

BOARD OF SELECTMEN'S MEETING

AUGUST 4, 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 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. ADOPTION OF REVISED GOALS AND OBJECTIVES FOR FY 2003-2004

The following is a proposed final draft of the Goals and Objectives for 2003-2004, which incorporates all of the comments made during the Board's July 7, 2003 review and Selectman Walsh's revised goal regarding Town Meeting.

SELECTMEN:

- 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** the inflation rate. Along with this base proposal, request detailed schedules of areas where increases should be considered (the "wish list") and where decreases are a possibility. 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.
- Support the Howe Corporation's initiatives to raise funds and to expand and improve the facility.
- Negotiate appropriate terms for transfer of Gile Tract property earmarked for development of affordable housing to Twin Pines Housing Trust, in cooperation with the Affordable Housing Commission.
- Provide support to the Hanover Water Works Company in its efforts to implement water filtration and, as a long-term objective, continue to explore a proposal for the municipalization of the Hanover Water Works Company.
- Develop long-term capital improvement program for the Wastewater Treatment Plant and utilize estimated costs to inform planning in 2003/2004 regarding the provision of services to both Hanover and Lebanon wastewater customers.

- Investigate the merits and feasibility of establishing a comprehensive land use agreement between the Town of Hanover and Dartmouth College.
- Town Meeting is the legislative body for Hanover. Currently, some decisions are made by paper ballot during all day voting and others are made in the evening open meeting. Town Meeting is also a very important civic institution, expressing Hanover's commitment to democracy at a most basic level. There have been numerous suggestions for improving Town Meeting. For the coming year, the objective is for the Selectmen to initiate a public process to rearticulate the fundamental goals of Town Meeting and to begin considering alternative ways to meet those goals. (revised goal)
- Recognize Town volunteers and contributors.
- Support initiatives for the State of New Hampshire to create an equitable and sufficient financing mechanism to meet the State's constitutional responsibility to fund education.
- Schedule annual meetings with the Norwich Selectboard.

ADMINISTRATION:

- Work with the Board of Selectmen to implement the rental housing inspection and licensing program proposal, including presentation of a supporting ordinance.
- Finalize and present to the Board of Selectmen for consideration an Ethics Statement for all Town volunteers and employees.
- Develop an orientation program and handbook for new town volunteers.
- Review the background and boundary lines of the current Fire districts and the rationale for allocation of expenses to the districts.
- Prepare a report outlining the tax status of Dartmouth College-owned properties in the context of NH state law.
- Finalize abatement information sheet to be made available to taxpayers in conjunction with the upcoming revaluation implementation.
- Hold annual meetings at Department venues to review facilities and department needs. Invite the chairperson and members of each board and commission to make an annual presentation to the Board of Selectmen.

- Implement the Three-Party Agreement pertaining to the Town of Hanover, the Dresden School District and Dartmouth College.
- Pursue options for effective recycling of brown and green glass.
- Develop a zero-base budget model utilizing the Fire Department as the test case for FY 2003-2004.

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to accept the Goals and Objectives for FY 2003-2004 as written. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE GOALS AND OBJECTIVES FOR FY 2003-2004 AS WRITTEN.

- 3. CONVENE AS HANOVER HOUSING AUTHORITY FOR PURPOSE OF ADOPTING REVISED MANAGEMENT PLAN, REVISED LEASE AND REVISED HOUSE RULES FOR SUMMER PARK APARTMENTS AS REQUIRED BY HUD**

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to convene as the Hanover Housing Authority. THE SELECTMEN VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.

Town Manager Griffin advised of a letter she had received from Jonathan Chaffee, Executive Director of the Lebanon Housing Authority, that outlined modifications to the Summer Park Management Plan, the standard lease document, and the House Rules that were required by HUD. Ms. Griffin said the changes were intended make Hanover's documentation more in line with HUD's.

