

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**December 19, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Allegra Lubrano, Selectman; and Julia Griffin, Town Manager. Selectman Peter Christie was absent from the meeting.

**1. PUBLIC COMMENT**

Chairman Walsh started the meeting at 7:30 p.m. and opened the meeting for public comment.

There were no comments from the public.

**2. CONSIDERATION OF FACT FINDING RECOMMENDATION RELATIVE TO IAFF LOCAL 3288.**

Chairman Walsh asked Ms. Griffin to state what the recommendation was for the fact finding.

Ms. Griffin stated for the benefit of the public what fact finding means. Typically when you negotiate a Union contract with a bargaining unit, the two parties negotiate an agreement and if there is not an agreement they come to an impasse. Once impasse is declared, a mediator comes in to get through or past the issues of disagreement. The Town went through mediation last fall. Mediation was helpful but there were a couple of issues where both sides could not agree. There were fundamental disagreements about the rate of increases in the salaries and that's when the parties agreed to fact finding. In the fact finding process, a neutral mediator is selected by the Union and management groups. The fact finder holds a hearing to take evidence from both sides. The Fact Finding with the Firefighters was held around October 21<sup>st</sup> and the fact finder, Susan Brown, issued her report on the 21<sup>st</sup> of November with a recommendation.

Chairman Walsh asked what her recommendation was.

Ms. Griffin advised that the recommendation was for year 3 of the contract, July 1, 2007 through June 30, 2008, that both parties agree to a 1 - 3% CPI increase adjustment in the wage scale but not to include a tie to any employer mandated increase in contribution to the NH Retirement System. The Town's position had been to tie that increase to the CPI so it would reduce the rate of the increase in the salary scale by the additional retirement contribution component. The fact finder felt that though this was an interesting proposal, this wasn't an issue that should be argued in the IAFF and that the Town should advocate with the legislature on this issue.

Chairman Walsh asked what the response was from the IAFF with regard to the report.

Ms. Griffin advised that it was her understanding that the IAFF accepted the fact finders report. Firefighter Jeremy Thibeault advised that they voted on it last Wednesday.

Chairman Walsh stated that the fact finders made a report and the IAFF accepted it and now the Board of Selectman has to accept or reject it. What happens if it is accepted?

Ms. Griffin advised that if it is accepted, the Town would finalize the contract with the IAFF and it gets signed. The agreement would be effective through June 30, 2008.

Chairman Walsh confirmed that the contract would need to be approved at Town Meeting.

Ms. Griffin stated that this was true. The Board could accept the contract but the legislative body would have to approve it which would be done at Town Meeting. If Hanover was a City, like Lebanon, the City Council could approve and ratify the contract.

Chairman Walsh advised that if it was accepted, the contract would be finalized and then it would be brought before Town meeting. What happens if it is rejected?

Ms. Griffin stated that it would be taken to Town meeting and then both sides would have the opportunity to debate their issues at Town Meeting.

Chairman Walsh asked if Firefighter Thibeault or Fire Chief Bradley had anything to say.

Firefighter Thibeault wanted to clarify that the IAFF would not have to petition to be heard at Town Meeting. It would be a warrant article.

Chairman Walsh feels that an argument at Town Meeting over this contract issue is not in the Town's best interest and he would support accepting the recommendation that they finalize a contract without the tie into the retirement system.

**Chairman Walsh MOVED to support accepting the recommendation found by the fact finder. Vice Chair Connolly SECONDED the motion.**

Selectman Lubrano asked for more information about the tie into the pension and asked Ms. Griffin to explain how this works.

Ms. Griffin stated that in the State of New Hampshire, the State Legislature is the only entity that has the authority to increase or modify the contribution required of employees whereas the Board of the Retirement System can vote to increase the employer contribution and the employer has no choice but to pay it. Her experience has been that the NHRS Board typically votes to increase the employer contribution to the retirement portion every two years whereas the State Legislature has not voted to modify the employee contribution in many year. In order to implement a matching employee contribution, this will need to be tackled at the level of the Legislature. Fearing fall-out from very strong unions like those of the PFFNH, the Legislature is reluctant to impact the employee rate so the deck is stacked against taxpayers who face continual increases in the cost of supporting the NHRS on the part of employers, without employees being required to fund a share of the increased cost of the system.

Selectman Lubrano stated that the Town was including the increase in retirement contribution as foreseen in the package.

Ms. Griffin confirmed that this is true. In the coming years, the Town may need to ramp back the COLA to employees to accommodate the pension increases.

Vice Chair Connolly asked what the percentage is for employers and employees.

Ms. Griffin referred to Firefighter Thibeault for the employee side for Firefighters. Firefighter Thibeault stated that it's about 9% for employees. Ms. Griffin stated that it's about 13.5% for employers and its been complicated in recent years due to a special fund which primarily benefits Group 2 employees that has additional components that has resulted in the retirement system having a huge financial obligation that they now have to fund. Ms. Griffin stated that it's not that the Town is against the retirement fund but from the employer's perspective it may require co-funding of those obligations.

Chairman Walsh's concern is this year, last year, it's real numbers but relatively small numbers, 2, 4, or 6 years from now the numbers are likely to be very large and imposed on the Town by the State. He is willing to live with the fact finders recommendation now but he's not ready to say that this is a precedent for future years as retirement systems around the country are potentially in trouble. This is another place where the State of NH raises the property taxes without the Selectmen or Town Government being able to do anything about it.

Ms. Griffin advised that right now the State Retirement System contributes for Group 2 employees and that could be downshifted to Towns or Cities in the future and the result would be that Towns would be balancing the State's budget and it would create a huge burden on the Town.

Chairman Walsh stated that this is not the case right now. He would like to accept the report, finalize the contract and support it at Town Meeting.

Selectman Lubrano agrees with this but knows in the future that this will again be an issue and the Board may not necessarily accept it.

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE RECOMMENDATIONS MADE BY THE FACT FINDER RELATIVE TO IAFF 3288.**

**3. RECOMMENDATION TO GRANT TAX ABATEMENT FOR 14 EAST SOUTH STREET.**

Ms. Griffin stated that this is the portion of the parking lot across from Howe Library which is owned by Dartmouth and part of it is leased by the Town. The Town failed to remove a portion of this parcel from the tax levied so essentially the Town is taxing itself. Mike Ryan asked that half of this tax be abated.

**Vice Chair Connolly MOVED to grant the tax abatement for 14 East South Street. Selectman Lubrano SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RECOMMENDATION THAT TAX ABATEMENT BE GRANTED FOR 14 EAST SOUTH STREET.**

**4. RECOMMENDATION TO SET A PUBLIC HEARING FOR JANUARY 9, 2006 TO CONSIDER ACCEPTANCE OF WESTERLY SEGMENT OF BUCK ROAD AS A PUBLIC STREET.**

Ms. Griffin advised that this is a very small portion of Buck Road. Wheelock Terrace is being sold and they are anxious to have this public hearing done. Ms. Griffin stated that it couldn't be done by the end of the year. Ms. Griffin recommended a daylight visit for a brief on-site visit and there would be comments accepted on site and Ms. Griffin would take minutes at that hearing.

Selectman Baschnagel asked if Wheelock Terrace has petitioned the Town to accept this recommendation or if this was an agreement through the Planning Board approval process.

Ms. Griffin advised that it was an agreement with the Planning Board but they formally have to then hear all the issues and then there has to be a public meeting.

Selectman Lubrano stated that this is the discussion (public vs. private roads) that took place at the last meeting with the Planning Board.

Ms. Griffin stated that this hearing is to consider 100 feet of driveway with a cul-de-sac.

Chairman Walsh asked if 4:00 worked for everyone. **Chairman Walsh set a public hearing for 4:00 on January 9<sup>th</sup> and will adjourn it to the 7:30 meeting.** There is a chance that Chairman Walsh will not be here.

**5. BANNER REQUEST FOR CHaD SKI & RIDE CHALLENGE.**

Chairman Walsh asked for the dates of the request.

Ms. Griffin advised that the request is for January 2<sup>nd</sup> through the 13<sup>th</sup> and the location is available for that. Selectman Lubrano noted that the date of the event is January 31<sup>st</sup>.

Chairman Walsh advised that CHaD qualifies for this because they meet the non-profit requirements.

**Selectman Lubrano MOVED to approve the banner request for CHaD's Ski & Ride Challenge. Selectman Baschnagel SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUEST FOR THE CHAD SKI & RIDE CHALLENGE.**

**6. APPROVAL OF DECEMBER 5, 2005 MINUTES.**

Chairman Walsh moved to approve the December 5, 2005 minutes. Selectman Lubrano advised that she had not had an opportunity to review the minutes. Chairman Walsh also stated that he had not had an opportunity to review the minutes. The approval of the December 5, 2005 minutes was postponed until the January 9<sup>th</sup> meeting.

**7. ADMINISTRATIVE REPORTS.**

Ms. Griffin advised that she has been tied up in budget meetings. She wishes she knew the status from FEMA. Public Works Department has a \$260,000 swing depending on that money. The worst case scenario is putting a substantial amount of money for repair for the damaged roads which may take place in a public hearing. There are sections of Reservoir Road, East Wheelock to Trescott Rd and a section of Lower Dogford Road that are going to require reconstruction.

Ms. Griffin stated that the Town has received notification from National Grid that there will be a 70% increase in electric rates on May 1<sup>st</sup>. This would be because of the deregulation of electricity and the Town is now looking at how to bid to other providers for this and how to budget for the increase.

Vice Chair Connolly inquired if the Public Utilities Commission (PUC) agreed to this increase. Ms. Griffin advised that they did. Ms. Griffin went on to state that she had gone to the Municipal Association to see if there are some municipalities bidding jointly and went to Dartmouth and DHMC but worse case scenario is that the Town is going to have to budget for this.

Chairman Walsh asked how many users are needed to be considered significant. Ms. Griffin stated that it's about 100 municipalities. All she can do is plug in the worst case scenarios.

Selectman Baschnagel assumes that this is going to affect residential customers as well.

Ms. Griffin also mentioned the postage increase which will happen in January.

Ms. Griffin stated that her experience so far is that National Grid isn't nearly as responsive or as straightforward to deal with as Granite State was. The Town will be asking employees to power down on electricity. The fuel budget was hit hard and between the oil price hikes, increase in tire prices, and the 13.5% health insurance premium increase, then the FEMA piece this is a significant budget issue.

Ms. Griffin advised the Board that today was Public Works budget review session and the electric utilities costs were in there and road repair so it was a long, frustrating day.

Selectman Baschnagel asked about Reservoir Rd and whether issues surrounding reconstruction were going to be part of a budget hearing.

Ms. Griffin stated that this will be part of the budget hearing but there may be a separate meeting about whether to open Reservoir Road again. There are people on both sides of this issue.

Selectman Baschnagel is worried about the safety of it. There may be 250 homes without two ways in.

Ms. Griffin stated that the cost for basic repair is \$115,000 and the cost for total repair is \$250,000.

Selectman Baschnagel asked about opening Grasse Rd to Reservoir Rd through the Town sewer right of way.

Ms. Griffin stated that it's another option although she's not looking forward to a public hearing on this. This may be the less expensive option.

Vice Chair Connolly asked if there was anything left on Reservoir Rd. Ms. Griffin stated that there is but it will need major repair.

Selectman Baschnagel mentioned that after he and Peter Kulbacki went out to Reservoir after the storm, it became apparent that it needs to be moved. This is not the first time Reservoir Road has been washed out.

Ms. Griffin stated that every year there are different challenges and this year it's Public Works.

Ms. Griffin advised the Board that she is going to try to be off next week to spend time with her family. Penny is out this week.

The holiday party for employees will be on Wednesday at the Richard W. Black Center from 12 – 2. Town Hall will be closed and the Library will remain open.

## **8. SELECTMEN'S REPORTS.**

### **Kate Connolly**

Vice Chair Connolly stated that the Planning Board discussed prospective zoning amendments for May. No decisions were made but the issues are on the table.

### **Bill Baschnagel**

Selectman Baschnagel advised that the Conservation Commission met last week. The State came by to report work on the Mink Brook bridge this summer. There will be new abutments and they claim that the road will not be blocked at any time. On Balch Hill, a number of residents raised issues about hunting on the hill. The management group will try to coordinate between the landowners and will try to get a warrant on the Town Meeting to Post for no hunting on the Town property. There were several instances where people were walking through the woods, there were shots fired and some residents felt threatened.

Chairman Walsh asked if hunting is allowed on the land now.

Selectman Baschnagel advised that hunting is allowed on any land not posted which is more than 300' away from a dwelling.

Chairman Walsh asked if this includes the Appalachian Trail (AT) corridor.

Firefighter Thibeault commented that he thought it was legal to hunt there.

Vice Chair Connolly pointed out that posting land is not as easy as it sounds. She recalled an incident where they were trying to post land on Grasse Road.

Selectman Baschnagel stated that there has to be signs put up every so many feet around the periphery and 50 feet back from the road. Anywhere on the property, people have to be a visible distance of a posted sign.

Selectman Baschnagel advised that the Town owns a conservation easement on the old Gile Tract that is in the City of Lebanon between two parcels owned by the City. It is now one piece of conserved land which is overseen by the Lebanon Conservation Commission. The Hanover Conservation Commission would like to coordinate with the

Lebanon Conservation Commission for the management of this area and he advised the Board that those discussions are just getting underway.

### **Allegra Lubrano**

Selectman Lubrano reported that she had attended a CSAAC meeting that was very thought provoking, disturbing and will lead to productive discussion in the future. The Diversion Counselor came in and discussed the number of kids going through Diversion and the types of issues she is seeing with these kids. Some of them may or may not be specific to our community. There were members from the Schools, Police Department, College and the Town present for this meeting. Selectman Lubrano mentioned that Bruce Williams suggested that a lot of these problems start in Elementary School.

Selectman Lubrano attended a Howe Library meeting and reports that everyone is very happy over there. The Board is putting together plans for a permanent development committee to keep up with expanding programs and costs.

### **Brian Walsh**

The DMA (Downtown Marketing Association) met and talked about their programs. They will come before the Selectmen sometime in February to talk about next year's funding.

Chairman Walsh attended a Chamber of Commerce board meeting. The Annual Meeting is January 19<sup>th</sup> at the Inn and hopefully everyone can meet the new director of the Chamber.

The Recreation Board met a week ago. There were spirited conversations about teams buying sweats and they clarified their policy on that. There was some conversation about the middle school programs, policy manual, and there will be some changes in the upcoming weeks.

There is a plan for a sports equipment exchange on April 1<sup>st</sup> with the proceeds to go to the Alstead community whose fields were destroyed.

The Cancer Center looking for ways to impact cancer locally and there has been some great work done on what sun safety does relative to preventing cancer. The Rec Board decided to move this into the playground program in the summer and maybe into the fall sports. There is some basic education about overexposure to sun. This is a no cost way to take some basic research and move it very quickly into use in town.



**9. OTHER BUSINESS.**

Ms. Griffin is happy to report that after meeting with the School District, there will not be any fee increases with respect to utilization of the gyms. She had good discussions with Wayne Gerson and Hank Tenney. This relates to the school trying to figure out how to use their custodian staff. They agreed that on Sundays, (not covered by custodian), the Town would like to hire building attendants to open the gyms to the communities on Sundays. This would be handled out of the Rec Department budget.

**10. ADJOURNMENT.**

**Chairman Walsh MOVED to adjourn the meeting. Selectman Lubrano SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE PUBLIC SESSION OF THE MEETING AT 8:15 P.M.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

Minutes transcribed and prepared by Elizabeth S. Rathburn.

### SUMMARY

1. **Chairman Walsh MOVED to support accepting the recommendation found by the fact finder relative to IAFF 3288. Vice Chair Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE RECOMMENDATIONS MADE BY THE FACT FINDER RELATIVE TO IAFF 3288.**

2. **Vice Chair Connolly MOVED to grant the tax abatement for 14 East South Street. Selectman Lubrano SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE RECOMMENDATION THAT TAX ABATEMENT BE GRANTED FOR 14 EAST SOUTH STREET.**
3. **Chairman Walsh set a public hearing for 4:00 p.m. on January 9<sup>th</sup> for a site visit on Buck Road to consider acceptance of the westerly segment of Buck Road as a public street and will adjourn that hearing to the 7:30 Select Board meeting at Town Hall.**
4. **Selectman Lubrano MOVED to approve the banner request for CHaD's Ski & Ride Challenge. Selectman Baschnagel SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE BANNER REQUEST FOR THE CHAD SKI & RIDE CHALLENGE.**
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**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**December 5, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:35 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

Chairman Walsh started the meeting at 7:30 p.m.

Chairman Walsh opened the meeting for public comment. There were no comments from the public.

**2. JOINT MEETING WITH THE PLANNING BOARD TO DISCUSS PUBLIC VS. PRIVATE ROADS.**

Chairman Walsh asked the Selectmen and Planning Board members to introduce themselves.

Chairman Walsh pointed out that this is not a public hearing but a joint meeting of the Planning Board and Select board. He also stated that there will be opportunity in the future for the public to comment on the issues discussed at this meeting.

Nancy Collier spoke on behalf of the Planning Board. Ms. Collier stated that any subdivision or site plan brought before the Planning Board typically requires a road, often a new road and the Planning Board is frequently faced with road location, road design and public or private ownership of roads. There are certain standards required to fit a project and there may be limitations and these limitations should be known upfront with regard to applications. The limitations may be financial in nature or by design.

Chairman Walsh advised that decisions made by the Planning Board may affect the budget so the Selectmen are in the position where the new roads become decisions about new people, new equipment and new costs. Chairman Walsh does not have expectations about making decisions tonight but is hoping to get to the point that there are just a few questions that the Boards need to be worked on with appropriate staff help. He wants the Boards to hear each other and understand each other.

Chairman Walsh invited Julia Griffin, Jonathan Edwards and Peter Kulbacki to introduce themselves.

Chairman Walsh advised that the Boards received a packet of information including articles from Nancy Collier about things going on throughout the country.

Ms. Griffin has felt that it is important that the two boards work together when inheriting new infrastructure. She feels that it's important that the Planning Board realize that there are additional expenses with the approval of new sidewalks, etc. Peter Kulbacki, Public Works, did a bulk of the work to provide some figures and felt that it would be good for the Planning Board to see what the cost, including maintenance cost, is associated with these approvals. The developers feel that it is in the Town's interest to take on the maintenance of these roads, because it generates additional tax base. The Town had to look at the cost for the type of infrastructure that is being discussed. The Town needed to review the benefits of public maintenance, development of roads and the benefits of private maintenance and development. There is a cost incurred when the Town takes the roadways or sidewalk segments on.

Ms. Griffin stated that Vicky Smith did a listing for the Boards as to the road segments with the miles involved and the CCRC open space so that both boards had an appreciation as to the linear footage that we're talking about with the pending projects before the Planning Board. That was at the very end of the package (grid sheet).

Ms. Griffin stated that Peter Kulbacki also priced out the additional cost for the roads to include issues such as recycling (Northeast Waste) which gets forgotten in these processes. The other issue is snow removal. Ms. Griffin stated that it takes 2 nights for the road crew to clear the roads that the Town is responsible for after a storm. There are also daytime duties to be taken care of after a snow storm such as sight lines that need to be opened up and this takes time. To the extent that there is a development with densely packed houses and limited room for snow storage, this significantly increases the cost of that road.

Chairman Walsh wanted to clarify that its not just roads, there are State roads, Town roads, things that people drive over cars over that are maintained by associations and there are driveways that are maintained by individuals. What we're trying to develop is what is the Town's responsibility vs. private responsibility because with new forms of development, that edge isn't well known. The other side is the amount of vehicular traffic going from interstates to state highways, to arterials and he thinks that we need to use more than the word road so there is no confusion.

Chairman Walsh opened it up for discussion from the Boards.

Selectman Christie asked how many miles of road the Town is currently responsible for. Mr. Kulbacki responded that it is nearly 100.

Chairman Walsh estimated that the State is responsible for about 25 miles and Mr. Kulbacki felt this was an accurate statement.

Selectman Baschnagel wanted to mention which roads are State roads. State roads include Rt 10 up to the Compact line and it includes Great Hollow Road, Etna Rd up to Lower Dogford and Greensboro Road.

Mr. Owens asked for a breakdown of rural vs. state roads.

Mr. Kulbacki stated 47 miles of roads are overlay roads built to a higher standard. For example, Etna village where there are subdivisions, there are shimpave roads which equals about 26 miles, Hanover Center Road, Trescott, Rudsboro Road, Stevens Road, which these areas are not as dense, the houses are further apart. There are also gravel roads.

Selectman Christie mentioned that he looked back at the 2005-2006 budget and he saw \$1.1 million for activity which he assumed was for personnel plus other items. There was about \$270,000 of additional expense. Ms. Griffin stated that this was for equipment expenses. Selectman Christie stated that according to his calculations, the cost is approximately \$13,000 per mile.

Mr. Kulbacki stated that this is true if you just calculate road maintenance but there are other costs and the bulk of their budget involves sidewalks, right of way, excluding water and sewer because they are separate fund balances. He did pull up the numbers in the parts of the budget that are above and beyond such as playing fields, etc.

Ms. Griffin pointed out that the information was provided to the Boards and showed a summary calculation of cost per mile; \$14,495 per mile of gravel road, \$17,483 per mile of rural road, \$38,454 for urban roads and \$179,563 for urban downtown roads and it is largely snow removal. Based on those numbers, Mr. Kulbacki came up with some calculations in terms of what the Town can expect to rightfully budget for. Ms. Griffin stated that the Town is currently maxed out for the number of roads that the Town can handle and the Board of Selectmen need to factor out that maintenance responsibility.

Selectman Christie asked if it was \$1.8 million that they were using for a budget.

Mr. Kulbacki stated there are expenses with regard to the fleet division, fuel, maintaining trucks and capital items added to that which are annual expenses.

Selectman Christie clarified that it averages out to about \$26,500 per mile and it could range from \$14,500 up to \$180,000.

Ms. Collier stated that roads are expensive to maintain and we have just what we need for staffing but any more is going to cause a burden. She asked how much a house brings in and whether it is always a loss.

Ms. Griffin stated that it depends on the type of subdivision and the level of maintenance required. For example, subdivisions of recent vintage you need to look at the municipal tax rate, separating it from the school or the county portion of the tax rate. She could show some examples.

Chairman Walsh doesn't feel that the Boards don't need to get too involved in the specifics of the economics but that they should understand it. He would like to turn the conversation away from numbers and turn it toward design and have a conversation about the edge between the public and private responsibility.

Ms. Collier would like to focus on whether the additional roads should be considered private because of the cost. It seems like there's a whole roads planning map to be developed that has the metered district, the sidewalk district, the suburban, the rural, and the remote. The Master Plan is to bring development up close. Let's prevent ourselves from taking additional responsibility.

Selectman Baschnagel wants to consider whether they should allow any more dense development, limit the existing gravel roads, subdivision roads and those kinds of things and they relate to proximity to the villages, as an example, they merit discussion.

Vice Chair Connolly stated that it is readily apparent that one size does not fit all and there is no way to make a statement about public vs. private and the Town should be prepared for the possibility of more public roads.

Mr. Michael Mayor stated that in discussion of private or public there has to be the issue of access. The vehicles that have to travel for public safety, fire, EMS and the issue of connectivity, which is something to reach that need and how do we get that factored in to the approval process.

Chairman Walsh mentioned that he understood that nationally cul-de-sacs go from 200' to 600' and there's a number which is a lot shorter than 2000 feet in terms of public safety.

Ms. Griffin mentioned another phenomenon in Hanover which is the expectation of the maintenance of gravel roads. There is more calcium chloride because of complaints about the dust. The Town is trying to respond to the complaints of residents with regard to gravel roads and the figure of \$14,495 per mile of gravel road, that number is only going to go up and the Town is often faced with prospects of paving some of these roads.

Ms. Collier felt that given the budget constraints it would be helpful to have a map.

Chairman Walsh stated that the Planning Board made a conscious decision years ago with regard to gravel roads and it seemed at the time that gravel roads were cost effective. It shows you how the decisions that you make hopefully will be right but or it can come back in 10, 20, 30 years from now and these are a set of consequences that are very different.

Selectman Baschnagel mentioned a number of the roads infrastructure are for serving through commuters and the fact is that this happens and we know which roads are affected by this. Goose Pond Road, Rudsboro Road, and King Hill are all commuter roads and part of it goes back to how much is added as additional burdens.

Selectman Christie asked if one wanted to limit the Town accepting roads or having roads in a certain area of Town, he assumes it is done by zoning and this is the basis for which these decisions get made.

Nancy Collier stated that this is just the beginning of the decisions that need to be made. To know what the Selectmen decide is reasonable in the next decade would be helpful. The Planning Board will talk about sidewalks, trying to be good planners but she feels that this is working against what the Town wants. This can be put in the CIP (Capital Improvements Plan) but it forces the Boards to plan together.

Chairman Walsh stated that on the part of the Select Board, Capital Improvement Plans have basically been equipment needs and not really focused on infrastructure.

Selectman Baschnagel stated that the way the whole area around the East side is zoned is a reflection of a way for the Town to limit the density in that area.

Mr. Owens spoke with regard to the border between the public and private roads and spoke about other parts of the country and the debates that have happened over the last twenty years. The issue of public vs. private has been a debate and to what extent our communities become privatized spaces such as gated communities. He feels that for many people living in Hanover, this is how we identify ourselves in the community and there is a sort of mixing of neighbors and his concern is for fragmented or isolated communities placed under development pressure, that the community will be segmented and there is an important role for the Town to set the framework and he feels that the Boards should be taking that step and criteria and not on a case-by-case basis. Often the privatization phenomenon is accompanied by the cul-de-sac phenomena. People who want private control also want access control and that has certain benefits but the down side is that if you add all of this together is the impact on the public infrastructure. You may have seen examples of

old public roads overwhelmed by surrounding development. There is a movement in planning that communities restrict the length of cul-de-sacs and some ban them because of the tremendous public cost of this type of development. Mr. Owens stated that this is perhaps more of a global thought but something that should be considered with regard to the potential impacts to Hanover.

Vice Chairman Connolly reminded the group that the present preferred planning model is the urban renewal, it's the crowded road, it's the cluster subdivision, anything that is planned will be the most expensive that can be built. There are going to be large budgetary costs when we add some crowded roads which are in fact public.

Selectman Baschnagel stated that an argument can be made to join in the upper regions parallel to Greensboro, perhaps Berrill Farms, Paragon and the three Simpson developments along there. Maybe this is done through connectivity because that becomes clearly an interest for the Town though much less of an interest to the individual subdivision. There are cul-de-sacs all heading uphill without any connectivity. The Town could maintain the core road and the association maintain the roads that feed the core road.

Joan Garipay advised that part of the problem is topography, it's hilly and rocky and will be costly. Selectman Baschnagel didn't feel it would be that bad.

Chairman Walsh felt that instead of becoming road developers, they should be looking at those roads which provide connectivity and should be public and Town maintained and most developments should have a degree of connectivity instead of straight cul-de-sacs. Some places it works and some places it doesn't. This would be a useful thing for the Board to get to, having some kind of principles.

Ms. Griffin started to get to that with alternatives to consider and what could the Town offer up and recognize that there are limitations on the maintenance side and the financial side of these options.

Chairman Walsh wanted to punctuate the options.

Connectivity = public maintenance.

A Map expressing road network – service zones.

Selectman Christie feels that the Master Plan that was presented a year or so ago has implied in it a density development of the Town. He thought it was going to be reflected in concrete zoning changes that would reflect the desires for density in the master plan. Selectmen Christie asked if this part should therefore imply having location relative to road development. He hasn't seen that piece yet in concrete form and he's lost track as to when those are expected and how many years they are going to be developed and voted on by the Town and where we are on that.



Nancy Collier stated that the Master Plan is two years old. The most important major developments recently involve major developments. The Planning Board has been working, since January 2004, diligently and they have come up with zoning changes that could be considered this year and the Board is trying to decide if they are high priorities. There are subdivision standards that should be changed in the shorter term.

Selectman Christie asked what the Master Plan envisions relative to a Greensboro or Hanover Center Road project in terms of possible density.

Nancy Collier stated that Greensboro Road still shows the Centerra development area and the possibility for more density there. They looked at that some time ago and Lyme Road is a much higher priority than that. This plan covers a 50 year time frame. More recently it's been a matter of this is just not ready yet and this is not time to talk about that portion.

Chairman Walsh stated that it's a historical problem with Master Plans because they go forever into the future and there is a time layer on it which is conditioned by the Capital Improvements Plan and what the Town can afford with regard to public infrastructure.

Selectman Baschnagel stated that the Greensboro Road area is being developed under the current zoning and the projects being proposed are being proposed under the current zoning because of the water and sewer connections available there. If you look at the map, with the exception of the areas around Etna village, there is 3 acre zoning and there are proposals in the Master Plan to change the minimum lot size.

Selectman Christie was anticipating an answer that the Master Plan envisions higher density development along Greensboro because there is water and sewer and that was where the Town was intending to encourage development in this area.

Ms. Collier felt that was not the tradeoff that the Planning Board pictured. In the Rivercrest area was a pocket available for higher density and a pocket on Rt 120. Mr. Owens felt that these pockets had more potential for higher density because it has better access such as walking to the Richmond Middle School.

Ms. Collier stated that Greensboro is a place that doesn't feel right because it's lined with single family homes on small lots, but they are on an old road with no sidewalks. It is a through road for commuters, which is a challenge for residents.

Selectman Baschnagel wanted to mention that proposed development in the Greensboro Road area has created interesting dialogue with regard to sidewalks.

There are joggers, baby carriages, etc. and there are significant enhancements and it may be an area that it makes sense to provide amenities along the side of the road that currently aren't there as a way of mitigating some of the impacts that otherwise will happen.

Chairman Walsh wanted sidewalks added to the points of concern.

Ms. Esmay stated that the degree in which the roads are used for recreation is something that needs to be kept in mind. They are used to a high degree for the neighborhoods and this is what the public wants.

Ms. Collier mentioned that she could see the need for more sidewalks to service the Middle School and if that became a high priority then the Planning Board would know when the next proposal came in they would be in a legitimate position to know what the priorities of the Town are.

Ms. Griffin stated that with regard to sidewalks, she wants to ensure that the Selectmen are going to be supportive when faced with the expenses associated with the additional sidewalks, including new personnel and equipment and if they are built, they need to be maintained. Ms. Griffin went on to state that this is the bane of public works existence and the Town is in a no-win situation. The tax rate target is 4% this year and out of the total operating budget, she can add \$200,000 in that budget. The health insurance increase alone is going to eat up most of that increase before factoring in cost of living increases and then to add on to that little things like another ½ mile of sidewalk maintenance.

Ms. Collier feels that we need to blend our goals.

Mr. Owens asked about impact fees that could go into a trust fund to maintain sidewalks, for example. Vice Chairman Connolly stated that there is a time limit for spending the impact fees within 6 years.

Ms. Griffin stated that it could be done in a betterment fund which is like an assessment district which says that you will pay a betterment fee which will be used for some type of betterment which could be lights, trees or sidewalks. Those are the three typical betterment fees.

Chairman Walsh wanted to turn the conversation toward where the private responsibility ends and the Town responsibility begins.

Mr. Mayor gave Occum Ridge as an example with regard to maintenance and whether they maintain it themselves or give the road over to the Town. They decided to take care of the road themselves.

Selectman Baschnagel stated that driveways should be private responsibilities and he likes where Berrill Farms is right now. The backbone of the road is Town maintained which serves the main safety issues (fire, EMS, police) though he isn't sure where the break point comes and he thinks that there are residents that want it differently and are willing to pay the price.

Mr. Dietrich mentioned that if you get to the point where a subdivision is big enough the feeling is that the Town should maintain it. He feels that if they look at the different organizations and the size/type of the developments, the goal should be to maintain some of the public attributes, connectivity and access. Each one is going to have its own feel to it and there is no hard and fast rule.

Mr. Owens wanted to discuss public ways for biking and walking and the difference between maintenance costs for vehicles vs. bicycles and walkers. For example, on Greensboro road, if there are paths that people can walk or bicycle on to get to other neighborhoods, it avoids the problems of coming out on Greensboro Road. From a neighborhood point of view, this deals with a lot of the kid issues.

Chairman Walsh looked for direction from other members of the Board.

Mr. Mayor referred to an interesting conversation with the Lebanon/Hanover Joint Planning Session. The possibility of modifying bike or foot traffic. Building a gondola link to move people in large numbers in a fairly short amount of time, in scenic zones with wildlife to travel to the Medical Center from Rt 10 and Wilder to avert some of the traffic problems.

Mr. Hornig made an observation that all or almost all of the subdivisions approved by the Planning Board have been predicated on private road requirements.

Mr. Christie asked if this was primarily at the request of the developer. Mr. Hornig stated that it came in all forms.

Selectman Baschnagel wanted to set forth some kind of policy and to use an example, there are a number of subdivision in the Town where the roads could be petitioned to go public at any time. The Board will be in a very tough spot to say no if there is no policy however, if there are some statements that can help the Planning Board in their discussion with developers, then it is well worthwhile to address a whole spectrum of potential issues.

Ms. Collier mentioned that another thing to keep in mind are the school buses and Advance Transit and wants there to be communication with the schools on this and what is happening as development occurs. In the Hanover/Lebanon meeting Advance Transit there was to talk about this and it was helpful to think of the extra layer of moving people.

Mr. Christie mentioned the Gile Tract walk a couple weeks ago and it was recognized that the concept is to have them be private roads. If they were to become public, it would reduce the cost of the average homeowner there in that development.

Vice Chairman Connolly wanted to make the projects compatible with Public Works and the impact on that department. Part of the rationale is that the private roads may be up to Town standards but they may not be up to Town design.

Mr. Hornig stated that the argument about whether the private roads might in the future become a public road has come up frequently. He felt that if there was a good reason to make it a private road to begin with there would be a large reason to subsequently turn it into a public road. Why is this such a boogeyman and is there a precedent in the Town for private roads becoming public roads?

Ms. Griffin stated that this is the “boogeyman” everywhere. Sometimes the maintenance standards of the private roads are less than the public road standards and neighbors can get together to convince town meeting that the roads should be public roads. All it takes is an orchestrated initiative to get the issue voted on. Peter Kulbacki wants to ensure that he has the funds to construct it properly and maintain it at the higher standard.

Mr. Jonathan Edwards wanted to discuss whether there is protocol for case by case discussions between the boards that would have an implication under the Selectboard’s purview. Whether there is a need for a sidewalk or bike path and without some consultation the Planning Board doesn’t know if there is a budgetary requirement and whether before the final review it should be discussed with the Selectboard.

Ms. Griffin stated that this is to relieve the burden on the Planning Board making these decisions with respect to public or private and the standards with regard to maintenance. She wanted to be sure that there is a connection between what the Planning Board wants to do with regard to good planning and the Selectboard’s wishes in regard to maintenance.

Chairman Walsh feels that this is a good thing to be built in but it’s a question of scale of the project. The proposals being made are large scale compared to previous years. There ought to be joint conversations about these particular projects.

Ms. Collier feels that with planning ahead of time it is easier to fend off some of the crazier ideas. She hopes for more advanced planning. She wants it to be clearer and simpler about what is being taken on.

Selectman Baschnagel mentioned that these discussions are brought forth as if the decisions make it easy. Lyme has a zoning ordinance that states, certain roads will not have additional roads added to them. This goes back to the earlier discussion about a map. There are developers that are willing to make the investment to put a road down the center so that they can get 200, 100 or 50 feet of frontage, that's their call and he feels the Planning Board needs some guidance as to what is or isn't appropriate.

Chairman Walsh mentioned the process of the ZBA, the Planning Board, the wetlands, and who is involved when and he remembered that the groups got together to define the process and felt it was a good process for the normal sized development but he's heard some questions as to whether this is right for the big projects.

Selectman Baschnagel feels that it comes back to the question of scale. There are some portions of this Town, areas with natural resources where we do not want to support development of certain kinds and it would be helpful if that could be laid out.

There may be merit in picking key elements in reviewing some of these activities.

Chairman Walsh wanted to add under Option 1: responsibility, amount of traffic, location and modes of travel (bikes, foot traffic). His sense is that the Boards want to have those roads/streets that tie larger groups (more than 12 people) together become public to provide connectivity through the Town. The balance is how does the maintenance of that get paid for but he feels everyone is going in that direction rather than taking roads and isolating neighborhoods. Now it's up to the Boards to figure out how to balance that.

Selectman Lubrano wanted to know where this left the Planning Board. There are several large proposals before them and has this discussion helped at all.

Chairman Walsh wanted to talk about where the Boards together go from here.

Ms. Collier mentioned that the current proposals are just a taste of what is to come and this will inform them to help for future projects.

Selectman Lubrano stated that there can be requests of the developers and impose requirements but there's not more than that.

Ms. Collier stated that they have to work with what they have. The subdivision regulations were changed in the last year and there is a different way that the projects come through. There are 4 steps that have to be taken before they hear an application. In terms of where do we go from here, there is a whole standards

question. Breaking off into smaller groups might be helpful to lay out some of the problems and bring those ideas back to the respective boards and with the public discussions maybe they can develop an additional plan.

Chairman Walsh felt that Ms. Collier, Ms. Griffin and Ms. Laffan (Chairman of the ZBA) could be a steering committee that could work on these issues in a timely way. He also feels that the Planning Board got a bit of a response from the Selectboard about connectivity and community is as important as the budget and that there is a balance in there that needs to be found.

Vice Chairman Connolly requested that Mr. Kulbacki take the proposed subdivisions and translate the figures of the roads into people, employees, equipment, etc.

Selectman Baschnagel didn't see a maintenance figure for sidewalks. Ms. Griffin stated that this could be put together for the Board.

Mr. Owens mentioned that the cost per mile would be helpful and whether a cost could be determined per unit or household. Ms. Griffin felt that some assumptions could be made.

Mr. Mayor wanted to respond to Selectman Lubrano's question about whether this discussion had made an impact. He feels that the answer is not yet and that it will in the future. Chairman Walsh asked the group whether anyone objected to a Steering Committee being developed to discuss this further.

Chairman Walsh thanked Jonathan Edwards and Peter Kulbacki for their input on these matters.

### **3. APPROVAL OF MINUTES.**

Chairman Walsh moved on to the approval of the November 21<sup>st</sup> minutes. He feels that they meet the minor correction level. Vice Chairman Connolly had a few specific corrections that she wanted made. The changes were forwarded to the Recording Secretary.

Selectman Lubrano MOVED to approve the minutes of November 21, 2005. Chairman Walsh SECONDED the motion to approve the minutes.

### **4. ADMINISTRATIVE REPORTS**

Ms. Griffin is about to enter the budget season and this is a hard time of year especially with Barry Cox being gone. This will be a very busy time. The Capital

Improvement Program meetings start this week. Ms. Griffin will be out on vacation from Christmas through to the New Year.

Ms. Griffin stated that New London had a tragedy in their town of a Highway worker getting killed in an accident. Sunday afternoon their Recreation Director died of a heart attack suddenly at age 45. She is trying to see what Hanover can do to help out and this was a very tough 4 days for this Town. The Town of Hanover does a lot with that community.

