

FINAL

BOARD OF SELECTMEN'S MEETING

MARCH 17, 2003

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

The meeting of the Board of Selectmen was called to order at 7:32 pm by the Chairman, Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William "Bill" Baschnagel; Peter Christie; Julia Griffin, Town Manager; and members of the public.

1. PUBLIC COMMENT

There was no public comment.

2. CONTINUED PUBLIC HEARING FOR CONSIDERATION AND APPROVAL OF THE ACCEPTANCE OF CAMP BROOK DRIVE AND CAMP BROOK COMMON AS TOWN ROADS

Willy Black, of 2 Dayton Drive, asked where these roads were located. Selectman Walsh said they were located off of Grasse Road by the Water Treatment Plant and Reservoir One.

Selectman Baschnagel **MOVED** to close the public hearing. Selectman Connolly **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING.**

Selectman Connolly **MOVED** to accept Camp Brook Road and Camp Brook Common Road as Town roads. Selectman Christie **SECONDED**.

Town Manager Griffin advised of issues that were raised at an on-site public hearing held earlier in the day that were primarily associated with drainage issues. She said she would speak to Pete Kulbacki, Director of Hanover's Public Works Department and respond to those inquiries at a later date. Ms. Griffin suggested amending the Motion, per Mr. Kulbacki's Memorandum, to clarify that the acceptance of these roads would not constitute the Town taking on the ownership or maintenance of the mailbox building or bus turnaround.

Selectman Connolly **AMENDED HER MOTION** to accept Camp Brook Road and Camp Brook Common Road as Town roads conditional that the Town clarifies that it would not be responsible for maintaining the mailbox structure or bus shelter. Selectman Baschnagel **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT CAMP BROOK ROAD AND CAMP BROOK COMMON ROAD AS TOWN ROADS CONDITIONAL THAT THE TOWN CLARIFIES THAT IT WOULD NOT BE RESPONSIBLE FOR MAINTAINING THE MAILBOX STRUCTURE OR BUS SHELTER.**

3. DISCUSSION WITH AFFORDABLE HOUSING COMMISSION

COMMISSION REPORT REGARDING NEED AND CHARACTER OF AFFORDABLE HOUSING IN HANOVER

Bob Strauss, Chair of Affordable Housing Commission, provided the Selectmen with copies of the Hanover Affordable Housing Study Gile Tract Analysis Report Part Two: Project Feasibility dated March 2002. He acknowledged the members of the Commission that were present at the meeting including Bill Bittinger, Len Cadwallader, Roy Banwell, Bruce Altobelli, and Kim Perez. He introduced Bob White, the Project Planner and Designer, and Attorney Kitty Scott, who the Commission consulted frequently on this project.

Bob White advised of land tests that were conducted, relative to the Planned Residential Development (PRD) process, on the previously identified 25-acre area of the Gile Tract where the development would be located. He said PRD's required that no more than 25% of the proposed developed land area could have slopes over 25%. After analysis, it was found that the area in question had 23% of its land over 25% slopes. PRD's also required that 65% of the total PRD area has to be dedicated open space. Mr. White said of the 25-acre parcel, the upper 65% would be dedicated open space and the lower 35%, representing 8 acres of land, would be developed. He said it was the Affordable Housing Commission's sense that there would be impacts to the hillside but efforts would be made to try to create large areas of undisturbed woodlands and to retain existing vegetation.

Mr. White explained that the design of this project would be to provide a series of housing types that would create a diverse cross section in this new neighborhood. He said Pathways Consulting had estimated the site development costs to be in excess of \$1 million so there would need to be enough density to cover those costs. To date, the plan was to construct 60 units that would provide a combination of rental and for sale housing. A percentage of the for sale units would be market rate housing, which would provide an internal profit or subsidy to help bring down the overall cost. The market rate homes would be primarily single-family houses or duplexes or townhouses. The various housing types would be blended throughout the developed area.

Selectman Walsh asked of the topography of the entire development. Mr. White said land sloped evenly from south to north, the south side being approximately 55' lower than the north.

Bill Bittinger spoke to the financial organizational side of this proposal, which would be explored in greater detail over the next six months. He said to work with mixed incomes would imply that there would be internal subsidy to have for sale houses at higher prices. Some of the surplus from the sale of those homes would go toward the cost of the infrastructure and site costs. Of the 60 units, 24 would be rental units and 36 would be for sale. Half of the homes for sale would be of the moderate income or up to 120% of the Grafton area median income and the other half would be of the market value.

Mr. Bittinger said that virtually all rental housing in New Hampshire today involved Low Income Housing Tax Credits, a federal program in existence for about 15 years. This brings equity money into the cost of building a project through financial institution investors who then receive credits from the IRS against income tax obligations those investors have. This type of funding will represent the principal funds for the rental housing units planned for the Gile Tract. These units would then be owned by a limited partnership with a general partner, in this case being Twin Pines Housing Trust. Selectman Baschnagel believed the tax credits were of a limited duration. Mr. Bittinger said the idea would be to retain the affordability in perpetuity. The different benchmarks of the different funding sources would have to be looked at carefully. Mr. Bittinger said the for sale housing units would be financed by an entity associated with Twin Pines Housing Trust. These units would be sold to the general public; some with income restrictions and others sold at the market value. Mr. Strauss added that the homes for sale, at the market rate value rate, would still be well below what one would expect for a comparable home in Hanover. The single-family homes go for about \$275,000 and the condos for about \$170,000.

