010 TOWN MEETING  
TOWN OF HANOVER  
Tuesday, May 11, 2010  
Hanover High School Gymnasium**

The annual Town Meeting of Hanover, New Hampshire convened on May 11, 2010 at 7 a.m. by the Town Moderator, Daniel Nelson, at the Hanover High School Gymnasium. Moderator Nelson explained that the polls would be open from 7 a.m. until 7 p.m. for the purpose of voting for candidates for Town Offices and for all other articles requiring vote by official ballot as set forth in Articles One through Five of the Town Meeting Warrant.

**ARTICLE ONE:** To vote (by nonpartisan ballot) for the following Town Officers:

One Selectman to serve for a term of three (3) years;  
Athos Rassias            1,564 (Re-elected)

One Town Clerk to server for a term of three (3) years;  
Charles Garipay        1,535

One Moderator to serve for a term of two (2) years;  
Daniel M. Nelson      1,516

One Library Trustee to serve for a term of three (3) years;  
Elizabeth P. Storrs    1,550

One Supervisor of the Checklist to serve for a term of six (6) years;  
Linda McWilliams     1,504

One Trustee of Trust Funds to serve for a term of three (3) years.  
Brian C. Doyle        1,509

**ARTICLE TWO** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 1 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 1 would amend Section 702 by replacing the word “preliminary” with the words “the Design Review phase of” subdivision and site plan review.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,568 NO 151 ARTICLE PASSED**

**ARTICLE THREE** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 2:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 2 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 2 would amend Section 803 to allow a specified limited category of additions to existing non-conforming structures without the need for a Special Exception.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,476 NO 251 ARTICLE PASSED**

**ARTICLE FOUR** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 3:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 3 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 would amend Section 1001 to specify that abutters shall be notified of a pending application for a residential zoning permit.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,605 NO 150 ARTICLE PASSED**

**ARTICLE FIVE** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Planning Board in Amendment No.4:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 4 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 4 would amend Section 1006 to revise the criteria by which the Zoning Board of Adjustment would consider applications for variances so that these criteria are consistent with recent changes to State Law.

At a public hearing held on February 9, 2010, the Hanover Planning Board voted unanimously to recommend that Town Meeting adopt this zoning amendment.

**RESULTS: YES 1,611 NO 114 ARTICLE PASSED**

### **BUSINESS MEETING**

Moderator Dan Nelson called the meeting to order and asked that the Board of Selectmen introduce themselves. Chairman Brian Walsh, Vice Chairman Kate Connolly, Selectman Peter Christie, Selectman Athos Rassias and Selectman Judith Doherty introduced themselves to the audience.

Moderator Nelson asked Julia Griffin, Town Manager, to introduce the Department Heads and Town Staff. Ms. Griffin introduced Hank Tenney, Recreation Director, Roger Bradley, Fire Chief, Peter Kulbacki, Public Works Director, Myra Johnson, Human Resources Director, Mary White, Howe Library Director, Nick Giaccone, Police Chief, Barbara Prince, Etna Librarian, Jonathan Edwards, Planning and Zoning Director, Betsy McClain, Finance Director, Mike Ryan, Town Assessor, Vicki Smith, Senior Planner, and Elizabeth Rathburn, Recording Secretary.

Moderator Nelson introduced the members of Brownie Troop 40209, Lauren Ilsley, Anna Faith, Ella Nordberg and Sarah Miller who led Town Meeting in the Pledge of Allegiance.

Moderator Nelson went over the procedure for voting during the Business Meeting and referred to the information that was provided in the Annual Report regarding the process for tonight's meeting. Moderator Nelson asked members of the audience to introduce themselves, try to keep their comments brief and asked that they refrain from speaking again until everyone else has had a chance to speak.

Moderator Nelson introduced Hanover High School students Molly Finlayson, Alexandra Birkott, Rachel Finlayson and Rebecca Haynes, all members of a Four String Quartet who performed *America The Beautiful* for Town Meeting.

**ARTICLE SIX:** To choose the following Town Officers to be elected by a majority vote:

**Selectman Doherty MOVED to nominate the following persons for the following offices:**

One member of the Advisory Board of Assessors for a term of three (3) years;  
Judson (Jay) Pierson

Three Fence Viewers, each for a term of one (1) year;  
William Garrity  
Robert Morris

Selectman Doherty noted that the Town is still looking for one more fence viewer for anyone who may be interested in serving.

Two Surveyors of Wood and Timber, each for a term of one (1) year;  
John Richardson  
Ed Chamberlain

Such other Officers as the Town may judge necessary for managing its affairs.  
Selectman Doherty noted that there were no officers being nominated.

Moderator Nelson asked the audience for any comments or questions. There was no further discussion on Article Six.

**Chairman Walsh SECONDED the motion. The motion PASSED and the nominees were ELECTED.**

**ARTICLE SEVEN:** To receive reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers and to vote on any motion relating to these reports and to receive any special resolutions that may be appropriate and to vote thereon.

**Selectman Doherty MOVED that the reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers as printed in the 2009 Town Report be accepted, as well as any Special Resolutions.**

Selectman Doherty invited Jeff Graham to present the Hanover Parks and Recreation Volunteer of the Year Award for 2010.

Mr. Graham made the following presentation:

“Each year at Town Meeting the Parks and Recreation Department present to a person or group that provided continued time and energy for the Citizens of Hanover, the Annual Volunteer Award.

This year is no exception. This person receiving the award this year had been involved in coaching and organizing youth sports for many years. He has contributed many hours of his time to see that many of the young children of the Hanover Community have had coaches, fields and the opportunity to play sports.

When Little League was told in July of 2009 that the field they were using would no longer be available on Reservoir Road, the Volunteer of the year jumped to the front and along with Hank Tenney put together a plan to see that the program would continue with fields. It became a reality when the High School baseball team moved to Norwich and left Thompson Terrace for the development of two Little League fields.

Those efforts have paid off. Little League will now play all its home games at the new park at Thompson Terrace.

The person we have selected tonight has coached pre-school soccer for the Hampshire nursery school, volunteered at numerous events for the Hanover Parks and Recreation Department such as the Pond Party.

He started coaching soccer and baseball for the Recreation Department in 1999 and is still working with the K-3 baseball program as well as the K-4 soccer program. He took his enthusiasm to the Little League program when his sons were of age in 2002 and was elected Little League President in 2007.

We are proud to present the 2010 Hanover Parks and Recreation Board Volunteer Award to Kurt Gantrish.”

Mr. Gantrish accepted the award and stated that he couldn't do what he's done without the help of everyone involved in youth sports; Hank Tenney, Bob Field, Arthur Gardiner, Robin Nuse and the Hanover Baseball Association Board have all been fantastic and anybody who supports youth sports and his wife Janet. He thanked everyone for their support and looks forward to keeping baseball and sports strong in Hanover.

**Chairman Walsh SECONDED the motion. The motion PASSED and Article Seven was ADOPTED as written.**

**Vice Chairman Connolly MOVED Articles Eight through Thirteen as written in the Town Warrant. Chairman Walsh SECONDED the motion.**

Vice Chairman Connolly noted that these articles are brought before Town Meeting every year and the only changes are the amounts. Vice Chairman Connolly read Articles Eight through Thirteen.

**ARTICLE EIGHT:** To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

**ARTICLE NINE:** To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.1, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

**ARTICLE TEN:** To see if the Town will vote to raise and appropriate \$34,660 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of

this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge received for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2008-2009.

**ARTICLE ELEVEN:** To see if the Town will vote to raise and appropriate \$1,145,740 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Ambulance Equipment Capital Reserve Fund	\$ 47,000
Bridge Replacement and Renovation Capital Reserve Fund	\$ 40,000
Building Maintenance and Improvement Capital Reserve Fund	\$ 50,000
Dispatch Equipment and Dispatch Center Enhancements and Capital Reserve Fund	\$ 6,500
Fire Department Vehicle and Equipment Capital Reserve Fund	\$ 65,000
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$249,600
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$ 62,210
Police Vehicles and Equipment Capital Reserve Fund	\$ 73,000
Road Construction and Improvements Capital Reserve Fund	\$ 10,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$527,430
Town Revaluation Capital Reserve Fund	\$ 15,000

**ARTICLE TWELVE:** To see if the Town will vote to raise and appropriate \$2,135,134 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Bridge Replacement and Renovation Capital Reserve Fund <i>River Road and/or Ruddsboro Road bridge repair</i>	\$ 95,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Backhoe loader, loader, truck with plow</i>	\$ 300,100
Howe Library Building Repair and Equipment Capital Reserve Fund <i>Portion of migration costs to open source</i>	\$ 20,034

<i>library information system</i>	
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$1,700,000
Town Revaluation Capital Reserve Fund <i>Contracted labor for Town-wide property reevaluation program</i>	\$ 20,000

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these purchases are complete or June 30, 2015, whichever is sooner.

**ARTICLE THIRTEEN:** To see if the Town will vote to raise and appropriate \$29,950 for up to \$22,950 of signal and pedestrian improvements at the Lyme Road and North Park Street intersection and for general improvements up to \$7,000 proposed by the Bike and Pedestrian Committee, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until these improvements are complete or June 30, 2015, whichever is sooner.

Kim Perez, Etna, asked about the \$1.7 million amount being appropriated toward the Sewer Improvements. Peter Kulbacki, Public Works Director, stated that this amount was approved in the budget three years ago for the improvements and this was the remaining amount that needed to be appropriated out of the reserve. It will be used to replace the blowers and upgrade the digester systems as well as some of the controls.

**The motion PASSED and Articles Eight through Article Thirteen were ADOPTED as written.**

Moderator Nelson asked for any business under Article 14.

**ARTICLE FOURTEEN:** To see if the Town will vote to raise and appropriate \$19,760,540 to pay the operating expenses of the Town for the 2010-2011 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

**Selectman Christie MOVED that the Town vote to raise and appropriate \$19,760,540 to pay the operating expenses of the Town for the 2010-2011 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles. Vice Chairman Connolly SECONDED the motion.**

Selectman Christie made the following presentation regarding this year’s Town Budget:

“Crafting a responsible Town Budget seems to get trickier every year as more and more factors come into play, but before I get into those let’s review how we got to basically a tax rate neutral budget.

Given all that is going on both nationally and locally due to the recent recession: Including pay freezes, loss of jobs, loss of investment assets and related income, no social security cost of living increases, etc. etc., the Board and Town Staff were committed to delivering a budget with a negligible tax rate impact.

To that end the Board asked Town staff to come forward with a draft budget with no more than a 4% tax rate increase and to recommend potential cuts that would bring it down to 0%. This was done with a professionalism and sense of cooperation that we have come to expect (but always appreciate), and the Board eventually adopted a budget with a tax rate increase of 0.3% which we proudly present here tonight.

Several factors made this accomplishment difficult:

The underlying wage increase for town employees in this budget is 5%, comprised of the contract required 3% cost of living increase and a 2% step increase received by most of our town employees. With Salaries and Benefits representing about 70% of the entire budget, starting with a 5% increase in salaries left lots of work to be done to hit our goal of a 0% tax rate impact. The situation was further complicated because two of our three union contracts had not yet been approved at Town Meeting.

Julia Griffin met with all three bargaining units (Public Works, Police and Fire) and non union staff to discuss the budget challenges. Some Town staff had spoken to Julia to suggest that they would forego their raises this year in light of what was going on in the rest of the community. We thank them for that, but the Board decided that it was not practical to try to open up contacts for renegotiation when two of those contracts had not yet even been approved by Town Meeting. Potentially foregoing pay raises by some staff and not by others was also problematic given our strong desire and history of treating all town employees the same relative to increases in compensation.

Rather than focusing on this dimension of the budget, the Board challenged Julia and the department heads to be as creative and aggressive as possible to reduce other spending - recognizing that salary increases *were* going to be left in place. They responded admirably and the final budget reflects significant other cuts, especially in overtime, which obviously impacts many employees' take home pay.

Looking beyond this year, the Board recognizes that *the* most important thing that we can do locally to positively impact future budgets is to establish a new paradigm with our bargaining units - one that focuses on total compensation.

For Town budgets to be sustainable over the next decade, all factors of compensation, including health care and retirement benefits, will need to be taken into consideration -- leaving behind the historical primary focus on just cost of living and step increases. We have made some progress along these lines in past negotiations, but much more still needs to be done.



Other factors that made this budget difficult or are expected to make future budgets difficult include:

The loss of interest income on Town invested cash as current interest rates are being held down as part of the national economic recovery strategy. Forecasted interest income in the proposed budget is \$75,000 *lower* than last year and over \$200,000 lower than its high in 2008. This year's decrease of \$75,000 has about a 1% impact on the tax rate – not small change.

The Grand List is still increasing, but at a slower rate. The assumed Grand List increase in this budget is \$25 million, on the low side, but still a respectable increase thanks to Dartmouth College expansion, the new hotel now under construction, and expected new houses and home upgrades.

While we have gotten accustomed to the Grand List increasing in the range of \$25 to \$40 million each year, we anticipate a reduction from historical trends starting next year. The slowing of construction projects will also reduce planning fees as well as reducing property tax revenues.

Underfunded State Retirement accounts will need to be replenished. The State has reduced its contribution to 25% - down from 30% last year and 35% the year before that, and we are expecting an even lower state contribution percentage next year. Also on the horizon is a 20% increase in the town contribution to the retirement fund to take effect in FY2012 as the State tries to revive the system's overall fiscal health.

The biggest gorilla in the room, of course, is the continued down-shifting of State expenses to the towns. Let there be no doubt in your mind that the State of New Hampshire has a very active broad based tax- it is called -the Property Tax. It works *quite* simply. The State has budget shortfalls which it addresses by *keeping* money that it has historically shared with Towns (such as rooms and meals tax revenue) or by mandating increases in money from the Towns (such as increased contributions to the retirement fund discussed above). The Towns, which are already struggling to provide essential services within sustainable tax increases, have no choice but to pass on the State push downs as additional property taxes. *Slick*, if you serve in Concord, *very painful* if you are the Town Manager in Hanover. Approximately 2% of your current town tax bill for municipal services is a result of this downshifting and we expect that % to increase.

So, have I depressed you enough? Difficult times ahead, but I do *not* want to leave you thinking that all is doom and gloom, because it is not - far from it!

We have tried hard and I believe been successful in positioning the Town for the long haul. We avoided budget reductions that would have helped in this budget but would have only come back to bite us next year or further down the road. We also continued to fully fund capital reserves and to maintain our discipline in terms of how we use our undesignated fund balances.

In closing, let me say that we are blessed by a high level of services provided by a professional and dedicated Town staff who understand that we are all in the same boat - working to a common goal of providing services in a smart and sustainable way. Please join me in thanking Julia, Betsy, and all the department heads and Town staff who helped prepare this budget and to all of our Town staff who do an exceptional job day in and day out. And a thank you to all of you who volunteer your time and expertise to make Hanover the exceptional Town that it is.

Let's open the floor for questions.”

Moderator Nelson invited Bill Garrity from the Hanover Finance Committee to speak to this Article. Mr. Garrity introduced himself as the Chairman of the Finance Committee and named the other members of the Committee: Tom Blinkhorn, Peter Christie, Kevin Cotter, Kristi Fenner, Mike Gerling & John Hochrieter. Mr. Garrity reported that on March 29, 2010, the Hanover Finance Committee unanimously endorsed the FY 2010-2011 Town budget. The Finance Committee wanted to commend the skills and management attributes of the Town and the Select Board for delivering such a felicitous budget in a very stringent economic climate.

**The motion PASSED and Article Fourteen was ADOPTED as written.**

**ARTICLE FIFTEEN:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the New England Police Benevolent Association (NEPBA), Local 27, which calls for the following increases in total compensation for its members:

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$36,979
2010-2011	\$32,423

And further to raise and appropriate the sum of \$32,423 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year and which became effective in July, 2009.

Chairman Walsh spoke to Articles Fifteen and Sixteen pertaining to the Police and Fire Union Contracts. Chairman Walsh stated that Selectman Christie's presentation addressed how the contracts fit in to the budget. Most importantly, he highlighted the work that is ahead of the Town for future contract years and the principle that the Town has employed for years is to treat all employees equal whether Union or Non-Union. The expenditures in these motions were budgeted for and there are two expenditures; 1) for the budget year they are currently in, and 2) the portion in the budget that are included in the contracts. It is virtually a 0% tax increase and the Select Board recommends that they approve these Articles.

**Chairman Walsh MOVED that the Town vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the New England Police Benevolent Association (NEPBA), Local 27, which calls for the following increases in total compensation for its members:**

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$36,979
2010-2011	\$32,423

**And further to raise and appropriate the sum of \$32,423 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year and which became effective in July, 2009. Vice Chairman Connolly SECONDED the motion.**

**The motion PASSED and Article Fifteen was ADOPTED as written.**

**ARTICLE SIXTEEN:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the International Association of Firefighters (IAFF), Local 3288, which calls for the following increases in total compensation for its members:

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$22,022
2010-2011	\$20,775

And further to raise and appropriate the sum of \$20,775 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year, and which became effective in December, 2009.

**Chairman Walsh MOVED that the Town vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the International Association of Firefighters (IAFF), Local 3288, which calls for the following increases in total compensation for its members:**

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$22,022
2010-2011	\$20,775

**And further to raise and appropriate the sum of \$20,775 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year, and which became effective in December, 2009. Vice Chairman Connolly SECONDED the motion.**

**The motion PASSED and Article Sixteen was ADOPTED as written.**

**ARTICLE SEVENTEEN:** To see if the Town will vote to authorize the purchase of a 9.4 acre parcel known as the Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road, upon which the Etna Library currently resides, for the purchase price of \$360,000, and to raise and appropriate that sum for this purpose as follows:

- a. \$190,000 by authorizing the withdrawal of that amount from the Land and Capital Improvements Fund;
- b. \$84,000 by withdrawal from the Conservation Fund;
- c. \$128,000 by private donations.

And further to permanently protect 4.2 acres of that property through the establishment of a conservation easement and management plan for that portion of the property, to be approved by the Conservation Commission, the Board of Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.

No funds raised in this article will come from taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.

**Selectman Rassias MOVED that the Town vote to authorize the purchase of a 9.4 acre parcel known as the Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road, upon which the Etna Library currently resides, for the purchase price of \$360,000, and to raise and appropriate that sum for this purpose as follows:**

- a. **\$190,000 by authorizing the withdrawal of that amount from the Land and Capital Improvements Fund;**
- b. **\$84,000 by withdrawal from the Conservation Fund;**
- c. **\$128,000 by private donations.**

**And further to permanently protect 4.2 acres of that property through the establishment of a conservation easement and management plan for that portion of the property, to be approved by the Conservation Commission, the Board of**

**Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.**

**No funds raised in this article will come from taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.**

**Vice Chairman Connolly SECONDED the motion.**

Selectman Rassias presented the following information to Town Meeting with regard to this Article.

“This article is multi-faceted and on the surface seemingly complex but in reality it’s a straight forward and simple effort to improve the Etna library and at the same time preserve the character of rural Etna and offer the opportunity for future recreational uses. The property that we’re talking about has been long owned by the Hayes Family; it’s a large 11.4 acre parcel that includes the home, barn and pasture lands, right in the middle of Etna. The Etna Library and the land directly under the footprint of the building are owned by the Town Library but the land surrounding the library building belongs to the Hayes Family. A deed restriction has been in place since the Library was constructed requiring the building be used to library purposes only and should the Town cease to use the land for the Town library, the land upon which it sits would be returned to the owner of the larger parcel.

The building commonly referred to as the Etna Library, formally known as the Hanover Town Library, was founded in 1898 and the building was built in 1905 as the original Town Library. The Etna Library provides special programs for children and readers of all ages and has about 6,000 items in their collection; open approximately 28 hours per week. It’s truly a center of life in the hum of activity that’s Etna. There are however significant problems with this facility. The most prominent problem is the current parking situation along Etna Road which is not safe. The building is not handicap accessible and improvements to the building would be very difficult if not impossible with the current land ownership situation.

Mrs. Hayes passed away in 2009 and the Town has been in discussion with her daughters who are very open to preserving the family farm that they’ve known all their lives. Discussions led to the decision to pursue subdivision of the farmhouse, barns and 2 acres of land so that the home could be sold for what the family hopes will be the preservation and renovation, and to leave the remaining 9.4 acre parcel intact in the hopes that the Town could combine funding sources to enable its purchase. That subdivision, which includes a requirement that the deed restriction governing the use of the Etna Library be extinguished, was approved by the Planning Board on April 6, 2010.

Article Seventeen seeks permission of Town Meeting to purchase the property and to utilize three different sources of funds for that purpose. If adopted, the Town hopes to purchase the property on or about July 1, 2010. Specifically, the article:

- Seeks Town Meeting authorization to purchase the property.
- Seeks an appropriation from the Town's Land and Capital Improvements Fund in the amount of \$190,000
- Seeks an appropriation of funds of \$84,000 from the Town's Conservation Fund
- Seeks an appropriation of the remaining \$128,000 to be raised through a Town-wide fundraising campaign

In addition, Article Seventeen seeks to permanently protect a 4.2 acre portion of the property. With the active recreation and library related-uses envisioned for the area of the Hayes property closest to the road, the dedication of the back 4.2 acres for conservation and more passive recreation uses nicely complements the more active uses being considered for the lower portion of the property.

The back portion of the Hayes property abuts the Trescott Ridge Wetlands, given to the Town in 1971 at the same time adjoining lands were subdivided for house lots. The contiguity of the open space is beneficial for wildlife and for natural resources that do not follow property boundaries.”

Judy Reeve, Acting Chair of the Conservation Commission in Ed Chamberlain's absence, wanted to clarify that the Annual Report was published before the agreement was reached. The actual amount that the Conservation Commission authorized for this project is \$55,000. Ms. Reeve noted that they have the assurance from the Select Board that there will be fundraising for the remaining funds.

Rich Howarth stated that he is aware that under NH State Law that the Conservation Commission has the power to expend money from the Conservation Fund without approval from the Select Board or Town Meeting. Mr. Howarth asked if Town Meeting was being asked to approve a different amount from what was approved by the Conservation Commission.

Chairman Walsh noted that there is a Memo of Understanding between the Town and the Conservation Commission which goes back to the establishment of the Conservation Funds which states that any amount over \$50,000 from that fund needs to be approved by Town Meeting.

Mr. Howarth clarified that his question is regarding the State Law regarding the governing RSAs and whether the Memorandum of Understanding between the Conservation Commission and the Select Board has the power of law or whether it's the RSAs that are controlling.

Bob Russell asked whether the motion was being amended to show that the amount from the Conservation Commission would now be \$55,000. Moderator Nelson stated that there would soon be an amendment.

Gail McPeck, Hanover Conservation Council, stated that they were named in four of the Warrants and wanted to make a statement for the record which includes more than just the Hayes property.

“The Hanover Conservation Council, a private non-profit organization, has adopted the Land Trust Alliance Standards and Practices. We are committed to completing the established processes with the Town that would allow the Council to hold a conservation easement on the Steele and Rinker properties on Route 10, as stated in Warrant Articles Nineteen and Twenty.

Regarding the Hayes property in Etna, the Hanover Conservation Council always looks to protect high return conservation lands. We are likely very interested in holding a conservation easement on the portion of the Hayes property referenced in Warrant Article Seventeen, BUT we want to make it clear that our Board has not yet had the opportunity to vet any proposal. This would need to be done before the Council can commit to the project.”

Moderator Nelson noted that they do not need to make a formal amendment but Selectman Rassias will amend the amounts.

**Selectman Rassias stated that the correct amounts were revised after the Annual Report went to press. The correct amounts are \$55,000 by withdrawal from the Conservation Fund and \$115,000 by private donations.**

Ms. Griffin noted that the appraisal was complete after they printed the Warrant and the value of the conservation piece was determined to be valued at \$55,000 instead of the \$84,000 previously reported. There will be a meeting in Etna to work on the fundraising portion of this transaction.

Moderator Nelson asked Ms. Griffin to announce the correct amounts for this Warrant Article.

Ms. Griffin clarified the amounts in the motion: To see if the Town will vote to authorize the purchase of a 9.4 acre parcel for \$360,000.

- a. \$190,000 by authorizing the withdrawal of that amount from the Land and Capital Improvements Fund;**
- b. \$55,000 by withdrawal from the Conservation Fund;**
- c. \$115,000 by private donations.**

Bob Keane, Etna, noted that he has lived in the Town since 1947. He wanted to underscore that he has seen folks like his mother in her older years trying to get in to the library. His wife laments going to the library because access is such an issue. He feels

that accessibility and safety with regard to parking for this Town building is the Town's responsibility and he spoke in favor of supporting this Article.

**The motion passed and Article 17 was ADOPTED as written and amended.**

**ARTICLE EIGHTEEN:** To see if the Town will vote to permanently protect 12.9 acres known as the Trescott Ridge Wetlands, Tax Map 5, Lot 46, 11 Woodcock Lane, and adjacent to the Hayes Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

**Selectman Rassias MOVED that the Town vote to permanently protect 12.9 acres known as the Trescott Ridge Wetlands, Tax Map 5, Lot 46, 11 Woodcock Lane, and adjacent to the Hayes Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council. SECONDED from the floor.**

Selectman Rassias stated that Article Eighteen is to permanently protect the Trescott Ridge Wetlands. Permanently protecting the back portion of the Hayes property means that uses on those 4.2 acres will be limited to agriculture, forestry, conservation and recreation and will complement the existing use and permanent protection of the Trescott Ridge Wetlands. The Trescott Ridge Wetlands, a 12.9 acre piece of land, were given to the Town in 1971 at the time the adjoining lands were subdivided and were managed as wild land for the benefit of wildlife and low impact recreation. The forest covering the Trescott Ridge Wetlands continues south and east to the open meadow on the Hayes property. The addition of this acreage will benefit wildlife by providing a large undisturbed habitat area, protect water quality by limiting development around the wetlands and provide people with a larger natural area to enjoy on foot.

**The motion PASSED and Article Eighteen was ADOPTED as written.**

**ARTICLE NINETEEN:** To see if the Town will raise and appropriate up to \$220,000 for the purpose of acquiring the Steele Property, Tax Map 8, Lot 2, on Route 10, and to fund this appropriation by authorizing withdrawal of this sum from the Conservation Fund, with no funds being raised by taxation. And further to permanently protect this 6 acre parcel through the establishment of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.



**Selectman Doherty MOVED that the Town vote to raise and appropriate up to \$220,000 for the purpose of acquiring the Steele Property, Tax Map 8, Lot 2, on Route 10, and to fund this appropriation by authorizing withdrawal of this sum from the Conservation Fund, with no funds being raised by taxation. And further to permanently protect this 6 acre parcel through the establishment of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen and the Hanover Conservation Council, with the conservation easement to be conveyed to the Hanover Conservation Council.**

**This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this purchase is complete or June 30, 2015, whichever occurs sooner.**

**Vice Chairman Connolly SECONDED the motion.**

Ms. Griffin stated that one of the nice things about this year's Town Meeting is that they were able to spend time working on conserving property. The Steele Property and the Rinker Tract are two wonderful pieces of property off Route 10, opposite Kendal at Hanover. The Conservation Commission and the Conservation Council will be coming to the Board next Monday to speak to the Conservation plan.

Moderator Nelson asked for other discussion pertaining to Article Nineteen.

**The motion PASSED and Article Nineteen was ADOPTED as written.**

**ARTICLE TWENTY:** To see if the Town will vote to permanently protect the 17.6 acre Rinker Tract, Tax Map 8, Lot 4, on Route 10 and adjacent to the Steele Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

**Selectman Doherty MOVED that the Town vote to permanently protect the 17.6 acre Rinker Tract, Tax Map 8, Lot 4, on Route 10 and adjacent to the Steele Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.**

**Vice Chairman Connolly SECONDED the motion.**

There was no further discussion of Article Twenty.

**The motion PASSED and Article Twenty was ADOPTED as written.**

**ARTICLE TWENTY-ONE:** (Article submitted by petition) To see if the Town will vote to raise and appropriate \$3,410 to support the services provided for the residents of

Hanover by the Outreach House. This is the third year this article has appeared on the warrant.

**Selectman Doherty MOVED that the Town vote to raise and appropriate \$3,410 to support the services provided for the residents of Hanover by the Outreach House. This is the third year this article has appeared on the warrant. SECONDED from the floor.**

Susan Shinn, Administrator of Outreach House, introduced herself and explained that Outreach House is a small facility for older residents. They are asking for funding from the Town of Hanover to cover some of the lost income when the rooms are vacant. She has filled 3 of the 4 recent vacancies and has been able to provide respite care for 3 other people in Town. They are asking for support for one-month's rent and expressed appreciation for the support in past years.

Carol Weingeist, President of the Board for Outreach House, thanked Susan Shinn for her care of their residents. She noted that back in 1991 a group of Hanover citizens came together when they saw the need for a community home in Hanover for their older citizens and after funds were raised they were able to purchase the home in 1997. They appreciate the Town's support and noted that they are a 501 (c) (3) and noted that it's wonderful to have a home for local residents parents. There are also 3 Dartmouth Grad students that help provide nighttime coverage at the facility.

Kathy Garrity stated that she is a regular volunteer at Outreach House. It is a unique place, warm and caring and she would encourage the voters to support them.

**The motion was PASSED and Article Twenty-One was ADOPTED as written.**

**ARTICLE TWENTY-TWO:** (Article submitted by petition) To see if the Town will vote to raise and appropriate \$2,500 to support the services provided for the residents of Hanover by ACoRN.

**Selectman Doherty MOVED that the Town vote to raise and appropriate \$2,500 to support the services provided for the residents of Hanover by ACoRN. Chairman Walsh SECONDED the motion.**

Vicki Brooks, Executive Director, stated that this agency is not part of any other ACoRN organization. They have been around for 20 years and provide HIV and Hepatitis C support and service for people in Grafton and Sullivan Counties in New Hampshire and Orange and Windsor Counties in Vermont. They have a budget of under \$300,000/year so every penny counts and they are asking for \$2,500. They have not been on the Warrant for the past two years because there was a lapse prior to her involvement with this organization. ACoRN services about 40 people in their case management program, some of which are Hanover residents. They hold a one-day event yearly where they provide testing for HIV. The money that they hope to receive would be used to help defray the costs of the programs to test for HIV, AIDS and Hepatitis C.

Kim Perez stated that she manages an HIV program at DHMC. She noted that the NH State Government was looking to cut another \$500,000 in funding this year for agencies such as ACoRN. She noted that with regard to HIV in the State of NH the rate is approximately 1 per 1,000 people. About 21% of people don't know their HIV status. In NH, HIV patients are 3 times more likely to be poor and 8 times more likely to be black or Hispanic. People who know their status are less likely to infect others. They know that the services that ACoRN provides help people in their care and help to prevent the spread of disease.

**The motion was PASSED and Article Twenty-Two was ADOPTED as written.**

**ARTICLE TWENTY-THREE:** (Article submitted by petition) To see if the Town will vote to affirm our state constitution's guarantee that all persons are "equally free and independent". We therefore strongly affirm the new marriage equality law, which promises equal freedom, dignity and respect for all our citizens. We also strongly condemn the efforts by some to repeal the new marriage law and enshrine discrimination in our constitution, all in order to deny our fellow citizens the fundamental right of equality to which we are all entitled. We direct the Board of Selectmen to report the passage of this warrant to the clerks of the State House of Representatives and the Senate, to each of our State Representatives, to our State Senator and to Governor Lynch.

**Selectman Rassias MOVED that the Town vote to affirm our state constitution's guarantee that all persons are "equally free and independent". We therefore strongly affirm the new marriage equality law, which promises equal freedom, dignity and respect for all our citizens. We also strongly condemn the efforts by some to repeal the new marriage law and enshrine discrimination in our constitution, all in order to deny our fellow citizens the fundamental right of equality to which we are all entitled. We direct the Board of Selectmen to report the passage of this warrant to the clerks of the State House of Representatives and the Senate, to each of our State Representatives, to our State Senator and to Governor Lynch. SECONDED from the floor.**

David Pierce, New Hampshire State Representative (Etna), proposed Warrant Article Twenty-Three. In 2009 the Marriage Equality Statute was passed and he was asked to speak on the House Floor to get this passed. He argued to the House that marriage equality is important not only to his family but important to all families in New Hampshire. A lot of people approached Rep. Pierce after the statute was passed, stating that they want to live in a State that affirms equal dignity for all of its citizens. Rep. Pierce stated that he and his partner have two daughters, Emma (6) and Grace (1) and noted that the community has been so welcoming since they moved here in 2004. Since the passing of the Statute, the Marriage Equality Law has been under attack. There was a bill in the past session to repeal the Marriage Equality Law and this was subsequently defeated. The arguments to repeal the marriage equality law have gained national media attention. The principle argument that same sex relationships and marriage is bad for the raising of children. He noted that he had a representative approach him on the floor of

the House stating that she would do everything she could to repeal the statute and to have my children removed from my house. He noted that this was quite upsetting and part of the reason that he proposed this Article is that there has been an effort to have towns at Town Meetings across the State vote to repeal the law. Fortunately they live in NH and out of 230 jurisdictions; only 50 have passed the Articles to repeal the Law. All of those Warrant Articles in those towns were worded in the negative saying that the Towns should urge the legislature to repeal the Law.

Rep. Pierce stated that he wanted to bring a positively worded article that we affirm the Marriage Equality Law and the quality for all of their citizens and that NH has made great progress and they do not wish to see the State taken back to a time of discrimination. In his floor speech on the House floor he just talked about his family. He and his partner have been together for almost 20 years and just like every other family they have tried to teach their children proper manners. Marriage for same sex couples is not a threat to anyone's marriage. The efforts to repeal are being well funded by out of state groups such as the National Organization for Marriage. Such groups have been attacking the State Legislature and Governor Lynch on this issue. Governor Lynch is the only person in the U.S. to sign this statute and these organizations are going to try to use the marriage equality issue to try to divide the people in NH. He wanted his Town to stand up and make an affirmative statement of marriage equality. He asked for the residents support.

Professor Roger Masters (Dartmouth College) supports this article and noted that recently there is a scientific report that there is a gene mutation in males that orient males to be attracted to the same sex therefore he considers that this motion is absolutely necessary to protect the natural right to life, liberty and the pursuit of happiness. It should be clear to adopt a law that that is contrary to the biological nature of some individuals is contrary to the principles of this country.

Bob Norman stated that he is in sympathy with what is trying to be done with this Article but is disturbed by the wording. There are people that believe that marriage should be between a man and a woman. People have a right to believe that as long as they are not trying to force that on someone else. He didn't want to see the negative wording regarding "enshrining discrimination in the Constitution." He feels that this portrays him as a bigoted person for what he believes in.

Carrie Brown, Etna, is not comfortable with the wording "we strongly condemn" and would like to propose an amendment to remove that entire sentence.

Moderator Nelson stated that in the interest of clarity of what is being voted on, he will accept amendments but does not want to consider amendments to amendments to amendments.

**Carrie Brown MOVED to amend Article Twenty-Two to read "MOVE that the Town vote to affirm out state constitution's guarantee that all persons are "equally free and independent." We therefore strongly affirm the new marriage equality law,**

**which promises equal freedom, dignity and respect for all our citizens. We direct the Board of Selectmen to report the passage of this warrant to the clerks of the State House of Representatives and the Senate, to each of our State Representatives, to our State Senator and to Governor Lynch.” Bob Russell SECONDED the amendment to the motion.**

Mr. Pierce noted that he appreciates the discussion but wanted to note that it does not condemn the people but they want to condemn the efforts in order to keep discrimination on the books. The wording was very deliberate and carefully chosen to make this clear. He noted that he agrees that everyone has the right to their beliefs but this is not an effort to condemn the people. They condemn the efforts to foist it upon the State that they are not equal citizens. He appreciates the amendment but does not feel that the language accomplishes what the previous speakers were talking about.

**The amendment to the motion was DEFEATED by a voice vote.**

Bob Russell appealed the vote on the amendment and asked for a hand counted vote.

Moderator asked for a show of hands on the amendment. There were 46 votes in favor of the motion and 98 votes opposed to the amendment. The amendment failed.

Moderator Nelson asked for further discussion on the original motion.

**The motion PASSED and Article Twenty-Three was ADOPTED as written.**

David Pierce requested a hand counted vote for Article Twenty-Three. There were 141 votes in favor of Article Twenty-Three; 6 opposed and 9 abstained. The hand vote confirmed that the motion carried.

**ARTICLE TWENTY-FOUR:** (Article submitted by petition) To see if the Town will vote to affirm the following:

Shall New Hampshire’s Congressional Delegation be instructed to pursue a new and independent investigation to address thoroughly all of the evidence and unanswered questions related to the events of September 11, 2001?

**Chairman Walsh MOVED that the Town vote to affirm the following:**

**Shall New Hampshire’s Congressional Delegation be instructed to pursue a new and independent investigation to address thoroughly all of the evidence and unanswered questions related to the events of September 11, 2001? SECONDED from the floor.**

Kayren Morrill made the following statement:

“Tonight, almost ten years later, I bring mere words to the subject of what happened on September 11, 2001. Together, we can bring action. On that date, as we all know, the people of the world *~en masse~* focused their attention, compassion, and sympathy on us in the United States.

Words are but the tip of any iceberg. THIS iceberg itself lives on – in minds within our own borders and well beyond – in symbol, images, and the longest war ever waged by the United States – created that day.

Perhaps your thought about the subject of this Article is, “Why now?” Because now more than 3,148 concerned professionals in 11 relevant fields relative to the subject, have joined with the group called, *9/11 Survivors and Family Members for 9/11 Truth*, to urge a new investigation of the events of September 11, 2001. They include government officials, pilots, engineers, military officers, architects, and they are relying on their own careful research into the astonishing number of unanswered questions left by the *9/11 Commission Report* published in 2004.

This new evidence 1) merits your earnest attention; 2) suggests a new and TRULY independent investigation is essential to minimize the risk of another such tragedy; and 3) makes any turning aside from this subject by responsible people in a democracy a form of Group Think.

I believe the residents of Hanover will agree that Group Think deserves no part in our democracy. I urge those unaware of this subsequent research, or unaware of the collages, five hours later than the two towers, of the World Trade Center Building 7 (which was not hit by a plane), to seek out the research subsequently published, and to consider now:

- Will my positive vote tonight for a new investigation allow others to join me in making our democracy work? Or,
- Will my negative vote, by preventing even consideration of the new evidence, prevent others from joining me in that work?

There are four 9/11 Truth groups in New Hampshire. I speak as a member of one, the *Upper Valley 9/11 Truth Alliance*. Fifty-four others in the U.S. alone are working toward responsible democracy in VT, DC, CA, GA and NY.

We voters owe it to each other to be informed – indeed, are here tonight because we believe an informed citizenry is crucial to a successful democracy. Please vote to put this matter of a new investigation of 9/11 on New Hampshire’s agenda. Thank you for your patience in listening.”

Professor Roger Masters stated that the principle evidence on the events of 9/11 is a speech by Osama Bin Laden on October 29, 2004 in which he explains the reasons why he organized the events of 9/11 part of which was to bankrupt America. He had spent

over \$500,000 on that activity and we had spent over \$500 million in Iraq so he achieved his goal. In the attack on 9/11, there is very clear evidence of Osama Bin Laden's active planning for it and the war in Iraq, which is a totally different issue, and is not covered by this motion. Professor Masters feels that this motion is not appropriate.

**The motion was DEFEATED.**

Moderator Nelson announced that after the meeting is adjourned, the results of the school and town ballot votes would be announced.

Selectman Doherty noted that the Hanover Conservation Commission and Hanover Garden club had a display including a plant swap and brochures on alternatives to invasive plants. She encouraged residents to pick up brochures that were still available and thanked Barbara McIlroy for setting this up today.

Lyn Swett-Miller had a display set up all day for Sustainable Hanover and noted appreciation for the information provided.

**ARTICLE TWENTY-FIVE:** To transact any other business that may legally be brought before this Town Meeting.

**Selectman Doherty MOVED that the Town vote to transact any other business that may legally be brought before this Town Meeting. Vice Chairman Connolly SECONDED the motion.**

There was no other business brought before Town Meeting.

**Bob Russell MOVED to adjourn the meeting. Chairman Walsh SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 8:54 P.M.**

Respectfully Submitted,

Charles Garipay, Town Clerk

Minutes prepared Elizabeth S. Rathburn.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**April 26, 2010**

**7:30 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:30 p.m. by Vice Chairman Katherine Connolly. Present were: Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager. Absent: Brian Walsh, Chairman.

**1. PUBLIC COMMENT.**

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

**2. PUBLIC HEARING TO AUTHORIZE ACCEPTANCE OF \$111,300 IN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS FOR LIGHTING UPGRADES, BUILDING ENERGY AUDITS AND IDLING REDUCTION TECHNOLOGIES.**

Vice Chairman Connolly opened the Public Hearing.

Ms. Griffin stated that the Town had applied for monies from the Office of Energy Planning and there were seven different funding requests and four of the requests were honored. As part of receiving that money, the Town is required to hold this Public Hearing. The four projects that were approved for funding were:

- 1) To replace main streetlights with LED fixtures.
- 2) To purchase anti-idling technology for 16 Public Works vehicles.
- 3) To purchase energy efficiency lights on the Ledyard Bridge.
- 4) To do an energy audit for the Public Safety building which is most likely the least efficient Town building.

There were no questions of the Board.

Dan Nelson asked about the LED traffic lights and noted that he read an article that indicated that the LED technology does not give enough heat to melt the snow. Ms. Griffin stated that the LED fixtures are for the streetlights and not traffic lights but he is correct, there has been concern over this issue.

Vice Chairman Connolly asked about the contract from TRC. Who is TRC? Ms. Griffin stated that she believes this is an agency that processes the money on behalf of the State. Ms. McClain advised that this was also her understanding.

**Selectman Doherty MOVED to accept the Energy Efficiency and Conservation Block Grant Funds in the amount of \$111,300 for lighting upgrades, building energy audits and idling reduction technologies. Selectman Christie SECONDED the motion.**



**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS IN THE AMOUNT OF \$111,300 FOR LIGHTING UPGRADES, BUILDING ENERGY AUDITS AND IDLING REDUCTION TECHNOLOGIES.**

Vice Chairman Connolly closed the public hearing.

**3. FINAL PREPARATION FOR TOWN MEETING.**

Ms. Griffin and the Board reviewed the schedule for Town Meeting. Selectman Doherty will serve from 7 a.m. to 10 a.m. Selectman Christie will serve from 10 a.m. to 1 p.m. Chairman Walsh was assigned to serve from 1 p.m. to 4 p.m. Vice Chairman Connolly will serve from 4 p.m. to 7 p.m.