## **5. SELECTMEN'S REPORTS.**

### **Allegra Lubrano**

There was not a Community Substance Abuse Advisory Committee which is scheduled for Wednesday to meet with the Diversion Counselor. The hope is also that Norwich Chief Robinson will be there.

### **Peter Christie**

Selectman Christie reported that he missed the Recycling Committee meeting but they are working on their Christmas recycling and other activities that will be taking place in the next month.

### **Kate Connolly**

The Hanover Planning Board met with Lebanon Planning Board which was informative. There was a nice report from Van Chesnut from Advance Transit and ridership has doubled in five years and there have been overcrowded buses. It was good to get together with the two Boards.

The Rural Planning Group reported to the Planning Board and although they were not unanimous on several subjects, they got a general idea of what direction they would like the zoning ordinances to go. They will not be meeting tomorrow night because of the meeting tonight.

### **Bill Baschnagel**

Advance Transit has been notified that they are being required to put into place a demand response service. Under the ADA regulations, public transit operators have been required to disabled or disadvantaged riders for  $\frac{3}{4}$  of a mile of every fixed route and for those people incapable of making it to the bus stop, the public transit has to provide them with transportation at a time or place of their choosing and can not charge them any more than what a standard ride on a standard bus would cost. Advance Transit has avoided this in the past because they are a non-

profit organization but a decision has been made that for this will now include non-profit organizations. The FTA changed this and it is another unfunded mandate that has to be done with current resources. Van Chesnut doesn't know if they can meet that requirement. This could have significant impacts in the next year.

**Brian Walsh**

Downtown Hanover appears alive and well in the arts. There are wonderful celebrations scheduled. On December 7<sup>th</sup> there is a poetry reading at the Dirt Cowboy Café.

Selectman Lubrano mentioned an opening for Brian Walsh's show on December 9<sup>th</sup> at 4:30 at the Howe Library.

**6. OTHER BUSINESS**

None.

**7. ADJOURNMENT.**

**Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Baschnagel SECONDED the motion. THE SELECTBOARD VOTED TO UNANIMOUSLY ADJOURN THE MEETING AT 9:25 P.M.**

*There has been a request for a non-public session to discuss items pursuant to RSA 91-a:3, II (c).*

**Respectfully submitted,**

**Allegra Lubrano, Secretary**

Minutes transcribed and prepared by Elizabeth S. Rathburn.



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**November 21, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Allegra Lubrano, Selectman; Peter Christie, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

Chairman Walsh started the meeting at 7:30 p.m and opened the meeting for public comment. There were no public comments.

**2. PUBLIC HEARING TO CONSIDER AMENDMENT TO ORDINANCE 6, PARKING ORDINANCE RELATIVE TO ON-STREET PARKING ADJACENT TO RICHMOND MIDDLE SCHOOL.**

Chairman Walsh invited Lieutenant Patrick O'Neill to speak to the Board about the proposed amendment to Ordinance 6. Lt. O'Neill reported that not long after the Richmond School opened up, there were complaints from the adjacent neighborhood that people were using Dresden Road and Curtiss Road for parking during athletic events and for pick-up and drop-off at the Richmond School. In order for the police department to enforce any parking regulations, there need to be regulations in place. The recommendation is to prohibit parking and standing on a portion of these roads. Lt O'Neill referred to a map that he drew on the dry erase board to show the Board the area in question.

Ms. Griffin showed the area of Dresden Road and one intersection that is a problem. The streets are narrow and particularly at the end of Dresden Road.

Selectman Lubrano mentioned a question that Selectman Baschnagel raised at the last meeting, which was whether residents would be able to use the streets to park if they were holding a function.

Lt. O'Neill stated that in the area in question, this would be prohibited. Selectman Baschnagel asked if a time restriction could be placed between 7:30 a.m. and 6:40 p.m. for residents who have evening parties.

Ms. Griffin pointed out that the school has 11 events that will bring in all parents and all teachers which will force parking in the neighborhoods. She advised that they wanted to focus on one part of the neighborhood. There have been situations where people have called to get permission to park on the street for special events.

Selectman Christie asked about Dresden Road and how far the red (prohibited) area covers. Lt. O'Neill advised that it is about 75 feet.

Ms. Griffin pointed out that the hope is to make it less convenient to park in this area and by having to park further down Dresden Road, parents would not be able to see their children from their vehicles and vice versa.

Chairman Walsh remembers that there was significant conversation from the members of that neighborhood with respect to parking problems during the Planning Board hearings on the new Richmond Middle School. Selectman Baschnagel also remembered extensive discussions with the residents of that neighborhood. Vice Chairman Connolly added that these discussions included future conversations to revisit possible parking issues.

Chief Giaccone advised that this became an issue of asking officers to enforce ordinances that didn't exist. This will give the officers some backing in dealing with parking complaints in this area. This does not mean that they are going to go issue numerous tickets but it provides them with the ability to enforce this problem.

Vice Chairman Connolly asked about the Middle School drop-off and whether the system is working there. Chief Giaccone stated that it is going well and that the roundabout has served its purpose for slowing people down. Ms. Griffin observed that there are a lot of people using that area to switch direction.

Chief Giaccone advised that there is an issue about truckers using their "jake" brake system going north bound. The "jake" brakes are very noisy and may have to deal with that issue in the future. Ms. Griffin pointed out that some communities have ordinances that limit or ban the use of 'jake brakes'.

Chief Giaccone stated that he needs to look at who actually controls that piece of roadway whether it is State or Town. Ms. Griffin advised that the Compact Area ends near Rivercrest and there is interest in expanding the Compact Area beyond the roundabout. The area at issue is in the State's Urban Compact which becomes an enforcement problem.

Chairman Walsh ended the hearing.

**Selectman Lubrano MOVED to approve the Amendment to Ordinance 6, Parking Ordinance Relative to On-Street Parking Adjacent to Richmond Middle School. Selectman Baschnagel SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE PROPOSED AMENDMENT TO ORDINANCE 6, PARKING ORDINANCE RELATIVE TO ON-STREET PARKING ADJACENT TO RICHMOND MIDDLE SCHOOL.**

**3. RECOMMENDATION TO APPROVE GILE TRACT PURCHASE AND SALES AGREEMENT, LETTER OF AGREEMENT AND ACCESS EASEMENT.**

Chairman Walsh referred to the packet provided to the Board and asked for discussion. Selectman Baschnagel would like to see a map survey.

Chuck Lief with the Hartland Group responded to the request for a map. The planning application requires a subdivision application and as a result, the survey is almost complete and on December 3<sup>rd</sup> he will submit the application and the survey would be available for the Board's review.

Chairman Walsh asked for any questions about the Purchase and Sales Agreement and the Letter. No Board members had any questions with regard to these documents.

Chairman Walsh moved forward to the Easement. Selectman Baschnagel would like a map for the Easement. Ms. Griffin advised that Jonathan Edwards is working on the map with Steve Marrion and her sense is that the changes that she recommended may be okay but she does not know definitively and the hope is to get concurrence with the Board. Ms. Griffin is asking for permission to sign on behalf of the Board as long as there are no material changes to be made.

Selectman Baschnagel asked for clarifications about where the easements are located. Ms. Griffin advised that they go across from Medical Center Drive into the Gile Tract. Ms. Griffin pointed out the areas on the map, indicating Medical Center Drive, Dump Road and the future Gile Drive. DHMC insists that the name of Dump Road must be changed. Gile Drive will be the name of the road that will access the new residential project.

Ms. Griffin stated that DHMC wants to know that the Town and the Hospital will have some say with regard to future improvements.

Selectman Baschnagel asked about the road now called Gile Drive. Ms. Griffin pointed to the road on the map. Selectman Baschnagel asked about the reference to the Grantor's property line on Medical Center Drive. Ms. Griffin advised that the Hospital owns Medical Center Drive which is private and Hanover owns a small section and it is further complicated by the Lebanon City line running through it. Selectman Baschnagel asked if it goes from the store up to Gile Drive up to the intersection with a road now called something. Selectman Baschnagel doesn't like the description and doesn't think that it's correct. Ms. Griffin advised that the lawyers and the Hospital officials feel that this is accurate. She further stated that

there are seamless webs of documents that exist between the Hospital with regard to the ownership here. Ms. Griffin stated that the feeling is that all of the easements need to be revised and Dartmouth feels strongly that they are out of date and needs to be revised.

Selectman Baschnagel quoted from the Easement asking which portion of the roadway is the Town responsible for maintaining, etc. Ms. Griffin stated that the Town is responsible for a small length of the roadway. Ms. Griffin isn't concerned about Twin Pines leaving the area but the Hospital wanted to ensure that a responsible entity would be around for the improvements, etc.

Selectman Baschnagel asked whether the roadway was going to be a public or a private road and Ms. Griffin advised this is currently up for discussion.

Selectman Baschnagel asked whether a situation would come up where this Easement would be transferred to Twin Pines Housing Trust. Ms. Griffin stated that she doubted this and the Hospital does not want this. Ms. Griffin also stated that there is nothing to prevent the Town from transferring the land to the developer. Chairman Walsh remembered that the Hospital wanted the Town on the hook for issues surrounding this Easement.

Selectman Baschnagel then asked if the Easement interests get transferred. Ms. Griffin stated that the Town would not transfer the Easement interest to the developer. Selectman Baschnagel asked about the Easement interests, they had to do with maintenance and access and does Twin Pines have to have access and who would convey that right.

Chuck Lief, Hartland Group, noted that the Town is going to convey Parcel 1 (Gile Tract) to a developer for the purpose of developing housing not to exceed 130 units. Selectman Baschnagel referred to Section 6.2 and advised that it only talks about the requirements that the Town would levy on developers relative to future hospital plans, but where does it talk about giving access to that road. Ms. Griffin advised that it happens between the Town and the developer, but it's not in the Easement document.

Selectman Baschnagel advised he is looking at the conditions where the Town can allow access. Ms. Griffin advised that the only reason that the Town is negotiating this agreement with the Hospital is so the land can be developed and the access can occur to that land over this Easement Area.

Selectman Baschnagel has no concerns with the exception of 6.2. He does not see other discussion about other entities that today the Town owns but in the future the Town will not be picking up some of the right associated with this easement.

Chuck Lief, Hartland Group, advised that the easement would have to be in place prior to closing on the deal. The Town will convey 25 acres of land plus easement rights to access that land and those rights are due to the Town and the Hospital coming to this easement agreement. Ms. Griffin added that by conveying that easement to the Town, it is being conveyed for public use since the Town is a public entity.

Selectman Baschnagel felt there was a gap as to how that transfer of portions of the Easement uphold and how it would be handled.

Ms. Griffin pointed out that there was confusion over the identity of Grantors and Grantees within this Easement. There are three parties in this agreement, the Grantor, the Grantee and the Developer. The Developer faces some limitations under Section 6.2, Future Development. This is a departure from what the Hospital originally wanted due to concerns over future hospital development and resistance from neighbors. Section 6.2 limits who in the future has the ability to object to future development to the south.

Selectman Baschnagel would like Parcel 1 defined and the Developer defined to avoid confusion. Ms. Griffin advised that Parcel 1 is defined in earlier Easements and it's referencing a known entity and the definition could be added to this document. Selectman Baschnagel felt that there should be a definition in this document.

Chuck Lief referred to Section 4.1 and the issue of assignment of easement rights. The second half of the paragraph covers the 'right to utilize, consistent with the terms thereof, the Easement Area in connection with the conveyance by sale...which serves as the location of the Gile Community'.

Selectman Baschnagel stated that this assumes that the Town would do the work. Ms. Griffin advised that we may contract out and require a certificate of insurance.

Ms. Griffin advised the Board that Walter Mitchell made some changes to Section 4.3.2 to tighten it up. Selectman Lubrano felt this was helpful. Ms. Griffin stated that Mr. Mitchell felt that it should be written this way or the Town should not sign it and she is hopeful that the hospital will understand his position.

Selectman Baschnagel spoke of the traffic analysis done with regard to a possible Rt 120 and Rt 10 connector; he feels that this is going to affect that possibility. The traffic analysis that was done indicated that this connection will have a major impact on Hanover and West Lebanon.

Ms. Griffin advised that she made it clear to the Hospital that by signing this document, in no way does the Town agree to a connector between Rt 120 and Rt 10

to the Hospital. The Hospital wants the Town to be the involved partner in future upgrading of these particular intersections.

Selectman Lubrano had a comment on Section 6.2 and questions whether it would be enforceable. Referring to Page 6, 1<sup>st</sup> paragraph, 2<sup>nd</sup> sentence to the end, it should probably include the phrase 'or any successor developer' because the intent is to extend along the restrictions to successor developers. This is just a housekeeping issue.

Ms. Griffin stated that the Town had some reservations about the enforcement ability of 6.2 but the Hospital attorney felt it would be enforceable.

Selectman Baschnagel referred to the Declaration of Condominium and Declaration of Covenant in this section and he doesn't know where the linkages go back to so he's not sure whether that makes any difference.

Ms. Griffin wished the Hospital attorney was present to speak to the specifics of this. Chairman Walsh asked if there were further questions on any of the three documents before the Board. Hearing none, he requested a motion.

**Chairman Walsh MOVED that the Town Manager be empowered to execute the Gile Tract Purchase and Sales Agreement and Letter with minor cleaning of words but no change in substance, if necessary. Selectman Lubrano SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO EMPOWER THE TOWN MANAGER TO EXECUTE THE GILE TRACT PURCHASE AND SALES AGREEMENT AND LETTER WITH MINOR CHANGES BUT NO CHANGE IN SUBSTANCE, IF NECESSARY.**

**Chairman Walsh MOVED that the Town Manager be empowered to execute the Easement on advice of counsel that it meets legal muster to do what is required but if there are changes in substance in finalizing the conversation with DHMC to bring those changes in substance back to the Board. Selectman Lubrano SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO EMPOWER THE TOWN MANAGER TO EXECUTE THE EASEMENT DOCUMENT BUT IF THERE ARE ANY CHANGES IN SUBSTANCE THAT THOSE CHANGES WOULD BE BROUGHT BACK BEFORE THE BOARD FOR REVIEW AND APPROVAL.**

- 4. RECOMMENDATION TO DENY REQUEST FOR ABATEMENT BY KENDAL AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

Ms. Griffin asked Vice Chairman Connolly to speak on behalf of the Advisor Board of Assessors.

Vice Chairman Connolly advised that the issue was whether Kendal a charitable institution. Vice Chairman Connolly advised that in lengthy discussions with the attorney, they came to the conclusion that they are not a charitable institution and therefore not eligible for tax abatement.

Selectman Lubrano asked if the question was actually whether two portions of Kendal's activity functioned in a manner which would entitle them to a tax exemption rather than Kendal as an entity. Vice Chairman Connolly advised that they were basing this on a long ago agreement that was made before Kendal was built and declared void by the State Board of Tax Appeals and they were revisiting the issue of whether there was a charitable portion to it.

Selectman Lubrano clarified for the record that it was not only the entity but portions of property owned by the entity.

Chairman Walsh clarified for the audience that the specific portions of Kendal that the request for tax exemption were for the Medical Care Unit and the Community Center and not that all of Kendal be tax exempt. Chairman Walsh advised that a couple of years ago a lot of time was spent figuring out what the Selectmen's role is. The Advisory Board of Assessors went over this and voted that Kendal of Hanover is not entitled to a charitable tax exemption on any portion of its property because it does not provide services benefit to a substantial portion of the general public.

Ms. Griffin stated that the role of the Selectmen is to take the recommendations from the Board of Assessors and act on them. Typically, what the Board has done is with any recommendation to the Board, whether it is for an exemption or for an abatement, the Board would adopt that recommendation.

**Selectman Baschnagel MOVED to Deny Request for Abatement by Kendal as Recommended by the Advisor Board of Assessors. Vice Chairman Connolly SECONDED the motion. THE BOARD UNANIMOUSLY VOTED TO DENY THE REQUEST FOR ABATEMENT BY KENDAL AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

- 5. RECOMMENDATION TO ADOPT REVISED HANOVER HAZARDOUS MATERIALS PLAN DEVELOPED BY THE LEBANON-HANOVER LEPC (Local Emergency Planning Committee).**

Chairman Walsh asked for discussion and noted to the viewing audience that the Board received a large document to review prior to the meeting so they have reviewed this prior to the meeting.

Selectman Lubrano referred to page 43 which stated that the Town of Hanover and the City of Lebanon currently does not have the capability to mitigate a hazardous materials incident was concerning.

Ms. Griffin commented that the State recognizes that individual communities in New Hampshire do not have the financial resources available to tackle certain disasters with regard to hazardous materials. Ms. Griffin stated that there are private sector specialty professionals to help with the most significant hazardous materials incidents. The State of NH itself does not have the full capability to respond to certain disasters. Ms. Griffin stated that the Town if fortunate to have the College as a resource to help the Town due to their preparedness but it is nowhere near sufficient to respond to all types of hazardous materials incidents.

Selectman Baschnagel noted that there is little discussion about Dartmouth's assistance in these emergencies and the evacuation of 4,500 students. Ms. Griffin advised that the Board will be getting their own copy of the Town Emergency Plan. There is a chapter in the Emergency Plan which has to do with mass evacuations. The LEPC is focusing on hazardous materials response procedure which follows very closely with the State and Federal regulations in terms of the outline of hazardous materials like this and typically the mass evacuation component is housed in the Town's overall Emergency Plan and recently the Emergency Operations Center spent a lot of time talking about mass evacuations. One of the reasons to obtain Reverse 911 was to have one more tool to get the word out quickly if a mass evacuation had to take place.

Chairman Walsh felt that if an event occurs that there is a person that has ultimate responsibility and he missed who determines if an event has occurred and who assigns that person.

Ms. Griffin advised that it is the Emergency Management Director of each town. She is the EMD for Hanover; Chief Stephen Allen is the EMD for Lebanon. They are ultimately responsible for confirming activation of the Emergency Operations Center and in this case the Hazardous Materials Response Plan. Now that these plans have been developed, the LEPC is looking for regional planning and they are now focused on the avian flu. Two years ago they were the entity that developed the small pox plan. The committee has taken on additional responsibilities in the importance of regional planning.

Chairman Walsh confirmed that it was Ms. Griffin that would declare an emergency and not an action of the Board. Ms. Griffin confirmed this is true that it is the



Director's responsibility. Chairman Walsh asked if someone else would be designated depending on the nature of the emergency. Ms. Griffin confirmed this was true.

Selectman Lubrano asked whether Adelphia should be listed or should it be Comcast. Ms. Griffin advised that this plan is updated annually. She also felt that the Richmond School and the Richard Black Center should be added as shelters.

**Selectman Baschnagel MOVED to Adopt the Revised Hanover Hazardous Materials Plan Developed by the Hanover-Lebanon LEPC. Selectman Lubrano SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO ADOPT THE REVISED HANOVER HAZARDOUS MATERIALS PLAN DEVELOPED BY THE HANOVER-LEBANON LEPC.**

**6. CONTINUED DISCUSSION REGARDING TAX RATE TARGET FOR FY 2006-2007.**

Ms. Griffin pointed out that the CPI (Consumer Price Index) came down .2% but she is not sure if that has to do with the gas prices coming down but there was some stabilization in October.

Chairman Walsh feels that there are three pieces to deciding the budget target. The first piece is how to deal with the June rainstorm with or without assistance from FEMA and suggests that it is considered a special instance and get a plan in February for the budget depending on the conditions then. Selectman Lubrano asked how long the appeals process will take. Ms. Griffin advised that the last appeal process took 60 days. Chairman Walsh would like to see an answer as the budget is developed. The second piece is at the end of the budget cycle last year, the Town spent \$200,000 from undesignated balance and he would like to put that into the storm damage piece. The third piece is the thought that some money should be put away (1%) for either saving for capital items or new initiatives beyond the usual tax rate target.

Chairman Walsh asked what the Board felt the core budget target should be. He would like to see a number that Ms. Griffin, Betsy McClain (Finance Director) and the Department heads can work around. Chairman Walsh would like to see a midpoint number where items can be added and deleted.

Chairman Walsh would like a new chair and recognized that the Board had cut that line item out of the past few budgets. Ms. Griffin stated that they are looking into chairs for the Board.

Vice Chairman Connolly advised that year after year we run targets across the board and she is thinking of things in public works. She doesn't think we can target 4% and she isn't sure how to do it any other way.

Chairman Walsh didn't feel it was department by department but more of a Town wide target. Ms. Julia feels that it gives the department heads an amount to look to and there are departments that get more than everybody else but they can't have everything that they want. The Recreation Department received what they wanted two years ago. It will probably be the Public Works department's turn this year.

Chairman Walsh advised that there will be a core budget that doesn't deal with the June damage but there will be an add-on once we hear what money might be available for the damage.

Selectman Lubrano doesn't know how it can go below 4%. Chairman Walsh wants to see 4% and feels that this is the number that we can ask Ms. Griffin to build a budget around.

Selectman Christie doesn't want the Board to deal with considering amounts less than \$10,000. This is not the place to make decisions on small amounts like \$2,000. The decisions should be made for major items that need to be cut or couldn't be justified.

Selectman Baschnagel feels that the elements that make up the budget and big and little and he's not sure about lumping things together. Chairman Walsh felt that the \$750.00 level is frustrating but how about \$5,000.

Ms. Griffin confirmed that the amount she would target for Board approval would be \$5,000 and over. Ms. Griffin advised that they would be total items with smaller items lumped together to get to that amount.

Selectman Baschnagel doesn't want to micromanage the little items. He would like the Board to make decisions on the order of larger purchases. Selectman Christie agreed and stated that there is a reason and a basis to make decisions for \$5,000 items but nothing under that.

Ms. Griffin advised that Board that the departments like to feel that there is some kind of wish list. Selectman Baschnagel wondered if the Board had any reasonable ability to decide on certain items.

Chairman Walsh felt that the Board has come a long way in understanding the undesignated fund balance. Selectman Baschnagel feels that sometimes the little things make a big difference. Ms. Griffin said that the good news is that they are down to the \$750 balance items. Ms. Griffin does not put everything on a wish list.

The things that end up there are the things that the Department make the top 2 priorities.

Chairman Walsh doesn't feel that there needs to be a set number. He would like to make decisions of some consequence and asked that if Ms. Griffin needs to put items on there under \$5,000 she should go head but he doesn't want to see a lot of little stuff. The discussion will continue in February.

**7. APPROVAL OF MINUTES, NOVEMBER 7, 2005.**

Chairman Walsh moved on to the approval of the November 7, 2005 minutes. Chairman Walsh had a change on page 14 referring to the SAFER grant. There were other minor changes that were forwarded to the recording secretary for changes.

**Selectman Baschnagel MOVED to approve the minutes of November 7, 2005 with the proposed minor changes. Vice Chairman Connolly SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF NOVEMBER 7, 2005 WITH THE MINOR CHANGES.**

**8. ADMINISTRATIVE REPORTS.**

Ms. Griffin did receive a copy of the letter from the Governor appealing the FEMA decision and it did point out the fact that the cost codes have not been updated. Ms. Griffin has since communicated with Congressman Bass and Congressman Bradley for letters going in from Judd Gregg's office. There's not much more that we can do at this point and it's hard to know how pushy to be about this issue.

Ms. Griffin stated that she is intending to go underground into budget meetings for the first week and second week of December through January. Betsy McClain, Finance Director and Ms. Griffin take it from there and try to produce it for the Board. The Capital Improvements Budget will be ambitious this year and will go to the Planning Board for adoption and they have been working steadily focusing on making assumptions on the rate of growth in Hanover and how many more families trigger the need for more playing fields, updated intersections, extension of sidewalks, etc. Nancy Collier indicated that there would be a joint meeting in December, and they are working now on a memo for the Planning Board and Select Board for the private vs. public road issue. She wants the Board to have the benefit of the thoughts of the Planning Board. Peter Kulbacki has looked at the cost for every additional road mile and what that means for additional staffing. He has detailed road as to paved roads, gravel roads, etc. The Board should plan on an interesting evening; they are not looking for decisions to be made but want to give the Board an idea of what the Town is looking at with new development.

Chairman Walsh asked what else is on the agenda. Ms. Griffin responded that she is trying to keep that meeting light so that there is plenty of time to discuss these issues.

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

### **Peter Christie**

Selectman Christie advised the he joined Vice Chairman Connolly and the Planning Board on a hike of the Gile Tract on Saturday. He commented that it is starting to feel real and completing the business tonight is a major step in that direction.

### **Kate Connolly**

Vice Chairman Connolly advised that the hike gave the member of the Planning Board a really good look at the Gile Tract property.

The Planning Board heard from the Village Planning Group and heard their thoughts about what should happen with the Middle School, Lyme Road area and it is what they thought would happen with regard to the Rivercrest development and hopes that it encourages the Co-Op to expand its activities in that area. The Planning Board heard proposals for the Pingree Brook which has Mulherrin Farm as its access and it's in the design and review stage. There are several problems including the access which would be one mile from the Lyme Road which is against the regulations. The Board also heard from Paragon Inc. for the preliminary design for a continuing care community plus 81 additional living units and there is an on-going question about density which the lawyers are working on. It is a very large project.

The Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) had their regular meeting where they discussed affordable housing in various towns. Hanover has some experience and difficulties in providing this. That chapter is still being discussed.

Vice Chairman Connolly advised the Board that on December 1<sup>st</sup> the Lebanon-Hanover Planning Board will be meeting in the Hanover Select Board Room at 7:30 p.m.

### **Bill Baschnagel**

Selectman Baschnagel advised that the Conservation Commission had two meetings since the Select Board last met. They are also involved in the Pingree Brook and Paragon Project. In particular, they have concerns about the Paragon Project with

regard to wetland issues and a portion of the peripheral road which in part of a brook which is something to be addressed. The Conservation Commission is being driven by the fact that they are subject to the ZBA approval and there are serious issues about density and the number of units there. The Planning Board may subsequently pare down the project. The process is difficult with not going to the Planning Board first which may minimize the number of units.

Vice Chairman Connolly asked whether the height issue has been addressed yet. Selectman Baschnagel was unaware whether that issue had been addressed.

Selectman Baschnagel reported that the Public Transportation Board (PTB) met last Thursday. There was a manufacturer of parking gates, devices and coin dispensers. The discussion involved using the municipal lot and whether it would be feasible to turn that into a pay by hour facility with varying rates similar to the parking facility. This would be enforcement free and would accept coin, bill or credit card. If the Town goes through with the expansion of the lot it might work. It was a good discussion.

#### **Allegra Lubrano**

Selectman Lubrano has nothing to report. Vice Chairman Connolly attended a Howe Board meeting.

Vice Chair Connolly reported that the Howe is still in a state of euphoria over the Grand Opening. Everything is going very well and everyone is very happy. They are so very thankful for all contributors and volunteers.

Selectman Baschnagel announced the Etna Library pie sale scheduled for tomorrow.

#### **Brian Walsh**

The Recreation Board met prior to tonight's Select Board meeting. There was conversation from a parent expressing frustration about the policy that there can only be one sport in a season and that a kid can't play AAU basketball if they are playing Rec basketball but he had to leave in the middle of that conversation to attend the Select Board meeting.

The Turkey Trot was a great success on Saturday. The Pond Party is scheduled for February 11th.

The Downtown Marking Association thanks the Board for free parking on Saturdays and working hard on the Arts throughout the community December 1 – New Years. There are exciting downtown activities coming up.

Chairman Walsh spoke with Bernie Waugh who asked if the Board wanted to respond to his plea and Chairman Walsh would like to see that put on the agenda.

Chairman Walsh expects not to be here on December 19<sup>th</sup>. Ms. Griffin asked if there is a quorum. Selectman Lubrano will be here. Selectman Baschnagel may be out of the country. Selectman Christie will check his schedule. Ms. Griffin asked to be kept posted.

**10. OTHER BUSINESS.**

Chairman Walsh asked for any other business. No other business was brought forth.

**11. ADJOURNMENT.**

Vice Chairman Connolly MOVED to adjourn the meeting. Selectman Lubrano SECONDED the motion. THE BOARD ADJOURNED AT 8:55 P.M.

Respectfully Submitted,

Allegra Lubrano, Secretary

Minutes transcribed and prepared by Elizabeth S. Rathburn.

## SUMMARY

1. **Selectman Lubrano MOVED to approve the Amendment to Ordinance 6, Parking Ordinance Relative to On-Street Parking Adjacent to Richmond Middle School. Selectman Baschnagel SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE PROPOSED AMENDMENT TO ORDINANCE 6, PARKING ORDINANCE RELATIVE TO ON-STREET PARKING ADJACENT TO RICHMOND MIDDLE SCHOOL.**

2. **Chairman Walsh MOVED that the Town Manager be empowered to execute the Gile Tract Purchase and Sales Agreement and Letter with minor cleaning of words but no change in substance, if necessary. Selectman Lubrano SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO EMPOWER THE TOWN MANAGER TO EXECUTE THE GILE TRACT PURCHASE AND SALES AGREEMENT AND LETTER WITH MINOR CHANGES BUT NO CHANGE IN SUBSTANCE, IF NECESSARY.**

3. **Chairman Walsh MOVED that the Town Manager be empowered to execute the Easement on advice of counsel that it meets legal muster to do what is required but if there are changes in substance in finalizing the conversation with DHMC to bring those changes in substance back to the Board. Selectman Lubrano SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO EMPOWER THE TOWN MANAGER TO EXECUTE THE EASEMENT DOCUMENT BUT IF THERE ARE ANY CHANGES IN SUBSTANCE THAT THOSE CHANGES WOULD BE BROUGHT BACK BEFORE THE BOARD FOR REVIEW AND APPROVAL.**

4. **Selectman Baschnagel MOVED to Deny the Request for Abatement by Kendal as Recommended by the Advisor Board of Assessors. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD UNANIMOUSLY VOTED TO DENY THE REQUEST FOR ABATEMENT BY KENDAL AS RECOMMENDED BY THE ADVISORY BOARD OF ASSESSORS.**

5. **Selectman Baschnagel MOVED to Adopt the Revised Hanover Hazardous Materials Plan Developed by the Hanover-Lebanon LEPC. Selectman Lubrano SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT THE REVISED HANOVER HAZARDOUS MATERIALS PLAN DEVELOPED BY THE HANOVER-LEBANON LEPC.**

- 6. Selectman Baschnagel MOVED to approve the minutes of November 7, 2005 with the proposed minor changes. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF NOVEMBER 7, 2005 WITH THE MINOR CHANGES.**



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**November 7, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:29 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

Chairman Walsh started the meeting at 7:29 p.m. Chairman Walsh opened the meeting for public comment.

Winifred Stearns of 5 Dorrance Place expressed her frustration with the on-going sewer construction. She went on to state that she feels this is a very inefficient process and operation and the job is not getting done. She asked the Board when will the Town step in and hold their feet to the fire and get this project done. She has spoken to Mike Chase about the neglect to Dorrance Place and at this time there are huge mounds of soil just opposite her driveway. The sidewalks are torn up and she would like to see some action taken.

Chairman Walsh asked if this conversation was new to Ms. Griffin or if there is something happening that the Board should be aware of.

Ms. Griffin stated that Peter Kulbacki is on top of the work, its very complex work, there are a lot of issues that they are dealing with there but none of it is unusual or surprising from either Peter's perspective or Don Ware's perspective. They anticipate the work to be done sometime at the end of November; it was known all along that this was going to be difficult work. There is a crew working on the excavation that are extremely experienced but they are dealing with many layers of utilities so it's a difficult series of excavation. Everyone is tired of the work being done in that area but there's no way around it. Don Ware reviews the construction as it goes along as does Peter Kulbacki and Michael Chase. It is going a little slower than everyone would have liked but they have a good crew working in difficult and confined spaced.

Chairman Walsh wanted to address the two issues brought up. One was where things are dumped and the other issue being the trucks using Dorrance Place.

Ms. Griffin made a note to talk to Peter Kulbacki about the trucks on Dorrance. With regard to the dirt being dumped on private property, she advised that they've talked to one property owner and it is between United and the property owner. Ms. Griffin did speak to another resident who came in to complain about dirt being

dumped on their property so both Peter Kulbacki, Mike Chase and Judy Brotman have been put on notice that this is something that we need to be watchful of.

Ms. Griffin also stated that there are other related construction going on in that neighborhood including a residential house that's been moved down the hill and there was a question about which dirt went with which project but the Town is on top of that.

Mrs. Stearns stated that she is not happy with where the house was moved to in relation to her property which the Planning Board did give permission for it. The soil that is being put back is leveling off the area behind the library. This is the South Block project and there was not supposed to have any construction south of Dorrance and this is violated every day by the parked cars from the people supposedly working there. There is no reason why that road has to be closed down all the time. It has been inconvenient for everybody. She advised that she can get through eventually but the periods of time where Dorrance and Currier are closed down has to be an inconvenience for the whole Town. She feels that if the Town was doing the project, it would have been done in the two weeks as she was originally told would happen.

Chairman Walsh advised Mrs. Stearns that the police will look into the parking complaints that she has brought forward.

Vice Chairman Connolly wanted to salute the Hanover High School Women's and Men's Soccer teams on their Championships. Tomorrow there will be voting on the bond for the new fields and she hopes that it passes.

Chairman Walsh wanted to point out that the Hanover Football team is in the finals. He also stated that he was driving by when the Hanover/Lebanon boys' soccer team was going into its first overtime period and he pointed out that it was a very clean game by the players and the spectators.

## **2. CONTINUED DISCUSSION REGARDING GILE TRACT PURCHASE AND SALES AGREEMENT.**

Chairman Walsh stated that he understands that this item will be deferred.

Ms. Griffin stated that it should be deferred. She received a call late this afternoon from Chuck Lief asking for more time. They are working on responding to the changes in the side letter and there are a couple of clarifications that they are looking for and they were hoping that there could be another meeting to talk this through. There are a couple of minor changes that they are asking for the purchase and sales agreement but they are looking over the language that they think will

work for them. Ms. Griffin told them that they could e-mail the changes and she will try to find a time for Chairman Walsh and Selectman Christie to meet early

next week. She also stated that the Easement Agreement may be ready for the November 21<sup>st</sup> meeting.

Chairman Walsh asked if Ms. Griffin wanted to receive the Board's comments tonight or by e-mail.

Ms. Griffin stated that the only changes were really minor grammatical and included the removal for Section H. The hospital wanted 'H' in the Purchase and Sales Agreement but it doesn't involve the hospital and it was creating problems so it was removed.

Vice Chairman Connolly suggested that if the Board members had something to add, they should do it now rather than waiting until a couple more weeks lapses. She has nothing to add or change.

Selectman Lubrano feels that with 'H' gone, it has improved dramatically.

Chairman Walsh stated that the Purchase and Sales Agreement looks good but expressed that he still has concerns about the Easement.

**3. CONSIDERATION AND REQUEST TO IMPLEMENT FREE SATURDAY PARKING IN DOWNTOWN HANOVER BETWEEN NOVEMBER 26 AND DECEMBER 31.**

Ms. Griffin stated that this was a request that came from the DMA. Jim Rubens is in the audience. There was an outline forwarded to the Board an outline for the Hanover Holiday Arts Festival which is coming together, another promotion by the DMA to promote downtown Hanover to visitors and residents. They are asking the Board to consider allowing free parking on six Saturdays beginning with the Saturday after Thanksgiving. This would include the parking facility. Ms. Griffin advised that there was information provided to the Board which shows the potential lost revenue as a result of the free parking including the parking facility. The total loss is about \$12,528.00 off current projections. When it's broken down into fines \$2,640, meters \$8,100 and the parking facility \$1,788 for a total reduction in anticipated revenues of \$12,528.

Selectman Lubrano asked Ms. Griffin what the history has been in providing free parking on Saturdays right before the holidays.

Ms. Griffin responded that the Chamber for a number of years has tried to help promote holiday shopping in Hanover through a series of free parking. In the past there were free parking days during the week, the problem had been that free parking was taken up by downtown employees including College employees. The notion of free parking did not free up parking for shoppers. Last year it didn't happen because there was a transition period between the Chamber and the DMA.

The proposal is to do the free parking for six Saturdays during the holiday season including the parking facility which is a new addition to the proposal.

Selectman Baschnagel expressed his concern to Jim Rubens as to whether word was going to get out to the employers encouraging their employees not to take advantage of the free parking.

Jim Rubens acknowledged that this is a challenge but it is an experiment and the hope is that having the free parking on a Saturday would encourage shoppers and it would remain a customer event. They intend to advertise extensively and he feels that the employers will adhere to it, partially at best.

Selectman Lubrano likes the idea but doesn't think this is going to be something that will attract shoppers downtown. It's impossible to find a parking space on a Saturday around the holidays, there aren't open spaces and she feels that people wouldn't come to town who wouldn't already be here.

Ms. Griffin stated that this is an effort to compete with the free parking at local strip malls. Even those places are full but the DMA is trying to make people think of coming to Hanover.

Chairman Walsh stated that there may be many Saturdays where there will be parking available and feels that it will make a real difference in the mornings and afternoons. He also felt it would make a difference for people who come to town and stay and shop without worrying about feeding the meters.

Selectman Lubrano expressed an interest in seeing figures from the Parking Division on the facility usage for weekends prior to holidays.

Ms. Griffin advised that she could get the figures from Patrick O'Neill. She felt that she wouldn't need them for this meeting but she can e-mail them to the Board members. In the past, during the holiday season, the facility fills up pretty quickly.

Selectman Baschnagel stated that it will help to allow people to move into the lower levels on Saturday and an attendant should be working there even though we are not charging for it. Normally the practice is that as the upper level fills up, people could be allowed to get into the lower part of the facility which will accommodate

more people. Selectman Baschnagel asked if Jim Rubens could ask Fleet Bank about using their platform for parking, it appears generally empty on weekends.

**Selectman Baschnagel made the MOTION to approve the request to implement free Saturday parking in Downtown Hanover between November 26 and December 31, 2005. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE REQUEST TO IMPLEMENT FREE SATURDAY PARKING IN DOWNTOWN HANOVER BETWEEN NOVEMBER 26<sup>TH</sup> AND DECEMBER 31<sup>ST</sup>.**

Chairman Walsh noted that if this proves to be a great move for employees and not so much for shoppers, it may not be done next year. He also went on to thank the DMA, Jim Rubens and Sharon Aremburger to try to spark interest in the downtown Hanover area.

#### **4. DISCUSSION OF FY 2006 – 2007 TAX RATE TARGET**

Ms. Griffin informed the Board that the Consumer Price Index (CPI) is moving up. If the trend is any indication, it will reflect a higher rate. The rate went up a percentage point between August and September and that is fuel oil plus post Katrina impact. We haven't begun to see the impacts yet of the full fuel oil season but there is an impact on automobile increases that spiked from 3.4 to 4.4. There are many uncertainties looming out there. On the FEMA front, Ms. Griffin is finalizing letters to go to Senator Gregg, Senator Sununu and Representative Bass asking for their support. The biggest frustration is the feeling of being handicapped in June as the State has failed to update its cost estimates for a decade. Ms. Griffin feels that the State owes Hanover something even if the Feds can't do anything because they refused to apply adjusted cost estimates retroactively which was what we were told was FEMA's policy. FEMA uses these cost estimates to determine eligibility for funding and once a community is determined eligible, they don't use those numbers anymore, you supply them with your actual cost before they reimburse you so they only use those number in making the initial assessment of damage and their figures do not match because they are using 10 year old numbers.

