

FINAL

BOARD OF SELECTMEN'S MEETING

FEBRUARY 10, 2003

7:30 PM – MUNICIPAL OFFICE BUILDING – HANOVER, NH

The meeting of the Board of Selectmen was called to order at 7:30 pm by the Vice-Chairman, Katherine Connolly. Present were: Katherine Connolly, Vice-Chairman; William "Bill" Baschnagel; Peter Christie; Judson "Jay" Pierson; Julia Griffin, Town Manager; and members of the public.

1. PUBLIC COMMENT

There was no public comment.

2. DISCUSSION REGARDING PROPOSED REUSE OF CURRENT SENIOR CENTER FOR AFFORDABLE HOUSING

Len Cadwallader appeared before the Selectmen to speak to the possibility of converting the Hanover Senior Center into two units of permanently affordable housing. Mr. Cadwallader said Jonathan Edwards, Director of Planning & Zoning, Judith Brotman, Zoning Administrator, and members of the Friends Meeting House and Affordable Housing Commission were involved in this project. The group began by considering options to move the building to the Friends' lot or to the Coughlin's lot next door. When those possibilities were exhausted it was suggested that the building be converted at its existing site. At that point Town Manager Griffin and Pete Kulbacki, Director of Public Works, were involved. Mr. Cadwallader said the building was one of the older houses in town. He acknowledged Hanover's reputation for moving houses around town, but suggested preserving this building where it was situated in the 1860's would be best.

Mr. Cadwallader said with help from Charlotte Faulkner, he was able to enlist the assistance of Lilla McLane Bradley and several others to help raise an estimated \$100,000. Officers from three local banks have said that they would be open to approving a construction loan while the money was raised. Twin Pines Housing Trust also indicated a willingness to participate. This would enable the contributions to be tax deductible. Randal Mudge agreed to conduct the design work and engineering required to convert the building into two units. Treat Arnold and Roy Banwell also offered their services. Mr. Cadwallader said the group's intention was to submit completed design work to the Zoning Board by March 5, 2003 and then submit an application to the Planning Board by March 11, 2003.

Mr. Cadwallader spoke of the need for affordable housing. He said the group appreciated the cooperation extended to this effort by town staff. He asked for the Selectmen's permission to proceed in a timely fashion.

Selectman Pierson asked how keeping the Senior Center at its current location would effect the parking situation. Town Manager Griffin said the Town was required to create

10 parking spaces in the location of the existing Senior Center for the new Community/Senior Center project. The Town was actually able to accommodate twelve spaces in that area. She said four additional parking spaces would be required if two units of affordable housing were added to this site. Ms. Griffin said Roy Banwell was able to design a layout that included fifteen spaces.

Selectman Christie asked of the funding for the preservation project. Mr. Cadwallader said a group of private citizens interested in the preservation of this older building and in the propagation of affordable housing in town were willing to work to raise the funds necessary to remodel the house. He said the group looked into whether federal funding might be available for this project and found that it was not. Selectman Pierson asked what the \$100,000 would cover. Mr. Cadwallader said that would cover the remodeling of the building from its current use to two affordable housing units. Mr. Pierson asked if the Town would continue ownership of the building. Mr. Cadwallader said technically the building belonged to the Town. He expected that the Lebanon Housing Authority would be the appropriate body to provide the management oversight for this building once it was remodeled.

Selectman Baschnagel spoke in support of preserving these older homes. He asked of Mr. Edwards' comment that the property would have to be set-aside for elderly housing. Town Manager Griffin said she believed Mr. Edwards was speaking to the original approval for Summer Park and how that would have to be addressed given that this was a HUD funded facility. Mr. Baschnagel asked if the intent would be to make these two new units available to a broad spectrum of potential tenants. Mr. Cadwallader said yes.