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to accept the proposed modifications as written with the basic rationality that to try to negotiate more logical ones or more finely tuned ones would be an exercise in futility. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE PROPOSED MODIFICATIONS AS WRITTEN WITH THE BASIC RATIONALITY THAT TO TRY TO NEGOTIATE MORE LOGICAL ONES OR MORE FINELY TUNED ONES WOULD BE AN EXERCISE IN FUTILITY.

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to adjourn the meeting of the Hanover Housing Authority. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING OF THE HANOVER HOUSING AUTHORITY.

- 4. CONSIDERATION OF BANNER REQUESTS SUBMITTED BY HOWE TRUSTEES AND DARTMOUTH COLLEGE**

Howe Corporation's Request:

Town Manager Griffin advised of Jere Nelson's, Development Coordinator for the Howe Library Corporation, request to install a banner across Main Street prior to the Howe's September 19, 2003 kick off event for their Capital Campaign. Ms. Griffin suggested that the Howe Corporation would want the banner up by September 7th or 8th. Selectman Pierson asked of the sequence of approved banners for the upcoming months. Ms. Griffin noted that a Red Cross blood drive banner was being installed at the start of the current meeting. She said the only other banner request received for August and September was Dartmouth College's Social Norms related request. Selectman Connolly asked about the Chamber of Commerce's annual "Welcome Freshmen" banner. Ms. Griffin said that request had not been submitted.

It was MOVED by Selectman Pierson and SECONDED by Selectman Baschnagel to approve a "Welcome Freshmen" banner contingent upon receiving a request.

Ms. Griffin suggested people from the Howe Corporation and the Chamber of Commerce could discuss a possible schedule between their two banners. She will contact Clint Bean, from the Chamber, and Marlene McGonigle, from the Howe, on that matter. Selectman Christie said he would prefer to have received all of the banner requests prior to approving them.

THE SELECTMEN VOTED THREE IN FAVOR, ONE ABSTAINING (CHRISTIE) TO APPROVE A "WELCOME FRESHMEN" BANNER CONTINGENT UPON RECEIVING A REQUEST AND SHOULD THE TIME BECOME AVAILABLE.

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to approve the Howe banner contingent upon them negotiating a time period with the Chamber. THE SELECTMEN VOTED THREE IN FAVOR, ONE ABSTAINING (CHRISTIE) TO APPROVE THE HOWE BANNER CONTINGENT UPON THEM NEGOTIATING A TIME PERIOD WITH THE CHAMBER.

Ms. Griffin advised of a second request from the Howe Corporation; to re-install their smaller banners in the spring of 2004 and into the summer.

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to approve the Howe banner request to re-install the smaller banners in the spring of 2004 until such date when an alternative request is submitted and an agreement is reached with the Howe to remove the banners. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE HOWE BANNER REQUEST TO RE-INSTALL THE SMALLER BANNERS IN THE SPRING OF 2004 UNTIL SUCH DATE WHEN AN ALTERNATIVE REQUEST IS SUBMITTED AND AN AGREEMENT IS REACHED WITH THE HOWE TO REMOVE THE BANNERS.

Dartmouth College's Request:

It was noted that this banner request was somewhat non-traditional, as it would not publicize an event, but would communicate a particular message related to substance abuse.

Ryan Travia, Coordinator of Dartmouth's Alcohol and Other Drug Program (AOD), and Leslie Clancy, AOD Program Assistant, provided additional information on their banner request and of the "Social Norms" program. Mr. Travia explained that the program was a prevention approach to alcohol and other drug use that was adopted nationwide in forums ranging from the college level to the middle school level. In this case it would involve data collection, mainly focused on college freshmen, of their perceptions of college life, a campaign to clarify many of the misperceptions, and an effort to encourage students to make healthy choices.

Mr. Travia said various modes of communication would be used to deliver these positive messages to the community including the proposed banner across Main Street. He suggested the best time to hang a banner would be the first week of September as the students return to campus. He added that the campaign would last throughout the year and that he and Ms. Clancy were open to other forms of communication to get these messages out. Mr. Travia asked for the Board's cooperation and support throughout this program and for the Board's input on collaborating with Hanover High School and Middle School or some of the local businesses to better promote these messages.