Ms. Griffin noted that she forwarded to each Board member a set of draft motions which were also provided to Dan Nelson, Moderator. Ms. Griffin noted that they need to find another fence viewer because the Town lost Ed Latham who provided this service for many years.

Ms. Griffin noted that the staff person at the Department of Revenue Administration (DRA) approved the Draft Warrant but pointed out that technically the Board of Selectmen are supposed to take a position either for or against any articles including petitioned articles. The articles that need to be decided on are Article Twenty-One which is a funding request by Outreach House and Article Twenty-Two which is a funding request from ACoRN. Vice Chairman Connolly asked why this suddenly came up as an issue.

Ms. McClain reported that a few years ago, the DRA was going to disallow certain Warrant Articles because there were Board opinions. Because so many people go in to vote without participating in the deliberative sessions so there has been a push to have the opinion of the Select Board on the Warrant as the voters head to the voting booths. There is pending legislation to clarify this so that there are better instructions and DRA has the authority to tell us what to do. Ms. Griffin stated that this was something that the DRA would want consistent with all SB2 voting processes throughout the State. She also stated that this is something that is new to her. Ms. Griffin noted that the Board can vote on this tonight.

Vice Chairman Connolly stated that the Board has never been asked to opine on Warrant Articles and she would be inclined to abstain from the vote if it was required to be voted on tonight. Selectman Christie asked for clarification as to what services the Town would have to provide if these agencies did not provide the service. Ms. Griffin stated that Outreach House and ACoRN do not provide services that the Town would ultimately need to provide.

Selectman Doherty asked whether there would be questions from the residents as to why the Board abstained voting for or against these agency's requests. She worries about voter confusion and people not understanding what the abstention means. She wondered if there was a way to help the voters understand. Selectman Christie suggested using the wording "takes no position" versus abstaining.

Selectman Rassias stated that it seems arbitrary because after an agency has been approved through Town Meeting for 3 years in a row, their funding requests become part of the budget. Vice Chairman Connolly noted that the 3 years is not up for these agencies. Selectman Christie stated that the idea behind it is that if Town Meeting has approved the request 3 times, the people have spoken and the requests then become part of the budget.

Dan Nelson, Moderator stated that in the absence of the legislation on this matter, does the DRA have the authority this year to require the Board to take a position or is it that they would *like* them to? Ms. McClain felt that this was a request for this year.

Ms. Griffin stated that there will most likely be upcoming legislation which will provide more explanatory information on this issue as to what is required by the Board of Selectmen. This year, it would suffice for the Board to announce at Town Meeting what the Board's position is since it was after press time for the printing of the Warrant. Vice Chairman Connolly stated that the objective of taking no position was to continue to allow the voters to decide to approve these articles.

**Selectman Christie MOVED to APPROVE Warrant Article Twenty-One; a funding request from Outreach House (by petition). Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 ABSTAINED FROM TAKING A POSITION ON PETITIONED WARRANT ARTICLE TWENTY-ONE.**

**Selectman Christie MOVED to APPROVE Warrant Article Twenty-Two; a funding request from ACoRN (by petition). Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 ABSTAINED FROM TAKING A POSITION ON PETITIONED WARRANT ARTICLE TWENTY-TWO.**

Ms. Griffin also reported that Town staff and the School Board staff had a productive work session regarding the details of Town Meeting day. The School District will count and process the School District votes in a separate room and the results will not be announced until the end of the Town's Business Meeting. Ms. McClain reported that there have been a lot of absentee ballots coming in.

Ms. Griffin noted that she would e-mail a draft postcard mailer to the Board members for review before they are mailed out. The Town Reports will not be mailed out this year but it will be available throughout the Town (Town Hall and the libraries) and it is available on the website. Only 1,000 copies were printed but an additional run can be done if needed. The postcard mailing will indicate to the residents this new process. Selectman Doherty asked what would be handed out at Town Meeting for voter reference. Ms. Griffin stated that the green and yellow pages would be available and Town Reports would also be available.

**4. RECOMMENDATION TO ADOPT REVISED JOB TITLES FOR FACILITIES MAINTENANCE & OPERATIONS TECHNICIAN (LG 11) AND STOCKROOM CLERK (LG 9).**

Vice Chairman Connolly noted that the Board reviewed this before and it seemed reasonable. Ms. Griffin stated that this was essentially an upgrade of one position and the downgrade of another.

**Selectman Christie MOVED to adopt the revised job titles for Facilities Maintenance and Operations Technician (LG 11) and Stockroom Clerk (LG 9). Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADOPT THE REVISED JOB TITLES.**

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

Mike Ryan, Assessor, was present to speak to the Board. Ms. Griffin noted that these recommendations came as the result of two meetings. Selectman Christie asked if there were more abatement requests than normal. Mr. Ryan stated that there have been more requests and feels that with all of the information that is out there regarding market values, people are taking a closer look at their properties. Ms. Griffin noted that this is not surprising with the state of the economy. Vice Chairman Connolly stated that some of the areas have changed too which reflects large changes in property values.

**Selectman Christie MOVED to ACCEPT the abatement recommendations. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE ABATEMENTS AS RECOMMENDED.**

**6. PRESENTATION OF THE TREASURER'S REPORT.**

Pat Coutermarsh, Treasurer, introduced herself to the Board. Ms. Coutermarsh noted one correction in the information that was provided to the Board. She stated she checked around and was able to get the Concentration Account up to a rate of 1.15% which was the best she could find right now. Vice Chairman Connolly asked for clarification as to what the Concentration Account is made up of. Ms. McClain stated that it's not a checking account but more of a holding account and the accounts exist for overnight investing and money can be moved electronically but no checks can be written.

Selectman Christie asked about the First Class Savings account. Ms. Griffin stated that this is a separate fund where the capital funds are kept to get a better rate. Vice Chairman Connolly

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clarified that the money would still be protected and insured. Ms. Coutermarsh stated that this was part of her job to make sure the funds are protected in the Town's name.

Selectman Christie asked if whether the funds are guaranteed if there are multiple accounts in multiple institutions and one of those institutions failed. Ms. McClain stated that the money is collateralized and protected.

Ms. Coutermarsh stated that with the First Class Savings the investment was about \$6 million that was collateralized. Ms. McClain stated that the Bank of NY has securities in the Town's name for that value. The auditors are very clear on this.

**7. RECOMMENDATION TO SET POLLING HOURS FOR TOWN MEETING ON MAY 11, 2010.**

**Selectman Doherty MOVED to set the polling hours for Town Meeting on May 11, 2010. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR TO SET THE POLLING HOURS FOR TOWN MEETING ON MAY 11, 2010.**

**8. BANNER REQUEST:  
- American Red Cross**

**Selectman Doherty MOVED to APPROVE the Banner Request of the American Red Cross. Selectman Rassias SECONDED.**

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

**9. APPROVAL OF MINUTES:  
- April 5, 2010**

**Selectman Doherty MOVED to APPROVE the Minutes of April 5, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF APRIL 5, 2010.**

**10. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that she will be working on the Water Company Municipalization to make final changes to the legal documents that were discussed last fall. Those documents will be updated and posted on the website.

Ms. Griffin reported that she will be in Concord tomorrow to testify before the House on SB391 that allows the Water Fund to make a tax payment to the Town. Once they get through Town

Meeting, they will need to hold a public hearing to take any input regarding the various legal documents which will be part of the transaction for the closing on or about July 1. She noted that the Water Company land has 49 separate parcels and they are doing a lot of parcel mergers while also seeking to subdivide parcels. The parcel subdivision includes that which will belong to the Trescott Company and the other part will be the Town's parcels which include the two reservoirs and all of the Reservoir 3 and the land surrounding Reservoir 3.

Ms. Griffin has been invited to join a group of managers who have scheduled a meeting with the Governor to talk about the impact of the State budget on local communities although the date has not been set yet. This was initiated by the Town Manager in Bedford who felt that the managers should advise the Governor of the stresses on the Town budgets. The Town of Hanover is looking at losing \$75,000 – \$80,000 in lost revenue. The intention is to communicate to the Governor that this downshifting of costs continues to be problematic.

## **11. SELECTMEN'S REPORTS.**

### **Peter Christie**

Selectman Christie reported that the Hanover and Dresden Finance Committees met today and voted on the proposed school budgets. The Dresden Committee voted 7 to 5 to support the proposed budget. The Hanover Committee voted 6 to 0 to support the budget. The overall tax impact on the Hanover taxpayer would be approximately 3%.

### **Kate Connolly**

Vice Chairman Connolly reported that the Planning Board met and are still working on the Residential Project. They are also examining form based zoning. The Planning Board subdivided the Hayes property to include the land under the library. There is a fraternity house on Webster Avenue that will be demolished and completely rebuilt and noted that this property had significant code violations previously.

Vice Chairman Connolly reported that the Planning Board also subdivided lots on Valley Road which were supposed to be 4 separate lots according to the tax maps. They were divided into two lots which makes it usable within the zoning ordinance. Dartmouth Printing will enlarge their building by 5,000 square feet in an upwards renovation for a printing press.

Vice Chairman Connolly reported that she is part of the Committee on Planning and Environmental Quality at the Local Government Center which is reviewing legislation for the next biennium. They are looking for tax money to fill the holes in the cities and towns which is very difficult. She noted that Ms. McClain is sitting on the committee that designs legislation for the financial portion.

**Judy Doherty**

Selectman Doherty reported that the Affordable Housing Commission met on April 15<sup>th</sup>. There is one vacancy on that Commission so they are looking for another member. Anyone interested should contact Selectman Doherty or Bob Strauss.

Selectman Doherty reported that Lyn Swett-Miller talked to the Affordable Housing Commission about the Leadership Challenge. There was discussion about the May 18<sup>th</sup> meeting with the Planning Board.

Selectman Doherty reported that Twin Pines provided a spreadsheet of all of their housing units with a lot of data and Bob Strauss is hoping to present additional information to the Board this summer. Twin Pines also announced their late summer soirée which is set for Saturday, September 11<sup>th</sup> from 5:30 p.m. to 8:30 p.m.

Selectman Christie asked if the information provided by Twin Pines would answer Ms. Stearns questions regarding the Gile Project. Ms. Griffin stated that she will look into this further. Selectman Doherty stated that this information answered questions about housing available in the area and percentage of growth over time.

**Athos Rassias**

Selectman Rassias had nothing new to report.

**12. OTHER BUSINESS.**

There was no Other Business reported.

**13. ADJOURNMENT.**

**Selectman Christie MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR TO ADJOURN THE MEETING AT 8:23 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Selectman Doherty MOVED to accept the Energy Efficiency and Conservation Block Grant Funds in the amount of \$111,300 for lighting upgrades, building energy audits and idling reduction technologies. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS IN THE AMOUNT OF \$111,300 FOR LIGHTING UPGRADES, BUILDING ENERGY AUDITS AND IDLING REDUCTION TECHNOLOGIES.**

2. **Selectman Christie MOVED to APPROVE Warrant Article Twenty-One; a funding request from Outreach House (by petition). Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 ABSTAINED FROM TAKING A POSITION ON PETITIONED WARRANT ARTICLE TWENTY-ONE.**

3. **Selectman Christie MOVED to APPROVE Warrant Article Twenty-Two; a funding request from ACoRN (by petition). Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 ABSTAINED FROM TAKING A POSITION ON PETITIONED WARRANT ARTICLE TWENTY-TWO.**

4. **Selectman Christie MOVED to adopt the revised job titles for Facilities Maintenance and Operations Technician (LG 11) and Stockroom Clerk (LG 9). Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADOPT THE REVISED JOB TITLES.**

5. **Selectman Christie MOVED to ACCEPT the abatement recommendations. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ACCEPT THE ABATEMENTS AS RECOMMENDED.**

6. **Selectman Doherty MOVED to set the polling hours for Town Meeting on May 11, 2010. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR TO SET THE POLLING HOURS FOR TOWN MEETING ON MAY 11, 2010.**

7. **Selectman Doherty MOVED to APPROVE the Banner Request of the American Red Cross. Selectman Rassias SECONDED.**

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

- 8. Selectman Doherty MOVED to APPROVE the Minutes of April 5, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO APPROVE THE MINUTES OF APRIL 5, 2010.**

- 9. Selectman Christie MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR TO ADJOURN THE MEETING AT 8:23 P.M.**



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**April 5, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Chairman Walsh asked for Public Comment. There were no comments from the public. Chairman Walsh announced that he would be moving some of the agenda items around.

**2. PRE-TOWN MEETING PUBLIC HEARING TO CONSIDER THE PROPOSED WARRANT FOR 2010 TOWN MEETING.**

Chairman Walsh noted that Dan Nelson will be the Town Moderator and he is also serving on the Board of the Humanities Council so he wanted to thank him for that too.

Chairman Walsh reported that the Board received the draft Warrant and he was going to move through the items for the Board to review.

Chairman Walsh asked the Board about the consent calendar. Ms. Griffin stated that there had been discussion of starting off with an overview of the budget. Chairman Walsh stated that it appeared to him that the two contracts are coming after the budget items. He thought it went in a different order. Ms. Griffin stated that this has been done after the budget in the past but this could be changed.

Chairman Walsh asked Selectman Christie about approach. Selectman Christie stated that he would put the police and fire votes after the budget. The first articles take care of themselves and should move along fairly quickly.

Ms. McClain stated that this was built into the budget that the Board approved. Ms. Griffin noted that the \$19 million amount in Article 14 does not include the contracts or any of the calendar items; it is a net number.

Chairman Walsh stated that they talked about presenting two things regarding the budget; 1) the budget and 2) a look forward. Selectman Christie stated that they should make a presentation about the budget and the future but not necessarily make it a discussion.

Ms. Griffin stated that they set up the consent calendar to streamline Town Meeting and allow them to decide whether they want to vote on all of them with one vote.

Chairman Walsh started the review of Warrant Articles 8 through 13.

**Vice Chairman Connolly MOVED ARTICLE EIGHT:** To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. Chairman Walsh **SECONDED**.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE EIGHT.**

**Chairman Walsh MOVED ARTICLE NINE:** To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.1, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. Vice Chairman Connolly **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE NINE.**

**Selectman Doherty MOVED ARTICLE TEN:** To see if the Town will vote to raise and appropriate \$34,660 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2008-2009. Chairman Walsh **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE TEN.**

**Selectman Rassias MOVED ARTICLE ELEVEN:** To see if the Town will vote to raise and appropriate \$1,145,740 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

<b>Ambulance Equipment Capital Reserve Fund</b>	<b>\$ 47,000</b>
<b>Bridge Replacement and Renovation Capital Reserve Fund</b>	<b>\$ 40,000</b>
<b>Building Maintenance and Improvement Capital Reserve Fund</b>	<b>\$ 50,000</b>
<b>Dispatch Equipment and Dispatch Center Enhancements and Capital Reserve Fund</b>	<b>\$ 6,500</b>
<b>Fire Department Vehicle and Equipment Capital</b>	

<b>Reserve Fund</b>	<b>\$ 65,000</b>
<b>Highway Construction and Maintenance Equipment Capital Reserve Fund</b>	<b>\$249,600</b>
<b>Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund</b>	<b>\$ 62,210</b>
<b>Police Vehicles and Equipment Capital Reserve Fund</b>	<b>\$ 73,000</b>
<b>Road Construction and Improvements Capital Reserve Fund</b>	<b>\$ 10,000</b>
<b>Sewer Equipment and Facilities Improvements Capital Reserve Fund</b>	<b>\$527,430</b>
<b>Town Revaluation Capital Reserve Fund</b>	<b>\$ 15,000</b>

Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE ELEVEN.**

Selectman Christie **MOVED ARTICLE TWELVE:** To see if the Town will vote to raise and appropriate \$2,135,134 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

<b>Bridge Replacement and Renovation Capital Reserve Fund</b>	
<i>River Road and/or Ruddsboro Road bridge repair</i>	<b>\$ 95,000</b>
<b>Highway Construction and Maintenance Equipment Capital Reserve Fund</b>	
<i>Backhoe loader, loader, truck with plow</i>	<b>\$ 300,100</b>
<b>Howe Library Building Repair and Equipment Capital Reserve Fund</b>	
<i>Portion of migration costs to open source Library information system</i>	<b>\$ 20,034</b>
<b>Sewer Equipment and Facilities Improvements Capital Reserve Fund</b>	<b>\$1,700,000</b>
<b>Town Revaluation Capital Reserve Fund</b>	
<i>Contracted labor for Town-wide property Revaluation program</i>	<b>\$ 20,000</b>

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these purchases are complete or June 30, 2015, whichever is sooner.

Vice Chairman Connolly **SECONDED** the motion

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE TWELVE.**

Vice Chairman Connolly **MOVED ARTICLE THIRTEEN:** To see if the Town will vote to raise and appropriate \$29,950 for partial funding of up to \$22,950 for signal and pedestrian

**improvements at the Lyme Road and North Park Street intersection and for general improvements up to \$7,000 proposed by the Bike and Pedestrian Committee, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until these improvements are complete or June 30, 2015, whichever is sooner. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE THIRTEEN.**

**Selectman Christie MOVED ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate \$19,760,540 to pay the operating expenses of the Town for the 2010-2011 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE FOURTEEN.**

Selectman Christie will present Article Fourteen at Town Meeting.

Chairman Walsh had questions about Article Fifteen. Ms. Griffin stated that Selectman Christie re-wrote some of the background information because it was hard to follow. Chairman Walsh clarified that the funds that are being considered were already in the budget. Ms. Griffin stated that the money was put into the budget based on some assumptions that they would receive the same COLAs as the Non-Union employees. This is not an additional expenditure that was not anticipated or budgeted. They need the formal ratification approved by Town Meeting in order to pay those increases.

Selectman Christie noted that they settled with the Police Union long before the Fire Union but this implies that this happened at the same time. Ms. Griffin stated that they reached agreement with the Fire Union and the Police Union agreed to the contract last July. The Fire Union struggled with language in the contract. Selectman Christie noted that the change in Fire Union contract was effective around December of 2009. The Police Union contract would go back to last July.

Ms. Griffin noted that she would e-mail all the revised information to the Board so that they can assure that it is clear. Chairman Walsh stated that there is a real difference between June 22<sup>nd</sup> and December when the agreements were reached. He would like the facts laid out in the Warrant and he assumes that one of the Board members is going to need to present this information and clarify the dates for the public.

Selectman Doherty asked about the listing of the numbers in this article and then the amount that is listed in the paragraph following; it appears to be a duplicate listing. Ms. Griffin stated that these Warrant articles are to be approved for contracts that extend over a period of 3 years. The current year's appropriation also needs to be approved. These articles are to get the contracts approved and the figures approved. They are listing the amount of money for the prior fiscal

years but there is only an appropriation for the amount of money in the fiscal year for Town approval.

Selectman Christie asked for clarification on the wording regarding the “increases in salaries being netted down by an increased cost of health care benefits for its members.” Ms. Griffin stated that they put this information in there because in exchange for granting COLAs, the employees agreed to higher co-pays so there was some offset. She could provide more specifics in the background information but they wanted to make it clear to voters that the Town was assertive in the negotiations. Selectman Rassias felt that the wording “netted down” would confuse people. Selectman Christie was concerned that going into specific detail would open further discussion of other details in the contract. He felt that it should be straightforward. Chairman Walsh felt that they should just include the information about total compensation. Ms. Griffin noted that these figures would have been higher if the employees had not agreed to a higher co-pay.

**Selectman Doherty MOVED ARTICLE FIFTEEN: To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the New England Police Benevolent Association (NEPBA), Local 27, which calls for the following increases in total compensation for its members:**

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$36,979
2010-2011	\$32,423

**And further to raise and appropriate the sum of \$32,423 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year and which became effective in July, 2009.**

**Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE FIFTEEN.**

**Selectman Doherty MOVED ARTICLE SIXTEEN: To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the International Association of Fire Fighters (IAFF), Local 3288, which calls for the following increases in total compensation for its members:**

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$22,022
2010-2011	\$20,775

**And further to raise and appropriate the sum of \$20,775 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year, and which became effective in December, 2009.**

**Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE SIXTEEN.**

Chairman Walsh asked if any of the Board members had any questions regarding the wording of Article Seventeen. Selectman Christie asked about the price of \$360,000 because he thought that it was lower. Ms. Griffin confirmed that it was \$360,000 and they are waiting for the appraisal on the upper property. She also noted that there may need to be modifications to Eighteen due to the funding sources. She also stated that she will be finalizing the details with Walter Mitchell. Selectman Christie wanted to confirm that there are no tax rate implications. He felt that this should be made clear to the taxpayers. This deal was structured so that it wasn't going to cost the taxpayers. Ms. Griffin stated that there could be additional wording at the end of the Article to explain that. Selectman Christie asked who is going to speak to these items. Selectman Rassias volunteered to speak at Town Meeting about this.

Chairman Walsh had a question about the conservation easements in subsequent articles. He felt that there should be a policy or process for conveying conservation easements and providing management plans for land which is under conservation easement. Ms. Griffin and the Board crafted wording to include the creation of a conservation easement and management plan in subsequent articles (see Articles 21, 22, 24 and 25). Chairman Walsh felt that adding the plan had value in addition to the entities that would need to approve the land management plans.

Ms. Griffin stated that the articles are relative to four pieces of land that are currently protected and joining them together for the purposes of managing the property. Selectman Christie wondered if they wanted to give other groups that ability to veto; if there isn't agreement between the entities, how do they proceed? Chairman Walsh stated that the property would sit and they would need to work in good faith. Ms. Griffin stated that there is excitement by the different entities about the 4.2 acre parcel.

Dan Nelson wanted to make sure voters are going to be clear about the amount that they will be voting on versus the numbers that are explanatory because in reading the Article, it's really not clear what numbers the voters are actually voting on.

Chairman Walsh felt that Articles 17 through 20 would need to be presented together. Ms. Griffin stated that they can explain that these items need to be listed out as separate Warrant Articles. Chairman Walsh stated that the land needs to be presented and present a picture of transactions that have taken place over the past 10 years out of the Land and Capital Use funds.

Selectman Christie asked why two of these Articles couldn't be combined. Ms. Griffin was going to make some clarifications with Walter Mitchell regarding these Articles and he might allow for a couple of the Articles to be combined. Ms. McClain stated that the explicit Town Meeting action to take money out of the Land and Capital Improvements Fund; they don't need the explicit Town Meeting action, except for what's governed by the Memorandum of Understanding (MOU), to take money out of the Conservation Fund and then as long they have appropriated the money out of the fund for the fundraising, they don't need any specific wording to say that they are going to raise tax.

Ms. Griffin stated that one of the Articles is not required by State Law but they chose to add it. Chairman Walsh would like the first Article to be Article Seventeen (as worded below). The second Article should be regarding the appropriation (see Article Eighteen as worded below). Ms. Griffin stated that Article Nineteen would be the appropriation of the money from the Conservation Fund and Article Twenty would be the appropriation of the remainder of the money to be fundraised. Article Twenty-One would be to preserve the Hayes property. Article Twenty-Two would protect the Trescott Ridge wetlands. Article Twenty Three would authorize the purchase of the Steele Property. Article Twenty-Four would provide protections of the Steele property near the Chieftain Motel. Article Twenty-Five would protect the Rinker Tract which is also located near the Chieftain Motel.

Vice Chairman Connolly also noted that the amount of tax money lost by the Town acquiring these lands should be pointed out.

ARTICLE SEVENTEEN: To see if the Town will vote to authorize the purchase of a 9.4 acre parcel known as the Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road, upon which the Etna Library currently resides, for the purchase price of \$360,000, and subject to approval of Articles 18, 19 and 20, which appropriate funds from the Land and Capital Improvements Fund, the Conservation Fund, and funds to be raised from private donors. Authorization to purchase the property will not result in a tax rate increase; the funds are available in two reserve funds and will be supplemented by private donations.

ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$190,000 for the purpose of acquiring the 9.4 acre Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road (upon which the Etna Library now resides), and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund, with no funds being raised by taxation. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until this purchase is complete or June 30, 2015, whichever is sooner.

ARTICLE NINETEEN: To see if the Town will vote to raise and appropriate up to \$84,000 for the purpose of acquiring 4.2 acres of the total 9.4 acre Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road, and to authorize funding of this amount by withdrawal from the Conservation Fund, with no funds being raised by taxation. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until this purchase is complete or June 30, 2015, whichever is sooner.

ARTICLE TWENTY: To see if the Town will vote to raise and appropriate up to \$128,000 in private donations for the purpose of acquiring the 9.4 acre Hayes property in Etna Village, Tax Map 29, Lot 12, off Etna Road, with no funds being raised by taxation.

ARTICLE TWENTY-ONE: To see if the Town will vote to permanently protect 4.2 acres of the Hayes Property, Tax Map 29, Lot 12, off Etna Road, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

ARTICLE TWENTY-TWO: To see if the Town will vote to permanently protect 12.9 acres known as the Trescott Ridge Wetlands, Tax Map 5, Lot 46, 11 Woodcock Lane, and adjacent to the Hayes Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

ARTICLE TWENTY-THREE: To see if the Town will vote to raise and appropriate up to \$220,000 for the purpose of acquiring the Steele Property, Tax Map 8, Lot 2, on Route 10, using not more than \$220,000 and to authorize funding of this amount by withdrawal from the Conservation Fund, with no funds being raised by taxation. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until this purchase is complete or June 30, 2015, whichever is sooner.

ARTICLE TWENTY-FOUR: To see if the Town will vote to permanently protect the 6 acre Steele Property, Tax Map 8, Lot 2, on Route 10, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

ARTICLE TWENTY-FIVE: To see if the Town will vote to permanently protect the 17.6 acre Rinker Tract, Tax Map 8, Lot 4, on Route 10 and adjacent to the Steele Property, through the creation of a conservation easement and management plan to be approved by the Conservation Commission, the Board of Selectmen, and the Hanover Conservation Council and to be conveyed to the Hanover Conservation Council.

**Chairman Walsh MOVED Articles Seventeen through Twenty-Two. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLES SEVENTEEN THROUGH TWENTY-TWO.**

**Selectman Doherty MOVED Articles Twenty-Three through Twenty-Five. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLES TWENTY-THREE THROUGH TWENTY-FIVE.**



Selectman Doherty would present the Articles regarding the Steele and Rinker properties.

Ms. Griffin noted that the Town received the following petitioned Warrant Article today:

ARTICLE TWENTY-EIGHT: (Article submitted by petition) “To see if the Town will vote to affirm our state constitution’s guarantee that all persons are “equally free and independent”. We therefore strongly affirm the new marriage equality law, which promises equal freedom, dignity and respect for all our citizens. We also strongly condemn the efforts by some to repeal the new marriage law and enshrine discrimination in our constitution, all in order to deny our fellow citizens the fundamental right of equality to which we are all entitled.

We direct the Board of Selectmen to report the passage of this warrant to the clerks of the state House of Representatives and the Senate, to each of our State Representatives, to our State Senator and to Governor Lynch.”

Ms. Griffin noted that the final Article that will be moved is “to transact any other business that may legally be brought before this Town Meeting.”

Selectman Doherty had suggestions to the wording in the background information for Article Seventeen and the clarification about accessibility because it states that the building is not accessible; this should be clarified if the accessibility is pertaining to handicap accessibility. She also had concerns about the specific designation of a playing field and whether it should be that specific.

Selectman Christie asked for clarification regarding the Letter of Intent to the NH Department of Resources and Economic Development, Land and Water Conservation Fund (LWCF) Program with the intention to apply for \$100,000 matching funds. Chairman Walsh stated that this was an additional \$100,000. Ms. Griffin stated that the LWCF funds cannot be used for the land purchase but would be used for the construction of the access driveway, small parking lot and the pocket park, etc. Chairman Walsh felt that there could be additional information included prior to that statement that would clarify this issue. Ms. Griffin stated that she could indicate information about the costs involved to improve the land. Selectman Christie had additional suggestions/changes to the wording in the background information.

### **3. PUBLIC HEARING TO CONSIDER THE RECOMMENDED HOUSING FUND BUDGET FOR FY2010-2011.**

Chairman Walsh opened the Public Hearing to consider the recommended Housing Fund Budget and invited Jon Chaffee, Executive Director of the Lebanon Housing Authority, to speak to the Board.

Chairman Walsh explained for the audience that the Town is the Housing Authority that oversees the Housing Fund Budget and although it is part of the Town’s finances, it does not go before Town Meeting.

**Vice Chairman Connolly MOVED to convene as the Hanover Housing Authority. Selectman Doherty seconded the motion.**

**THE BOARD VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.**

Chairman Walsh noted that the budget is pretty straightforward and the budget to budget decrease from last year is \$5,596 for a total budget of approximately \$263,000. The revenue side of this is paid for by a combination of grants and the rent received from the residents that live in the housing on Summer Street. Chairman Walsh stated that the Lebanon Housing Authority does a great job in handling the administrative portion of this and he noted that the Town has been in this relationship for a number of years.

Chairman Walsh moved through the line items with the Board for discussion. Selectman Doherty asked about Professional Services and Supplies & Materials; what was spent last year, what was budgeted and what was spent this year to date. There are 3 months left in this fiscal year; will those funds be spent and would additional funds be needed?

Ms. McClain stated that the way that the budget was set-up is based upon the Senior Center programs offered. There is an expansion to the programs offered which may result in additional spending but because of the way that the budget is afforded resources, they did set aside money for them to be able to expand their programs.

Ms. Griffin noted that in looking at the Professional Service line in previous years, there is not a significant increase. There was only \$4,900 budgeted in this year's budget but the request is for an increase in the amount next year. Chairman Walsh noted that the increase is not that large because the increases are offset by the rental income. Ms. Griffin stated that when they develop the budget, they make sure that they have the revenue coming in to cover the increases.

Chairman Walsh thanked Jon Chaffee for his work and their continued partnership. Ms. Griffin noted the additional housing with solar panels at Romano Circle in West Lebanon which Mr. Chaffee and the Lebanon Housing Authority is overseeing.

Chairman Walsh closed the Public Hearing.

**Selectman Doherty MOVED to approve the Hanover Housing Authority budget for FY2010-2011. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE HANOVER HOUSING AUTHORITY BUDGET FOR FY2010-2011.**

**Vice Chairman Connolly MOVED to cease acting as the Hanover Housing Authority and resume as the Board of Selectmen. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO CEASE ACTING AS THE HANOVER HOUSING AUTHORITY AND RESUME AS THE BOARD OF SELECTMEN.**

**4. PUBLIC HEARING TO CONSIDER A PROPOSED ECONOMIC DEVELOPMENT GRANT APPLICATION FOR \$500,000 IN COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS TO BE SUBGRANTED TO THE GRAFTON COUNTY ECONOMIC DEVELOPMENT CORPORATION (GCEDC) FOR THE PURPOSES OF MAKING A LOAN TO FACILITATE THE CONSTRUCTION OF A NEW HOTEL IN HANOVER WHICH WILL CREATE APPROXIMATELY 30 JOBS.**

Chairman Walsh opened the Public Hearing to consider the proposed grant application for \$500,000 in Community Development Block Grant Funds to facilitate the construction of a new hotel which will create approximately 30 jobs. Chairman Walsh noted that the Board would also need to hold two other public hearings parallel to this discussion: 1) to re-adopt the Town of Hanover Housing and Community Development Plan and, 2) to adopt the Town of Hanover Anti-Displacement and Relocation Plan as required by the Community Block Grant application.

Ms. Griffin invited Mark Scarano, Bob Walker and Shelley Hadfield to speak to the Board on this issue.

Ms. Hadfield stated that Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. The purpose of the public hearings required for CDBG funding is to solicit the view of citizens on community development; furnish the citizens with information concerning the amount of funds available and the range of community development activities which may be undertaken under the Community Development Act.

For the year 2010, there will be approximately \$4 million available for housing and public facilities projects and \$2 million for the first round in January, and the same for the second round in July. The same amount will be available for economic development projects. Economic development applications are submitted on a rolling basis until the funds are used up. Approximately \$500,000 is available for Emergency Grants and \$100,000 for Feasibility studies. The Town of Hanover is eligible for up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development projects, as well as up to \$500,000 a year in emergency funds. Planning study funds are available for up to \$12,000 per year.

Mr. Scarano, Executive Director of the Grafton County Economic Development Council (GCEDC), reported that his agency is a non-profit organization and are one of 10 regional development corporations recognized by the State of New Hampshire providing economic services on a regional level; they provide service to all of Grafton County. The Community Development Block Grant Program is administered by the Community Development Finance Authority which is a quasi-public agency that has been charged by the State to administer the Community Development Grant program. The program has been around since the early '70s and

was part of an anti-poverty program used to create opportunities for municipalities to encourage job creation and public infrastructure. Municipalities and counties compete for this money all throughout New Hampshire. The locality will apply for the money and if successful, the locality then sub-grants the funds to the local regional development corporation (in this case the GCEDC). If the funds go to a for-profit entity, the funds are automatically changed to a loan format. The GCEDC has over \$2 million in their revolving loan fund portfolio. The GCEDC loans money out to a business in exchange for jobs being created; the amount of money is dependent on the number of jobs being created up to a maximum amount of \$500,000. For every job created, there is \$20,000 available in Community Development Block Grant money. The interest on the loans goes back to the Grafton County Economic Development Council for its on-going operational costs.

Mr. Scarano noted that the GCEDC is always looking for opportunities to assist businesses that will be creating jobs. Hanover Hospitality, LLC is building a hotel on South Street and the GCEDC is asking the Town of Hanover to apply for the \$500,000 grant of which \$25,000 will be used toward administrative costs. The final CDBG loan would be made by the GCEDC in the amount of \$475,000. In addition, there will be money available to the Town as a municipality to cover the costs of handling the transaction of the money itself.

Chairman Walsh stated that the Select Board had a chance to hear about this at a previous meeting and this is a public hearing to receive input from the public.

David Cioffi, Etna, stated that he used to sit on the Block Grant Committee and back then he thought the block grants would be used for low to moderate income housing. He knows that there is a limited amount of money available and he felt that this is quite a reach for the Town of Hanover to apply for block grants when there are so many other towns in the State that actually need that money. He felt that there would be others out there who would need the money more than this developer that is building a hotel in this Town. Mr. Cioffi stated that if he sat on that Committee today, he would not approve of this proposal when there are so many other towns that need the money. The Town of Hanover does not need a block grant to rebuild Downtown Hanover.

Ms. Griffin stated that Hanover Hospitality, LLC doesn't really need this loan to complete this project. They have agreed to be a vehicle to receive loan funds so that the CDBG funds loaned out are repaid to the GCEDC for their revolving loan fund. That revolving loan fund which is administered by the Council, benefits new and expanded businesses in Grafton County. This is a vehicle to get the CDBG funds into the State loaned out to projects that are eligible and then flow back into the Economic Development Council so they can loan those funds to smaller businesses that might not otherwise be eligible for financing.

Mr. Scarano noted that Ms. Griffin is right in that the actions that they take today will make a difference for those smaller businesses. Hanover Hospitality, LLC will be using this money to finish the project in buying furniture, fixtures and equipment. A lot of the GCEDC loans for smaller amounts than \$500,000. Most of their referrals for loans come from lending institutions that are unwilling or unable to provide loans based on their own internal rules. He wanted to

assure Mr. Cioffi that these funds are used wisely when returned to the GCEDC. The Council is very focused on a business' ability to pay the funds back. He felt that this has been an open, transparent process with the intention to create jobs.

Barbara McIlroy had a list of concerns and wondered if this hotel that is already under construction is going to guarantee that they would be hiring local people. Ms. Griffin stated that she does not know whether they can stipulate that they hire locally. Ms. Hadfield confirmed that they are unable to stipulate to this.

Mr. Scarano wanted to clarify that the use of these funds does not mean that the business will hire people who will become low to moderate income. It means low to moderate income in the last year. Employees will complete an income verification sheet in which they detail their income from the previous year in addition to other information including the number of people in their family. He noted that there is a stipulation that the people are hired, are from a lower to moderate income background and needed the job.

Hilary Pridgen, Etna, stated that she has been following the development of this project through the Planning Board and parking was a huge issue. The hotel stated that they would be hiring part-time parking help primarily through the College. She had concerns about how this would be handled and wanted to point it out to the Board. Ms. Pridgen asked whether Town staff would be involved in the grant funding.

Chairman Walsh noted that Julia Griffin is on the Board of the Grafton County Economic Development Corporation which is not associated with this project. Ms. Griffin noted that she had recused herself from this project.

Ms. Pridgen wanted to clarify whether the Town assumes any liability if the hotel does not hire the number of expected employees.

Mr. Scarano stated that there is a liability for everyone involved should the jobs not be created. The GCEDC will be signing as sub-recipient stating that the jobs will be created; the business will sign a beneficiary employment commitment stating that they will create those jobs. If they do not create the jobs that they are committed to, they will have to sit down with the CDFA and the business to lay out the timeline for creating those jobs. Mr. Scarano stated that in speaking with CDFA, they have not had an issue with companies not coming through on the agreements. In addition, the job creation is a requirement that the Federal Government puts on the State. The Federal Government allows up to \$35,000 in CDBG jobs created which was reduced to \$20,000 so there is wiggle room in case the jobs are not created. Mr. Scarano stated that the agreement is fairly safe.

Marty Coyle, business representative/organizer for the New England Regional Council of Carpenters, stated that this project is very concerning to him. He represents over 100 members who live and work in this area. He is disturbed that there is public money being considered for this project when he knows that the development firm (which is located in Portland, Maine) have a few other hotels under construction. He has been following their projects for the past three

years visiting the jobsites and talking to the workers and typically the subcontractors misclassify their workers as independent contractors to avoid paying Medicare, social security, taxes, etc. A contractor can't compete with these workers who are being paid cash, or by the piece and are not being paid overtime and are not paying taxes, insurance or worker's compensation. He is here to represent the working people. A legitimate responsible contractor can't compete against companies that aren't using real numbers or extremely lower than a contractor that pays their taxes, insurance, etc. Essentially, the workers won't have insurance. There will be times when there are 30 people laying drywall and every one of them will be independent contractors. This is a corporation that is looking at making a huge profit from the Town.

Another speaker from the audience approached the Board and asked for clarification about the statements made that this company has not asked for the funding but the project would be a vehicle that would fund loans to other businesses.

Chairman Walsh wanted to clarify his understanding of the transaction. Chairman Walsh stated that there's \$500,000 which would come out of a pool available in the State of NH which is part of a competitive pool among a large number of projects. The Select Board's job is not to decide whether this is the best use of the funds in the State or the nation but their job is to determine what is going to be done with these dollars in line with the development plan in the Town of Hanover. Chairman Walsh still questions the role of the Select Board in this transaction. If the Board agrees to this, and if this application is judged by others to meet the need competitively, the \$500,000 would immediately be forwarded to the GCEDC. They in turn will lend \$475,000 to the company building the hotel for furniture and fixtures and then \$25,000 would be used for administrative costs. The \$475,000 would remain with the GCEDC and as principal is paid back, they could re-lend the money to other businesses in Grafton County. The interest that is paid is used to support the GCEDC. Mr. Scarano agreed that this was true.

Ms. Griffin stated that the only reason the Town is the conduit is because the Town can receive CDBG funds whereas the Economic Development Council cannot.

Chairman Walsh closed the public hearing. He wanted to postpone further conversation and a decision on this issue for another time. Significant issues have been raised and the Board needs to think through whether they want to be the conduit for this transaction.

Selectman Christie wanted to clarify with Mr. Scarano that the Town does not have any liability. Mr. Scarano stated that the Town does have some liability. Selectman Christie asked Mr. Scarano to give the Board the worst case scenario for the Town of Hanover. Mr. Scarano stated that it is difficult to give an example since it has never happened before. He stated that there is a chance that the money would have to be paid back by the business ultimately. The Town will have an agreement with the business that if they don't create the jobs for the grant that the Town applied for, the business would have to pay the Town and the Town would have to pay CDFA (Community Development Finance Authority).

Selectman Christie stated that since this is a loan, the worst case scenario is if the business can't pay the money back. Mr. Scarano stated that once the last job has been created and verified by

the CDFA, the Town's liability is ended. It is conceivable that the day after the jobs are created and verified, they might not pay any of the money back to the GCEDC and there have been times when they have written off loans. They take greater risks than any other commercial lender.

Selectman Christie clarified that if the jobs are not created, then the business would be responsible to pay the money to the Town of Hanover which would be turned over to pay back the loan. If the business is unable to repay the loan, the Town of Hanover would have no liability.

Mr. Scarano stated that the Town of Hanover would have an agreement with the business that they will pay it back. Selectman Christie further stated that if the business cannot pay the money back, he wanted to know the liability assumed by the Town in a worst case scenario.

Mr. Scarano stated that the Town would assume the liability. He stated that this has never happened before. There is \$4 million distributed every year in municipalities throughout New Hampshire.

Selectman Christie stated that the upside is that the Town of Hanover would see the creation of jobs and the long term upside is the perpetual funding that gets started. Mr. Scarano stated that the goal is to hire people and there would be 36 jobs created and 60% of those employees need to come from a low to moderate income background.

Selectman Doherty asked about the 36 jobs and the scenario of what the liability would look like if only 26 are created. She also asked for clarification at to what liability is created and if the Town is responsible for that; what controls are put in place mark to ensure that those jobs are actually created? She is concerned about the disconnect of the Board not speaking with the business that is actually going to be tasked with creating these jobs.

Mr. Scarano suggested turning the discussion over to Shelley Hadfield who would be the Town's representative for this transaction.

Chairman Walsh wanted to defer the conversation to another time since it is his feeling that the Board is not prepared to move forward. The Board opted to continue the public hearing. Mr. Scarano gave an overview of the timeline for approval after the Board's approval. Vice Chairman Connolly noted that she was not prepared to approve this without additional questions answered.

Chairman Walsh rescinded his action to close the public hearing.

**Selectman Doherty MOVED to continue the three public hearings regarding the proposed Economic Development Grant Application to May 17, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO CONTINUE THE THREE PUBLIC HEARINGS REGARDING THE PROPOSED ECONOMIC DEVELOPMENT GRANT APPLICATION TO MAY 17, 2010.**

**5. PUBLIC HEARING TO READOPT THE TOWN OF HANOVER HOUSING AND COMMUNITY DEVELOPMENT PLAN (AS REQUIRED FOR THE CDBG APPLICATION).**

This Public Hearing was continued for further discussion on May 17, 2010.

**6. PUBLIC HEARING TO READOPT THE TOWN OF HANOVER HOUSING AND COMMUNITY DEVELOPMENT PLAN (AS REQUIRED FOR THE CDBG APPLICATION).**

This Public Hearing was continued for further discussion on May 17, 2010.