Selectman Connolly asked of the space the two units would provide. Mr. Cadwallader understood that there would be one 1-bedroom apartment and one 2-bedroom apartment. Ms. Connolly suggested the group ask the Zoning Board to reduce the parking requirement, as the parking spaces for the Senior Center were not used. She further suggested that they relocate the parking spaces away from the front of Building A. Selectman Baschnagel asked of staff's opinion of how difficult this application would be relative to the Zoning Board action. Mr. Edwards said there was no way to predict the outcome. Town Manager Griffin was not sure the Zoning Board wanted to be asked to grant this. She reminded the Selectmen of the Zoning Board's suggestion that the Town take their municipal exemption and run with it.

Selectman Baschnagel asked if abutters had been consulted. Ms. Griffin said no, the Town was waiting for the Selectmen's reaction before approaching the abutters. Mr. Cadwallader said he expected to speak with the tenants of Summer Park in the near future.

Willy Black, of the Community Center Committee, spoke in support of saving the home but suggested it would be better if the house were relocated. Speaking for the residents of the Summer Park senior housing Ms. Black expressed concern for the asphalt jungle that was being created around their living units. She said the Community Center

Committee worked very hard on the site plan for the new Center to make sure the residential feel of the property continued. She said pushing the parking into the residential area would be sufficient to meet the parking requirement but at the sacrifice of the quality of life for the residents of the senior housing. Ms. Black encouraged the affordable housing people to find someone to take the house and move it.

Steve Crory, of 44 Lebanon Street, added that the original application for the new Community/Senior Center was very complicated. It incorporated a balance between the needs of the Center and the quality of life for the residents. Mr. Crory said in the three years of that project's development no one spoke in opposition to the destruction of the existing Senior Center. He suggested the Selectmen review the Zoning Board's written decision on the new Center relative to the balance between following the Ordinance and addressing a strong community influence in support of this Center. Mr. Crory said the decision further stated that the new Center must be constructed as approved and suggested keeping the Senior Center at this site might jeopardize that approval. Mr. Crory agreed with Ms. Black, this building should be moved.

Bill Fissinger, of the Affordable Housing Commission, said the Commission had considered many ideas that have all presented significant difficulties. They concluded that as they attack the issue of providing affordable housing they are going to have to make some compromises in order to meet the very significant housing problem. He said Hanover is in a housing crisis and the affordable housing efforts are in need of momentum. The idea of picking up houses that might come on the market was a good way to keep this thing going while the Commission works on larger plans. Bob Strauss, of the Affordable Housing Commission, agreed and spoke of the importance of learning how to deal with matters like this and how this exercise might open the door for greater opportunities in the future to rehabilitate property throughout the town. He said moving this house might not be financially feasible if a new lot has to be purchased, a new foundation built and/or the moving costs alone are too great. Mr. Strauss felt that the best thing would be to leave the house at its current location.

Selectman Pierson asked of the options considered to move the house. Mr. Cadwallader said the setback requirements for the Friends Meeting House lot was such that they did not provide enough space to relocate the house to that lot. Another option was to move the house to the back half of the Coughlin lot but that was not possible due to the topography of the backyard and frontage issues. The group also investigated buying the entire Coughlin lot, but the Coughlin's were not interested in selling.

Selectman Baschnagel asked if it would make sense to move the house across the street. Mr. Cadwallader said he would be willing to explore that with the help of town staff. Jonathan Edwards believed that option would be no less troublesome in gaining Board approvals but that given the resources available it would be possible to develop plans and proposal for both options simultaneously. Selectman Baschnagel suggested joining the building to another might remove one element of the impediment.

Selectman Christie cautioned that this might be setting up the worst of all scenarios, where the Planning and Zoning Board are forced to jump through hoops and the end result is a site plan that does not maximize green space and perhaps preserves parking that is not needed. He suggested this might be the exact opportunity where the Town should exercise its right to municipal exemption with respect to the amount of parking required. Selectman Connolly said she would prefer to have the Town apply to the Zoning Board for a Variance to reduce the parking requirement. Mr. Crory believed the Zoning Board was of the opinion that the currently unused spaces would not be unused at the new facility. He said the assumption that the parking requirement could be reduced might not be correct.

