

FINAL

BOARD OF SELECTMEN'S MEETING

OCTOBER 20, 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; Judson "Jay" Pierson; Julia Griffin, Town Manager; and members of the public.

1. PUBLIC COMMENT

There was no public comment.

2. RECOMMENDATION TO AUTHORIZE SUBMITTAL OF MITIGATION AND ENHANCEMENT FUND GRANT APPLICATION FOR GIRL BROOK

Vicki Smith, Senior Planner, appeared before the Board to request permission to submit an application for \$33,000 of grant funding from the Mitigation and Enhancement Fund. She explained how the Fund was established and how its funding was targeted for projects that would enhance the Connecticut River. She reminded the Board of grant funding that was sought and achieved a year prior that was used to pay a consultant to walk each tributary of Girl Brook. The consultant found that the brook has 44 segments, four of which are in rough shape. Ms. Smith said that this \$33,000 Phase II funding would go toward educational outreach, water quality monitoring, and design and restoration work for those four problem areas. The design efforts would focus on a segment of Girl Brook located between Route 10 and the Connecticut River. The restoration work would focus on a ravine area of the brook, located near the golf course. Ms. Smith stated that the College will be conducting similar work to address erosion issues occurring on portions of their property within the Girl Brook watershed.

John Drubel, a student from Hanover High School, asked for details of the work proposed. Ms. Smith explained that the goal would be to stop erosion from occurring in specific areas of Girl Brook, thereby reducing the brook's negative impact on the Connecticut River. This work would also allow the brook to provide a better aquatic ecosystem for fish and salamanders. Ms. Smith stated that the consultant had also found that many people living within the Girl Brook watershed were dumping grass cuttings and leaves into the brook. She said that an information brochure would be mailed to the landowners within the watershed to address that issue. Additionally, a public meeting had been scheduled for 7:00 p.m. on October 29, 2003 where the consultant will present a slide show of his findings. The meeting will be held at the Richard W. Black Community and Senior Center.

Town Manager Griffin advised of a site visit she participated in of the ravine area. She said that she agreed with Ms. Smith; the area was very dangerous. She estimated that the ravine was perhaps 200 or 300 feet deep. She said that if it were to continue to develop it would take out one of the golf course greens. Owen Skinner, a student from Hanover High School, asked what would be done to stabilize the banks. Ms. Smith explained that the consultant's proposal was to place logs across the ravine and allow it to fill in naturally. She invited interested parties to visit to the Planning & Zoning Office to view the consultant's proposed plans.

Selectman Baschnagel assumed this work would be coordinated with the College's efforts. Ms. Smith explained that the College, the Conservation Council and the Pine Park Association would act as co-applicants in this request for funds.

It was MOVED by Selectman Baschnagel and SECONDED by Selectman Connolly to authorize submittal of Mitigation and Enhancement Fund Grant application for Girl Brook.

Bill Harper, of 3 Crowley Terrace, asked if the Town experienced similar issues with citizen behavior on Mink Brook. He suggested posting signs and sending out a similar brochure to the abutters of its watershed. Town Manager Griffin confirmed that yard waste dumping occurred in Mink Brook too. Ms. Smith stated that another goal of this project was to assist other groups in replicating these actions in other watersheds. She said the brochure could be changed easily to address Mink Brook.

THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE SUBMITTAL OF MITIGATION AND ENHANCEMENT FUND GRANT APPLICATION FOR GIRL BROOK.

3. UPDATE ON WATER FILTRATION PROJECT

Town Manager Griffin explained that the Hanover Water Works Company was a private entity that regulated the town's water. It was owned 52.8% by Dartmouth College and 47.2% by the Town, but was managed by the Town under contract. As such, Town Meeting approval was not required for this private company to seek funding for plant expansions or improvements; State approval from the New Hampshire Public Utility Commission (PUC) was.