**7. DISCUSSION REGARDING COMBINING HANOVER TOWN MEETING WITH HANOVER AND DRESDEN BUDGET RE-VOTE.**

Ms. Griffin felt that it would be important to have the Boards discuss together the feasibility of combining the Hanover Town Meeting with the Hanover and Dresden budget vote. There are concerns regarding the logistics of the day and how they segregate the counting of the school vote and not necessarily announce the results until after the Town Meeting is over to avoid disruption of that process. Ms. Griffin noted that by combining voting to some extent there could be some cost savings but the process needed to be discussed to see if it made sense to combine the two votes. They also needed to discuss the use of the ballot clerks and how that process would work.

Kari Asmus has also received questions and this is something they are considering on a one-time basis and not something that they would want to do every year. They need to make the voting process as simple as they can. There were questions as to whether they could have the vote any sooner but there are different RSAs requiring specific notice and timing so the very earliest that Hanover could vote on the school budget is the Tuesday previous to Town Meeting. RSA 198:14-a requires that if they do not know that they are bringing back certified staff for tenure by May 14<sup>th</sup>, we are required to give notification in the form of a pink slip so there is a lot of concern about meeting that deadline. If the voting were to happen after that time, it would create a more charged environment.

Ms. Griffin felt it was awkward that there was an assumption that the votes could happen on the same day as Town Meeting and in the same place and wanted to make sure that the Board of Selectmen were comfortable with combining the vote and that they legally could do that.



Robin Carpenter felt that it would be beneficial to have voting take place in the same place around the same time. They are fortunate that they have the school facility that could accommodate this and although he appreciates the logistical concerns and hadn't thought of the issue surrounding the revealing of the school vote during Town Meeting.

Selectman Christie wanted to clarify that the school vote would be over by 7:00 p.m. Ms. Griffin stated that the Business Meeting would be starting while the school vote would be counted. Ms. Griffin noted that the Town doesn't run the voting machine until after the Business Meeting is over. She was concerned about the announcement of the school budget vote during the Business Meeting for Town Meeting.

Chairman Walsh stated that he felt that the time to negotiate the details in this setting is the wrong thing to do. He agrees that from the voters' perspective, it makes sense to do the vote at the same time, the same day and the same location but he also recognizes that it's more complicated than they realize. Perhaps they should split the voting up between two different locations at the school so that they are physically different and there wouldn't be the confusion with the ballot clerks. He doesn't feel that this is the Select Board's decision.

Ms. Griffin stated that they could do a follow up memo for the Selectmen so that they could review the proposal on the logistical front and could address it at the April 26<sup>th</sup> Board of Selectmen meeting. They need to consider all of the different concerns about this. She felt that the staff could wrestle with this and then provide the information to the Board.

Mr. Carpenter thought that if it's a logistical issue, this is something that staff could probably work out.

Chairman Walsh asked if there was an expectation that they could come to an agreement as to when the school vote would be announced.

Mr. Carpenter stated that they will not have the mechanism or the collection of people to coordinate the announcement of the vote.

Selectman Rassias stated that he felt that there really needed to be a mechanism worked out for this vote. The Town has never been in this situation before and they need to work this out specifically. Mr. Carpenter stated that they will not be in the position at that moment to make the announcement regarding the vote.

Chairman Walsh noted that there are a couple of things on the Warrant that may or may not be controversial. He suggested announcing the school vote after Town Meeting is over and they could announce all of the written ballot results. Ms. Asmus felt that they should be able to come to an understanding on this.

Vice Chairman Connolly asked if the ballots from Norwich needed to come through before they could announce the vote. Ms. Asmus stated that they would need the results from the Dresden

vote which would take a while. Ms. Griffin noted that the Norwich residents vote in Norwich and those results would take a while before the results would be delivered.

Lyn Swett-Miller thought this would actually encourage more people to participate in Town Meeting.

## **8. COMMUNITY CARBON CHALLENGE – THE LEADERSHIP CHALLENGE.**

Chairman Walsh and Ms. Griffin invited Lyn Swett-Miller to speak to the Board.

Lyn Swett-Miller was representing the Sustainable Hanover Committee and was present to speak to the Board about the New England Carbon Challenge which is a regional attempt to gather data about energy issues. They are hoping to become involved in the Community Carbon Challenge. Their goal is to present to the Board the background for this idea and then to give logistics about how this would work and are hopeful for a great deal of involvement. Ms. Swett-Miller also noted that her colleagues Chris Soderquist, Larry Litten, Marjorie Rogalski were also present to answer any questions. She thanked the Board and the community for their consideration and continued support.

Ms. Swett-Miller stated that they have an exciting livable town but there are some realities that they are trying to understand. There is a great deal of economic uncertainty and they need to focus on their resources. Global Climate change is an issue that they need to pay attention to. Community well-being is something they take very seriously and this well-being needs to occur in our urban and rural communities. Ultimately, the Town has remarkable capacity to make this a place that works for a whole bunch of people. The Town adopted the Natural Step framework which focuses on our impact on the earth. The Sustainable Hanover Committee serves in an advisory capacity to the various Town Boards. They are charged to oversee the development and implementation of a town sustainability plan. The challenge that they have is that they are a very fact based group and they want numbers and baseline data. They have tried to establish a consistent process for taking steps and addressing problems. They ultimately need to be able to measure success. They have been very focused on goal setting.

Ms. Swett-Miller stated that their goal basis for being here is to gather data and the process has already begun. There are a lot of well meaning residents doing things throughout the Town but they have very little information regarding that work. There have been energy audits at Dartmouth, at the hospital, there have been audits done throughout the Town. The Sustainability Committee has been active in working on energy audits and lighting efficiencies.

Ms. Swett-Miller stated that the New England Carbon Challenge is a pilot project that they are considering. The focus is on the individual residents and they would like to gather information on a person's carbon footprint. The New England Carbon Challenge is a regional effort to solve a global problem. They focus on individuals to provide ways for individuals to make a

difference. The group is based in Durham and Portsmouth and they have been active for about 4 years and have received grant funding to provide services to communities such as Hanover.

Ms. Swett-Miller noted that there is a calculator included and a map on the website. You can track basic data from a household including fuel usage and electricity. This information will tell a resident whether they are on par with the average. They can also put information in about their vehicles. There are three residents of Hanover that have participated in this process and they learn how much money they can save with the changes that they make regarding their carbon usage. The way the system is developing, they will be able to track areas that are working hard on this and their progress.

The first step in the proposed Carbon Challenge is the Leadership Challenge which will take place April 12<sup>th</sup> and May 11<sup>th</sup> and would include leaders of the community participating in the activities. They would be able to announce where they are at Town Meeting which would set a standard for other members of the community and if they do this again next year, they could mark their progress. They would then branch off and start a Neighborhood Challenge and get groups of people involved. There would also be the School's Challenge. The information would be tracked and disseminated. Their goal is to use these 21<sup>st</sup> Century tools to monitor their success. Having people take ownership of their behavior changes and seeing an impact in the results would help sustain this project. They would have their own website and a webpage and any links could be added to that site. This could also be embedded with any website that the Town has. They could have a ticker included that could show their progress. She hopes that each member of the Select Board would be involved and use this as an opportunity to engage the residents at large.

Chairman Walsh thanked Ms. Swett-Miller for her presentation.

Ms. Griffin noted that they would be getting all of the information out to the Planning Board, Zoning Board, Conservation Commission and Recreation Board.

Chairman Walsh thanked the entire Sustainability Committee for the wonderful job they are doing. Ms. Swett-Miller announced that there is an event called the Naked Table Project which will take place on April 18<sup>th</sup> and the cost is \$35.00 per ticket. The tables are made of wood and the meal is harvested locally.

## **9. DISCUSSION REGARDING REVISED APPROACH TO CURBSIDE COLLECTION OF RECYCLABLES.**

Chairman Walsh asked Peter Kulbacki to speak about this item.

Peter Kulbacki stated that they have had previous discussions about taking the curbside recycling in-house. Northeast Waste made an offer to keep the Town's business which would result in around \$67,000 in savings on an annual basis. They put together a contract for the Board to consider.

Chairman Walsh stated that the in-house option would have saved \$34,000 which was incorporated into the budget that was passed. There was another \$34,000 savings by going with Northeast Waste. Chairman Walsh noted that he had a couple of concerns about this. There was an opportunity to work directly with the City of Lebanon who are doing some interesting things and the possibility of getting to single stream recycling instead of continuing to sort. This feels like the Town is locking themselves in to what the Town has had in the past when there are now some real opportunities. He suggested taking \$20,000 of the savings to put into escrow so that they can take advantage of other opportunities and he would like to see the contract changed from 3 years to 2 years. He also didn't feel that Northeast Waste had been forthcoming since they are now offering to save the Town \$68,000.

Peter Kulbacki stated that he also found it disturbing that they could save the Town that much money and why didn't this happen sooner. He felt that it would be helpful to set aside some of the savings so that they have the option to terminate the contract. If they brought this project in-house, it would create additional staff and additional headaches. He wanted to make it clear that by bringing the project in-house, they could not come close to saving the Town \$68,000.

Vice Chairman Connolly asked if it was still possible to realize a savings for the wastewater sludge disposal. Mr. Kulbacki stated that this is a separate issue and their current agreement ends January 2011 and then they will start hauling it to Lebanon.

Selectman Doherty stated that it sounds like it's not just about the cost savings when considering the amount of work that it would take to bring this project in-house.

Mr. Kulbacki stated that they've figured out how to get through this budget season but next year is going to be a different story. He is still concerned about the numbers that they get regarding their tonnage that they receive from Northeast Waste.

Selectman Doherty stated that since they are in a negotiation opportunity right now, they should consider reducing the time of the contract with Northeast Waste and have them provide additional information about what services they are actually providing.

Selectman Christie asked about the impact on the City of Lebanon if the Town does not work with them. Mr. Kulbacki stated that Lebanon would be a pass-through location so there would not be a huge impact on them.

Ms. Griffin stated that Mark Morgan (Lebanon Landfill) indicated that this would not be the end of the world if there is a delay. She stated that they were talking about dual stream recycling and all types of containers which would go to Lebanon in two separate piles. She felt that the reason Northeast Waste was concerned about losing the Town's business is that they just purchased a new vehicle within the last 6 months so this was an incentive to keep the Town's business. She wanted to look at ways to encourage a tri-partnership with the Town, City of Lebanon and Northeast Waste. There may still be some opportunities to have the Town's recyclables go to Lebanon for handling.

Chairman Walsh feels that in the long run goal should be for the Town to work with Lebanon. Selectman Christie felt that the Town should take advantage of the good price proposed for as long as they can; he would encourage locking in to a longer contract.

Mr. Kulbacki stated that his concern is that if they come back with something in between, their window to purchase a vehicle could be very small. He would ask for a 2 year contract with a 1 year extension.

Chairman Walsh would like to put the money into savings if they can get out of it in the future if it makes sense at that time but he is okay with a 3 year contract. Chairman Walsh wants to keep the Town in the position where they can push back and not be stuck to a price.

**10. RECOMMENDATION TO SET A PUBLIC HEARING ON APRIL 26, 2010 TO AUTHORIZE ACCEPTANCE OF \$111,300 IN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS FOR LIGHTING UPGRADES, BUILDING ENERGY AUDITS AND IDLING REDUCTION TECHNOLOGIES.**

Selectman Rassias **MOVED** to set a Public Hearing on April 26, 2010 to authorize acceptance of \$111,300 in energy efficiency and conservation block grant funds for lighting upgrades, building energy audits and idling reduction technologies. Vice Chairman Connolly **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON APRIL 26, 2010 TO AUTHORIZE ACCEPTANCE OF \$111,300 IN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS FOR LIGHTING UPGRADES, BUILDING ENERGY AUDITS AND IDLING REDUCTION TECHNOLOGIES.**

**11. DISCUSSION REGARDING REVISED APPROACH TO PRODUCING AND DISTRIBUTING THE TOWN REPORT.**

Ms. Griffin recommended producing fewer Town Reports. Normally they order just under 2,000 reports and she recommends printing 1,000 reports and then send out postcards indicating where Town Reports could be picked up and if anyone wanted to have one mailed to them directly, they would do that. Next year, they could look at a reduced format and hopefully producing less than 1,000 copies and making better use of the website.

Selectman Rassias asked if it could be made available on the website this year. Chairman Walsh felt that the background information should be made available on-line. Ms. Griffin stated that after this year's effort, they will be able to gauge how many people request the Town Report. Selectman Rassias is concerned that this information is not going to be available on-line. Selectman Doherty wondered if they could talk to Mary White at the Howe Library about getting it onto their website since they handle larger amounts of information like this quite often. Chairman Walsh wanted to make sure that the postcard indicated that the Warrant and

background material would be available on-line. Ms. Griffin stated that they would do this but they would also explain to residents that they are trying to be more efficient.

**12. RECOMMENDATION TO ADOPT RESOLUTION NAMING THE HANOVER DISPATCH CENTER IN MEMORY OF FORMER DISPATCH COORDINATOR RON EDSON.**

Chairman Walsh wanted to defer this item for another time. Ms. Griffin stated that the Dispatch Center is planning a ceremony for April 13<sup>th</sup> in conjunction with National Communication's Week. Chairman Walsh felt that the Town needed to have a conversation about how buildings get named. Selectman Doherty suggested a naming policy.

Ms. Griffin reported that this came as a suggestion from the Dispatch staff. Chairman Walsh had no issue whatsoever in putting a plaque up in memory of Ron Edson and recognizing and memorializing his very important contributions. He felt this was completely different from renaming the Dispatch Center.

Selectman Doherty stated that they wouldn't want to take the re-naming of a Dispatch Center too lightly nor should they take Ron Edson's contributions too lightly. Chairman Walsh wanted to make it clear that this is not a money issue. Selectman Doherty wanted to note that she was not trying to imply that it was a money issue.

Ms. Griffin will craft a new Proclamation for the Select Board to sign in preparation of the ceremony.

**13. BANNER REQUEST:  
- Hood Museum**

**Vice Chairman Connolly MOVED to approve the Banner Request of the Hood Museum. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUEST OF THE HOOD MUSEUM.**

**14. APPROVAL OF MINUTES:  
- March 15, 2010**

**Vice Chairman Connolly MOVED to approve the Minutes of March 15, 2010. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 15, 2010.**

**15. ADMINISTRATIVE REPORTS.**

Ms. Griffin had nothing new to report.

**16. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Finance Committee met today and elected Bill Garrity as the new Chairman. The Dresden Finance Committee voted to recommend to the School Board that their budget increase amount to no more than 3% increase in taxes for Hanover/Dresden taxpayers. There was a lot of discussion regarding the real drivers of the increase in costs for the school this year and recognition that salaries make up 85% of their budget.

**Kate Connolly**

Vice Chairman Connolly reported that the Senior Center had a very successful inside yard sale last weekend raising over \$6,000 to be contributed to WISE this year.

**Judy Doherty**

Selectman Doherty reported that the Affordable Housing Commission met on March 18<sup>th</sup> and most of that meeting was a non-public session discussing property land issues. The Howe Library Board of Trustees will meet at 3:30 this Thursday and they will receive a full report of the Howe Library Trustee Board meeting. She also noted that the Wine Tasting event was very successful. Chairman Walsh reported that it was a wonderful event.

**Athos Rassias**

Selectman Rassias had nothing new to report.

**Brian Walsh**

Chairman Walsh had nothing new to report.

**17. OTHER BUSINESS.**

There was no Other Business reported.

**18. ADJOURNMENT.**

Board of Selectmen  
April 5, 2010

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty  
SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:45 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.



**SUMMARY**

- 1. Vice Chairman Connolly MOVED ARTICLE EIGHT: To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. Chairman Walsh SECONDED.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE EIGHT.**

- 2. Chairman Walsh MOVED ARTICLE NINE: To see if the Town will vote to raise and appropriate \$6,650 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.1, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2008-2009. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE NINE.**

- 3. Selectman Doherty MOVED ARTICLE TEN: To see if the Town will vote to raise and appropriate \$34,660 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2008-2009. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE TEN.**

- 4. Selectman Rassias MOVED ARTICLE ELEVEN: To see if the Town will vote to raise and appropriate \$1,145,740 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:**

<b>Ambulance Equipment Capital Reserve Fund</b>	<b>\$ 47,000</b>
<b>Bridge Replacement and Renovation Capital Reserve Fund</b>	<b>\$ 40,000</b>
<b>Building Maintenance and Improvement Capital</b>	

<b>Reserve Fund</b>	<b>\$ 50,000</b>
<b>Dispatch Equipment and Dispatch Center Enhancements and Capital Reserve Fund</b>	<b>\$ 6,500</b>
<b>Fire Department Vehicle and Equipment Capital Reserve Fund</b>	<b>\$ 65,000</b>
<b>Highway Construction and Maintenance Equipment Capital Reserve Fund</b>	<b>\$249,600</b>
<b>Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund</b>	<b>\$ 62,210</b>
<b>Police Vehicles and Equipment Capital Reserve Fund</b>	<b>\$ 73,000</b>
<b>Road Construction and Improvements Capital Reserve Fund</b>	<b>\$ 10,000</b>
<b>Sewer Equipment and Facilities Improvements Capital Reserve Fund</b>	<b>\$527,430</b>
<b>Town Revaluation Capital Reserve Fund</b>	<b>\$ 15,000</b>

Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE ELEVEN.**

5. Selectman Christie **MOVED ARTICLE TWELVE:** To see if the Town will vote to raise and appropriate \$2,135,134 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

<b>Bridge Replacement and Renovation Capital Reserve Fund</b>	
<i>River Road and/or Ruddsboro Road bridge repair</i>	<b>\$ 95,000</b>
<b>Highway Construction and Maintenance Equipment Capital Reserve Fund</b>	
<i>Backhoe loader, loader, truck with plow</i>	<b>\$300,100</b>
<b>Howe Library Building Repair and Equipment Capital Reserve Fund</b>	
<i>Portion of migration costs to open source Library information system</i>	<b>\$ 20,034</b>
<b>Sewer Equipment and Facilities Improvements Capital Reserve Fund</b>	<b>\$1,700,000</b>
<b>Town Revaluation Capital Reserve Fund</b>	
<i>Contracted labor for Town-wide property Revaluation program</i>	<b>\$ 20,000</b>

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these purchases are complete or June 30, 2015, whichever is sooner.

Vice Chairman Connolly **SECONDED** the motion

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE TWELVE.**

6. **Vice Chairman Connolly MOVED ARTICLE THIRTEEN:** To see if the Town will vote to raise and appropriate \$29,950 for partial funding of up to \$22,950 for signal and pedestrian improvements at the Lyme Road and North Park Street intersection and for general improvements up to \$7,000 proposed by the Bike and Pedestrian Committee, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until these improvements are complete or June 30, 2015, whichever is sooner. Chairman Walsh **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE THIRTEEN.**

7. **Selectman Christie MOVED ARTICLE FOURTEEN:** To see if the Town will vote to raise and appropriate \$19,760,540 to pay the operating expenses of the Town for the 2010-2011 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles. Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE FOURTEEN.**

8. **Selectman Doherty MOVED ARTICLE FIFTEEN:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the New England Police Benevolent Association (NEPBA), Local 27, which calls for the following increases in total compensation for its members:

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$36,979
2010-2011	\$32,423

And further to raise and appropriate the sum of \$32,423 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year and which became effective in July, 2009.

Selectman Christie **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE FIFTEEN.**

9. **Selectman Doherty MOVED ARTICLE SIXTEEN:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved

by the Board of Selectmen on June 22, 2009, between the Town of Hanover and the International Association of Fire Fighters (IAFF), Local 3288, which calls for the following increases in total compensation for its members:

<u>Year</u>	<u>Estimated Increase</u>
2009-2010	\$22,022
2010-2011	\$20,775

And further to raise and appropriate the sum of \$20,775 for the 2010-2011 fiscal year, such sum representing the additional cost attributable to the increase in total compensation over the appropriation at current staffing levels paid in the prior fiscal year, and which became effective in December, 2009.

Selectman Christie **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLE SIXTEEN.**

10. Chairman Walsh **MOVED** Articles Seventeen through Twenty-Two. Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLES SEVENTEEN THROUGH TWENTY-TWO.**

11. Selectman Doherty **MOVED** Articles Twenty-Three through Twenty-Five. Selectman Rassias **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE ARTICLES TWENTY-THREE THROUGH TWENTY-FIVE.**

12. Vice Chairman Connolly **MOVED** to convene as the Hanover Housing Authority. Selectman Doherty **seconded** the motion.

**THE BOARD VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.**

13. Selectman Doherty **MOVED** to approve the Hanover Housing Authority budget for FY2010-2011. Vice Chairman Connolly **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE HANOVER HOUSING AUTHORITY BUDGET FOR FY2010-2011.**

14. Vice Chairman Connolly **MOVED** to cease acting as the Hanover Housing Authority and resume as the Board of Selectmen. Selectman Doherty **SECONDED** the motion.

**THE BOARD VOTED UNANIMOUSLY TO CEASE ACTING AS THE HANOVER HOUSING AUTHORITY AND RESUME AS THE BOARD OF SELECTMEN.**

- 15. Selectman Doherty MOVED to continue the three public hearings regarding the proposed Economic Development Grant Application to May 17, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO CONTINUE THE THREE PUBLIC HEARINGS REGARDING THE PROPOSED ECONOMIC DEVELOPMENT GRANT APPLICATION TO MAY 17, 2010.**

- 16. Selectman Rassias MOVED to set a Public Hearing on April 26, 2010 to authorize acceptance of \$111,300 in energy efficiency and conservation block grant funds for lighting upgrades, building energy audits and idling reduction technologies. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON APRIL 26, 2010 TO AUTHORIZE ACCEPTANCE OF \$111,300 IN ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDS FOR LIGHTING UPGRADES, BUILDING ENERGY AUDITS AND IDLING REDUCTION TECHNOLOGIES.**

- 17. Vice Chairman Connolly MOVED to approve the Banner Request of the Hood Museum. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUEST OF THE HOOD MUSEUM.**

- 18. Vice Chairman Connolly MOVED to approve the Minutes of March 15, 2010. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 15, 2010.**

- 19. Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:45 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 15, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

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

Chairman Walsh and the Board recognized Julia Griffin for completing the budget season without sickness for the 2<sup>nd</sup> year in a row.

**2. DISCUSSION WITH GRAFTON COUNTY ECONOMIC DEVELOPMENT CORPORATION REGARDING CDBG LOAN FOR HANOVER HOSPITALITY, LLC.**

Chairman Walsh invited Mark Scarano, Executive Director of the Grafton County Economic Development Corporation (GCEDC) and Bob Walker, Loan Officer for GCEDC, to speak to the Board about providing a Community Development Block Grant (CDBG) loan to a local business. If the Board is comfortable with the project, they will need to set a public hearing.

Mark Scarano stated that the GCEDC has been in business for about 10 years. He noted that he has been working for them for the past 3 ½ years. The Corporation was formed as a merger between three organizations; one in Littleton, one in the Bristol/Ashland Area and one in the Upper Valley. The idea behind the merger was to create an organization that had the revenues and the capacity to afford professional staff. They have since engaged themselves in community development throughout the county. Mr. Scarano stated that they are here before the Board to ask the Town to go forward with the process in starting an economic development grant through the CDBG program. The CDBG program was formed in the '70s as an anti-poverty program; elimination of blight, the creation of jobs and in some cases funding for emergency situations. The Federal Government block grants money to the State or to entitlement communities. In this case they are looking at job creation numbers for a project in Hanover. Mr. Scarano invited Bob Walker to talk about the project with Hanover Hospitality, LLC.

Mr. Walker provided the Board with some background into their involvement with this project. One of the NH banks invited them to participate with the loan for this hotel. Their part in the project is to provide funding for the equipment for the hotel on South Street. The total project cost is around \$14 million but the GCEDC is looking to find \$75,000 for furniture, fixtures and equipment. For each \$20,000 borrowed, there has to be one job created. In this particular case, there will be 36 new jobs coming into the community for this project. All other criteria in terms of qualifying for the CDBG loan have been met. Once the financing is put together, the

GCEDC's own Board and Loan Committee would need to approve it as well. The grant writing process could begin and they have not started the grant writing process but needed to speak to the Select Board first.

Mr. Scarano added that these are public funds and they do not do this in competition for private sector sources. The GCEDC gets the grant through the municipality (Town of Hanover) that applies for it; the GCEDC then in turn lends the money to the company. The company pays principal and interest on the loan to the GCEDC. The GCEDC puts the principal into a special account which is then re-lent throughout Grafton County. It's basically a revolving loan fund.

Chairman Walsh asked about the CDFA. Ms. Griffin stated that the Community Development Finance Authority (CDFA) is a quasi state agency that oversees lending decisions of CDBG funds and the tax credit program.

Selectman Christie asked about the liabilities to the Town. Mr. Scarano stated that the liability surrounds job creation and the Town is protected through an agreement with the business to create the jobs in exchange for the grant money. If the jobs aren't created, the State could take the money back; that has yet to happen in New Hampshire since the program has started.

Selectman Christie asked why the Town would be involved in this process. Mr. Scarano explained that the CDBG money is public dollars and Federal rules state that the funds need to be applied for by the municipality. Selectman Christie asked about what would happen if the loans are not repaid. Mr. Scarano confirmed that the Town does not have to pay back the liability if the loans could not be paid.

Chairman Walsh noted that he was also confused about having the Town receive the money and then pass it along. He can understand the pass through from the Federal Government to the local level but as he understands it, they have no particular role in the funding of this project. Mr. Scarano stated that it was due to the Government's desire to have transparency and public hearings in dispersing these funds.

Ms. Griffin stated that this is a project that came forward and there isn't another competing for this money. The banks often refer these kinds of projects to the economic development corporations.

Selectman Christie asked what the odds are of this process being successful. Mr. Scarano explained that this is a competitive process and his estimation is that there is a 75% chance that this will go through.

Vice Chairman Connolly noted that she was present at Planning Board hearings for the hotel and wasn't under the impression that it was going to generate 36 jobs. Mr. Scarano stated that they did an extensive review with company management and accepted an application from Hanover Hospitality that included information on opportunities for growth, etc.

Selectman Christie asked why a Town would not support this effort. Mr. Scarano stated that this is the ultimate in stimulus in having money for jobs. Ms. Griffin noted that the revolving loan piece is the most powerful piece of the CDBG loan program.

Selectman Doherty clarified that there still needed to be a public hearing and members of the public would have the right to say no. She asked for further clarification about the process. Mr. Scarano stated that he has been doing this for about 13 years and he has yet to find a Select Board that rejects this opportunity and felt that there should be a public hearing at the least.

Chairman Walsh has no idea how many people would be coming to a public hearing but wanted to make sure that there were people present to answer specific questions. Mr. Scarano noted that he, Bob Walker and Shelley Hadley would be available to answer questions.

**Vice Chairman Connolly MOVED to set a Public Hearing on April 5, 2010 to review and consider the CDBG loan for Hanover Hospitality, LLC. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON APRIL 5, 2010 TO REVIEW AND CONSIDER THE CDBG LOAN FOR HANOVER HOSPITALITY, LLC.**

**3. RECOMMENDATION TO APPROVE THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) IMPLEMENTATION PLAN FOR THE TOWN OF HANOVER.**

Ms. Griffin stated that the National Incident Management System (NIMS) is part of the national effort to make sure that all agencies to speak in the same terms for incident response. The federal government requires that they accept this. Ms. Griffin noted that this was previously reviewed with the Board but there was not a formal separate vote.

**Selectman Christie MOVED to approve the National Incident Management System (NIMS) Implementation Plan for the Town of Hanover. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) IMPLEMENTATION PLAN FOR THE TOWN OF HANOVER.**

**4. UPDATE ON FASTROADS NH BROADBAND PLAN FOR SOUTHWEST AND WEST CENTRAL NH.**

Ms. Griffin noted that she and Vice Chairman Connolly attended this afternoon's session in Enfield with about 50 people in attendance from about 15 communities. Ms. Griffin noted that she has spent quite a bit of time on this in the past 4 months and wanted to provide the Board with an update. The next ARRA application is due in 10 days and the application is linked to the



State UNH application to request funding for about \$12 million for the construction of the middle mile backbone and is intended to be owned by a LLC spinoff by the Monadnock Economic Development Corporation. The middle mile open access backbone would run through about 28 communities. This project would meet up with the backbone that the State is building from Fitzwilliam NH to Massachusetts State Route 12 and this is meant to serve towns that will not benefit from the upgrade by Fairpoint Communications. They have had excellent conversations with Fairpoint Communications to collaborate in this effort. The revenue generated from agencies that provide services over the backbone would be sufficient to pay off the operating expenses of the backbone, net the grant money. The goal is to apply for \$12 million in federal funds but they need to match this with about \$3.5 million in local money.

Ms. Griffin stated that the Community Development Finance Authority is in the process of producing letters that would supply CDBG tax credit matches in the amount of \$2.5 million of the \$3 million. The Monadnock Corporation is looking to supply the additional \$1 million. Ms. Griffin noted that they will be getting the final engineering cost estimates to test the per mile cost. She noted that WCNH's role is solely as beneficiary. Once the middle mile fiber is in place, they could then see about putting together a consortium to build the last mile coverage. This is an exciting project designed to plug into the State's project up into Orford and down into Fitzwilliam. The State is applying for \$55 million in funding connecting Durham to Plymouth, Orford to Hanover, Durham to Manchester and Manchester to Keene. This is a full Circle of fiber backbone. There are two types of funding available for broadband in the stimulus package and applications are due by next Friday, March 26<sup>th</sup>. Ms. Griffin stated that Town staff from New London, Enfield, Hanover, Keene, Swanzey, the Southwest Regional Planning Commission, and the Upper Valley Lake Sunapee Regional Commission were all working together on this project. She also noted that Bob Bruce and Andrew Cohill have completed the lion's share of the work on the technical side. By late September, they should hear about funding.

Selectman Doherty asked how the colleges would benefit. Ms. Griffin noted that the University System of NH and Dartmouth applied in round 1 for a project called IBEAM which was partnering with some private cyber companies that would connect all of the institutions in a high speed fiber network. Dartmouth wants 12 lines of fiber and UNH was interested in the same capacity and wanted to connect with other local colleges. IBEAM was not funded in the first round. The presumption was that one of the reasons it wasn't funded due to the fact that it was a private secure academic network and there would be no ability for communities to take advantage of the last mile broadband service. In round 2, UNH has more community partners and WCNH were able to push their way in to unlock the ability to look at last mile broadband.

Selectman Christie asked if this moves Hanover closer to serving the last mile efforts. Ms. Griffin stated that it will help because they are creating a LLC called NH FastRoads committed to continue to work with CDFA to figure out how to get last mile coverage in addition to fixed wireless. For the first time, they now have State partners that are actually seeing the importance of provisioning broadband in the State and they now have the best potential to get the funding.

Selectman Doherty asked about the hospitals. Ms. Griffin noted that the route that has been developed is designed not to compete with the Fairpoint Communications but to pick up a lot of the smaller communities. The route travels out to Claremont picks up Granite State College, the hospital and into Hanover. She reported that DHMC just submitted an application on Friday which would provide them with opportunities to do a demonstration with World Health.

Chairman Walsh noted that this is an exciting opportunity and was also interested in figuring out the last mile.

**5. RECOMMENDATION TO SET PRE-TOWN MEETING PUBLIC HEARING ON MONDAY, APRIL 5, 2010 TO REVIEW AND APPROVE THE PROPOSED WARRANT FOR 2010 TOWN MEETING.**

**Vice Chairman Connolly MOVED to set the Pre-Town Meeting Public Hearing on Monday, April 5, 2010 to review and approve the Warrant for 2010 Town Meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET THE PRE-TOWN MEETING PUBLIC HEARING ON MONDAY, APRIL 5, 2010 TO REVIEW AND APPROVE THE PROPOSED WARRANT FOR 2010 TOWN MEETING.**

**6. RECOMMENDATION TO SET A PUBLIC HEARING ON MONDAY, APRIL 5, 2010 TO REVIEW AND CONSIDER THE PROPOSED HOUSING FUND BUDGET FOR FY 2010-2011.**

**Selectman Doherty MOVED to set a public hearing on Monday, April 5, 2010 to review and consider the proposed Housing Fund Budget for FY 2010-2011. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, APRIL 5, 2010 TO REVIEW AND CONSIDER THE PROPOSED HOUSING FUND BUDGET.**

**7. BANNER REQUEST:  
- Open Air Summer Family Concert Series**

**Selectman Doherty MOVED to approve the banner request for the Open Air Summer Family Concert Series. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST FOR THE OPEN AIR SUMMER FAMILY CONCERT SERIES.**

**8. APPROVAL OF MINUTES:**  
- March 8, 2010

Vice Chairman Connolly noted a few changes to the Minutes.

**Vice Chairman Connolly MOVED to approve the Minutes of March 8, 2010, as amended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 8, 2010, AS AMENDED.**

**9. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that there will be a meeting on Wednesday at 7 p.m. at the Etna Library with people who have expressed interest in helping the library raise funds for the purchase of the property that the library sits on.

Ms. Griffin also announced that the Local Government Center will be holding their annual dinner on April 22<sup>nd</sup> at Jesse's Restaurant and encouraged Select Board members to attend. It is a good opportunity to meet other elected officials in the area. Ms. Griffin noted that she would be unable to attend.

Ms. Griffin reported that the Dresden budget vote recount took place today and it failed by 2 votes so it was not a tie. There were several witnesses on both sides of the vote there to oversee the recount. Chairman Walsh wanted to clarify the process since there were two budgets that did not pass. Selectman Christie felt that the Town should not change their position with regard to the budget. With the Dresden vote failing, to the extent they are trying to achieve a new tax rate objective, they can accomplish this through both budgets and not just the Town's budget.

Ms. Griffin will be e-mailing the Board the draft Warrant.

Chairman Walsh noted that the Warrant would have to pass on April 5<sup>th</sup> because there is a timing window around Town Meeting. The deadline for Warrant Petition items is the very next day. There is a tight turnaround with the Town Report so it is possible that a petitioned Warrant Article could come through without Board review. She also noted that the Town could begin this year to produce fewer Town reports. She could come to the Board with a recommendation on April 5<sup>th</sup> with a proposal to reduce the amount of Town Reports that are produced.

Selectman Rassias and Selectman Doherty supported this effort to reduce costs. Chairman Walsh felt that this would be an interesting article in the Valley News and see if they would be interested in doing a story on it.

Ms. Griffin stated that she will come to the Board with a memo on April 5<sup>th</sup> with a proposal for transitioning away from printing so many Town Reports. Selectman Doherty wanted to make sure that copies are made available in all of the public locations.

**10. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie had nothing new to report.

**Kate Connolly**

Vice Chairman Connolly had nothing new to report.

**Judy Doherty**

Selectman Doherty reported that the Howe Trustees met last Thursday and the HVAC situation is unresolved. Ms. Griffin noted that they have a settlement as of this a.m. Selectman Doherty stated that the Trustees received good advice from some Board members during the course of this issue and to let the process continue. They are very appreciative of all of Frank Austin's work with regard to this as well. Selectman Doherty thanked Ms. Griffin for her good counsel on this frustrating process.

Selectman Doherty noted that fundraising is up which was not the case in the fall. There have been a lot of personal solicitations and notes which have really made a difference. There will be a more formal report in May. Selectman Doherty stated that Ann Malenka is still working very hard on the wine tasting event which will be held on Friday March 26<sup>th</sup> from 7p-9p.

Selectman Doherty stated that they spent the rest of their meeting reviewing Lizann's report looking at goal setting, priorities and all aspects of the relationships between the Trustees, the Corporation and the Town.

Selectman Doherty stated that the Affordable Housing Commission meets this Thursday at 7 p.m. The majority of the meeting will be private due to discussions regarding some land issues.

**Athos Rassias**

Selectman Rassias reported that the Conservation Commission had a meeting on the 10<sup>th</sup> and they reviewed the crew dock application. There is a wetland scientist that the applicants are bringing in and the Conservation Commission wanted to see the results of that work and will reconvene once that information is available.

Selectman Rassias noted that the Commission is also forming a committee to implement Master Plan recommendations regarding the Water Company Land. Ed Chamberlain is Chairman for that Committee as part of the Open Space Committee for the Planning Board and Conservation Commission. There was also an update on potential ways for the Conservation Commission to be involved with the Hayes property; they are waiting on an appraisal.

Selectman Rassias also reported that the Conservation Commission has distributed a plea for fundraising and he noted that this is an effort to replenish funds which will be depleted with the purchase of the Steele Property which is located opposite Kendal and the Chieftain.

**Brian Walsh**

Chairman Walsh reported that the Sustainability Committee meets on Wednesday. He noted that they had great enthusiasm over grants received. Ms. Griffin noted that the Town has received notification that they will receive almost \$75,000 for sustainability projects. The projects receiving funding are the LED upgrades on Main Street, lighting on the Ledyard Bridge, anti-idling technology for 16 Town vehicles and the Public Safety Building energy audit. The Public Safety Building needs substantial reinvestment and the grant program will fund the upgrades. Ms. Griffin noted that Frank Austin, Don Ware and Mike Chase did the lion's share of the work on the grant applications.

Chairman Walsh also thanked Elizabeth Rathburn for the work that she did on Minutes during the public hearing process for the budget on behalf of the Board.

**11. OTHER BUSINESS.**

There was no other business.

**12. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:30 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Vice Chairman Connolly MOVED to set a Public Hearing on April 5, 2010 to review and consider the CDBG loan for Hanover Hospitality, LLC. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON APRIL 5, 2010 TO REVIEW AND CONSIDER THE CDBG LOAN FOR HANOVER HOSPITALITY, LLC.**

2. **Selectman Christie MOVED to approve the National Incident Management System (NIMS) Implementation Plan for the Town of Hanover. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) IMPLEMENTATION PLAN FOR THE TOWN OF HANOVER.**

3. **Vice Chairman Connolly MOVED to set the Pre-Town Meeting public hearing on Monday, April 5, 2010 to review and approve the Warrant for 2010 Town Meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET THE PRE-TOWN MEETING PUBLIC HEARING ON MONDAY, APRIL 5, 2010 TO REVIEW AND APPROVE THE PROPOSED WARRANT FOR 2010 TOWN MEETING.**

4. **Selectman Doherty MOVED to set a public hearing on Monday, April 5, 2010 to review and consider the proposed Housing Fund budget for FY 2010-2011. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, APRIL 5, 2010 TO REVIEW AND CONSIDER THE PROPOSED HOUSING FUND BUDGET.**

5. **Selectman Doherty MOVED to approve the banner request for the Open Air Summer Family Concert Series. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST FOR THE OPEN AIR SUMMER FAMILY CONCERT SERIES.**

6. **Vice Chairman Connolly MOVED to approve the Minutes of March 8, 2010, as amended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 8, 2010, AS AMENDED.**

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7. **Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:30 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 8, 2010**

**7:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by Chairman Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

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

**2. PUBLIC HEARING TO REVIEW AND APPROVE THE PROPOSED BUDGET FOR FY2010-2011.**

Chairman Walsh noted that the first page the Board would be considering are the Tier 1 cuts that the Board and staff agree are the most reasonable cuts without creating huge problems.

Selectman Rassias asked if there was a final decision or additional information regarding recycling. Ms. Griffin noted that they contacted Northeast Waste to let them know that the Town would not be renewing their contract. Northeast Waste is going to provide the Town with options that will save them more money.

Vice Chairman Connolly confirmed that Nihonmatsu full funding would come from undesignated fund balance.

Chairman Walsh supported Selectman Christie's previous suggestion to fully fund the Human Resources Director position regardless of the fact that Myra Johnson has chosen to reduce her hours to 3 days per week. He is in favor of adding the \$37,496 into the budget to fund that position. Vice Chairman Connolly agreed with continuing to fund this position but asked if it needed to be funded in this amount. Ms. Griffin noted that this is the amount that they determined would be needed if they were to hire a new HR Director.

Chairman Walsh noted that there was agreement to reinstate the merit adjustments for the Town Manager position.

Chairman Walsh moved on to the funding for the social service agencies and noted that some asked for less money than they received last year. Ms. Griffin noted that last year the Board voted to increase the funding requests by 10%. This year the social service agencies recognize that it is a tough year and the amount set aside as a proposed budget addition would bring everyone to last year's funding levels except for those instances where agencies gave rationale requesting less.



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Chairman Walsh would like to see the process simplified for the social service agencies and the Board. He would like to see one paragraph to show what the agency does, what they do for the Town of Hanover and the funding that they receive from other communities.

Chairman Walsh reported that there had been a meeting of the Selectmen's Advisory Committee and they discussed the Central Business Service District tax. The amount of \$25,000 was the amount requested in the previous budget, and this is the proposed budget request. There was also a request to decrease the amount of overhead and the Committee came up with a figure of \$100/month. He doesn't think that this amount should be changed; the overhead will stay at \$2,673.

Chairman Walsh noted that they revamped the approach regarding the Health Officer which would save the General Fund \$5,000 and charge \$2,000 to the Water Utility Fund for Dr. Boyle's time. The Board was in agreement with this change.

Chairman Walsh noted that there was a possible change in overlay (the amount reserved for tax appeals). Mike Ryan stated that he has no problem with the decrease in overlay for the upcoming year but this is a one-time only hit and is not sustainable. Chairman Walsh suggested taking \$10,000 worth of cuts reducing the amount being held for anticipated tax appeals. Selectman Christie is concerned about reducing the tax rate this year when they know that they are going to have to bump it up again next year. Selectman Christie would like to set the overlay amount aside for further discussion because the Board knows that this is a one-time change and will need to be reinstated next year. Chairman Walsh asked Ms. McClain to set aside the first \$5,000 and they will discuss the next \$5,000.

Mike Ryan, Assessor, stated that he has real reservations on increasing the projected growth to \$30 million. The Town did have some substantial appeals last year. He sees no problem getting to \$25 million but at \$30 million, he could not do it without abatements. There aren't big projects out there. Ms. Griffin asked if Mr. Ryan thought that they could get to \$27.5 million. Mike Ryan felt that there would be a big problem if they overestimate. Selectman Christie noted that this budget is extremely tight and having a little bit of a cushion would be good. Vice Chairman Connolly is also not comfortable reducing the rate down to zero. Selectman Rassias was also in agreement with the concerns over the change.

Chairman Walsh moved on to the recommendation of reducing the budget by \$20,000 by eliminating the Web Site software. Selectman Rassias would be against taking this money out of the budget. Selectman Doherty would hate to cut this because this upgrade could bring efficiencies that may save staff time. However, she's not sure if the savings could be realized in the next year and it is unclear how much the savings would amount to. She did not want to delay this project. Selectman Christie also wanted to leave this item in and noted that Ms. McClain's observation that this initiative would provide more efficiency and service with the Town was compelling. Chairman Walsh felt that the Town absolutely needed to improve the website but doesn't see how the Town is going to use it to save money in the coming years. He is willing to leave this item in but there needs to be a plan that is visible to show that labor and printing costs were reduced. If it is just to make the Town look better he would defer it.