Mr. Bittinger said several things would have to happen to allow this development to occur. Town Meeting approval was needed to permit the Affordable Housing Commission to proceed with an additional 12 months feasibility study on site design, engineering and financing. The hope would be to begin construction 12 to 15 months from the Town Meeting vote in May. Attorney Scott commented that this was very much a work in progress and there were still a lot of details that had to be worked out in the financial feasibility stage.

Mr. Bittinger asked to speak to the partnerships that would result from this development. One would involve a purchase and sales agreement between the Town and Twin Pines Housing Trust. Twin Pines would take title subject to conditions imposed by the Town and investors to go forward with the project. A development entity would be formed to seek land use approvals from the various Town Boards. A related entity would be created to apply for tax credit funds for the rental housing. After the development, the rental housing would be owned by a limited partnership and the for sale units by a homeowners association. Selectman Baschnagel asked if the Town would be a partner in that limited partnership. Mr. Bittinger did not anticipate that would be the case but suggested it would be appropriate for the Town to hold a mortgage on the construction financing during the development piece to ensure that the work is carried out as represented to the Town. Beyond that there would be a land use restriction agreement to govern the rental housing, homeowners association, and the for sale homes. Covenants would be produced to make sure the affordable units retained their affordability. Twin Pines Housing Trust would remain as a long-term owner for the rental housing. Selectman Christie asked what would happen if Twin Pines dissolved. Mr. Bittinger said if that were to happen the limited partnership would be looked at to step in. These would include entities with very deep pockets including some of the biggest financial institutions in the State and in the region.

Mr. Bittinger said the financing of the 60 units would not involve any appropriations from the Town other than the land contribution, which was absolutely critical. An implied contribution would be for the Town to maintain the road created from this development. Selectman Walsh asked of the value of the land contribution. Bob White said in discussing that issue with local realtors it was suggested that a reasonably good commercial site, with sewer and water services available, would have an estimated value of \$100,000 per acre. He added that the Gile Tract was not necessarily a reasonably good site but that he believed that the 8 acres of developable land did carry a good value. Jonathan Edwards, Director of Planning and Zoning suggested the land value ranged from \$1.5 million \$2.5 million. Town Manager Griffin said staff would provide better figures at a later date. Mr. Bittinger suggested that another thing to consider in that equation was the relationship of the developed area and the proposed open spaces. The open space area would provide interesting opportunities with respect to trails, public easements, and potential recreation space. Mr. Bittinger said the next step, over next 2 months, would be to educate the public on the concept and to continue fieldwork and soil testing to develop a more refined plan.

Kim Perez, of the Affordable Housing Commission and Conservation Commission, advised of the Conservation Commission's request that the Twin Peaks are protected, that walking and biking trails are linked from this development to other areas, and that high performance energy efficient buildings are constructed. She spoke in support of the Affordable Housing Commission's willingness to accommodate these requests when possible.

Selectman Walsh asked what was being requested of the Selectmen at the current meeting and what would be requested of them at Town Meeting. Town Manager Griffin said the Affordable Housing Commission was requesting that the Selectmen allow them to put a warrant article on the Town Warrant that would read, *"To see if the town will vote to authorize the Board of Selectmen to convey a portion of the town property known as the Gile Tract, located off Route 120, shown as Lot 2 on assessor's map 21, which portion shall not exceed 25 acres, located in the northeasterly and easterly portions of said parcel, that is, all or part of a tract shown as "25 acre proposed PRD tract" on a map entitled "Gile Tract, Maximum extent of Proposed Planned Residential Development" prepared by the Office of Robert A. White, dated March 14, 2003, which is available for inspection at the Hanover Town Offices. The property is to be conveyed to either a public or private non-profit entity for the purpose of facilitating the construction and operation of housing affordable primarily to persons or households of low and moderate incomes, on such terms and conditions as determined by the Selectmen as appropriate to accomplish that goal."* Ms. Griffin said staff would provide background information on this Article in the Annual Town Report to explain its purpose. She noted that the Town's attorney had already viewed this proposed article and approved it.

Steve Crory, of 44 Lebanon Street, hoped the Town would waive these 25 acres to the Affordable Housing Commission and further do what it could to reduce the impact fees

of the Town permit applications with respect to this project. It was his opinion that affordable units might necessitate a different scale to which fees and fines were assessed.

Selectman Walsh spoke in support of the work the Affordable Housing Commission had done and of the proposed project they put forward. He polled the Selectboard for their individual opinions on placing the proposed warrant article on for Town Meeting. Selectmen Connolly, Christie and Baschnagel spoke in support of the Article. Mr. Strauss asked to thank Rob Ryan of Twin Pines Housing Trust for his almost daily consultations. Mr. Strauss added that the Affordable Housing Commission was still self-financed. The next phase of their work would be paid for by a \$30,000 grant from the New Hampshire Housing Financing Authority.

UPDATE ON CONVERSION OF OLD SENIOR CENTER FOR HOUSING

Len Cadwallader, of the Affordable Housing Commission, asked for the Selectboard's permission to proceed with their project to convert the existing Senior Center into two units of affordable housing. He advised of a schematic drawing, previously provided to the Selectmen, that depicted a parking configuration that was less imposing to the Summer Park tenants. The revised plan also addressed concerns raised with respect to snow removal and storage and suggested that all existing trees and flower gardens could be saved. Though not reviewed by the Hanover Police or Fire Departments, the revised plans exceeded all turning radii requirements for safety equipment and apparatus.

Mr. Cadwallader advised of a site visit that was conducted by an independent professional engineer out of Rutland, Vermont, which confirmed that there would be no serious impediments to a renovation to return the building to human occupancy. It appeared that there could be one efficiency and one two-bedroom apartment constructed. The engineer's written report would be submitted to the Town by March 24, 2003.