Selectman Baschnagel suggested the group explore new technology for construction of relatively lightly used roadways and parking lots that provides a combination of areas available for vehicular parking but at the same time provides green spaces.

Selectman Connolly asked if the Selectmen were in agreement that all possibilities should be explored in preserving the existing Senior Center building for affordable housing. The Selectmen agreed. Selectman Christie emphasized that it would be critical to gain the support of surrounding neighbors.

Mr. Cadwallader said he would continue to keep Selectmen informed as this project progresses.

3. CONTINUED DISCUSSION OF PROPOSED TRAFFIC CALMING POLICY

Town Manager Griffin provided a revised version of the Traffic Calming Policy that incorporated the Selectmen's suggested changes. Selectman Connolly thanked everyone for their efforts in producing this policy. She suggested adding four-way stop signs to the section on intersection modifications under Engineering Retrofit.

Selectman Baschnagel suggested incorporating recommendations for sidewalks into the Capital Improvement Plan. He expressed concern that neighborhood involvement was not being sought at the appropriate time in this process. Pete Kulbacki said staff was working to provide traffic calming options that could be used to address specific complaints when a neighborhood request is made to the Selectmen to do so. Once that request was made, the neighborhood would immediately become involved in choosing which traffic calming option(s) should be pursued. Selectman Connolly said a measure to be considered is of the minimum community support needed for each one of the traffic calming measures.

Selectman Baschnagel suggested changing the second sentence under When to apply Engineering Retrofit to read, "When this determination is made, the Traffic Calming Committee will do an analysis and present a plan of action to the ~~Board of Selectmen~~ who will then hold a public hearing inviting the neighborhood community and solicit their feedback." Mr. Edwards agreed the discussions should start with the neighbors in

terms of identifying and defining what the problem seems to be. Selectman Baschnagel further suggested listing a statement of the cut through situation as a top priority and adding the concept of tying one-way streets to the list of traffic calming measures. Town Manager Griffin said tying one-way streets would be an enforcement nightmare. She strongly recommended that the Selectmen not pursue that option. She reminded them that Rip Road tried that at some point and it did not work.

Dick Lewin, of 3 Hovey Lane, read a written comment he submitted to the Selectmen on the proposed policy that requested that the following be reinserted into the text, "*An excessive cut through problem exist when more than 30% of the traffic in any given hour during the day uses the street(s) as a through street. Cut through traffic is defined as traffic not originating in or destined to the immediate neighborhood.*" Mr. Kulbacki said the percentage amount was the problem, as it would differ from street to street. Selectman Baschnagel spoke in favor of inserting some number that would be used as an indicator that a problem exists. Selectman Connolly expressed concern for stating the proper quantification and asked if 30% was the correct number. Jonathan Edwards suggested expressing the 30% in terms of magnitude. He said the appropriateness of the amount of cut through traffic would be dependent upon the road type. Less cut through traffic would be expected on a neighborhood street intended to provide property access as would be expected on an arterial road where cut through traffic should be directed.

Mr. Crory thought it might be a good time to come up with a figure that could be used in comparison as part of site plan review for future applications with respect to cut through traffic. Selectman Connolly countered that the Planning Board was very cognizant of traffic and its effect. Selectman Baschnagel agreed with Mr. Crory and explained that traffic studies associated with site plans were focused on intersection capacity, not cut-through traffic impact.

Selectman Pierson MOVED that the document as presented with modifications relative to neighborhood involvement and the insertion of the 30% traffic cut through paragraph be accepted. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY THAT THE DOCUMENT AS PRESENTED WITH MODIFICATIONS RELATIVE TO NEIGHBORHOOD INVOLVEMENT AND THE INSERTION OF THE 30% TRAFFIC CUT THROUGH PARAGRAPH BE ACCEPTED.

Dick Lewin requested that the Town implement traffic calming measures in the neighborhood including Hovey Lane, Buell Street and Currier Place to address speed and cut through issues. Town Manager Griffin asked that the Traffic Calming Committee convene to discuss the traffic situation in that area.