Ms. Griffin is hoping to get sympathy with the U.S. Senators and Representative about this situation.

Vice Chairman Connolly asked how big of a multiple ten years would give the Town.

Ms. Griffin stated that as an example, FEMA is using 23 cents per linear foot for ditching repairs as the estimate in New Hampshire and \$1.86 per linear foot in Vermont. She went on to state that she has stirred up some interest in this in the Governor's office and may call on Board members to contact more people.

Selectman Christie asked if this was turned down because it didn't meet the financial threshold.

Ms. Griffin confirmed that this was the case and they looked at the amount of damage in Hanover and felt the community could handle it.

Chairman Walsh made a conscious decision in talking to a VPR reporter stating that we are looking forward to the appeals process. He didn't want to get into a 'dog fight' about the situation but would be willing to if it would help the cause.

Ms. Griffin feels that the Town's best option is to wait for the appeals process and if we are turned down again, we could make it more of a 'dog fight'. She plans on getting the letters out tomorrow to the Senator and Representatives. In terms of budget planning, this is a challenge because without knowing how much health insurance, fuel prices and increases in the CPI what sort of pressures we'll see on the budget. There are a number of strategies that can be taken to deal with the storm recovery financing and Peter Kulbacki, Mike Chase and Ms. Griffin have discussed options that will be presented to the Board. These strategies will allow for the Town to either accomplish the repairs sooner or take a little more time to do them depending on what the Board is comfortable with in terms of the tax rate impact. There needs to be a ceiling on the regular budget planning setting aside any expenses relating to the storm cleanup. No decisions need to be made tonight but the Board needs to start thinking about these issues. There needs to be a decision by November 21<sup>st</sup> so that Betsy McClain can offer some guidance to the departments in terms of the percentage rate target.

Chairman Walsh mentioned that at the end of last year's budget there was discussion about setting aside a certain amount of money for new initiatives, things that aren't in the budget, and he feels that this needs to be part of this conversation.

Ms. Griffin stated that the Public Works Department would like another \$50,000 a year to try to get caught up on the annual paving efforts. That discussion comes into play with the post June 10<sup>th</sup> storm recovery. The other good news is that Mike Ryan is projecting a 28 million dollar tax base growth.

Chairman Walsh wanted to confirm that the current grand list is \$1.5 billion. Ms. Griffin stated that it is \$1.44 billion. She stated that as April 1<sup>st</sup> comes closer the estimates become clearer.

Ms. Griffin also mentioned that the Campus construction adds to the tax base.

Chairman Walsh asked what the increase that was budgeted for this year. Ms. Griffin stated that it was 18 million. Another 10 million is only \$50,000 of additional expenditure room.

Chairman Walsh asked for comments or thoughts from the Board.

Ms. Griffin said that the October CPI will be available at the next meeting.

Vice Chairman Connolly stated that there is nothing to discuss or project at this time.

Selectman Baschnagel feels it is important to set the CPI base for the budget gain and identify what is outside that base. He is interested in seeing the bubble in the fuel prices.

Ms. Griffin stated that the Town won't see the impact of heating fuel impact until November. The Town uses the Northern New England CPI as the benchmark for the tax rate target. For the purposes of the departments putting together their proposals, they need to know what the target tax rate is and whether they can try to propose new initiatives or whether they have to deal with what they have.

Selectman Baschnagel said that there are going to be discussions with the Planning Board sometime before budget time. Ms. Griffin stated that there was an in-depth staff meeting today and they are waiting to hear from Nancy Collier as to what might work. There is a discussion about public vs. private roads and the maintenance costs attached to those. Peter Kulbacki is trying to come up with a cost per road mile depending on whether the road is urban, rural or gravel.

Selectman Christie stated that in November the CPI will need to be set knowing that there will be exceptions.

Chairman Walsh felt that the FEMA/roads rehabilitation is one exception but there are a lot of ways to work that through, time, dollars, etc. If there are other initiatives the Board should at least talk about them.

Selectman Christie asked what the energy costs are with regard to percentage of the budget. Betsy McClain stated that 5% was a good estimate. Selectman Christie suggested that the Board may need to look at that piece separately.

Selectman Connolly advised that the Board has had to segregate that out of the budget before. Ms. Griffin said that when the tax rate setting was done (pointing out a typo in the Friday mailing listing the rate at 5.76 and it's actually 3.76) there was the hope that FEMA was going to come through. The Town is still well below the 5% limit of total general fund expenditures. The DRA informed the Town that the rate should be at 1.2 million but they look at all the funds combined and we look

at each fund separately so there is a difference between the way the Town looks at the fund and the way the DRA looks at them.

Ms. Griffin asked the Board if there was any other information that they would like for her to provide as they look at these issues.

Chairman Walsh wanted to look at the percentage of fuel for each various fund.

Ms. Griffin added that she can provide those numbers which will show what it is and what it is anticipated to be.

Selectman Christie informed the Board that the electric bill for his company doubled last month.

**5. RECOMMENDATION TO ADOPT JOB TITLES: PROGRAM SITE SUPERVISOR, PROGRAM COUNSELOR, PROGRAM COUNSELOR/TRANSPORTATION MONITOR, PROGRAM INTERN.**

Ms. Griffin said that these positions are after school part-time positions but the Board needs to officially adopt the job titles.

**Vice Chairman Connolly MOVED to approve the recommendation to adopt the job titles of Program Site Supervisor, Program Counselor, Program Counselor/Transportation Monitor and Program Intern. Selectman Lubrano SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE RECOMMENDATION TO ADOPT JOB TITLES: PROGRAM SITE SUPERVISOR, PROGRAM COUNSELOR, PROGRAM COUNSELOR/ TRANSPORTATION MONITOR, PROGRAM INTERN.**

Chairman Walsh asked how these positions line up with the Howe after school monitor. Ms. Griffin stated that they are looking into that and it will be reviewed to determine whether both positions are needed.

**6. RECOMMENDATION TO SET PUBLIC HEARING ON NOVEMBER 21, 2005 TO CONSIDER AMENDMENT TO ORDINANCE 6, PARKING ORDINANCE RELATIVE TO ON-STREET PARKING ADJACENT TO RICHMOND MIDDLE SCHOOL.**

Ms. Griffin advised the Board that this recommendation is in response to complaints with regard to drop-off and pick-up on the two narrow residential streets instead of the recommended way. There is nothing in the parking ordinance right now to allow the police department to enforce any action there. There are people



almost blocking the intersection as they are either dropping children off in the morning or picking up in the afternoon.

Vice Chairman Connolly asked if they were parking against the new fencing. Ms. Griffin stated that this is the case and that they thought this was going to be a problem but the hope was that people would abide by the Principal's request not to do drop-off and pick-up in that area. Some drive the whole loop through the neighborhood which was what we were trying to avoid.

Selectman Lubrano confirmed that they are allowed to drive through but they just can't stop. Ms. Griffin stated that this is the case, they can't stop or stand.

Selectman Baschnagel suggested that when it is written up, it should set some hours so that neighbors that have parties in the evening can still have on-street parking.

Ms. Griffin also mentioned that the other piece that is being dealt with are the 10 - 11 events at the Middle School which bring in a lot of parents and the most recent event that led to complaints was the Open House in mid-September. All the teachers are there and then all the parents of all the students looked for parking and the neighborhood was filled with cars.

Ms. Griffin stated that she and Chief Giaccone are working on strategies to deal with this including working with the Middle School so that presumably if it's a night where there aren't conflicting events going on, have the Middle School staff park at the Ray School to keep the parking at the Middle School available for parents. It's the Open Houses in the fall and the spring, where all the teachers and all the parents attend, which cause parking problems for this neighborhood.

Selectman Baschnagel suggested that perhaps Dartmouth Printing might allow parking in their lot on these occasions.

Ms. Griffin said that CRREL offered for people to park in the small area outside their gates but not inside the gate. The other option might be 45 Lyme Road and Steve Buskey has always been generous but most people don't want to walk that far so people generally head to the neighborhood first.

Vice Chairman Connolly received a suggestion from a resident on Curtiss Road that the road be blocked at Reservoir instead of the Dresden Road end. Selectman Baschnagel stated that this would make the access only from Lyme Road. Ms. Griffin stated that this would cause more drop-off traffic on Dresden Road and make the Bridgman Circle to get back out.

**Selectman Lubrano MOVED to approve the recommendation to set a public hearing on November 21, 2005 to consider amendment to Ordinance 6, Parking Ordinance, relative to on-street parking adjacent to the Richmond Middle School. Selectman Christie SECONDED the motion**

**THE BOARD VOTED UNANIMOUSLY TO RECOMMEND THAT A PUBLIC HEARING BE SET ON NOVEMBER 21, 2005 TO CONSIDER AMENDMENT TO ORDINANCE 6, PARKING ORDINANCE RELATIVE TO ON-STREET PARKING ADJACENT TO THE RICHMOND MIDDLE SCHOOL.**

**7. BANNER REQUEST FOR UPPER VALLEY WINTER SPECIAL OLYMPIC GAMES.**

Chairman Walsh asked if this was the second week of January. Ms. Griffin confirmed that this would be in January; the banner would go up on the 15<sup>th</sup> of January and stay up through the 21<sup>st</sup>.

Ms. Griffin stated that this would be the third year that the Town has done this. Chairman Walsh confirmed that it meets all the requirements of being a non-profit etc.

**Selectman Lubrano MOVED to approve the recommendation to approve a banner request for the Upper Valley Winter Special Olympic Games from January 15 – 21, 2006.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE A BANNER REQUEST FOR THE UPPER VALLEY WINTER SPECIAL OLYMPIC GAMES FROM JANUARY 15 – 21, 2006.**

**8. APPROVAL OF MINUTES.**

Chairman Walsh asked for the approval of minutes for September 26<sup>th</sup>. Chairman Walsh wanted to confirm that Bernie Waugh's statement would be attached to these minutes. Ms. Griffin confirmed that this would happen. Vice Chairman Connolly commented on page 18, 'he' refers back to Kate Connolly and should be changed. Selectman Lubrano referred to page 10, 'deep' restriction language and should be 'deed'. Selectman Baschnagel pointed out on page 9 at the bottom about a survey he questioned, it was a response from Mr. Weinberger and not from himself. Selectman Christie stated that he was given credit for more comments than he made that night.

**Selectman Lubrano MOVED to approve the minutes of the September 26<sup>th</sup> meeting with the changes requested. Vice Chairman Connolly SECONDED the motion.**

**THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF SEPTEMBER 26<sup>TH</sup> WITH THE CHANGES REQUESTED.**

Chairman Walsh moved on to the October 17<sup>th</sup> minutes, they appeared fine to him. Selectman Lubrano wasn't at the meeting but she found some typos. Vice Chairman Connolly pointed out an error on page 17.

**Vice Chairman Connolly MOVED to approve the minutes of the October 17<sup>th</sup> meeting with the changes requested. Selectman Baschnagel SECONDED the motion**

**THE FOUR BOARD MEMBERS APPROVED THE MINTUES OF OCTOBER 17<sup>TH</sup> WITH THE CHANGES REQUESTED. SELECTMAN LUBRANO ABSTAINED.**

**9. ADMINISTRATIVE REPORTS.**

Ms. Griffin alerted the Board that a docket was opened by the Public Utilities Commission two weeks ago. The staff of the Office of Consumer Affairs, which is the entity within the PUC to protect consumer interest, provided the Public Utilities Commission (which Cliff Below is being nominated as a member if approved by the Executive Council) with information urging them to open a docket over Verizon and Electric Utilities about the maintenance, removal and installation of poles. The PUC opened a docket and supplied the Local Government Center with a copy of the documents and it took less than 24 hours for 82 communities throughout the State to ask their attorneys to file appearances for them. Hanover is one of them due to the on-going problems that have come up with getting poles moved and installed in the last few years. There are poles in town that aren't where they are supposed to be and they have been paved around and concrete around them and it is happening two years after the pole movement request has been filed. The Office of Consumer Affairs opened the docket due to numerous individual private property owner complaints about not having electricity for weeks or months because they can't get poles installed. The hearing on the initial statement of facts is on the 10<sup>th</sup> in Concord. Municipalities are being asked to submit testimonies to the problems that they've had. A number of municipalities were concerned about filing because they worked well with their electric utilities and they didn't want to steamroll them in dealing with Verizon but the electric utilities are encouraging communities to file because they are having the same problems and would like to shift the maintenance of the poles back to the electric utilities. Ms. Griffin feels that this is an exciting case in that it revolves around municipal property issues, right of way issues,

customer service issues and Verizon has blocked municipalities from putting Broadband on the poles and this issue can be brought up during this docket. The PUC documents want to determine if the poles should be managed by the electric utilities. Board members should not be surprised to see Mike Chase out taking photographs of telephone poles in the next couple of weeks. There are about 3 dozen poles that are problems in town.

Selectman Connolly also pointed out that some of the poles have duplicate numbers because the old poles with the same numbers weren't removed when they were installed.

Ms. Griffin advised that there are about 18 communities getting together to pursue the potential of federal funding for a fiber optic network for Homeland Security communication purposes. They are working with a Canadian consultant who installed a network for 132 communities in British Columbia. The group would like to pick his brain about how to create a regional New Hampshire model. The Legislative Study Committee that Ms. Griffin sat on for the last year is trying to convince Legislators to give municipalities the ability to bond this project over 20 – 30 years time frame and then lease that pipeline to providers. There is a lot of resistance in the legislature because they are being heavily lobbied by Verizon and cable companies that don't want municipalities to bond for Broadband. They are creating an uneven playing field by being able to access debt at municipal bond rates but they are afraid of the competition moving in before they are prepared to move in to that territory.

Chairman Walsh feels that it's more of a monopoly versus an uneven playing field. Ms. Griffin agreed from a municipal perspective. She will be going to a subcommittee meeting next week and Verizon is very powerful.

Selectman Baschnagel stated that the letter that was prepared was very good.

Ms. Griffin stated that this is an uphill battle and having Broadband in the community would be great. Ms. Griffin stated that Verizon's priority is not New Hampshire because the return on their investment would not be great. From a municipal standpoint, it would be a good investment.

Vice Chairman Connolly feels that Broadband should be treated as the new electrification. Selectman Baschnagel feels that technology is moving so fast that 5 years from now things will be wireless. Ms. Griffin stated that from what she was told in New Hampshire we will rely on fiber optic for a very long time because of the topography.

Chairman Walsh feels that providing high speed data communication is as legitimate as roads are. Municipalities should be a provider of last resort if the people want it.

Ms. Griffin also advised that the State has required that regions do full avian flu inoculation plans. She received a call from Chief Allen, from the Lebanon Fire Department, asking Hanover to identify two locations where we could inoculate 15,000 people within 48 hours to include Hanover, Orford, Lyme and Piermont. She's working on finalizing some plans with the College and the School District. The hope is to be able to use Leverone and the Middle School with the hope being that we could capture people traveling in both directions without creating traffic problems. The State wants the regional plans in place by January 1. The Town's job is to find two locations to handle 15,000 people and begin to identify the names of volunteers to assist if we had to do this many inoculations in 48 hours.

Selectman Baschnagel asked about whether there is a transportation element to this plan. Ms. Griffin stated that there was a suggestion from the Fire Department of having a drive-thru at the station. Vice Chairman Connolly asked how many people were served at the flu clinic last year. Ms. Griffin stated that it was 2,400 people. The challenge is to move people along and there won't be time for visiting. The two locations would separate arrivals and departures and not have everyone get tangled up in each other.

## **10. SELECTMEN'S REPORTS.**

### **Peter Christie**

The Recycling Committee met and the new chairman is well settled into the job with a lot of new ideas. There is an increased interest in dealing with Reuse, Reduce and Recycle and not just recycling. They are exploring ideas on doing some education and things are going well.

He met with the Senior Citizens Advisory Group today and there was discussion about their budget with Betsy McClain. They are planning their annual Thanksgiving lunch on Friday, November 18<sup>th</sup>. A survey went out soliciting ideas and recommendations and critiquing of current programs and the results of those should be back shortly.

### **Kate Connolly**

The Planning Board has had some exciting hearings. There were continued hearings on Pingree Brook which has to do with the access from Mulherrin Farm and that is progressing along. They saw for the first time a pair of projects on Greensboro Road from Paragon Construction for a continuing care community

much like Kendal and also about 45 single family homes and other units on the Lebanon property on Greensboro. The Board also had their first look at the Gile Tract and a preliminary site visit is scheduled for November 19<sup>th</sup> at 10 a.m. The Board also approved the site for Ann Bressett's anonymous generator donation.

Selectman Lubrano asked about the proposed development by Paragon and whether it was for 300 beds. Vice Chairman Connolly advised that it is 250 units but it could be more for beds. There is a nursing facility in the common areas much like Kendal. Selectman Baschnagel added that one of the neighbors did some research and this project, if it goes through as proposed, will double the population of Greensboro Road.

Vice Chairman Connolly stated that the meeting with the Lebanon Planning Board is scheduled for December 1<sup>st</sup> at 7:30 p.m. Selectman Baschnagel and Vice Chairman Connolly attended the RT 120 corridor meeting last week and that work is progressing and we are working on submitting an application for a consultant.

### **Bill Baschnagel**

The Public Transportation Board (PTB) met and lease demand is up for parking. They are now building up a waiting list. The HOP lot is being converted to a pay station. Chairman Walsh advised that the machine didn't work on Saturday. Advance

Transit reports that they have a 20% increase in ridership since the fuel costs have increased. This past weekend Selectman Baschnagel went up to the Skiway for the Upper Valley Lake Sunapee RPC retreat which had a strong emphasis on regional focus and there are things that the RPC can do to respond to some things. It was a good session and they came away with a lot of ideas.

### **Allegra Lubrano**

The Howe Library Grand Opening was held on October 23<sup>rd</sup> and it was fantastic. It was hugely attended and very well planned and organized despite bad weather.

Today, Ms. Griffin and Selectman Lubrano attended a Community Substance Abuse Advisory Committee meeting and received feedback from the Hanover Police Department and College about the bonfire. There were fewer incidents this year as compared to last year. There were still incidents of underage drinking. The Committee is still trying to figure out where CSAAC is going but we appear to be on course. Ms. Griffin stated that much of the focus was on the Diversion program and the Committee will be meeting with the new Diversion Program Counselor next month. Selectman Lubrano stated that the Committee is reviewing the Diversion program. Offenders get to go through Diversion once in Hanover and then they go to Court but other communities handle it differently.

**Brian Walsh**

Chairman Walsh would like to send a separate thank you to Representative Bass and Senator Gregg for supporting the SAFER grant.

Chairman Walsh mentioned the meeting with Peter Kulbacki, Ms. Griffin, the Hartland Group and Twin Pines. The Chamber will meet tomorrow.

**11. OTHER BUSINESS**

No other business was brought before the Board.

**12. ADJOURNMENT**

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

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:45 P.M.**

*There had been a request for a non-public session to discuss items pursuant to RSA 91-a: 3, II (a), (d), and (e.) The Board retreated to meet in the Selectmen's Conference room to discuss these items.*

### SUMMARY

1. **Selectman Baschnagel made the MOTION to approve the request to implement free Saturday parking in Downtown Hanover between November 26 and December 31, 2005. Vice Chairman Connolly SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE REQUEST TO IMPLEMENT FREE SATURDAY PARKING IN DOWNTOWN HANOVER BETWEEN NOVEMBER 26<sup>TH</sup> AND DECEMBER 31<sup>ST</sup>.**
2. **Vice Chairman Connolly MOVED to approve the recommendation to adopt the job titles of Program Site Supervisor, Program Counselor, Program Counselor/Transportation Monitor and Program Intern. Selectman Lubrano SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE RECOMMENDATION TO ADOPT JOB TITLES: PROGRAM SITE SUPERVISOR, PROGRAM COUNSELOR, PROGRAM COUNSELOR/TRANSPORTATION MONITOR, PROGRAM INTERN.**
3. **Selectman Lubrano MOVED to approve the recommendation to set a public hearing on November 21, 2005 to consider amendment to Ordinance 6, Parking Ordinance, relative to on-street parking adjacent to the Richmond Middle School. Selectman Christie SECONDED the motion. THE BOARD VOTED UNANIMOUSLY TO RECOMMEND THAT A PUBLIC HEARING BE SET ON NOVEMBER 21, 2005 TO CONSIDER AMENDMENT TO ORDINANCE 6, PARKING ORDINANCE RELATIVE TO ON-STREET PARKING ADJACENT TO RICHMOND MIDDLE SCHOOL.**
4. **Selectman Lubrano MOVED to approve the recommendation to approve a banner request for the Upper Valley Winter Special Olympic Games from January 15 – 21, 2006.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE A BANNER REQUEST FOR THE UPPER VALLEY WINTER SPECIAL OLYMPIC GAMES FROM JANUARY 15 – 21, 2006.**

5. **Selectman Lubrano MOVED to approve the minutes of the September 26<sup>th</sup> meeting with the changes requested. Vice Chairman Connolly SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF SEPTEMBER 26<sup>TH</sup> WITH THE CHANGES REQUESTED.**



6. **Vice Chairman Connolly MOVED to approve the minutes of the October 17<sup>th</sup> meeting with the changes requested. Selectman Baschnagel SECONDED the motion. THE FOUR BOARD MEMBERS APPROVED THE MINTUES OF OCTOBER 17<sup>TH</sup> WITH THE CHANGES REQUESTED. SELECTMAN LUBRANO ABSTAINED.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

Minutes transcribed and submitted by Elizabeth S. Rathburn

FINAL

## BOARD OF SELECTMEN'S MEETING

October 17, 2005

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:35 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; and Julia Griffin, Town Manager.

### **1. PUBLIC COMMENT**

Chairman Walsh started the meeting at 7:35 p.m. Allegra Lubrano is not going to be in tonight.

Chairman Walsh opened the meeting for public comment. There were no comments from the public.

### **2. PUBLIC HEARING TO CONSIDER APPROVAL OF EXPENDITURE OF \$35,625 RECEIVED AS A GIFT FOR THE PURPOSE OF INSTALLING AN EMERGENCY GENERATOR FOR THE RICHARD W. BLACK COMMUNITY AND SENIOR CENTER.**

Julia Griffin stated that Ann Bressett was alerted that one of the items that we were trying to purchase was a generator to convert the center as a shelter. Mrs. Bressett asked the Town what the amount would be to buy the generator, install the transfer switch and pour the concrete pad. We provided her with estimates and a week later she wrote a check for that amount. By law, for amounts in excess of \$5,000 given as gifts, before we spend the money for the purpose intended, we need to hold a public hearing to seek formal approval for the expenditure. We can order the generator tomorrow; the pad placement has been determined by the Planning Board. This will be on the East side of the parking lot adjacent to the Ledyard Bank property so as far away as possible from any residential properties. The intention is to fully power the building in the event of an emergency.

Chairman Walsh asked if the equipment would be tested every 6 months. Ms. Griffin confirmed that this is what we do with all of our generators. This puts the Town in an excellent position. Ms. Griffin reported that the generator from the police department would be moved to Town Hall. There is a high powered generator that powers our wastewater treatment plant and we have generators through the public works department. The next step will be to get the school districts to put generators in their facilities, but for now the Town is in good shape and we have multiple areas that can serve as shelter sites depending on the type of emergency as a result of this generator.

Selectman Baschnagel asked in terms of fuel, how long do we set it up to run for? Ms. Griffin suggested that speaking to Frank Austin would be useful with regard to that question. Ms. Griffin thought that perhaps they would run for an extended period of time but could not clarify exactly what that amount of time would be.

**Vice Chairman Connolly MOVED to approve the expenditure of \$35,625 received as a gift for the purpose of installing an emergency generator for the Richard W. Black Community and Senior Center. Selectman Baschnagel SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE EXPENDITURE OF \$35,625 RECEIVED AS A GIFT FOR THE PURPOSE OF INSTALLING AN EMERGENCY GENERATOR FOR THE RICHARD W. BLACK COMMUNITY AND SENIOR CENTER.**

Chairman Walsh told the group that Ann wanted it to be an anonymous gift. Chairman Walsh thanked Ann Bressett for her anonymous gift.

Ms. Griffin asked to move to Item 5. There has been a request from Mr. Williamson, who is on the Building Code Appeals Board, to wait on Item 3, he can not be at the meeting until 9:00 and it would be difficult to do item 3 without Item 4 because they are tied together to a certain extent. Chairman Walsh moved on to Item 5.

**3. CONTINUED DISCUSSION REGARDING REVISED PURCHASE AND SALES AGREEMENT WITH TWIN PINES HOUSING TRUST FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON THE GILE TRACT AND REVISED ACCESS EASEMENT WITH DHMC.**

Chuck Lief partner of the Hartland Group and Rob Bryant Director Twin Pines Housing Trust re-introduced themselves to the Board.

Ms. Griffin brought the Board up to speed about the meeting that took place after the last Selectmen's meeting on October 3rd, with Chairman Walsh, Selectman Christie, Chuck Morrow, Rob Bryant and Mr. Edwards where they talked about the issues surrounding the draft Purchase and Sales Agreement. The Board was provided with some additional background information on the Purchase and Sales Agreement and an updated Gile Community Pre-Development Budget and Conceptual Budget summary which was faxed to her. These numbers formed the basis of the discussion with the Hartland Group and Twin Pines. The numbers were fine tuned so there was a clear understanding of what those numbers represented. Also included in that information was the latest draft of the Purchase and Sales Agreement, language proposed and there are a few hand written notes which were clean up that Ms. Griffin wanted to add to the final draft. The final document that

was distributed was a preliminary draft of a side letter which was intended to address issues around who the development entity is, what makes up the

development entity, what's the nature of the development fee the development entity will receive and in the event the fee exceeds 10% of the benefits of the development, there was talk about a formula about how that might be distributed between the parties. The proposed side letter is not in final draft but Ms. Griffin wanted to get feedback from the Board.

Chairman Walsh wants to carve the meeting into two sections. One part being the DHMC Easement. Chairman Walsh referred to the meeting that Ms. Griffin just spoke of and felt that the meeting went well. The Board could feel confident that the intent of what they were trying to achieve would come through. He felt that the meeting was very constructive. Chairman Walsh wanted to point out that after the Monday meeting he felt better about the agreement.

Selectman Christie had questions about understanding the developers' fees particularly how we would share the upside if the costs were lower, etc. Asking for clarification on the 2<sup>nd</sup> to last paragraph on how the savings would be shared.

Mr. Lief advised that the proposal made would allow for 1/3 of the profit would benefit the Town. Those fee amounts would not be known until closer to completion. They could take the fees and drop the price to make the houses even more affordable. Open to what the Board would like done with the fees, whether they want to use it to create additional affordability or use it for another project but didn't want to assume that they would know the benefit earlier than they actually would about the final cost.

Selectman Christie mentioned that the wording appeared confusing. It was his impression that first amount of savings would all go toward the affordable housing assuming the 66% maximum that was targeted and the balance would be shared 1/3 to 2/3.

Mr. Lief advised that the goal is to take all of the proceeds possible in order to achieve up to 66%.

Selectman Christie confirmed that the first bit of savings would go toward affordability but anything above and beyond that would go split.

Mr. Lief advised that there may be some unforeseen costs. Selectman Christie asked that there be some clarifications in the wording.

Ms. Griffin advised that she will work on the re-wording in that section. She will try to get the re-wording done in the morning and e-mail it out to everybody.

Selectman Christie mentioned the 10% fees – the schedule shows the fees being 9% of cost and not 10. Should the reference be 9%?

Mr. Lief mentioned that the discussions have been pure estimates and they have gone anywhere from 8.5 – 10% depending on the category. Chairman Walsh wanted to make a suggestion that this should be worked on behind the scenes to pin down those numbers.

Selectman Christie wanted to clarify the percentages and stated that the Board needs to be clear about the numbers.

Ms. Griffin stated that this was the side letter that we were talking about. Chairman Walsh sees this project as two opportunities. Opportunity 1 is known as the units are being constructed and priced. That opportunity we may try to push up from 50 to 66 depending on where things are. The other opportunity which may happen later when the for sale units are sold and if there is something left over there. Both opportunities may be zero or may be real but felt that it's handled well. Chairman Walsh recommended a meeting next week. Chairman Walsh asked for any further questions from the Board.

Chairman Walsh spoke with the public about the project. The Town has 55 acres of land behind the Go-Go Mart near DHMC where we are proposing to build affordable housing. The Affordable Housing Commission of the Town identified this area as a location for affordable housing for people who otherwise could not afford to live in Hanover. Zoning was changed so that housing could be built there. The Town is not a housing developer but Twin Pines Housing Trust (a local organization) who engaged The Hartland Group (Burlington) and we've been working with them to assure that the kind of housing that was envisioned 2 – 3 years ago is placed on this property.

Chairman Walsh wanted to discuss the easement. Ms. Griffin wanted to go back to the Purchase and Sales Agreement and asked whether there were going to be any more concerns from the Board. Chairman Walsh wanted to make sure that Ms. Griffin catches up with Selectman Lubrano with any concerns that she might have. Chairman Walsh felt that this is much improved and is more comfortable with what he's read. Vice Chairman Connolly felt that the concerns had been addressed. Selectman Baschnagel referred to concerns about the Easement.

Ms. Griffin mentioned that there are some issues being discussed between Kitty Scott and DHMC's attorney with regard to the easement. The sticking point is

about the language, DHMC is concerned about the future development objections by future homeowners. Ms. Griffin stated that there could be language in the purchase deeds which will put them on notice that DHMC owns that land immediately to the south of the Gile Tract development and a portion of that is likely to be developed in the future. This language has been softened and it essentially says that the buyers need to beware and the ability to develop this project is predicated on the access.

Selectman Baschnagel does not like the “muzzling” of future buyers. He doesn’t have a problem with buyers and renters being warned. He took issue with the wording. Any developer has to be willing to justify their actions in a public forum and he does not feel that we can enter into an agreement where we’re binding anybody’s hands on this.

Ms. Griffin stated that there has to be some resolve to satisfy the Hospital’s concerns. If we don’t we’re not going to get the Easement.

Chairman Walsh read the next to the last paragraph as saying, somebody who buys a house here, needs to know in the buying that there may be a connector road in the future but they aren’t “muzzled” they are basically noticed. Chairman Walsh feels that there is a difference between a developer developing the property and a person who was put on notice of the issue prior to purchasing the property.

Selectman Baschnagel wanted to question whether we are comfortable signing an agreement that could be on the front page of the Valley News with a suggestion that the hospital insists on applying this that could be a barrier to affordable housing.

Ms. Griffin offered to revise the first paragraph. Selectman Baschnagel stated that if it’s just an understanding that notifies the buyer’s that there are future building possibilities it’s not as much of a problem. Selectman Christie felt that there could be an understanding that the Town and the developers do not object to the connector road. Selectman Baschnagel felt that this has very broad language doesn’t want to bind future Planning Boards or Board of Selectmen or anyone associated with this about this future development based on what has been decided now not knowing what will appear. He felt it was inappropriate to bind these groups.

Mr. Lief felt that one of the problems is that there are too many Grantors and Grantees in the language. The way it began, the hospital requested that the Town, the developers and all subsequent tenants and homeowners be “muzzled” and it was unacceptable to him, to the Town, to the future owners and he doesn’t feel that this says that now. What “H” is saying is the language that needs to appear in the deed from the Town of Hanover to the grantees, which only in this case is Twin Pines, the Hartland Group, or our agents, we are making a business decision on this.

Mr. Lief went on to state that the Town made it clear through Ms. Griffin and Walter Mitchell that the Town is unwilling to be bound at all in the future. The grantee is only referring to the developer of the property. The Town is not making any commitment to be bound or be silenced in any way.

Chairman Walsh makes a suggestion that the wording be made easier to read. He would like it understandable for anybody to read it and understand it. It needs to be easy to read for the Town and the Medical Center.

Ms. Griffin clarified that the Grantor is the Town, the Grantee is the developer.

Mr. Lief agreed that people should not feel that they can't stand up and object in a public forum on future development by DHMC. We, as entities, were not going to stand up and object.

Selectman Baschnagel offered a different approach. This is an agreement between the developers and the Hospital it's not clear why it has to be part of the Purchase and Sales or the Easement. The Town would then be removed from any issues of enforcement.

Ms. Griffin stated she felt that the hospital wants the Town involved and wanted this in the Easement document. From their lawyer's perspective the document has more teeth in it.

Vice Chairman Connolly asked about 5 years down the road when the hospital decides to do something and the homeowners object, could the easement be removed? Mr. Lief advised that he received legal advice that the only way that the Easement could be lost is if the developers filed suit, etc. It is clear that future owners or tenants have all the First Amendment Rights or Rights of Citizens.

Chairman Walsh said that there's too much history here to have all this legal 'gobbledygook'. To have people try to understand what people's rights are, these words need to be re-written. Ms. Griffin offered to re-write H in this document to reflect the clarification discussed tonight. The Easement deed needs to be negotiated between the Town and the Hospital so there's not as much flexibility. The purchase and sales is our document. Chairman Walsh wants the Easement to be just as clear about who is bound to what and who is not bound to what.

Selectman Baschnagel wanted to talk about the agreement between the Hospital and the Town and it places the burden on the Town to enforce the obligations of the developers. The Town doesn't want to be in a position to keep parties quiet.

Ms. Griffin felt that with the hospital's concerns, we may need to agree to disagree to get the access.

Chairman Walsh has no problem with the wording being changed as long as there is wording that human beings can understand and that they reflect the representations that have been made here.

Mr. Lief advised that there are documents with the same language that have been there long before this. These documents are very hard to understand. This is not a stand alone document as the Town is already involved in a three-way agreement.

Mr. Lief stated that since we are past deal terms we can write something that is understandable.

Ms. Griffin asked for any other issues with the Purchase and Sales Agreement. She would like to get the language finalized. Is the Board willing to state that pending resolution of the language, is Ms. Griffin authorized to sign this document?

Ms. Griffin is going to be looking at the other concerns with the Easement with the hospital.

Chairman Walsh wanted "H" to be the same between the two documents. Ms. Griffin stated that she hoped that they would be the same.

Vice Chairman Connolly didn't want to approve this provisionally. She also didn't want to make everyone come back but this is so important.

Ms. Griffin plans on getting through this agreement and send it to the Hospital with a 'take it or leave it' approach based on the input from the Board. Knowing what the Board is comfortable with and the Hospital has a list of parameters that they are working with.

Chairman Walsh would like to go with Ms. Griffin's suggestion of getting the wording done and ratify it at the November 7<sup>th</sup> meeting. Ms. Griffin stated that this will be on the agenda for November 7<sup>th</sup>.

Chairman Walsh discussed the access and Easement issues with the public to inform them of what has been discussed. The Town owns the land to the North of it and the Hospital owns the land to the south of it in Lebanon. Selectman Baschnagel pointed out that Medical Center Road is a private road. Seleteman Baschnagel mentioned that there is an "Olds Wood Road" that used to lead to the dump.

**4. REVIEW OF ISO RECOMMENDATIONS REGARDING PLAN REVIEW AND INSPECTION OF RESIDENTIAL PROJECTS.**



Ms. Griffin stated that ISO stands for Insurance Services Office and makes sure that property is protect or constructed in a safe fashion. It helps insurance companies determine how they structure their fees based on the area you live in and the ISO rating assigned to that Community with a focus on risk of fire (fire protection). ISO does a review every 10 years or so to review fire departments and the building department to rate the Community's ability to fight fires.

Ms. Griffin advised that ISO makes sure that insurance companies lose less and not more. ISO makes requirements that the Town beef up their services to get a higher score.

Ms. Griffin mentioned that Mr. Edwards did a proposed Residential Building Inspection summary memo to the Board and attached the ISO building code rating schedule results. ISO came in last spring and in April came up with a report that because the Town was not doing the full inspections that ISO would prefer, they reduced the score from a Class 6 to a Class 99. In the Building Codes Department it means higher cost for any new property to be insured, their rates would be a few hundred dollars higher. Not for existing homes but for new homes. Ms. Griffin asked for an extension to look at this. There are legislative efforts to introduce a standard code for the entire State. The bill may be introduced in January.

Ms. Griffin stated that given the construction activity in Hanover, we were looking at adding a building inspector to get us into compliance with the ISO rating but also to check on the amount of construction going on. She would like to create a part-time position to focus on the building of one and two family homes. It would free up Mr. Borkowski to focus on larger projects.

Selectman Christie asked if the legislation would bring the higher standard.

Ms. Griffin has been hearing that there might be the initial voluntary adoption of the residential building code. There is concern over whether this would be an unfunded State mandate.

Selectman Christie asked if ISO still has the ability to give us the 99 rating anyway? Ms. Griffin advised that this can still be done regardless.

Selectman Christie asked for confirmation that the current houses would probably be grandfathered? Ms. Griffin advised that it is her understanding that the current homes would not be affected with an increase in homeowner's insurance.

Vice Chairman Connolly had a question about whether this is supposed to be a 'one size fits all' evaluation. Do the same rules apply to mid-town Manhattan as well as Pittsburgh NH?

Mr. Borkowski's understanding is that yes it does and that this is really just an academic procedure.

Vice Chairman Connolly felt that perhaps our community could afford a part time building inspector but what about other communities? Ms. Griffin advised that those communities would suffer with a 99 rating.

Mr. Borkowski advised that 99 is the default which claims that the Town is not meeting this standard. Mr. Borkowski also stated that is was his understanding that no community in NH has a 1, 2 or 3 rating. The best one is a 4 which is typically an area like Keene or Portsmouth.

Selectman Baschnagel wanted to know how many other towns rated at 99. Mr. Borkowski felt that this rating probably affected the majority of the State.

Ms. Griffin advised that we looked at the part time building inspector to provide better service to the public and the question is whether you can kill two birds with one stone and have this requirement fulfilled. If there was a way to fund the part-time inspector, can we do that in addition to adopting the 1 and 2 family residential code, acknowledging it will cost more for renovations and construction but retain our class 6 rating and keep ISO happy for the next decade.

Jeffrey Balch came in with his son for a school and Boy Scout project. He has a plumbing and heating business in Hanover. Dartmouth should be funding an inspector for the construction that they are doing. DHMC had a special inspector for their projects. Mr. Balch felt that if contractors were licensed it might help with the ISO rating. Dartmouth is doing \$6 million worth of work and should have their own inspector. He would like to free up Ryan to be more available for the Town.

Ms. Griffin advised that Dartmouth's construction has been generating 85 – 90% of the building permits revenue and that this money could pay for a part-time inspector.

Selectman Baschnagel does not have a problem with adding inspectors to do lighting, plumbing and heating. Going out to look at foundations, roof trusses, framing, most people know how to do this work. He does have a problem with adding this type of work to the inspections. Is it worthwhile to take this additional person and divert them to do this work?