Mr. Cadwallader asked for the Selectboard's approval to submit an application to the Zoning Board of Adjustment for a Variance to increase the number of dwelling units by two on that lot. During that process the revised plans would be presented to the Summer Park residents. With respect to the parking situation, Mr. Cadwallader asked for the Selectboard's opinion on what the best approach would be to allocate the parking spaces indicated on the recently submitted schematic. He explained that two additional apartments would require four additional parking spaces. An additional Variance would be needed to apply those spaces to the apartments required parking counts, the Community and Senior Center's required counts, or both. Selectman Connolly asked if the Community and Senior Center planners were consulted on the revised plan. Mr. Cadwallader said no, he had not had the opportunity to do that yet.

Mr. Cadwallader explained that following Zoning Board approval an application would be submitted to the Planning Board for Modification to the Site Plan approved last summer. Following a favorable outcome from the Planning Board, Mr. Cadwallader would begin raising the funds necessary to refurbish the building.

Selectman Walsh asked if Town Meeting action was required. Town Manager Griffin, said no, the decision to reuse the Senior Center was one the Hanover Housing Authority would be involved with; it was not subject to Town Meeting approval. Mr. Walsh asked if these two units would be owned by the Hanover Housing Authority along with the remainder of the Summer Park project. Ms. Griffin said yes. She further explained that there were sufficient funds in the Community and Senior Center project budget to pay for this proposed parking reconfiguration. From her perspective, the Selectboard needed to address the issues relative to the various Board approvals. Mr. Walsh said another unresolved issue involved the privately raised funding that would be gifted to the Hanover Housing Authority. Ms. Griffin said the Housing Authority Budget was on hold pending this project's outcome. Selectman Connolly asked if the HUD issue had been resolved. Town Manager Griffin said no, the house was purchased with HUD money so the Town would have to obtain authorization from HUD to convert the building into affordable housing units.

Steve Crory, spoke of his surprise for the original plan to demolish the existing Senior Center as the Town was in need of municipal office space and storage. He said if the Center was to be preserved perhaps it would better serve the public if it were converted into a single-family dwelling rather than two apartment units. He felt that the delicate balance of what was promised at this site and what was being proposed as revisions was getting lost due to poor communication between the Affordable Housing Commission and the abutters to this site.

Roy Banwell believed that the best possible community result for this site would be to designate only 12 parking places to the existing Senior Center, preserve the ell for an affordable handicap accessible unit, and convert the existing Senior Center into two additional affordable units. He suggested the Selectmen could limit the number of vehicles per rental of these affordable units to one via lease agreements. He acknowledged that the Selectboard had solved problems of a much greater magnitude than this and hoped they would consider how the rituals of regulation might be adjusted, managed, and reasoned through to get the best result. He said to provide one affordable housing unit, as a first or second, would be quite an achievement. He offered to replace any tree hit on Lebanon Street due to this project with a donated crabapple tree. Willy Black, of the Community and Senior Center Committee, believed the parking provided for Summer Park was often filled. She urged the Selectmen to not reduce any of the parking spaces dedicated to the new Community and Senior Center. She said the Committee worked very hard to gain all the necessary Board approvals for that project. It was a municipal responsibility not to set a precedent to get a waiver on any Board approvals this reconfiguration would require.

Selectman Connolly noted that the old Community Center, at 10 School Street, would no longer be needed after the new Center opened. The building was owned by the Parking Fund and theoretically would be vaporized for parking. She said the empty lot across the street from the old Center was owned by Dartmouth College and suggested the College might be interested in preservation of the old Community Center.

Selectman Walsh spoke of the amount of time in which all of this was occurring. He said of other difficult issues the Selectboard has addressed they had the luxury of time on their side. That was missing in this process. He asked Mr. Cadwallader to meet with the Summer Park residents to discuss the revised plans and return to the Selectboard prior to applying to the Zoning Board. Selectman Baschnagel suggested Mr. Cadwallader could consult with the Zoning Board, in an advisory capacity, as to the various options available. Mr. Cadwallader agreed to work with Town staff to speak with the Zoning Board and abutters and return to the Selectboard on Monday, March 24, 2003.

4. DISCUSSION WITH CONSERVATION COMMISSION REGARDING PROPOSED EXPENDITURE OF CONSERVATION FUNDS

Vicki Smith appeared on behalf of the Conservation Commission to request the Selectboard's approval to purchase property at a cost greater than the Commission's \$50,000 annual aggregate, and to allow the Commission to place an Article on the Town Warrant relative to this expenditure. Ms. Smith said the 3.4 acres in question were located at end of the maintained portion of Piper's Lane and included 1,800 feet of frontage along the Class VI portion of the road. She noted that it was a goal of the Open Space Priority Plan to protect land with frontage on Class VI roads. She said this property was also mentioned in the Botanical Survey Field Work Conducted during 2000 and 2001 as an addendum to Natural Communities and Rare Plants of Hanover, NH, which was done as a follow up to Nature Conservancy report.

Ms. Smith said an appraiser had been hired to produce the actual land value, which would become the basis of the purchase price. The appraisal work would not be completed until early June, but the Conservation Commission wanted to proceed with the understanding that they would not use any more than \$80,000 from the Conservation Fund. Ms. Smith noted that the Conservation Fund balance was just over \$400,000 and that an additional \$90,000 would be transferred into the Fund at Town Meeting.

The Selectboard reached consensus to allow the Conservation Commission's Warrant Article.