Selectman Connolly asked if hanging a banner at the Collis Center or other College areas had been considered. Ms. Clancy said yes, but that it would be beneficial to direct these messages to more than just the Dartmouth student body.

Selectman Connolly asked what would be printed on the banners. Ms. Clancy said that had not yet been determined. She and Mr. Travia were waiting for statistics from recently conducted surveys. It was noted that the example stated in the banner request letter cited, "89% of Dartmouth students don't think alcohol is very important to their social life at Dartmouth." Mr. Travia suggested that when the necessary information had been collected a few suggested Social Norm statements could be forwarded to the Board for further review.

Selectman Baschnagel spoke in support of the program but expressed concern for how visitors to Hanover would interpret the intent of the Social Norms message, if hung across Main Street, without having knowledge of the program. Selectman Christie suggested the banner should list a website people could turn to for more information. Ms. Griffin suggested the Chamber of Commerce and AOD could work together to create a banner for this Social Norms program and to welcome freshmen. She further suggested that Mr. Travia should bring these issues to the Community Substance Abuse Advisory Committee to which he will join as a member in the fall. Mr. Baschnagel further suggested providing this information to the Freshmen Trip leaders.

Ms. Griffin asked Mr. Travia to provide her with the sample language for the banners for the Board's further review and to contact Clint Bean, of the Hanover Chamber of Commerce, about a joint banner.

5. APPOINTMENTS: PTB, PARKS & RECREATION BOARD

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to appoint George Hathorn to the Parking & Transportation Board. THE SELECTMEN VOTED UNANIMOUSLY TO APPOINT GEORGE HATHORN TO THE PARKING & TRANSPORTATION BOARD.

It was MOVED by Selectman Pierson and SECONDED by Selectman Baschnagel to appoint Mary Danko to the Parks & Recreation Board. THE SELECTMEN VOTED UNANIMOUSLY TO APPOINT MARY DANKO TO THE PARKS & RECREATION BOARD

6. APPROVAL OF MINUTES: JUNE 16, 2003 AND JULY 7, 2003

It was MOVED by Selectman Pierson and SECONDED by Selectman Baschnagel to approve the minutes of June 16, 2003 as submitted. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JUNE 16, 2003 AS SUBMITTED.

It was MOVED by Selectman Pierson and SECONDED by Selectman Baschnagel to approve the minutes of July 7, 2003 as submitted. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JULY 7, 2003 AS SUBMITTED.

7. ADMINISTRATIVE REPORTS

Adelphia Franchise Agreement

Town Manager Griffin advised that Rob Ciandella, the attorney advising the Town on the contract renegotiations with Adelphia, was recommending that the Board approve an eleven-month extension on the current franchise agreement. Selectman Pierson asked if the extension would be under the same terms as the original agreement. Ms. Griffin said yes. Selectman Christie asked what would happen if the Town did not extend the agreement. Betsy McClain, Director of Administrative Services, said if not extended a host of implications could occur including Adelphia no longer being bound to the customer service standards and performance standards that currently exist and the Town not receiving its 5% franchise fee payments that Adelphia would continue to collect. Ms. Griffin said it was staff's recommendation that the Town agree to the extension as it would not reduce the Town's position in anyway but would acknowledge that Adelphia is in no position to finalize a new franchise agreement due to their financial situation. She said the hope would be to negotiate a new agreement within the eleven-month period.

Ms. McClain added that the Town's efforts with its Technology Advisory Committee and the Merton Group would continue.

Selectman Baschnagel spoke of Adelphia's current activities, to lay cable throughout the town, and the tone of the letter the Town received from Adelphia in response to inquiries of the specific service upgrades being done, as speaking to two different companies. He said Adelphia was amazingly schizophrenic and inept in terms of their marketing. He suspected they were not communicating with their customers either. Selectman Christie expressed concern for the Town proceeding in good faith with Adelphia by extending this agreement and researching alternatives. Ms. McClain said the two were not related.