CONTINUED DISCUSSION OF PROPOSED PARKING CREDITS PROGRAM

Selectman Connolly read a letter Selectman Walsh received from Winnie Stearns, of 5 Dorrance Place, urging the Selectmen not to include the proposed parking credit program

on the Warrant for Town Meeting 2003. Mrs. Stearns argued this would disenfranchise the voting public on the issues of size, location, number and when new parking facilities would be constructed. She said, "The vote at Town Meeting 2002 clearly showed that the great majority of voters do not want further development in the so-called "urban" zone..." Selectman Baschnagel disagreed with Mrs. Stearns' conclusion with regard to public participation in this process. He said changing the Parking Ordinance or fee structure for the parking credits would require public hearings. The transfer of funds received from the sale of parking credits would have to be approved at Town Meeting. A bond issue would have to be approved by the voters if the Town was to build a new facility. Selectman Connolly suspected Ms. Stearns' concern was more for the actual public obligation the Selectboard would be taking on having to provide parking for the district.

Selectman Baschnagel said the Parking Credit Committee was not able to investigate sites for possible future facilities. He said the Selectboard might want to charge the Parking Transportation Board and provide them funding to update the Walker Study to look at the Municipal and Marshall Lots. He believed the Committee's feeling was that there was no need to rush their proposal through Town Meeting this year. Selectman Pierson spoke in support of that. Selectman Connolly suggested the study involve property in the business district only.

Jonathan Edwards spoke of a proposed companion zoning amendment to the Charter change and Parking Ordinance change and asked if the Committee wanted that delayed as well. Selectman Baschnagel said that would be up to the Planning Board.

4. RECOMMENDATION TO APPROVE CABLE FRANCHISE EXTENSION AGREEMENT

Selectman Pierson MOVED to authorize Selectman Walsh to sign the extension agreement. Selectman Christie SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE SELECTMAN WALSH TO SIGN THE EXTENSION AGREEMENT.

5. WASTEWATER UPDATE

Town Manager Griffin said DES was not willing to allow the Town to continue having violations between now and the time improvements were implemented if the Town took on additional wastewater. She said DES was strongly urging the Town to try to accommodate the hospital over the short-term. Ms. Griffin provided a list of short-term improvements to the wastewater facility, developed by staff and the consulting engineers, that would buy some additional biological capacity at a cost of roughly \$750,000. She said staff would be meeting with DES, Dartmouth and DHMC to discuss the viability of doing some of these improvements and of the potential to have private funds provided to accomplish doing them. Ms. Griffin said if DES approved of the Town pursuing these

improvements the Selectmen would discuss the funding during the budget review of the WWTP Fund on March 5, 2003.

Selectman Pierson said one of the main reasons the Town was doing some of this expansion was to handle the hospital's increased flows. The hospital's alternative was to direct their waste to Lebanon at a cost of roughly \$5 million. He asked why the Town could not get a larger contribution from the hospital than the \$360,000 the hospital had pledged. Ms. Griffin said the Town wanted to lay the basis for requesting a contribution it could tie to the capacity that the hospital and Town needed. She said the hospital would be looking at the length of time the Town would be willing to commit to handling their waste. Ms. Griffin said the hospital's growth was expected to generate 42,000 or 48,000 gallons a day of additional wastewater.

6. RECOMMENDATION TO SET A PUBLIC HEARING ON MONDAY, MARCH 17, 2003 TO CONSIDER PROPOSED LAY-OUT AND ACCEPTANCE OF CAMP BROOK DRIVE AND CAMP BROOK COMMON AS PUBLIC STREETS

Town Manager Griffin suggested holding an on-site public hearing at 5:00 pm on Monday, March 17, 2003 to consider the proposed layout and acceptance of Camp Brook Drive and Camp Brook Common as public streets. The Selectmen agreed.