Mr. Borkowski agrees with Selectman Baschnagel. His concern is that the Town could be penalized and how do we get that credit without putting additional burden on the contractors in the community or the land development when looking at the inspection adding the basic foundation inspection requirement not for construction

quality but more for zoning compliance. Looking at the concrete when it's done is not going to add any additional burden to the Town. The 2005 electrical code had a significant change; rebar has to be part of the bonded system for the grant. Now they have to look at the rebar to make sure it's getting done. That's happening state-wide. We've absorbed that into the inspection. What you're left with is the framing and the roofing. We can add the basic inspection of these things while being there for other things. There are ways to absorb that. There should not be a lot of time looking at that. He would hate to see ISO not giving credit for the good work that is being done.

Selectman Baschnagel stated that he was appalled at the scoring. Mr. Borkowski advised that they met with ISO looking to get credit for certain things and it's all or nothing.

Selectman Baschnagel wanted to make a comment about writing a letter that we scored a 45 with all the discrepancies and we want the 45 rating. There is nothing in writing to back up the 99 rating.

Ms. Griffin stated that ISO would sit down and brainstorm ideas on how the Town could increase their rating.

Chairman Walsh wanted to address the issue of whether we should add a part-time person if the numbers tell us we have the demand. How do we do that short of Town meeting?

Ms. Griffin spoke with Betsy McClain about this. If there is enough savings in the bottom line budget to absorb the cost of the new employee, we might have enough expenditure capacity to fund the additional position. We can evaluate whether we feel can do this now or do this later on depending on the budget. Fuel expenditures are one issue right now.

Chairman Walsh wanted to know what the Board needed to do to get this going.

Ms. Griffin wanted to confirm some numbers but then advertise for this position.

**Chairman Walsh MOVED to give Ms. Griffin the authorization to go ahead and advertise the part-time building inspector position. Selectman Connolly SECONDED the motion. THE BOARD GAVE MS. GRIFFIN THE AUTHORIZATION TO ADVERTISE THE PART-TIME BUILDING INSPECTOR POSITION.**

Selectman Baschnagel wanted to hear from Mr. Williamson about his thoughts about this. Ms. Griffin updated Mr. Williamson on the discussion to this point on

the part-time inspector position and the ISO ratings that have already been discussed. The additional building permit revenue could fund this position.

Mr. Williamson felt that we could use an additional part-time inspector. He would like the Board to focus on efficiency and getting the answers and make decisions more crisply than has happened in the past. He doesn't know the numbers and would be interested in knowing how much the Town was looking to save by doing the additional inspections and how much would have to be spent.

Ms. Griffin mentioned that there wouldn't be a savings for the Town and it would cost \$30,000/yr in salary and benefits for the position. The rating would affect the homeowner's insurance for new construction. The Town is trying to protect future homeowners from the increased insurance rates. They may see their tax rate go up to fund the position and the additional costs to get the lower rating but there is so much construction that can help offset these costs.

Mr. Williamson doesn't sense an urgency at this time because this is probably going to resurface at the State level.

Chairman Walsh stated that the Board is giving a nod on a part-time building inspector.

**5. PUBLIC HEARING TO CONSIDER AND APPROVE AMDENDING ORDINANCE NO. 15, THE BUILDING CODE ADOPTING ORDINANCE, TO INCORPORATE CODE UPDATES.**

Ms. Griffin suggested going quickly page by page to understand what the changes represent and pointed out that there is not a huge radical shift from what was there before.

Chairman Walsh announced page 1 of Ordinance 15 of the Building Code and asked for any questions.

Mr. Borkowski clarified that the changes on page one reflect that fuel, gas, fire alarm and oil were sent to the Fire Department codes. They do not need to be in the Building Code Ordinance.

Chairman Walsh moved on to any questions on Page 2. Mr. Borkowski advised that BOCA is the old code that doesn't exist anymore so there is updated wording.

Ms. Griffin pointed out that Mr. Williamson was present because the Building Code Appeals Board has gone over the changes and he can also answer questions.

Chairman Walsh just wanted to confirm that this is lining us up with State law.

Mr. Borkowski confirmed this was true and stated that this is not an expansion of the code.

Chairman Walsh referred to Section "N" which is the single and two family dwelling portion.

Mr. Borkowski clarified that this was already in the Ordinance.

Chairman Walsh asked about page 3. No questions were raised with regard to the changes.

Chairman Walsh asked about page 4. Mr. Edwards advised it was bringing titles up to date.

Selectman Baschnagel looked under Enforcement and Penalties. Can the Fire Department fine a penalty?

Ms. Griffin stated that indeed they could under State Law.

Chairman Walsh asked about page 5. He stated that this page was getting rid of things that no longer exist and putting in things that are State mandates. No questions or additional comments were raised.

Chairman Walsh asked for questions or comments on page 6.

Ms. Griffin referred to Section 1 N.

Chairman Walsh moved on to page 7. Selectman Baschnagel asked what the 24.2.5.1 and the 24.2.5.2 sections referred to. Mr. Borkowski advised that it referred to stairs and railing grasp ability.

Selectman Baschnagel stated that the numbers have to do with the rise in the run of the stairs. It was his opinion that New England stairs are steeper than normal which doesn't meet codes.

Chairman Walsh asked for any questions on Page 8. No questions were raised.

Chairman Walsh asked for questions on Page 9. No questions were raised.

Chairman Walsh asked for questions on Page 10. No questions were raised.

Chairman Walsh asked for questions on Page 11. No questions were raised.

Chairman Walsh asked Mr. Borkowski, Mr. Edwards and Mr. Williamson if there was something that the Board overlooked.

Mr. Williamson stated that the revisions were to clean up the ordinance and update the article numbers.

Mr. Edwards stated that this would bring the Town's requirements up to speed with the State so that the Town doesn't hold up homeowners or contractors.

**Selectman Baschnagel MOVED to approve the amendments to Ordinance No. 15 to incorporate code updates. Selectman Christie SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE AMENDMENTS TO ORDINANCE NO. 15, THE BUILDING CODE ADOPTING ORDINANCE TO INCORPORATE CODE UPDATES.**

Chairman Walsh asked about the one and two family residential code.

Ms. Griffin referred to Page 2 of Jonathan's memo. Do we incorporate IRC in its entirety or just retain the components per the ISO rating?

Selectman Baschnagel asked a question about the ISO rating. We are given a 99 because Mr. Borkowski is not doing the inspections and the plan review. If we do something such with the inspection and the plan review do we get as better score than the 99?

Mr. Edwards asked what standards are used for the inspections.

Selectman Baschnagel felt that the Board should not approve the entire code.

Mr. Borkowski said that if we started doing these inspections, there's nothing backing the authority of these inspections.

Selectman Baschnagel asked whether the Town could bring up to Code the elements that substantiate those inspections.

Ms. Griffin suggested if the Board adopted the ordinance as proposed tonight, we could come back with additional sections of the International Residential Code that would refer to framing and roofing, that would support the inspections that we are doing, how about we come back to you (the Board) with specific additional areas of enforcement to step up the inspections. Mr. Borkowski stated that there are 8 chapters for structural inspections. The Town could develop something with foundation provisions but only with regard to rebar concrete aspects of it if we don't care about tarring the foundations and don't reference those sections.

Selectman Baschnagel doesn't want to hold things up since its taken 2 years to get here.

Mr. Borkowski would be happy to go back to ISO to try to persuade them to give credit for the work being done. Mr. Edwards suggested that the Town would be able to go back to ISO that we have the Selectmen's authority to review plans and do inspections for structural integrity.

Chairman Walsh stated that the Board has adopted Section 15 'as is'. Mr. Edwards suggested that the Building Code Advisory Committee still needs to do a review. Chairman Walsh doesn't want to be held up by ISO and add another layer of regulation that saves new homeowners \$200/year.

Ms. Griffin wants to come back in the first meeting in December with these recommendations.

Mr. Borkowski suggested waiting until the legislature wording is out in January. Ms. Griffin stated that the legislation wouldn't be clear until sometime in the spring.

## 6. APPROVAL OF MINUTES

Ms. Griffin is editing the September 26 and October 3<sup>rd</sup> minutes so we will look at those next meeting. Ms. Griffin announced that Elizabeth Rathburn is now doing the Selectmen minutes. Ms. Griffin would like to see the changes on the September 12<sup>th</sup> meeting and the Board can approve those.

Chairman Walsh asked about any changes from the September 12<sup>th</sup> minutes. Chairman Walsh wanted the start time changed to 7:30. Selectman Baschnagel abstained as he was not here. Vice Chairman Connolly wanted to make a correction to page 17 under Selectmen's Reports in the paragraph that begins; Vice Chairman Connolly expressed an interest in some paint money to mark bicycles in the new bike path as well as on Lyme Road. She was referring to about the new bike path on Medical Center Drive. Vice Chairman Connolly handed Ms. Griffin a copy with changes.

**Vice Chairman Connolly MOVED to approve the minutes with the changes that have been recommended. Selectman Christie SECONDED the motion. THE BOARD VOTED TO APPROVE THE MINUTES WITH THE RECOMMENDED CHANGES WITH THREE VOTES TO APPROVE AND ONE TO ABSTAIN.**

## 7. APPOINTMENTS

Selectman Christie asked the Board to approve the re-appointment of Willy Black to the Recycling Committee.

Willy Black was previously overlooked for her re-appointment to the Recycling Committee. Chairman Walsh would like to make Willy an ex-officio member to all committees in Town.

**Selectman Christie MOVED to re-appoint Willy Black to the Recycling Committee. Chairman Walsh SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED TO RE-APPOINT WILLY BLACK TO THE RECYCLING COMMITTEE.**

## 8. ADMINISTRATIVE REPORTS

Ms. Griffin passed out the proposed 2006 meeting schedule and wanted to have the Board look closely at this.

Selectman Christie is going to be away the 8<sup>th</sup> for Budget Approval.

Chairman Walsh asked if we should push it back to the 7<sup>th</sup>. Vice Chairman Connolly asked about the 7<sup>th</sup> for the Planning Board. Vice Chairman Connolly felt that it would be a bad night for the Planning Board to take off.

Chairman Walsh suggested making 8<sup>th</sup>, the 28<sup>th</sup>. Vice Chairman Connolly suggested telling the Planning Board not to meet that night.

Ms. Griffin stated February 27<sup>th</sup>, 28<sup>th</sup>, March 1st, and then March 6th would be the last budget night. Chairman Walsh recommended Ms. Griffin check with Selectman Lubrano on these dates.

Ms. Griffin pointed out that there is only one scheduled meeting in September. She wants to go to the National Conference next year. It would have her gone for the 2<sup>nd</sup> Monday. The first Monday is Labor Day and didn't want to meet back to back then.

Ms. Griffin pointed out that one of the summer meetings would probably be dropped due to vacations.

Ms. Griffin is trying to find out what the FEMA status is for funding. She has left messages with the Office of Emergency Management and is concerned about getting lost in the shuffle.

Chairman Walsh asked whether we heard from the Department of Revenue Administration (DRA). Ms. Griffin advised that they did and approved us the next day after the public hearing for the over expenditures.



Ms. Griffin advised the Board that the DRA, due to internal staffing issues, is about 3 weeks behind their own schedule for tax rate setting this year. Consequently, they are behind on everybody not just Hanover. Originally, the DRA stated that they couldn't do anything about setting the tax rate until after the November 11<sup>th</sup> special meeting. There is no appropriation in this year's budget coming out of that vote. Chairman Walsh stated the meeting will be November 8<sup>th</sup>. Ms. Griffin stated that she has tried to convince DRA in writing that there is nothing in the special vote that was going to result in an appropriation that's going to impact the school's tax rate for this year.

Ms. Griffin advised that they don't have an answer and if the rate is set in mid to late November, it will mean a Christmas tax bill. Hanover is not the only Town in this predicament.

Ms. Griffin advised that the turnaround would be about 3 days and the tax bills would be due around Christmas which will frustrate the taxpayers.

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

### **Peter Christie**

Selectman Christie advised that the Recycling Committee met and looked at the calendar for the year and made a decision to add tires as an experiment to the Recycling Metal Collection that we do in the spring. The Finance Committee is scheduled to meet on Wednesday for an update on the school budget.

### **Kate Connolly**

Vice Chairman Connolly mentioned a letter from the Regional Planning Commission about a retreat on Nov 5. They are asking for problems in Town. Vice Chairman Connolly will not be able to attend but will take suggestions to turn in. She requested that Board Members e-mail responses to her so that she can turn them in.

Chairman Walsh asked who the Commissioners were. Vice Chairman Connolly advised that one is Bill Dietrich who will attend part of the retreat.

Chairman Walsh asked whether another member should attend, maybe an alternate from Planning and Zoning. It was Vice Chairman Connolly's understanding that there would be an expert leading the discussion.

Selectman Baschnagel might be available to attend the meeting, he will check his schedule. Vice Chairman Connolly advised that it is scheduled from 9a – 3p at the Dartmouth SkiWay.

Vice Chairman Connolly provided an update about the Planning Board. The Village Planning Group is working on the fate of the Lyme Road area and expects to have some plans to take to the voters. The Group has been working very hard on this project. The Board also heard from the Rural Planning Group and it is the Board's hope is to have some zoning amendments to look at in these to areas in early May. The Board heard a site plan review for The Greens, the elderly residential development, out on the Lyme Road which is going to be turned into condominium ownership. It is still elderly housing and the same system is in place where meals are provided and they have some ability, when they no longer can live in that development, to move into Hanover Terrace next door. Whatever basis they were operating in will now be under condominium ownership. The Planning Board also heard the site plan review for the Maloney building across from the Howe Library. The current building will be demolished and replaced with a multiple story office building.

Chairman Walsh mentioned being on the Planning Board when The Greens were built and it seemed that there was something about keeping it in its current use.

Vice Chairman Connolly said that they were held to their original covenants with regard to use. That was part of the permit. The Planning Board started the design review of the Pingree Brook proposed development, the site visit was on Saturday morning. That review will be continued tomorrow night. Chairman Walsh asked whether the proposal included using Wardrobe Road from both ends or off Mulherrin. Vice Chairman Connolly advised that the proposal at the moment is to come off Mulherrin. There was some discussion about the use of Wardrobe Road from Goodfellow Rd. Selectman Baschnagel felt that they would come under purview because of the private road issue.

### **Bill Baschnagel**

Selectman Baschnagel advised that he and Vice Chairman Connolly attended a RT 120 meeting to help define the progress that's being made in the RT 120 study, joint Hanover-Lebanon study of land use along the corridor. The scope is firming up; there is an issue of funding. Selectman Baschnagel advised that in a weak moment he suggested there might be a source in the parking fund since it is a traffic and land use issue. There are others that Mr. Edwards was going to talk to.

**Brian Walsh**

Chairman Walsh missed the Recreation Department Meeting and couldn't make the Chamber meeting so he has nothing to report.

**10. OTHER BUSINESS**

Chairman Walsh asked if there was other business. No other business was brought before the Board.

**11. ADJOURNMENT**

**It was MOVED by Vice Chairman Connolly and SECONDED to adjourn the meeting at 9:30 p.m. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:30 P.M.**

*There had been a request for a non-public session to discuss items pursuant to RSA 91-a: 3, II (a) The Board retreated to meet in Ms. Griffin's office to discuss these items.*

**SUMMARY**

- 1. Vice Chairman Connolly MOVED to approve the expenditure of \$35,625 received as a gift for the purpose of installing an emergency generator for the Richard W. Black Community and Senior Center. Selectman Baschnagel SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE EXPENDITURE OF \$35,625 RECEIVED AS A GIFT FOR THE PURPOSE OF INSTALLING AN EMERGENCY GENERATOR FOR THE RICHARD W. BLACK COMMUNITY AND SENIOR CENTER.**
- 2. Chairman Walsh MOVED to give Ms. Griffin the authorization to go ahead and advertise this position. Vice Chairman Connolly SECONDED the motion. THE BOARD GAVE MS. GRIFFIN THE AUTHORIZATION TO ADVERTISE THE PART-TIME BUILDING INSPECTOR POSITION.**
- 3. Selectman Baschnagel MOVED to approve the amendments to Ordinance No. 15 to incorporate code updates. Selectman Christie SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED THE AMENDMENTS TO ORDINANCE NO. 15, THE BUILDING CODE ADOPTING ORDINANCE TO INCORPORATE CODE UPDATES.**
- 4. Vice Chairman Connolly MOVED to approve the minutes with the changes that have been recommended. Selectman Christie SECONDED the motion. THE BOARD VOTED TO APPROVE THE MINUTES WITH THE RECOMMENDED CHANGES WITH THREE VOTES TO APPROVE AND ONE TO ABSTAIN.**
- 5. Selectman Christie MOVED to re-appoint Willy Black to the Recycling Committee. Chairman Walsh SECONDED the motion. THE BOARD UNANIMOUSLY APPROVED TO RE-APPOINT WILLY BLACK TO THE RECYCLING COMMITTEE.**

Respectfully Submitted,

Peter Christie, Selectman

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**October 3, 2005**

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

The Vice Chairman, Katherine Connolly, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; and Julia Griffin, Town Manager. Chairman Brian Walsh was absent from the meeting.

**1. Public Comment**

Vice Chairman Connolly asked for any public comment from the audience.

Winifred Stearns of Dorrance Place announced that she is anxious to see the green space which is the only green space that the Town owns and she would like to know when this will happen.

Ms. Griffin advised that she wasn't sure whether William Desch intended to plant in the fall or whether he would be waiting until spring. She can find out and have him call Mrs. Stearns.

Mrs. Stearns wanted to confirm that this is going to be green. Ms. Griffin confirmed that this is true but William Desch would know the time frame and would be the person to talk to.

Mrs. Stearns has had to put up with the excavation, the trucks, the dirt, the noise, for the last year and a half. She wanted assurance that this land will be preserved.

Ms. Griffin confirmed that this area is not intended to be anything other than landscaped green space. Mrs. Stearns has complained about some parking issues in the area. Ms. Griffin told Mrs. Stearns that she will discuss this with the police department.

Mrs. Stearns asked about the sound system and wanted to know when it was going to be taken care of since she offered to pay for it. Ms. Griffin stated that she was told 2 – 6 weeks and she is waiting on some updated cost estimates. This is something that has already been budgeted for. Mrs. Stearns expressed her desire to get this done quickly. Ms. Griffin pointed out that this is not a portable system; it's a sound system for the Select Board room.

**2. Continued Discussion Regarding Revised Purchase and Sales Agreement with Twin Pines Housing Trust for the Development of Affordable Housing on the Gile Tract.**

Vice Chairman Connolly pointed out the memo sent to the Select Board from Charles Leif and Miro Weinberger about the completion date vs. a construction commencement date in the Purchase and Sales Agreement.

Ms. Griffin pointed out that the Hartland Group is a little uncomfortable with the completion date with all of the uncertainty out there. There wasn't a concern about anything pertaining to a time frame of when construction should begin. There were going to be changes to the Purchase and Sales Agreement to reflect the completion time.

Selectman Christie had questions about funding. The Board signs this Purchase and Sale, which lets the Hartland Group get rolling relative to the funding.

Charles Leif from the Hartland Group have to deal with two things in the very near term. There is \$400,000 pre-development financing waiting for the Hartland Group which is the amount that they need to get through site plan approval to the financing portion of the project. The Hartland Group will be closing on the financing at the same time that they are closing on the property. The Hartland Group already has the designer on speculation and they are confident they can work something out. The Hartland Group is also moving to get an application to the New Hampshire Housing Finance Authority (NHHFA) in their February 2006 application round for the tax credits which is close to  $\frac{1}{4}$  of the total cost of the project. The NHHFA have 2 rounds a year and it's not fatal if they have to go to the July round. The Hartland Group hopes that on November 1 when they meet with the Planning Board that the Board will see that they are ready. There are other financing options that include grant money to buy down the cost of some of the units.

Selectman Christie pointed out that it's a competitive application process.

Mr. Lief went on to state that in the meantime, in the coming days the market study should be back and the appraisal should also be done which are significant and important documents. Ms. Griffin stated that tomorrow she will meet with DHMC to tie up the easement. Mr. Lief stated that they are hoping to start construction next year.

Selectman Christie confirmed that it will take place next year. Mr. Lief stated that they came up with 4 years initially and then there were questions about, what if they have to go before the Housing Authority 3 times and more and more time

goes by and then the construction starts in 2007 and in a sense, the 4 year proposal wouldn't work.

Selectman Christie asked if construction is synonymous with funding. Ms. Griffin pointed out that they can't begin construction until the financing is in place. Selectman Christie asked why is receiving financing vs. beginning construction, why was the construction being the gate? It seems that once you have the financing, this project is going. Prior to then, things are in limbo. What is the logic with picking construction vs. receiving financing?

Ms. Griffin advised that commence construction is what is normally seen. Mr. Lief pointed out that financing can happen 12 months a year but the construction can't start in the middle of winter.

Vice Chair Connolly asked whether they would base their financing estimates on their prospective contracting bids or if it is a general estimate.

Mr. Lief advised that they start by seeking financing based on a best guess with built in contingencies about what the construction costs are going to be. They then go out to bid with hard numbers that they need to work with. The reality is they would be in negotiations with the Banks because they'll have an amount but bids may come back high and they have to prove that the project is still financially sound. They have to make adjustments as they're going along.

Ms. Griffin asked whether the tax credits have to be sold.

Mr. Lief advised that the tax credits are sold to syndicators that mostly are non-profit syndicators that have huge pools of money from national banks and it's an extreme competitive market right now. The market just went up to \$.94 on the dollar so before the market softens again or go in favor of the investor because there is several hundred thousand dollars at stake.

Selectman Christie was looking to bring it back to a more reasonable time other than the 5 years, so that everyone knows whether this is going forward or its not.

Ms. Griffin said that everyone can say 2 years, but the Town will not unreasonably withhold an extension if due to mitigating circumstances additional time is needed in order to obtain the financing.

Selectman Christie asked if the agreement could go to 4 instead of 5. Ms. Griffin stated that we can go back to 4. She suggested 5 because she was worried about the housing prices. Selectman Christie thought the Town could renegotiate due to mitigating circumstances if they need to.

Ms. Griffin asked Chuck Leif about obtaining a fairly detailed sources and uses list for the project. This way the Board understands where in this process the Hartland Group hopes to see the money from and how this money is spent. Ultimately the Board may feel more comfortable knowing that there's a good lock on financing out there and that this isn't a "house of cards" to get funding for.

Mr. Lief advised that he can give the Board what they have so far. Ms. Griffin would like to go over the numbers with the Board and more importantly they could answer questions that come up with regard to funding.

Mr. Lief also has a detailed time line once the project gets started. Ms. Griffin asked that Mr. Lief e-mail her this detail. Mr. Lief will get both of those pieces to the Board.

Ms. Griffin mentioned the forming of an entity between the two groups, Hartland Group and Twin Pines Housing Trust, and asked what that entity would look like. Who are the participants?

Mr. Lief advised that in being very specific, for the rental housing that's funded with the housing tax credits, they will need a separate limited partnership where the Hartland Group and Twin Pines will act as general partner and the purchaser of the tax credits serve as limited partners. They have no control of the management of the project or the day-to-day affairs but they have to have an ownership interest in the entity in order for the tax credits to flow to them. The overall ownership will be an entity as yet formed between the Hartland Group and Twin Pines where they will actually have shared decision making and control over the whole project. They don't intend on bringing in any outside interests. It's not out of the question that some minority interest might purchase one of the interests.

Ms. Griffin asked about the 50/50 split between affordable units and market rate units. What is the magic with the 50/50 split and how are the proceeds from the sale of the market units going to be used to offset the costs of constructing the affordable units? The Board needs to feel that there is a significant profit that's being made in all of this through the market rate sales and that money is needed to underwrite the cost of the affordable units but is there some casting of the numbers that shows the relationship between the number of units that are required to build the affordable property? Is there anything put together to show the linkage between the sale of the market units and the construction of the affordable property?

Mr. Lief advised that one thing that's important is that we're talking about marketable units but it's still a product that's well below the median home price in Hanover and just by the nature of the site and so on, we're talking about homes



that are going to be for sale in the high 200's, there's not going to be huge profits to subsidize the affordable units.

Selectman Baschnagel advised that the kinds of questions that they might be exposed to are questions such as why not build 10 market rate units as opposed to 60 units that we're talking about. It would help when talking to the Planning Board to educate them on some of these aspects as to what these tradeoffs are.

Ms. Griffin pointed out that these are issues that are off the Purchase and Sales but the Board wants to get a grasp as to the financing and the "pieces and parts".

Selectman Christie advised that the concept was also to have a mixed income project. Bring a little diversity into the community.

Vice Chairman Connolly asked if there was anything more in terms of the Purchase and Sales Agreement.

Selectman Christie asked if there was any more progress in assuring the Town that the land would not be encumbered by more than \$200,000.

Ms. Griffin advised that she had not had a chance to speak to Mr. Lief. Ms. Griffin advised Mr. Lief that she and Selectman Christie had a discussion about wanting to be confident that the maximum amount of 'liability' that the Town has, from a mortgage perspective, is the \$200,000 because the wording is confusing where it states "such mortgages shall be limited to \$200,000 prior to site plan approval" which implies that post site plan approval there could be more mortgage against the property which at some point, if you obtain 50% of your financing and then the Hartland Group and Twin Pines decide to move on to something else, could the Town potentially be left with more than \$200,000 mortgage on the property? It's the way that it's worded and the understanding was the maximum exposure that the Town face is the \$200,000. It might be helpful to lay out the critical points if the Town had to take the property back such as if the property ends up being abandoned at X point the Town ends up with this; if the property ends up being locked at Y point, the Town ends up with that; instead of just referring to the \$200,000 prior plan approval.

Selectman Baschnagel stated that once financing is in place, once we start construction, that process will continue ahead because of the commitments that have been made to a whole bunch of people. He suggested changing the wording to say "such mortgages shall be limited to \$200,000 prior to commencement of construction" and let that be the trigger.

Ms. Griffin asked Mr. Lief whether this made sense. Ms. Griffin questioned why the “prior site plan approval” was the benchmark other than it seemed the critical threshold that the Hartland Group and Twin Pines had to get over but once you get site plan approval you can seek your financing with confidence.

Mr. Lief advised that there was no theory to put more financing on without all the financing in place.

Selectman Lubrano stated that the \$200,000 was in the aggregate which was confirmed. Mr. Lief advised that it's \$400,000 to get through site plan approval and they've raised half of that on a secured basis but not secured by the land.

Ms. Griffin stated that she spoke with Chairman Walsh and he suggested that Brian, Peter and Julia get together with Chuck and Rob and whomever else to go over the financing information so that they have a good handle on the project finances and in that context if the Purchase and Sales Agreement is acceptable with the proposed changes then they would report back to the Board, the results of the small group meeting. The only reason for having the small group meeting is that they can meet before the meeting on the 17<sup>th</sup>. It may be after the financing meeting they may make recommendations to the Board to make modifications.

Vice Chairman Connolly stated that in that case, the Board wouldn't need to wait until the October 17<sup>th</sup> meeting to approve the agreement. Ms. Griffin asked if it would be okay with the parties involved to work some more on this and then come back on the 17<sup>th</sup>, and then authorize her to sign on behalf of the Town.

Vice Chairman Connolly had a question about an item on Page 3 about the Board of Selectmen making strong recommendations to the Planning Board. The Planning Board may resent this and she feels a certain discomfort in addressing them. This part will be seen by the Planning Board and the Select Board will be recommending this by their approval.

Selectman Baschnagel feels that the way that it reads doesn't have anything to do with site plan approval decision, it states that the Select Board would be approving it for the recommendations relative to affordable housing.

Vice Chairman Connolly has a problem with the Board recommending anything to the Planning Board.

Ms. Griffin stated that the intention was not for the Board to make a recommendation on the approval, but for them to recommend that they provide for exemption for affordable housing projects.

Jonathan Edwards has a concern over management control and the possibility of extended time to get the project done.

Vice Chairman Connolly asked for any questions or comments from the public.

Hearing none, Ms. Griffin will set up a meeting with the smaller work group.

**3. Recommendation to Set a Public Hearing on October 17, 2005 to Consider Amending Ordinance No. 15, the Building Code Adopting Ordinance.**

Ms. Griffin advised that the last time the ordinance was updated was 1999 or 2000. This needs to be done periodically, ideally, once every 2 to 3 years. Vice Chairman Connolly asked that Ms. Griffin provide the Board with the changes. Ms. Griffin will be sending out the modified ordinances with the code reference updates.

**A PUBLIC HEARING WILL BE HELD ON OCTOBER 17, 2005 TO CONSIDER AMENDING ORDINANCE NO. 15, THE BUILDING CODE ADOPTING ORDINANCE.**

**4. Appointments**

Vice Chairman Connolly moved on to the appointment for the Senior Citizen Advisory Committee.

**Selectman Christie MOVED to have Maureen Hall reappointed to the Senior Citizen Steering Committee. SECONDED by Selectman Lubrano. THE BOARD VOTED UNANIMOUSLY TO REAPPOINT MAUREEN HALL TO THE SENIOR CITIZEN ADVISORY COMMITTEE.**

**5. Administrative Reports**

Ms. Griffin reported that the Block Party went very nicely on Friday night. She was pleased at the diversity of age groups. No problems in terms of the event or the crowd. It was very well attended and there was free food. There were no noise complaints and someone reported that they could hear the band all the way over in Norwich and no one called to complain. Ms. Griffin did check through the neighborhoods and it seemed to flow toward the campus.

**6. Selectmen's Reports**

**Peter Christie**

Selectman Christie advised that the finance committee is working hard to fill one vacancy.

**Bill Baschnagel**

Selectman Baschnagel advised that relative to Advance Transit (AT) and buses, there's more demand for park and rides, more demand for scheduled services and they are working against caps on funding. AT has been informed that they have to institute para-transit service (for people who can't make it to the bus stop). This is an ADA function and though it's been in place for city systems for some time, the rural systems had previously been exempt. This is an unfunded mandate. No funds are being provided at this point.

Ms. Griffin asked if AT would be looking for an increased subsidy from the Towns to fund this.

Selectman Baschnagel advised that this may be the case a couple of years from now. It is unclear. The Board needs to find out how big this problem is. There are very regimented procedures in terms of identifying people who you have to provide this service for, they have to apply, there's quite an involved process to go through. This is going to be an interesting challenge. People are working to solve this and there is some good lobbying going on.

**Allegra Lubrano**

Selectman Lubrano stated that she had Ms. Griffin sit in for her at the CSAAC meeting so she will be reporting on her behalf. Ms. Griffin reported that there will be a letter going out to parents about the bonfire stating again that it is a Dartmouth event not a community event and it's not the sort of event where you should drop your Middle School children off for the evening. Also in the letter there will be a reminder about the Party Line which is available for people that have heard that a party is happening and are concerned that drugs or alcohol will be happening and to alert the police department.

Ms. Griffin mentioned that there are some changes in the Diversion program particularly in the 17 – 20 year old age range with a new alcohol counselor. There were good discussions and there is a real hands-on feel for the Diversion program. Historically the Juvenile Diversion program had about 15 Hanover High students a year but we're up to 50 students for the last year and a half.

Vice Chairman Connolly asked whether there are any other trends such as the balance between drug and alcohol use when you send them to Diversion.

Ms. Griffin reported that the latest Youth Risk Behavior Survey, which is done every two years, those results just came in to the school last week, we're hoping to get a copy so that we can compare to see if we notice any trends in the drug and alcohol area. At the college level, the open container component of the law has driven more students into the Diversion program because the police department is

carrying a larger number of students that they can now arrest because of open container and alleged consumption. It was a lively discussion. It started with the focus of the goals of CSAAC since it's been in existence since 1987 and we're taking another look at our long terms goals.

### **Kate Connolly**

Vice Chair Connolly advised that the Planning Board was supposed to meet before the last Selectmen's Meeting but that didn't happen. The Board is scheduled to meet tomorrow night. The Pingree Brook subdivision which is adjacent to the Mulherrin Farm, Wardrobe Road, Goodfellow Road is one of the items on the agenda tomorrow night.

## **7. Other Business**

Selectman Lubrano asked whether East South Street has been renamed to South Street. Ms. Griffin advised that it hasn't been renamed South Street but it will be on the Agenda to come before the Board in November for a name change. The Board can do this by posting a public meeting.

Ms. Connolly mentioned when West South Street was changed to Maple Street. Ms. Griffin advised that some folks would just like to simplify the name and the best time to do it may be when the South Block Project is done and with the new and improved Howe Library.

## **8. Adjournment**

**Selectman Lubrano MOVED to adjourn the meeting. Selectman Baschnagel SECONDED the motion. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

*There was a request for a non-public session to discuss items pursuant to RSA 91-a:3, II (a). The Board ended the public session and remained to discuss same.*

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

Minutes transcribed by Elizabeth S. Rathburn

**SUMMARY**

- 1. A PUBLIC HEARING WILL BE HELD ON OCTOBER 17, 2005 TO CONSIDER AMDENDING ORDINANCE NO. 15, THE BUILDING CODE ADOPTING ORDINANCE.**
- 2. Selectman Christie MOVED to have Maureen Hall reappointed to the Senior Citizen Steering Committee. SECONDED by Selectman Lubrano. THE BOARD VOTED UNANIMOUSLY TO REAPPOINT MAUREEN HALL TO THE SENIOR CITIZEN ADVISORY COMMITTEE.**
- 3. Selectman Lubrano MOVED to adjourn the meeting. Selectman Baschnagel SECONDED the motion. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**September 26, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT.**

**2. PUBLIC HEARING FOR CONSIDATION AND APPROVAL OF THE PROPOSED TRANSFER OF THE CABLE FRANCHISE, CURRENTLY CONTROLLED BY ADELPHIA COMMUNICATIONS, TO COMCAST, AS PART OF THE RESOLUTION OF THE BANKRUPTCY OF ADELPHIA COMMUNICATIONS CORPORATION.**

Chairman Brian Walsh asked that the representatives from Adelphia and Comcast speak to the Board about the requested transfer of the franchise agreement between Adelphia Communications Corporation to Comcast as part of the resolution of the bankruptcy of Adelphia Communications Company.

Bryan Christiansen with Comcast and Gerry Buckley with Adelphia appeared to speak to the Board with regard to the agreement.

Town Telecommunications Attorney Robert Ciandella offered the following information: The Franchise agreement is an agreement which permits the cable operator to install its facilities onto public property; it is essentially a license to use public property for the conduct of their private business. Comcast concluded a franchise agreement with Adelphia. This Board is the franchising authority that needed to be consulted and needs to approve that transfer. The parameters by which you evaluate the transfer and decide whether to approve are established by federal law. The Cable Act says that the primary focus of your evaluation is the legal, technical and financial fitness of the transferee and while there is some developing case law regarding this transfer and the need for franchise agreements, essentially the focus of the inquiry of the law to be settled is on the evaluation of the legal, technical and financial fitness of the transferee. An audit has been done on the performance of Adelphia under the existing agreement so areas of non-compliance could be identified prior to transfer.

Under Section 16, the existing franchise agreement, you are being asked to approve the transfer of the cable franchise from Adelphia to Time Warner and then ultimately to Comcast. This is a complicated transfer because of the bankruptcy filing of

Adelphia. Comcast will emerge or is expected to emerge in the next 6 – 9 months as the franchise holder in the Town of Hanover if you approve this transaction.

Chairman Walsh confirmed that the Board is not in any position to seek any modifications to the present franchise agreement. The Board needs to determine if Comcast has the operating financial wherewithal to meet the responsibilities in the agreement.

Attorney Ciandella advised that federal law does not allow for re-negotiation of the agreement, only the approval of the transfer.

Mr. Christiansen summarized the transactions for which Comcast and Time Warner Cable seek the Town's approval which, after approval, will result in Comcast owning and operating the Adelphia cable system in Hanover. In his presentation, Mr. Christiansen informed the Town of their company's ability to step into the shoes as cable operator based on their financial, technical and legal ability. Comcast's consolidated revenues for the year ending December 31, 2004 were over \$20 billion. Mr. Christiansen listed all of the services that they offer to their customers including traditional cable service, 250 digital channels, pay per view, interactive on-screen program guide, parental control features, high definition television, high speed internet, digital video recorders, video on demand and digital voice service which uses IP technology which should be available to approximately 15 million homes by the end of 2005. They currently serve over 2.2 million customers. (See attached statement of Mr. Christiansen).

Chairman Walsh asked the representative from Adelphia whether they would like to make any statements.

Mr. Buckley stated that he is there in a supporting role and hopes that the Board will approve this transfer.

Chairman Walsh asked Attorney Ciandella whether there were points of disagreement that the Board should be aware of. Attorney Ciandella stated that there are no issues with regard to the Town of Hanover. Because of the work that the Town has done on this agreement, we have proceeded with due diligence. This is a "very clean" transfer for Hanover because there are no non-compliance issues or contested issues of non-compliance. He recommended that the Board adopt the resolution that's before it.

Town Manager Julia Griffin posed a question relating to anti-trust issues: if Comcast is not going to be able to assume some portion of the Adelphia holdings, what would happen then if for anti-trust reasons Comcast has to step aside and Time Warner is left holding the whole company?

Mr. Christiansen advised that Form 394 outlines our financial situation and we feel that both cable providers would be suitable to operate this. He advised that they



haven't received any indication of anti-trust. However, Time Warner also provided a Form 394 in the event Comcast is unable to assume the operation of the Hanover franchise.

Ms. Griffin wondered whether they would have to go through this hearing again if Time Warner ended up holding the franchise as opposed to Comcast.

Attorney Ciandella advised that this is the first time that there's been an overlap of bankruptcy on the Cable Act which is under enormous federal scrutiny. It's hard to know about what would happen with the hypothetical issue. Although this particular transaction in front of us is simple, the overall environment is complicated.

Ms. Griffin asked what the timeframe is in terms of when this would occur. It appears from the paperwork that the transactions would occur in the first quarter of 2006.

Attorney Ciandella indicated that there isn't a better sense of a time frame. It is a complicated deal. The local process, the FCC and the bankruptcy judge are all involved in this process. There is no firm date.

Ms. Griffin asked Mr. Buckley whether from an Adelphia operating standpoint a mailing would be sent to all customers to inform them that a transfer will occur.

Mr. Buckley advised that this would happen. Although the paperwork says the first quarter, there's always something to slow the process down. There will be ample time to let people know. It will be a gradual transition. These are two good companies and there's no reason to believe that this won't end up with Comcast.

Chairman Walsh asked if customers in Town would be split with some having Adelphia and others having Comcast.

Mr. Buckley advised that it would be a seamless transition, just gradual in terms of time a final decision from the court.

Mr. Christiansen discussed his experience when Comcast acquired AT&T systems, Comcast worked out an elaborate protocol with regard to notifying customers, it was not in their corporate interest that anyone be surprised with the changes.

Chairman Walsh asked for questions from the audience.

Thomas Blinkhorn asked about the timing of this given the complexity and unanswered issues, have other communities of similar size to Hanover in New Hampshire or larger, have they been asked to approve this transaction, have they done so and what has the experience been in other states? Why is Hanover being asked to do this now with all these uncertainties?

Attorney Ciandella indicated that there is law governing the transfer process which establishes a time limit with which to process a Form 394, the time frame is pretty uniform (120 days) and it is uniform around the country.