Selectman Christie MOVED that (1) The Town has received from Adelphia Cable Communications a proposed one year extension of the Cable Franchise Agreement dated 9 February 1993 between the Town and Westmarc Development Joint Venture, as transferred to Frontier Vision Operating Partners, L.P. d/b/a Adelphia Cable Communications; (2) Accompanying the extension agreement was a cover letter from Keith Froleiks, Area Manager for Adelphia dated 25 July 2003, in which Mr. Froleiks made certain representations concerning the rebuild of the cable system in the Town of Hanover. Specifically, Mr. Froleiks indicated that Adelphia anticipates the downtown sections of Hanover which have received the upgraded plant to be activated by fall of 2003, and it expects that the entire town will be able to receive the advanced services offered by the upgraded cable plant before the expiration of the extension (30 June 2004); (3) Based upon these representations and the advise of our counsel, the Board of Selectmen moves that the extension, as presented, be approved and executed by the Chairman of this Board, provided, however, that Adelphia submit reports to the Town on a regular basis, but not less frequently than every sixty days, indicating the status of the cable plant upgrade and the timeframes(s) in which Adelphia expects to activate the upgraded cable system to subscribers in the Town of Hanover. Selectman Pierson SECONDED. THE SELECTMEN VOTED UNANIMOUSLY THAT (1) THE TOWN HAS RECEIVED FROM ADELPHIA CABLE COMMUNICATIONS A PROPOSED ONE YEAR EXTENSION OF THE CABLE FRANCHISE AGREEMENT DATED 9 FEBRUARY 1993 BETWEEN THE TOWN AND WESTMARC DEVELOPMENT JOINT VENTURE, AS TRANSFERRED TO FRONTIER VISION OPERATING PARTNERS, L.P. D/B/A ADELPHIA CABLE COMMUNICATIONS; (2) ACCOMPANYING THE EXTENSION AGREEMENT WAS A COVER LETTER FROM KEITH FROLEIKS, AREA MANAGER FOR ADELPHIA DATED 25 JULY 2003, IN WHICH MR. FROLEIKS MADE CERTAIN REPRESENTATIONS CONCERNING THE REBUILD OF THE CABLE SYSTEM IN THE TOWN OF HANOVER. SPECIFICALLY, MR. FROLEIKS INDICATED THAT ADELPHIA ANTICIPATES THE DOWNTOWN SECTIONS OF HANOVER WHICH HAVE RECEIVED THE UPGRADED PLANT TO BE ACTIVATED BY FALL OF 2003, AND IT EXPECTS THAT THE ENTIRE TOWN WILL BE ABLE TO RECEIVE THE ADVANCED SERVICES OFFERED BY THE UPGRADED CABLE PLANT BEFORE THE EXPIRATION

OF THE EXTENSION (30 JUNE 2004); (3) BASED UPON THESE REPRESENTATIONS AND THE ADVISE OF OUR COUNSEL, THE BOARD OF SELECTMEN MOVES THAT THE EXTENSION, AS PRESENTED, BE APPROVED AND EXECUTED BY THE CHAIRMAN OF THIS BOARD, PROVIDED, HOWEVER, THAT ADELPHIA SUBMIT REPORTS TO THE TOWN ON A REGULAR BASIS, BUT NOT LESS FREQUENTLY THAN EVERY SIXTY DAYS, INDICATING THE STATUS OF THE CABLE PLANT UPGRADE AND THE TIMEFRAMES(S) IN WHICH ADELPHIA EXPECTS TO ACTIVATE THE UPGRADED CABLE SYSTEM TO SUBSCRIBERS IN THE TOWN OF HANOVER.