Ms. Griffin stated that the Water Works Company had been working over the last nine to twelve months to define a timeline to implement a water filtration plant on the banks of Reservoir One. She introduced Pete Kulbacki, Director of Public Works and Water Works Company Manger, and asked that he walk the Board through that timeline. Mr. Kulbacki explained that a series of steps must be taken prior to going to the PUC to

request their permission to borrow money. In June, the Town commenced two competing filter pilot programs to determine the cause of the plant's existing problems. The watershed's capacity and sediment levels were also studied. Mr. Kulbacki said that it was now known how much water could be gained from filtration, how much volume currently existed, and that membrane filtration would work in Hanover's water. The question remaining was how much would filtration cost.

Mr. Kulbacki explained that capital costs could easily be derived from vendor figures based on existing models but that there were many unknown variables whose costs were unknown at this point. These variables included labor, chemicals, and replacement filter costs, as well as the impact of future changes to the rules with respect to water treatment.

Mr. Kulbacki said over the last few years the Water Works Company had experienced problems with coliform, bacteria found in the water system, particularly at the high school. Mr. Kulbacki said the problem is the age of the pipes and the quality of water going into the high school. He said the quality in the distribution system cannot change until the quality of water is changed. He suggested that after filtration, there would be some dramatic improvements right off, but that it would still take some time for these old pipes to improve. He said staff was looking at a capital plan to replace this piping, some of which was laid in 1893.

Mr. Kulbacki advised of a meeting that was held between the Town and representatives from the New Hampshire Department of Environmental Services (DES) regarding the filtration system. He said DES found that Hanover's water system was a health issue that needed to be addressed. Town Manager Griffin explained that this was important in that the PUC must see the need for the Town to do this in order to give the Town approval to borrow funding. She said though the town may not deal with E-coli violations it has enough aesthetic issues to lead staff and DES to believe it is time to filter.

Mr. Kulbacki said the next step is to finalize the recommendations on treatment, determine the cost of filtration, identify the impact related areas, meet with the PUC, and explain the costs and why this work is needed. He said that the PUC has agreed to hold a public hearing in Hanover some time in January or February to consider the Town's proposal. The hope would be to bid out the work in early spring and begin construction by early summer. The goal is to complete the filter and provide one million gallons of additional storage by the fall of 2005. Selectman Walsh questioned the need for additional storage due to the recent addition of an 850,000-gallon tank on Sand Hill. Mr. Kulbacki explained that the additional storage would make the treatment process work better, would provide more capacity for high demand, and would provide additional fire protection.

Ms. Griffin stated that the treatment study, currently being revised and completed, would provide the data the PUC would use to determine whether the Town could obtain financing for the work proposed. Following completion of that study, the Town would need to prepare a petition to the PUC to request the financing approval. If granted, in March, work on the treatment facility design would begin immediately. Ms. Griffin reiterated that since the Water Works Company was a private company, Town Meeting approval was not required to issue a bond for the funding. She said if Hanover voters wanted to express their feedback on this issue they should submit letters to the PUC or attend the public hearing that will be held in January or February. She added that the Water Works Company would be working to inform its customers of this process prior to that hearing, as the approval of this petition would result in a rate increase.

Selectman Walsh pointed out that the Water Works Company was established 100 years ago when it was determined that a water system was needed. He said that the Town was fortunate back then to have the College contribute money and land for this cause. Ms. Griffin added that the decision to put in a town water system was because the town almost burned down, as there was no fire protection.

Selectman Walsh noted that the Town had under invested in its water company for 75 years, as such the current rates were very low. He questioned a quote from the Valley News that this work would result in a 30% rate increase. Mr. Kulbacki explained that a rate increase would not occur until the work was completed, which is pegged for December 2005. He said the most recent rate increase of 22% resulted from work done to the distribution line along Park Street and the Sand Hill reserve tank that were done two years prior at a cost of \$4 million. Ms. Griffin added that Hanover's current rate of \$250 per year per equivalent user was below the state average of \$275 per year per equivalent user. These improvements would take Hanover's rates over the state average but not by a lot. Mr. Walsh said a 30% increase sounded large. He suggested providing benchmarks of what these improvements would mean to the individual homeowners and in comparison to the state averages. Selectman Baschnagel suggested providing figures for those people who have private wells and the electric costs they incur for that service as opposed to tapping into the Town's water system. Mr. Kulbacki said that the town's water rates were not based solely on consumption. Fire protection and other things factor in as well.