Mr. Blinkhorn asked whether other communities in New Hampshire approved of this.

Ms. Griffin advised that everyone received their Form 394 from Comcast on June 14<sup>th</sup>. She doesn't know whether other communities have approved this yet but everyone received notice at the same time.

Mr. Bob Strauss asked whether this is going to affect cost or service.

Mr. Christiansen stated that Comcast would step into the shoes of the current cable franchise and it should be a seamless transition.

Chairman Walsh asked for more questions from the public or the Board.

Selectman Christie stated that cost, quality and service are our concerns and staying up with the technology and you do have a piece here about Promises Made and Promises Kept and we should go through that.

Mr. Christiansen explained some about their customer service standpoint. Our best example is our Call Centers. We have 5 call centers in New England. Comcast is there to answer all calls. About a year and a half ago we opened a 400 seat call center located in Manchester, NH which drastically improved customer service. Our headquarters are in Philadelphia but we have a manager in Manchester, NH. We try to make things more local.

Chairman Walsh asked what Hanover can expect over the next 3 or 4 years.

Mr. Christiansen advised that this is a complicated question because they haven't been able to come in and climb the poles and see where the cable can come in. They are largely barred from doing that. He can speak for what they are doing in their systems right now. We know that Adelpia has some of those systems now.

Chairman Walsh confirmed that of the services that exist, none will go away and the prices shouldn't increase.

Chairman Walsh declared the hearing closed.

**The motion to approve the transfer of the cable franchise, currently controlled by Adelphia Communications, to Comcast, as part of the resolution of the bankruptcy of Adelphia Communications Corporation was MOVED by Selectmen Lubrano and SECONDED by Selectman Baschnagel. Chairman Walsh asked the public whether they request the agreement to be read aloud. Chairman Walsh summarized some of the agreement. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE TRANSFER OF THE CABLE FRANCHISE CURRENTLY CONTROLLED BY ADELPHIA COMMUNICATIONS, TO COMCAST, AS PART OF THE RESOLUTION OF THE BANKRUPTCY OF ADELPHIA COMMUNICATIONS CORPORATION.**

**3. PUBLIC HEARING FOR CONSIDERATION AND APPROVAL OF ACCESS EASEMENT WITH DHMC AND PROPOSED PURCHASE AND SALES AGREEMENT WITH TWIN PINES HOUSING TRUST FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON THE GILE TRACT.**

Chairman Walsh explained that this is a project that's been in the works for a couple of years. There needs to be an overview of the project, status of where the project is now and the purchase and sales agreement between the Town and Twin Pines, and discussion of an easement to be granted by DHMC which would provide access off Medical Center Drive to the Gile Tract Site.

Rob Bryant, Director of Twin Pines, introduced Jenny Devost, Co-director and Board Members Bill Geraghty, Bruce Altobelli and Ned Redpath of Coldwell Banker. Mr. Bryant expressed his appreciation of the Board's time over the last couple of years and the support of the Town staff, specifically Ms. Griffin and Jonathan Edwards. He discussed their history of building affordable housing in the Upper Valley including rental units and single family housing. Their goal is to create affordable housing within the Town of Hanover for those families with incomes below the \$58,000 range.

Ms. Devost discussed their substantial growth over the past few years. Twin Pines is financially stable and joining with financial consultants to implement great building techniques. Twin Pines Housing Trust is committed to be in the community for the long term and not will just build houses and leave; they remain involved in all the projects they've developed. She introduced the President of the Board, Bruce Altobelli.

Bruce Altobelli, President, serves on the Affordable Housing Commission. This project started over 4 years ago with support of the Board. The Twin Pines Board is stronger than it has ever been. We have full support of the Board in response to this project.

Bill Geraghty, Secretary of Twin Pines Housing Trust, has been very active on housing and transportation issues and went on to discuss their concern about affordable housing and transportation. The advantage of the Gile Tract is that it is in the heart of the employment area. This location, with the team that has been developed for this project, should prove to be a very successful venture.

The Hartland Group, Burlington based development consultants, were hired as their representatives.

Chairman Walsh expressed his pleasure with the relationship of the Twin Pines Housing Trust and the Town of Hanover. He's pleased to see the strengthening of the Board.

Mr. Lief, The Hartland Group, has been involved with the Gile project since 2004. They feel they are ready to go. There is a market study which is underway which is a requirement of the State Housing Authority but is also required in order to make final decisions about housing units. The entities involved are committed and ready to go. There continues to be a lot of focus around the State with regard to this project. It is being looked at with a lot of scrutiny but also a lot of enthusiasm. Two "mission driven lenders" put together \$400,000 in pre-development funding that has been made available to the project which will get through the design development and construction document phase up to the point where we believe we can close on the construction financing. Some of that money has come from a Washington, DC bank lender and about \$150,000 has come through a loan commitment from Fannie Mae. Over the last year there has been a lot of effort in working with DHMC. Accessing the site using the North Medical Center Drive, it's less expensive, much better access and through positive negotiation with the Medical Center, they made a presentation to their Boards and they are ready to enter into this agreement. Within the next week or two we'll be ready for this Board to see the agreement in its' final form. After sessions with the College, we do feel we have a neighbor that we can work well with. Mr. Lief then opened up the discussion at this time for any specific questions.

Selectman Baschnagel asked Mr. Lief to help the Board establish some reasonable expectations with regard to timing.

Mr. Lief stated that they are making every effort to be able apply for housing tax credits which will generate about 25 – 28% of the total project sources in the February 2006 round that will be open, that's the next upcoming round. This is an achievable goal but will take some real focus. If that does not work, there is a July round. Their intent is to go in February. If they were able to get the award in late March, they would have the construction financing put in place so that construction could start in Fall of 2006. They have not gone through the Planning Board yet and obviously issues may arise but they plan on working with them parallel to putting the finance together.

Selectman Lubrano asked what the total price tag would be this point, knowing that they haven't gone through the Planning Board process yet?

Mr. Lief stated that the total is about 22 million dollars for the 120 units, which 50% is meant to be rental units and 50% home ownership. Anybody doing prices with construction financing is using a crystal ball going out this far but they believe that's a reasonable number.

Selectman Lubrano asked if they have commitments of \$400,000 for pre-development costs which is approximately 2%.

Mr. Lief stated that in terms of pre-development costs, what they have commitments for will get them to the point of documents that are fully developed so that they can put the construction financing in place. The sources for the construction financing are fairly predictable and fairly straightforward. If they get the 5 or 6 million in tax credits a certain amount of it would be construction loans and they are pretty confident about that. Pre-development money is the hardest commitment to get because the lenders are taking a chance on the project. Once the design is finished and the bids in, getting the financing is not that difficult.

Chairman Walsh said that the first part that's hardest is getting the land. How do ownership flows work between Twin Pines and Hartland Group once it's all built and rented? How does it work between them?

Mr. Rob Bryant stated that they will create a limited partnership between the Hartland Group and Twin Pines, and there will be split responsibilities within the general partnership. Hartland Group will be responsible for taking the project through the NHHFA process and then there will be a significant handoff to Twin Pines, which will have real responsibility for managing the project. Throughout that period, all project decisions are joint decisions, the budgets, decisions about programs, unit mix decisions, but once those decisions are made the Hartland Group has responsibility to get them done. There are specialized funds that are created for the purpose of investing in projects like this and there are funds eager to invest in this.

Mr. Lief stated that Mr. Bryant referred to the Hartland Group as the consultants but the consulting days are over. He also stated that 98% of their compensation will be at risk during the course of this project. They have parallel interests here.

Chairman Walsh advised that the Town's interest is two-fold. One is that in fact when the development is complete we meet the affordability goals we planned on and that those remain real for a long time. Projects like this often run into cost over-runs but his question is how do you go from projections for December of this year to 18 months from then and we walk out the door, not with something that we raise the prices on to meet the market because the costs went up but is in fact affordable? How do we manage that?

Mr. Miro Weinberger stated that there certainly is a lot of uncertainty. We have a budget that we've created that gives us a great starting point but there is a lot of uncertainty ahead. None of the financing (\$22 million) that we've been talking about, the great majority of that will have strings attached to that, compliance with your affordability goals will not be an option. The tax credits that Chuck focused on before is the largest subsidy and that subsidy comes with regulations such as control over the rental price. That's enforced on an annual basis and we have to prove with the IRS that we are meeting the affordability standards. We have to meet that commitment with the IRS.

Chairman Walsh noted that the IRS and the Town are on the same side.

Mr. Weinberger stated that it won't become "The Big Dig" where we get part-way through the construction, by that point we'll have contracts from contractors. There are always unforeseen conditions underground but uncertainties will be minimized by the time construction begins. We have an experience multi-faceted team to keep us out of trouble here. There will be a number of units that will be sold that will be monitored by Twin Pines and there will be units that are sold.

Chairman Walsh asked for questions from the Board or the audience.

Selectman Christie stated asked as a follow up, which contingency formula, price contingencies and percentages are being used.

Mr. Weinberger stated that off the top they have a 10% construction contingency at this point, in addition to that, they are concerned about the uncertainty of developing the soil so they have an additional \$5,000 to \$10,000 per unit expected additional costs for unusual or difficult foundation issues. They have a 25% contingency on site costs, and then on top of that they have conservative estimates as to what kind of yield they would get on financing. There should be lots of room to maneuver as they get into this.

Mr. Lief added that the numbers will be tightened up once bids are in and once they get some other folks to commit. They are projecting to some extent where interest rates are going.

Vice Chairman Connolly asked when they will tighten up the exact number of affordable units will be built.

Mr. Lief : We are prepared to commit now to 50% of the units will be affordable units. We think as a mission, we don't want to go 100% affordable, models around the country show one of the best guarantors is to create a marketable area. We have people there that choose to be there. If we have more room in the budget we would look at moving affordable housing up percentage wise.

Nancy Collier from the Planning Board, asked the group whether the team had taken on other projects before in front of the Planning Board and whether they have considered the time changes and design changes that might be required.

Mr. Lief stated that they have taken several projects through the Planning Board process, and look forward to going through the process. They are on the agenda for November 1<sup>st</sup> and feel they have realistic expectations.

Chairman Walsh pointed out the map and asked that they take us through it as to where we are now.

Mr. Weinberger stated that the map is not a precise location of the residential buildings. It is a map that shows the inner space between the hospital land and the Gile Tract and what the new proposed easement and intersection would look like.

Chairman Walsh asked to learn more about the easement.

Mr. Weinberger stated that about a year ago discussions started with DHMC for an access of Medical Center Drive. It's an existing road bend which you can see today if you look at the site. There won't be a lot of cutting and filling. He feels that Mr. Lief is right and that they don't know exactly where the buildings are going to end up. Between the observations and the Planning Board's regulations 2/3rds of the site remaining open we would focus development as much as possible and leave the beautiful parts of the site to make it a positive place to live. Most of the units will face this area and much of the area will remain untouched. There are large boulders and it is a neat area that will pretty much remain intact. There will be areas that will be man-made, private lawn areas and common green space. There are two types of buildings. There will be the rental buildings, probably 4 or 6 buildings containing up to 15 apartments units. There will be for sale Town House vertical two level townhouses. Our goal is to market the two seamlessly so you can't tell who is getting subsidies and who isn't. Storm water management is something we've been focused on and we are presently looking at low-impact design techniques.

Chairman Walsh suggested walking through the Purchase and Sales Agreement. The first issue is the memo from Jonathan Edwards from September 21<sup>st</sup>. Who has the Town looked to for legal advice and what confidence do we have relative to this agreement? It doesn't look as legalistic as most Purchase and Sales agreements read.

Ms. Griffin agreed that it's not a normal Purchase & Sales Agreement. The Town is trying to do something a little different, geared toward protecting the Town meeting vote with an affordable housing mission. It's a "hybrid" document but Walter Mitchell, the Town Attorney, reviewed the document with us and also working with Kitty Scott and the Hartland Group to draft this. Mr. Mitchell has given us his advice but he encouraged the addition of some language which tightened it up.

Selectman Baschnagel noted that the Agreement notes that there is a topographical survey. He advised that they don't have a boundary survey yet.

Ms. Griffin advised that the survey has not been completed yet.

Chairman Walsh questioned on page one why they are not seeking a density bonus for inclusionary units.

Mr. Weinberger stated that there are a few reasons for this. Principally because this is a challenging site and what they are designing is an appropriate density. Given the topography this is the most reasonable way to be the least intrusive.

Chairman Walsh asked if we are putting as many units on this particular 25 acres as can reasonably support this without destroying the site?

Mr. Weinberger stated that it's a challenge to get 120 units and keep some of the other values of the property in place. This is a zone that has a fairly high level of density, higher than other parts of the Town where the density bonus would apply more.

Chairman Walsh stressed that this is a very important piece of land and he was pleased that this could support more than 60 units. He wanted to ensure that 120 units are the most that can be placed on this property and not 150 units. He doesn't want their regulations to restrict using the land to its maximum capacity.

Mr. Weinberger stated that one challenge that they've had is making the parking requirements. They're designing it based on the regulations required. They are not making the parking random and all over the site. They have not told their designers to design only to 120.

Chairman Walsh isn't sure he speaks for the Town but he wants to get as much out of this space for the Town. Let's move on to page 2 of the Purchase and Sales Agreement.

Selectman Lubrano advised that the number of affordable units appears to be fairly loose. In Section A, the first full paragraph, it states that ½ will be affordable and then it states in the same paragraph that if this covenant conflicts with anything that NHHFA requires the Town will release the covenant and then it further states that in order to create the affordable housing, a certain number of rental and for sale units may need to be priced closer to full market price. Is that taking away from the at least ½ section or not? It appears unclear.



Also, Section E, the first sentence states that the parties will reasonably agree upon the affordability covenants just after closing but before construction which again seems to suggest that the at least ½ number is not a fixed number.

Mr. Lief stated that there is still a lot of deed restriction language that still needs to be worked out whether there are 1 or 60 permanently affordable units. The intention there is not to talk about further negotiations about the total numbers. The language of the agreement finally emerged from talks with Julia, the attorney and Jonathan and he would have to re-read it if there is some confusion.

Selectman Lubrano asked if the Board was going to try to approve this tonight. Ms. Griffin advised that ideally the goal is to approve this tonight but if there is wording that needs to be clarified, it could be brought back before the board on October 3<sup>rd</sup> or October 17<sup>th</sup>. Selectman Lubrano doesn't want to hold up the process but it doesn't read clearly.

Chairman Walsh had the same concern and advised that this is almost more a Memo of Understanding than a Purchase and Sales Agreement and the big thing is the covenants. It seemed to him that there is a process with regard to the schedule of units, which are numbered for sale, which are numbered for affordability, if we had a schedule instead of a lot of words we could look at that and then if we had some words that said that the Town will review this and agreement will not reasonably be withheld if it's meeting the intent. Then you're looking at something that isn't quantitatively precise but can be changed over time.

Selectman Lubrano advised that the agreement says that there will be up to 60 rental apartments and that 30 – 40 would be affordable and that there would be 60 for sale units and that 20 of those are intended to be affordable. So we have those numbers so I think that we already have this information.

Chairman Walsh advised that his confusion was with the wording that includes 'may' and 'may be' and then I wasn't sure I could count on those numbers.

Mr. Lief: We could create language which would create a minimum so that there isn't any question about the affordable housing that we're looking at putting in here. We could broaden the NHHFA language to cover the Town's concerns and the Housing Authority. We could simplify it. This was a mutual attempt to make sure that if NHHFA was holding out 6 or 7 million dollars in subsidies as long as the intent was met on the Town's part we didn't want the language to stand in the way of getting the tax credit subsidy.

Ms. Griffin said that the good news is that we have layers of requirements to keep the housing affordable. The issue is the balance between what the Town requires and what other agencies require.

Selectman Lubrano addressed Section D on page 3 that deals with signing permit applications and expediting the permit process.

Selectman Baschnagel stated that the Town is signing the agreement, but the Planning Board is the one that's going to sign the permit. The Town can't dictate what their conditions would be.

Ms. Griffin clarified that the Town is just signing the permit applications but we're not approving the permits. We are the owner of the land. We are simply signing the applications as the landowner the Town's signature would go on the application along with the developer.

Selectman Baschnagel stated that he was confused and apologized because he didn't read the agreement that way. The conveyance doesn't usually occur until after you go through the Planning Board.

Ms. Griffin stated that is a critical issue and that much of the discussion over the document had to do with the timing of the conveyance. If Twin Pines and the Hartland Group want to apply for tax credits, they have problems if they don't own the land. They need to apply for those funds before they can go before the Planning Board process. We wanted to create a document to guarantee to the Town that the purpose for which this land is intended is adhered to by the developer and gives the developer that ability to take the land to get the financing.

Selectman Baschnagel wanted to confirm that whatever the review and approval process is leading up to the conveyance doesn't in any way affect the Planning Board and how their review process would go. He felt that it could be more clearly stated in the agreement.

Jonathan Edwards stated that it is similar language as would be found in an auction where an owner would have to sign a permit without commenting on whether they agreed with the way that the land would be developed. The narrow point was that we may be ready sooner than we're ready to accept the conveyance the get the permit application process going which means that the landowner needs to get in on the application, the Town would still be the owner, it may be for only 6 weeks or so but we don't want to lose 6 weeks.

Selectman Baschnagel feels that the timeline should be documented in this agreement so that the Town's conveyance process and the review process wouldn't prejudice the planning board review. He doesn't want the Planning Board to feel constrained in the review process.

Mr. Lief stated that they had no intention in this language to give a message to the Planning Board of any kind.

Selectman Baschnagel quoted the sentence “the Buyer is under no contractual obligation to adopt any changes suggested by the Seller”, the Buyer in one sense is the Board of Selectmen so this makes sense regarding Board of Selectmen’s comments. However, this should not apply to any Planning Board conditions.

Chairman Walsh mentioned that one of the questions that the Selectboard raised was when the design was done does the Town have the right to look at the design. I read that specific end of that paragraph as being responsive to our request to look at it and make comment.

Mr. Lief suggested that a simple declarative sentence stating that it is not our intent would take care of this detail.

Selectman Baschnagel mentioned Section F which calls for the Town to indemnify the Buyer, his interactions with other Governmental agencies does not allow for this.

Ms. Griffin advised that this is not an issue for the Town. We reviewed the language with Walter Mitchell and he advised that this is not a problem.

Ms. Griffin pointed out under Item G that we originally had ‘commence construction’ within 3 years’ and she urged that it be changed to within 5 years. She’s worried about where construction prices are going in the near term.

Chairman Brian Walsh voiced his concern over completion versus commencement of construction. There are easy ways to “commence” construction but his concerns are the economics or design, drive us away from the affordability of the project. He would prefer that this is driven to completion versus commencement.

Mr. Lief stated that if completion language would be useful it could be added.

Chairman Walsh suggested commencing construction within 4 years and completing construction within 6 years and having something that puts a parameter on it.

Selectman Baschnagel pointed out that the pre-development budget isn’t attached. Ms. Griffin assured that it would be.

Selectman Lubrano pointed out a typo in paragraph 6, “even t” should be event.

Selectman Baschnagel questioned whether it is the intent that all agreements survive closing? Where it says, “This Agreement shall survive closing”.

Selectman Lubrano pointed out that everything is conditional on it anyway. Ms. Griffin stated that this is an unusual Purchase and Sales Agreement. The Board agreed that this does not appear to be an issue.

Chairman Walsh opened the floor to public comment.

Bob Strauss, Chair of the Hanover Affordable Housing Commission, made a statement that had been distributed to the Board before the meeting. (See attached remarks from Bob Strauss).

Selectman Christie advised that looking at the points of Mr. Strauss' statement, it appears that there isn't anything in conflict between these and the Purchase and Sales Agreement.

Ms. Griffin advised that Mr. Strauss was speaking to update the Board as to what the Housing Commission has been working on. Essentially, within the context of the covenants, how do we assist people in purchasing some of these units through additional tools.

Mr. Strauss discussed a point on page two of the agreement, "In order to ensure that Buyer's Project encompass units which are affordable to low and moderate income renters and buyers, the deed from Seller to Buyer shall contain a covenant which runs with the land and requires that the Property must be developed so that at least one-half of the project's units are affordable" It's not just the development costs as I related to you but I would be more comfortable if the words were taken out in the third line 'the property must be developed so that' and then it would be at least one-half of the project's units are affordable.

Mr. Lief said there will be a set of costs that ultimately happen to make this project real. One hope is that the contingencies won't have to be used which will increase affordability. Another hope is that the planning process will be straightforward. The suggestions you make can also increase affordability. He like to see the 50% as being a floor based on development costs with those three places where we get some more affordability based on the way we work.

Chairman Walsh praised Bob and the members of the Affordable Housing Commission for getting the Board to this point.

Ms. Collier speaking as a Hanover resident, asked a question about the split between the affordable units and the market rate units. If we are trying to maximize affordable units why don't we construct fewer market rate units? Why does there have to be so many equal market rate and affordable units?

Ms. Griffin pointed out that the market rate units have to be constructed to help finance the affordable units. Without the market rate units, you can't build as many affordable units on this site as we could otherwise.

Ms. Collier is concerned about the costs to the community, the way that it will be presented to the Town, and wondering why we are doing this. Does it make sense?

She is concerned it will impact town taxes and the schools. People have the perception that it is 100% affordable units and this will be a surprise.

Chairman Walsh said that this was presented at Town meeting with the concept of having a mix of market rate units and below market rate units. The market rate units would carry the ability to fund some of the infrastructure on a tough site so that it didn't have to be put on the below market rate units.

Ms. Collier asked whether it was 50/50 that was discussed publicly.

Ms. Griffin said that the number that changed was the number of units. Ms. Collier felt that maybe this was the shock factor. Ms. Griffin agreed that we need to be prepared to educate the public about all of the funding tools that are being used to create the affordable units, one of which is the construction of the market rate units.

Mr. Strauss indicated that contemporary studies of the value of mixed income communities show that children of the homes of the lowest income benefit substantially from being in the community with people of middle and higher incomes and by substantial it means bringing their averages up by 80%. There is a great benefit to the community to educate children and provide them with a really good background, get into college, start a business back here and give us more taxes.

Chairman Walsh mentioned that Ms. Collier brought up a good heads up for the Board in terms of being prepared to answer questions of the community since the scope of the project had changed.

Len Cadwallader stated that the desire of the Housing Commission is to build strong neighborhoods by having mixed incomes and not restricting income classes in one neighborhood by just having one income class.

Selectman Christie wanted to ask two questions for the record. The Town's obligations under this agreement do not include either dollars or in kind efforts to support the project, is that correct? (Board confirmed that this is correct). The other is that the Town does not have a formal role to play in the owner's association in the terms of administering the process. (Board confirmed that this is correct).

Chairman Walsh moves the Board forward to discuss the easement.

Ms. Griffin stated that the easement is just a draft. There's one paragraph that they are wrestling over. The hospital has concerns about granting access to abutters who create problems for them in the future by objecting to future Hospital development of their property to the south, but the Hospital also recognizes that there is a limit to what the Town can do to prevent people in the future from speaking up about something that they may have concerns about. There is a meeting in the works to try to finalize the language. Ms. Griffin hopes to get feedback from the Board on what

has been done so far this evening and stated that she came into this process later in the cycle.

Chairman Walsh asked for any questions regarding page 1. No questions. Page 2 of the draft easement.

Selectman Christie had a question about the 130 units and whether the number should be there.

Jonathan Edwards clarified that the 130 is there, which is higher than the 120 because they tried to find a balance with DHMC that would not require a significant traffic study to be done.

Selectman Baschnagel mentioned that the sentence just below that where it talks about the sole cost of the construction maintaining the roadway shall be the responsibility of the Grantee. Is this obligating the Town to put that into public roads?

Ms. Griffin confirmed that this is correct. The concern that the hospital had was that they wanted to know that the Town, for the intersection itself and the first short section of the roadway, had some role to play, not just in the design but also the maintenance. The hospital's concern was that if there was an enlargement required for what is now "Dump Road" to Rt. 10, the hospital wanted to be sure that if the intersection needed to be upgraded that it was the Town that they would be dealing with and not a private property owner. This is not to say that the Town is committed to building the whole roadway and this language needs to be tightened up with the hospital but for some distance inward from the intersection that the Town would be involved in any future upgrades.

Selectman Baschnagel asked what the implication is of the Town maintaining roads in someone else's town?

Ms. Griffin pointed out the private roadways on the map. There are some issues that they will need to speak with the City of Lebanon about the agreement. The initial discussion has been fine.

Vice Chairman Connolly asked if there should be a distance involved in this.

Ms. Griffin advised that yes, there should be and she's already talked about making this distance as short as possible. It's the intersection that the hospital is really concerned about.

Selectman Baschnagel stated that since the easement really runs through the town line, it should be up to the Town to take care of it to the Town line and let the developer take it from there.

Chairman Walsh moved forward to questions about page 3.

Vice Chairman Connolly mentioned on page 4, Section 4.3.2 it states "In addition, Grantee agrees to defend with counsel acceptable to Grantor." That's unusual. She feels it could be difficult for the Town.

Ms. Griffin advised that this is standard language and Walter Mitchell did not find any problem with it.

Chairman Walsh advised that both transactions are unusual. The hospital is being asked to do something that may not necessarily be its best interest. The hospital is willing to do this providing that the Town takes the steps to complete the process. It is creating more affordability.

Vice Chairman Connolly pointed out that the hospital does receive benefit from this when they recruit people to work there and need to house them.

Ms. Griffin agreed that the hospital does benefit from this but in this paragraph they want to ensure that should a claim arise, they want to have an attorney that is capable of defending their interests.

Selectman Baschnagel brought forth a concern about 'holding the Grantor harmless against all claims arising from the discharge or other release onto the Easement Area' it says the Town is responsible whether we do this or not.

Ms. Griffin pointed out that we are covered in the agreement with the College.

Selectman Baschnagel is concerned that the hospital is going to hold us responsible regardless of what Dartmouth does. It's potentially quite broad.

Ms. Griffin didn't have that concern initially but took the time to look at it again.

Selectman Lubrano wasn't concerned about this based on the intent. Taking it into context we are talking about an easement.

Selectman Baschnagel thinks this agreement understands the sensitivity of the hospital, but there needs to be a balance made.

Ms. Griffin suggested that they work on this some more.

Chairman Walsh asked for any questions about page 5.

Selectman Lubrano asked where we are on Section 6.2, understanding that it's still being worked on.

Chairman Walsh asked for someone to clarify what 6.2 is for the viewing audience.

Ms. Griffin stated that what 6.2 was intended to be on the hospital's behalf was a paragraph which somehow protected the hospital as much as possible from future opposition that might arise from the affordable housing development to any development the hospital would choose to undertake just to the south. The hospital wanted to confine the Town more than they can legally confine us but to give notice to future landowners so that they are aware that the hospital has this land which may have future development.

Selectman Baschnagel made an observation that it would be a public embarrassment to the hospital for the paragraph to remain as it is right now.

Ms. Griffin pointed out that this is still a work in progress.

Selectman Baschnagel suggested that if they are concerned about notifying future homeowners, that's easy to handle either through the deeds or the purchase and sales agreements.

Chairman Walsh moved on to page 6. He questioned the secondary access. Is this to prevent through traffic, additional traffic?

Ms. Griffin advised that one of the concerns of the hospital is that suddenly the project just to the north of the Gile project might somehow find it's way out onto this site.

Mr. Lief stated that if something is developed there by some developer, and they could negotiate an emergency access for safety purposes to the community and the hospital was fine with creating that kind of secondary access but did not want to allow access for another development going out onto Medical Center Drive.

Chairman Walsh asked about questions for page 7.

Vice Chairman Connolly asked about signage. No signage shall be erected within the Easement. Are we talking about street signs and that kind of thing?

Ms. Griffin stated that the hospital is concerned about some of the existing signage that appeared around the new bike path and a lot of people have given them feedback and the discussion including required signage being okay but they want a sign plan instead of an uncoordinated problem.

Selectman Baschnagel feels that there should be some more words inserted in this section. In the event you have an agreement about the kinds of signs that are okay. Right now it states that they are not going to allow it unless they say it's okay.



Ms. Griffin stated that we agreed to give them a sign package as part of the agreement.

Selectman Baschnagel had concerns about past dealings about signs with the College. Vice Chairman Connolly agreed that he would like to see examples.

Chairman Walsh asked for any more questions about the rest of the Easement Agreement.

Selectman Lubrano had one question as to whether 18 months was enough under 6.5? It states that the Easement will expire if all the approvals and permits have not been issued.

Chairman Walsh asked for further questions or comments from the public. Hearing none, Chairman Walsh thanked everyone for getting the Town to this point.

**4. PUBLIC HEARING TO SEEK AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS.**

Town Manager Griffin said, as I briefed the Board at your last meeting, the Town conferring with DRA in light of the fact that the State's FEMA application is languishing in Washington through no fault of our own, but due to circumstances to our south, not one, but two fairly significant hurricanes, we recognized that we weren't likely to get an answer anytime this fall, as to whether we would, or not, be eligible for FEMA funds for the storm damage of June 10<sup>th</sup>, that it made sense to consider petitioning DRA to allow us to over expend our appropriation in the amount of \$210,343, taking that money from undesignated fund balance and Betsy McClain did a quick cheat sheet for you that was attached in your Friday packets that shows the status of our current status of undesignated fund balance of the Town of Hanover. And here was our reasoning, we spent \$50,000 from last year's budget cash available, and essentially grabbing it from the Lyme Road Improvements project to pay for the first \$50,000 of repairs that we made immediately after the storm to get a couple of roadways open. We have spent year-to-date, effective July 1 of this year, \$84,400 out of our paving budget to complete the rest of the repairs before we launched into the Lyme Road Improvements, which we did prior to the opening of the Middle School. Mike Chase and Peter Kulbacki have identified another \$75,943 worth of expenditures that they feel we need to do, to button up the repairs to tide us over for the winter. Given where the price of fuel oil is going and given that we did a joint paving bid with the City of Lebanon, the Town of Enfield, the Town of Hartford and the Town of Norwich last spring that yielded us firm paving prices, which are far better than what we are likely to see, or what in fact we

have already been notified about in terms of our non-contract paving expenses, we concluded that it really made sense to try and do this year's paving projects under this current paving contract price, because we know that it's very likely that those prices next spring and summer will be significantly higher. We have already gotten notification from Blaktop that prices are going up \$2.00 per ton, so we opted to come to the Board to ask for permission to petition DRA after the Public Hearing, to allow us to spend into undesignated fund balance, so we could do both our full paving program, and take advantage of what we think will be preferred prices and in fact the repairs, in the hopes that between now and Town Meeting, we will have received the decision from FEMA, which would replenish undesignated fund balance and essentially leave us whole. If we don't receive funding from FEMA and if we don't know that by the time we finalize the budget with the Board, in early March, then it would be our recommendation that we go to Town Meeting with a 4% tax increase over and above whatever we set as the tax rate target, acknowledging that it's a one time assessment to taxpayers to replenish undesignated fund balance, which will be once we dip into it at 3.41% and we all know that we like to keep it between 5 and 10% of total General Fund expenditures.

Chairman Walsh asked if there were any questions from the Board. Selectman Christie said that he'd like to separate out the request of permission to spend the \$210,000 versus how we replenish it. Ms. Griffin stated that the board isn't making that decision tonight. Selectman Christie said that this would be one way and there are many others. Town Manager said that we hope we don't have to go there, because we'll receive FEMA funds. Selectman Christie said the downside is, if we don't receive FEMA funds, then we don't have a \$200,000 problem, we have a \$1.2 million problem to really do it right. So, Selectman Christie thinks that those two are very separate. Selectman Christie continued, this just allows us to keep on our paving schedule. Town Manager Griffin agreed. Chairman Walsh added, and to take advantage of the contract that we negotiated. Selectman Christie added, and you are doing that because we think we'll be spending more money later and we know that you have to do the work.

Chairman Walsh asked if there were any questions from the public. No comment from the public, so Chairman Walsh said that he would close the Public Hearing and asked if there was a motion.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to Request Authorization from the Department of Revenue Administration Pursuant to RSA 32:11 to Expend Funds during FY 2005-06 in Excess of Appropriation for the Purpose of Implementing Storm Repairs. THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO REQUEST AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS.**

**5. DISCUSSION REGARDING LEASED ON-STREET PARKING.**

Bernie Waugh, who lives at 16 Pinneo Hill Road, read a statement to the Board, which is attached.

Chairman Walsh asked Mr. Waugh whether he expected an immediate response to his statement. Mr. Waugh did not. Chairman Walsh thanked him for his presentation. Chairman Walsh asked that the statement be attached to the minutes. Selectman Lubrano pointed out that the August 22<sup>nd</sup> minutes listed out how many parking spaces there are in town, etc.

**6. RECOMMENDATION TO GRANT SEWER ABATEMENT AND TAX ABATEMENT DUE TO CODING ERROR.**

Chairman Walsh stated that there are two memos in the Friday packet that outline the abatement requests.

Vice Chairman Connolly reports that there are two accounts that require refunding. The first account is for \$5,652.85 and the second one for \$2,728.57 and any accumulated interested charges therein.

Ms. Griffin reported that the first was for a non-functioning water meter for Hypertherm and the second was simply staff failing to code the property as tax exempt when the property transferred to the College from Resource Optimization Technologies.

**Chairman Walsh MOVED to have the amount credited and it was SECONDED by Selectman Christie. THE BOARD VOTED UNANIMOUSLY TO GRANT THE SEWER ABATEMENT AND TAX ABATEMENTS.**

**7. RECOMMENDATION TO SET A PUBLIC HEARING ON OCTOBER 17, 2005 TO APPROVE EXPENDITURE OF \$35,625 RECEIVED AS A GIFT FOR THE PURPOSE OF INSTALLING AN EMERGENCY GENERATOR FOR THE RICHARD W. BLACK COMMUNITY AND SENIOR CENTER.**

Ms. Griffin advised that this is very straightforward.

**Selectman Christie MOVED, Selectman Lubrano SECONDED the recommendation. THE BOARD VOTED UNANIMOUSLY TO SET THE PUBLIC HEARING.**

**8. APPOINTMENTS:**

- Conservation Commission
- Parking and Transportation board

Chairman Walsh advised that Judy Reeve is up for a new term on the Conservation Commission and Bill Barr for a new term on the Parking and Transportation Board.

**THE BOARD VOTED UNANIMOUSLY TO REAPPOINT BOTH JUDY REEVE AND BILL BARR TO THEIR RESPECTIVE BOARDS.**

**9. APPROVAL OF MINUTES:**

Chairman Walsh moved on to the approval of the April 25<sup>th</sup> and August 22<sup>nd</sup> Board of Selectman minutes.

Selectman Connolly wanted it noted on the April 25<sup>th</sup> minutes that she was not present for that meeting and the minutes reflect her attendance. She would like the minutes amended because she was not present.

**Selectman Lubrano MOVED to approve the changes to the April 25<sup>th</sup> minutes brought forth in the last meeting and as amended that Vice Chairman Connolly was not present and did not hear the conversations at that meeting.**

**CHAIRMAN WALSH ASKED FOR ALL THOSE IN FAVOR OF THE MOTION. FOUR MEMBERS WERE IN FAVOR AND ONE ABSTAINED.**

Chairman Walsh went on to the minutes of August 22<sup>nd</sup>. On the first line of the first page where it states that the meeting was called to order at 7:00 p.m. It should be changed to 7:30 p.m.

Vice Chairman Connolly wanted to point out an error on page 8. After reviewing it, she was unable to find the error. Ms. Griffin asked that if she finds the error, to forward the information to her and she will make sure it is taken care of.

**Chairman Walsh MOVED to approve the August 22<sup>nd</sup> minutes as amended. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE AUGUST 22<sup>ND</sup> MINUTES AS AMENDED.**

**10. ADMINISTRATIVE REPORTS:**

Ms. Griffin wanted to report that we don't need the non-public session tonight. There is not much to report. Julia wanted to remind the Board that from 8-11 p.m. on Friday, September 30th there will be a punk band playing at the Block Party and she will be there just to make sure that the volume stays to a level that is bearable to the neighborhoods to the south. The event is coming together very nicely and the DMA has a generous \$5,000 donation to help sponsor the event. It's nice to have an event aimed at students and residents.

Chairman Walsh wanted to point out that this event is from 8 p.m. – 11:00 p.m. Ms. Griffin wanted to stress that the Town would not be violating its own noise ordinance.

## **11. SELECTMEN'S REPORTS:**

### **Peter Christie**

Selectman Christie talked about the many years of effort to work by the Affordable Housing Commission.

The Finance Committee is working hard relative to the school budget and the budget guidelines.

### **Kate Connolly**

Selectman Connolly reported that the Planning Board is working on more subdivisions. Suggested that the Board is going to have to deal with public vs. private roads and she believes that there are going to be some upcoming subdivisions that may not meet the goals and needs of the Town.

Ms. Griffin advised that the issue is the notion that new subdivisions that have complex road systems be approved as private roads or public streets and this has been a subject of discussion with staff. The challenge is that some of the subdivisions that may be approved, the public works department would like private roadways because they are hard to maintain. The private sector may want the roads to be public. From the staff point of view they have to ensure that they have enough money budgeted to maintain the new roads that we may take on as public streets. There have been discussions about extending sidewalks and whether or not there is a connect between the Planning Board asking for sidewalks to be extended and the Select Board trying to budget more money for the maintenance of those sidewalks.

Chairman Walsh wanted to bring forth more discussion in November with the issues crispy outlined and the pros and cons crispy outlined so that we don't have to create them among 15 people at once.

Vice Chairman Connolly advised that the Planning Board meeting scheduled for 5:30 this afternoon with the Lebanon Planning Board had to be cancelled. There have been informal discussions with developers who ask questions of the Planning Board. Activity seems to be picking up but the ones that involve the roads are important.

**Bill Baschnagel**

Selectman Baschnagel reported that he attended a PTB meeting last week to pull things together to respond to comments from the Board looking for the 10 year plan. Selectman Baschnagel reported that he has an Upper Valley TAC meeting to start prioritizing projects. There's nothing new on the list right now.

**Selectman Lubrano**

Selectman Lubrano had nothing to report.

**Brian Walsh**

Chairman Walsh reported that the Town of Hanover Library located in Etna celebrated its 100<sup>th</sup> Birthday on Saturday. Ms. Griffin mentioned a gorgeous painting by Brian Walsh. Brian mentioned that it was a great party. He did not make the last Chamber of Commerce meeting.

Ms. Griffin reported that there are 6 candidates, 4 were interviewed today and 2 were going to be interviewed on Wednesday.

Brian Walsh does not expect to be here next meeting nor can he make it to the Block Party.

**12. OTHER BUSINESS.**

No other business.