7. RECOMMENDATION TO SET A PUBLIC HEARING ON MARCH 5, 2003 TO REVIEW AND APPROVE THE PROPOSED BUDGET FOR FY 2003-04

Selectman Baschnagel **MOVED** to set a public hearing on March 5, 2003 to review and approve the proposed budget for FY 2003-04. Selectman Pierson **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MARCH 5, 2003 TO REVIEW AND APPROVE THE PROPOSED BUDGET FOR FY 2003-04.**

8. APPROVAL OF MINUTES: JANUARY 27, 2003

Selectman Baschnagel **MOVED** to accept the minutes of January 27, 2003 as modified. Selectman Pierson **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MINUTES OF JANUARY 27, 2003 AS MODIFIED.**

9. ADMINISTRATIVE REPORTS

Howe Library Parking

Town Manager Griffin said the issue of the Howe Library expansion had been put on hold since the Tri-Party Agreement between Dresden, Dartmouth, and Hanover was finalized. She said in conjunction with the proposed redevelopment of the Sargent Place Block, additional on-street parking spaces would be created for use by the Howe Library.

The Zoning Ordinance currently does not allow the Howe Library to take credit for those on-street public spaces. Ms. Griffin said in an effort to help the Library meet its parking requirements staff was recommending that the Town award the Library nine parking credits from the Town's parking garage. Jonathan Edwards explained that the 12,000 square foot library expansion would require 20 parking spaces, credits or a combination thereof; only 11 parking spaces could be composed on the library property. A parcel located across the street from the library, currently used to provide nine parking spaces for library patrons, was transferred to the College per the Tri-Party Agreement.

Selectman Baschnagel spoke against using the parking facility as a source of parking credits. He suggested the Town sell nine parking credits to the Howe Library for \$1.00 per piece using the spaces the Howe currently uses on the parcel across the street. Mr. Edwards said that would put Dartmouth at a deficit. Town Manager Griffin asked if Mr. Edwards and Selectman Baschnagel would be willing to talk to Dartmouth about that option. She cautioned that the Howe Library Board of Trustees were eager to have this matter resolved as they were planning to submit their expansion plans to the Planning and Zoning Boards by March and April. Mr. Baschnagel agreed to initiate discussions with Dartmouth but suggested an additional alternative would be to begin giving credit for on-street spaces.

Town Manager Griffin asked if the Selectmen would be willing to award nine parking credits to the Howe, as the Town's public library, if Dartmouth did not agree to allow the Library to continue using the nine spaces in question. Selectman Christie believed this was the proposed solution discussed when the Tri-Party Agreement was developed. Selectman Pierson asked of the impact to the garage. Town Manager Griffin said there would be no impact to the garage; on-street spaces would be provided for Howe patrons.

Selectman Pierson MOVED to allow Selectman Baschnagel and Jonathan Edwards to pursue discussions with Dartmouth on the concept of allowing the Howe Library to continue using nine parking spaces on the parcel located across the street from the Howe, or to award the Howe Library, as the Town's public library, nine parking credits in the Town's parking facility if the continued use of the nine parking spaces is not feasible. Selectman Christie SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO ALLOW SELECTMAN BASCHNAGEL AND JONATHAN EDWARDS TO PURSUE DISCUSSIONS WITH DARTMOUTH ON THE CONCEPT OF ALLOWING THE HOWE LIBRARY TO CONTINUE USING NINE PARKING SPACES ON THE PARCEL LOCATED ACROSS THE STREET FROM THE HOWE, OR TO AWARD THE HOWE LIBRARY, AS THE TOWN'S PUBLIC LIBRARY, NINE PARKING CREDITS IN THE TOWN'S PARKING FACILITY IF THE CONTINUED USE OF THE NINE PARKING SPACES IS NOT FEASIBLE.

Budget Schedule

The Selectmen agreed with the proposed budget review schedule presented which included meetings on February 24th and 26th, and March 3rd, 5th and 17th (if necessary). All hearings will begin at 7:00 pm and will be held in the Board Room of the Municipal Building. Ms. Griffin said Selectman Walsh would not be available for the February 26th meeting; the schedule was modified slightly to review the smaller department budgets on that evening.

Coalition Update

Town Manager Griffin said she would be attending a workshop on Saturday on the legislative proposals. She was also asked to attend a Ways and Means public hearing on the Coalition Community Bill scheduled for Wednesday.