5. DISCUSSION OF PRELIMINARY DRAFT WARRANT

ARTICLE ONE: *To vote (by nonpartisan ballot) for the following Town Officers: Two Selectmen, each to serve for a term of three (3) years; One Treasurer to serve for a term of one (1) year; One Library Trustee to serve for a term of three (3) years; One Trustee of Trust Funds to serve for a term of three (3) years.*

ARTICLE TWO (to vote by ballot): *To see if the Town will vote to modify the elderly exemption from property tax in the Town of Hanover, based on assessed value, for qualified taxpayers, to be as follows: for a person 65 years of age up to 75 years, \$65,000; for a person 75 years of age up to 80 years, \$95,000; for a person 80 years of age or older, \$130,000. To qualify, the person must have been a New Hampshire*

resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$27,190 or, if married, a combined net income of less than \$37,850; and own net assets not in excess of \$65,000 excluding the value of the person's residence.

ARTICLE THREE (to vote by ballot): *Shall we adopt an exemption for the disabled? The exemption, based on assessed value, for qualified taxpayers shall be \$130,000. To qualify, the person must have been a New Hampshire resident for at least 5 years and own and occupy the real estate individually or jointly, or if the real estate is owned by a spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$19,600 or, if married, a combined net income of not more than \$24,500; and own net assets not in excess of \$65,000 excluding the value of the person's residence.*

ARTICLE FOUR (to vote by ballot): *Shall we adopt the provisions of RSA 72:37 for the exemption for the blind from the assessed value of residential real estate for property tax purposes? This statute provides that every inhabitant who is legally blind shall be exempt each year, for property tax purposes, from the assessed value on a residence to the value of \$25,000.*

Ms. Griffin said Articles Two, Three and Four were required to be on the Warrant and voted on by ballot during the day. She said Mike Ryan, Director of Assessing, was recommending these increases due to the upcoming revaluation. The Selectboard would be required to hold a separate public hearing, 30 days prior to Town Meeting, to adopt or not adopt these recommended exemption levels. That hearing would take place April 7, 2003.

ARTICLES FIVE THROUGH FOURTEEN will involve the proposed amendments to Hanover's Zoning Ordinance, four of which were submitted by petition.

ARTICLES FIFTEEN THROUGH THIRTY-NINE will be addressed during the Business Meeting portion of the Town Meeting.

ARTICLE FIFTEEN: *To choose the following Town Officers to be elected by a majority vote: One member of the Advisory Board of Assessors for a term of three (3) years; Three Fence Viewers each for a term of one (1) year; Two Surveyors of Wood and Timber each for a term of one (1) year; One Pine Park Commissioner for a term of three (3) years; Such other Officers as the Town may judge necessary for managing its affairs.*

Ms. Griffin advised that "One Supervisor of the Checklist" would also need to be added to this list. Selectman Walsh asked if there were candidates for each of these vacant positions. Ms. Griffin said no but explained that letters were sent out to alert people of the openings.

ARTICLE SIXTEEN: *To see if the Town will vote to upgrade the Wastewater Treatment Plant by implementing the Sewerage Improvement Program as proposed, which consists of a series of equipment upgrades designed to expand the biological treatment capacity of the facility, and to vote to raise and appropriate up to \$XXXXXX for such improvements, and to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote; and further, to authorize participation in the State Revolving Loan Fund as provided for under RSA 486:14 and to enable the Selectmen to apply for, accept, and expend, without further action by the Town Meeting, any funds which may become available at any time for this project from the State, Federal or other governmental unit or private source. This funding will be combined with funds made available from the Wastewater Treatment Plant Fund undesignated fund balance and the Wastewater Fund Capital Reserve in Articles Seventeen and Eighteen respectively, to implement the proposed improvements. To the extent sufficient State Revolving Loan Fund monies are available to finance the Sewerage Improvement Program, the Town will not need to issue bonds or notes to fund the proposed project.*

Ms. Griffin said this Article was required by Statute to be the first item listed after the choosing of Town Officers. It would require a two-thirds vote to pass. She hoped that there would be enough money in the SRF Funds to fully fund the improvements without having to issue a bond. Selectman Christie asked if the two issues should be addressed in two separate Articles. He suggested if that was possible that the more beneficial funding option should be listed before the other.

Selectman Walsh asked that those Articles that require a two-thirds vote are noted as such and that all paper ballot votes are grouped together on the Warrant as well.

ARTICLE SEVENTEEN: *To see if the Town will vote to raise and appropriate the sum of \$206,000 for the purpose of implementing a Sewerage Improvement Program as proposed, which consists of a series of upgrades designed to expand the biological treatment capacity of the facility, and to authorize funding of this amount by withdrawal from the Wastewater Treatment Plant Fund undesignated fund balance. Funding available from the undesignated fund balance derives from the cumulative unexpended balance available from each annual operating budget for the Wastewater Treatment Plant Fund. The proposed withdrawal would still result in a remaining undesignated fund balance equal to 10% of the proposed operating budget for the Fund.*

Ms. Griffin said this \$206,000 expenditure would bring this Fund balance down to 10% of its current balance, as requested.

ARTICLE EIGHTEEN: *To see if the Town will vote to raise and appropriate the sum of \$XXX for the purpose of implementing a Sewerage Improvement Program as proposed, which consists of a series of upgrades designed to expand the biological treatment capacity of the facility, and to authorize funding of this amount by withdrawal*

from the Wastewater Treatment Plant Fund Capital Reserve for the purposes for which such funds were established.

Ms. Griffin explained that the dollar amount in this Article would be figured at a later date.