Bill Harper, 3 Crowley Terrace, asked if filtration were achieved, would the land associated with the watershed area go back to the College. Ms. Griffin said the Water Works Company could not afford to divest itself of that land. She said that development of that land would involve a major political discussion, which was not germane to the issue at hand of whether filtration is needed or not. Selectman Pierson added that if the Water Works Company were to become municipalized the land and watershed area would stay with the Water Works Company. He stated that everyone wants to preserve

that land. He also pointed out that the College was the primary user of Hanover's water system, consuming roughly half of the daily totals. As such, the College would be the major contributor to the new rates.

Selectman Walsh clarified that the move to filtration would be to improve the quality of water and avoid a future public health problem. Mr. Kulbacki said it would also be beneficial in addressing future changes to legislation relative to water quality and environmental constraints.

Selectman Pierson acknowledged and thanked Mr. Kulbacki's for his efforts with this filtration issue, which have saved the town money in consulting services.

Selectman Walsh asked that the Water Works Company and the Board of Selectmen hold a couple joint information sessions to explain to the public what is being proposed.

4. REVIEW OF CURBSIDE RECYCLING OPTIONS

Selectman Walsh explained that curbside recycling was currently offered once a week in Hanover, at a cost of almost 5% of the General Fund tax rate. He said the issue at hand is the premium the town pays to transport brown and green glass to a landfill for dumping. Pete Kulbacki, Director of Public Works, explained that brown and green glass items were not being landfilled but were being crushed and recycled. He said the problem is that the market for recycled glass had essentially dried up since glass is relatively easy to make. It is also very difficult to handle crushed glass and is very labor intensive. However, Hanover did utilize crushed glass in a section of sidewalk constructed around the Richard W. Black Community and Senior Center for experimental purposes. A representative from Northeast Waste agreed that glass is a tough material to deal with. He said the future of glass recycling is to reuse it as an aggregate but that typically, a smaller municipality does not generate enough crushed glass by itself. A regional approach must be considered.

Selectman Walsh asked if there was a difference between sand and recycled glass in terms of the energy needed to turn either of them into new glass. Ms. Griffin suggested that the brown and green glass was problematic due to the contamination that resulted from the crushing process and the resulting undesirable color.

Selectman Christie asked of the added costs to the Town to recycle the brown and green glass. Mr. Kulbacki stated that the Town currently paid roughly \$34,000 per year to pick up brown and green glass recyclables and haul them to a crusher. Ms. Griffin added that the Town also witnessed a reduced revenue figure due to the lack of sale from the colored glass recyclables.

Mr. Kulbacki walked the Board through options the Recycling Committee had developed, as outlined on an Interoffice Memo from Mr. Kulbacki to Town Manager Griffin dated October 2, 2003. They included:

	<u>Net Cost per Year</u>
a. No change to the current program	\$214,000/no profit
b. Re-bid - factoring in profit from resale of glass	\$233,580/\$16,500 profit
c. Re-bid for cheapest pick-up costs (no curbside sorting & alternating weekly pick-up of paper versus other recyclables)	\$170,000(+/-)/\$30,000 profit
d. Single Stream	\$190,000-\$200,000/ no profit

A representative from Northeast Waste in attendance suggested that options (a) and (d) were the ones to be considered. Option (a) represented Hanover's current program; option (d) eliminated curbside sorting, which was projected to reduce costs. Mr. Kulbacki recommended choosing option (d). He argued that it would be more efficient for Northeast Waste and would allow them to use larger packing trucks to transport more materials. He cautioned that the figures provided were merely estimates and that there was the potential for unforeseen problems. Selectman Walsh suggested there might also be a perception problem from the public. Option (d) would have the appearance of trash pick-up, not recycling. Selectman Baschnagel suggested that proper signage would eliminate that issue. Ms. Griffin agreed, customer outreach would be needed if option (d) were to be pursued. Mr. Kulbacki explained that if chosen, Option (d) would be contracted on a one year trial basis. If it proved to be unsuccessful, Hanover residents would again be asked to sort their recyclables.