Selectman Christie noted that they could budget this item and ask for the plan. It doesn't mean that they have to expend the funds. Ms. Griffin noted that a website upgrade was not something they would do to just look good. There would clearly be improvements in service, and staff could show this to the Board. Selectman Doherty stated that if staff time was freed up, they could address some of the known needs that have been documented in the Town's audit report.

Chairman Walsh asked whether they could extend the replacement cycle life of the computers to 5 years. Selectman Christie noted that this plan would not be cost effective when they start working outside of the warranty, etc. Selectman Doherty agreed with this. Chairman Walsh stated that there is some work being done to use much less expensive systems and he would like to see more initiatives to bring the costs down.

Chairman Walsh asked Mr. Kulbacki to speak to the Lyme Road funding amount. Mr. Kulbacki stated that in looking at the workload, they are going to have a hard time getting to the area north of Dresden Road in the coming year. All of the work needs to be done in the same timeframe. The money is already in the budget this year to do some work in the form of plantings between Dresden and the Richmond Middle School which would look good at a cost of approximately \$10,000. It is unclear what is going to happen with the Rivercrest property but there are a bunch of options that could be worked on. Mr. Kulbacki felt that the work wouldn't get done because they will run out of time. Chairman Walsh asked about the request for a sidewalk from the southernmost roundabout to the school. Mr. Kulbacki stated that this section of the road would be handled. Ms. Griffin noted that the pieces that are already funded is the section between Dresden Road to Fletcher Circle, Fletcher Circle to the Public Safety Building and then from the Public Safety Building to the large roundabout at Reservoir Road. Ms. Griffin noted that the area north of the school waiting for funding or information about the Rivercrest development so that they can move forward. Selectman Christie asked if they had the money for the additional trees. Ms. Griffin stated that they did not have the money for this and they would need about \$10,000. Selectman Christie confirmed that it sounds like Public Works not only doesn't have the money to complete the project but they also don't have the time. Selectman Rassias stated that one of the most important goals was to get the sidewalk done. Selectman Rassias confirmed with Mr. Kulbacki that the project would include 12 ft travel lanes with 5 ft bike lanes on both sides from the Co-op to the first bump-out approaching the school.

Selectman Rassias asked what would happen with the streetlights in the Lyme Road project. Mr. Kulbacki noted that the recommendation per the lighting policy would be to light the walking paths and not the road. These improvements could be done at a future time and in pieces but the longer that they wait out the technology, the more likely it is that the price will come down.

Selectman Christie noted that this would be a one-time expense so it is fair game to move forward. Selectman Christie noted that this project will bump the Park Street proposal down the line one more year. Ms. Griffin stated that she felt that Rivercrest wouldn't be any further along next year and they will end up putting off the improvements north of the Middle School on Lyme Road. Mr. Kulbacki stated that the east side of the road will be completed but the lighting would not be done yet. Selectman Rassias asked when Park Street would be done. Ms. Griffin felt that summer of 2011 would be possible because there would be expenditure capacity opening up at that time.

Chairman Walsh asked Ms. McClain where the tax rate stood with the changes that were made so far. Ms. McClain stated that with the changes discussed, the increase in the tax rate is 1.45%.

Chairman Walsh moved on to the Second Tier cuts labeled “manageable impact on departmental services.” The first item is a reduction of \$10,000 to eliminate funds to cover unbudgeted pay-outs for exiting employees. Ms. Griffin stated that she took some of the money out of this fund because in the current economic climate, employees are staying. Ms. Griffin noted that this would probably need to be put back in next year. Selectman Doherty felt that this was a good practice at this time and if they can hold positions where the position is not eliminated but the savings are accrued, this might be a strategy that they may continue in the future. The Board was in agreement with this cut.

Chairman Walsh moved on to the next item to reduce the amount budgeted for winter maintenance materials by \$10,000. Ms. McClain noted that there was a big step increase to restore that budget this year, as the current budgeted amount is \$183,000, and the proposed budget is \$220,000. Mr. Kulbacki stated that they will use this money to purchase the materials since they do not go bad. Selectman Doherty asked if they should be looking to cut more. Mr. Kulbacki stated that taking \$10,000 was not a problem. Selectman Christie wasn’t sure they should take the additional \$10,000 in the Tier 3 cuts for materials.

Ms. Griffin noted that the Tier 2 cuts to overtime are the first reductions in overtime in the General Fund departments. Chairman Walsh agrees to the Tier 2 cuts because the Town has stretched a long way in compensation increases. The other Board members were in agreement with the Tier 2 cuts.

Vice Chairman Connolly is concerned about the reduction in patrol and dispatch overtime. She also didn’t think that the Town Manager and fleet mechanics overtime should be reduced. Selectman Doherty stated that she is supportive of the Tier 2 cuts. Selectman Christie noted that he heard in the budget hearings that the departments could work around the Tier 2 cuts but the Tier 3 cuts were impossible.

Chief Giaccone expressed concern in the reduction of \$1,000 for detectives. He noted that in the present year there was \$4,000 budgeted for detective overtime and so far they have spent \$4,300. The detective budget is fairly unpredictable. Chairman Walsh asked whether they should look at this as a whole next year and not by division. Ms. Griffin stated that they could look at the whole budget and if the Police Department runs over in the Detective Division, they could take money from patrol so they look at the whole expenditure pattern. Ms. Griffin stated that Chief Giaccone would need to operate within the Police Department’s budget. Chairman Walsh noted that this cut would bring the department to \$5,000 which is a 20% increase. Chief Giaccone noted that this is an area that is sensitive to the people involved and he wants his employees to know that when they come out in the middle of the night to handle investigations, there is adequate funding. Ms. Griffin stated that the department can live without this money.

Chairman Walsh confirmed that the amount of \$5,500 would come out of the contribution to the Dispatch Capital Reserve and this is a capital item. Ms. McClain stated that there is \$15,000

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transfer to Capital Reserve budgeted so this would be a one-time reduction of \$5,500 to pay for the redundant digitizer.

Chairman Walsh noted that the next item was to greatly reduce the number of printed Town Annual Reports and make them available on-line or by disc. Ms. Griffin noted that around 2100 reports are now printed, and they are mailed. More and more communities are changing the way these are handled and there are different options. Ms. Griffin noted that they could send out postcards so that residents could reserve a copy; a full copy could be made available on the website and discs could be made available. The \$5,000 would be a reduction of half as many copies. Selectman Rassias felt that this might cause a stir. Ms. Griffin stated that this would be a way to be more "green." Ms. Griffin noted that they have reduced the amount that they were printing as they found more and more were being returned or unclaimed. Chairman Walsh noted that the Sustainability Committee was in support of it. Vice Chairman Connolly was concerned about the level of the reduction all at once. She also asked about a smaller book. Ms. Griffin noted that the size of the book did not result in a significant savings.

Chairman Walsh asked about the ballistic vest replacement. Lt. Evans stated that the vest replacement comes out of the technical supplies line item. Lt. Evans felt that they could live with a reduced amount in ammunition or other tech supplies but it's not possible with the ballistic vests. The Government regulation increased and the trend is that the materials in the ballistic vests degrade when worn for more than 5 years. The manufacturers will not stand by their product if they are worn outside of that timeframe. The amount for technical supplies went from \$20,574 to \$40,574 reflecting the \$20,000 expenditure for the vests. Chairman Walsh noted that he was persuaded by the backup information on ballistic vests.

Chairman Walsh asked about the reduction of \$1,600 for temporary coverage of the front desk for the Richard W. Black Center. Hank Tenney reported that he was okay with that reduction.

Chairman Walsh noted the next item was to eliminate the request from the NH Association for the Blind in the amount of \$1,500. Ms. Griffin noted that the Association only succeeded in receiving funding from 3 other communities statewide. There also isn't clear evidence that the majority of people served by this agency live in Hanover. This also isn't an organization that provides services that the Town would have to provide to its residents if this agency did not. The Board agreed to eliminate this item.

Chairman Walsh and the Board agreed to cut the \$1,500 in the Selectman's budget for unanticipated initiatives.

Chairman Walsh noted that there was a suggested Tier 2 cut for the replacement of the Richard W. Black Center's laptop in the amount of \$1,000. It was noted that this laptop was used for the Power Point projector and most people bring their own laptop.

Chairman Walsh noted a proposed reduction in MIS outside consulting services by \$1,000. Corey Stevens felt that he could live with it.

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Chairman Walsh and the Board eliminated the \$600 International Council for Local Environmental Initiatives (ICLEI) membership.

Ms. McClain reported that with the additional proposed reductions the tax rate increase was at 0.7%.

Chairman Walsh noted that he tried to get to a 0% increase when he reviewed the budget but could not. Ms. Griffin noted that in the Tier 3 cuts, \$20,000 from legal fees can be taken out. The level of legal activity has fallen as has the number of large projects. She is comfortable with them taking it out but with the knowledge that it may need to be added back in the future.

Chairman Walsh reviewed the Tier 3 proposed cuts. There is a reduction in training costs for all departments. Ms. Griffin noted that this amount is for conferences and the reduction would be travel and training. Selectman Doherty liked the quantifier that this was for non-essential training. Ms. McClain noted that there are very few positions that have required training. Selectman Rassias didn't feel that this reduction was right in this climate. Selectman Doherty noted that Dartmouth College also drastically cut these lines and they were able to find a lot of resources for the same information that were either free or a fraction of the cost. These resources were found because they were forced to do it. Ms. Griffin stated that \$1,500 was for her annual manager's conference and what is lost is the opportunity to interact with colleagues but it is not the end of the world. For one year, the Town can forego it. Selectman Doherty also didn't want to see the Town fall behind.

Selectman Christie felt that the Board has done their job by reaching a 0.7% tax rate increase and didn't want the Board to make bad decisions to get the rate down to 0%. The trainings keep the Town in touch with what's going on in the outside world. He believes that the training costs will need to go back in next year and it's going to be harder. Selectman Doherty asked whether these funds were used to offset the bottom line in the past. Ms. Griffin stated that these funds are used for education, travel and training. Ms. McClain stated that this figure is used in each department for their employees and the lion's share of the training is within the State of New Hampshire. Chairman Walsh put this item off to the side for further consideration.

Ms. McClain noted that the next item is a one-year freeze on funding to for the exempt employee benefits to cash-out of accumulated leave. Ms. McClain further stated that salaried employees can cash out up to 40 hours of earned time at their current rate and put it into a supplemental retirement account. Chairman Walsh noted that this would not actually be an expense if the Town was accounting fully for its accrued employee compensation liabilities. Ms. Griffin felt this was a good thing to do because it reduces their future payout liability. Chairman Walsh wanted to put this one out to be considered. Ms. McClain stated that to remove it on a permanent basis would be a reduction of non-union benefits.

Chairman Walsh did not agree with the overtime cuts in detectives, dispatch and patrol. The Board was in agreement. Chairman Walsh and the Board also agreed that they should not take out the \$5,238 for the part-time dispatcher back up coverage for the Dispatch Center.

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Chairman Walsh asked about the reduction in hardship abatements in the amount of \$3,000. Ms. Griffin stated that this was very achievable.

Ms. Griffin noted that there was \$5,000 set aside for Sustainable Hanover and they recommended that it be reduced by \$2,500. The Sustainable Hanover Committee was fine with this change.

Chairman Walsh noted the item reducing the amount paid to CATV by \$1,500. He asked what this would do to CATV. Ms. McClain noted that CATV has a much larger service area and therefore more revenue from other sources; this is a minor reduction that may not have much of an impact on CATV.

Ms. McClain noted that the additional changes would bring the rate down to 0.3%.

Chairman Walsh noted that the books that are going to be produced for the 250<sup>th</sup> Charter celebration in the amount of \$15,000; these are supposed to be sold and provide future revenue. Selectman Christie stated that he had been in a prior situation which did not pan out so they shouldn't rely on possible sales.

The Board was all in agreement with the cuts and the resulting increase in the tax rate of 0.3%.

Bill Garrity and John Hochreiter were both present as representatives of the Finance Committee. They support the Board's result of a 0.3% tax rate increase.

Mr. Hochreiter stated that it was his personal opinion that the \$17,277 in non-essential professional development is low hanging fruit and felt that the Board could cut this item because so much of this information is available on webcasts, etc. With that reduction the tax rate could be brought down to zero. Bill Garrity personally didn't agree with the cut. Chairman Walsh stated that he was persuaded by Ms. McClain's information regarding the connections throughout the State that are especially important with the upcoming legislative and rules changes in different departments.

Ms. McClain stated that the 0.3% percentage tax rate increase would result in an increase from \$3.96 per \$1,000 to \$3.97 per \$1,000.

Chairman Walsh asked if they could make up the 0.3% increase in the Fire Fund. Ms. McClain noted that the average tax rate is already negative in the Fire Fund as proposed. Chairman Walsh felt that the Board made a mistake in the 5 year phase in of the Fire Districts.

Ms. McClain stated that by adding the revised general fund tax levy and proposed Fire Fund tax levy without any cuts and dividing this sum by next year's assessed value, resulted in \$5.25. This is comparable to the current year's "blended rate" of General Fund and fire protection services of \$5.25. Vice Chairman Connolly noted that the Fire Fund is up \$150,000. Selectman Christie thought the original budget was fine.

Chairman Walsh noted that there were no changes to the Ambulance Fund.

Ms. McClain pointed out that the overtime was scaled back by 5% for the Water Reclamation Facility and the Water Utility Fund. The Board agreed. Ms. Griffin noted that there were overtime cuts made in the Fire Department as well to get to their proposed budget.

Chairman Walsh moved on to the Water Utility Fund. Ms. McClain reported that rates are based on how much water is used and with people being more careful, the usage has gone down. She spoke with Peter Kulbacki showing the same information and thought it was prudent to hold off on the transfer of \$48,000 to the Capital Reserve because they are already need to pay off the municipalization costs. Chairman Walsh noted that this money should fall into undesignated fund balance. Ms. Griffin asked if Mr. Kulbacki had any sense for whether the wet weather caused a change in usage. Mr. Kulbacki stated that they don't have all of the billing yet for the last 3 quarters and they are unsure what the summer is going to bring but anytime there is a wet summer there is less usage and also with the poor economy, people change their habits. There were a number of playing fields that were grass fields that are now astro turf and don't require watering. Dartmouth College makes up the bulk of their water usage due to heating and cooling systems.

Chairman Walsh moved on to the Parking Fund and noted that he appreciated spending the money to get the LED lighting done early to generate a savings. He invited Patrick O'Neill and Van Chesnut to speak to the Board about the shuttle service. Ms. Griffin noted that Bill Barr from the College was also present. Chairman Walsh invited him to also speak to the Board.

Van Chesnut (Advance Transit), Bill Barr (Dartmouth College) and Patrick O'Neill (Lieutenant, Parking Division) introduced themselves. Lt. O'Neill noted that last spring there was a reduction in the Advance Transit shuttle service from 10 a.m. to 3 p.m. Prior to that time there was bus service and the subsequent reduction provided a cost savings for both the College and the Town. Mr. Barr stated that Dartmouth needed to find money in their transportation budget and noted that ridership was down so they decided that they could get away with one bus during the day. The Town's portion of the cost for the bus service was \$20,000 which is still available for funding. Recently, ridership is down more than anticipated during the 10 a.m. to 3 p.m. timeframe.

Mr. Chesnut noted that ridership on the line routes is separate from the downtown ridership. In November 2008 they collected data regarding boardings by the hour and time of day and noted big peaks for the work commutes and not a lot during the day. Mr. Chesnut noted that there was a fair amount of interest in getting folks together to talk about what they are trying to accomplish with this service including the shuttle needs and the parking needs of the area. In terms of the Town's budget number, if a bus is put back in service for that time period, the cost is \$56,500. For an abbreviated loop it would cost the same.

Chairman Walsh noted that his concern was regarding downtown employees and encouraging them to park somewhere else other than downtown which is good for business. He suggested that the Board set aside an amount of money into the budget and have Lt. O'Neill, the Parking and Transportation Board (PTB) and Van Chesnut work on availability to encourage employees to park at places other than the downtown area and the other option is to do nothing.

Ms. Griffin noted that Ms. McClain also suggested a way to fund it which doesn't involve raising the Downtown Parking Tax which is to fund it in the first year with the \$83,604 savings in interest expense that the Town realized this past year resulting from a bond refunding. This option does give them the ability to be creative. This is the best use of this money to try to encourage those who park downtown. Mr. Barr noted that there are a small number of people that park at Thompson. He stated that Dartmouth is unable to contribute more than they already are so they should take a hard look at this to see if there would be a mutual benefit and savings. Selectman Christie noted that the suggestion on how to fund this is just a one-time payment for a yearly cost. Selectman Christie stated that this amount of money would not have been considered in the previous budget discussions when the Board was contemplating cuts to the budget.

Chairman Walsh noted that Parking Operations has paid for this and there is substantial reserve in this fund so it was already part of the system that was working but was removed when the service was cut in half. At that time, the Board did not get a view at what that change would look like. Chairman Walsh didn't feel that this was a non-essential service. Selectman Christie felt that spending \$56,000 to have a 20 minute turnaround versus a 30 minute turnaround seems disproportionate. Selectman Doherty agreed and felt that the number of people that would be served would be low.

Vice Chairman Connolly asked about the bus loop that was eliminated and whether \$56,000 would produce a reduced looped bus. Mr. Chesnut stated that the loop connects Thompson, Dewey, Tuck and Downtown. During peak hours service is every 10 minutes and it takes one bus 30 minutes to complete the loop. This would require 3 buses to complete the loops every 10 minutes.

Lt. O'Neill stated that there are 200 to 300 permits issued for downtown employees. The use of the permits is sporadic but they never see more than 50 typically parked at the Thompson lot.

Chairman Walsh stated that if no money is put into the budget for this, they have a dying system in which nothing can be done to improve it for the next 15 months. The service was better that people were building habits around and he's ready to let it go. Selectman Doherty asked if there was data around what has been lost or to substantiate that this was something that was being used. Chairman Walsh remembered that 2 years ago the ridership was pretty good.

Mr. Barr noted that the PTB looked at the analysis and the ridership was small prior to being cut. He noted that Bill Baschnagel was a Select Board member that was on the PTB so the Select Board should have been informed. Mr. Barr stated that it is unclear why the ridership changed.

Vice Chairman Connolly felt that they should draw from the undesignated fund balance and if nothing is done with it, return it. Ms. Griffin noted that nothing would happen without the Board's approval for any enhanced service.

Selectman Christie asked about a timeline and the process. Mr. Chesnut stated that it depends on how quickly they can get people together but the fall would be a good time to have some



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decisions made and look at the ridership since the numbers always go down in the summer months. The Board decided to set aside \$50,000 in the budget for this.

**Vice Chairman Connolly MOVED to approve the proposed budget with the recommended changes. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE PROPOSED BUDGET WITH RECOMMENDED CHANGES.**

Selectman Rassias noted that members of the Finance Committee attended each of the budget meetings.

Ms. Griffin stated that they are considering the purchase of the Ethel Hayes property in Etna which is the property that the Etna Library is located on. It has already been formally subdivided from the house. The Etna Library is a quirky building where the Town owns the building but not the land on which it sits. Chairman Walsh noted that the Town owns the land on which the Howe library sits but not the building. The restriction on the property right now is that if they ever decide not to use the Etna Library as a library, they lose that property. The 9.4 acres would be available to the Town for \$360,000. The Town has signed a letter of intent and there are 3 different potential funding sources: Currently there is \$183,418 in the Capital Improvements Fund and at Town Meeting there will be a Warrant Article to add \$6,650 to that fund; there is money in the Conservation Fund which could be used to protect the open space, and the Town has the ability to apply for Rainwater Conservation Funds for that property but that money could not be used toward the purchase but the parking behind the library or a park with bench seating or ball parks could qualify.

Ms. Griffin stated that if the Board were to agree that they should put a Warrant Article before voters to allow them to expend the money in the Capital Improvements Fund (\$190,068) and the Conservation Commission agrees that about \$84,000 would be made available to purchase the adjacent 4.2 acres, there would still be a shortfall to be fundraised in the amount of \$86,000. There are a number of potential fundraising sources for the money and there is a meeting scheduled at the Library to brainstorm how to raise this money. If the Board is comfortable with this approach she would need to provide them with drafts of the Warrant Articles prior to Town Meeting and wondered about the Board's willingness to submit a letter of intent to the Land and Water Conservation Fund program to apply for money for improvements of the land itself (parking and playing fields). The formal application does not need to be submitted until next October.

Selectman Doherty asked about whether there were other projects that are waiting in the wings that could not be done if this money is spent. Ms. Griffin noted that the Town has been looking at different areas to develop playing fields and these projects would be put on hold. They have looked at the possibility of putting playing fields at the Shed 2 site. There had been the potential for the Town to receive land with the Grasse Road Phase III project but the College did not go forward. This project would have also taken a lot of land out of current use which would put large amounts of money in the Capital Improvements Fund and the Land and Capital Improvements Fund (\$350,000 to \$400,000 per fund). Selectman Doherty remembered talk

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about the possibility of playing fields in this same space. Ms. Griffin stated that behind the Etna Fire station on the hillside could be a potential baseball field but they have not done significant assessment of the land.

Chairman Walsh asked what the Parks and Recreation Board and Hank Tenney felt about this. Ms. Griffin noted that they would be discussing this at the upcoming meeting but they are excited about the prospect. There is also an area that could be made into a small bird sanctuary and seating area. This would be another source of funding of over \$20,000 but it's not money for the purchase but just the improvements later in the phase.

Ms. Griffin noted that the discussion next week would be about how viable it would be to raise \$86,000. Ms. Griffin stated that the maximum number of fields for this site is two. Ms. Griffin noted that Shed 2 could probably host 4 fields. The challenge with the Farr property is that it is in the flood plain. Shed 2 would need to be relocated up to Gile Hill which will not be insignificant. The Etna Library property purchase would gain the Town three things: 1) the Town would gain control of the land, 2) it enables the Town to make handicap accessible improvements to the library and, 3) it frees up land for one to two playing fields and preserves open space.

Selectman Christie noted that the parking on Etna Road would no longer be allowed if the parking spaces were developed. Chairman Walsh noted that the Land and Capital Improvements Fund would be depleted with this effort and it would be gone for a long time. Ms. Griffin noted that they would need to bond for another big purchase of land or development or playing fields. Chairman Walsh couldn't remember any improvements being done in Etna and this is an opportunity for a nice community mix. Selectman Doherty noted that these opportunities only present themselves once and she would be in favor of putting this on the Warrant and letting the Town vote on it; the money is sitting there, and there aren't immediate plans to use it otherwise. Selectman Rassias regrets that the Town is not going to achieve all of their goals in securing the playing fields but this is offset by what is being discussed. Vice Chairman Connolly stated that the Etna library is a jewel and adding the recreational and conservation facilities to it is perfect and she supports it. Selectman Christie is also in favor of this. Ms. Griffin needs the Board to authorize the Town Manager to submit a letter of intent to the Land and Water Conservation Fund to see if they can secure the money to match the Town's for the improvements behind the Library.

**Selectman Rassias MOVED that the Board authorize the Town Manager to submit a letter of intent to the Land and Water Conservation Fund. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY AUTHORIZED THE TOWN MANAGER TO SUBMIT A LETTER OF INTENT TO THE LAND WAND WATER CONSERVATION FUND.**

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**3. APPROVAL OF MINUTES:**  
- February 22, 23, & 25, 2010

**Chairman Walsh MOVED the Minutes of February 22, 2010 as amended. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 22, 2010 AS AMENDED.**

**Selectman Doherty MOVED the Minutes of February 23, 2010. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 23, 2010.**

**Selectman Doherty MOVED the Minutes of February 25, 2010 as amended. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 25, 2010.**

**4. ADMINISTRATIVE REPORTS.**

Ms. Griffin had no new Administrative Reports.

**5. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Hanover and Dresden Finance Committees met this afternoon. There is going to be a recount of the Dresden vote on Monday. This could impact how the Board chooses to go forward with regard to the Hanover and Ray School budget because if the Dresden vote passes, only the Hanover budget could be changed to absorb the tax impact. There was a lot of discussion at the meeting about affordability which brought them back to studies done a year ago regarding how the school budgets move relative to the Grand List and how they move to the individual income in the Town based upon the tax returns. There is going to be additional work done in this area and he and Betsy McClain have talked about looking at the affordability.

**Kate Connolly**

Vice Chairman Connolly reported that the Planning Board met once and decided to extend the Simpson Development – Velvet Rocks II by 5 years due to the economic climate. There were problems in the early development which have been straightened out.

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**Judy Doherty**

Selectman Doherty had nothing new to report.

**Athos Rassias**

Selectman Rassias reported that the Bike and Pedestrian Committee met last Thursday. They are working on a one-page guiding principles document combining pedestrian and bicycle goals. They also discussed upcoming projects including Park Street and the area around the Middle School.

Selectman Rassias reported that the Conservation Commission has a meeting Wednesday at 5 p.m. with a full agenda including the review of the Crew dock.

**Brian Walsh**

Chairman Walsh had nothing new to report.

**6. OTHER BUSINESS.**

There was no Other Business.

**7. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:30 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Vice Chairman Connolly MOVED to approve the proposed budget with the recommended changes. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE PROPOSED BUDGET WITH RECOMMENDED CHANGES.**

2. **Selectman Rassias MOVED that the Board authorize the Town Manager to submit a letter of intent to the Land and Water Conservation Fund. Selectman Doherty SECONDED the motion.**

**THE BOARD UNANIMOUSLY AUTHORIZED THE TOWN MANAGER TO SUBMIT A LETTER OF INTENT TO THE LAND WAND WATER CONSERVATION FUND.**

3. **Chairman Walsh MOVED the Minutes of February 22, 2010 as amended. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 22, 2010 AS AMENDED.**

4. **Selectman Doherty MOVED the Minutes of February 23, 2010. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 23, 2010.**

5. **Selectman Doherty MOVED the Minutes of February 25, 2010 as amended. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APROVE THE MINUTES OF FEBRUARY 25, 2010.**

6. **Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:30 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**February 25, 2010**

**7:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by Selectman Athos Rassias. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Selectman Rassias asked for Public Comment. There were no comments from the public.

**2. 3<sup>rd</sup> BUDGET HEARING:**

- Howe Library
- Etna Library
- MIS
- Assessing
- Board of Selectmen
- Town Manager
- Administrative Services
- Human Resources
- Parks and Recreation
- Social Services
- Planning & Zoning

**Howe Library**

Mary White, Director and Ellen Lynch, Assistant Director were present to speak to the Board.

Mary White distributed library books to the Board members. The second community read will be held in September and October and this year's book is Tracy Kidder's book *Strength In What Remains*. This book is about a young man who escapes from the genocide in Burundi, Africa, who then comes to the U.S. A woman, who was raised in Norwich Vermont, helps him in New York City to find a place to live and go to school. He eventually goes to Dartmouth Medical School and he ultimately goes back to Burundi working in a program which he started. She is hoping that the man in the story and the woman who helped him will speak at a presentation in September.

Ms. McClain reported that they are looking at an increase in net appropriations in the amount of \$34,244 or 4.23% which is due to an increase in personnel costs. There is not only the COLA and merit increases but there are some FTE reconfigurations in the library. In the non-personnel related items, there is a savings in transferring to the Open Source software.

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Selectman Rassias asked Mary White what her concerns were regarding the proposed year's budget. Mary White stated that moving to Open Source was a very good decision. She is delighted that they are able to maintain their Sunday hours. Sundays are traditionally very busy and they do as many circulations on a 4 hour shift as they do on a regular 10 hour day shift. She reported that the teen services librarian is doing wonderful things and they are seeing remarkable improvement and this continues to be a good place for students to be.

Selectman Rassias would like to see a total list of FTEs (Full Time Equivalent positions). Ms. White stated that there are 14 FTEs and 24 people who are employed. Chairman Walsh asked if there were any positions open currently. Ms. White stated that there were not any open positions. Ms. White stated that in FY 2011 the change in part-time services is that Mary Lockhart worked 17 hours/week and is now budgeted to work 25 hours/week in FY 2011. The Youth Services librarian Denise Reitsma has decided to reduce her hours and they are able to increase Mary Lockhart's hours so there will not be a loss in services and it is a wash financially.

Ms. McClain stated that this is where they get hung up on the fringe benefits; what the Board is not seeing is the fact that there is one less full time position; part-time positions are not eligible to participate in the NH Retirement system. Ms. McClain stated that this way they could accrue more service hours without the Town incurring an increase in cost. Vice Chairman Connolly felt that it should be clear that they are actually talking about 5% for wage increases, with the 3% COLA and 2% merit increases. Chairman Walsh would like to make sure that the Town Report is very clear about the increases.

Selectman Christie asked about the difference between the 6.4% increase in personnel costs and the 5.0% they might expect to see. Ms. White stated that there is actually an additional expense for the Sunday hours and in the past they never budgeted a separate line for Sunday hours. Regular full-time staff were only budgeted for their full time salaries but many of them worked overtime. Now, with the changes, it is very rare that their full time staff works overtime. The problem had been that the subs line had been underfunded and they are trying to increase that a little bit. They will not be overspending the full time salary lines as has been the past practice.

Selectman Rassias asked about the non-resident revenue going down. Ms. White stated that the projected revenue is hard to predict but in June they raised the fee from \$115 to \$120 which appears that it might be the tipping point for that charge. Selectman Rassias asked if there was a decrease in the overall number of people. Ms. Griffin stated that it is hard to tell if it's about the fee increase or a sign of the economy.

Ms. White stated that right now they pay around \$30,000 in annual maintenance fees for their information system and with the switch to the Open Source software; they will be paying \$9,500/year. There will be a savings of about 66% in switching to Open Source.

Chairman Walsh stated that his memory was that the Town and the corporation split the cost of Innovative and it appears that the Town is taking on the entire cost. Mary White stated that the Howe Library paid \$25,500 toward the migration and another \$1,000 to the corporation that helped with the switch.

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Chairman Walsh felt that this information would be good to have in the report. Ms. Griffin stated that this could be part of the summary from the Library.

Chairman Walsh asked about the \$70 payment to the Local Government Center. Ms. McClain stated that this is because they are insuring the Howe Corporation and they are not a municipality. Chairman Walsh felt that it should be paid from the Corporation.

Chairman Walsh asked about the \$8,000 line item to fund 10 new computers. He asked to see a list of all of the new IT equipment for the final budget hearing.

Mary White stated that there was another minor increase in personnel costs because they are moving to the Open Source platform and there is a little more work for a part time person. There will be someone working an extra 3 hours/week to complete tasks for this.

Vice Chairman Connolly asked about the number of computers the Library has. Ms. White and Ms. Lynch reported that they had approximately 30 computers available to the public. Ms. White noted that she had a complaint from someone who tried to get access to a computer for about 3 days. A lot of people in the area only have dial-up at home so they are very busy. Ms. White also stated that a lot of people applying for some jobs can only apply on-line.

Corey Stevens, IT Department, stated that there were about 50 computers at the Library. Ms. Griffin clarified that the computers are on a rotation list and it would not be unlikely that computers would be replaced each year based on the replacement schedule.

Chairman Walsh noted that the number of resident patrons has gone down. Ms. White stated that this is partly due to the database cleanup with the switch to the new software. Chairman Walsh was comparing 2008-09 to 2003-04. There has been an increase of 600 total patrons. There has been an increase of 1500 non-resident patrons which makes the question of the fee even more important as the composition changes.

Ms. Griffin asked about the patron number. Ms. White stated that this number includes students and anyone who had a card. Ms. Lynch noted that the circulation numbers haven't changed a lot. Chairman Walsh felt that this information should be included because the table shows a different trend.

Ms. Lynch also noted that there are non-resident patrons who do not pay a fee because they are students or they might be non-resident property owners in Hanover. There are a few categories that get lumped into the non-resident number but the fee payer number is actually fewer than the total number of non-residents.

Ms. White noted that the figures for salaries on her look-back schedule were calculated prior to knowing what the FY2011 COLA and merit increases would be.

Selectman Rassias thanked Mary White and Ellen Lynch for speaking to the Board.

**Etna Library**



Selectman Rassias invited Barbara Prince, Librarian, to speak to the Board.

Ms. McClain reported that they are looking at a net increase of roughly \$2,700 or 4.9%. The increase is driven by personnel and for the first time in the Etna Town Library's budget there is a cross charge from the Howe Library to defray the cost of the information shared system. This is a new \$1,900 cost.

Selectman Rassias asked if Ms. Prince had concerns about the budget. Ms. Prince stated that they are happy to be open 6 days a week and they are doing well. They now have 2 public computers and wireless capability. A lot of people are coming in with their laptops to take advantage of their internet connection. She is grateful for the Howe Library's sharing of the Open Source system.

Selectman Rassias asked about the disbursements from Library Trust Funds. Ms. McClain stated that Ms. Prince has several benefactors that are very generous to the library in addition to all of the fund raising efforts. It was decided that those monies that are independently raised would be disbursed to the Library Trust Funds. Ms. Griffin stated that at some point the Trustees would like to form a "Friends of Etna Library" group to supplement purchases. Ms. Prince reported that starting this year they will be charging fines consistent with the Howe Library.

Chairman Walsh noted that there have been some important minor investments to the building and wanted to know if there are issues coming forth that need to be addressed. Ms. Prince stated that the building is very well maintained and there are no additional issues. Chairman Walsh felt that the building improvements should be included in the look back from the last 9 years.

Selectman Rassias noted that the performance indicators are increasing nicely.

Selectman Christie noted that if you look at the statistics of Howe Library patrons versus total patrons; the resident patron number was 77, then 80 and now it's down to 58. This tells him that the Library is more of a regional library versus just a Town library. He wondered how they felt about this and what the implications might be. Ms. Griffin stated that it is unclear if the residents and patrons would be the same if they hadn't weeded out the system and to what extent are the Hanover taxpayer dollars subsidizing a regional public library. It will be interesting to see what the effect on their numbers will be when the new Kilton Library opens in West Lebanon.

Selectman Christie asked if the '08-'09 data is accurate and they are at 58% resident to non-resident patrons. Chairman Walsh felt that this was the type of thing they should discuss in September or October with real numbers versus having this discussion as part of the budget hearings.

Selectman Rassias thanked Barbara for speaking with the Board.

## **Social Services**

Selectman Rassias asked for a representative from the Grafton County Senior Citizens Council.

Grafton County Senior Citizens Council

Roberta Berner, Executive Director and Laurel Spielberg, Board Member and incoming VP, introduced themselves to the Board.

Ms. Spielberg reported that the mission of the council is to develop, strengthen and provide programs and services that support the health, dignity and independence of older adults in the community. Their services enable older people to remain living in their own home. They provide home delivered meals as well as meals that are served in the communal setting of their 8 senior centers; they provide transportation to medical appointments, grocery shopping, etc. They provide outreach services and counseling. They also provide in-home care, chore support for seniors who need assistance, senior center activities including health and wellness programs. Their concerns as they look at the demographics in this region is that they are seeing an increasing number of older people (60 and older) who are frail and more vulnerable. They are seeing more adult protective service clients who are victims of abuse, neglect or exploitation. They have also had an increase in financial referrals and the Grafton County Senior Citizens Council serves the majority of adult protective services clients in Grafton County.

Roberta Berner stated that the State reported that there were 80 referrals for financial exploitation of the elderly in the previous year; so far in the last 6 months the State has received 140. They have reduced their request to the Town because the cost of their services has gone down a little. The Grafton County Senior Citizens Council serves 41 towns in their region and in 2009 they served 130 Hanover residents. Through Service Link they served around 60 people so it was probably between 130 and 180 residents in total. The Council is facing some challenges similar to the other social service agencies; 63% of their funding comes from State and Federal sources. Today they learned that the cuts that are coming in March/April from the State are going to be substantial across the board. Ms. Griffin noted that this is in response to the State looking for ways to cut in response to their deficit.

Ms. Berner noted that their client donations have been on a downward spiral most likely due to the economic climate. They have seen a decrease in United Way support. The Council approaches more Towns every year to petition warrant articles.

Vice Chairman Connolly thanked them for their wonderful service. Chairman Walsh noted that the services that the Council provides saves the Town from having to hire someone to provide that same service.

Ms. Griffin noted that this has been a great partnership with the Town. Chairman Walsh would like to see the number of citizens that are served and what the other Towns are contributing.

Headrest

Mike Cryans, Executive Director, was present to speak to the Board about Headrest. He noted that Headrest was recognized this past fall for the work that they do with regard to suicide prevention. At the 6<sup>th</sup> Annual New Hampshire Suicide Conference they also received notice that they handle the 3<sup>rd</sup> most calls in New England on their suicide hotlines (1-800-273-TALK and 1-800-SUICIDE). The bad news is that there are going to need to be cuts in Health and Human Services funding between now and June 30<sup>th</sup> in the amount of around \$15 million dollars and next year may be close to \$70 million. He noted that 37% of their money comes from a grant for alcohol and drugs, 8% comes from their detox program. Headrest has a 24 hour hotline; 5 substance abuse counselors; 8 detox beds and intensive outpatient programs for the Grafton County Drug Court. They receive roughly 8-10,000 calls/year on their hotline. Hanover's support provides 1% of their budget and they appreciate their support.

Chairman Walsh noted that the 2<sup>nd</sup> biggest stress on the County is corrections and Headrest provides a front line in trying to keep those numbers down.

Mike Cryans noted that they do work with people in jail because roughly 90% of people in jail have some issue tied to substance abuse.

Selectman Rassias thanked Mr. Cryans for speaking to the Board.

LISTEN

Ms. Griffin recalled that LISTEN did not ask for money last year but they are asking for \$2,000 this year due to their increased case load.

Ms. Griffin stated that although the backup materials are not available for tonight's meeting, she assured the Board that staff would not bring these requests forward if they could not show that the request was fair in relation to the number of residents the agency serves.

NH Association for the Blind

Chairman Walsh wanted to put NH Association of the Blind on the list for further consideration because he wanted to know what other communities have supported them. He was hoping that they have made progress toward finding additional funding. Ms. Griffin stated that she did include them on the possible reductions list because they are looking at these agencies in the context as to whether the Town of Hanover would need to provide these services if the agency did not provide it. Hanover does have a fair number of residents at Kendal which led the NH Association of the Blind to seek support from the Town of Hanover.

VNA and Hospice of VT and NH

Jim Wooster and Jan Stryker were present to speak to the VNA and Hospice's request. Mr. Wooster stated that Dick Carney usually speaks to the Board about this request. The VNA and Hospice is a not for profit organization providing home healthcare, hospice care and child

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services for over 100 years. Last year the VNA and Hospice made 4,000 homecare visits to 215 Hanover residents which is a 20% increase over last year. Their service is provided to all who medically qualify regardless of their ability to pay. They look for Town funding from all 86 towns that they serve. VNA is a vital part of the community and their services do affect the Town budgets by reducing the number of emergency transports to the hospital.

Ms. Griffin asked what the funding landscape looked like for their agency. Mr. Wooster stated that from the State it looks grim and from the Feds it looks grimmer. Mr. Wooster stated that the amounts they are going to receive from the State have not been determined yet.

Vice Chairman Connolly thanked them for their service and felt that they do a wonderful job.

#### West Central Behavioral Health

Suellen Griffin, President and CEO, and Ron Michaud, Public Relations Officer were present to speak to the Board about West Central Behavioral Health. Suellen Griffin stated that West Central provides mental health and substance abuse services for southern Grafton and all of Sullivan County. This past year in Hanover they served 21 children and 36 adults in the amount of a little over \$26,000 in uncompensated care. The economic climate yielded an increase in uncompensated care in part due to job losses that people did not anticipate. They have seen a reduction in State and Federal funding and have experienced 4 rate reductions this year. They have also seen reductions in public and private funding. They have restructured their services and did a lot to reduce their costs by consolidating services. They are looking at their other community providers to make sure they are not duplicating services. There are two agencies 1) Lebanon and 2) Claremont that provide peer support that are block funded through the State so they shut that service down. They continue to work more diligently with their partners to identify overlap and reduce operating costs.

Ms. Suellen Griffin reported a 17% reduction in revenue from the Towns and Cities from the year before. Their agency provides 24/7 emergency services in their area. Thousands of calls and a lot of the services were not reimbursable. Ms. Suellen Griffin gave an example of a child that had been killed in the Newport area and counselors were made available in the middle of the night throughout the school system. Mr. Michaud thanked the Board for the additional boost of 10% in their funding request last year and noted that it was not only the money that they appreciated but also their public support. Mr. Michaud commended the Town of Hanover for their attitude toward the social agencies.

#### WISE

Peggy O'Neill, Director at WISE, stated that WISE is entering their 40<sup>th</sup> year in 2011. They provide 24 hour crisis support services to anyone in their area that is a victim of domestic and sexual violence. They provide assistance to DHMC's emergency department, Windsor and Lebanon Family Courts and Law Enforcement Departments in the Upper Valley. They augment their small staff with an increasing group of crisis line volunteers who work nights/weekends. The Town of Hanover numbers remain fairly steady and they served 38 people. The numbers that they are dealing with across the board have increased. The number of services has increased

including support at Court or the local police and this comes down to around 11 services per person which is a significant increase. One factor may be that the services are free but also in a tough economy, domestic and sexual violence does increase. In addition to the crisis line, WISE makes educational presentations in the schools. Ms. O'Neill stated that they need to do more prevention work and they continue to work in the Dresden school system with the high school students. WISE also works in conjunction with DCYF (Division for Children, Youth and Families) and plays an active role with the Child Advocacy Center at DHMC. WISE is asking for level funding again this year and appreciated the support last year. They are not tied in to Medicaid and Medicare and they too are hearing a lot of uncertainty from the State. Fundraising is very strong at WISE so they have seen a slight increase and are trying to get support from the community.

The Board thanked Ms. O'Neill for speaking to the Board.

#### Youth In Action

Jessica Eakin thanked the Board for their support for the last 17 years. They provide volunteer opportunities for the High School students. They do fundraising events for other agencies but their goal is to have the kids experience positive volunteerism. The Relay for Life is one of their favorite events and it is wonderful to see students connect with the community.

Selectman Rassias asked how many volunteers are involved. Ms. Eakin stated that there are roughly 200 or so every year. More than half of the school students will at some point join in activities. Ms. Griffin noted that the School has a community service requirement.

Chairman Walsh added up the total number of residents that were served by these agencies and came up with 700. This would mean that more than 5% and less than 10% of their residents were served by these agencies.

Ms. Griffin noted that the Upper Valley Humane Society is now funded under the Police Department's budget. She also noted that Outreach House missed the deadline so they were asked to submit the petition and this is their 3<sup>rd</sup> year requesting funding. The Board of Selectmen's informal rule is that the agencies remain on a separate warrant article for the first 3 years and then from the 4<sup>th</sup> year and beyond, they would be incorporated in the operating budget.