8. SELECTMEN'S REPORTS

Peter Christie

Mr. Christie reported on the Recycling Committee's efforts to research alternative recycling contracts relative to the colored glass issue. He questioned if the Board's only concern for recycling colored glass was the budgetary demand it currently required. The Board affirmed that statement.

Jay Pierson

Mr. Pierson did not have anything further to report.

Bill Baschnagel

Mr. Baschnagel reported on the Conservation Commission's review of Ruddsboro Road wetland issues and a Storrs Pond dredging application. The Commission was also awarded a Storm Water Management grant from the Connecticut River Watershed. A series of meeting will take place in November relative to managing storm water runoff.

Mr. Baschnagel reported on the PTB's efforts relative to the proposed parking shelters. They will also begin discussions of long-term planning for an additional future parking garage in Hanover.

Katherine Connolly

Ms. Connolly reported on the Planning Board's success in passing the Master Plan.

Ms. Connolly reported on activities she attended in association with a visit from people of Hanover's Friendship City, Nihonmatsu, Japan.

9. OLD BUSINESS

There was no old business discussed.

10. ADJOURNMENT

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to adjourn the meeting. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:48 PM.

SUMMARY

- 1. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to accept the Goals and Objectives for FY 2003-2004 as written. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE GOALS AND OBJECTIVES FOR FY 2003-2004 AS WRITTEN.**
- 2. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to convene as the Hanover Housing Authority. THE SELECTMEN VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.**
- 3. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to accept the proposed modifications as written with the basic rationality that to try to negotiate more logical ones or more finely tuned ones would be an exercise in futility. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE PROPOSED MODIFICATIONS AS WRITTEN WITH THE BASIC RATIONALITY THAT TO TRY TO NEGOTIATE MORE LOGICAL ONES OR MORE FINELY TUNED ONES WOULD BE AN EXERCISE IN FUTILITY.**
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- 5. It was MOVED by Selectman Pierson and SECONDED by Selectman Baschnagel to approve a "Welcome Freshmen" banner contingent upon receiving a request. THE SELECTMEN VOTED THREE IN FAVOR, ONE ABSTAINING (CHRISTIE) TO APPROVE A "WELCOME FRESHMEN" BANNER CONTINGENT UPON RECEIVING A REQUEST AND SHOULD THE TIME BECOME AVAILABLE.**
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7. **It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to approve the Howe banner request to re-install the smaller banners in the spring of 2004 until such date when an alternative request is submitted and an agreement is reached with the Howe to remove the banners. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE HOWE BANNER REQUEST TO RE-INSTALL THE SMALLER BANNERS IN THE SPRING OF 2004 UNTIL SUCH DATE WHEN AN ALTERNATIVE REQUEST IS SUBMITTED AND AN AGREEMENT IS REACHED WITH THE HOWE TO REMOVE THE BANNERS.**
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12. **Selectman Christie MOVED that (1) The Town has received from Adelphia Cable Communications a proposed one year extension of the Cable Franchise Agreement dated 9 February 1993 between the Town and Westmarc Development Joint Venture, as transferred to Frontier Vision Operating Partners, L.P. d/b/a Adelphia Cable Communications; (2) Accompanying the extension agreement was a cover letter from Keith Froleiks, Area Manager for Adelphia dated 25 July 2003, in which Mr. Froleiks made certain representations concerning the rebuild of the cable system in the Town of Hanover. Specifically, Mr. Froleiks indicated that Adelphia anticipates the downtown sections of Hanover which have received the upgraded plant to be activated by fall of 2003, and it expects that the entire town will be able to receive the advanced services offered by the upgraded cable plant before the expiration of the extension (30 June 2004); (3) Based upon these representations and the advise of our counsel, the Board of Selectmen moves that the extension, as presented, be approved and executed by the Chairman of this Board, provided, however, that Adelphia submit reports to the Town on a regular basis, but not less**

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13. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Pierson to adjourn the meeting. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:48 PM.

Respectfully submitted,



Peter Christie, Secretary

These minutes were transcribed by Beth Rivard.