10. **SELECTMEN'S REPORTS**

Peter Christie

Mr. Christie did not have anything to report.

Jay Pierson

Mr. Pierson did not have anything to report.

Bill Baschnagel

Mr. Baschnagel reported on two meetings of the Upper Valley Lake Sunapee Regional Planning Commission's Transportation Advisory Committee he attended. The Committee reviewed the first draft of the Regional Transportation Plan. Mr. Baschnagel said the Plan was drafted to be largely procedural and policy oriented but much of the discussion was focused on the desirability of the Plan addressing some of the regional transportation issues. Mr. Baschnagel said Counselor Ray Burton attended the first meeting and spoke in support of identifying regional projects and putting them into the system. Counselor Burton also noted that both the Federal Highway Transportation Fund and Airport Transportation Trust Fund had very large accrued balances and that New Hampshire had not historically tapped into its share of those funds.

Mr. Baschnagel reported on the Planning Board's approval of Dartmouth's Child Care Center expansion. There were two issues the Board discussed at length: a trail right-of-way along the sewer easement that inadvertently leads to the Child Care Center and increased traffic impacts on Reservoir Road.

Katherine Connolly

Ms. Connolly reported on the Planning Board's continued review of Master Plan chapters and review of a proposal for a lot line adjustment on School Street.

11. OLD BUSINESS

There was no old business discussed.

12. ADJOURNMENT

Selectman Pierson MOVED to adjourn the meeting. Selectman BASCHNAGEL SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:38 PM.

SUMMARY

- 1. Selectman Pierson MOVED that the document as presented with modifications relative to neighborhood improvement and the insertion of the 30% traffic cut through paragraph be accepted. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY THAT THE DOCUMENT AS PRESENTED WITH MODIFICATIONS RELATIVE TO NEIGHBORHOOD IMPROVEMENT AND THE INSERTION OF THE 30% TRAFFIC CUT THROUGH PARAGRAPH BE ACCEPTED.**
- 2. Selectman Pierson MOVED to authorize Selectman Walsh to sign the extension agreement. Selectman Christie SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE SELECTMAN WALSH TO SIGN THE EXTENSION AGREEMENT.**
- 3. Selectman Baschnagel MOVED to set a public hearing on March 5, 2003 to review and approve the proposed budget for FY 2003-04. Selectman Pierson SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MARCH 5, 2003 TO REVIEW AND APPROVE THE PROPOSED BUDGET FOR FY 2003-04.**
- 4. Selectman Baschnagel Moved to approve the minutes of January 27, 2003 as modified. Selectman Pierson SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JANUARY 27, 2003 AS MODIFIED.**
- 5. Selectman Pierson MOVED to allow Selectman Baschnagel and Jonathan Edwards to pursue discussions with Dartmouth on the concept of allowing the Howe Library to continue using nine parking spaces on the parcel located across the street from the Howe, or to award the Howe Library, as the Town's public library, nine parking credits in the Town's parking facility if the continued use of the nine parking spaces is not feasible. Selectman Christie SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO ALLOW SELECTMAN BASCHNAGEL AND JONATHAN EDWARDS TO PURSUE DISCUSSIONS WITH DARTMOUTH ON THE**

CONCEPT OF ALLOWING THE HOWE LIBRARY TO CONTINUE USING NINE PARKING SPACES ON THE PARCEL LOCATED ACROSS THE STREET FROM THE HOWE, OR TO AWARD THE HOWE LIBRARY, AS THE TOWN'S PUBLIC LIBRARY, NINE PARKING CREDITS IN THE TOWN'S PARKING FACILITY IF THE CONTINUED USE OF THE NINE PARKING SPACES IS NOT FEASIBLE.

6. **Selectman Pierson MOVED to adjourn the meeting. Selectman BASCHNAGEL SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:38 PM.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "P. Christie", with a stylized flourish at the end.

Peter Christie, Secretary

These minutes were transcribed by Beth Rivard.