Susan Shinn, Administrator of Outreach House, noted that Outreach House is a small home in Hanover where they have 9 beds for senior citizens where they provide residential care. They are asking for funding in the amount of one month's rent in case there is a vacancy. She noted that they have had to cut staffing levels. They hold fundraising events annually.

Selectman Rassias thanked Susan Shin for speaking to the Board. Ms. Griffin noted that the request is \$3,410.

### Health and Welfare

Ms. Griffin noted that \$4,000 is set aside as a nominal retainer for Dr. Boyle, Health Officer; \$2,000 for Assistant Health Officer Carolyn Murray and \$3,000 for restaurant inspections. In looking at opportunities to reduce the Town's expense, these were items that are on the cut list. Ms. Griffin stated that right now, they have left the amount in the proposed budget the same at \$9,000.

There is also \$24,000 set aside for welfare assistance and welfare tax abatements. The Charges to Other Departments reflects the services received by the Grafton County Senior Citizen's Council. The total social services agency requests \$81,949 includes all agencies except Outreach House.

Ms. Griffin stated that there were a couple of agencies new to the process that asked for supplemental funding that were directed to submit a petition for a warrant article. The Town was not entertaining new agencies as part of the proposed FY2011 budget.

Selectman Christie wanted to create some consistent rationale for the extra amount included in the budget last year and what the Board intends to do this year. The Board reviewed the status of each agency and noted whether the request was for the same funding as last year or whether there was an increase. LISTEN is back on the list with a request that was the same from last year, NH Association for the Blind was on the list for budget-cut consideration, Tri County Cap is requesting an amount that is tied to population, West Central Behavioral Service may need to be increased and WISE is looking for the same funding as last year which included a 10% increase over their original FY2010 request.

### Assessing

Mike Ryan, Director of Assessing, was present to speak to the Board. Ms. McClain noted a budget to budget increase of roughly \$4,300. They are about to kick off the work for the 2013 recertification so there is a \$20,000 appropriation from the Capital Reserve to expend on contracted services.

Selectman Rassias asked Mr. Ryan about his concerns about the budget. Mr. Ryan stated that his concern would be if the Board chose not to fund for the revaluation. The Town could get by doing a statistical update that does not require the measurement of residences. Selectman Doherty asked about other towns and whether more of them are going to a statistical method. Mr. Ryan stated that some towns are stretching out the cycle of actual visits to 10 years which is the absolute maximum.

Chairman Walsh felt that there could be some interesting numbers regarding the number of requests or complaints after the revaluation of 2003 and 2008. He would like to see those numbers singled out. Ms. Griffin stated that they could provide information for 2003 and 2008 for the number of requests for abatement. Chairman Walsh stated that he felt that Mr. Ryan did a superb job.

Selectman Rassias noted the stats in the analysis of Tax Base Growth. Mr. Ryan noted that the revaluation does throw the numbers a little out of whack. Chairman Walsh noted that the projection in the budget for last year was \$30 million but the actual was close to \$39 million. Chairman Walsh asked about this year's projection of \$25 million and questioned whether it should be increased. Mr. Ryan stated that there are a couple of large projects but he is certain they will make \$25 million but he is hesitant to state that they will make \$30 million. Ms. Griffin appreciates Mr. Ryan's conservative assessments.

Chairman Walsh asked about the overlay and whether it is set by DRA or by the Town. Mr. Ryan stated that the Town makes that decision and he has no problem in changing the amount to \$20,000. Mr. Ryan stated that this number is tough to fluctuate when looking at the budget year to year but he recognizes that these are difficult times. Chairman Walsh wanted to put this item on the list to consider reducing the amount of overlay to \$20,000.

### **MIS**

Corey Stevens was present to speak to the Board.

Ms. McClain reported that the appropriations are proposed to increase roughly \$30,000. This amount includes \$20,000 which is set aside for a website upgrade. There is also \$8,500 set aside to replace the Town Hall server which is not allocated out and is included in the MIS budget.

Selectman Rassias asked what Corey Stevens' concerns were about this budget. Mr. Stevens stated that he wanted to point out that the sophistication has grown with the technology throughout the Town and if they were to cut back on staffing, there would not be the same level of computer support.

Selectman Rassias asked about the \$20,000 for the website. Mr. Stevens stated that this would buy a canned system. They worked with 5 to 6 vendors and the cost ranged from \$14,000 to \$20,000, and he didn't want to go low in that estimate. In future years there will be a maintenance fee that will be much more than the \$400/year that they are paying now and he estimated that the cost will be \$1,000 to \$2,000/year. Ms. Griffin stated that there is a package called Virtual Town Hall which is user friendly and the presentation is much better than the current website. The \$20,000 is a one-time expense but with enhancements there will be a cost for maintenance. Chairman Walsh wanted to add this to the list because he's not sure that this is the time to tackle this project.

Chairman Walsh also wanted to see a computer replacement schedule. Ms. Griffin referred to page 82 which shows the cost per computer and laptop. The Howe Library computer replacements are included in this schedule. Mr. Stevens stated that the difference between this year and last year is that there was a deal made with the Howe Corporation in which the Howe would replace the first round of computers added as part of the library expansion. The Howe Corporation paid for 15 of the 24 that qualified for that replacement. Mr. Stevens noted that there are approximately 160 computers across the Town. The Board went through the line items for the computer upgrades and replacements proposed in the budget.

Chairman Walsh asked about the replacement cycle. Mr. Stevens reported that his department replaces the computers every 4 years. He noted that several of the employees that are on the list to have their computers replaced will be very unhappy if they have to push the replacement out for one more year. Selectman Doherty noted that Dartmouth College replaces their computers every 3 years no matter what. Chairman Walsh asked what is magic about the price of \$800 versus \$500 for a CPU and what is the difference between a \$1,000 laptop versus \$750. Mr. Stevens explained that this equipment comes with an extra warranty and ultimately a savings for the Town.

Ms. McClain noted that the detail of the MIS software and hardware purchases illustrates the savings in the Open Source transition. Ms. Griffin noted that although the Library worked so hard and saved this money, the Library did not benefit directly in receiving these savings as the money went back into the General Fund.

Selectman Rassias asked about MIS charges to the Water Fund. Ms. McClain stated that there is a net savings in the software because they will save money by not having to pay for an accounting package which they will not need. Ms. Griffin noted that these are the kinds of savings that were discussed in the Special Town Meeting with regard to the anticipated savings with the municipalization of the Water Works Company.

### **Parks and Recreation**

Hank Tenney was present to speak to the Board.

Ms. McClain noted that the budget to budget increase of net appropriations is proposed at a \$6,500 or 2.79% increase.

Selectman Rassias asked about Mr. Tenney's concerns about the budget. He stated that he knows that his department is treated well and his staff is very happy; he feels blessed to have his excellent staff.

Ms. Griffin noted that Mr. Tenney has focused on cleaning up Thompson Terrace and looking at a revised layout of that facility. Mr. Tenney noted it was in bad shape and with the little league losing the area on Reservoir Road, it has been working well. Selectman Rassias expressed his appreciation on behalf of himself and the Hanover Baseball Association Board who have benefited from these improvements. Ms. Griffin stated that they worked on that area to get more parking in that area for people who are dropping off kids playing football.

Selectman Rassias noted that it was wonderful that the Lions Club is supporting the facility. Selectman Doherty wanted to note that as the Town thinks about the website, the Recreation Department in particular relies on printed materials that people need to get their hands on. There are huge efforts to distribute flyers sooner and sooner. The need for information access for programs has demanded more flyers and she knows that there is a huge expense for Corey Stevens to maintain printers, copiers and toners. For next year, she thought that the Town should look at assessing what they need on the web and what type of web services would support that.



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She noted that there may be some places where they cannot eliminate print but there are places for print and there are places for web access. Ms. Griffin stated that they went through this with the Rec. Department program information and they played with having this only on the web and families were not happy.

Selectman Doherty stated that the College is doing everything they can to eliminate paper and they need to see if the community is ready to work toward eliminating printed documents. She wanted to consider doing this wholesale and not just one department at a time. Mr. Tenney noted that for the Recreation Department to get their information out faster, the website is the best option and over the long run it will save the department's money. Selectman Doherty felt that this needs further analysis Town-wide.

Chairman Walsh asked if they should consider sending just one page with information referring to the rest of the information and where to find it. Selectman Doherty stated that they could do this with postcards to notify residents where to get the information,

Ms. Griffin noted that Corey has worked throughout the Town to make an effort to eliminate desktop printers as people are printing to more copiers.

Chairman Walsh asked about the \$10,000 that the Recreation Department wanted for the 250<sup>th</sup> celebration. Ms. Griffin stated that the Town has budgeted \$25,000 for the whole project with \$10,000 going to the efforts by the Recreation Department but not coming out of the Recreation Department budget. The other \$15,000 proposed is for the upfront costs to publish the book.

Selectman Rassias noted that the basketball tournament was very exciting and a wonderful event. Mr. Tenney noted that this is a 35 year old program and it is amazing the number of people who are involved and it is a very successful program.

Mr. Tenney noted that there have been recommended cuts and he does not have a problem with the recommendations because his department will make it work. The people in his office have offered to take no raises to help the budget and the community.

Vice Chairman Connolly asked about the special program fees which went up by 80%. Mr. Tenney noted that the dances are big producers and the special events which bring in more revenue. They did increase fees last year but they don't want to continue to increase those fees.

Chairman Walsh felt that the after school program should be reflected in the look back. Mr. Tenney noted that he oversees it and he supervises it but it is an independent program. Chairman Walsh stated that the after school program for the Middle School students wasn't being offered other than through the Howe Library 10 years ago and he wanted to make sure that it is added to the list in the look back list.

Selectman Rassias thanked Mr. Tenney for speaking to the Board.

### **Planning and Zoning**

Jonathan Edwards was present to speak to the Board about the Planning and Zoning budget.

Ms. McClain reported that because they are anticipating an increase in the building permitting revenue, the draw on General Fund resources for Planning and Zoning actually decreases by about \$34,000. They have adjusted the part-time services line to adjust the hours of the recording secretary to more accurately reflect the hours that she is actually working to provide those services.

Selectman Rassias asked if Mr. Edwards had any specific concerns about this proposed budget. Mr. Edwards stated that they are pretty happy with this budget but long term there are improvements that they are hoping to make including permit tracking program software, create the ability for residents to apply for permits on-line and ultimately a GIS system. He feels that eventually they would get those things but for this year's budget, there is nothing of significant concern.

Ms. Griffin stated that nobody knows with the economic downturn what the future trends will be for permitting revenue. One of the big concerns is what Dartmouth's plans are for future construction. Dartmouth doesn't pay property taxes on anything outside residences and dining halls. Mr. Edwards stated that they've tried their best to be accurate but conservative in their revenue projections.

Chairman Walsh asked about the \$45,000 cut in the Tier 1 list for the increase in permit fee revenue. Ms. Griffin noted that this is based on the construction cost estimates.

Vice Chairman Connolly asked about the personnel costs and specifically the decrease for the recording secretary. She expressed concern that this cut may keep them from having the best recording secretary services which they have struggled with. Ms. McClain noted that there are 10 hours/week budgeted for her in FY 2011 and last year her average was 8 hours/week. Mr. Edwards noted that she has proven to be very efficient.

Ms. Griffin pointed out that in the section under Revenues, she doesn't know that they will be sending anything out for Independent Code Review but suggested that they keep this item funded. Mr. Edwards stated that they had a meeting with construction staff at Dartmouth to work out a protocol to get the information regarding upcoming projects sooner.

Ms. Griffin noted that Vicki Smith's 5 day/week position will go down to a 4 day/week next year.

Chairman Walsh asked about the performance indicators and felt that it would be useful to have the graphs in a way that wasn't dominated by the institutional work in order to look for trends. He also felt there needed to be a brief discussion about the work that has been handled by the department. There needs to be a place to see the big projects listed out.

Chairman Walsh noted that he was surprised there hasn't been more of a drop off in Planning Board activity. Vice Chairman Connolly stated that there had not been a drop off until this year. Chairman Walsh thought he would see a drop in last year's caseload. Vice Chairman Connolly

noted that they have seen cases that weren't followed through on. Ms. Griffin stated that there have been a lot of smaller cases of renovations. She also stated that this year will tell the story about the second year of this economic climate. Mr. Edwards stated that these are based on calendar year cases. He also stated that the numbers are the same but the distribution between the types of cases varied. The lot line changes and modifications all count in these performance indicators. Some of the cases were modifications to homes by developers in response to the economy.

Mr. Edwards also noted that Julia and Betsy handled this budget very well and it makes him proud to work with them.

### **Board of Selectmen**

Ms. McClain reported that the Board of Selectman's budget includes the \$25,000 for the 250<sup>th</sup> Town Charter Celebration in addition to the Town Manager's budget. Ms. Griffin noted that they did not budget for an increase for her next year. She felt that this was a year when Manager should remain where they are to lead by example. Ms. McClain stated that Patricia Coutermarsh, in her capacity of Treasurer, is answerable to the Board of Selectmen. She has prepared quarterly Treasurer Reports and will meet with the Board over the coming months, and things are grim in terms of the interest income.

Vice Chairman Connolly noted that the Joigny and Nihonmatsu Sister City funding has been reduced. Joigny did not come to Hanover which was \$2,000 that could go to the undesignated fund balance. She wanted to leave that money in the account and felt that Nihonmatsu would still show up. Ms. Griffin stated that they budgeted \$4,000 for both Sister Cities. Joigny has requested the \$2,000 but the program had ramped back and she hoped to economize the allocation and thought that they could each live with \$1,000. Ms. Griffin noted that this is an item on the list for further discussion. Chairman Walsh noted that the proposal that Vice Chairman Connolly is suggested is to encumber the money from this year's budget. Ms. Griffin noted that Nihonmatsu chose not to come due to H1N1. Ms. Griffin noted that to encumber the money they would need to do this with a legally enforceable funds commitment via a purchase order.

### **Human Resources**

Ms. Griffin stated that Myra Johnson is sick so she was unable to speak to the Board about her portion of the budget. Ms. McClain noted that there is a reduction in the HR budget with the reduction of Myra Johnson's hours which resulted in a decrease of roughly \$30,000. Ms. Griffin noted that the other piece of the savings is the requirement to contribute to the retirement system.

Selectman Christie expressed concern over the budgeting for the HR position. They are saving \$30,000 this year but if they should need to go back to full time status in the next year or two, the Town will be setting themselves up for a hit in the years to come. Ms. Griffin noted that Barry Cox decreased to 4 days/week and they had this same concern. Selectman Doherty felt that it would be helpful for Myra Johnson to look at the senior employees across the board, she may be able to do some projections in looking at staff that might want to cut back or may choose to retire

early. She felt that there could be some good estimating in this area. Ms. Griffin clarified that they are talking about predicting future retirements where there could be a savings with turnover.

Selectman Christie stated that if Ms. Johnson was retiring next year, he would recommend keeping the money in the budget instead of making in worse in future years. Vice Chairman Connolly wondered if this would be offset by another retirement or a new hire that would be paid at a lower rate. Selectman Doherty stated that they need to determine if this is a position that has been determined to be part-time versus cutting the hours based on a person's request to be made part-time. Ms. Griffin noted that a new person would not start at the same pay grade.

Ms. Griffin also noted that they have discussed this issue with regard to the possibility of an officer leaving for another department and what the savings may be. Ms. McClain noted that the police officer has not yet been offered a position.

Chairman Walsh felt that there would be the probability that one out of the 140 employees would leave during the next year. He would take a shot at what it would cost to replace an HR Director at a lower step/grade and consider it. Selectman Christie felt it was dangerous to take money out of the tax rate that will ultimately be a long term need.

Ms. Griffin noted that Northeast Waste has come back with a possible counter-proposal to the Town taking recycling in-house. This may ultimately affect whether the Town needs to hire 2 people to bring the project in-house.

Chairman Walsh noted that of the net additions of positions which came to 18; 7 of them, the Town was induced into hiring them based on savings on insurance rates for residents or due to federal grants. The Town lived through a fabulous decade by being able to keep taxes in a reasonable place and it didn't feel like they expanded the services so he wants to document what has changed.

Vice Chairman Connolly would also like to see the number of Wastewater and Water employees.

### **Administrative Services**

Ms. McClain reported that to be responsive to our citizens, the Town needs to re-tool the way that services are rendered. People would rather do this efficiently, electronically and inexpensively so a bigger commitment to technology is the key. People are now able to renew their motor vehicle registrations on-line so now they are going to be expecting to do additional business with the Town so she feels that the website is an important improvement. They hear this feedback from citizens on this issue almost every day.

Ms. McClain stated that her budget increase is related to salary increases in addition to an upcoming Primary and Election next year. The Town has moved to use all volunteer ballot workers.

Selectman Rassias asked about the transportation improvement fees budgeted in the revenue section. Ms. McClain noted that when a person registers their vehicle, there is a \$5 surcharge

which is designated to the Transportation Improvement Fund. Every year the Town collects the money and the next year it is transferred over to the Transportation Improvement fund but because the year hasn't ended yet, they don't know how much to appropriate. Ms. Griffin noted that there is a bill in the legislation for towns to be able to raise the surcharge fee.

Chairman Walsh noted that there were upcoming elections in September and November; one being a primary election and the other is a general election.

Selectman Rassias asked about the property taxes due. Ms. McClain stated she is often asked about whether people are defaulting on their tax payments; she has had more returned checks on the tax payments, but there has not been a great addition of people choosing not to pay their taxes on time. Ms. Griffin noted that people are confused by the fact that the tax rate is set by DRA in September or October and that tax bill goes out in November with a second tax bill sent in May. Vice Chairman Connolly noted that the tax year is April to April which is even more confusing. Ms. McClain stated that by statute the Town is allowed to send out tax bills twice a year to assist with cash flow requirements.

Ms. McClain noted that the employee benefits are budgeted in Unallocated Costs. The bulk of the proposed \$130,000 budget to budget increase is related to the benefits increases. There are additional funds budgeted for a 12.3% increase in health insurance costs, the increase in the New Hampshire Retirement System and the Worker's Comp premiums doubling. Offsetting the increase in employee benefits is a bit of a windfall with being able to allocate general and administrative overhead to the new Water Utility Fund.

Ms. Griffin noted that the revenue sharing of \$170,000 from the State was lost in this year's budget. Ms. McClain noted that they were able to achieve manageable tax rates in the past 10 years because people were driving more expensive cars among other things. Unless they charge differently for the services provided or further curtail expenditures, the only option left is the tax rate.

Chairman Walsh felt that Julia and Betsy have done superb jobs but his concern is that when this is over people think that things will be back to "normal" and with everything that he hears and thinks there needs to be a different "normal." He wants to paint the picture of what "normal" was before and why it is different now. Ms. Griffin noted that when she met with the employees she told them that the situation was probably going to be worse next year and as retirements come forward, those positions may not be filled. She encouraged the departments to think of ways to save money within their own departments.

Selectman Doherty felt that they need to look at the next 12 months and stated that instead of doom and gloom, this could be an exciting time for staff where there may be opportunities out there. There are ways for staff to get excited about working differently. She didn't want staff to sit before the Board feeling like the Town keeps hacking away at their budgets. Now is the time to work together to see what people can do to become creative to find great results.

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Chairman Walsh asked whether the \$120,000 in legal services is going to be enough. Ms. Griffin stated that so far this year, with the exception of the SegTel case, things have slowed down. She is feeling comfortable with \$100,000 for next year.

Ms. Griffin noted that the contribution rates to the New Hampshire Retirement System do not include the July 2011 contribution rates which are projected to increase approximately 30%.

Chairman Walsh felt that the Board needs to look at the dollar amounts for these compensation items and not just the percentages because he feels that the average dollars per employee would be easier to understand; specifically, the total bill for compensation. The amount that is salary, the amount that is retirement, in real dollars and then look at the incremental increases.

Selectman Christie extended the Select Board's help if staff needed any assistance relative to the Worker's Comp issue. He senses that Human Resources and the Joint Loss Management Committee are on top of this issue.

Ms. Griffin noted the Rooms and Meals allocation is a very large number that she feels that the State will take back. Shared revenue block grant and business profits tax was reduced by \$170,000. The Town is slated to receive \$487,000 in Rooms and Meals Tax which she feels they may lose in the next biennium. This lost revenue alone would translate to a 6% tax rate increase.

Vice Chairman Connolly stated that the State of New Hampshire returns 45% of the Rooms and Meals tax revenue that they take in but what wasn't broken down was which part was school and which part was municipality. She has asked for them to provide this information.

Selectman Rassias and the Board agreed to review the items on the list for further consideration on March 8<sup>th</sup> at the final budget hearing.

### **3. ADMINISTRATIVE REPORTS.**

There were no additional Administrative Reports.

### **4. SELECTMEN'S REPORTS.**

There were no additional reports from the Selectmen.

### **5. OTHER BUSINESS.**

Selectman Christie provided the results of the Budget Olympic events. Peter Kulbacki did finally bring out both plow trucks yesterday so all is back to normal between Public Safety and Public Works.

Elizabeth and Betsy went DNF at the Skiway. Elizabeth provided a press release: "Betsy made a decent effort down the slopes but panicked near the finish line and wiped out at the last gate. Realizing that she would be looking at a HUGE payout, she set up a clothesline about knee

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height across the base of Warden's Schuss. At least that's what the nurses are telling me." Selectman Christie felt that they may not be seeing many treats in FY2011.

Selectman Christie reported that he and Kate easily defeated Judy and Athos in pairs skating thanks to Kate's brilliant performance dressed in her tutu. Truly unforgettable.

Brian was making good progress in his 7,000 lap race on The Green but then quickly fell behind when he had to stop at 7.5 hours realizing that no overtime had been approved. Julia in the meantime finished the race in short order, but we have not been able to substantiate the accusation that she was being pulled by a snowmobile.

**6. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:35 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

- 1. Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:35 P.M.**



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**February 23, 2010**

**7:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by Selectmen Peter Christie. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Selectman Christie gave the following introduction:

Good Evening ~ it is February 23, 2010 and welcome to day two of the Town of Hanover's annual Budgeting Olympics.

I am Peter Christie here in Town Hall sitting in for our Chairman Brain Walsh who is on assignment and preparing for a new Olympic event that I will be telling you about shortly.

We have an exciting show for you tonight, but before we started, I want to remind you of the biathlon competition held earlier today on the Hanover Golf Course right behind the Public Safety building matching the always popular Police Chief Nick Giaccone and Hanover's Fire Chief Roger Bradley. At stake in that competition was \$50,000, with the loser having to reduce their already draconian FY 2010/11 budget in order to replenish the Select Board's discretionary fund.

We will give you highlights of that competition and interviews the competitors as the evening unfolds.

Also later tonight is the pair's figure skating competition at Champion Rink featuring Kate and me matched up against Athos and Judy. This promises to be a classic battle between youth and experience.

Also tonight we will bring you the Giant Slalom from the Dartmouth Skiway in Lyme, New Hampshire, where, under special lights, Betsy will take on Elizabeth down Wardens Schuss. At stake in that competition is a new line item in our budget to reimburse Elizabeth for all the candy she provides to the Board. Betsy sees this as just another unfunded mandate. It promises to be a great race.

But perhaps the most exciting event is the brand new 5,000 Kilometer combination cross country and snowshoe race featuring Julia and Brian. Yes, 7,000 laps around the Dartmouth Green with the winner being exempt from Monday night's final budget hearing.

I am sure you will agree a great evening in store, so let's get started by the highlight of all Board meetings, Public Comment.

Hearing none, Chief Bradley will you step forward and introduce yourself and your team.

2. **2<sup>nd</sup> BUDGET HEARING:**
  - **Fire**
  - **Ambulance**
  - **Parking**
  - **Police**

### **Fire Department**

Chief Roger Bradley introduced Captain Michael Hinsley, Captain Michael Gilbert, Captain Bert Hennessey and Captain Jeremy Thibeault.

Selectman Christie thanked the Chief and asked him if there was any truth to the rumor that he intentionally allowed Chief Giaccone to get off to an early lead in today's biathlon and then blasted him with high pressure water from a town owned fire truck as he entered the second lap.

Chief Bradley stated that he had no choice because Chief Giaccone had pulled his 9mm and held it to his head.

Chief, very suspicious, we will have to come back to that later.

Betsy McClain stated that the year to year budget increase for this proposed budget is just over .04% or \$11,000. The proposal is to withdraw \$150,000 from undesignated fund balance in the 2011 year's budget and another \$150,000 in the 2012 FY which will bring the fund balance down to the 10% range. This year the SAFER grant funding is gone; consequently, the full cost of the 4 firefighters hired in FY2007 is fully reflected in the fire district tax rates.

Ms. Griffin stated that the Fire Department was asked to do a memorandum regarding overtime which was included in the budget review materials.

Selectman Christie asked if there were concerns that the Chief had relative to this year's budget. Chief Bradley stated that his concern surrounds the SAFER grant and the staffing levels. They wanted to keep a minimum of 4 people on duty and their normal shift is 5. It was demonstrated over the grant period that this level of staffing worked and the projection was that there would be a savings in the overtime expenditure. Chief Bradley stated that Captain Hinsley did prepare charts showing the difference between overtime prior to the SAFER grant and after. Chief Bradley stated that they have made a concerted effort to reduce overtime. Selectman Christie referred to the graphs and noted a significant decrease over the last 4 years.

Chief Bradley is concerned about the economic conditions and would like to maintain the 4 positions after January, 2011 at the end of the grant period. Chief Bradley stated that regarding the Ambulance Fund, they struggle year after year with maintaining a fair cost-share with their contract towns (Lyme and Norwich) and his concern that if they don't keep the pricing reasonable, they will price themselves out of the market. Selectman Christie asked about

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whether these towns are being charged their fair share according to the market or their fair share toward the fair shared expense. Ms. McClain stated that the pricing is based on a little bit of both, mostly the latter.

Selectman Christie noted that there is a net decrease in Capital Expenditures for the Fire Fund which is skewed by the fact that they are in year 4 in a 5 year plan to bring the Fire Districts up to the new standard.

Chairman Walsh stated that he wanted to have a discussion in next year's budget about the fire prevention part-time salaries and whether the number of hours can be absorbed in the call structures they currently have in that department.

Ms. Griffin stated that they had a conversation with the Finance Committee regarding the strategy in using undesignated fund balance this year and the hope to do this again next year to ease the last fire district tax transition. They were hoping to use the money to ease the burden over two years instead of using it all this year and the reason for this is because she anticipates that next year's budget may be more difficult than this year's budget.

Chairman Walsh would like this information on the list of items for the Board to review for further consideration.

Selectman Rassias asked about the increase in the amount of gallons of heating oil used is going up but the cost is going down. Chief Bradley stated that the cost per gallon has gone down and noted that the figures were provided by Frank Austin and felt that it would be a flexible figure since they are going to be changing out the boiler. The underground propane tank has been installed and will be changed out in the spring. The boiler was installed in 1973 and is an inefficient system. Ms. Griffin stated that they had come up with the figures before Frank Austin received the final estimates.

Selectman Rassias asked about the portable fire extinguisher training prop and whether this is new equipment. Ms. Griffin stated that the Fire Department looked to offset the cost by charging a little bit more for fire extinguisher training once they had a higher quality training device. Captain Thibeault stated that the way that they train now, the chemicals used are corrosive and makes a big mess, but this new equipment just uses water. Selectman Rassias clarified that this was for the training of people in the general public who get training on this and not the firefighters.

Selectman Christie pointed out that there was \$150,000 fund balance usage which is up from \$100,000 last year.

Chairman Walsh asked about the total amount set aside in severance pay at \$45,000 which is up by \$15,000 this year and the \$30,000 last year was not spent. He asked whether this is in response to an employee's plan that the Town knows about or whether this is an estimate. Ms. McClain stated that this was an estimate. If there is nothing budgeted and a senior person opts to retire, it could be 10s of thousands of dollars. Ms. Griffin stated that they are postponing (vs. indefinitely suspending) the replacement of the open position to realize some savings. Chairman

Walsh asked if this amount would be included in the undesignated fund balance if it was not used. Ms. McClain stated that this was possible.

Chief Bradley stated that if they don't fill this vacant position in a reasonable length of time, they will be in default of the SAFER grant which would require the Town to pay back \$400,000. Ms. Griffin stated that she wanted to get through the budget hearings before advertising for the vacant position. Chairman Walsh stated that if they have the undesignated fund balance at 12% and they know that they are bringing this down by \$300,000 over two years; budgeting a one-half percent tax rate and then a quarter percent tax rate is not unreasonable and they could easily absorb it so he wanted to put these two together.

Selectman Christie asked if they did not fill the position in this fiscal year would the Town be in violation of the grant. Ms. Griffin felt that they had a couple of months but not much more than that.

Vice Chairman Connolly noted that there are Professional Development and Training line items in the Fire Department and the Ambulance Fund and asked if these were two separate items and if so, how do they apply. Captain Thibeault stated that it applies to the same staff members but the reason for dividing it up is because this year they moved a bunch of EMS technical courses through the Ambulance Fund from the Fire Fund to more accurately reflect the allocation of the money. This allows them to spread the cost of the training throughout the 3 communities (Hanover, Lyme and Norwich). Vice Chairman Connolly asked if the amount of \$17,000 was actually the total of all training. Ms. Griffin stated that the Fire Department's amount is \$17,600 and the ambulance total is around \$17,000. The bulk of the expense in the ambulance fund is for recertification which Captain Thibeault noted is done every two years.

Selectman Christie noted in the highlights for the Fire Department there was an H1N1 flu vaccination clinics. Ms. Griffin noted that the Lebanon and Hanover fire departments worked together to provide vaccinations to the community.

Selectman Rassias asked why the ambulance service was reduced so drastically in 1991. Captain Hinsley gave an overview of the history of the coverage area. As the call volumes increased for runs to Bradford or Vershire, it would take the crew two hours to complete the runs. The resulting overtime costs were unsustainable, so Hanover worked until Upper Valley Ambulance was developed to cover those areas. Ms. Griffin stated that another milestone that should be included in the look back is the Town's decision to add the Paramedic level service to the ambulance.

Chairman Walsh stated that in 2006 the Town looked at the financial ramifications of not adding 4 firefighters due to the anticipated increase in insurance rates. He suggested revising the description because there was public policy behind the decision to accept the SAFER grant which is not reflected in the current look-back context.

Chairman Walsh would also like to see the real numbers as to how much manpower it took for calls 10 years ago. He felt that the Town does itself a disservice because 10 years ago it seemed they had a Fire Department that responded to ambulance calls whereas now it feels like they

have an Ambulance crew that fights fires. Vice Chairman Connolly stated that they had this breakdown in previous budget information. Her recollection is that more than half of the calls were non-fire related. Ms. Griffin felt that if they do a true cost allocation, they would have an Ambulance Fund that is significantly higher which may impact the General Fund and contract communities significantly. Chairman Walsh wanted to have information about the effort between firefighting and ambulance operations. Chief Bradley understood what Chairman Walsh was looking for.

Ms. Griffin noted that the Board has the total EMS calls vs. Fire Calls but it could be incorporated into one table. Vice Chairman Connolly clarified that all communities are charged based on the population, not call volume.

Selectman Christie noted that they have purchased a new ambulance. Captain Gilbert stated that there had been a stumbling block with the purchase of the rescue truck when the original manufacturer went out of business. He noted that Frank Austin has realized a decrease in the maintenance efforts and so far it has been working out well. Selectman Christie asked about additional capabilities. Captain Gilbert stated that they spec'd it out to the same level as the previous ambulance so there aren't any new capabilities.

Selectman Christie referred to the "Other Section" included in the statistics and asked Chief Bradley if there were any trends that call his attention. Chief Bradley stated that the department's numbers for 2010 will most likely be up from 08-09. Captain Gilbert stated the increase for the items listed in "Other" are due to electrical storms. Captain Hinsley noted that in 2006, ice and wind factors in that year. Selectman Christie asked about the cause and effect. Captain Gilbert stated that it was due to responding to trees on wires, etc. during bigger storms.

Selectman Rassias asked about the need for the particular staffing level for the Fire Department. Why do they need a particular number of firefighters? Chief Bradley stated that in the memo he provided to the Board, he included the best practice standards and it's really a safety issue for the firefighter. The more people responding to an incident, the safer they can complete the tasks involved, reducing the chance of injury. He purposefully did not put into the memo information regarding the ISO requirements for staffing that also drive the number for insurance purposes, as he knows that this is an issue for some people.

Selectman Rassias stated that he was amazed at the statistics that were provided where a 5 person company is 100% effective yet a 4 person company is only 55% effective. How are they defining effectiveness? Chief Bradley stated that this was based on completing initial tasks upon arrival at a fire incident; stretching the hose line, completing an interior search and completing a rescue. Chief Bradley noted that in the future the Fire Department will have access to a very extensive study that has been completed (funded by the US Fire Demonstration – Baltimore County Fire Department) on task completion and he was fortunate to see the results of this study about a month ago and this may be compelling toward determining optimal staffing levels.

### **Ambulance Fund**

Ms. McClain stated that the budget to budget difference in the operating costs (net of capital costs) from year to year is a decrease of \$1,900. They are still transferring the cost of 5.0 firefighters out of the total 20 and then 10% of the billing assistance and 10% of the overtime. The allocation remains constant but the total compensation costs went up. There were other reductions in other technical supplies. Ms. McClain stated that the costs for the other communities are based on per capita which is up from \$22.31 to \$22.81 or a 2.2% increase. In terms of undesignated fund balance, you don't want to go much below 10% given the uncertainty of the Medicare and other insurance reimbursement rates.

Ms. Griffin stated that she assumes that there will continue to be downward pressures on the reimbursement rates. Ms. Griffin noted that the call volume is down just a little bit and perhaps this is due to the economy where people are choosing not to call. A lot of it may have to do with what is going on with reimbursements. Captain Hinsley stated that there are high points and low points but the reality is that the ambulance runs have contracted for 2 years but this is also the experience across the state. He noted that in Hanover, 50% of their transports are Medicare patients; the National plan for Medicare is that they are lowering the amount allowed for Medicare in the next 24 months. Ms. Griffin noted that the proposal is to reduce budgeted patient billings by \$15,000 for next fiscal year; they are increasing the disallowable number from \$78,000 to \$84,000.

Selectman Christie noted the slight uptick in number for Norwich in FY '08-'09 and confirmed that this was based on population and not runs. Ms. Griffin stated that Norwich's population had dropped slightly so their overall charges increased less than the 2.2% increase in the per capita charge.

Ms. Griffin stated that what the Board sees in the proposed budget includes the cuts already made to the Fire Department and they did not consider additional cuts to bring down the tax rate.

Chairman Walsh was curious as to what an ambulance run costs from different areas in town. Captain Hinsley stated that he could provide specific costs for each type of call.

Vice Chairman Connolly noted that the undesignated fund balance for the Ambulance Fund is at 11.3% which seems high. Ms. McClain stated that they can lower it but she is being very conservative. Ms. Griffin noted that the total amount is \$72,441 and given the potential swings that they see with the call volume and run numbers and the uncertainty around reimbursements, they didn't want to lower this amount.

Ms. McClain stated that there is some "horse-trading" with regard to the community contributions. Norwich and Lyme's meeting process is in March so they have to provide them with a number in late fall so they can begin their budget planning. We feel bound to stay true to the projected per capital we give them.

Selectman Christie thanked the members of the Fire Department for all that they do and for their work on this budget.

### **Parking Fund**

Ms. McClain stated that the year to year budget change of operating costs, netting out the extensive capital improvements in the Parking Facility, is a \$2,000 increase. This is testimony to absorbing compensation increases by finding areas where they could cut back. There is on-going work in the current budget year on the membrane of the Parking Facility which is a \$270,000 upgrade. Also proposed is \$100,000 for one of the lower decks. There is also a lighting replacement project using LED technology with a 5.2 year payback, which is the low hanging fruit that Peter Kulbacki spoke of earlier in the week.

Lt. Patrick O'Neill stated that they are requesting additional part-time hours over a 10 week period to cover full time staff vacations. He noted that the cost benefit of additional hours revealed that the revenue generated will cover the salary expenditure. There was a mistake last year which resulted in a low number in the part-time cashier's salary line item and it has been updated so the correct amount resulted in a \$13,000 increase. He also added a 10 year inventory to the indicator section as requested last year.

Vice Chairman Connolly asked about the LED lighting conversions and questioned whether they could use solar lighting on the top deck. Lt. O'Neill stated that Frank Austin did all of the footwork on the lighting. Ms. Griffin would ask Frank Austin about this. Chairman Walsh also wanted to see if they could get this done as quickly as possible to realize the savings in the first year. Ms. McClain noted that the contractor was ready to start now.

Selectman Rassias asked about the payback number regarding LEDs and wondered about the cost benefit and when is it favorable to stop waiting. Ms. Griffin stated that one of the projects applied for was an analysis of their buildings and they replaced a number of the lights two or three years ago with a program implemented by National Grid. Frank Austin wants to have this done again because the technology has changed. Ms. Griffin stated it is an issue of freeing up Frank Austin's time to have him work on it. He has a laundry list of things that he would like to move on but they can only appropriate the money at Town Meeting. Selectman Rassias stated that the LED project produced a more favorable payback than he expected.

Chairman Walsh noted the reduction in downtown shuttle service and the theory was that it would make a difference in employee parking and he's trying to get a sense as to how this worked out. Ms. Griffin stated that it is still unclear whether this was helpful. Lt. O'Neill stated that from 10 a.m. to 3 p.m. there were two buses running and Dartmouth decided to reduce funding those hours because they had the least amount of ridership. Ms. Griffin stated that there were mixed results in feedback from riders on this issue. Ms. Griffin stated that they had complaints about the lack of a shuttle later in the evening. Chairman Walsh felt that just because Dartmouth reduced the shuttle hours, it didn't mean that the Town had to and felt it might make more sense to use more funds out of the Parking Fund to reinforce these habits. Ms. Griffin stated that they can discuss restoring the second shuttle bus which would mean they would have to double the current expense if not more. Ms. Griffin felt that it will be interesting to see what Dartmouth's priorities are now that they are reorganizing with the staff reductions. She is sensing that they will be reluctant to spend additional money on transit issues.

Chairman Walsh felt that the Town may want to consider reinstating the Downtown Parking District Tax to reinstate the lost hours of the downtown shuttle. He would like to be creative with this and not lose the habits that have been reinforced with the changes in the bus routes. Ms. Griffin stated that the Town could contact Van Chesnut at Advance Transit to see what they could get for an additional amount. They might build into the budget a maximum \$50,000 combined Downtown Business District and Parking Service Tax, \$25,000 of that intended to serve the Downtown Business Services District. Chairman Walsh would like to go after this in the Undesignated Fund Balance and would like to look at this to determine how they fund this in the long term. Ms. Griffin stated that they should reach out to Advance Transit and try to get some numbers for the last budget hearing. Lt. O'Neill stated that he feels that there is an underserved population for downtown employees that arrive between 10 a.m. and 11 a.m. who are unable to find parking so while looking at that they may want to look at expanding the hours to eliminate some of the meter feeding. There may be more out there that might use the shuttle today.

Chairman Walsh noted that he liked the information provided regarding inventory and indicators.

### **Police**

Selectman Christie invited Chief Giaccone to come forward and asked him to introduce himself and his team. Chief Giaccone introduced Doug Hackett and Lieutenant Michael Evans.

Selectman Christie asked Chief Giaccone if there is any truth to the accusation that he handcuffed Roger in this afternoon's biathlon thereby denying him the use of his cross country poles and in addition loaded his rifle with blanks.

Selectman Christie cautioned the Chief that he had the right to remain silent and that any statement he made can and will be used against him.

Chief Giaccone reserved his right to remain silent. Selectman Christie noted that this was very suspicious but would be addressed at a later time.

Ms. McClain noted that there was a capital expenditure in last year's budget with the purchase of the Honda Ridgeline. The budget to budget increase in operating costs is about \$103,000 or 5.36% with \$75,000 of that amount related to salary increases. This reflects the wage scale adjustments, merit increases and incentive increases. There is also \$20,000 out of that amount being set aside for ballistic vest replacement and \$7,000 in contributions to the capital reserve fund to restore the amount in that fund so that the cruisers can be replaced as planned in the replacement schedule.

Selectman Christie asked Chief Giaccone what his concerns are about this budget. Chief Giaccone stated that right now the department is at full staff for the second year. The department is mandated to maintain 20 sworn positions. He was alerted earlier this year that one of his officers is looking to go to a neighboring department for an increase in salary. The more recent hires were brought in at a higher pay rate in the wage and scale table in order to remain competitive but the department is still a couple thousand dollars behind other departments.



Being at full staff, the Department has not had to recruit to see what the market conditions are and whether they would receive more applicants. Southern parts of the state have had increases in applications most likely due to the economy.

Selectman Rassias asked about the special detail officers and whether the amount they are charging covers the retirement obligation. Ms. McClain stated that the way that it works is that when an officer works a detail, this is compensable pay reportable to the Retirement System and none of the money being billed was forwarded to the Retirement System to cover the State's Group II contribution on these earnings. Effective July 1<sup>st</sup>, the cost of the State's portion of the Retirement System is being remitted to the New Hampshire Retirement System.

Selectman Rassias appreciated seeing the number of communities listed in the dispatch section. Ms. Griffin agreed that this is an impressive number of communities that the Dispatch Center services. Ms. Griffin stated that there have been substantial upgrades to the Center but the cost is passed along to the agencies that are served benefitting the Town and the other communities.

Ms. Griffin noted that Code Red (Emergency Notification System) was a new system for the Center and asked Doug Hackett to speak to the Board about it. Doug Hackett stated that they upgraded from the Reverse 911 system which only allowed for 8 calls to go out at a time. They used it for water main issues and some of those calls would take 4.5 hours to get the messages out. Mr. Hackett reported that they used Code Red when there was a missing 9 year old boy from the Ray School at the end of a fall football game and called everyone within a 3 mile radius. The notice went out to 256 houses in less than 7 minutes. Code Red is available for all towns serviced by our Dispatch Center. Another example was a young male ran away from home in Canaan. A call was made for the area within a 5 mile radius; within 4 minutes of that call a motorist reported seeing that boy on the Rails to Trails. They had these two events occur immediately after implementing this program. A small portion of the cost is being billed to the communities that benefit from it.

Ms. Griffin stated that Code Red is more expensive than Reverse 911 but it is a much more powerful system. Chairman Walsh felt that the cost should go down pretty fast with competition. Mr. Hackett stated that for the Town of Hanover to subscribe to this program on their own would have cost \$17,000 but by piggy backing on with Grafton County Dispatch, they were able to get all of Grafton County covered in addition to their community, they almost dropped their cost in half.