Selectman Baschnagel spoke against implementing a program where different recyclables were picked up on alternating weeks. He said that would make the program more difficult and would reduce participation. Ms. Griffin countered that these were just options the Recycling Committee developed in an effort to save money. She said there would have to be tradeoffs to achieve that goal.

Selectman Christie reiterated that the numbers provided were not final numbers, which made it difficult to see the entire package. He explained that the Recycling Committee was also against implementing alternating weekly pick-ups due to training issues. He said if the Town did choose to go to single streaming, the Recycling Committee wanted to maintain the integrity for the citizens so that they know that is happening. Mr. Christie further reported that statistics have shown that one benefit to going to the single streaming is increased participation in the recycling program. It eliminates the need for people to be sorting and storing recyclables in their garages. Mr. Kulbacki countered that there were other communities in New Hampshire that participated in bi-weekly pick-ups. Selectman Baschnagel spoke in favor of the single stream option. Larry Litten, Chair of

the Recycling Committee, agreed stating that it seemed to be the direction other parts of the country were moving toward.

Selectman Walsh spoke of the Finance Committee's request that the Town conduct some zero-based budgeting. He asked that the Recycling Committee, in concert with Mr. Kulbacki and representatives from Northeast Waste, bring forward to the Board during the upcoming budget discussions and potentially at Town Meeting three alternatives that start out with a zero-base budget and that speak to the levels of service and risks involved. Town Manager Griffin suggested that it might be beneficial for those people to visit the Chittenden County MERF. She further reminded the Board of the efforts Mike Chase, Project Manager/Utility Superintendent, has given in researching the potential for purchasing a glass crusher or sharing the costs in a regional effort to purchase one.

5. RECOMMENDATION TO SET A PUBLIC HEARING ON MONDAY, NOVEMBER 3, 2003 TO CONSIDER OPTIONS FOR ISSUING PERMITS FOR CONSTRUCTION ON LOTS LOCATED ON PRIVATE ROADS

It was MOVED by Selectman Walsh and SECONDED by Selectman Baschnagel to set a public hearing on Monday, November 3, 2003 to consider options for issuing permits for construction on lots located on private roads. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, NOVEMBER 3, 2003 TO CONSIDER OPTIONS FOR ISSUING PERMITS FOR CONSTRUCTION ON LOTS LOCATED ON PRIVATE ROADS.

6. BANNER REQUEST: UPPER VALLEY WINTER SPECIAL OLYMPICS

Selectman Walsh advised that the Upper Valley Winter Special Olympics Committee had submitted a request to install a banner over Main Street for one week beginning January 18, 2004 to celebrate and announce the Upper Valley Special Olympics, which will take place on January 24, 2004. He noted that a similar banner request was approved for the current year and that the current request fit into the non-profit/public oriented status.

It was MOVED by Selectman Pierson and SECONDED by Selectman Baschnagel to approve the banner request as proposed.

Selectman Connolly asked if this would interfere with the Recreation Department's Winter Games. Town Manager Griffin said no.

THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST AS PROPOSED.

7. APPROVAL OF MINUTES: OCTOBER 6, 2003

It was MOVED by Selectman Connolly and SECONDED by Selectman Pierson to approve the minutes of October 6, 2003 as amended. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 6, 2003 AS AMENDED.

8. ADMINISTRATIVE REPORTS

Town Manager Griffin reported that staff was working on an alternative proposal to the Rental Housing program that would be significantly reduced in scope.

Ms. Griffin reported that staff would be traveling to Concord the following Tuesday to set the Town's tax rate with DRA based on the new assessment. Staff was expecting an estimated rate increase of \$16.00 and change. Tax bills would be generated and mailed to Hanover residents in mid-November listing a due date for mid-December.

9. SELECTMEN'S REPORTS

Peter Christie

Mr. Christie reported that the Recycling Committee would be hosting a Recycling Summit to bring together organizations within the Upper Valley to discuss current recycling programs and potential regional programs.

Mr. Christie reported on the Affordable Housing Commission's efforts to develop a pamphlet to encourage Hanover residents to consider renting out rooms or apartments from within their homes. Mr. Baschnagel suggested they consult with the Town's Zoning Department prior to sending out the brochures. Mr. Walsh agreed and added that they should also consider what zoning changes might be needed to assist in this effort.