**13. ADJOURNMENT.**

**Chairman Walsh made the motion to adjourn. Selectman Lubrano MOVED to adjourn the meeting. SECONDED by the entire Board. THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

**Respectfully Submitted,**

**Selectman Lubrano, Secretary**

## SUMMARY

1. **The motion to approve the transfer of the cable franchise, currently controlled by Adelphia Communications, to Comcast, as part of the resolution of the bankruptcy of Adelphia Communications Corporation was MOVED by Selectmen Lubrano and SECONDED by Selectman Baschnagel. Chairman Walsh asked the public whether they request the agreement to be read aloud. Chairman Walsh summarized some of the agreement. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE TRANSFER OF THE CABLE FRANCHISE CURRENTLY CONTROLLED BY ADELPHIA COMMUNICATIONS, TO COMCAST, AS PART OF THE RESOLUTION OF THE BANKRUPTCY OF ADELPHIA COMMUNICATIONS CORPORATION.**
2. **It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to Request Authorization from the Department of Revenue Administration Pursuant to RSA 32:11 to Expend Funds during FY 2005-06 in Excess of Appropriation for the Purpose of Implementing Storm Repairs. THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO REQUEST AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS.**
3. **Chairman Walsh MOVED to have the amount credited and it was SECONDED by Selectman Christie. THE BOARD VOTED UNANIMOUSLY TO GRANT THE SEWER ABATEMENT AND TAX ABATEMENTS.**
4. **Selectman Christie MOVED, Selectman Lubrano SECONDED the recommendation. THE BOARD VOTED UNANIMOUSLY TO SET THE PUBLIC HEARING.**
5. **THE BOARD VOTED UNANIMOUSLY TO REAPPOINT BOTH JUDY REEVE AND BILL BARR TO THEIR RESPECTIVE BOARDS.**
6. **Selectman Lubrano MOVED to approve the changes to the April 25<sup>th</sup> minutes brought forth in the last meeting and as amended that Vice Chairman Connolly was not present and did not hear the conversations at that meeting.**

**CHAIRMAN WALSH ASKED FOR ALL THOSE IN FAVOR OF THE MOTION. FOUR MEMBERS WERE IN FAVOR AND ONE ABSTAINED.**

**Chairman Walsh MOVED to approve the August 22<sup>nd</sup> minutes as amended.  
THE BOARD VOTED UNANIMOUSLY TO APPROVE THE AUGUST  
22<sup>ND</sup> MINUTES AS AMENDED.**



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**September 12, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment.

**2. UPDATE ON THE ATHLETIC FIELDS BOND BY SUPERINTENDENT WAYNE GERSEN**

Mr. Gersen said he would like to start out by thanking the Town for all the work in helping the School District get the Middle School ready this summer. Specifically the roads crew made it a priority to get the Middle School end of Lyme Road fixed up. The Dresden School District was also trying to find ways to economize on the cut-off between Dresden Road and Curtiss Road. The School District found that the Town could get lower paving bidders than they could through their joint paving contract, which was also helpful to the School District. The Police Department met with the School District on several occasions to help them with the flow of drop-offs and pickups. The Dresden School District will be meeting with the Police Department in a couple of weeks to reach a final decision on "No Parking" signs. The Planning and Zoning Department was available to the School District to do reviews throughout the summer whenever the School District needed them. Ms. Griffin helped a lot behind the scenes in terms of keeping the pressure on the contractors and subcontractors. Mr. Gersen said he would like to thank everyone for that.

Mr. Gersen said some background on the field issue is that there were two other bond votes that did not pass. The School District got a lot of response to that and one notion was to get a questionnaire together, which they did this past fall. They then formed a new Athletic Fields Committee; gave them the questionnaire and told them to look at it as a reference point. From this questionnaire they drew a lot of conclusions that are incorporated in the report submitted to the Selectmen. The committee was chaired by Peter Krass of Hanover and Kathy Parsonnet of Norwich. They had representatives from the Recreation Departments of Hanover and Norwich. They tried to get as much background and diversity as possible on this committee. The report that they have prepared is excellent.

The Athletic Fields Committee gathered a lot of background information for not only the schools needs, but also what the Recreation Departments' need. One of the messages that came through loud and clear in the survey is that the residents want to make sure that the School District is taking advantage of every square inch of field that is available. At the same time, Mr. Gersen

knows that the schools coaches appreciate the training that goes on in little leagues, the little lacrosse leagues, the football starter leagues, etc. In a way it is an advantage at the High School level to have these youngsters participate competitively at the K-8 level.

Mr. Gersen said the Athletic Fields Committee spent several months reviewing different options and writing and rewriting drafts before it had its review in front of the school board. Their recommendation is to focus on the Lebanon Street site. It is evident that is where the majority of the games should be played and as many practices as possible should be held there. The solution to make that happen is to build a multi-purpose synthetic turf field with lights where the current hockey field is. As hard as it is to imagine, they would like to raise that 10 feet by putting in fill. Fortunately with all the construction in Town, a lot of places get fill. The fill that would be needed would be decent, but not quality dirt. The current field would be replaced with a regulation sized soccer field. The soccer field that we have is not quite regulation. They would also put a track around there to replace the one that is there now.

Mr. Gersen said it is proposed that they also build two fields in Norwich. One would be a baseball diamond with field hockey in the outfield. The other, which would be immediately behind the Farmers' Market, would be a big meadow. It would be smaller than Sachem, but big enough to run two practices on it. The original plan was not for the field to be that big, but when the School District started to get some signals that the fields available are going to be a lot tighter in the future; they thought the field that they build over there should be big enough to get at least two practice fields out of it. The recommendation also assumes some sharing with the understanding that they are going to need to accommodate the high school practice schedules to the Town schedules. Ms. Griffin has made it clear from the outset that the schedule will be done for the Recreation Department and the School District can fill in the blanks.

If you look at the sample schedule for 2009, in the spring of 2009 the School District wouldn't need to use Thompson Terrace at all three days a week. The other days they might need to use it depending on where the teams are scheduled. In the fall the schedule shows reserve girl's soccer practicing. In the two years that Mr. Gersen has been here we haven't had a reserve girl's soccer team. There is a belief that maybe girl's soccer will expand.

Chairman Walsh asked what the current soccer field would become. Mr. Gersen said that would become a practice field.

Mr. Gersen said the projected timeline for all this is that November 8<sup>th</sup> is set for a bond vote. There will not be any place at the High School to hold that vote. The gym that voting used to be held in is now being renovated into a library. For this vote the Richard W. Black Center has been made available to the School District. They debated whether to move the vote out to the Richmond School. They felt that it would be easier for people to come to Lebanon Street.

Ms. Griffin said one thing that the Town was able to do for our Presidential Election was to have the police allow the students to park in Thompson just for that one day. If that makes sense, we could try to work that out again in the hopes that we will get a better turn out that day.

Mr. Gersen said if the bond vote passes then they would start to work on the hockey field ASAP with the intention of having it ready for practices in the fall of 2006. One of the benefits of synthetic turf is that you can get it ready to go fairly quickly. They would start work on the Norwich fields as soon as possible in the spring of 2006, with a plan to use it no later than the fall of 2007. The costs to install sod or regular seed with irrigation are about the same, but the quality field that you get with the regular grass seed and irrigation is far superior to sod. The down side is that you have to wait a little longer. The life expectancy of a sod field and a synthetic turf field are about the same, but a grass field is preferable to either of those if at all possible, unless you want to use it every hour of every day, which is why they have decided on synthetic turf for one of their fields.

Mr. Gersen said they would begin work on the soccer field, which will be replacing the football field, in the spring of 2007. They will have to wait to begin work on that because it will still be used as a staging area. The new track would be available for use in the spring of 2007 and the soccer field in 2008. The entire plan should be complete by fall of 2008.

Mr. Gersen compiled a packet for the Selectmen that contains the report from the fields committee; some updates from over the summer; and some proposed parameters for the use of the lights, recognizing that will have to be worked through the Planning Board. The School Board will be meeting with the abutters next week to talk with them and see if there are red flags for what they are proposing. This will be a balancing act that will need to be worked through.

Mr. Gersen said he would be going over to Norwich to let their elected officials know what they are planning and answer any questions.

Vice Chairman Connolly asked if the School District has decided what exactly their State of VT Act 250 application will be and have they applied. Vice Chairman Connolly noted that the soil testing and the engineering haven't been done on these fields yet.

Mr. Gersen said the one thing they learned from their last project is the word contingency and they want to make sure that is sufficient. On the Act 250, everything has been submitted and those things take time. They also have some engineering drawings that have been sent to the State that they may not hear back on. Prior to the vote on the Middle School and High School, they had all their clearances. They were hoping for that and it may still come to pass. The School District is working with someone from Pathways Consulting and they feel confident that they are not going to have any regulatory stumbling blocks, but they are not particularly confident that they will not hit some soil problems on the current football field.

Chairman Walsh said he would like to touch base on the sharing issue. He asked Ms. Griffin if this is an arrangement that she can live with.

Ms. Griffin said that Mr. Gersen understands that the challenge that the Recreation Department faces because all their coaches are volunteers and the schedules that they are available can vary. From season to season the practice schedules with these coaches aren't finalized until the teams are selected. This depends on whom we get to help us. The School District is going to have to

work with us in terms of not knowing until after their preseason has already started for all their sports, when we can make a field like Thompson available.

Marilyn Denk said her concerns are with what the regulating body is for determining what the parameters will be for the lights. What is the process for determining this as well as the process if the school wants to make a change?

Vice Chairman Connolly said even if the Selectmen don't give their blessing to this, the school can still go on. Should the bond vote pass, the site will still have to be approved as a site plan by the Planning Board. There are parameters written into the Planning Board's site plan regulations and if those are to be abridged the abridgement would have to be agreed upon by the full Planning Board. It would be as the school was with site plan approval.

Ms. Denk said that the residents of the neighborhood have such concerns about this that they would or would not vote a certain way depending upon the use of those lights.

Vice Chairman Connolly said we do have the parameters that the School District is operating with now. Vice Chairman Connolly feels they would be bound to go to the Planning Board with those parameters.

Ms. Denk said next week when the neighborhood meets with the Field Committee is the time to hammer some of those kinds of concerns.

Vice Chairman Connolly said if the Fields Committee changes those parameters as a result of that encounter that is fine.

Ms. Griffin said we urged the School District, when they were contemplating the lights; we directed them to the Chase field debate because goodness knows the Planning Board has hammered out this issue before.

John Hathaway of 10 Buell Street said he has talked to the Selectboard before about the lighting at Chase Field. He would like to know if we can assume that the minimum restrictions that were levied on Dartmouth College for the lights and noise will be applied to this.

Ms. Griffin said she doesn't know if we can make a promise because it is not the Selectmen's role to arbitrate those decisions. The Planning Board does know what has worked for Chase field and that neighborhood and will hopefully look to those experiences to inform their thinking about the High School fields.

Vice Chairman Connolly said the Planning Board spent about one year on Chase Field so their experience was great.

Mr. Hathaway said he wants to make sure he will have some input on this at some point in time.

Chairman Walsh said the Planning Board has strong record of listening to neighborhoods and trying to work with developers to achieve a balance. The Planning Board has a legal responsibility in this area to match the School District's needs and good with the legitimate issue of the neighborhood. The School District is to be commended for coming out with a relatively benign and easy to understand statement about when things would be expected to be used. It shows a degree of sensitivity to the people who live next to it.

Chairman Walsh said he would like to thank Margaret Cheney for the opening of the new Middle School. It was a wonderful time and Ms. Cheney's words were very special. Chairman Walsh also thanked Ms. Cheney for her many years of leadership of the Dresden School Board.

**3. RECOMMENDATION TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO SEEK AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS**

Ms. Griffin said we have pondered the options that we have in light of what has happened down south over the last three weeks. We suspect our FEMA application is not going to be a high priority. Ms. Griffin said she does not feel it's appropriate to call and push given what they are dealing with in Louisiana and Mississippi. Ms. Griffin has met with Peter Kulbacki, Mike Chase, and Betsy McClain several times over the last couple of weeks to mull over our options. They intimately decided that the safest course of action to recommend to the Selectmen is as follows. The DRA has the authority under RSA 32:11 to enable a community to over expend its appropriation as long as it can identify a source of money to do that. We have undesignated fund balance to help pay for these repairs. Originally what Ms. Griffin had thought made sense was to put off our planned paving schedule for FY 2005-06 by one year and use those monies, which is about \$244,000 to do repairs that would get us through the winter plowing season and spring. That is what we had in fact been doing. To date we have spent about \$134,000 on storm related repairs; of that we took about \$50,000 from the budget that just ended June 30<sup>th</sup>. We essentially borrowed money from the Lyme Road Improvements Fund to pay for the repairs that we did before the end of the last fiscal year and the remaining amount of money, \$84,000, we grabbed from this year's paving budget to do those repairs. Of that amount, about \$35,000 was to repair the Etna Highlands bridge abutment wall, which needed to be done by a specialty contractor. The company that we hired did an excellent job and the State helped by expediting our permit approvals.

We had planned on just using money to cover the repairs by just using money that we had budgeted in this fiscal year, but then oil prices started to go up. The dilemma is that we have a paving price because we bid jointly with Lebanon, Hartford, Enfield, and Norwich for our paving program. We have a paving price that was quoted last spring that is excellent. That price is good through the end of this paving season and then all bets are off. Given the way oil prices are going, Ms. Griffin fears that the bid that we put out next spring is going to be none too encouraging in terms of what the price is going to be per unit of paving. Our thought is that we would really rather get more bang for our buck this fall by doing the entire paving schedule that

we proposed to the Selectmen as part of the adopted budget and seek approval from DRA to over expend the budget and dip into undesignated fund balance to do that, with the hopes that FEMA may be able to decide on our claim by the time we finalized the budget for 2006-07 and that we will be eligible for funding. If the answer is no or there is no answer we would recommend that we look to Town Meeting to replenish the undesignated fund balance with a one-time tax rate hit to pay for those monies that we borrowed from the undesignated fund balance to make these repairs. What Ms. Griffin would propose to the Selectmen is that we set a tax rate target in November, but that they keep in mind that we may be asking the taxpayers for a one-time tax rate hit to replenish the undesignated fund balance.

Ms. Griffin said this involves asking the taxpayers for money but she is not sure how we would avoid that if we don't get the FEMA money. None of us planned for these damage repairs but we need to make those repairs at least to the least expensive extent possible. We also want to stay true to our paving budget because if we don't then she is going to have to request \$500,000 for paving in next year's budget because we didn't do this year's paving program and we would need to do this year's paving and next year's paving all next year in order to stay with our paving plan. Our only other alternative is to postpone our paving by one year and extend everything by one year for the foreseeable future. That is another way to stay on budget but it will impact our roads.

Selectman Christie said the proposed plan is to go forward with our proposed paving for this year and take the amount of money spent on storm repairs from the undesignated fund balances and then go to the Town to replenish that. If FEMA steps in then we wouldn't need to go back to the Town. It is also Selectman Christie's understanding that the amount that we have spent on damages to date is not the total amount of damages done.

Ms. Griffin said the estimates that we have provided for FEMA are based on a complete reconstruction of the roads damaged as opposed to what we are proposing to do with a sort of Band-Aid repair, which is not to put a sub-base underneath the paving but to soft cut the pavement back at the point where the damage occurred and then do some patching and then put new pavement down. The ideal solution, if we had the funds available would be for our crews would rebuild the drainage system on East Wheelock and completely reconstruct that road given the damage that occurred. The \$244,000 that we are asking for doesn't include doing much of anything on Reservoir Road, which in an of itself has over \$300,000 in estimated repairs.

Selectman Christie said that decision will still sit in front of the Selectmen one year from now as to how much repair we want to do there. Selectman Christie said he thinks it's important for the Town to understand that what we have spent so far is a band-aid and the ultimate request may be five times that high.

Ms. Griffin said it could depending on what we decide we want to do. Our job is to figure out how to budget these funds and make those repairs over the course of three or four years. We will bring those options to the Selectmen when we look at the Public Works budget in February. What our highway crews did do last week and the week before, once they had finished up on Lyme Road; was to get in and stabilize Reservoir Road. There has been some regrading of the road as well as repair of some of the guardrail. They didn't want to loose any more of the road

this winter. We are trying to save what we still have in place by stabilizing what's there but it is nowhere near being ready to be opened. What will need to proceed with that discussion is whether the Town wants to reopen that road and how much. Ms. Griffin has had different interest groups approach her, such as the Conservation Commission, to say that they definitely want to be part of that discussion before the Town just goes in and rebuilds that road. Ms. Griffin thinks the Town is going to want to have a conversation about the future of Reservoir Road.

**It was MOVED by Selectman Christie and SECONDED by Vice Chairman Connolly to set a Public Hearing on September 26, 2005 to seek authorization from the Department of Revenue Administration Pursuant to RSA 32:11 to expend funds during FY 2005-06 in excess of appropriation for the purpose of implementing storm repairs. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO SEEK AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS.**

Chairman Walsh said that not only has the Public Works done a fabulous job producing a couple months of work in 6 weeks, but also the rest of the Administration has done a great job juggling all of this.

**4. RECOMMENDATION TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO CONSIDER THE LEGAL, TECHNICAL AND FINANCIAL CAPABILITY OF COMCAST TO ASSUME THE CABLE TELEVISION FRANCHISE AGREEMENT CURRENTLY IN PLACE WITH ADELPHIA AND TO CONSIDER A MODIFICATION TO THE FRANCHISE AGREEMENT RELATIVE TO THE DEFINITION OF GROSS REVENUE**

Ms. Griffin said she has an amendment to make to this that developed late this afternoon. Rob Ciandella, in talking with Ms. McClain and Adelphia, is recommending that we approach this slightly differently. He feels we need to hold two separate Public Hearings, one meeting apart, on these two items. His preference is that we set the Public Hearing for September 26<sup>th</sup> to consider the legal, technical, and financial capability of Comcast to assume the Cable Television Agreement and then set another Public hearing to consider the gross revenue issue on October 3<sup>rd</sup>. The gross revenue change is a minor change to the agreement and Adelphia and Comcast have both said no problem. Comcast's concern is that they want to make it absolutely clear to communities that the assumption of a Cable Franchise Agreement doesn't mean the community has the right to open the agreement all over again. Their fear is that if we tie these two issues together in a Public Hearing, it looks like Comcast has in fact said they will reopen the agreement and we can renegotiate it. Mr. Ciandella, through conversations with Comcast and Adelphia, has suggested that we hold these Public Hearings on two separate nights. We will deal with the larger assumption on September 26<sup>th</sup> and then set a Public Hearing on October 3<sup>rd</sup> to address the gross revenues discussion. Ms. Griffin said the only way she would recommend that if she has a letter from Comcast and Adelphia stating what has been stated to her verbally, which is that they have no problem with making the changes based on our discovery that the way gross revenues are

defined in the Franchise Agreement didn't play out the way we thought they would when we projected our revenues coming in from Adelphia. They have both agreed to do that.

Vice Chairman Connolly asked Ms. Griffin if she will document all this.

Ms. Griffin said she had a memo come in at around 5:30 from Mr. Ciandella documenting the last conversation that he had with both Adelphia and Comcast. Ms. Griffin said she is comfortable, having dealt with both entities, in separating the two Public Hearings so the waters aren't muddied. We will deal with the more substantive issue on September 26<sup>th</sup>.

Chairman Walsh said he has difficulties with the appearance that the Selectmen's time is worthless. Chairman Walsh also has a concern that it is going to cost us more money with Mr. Ciandella to do it this way. Chairman Walsh doesn't want to spend any more of the taxpayer's moneymaking Comcast feel good about their symbols. With those constraints, and giving that it is not going to cost the Town any more money; that the Selectmen will not have to listen at length to stuff being repeated; it will be very quick; and the Selectmen's time will be valued; then he is willing to go along with it. The signals, in Chairman Walsh's opinion, go the wrong way.

Ms. Griffin said we can also have Rob Ciandella here by speakerphone on October 3<sup>rd</sup> so that we don't have to have him make two trips.

Chairman Walsh asked if we will need his counsel for that meeting.

Ms. Griffin said she doesn't think so. She would like to wait and talk to Betsy McClain about this tomorrow.

Chairman Walsh asked if there is a reason why we can't have the Public Hearing that night and have a discussion about the definition of gross revenue and then set the Public Hearing afterwards. Ms. Griffin said we could. All she would ask the Selectmen to do tonight is to set the two Public Hearings down. There is no reason why Ms. Griffin can't set the agenda to reflect the Selectboard will have a follow-up discussion around the issue that will come up the following week on the modification of the gross revenue.

**It was MOVED by Selectman Christie and SECONDED by Vice Chairman Connolly to set a Public Hearing on September 26, 2005 to consider the legal, technical, and financial capability of Comcast to assume the Cable Television Agreement currently in place with Adelphia. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO CONSIDER THE LEGAL, TECHNICAL, AND FINANCIAL CAPABILITY OF COMCAST TO ASSUME THE CABLE TELEVISION FRANCHISE AGREEMENT CURRENTLY IN PLACE WITH ADELPHIA.**

**It was MOVED by Selectman Christie and SECONDED by Vice Chairman Connolly to set a Public Hearing on October 3<sup>rd</sup>, 2005 to consider a modification to the Franchise Agreement currently in place with Adelphia relative to the definition of gross revenue. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON**



**OCTOBER 3<sup>RD</sup>, 2005 TO CONSIDER A MODIFICATION TO THE FRANCHISE AGREEMENT CURRENTLY IN PLACE WITH ADELPHIA RELATIVE TO THE DEFINITION OF GROSS REVENUE.**

**5. RECOMMENDATION TO MAKE MINOR MODIFICATIONS TO THE GROUND LEASE WITH DARTMOUTH COLLEGE FOR THE OUTDOOR STORAGE YARD ON THE GILE TRACT RELATIVE TO ACCESS EASEMENTS REQUIRED FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON AN ADJOINING TOWN-OWNED PARCEL**

Larry Kelly, with the Dartmouth College Real Estate Office is present to give a little presentation on the proposed amendment to the ground lease from the Town to the College for the Gile Tract.

Mr. Kelly said what the College is asking the Selectmen to authorize is some pretty minor modifications to the ground lease that better define the area. They would like to add an area that goes down to Route 120 and address some access issues. Mr. Kelly will go through these things and define what is involved in the amendment. The task for the Selectboard tonight will be decide whether it wants to authorize Ms. Griffin to proceed with this.

Mr. Kelly displayed a map that demonstrates the area the modification would cover. What the proposed ground lease covers is the right to have access to the site from Route 120. When the lease was first done, the College thought at the time they would not need to have frontage on Route 120. It was decided later on that they do need to have frontage on Route 120, so the lease parcel now includes the strip of land along the Town border going around the former Stinson's Store.

Chairman Walsh asked why the College needs frontage on Route 120.

Mr. Kelly said it is because of a reading of the applicable zoning and subdivision regulations.

Jonathan Edwards, Director of Planning and Zoning said the definition of subdivision applies specifically to premises to be set off for leasing. Such lots would have to meet all the characteristics that the zoning requires for any sort of lot.

Mr. Kelly said there is an argument that you really don't need frontage on a public way if certain other things apply that they College thought applied here but it seems simpler to avoid the issue all together.

Vice Chairman Connolly said she can't figure out where the frontage is.

Ms. Griffin said the lot has been amended to include what we call the "tail" that goes down to Route 120.

Mr. Kelley said this prompts some other issues. One is if you go down to the intersection of Route 120 and Medical Center Drive, the access from Route 120 South onto Medical Center

Drive is over the corner of this property. One of the amendments to the ground lease is to recognize that that corner may be subject to an increased easement area benefiting Medical Center Drive across that corner.

Something that wasn't talked about originally but has come up recently is the possibility of the Town perhaps wanting to do a playing field at some point in the future in the area above Route 120 and below the maintenance yard. The ground lease now says there is the possibility of locating an access in that area.

Mr. Kelly said there is another area in which the access between Medical Center Drive and the Gile Housing area could come across that tail to be located by the parties' mutual agreement somewhere in that area.

Ms. Griffin said there will be more discussion on that access easement at the next meeting but we wanted to get these issues clarified sooner than that because the proposal for the outdoor storage facility is before the Zoning Board later this month. We thought it was appropriate to get the lease modified to accurately reflect what we have been talking about with the hospital prior to the Zoning Board Hearing.

Vice Chairman Connolly said these proposed easements will now go across land leased by Dartmouth College from the Town.

Mr. Kelly said the easements dead-end unless and until the Medical Center easement gets finalized. Ms. Griffin said we are almost to the point of having a final draft of that easement agreement with the hospital.

Chairman Walsh asked someone to talk about before we created the tail, Stinson's lot or the Citgo Station and its lot and frontage and how we didn't just destroy that.

Mr. Edwards said he has no direct recollection but he has seen some of the documents. The lot was created out of the Gile Tract sometime in the 70's or earlier. Because of the curb cut restrictions that the State has on Route 120, they had to access the curb cut that existed for the dump road. A minimal amount of land was carved out of the Gile Tract at one of the Town Meetings.

Chairman Walsh said the Stinson Tract doesn't meet the test of frontage on a public way either.

Mr. Edwards said it doesn't even have enough minimum lot size to meet current zoning. It simply is a preexisting lot.

Ms. Griffin said there is a related piece to this. Town Meeting, in Ms. Griffin's first year here, authorized the Town to sell to Bradford Oil Company that little triangle of land. Bradford Oil decided not to pursue acquiring that.

Vice Chairman Connolly asked if Medical Center Drive is a public road.

Ms. Griffin said it is a private road maintained by the College.

Mr. Kelly said if you look at the map you will see there is a chain of carved out lots that don't have frontage on a public way, but have been there for a while.

Vice Chairman Connolly said she doesn't recall the origin of the Stinson lot.

Ms. Griffin said that we do spend a lot of time on this. We like to make sure our lease accurately reflects what we are dealing with on the ground. We are seeking the authorization of the Selectmen to enable Ms. Griffin to sign an amended lease that accurately reflects what we have negotiated with the hospital and the college with respect to easement access to the Gile Tract affordable housing project and possibly coupling that project with a playing field for that community of residents sometime in the future. There is no plan currently in place to build that field but we would like to know that we would have the ability to access it if we do build it.

Vice Chairman Connolly asked how many additional acres this involves.

Mr. Kelly said the Tri-Party Agreement called for approximately 10 acres and this totals 10.5 acres so this totals approximately ½ acre.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to authorize the Town Manager to sign a modified Ground Lease with Dartmouth College for the outdoor storage yard on the Gile Tract relative to access easements required for the development of affordable housing on an adjoining Town-owned parcel. THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO SIGN A GROUND LEASE WITH DARTMOUTH COLLEGE FOR THE OUTDOOR STORAGE YARD ON THE GILE TRACT RELATIVE TO ACCESS EASEMENTS REQUIRED FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON AN ADJOINING TOWN-OWNED PARCEL**

**6. RECOMMENDATION TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO CONSIDER ACCESS EASEMENT WITH DHMC AND PROPOSED PURCHASE AND SALES AGREEMENT WITH TWIN PINES HOUSING TRUST FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON THE GILE TRACT**

Ms. Griffin said she wasn't sure that we really needed a Public Hearing for this but here intuition was telling her that it is safe to set this down as a Public Hearing because this is such a visible project. We may very well only have the draft Purchase and Sales Agreement and Access Easement, but we want the Selectmen to know that we are almost there if we don't have them quite ready completely. Ms. Griffin has asked the staff of Twin Pines and the Hartland Group to be here that night to give the Selectmen an up-to-date presentation on the project. The Selectmen will need that before they can consider anything relative to these other issues. Ms. Griffin said she is encouraged because we have had very good discussions with the Hospital relative to the access easement and we've made a lot of progress on the Purchase and Sales

Agreement. Ms. Griffin may well have two finalized documents ready by this hearing. The Hospital was looking to make a presentation to their board members this past Friday in seeking authorization for their staff to finalize the negotiations to the Town, which would give us some breathing room and not have to wait until the fall hospital board meeting for this authorization.

Chairman Walsh said he would like to request what when we have this presentation they focus on stating clearly what the Town's objectives are and how they are met. He would not like to get into walking through the Purchase and Sales Agreement to start with because you lose forest through the trees.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to set a Public Hearing on September 26, 2005 to consider access easement with DHMC and proposed Purchase and Sales Agreement with Twin Pines Housing Trust for the development of affordable housing on the Gile Tract. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO CONSIDER ACCESS EASEMENT WITH DHMC AND PROPOSED PURCHASE AND SALES AGREEMENT WITH TWIN PINES HOUSING TRUST FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON THE GILE TRACT**

**7. REQUEST TO PROCLAIM FRIDAY, SEPTEMBER 16 AS AN OFFICIAL HANOVER BIKE/WALK TO WORK DAY**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to proclaim September 16 as an official Hanover Bike/Walk to Walk to Work Day. THE SELECTBOARD VOTED UNANIMOUSLY TO PROCLAIM SEPTEMBER 16 AS AN OFFICIAL HANOVER BIKE/WALK TO WORK DAY.**

Chairman Walsh said the Selectmen received in their Friday packet a suggested proclamation, which read really well to him.

Selectman Lubrano said this is adding an official Bike/Walk to Work Day. There is more than one per year.

Ms. Griffin said there was such success with the one that was back in May that the organizers decided to do another one.

**8. APPOINTMENTS:  
AFFORDABLE HOUSING COMMISSION  
CONSERVATION COMMISSION  
PLANNING BOARD  
RECYCLING COMMITTEE  
SENIOR CITIZEN ADVISORY COMMITTEE  
ZONING BOARD OF ADJUSTMENT**

Vice Chairman Connolly asked if Mr. Kelly is being nominated as an ex-officio member of the Affordable Commission member because he is no longer a resident of Hanover. Ms. Griffin said Mr. Kelly is not a resident but he is being nominated to represent Dartmouth College on the Affordable Housing Commission and therefore would not be an ex-officio member.

**Selectman Christie MOVED that Larry Kelly be appointed to the Affordable Housing Commission. Selectman Lubrano SECONDED the nomination. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT LARRY KELLY TO THE AFFORDABLE HOUSING COMMISSION, REPRESENTING DARTMOUTH COLLEGE.**

**Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED that Anne Morris be appointed to the Conservation Commission. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT ANNE MORRIS TO THE AFFORDABLE HOUSING COMMISSION.**

**Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED that Charlie Faulkner, Jim Hornig, and Michael Mayor be appointed to the Planning Board. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT CHARLIE FAULKNER, JIM HORNIG, AND MICHAEL MAYOR TO THE PLANNING BOARD.**

**Selectman Christie MOVED and Vice Chairman Connolly SECONDED that Mary Ann Cadwallader be appointed to the Recycling Committee. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT MARY ANN CADWALLER TO THE RECYCLING COMMITTEE.**

**Selectman Christie MOVED and Selectman Lubrano SECONDED that Dale Peters Bryant, Frances Cobb, Maureen Hall, and Nancy Pierce be appointed to the Senior Citizen Advisory Committee. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT DALE PETERS BRYANT, FRANCES COBB, MAUREEN HALL, AND NANCY PIERCE TO THE SENIOR CITIZEN ADVISORY COMMITTEE.**

**Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED to appoint Arthur Gardiner and H. Bernard Waugh to the Zoning Board of Adjustment. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT ARTHUR GARDINER AND H. BERNARD WAUGH TO THE ZONING BOARD OF ADJUSTMENT.**

**9. APPROVAL OF MINUTES: MARCH 21, APRIL 4, APRIL 25, MAY 2, JUNE 20, AUGUST 1, AND AUGUST 22**

The Selectboard reviewed each set of minutes and discussed all substantive and non-substantive changes with each set of minutes.

Chairman Walsh said it would be much easier to review these minutes if each time a new person speaks a new paragraph is started.

Vice Chairman Connolly said the Selectmen should only approve one set of minutes at each Selectboard Meeting.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to approve the minutes of March 21, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 21, 2005 AS AMENDED.**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Christie to approve the minutes of April 4, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF APRIL 4, 2005 AS AMENDED.**

Vice Chairman Connolly requested that minutes of April 25, 2005 be deferred so the Selectmen can review a section of the tape.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes of May 2, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MAY 2, 2005 AS AMENDED.**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes of June 20, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JUNE 20, 2005 AS AMENDED.**

Chairman Walsh said he was not at the August 1, 2005 meeting and will therefore abstain from the vote.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes of August 1, 2005 as amended. THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF AUGUST 1, 2005 AS AMENDED, WITH CHAIRMAN WALSH ABSTAINING FROM THE VOTE.**

The draft of the August 22, 2005 minutes were not available to the Selectmen and the approval of those minutes was deferred.

Selectman Lubrano pointed out that Ms. Griffin would need the minutes of tonight's meeting to include with her letter to the Department of Revenue Administration.

Chairman Walsh suggested that Penny Hoisington transcribe that portion of the tape recording and the Selectmen authorized Selectman Lubrano to approve that transcription for Ms. Griffin.

**It was MOVED by Chairman Walsh and SECONDED by Vice Chairman Connolly that Selectman Lubrano be authorized to review and approve the September 12, 2005 Selectboard minutes relative to the conversation of the Recommendation to Set a Public Hearing on September 26, 2005 to Seek Authorization From The Department of Revenue Administration Pursuant To RSA 32:11 To Expend Funds During FY 2005-06 in Excess Of**

**Appropriation For The Purpose of Implementing Storm Repairs. THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE SELECTMAN LUBRANO TO REVIEW AND APPROVE THE SEPTEMBER 12, 2005 SELECTBOARD MINUTES RELATIVE TO THE CONVERSATION OF THE RECOMMENDATION TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO SEEK AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS.**

## **10. ADMINISTRATIVE REPORTS**

Ms. Griffin said she is happy to report that the tractor-trailer truck left this morning for Louisiana. The bad news is it took our Operations Manager, Mike Chase with them. Mike said that he needs to go because the driver of the tractor-trailer said he needed somebody to help him drive. Quite frankly Ms. Griffin thinks that Mike had so much fun toward the tail end of that week that he needed a break after all the work that they did this summer and that he offered to drive down with Maurice Bovine, who is the driver of the moving van. We did have several Dartmouth Football players offer to drive down because there was a little bit of space left in the back of the moving van, but their coach said they had to stay here.

Ms. Griffin said she was the official event photographer yesterday because the Recreation Director assigned her that task. Looking at this event for three hours was quite fun. It only took three hours for that team to load that truck. Fortunately we had the service of a delightful young guy, who is a professional loader of these trucks, but he arrived about 20 minutes late and the team had already started loading. He took one look at how it was loaded and made them take it all down. It was very gratifying to see that truck get loaded in three hours. The high school girl's soccer team, the high school boy's football team, the high school boy's soccer team, and the Dartmouth Football team were all there.

We also have several checks totaling \$8,000 to \$9,000 that are being cashed so that we can send one large check down to the church to distribute as needed.

The truck should be arriving tomorrow. Ms. Griffin made Mike Chase swear not to volunteer his service in an excavator down there somewhere. Ms. Griffin said she was afraid when someone like Michael goes down there and sees all the work that needs to be done, he might be tempted to stay a while.

We are anticipating the possibility that we may lose some of our Public Works crew who may be called up to help. Ms. Griffin hopes if they are called up that they are back before snow flies.

Ms. Griffin said we have developed a long-term relationship with a series of five churches down there. Ms. Griffin suspects there are people who have offered to gather up more items and checks if there is are specialty items needed like blankets and sheets. The same trucking firm who took this truck down said they will send another truck down if that happens.

This event was a little bit of an attention getter in terms of taking our attention away from other things that we should be working on, but it was well worth doing. The community came together just as they did for the Tsunami event. There was lot of food donated yesterday, which disappeared quickly.

Vice Chairman Connolly asked where the truck came from.

Ms. Griffin said it came from "My Neighbor Moving and Storage". Mark Horne, who owns the company who offered the truck. The driver is a driver who works for several people, volunteered his time and we are paying for his meals. We also raised the money to pay for the gas.

Ms. Griffin said Ann Bressett brought in a check for \$35,625 to pay for a generator, transfer switch and concrete pad for a full generator to power up the entire Richard W. Black Community Center. Frank Austin is getting ready to order the generator and arrange for its installation. This means that we will now have one fully generated large shelter in Town. We could use also Police and Fire. We could use the School District but the School District doesn't have generators. When we looked at the cost of a generator for the High School, it was \$250,000 including the generator. We went to the State to see if we could acquire the funds for a generator, but during that process, Ann Bressett came to us and asked what she could do for the Town in that price range. We leaped at the opportunity to ask for the generator and she delivered the check today. This is very generous on Ann and Lou's part. This will be a very valuable addition to the Community Center. This means it can serve as the full shelter for the community and we won't need to rely on School District space. Ultimately Ms. Griffin feels the School District should have generators in case they ever have to shelter in place, but they will need to make those decisions.

## **11. SELECTMEN'S REPORTS**

### **Brian Walsh**

Chairman Walsh reported that he met with the Recreation Board right before this meeting. What that group of people, including Town staff, the people of Hanover, and the people of the Upper Valley did in terms of giving time and effort including the Dartmouth Football team, Hanover High School Football team, Hanover High School girls soccer team, and many more were able to pull together in 10 days, in response to the hurricane in Louisiana and send a huge truck south full; was to be commended. The Middle School students raised \$700 to go to a Middle School in Baton Rouge the High School students raised similar money to go to a High School in the effected area. It was a wonderful meeting. The quality of people that we can get to do things in this Town is very special.

Chairman Walsh said the Chamber of Commerce is in the process of recruiting a new leader. It is a wonderful search committee consisting of Jay Pierson, Mark Milowski, Ann Milenka, Aaron Boghosian, Sally Wilson, Nora Chin, and one other person. The last Chairman Walsh heard there were somewhere around 40 candidates who submitted their names.



### **Peter Christie**

Selectman Christie reported the Recycling Committee is back up and running under the new Chairperson, Lynn Miller.

The Finance Committee has been working hard all summer long particularly relative to school activities and the teacher's negotiations.

Affordable Housing has been meeting all during the summer. We will have more of an update about that at the next meeting.

### **Kate Connolly**

Vice Chairman Connolly said on Saturday she had the pleasure of attending the official opening of the bike path, some eight years after the grant money was received from the federal government.

Vice Chairman Connolly said she would like to put in a pitch for some paint money to mark bicycles in the new bike path as well as on Medical Center Drive. She was horrified on her way back from the dedication of the bike path to find cars parked in the bike path. She thinks we should budget for a lot of white paint and a bicycle stencil.

There was a meeting of the Route 120 Study Committee. There was more discussion about setting up the parameters of the study and what is needed financially.

The Planning Board has received a lot of informal proposals. The subdivision regulations have been cleaned up so it is more clearly divided between what is informal, what is preliminary, and what is a final sub-division proposal. They are having a number of informal discussions.

Vice Chairman Connolly said tomorrow night the Planning Board is going to have the first design review with the Pingree Farm Development, which is about 200 acres accessed by Mulherrin Farm Road. This should be very interesting.

Dartmouth College continues to show up asking for waivers, which the Planning Board is happy to give them because what they are asking for improves the safety of their fraternity houses.

The Planning Board approved one lot merger in Grasse Road II. They decided not to build 2 houses but rather to make one large lot.

Vice Chairman Connolly said prior to the Selectboard Meeting on September 26<sup>th</sup>, the Hanover and Lebanon Planning Boards are going to meet at 5:30 in the Board Room.