Chairman Walsh asked about the charges to other departments and is trying to understand what services are charged to the Parking Fund. Mr. Hackett stated that the Parking Facility generates a lot of phone traffic for the dispatch center. They handle all after hour complaints about booted vehicles, walk up traffic, accept payments after hours, they monitor the Parking Facility, etc. Mr. Hackett stated that a lot of the cost associated to the Water Fund and Wastewater Fund is alarm monitoring and Code Red, taking after hours emergency calls, and they are just like any other customer. Ms. Griffin stated that these calls are tracked for the purposed of allocation to the various departments.

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Selectman Christie asked Chief Giaccone to explain the change in the Hanover Juvenile Diversion. Chief Giaccone noted that in the discussions with the CSAAC (Community Substance Abuse Advisory Committee) Committee there is a long standing Diversion Committee which is separate from the Adult Diversion program. The members of the committee felt that there was a sense of entitlement from the parents of the juveniles charged who were offered Diversion and the program became a free ticket or "Get out of Jail Free" card. The committee felt that there would be a change in attitude if there was a change in course in the way these cases were handled. They now send all of these cases to Youth Court, after having initial discussions with Judge MacLeod. After hearing the evidence of the cases, the Judge will make the order as to whether the person would continue with the Youth Court or attend the Diversion program. Since this change, the juvenile arrest numbers dropped dramatically.

Ms. Griffin stated that adding the Judge in the process made the youths and their parents sit up and take notice.

Selectman Christie spoke about the Adult Diversion program for 18, 19 and 20 year olds that are charged with alcohol violations which include Dartmouth Students. For the benefit of the public, Selectman Christie stated that Dartmouth students come to the attention of the police in 1 of 4 ways: 1) calls by Dartmouth Security, 2) abuse, 3) responses to Dick's House, and 4) students who are off campus and draw attention to themselves. In many of those cases, the consequence is to go to Adult Diversion. The Town is in dialogue with the College about how to improve activities that have the Town has come to be concerned about. The fact is that the department's policy is to be in a reactive mode, and they look forward to further dialogue with the College and look forward to progress on this issue.

Selectman Rassias asked about the animal control line item. Ms. Griffin stated that they have a contract with the Upper Valley Humane Society for \$2,500/year so this agency is no longer included in the requests from the Social Service Agencies.

Chairman Walsh felt that the hybrid vehicles should be listed under the "look back" section.

Selectman Christie asked about the speed trailer. Chief Giaccone stated that the speed trailer is a device which they can deploy to different areas throughout the town to display a vehicle's oncoming speed. Depending on the add-ons, they can expand the service of the speed trailer. There was a grant to cover the cost of \$9,000. Selectman Christie was glad to see the addition of the trailer. Ms. Griffin noted that the speed trailer can calculate current speeds which is helpful in areas where there are complaints and this equipment can show the speeds of the vehicles going through the area. Chief Giaccone noted that there is another device that is a plain gray box which is a speed monitoring device which can gauge average speeds in a neighborhood. Selectman Christie asked how often this equipment is used. Lt. Evans stated that it is more difficult to use this equipment during the winter. Selectman Christie stated it was an effective traffic calming tool. Ms. Griffin noted that there are also flashing lights solar-powered on Reservoir Road that were funded through a grant.

Selectman Christie noted that there were dramatic increases in the patrol division statistics and asked what the stories are behind these figures. Chief Giaccone stated that anything involving

some type of physical contact is mirrored in the increase in the liquor violations and protective custody arrests and this is where the other figures go up. Ms. Griffin stated that in an economic downturn it is not uncommon to see an increase in some of these statistics.

Vice Chairman Connolly was struck by the increase in the burglary numbers. Chief Giaccone stated that this would also include areas on campus. Chief Giaccone stated that laptop thefts have been an issue this past year. Selectman Christie asked about land violations. Chief Giaccone stated that these are initial investigations into Zoning Violations and it is not uncommon for the officers to investigate concerns about a resident having too many junk cars on their property which could be a land violation.

Ms. Griffin noted the number of unlocks is at 792 for 2009 and this is usually the first service that goes when the departments are burdened with other investigations. Chairman Walsh stated that this is another area where he would like to know how much an unlock service would cost if the Police Department did not provide this service.

Vice Chairman Connolly asked about the SPOTS dispatch system. Mr. Hackett explained that this equipment is used to enable dispatch to run license plates, licenses, etc. The MDTs (Mobile Data Terminals) are systems used in the cruisers that enable the officers to run this information. This technology has resulted in officers finding more people that are under suspensions, or have bench warrants, etc. without more of a burden on the dispatchers.

Ms. Griffin moved to pages 37-39 outlining the cuts proposed. Fire Department and Ambulance funds are not on these lists as cuts had already been made in those departments.

Ms. Griffin noted that in the Tier 1 proposed cuts there is a cut in dispatch contracted services in the amount of \$1,000. Mr. Hackett felt that this money could be made up with small increases charged out as additional Code Red fees to all of the departments. Ms. Griffin noted that there were cuts made in the laundry budget.

Mr. Hackett noted that there was a donated digitizer from the College and Doug had hoped to put that second digitizer in place as a back-up system. Mr. Hackett reported that the digitizer is equipment that is used to monitor alarms. He would like to place this equipment in parallel with the system that the Dispatch Center currently has in place to eliminate the possibility of a complete failure. If any portion of the current system fails, alarms will not be monitored. The College owned an identical system to the one that is in dispatch and the cost of the equipment was \$34,000. The alarm monitoring fees are up and he increased them so that there would be a 2 year payback for the \$5,500 that it would cost to install this system. Vice Chairman Connolly felt that she would support installing this system. Ms. Griffin noted that this was on the list for the Board to consider. Mr. Hackett reported that in this economic climate he would still be raising the fees so it was not dependent on this system.

Chairman Walsh asked about the Capital Reserve Fund and questioned why they weren't using these funds for this equipment. Mr. Hackett reported that there is a 2013 unfunded federal mandate to upgrade the radio equipment so he is reluctant to try to use funds out of Capital Reserve for this item when there is a large hit coming. When the grant funding was done

previously to replace all of the radios in the police and fire department at no cost to the Town of Hanover; one of the things they did not fund was the upgrade to the voting system which is used to find the strongest signal for the radio transmissions. The existing fire voting system is not compliant and it is going to cost between \$40,000 to \$50,000 to update this around the year 2012. The proposed \$75,000 draw in 2012 doesn't even include what this fund was established for which was the renovation of the dispatch center so they didn't have to bond for it.

Chairman Walsh asked whether Mr. Hackett would like for this to be taken out of the budget or out of the Capital Reserve Fund. Mr. Hackett would rather have it taken out of the Capital Reserve Fund. Mr. Hackett noted that this is the first year of an increase to the reserve fund so they could ask for a decrease in the contribution for this year. Mr. Hackett felt that there will be sufficient money to make the upgrades but there will not be much left over.

Ms. Griffin noted that the line item for patrol supplies and materials was reduced by \$4,000. There were reductions proposed in overtime in patrol, dispatch, investigations, and administration. There is a Tier 2 cut in the amount of \$360 which is the special uniforms allowance for the Special Operations Unit (SOU). Ms. Griffin stated that part of her rationale behind the cuts in overtime is due to the knowledge that one patrol officer may be leaving for a neighboring community and the intention is not to refill that position. They have budgeted for that position because they don't know whether he is leaving but if he did, this would compensate for the cuts in overtime. If he doesn't leave, overtime will be cut which will be Chief Giaccone's issue to manage.

Chairman Walsh stated that he has been wrestling with contracts, merit, and the increases in the budget for salaries and wages, increases for retirement for all departments not just police and in considering all of these factors he is asking the departments to work hard to keep the overtime costs under control.

Ms. Griffin noted that the Tier 3 proposed cuts include \$10,000 in patrol, cuts in dispatch overtime and investigations overtime. Ms. Griffin stated that there are not a large number of expenditure accounts in this department's budget which is much smaller than DPW and is mostly compensation.

Ms. McClain reported that the grand total of all of the police cuts is \$37,356. Mr. Hackett stated that he appreciates what Betsy McClain and Julia Griffin have done to handle the budget this year. He stated that he can probably make the Tier 2 cuts work but the Tier 3 hit between the \$5,000 cut in part-time dispatch hours and the cuts to overtime, he's not sure how he is going to make that work. In the current operating budget, they were decreased from last year. They had 5 uncovered shifts in this past week alone and 5 shifts were not covered. On average last year, with all 8 employees they averaged 49 hours of off time during the week between sick, vacation and personal time. Mr. Hackett reported that it can hurt when you have longevity because there are 5 dispatchers who are at the top of their cap for vacation time and one dispatcher has 441 hours available vacation time on the books today. This budget, if they take the Tier 3 overtime hit, he is only able to cover 29.3 hours of the 49.75 hours that he needs. This is with Mr. Hackett covering the shifts away from his administrative duties. He understands that this is a tough year but he wanted the Board to have a clear understanding. Chief Giaccone felt that perhaps they

should look at increasing charges to other towns to compensate for these cuts but the towns that have come to Hanover left their former dispatch centers because of the large fee increases from their previous dispatching service.

Mr. Hackett noted that all of the dispatch communities were looking at him in the late fall for their budget increases because they have their Town Meetings in March. If the Board is going to consider making fee increases for next year, they need to prepare for this sooner rather than later so the other Towns can prepare for next March. Mr. Hackett noted that the potential reduction in expense of cutting this overtime may decrease the amount of billed out services to the communities although not to the amount of \$5,000.

Chairman Walsh felt that this would be a small increase for the other communities. Mr. Hackett stated that if they are talking about \$10,000 spread out among the other communities, it would not be a huge hit for 20 communities. Ms. Griffin noted that hitting these towns at this point would mean that it would be with very little notice, as their budget will already have been acted upon for the coming year.

Selectman Doherty felt that the information that Mr. Hackett provided was very compelling and asked Chief Giaccone if he could make a similar assessment with the cuts that his department is looking at and the impacts the Board may not be aware of. Chief Giaccone stated that his concern is the cuts proposed in the investigation overtime and although they are relatively low figures, he would cut the administrative overtime before he would touch the investigation budget.

### **3. ADMINISTRATIVE REPORTS.**

Ms. Griffin had nothing new to report. She noted that the final budget hearing will be March 8<sup>th</sup> and could not be changed to March 1<sup>st</sup> due to the lack of time for proper notice.

### **4. SELECTMEN'S REPORTS.**

#### **Peter Christie**

Selectman Christie noted that members of the Finance Committee have been in attendance at the budget hearings. Bill Geraghty was present last night and John Hochreiter was present for tonight's meeting. Mr. Hochreiter noted that the budget materials provided to the Finance Committee were fantastic.

#### **Kate Connolly**

Vice Chairman Connolly had nothing new to report.

#### **Judy Doherty**

Selectman Doherty had nothing new to report.

**Athos Rassias**

Selectman Rassias had nothing new to report but noted that the Pond Party was a lot of fun. The weather was perfect and the ice sculptures were wonderful. Ms. Griffin noted that this is a well run event.

**Brian Walsh**

Chairman Walsh had nothing new to report.

**5. OTHER BUSINESS.**

Selectman Christie made the following announcement:

As we wrap up tonight's show, I need to bring you up to date on this afternoon's biathlon.

In the final stage of that race Peter Kulbacki, dressed in what looked like a combination fire and police uniform, bulldozed and thereby blocked the entrance to the finish line, then jumped onto the track to claim the race and the \$50,000 prize for the Public Works budget.

In an interview after the race, Peter warned that if either the Police or Fire Departments protested his victory he would retaliate by keeping the snow plows off the roads this evening just to see how well the police and fire departments can handle a foot of snow on their own.

With that is there a motion to adjourn?

**6. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:30 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:30 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**February 22, 2010**

**7:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by Vice Chairman Katherine Connolly. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Vice Chairman Connolly asked for Public Comment.

Christine McDevitt (55 Lyme Road) stated that 5 years ago she was co-chair for the Lyme Road Village Task Force. She is here to represent that same group. She read the following letter on behalf of the Lyme Road Village Neighborhood:

Dear Town of Hanover Select Board:

The signatories below (see attached) are all members of the Lyme Road Village Neighborhood – a neighborhood comprised of individual homeowners along Lyme Road and the surrounding streets; condominium owners from The Greens; the Ray Elementary School and Richmond Middle School; and businesses such as Dartmouth Printing and Cuttings Café. We write to express our support for a 2010 budget that completes the Lyme Road Village sidewalks and streetscaping from the Coop to at least north of RMS (Richmond Middle School).

Five years ago, many of us worked alongside town officials as members of the Lyme Road Village Task Force. We studied, made recommendations, and helped to secure town passage of significant Lyme Road zoning changes. We also developed a long-range streetscape plan for the Lyme Road Village Center, which envisioned traffic calming measures, sidewalks, bike lanes, landscaping and street trees. The two roundabouts on Lyme Road have greatly helped with traffic calming and organization; and the thoughtful redevelopment of the Lyme Road Coop has provided a wonderful neighborhood anchor. But the east side of Lyme Road extending from Dartmouth Printing south to the Coop grocery store, always a heavily trafficked stretch, is now walked regularly by elementary and middle school students, as well as by The Greens residents, Dartmouth Printing Company workers, CRREL workers, and other pedestrians. The Richmond Middle School sits on the east side of the street, as does the DPC, The Greens, the many service destinations at 45 Lyme Road, and the Coop; walkers often are unable to stop traffic to use the few available crosswalks to reach the safety of the west-side sidewalk. Instead, they walk warily in the bike lane, alongside a stream of moving vehicles. And the long hoped for landscaping around the Richmond Middle School has yet to occur.

We understand the current budgetary constraints, but this “north gateway” to Hanover looks and feels unfinished, and has developed some very real pedestrian safety issues. This area of Hanover is a sustainability success-story in the making – residents are recommitting to the



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neighborhood with house models and new-builds, are walking and biking daily to the two schools and to work, are using Advanced Transit on Lyme Road, and are supporting neighborhood businesses in unprecedented numbers.

So we ask the Board to implement the plan identified for the Lyme Road Village Center in 2005. Please build the east-side sidewalk, install the west-side curbing, and enhance the streetscape along the route this construction season. It is crucial to the safety of our community and essential to the aesthetic of Hanover's northern gateway.

Sincerely,

Lyme Road Village neighbors (see attached signatures)

Vice Chairman Connolly thanked Ms. McDevitt for her presentation and noted that they will be considering the Lyme Road Improvements during the upcoming budget sessions.

**2. 1<sup>st</sup> BUDGET HEARING:**

- Town Manager's Presentation of Proposed FY 2010-2011 Budget
- Public Works
- CIP
- Town Properties
- Water Reclamation – Sewer Fund
- Water Utility Fund

Ms. Griffin stated that Betsy McClain was also present to provide additional support for each department.

Ms. Griffin stated that this has been an interesting year from a fiscal standpoint locally and nationally. In October, the Board wanted to consider a 4% tax rate increase with deductions that bring the increase down to 0. Ms. Griffin noted that staff provided a list of cuts to consider in order to make the tax rate increase a 0% increase. She noted that the Finance Committee met this afternoon and she noted her concern about next year's budget and the possibility that the State may downshift their own budget problems to cities and towns.

Ms. Griffin stated that they tackled this year's budget with some one time deductions and decreases. They looked at changes in operations to decrease expenses. There is nothing that has been cut that would cause huge problems for the Town and it also does not contain any layoffs. There are increases for staff in the amount of 3% because the Town is held to the contracts that are tied to CPI which was elevated in December to over 3%. She met with Town Staff to explain how these increases would impact the budget.

Selectman Christie asked about the impact from the State Retirement System on this budget. Ms. Griffin stated that there is a \$29,135 additional expenditure in the General Fund to address additional NHRS costs, including the 5% reduction in the State's contribution for Group II employees. Chairman Walsh stated that this makes the assumption that the State doesn't add to the Town's obligation this year.

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Ms. Griffin stated that she is concerned that the State will look at Rooms and Meals tax allocations that the State could use in order to attempt to balance their budget at the last moment.

Vice Chairman Connolly stated that the lawsuit regarding the Retirement Fund and the continued reduction of the State funds is proceeding; at least 180 cities and towns have gotten together for this class action suit which is in response to an unfunded mandate to reduce the State's obligation and put the burden on the Towns.

Ms. Griffin noted that the breakdown for the contributions to retirement in this proposed budget includes \$29,135 for Police and an additional amount from the Fire Fund in the \$35,000 range.

Ms. Griffin gave a few highlights of the proposed budget. She stated that Town Assessor Mike Ryan is conservatively estimating an additional \$25 million to the Grand List which generates another \$99,000 in expenditure capacity for this budget. Ms. Griffin stated that Betsy McClain feels comfortable raising motor vehicle registration revenue by \$10,000. Ms. Griffin stated that they are earning next to nothing in short term interest with an estimated \$75,000 proposed reduction in these estimated revenues. She noted that building permit revenue was increased by \$41,122 based on conversations with Dartmouth based on projects that would be going forward. The State Department of Transportation notified the Town that there would be an increase in the Highway Block Grant funding in the amount of \$37,000.

Chairman Walsh asked about the building permit fees and noted that this was a big wild card in estimating for last year's budget and wanted to know how close the Town came to meeting that estimate. Ms. McClain stated that the wild cards were the completion of the Gile Hill project and the hotel which are under construction at this time.

Ms. Griffin stated that salaries and benefits are the largest part of Town expenses, making up 70% of the budget. The total increase in compensation, including the 3% COLA for employees, is a \$388,958 impact to the General Fund. Ms. Griffin gave the following breakdown for the increase: \$209,740 is attributable to the 3% COLA plus the 2% merit increases. The health rate premium guaranteed maximum is 12.3% but they are projecting that the increase would be around 6.7% increase which results in an increase of \$90,948. The final premium increase will be known in May. An additional 5% has been budgeted for the NH Retirement System for Group II Police contributions. The total NHRS employer contribution increase is \$29,135.

The Worker's Compensation went up due to the number of accidents that were reported which resulted in \$43,310 hit in the General Fund with an additional hit to the Fire Fund.

Ms. Griffin noted that they did include in this budget a line item for \$25,000 for the 250<sup>th</sup> Anniversary which is scheduled to be celebrated in July, 2011. She noted that Hank Tenney's committee is hoping to have \$10,000 to prepare for that celebration. Vice Chairman Connolly noted that this request was also for the publication of a book which would generate revenue to offset the expense.

Ms. Griffin stated that Myra Johnson (Human Resources) asked to reduce her hours from 3 days instead of 5 and this allowed for a reduction in the budget. She stated that by adding the Water

Utility Fund, they were able to allocate more of the administrative expense which saved the General Fund \$48,501. She budgeted \$20,000 to update the website based on recommendations by Corey Stevens. They have increased highway maintenance funds by \$35,000. They are projecting that they can reduce expenses in purchasing diesel oil \$25,000 based on a decrease in price from \$3/gallon to \$2.50/gallon. She noted that here is \$90,000 to supplement the \$80,000 to complete much of the work on Lyme Road improvements. She noted that in addition to the plan to replace another bridge on Ruddsboro Road, but the Department of Transportation (DOT) notified them that the River Road south of the Lyme Town line needs to be repaired first. There is also \$20,000 in the budget to replace ballistic vests for the police officers.

### **Water Reclamation Fund**

Ms. Griffin stated that the budget reflects the latest round of Phase 3 improvements to the Water Reclamation Facility which was approved at Town Meeting in May 2008. They have received a commitment for ARRA money to add the overhaul of pump station #5 to the list of projects. The town is being given future debt forgiveness so this addition project scope does not impact the taxpayers so they can tackle this project sooner rather than later. Ms. Griffin noted that the Board may wish to consider the sewer fees as they look through this budget.

### **Water Utility Fund**

The Water Utility Fund is a new fund this year. The transfer of the Hanover Water Works Company is expected to close around July 1. The special legislation that was required has passed the Senate and should reach the House by mid March. She will be back to the Board in May with the final documents so the Board can hold their final hearing. They did convert the budget from the HWWCo into a municipal budget. The budget being proposed resembles the current Water Works Company and is not meant to raise any rates for the users.

Chairman Walsh wanted to have each of the sections of expenses outlined (revenue compared to revenue; materials to materials, etc.) so that the Board can see that there are no significant changes.

Ms. Griffin noted that for every 1% increase to the existing tax rate is an expanse of \$78,000; every penny results in a \$19,623 increase in the ability to expend.

### **Undesignated General Fund Balance Analysis**

Vice Chairman Connolly noted that the Undesignated Fund Balance in the General Fund is at 6.9% which had been lower 3 years ago with the destruction of Reservoir Road and the fund has been built back up again. Ms. Griffin noted that staff is not projecting the use of any of these funds to balance the budget.

Vice Chairman Connolly noted that the Water Reclamation Fund is at 7.38%. Ms. Griffin stated that they will draw \$300,000 for the Capital Projects which leaves that fund at that rate. Chairman Walsh stated that there is another \$81,000 in a separate designated reserve and asked if the Board should ask Town Meeting to collapse those funds. Ms. McClain stated that this item

pre-dated her time with the Town, but she felt that this was something akin to the Parking Fund discussions in previous years where there was a desire to have ready access to certain funds to take advantage of opportunities to move forward on some capital improvements. Chairman Walsh wanted to look at whether the Town could use these funds this year.

### **Public Works**

Peter Kulbacki, Director of Public Works, was present to speak to the Public Works budget. Ms. McClain stated that the Department of Public Works' net appropriation was \$2,571,373. The proposed appropriation in this budget is \$2,647,600 a net increase of \$76,227 or roughly 3%. Ms. McClain noted that \$60,000 relates directly to salary increases. Some capacity was created by the increase in the highway block grant and the lower cost of diesel oil. Because of the enterprise funds that Public Works administers there was a lot of cross agency charging and this year they calibrated differently the cost of DPW administration to Water and Wastewater; the net result is that less overall effort on behalf of the Public Works administration was being allocated out. Ms. McClain stated that there was a significant increase in the capital projects due to the proposed purchase of more heavy equipment from the Capital Reserve Fund and improvements on Lyme Road.

Vice Chairman Connolly asked Mr. Kulbacki about the price of asphalt. Mike Chase paid \$69/ton and they are projecting \$75/ton for the next year. Mr. Kulbacki stated that they can't get solid numbers until they actually bid for it.

Selectman Christie asked Peter Kulbacki about his concerns regarding the Public Works budget. Mr. Kulbacki stated that there are factors that they can't predict such as the weather, snow storms and storm removal costs. He stated that prices for materials are difficult to predict. Mr. Kulbacki stated that they didn't reduce the amount of money set aside for construction because they didn't have a lot in that fund and then they had too much work; his department has to do a lot of work in a short amount of time due to the weather. Timing is an issue with funding the projects but this is the way that they are able to control costs, but they have to consider what the best time to build buildings, pave roads, etc. Vice Chairman Connolly noted that this approach has been successful compared to other areas.

Vice Chairman Connolly stated that it was interesting that the salt usage has stayed about the same except for 2008. Mr. Kulbacki stated that 2008 was a particularly difficult year with a lot of ice.

Selectman Rassias asked about the paving schedule and how the guidelines are applied. Mr. Kulbacki stated that they break down the streets by the amount of traffic, current conditions and type of use. In looking at historical areas and what they have done in the past, they spend a lot of time coming up with a list and timeline. They generally wait until after mud season to evaluate the roads.

Mike Chase has surveyed some of the roads and they need to pave Lebanon Street from Carter Street to the lights; they need to do an arterial shim pave for the highly traveled roads that do not have a good base. Four years ago the Board approved their reclaim program which allows

Public Works to change the schedule for certain roads from a 5 to a 7 year rotation. He noted that the current practice is to take the budget number and devise a system that fits it. The old system had sets of roads in the same general area which were paved at the same time but the financing became more difficult. He still has about 1600 tons to figure out where to pave but this will probably be used for some of the dead end roads and neighborhoods. Salt budgets keep getting cut so they now use a sand/salt mix in the outlying areas. The reduction in salt may have helped their roads in terms of wear and tear. Mr. Kulbacki noted that they are posting roads next week.

Selectman Christie was trying to get a feel for whether the Town is falling behind. Mr. Chase stated that if they can continue with the program that they are working with now, they should be okay.

Ms. Griffin stated that one of the goals for municipalization of the Water Company is to upgrade the distribution lines which may dictate future paving projects. Mr. Chase noted that Public Works will have better control over those projects since it is coordinating with their own employees instead of a separate entity.

Chairman Walsh asked where there are there any open positions in the Public Works Department. Mr. Kulbacki noted that there was one position in water that is vacant which was an assistant superintendant position to help with coverage. They wanted to have coverage for the Treatment Plant that was reliable. Chairman Walsh stated that one way to deal with the budget is to cross train people and not fill the vacant positions and reduce overtime. He would like the managers to consider opportunities to reach these goals. Mr. Kulbacki stated that years ago Water and Wastewater were handled by the same people but they found that there was way too much work and they were understaffed in both areas. They had downgraded the number of employees from 5 to 4 because they found that they could contract some of the services that were needed. They do cross train people in highway for line maintenance. In the wintertime, fleet personnel assist in other areas such as carpentry projects throughout the town. There will be some opportunities with the change in recycling.

Chairman Walsh asked about the item to assist in snow cleanup at the Richmond School. Ms. Griffin noted that this was due to snow removal near the bump-outs and parking areas that are not on school property. It takes more time for snow removal in that area. Mr. Kulbacki stated that there were other areas in town that were added which are time consuming. Mr. Kulbacki stated that the Lyme Road improvements would cause additional snow removal issues that will need to be addressed. Chairman Walsh asked why it was listed under fleet maintenance. Mike Chase stated that snow is plowed and snow is removed and they cross trained one employee from fleet to come in at 5 a.m. the day after a storm to remove snow in the downtown area. This is usually the person that is on-call from fleet which is why this comes out of this budget.

Ms. Griffin stated that there is a lump sum of money listed in the Recycling budget which will fund the current operation minus \$33,000 in expense. The line item is currently reflected as an expense to Northeast Waste, but if brought in-house the two employees and the cost will be added to the recycling budget.

Selectman Rassias asked what “red listing” a bridge means. Mr. Kulbacki stated that the State inspects every bridge and a report on River Road was brought forward in December with the recommendation to close the bridge or narrow the bridge until it could be replaced. Sometimes a bridge is red listed if the approach is a hazard, if a guardrail is unsafe for example – not ready to collapse but will ultimately collapse if it’s not dealt with. The Town is required to post notice and prevent certain types and weights of vehicles from crossing the bridge. It is based on a scoring system and once a bridge reaches 60 out of 100 points it is red listed. Ruddsboro Road had 3 bridges that were red listed in the past. There is a difference in the State and Federal classifications of what a bridge consists of. As the standards change, bridges can be red listed for various reasons including corrosion or guard rail deficiencies based on the new standards. Mr. Kulbacki stated that they made the River Road bridge a one-lane bridge for the time being but it’s not unsafe nor is it going to be shut down. Ms. Griffin stated that some decisions will need to be made between the two projects. Mr. Kulbacki stated that they will want to handle whichever bridge they can re-build the fastest.

Chairman Walsh noted that they are looking at \$193,000 for work on Lyme Road: \$23,000 for the lights on Lyme Road/Park, \$80,000 appropriated for Lyme Road Village streetscape in the FY2010 budget, and \$90,000 proposed for this streetscape in the FY 2011 budget. Chairman Walsh asked what the total cost for the Lyme Road project improvements including the roundabouts will be. Mr. Kulbacki stated that they would wait on planting and they have not figured out the lighting on the west side while waiting to see what Dartmouth is going to do with the Rivercrest property. Chairman Walsh asked how much of this money could be deferred. Mr. Kulbacki stated that there are a lot of options in deciding what type of lighting that they were going to put in. Selectman Doherty noted that the streetlight policy would be used to guide some of the decisions in that area. Ms. Griffin stated that if Rivercrest goes forward, there would be some disruption to the area that would interfere with improvements.

Chairman Walsh was hoping to see the overtime accounts reduced throughout each of the departments.

Selectman Christie asked if there was any feedback with regard to DPW cutting back on the treatment of roads. Mr. Kulbacki stated that in general there haven’t been major complaints with cutting back with the sand/salt mix. This winter has been mild so far. Ms. Griffin noted that she has not had an increase in people calling about this issue in her office. Selectman Christie stated that people are generally pleased with the high level of road maintenance noting some felt there was overkill in this area.

Chairman Walsh asked about the Capital Costs and the Other Capital Projects that were being increased by \$19,500. Ms. McClain stated that there was \$25,000 for the last of the 3 years of the streetlight replacement plus \$95,000 for the bridge repair which equals the \$120,000.

Selectman Christie asked about the net expenditures. Ms. Griffin noted that the revenues applied to Public Works and the amount funded by taxes after you net out the other revenues credited to the Public Works function. Selectman Christie asked what the 3% means. Ms. McClain stated that there are several factors at play. The total expenses increased by 8.6%; revenues and an increased highway block grant and they are drawing more money out of capital reserves so the

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3% is the net expenditures funded out of the Municipal Tax Rate would be going up by 3%. Chairman Walsh felt it would be helpful to add up all of the items that are not capital and not including revenue.

Ms. Griffin noted that they have provided a look back over the past 10 years to give the Board some idea of what services are provided today versus 10 years ago. She noted that she could do a separate list for Water and Wastewater. Chairman Walsh would like to add these pages to the Capital Improvements Program (CIP) so that the history would be documented.

The Board reviewed proposed cuts for the Public Works Department. Ms. Griffin noted that in Town Properties, they are looking at the possibility of having Firefighters do sprinkler testing versus having it contracted out.

Chairman Walsh agreed that the Tier 1 cuts made sense. Ms. Griffin noted cuts to the Highway Maintenance Program and overtime are listed in the Tier 2 cuts. Ms. Griffin noted that overtime was cut but the total amount left in the budget is \$125,000. Selectman Rassias asked how this would impact the services. Mr. Chase stated that this would impact the street sweeping. They are now down to once a week. They try to paint during the day but it is easier at night which is an overtime cost. Chairman Walsh noted that this is nibbling at the edges but is not a huge impact on that overall account. Ms. Griffin stated that when necessary she tends to reduce funds out of overtime in the larger departments to achieve targeted budget reduction.

Vice Chairman Connolly asked about the Fleet overtime and how much this reduction is out of the overall overtime budget. Mr. Kulbacki stated that it is a total of 21 hours. Ms. Griffin noted that overtime is \$10,760 and the cut was \$760. Ms. Griffin stated that if there is unavoidable overtime, the department finds another place to reduce the expenditure. If there is less overtime in the budget, departments have to be a little more careful in determining when to use it.

Ms. Griffin noted that there were additional supplemental items for uniforms and clothing that were cut. There is a further reduction of \$10,000 proposed for Public Works winter maintenance materials.

Vice Chairman Connolly asked Ms. McClain to add up all of the proposed cuts for the Public Works Department. Chairman Walsh clarified with Mr. Kulbacki that the two cuts in Highway overtime of \$10,000 each would be the most painful for his department.

Selectman Christie asked about the \$26,000 reduction. Ms. McClain stated that they originally bid on asphalt at \$75/ton but the price came in substantially less so they realized a savings on that line item in the FY2010 fiscal year. She stated that she can execute a purchase order for asphalt which would give a head start on the paving for next year. Selectman Christie stated that this item would roll over from 2010 to 2011. Ms. McClain stated that this money would have to be used for paving as it was set aside for that originally and a purchase order would allow for the Town to do this.

### **Town Properties**

Ms. McClain stated that the current year budget appropriation net of revenues is \$715,339. For the upcoming budget year there is a net appropriation of \$713,920; a net reduction of roughly \$1,400. The heating oil price is being budgeted at \$3/gallon in the current fiscal year and the proposed budget shows \$2.50/gallon. Frank Austin and several citizen committees are attempting to make the buildings more energy efficient and the Town is starting to see some of the dividends of that work.

Chairman Walsh felt that a reflection of the last 10 years would be helpful in this section such as the re-roofing of the police station, replacement of the windows in Town Hall, received a Community Center, received half a library; these things have value and need to remain visible over time.

Vice Chairman Connolly asked if the new windows generated a decrease in energy costs for the municipal building. Frank Austin noted that a lot of steps have been taken to control the heat in this building. It is a matter of looking at the outside temperature and there was a good savings last year and a lot of it is attributed to building use. There hasn't been a hard stance in regulating temperature in buildings throughout the Town. Chairman Walsh asked about the difference in expense if buildings were set at a temperature of 68 degrees versus 73 degrees. He knows that this is a real number and he would like to have a conversation about this in next year's budget; both cost and carbon savings.

Chairman Walsh asked about floor mat rentals. Frank Austin noted that this helped on the custodial side of things. In the winter months there are regular exchanges of floor mats. Chairman Walsh clarified that this is really a cleaning service that the Town is paying for.

Vice Chairman Connolly asked about the increased in electrical demands at the Community Center. Ms. Griffin stated that it was unclear what was generating this increase. Ms. McClain stated that this is reflective of the kilowatt hours based on the meter readings of the building. Frank Austin is going to be conducting some lighting audits in the buildings including the R.W. Black Center. It would be helpful to have some automatic controls to maintain the building since there isn't someone there to make sure lights are turned off. Ms. Griffin noted that they are hoping to secure some stimulus money to help pay for these audits.

Chairman Walsh noted that fuel use was up for the building too. Ms. Griffin stated that she also didn't know why the heat and electric costs have increased. Mr. Austin stated that the timing and the use after hours could affect these costs and the equipment that is being run. It's not a typical building. Ms. Griffin noted that the heating costs went down from last year and some of that could be the fuel prices that came down.

Mr. Austin stated that it is a building that runs from 73 to 68 degrees depending on which side you are on which remains a challenge. The building is used for dances or painting at different times of the day and night. Vice Chairman Connolly asked if they could regulate each of the spaces in that building. Mr. Austin stated that there are areas in a zone so to some degree, it can be regulated. Selectman Christie noted that the graphs are discouraging with all of the work that



has been done in this area. Chairman Walsh also felt that there needed to be progress made in this area.

Chairman Walsh asked about the line item to relocate the flag pole lights for \$2,000. Mr. Austin stated that the driving factor is that the light is at the base of the flagpole and people are using the area as a bench and breaking the light. The cost of \$2,000 would allow for the light to be moved up onto the building and also a dimmer switch inside the building.

Vice Chairman Connolly asked about the air conditioning at the Howe Library. Ms. Griffin stated that the system developed a significant problem last spring which resulted in a portion of it being shut down last summer. The Town's position is that they would not pay for this repair. The problem stemmed from a problem with the installation. Ms. Griffin stated that the Howe Corporation stepped up and the contractor will incur the bulk of the expense. It is possible that the system will need to be decontaminated at the expense of the contractor. Vice Chairman Connolly clarified that the \$4,000 expense was the cost of the regular maintenance.

Chairman Walsh asked why the prices of things are going down and the police facility is going up. Chairman Walsh would like to address this tomorrow night as part of the police department budget. Mr. Austin stated that one issue is with the system itself. This building has old controls and the system was undersized; they are trying to adjust the heat in different parts of the building with a management system that wasn't designed to handle this. There are rotations of staff coming in so he is unable to shut the building down at different times and it is not running efficiently. This building is in need of an upgrade in equipment sooner rather than later, and he is hoping that there will be some grant funding to upgrade the windows and insulation. The window seals are having issues and there aren't a lot of easy solutions.

Vice Chairman Connolly asked about the property management charges for the Howe Library. Ms. Griffin noted that the amounts included repairs listed for the Howe Library in the summary.

Ms. Griffin stated that the Police Facility and the Richard W. Black Center are the two buildings that they should review. Chairman Walsh wanted to add the Public Works facility under the Town properties fuel usage data. Ms. McClain stated that it is not listed here because they do not have the separate gallons for fleet versus what goes into the DPW buildings. Mr. Austin stated that the fuel system is connected to 10,000 gallon tank for the fuel that is used for the vehicles. Mr. Austin stated that he will be putting in a fuel monitor that will assist in more accurately gauging the usage for the Public Works Facility.

Chairman Walsh asked if the methane is going to provide a savings for the Wastewater Plant with regard to kilowatt hours. Mr. Kulbacki stated that this will save on the kilowatts for the blowers.

Vice Chairman Connolly noted that the traffic lights kilowatt usage have come down substantially with the LED replacements.

### **Capital Improvement Program**

Ms. McClain stated that this section includes existing CIP funds in which money is deposited each year and withdrawals to fund equipment are proposed based on planned replacement schedules. The activity with these funds require Town Meeting action when money is moved in or out of the CIP funds. This program will supplement the Capital Improvement Program that is being worked on currently by the Planning Board and the Selectmen, and she felt it was noteworthy that the cut list does not include great cuts in the CIP reserve.

Ms. McClain highlighted that some of the projects include the DPW purchase of large pieces of equipment; the Lyme and Park Road signal work comes out of the Municipal Transportation improvement fund; an initial withdrawal from the property revaluation reserve for the property revals; \$20,000 at the Howe Equipment reserve fund to change over to the Open Source software. The biggest item is the \$1.7 million proposed draw from the Capital Reserve Fund for the next round of Phase 3 improvements at the Water Reclamation Facility.

Chairman Walsh clarified with staff that the \$1.7 million for the Water Reclamation Facility will complete Phase 3 with no further phases designed. Ms. McClain stated that when they adjusted the usage rates, they began to put significant money into the reserve to pay for these improvements.

Ms. Griffin noted that they keep a list of equipment to be replaced in a given year but it is not unusual for them to modify the list going forward if they can get more useful life out of the equipment.

Ms. McClain stated that the information listed for the Building Maintenance and Improvement Capital Reserve Fund provides a long view of the upcoming needs for the buildings with an estimated costs and the reserve growing at \$50,000/year.

Selectman Christie shows a negative year end balance in the out years. Ms. McClain stated that they would need to reserve more money if they are committed to the proposed maintenance schedule. Chairman Walsh felt that there are some things on the list that were not done well to begin with or the situation has changed. Chairman Walsh stated that this might be an area where they might want to bond to get the improvements done and asked that they consider looking at this in next year's budget. Ms. Griffin stated that they have talked about aggregating the costs and going out to bid but she feels that the reason for waiting a little bit is to continue applying for grant funding to cover some of these costs. Vice Chairman Connolly noted that there are large expenses for the roof repairs in the next 3 years. The Howe Library roof alone is \$145,000.

Selectman Doherty is concerned about putting a strain on staff and resources while trying to band-aid some of these projects while waiting for grant funding. Mr. Austin stated that the efficiency money is best spent to make the equipment that needs to be replaced energy efficient. For example, the Fire Department boiler will be changed out with a system that is very energy efficient. The buildings are set up with overrated boilers and heaters that they are trying to make energy efficient. The wheels of progress are slow but there is rationale behind it. Mr. Austin stated that they put a lot of time into considering the buildings on a case by case basis similar to

the way that they handle fleet replacement. Selectman Doherty confirmed with Mr. Austin that they are heading in the right direction with the current system.

Chairman Walsh wanted to see estimates for the Municipal Transportation Improvement Capital Reserve where there are “to be determined” notations. Ms. Griffin stated that they would estimate \$35,000 for each of the out years.

Ms. Griffin noted that for the Property Revaluation Capital Reserve Fund, money is saved a little each year and the in the year when the revaluation needs to be done, there is money available to hire part time help for that project.

Selectman Rassias asked about the Howe Library Building Repair and Equipment Capital Reserve Fund. Ms. Griffin noted that there was money set aside for information systems software upgrades. Chairman Walsh noted that there were fees for the maintenance to the old system so it did not start out as a building fund but a way to pay for the Howe software expenses. He also noted that it is wonderful to go to Open Source and get away from the maintenance costs.

Selectman Christie asked about the lights at Park and Lyme. Mr. Kulbacki stated that there is \$145,000 in escrow from Dartmouth College as part of their Life Sciences project which would be used for curbing changes. The additional \$22,950 would be used to replace the signal which is unsafe and buy the Town some time while they think about the future improvements to that intersection.

Ms. Griffin stated that the Sewer Reserve Fund is a large account with \$1.7 million to fund the phase 3 improvements to the plant. Ms. Griffin noted that in the next couple of years, there will be smaller projects listed that would be paid for out of their reserve.

### **Water Reclamation Facility**

Ms. McClain stated that gross appropriations in FY 2010 were \$2,394,313; 2011 proposed gross appropriations are \$4,365,527. The net difference of \$1,971,214 is solely tied to the \$2,000,000 Phase 3 Water Reclamation Facility improvements. There is \$15,000 of energy savings due to more efficient equipment. For personnel costs, with the integration of the Water Fund, they are charging 50% of the Utility Building and Revenue Assistant’s salary to the Sewer Fund and 50% to the Water Fund. There was a proposal for a new sewer connection fee and Town staff is anxious to find out if the Board wants to change the sewer connection fee.

Ms. McClain stated that combined water and sewer bills would be sent quarterly and generated in early October for the beginning of next fiscal year. The Town currently bills sewer charges annually and now that they are integrating with the Water Company, they are able to incorporate a new billing system.

Ms. Griffin stated that the Board will see the numbers in the utilities line item come down significantly as the Water Reclamation Facility capital projects move forward. Chairman Walsh would like to see in next year’s budget the results of the investments in improvements and the

savings regarding carbon footprint, etc. Chairman Walsh felt that accumulating this information regarding savings over time would be useful information.

Vice Chairman Connolly confirmed that the professional services would be reduced with the changes to the way that sludge will be handled. Mr. Kulbacki stated that there would be an initial investment and a substantial savings in future years. Ms. Griffin stated that they may need to lease/purchase a vehicle to transport the sludge to Lebanon so there may not be a savings in next year's budget.

Vice Chairman Connolly asked about the 2,300,000 gallons per day and whether this capacity would increase with the improvements being made to the facility. Mr. Kulbacki stated that the 2,300,000 gallons is the Water Reclamation Facility's permit limit. The updates will pertain to the equipment but does not give the facility more capacity. When the facility approaches 80% capacity, the Town will need to decide what the limit is going to be or whether they intend to expand. Capacity is based on flow. The strength of the flow has been increasing because people are good at conserving water but not good at conserving solids. The reason they need the Third Clarifier is because of the strength. Chairman Walsh wanted to remind everyone that the Phase 3 improvements were about maintenance and not increasing capacity.

Ms. Griffin asked about the timing of changes to the sewer connection fee and confirmed with the Board that this could be done with the Rate and Fee schedule for a July 1<sup>st</sup> effective date.

### **Water Fund**

Ms. McClain stated that John Dumas and Peter Kulbacki worked hard on creating a first budget. Ms. Griffin stated that this budget will be more detailed in future years.