Kate Connolly

Ms. Connolly reported on the Planning Board's continued review of a planned development on River Road. They also reviewed preliminary plans for development on the property adjacent to the Gile Tract. She announced that the Planning Board would conduct a six-hour tour of the Water Works Company lands on November 1, 2003. They also held their final discussion about private roads and have forwarded their recommendations to the Selectboard. Ms. Connolly concluded stating that the Planning Board would begin its review of Dartmouth's South Block project the following evening.

Bill Baschnagel

Mr. Baschnagel reported on the Conservation Commission's review of the Girl Brook project that was addressed at the beginning of the current meeting. He further reported that an agreement had been reached by all parties with respect to the waterbar issue on Wolfeboro Road. Ms. Griffin asked to recognize John O'Brien's efforts in that settlement. Mr. Walsh asked that a letter of thanks be sent to all involved and impacted by this agreement.

Mr. Baschnagel reported the Transportation Management Association's efforts to seek funding from both Vermont and New Hampshire. He acknowledged Shawn Donovan's efforts in that respect.

Mr. Baschnagel advised of a meeting he attended of the Town's In-Town Traffic Study Committee. He hoped that within a month or so they would have some validation done to begin to look at cut-through traffic in different neighborhoods.

Jay Pierson

Mr. Pierson reported that the Chamber of Commerce was still trying to find their focus. Their previous thought to put together a forum to discuss the planning process within the downtown has been cut back. Mr. Walsh spoke favorable of the Call to Action notes that were provided in the Selectmen's Friday mailing. He encouraged the Chamber to pursue the Midnight Madness town wide festival option.

Mr. Pierson reported on the Recreation Board's continued discussions on the skateboard park. Their recommendations to the Selectboard would be forthcoming. He spoke favorably of the use of the new Richard W. Black Community and Senior Center though he noted that the rate and fee schedule might require fine-tuning. Ms. Griffin added that the issue of evening staffing coverage might also need fine-tuning or additional consideration.

Brian Walsh

Mr. Walsh advised of a letter he had received from David Clem in relation to the planning and zoning issues.

Mr. Walsh reported on the Howe Library Corporation's annual meeting where the architects presented the expansion plans. He stated that the Corporation was in full gear in terms of fundraising for the new facility.

Mr. Walsh advised of a meeting he attended with the Town Moderator in relation to the Selectmen's goal to rejuvenate Town Meeting. An update will be provided to the Selectboard at their next meeting.

10. **OTHER BUSINESS:** There was no other business discussed.

11. **ADJOURNMENT**

It was **MOVED** by Selectman Pierson and **SECONDED** by Selectman Baschnagel to adjourn the meeting. **THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:17 PM.**

SUMMARY

1. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Connolly to authorize submittal of Mitigation and Enhancement Fund Grant application for Girl Brook. **THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE SUBMITTAL OF MITIGATION AND ENHANCEMENT FUND GRANT APPLICATION FOR GIRL BROOK.**
2. It was **MOVED** by Selectman Walsh and **SECONDED** by Selectman Baschnagel to set a public hearing on Monday, November 3, 2003 to consider options for issuing permits for construction on lots located on private roads. **THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON MONDAY, NOVEMBER 3, 2003 TO CONSIDER OPTIONS FOR ISSUING PERMITS FOR CONSTRUCTION ON LOTS LOCATED ON PRIVATE ROADS.**
3. It was **MOVED** by Selectman Pierson and **SECONDED** by Selectman Baschnagel to approve the banner request as proposed. **THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST AS PROPOSED.**
4. It was **MOVED** by Selectman Connolly and **SECONDED** by Selectman Pierson to approve the minutes of October 6, 2003 as amended. **THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF OCTOBER 6, 2003 AS AMENDED.**
5. It was **MOVED** by Selectman Pierson and **SECONDED** by Selectman Baschnagel to adjourn the meeting. **THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:17 PM.**

Respectfully submitted,



Peter Christie, Secretary