ARTICLE NINETEEN: *To see if the Town will vote to authorize the Board of Selectmen to convey a portion of the town property known as the Gile Tract, located off Route 120 (map 21, lot 2), which portion shall not exceed 25 acres, located in the northeasterly and easterly portions of said parcel, that is, all or part of a tract shown as "25 acre proposed PRD tract" on a map entitled "Gile Tract, Maximum extent of Proposed Planned Residential Development" prepared by Robert A. White, dated March 14, 2003, which is available for inspection at the Hanover Town Offices. The property is to be conveyed to either a public or private non-profit entity for the purpose of facilitating the construction and operation of housing affordable primarily to persons or households of low and moderate incomes, on such terms and conditions as determined by the Selectmen as appropriate to accomplish that goal.*

ARTICLE TWENTY: *To see if the Town will vote to authorize the Board of Selectmen to adopt a Rental Housing Ordinance, which would establish rental housing standards and provide for the registration and inspection of rental properties in Hanover.*

Ms. Griffin said the draft Rental Housing Ordinance would be forwarded to the Selectboard in their next Friday packet. The Building Code Advisory Committee, the Town Attorney, the Building Inspector, and the Health Officer had already reviewed it. She advised of the Town's attorney's determination that Hanover's Charter did not give the Selectboard the authority to adopt a Rental Housing Ordinance based on its intent. A Town Meeting vote was required.

ARTICLE TWENTY-ONE: *To see if the Town will vote to authorize the Board of Selectmen to accept a .30 acre parcel of land located at 15 East South Street (map 34, lot 61), currently owned by the Howe Library Corporation. The parcel would then be merged with the adjoining Town-owned parcel located at 13 East South Street, upon which the current Howe Library resides. Once the parcels are combined, the property would be available for future expansion of the Howe Library, to be funded through a private fundraising campaign.*

ARTICLE TWENTY-TWO: *To see if the Town will vote to appropriate a sum not to exceed \$80,000 from the Conservation Fund for fee simple purchase of, or acquisition of a conservation easement restricting development of a parcel of land located on Piper's Lane (map 12, lot 7).*

ARTICLE TWENTY-THREE: *To see if the Town will vote to raise and appropriate \$97,550 for deposit in 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 2001-2002. 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 TWENTY-FOUR: *To see if the Town will vote to raise and appropriate \$97,550 for deposit in the Conservation 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 amount collected in the Land Use Change Tax Reserve in the fiscal year 2001-2002. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they land out of current use.*

Kim Perez noted that many other towns in New Hampshire deposited 100% of their Land Use Change Tax into their Conservation Funds. She asked how she could change Hanover's practice to only deposit half. Selectman Walsh said she would need to persuade the Selectmen to do that or submit a petitioned Warrant Article to Town Meeting. He explained that when land use changed it created the need for public facilities. Hanover's decision to split this funding was in recognition of that. Selectman Connolly added that without the other half the new Community and Senior Center would not be as complete as it was nor would the ball field parking lot funding be provided. Selectman Baschnagel further stated that Hanover was not unusual in splitting the funds. Some communities did not contribute any amount to conservation funds.

ARTICLE TWENTY-FIVE: *To see if the Town will vote to ratify the Dispatch Capital Reserve Fund and its purposes, authorizing its use for the replacement of Dispatch equipment and for enhancements to the Dispatch Center, and to raise and appropriate \$10,000 for deposit into that Dispatch Capital Reserve Fund, and to fund this appropriation by authorizing withdrawal from General Fund undesignated fund balance. A two-thirds vote is required.*

ARTICLE TWENTY-SIX: *To see if the Town will vote to raise and appropriate \$50,000 and authorize payment into the Parking Capital Reserve Fund for the purposes for which such fund was established, and to fund this appropriation by authorizing the withdrawal of the \$50,000 sum from undesignated fund balance. These monies are currently budgeted in the FY 2002-2003 Parking Fund budget.*

Selectman Baschnagel suggested combining Articles Twenty-Six and Twenty-Seven. Ms. Griffin said that would have to be approved by the Town's attorney and DRA. She sensed that the parking lot issue in Article Twenty-Seven would have to be listed as a separate article. Mr. Baschnagel suggested listing that funding in the budget rather than as a Warrant Article.

Mr. Baschnagel asked if a separate line item was needed in the Parking Fund Budget to segregate the funds appropriated into its Capital Reserve for the Facility. Mr. Walsh

believed that the funds could be managed properly out of a one Capital Reserve for the Parking Fund rather than creating a second capital reserve for the Facility.

ARTICLE TWENTY-SEVEN: *To see if the Town will vote to raise and appropriate \$150,000 and authorize payment into the Parking Capital Reserve Fund, and \$61,293 for paving of the Marshall Lot, a Town-owned parking lot located at the corner of School and Maple Streets, and to authorize funding these items by withdrawal from the Parking Fund undesignated fund balance. Funding available from the undesignated fund balance in the Parking Fund derives from the cumulative unexpended balance available from each annual operating budget for the Parking Fund. The proposed withdrawal would still result in a remaining Undesignated Fund Balance equal to 9.2% of the proposed operating budget for the Parking Fund, which is considered a prudent financial reserve.*

ARTICLE TWENTY-EIGHT: *To see if the Town will raise and appropriate \$91,140 for the reconstruction of North College Street from Maynard Street north to the Medical School entrance driveway and to authorize funding this item by withdrawal from the North College Street Reconstruction Capital Reserve for the purpose for which such fund was established.*