Selectman Rassias asked about the telemetry from Balch Hill. Mr. Kulbacki stated that the telemetry is a control. Currently there is a wire running through trees to the ground so they are trying to find a more reliable system. Mr. Kulbacki stated that they are trying to figure out how to get solar power to work for the Balch Hill pump house and tank shed, however, this has proved challenging since it is located in a shaded area.

Chairman Walsh would also like to see a reflection of the work done with the Water Company over the past 10 years. Ms. McClain stated that they are budgeting money to the capital reserve of \$47,500 which is lower than they hope it will be in future years because they are estimating municipalization costs of \$110,000 which the Water Utility Fund needs to cover. In future years they hope to put more significant money into capital reserve to replace water lines, etc.

Vice Chairman Connolly asked about the hydrant payments and whether they are included. Ms. McClain stated that the hydrant payments are included in the inter-departmental charges. The money will come from the Fire Fund to pay for the hydrant distribution system.

Vice Chairman Connolly thanked the staff members present. Chairman Walsh noted that Peter Kulbacki is doing a great job with the Hanover Sustainable Committee.

Vice Chairman Connolly closed the budget hearing.

**3. DISCUSSION REGARDING REQUEST TO WAIVE LATE TAX PAYMENT PENALTY.**

Ms. Griffin stated that this had to do with a misaddressed tax bill and asked the Board to consider waiving the interest charge of \$61.92.

**Chairman Walsh MOVED to waive the late tax payment penalty. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO WAIVE THE LATE TAX PAYMENT PENALTY.**

**4. APPROVAL OF MINUTES:  
- January 11 & February 8, 2010**

**Selectman Rassias MOVED to approve the Minutes of January 11, 2009. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JANUARY 11, 2009.**

Vice Chairman Connolly noted a change to be made to the Minutes of February 8, 2010.

**Vice Chairman Connolly MOVED to approve the Minutes of February 8, 2010 as amended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 8, 2010 AS AMENDED.**

**5. ADMINISTRATIVE REPORTS.**

Ms. Griffin had nothing new to report in Administrative Reports.

**6. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Finance Committee met and they were appreciative of the budget materials provided by the Town and he believes that they will support a 0 to 2% tax rate range.

**Kate Connolly**

Vice Chairman Connolly reported that the Planning Board dealt with some zoning amendments for the Warrant. They are also discussing combining forces with the Conservation Commission to focus on the management of the old Water Company Land. The Select Board will hear from the Planning Board about the Committee as well as the possibility of zoning changes in the near future.

Vice Chairman Connolly reported that the Upper Valley Lake Sunapee Regional Planning Commission had an update last Wednesday on the Inter-Modal Facility which appears to be making progress with sites that look like excellent possibilities to move forward.

Vice Chairman Connolly attended a Governmental Affairs Committee meeting for a legislative update which included a court action regarding the elevation of the Towns and Cities responsibility for the retirement contributions. Any legislation to tax utility poles is effectively dead this year. The ability of municipalities to bond for broadband has a hitch in the vagueness of the language that is preventing the Town from bonding for this initiative. She also learned that the deficit for the State is now up to \$150 million.

Vice Chairman Connolly also attended a workforce on affordable housing as part of the legislation and the Town of Hanover is ahead of the curve. There doesn't seem to be any great time restriction on the projects to be built which would not necessarily make the projects more affordable in the future.

**Judy Doherty**

Selectman Doherty reported that the Affordable Housing Commission met and the Memorandum of Understanding was accepted and will be returned to the Board of Selectmen for approval. Jonathan Edwards attended the meeting and presented data on the Gile Project which is under review. They will spend the next few meetings looking at the population of each residence in preparation for the Annual Report and Town Meeting presentations.

Selectman Doherty also noted that the Howe Library will be having their annual wine tasting on March 26<sup>th</sup> 7-9 p.m. The tickets are \$50 and if anyone is interested in attending, please call Ann Bradley or Mary White at the Library.

**Athos Rassias**

Selectman Rassias had nothing new to report.

**Brian Walsh**

Chairman Walsh reported that the Sustainability Committee was pleased with the conversation relative to streetlighting policy, grant applications, and food composting. They are putting

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together two naked table projects. The first one will be held on April 18<sup>th</sup> and one on July 18<sup>th</sup> and they are looking for people who would like to be part of the celebration.

**7. OTHER BUSINESS.**

Ms. Griffin asked the Board to consider appointing Carolyn Radisch as the Town's representative to the Advance Transit Board.

**Vice Chairman Connolly MOVED to appoint Carolyn Radisch as the Town's Representative to the Advance Transit Board. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT CAROLYN RADISCH AS THE TOWN'S REPRESENTATIVE TO THE ADVANCE TRANSIT BOARD.**

**8. ADJOURNMENT.**

**Chairman Walsh MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:20 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Chairman Walsh MOVED to waive the late tax payment penalty. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO WAIVE THE LATE TAX PAYMENT PENALTY.**

2. **Selectman Rassias MOVED to approve the Minutes of January 11, 2009. Chairman Walsh SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JANUARY 11, 2009.**

3. **Vice Chairman Connolly MOVED to approve the Minutes of February 8, 2010 as amended. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 8, 2010 AS AMENDED.**

4. **Vice Chairman Connolly MOVED to appoint Carolyn Radisch as the Town's Representative to the Advance Transit Board. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT CAROLYN RADISCH AS THE TOWN'S REPRESENTATIVE TO THE ADVANCE TRANSIT BOARD.**

5. **Chairman Walsh MOVED to adjourn the meeting. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:20 P.M.**



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**February 8, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Chairman Walsh asked for Public Comment.

David Imamura introduced himself to the Board and noted that he is the Vice President of the Inter-Fraternity Council at Dartmouth College. He noted that the reason there were so many people in attendance was in response to the recent announcement made by the Hanover Police Department regarding a new policy to address underage drinking. The new policy was brought forth because the arrests for underage drinking had gone up. He stated that they believe that this is a misrepresentation of the data and that the new policy would actually increase harm and increase the number of people who drink on campus. Dartmouth has a "Good Samaritan" policy which allows for students to call for help for their intoxicated peers without a penalty from the College but it does not apply to the Hanover Police Department's handling of these incidents. Since the change in the Good Sam policy, the calls for help have quadrupled. In the event the person needs to be transported to DHMC, the Hanover Police follows the ambulances and the person is arrested. Friends report waking up in the hospital not knowing where they are and then they find the court summons in their pocket. About a year ago, Dartmouth students approached the Hanover Police to see if they would allow for a second Diversion program for students or stop following ambulances. Hanover Police rejected those proposals. The increase in arrests reflects that more people are calling for help. They believe the new policy of using undercover agents to infiltrate Dartmouth's Greek Houses is fundamentally wrong and will lead to off campus drinking. There would also be an increase in "pre-gaming" where students drink hard alcohol to get intoxicated at a faster rate. David Imamura offered additional information from various sources about studies surrounding this issue. It is his opinion that this policy would increase the danger to the community. He would like the Board to encourage the Police Department to ensure that they don't just enforce the law but that they enforce the law intelligently.

Chairman Walsh thanked Mr. Imamura for his comments.

Eli Mitchell introduced herself as the Public Relations Chair for the Greek Leadership Council and a member of the Class of 2010. She noted that she is a lifelong resident of the Town of Hanover. Her peers have asked for her to speak regarding the new initiative from a Hanover resident perspective. She stated that Hanover is a trusting community in addition to Dartmouth. The key issue with the initiative is that it hurts the trust in the community. Now the students won't be able to trust fellow students. Ms. Mitchell noted that her father is a taxpayer and his

feeling was that this would take up a lot of resources and felt that there would be something better that the Police Department should be doing.

Chairman Walsh stated that he appreciates their thoughts but noted that during Public Comment they receive comments from the public but don't necessarily take any action. Chairman Walsh reported that he spent a lot of time thinking about this issue over the weekend. He recognizes that there is tension around the conversation about enforcement but he is concerned that on the average 2.5 kids/week are being sent to the emergency room and this is a very scary reality. From the statistics, the blood alcohol levels of those students who are being sent to the hospital are going up and up and up. He is very worried that there is going to be an alcohol related death. He would like to put this back to the students, the administrators and the faculty to help come up with some solutions on how they can keep this from happening. There have been instances where the Town has had people die in the river in alcohol related incidents and would like for them to work toward preventing a tragedy that could take place any given weekend. Chairman Walsh extended his appreciation to the student body for their willingness to work with the Police Department on this issue. He noted that the next time that the Board of Selectmen may be able to address this issue would be during a March or April meeting but that would not mean that there couldn't be other discussions taking place in the meantime.

John Engleman introduced himself to the Board and stated that he is the Alumni Advisor for Alpha Delta. He too is concerned about irresponsible drinking and noted that after the meeting on Thursday, he asked Chief Giaccone what the motivation for the change in policy was and he stated it was due to dangerous irresponsible drinking. Mr. Engleman stated that his concern is that the policy doesn't do anything to address the issue of dangerous irresponsible drinking. If an underage individual goes into a house to entrap the organization into serving them a beer and that organization could be indicted which wouldn't reduce the amount of dangerous irresponsible drinking. He noted that there may be unintended consequences of more irresponsible drinking using hard alcohol and if a student feels it is going to be more difficult to be served beer at a fraternity, they may pregame with hard alcohol behind closed doors. He thinks it is likely that this will happen. You reduce dangerous irresponsible drinking through education and peer pressure and felt that this is an issue that needs to be discussed further. Mr. Engleman hopes that the Board of Selectmen will continue to have open discussions about this issue.

Joseph Asch, Dartmouth Class of '79, stated that the Town tends to look at problems as if they are the only ones facing them. Virtually every college and university in the country faces the same issue and they should be looking at how other areas are handling this issue. It was his opinion that for the last decade Hanover has taken a harsh policy on underage drinking. Mr. Asch referred to the statistics reported in the Clery Act for the years 2006 to 2008. He noted that there were no arrests for underage alcohol violations at Brown, Columbia and Harvard. Other schools that had arrests were Penn with 54, Cornell with 38, Yale with 65 and Princeton with 12. The total arrests for these schools combined were 169. In the same 3 year period, the Hanover Police had 212 arrests and he doesn't feel that there have been any positive effects toward curbing underage drinking. He felt that the Board of Selectmen and Chief of Police should look to these other communities to see how they handle this issue in a more intelligent way.

Chairman Walsh thanked Mr. Asch for his comments.

Chairman Walsh stated that there is a question about law enforcement and more conversation to have but the more important question is, how does the Town ensure that Dartmouth students don't die from drinking too much? He stated that this is something that the Town has little effect over but the students as a group and individually have much more influence toward this.

**2. SUSTAINABILITY INITIATIVES UPDATE RELATIVE TO  
RECYCLING, COMPOSTING, AND ENERGY EFFICIENCY.**

Chairman Walsh noted that here have been many people working on initiatives including staff and engineers.

Ms. Griffin noted that Peter Kulbacki was present to speak to the Board. There are three initiatives that they are working on relative to recycling, composting and energy efficiency. Ms. Griffin noted that Peter Kulbacki has been having discussions with Mark Morgan, Manager of the Lebanon landfill, about sharing resources.

Peter Kulbacki stated that they have been talking with the City of Lebanon and other towns in the area to try to find ways to share resources such as "Single Stream" where recyclables can be comingled. There is data that shows that this option is generally more expensive than curbside sorting and they did change from the weekly to bi-weekly pickup but the levels have been pretty steady. The other option was to look at a dual stream which consists of 1) paper and 2) all other containers. They considered this option back in 2005 but it was not feasible. Over the years there have been some ups and downs with their system and have explored ways to improve the system and save money.

Mr. Kulbacki stated that they have looked at doing a trial run in the downtown area to combine efforts with the businesses which could realize some savings or break even. Lebanon got to the point where they are looking at how they can improve their facility and take advantage of their resources and increase their recycling and they are moving to a dual stream system. If Hanover were to combine efforts with Lebanon, they would need to get a packer truck in order to save the number of trips needed. They would need to have additional staff to do this but were able to consolidate it down from 3 people to 2.

Mr. Kulbacki stated that as they pool their resources they could accept additional types of plastics. The proposal would include having a four day operation. Currently, the Town spends about \$4,800/year on building recycling and they pay a surcharge in fuel prices. This initiative would cost about \$161,000 for the total program. Currently the Town is paying a little over \$205,000/year so there would be a savings. Mr. Kulbacki stated that he believes there will be other savings but he is reluctant to overstate them at this point. The Town has until February 21<sup>st</sup> to cancel their contract with Northeast Waste to give them 120 days notice.

Vice Chairman Connolly confirmed that the recycled materials would be taken to the Lebanon Recycling Facility. Mr. Kulbacki stated that there would be no charge for the paper because

there is a market for it but there is a cost for all other containers. Depending on the market price, there would still be a savings over the hauling fees that the Town is currently paying.

Ms. Griffin noted that they could also put all plastics in and not just plastics 1 and 2. She noted that it has been good to work with Mark Morgan at the Lebanon Landfill and he has some innovative ideas which they felt was worth bringing up. They could bring it up in the budget but they would miss the 120 day window to cancel the contract.

Selectman Rassias asked what the impact would be for the average consumer in Hanover. Mr. Kulbacki stated that it would require residents to separate out paper and containers. Selectman Rassias asked if there would be increased times for pick up. Mr. Kulbacki stated that there are areas that are picked up more often than others because they generate more recyclables than other areas. Selectman Rassias asked about the revenue side of recycling. Mr. Kulbacki stated that they do not get any revenues because they offset increased costs. The Town was paying the marketing fees and there was a lot of work with little to no return. He noted that the contractors have not asked for more money from the Town of Hanover but they have asked other communities.

Ms. Griffin noted that there was a time when the Town used to make money each year. Selectman Christie noted that they looked at this a few years ago to bring it in-house and he asked what has changed since then. Mr. Kulbacki stated that it is cheaper now and the Lebanon option allows the Town to do this without building a transfer station; Lebanon manages it so that would eliminate the need for an additional person which would have been needed in addition to facilities for storage. Vice Chairman Connolly asked about the length of time that the Town could use Lebanon. Mr. Kulbacki stated that the Town can do this as part of a contract with Lebanon.

Roger Lohr asked if the Town talked to Dartmouth to see if they could combine efforts and possibly save more. Mr. Kulbacki stated that they looked at managing the local residents and not increasing their program so they have not had those conversations. Ms. Griffin noted that staff wanted to look at what the Town could handle on their own and it may be possible to coordinate with Dartmouth in the future.

Selectman Doherty asked what could go wrong with this initiative and what the risks might be. Mr. Kulbacki felt that this was a straightforward program and not one that involves highly skilled labor. Having this evolve this way may allow the Town to free up employees for other tasks. Mr. Kulbacki reported that right now the Town is under contract and it is someone else's problem to fix the issues that arise.

Selectman Doherty clarified that the packer truck would be leased to purchase. Mr. Kulbacki stated that the packer truck would be leased to purchase for 7 years with a lifespan of 12 years. They looked at smaller trucks for fuel options but they are not quite at the stage where they can use a hybrid vehicle. Mr. Kulbacki stated that the contract is a real contract at \$194,000 but if they add additional services it is unclear what the costs would be or the savings.

Selectman Christie asked about the price of the packer truck. Mr. Kulbacki stated that the cost for the truck is \$180,000.

Ms. Griffin stated that they could give Northeast Waste notice but it doesn't mean that they are locked into walking away but there is a timing issue with the notice.

Selectman Rassias asked about the benefit to Lebanon by having Hanover send it's recycling over there. Mr. Kulbacki stated that they get higher returns on the bulk rates and the markets could open up for Lebanon and it helps them sustain their facility.

Chairman Walsh felt that the more they could partner with Lebanon, the more it works for both communities. Ms. Griffin noted that to the extent they could take all plastics, they could reduce the amount of plastics going into the landfill.

The Board was unanimous in their support of this recycling initiative.

Ms. Griffin reported that the Sustainable Hanover Committee and people from the schools spent time at the Vermont Composting facility in Montpelier. The facility has developed a food composting program for all of the schools; Norwich University and virtually all of the restaurants in Montpelier. Food compost is picked up weekly and taken to a composting facility just north of downtown Montpelier which helps feed 2,000 chickens which produce eggs and therefore revenue for the facility. The typical restaurant has about 60% food waste and when restaurants and food facilities compost they remove a significant amount of their trash. Ms. Griffin noted there was a briefing with downtown restaurants and they are working with High Fields toward a pilot program and the school district is working with Central Vermont Solid Waste District to set up a pilot program at the Ray School. The goal is to re-route a lot of food waste from the landfill and making it into compost which would save hauling expenses.

Ms. Griffin noted that the Grafton County Commissioner sent out an e-mail trying to find new life for the County Farm which is worked by inmates at the County Jail. She is going to suggest to them that they consider food composting as an additional source of revenue.

Mr. Kulbacki stated that right now the Town's sludge composting is composted in Unity Maine. It is the solid part of the waste stream that is shipped out. It is treated in the digesters at the Water Reclamation Facility and the sludge that is produced is a Class B sludge. Class B has the potential for bacteria which cannot be used for certain things and to continue to compost it costs \$84/ton to ship it to Maine. The sludge is 15 to 18% solid and the rest is water.

Mr. Kulbacki stated that they are talking about the possibility of taking the sludge someplace else and the cost if the Town was to do this themselves would be an initial investment of \$5 million so this was not brought to the Board. In speaking to Mark Morgan about other options they learned that Lebanon's sludge is used to cover the trash and in the past few months they started looking at composting their own sludge within the footprint of the landfill without becoming a composting facility. Mr. Kulbacki stated that Mark Morgan told him that he has room at the Lebanon facility and have a need for another organic source and Hanover could bring it there for

\$50/ton. The Town's contract with the company in Maine runs out next January, 2011 (next fiscal year) and if they were able to make the switch to Lebanon, there would be initial upfront investment for the equipment. Lebanon is also looking at composting DHMC food waste and they are also considering building a composting facility. In the short term, the Town can take their sludge to the Lebanon landfill for a much cheaper price without hauling it a great distance.

Mr. Kulbacki stated that there should be enough savings to make the transition without additional cost. Currently they send about 60 tons/year to the facility in Maine which costs around \$140,000 to \$150,000/ year. Mr. Kulbacki stated that they haven't done all the research on the trailer that would need to be purchased but it is a specific vehicle that is difficult to price out.

Vice Chairman Connolly asked about food waste and whether this is all food waste. Mr. Kulbacki and Ms. Griffin stated that these composting facilities can take all types of food waste including meats. Ms. Griffin noted that the chickens that benefit from the composting are well fed and feed off the worms that are part of the process of the composting process.

Ms. Griffin noted that the Town has put in for grant money for the following projects:

- Idling reduction technology for DPW fleet.
- Energy efficiency measures for the Police and Fire Dept. buildings (\$150,000 and \$76,000).
- Ledyard Bridge lighting (\$18,000).
- \$4,800 building energy audit for several buildings – lighting and lighting control.
- \$39,750 to replace ornamental lighting with LEDs (1/5<sup>th</sup> energy consumption).
- \$12,800 project to do a comprehensive energy audit of the Police Department.
- \$18,500 solar domestic hot water at the Fire Station.

### **3. REVIEW OF THE DRAFT STREETLIGHT POLICY.**

Ms. Griffin introduced Marjorie Rogalski and Yolanda Baumgartner and noted that they were members of a committee of the CPC that looked at the Town Policy on streetlighting. Ms. Griffin noted that Mr. Kulbacki also spent a fair amount of time looking at public lighting policies and came up with a recommended policy for Board input. Mr. Kulbacki provided the Board with a map with lights indicated in green which would be retained and others in red which would be recommended for removal. The Town spends \$88,000/year in street lighting and the estimate is that the Town could reduce the amount by around 50%. Mr. Kulbacki stated that the old lighting is mercury vapor which could be upgraded easily and would save money.

The Board reviewed the proposed policy. Mr. Kulbacki stated that they tried to stay away from a lot of specific detail regarding wattages in the policy because the technology keeps changing.

Vice Chairman Connolly noted a few areas that could be potential problems with pedestrian safety because of the way some of the roads bend. Mr. Kulbacki stated that they have not reviewed this closely with the police department to determine for sure whether it makes sense to do this in certain areas.

Chairman Walsh stated that the one area that concerned him was the west side of Occom Pond and felt that the people walking or running at nighttime would be an issue. Mr. Kulbacki stated that in sticking to the standards in the policy, those would be the areas that would be turned off but with the knowledge of the traffic in that area, they would not want to do this.

Vice Chairman Connolly asked if National Grid was changing their bulbs. Mr. Kulbacki stated that National Grid will not change them without a request from the Town and if requested, it comes with a cost. Mr. Kulbacki also stated that some of the criteria became complicated when considering where the lighting is, what kind of lighting they should include, what the area is used for, etc. National Grid will only convert to high pressure sodium and LEDs are not an option.

Selectman Christie asked if they had received any feedback from the neighborhoods. Ms. Griffin stated that they have had requests to remove lighting on Low Road. Mr. Kulbacki stated that the Town is going to want to have a policy.

Chairman Walsh stated that the first meeting should be with the police department and then they could bring the process forward so that it makes a difference before June 30<sup>th</sup>. Ms. Griffin felt that it would make sense to bring neighborhoods together for discussion which would be done by Town staff. She can envision taking to them the sample policy and the map of their neighborhood with the lights that they are proposing to consider. Then the Board would have a public hearing on the map so that there would be an opportunity to have consideration.

Ms. Griffin noted that there was an uproar in the Town of Bow, New Hampshire when they simply removed lighting without input from the residents. There was the general feeling that the roads were less safe where the lighting had been removed. Ms. Griffin felt that they should get feedback from the residents and from the Police Department regarding certain neighborhoods.

Ms. Doherty wanted the residents to be able to provide input regarding certain policy exceptions that could be broadly applied and she wants to make sure that the Town is not stuck with a policy that isn't workable.

Vice Chairman Connolly asked if they can use solar powered lights to change their electrical poles. Mr. Kulbacki stated that the Town could not add solar lights to the street lights or telephone poles because National Grid requires that they use their lights.

Chairman Walsh felt that this would be an interesting conversation with the State Public Utilities Commission. Selectman Christie felt that the Town needs to think carefully about how they approach the neighborhoods because they want the input and improvements to the policy. Mr. Kulbacki stated that they need to be clear that the lighting that the Town provides is for lighting a sidewalk and not lighting someone's yard, etc. Selectman Doherty felt it was important that people come in knowing what kind of input they can have. If that is not made clear, then there is the danger of getting into squabbles over what residents want or don't want.

Mr. Lohr stated that when the CPC first looked into this, one of the issues was that the streetlights were not pedestrian oriented. There may be a particular light that may or may not work for a specific area and maybe National Grid could get involved. Mr. Kulbacki stated the Town has looked at solar lights and the Town installing them themselves.

Marjorie Rogalski noted that Item 3 on Page 3, safety is repeated here. There are areas that they didn't touch because they knew that there were certain areas that were heavy pedestrian areas. She would like to find a representative from each neighborhood to participate in the discussions.

Ms. Rogalski asked about "foot candle measurement" and whether manufacturers identify their equipment in foot candle measurements? Mr. Kulbacki stated that this was part of the problem; if you look at lumens, there are a lot of factors and the light is spilled right below the light and it will be different for each different type of light. If they can only use high pressure sodium this will limit what the Town can work with. Ms. Rogalski was concerned that they will be pigeonholed in the details if these details are included in the policy.

Ms. Rogalski asked whether the policy would be adopted prior to the meetings. Chairman Walsh would ask the staff to take the draft to public meetings and then come back before the Board for a public hearing after Town Meeting.

#### **4. BUDGET REVIEW.**

Ms. Griffin stated that the budget is done and she is working on her manager's transmittal letter. They will provide the Board with a 4% tax rate increase budget and then down to zero. She wanted the Board to see where the reductions would be. Ms. Griffin noted that they can get the tax rate increase down to zero without significant cuts. She noted that there isn't a wish list included in the budget this year. The biggest challenge was trying to work on the Fire Fund budget with the thought that there would not be an increase in Fire District #2 and #3 but there is no way they can do it without significant expenditure reduction. The lowest they can get is 3.25% without a major cut. They could consider not applying money to the Fire Equipment Reserve contribution.

Chairman Walsh wanted to see the numbers because his recollection is that there is a 12% undesignated fund balance in the Fire Fund. Ms. Griffin stated that they worked on this area but they could not bring the tax rate down below a 3.25% increase. The Fire District tax is a small portion of the Town's total tax rate but it still is an increase so they are looking at a list of things to cut which would take it to a no tax rate increase for Fire Districts #2 and #3 which would result in a significant decrease in Fire District #1.

Ms. Griffin stated that they will be copying the budget next week to distribute to the Board and will meet with the Finance Committee on February 22<sup>nd</sup>. She noted that the House voted to increase the Rooms and Meals tax allocation for next year if it makes it through the Senate and the Governor's office. Chairman Walsh suggested setting the tax rate target in the budget and then if they get money from the State they will notify the taxpayers.



**5. LEGISLATIVE UPDATE.**

Ms. Griffin stated that it's been a very active few weeks in the Legislature. She has been involved in a couple of broadband efforts for the WCNH effort. In addition, she learned today that Fairpoint has been granted a 3 year extension on meeting their broadband delivery requirement which gives them until 2015.

Ms. Griffin stated that because Fairpoint received a 3 year extension on their broadband buildout (to 2015) it doesn't bode well for those people in rural NH that don't have access to high speed internet. Ms. Griffin stated that she also updated the Board by e-mail an update about what the Finance Committee and the House is doing with regard to returns to the donor community.

Ms. Griffin stated that she and Betsy McClain are convening a meeting to include the Dresden School District (John Aubin and Superintendent Wayne Gerson) to look at concerns over future expenses. The stimulus was a 2 year program that will be gone and was used to enhance special education and when the Federal Government doesn't continue with that, the School will have holes to fill.

Ms. Griffin reported that Dartmouth announced its decision about downsizing today with 38 layoffs incorporated in the letter summary released which is above the 43 vacant positions that will be unfunded and the early retirements. There could be another 38 later in the spring.

**6. BANNER REQUEST:**

- American Red Cross Blood Drive
- ILEAD
- StreetFest

**Chairman Walsh MOVED to approve the banner requests for the American Red Cross Blood Drive, ILEAD and Streetfest. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF THE AMERICAN RED CROSS BLOOD DRIVE, ILEAD AND STREETFEST.**

**7. APPOINTMENTS:**

- Connecticut River Joint Commissions

**Chairman Walsh nominated Jim Kennedy to the Connecticut River Joint Commissions. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT JIM KENNEDY TO THE CONNECTICUT RIVER JOINT COMMISSIONS.**

**8. APPROVAL OF MINUTES:**  
- January 11 & 25, 2010

The review of the Minutes of January 11, 2010 were deferred to the next Board of Selectmen's meeting.

**Vice Connolly MOVED to approve the Minutes of January 25, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED AND 1 ABSTAINED TO APPROVE THE MINUTES OF JANUARY 25, 2010. (Selectman Doherty abstained from the vote).**

**9. ADMINISTRATIVE REPORTS.**

There were no additional Administrative Reports.

**10. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that he attended a Planning Board meeting in which the Friends of Hanover Crew had their 2<sup>nd</sup> pre-site plan review meeting. The Planning Board appears to be comfortable with what is being proposed and sent them off to come up with the final plan without much additional guidance.

**Kate Connolly**

Vice Chairman Connolly advised that she had nothing new to report. The Planning Board will meet tomorrow night to discuss the Trescott Corporation which is being brought forth by Jim Hornig.

**Judy Doherty**

Selectman Doherty reported that the Howe Library Trustees will meet on Thursday. The HVAC situation continues and the negotiating team of Julia Griffin, Mary White, Frank Austin, Jay Pierson, Arthur Gardner, Rick Nothnagle, and Ann Bradley will be meeting Friday morning. They hope to find a resolution on this issue.

The Howe Library Trustees is also concluding retreat meetings with Lizann Peyton with this month going into the history of Howe relationships in order to set the Trustees on the path for deeper understanding the roles and relationships and setting annual measurable goals.

Selectman Doherty stated that the Affordable Housing Commission met and continued to work on the Memorandum of Understanding which will be discussed again by the Board of Selectmen.

**Athos Rassias**

Selectman Rassias had nothing new to report.

**Brian Walsh**

Chairman Walsh stated that the Recreation Board met tonight so he does not have an updated report.

**11. OTHER BUSINESS.**

Ms. Griffin noted that they have the revised Memorandum of Understanding memo of the Affordable Housing Commission. Selectman Christie felt that the language in the second paragraph “shall not be unnecessarily withheld” sets a negative tone and suggested alternate wording. In Section B there is the same issue and it seems to be redundant with one of the later paragraphs. In Section C he would insert “without prior approval of the Select Board and Town Meeting” just to show that it is a two step process. In Section D.2, he could not understand the intent of that paragraph. Chairman Walsh read that to mean that the commission couldn’t enter into any agreements that were beyond the funds they had; meaning they could not commit other Town funds. Selectman Doherty stated that this has to do with the obligation, not just the current obligation but the future obligation.

Ms. Griffin felt that the intent is that there could be a multi year agreement and they are assuring that they do not want to commit the Town to any future expense that the Town would then have to pick up. Ms. Griffin gave some suggested wording. Chairman Walsh suggested the wording “which could not be paid for by the fund.” Ms. Griffin will make the changes and e-mail them back to the Board to make sure they aren’t missing anything. Vice Chairman Connolly suggested adding a period after the word obligation in #2.

**12. ADJOURNMENT.**

**Selectman Doherty MOVED to adjourn the meeting. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Chairman Walsh MOVED to approve the banner requests for the American Red Cross Blood Drive, ILEAD and Streetfest. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF THE AMERICAN RED CROSS BLOOD DRIVE, ILEAD AND STREETFEST.**

2. **Chairman Walsh nominated Jim Kennedy to the Connecticut River Joint Commissions. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT JIM KENNEDY TO THE CONNECTICUT RIVER JOINT COMMISSIONS.**

3. **Vice Connolly MOVED to approve the Minutes of January 25, 2010. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED AND 1 ABSTAINED TO APPROVE THE MINUTES OF JANUARY 25, 2010. (Selectman Doherty abstained from the vote).**

4. **Selectman Doherty MOVED to adjourn the meeting. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**January 25, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; and Julia Griffin, Town Manager. Absent: Judith Doherty, Selectman.

**1. PUBLIC COMMENT.**

Chairman Walsh announced that tonight's meeting will be a joint meeting with the Planning Board to discuss the Capital Improvement Program.

Chairman Walsh asked for Public Comment. Vice Chairman Connolly read excerpts from the following letter received from the United States Environmental Protection Agency:

“On behalf of the U.S. Environmental Protection Agency (EPA) New England Office, we are pleased to have the staff of the Hanover, New Hampshire Water Reclamation Facility selected as a 2009 Regional EPA Wastewater Treatment Plant Excellence Award recipient. The Hanover Water Reclamation Facility staff was nominated by the Wastewater Engineering Bureau of New Hampshire Department of Environmental Services (NHDES) to acknowledge all of the fine work that Kevin MacLean, Water and Wastewater Superintendent, and his staff have performed over the years with respect to operations and maintenance, specifically at the current treatment facility.”

Ms. Griffin also noted that Kevin MacLean was also awarded the New England Wastewater Engineering Association's NH Wastewater Operator of the Year for 2009 and on Wednesday, she and Peter Kulbacki will be travelling to Boston to attend an Awards Luncheon in Boston. Ms. Griffin noted that credit is also due to the ratepayers who agreed to invest in the improvements to the Water Reclamation Facility.

Doug McIlroy asked whether the Select Board would be taking comments on the Capital Improvement Program discussion. Chairman Walsh stated they would allow a few questions but wants the meeting to be a joint working session and suggested he might want to ask his questions now.

Mr. McIlroy noted one assumption written in Chapter 1 regarding trails. This came as a surprise to the Trails Committee that the general trails will be meant for hikers and bikers. What he thinks it meant was that trails that are constructed with big appropriations would be open to bicycles but he hopes that it doesn't mean that all trails would be open to bicyclists. Chairman Walsh noted that he had similar observations and the question is how to deal with that in the terms of the land and what it can support.

Anne Morris referred to Page 2, the 4<sup>th</sup> bullet which states that ‘the reduction in the rural rate of growth will lessen the strain of natural resources’ and she pointed out that the rate is not the same as the total number of people and the stress on the water supply and resources would increase and not decrease. Also on Page 8 regarding the Water Works Company it states that this property will be primarily used for community recreation and open space but she felt that the water supply is the primary purpose of that property. Chairman Walsh felt that this issue would be addressed in depth during the upcoming discussions.

Anne Morris also noted that a trail is proposed through Mink Brook Park. The CIP has been a work in progress for a long time. The area is to the south of Mink Brook parallel to Greensboro Road and there is a statement that states the rights-of-way are unclear; the recommendation is being made to run a path parallel to Mink Brook from Great Hollow Road to Route 120. She has visions of bulldozers rolling through there and the study has been done which would provide a great conflict and she felt that this needed to be resolved.

## **2. DISCUSSION WITH CONSERVATION COMMISSION REGARDING PROPOSED PURCHASE OF STEELE PROPERTY UTILIZING CONSERVATION FUNDS.**

Vicki Smith, Senior Planner for Planning and Zoning, was present on behalf of the Conservation Commission to seek the Board’s authorization for Julia Griffin to sign a purchase and sales agreement regarding the Steele Property on Route 10 North of the Village. The Steele Property is located north of the field across from Kendal. The Conservation Commission has named it the “Gem Forest” because it is a magical place; the hillsides to the east and north are precipitous slopes with interesting places to explore. Development of the property would require a driveway through the field to access the land. The owner is Mrs. Steele who currently lives in North Carolina and it was her mother, Doris Cunningham Ferguson, who grew up on the property now owned by Kendal. It is Mrs. Steele’s thought that her mother would have approved of conserving this land. The appraised value is \$205,000 and the Conservation Commission has developed a brochure to solicit funds through donation so that they do not deplete the Conservation Fund. The Conservation Commission will hold a public hearing on the proposed purchase later this winter.

Chairman Walsh asked for questions of the Board. Selectman Christie asked what would happen if the fundraising did not go through. Vicki Smith reported that between now and Town Meeting they are hoping to increase the number of donations toward this purchase. They have been gifted \$5,000 so far. Ms. Smith noted that the Conservation Fund currently has \$391,000. The Conservation Commission has the money but they do not wish to draw all of it out of that fund. Ms. Smith noted that this was part of the Open Space plan and the appraisal was done by a reputable appraiser and the owner is willing to let the land go at that price.

Chairman Walsh asked about the Right of First Refusal from the Hanover Improvement Society. Vicki Smith noted that she met with the Improvement Society Board and they signed the release on the Right of First Refusal; they are strapped for funds but would like to incorporate a Right of First Refusal with the Town should the Town decide to get rid of the property.

Selectman Rassias noted that he has observed the Conservation Commission's discussion of this property and he supports the fundraising concept and this really does affect the whole community.

Selectman Christie clarified that the Right of First Refusal runs with the Deed and that the Hanover Improvement Society is waiving its right for only this particular transaction. Ms. Smith said that she would check with the Town's Attorney. Chairman Walsh noted that the Purchase and Sales Agreement would be contingent upon Town Meeting approval.

**Vice Chairman Connolly MOVED to authorize Julia Griffin to execute the Purchase and Sales Agreement for the Steele Property contingent upon Town Meeting approval. Selectman Rassias SECONDED the motion.**

**THE BOARD 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE JULIA GRIFFIN TO EXECUTE THE PURCHASE AND SALES AGREEMENT FOR THE STEELE PROPERTY CONTINGENT UPON TOWN MEETING APPROVAL.**

**3. JOINT WORK SESSION WITH PLANNING BOARD TO DISCUSS KEY ASSUMPTIONS RELATED TO THE PROPOSED CAPITAL IMPROVEMENT PROGRAM.**

Chairman Walsh invited members of the Planning Board to sit with the Select Board for the joint discussion regarding the Capital Improvement Program.

Chairman Walsh had all members identify themselves and note the years of service on the Boards. (The following Planning Board members were in attendance: Jim Hornig, Joan Garipay, Judith Esmay, Michael Mayor, Bill Dietrich, Michael Hingston, and Iain Sim.) The group introduced themselves and Chairman Walsh recognized them for all the experience they provide to the Board.

Planning Board Chairman Judith Esmay expressed gratitude in being here to work with the Select Board on this project.

Chairman Walsh noted that they have been working on the Capital Improvement Program for over 2 years. He noted that the Select Board had asked staff to bring forth the key assumptions and policies for the Capital Improvement Program which Julia Griffin had provided to the Boards. His goal for tonight's meeting is to find targets and objectives versus what other things they should be doing. How do they set priorities with the large amount of points that are brought forward? He would like to review each item and look for the items that need to be discussed in depth.

Chairman Walsh started the group with the definition of "What are Capital Improvements?" The members of the joint work session agreed with the assumptions made in this section as stated.

Chairman Walsh moved on to the section labeled “Underlying Assumptions.” Iain Sim stated that with the word population it is unclear whether they are speaking about the resident population versus the work population of the Town which creates pressure on certain services during the day. Chairman Walsh agreed that they should add another section that looks at the work population.

Jim Hornig asked about a timeframe for the Capital Improvement Plan and how often it should be updated. Ms. Griffin stated that they would propose modifying the underlying assumptions each year; the Town is dealing with moving targets that are dependent on funding and other external factors. For example: the State DOT notified the Town that the little River Road bridge needed to be replaced so the Town had to change the priority over other projects. Mr. Hornig clarified that this was something that is a working document and not just a 5 year or 10 year plan.

Chairman Walsh stated that this is meant to look out over the next 15 years with regard to vehicles etc. Vice Chairman Connolly noted that with regard to population growth assumptions, the Dartmouth population is included but it is the Non-Dartmouth population that tends to grow. Chairman Walsh wanted to break this down into three sections: 1) residents, 2) the workers that come into Hanover and, 3) the student population.

Chairman Walsh wanted to take a closer look at the rate of growth. Ms. Griffin stated that the census will provide additional information in regard to this.

Chairman Walsh moved on to the assumptions about Geographic Distribution. Mr. Dietrich stated that they were looking at a 3 to 1 ratio growth in the urban area but he thinks that they should watch this assumption. He noted that there are a lot of rural residential areas and they are definitely following the Master Plan. Mr. Sim stated that they are talking about another 1615 dwelling units in the rural area and he’s not sure where they would be putting them. Mr. Hornig noted that this was a concern when they developed the Master Plan. Mr. Dietrich asked what type of zoning changes should the Planning Board be thinking of as they develop this area.

Ms. Esmay noted the question of the last bullet where the development pressures on the rural areas could decrease and felt that this wasn’t the case. Mr. Dietrich asked what kind of policies they should be looking at in order to produce the 3 to 1 ratio. Chairman Walsh stated that the conversation is partly about the decisions the Planning Board puts in front of the voters at Town Meeting and another part of it is about the CIP and where does the Town want to invest in services.

Chairman Walsh asked whether the group was comfortable with the In Town Service District vs. Rural District. Mr. Hingston noted that water and sewer doesn’t reach all the way out to residents in the outlying areas and they haven’t settled on what the terms really mean because there is an area that has water and sewer that is not walkable to downtown Hanover.

Mr. Dietrich was looking for clarification on the Urban Compact Area definition. Ms. Griffin stated that the conversation surrounds the routes that the Town is responsible for maintaining versus the State and they are also looking at the Compact Area to determine where certain State



Laws apply. They are looking at the definition of the Compact Area for issues such as the use of engine brakes on big trucks and areas that could be used for hunting. Mr. Dietrich thinks that they should be considering the services available. Selectman Christie asked what services are not offered to the rural areas beyond sewer and water. Ms. Griffin stated that water, sewer, and fire hydrants are some of the factors and some residents will claim the response times for public safety services are different for those who are in-town versus rural. This is fairly limited to water, sewer, maintained sidewalks, and public transportation. Chairman Walsh stated that there's a part of town that is dense and has services, another part that does have water and sewer but no sidewalks, and then a further rural area. Chairman Walsh felt that it serves the Board well to think of the Town in the terms of three different areas versus two. If the conversation is about placing sidewalks everywhere that Town water and services are available, the Town can't afford it.

Ms. Esmay noted that in the zoning regulations, the Planning Board has to draw strict lines so they may need to have a transition zone between the two zones. Chairman Walsh stated that the Town doesn't need to choose to make their capital investments the same for each zone. Chairman Walsh would like the staff to come back to the Boards with three options for these different areas.

Selectman Christie asked if the zoning regulations currently in place would give the Town a 3 to 1 ratio or higher if they were to do a full build out. Jonathan Edwards stated that this would be true. Selectman Christie clarified that if the Town was fully built out based on current zoning it would achieve the 3 to 1 ratio. Vice Chairman Connolly noted that the present ratio is 4 to 1.

Selectman Christie felt that should address the development pressures being reduced in the rural area because it does not appear to be an accurate statement. Ms. Griffin that this reflects the lifestyle change where people are looking to live in town which is a change from 10 years ago when people wanted to have their 3 acres in the country. They may want to rethink their assumptions about where things are going based on sustainability. Joan Garipay felt that this changes on what is happening at the time such as gas prices. Ms. Griffin stated that they have seen shifts in thinking where residents feel that there should be enhancements in infrastructure in ways that they have not seen in the past.

Chairman Walsh wanted to keep the focus on what they are going to do and what they will allow developers to do. Mrs. Garipay stated that if the Town is clear about the services available in each area, the residents will know what to expect.

Selectman Christie referred to the Master Plan and noted that there was a concern, at the time of its adoption, that the 3 to 1 ration would become 2 to 1 or 1 to 1. It looks now like the residents' choices could possibly make it 6 to 1. Ms. Griffin stated that they are seeing more and more focus around growth and development in the non rural areas that are based on sustainability.

Mr. Dietrich noted that there may be unfinished work to be done on the rezoning of large parcels of land; they may want to review those areas and this may work toward that.

Chairman Walsh felt that there is a factor of what will happen with regards to Planning and Zoning and if the Town defines areas and the expectations for services, this will help focus the conversation. They need to determine whether they are considering 2 or 3 areas.

Selectman Christie wanted to add bike lanes to the list of services. Ms. Griffin distributed memos regarding improvements to Lyme Road received by some residents of the Lyme Road area with some points to consider as they discuss this issue. Selectman Rassias asked whether broadband would be one of the services they are looking to expand. Ms. Griffin stated that broadband could be added to the CIP but there are further discussions to be had on this issue.