### **Allegra Lubrano**

Selectman Lubrano reported the Howe Library Board met last Thursday. The staff is delighted with the gorgeous new facility.

Selectman Lubrano convened the Community Substance Abuse Advisory Committee today. They are going to keep running and update their mission. They are going to review what CSAC has done in the past and improve upon that, hoping to maybe reduce the number of meetings. There was the sense that sometimes people came to meetings and just sat there and learned nothing and other meetings that were very helpful. This was a reaffirmation that CSAC is a valuable resource not only for the participating constituencies, but also the Town, schools and the community at large. Selectman Lubrano will continue with that and hopefully find someone to chair.

## **12. OTHER BUSINESS**

Ms. Griffin said now that our new Tax Collector starts on September 15<sup>th</sup>, we need the Selectmen to retrospectively appoint Liz Meade as the Tax Collector because she has served in the interim between April 29<sup>th</sup> and September 15<sup>th</sup>. Sylvia Hill should be appointed effective September 15<sup>th</sup>. We need this for audit trail purposes.

**Chairman Walsh MOVED and Selectman Lubrano SECONDED to appoint Elizabeth Meade as Interim Tax Collector effective April 29, 2005 to September 14, 2005 and to appoint Sylvia Hill as Tax Collector effective September 15, 2005. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT ELIZABETH MEADE AS INTERIM TAX COLLECTOR EFFECTIVE APRIL 29, 2005 TO SEPTEMBER 14, 2005 AND TO APPOINT SYLVIA HILL AS TAX COLLECTOR EFFECTIVE SEPTEMBER 15, 2005.**

Chairman Walsh said he would like to discuss the meeting schedule for October. Right now the Selectmen have a meeting scheduled for September 26<sup>th</sup> and then a meeting scheduled one week later on October 3<sup>rd</sup>.

Ms. Griffin said we are trying to get back on the first and third Monday meeting schedule.

Chairman Walsh said it is fine if the Selectmen meet on October 3<sup>rd</sup> but there is a good chance he will not be able to make that meeting.

Selectman Lubrano said the following Monday is Columbus Day and there is a meeting one week after that anyway.

Ms. Griffin said that Selectman Baschnagel will be available to attend the meeting on October 3<sup>rd</sup>.

Chairman Walsh said he wants to make sure we have a quorum for that meeting and if he is in Town her will be there.

The Selectmen will meet the first and third Monday in October, which are October 3rd, and October 17<sup>th</sup>.

### 13. ADJOURNMENT

Selectman Christie **MOVED** and Vice Chairman Connolly **SECONDED** to adjourn the meeting at 9:15 pm. **THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:15 PM.**

#### SUMMARY

1. It was **MOVED** by Selectman Christie and **SECONDED** by Vice Chairman Connolly to set a Public Hearing on September 26, 2005 to seek authorization from the Department of Revenue Administration Pursuant to RSA 32:11 to expend funds during FY 2005-06 in excess of appropriation for the purpose of implementing storm repairs. **THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO SEEK AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS.**
2. It was **MOVED** by Selectman Christie and **SECONDED** by Vice Chairman Connolly to set a Public Hearing on September 26, 2005 to consider the legal, technical, and financial capability of Comcast to assume the Cable Television Agreement currently in place with Adelphia. **THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO CONSIDER THE LEGAL, TECHNICAL, AND FINANCIAL CAPABILITY OF COMCAST TO ASSUME THE CABLE TELEVISION FRANCHISE AGREEMENT CURRENTLY IN PLACE WITH ADELPHIA.**
3. It was **MOVED** by Selectman Christie and **SECONDED** by Vice Chairman Connolly to set a Public Hearing on October 3<sup>rd</sup> 2005 to consider a modification to the Franchise Agreement with currently in place with Adelphia relative to the definition of gross revenue. **THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON OCTOBER 3<sup>RD</sup> 2005 TO CONSIDER A MODIFICATION TO THE FRANCHISE AGREEMENT CURRENTLY IN PLACE WITH ADELPHIA RELATIVE TO THE DEFINITION OF GROSS REVENUE.**
4. It was **MOVED** by Vice Chairman Connolly and **SECONDED** by Selectman Lubrano to authorize the Town Manager to sign a modified Ground Lease with Dartmouth College for the outdoor storage yard on the Gile Tract relative to access easements required for the development of affordable housing on an adjoining Town-owned parcel. **THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO SIGN A GROUND LEASE WITH DARTMOUTH COLLEGE FOR**

**THE OUTDOOR STORAGE YARD ON THE GILE TRACT RELATIVE TO ACCESS EASEMENTS REQUIRED FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON AN ADJOINING TOWN-OWNED PARCEL**

- 5. It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to set a Public Hearing on September 26, 2005 to consider access easement with DHMC and proposed Purchase and Sales Agreement with Twin Pines Housing Trust for the development of affordable housing on the Gile Tract. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO CONSIDER ACCESS EASEMENT WITH DHMC AND PROPOSED PURCHASE AND SALES AGREEMENT WITH TWIN PINES HOUSING TRUST FOR THE DEVELOPMENT OF AFFORDABLE HOUSING ON THE GILE TRACT.**
- 6. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to proclaim September 16 as an official Hanover Bike/Walk to Walk to Work Day. THE SELECTBOARD VOTED UNANIMOUSLY TO PROCLAIM SEPTEMBER 16 AS AN OFFICIAL HANOVER BIKE/WALK TO WORK DAY.**
- 7. Selectman Christie MOVED that Larry Kelly be appointed to the Affordable Housing Commission. Selectman Lubrano SECONDED the nomination. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT LARRY KELLY TO THE AFFORDABLE HOUSING COMMISSION, REPRESENTING DARTMOUTH COLLEGE.**
- 8. Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED that Anne Morris be appointed to the Conservation Commission. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT ANNE MORRIS TO THE AFFORDABLE HOUSING COMMISSION.**
- 9. Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED that Charlie Faulkner, Jim Hornig, and Michael Mayor be appointed to the Planning Board. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT CHARLIE FAULKNER, JIM HORNIG, AND MICHAEL MAYOR TO THE PLANNING BOARD.**
- 10. Selectman Christie MOVED and Vice Chairman Connolly SECONDED that Mary Ann Cadwallader be appointed to the Recycling Committee. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT MARY ANN CADWALLER TO THE RECYCLING COMMITTEE.**
- 11. Selectman Christie MOVED and Selectman Lubrano SECONDED that Dale Peters Bryant, Frances Cobb, Maureen Hall, and Nancy Pierce be appointed to the Senior Citizen Advisory Committee. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT DALE PETERS BRYANT, FRANCES COBB, MAUREEN HALL, AND NANCY PIERCE TO THE SENIOR CITIZEN ADVISORY COMMITTEE.**

- 12. Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED to appoint Arthur Gardiner and H. Bernard Waugh to the Zoning Board of Adjustment. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT ARTHUR GARDINER AND H. BERNARD WAUGH TO THE ZONING BOARD OF ADJUSTMENT.**
- 13. It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to approve the minutes of March 21, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MARCH 21, 2005 AS AMENDED.**
- 14. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Christie to approve the minutes of April 4, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF APRIL 4, 2005 AS AMENDED.**
- 15. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes of May 2, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MAY 2, 2005 AS AMENDED.**
- 16. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes of June 20, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JUNE 20, 2005 AS AMENDED.**
- 17. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes of August 1, 2005 as amended. THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF AUGUST 1, 2005 AS AMENDED, WITH CHAIRMAN WALSH ABSTAINING FROM THE VOTE.**
- 18. It was MOVED by Chairman Walsh and SECONDED by Vice Chairman Connolly that Selectman Lubrano be authorized to review and approve the September 12, 2005 Selectboard minutes relative to the conversation of the Recommendation to Set a Public Hearing on September 26, 2005 to Seek Authorization From The Department of Revenue Administration Pursuant To RSA 32:11 To Expend Funds During FY 2005-06 in Excess Of Appropriation For The Purpose of Implementing Storm Repairs. THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE SELECTMAN LUBRANO TO REVIEW AND APPROVE THE SEPTEMBER 12, 2005 SELECTBOARD MINUTES RELATIVE TO THE CONVERSATION OF THE RECOMMENDATION TO SET A PUBLIC HEARING ON SEPTEMBER 26, 2005 TO SEEK AUTHORIZATION FROM THE DEPARTMENT OF REVENUE ADMINISTRATION PURSUANT TO RSA 32:11 TO EXPEND FUNDS DURING FY 2005-06 IN EXCESS OF APPROPRIATION FOR THE PURPOSE OF IMPLEMENTING STORM REPAIRS.**
- 19. Chairman Walsh MOVED and Selectman Lubrano SECONDED to appoint Elizabeth Meade as Interim Tax Collector effective April 29, 2005 to September 14, 2005 and to appoint Sylvia Hill as Tax Collector effective September 15, 2005. THE**

**SELECTBOARD VOTED UNANIMOUSLY TO APPOINT ELIZABETH MEADE AS INTERIM TAX COLLECTOR EFFECTIVE APRIL 29, 2005 TO SEPTEMBER 14, 2005 AND TO APPOINT SYLVIA HILL AS TAX COLLECTOR EFFECTIVE SEPTEMBER 15, 2005.**

- 20. Selectman Christie MOVED and Vice Chairman Connolly SECONDED to adjourn the meeting at 9:15 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:15 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

These minutes were transcribed by Susan Love

FINAL

## BOARD OF SELECTMEN'S MEETING

August 22, 2005

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; and Julia Griffin, Town Manager.

### 1. PUBLIC COMMENT

Jim Rubens said on September 30<sup>th</sup> the College and the Downtown Parking Alliance have jointly agreed to host a Downtown Hanover/College Block Party that will take place at between 8:00 pm and 11:00 pm. That is a Friday evening and the day before a football game. They believe they have a band for free. There will also be free food and non-alcoholic beverages for all who attend. They have a pretty significant budget in excess of \$20,000 for the evening. They would like permission from the Selectmen to close off Main Street to the intersection of Lebanon Street; a portion of Lebanon Street; and portion of Allen Street and to be allowed to put a banner up advertising the event.

Ms. Griffin said we will need to work out with police and Public Works what the coverage requirements will be. Ms. Griffin said she will need to meet with the planning committee to work on logistics.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to allow the closing of portions of Main Street, Lebanon Street, and Allen Street to traffic on the evening of September 30<sup>th</sup>, 2005 for the purposes of holding a Downtown Hanover/Dartmouth College Block Party and to allow the posting of a banner announcing the Downtown Hanover/ Dartmouth College Block Party. THE SELECTMEN VOTED UNANIMOUSLY TO ALLOW THE CLOSING OF PORTIONS OF MAIN STREET, LEBANON STREET, AND ALLEN STREET TO TRAFFIC ON THE EVENING OF SEPTEMBER 30<sup>TH</sup>, 2005 FOR THE PURPOSES OF HOLDING A DOWNTOWN HANOVER/DARTMOUTH COLLEGE BLOCK PARTY AND TO ALLOW THE POSTING OF A BANNER ANNOUNCING THE DOWNTOWN HANOVER/DARTMOUTH COLLEGE BLOCK PARTY.**

Chairman Walsh said he is tickled with what the Downtown Marketing Alliance and the Chamber of Commerce have pulled off. The new Street Fest was an outstanding success. Chairman Walsh said they have something else happening with Dartmouth College on the 16<sup>th</sup>. Jim Rubens said they would announce those soon. There will be at least two other events designed to attract first-year college students into the Downtown.

## **2. PTB PRESENTATION AND DISCUSSION: A STATUS REPORT ON THE PARKING FUND**

Lt. O'Neill, Parking Supervisor and Bill Barr, Chairman of the PTB (Parking and Transportation Board) were on hand to make this presentation.

Lt. O'Neill said back in the winter the PTB came before the Board of Selectmen and asked to put the money that is in their undesignated fund balance into capital reserve. The Selectmen said they would like to talk about this more and get some background on the undesignated parking fund. That is what Lt. O'Neill's presentation will do.

Lt. O'Neill said in 1995 there were 1068 service parking spaces in Town because we didn't have the parking facility. In the year 2000 we had 1047 spaces. That year in the fall was when the parking facility opened up. Now in 2005 we have 858 service parking spaces. Between 2000 and 2005 we actually lost spaces that were on private property that the Town leased for years. The good news is that the Town hasn't permanently lost those spaces; employees of the property owners still are probably using them. The bad news is that short-term folks that might have come to Town as customers used most of those spaces.

Lt. O'Neill said of those 858 parking spaces we now have, 579 are metered parking. Right now we have 15 minute meters, 30 minute meters, 2 hour meters, and now 3 hour meters in the back parking lot. We have 10-hour time limit meters as well. We have 128 permit spaces, 32 handicap spaces, 50 spaces in Thompson Arena, 40 on Webster Avenue, and we have 29 other spaces around Town that are either municipal or a reserved location. The parking facility has 289 spaces.

Chairman Walsh said 219 spaces have gone from Town management to private management. He asked Lt. O'Neill how many other private spaces are in the central business district. Lt. O'Neill said he doesn't know the answer to that. Selectman Baschnagel said he believes it to be in the order of 500 or 600. Vice Chairman Connolly said she believes it may be more like 700. Chairman Walsh asked if we could try to put together an approximation of that. Ms. Griffin said Judy Brotman would have that information. Lt. O'Neill said another thing worth noting is that of the 858 spaces that the Town manages, 130 of those are on privately owned lots; most of those are owned by the College.

In our parking facility there are 138 customer spaces, 135 leased spaces, and 7 handicap and reserved spaces. The total is 289 spaces. The parking facility is unique because of the type of control we have over the spaces themselves. We are able to get some good data on those spaces. We are seeing a lot of short-term customer stays. In FY 2003 we had a fair amount of all-day customers. In FY 2004 this went down a little bit and then went down dramatically in FY 2005. This relates to the PTB revisiting the rate schedule last year. They noticed that they were seeing a lot of all day parking so they revisited the rate schedule last year. The all day rate was raised from \$9.75 to \$15. This makes more space for the short-term parking. The data from the parking facility shows that 1:00 pm is the busiest time of the day. The parking facility is considered full if there are 117 spaces full of the 138 that are available. Any time that there is a



high occupancy late at night, it is mostly related to folks who are going to the Hopkins Center for events.

Lt. O'Neill said in FY 2003 there were 104 periods when the parking facility was full. In FY 2004 the popularity of the parking facility picked up with 280 periods when the facility was full. This has dropped in 2005. Ms. Griffin said she thinks the reason for this may be the rate change in FY 2005 for all-day parking.

Selectman Baschnagel said it is his recollection that the PTB is tracking the number of full periods per month. He asked what the progression of that has been over the last couple of years. Lt. O'Neill said he doesn't have that information with him. Selectman Baschnagel said we are roughly up in the range of 30 to 40 hours per month when the garage is full. Those times tend to be around the noon hour, but move through the day somewhat. Three years ago we were running 5 to 10 hours per month when the facility was full. This is just another indicator of the long-term continued use.

Lt. O'Neill said in terms of our leases, Level 2 is \$125 per month and we have 35 spaces. We have promised those people we will not oversell those spaces because those people are paying a premium for those spaces so the possibility of those customers being out of a space is close to zero. On Level 3 we charge \$100 per month. We have 64 spaces on that level and there are 80 leases. On level 4 we have 36 spaces and 48 leases. June and July tend to be the quieter months because many of the Dartmouth students tend to drop their lease for those months.

Lt. O'Neill said with respect to the surface parking, our meters operate between 9am and 5pm. The occupancy has been at around 85% on Main St. and has been consistent. Selectman Baschnagel said this would mean the spaces are full 85% of the time.

Parking violations over the last 4 years are hovering between 27,000 to 30,000 tickets. In FY 2004-2005 most of our tickets are for expired meters, at 87%. A second expired meter violation is when you get a ticket and 3 or 4 hours later the technician comes back and the meter is still expired; this would result in a second ticket. If the technician comes back 2 hours later and the meter is still expired then a third ticket will be issued. We really relate those to the people who are employees within the Town. Those tickets account for 1% of the tickets issued. People with no Town permit account for 2 % of our tickets. Police officers issuing overnight tickets account for 4% of our tickets

Lt. O'Neill said in terms of our Parking Fund revenue, we actually made \$1,495,358 with 29% of that coming from the parking meters themselves. Parking fines account for 26% of the revenue. The facility leases generate \$153,000; that is 10% of the revenue. The facility generates another \$129,000, which is 9%. We receive the SLS payment from Dartmouth College for their use of spaces; this is \$103,000. Taxes related to the facility account for \$86,000. Service leases account for 4% of the revenue at \$16,000. There are other sources of revenue, which account for 9%.

Lt. O'Neill said the parking expenditures are up to \$1,460,570. The biggest chunk relates to debt and interest on the parking facility at 22%, which is \$324,768. Insurance costs for the facility are \$11,647, which is 1% of this budget. Charges to other departments such as Public Works and the Police account for \$300,791 and are 21% of the expenditures. The operation of our facility is 15% or expenditures at \$223,575. The operation of parking enforcement accounts for 17% of the budget or \$242,692. The cost of peripheral parking accounts for another 15% of the budget at \$223,748. Employee benefits account for \$100,981 or 7% of the budget. Capital expenditures account for 2% of this budget. If you add up all these expenditures and subtract the revenue you are left with \$34,788. The reason Lt. O'Neill mentions this is because if you look from year to year you will see it is typical for the parking facility to have more revenue than what they would expend.

Chairman Walsh asked Lt. O'Neill to explain why peripheral parking is such a large number. Lt. O'Neill said this money assists in the Town's portion of the shuttle bus operation as well as Advance Transit.

Lt. O'Neill displayed some examples of the revenue versus expenditure performance. In FY 2001 meters, fines, facility customers, and meter rentals are the really big tickets as far as how the undesignated parking fund got to be where it is. In FY 2001 we collected \$83,000 over what we had expected to collect in revenue. We also collected \$196,000 more in fines than we had expected to collect. We took a hit that year in terms of the facility customers because it was our first year of operation. We only had 7 months worth of revenue that year. In FY 2001 we collected \$5,600 in meter rentals. In FY 2002 we collected \$60,000 more in revenue than we had anticipated and these figures have continued to climb. Ms. Griffin said we had balanced a budget based on projected revenues in excess. Lt. O'Neill said the major thing that he would like to project is that in FY 2001 and FY 2002 the meters and fines have doubled. In those years tickets went from \$5 to \$10 each and we also increased the amount that we assess for late payments. We had actually budgeted at the old schedule. Those are the years where we really brought in a lot of money and pushed it into the undesignated fund balance.

Selectman Baschnagel said last budget year we actually anticipated in the budget that we would have to draw down some of the unexpended fund balance. Selectman Baschnagel asked what anticipated draw was expected to be. Lt. O'Neill said we didn't actually draw any money but we had anticipated drawing \$112,000. Selectman Baschnagel said that leaves a \$200,000 swing in next year's budget.

Lt. O'Neill said in four out of the last five budget years the parking fund's revenues exceeded the expenditures. In FY 2001 the undesignated parking fund balance was \$211,069. In the next budget year that balance jumped to \$516,398. This can be attributed to doubling the fines. We did take some money from the undesignated fund balance and put it in capital reserve between FYs 2003 and 2004. This accounts for the slight reduction in the undesignated fund balance between those budget years. In FY 2005 we are again ahead in terms of expenditures.

Lt. O'Neill said the current balance in the undesignated parking fund is \$509,747. The parking fund reserve has \$282,324 for future parking improvements. About \$15,000 of that money is

spoken for in order to get a new parking truck. Ms. Griffin said there is \$50,000 that has been set aside in case we have major repairs we have to make during the year. If we don't use that money, we scoop it into the reserve. The only reason the reserve is not \$300,000 is because we did spend some money on the parking booth improvements one year. Other than that, we really haven't had to use much of that money yet.

Selectman Christie asked if it is relatively clear how to pay expenses against that parking fund. Selectman Baschnagel said the people and the costs are pretty clear. Ms. Griffin said the biggest elusive number is that annual revenue projection of meter fines and meter feeding revenue.

Vice Chairman Connolly said she would like to know the number of spaces that have been taken out of metered parking and put into leased or long-term parking such as the Marshall Lot. Lt. O'Neill said he would get that information.

Bill Barr said he would like to take us through some places that this reserve might get spent in the future. He does feel it is prudent to leave somewhere between 6% and 10% of the total parking budget in the undesignated fund balance. Leaving all the money we have floating in the parking fund isn't prudent. We should probably try to reserve it.

Mr. Barr said a lot of people have heard about Sand Hill, which is the College's new concept for dealing with some of its parking in the future. The College presented it to the Planning Board in July. This would be a Park and Ride Facility up on Route 120 around the corner on what people know as Sand Hill. The map Mr. Barr displayed shows the road that goes up to the water tank with the parking facility to the right. The build-out there is about 500 parking spaces. It would take up about 13 acres of the 88 acres that are in those 2 parcels. The College has done some preliminary work to look at traffic along those two routes. What RSG has told them is that if you go above 350 parking spaces in a facility like that, then there probably would have to be signalization at the intersection. Further down beyond the new water tank access is a new road that the College is thinking about. It would be on the tangent curve and would be about 650 feet from the existing driveway. There would be two-way access in and out with an underpass to allow cars to go underneath. This proposed lot would be served by shuttle buses with at least a ten-minute frequency. There are site issues to come to terms with, including wetlands.

Selectman Baschnagel noted that both the PTB and the College have been talking about the need for peripheral parking for some time. We have been looking for a location represents runs a compromise between the ability to put enough cars into it to support it and is close enough to potentially be serviced by shuttle. This is about as far out as you can go with a realistic shuttle we think. It's one of the very few areas that are available within that kind of a range of the downtown area short of going into Vermont, which still doesn't seem to be a great opportunity.

Mr. Barr said it also works there because many College employees use Route 120 to get to work. If we could capture some of that traffic before it gets to Town, that would certainly be an advantageous position to be in. It creates some issues for the College in terms of how you would get people to go there. Beyond that there is the opportunity to ask how we get the relationship to move forward. There is interest not only from the College's standpoint to get some extra parking

out there, but the Co-op is interested too because of their employees. There is also some interest from the High School, but Mr. Barr hears different things with that so he needs to nail that down. Important too is what we are going to do with people in the Thompson Lot. This is really the only place we are looking right now to put those people. There are 50 employees from various businesses in Town that are up in Thompson right now. If something changes there and the College has to move people out, where are they going to go? Now is the time to put our heads together and see if we can make this work. It is an important piece for both entities to work this out.

Selectman Baschnagel said the Co-op right now is shuttling employees both over to Vermont and up to Centerra down to the Co-op on Lebanon Street. They are aware of this discussion and have made it clear that not only do they support it, but they are willing to support it in not just a moral support way.

Ms. Griffin said the Co-op previously leased 40 spaces in the Thompson Arena Parking Lot from the Town when the Town previously had 160 spaces available to us.

Selectman Baschnagel said this is clearly an opportunity for the Town to replace some parking that we have lost. Ms. Griffin said if the Town did something like this with the College and the College had ultimately were able to build a parking garage near the new Engineering Sciences building; those two facilities would capture more than 2/3 of the inbound traffic that is employed at the College.

Mr. Barr said Dartmouth College instituted a TDM initiative which pays current Dartmouth d-cap holders to not bring their cars to campus. This was started in 2002. The College pays them based upon where they live and when they actually registered their vehicle. Any employee who lives within the village zone, which is  $\frac{3}{4}$  mile from the center of campus, is paid \$180 per year. Any employee who lives beyond the village zone is paid \$360 per year. This money is given monthly in their paycheck and they get 4 passes per month that can be used to park on campus. This program has grown. It started out with 171 participants and now has 248. This has been successful and Mr. Barr thinks it keeps out 100 to 125 cars per day. Right now this is wide open to any College employee who has a vehicle and wants to participate. Before this program started the College had it where any student or employee who showed their College ID could ride the AT bus anywhere for free. Since then the College has upgraded that to where anybody can ride the bus anywhere in the Upper Valley for free. Right now there is a new service in the works between Dartmouth Medical School in Hanover and Dartmouth Hitchcock Medical Center in Lebanon to make the bus service in 15-minute headways. That will be a new way for people to get back and forth in a more easy and timely manner between the two campuses. This will hopefully help keep people off the road.

Mr. Barr said this plays into the Sand Hill because people could put their car there and it would be a little closer and more convenient for folks so we might see more people jump into it. The College would pay people to take the bus. The amount may not be as much, but they would get something.

Jim Rubens, a member of the PTB said it should also be noted that Downtown employees would also have the opportunity to use Sand Hill and it would be associated with free parking and a free shuttle bus. This would pull some Downtown employees out of the Downtown and give them another option that would be free.

Mr. Barr presented a schematic that presents a change in parking in the rear municipal lot. If we were to find some more land back there behind the white picket fence, we could get another 45 parking spaces there. Ms. Griffin said this is the surface option only if we do the land swap with the Episcopal Church and exchange the former Community Center site for the rear yards of the two Episcopal Church Buildings. This would not require building another structure and would provide additional surface spaces. Mr. Barr said we have 88 existing parking spaces and with improvements we would have 133. Ms. Griffin said if we were to build a structure that goes up 3 or 4 levels, this would add even more additional spaces. Ms. Griffin said this identifies yet another expenditure option for the parking fund.

Selectman Baschnagel said these candidates, in terms of opportunities to expand the Town's managed parking resources; Sand Hill and expansion in the municipal lot are the two that are at the top of the list. This is where the next investments seem to make the most sense.

Mr. Barr displayed a slide that he says is more "pie in the sky". The left hand box is actually a parking facility backed up against the zone boundary of the municipal lot. There are renderings that have anywhere from 200 to 500 spaces depending on how many levels you put in the structure. The right hand box is the current surface that is open so that traffic could get through from Maple to Allen Street.

Selectman Baschnagel said one of the key things in doing this kind of schematic is the recognition that the municipal parking lot is also a major loading zone. The question is what kind of geography would we need in order to have a viable structure.

Mr. Barr said what this structure might cost is anybody's guess. When the College was talking about a parking structure on Engineering Drive, the numbers got very scary.

Selectman Baschnagel said one thing he would like to mention to the Selectboard is that in our current zoning we have the ability to generate revenue from parking credits. He has heard people say that, if the Town is not going to do that, then why not just remove the parking requirements that are associated with change of current use. He hopes that wouldn't happen. Right now the Town is effectively built up in terms of any significant increase in retail. Selectman Baschnagel said he thinks the South Block is the example of what has to be done if we want to expand the retail base in Town. The only alternative is for the Town to get into the parking credits and the parking facility construction. Ms. Griffin said we could sell the credits and use that to build up additional parking inventory.

Mr. Barr said we need to decide what to do with that \$509,000. He thinks it's important that we take a look at that and take the majority of it and put it into a reserve fund for a rainy day or in case we decide to take on some of these projects that have been mentioned. Selectman

Baschnagel said any of these projects is going to take some planning funds. We will need funds to support that planning effort before we can get into making decisions about building anything.

Mr. Barr said he thinks it takes a warrant article to move the funds from the undesignated fund balance. Vice Chairman Connolly said it also takes a warrant article to expend the funds from reserve.

Ms. Griffin discussed the thinking in February and early March when the Selectmen were contemplating the parking fund budget; at that point the PTB felt strongly that it was prudent to reserve for the parking fund and that there are additional monies that could be held in reserve as opposed to undesignated fund balance. The Selectmen asked for a context discussion so they could understand more about the big picture before they made a decision about what amount, if any, they are comfortable transferring from undesignated fund balance into the reserve. That is the basis of this discussion. Ms. Griffin said this should lead to some hard and fast recommendations to the Selectboard when the next budget is done in February. The PTB is feeling the need, knowing the various types of parking demands that we are trying to manage, that the Town needs to be proactive in looking at how we utilize funds to secure additional satellite and surface parking in the future. The PTB would like to be able to get the Selectboard on board with taking a particular approach in the context of the budget discussions.

Selectman Christie asked if the money in reserve has been used at all in recent history. Ms. Griffin said the last time we used any of the money was when we built the garage down here and there wasn't much available to us then. This fund began building fund balance many years ago and the Town used it to transfer into the general fund. We've now gotten more disciplined about that procedure. When we raised the fines in the parking fund we saw a significant uptick in the fund balance. That really led the PTB to look at how we use that money in a concrete fashion to secure additional parking, particularly satellite parking because we know we would like to be able to capture some of those vehicles before they clog the Downtown.

Selectman Baschnagel said this goes back to our discussions about undesignated fund balances and what is a prudent reserve and what is not.

Chairman Walsh said he doesn't see us going after this fund balance. He thinks we are half way to a parking master plan. He would like to see the parking numbers for 1985. There was a time before the parking garage and before the hospital when you couldn't get a parking space. The hospital moved and it got softer. Then the parking garage came and it worked and the system works but it is on the edge of not working. Chairman Walsh would like to see numerically what the totals are and how this fits in over time. He doesn't desire to raid that fund balance but he is also not 100% sure that putting it away is the right thing right now. Chairman Walsh thinks the public would be more willing to put that money away in the context of a plan that goes out 5 or 10 years.

Selectman Baschnagel said this is the first attempt to take a snapshot. The logical next step would be to turn this into something more concrete.

Chairman Walsh said the West Wheelock question needs to come up. He is not sure if there is any answer on the other side of the river. Another question to address is how much we are really expecting peripheral parking and free transit to make a difference. How the rider ship has grown on that is really important. It is not just the pieces, but how they work together that is important.

Selectman Baschnagel said it is a good time to do this. Advance Transit needs to be played into that. Bringing it all together as a snapshot is very good.

Chairman Walsh said he is tickled that we have this level of savings. One other suggestion that he would make is that we have more free parking days. This has an influence on the economic health of the Downtown and a negative influence on those numbers we just reviewed.

Selectman Baschnagel said he is personally concerned that if we allow the fund balance to grow to the magnitudes that we are talking about, he is afraid that we will start to raid it by backing off of free parking or other transportation related core issues. It's an attractive lump to pull off into various studies. We need to maintain the focus of what the function of the parking system is. We need to make sure we make the best use of those funds and invest them well.

Mr. Barr asked Chairman Walsh when he would like this report. Chairman Walsh said he would like it when it is right for the PTB to move forward. He sees this as a great backdrop and is driven more by the PTB's schedule than the Selectmen's schedule.

Ms. Griffin said if the PTB wants to continue to push the discussion about undesignated fund balance versus capital reserve; the Selectboard should have that report by the end of the calendar year.

Chairman Walsh said in his mind the focus is getting a 10-year plan that holds together and then dealing with the issue of what part of our savings we would want to lock off as opposed to starting out with the question about what part of our savings we would want lock off. Chairman Walsh thinks the voting public would like to see a plan before putting some portion of that away. The money should follow the plan rather than lead it.

Vice Chairman Connolly said there is also question of how we actually did our expenditures because it seems to her that when it is accumulating the undesignated fund balance and that used to drift into the general fund; it went through the general fund to pay the parking expenses such as Advance Transit. We supported parking expenses such as AT out of this fund through the general fund for many years. It wasn't just drifting off into the general fund; it was being used for these expenses.

Jim Rubens said Lt. O'Neill is going down to a parking technology seminar in early September. Some of the things that we are generally talking about and wanting to learn more about are things like in-car meters and gates to manage parking in the municipal lot so people don't get tickets anymore and that we give people a way to park for whatever they deem necessary. Hopefully they will park in some manner that will tend to disincentivize meter feeding and all-day parking by employees. By eliminating parking tickets for customers, some of the money in

those reserves could come before the Selectmen in next year's budget for types of technology that will make the Town friendlier to parkers.

### **3. UPDATE ON STATUS OF FEMA FUNDING FOR STORM DAMAGE**

Ms. Griffin sent all of the Selectmen an email right before her vacation to update them on this. Essentially the Governor declared that the storms that occurred around June 10<sup>th</sup> had been expensive and thus disastrous for southern Grafton County. He declared the event a disaster for purposes of submitting an application to FEMA.

Ms. Griffin said she learned a little bit more by talking with the staff at the Bureau of Emergency Management about this process. The declaration with the letter has gone to FEMA and is now sitting somewhere pending review. FEMA will do either one of two things. They will either give it thumbs up or give it thumbs down. If they give it thumbs up, then we would go ahead and begin submitting detailed cost estimates, which we have already prepared. In addition, individual property owners who have experienced damage can apply for reimbursement to a parallel property damage program that is launched when a FEMA award is made. If the answer is no and FEMA doesn't think that the event merits the kind of response we feel we need, then the State can appeal the decision to FEMA.

Ms. Griffin said the last set of storms that occurred Easter weekend were declared a disaster by the State. The State submitted the application to FEMA and FEMA nixed the request for funding. It took two months for that decision to come out. The State has appealed and as of today they are still waiting for an answer from FEMA.

Ms. Griffin said she told Public Works that she doesn't think we will have an answer before it's too late to pave this fall. Ms. Griffin said she is going to talk with Senator Gregg's office to see if there is anything we can do that is appropriate but not heavy-handed.

Ms. Griffin will keep the Selectmen updated. In the meantime, we are close to having completed the work that we will be able to do on Lyme Road. We will then move back out and do what we can on the roads, but we continue to hold our paving funds. We have gone to the end of the line for the paving contract. We can hold off doing that until mid-October in hopes that we will have an answer from FEMA before then in which case we would unleash Blak Top to do a whole lot more paving than we had anticipated. At this point, what she has asked Peter Kulbacki and Mike Chase to do is to bandaid the situation and identify the most critical areas that need to be paved and everything else may have to hold until next spring.

Selectman Baschnagel said setting Reservoir Road aside, he is curious as to what has to be worked on before we go into the plowing season. Ms. Griffin said there are a few sections of East Wheelock and Dogford Road that need to be improved on before we go into plowing season. Everything else is more or less okay. Mike Chase is concerned about King Road. Not that it was damaged by the storm, but it was on the list for repaving this year. He is very worried if we don't pave that section of King Road this year, then we are going to have to spend a lot more money repaving it next year. It's the first thing we will look to do with whatever money



we have remaining in our funds to be expended this year. Initially we talked about whether we should hold a special Town Meeting to seek an emergency appropriation. Ms. Griffin feels we need to wait the FEMA process out. We are getting late enough into the season that we will have to bandaid what we need to do to get us through winter and then we deal with this at Town Meeting in May depending on what we hear from FEMA. The worst case scenario is that we will have to take money out of our undesignated fund balance as a separate appropriation or we ask for a one-time tax rate increase to supplement our funding for paving. The State was fairly optimistic that because the storms of Easter were denied that the quick storms in June that were so devastating might be enough to prompt FEMA to say they declined on the April storms but clearly Southern Grafton County has had a hard spring so they'll say yes on the June events.

Selectman Christie said we had a couple hundred thousand dollars in paving which would be enough to use to make emergency repairs. Ms. Griffin said we have spent about \$170,000. That includes about \$110,000 in gravel and emergency work and about \$40,000 that we had to dedicate to the Etna Highlands Road bridge retaining walls, which have collapsed. We hired a private contractor to come and stabilize those walls. That was emergency work we had to do because we were concerned we would have to condemn that bridge, as was the State. The State was very good about quickly getting us permits to do that work and worked with us in a very helpful fashion. Selectman Christie asked what the magnitude of the work is that still needs to be done before plowing season. Ms. Griffin said that will be probably another \$40,000 or \$50,000 and that doesn't include King Road. King Road will cost about \$45,000 to \$50,000 on the list of paving projects that we had for this paving season.

Chairman Walsh asked how much the undesignated fund balance is. Ms. Griffin said it is 6 ½ % of our total. It is up in the \$580,000 to \$600,000 range. Chairman Walsh said the answer is that if Mike Chase and Peter Kulbacki decide that King Road has to be done because it is going to cost us 50% more in the future, we ought to just do that and let the undesignated fund balance fall to 5 ½% as opposed to 6 ½%. Let's make sure the rules don't tie us up in a way that we are going to suffer a worse loss later.

Ms. Griffin said she would be back at the September 12<sup>th</sup> meeting with an update. Hopefully we will have a pretty good read from FEMA as to whether or not the State has snowball's chance or not of having their declaration approved by FEMA. If it is not approved we will come up with an expenditure game plan and operational game plan with some alternative for the Selectboard to consider.

Chairman Walsh said it sounds to him like Ms. Griffin, Peter Kulbacki, and Mike Chase are doing a fine job wading through a real mess. Ms. Griffin said the highway crew has been super through this. It has been a long summer with a lot of jumping from major repairs to roundabouts.

**4. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE LOCAL GOVERNMENT CENTER HEALTH TRUST, LLC. CERTIFICATE OF AUTHORIZING RESOLUTION AND OTHER RELATED DOCUMENTS**

Ms. Griffin said the Selectboard has done this before but not for the Health Trust. This just continues to formalize their practices and procedures. They are now requesting participants in the Health Trust authorize this resolution.

Vice Chairman Connolly said this seems to be totally focused on COBRA coverage. Ms. Griffin said it is and she just got back today to this. Barry Cox took care of this while she was gone. She doesn't know why COBRA is such a focal point in this, but she does know it is an agreement they are requiring all Health Trust members to do and there is some recent Federal law having to do with COBRA that propelled them into doing this. Ms. Griffin and Barry Cox read the agreement and didn't see anything in it that caused concern from an operational standpoint.

**Selectman Baschnagel MOVED and Vice Chairman Connolly SECONDED to authorize the Town Manager to execute The Local Government Center Health Trust, LLC. Certificate of Authorizing Resolution and other related documents. THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE LOCAL GOVERNMENT CENTER HEALTH TRUST, LLC. CERTIFICATE OF AUTHORIZING RESOLUTION AND OTHER RELATED DOCUMENTS.**

**5. ADMINISTRATIVE REPORTS**

Ms. Griffin reported she has just arrived back from vacation. It was a nice vacation and it's nice to know that we are not the only ones who deal with rotaries, water shortages, Planning and Zoning hassles, and growth pressure.

Ms. Griffin said she spent the bulk of today just going through the 250 emails in her in basket. She doesn't have a whole lot more to report other than we are almost done with the work on Lyme Road. We are still waiting for a little more signage for the roundabout. Ms. Griffin has received around 6 emails and she suspects that Public Works has received more, of folks who are trying to understand how the roundabout works or concerns about trucks getting through the roundabout. Peter Kulbacki has developed a very nice response, which Ms. Griffin can forward to the Selectmen in case they get any questions. Ms. Griffin said she has had some drop-ins and a couple of dozen phone calls that Peter Kulbacki has dealt with in her absence. Ms. Griffin has also responded to Ray Burton who received a complaint from a trucking company, and DOT has also responded to Ray Burton that the design meets the standards. We are trying to use this as an opportunity to educate people as to what the purposes of the roundabout are. We will continue to observe utilization over the next couple of months and if we need to tweak it then we will. Our roundabout engineer said to take some digital photos for him once it's fully in place and he will see if we need to tweak the entry curbing to make it easier for people to use.