ARTICLE TWENTY-NINE: *To see if the Town will vote to raise and appropriate \$65,535 for deposit in the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from General Fund undesignated fund balance. This Fund was established by Town Meeting in 2000, authorizing the assessment of a \$5.00 surcharge for each motor vehicle registered in the Town of Hanover pursuant to RSA 261:153 VI. Since that time, \$65,535 in surcharge fees has been collected and should be deposited in the Fund.*

ARTICLE THIRTY: *To see if the Town will vote to raise and appropriate \$15,000 for implementation of prioritized storm drain grate replacements and pavement marking to insure safer travel by bicycles within the Town, and to authorize funding this item by withdrawal from the Municipal Transportation Improvement Fund.*

ARTICLE THIRTY-ONE: *To see if the Town will vote to raise and appropriate \$26,200 for the construction of parking to serve the proposed baseball field to be located on Grasse Road, adjacent to the Water Company headquarters, and to authorize funding this amount by withdrawal from the Land and Capital Improvements Fund. Funding available from 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. Funding for construction of the baseball field was approved in the FY 2002-2003 budget.*

ARTICLE THIRTY-TWO: *To see if the Town will vote to raise and appropriate \$392,160 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established: Police (\$42,000), Public Works includes Sidewalk reserve Contribution (\$122,000), Fire Fund (\$93,000),*

Wastewater Treatment Plant Fund (\$108,000), Ambulance Fund (\$24,500), Parking (\$2,660).

ARTICLE THIRTY-THREE: *To see if the Town will vote to raise and appropriate \$1,010,086 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report: Public Works (\$101,858), Wastewater (\$908,228).*

Ms. Griffin reminded the Selectmen that the \$908,228 Wastewater figure would be reduced. Selectman Walsh thought a large sum of money had been transferred into the WWTP Capital Reserve the previous year in anticipation of improving the UV System. Ms. Griffin said she would research that further and report back at a later date.

ARTICLE THIRTY-FOUR: *To see what sum the Town will vote to raise and appropriate to pay the expenses of the Town for the 2003-2004 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding articles.*

ARTICLE THIRTY-FIVE: *To see if the Town will vote to raise and appropriate \$9,300 to support the services provided to the residents of Hanover by West Central Behavioral Health. This is the second year this article has appeared separately on the warrant.*

ARTICLE THIRTY-SIX: *To see if the town will vote to send the following resolution to the New Hampshire General Court: Resolved, in its first two years of operation, the Land and Community Heritage Investment Program (LCHIP) has helped communities throughout New Hampshire preserve their natural, cultural and historic resources and, therefore, the State of New Hampshire should maintain funding for LCHIP in its next biennial budget.*

Ms. Griffin said this Article was not required to be on the Warrant but was requested to be from the people at the LCHIP. The Selectmen reached consensus to allow this Article on the Town Warrant.

ARTICLE THIRTY-SEVEN: *To see if the Town will vote to request that our elected officials from all levels of government, and those seeking office, work with consumers, businesses and health care providers to ensure that: everyone, including the self-employed, unemployed, un- and underinsured, and small business owners has access to an affordable basic health plan similar to what federal employees receive; that everyone, including employers, consumers, and the state, local and federal government makes a responsible and fair contribution to finance the health care system; that everyone receives high quality care that is cost efficient and medically effective; and that these efforts help control the skyrocketing cost of health care.*

Ms. Griffin said this was a petitioned Warrant Article and as such had to be on the Warrant.

ARTICLE THIRTY-EIGHT: *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.*

ARTICLE THIRTY-NINE: *To transact any other business that may legally be brought before this Town Meeting.*

6. RECOMMENDATION TO CERTIFY APPOINTMENT OF TOWN MANAGER AS AUTHORIZED REPRESENTATIVE RELATIVE TO SRF PROGRAM

Selectman Connolly **MOVED** to certify the appointment of the Town Manager as the Town's authorized representative relative to the State Revolving Loan Fund Program. Selectman Baschnagel **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO CERTIFY THE APPOINTMENT OF THE TOWN MANAGER AS THE TOWN'S AUTHORIZED REPRESENTATIVE RELATIVE TO THE STATE REVOLVING LOAN FUND PROGRAM.**

7. RECOMMENDATION TO SET THE PRE-TOWN MEETING PUBLIC HEARING FOR APRIL 7, 2003

Selectman Walsh **MOVED** to set the Pre-Town Meeting public hearing for April 7, 2003. Selectman Connolly **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO SET THE PRE-TOWN MEETING PUBLIC HEARING FOR APRIL 7, 2003.**

8. RECOMMENDATION TO SET A PUBLIC HEARING FOR APRIL 7, 2003 TO CONSIDER RECOMMENDED CHANGES TO ELDERLY, DISABLED AND BLIND PROPERTY TAX EXEMPTIONS

Selectman Connolly **MOVED** to set a public hearing for April 7, 2003 to consider recommended changes to the Elderly, Disabled and Blind Property Tax Exemptions. Selectman Baschnagel **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR APRIL 7, 2003 TO CONSIDER RECOMMENDED CHANGES TO THE ELDERLY, DISABLED AND BLIND PROPERTY TAX EXEMPTIONS.**

9. RECOMMENDATION TO SET A PUBLIC HEARING FOR APRIL 7, 2003 ON THE PROPOSED ISSUANCE OF UP TO \$4,705,000 IN BONDS AND NOTES FOR UPGRADE OF THE HANOVER WASTEWATER TREATMENT PLANT

Selectman Connolly MOVED to set a public hearing for April 7, 2003 on the proposed issuance of up to \$4,705,000 in Bonds and Notes for upgrade of the Hanover Wastewater Treatment Plant. Selectman Walsh SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR APRIL 7, 2003 ON THE PROPOSED ISSUANCE OF UP TO \$4,705,000 IN BONDS AND NOTES FOR UPGRADE OF THE HANOVER WASTEWATER TREATMENT PLANT.