Chairman Walsh moved on to the section "Financial Constraints on Growth." Chairman Walsh wanted to add operating costs to this section. It's about time, affordability and prioritization. Ms. Griffin noted that the first bullet addresses sustainability for an improvement and whether the Town is willing to take on the on-going maintenance costs for that improvement. Chairman Walsh felt that they might need to have a priority piece added to this. There is a good process in place with the budgeting process and this CIP is much more complicated. He feels that the operating costs are a separate issue.

Iain Sim asked whether the assumption in the last bullet regarding the ability to raise and deploy capital will determine the rate of development. Will this pertain to new growth? How do you prioritize this which is usually determined by regulatory compliance so in the context here it would amount to providing potable water and water treatment and then which options are the most important to provide to promote growth? Chairman Walsh stated that this was a very good question and noted that another dimension is to consider the way that the improvements are funded. Selectman Christie felt that the challenge is how to engage the Town in a longer term conversation and a longer term commitment. Year to year with the budgeting process, some projects may not be funded. Is there a mechanism that ties the Town into a longer term plan? Projects will take priority until there is an emergency. Some of the forward-looking projects won't survive year to year.

Ms. Griffin stated that to the extent they try to keep a lid on increases in taxes, they are constrained with what they can afford to do. Part of the purpose of the CIP is to map out a reasonable pace for capital improvements but they are constantly adjusting the priorities each year based on what they can afford. Ms. Griffin stated that they have significantly more bond capacity than they actually use compared to other Towns. Chairman Walsh felt that there was a difference in class over the past 20 years. The Town has made huge investments in community facilities, Water Company, Water Reclamation Facility, the Public Safety Building, the Community Center and the Library. A lot of the discussion is about a different class of thing such as adding sidewalks. He remembered when they wrestled with the sewer extension out to Etna in 1976 which was a very long time ago.

Judith Esmay wanted to discuss the statement in the last bullet regarding the basis of "Growth Management" and asked if this was the rate for growth. Ms. Griffin stated that they could choose to limit their growth based on what the Town could absorb for costs in expanding the

services. The Town has the ability to make reasonable restrictions on the amount of growth that impacts the services that accommodate that growth.

Selectman Christie asked if assuming the rate of build out is as predicted in this document, would the Grand List increases year to year be similar to what the Town has experienced in past years; higher or lower. Ms. Griffin stated that the Town has been fortunate that over the past few years Dartmouth has increased the number of its dormitories and facilities but that will come to an end. Selectman Christie stated that it would be interesting to see what the build out implies relative to the Grand List year to year.

Jim Hornig noted that the bullet that includes “form the basis of a ‘Growth Management’ Program” is too strong. It’s an important component but not the basis of a program. Ms. Griffin stated that they could change it from “a basis” instead of “the basis.”

Chairman Walsh moved on to the “Underlying Policies” section. Ms. Griffin noted that this was taken directly from the CIP. Selectman Christie noted in the 4<sup>th</sup> bullet requires an obligation to Affordable Housing. Ms. Griffin read the 4<sup>th</sup> bullet: *The Town will establish a dependable and consistent source of revenue to the Conservation and Affordable Housing Funds; this revenue need not come solely from tax-based appropriations, because private non-profit agencies and real estate interests realize benefits from land conservation and natural resource protection; and because affordable workforce housing can be of considerable benefit to private employers’ efforts to recruit and retain employees.* Ms. Griffin stated that what they’ve assumed is that part of the effort is to look for funding for Affordable Housing by creating a fund in which to receive donations. Chairman Walsh also had concerns with this piece because in addition to the Conservation and Affordable Housing funds, what about the other funds such as the sidewalk fund, the bike path fund, etc. He’s not comfortable with having these funds specifically listed as the priority for receiving funds and felt that this was a major policy conversation. Mr. Sim stated that it was his feeling that for this section it does come back to the issues around priority, balancing and increasing capital.

Chairman Walsh stated that they discussed new Town facilities and right now the Town has a major investment in the existing facilities and the maintenance required for those facilities. Ms. Griffin noted that for the section referring to new Town Facilities could say “All Town Facilities, new and existing” (top of page 3, 2<sup>nd</sup> bullet). Chairman Walsh has difficulty imagining building a new town building until they make the necessary improvements to the existing facilities that make it sustainable.

Michael Mayor stated that one aspect of reality that doesn’t come up much in writing is the expectation that energy costs are going to continue to rise. There is the possibility that more people may want to live in town based on these factors. Ms. Griffin stated that they could add a bullet outlining issues surrounding sustainability issues which is not currently included on the list.

Chairman Walsh moved on to the section pertaining to Water Reclamation and Water Distribution. Vice Chairman Connolly asked about the differentiation between sewer connection

and sewer trunk lines and gave the Chieftain as an example. The statement seems to be strong and this may prohibit logical users from using the sewer lines. This conversation has come up at the Planning Board.

Jim Hornig asked for wording suggestions. Vice Chairman Connolly stated that she wasn't sure what the wording should be. Selectman Christie stated that the second bullet notes the trunk line in the Centerra North area. Vice Chairman Connolly suggested having the wording changed so that it doesn't preclude sensible additions to the sewer system at the end of the trunk lines.

Michael Hingston noted that the first bullet addresses the ratio because the area that the Town may want to have higher density build out doesn't necessarily have to be served by water and sewer. If you establish a policy that the Town is not going to expand the sewer system, then you've drawn a hard line. He understands the background and basis but in the context of what they are trying to accomplish tonight, this may require more review and discussion. There is a statement that "no part of Hanover will rely on another municipality for its potable water needs" but it also states that the Town will coordinate and share infrastructure of regional use which appears to be competing statements. Ms. Griffin stated that they are specifically talking about Lebanon in terms of the water lines. The assumption is that the Town of Hanover has enough capacity to handle development along the Hanover/Lebanon line. They chose to emphasize this in order to keep the ability of Lebanon to provide water to serve development that happens on the north side of Hanover. This shouldn't preclude a developer to link to Hanover even if linking to Lebanon would be cheaper. Relying on the Lebanon's water could eliminate improvements to the infrastructure in Hanover. Judith Esmay suggested removing the words "and supply" in the last bullet of that section. Ms. Griffin stated that there was a benefit to cooperation where the Town has lost pressure and relied on Lebanon.

Chairman Walsh noted that in the 6<sup>th</sup> bullet, it states that "the Town has the financial capacity to provide for..." and it seems there are times when they should be talking about systems and times when they should be talking about geography and this section should be a discussion about geography.

Michael Hingston stated when discussing the municipal borders of Hanover, it still appears that there are conflicting statements about this. Ms. Griffin stated that goal is to highlight the areas that need more discussion by the working group.

Chairman Walsh noted that with regard to the earlier discussion, there is a difference between the Chieftain and the bottom of Chieftain Hill and this too is probably geographic. There may be a hard line in that area which is determined by geography.

Jim Hornig stated that he was surprised that there wasn't something that acknowledged the acquisition of the Water Works Company and the responsibilities it might entail. Ms. Griffin stated that they assumed that because the Water Works Company made the investment in infrastructure, it's not really a change in terms of the future infrastructure needs as a result of the ownership change but it could be mentioned in this document. Mr. Hornig felt that this should be noted here. Chairman Walsh stated that there is clearly a need for investment in distribution

lines and pump stations which is use of specific capital even if it is paid for under a separate fund. Mr. Hornig noted that this was part of the basis for the transaction; a basis of funding and renewing of the system which should have a major statement in the CIP. Ms. Griffin stated that they will work on this.

Mr. Sim asked about the rural area. Do they have the skills to determine that the rural area can support the growth projected regarding private wells? Do they have the technology to estimate the hydrological capacity of the rural area? Ms. Griffin stated that the Conservation Commission has raised this question. Chairman Walsh clarified that there is no expectation that the Town will make capital improvements for private wells or septic tanks in the rural area. Ms. Griffin stated that the Town would not get involved in drilling wells. Chairman Walsh felt that this should be listed somewhere in the CIP.

Chairman Walsh moved on to the section pertaining to Highways and Streets. Joan Garipay asked about arterial roads and when they are talking about 6,000 average daily traffic counts, which roads does this pertain to. Chairman Walsh would like to see a map of the arterial roads. Jonathan Edwards noted that there is a specific list of roads included in the CIP.

Mr. Dietrich asked about the 4<sup>th</sup> bullet and whether this pertains to building a road running west across the river. Ms. Griffin confirmed that it did to add a connector to I-91 and it may be unobtainable.

Vice Chairman Connolly asked about the 5<sup>th</sup> bullet which discusses engaging a consultant to evaluate deficiencies for a roadway or intersection. Ms. Griffin stated that they have talked in the past but they need to determine what kind of forum the Town wants to use to tackle transportation planning work. The Town has the Parking and Transportation Board and The Bicycle and Pedestrian Committee but the Town has never engaged in any formal way a traffic engineering firm to help them tackle any issues. One thing the Town has talked about is finding the best mechanism to actively plan traffic management or bicycle traffic management. The question is whether they want to be more formal where they have transportation engineers to deal with a particular issue.

Ms. Griffin stated that they have seen transitions in planning for transportation surrounding the issue of vehicles but they are now seeing that this is not the only form of transportation that they should consider. Chairman Walsh knows that the Select Board has been frustrated in trying to figure out how to deal the transportation issue. There should be a placeholder to determine what the current system of roads can handle and how does it limit growth; what level of public transit would enable growth (park & rides, etc). Ms. Esmay stated that if there was a traffic management plan, they could determine the rate that they could safely increase traffic. As they increase the number of people living in town and those who could walk to work, they need to consider how they can encourage more foot or bicycle traffic. Ms. Griffin noted that a guest speaker on the Rush Limbaugh show (Mark Steyn) railed against the Hanover and New London roundabouts.

Iain Sim stated that another aspect that may potentially increase traffic comes back to the working population who travel Greensboro Road used as a cut through from Exit 18, I89 over into Lyme. As more buildings are built on the Old Etna Road and Route 120 junction, the adjacent Town's growth will impact traffic patterns within the Town of Hanover and how does Hanover respond to that demand.

Chairman Walsh doesn't feel that there is a sense that the Town should be investing in right-of-ways to increase vehicular traffic. They should consider drafting a policy of investing in right-of-ways for transportation that is not gas powered or vehicle related. Mr. Sim stated that part of the problem with increasing road capacity is that it will increase vehicular traffic.

Selectman Christie noted that he does not agree with the policy assertions found in sections listed on page 4 (the last bullet), and page 5 (the second bullet) which states:

*1) The Town will not accept as public ways new local roads and neighborhood streets which are not necessary to the larger roadway network and, 2) All roads, whether to become public or not, will be built to the Town standards as specified in the Subdivision Regulations.* Selectman Christie would like to see an example of a road in Hanover for which those bullets would apply going backwards. Michael Hingston stated that this is a bigger policy question when people build roads but resist interconnect ability.

Chairman Walsh noted that he found an item that stated that they should make school buses more attractive. He would like to look at the issue of making the private vehicle drop-off of children less attractive and encourage walking instead of making school buses more attractive.

Selectman Christie wanted to discuss the section regarding streetlighting. Ms. Griffin stated that the Board will be seeing an update on the streetlighting with the recommendation to reduce streetlighting in Town. Ms. Griffin noted that if they could reduce the streetlights by 1/3 they could eliminate \$35,000/year.

Michael Hingston noted that in looking at this document, he realized that a lot of what is stated is that the Town is not going to have any more roads, not going to extend water and sewer, does not need any more public buildings, and he wondered if these are the correct assumptions to start with as opposed to a conclusion. This document states what the Town doesn't need versus what the Town doesn't want. Chairman Walsh felt that there is enough work to do in the area of service and the quality that they want in the Town and not what they are looking to expand.

Mr. Dietrich felt that this was a good process and there is an assumption that the Board likes the Town of Hanover the way it is; they expect it to grow and 20 years from now there will be changes again and that's the underlying assumption for keeping the growth at 3 to 1 and why they like the street network the way it is and they want to continue the growth in the same way that it has been expanding historically.

Judith Esmay felt that this discussion helped them to realize what they like about the Town. Iain Sim stated that this was more than an assumption because Residential Surveys were done and the

people affirmed their desires for the Town. Chairman Walsh felt that this was true for both the Master Plan and the CIP. Ms. Esmay stated that their goal is to allow for growth but do it in a way to preserve the character of the Town. Ms. Griffin stated that there are also operating costs involved with the improvements such as the expense between gravel roads versus paved roads. The Boards decided to continue working on the CIP due to the time that it takes to go through each item. Ms. Griffin stated that she would coordinate with the Boards for a continuation in February.

**4. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE LEASE-PURCHASE AGREEMENT FOR THE NEW HOWE LIBRARY COPIER.**

Ms. Griffin noted that the Library worked on getting a lease for a new copier and then they had Corey Stevens work on it and he was able to cut a better deal for the lease agreement.

Chairman Walsh clarified that the savings they would realize is a one-time event. This copier would ultimately be a 10% increase per year. Ms. Griffin noted that the library will be increasing their copier fees to accommodate this in their budget.

**Selectman Christie MOVED to authorize the Town Manager to execute the lease-purchase agreement for the new Howe Library copier. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE LEASE-PURCHASE AGREEMENT FOR THE NEW HOWE LIBRARY COPIER.**

**5. BUDGET UPDATE AND DISCUSSION OF PROPOSED BUDGET REVIEW SCHEDULE.**

Ms. Griffin is finalizing the budget this week. The challenge surrounding the COLA issues is that the December CPI is up to 3.6% and the union salaries are tied to the CPI with a minimum of 1% to 3%. She advised that she has some ideas that may work to accommodate the COLA's and still realize a 0% tax rate target. Given what is happening on the school district side, they are trying to accommodate the 0% increase but the CPI timing is not great. Ms. Griffin noted that the rate is based on the CPI in December. This went from a negative number to the 3.6% rate. Chairman Walsh felt that they shouldn't tie the contract increases to the CPI in this manner.

Ms. Griffin is working toward providing the Board with the 1% COLA and then the 3% COLA and try to figure out how to do 2 capital projects; 1) North and South Park Street work and 2) phase 2 improvements on Lyme Road. The Lyme Road project is approximately \$90,000 and the Park Street improvements are estimated at \$80,000.

Ms. Griffin stated that so far they are able to do the important things and still be able to manage a 0% tax rate increase target without layoffs. The Fire Fund has a very healthy fund balance of

over 10% so they have more than enough in that fund to keep the tax rate target at 0% but the Town has 2 more years of transition with the Fire Districts so the folks in Districts 2 and 3 will continue to see increases. They are struggling with funding a less than 0% tax rate increase or postpone the transition to give some of them a break.

Chairman Walsh stated that using the fact that the Town has accumulated a significant fund balance to bring the rate down to 0 isn't a fair way to do it; it needs to be significantly under 0 to take credit for it.

Ms. Griffin noted that Parking and Wastewater have not been finalized yet. Ms. Griffin felt that it would be helpful to have Selectman Christie provide a report as to where the Finance Committee sits with regard to the budget.

Selectman Christie stated that he believes the School Board has finalized their budget and the Finance Committee will meet on Wednesday to discuss that budget. The School Board was facing some challenges including an increase in the enrollment of 6<sup>th</sup> graders. The budget started at 12% and had been pared down to 6%. The Finance Committee will continue to discuss the budget on Wednesday and will decide whether to support it. This has been an unusual year for the School Board. They had enough additional students enrolled to increase their staff by 2 teachers which they decided not to do. One member of the Finance Committee will attend each to the Board of Selectmen's budget meetings.

Ms. Griffin noted that they are working toward grant funding up to \$400,000 for energy efficiency projects. They had one week to prepare and submit applications. The Town has applied for a solar hot water heater for the fire and police building in addition to new siding and insulation. The Fire Department boiler which is much larger than it needs to be and is inefficient. They are also hoping to replace the ornamental streetlights on Main Street with LED fixtures in addition to putting LED lighting in the Parking Garage. Another proposal to replace the LED lights for the Ledyard Bridge would be an \$18,000 improvement.

#### **6. BANNER REQUEST – POND PARTY.**

Chairman Walsh announced that February 6<sup>th</sup> is the construction day for the Pond Party with the event taking place on February 13<sup>th</sup>.

**Chairman Walsh MOVED to APPROVE the banner request for the Pond Party. Selectman Rassias SECONDED the motion.**

**THE BOARD APPROVED THE BANNER REQUEST FOR THE POND PARTY, 4 IN FAVOR, 0 OPPOSED.**



**7. APPROVAL OF MINUTES:**  
- January 11, 2010

The approval of Minutes for January 11, 2010 was deferred until the next Board meeting.

**9. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that she spent time in Concord at Legislative hearings for broadband and energy efficiency. She testified before the Senate Committee for the Water Company Fund payment in lieu of taxes to the General Fund which was voted to pass at the end of the hearing. The Senate Committee was fully in support and she is hopeful that it will go through the Legislature quickly.

**10. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Planning Board met and did a walk around for the proposal at Fullington Farm/Wilson's Landing. There is continued education for the proposal and additional community members were in attendance.

**Kate Connolly**

Vice Chairman Connolly reported that the Planning Board met and discussed the Residential Project specifically the Goose Pond area which includes  $\frac{1}{4}$  acre lots in a 50 acre lot zone.

**Athos Rassias**

Selectman Rassias reported that the Conservation Commission met and the Steele property was discussed. The Bike and Pedestrian Committee met although he was unable to attend but there were e-mail discussions regarding the letter distributed to the Board today regarding the CIP.

**Brian Walsh**

Chairman Walsh had nothing additional to report beyond the Pond Party information which was previously discussed.

**11. OTHER BUSINESS.**

Ms. Griffin asked that they review the budget schedule. She noted that there is a conflict with CATV for Monday, March 1<sup>st</sup> so that meeting would not be live. The Board decided to continue with the March 1<sup>st</sup> date for the last budget hearing.

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**12. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 10:00 P.M.**

Respectfully Submitted,

Athos Rassias  
Selectman

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Vice Chairman Connolly MOVED to authorize Julia Griffin to execute the Purchase and Sales Agreement for the Steele Property contingent upon Town Meeting approval for the Steele Property. Selectman Rassias SECONDED the motion.**

**THE BOARD 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE JULIA GRIFFIN TO EXECUTE THE PURCHASE AND SALES AGREEMENT FOR THE STEELE PROPERTY CONTINGENT UPON TOWN MEETING APPROVAL.**

2. **Selectman Christie MOVED to authorize the Town Manager to execute the lease-purchase agreement for the new Howe Library copier. Selectman Rassias SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE LEASE-PURCHASE AGREEMENT FOR THE NEW HOWE LIBRARY COPIER.**

3. **Chairman Walsh Brian MOVED to APPROVE the banner request for the Pond Party. Selectman Rassias SECONDED the motion.**

**THE BOARD APPROVED THE BANNER REQUEST FOR THE POND PARTY, 4 IN FAVOR, 0 OPPOSED.**

4. **Vice Chairman Connolly MOVED to adjourn. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 0 OPPOSED TO ADJOURN THE MEETING AT 10:00 P.M.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**January 11, 2010**

**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 Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; Peter Christie, Selectman; Athos Rassias, Selectman; Judith Doherty, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

Chairman Walsh asked for Public Comment.

Chairman Walsh announced that he just came from the Hanover Area Chamber of Commerce Annual Meeting and the By-Laws were amended so that Julia Griffin can provide the Town's vote on his behalf if he is unable to attend. He noted that it was a wonderful event.

Chairman Walsh reported that the Town had a wonderful Christmas Party hosted by the Hanover Police Department on the Friday before Christmas. Santa Claus came and distributed gifts to the children and it was an enjoyable event.

**2. FURTHER DISCUSSION REGARDING GILE HILL ABATEMENT REQUEST.**

Ms. Griffin reported that this was a continued discussion regarding the abatement request for the connection fee for the Gile Hill Project. After the first discussion, the Board had questions and she provided a memo from Betsy McClain which was included in the Board's packet with some of the answers to those questions. The Board was looking to Town Staff to provide a recommendation and the intent was to abate the connection fee for the affordable units and not abate the fee for the market rate units. The other issue was over the definition of "Affordable" and Town staff made recommendations on this. The other information that the Board was looking for was a list of other projects that were also in process at the time of the connection fee change; this information was not available at the time Ms. McClain wrote her memo but was available this evening for discussion.

Selectman Christie asked about projects that were caught in the same trap of being in the permitting process at the time that the sewer connection fee was changed. Reading from information provided by Jonathan Edwards, Director of Planning & Zoning, Betsy McClain stated these projects are: the Tuck School Living and Learning Project, the Chimney's Building (on Maple Street), the Burnham Soccer Field Facilities, and two renovation projects for which no sewer connection fee was due. She further noted that approximately \$200,000 in sewer connection fees was billed and timely paid for these projects.

Chairman Walsh felt there were a number of issues that the Board needs to review:

- 1) What does the Board feel the basis of the connection fee should be?
- 2) There were projects that were caught in the same circumstance where the fee was changed during the process and how should they be handled?
- 3) How does the Board deal with the affordable units either before or after the fee change?
- 4) How does the Board deal with a developer such as The Hartland Group that makes a large investment in Town infrastructure and feel they should be credited?

Chairman Walsh felt that the Board should consider what they think the rate should be for the affordable units when there is such a huge discrepancy between the \$1.40/GPD (gallons per day) rate, the \$4.30/GPD rate and the \$10.14/GPD rate. Betsy McClain stated there was a sound rationale for the \$10.14 GPD based upon the replacement value of the sewer treatment plant. There were different ways of looking at how to calculate the rate, and the quandary is that there were projects that were caught in the middle of it.

Chairman Walsh didn't feel comfortable going from replacement value to a place where they were looking at book value plus reserves. Chairman Walsh suggested making a decision and going back to the projects that were also caught in this trap and not consider it only on The Hartland Group's situation. Betsy McClain asked whether the change in either direction would cause them to go back as the recalculated rate fee was higher than the rate charged in earlier years. Chairman Walsh stated that his concern is that the methodology behind the rate calculation is changing so close to the implementation of the much higher rate, and it is this shift that is troubling to him.

Selectman Christie stated that there are a lot of rationales that can apply. The Board set a fee based on a certain rationale but there may be a better rationale in looking at the net book value plus reserves. The working group convened over the summer did not recommend doing anything retroactively. The Board needs to move forward and possibly use a different rationale. Chairman Walsh felt that the Board needs to decide which criteria they want to base the future on. He would like to hear discussion about replacement value versus book value plus accumulated reserves and why one makes more sense over another.

Vice Chairman Connolly noted that tonight the Board is being asked specifically to consider the abatement of costs for a specific development. She felt that they are considering opening a can of worms that they don't need to open tonight. Questions that have been opened such as whether they should credit improvements which were demanded by site plan reviews. She doesn't believe these things should be credited. The question before them is whether they should abate some of the charges on this specific development.

Selectman Christie is driven by the fairness argument. This project has a unique set of circumstances because of the Affordable Housing designation. He feels that they should abate the amount back to the original agreement. He felt that the additional money raised from the future development based on the capacity that was created during the Gile development may

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make the Water Reclamation Fund whole. He has been anxious to get a different user fee in place. He agrees with Vice Chairman Connolly that there is a separation between the two issues. He agreed with the second bullet under Option 1 that was submitted in the Memo dated January 7, 2010 from The Hartland Group and Twin Pines Housing Trust to the Board in which the project would receive a credit against the water upgrades for the difference between the budgeted fees and actual fees.

Chairman Walsh noted that Ms. McClain's recommendation was for \$64,268 accounts for about 60 units out of 120 units which are the units that are complete now.

Charles Lief (The Hartland Group) clarified that the market rate would generate fees of \$205,000 in connection fees total. Ms. McClain stated that the sewer connection fee is based on the number of bedrooms for residential units. Chairman Walsh stated that the \$51,000 amount (the amount cited by the Hartland Group as the amount they had initially budgeted for sewer connection fees for the entire development) is based on the fee of \$1.40 at the time of site plan review. Mr. Lief stated that it is difficult to divide it between affordable and market-rate units because the affordable units are subsidized by the market-rate units, and when they selected the number of affordable units it was based on a certain mix of funding.

Chairman Walsh is not clear about the credit on one hand and the developers receiving a decrease in connection fees on the other. If the Town was to go back and say that they locked in at \$1.40/gallon on the affordable units, why aren't they done with the deal at that point?

Miro Weinberger from The Hartland Group spoke about Option 1. They thought there was some precedence for capital improvements made by a project that the contributions made to the infrastructure would be subject to a credit. The second bullet in Option 1 would allow the Town to recapture some of the money in future developments and instead of reimbursing the developer who funded the infrastructure improvement, these reimbursements would pass through to the Town.

Ms. Griffin noted that they are talking about two different enterprises, Wastewater versus the Water Company. Chairman Walsh asked for clarification as to whether the connection fee would disappear if they were granted the credit and how this would work.

Mr. Lief stated that they spent \$250,000 in improvements to the water system on Route 120 and his understanding with Jonathan Edwards (Planning & Zoning) and Julia Griffin was that they would pay for the upgrade upfront and as new developments come on-line that they would have a process whereby new connectors to the water would make some fair payment and that money would ultimately come back to the Gile Project. The proposal is that if they receive the abatement to \$51,000 for the sewer connection fee, if any monies are collected with regard to the new development connections, Gile would turn that money back over to the Town toward the infrastructure. Chairman Walsh wasn't clear on the second bullet of Option 1 where the project receives a credit against the water upgrades for the difference between the budgeted fees and actual fees. Mr. Lief stated that if they calculate the total sewer connection fee in the amount of approximately \$205,000 but they actually pay \$51,000; they will give money back to the Town for the upgrades as the payments are received for connections to the upgraded water system. This would be a way to try to equate this amount to the situation at Gile.

Selectman Christie wanted to get the project back to \$51,000 for the connection fee. The Town had a deal with Gile and he didn't want to mess around with the rationale to get there. This was a special case and felt that the offer to turn money back to the Town, even though it is a different fund, will fill in the hole in this transaction.

Vice Chairman Connolly asked if the Board was thinking of \$51,000 total for all 120 units. Selectman Christie wanted to go back to the original agreement which was budgeted in their original application.

Vice Chairman Connolly asked about the letter from Dartmouth who was asking for the same consideration for the Rivercrest project. Ms. Griffin noted that Dartmouth was thinking that they would like the same consideration for the Rivercrest project. Ms. Griffin stated that Dartmouth felt that their affordable units should be considered for a discount as well.

Selectman Doherty stated that the more they talk about this, the more complicated the other issues surrounding connection fees become. If there is a rate change in the middle of a project, what are the rules of the game? The Gile Project's situation raised this issue. She would like to see them go back to the original agreement around but she doesn't want them to lose the other issues brought up about policy. This is a very specific case and this should be the only case of this nature. Ms. Griffin stated that this is the only project that has raised the issue.

Chairman Walsh stated that they asked the question of the Planning Office. Have there been any other projects that meet the test and definition of "Affordable Housing" that are in this trap? Ms. Griffin stated that there are not. Ms. Griffin stated that not all of the units are considered affordable at Gile Hill. There are some market units but they are subsidizing the affordable units. Selectman Doherty wanted to make sure it is clear that this is specifically addressing an Affordable Housing development.

Selectman Rassias wanted to thank the group that looked at this issue in depth. He agrees with Selectman Christie's position on this.

Chairman Walsh felt that the Board had a consensus to charge the Gile Hill Project with the original fee that was approved at the time of the application at \$1.40/GPD. Gile Hill will also relinquish any claim for amounts to be reimbursed for their investment in the water system infrastructure necessary to provide adequate water pressure to their development; any future development fees or reimbursements to defray this investment would come to the Town. Chairman Walsh noted that they were doing this for two reasons: 1) timing issue between one set of approvals, financing lock in and key changes made and 2) this is about affordable housing development.

**Chairman Walsh MOVED to abate the sewer connection fee for the Gile Hill Project back to the original fee that was approved at the time of the application at \$1.40/GPD. In addition, the Gile Hill Project relinquishes any claim to future user fees or other reimbursements for the Capital Improvements made to the Water Company; any such monies will come to the Town. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ABATE THE SEWER CONNECTION FEE FOR THE GILE HILL PROJECT BACK TO THE ORIGINAL FEE THAT WAS APPROVED AT THE TIME OF THE APPLICATION AT \$1.40/GALLON. IN ADDITION, THE GILE HILL PROJECT RELINQUISHES ANY CLAIM TO FUTURE USER FEES OR OTHER REIMBURSEMENTS FOR THE CAPITAL IMPROVEMENTS MADE TO THE WATER COMPANY; ANY SUCH MONIES WILL COME TO THE TOWN.**

Chairman Walsh felt that between now and next June, the Board needs to look at all of the issues surrounding the policies to avoid this confusion in the future. He wasn't convinced that there isn't some issue of refunding projects that were caught in this same issue. There is a big difference between \$1.40/gallon and the \$10.14/gallon rates and the Town did this because they knew that the lower amount didn't reflect the capital plan. If they determine that the way to deal with this is to reduce the \$10.14/gallon rate, he would like for the Board to change this. Selectman Christie is concerned about continuing to operate at the \$10.14/gallon level. Chairman Walsh is just as concerned about the policy and procedure side of this issue as he is with the amounts that are being charged.

Ms. Griffin stated that staff continues to look at this and noted that the Board can consider changing the rates before July 1. Selectman Christie stated that they did not figure on doing things retroactively. In his opinion, he would like to see them adopt a new fee and not be looking at going back in history but the new rate and fee schedule is adopted in June which is 5 months from now.

Chairman Walsh stated that he would be in the same place if the changes in fee structure were going to be handled in the normal course of business. He can see the Board rethinking this and he could see looking back over the past two years. Selectman Christie stated that this incident happened because it was such a large jump. If there was a gradual approach, it wouldn't create these same issues. Chairman Walsh felt the Board needed to decide what is affordable and develop the policy. Ms. Griffin stated that there is also the definition of Affordable Housing for the purpose of sewer connection abatement.

Selectman Doherty expressed concern about heading down the path of refunds and as they head into the budget process. She doesn't want to go into it without a sense of what they would be dealing with regarding possible refunds. They can't just hand them out because they are in the Capital Reserve Fund accounts. The policy of refunding in general is another concern and this goes beyond the issue of Affordable Housing. Have they done this before?

Ms. McClain stated that they did refund when the Board adopted policy when a single family home was razed and a new home was built in its place. Historically, they had charged a new connection fee for that but the Board looked at this and they did end up going back over a couple of years and refunded 3 different homeowners who were caught in that situation. This was a shift in policy. Selectman Doherty was concerned about tying the Town's hands when they go to change rates and is worried about refund policies surrounding this issue.



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Vice Chairman Connolly felt that it would be possible to address this issue before June. Chairman Walsh stated that he would be happy to address it when all of the staff work is done. He can't imagine that this could be done by the end of budget or before Town Meeting.

Ms. Griffin stated that they can review the Water Reclamation Facility fund budget in February and outline the impact from a cash flow standpoint and review the fee in the context of running the plant, on-going capital projects of the plan and the role of the capital reserve fund. She would urge the Board to look at this in conjunction with the presentation of the budget. Chairman Walsh doesn't want the policy side of this issue to get lost in the discussion.

Winifred Stearns, 5 Dorrance Place, would like the Board to think about the taxpayers instead of the developers. She feels that every resident should be treated the same with regard to Town services. The Affordable Housing stamp on the Gile Tract makes it affordable and available to all. She believes that the Gile Tract is comprised of people who work in Lebanon. Last June, she asked for information about the residents of Gile Tract and how many work in the Town of Hanover. She would still like to know how many people live in the Gile Tract and actually work in the Town of Hanover.

Bob Strauss, Hanover Affordable Housing Commission agrees with the Board on the need for a policy but it is a more complex issue. They are talking about affordable developments or mixed rate developments but they need to also consider other matters, for example, a developer being for profit or not-for-profit. He asks that their commission be able to work closely on this issue.

Len Cadwallader commended the Board for recognizing that this is an Affordable Housing development.

Larry Kelly, Dartmouth College Real Estate Office, referred to a letter from Tim McNamara that was provided to the Board regarding an issue about sewer connection fees at Sachem Village and asked if they could talk about this tonight. Chairman Walsh would like to hear the staff's recommendation on that first and not speak to that tonight. Ms. Griffin made a note of Chairman Walsh's request.

### **3. REVIEW OF HANOVER AFFORDABLE HOUSING COMMISSION PROPOSED MEMORANDUM OF UNDERSTANDING AND BY-LAWS.**

Bob Strauss and Len Cadwallader were present representing the Hanover Affordable Housing Commission. Chairman Walsh commended them for providing a one-page Memorandum of Understanding (MOU). Bob Strauss stated that although the Memorandum of Understanding is only one page, it is the last of 5 drafts.

Chairman Walsh asked for questions of the Board. Vice Chairman Connolly asked about Section C about taking title to any land or structure in the name of the Town of Hanover. She noted that the Select Board can not approve that at any time, this can only be done by Town Meeting. Ms. Griffin and Chairman Walsh made some recommendations to some changes in the wording.

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Selectman Christie felt that in Section B it states “approval by the Select Board or Town Meeting”, which one is it and who has the authority to approve this. Ms. Griffin felt that this was similar to the agreement with the Conservation Commission so she would have to look more closely at RSA 674:44j, I. Bob Strauss stated that the Conservation Commission is not covered by the same laws that the Affordable Housing Commission operates under.

Selectman Christie recommended striking the words “or Town Meeting” in Section B. If the Select Board does not have authority, then they should remove it.

Chairman Walsh would split C and specify those items that can be approved by the Select Board and the items that can be approved by Town Meeting. Item 1 would be handled by Town Meeting and Items 2 and 3 would be handled by the Select Board.

Chairman Walsh had an issue with the Town Manager’s signing authority. In his memory, the Town Manager hires consultants for Boards or Commissions. Chairman Walsh stated that this also needs to ensure that the Board is doing what it is supposed to be doing. The Town Manager needs to meet the law and that they have qualified people here and none of that is being mentioned in the agreement. Ms. Griffin stated that she would come to the Board to get authorization prior to signing any agreements. Selectman Christie asked if they would include authorization of the Town Manager in Section A. Bob Strauss asked if there was a written policy about what they can authorize to spend. Ms. Griffin stated that they don’t have a formal purchasing policy in place. Selectman Christie suggested that maybe it should state that “the fund shall payout the same upon request of the commission as authorized by a majority of its members and approval of the Town Manager.”

Chairman Walsh is more concerned about engaging competent people and making sure that everything is in order. Ms. Griffin clarified that they would add to Section A “as authorized by a majority of the members and approval of the Town Manager.” This will ensure that the contracts that they are arranging for Town services would be reviewed by the Town’s Attorney. Ms. Griffin noted that she signs contracts for similar committees. Ms. Griffin stated that the Town of Hanover is contracting for the service of the Commission. Ms. Griffin stated that she can have Walter Mitchell (Town Attorney) review this. She doesn’t want the Commission to become liable when signing documents when spending public funds. Chairman Walsh would like to see it in Sections A and B. Bob Strauss does not feel comfortable with the conversation and would like to have further discussion.

Selectman Christie stated that he appreciates that this is a one page document but wondered if there were other issues that should be addressed as part of the MOU. Ms. Griffin stated that this addresses expenditures and entering into legal commitments and it is intended to provide an understanding over who signs into these matters. She also noted that it mirrors the MOU that is in place with the Conservation Commission. Bob Strauss felt that they were talking about regulations and not policies. The other things that go into the consideration of a contract would be governed by the office of the administrator.

Chairman Walsh confirmed that Ms. Griffin and Bob Strauss would work further on this document. Bob Strauss felt that there should be an attachment to the MOU outlining additional

policies. Chairman Walsh stated that the practice in Town is that all contracts go through the Town Manager. There should be one person that the Town goes to that goes over the contracts and that there is a purchasing process that is appropriate to the need. Chairman Walsh thanked the Commission members.

**4. DISCUSSION REGARDING NHDES REQUIRED STATED REVOLVING LOAN FUND AMENDMENT RELATIVE TO THE HANOVER WATER WORKS.**

Chairman Walsh noted that there was a letter from the Department of Environmental Services dated December 17<sup>th</sup> requesting an Amendment to the Hanover Water Works Company. Ms. Griffin stated that the Department of Environmental Services is asking that the Board approve the amendment to the loan agreement for the Water Works Company.

**Selectman Christie MOVED to accept the State Revolving Loan Fund Amendment documents relative to the Water Works Company. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE STATE REVOLVING LOAN FUND AMENDMENT DOCUMENTS RELATIVE TO THE WATER WORKS COMPANY.**

**5. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE BUILDING SURVEILLANCE SYSTEM EQUIPMENT LEASE.**

Ms. Griffin noted that this item was already budgeted. Doug Hackett was present for questions. Chairman Walsh clarified that this was a commitment for a 5 year lease.

**Chairman Walsh MOVED to authorize the Town Manager to execute the building surveillance system equipment lease. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE BUILDING SURVEILLANCE SYSTEM EQUIPMENT LEASE.**

**6. APPROVAL OF MINUTES:  
- December 14, 2009**

**Selectman Christie MOVED to approve the Minutes of December 14, 2009. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 1 ABSTAINED TO APPROVE THE MINUTES OF DECEMBER 14, 2009. (Selectman Rassias abstained from the vote).**

**7. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that they are busy working on budget and Betsy McClain is working on the composite budget so that they can determine what needs to be cut to reach the tax rate target. With last week's headlines with the School Budget information, they have heard concerns from residents over the Town's projected impacts. The headlines grabbed the attention of the residents and the Finance Committee has provided a Letter to the Editor to encourage people to attend their meetings to learn more. The increases between Norwich and Hanover budgets are quite different. There is some pressure from the residents to reinforce the Board's thinking that a 0% tax rate increase should be the focus. They are educating residents about what they think the tax rate is likely to be depending on what happens in the State budget.

The Legislative Session started last week. It's the second year of the biennium and theoretically the legislature won't touch the budget but the situation is fairly severe.

**8. SELECTMEN'S REPORTS.**

**Peter Christie**

Selectman Christie reported that the Finance Committee has been very active. They have been very concerned about affordability on both the side of the municipal rate and the school rate. The letter to the editor was an effort to get people to come to the meetings and speak out. They are hoping that residents will respond and go to these meetings.

Selectman Christie attended a Planning Board hearing in which The Friends of Hanover Crew made their first presentation. There were a lot of questions and a lot of interest in how the facility will work and a lot of information was presented. There will be a site visit at 11:00 on January 16<sup>th</sup> to get a feeling for the traffic flow, boat storage, and impact on the neighbors, lighting, etc. The second preliminary discussion will take place about 2 weeks later.

**Kate Connolly**

Vice Chairman Connolly attended a meeting run by the Regional Planning Commission last Friday to discuss routes that were set up by Lebanon in the Route 120 corridor and Lebanon is proceeding well in putting in pedestrian facilities along Mount Support Road.

**Judy Doherty**

Selectman Doherty reported that the Howe Library Trustees will meet on Thursday from 3:30 to 5:30.

Selectman Doherty announced that The Affordable Housing Commission meets next Thursday evening at 7 p.m. Discussions about by-laws and projects will continue.

**Athos Rassias**

Selectman Rassias reported that the Conservation Commission meets on Wednesday.

Selectman Rassias reported that the Hanover Bike and Pedestrian Committee met last week and it was an active discussion. There is also an active subgroup specializing in pedestrian concerns which reported back to the main group with regard to Park Street. The Committee is very engaged in this project and are hoping to bring this project to fruition. A lot of concerns were brought forward. Chairman Walsh confirmed that this group was focusing on both bike and pedestrian issues. Selectman Rassias stated that the pedestrian group is very active and reports back to the main committee with helpful information.

Selectman Christie asked if they were going to be looking at public hearings this summer. Ms. Griffin stated that this is very dependant on the budget discussions. First, talk about the financial impact of the project this summer and then come forward with a detailed plan to get input from the public. The challenge is that this is not an inexpensive project and this will be made part of the budget proposal with the detailed design and initial cost estimates. Selectman Rassias stated that although not inexpensive, it could be done in phases. Ms. Griffin stated that she will know more when she gets the DPW budget.

Selectman Christie felt that it was important to let the group know what the sequence of events will be in moving forward.

**Brian Walsh**

Chairman Walsh reported that the Hanover Chamber Annual Meeting was tonight and it was successful. Special thanks to Doug Wise who has served the last few years as Chairman of the Chamber.

Chairman Walsh reported that the Sustainability Committee are planning some events in the spring and working with Lebanon regarding composting and how they handle waste.

Chairman Walsh noted that the Recreation Board met tonight but he was not able to attend.

Selectman Doherty reported that the Recreation Board is looking for volunteers for the Pond Party. Chairman Walsh stated that February 6 is the building day and the event is scheduled for February 13<sup>th</sup>. Selectman Doherty reported that set-up starts at 7 a.m. until 5 to build.

**9. OTHER BUSINESS.**

There was no Other Business.

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**10. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 9:05 P.M.**

Respectfully Submitted,

Judith A. Doherty, Secretary

Minutes prepared by Elizabeth S. Rathburn.

**SUMMARY**

1. **Chairman Walsh MOVED to abate the sewer connection fee for the Gile Hill Project back to the original fee that was approved at the time of the application at \$1.40/gallon. In addition, the Gile Hill Project relinquishes any claim to future user fees or other reimbursements for the Capital Improvements made to the Water Company; any such monies will come to the Town. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ABATE THE SEWER CONNECTION FEE FOR THE GILE HILL PROJECT BACK TO THE ORIGINAL FEE THAT WAS APPROVED AT THE TIME OF THE APPLICATION AT \$1.40/GALLON. IN ADDITION, THE GILE HILL PROJECT RELINQUISHES ANY CLAIM TO FUTURE USER FEES OR OTHER REIMBURSEMENTS FOR THE CAPITAL IMPROVEMENT MADE TO THE WATER COMPANY; ANY SUCH MONIES WILL COME TO THE TOWN.**

2. **Selectman Christie MOVED to accept the State Revolving Loan Fund Amendment documents relative to the Water Works Company. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE STATE REVOLVING LOAN FUND AMENDMENT DOCUMENTS RELATIVE TO THE WATER WORKS COMPANY.**

3. **Chairman Walsh MOVED to authorize the Town Manager to execute the building surveillance system equipment lease. Selectman Christie SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE BUILDING SURVEILLANCE SYSTEM EQUIPMENT LEASE.**

4. **Selectman Christie MOVED to approve the Minutes of December 14, 2009. Selectman Doherty SECONDED the motion.**

**THE BOARD VOTED 4 IN FAVOR, 1 ABSTAINED TO APPROVE THE MINUTES OF DECEMBER 14, 2009. (Selectman Rassias abstained from the vote).**

5. **Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Doherty SECONDED the motion.**

**THE MEETING WAS ADJOURNED AT 9:05 P.M.**