Town Manager Griffin explained that this was required by State Statute as the bond amount exceeded \$100,000.

10. RECOMMENDATION TO GRANT REQUEST FOR STREETFEST 2003

Selectman Walsh MOVED to grant the request for Streetfest on July 12, 2003. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO GRANT THE REQUEST FOR STREETFEST ON JULY 12, 2003.

11. CONSIDERATION OF BANNER REQUESTS

Town Manager Griffin advised that three banner requests were submitted; one from West Central Behavioral Health for a two day, thirty-eight mile journey down the Connecticut River on July 26th and 27th; one from Windsor County Partners to advertise their need for mentors proposed for late March or April; and one to highlight the Blood Drive schedule.

Selectman Connolly spoke in opposition to approving banner requests for every fine cause that popped up. Ms. Griffin said the Selectboard's policy had been to limit the banners to community sponsored or in-town events as opposed to regional events. Selectman Baschnagel suggested the Windsor County Partners banner was the only one that fell outside of those categories but noted their the statement banner request that many of their mentors came from the Hanover area.

Selectman Walsh MOVED to approve all three banner requests submitted. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE ALL THREE BANNER REQUESTS SUBMITTED.

12. APPOINTMENT: AFFORDABLE HOUSING COMMISSION

Town Manager Griffin said the suggestion was to appoint Patricia Wallace as an ex-officio member of the Commission as she was not a resident of Hanover.

Selectman Connolly MOVED to appoint Patricia Wallace as an ex-officio member of the Affordable Housing Commission. Selectman Baschnagel SECONDED. THE

SELECTMEN VOTED UNANIMOUSLY TO APPOINT PATRICIA WALLACE AS AN EX-OFFICIO MEMBER OF THE AFFORDABLE HOUSING COMMISSION.

13. APPROVAL OF MINUTES: FEBRUARY 24TH, FEBRUARY 26TH, AND MARCH 3RD, 2003

Selectman Connolly **MOVED** to approve the minutes of February 24 and 26 as submitted. Selectman Baschnagel **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 24, 2003 AS SUBMITTED AND VOTED THREE IN FAVOR, ONE ABSTAINING (WALSH) TO APPROVE THE MINUTES OF FEBRUARY 26, 2003 AS SUBMITTED.**

Selectman Baschnagel **MOVED** to approve the minutes of March 3, 2003 as amended. Selectman Connolly **SECONDED**. **THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 3, 2003 AS AMENDED.**

14. ADMINISTRATIVE REPORTS

Town Manager Griffin said she would be working to finalize the draft warrant and begin to put together the background information for the Annual Town Report. She would also be working on negotiating issues with the hospital relative to the WWTP accepting additional flows from them and Lebanon. Staff would also begin working on updating the WWTP's rate and fee schedule. She reminded the Selectboard of their WWTP study session that was scheduled for Monday, March 24, 2003 and of her efforts to prepare the agenda for that session. Staff had also held its kick off meeting with the Merton Group on Municipal broadband as a utility installation for the town. They are putting together a draft questionnaire that will be mailed to roughly 400 Hanover residents within the next three weeks. Selectman Walsh passed along a mailing he received from Adelphia advertising their cable powered internet, which upon inquiring was found to be unavailable. Ms. Griffin said the Merton Group's Feasibility study would take 6 to 8 weeks.

15. SELECTMEN'S REPORTS

Peter Christie

Mr. Christie said the Recycle Committee was busy investigating pooling various interests in town to deal with recycling together. They are also looking for ways to take the success they have had with recycling in the residential areas and carrying it over to the restaurant and commercial uses.

The Hanover Chamber of Commerce was preparing for their annual retreat, which would be held May 13, 2003. The Home Life Show was scheduled for the coming weekend. It

would be the 25th year of the show and would be dedicated to Len Matless, who was executive director of the area Chamber of Commerce and was instrumental in starting that show. There would be a special presentation and banner in his memory during the dedication. He acknowledged Dave Orr's efforts to round up volunteers for the event.

Katherine Connolly

Ms. Connolly reported on the Planning Board's review of a minor subdivision on Partridge Road. The Planning Board also re-approved a lot line adjustment on the HSD/CVS lot. The original approval was never recorded. The Planning Board also held their first public hearing on the proposed zoning amendments. Their second public hearing was scheduled for April 1, 2003. She noted that the petitioned amendments had raised some interesting legal questions. Ms. Connolly said the Upper Valley Housing coalition had also addressed the Planning Board with their intentions, as did the Howe Library on their plans for Library expansion.

Ms. Connolly said the Upper Valley Lake Sunapee Regional Planning Commission would hold a meeting at the Howe Library on Wednesday at 7:00 pm that would include a presentation by FEMA of Vermont and New Hampshire.

Ms. Connolly said on April 9, 2003, also at the Howe Library, there would be a public meeting to explain Hanover's membership into the North Country Economic Development Council.

Bill Baschnagel

Mr. Baschnagel commented on the Affordable Housing Commission's work on the legal aspects and structuring of their work. He said a key was that Twin Pines Housing Trust had done this type of work before. He said serious thought would have to be given of the covenant that will be on the deed that would be passed to Twin Pines.

Mr. Baschnagel said the Conservation Commission had also discussed the Bedford Subdivision that was before the Planning Board. Their issue was with the possibility of putting trail easement in from wetlands down to partridge. He said the Commission was of the opinion that these types of issues need to be considered more often and earlier in the planning process of these types of applications.

Brian Walsh

Mr. Walsh asked the Selectmen to acknowledge the Hanover High School Hockey team as they had for other Hanover High School teams who won State championships in the fall. The Selectmen agreed. Selectman Connolly asked that Russell Brown the National 800 meter champion is also recognized.

Mr. Walsh said the town would soon be celebrating the 10th anniversary of its relationship with its sister city, Joigny. Ms. Griffin said she would have a resolution prepared for the April 7, 2003 Selectboard meeting.

16. OTHER BUSINESS

Ms. Griffin advised of another proclamation that was submitted by Doug Hackett, Communications Coordinator, asking that April 13 through April 19, 2003 could be declared as National Public Safety/Communications Week in Hanover. Selectman Walsh said if the focus was on the work the dispatch center provided, which was superb, he would approve. Ms. Griffin affirmed it was.

SP2 2 study committee

Selectman Baschnagel advised of an email he sent out on the possibility of offering Australian ballot for the School meeting. He said as a Charter town Hanover had some flexibility with this. He recommended that the Selectboard commission a committee to research the options available. Selectman Walsh believed this issue had been addressed before and was left with the Selectboard wanting to write a charge to said Committee. He asked that it be addressed in the future.

Town Manager Griffin reminded the Selectboard to take their walk on Wolfeboro Road relative to the gate requests. Selectman Baschnagel said the Conservation Commission had received notice that the Appalachian Trail Conference would be rebuilding the shelter over the mountain on Wolfeboro Road or move it off Wolfeboro Road. He said there may be questions as to how they would access the area to do this work.

Kim Perez advised of a conference scheduled for April 10th that would be sponsored by the Upper Valley Housing Coalition and the Sustainable Energy Resource Group. It was titled, "Saving Money by Saving Energy" and would be held at the Hotel Coolidge from 8:00 am to noon.

17. OLD BUSINESS

There was no old business discussed.

18. ADJOURNMENT

Selectman Baschnagel MOVED to adjourn the meeting. Selectman Connolly SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:08 PM.

SUMMARY

- 1. Selectman Baschnagel MOVED to close the public hearing. Selectman Connolly SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING. Selectman Connolly MOVED to accept Camp Brook Road and Camp Brook Common Road as Town roads. Selectman Christie SECONDED. Selectman Connolly AMENDED HER MOTION to accept Camp Brook Road and Camp Brook Common Road as Town roads conditional that the Town clarifies that it would not be responsible for maintaining the mailbox structure or bus shelter. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT CAMP BROOK ROAD AND CAMP BROOK COMMON ROAD AS TOWN ROADS CONDITIONAL THAT THE TOWN CLARIFIES THAT IT WOULD NOT BE RESPONSIBLE FOR MAINTAINING THE MAILBOX STRUCTURE OR BUS SHELTER.**
- 2. Selectman Connolly MOVED to certify the appointment of the Town Manager as the Town's authorized representative relative to the State Revolving Loan Fund Program. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO CERTIFY THE APPOINTMENT OF THE TOWN MANAGER AS THE TOWN'S AUTHORIZED REPRESENTATIVE RELATIVE TO THE STATE REVOLVING LOAN FUND PROGRAM.**
- 3. Selectman Walsh MOVED to set the Pre-Town Meeting public hearing for April 7, 2003. Selectman Connolly SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO SET THE PRE-TOWN MEETING PUBLIC HEARING FOR APRIL 7, 2003.**
- 4. Selectman Connolly MOVED to set a public hearing for April 7, 2003 to consider recommended changes to the Elderly, Disabled and Blind Property Tax Exemptions. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR APRIL 7, 2003 TO CONSIDER RECOMMENDED CHANGES TO THE ELDERLY, DISABLED AND BLIND PROPERTY TAX EXEMPTIONS.**
- 5. Selectman Connolly MOVED to set a public hearing for April 7, 2003 on the proposed issuance of up to \$4,705,000 in Bonds and Notes for upgrade of the Hanover Wastewater Treatment Plant. Selectman Walsh SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR APRIL 7, 2003 ON THE PROPOSED ISSUANCE OF UP TO \$4,705,000 IN BONDS AND NOTES FOR UPGRADE OF THE HANOVER WASTEWATER TREATMENT PLANT.**
- 6. Selectman Walsh MOVED to grant the request for Streetfest on July 12, 2003. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO GRANT THE REQUEST FOR STREETFEST ON JULY 12, 2003.**

7. **Selectman Walsh MOVED to approve all three banner requests submitted. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE ALL THREE BANNER REQUESTS SUBMITTED.**
8. **Selectman Connolly MOVED to appoint Patricia Wallace as an ex-officio member of the Affordable Housing Commission. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO APPOINT PATRICIA WALLACE AS AN EX-OFFICIO MEMBER OF THE AFFORDABLE HOUSING COMMISSION.**
9. **Selectman Connolly MOVED to approve the minutes of February 24 and 26 as submitted. Selectman Baschnagel SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 24, 2003 AS SUBMITTED AND VOTED THREE IN FAVOR, ONE ABSTAINING (WALSH) TO APPROVE THE MINUTES OF FEBRUARY 26, 2003 AS SUBMITTED.**
10. **Selectman Baschnagel MOVED to approve the minutes of March 3, 2003 as amended. Selectman Connolly SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 3, 2003 AS AMENDED.**
11. **Selectman Baschnagel MOVED to adjourn the meeting. Selectman Connolly SECONDED. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:08 PM.**

Respectfully submitted,



Peter Christie, Secretary

These minutes were transcribed by Beth Rivard.