Selectman Lubrano asked if a mailing did or will go out to Middle School parents. Ms. Griffin said it would be going in the mail tomorrow. The school district is sending it. They have produced in conjunction with the letter, a drawing of the whole area with the various areas that have been created for pull in and drop off. Folks will have a visual as well as the letter. We also did a letter to all the neighbors in the Dresden Road neighborhood with respect to the diverter that we are in the process of installing. This cuts off Dresden Road at Curtis. We also have beefed-up police presence planned for the first two weeks of school. There will be a dedicated police officer at the Middle School itself near the crossing signal, which just went in today. We will also have a police officer on Reservoir Road in addition to two crossing guards; one at the Middle School and one at Dresden Road. The police officer will direct traffic during the rush hour in the morning at Reservoir and Lyme.

Selectman Baschnagel said Advance Transit would also be doing something that will hopefully help the situation. They have an updated route schedule. One of the updates will be to take the Norwich/Hanover brown route, which goes from downtown Norwich to Kendall; that will go from an hour to a half hour service. Ms. Griffin said the school district's letter includes information specifically that there will be three buses in Norwich at the Marion Cross School every morning that will go strictly from Marion Cross to the Middle School, to encourage Norwich kids to get on the bus in Norwich and to not be trucked up the hill and out Lyme Rd.

Ms. Griffin said the other thing we will be doing is traffic counts just before and after school starts on Rip Road because we want to be able to determine the impact on Rip Road particularly in the context of Reservoir Road being closed because of storm damage. The Rip Road neighbors are concerned. We had very little expression from anyone about not being able to use Reservoir Road since the storm but we are sensitive to what the Rip Road neighbors are concerned about.

Selectman Baschnagel asked if there is any possibility of doing some traffic counts on Two Mile Road. There are a lot of people out there who are concerned about bypass traffic. Ms. Griffin said she would put that on the list.

## **6. SELECTMEN'S REPORTS**

### **Kate Connolly**

Vice Chairman Connolly reported the Planning Board is on its August hiatus so the only thing that she has done was go to her first meeting at the Upper Valley Lake Sunapee Regional Planning Commission at 30 Bank Street. The building is certainly an improvement over the old one.

Vice Chairman Connolly said she agrees with Chairman Walsh that the new Street Fest was a joy. She holds certain that it will be repeated.

**Bill Baschnagel**

Selectman Baschnagel reported the Conservation Commission met last week. They have closed and Jim Baum has purchased the Town conservation property over on the other side of Moose Mountain. Mr. Baum is very interested in working with the Town, the Outing Club, and the Conservation Commission in terms of working together on development of the management of that property.

Ms. Griffin said that it was a wonderful closing. She attended it with Selectman Baschnagel. She wishes we had more opportunities like that to express our gratitude to someone who is doing something very nice for land preservation in Hanover.

Selectman Baschnagel said what Mr. Baum did was purchase back the land from the Town. The Town went out and spent \$147,000 purchasing the 260 acres behind Moose Mountain. The Conservation Commission then put an easement on the land in conjunction with Mr. Baum. Mr. Baum then paid the Town \$107,000 for the property. Basically we got \$107,000 back into the Conservation Fund and on top of that he has made a commitment to manage that property in accordance with that conservation easement, with a view to the land ultimately going back to the Town as a contribution.

Ms. Griffin said this is a very thoughtful and creative way to help the Town preserve open space and play an active role for doing that.

**Allegra Lubrano**

Selectman Lubrano reported that it has been very quiet. Most of her assigned committees have been on vacation. She is presuming that either next week or the week after the Howe Library Board will start meeting again.

**Peter Christie**

Selectman Christie reported the Recycle Committee gears down after July and will begin again in September.

Affordable Housing has stayed very active right through the summer and continues to pursue their major projects.

The Finance Committee has been very active this summer. They have several projects they are trying to pull to completion. They are looking to give some guidance to the upcoming teacher's salary negotiations.

**Brian Walsh**

Chairman Walsh said his report was the excitement over Street Fest.

**7. OTHER BUSINESS**

There was no Other Business.

**8. ADJOURNMENT**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Christie to adjourn the meeting at 8:45 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:45 PM.**

**SUMMARY**

- 1. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to allow the closing of portions of Main Street, Lebanon Street, and Allen Street to traffic on the evening of September 30<sup>th</sup>, 2005 for the purposes of holding a Downtown Hanover/ Dartmouth College Block Party and to allow the posting of a banner announcing the Downtown Hanover/ Dartmouth College Block Party. THE SELECTMEN VOTED UNANIMOUSLY TO ALLOW THE CLOSING OF PORTIONS OF MAIN STREET, LEBANON STREET, AND ALLEN STREET TO TRAFFIC ON THE EVENING OF SEPTEMBER 30<sup>TH</sup>, 2005 FOR THE PURPOSES OF HOLDING A DOWNTOWN HANOVER/ DARTMOUTH COLLEGE BLOCK PARTY AND TO ALLOW THE POSTING OF A BANNER ANNOUNCING THE DOWNTOWN HANOVER/ DARTMOUTH COLLEGE BLOCK PARTY.**
- 2. Selectman Baschnagel MOVED and Vice Chairman Connolly SECONDED to authorize the Town Manager to execute The Local Government Center Health Trust, LLC. Certificate of Authorizing Resolution and other related documents. THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE LOCAL GOVERNMENT CENTER HEALTH TRUST, LLC. CERTIFICATE OF AUTHORIZING RESOLUTION AND OTHER RELATED DOCUMENTS.**
- 3. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Christie to adjourn the meeting at 8:45 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:45 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

**FINAL**

**BOARD OF SELECTMEN'S MNUTES**

**August 1<sup>st</sup>, 2005**

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

The Vice Chairman, Kate Connolly, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Katherine "Kate" Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; Julia Griffin, Town Manager; and members of the public.

**1. PUBLIC COMMENT**

Mrs. Winifred Stearns, a resident, identified herself as a handicapped person not in a wheelchair, not blind, but deaf. She said that she couldn't hear in the acoustically challenged Board Room. Town Manager Griffin indicated that the Town had budgeted for a sound system but Mrs. Stearns indicated that she had not received notice. Mrs. Stearns read a selection from the letter that she submitted to the board, describing a meeting in Palm Beach that she attended, which stated as follows:

"Each of the eight commissioners and three staff had his or her own microphone suspended on a slim rod like those in superior court in Haverhill and like those used in baseball hearings and before Congress. Each speaker addressed the microphone, not turning to address each other and the result was that all of us in audience heard clearly what the speaker said. The presenter spoke into a hand microphone. The microphones are not intrusive or intimidating. Why can't we have this situation in Hanover? For years I've tried for hearing enhancement and have offered personally to pay for that device. As Hanover is threatened more and more by demands for growth, citizens alarmed are seeking to know more about the Town. They have the right to know by New Hampshire law. I am not the only deaf person who should be accommodated. It is not a big deal. Can't we get on with it?"

**2. PUBLIC HEARING TO CONSIDER AND APPROVE IMPLEMENTATION OF THREE HOUR METERS IN MUNICIPAL LOT #1 AND SATURDAY RATE CHANGE IN PARKING FACILITY**

Selectman Baschnagel said that there have been two-hour meters for a number of years and the Parking and Transportation Board has heard from the business community concerning the limitedness of two hour parking. The suggestion was to try out having three-hour meters. He said that they asked that Patrick O'Neill be prepared with his troops to more diligently watch these spaces all day. They felt that four hours would be an adequate amount of free time in the Parking Facility. He said that the facilities would be manned on Saturdays and that it looks like it would not impact the staff operations. The loss in revenue would not be inconsiderable but would not be a lot; it is just under \$10,000. The Parking and Transportation Board has not recommended a place to take that money out when looking at last year's budget and actuals in terms of revenue. They came in over revenue this year and

this is expected next year, so it is expected that the revenue lost would be made up. The two proposals are aimed strongly at helping the business community to be able to attract customers. He said that the request is for a limited period of time, nominally six months, to change the maximum from two hours to three hours. He indicated that the second proposal comes from the recognition that they need a hook. The marketing group would really like them to do this. Selectman Baschnagel indicated that the suggestion was to make up to four hours in the parking garage free for Saturdays for a six month period as well, just during the Saturday shopping period. A concern was what would keep the employees from parking in the Parking Facility.

Town Manager Griffin indicated that she'd had a discussion with Patrick O'Neill that afternoon. She said that she is requesting to him that he defer not the \$10,000 but the expenditures to the lot until they have a very good handle on whether their revenue objections will exceed what they budgeted. She doesn't want to end this year having more than their expected budget. She said that even though the Parking and Transportation Board doesn't want to make the cuts they need to operate, theoretically holding the line on about \$10,000 until they can be sure that their revenue is coming in higher than they expected.

Vice Chairman Connolly said that six months is long enough to determine any conceivable changes that they might have for that experiment. Selectman Lubrano agreed, saying that this would see them through the holiday season.

Selectman Baschnagel said that they have enough statistics concerning use of the parking facility as well as active business owners keeping an eye on the lot that they'd have feedback on what is going on and how the customers are feeling about the situation.

A member of the public said that he thinks it would be more practical to have a six month review, that way if there are scheduling problems they can deal with them, rather than having a loss of continuity.

Town Manager Griffin said that her understanding was that this is what the six-month time frame involves. At the end of six months Lt. O'Neill will be able to provide the Parking and Transportation Board and the Select Board with an update so it can be decided whether they desire to continue the program.

Mrs. Stearns indicated her concern with employees of businesses like the restaurants on Main Street, saying that if she were one of these employees she would be thrilled that the meter is no longer in operation at 5:00. She thinks that the meters should be extended to 6:00.

Selectman Lubrano said that she has mixed feelings about the parking issues. She is not sure that she supports extending the hours to 3 from 2 in the back lot because part of her feels that people have two hours to move along and there are a lot of other customers that would

like to park and the same goes for the parking facility. She says that if they are trying this for a six-month trial period and Lt. O'Neill supports it, then she will.

**It was MOVED by Selectman Christie and SECONDED by Selectman Lubrano that they proceed with the modifications from 2 hours to 3 hours in Municipal Lot #1 as well as make the first four hours of parking in the parking facility free on Saturdays for a six month period. THE BOARD VOTED UNANIMOUSLY TO PROCEED WITH THE MODIFICATIONS FROM 2 HOURS TO 3 HOURS IN MUNICIPAL LOT #1 AS WELL AS MAKE THE FIRST FOUR HOURS OF PARKING IN THE PARKING FACILITY FREE ON SATURDAYS FOR A SIX MONTH PERIOD.**

**3. RECOMMENDATION TO CONVENE AS HANOVER HOUSING AUTHORITY TO CONSIDER MODIFICATIONS TO SECURITY DEPOSITS AND SENIOR CITIZENS VS. DISABILITY TENANT MIX POLICIES**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to temporarily adjourn the Board of Selectmen and convene as Hanover Housing Authority to consider modifications to security deposits and the senior citizens vs. disability tenant mix policies. THE BOARD VOTED UNANIMOUSLY TO TEMPORARILY ADJOURN THE BOARD OF SELECTMEN AND CONVENE AS HANOVER HOUSING AUTHORITY TO CONSIDER MODIFICATIONS TO SECURITY DEPOSITS AND SENIOR CITIZENS VS. DISABILITY TENANT MIX POLICIES.**

Town Manager Griffin announced that Jon Chaffee was present to answer any questions.

One of the recommendations is that they not require security deposits in the form of a first month's rent to be paid by the tenants of the residences and strongly urges them to have a formula for security deposits.

The second was that in the past, within the last six or seven years, the Board in response to concerns about increasing their ability to house disabled non-senior individuals decided to go with a slight change in the ratio to allow five disabled individuals. She said that operationally they are finding that this is somewhat complicated. There are times when there are no disabled individuals on that list and seniors are waiting and they can't house a senior because they have to find a disabled non-senior to fill that spot, so they don't go under that minimum number. She said that they would rather serve the group of citizens that they have the longest waiting list for, that being the seniors.

Mr. Chaffee explained that what happened was that the rule was that people that were admitted as disabled stopped being disabled when they became elderly. They have a multitude of people that are disabled but do not count as disabled because they have elderly status. If they keep the number of disabled people at 5, as disabled residents become elderly they are forced by that number to take disabled people ahead of the elderly into the housing



and that wasn't the intent of the Board when they picked that number. He clarified for Selectman Baschnagel that the number is the number of disabled residents that they cannot fall below. He said that this number was set to assure that non-elderly and disabled Hanover residents had a place in the housing. He said it seems to be working pretty well independently of the number that was picked and it still would if they changed the number to two. This would create a chance for the non-elderly disabled residents to get in without shorting the elderly people. They would have to scour the list for the non-elderly disabled persons to fill the two spots. If they were unable to find non-elderly disabled persons to take those spots, the housing would not sit empty; they would admit an elderly person instead.

Selectman Baschnagel said that what he is looking for is a formula where two spaces would be reserved for non-elderly disabled residents and a certain number for elderly residents and the middle would be able to fluctuate.

Town Manager Griffin said that based on their own practical experience with the facility are comfortable with what is being recommended.

**It was MOVED by Selectman Christie and SECONDED by Selectman Baschnagel to approve the modifications to security deposits and senior citizens vs. disability tenant mix policies. THE HANOVER HOUSING AUTHORITY VOTED UNANIMOUSLY TO APPROVE MODIFICATIONS TO SECURITY DEPOSITS AND SENIOR CITIZENS VS. DISABILITY TENANT MIX POLICIES.**

**It was MOVED by Selectman Christie and SECONDED by Selectman Baschnagel to adjourn the Hanover Housing Authority and re-convene as the Board of Selectmen. THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE HANOVER HOUSING AUTHORITY AND RE-CONVENE AS THE BOARD OF SELECTMEN.**

**4. RECOMMENDATION TO ADOPT ABATEMENT AS PROPOSED BY THE ADVISORY BOARD OF ASSESSORS**

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adopt an abatement as proposed by the Advisory Board of Assessors. THE BOARD VOTED UNANIMOUSLY TO ADOPT AN ABATEMENT AS PROPOSED BY THE ADVISORY BOARD OF ASSESSORS.**

**5. PRESENTATION OF TAX EXEMPT PROPERTY REPORT**

Town Manager Griffin said that she thinks the thinking for including this item is that in part they'd had some legislation proposed that might have resulted in land under academic buildings being taxable and that legislation did not go anywhere. Because of that threat of losing the tax revenue it was thought that the Board should just have an overview of the status of Dartmouth's taxable and untaxable property. She said that the reason she'd left this

on the agenda tonight is to encourage the Board to ask for questions or any additional information they might need.

Selectman Lubrano indicated that it would be useful after assessing estimated tax revenue so they can know what they might be looking at losing.

Town Manager Griffin said that all of the downtown properties not shown that are College owned are TAXABLE. She said that she uses every opportunity she has to let people know how much tax Dartmouth does pay because most people in Hanover are under the assumption that they pay no taxes whatsoever on anything and are amazed to find otherwise. At some point she thinks it might be a good idea to do something like a community newsletter or a blurb on the website to inform the public.

**6. RECOMMENDATION TO ACCEPT RESIGNATION OF JULIA GRIFFIN AS TOWN CLERK AND TO APPOINT CHARLES GARIPAY AS TOWN CLERK PENDING 2006 TOWN MEETING**

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to accept the resignation of Julia Griffin as Town Clerk and to appoint Charles Garipay as town clerk pending 2006 Town Meeting. THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE RESIGNATION OF JULIA GRIFFIN AS TOWN CLERK AND TO APPOINT CHARLES GARIPAY AS TOWN CLERK PENDING 2006 TOWN MEETING.**

**7. RECOMMENDATION TO ISSUE 2005 DOG WARRANTS**

**It was MOVED by Selectman Baschnagel and SECONDED Selectman Lubrano to issue 2005 Dog Warrants. THE BOARD VOTED UNANIMOUSLY TO ISSUE 2005 DOG WARRANTS.**

**8. RECOMMENDATION TO APPROVE STREETFEST REQUEST**

Town Manager Griffin indicated that the only difference in the event this year is that they are not allowing outside vendors; only Hanover vendors will be there and they are not charging any vendors.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to approve the Street-Fest Request. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE STREETFEST REQUEST.**

**9. FURTHER DISCUSSION AND ADOPTION OF FY2005-2006 GOALS AND OBJECTIVES**

Selectman Lubrano indicated that Chairman Walsh had wanted the goal of supporting the Howe's initiatives moved to the bottom only because Howe's initiatives had largely been accomplished.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adopt the FY2005-2006 Goals and Objectives pending minor changes. THE BOARD VOTED UNANIMOUSLY TO ADOPT THE FY2005-2006 GOALS AND OBJECTIVES PENDING MINOR CHANGES.**

**10. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE ANTENNA LEASE AND LEASE PURCHASE AGREEMENTS**

Town Manager Griffin said that the Springfield Planning Board reported that they would put them on the tower for free. She said that originally the price was outside of their budget.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to authorize the Town Manager to execute Antenna Lease and Lease Purchase Agreements. THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ANTENNA LEASE AND LEASE PURCHASE AGREEMENTS.**

**11. RECOMMENDATION TO ADOPT AMENDED JOB TITLES:**

- FLEET SHOP FOREMAN
- FACILITIES & FLEET MANAGER

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adopt the amended job titles for Fleet Shop Foreman and Facilities and Fleet Manager. THE BOARD VOTED UNANIMOUSLY TO ADOPT THE AMENDED JOB TITLES FOR FLEET SHOP FOREMAN AND FACILITIES AND FLEET MANAGER.**

**12. APPROVAL OF MINUTES: MARCH 7, 2005, MARCH 8, 2005, MAY 16, 2005, JUNE 6, 2005**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes for March 7<sup>th</sup>, 2005, March 8<sup>th</sup>, 2005, May 16<sup>th</sup>, 2005, and June 6<sup>th</sup>, 2005 subject to receiving any final modifications from the Board. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES FOR MARCH 7<sup>TH</sup>, 2005, MARCH 8<sup>TH</sup>, 2005, MAY 16<sup>TH</sup>, 2005, AND JUNE 6<sup>TH</sup>, 2005 SUBJECT TO RECEIVING ANY FINAL MODIFICATIONS FROM THE BOARD.**

### **13. ADMINISTRATIVE REPORTS**

Town Manager Griffin said that they are still waiting on an answer from the State as to whether or not the storms of June will be extended; they have had two site visits from FEMA and the Bureau of Emergency Management. They think that this is a good sign but they will not know for sure if they will get funding or not. She went on to say that they did receive rapid wetland approval from the State for the Etna Highland Bridge and the work is almost complete. They have essentially buttoned up most of their storm repair work. They are out on Lyme Road trying to complete the first roundabout. They have joint cooperation with the Hanover Police Department concerning traffic with the roundabout and will have officers and crossing guards posted when Middle School starts.

When asked to describe the drop-off procedure at the Middle School with the new roundabout in place, by Selectman Lubrano, Town Manager Griffin said that there will be bump-outs and pull-ins along Lyme Road on either side of the crosswalk. She indicated that there will be a crossing guard at the crosswalk with an active pedestrian signal that will flash red when pushed and yellow otherwise. She said that the difficulty for the next few months will be, if one wants to reverse direction, one will have to determine how most easily to reverse direction. If one is coming from in Town or Etna there will also be drop off spots on the Middle School side of Lyme Road on either side of the crosswalk and the crosswalk will be protected on either side of the street with bump outs. She said that they are getting together a mailing for parents of Middle School and High School describing this process.

Selectman Baschnagel asked if there is going to be any work on the South Road roundabout. Town Manager Griffin was unsure; this depends largely on what they hear about the storm damage funding.

Selectman Christie asked if there was anything that should be happening in terms of the storm damage repairs. Town Manager Griffin said that they have “band-aided” most of their repairs and if they hear from FEMA they will go on to make the decision on how to complete the rest of the repairs whether or not they get the funding.

### **14. SELECTMEN'S REPORTS**

#### **Allegra Lubrano**

Selectman Lubrano indicated that she did not have much to report as she'd been away. She said that the Howe has met its \$5.5 million dollar goal and is planning its opening festivities with the main event being held on October 23<sup>rd</sup>.

**Bill Baschnagel**

Selectman Baschnagel said that he attended the Lebanon City Council meeting where they discussed things such as landfill options. He said that it is an ongoing status report for an ongoing town. He indicated that the Planning and Transportation Board met and is meeting again in the fall. Their hope is to come back to the Board sometime in the next two months to give an overview of their doings and to discuss future plans. He went on to indicate that AP has received a \$60,000 grant for a planning study to look at multi-modal issues in downtown Hanover. He said that this is an opportunity to look at what kind of improvements they might want to think about. The Conservation Commission in working with the Department of Public Works has identified some of the class six roads as non-traffic allowable. Signs will go up if the roads get impassable and will go down if they are passable. He announced that that coming Wednesday (Aug 3<sup>rd</sup>), the Town will be closing on selling property and replenishing the funds back into the Conservation Fund.

**Peter Christie**

Selectman Christie said that there is an upcoming Planning Committee meeting coming up on Aug 2<sup>nd</sup>.

**Katherine Connolly**

Vice Chairman Connolly said that their friends from Nihonmatsu had left that morning after spending the weekend. They are on the cusp of planning a trip to Nihonmatsu and a couple of other cities in Japan for the women's high school soccer team.

She indicated that the Planning Board has passed two site plans on Park Street, one to allow Dartmouth College to look into condominium ownership of two buildings on the corner of Park Street and other parking lot for the dentist office. They reviewed informally projects from the Qroe development people who want to do a development off of Goodfellow Road. Dartmouth College wishes to put a 500 car parking lot on Sand Hill and that was unofficially approved. She went on to say that they heard from Paragon Development, which purchased a property on Greensboro Road, and they have plans for development there. They have also been updated by the village center committee, which is studying the area of Lyme Road. She said that they also completed another set of sub-division regulations, which will perhaps be much more complicated in many ways and in some ways simpler.

**15. OTHER BUSINESS**

There was no other business.

**16. ADJOURNMENT.**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to adjourn the meeting at 8:35 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:35 PM.**

Respectfully Submitted,

Allegra Lubrano, Secretary

These minutes were transcribed by Brandi Love.

**SUMMARY**

- 1. It was MOVED by Selectman Christie and SECONDED by Selectman Lubrano that they proceed with the modifications from 2 hours to 3 hours in Municipal Lot #1 as well as make the first four hours of parking in the parking facility free on Saturdays for a six month period. THE BOARD VOTED UNANIMOUSLY TO PROCEED WITH THE MODIFICATIONS FROM 2 HOURS TO 3 HOURS IN MUNICIPAL LOT #1 AS WELL AS MAKE THE FIRST FOUR HOURS OF PARKING IN THE PARKING FACILITY FREE ON SATURDAYS FOR A SIX MONTH PERIOD.**
- 2. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to temporarily adjourn the Board of Selectmen and convene as Hanover Housing Authority to consider modifications to security deposits and the senior citizens vs. disability tenant mix policies. THE BOARD VOTED UNANIMOUSLY TO TEMPORARILY ADJOURN THE BOARD OF SELECTMEN AND CONVENE AS HANOVER HOUSING AUTHORITY TO CONSIDER MODIFICATIONS TO SECURITY DEPOSITS AND SENIOR CITIZENS VS. DISABILITY TENANT MIX POLICIES.**
- 3. It was MOVED by Selectman Christie and SECONDED by Selectman Baschnagel to approve the modifications to security deposits and senior citizens vs. disability tenant mix policies. THE HANOVER HOUSING AUTHORITY VOTED UNANIMOUSLY TO APPROVE MODIFICATIONS TO SECURITY DEPOSITS AND SENIOR CITIZENS VS. DISABILITY TENANT MIX POLICIES.**

4. It was **MOVED** by Selectman Christie and **SECONDED** by Selectman Baschnagel to adjourn the Hanover Housing Authority and re-convene as the Board of Selectmen. **THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE HANOVER HOUSING AUTHORITY AND RE-CONVENE AS THE BOARD OF SELECTMEN.**
5. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to adopt an abatement as proposed by the Advisory Board of Assessors. **THE BOARD VOTED UNANIMOUSLY TO ADOPT AN ABATEMENT AS PROPOSED BY THE ADVISORY BOARD OF ASSESSORS.**
6. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to accept the resignation of Julia Griffin as Town Clerk and to appoint Charles Garipay as town clerk pending 2006 Town Meeting. **THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE RESIGNATION OF JULIA GRIFFIN AS TOWN CLERK AND TO APPOINT CHARLES GARIPAY AS TOWN CLERK PENDING 2006 TOWN MEETING.**
7. It was **MOVED** by Selectman Baschnagel and **SECONDED** Selectman Lubrano to issue 2005 Dog Warrants. **THE BOARD VOTED UNANIMOUSLY TO ISSUE 2005 DOG WARRANTS.**
8. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to approve the Street-Fest Request. **THE BOARD VOTED UNANIMOUSLY TO APPROVE THE STREETFEST REQUEST.**
9. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to adopt the FY2005-2006 Goals and Objectives pending minor changes. **THE BOARD VOTED UNANIMOUSLY TO ADOPT THE FY2005-2006 GOALS AND OBJECTIVES PENDING MINOR CHANGES.**
10. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to authorize the Town Manager to execute Antenna Lease and Lease Purchase Agreements. **THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE ANTENNA LEASE AND LEASE PURCHASE AGREEMENTS.**
11. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to adopt the amended job titles for Fleet Shop Foreman and Facilities and Fleet Manager. **THE BOARD VOTED UNANIMOUSLY TO ADOPT THE AMENDED JOB TITLES FOR FLEET SHOP FOREMAN AND FACILITIES AND FLEET MANAGER.**

**12. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to approve the minutes for March 7<sup>th</sup>, 2005, March 8<sup>th</sup>, 2005, May 16<sup>th</sup>, 2005, and June 6<sup>th</sup>, 2005 subject to receiving any final modifications from the Board. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES FOR MARCH 7<sup>TH</sup>, 2005, MARCH 8<sup>TH</sup>, 2005, MAY 16<sup>TH</sup>, 2005, AND JUNE 6<sup>TH</sup>, 2005 SUBJECT TO RECEIVING ANY FINAL MODIFICATIONS FROM THE BOARD.**

**13. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to adjourn the meeting at 8:35 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:35 PM.**



**FINAL**

**BOARD OF SELECTMEN'S MNUTES**

**June 20, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine "Kate" Connolly, Vice-Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; Julia Griffin, Town Manager; and members of the public.

**1. PUBLIC COMMENT**

There was no public comment.

**2. PUBLIC HEARING TO CONSIDER MODIFICATIONS TO THE FY2005-2006 RATES AND FEES SCHEDULE**

Town Manager Griffin announced the first item as a new fee: the malicious fire alarm charge instituted at \$500. She said that the Board in discussions with the Fire Department agreed that it would be appropriate to collect this fee as what constitutes a malicious fire alarm.

The next item was an increase in building permits for oil and gas installations. The recommendation is to bring the fee from \$25 to \$55.

The next item was ambulance per-capita charges. The charge is proposed as \$16.04 for each resident of Hanover, Lyme, and Norwich. This is allocated through the General Fund tax rates. This reflects the actual increase costs based largely on personnel costs for the ambulance. Town Manager Griffin indicated that any charges that cannot be re-cooped are allocated to the communities from which the calls come.

Next was the processing fee for returned checks proposed as \$25 per check. This is based on New Hampshire statute.

The next item was the photocopying single page 8½ by 14 (\$0.50 per page) and 11 by 17 (\$0.75 per page).

Next was the Code of Ordinances and Regulations fee, proposed from \$10 to \$25.

Next was the Hanover Master Plan for 2003, proposed from \$10 to \$25.

The next item was the Master Plan Land Use Concept Map, proposed at \$2.

Next was the Zoning Maps fee, brought up to \$3 from \$2.50

The next item was overdue fines for the Howe Library at \$0.10 per day.

The next items were concerning building permits. Town Manager Griffin indicated that the staff did a survey of other communities of relatively comparable size and development activity. Based on that the following fees were proposed to increase:

- Blanket Permit Per Project from \$25 to \$30
- Building Permits: Sign from \$25 for \$20
- Additional Inspection Required instituted at \$50
- Building Permits for Commercial, Institutional
- Multi-Family, and other Non-Single and Two-Family Residential Construction, Additions, Renovations, and Alterations from \$25 to \$50
- Swimming Pool from \$25 to \$30-
- Single and Two-Family houses to \$25 + \$0.50 per square foot from \$25 + 0.40 per square foot
- Residential Renovations from \$15 per room to \$0.25 per square foot-
- Planning and Zoning from \$50 + \$5 per square foot per \$1,000 of construction cost to \$50 + \$5.50 per square foot per \$1,000 of construction cost
- Building Permits for Multi-Family, and other Non-Single and Two-Family Residential Construction, Additions, Renovations, and Alterations for Portion of Construction Cost between \$10,000,001 and \$20,000,000 from \$3.35 per \$1,000 of construction cost to \$4.15 per \$1,000 per construction cost.
- Building Permits for Multi-Family, and other Non-Single and Two-Family Residential Construction, Additions, Renovations, and Alterations for Portion of Construction Cost exceeding \$20,000,000 as \$1.85 per \$1,000 of construction cost from \$1.65 per \$1,000 of construction cost.

Next Town Manager Griffin indicated that the last component of the building permit fees is an issue that she'd raised with the Board. She said that there are projects where they tend to receive revision after revision. She said that the Town indicated to the applicants that it would make it easier for the Town if what they received was a final set of plans. For some projects this works and for others it doesn't. The problem is that with projects where continual resubmissions of plans are that the building inspectors spend a tremendous amount of time. They are proposing a 5% surcharge for every time they get a resubmission.

Chairman Walsh said that what he felt most compelling was the comparisons. He said that for a single family home the fees would be \$1,025. This fee is lower by hundreds (or even thousands in a couple of cases) than Lebanon, Keene, Concord, Manchester, Exeter, Durham, Portsmouth, Dover, and Rochester and is only higher than Nashua's by \$10. He said that a 50,000 square foot commercial property costing \$10,000,000 would cost a fee of \$55,000 up from \$50,000. This compares with Keene at \$60,000, Concord at \$62,000, Manchester at \$81,000, Nashua at \$64,000, Exeter at \$50,000, Durham at \$37,000, Portsmouth at \$100,000, Dover at \$60,000, and Rochester at \$90,000, and Lebanon at

\$40,000 but there is a footnote for this indicating that they charge separately for mechanical, electrical, and something else for inspection. He said that this fee schedule does not put the Town at a place of leadership in terms of fees in the State but in a place of following which he believes is a better place to be.

Selectman Baschnagel indicated his concerns with two things. The first was situations where they do not receive a complete application. He said that he would urge the Town to try to come up with a way to do a quick check on completeness and if it is not complete send it back within 24 hours or 48 hours. He said that if it is turned around quickly enough then the Town does not spend a lot of time on it. His second concern was that they are finding people building to plans that are different than those that are approved. His suggestion was to shut the job down until the Town has had a chance to review the modified plans.

Town Manager Griffin replied that it certainly is frustrating for staff to go out and discover that a contractor is working on a different set of plans. She said that usually what happens is the contractor has a more recent set of plans than the Town has. She said that one of the things that they've spent time on in the recent months is looking at how the Town frees up their staff given the workload to be more efficient with the utilization of their time. She said that she thinks that what is immensely frustrating is that for employees it takes a tremendous amount of time to review a preliminary set of plans and very often they are significantly incomplete. Months later another set of plans is received that is substantially different than the ones they've reviewed and copious amounts of time is spent in additional review. She said the Town would love to be able to say that they want a final set of plans. For developers like Dartmouth this would be difficult, as they want to be able to refine those plans as the project goes forward.

Selectman Baschnagel said that this is a natural process but to move ahead of the Town's approval process is unnecessary and a waste.

Chairman Walsh said that the permit and process is a frustrating process on all sides and it doesn't do anybody a favor by oversimplifying the number of places where things can go wrong. He said that he'd like to focus on fees and maybe work over the permitting process on a different agenda.

Selectman Christie said that he thinks being on the low side of the fee structure is good assuming that the Town is providing the service to the customer that is expected. He said that if they are not satisfying the customer then being on the low side of the pay structure might be doing everybody a disservice. He said that he is hearing dissatisfaction from the Town as well as the customer and he is not sure that being on the low side of the pay structure is doing anyone any good.

Town Manager Griffin said this is the first year (FY2004-2005) in ten years that they've generated more revenue in the department than they've expended in operational expenses.

For the last nine years in the Planning and Zoning Department the General Fund has subsidized the operation. She said that as the first year this is largely related to the volume of construction happening on the Dartmouth campus but in addition lots of other things are happening; they generated an extra \$250,000 in revenue. The staff is looking to, effective July, bring on some additional contract support to stay on top of the project workload they have feeling fairly confident that they will be able to continue to track revenue heavily in the past fiscal year. She said that the one way she felt comfortable in suggesting to the Board a way to do that is to look at the revenue trend established this year. She said that one could argue that they are generating enough revenue to be able to fund that additional contract plan review staff and potentially an extra three-day a week inspector to aid in supporting the additional workload. Whether this can be sustained in the future is dependent on the volume of construction activity that happens unless the Town wants to make a considered decision to go back the business of subsidizing the planning and zoning operation. She said that another way to enable the Town to afford at least some of those services is comparing their activity to that of other towns of comparable size or development activity.

Selectman Christie indicated that the Town should charge enough to deliver the service that the customer needs. To him he said that this is the goal. He said that if they can do it that is great and even better if they can do it more efficiently than the others. He said if they can't it is a catastrophe to deliver the service.

Town Manager Griffin said that this fee proposal currently before the Board it can generate roughly \$42,000 in additional revenue. She said that this in and of itself if they didn't have all of the development activity wouldn't fund staffing additions that they want to make but it would take care of 50%. She said that she does not want to staff the department like this on a permanent basis because they don't know how long the generating of additional revenue will last. When the bubble breaks and they don't have this level of development activity she doesn't want to be short of enough money or staff to keep everyone happy.

Selectman Baschnagel said that, if he understands the numbers correctly, what they are doing is putting a couple of people on detainment and using them as needed. He said this is the key to be able to properly deliver the service to the customer.

Town Manager Griffin indicated that part of the reason they are looking in to this to balance the budget they hadn't budgeted to add staff to Planning and Zoning but given what they demonstrated in the past months with the excess revenue it makes her feel more comfortable to staff on a contractual basis. When asked if the staff feels that with this recommendation they will have adequate funds to meet the customers needs through some combination of permanent and hired staff she indicated that she believed so.

Paul Olsen from Dartmouth College said that it is Dartmouth isn't opposed to the raising of permit fees if in fact those fees are used to address customer's needs in a timely manner with good customer service. He said that the memo they'd received said that the fees hadn't been raised since 1999 but to keep in mind that the fees have gone up on the commercial

side as costs have gone up. He said that the one thing he urges the Board not to rush into those fees that are related to partial and revised submittals. He said that the process is a two way street; sometimes partial submittals are required because the Town requests them so that they can better manage their process. He said that revised submittals occur all the time and many towns deal with them by relying on the central architect. He said that with the idea of revisions it is important to bear in mind that sometimes the applicant believes that they have in fact submitted all that is required to commit but the Town may desire to have additional information.

Vice Chairman Connolly said that she would like to try the fees in this form for a year and perhaps in time the evolution of them will provide a greater definition of partial submissions because it seems to be ill defined at the moment.

Chairman Walsh said that he would like to split the fee issues with the operational issues. He doesn't think they would be able to make much progress with the operational issues even if they tried to spend time on them because it takes a lot of understanding on both sides and making the frustrations more precise before they can. He said that there is a set of operational issues which need to be worked through.

The next item was special services detail for police personnel. Town Manager Griffin indicated that this is the Town's "Rent an Officer" program. The recommendation is an increase from \$28 an hour to \$32 an hour.

Next was the fee for photos on CD or diskette. This is a first time fee of \$10.

The next item was the diversion fees. She said that the program has now been moved to the Police Department and diversion program sessions are now happening at the police department. She said that what happened is they used to charge two fees (a diversion fee and a community center fee). The Police Department is recommending that the two fees be combined to be \$325.

Next was the recommendation for an increase for marijuana diversion for those 17 and under to \$325 to make it comparable to the other diversion fees.

The next item was the annual monitoring fee for in town from \$300 to \$325 and out of town from \$400 to \$425.

The next item was lot rentals on peripheral space. Town Manager Griffin said that the fee was listed as \$40 in the previous list of fees but it is actually \$35.

The next item was the 30 consecutive day parking permit for Hovey and Lower Lebanon Street, this being for the high school students. This is \$35.

Next was the fee for a cemetery lot for a non-resident and resident. Town Manager Griffin said that they currently charge \$400 for all cemetery lots. She said that there has been concern that a large number of non-resident lots have been sold and at this rate they are going to get to the point where they need to identify a new cemetery site. She said that most communities charge a differential rate for lots for residents and non-residents and that a rate of \$500 for non-residents and a \$400 rate for residents is recommended. They have hopes that this will dampen the purchase of non-resident lots to give them more time to address the need for a new cemetery site.

Vice Chairman Connolly indicated that this is not the first time that they have tried this. She said that in the past the non-resident fee had been considerably larger and this did indeed dampen enthusiasm for cemetery plots. Her recommendation is not to put the fee at \$500 but instead to put it at \$1000. She said that they are running out of cemetery space and should not be readily giving away plots and she sees no reason to leave it that low.

Selectman Lubrano added that if they are indeed trying to dampen enthusiasm for the plots then a \$100 difference is too little.

Town Manager Griffin said that what she'd been looking at is what other cemeteries do. She said that she thinks that Selectman Lubrano is right but she was looking at the history when the Board dropped the differential and made the fees the same. She said that the other option they have is to only sell plots to residents.

Chairman Walsh suggested that they pass this issue but ask Town Manager Griffin to come back in September with a policy oriented recommendation as to whether they should make the plots resident only or to use a pricing mechanism. He said that he'd like to get a sense of how close to not having lots they are by looking at the amount of plots and the rate of sale for them in the past five years or so.

The next recommendation was for an increase in the interment and cremation interment fees from \$350 and \$75 to \$400 and \$100.

There were a whole series of recommendations for the recreation program fees. She said that the Recreational Board is looking to generate more revenue to support the operations. The last time these fees were raised was in FY1999-2000.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to adopt the FY2005-2006 Rates and Fees Schedule as presented. THE BOARD VOTED UNANIMOUSLY TO ADOPT THE FY2005-2006 RATES AND FEES SCHEDULE AS PRESENTED.**

### **3. CONTINUED DISCUSSION REGARDING PROPOSED FY2005-2006 GOALS AND OBJECTIVES**

Town Manager Griffin indicated that she'd taken the liberty of revising them in light of discussions from a previous meeting. She said that they'd also deleted some and indicated that she removed them.

Chairman Walsh indicated the first item being budget.

Selectman Christie said that he'd like to have a discussion about the potential of having a 1% additional to deal with new initiatives, thing such as sidewalks, affordable housing, and seed money. He is not proposing adding this to the definition now but he recommended that they Board consider it at some point between then and when they actually set the budget. He said that if they do not start to set aside some reserve funding they would never have the money to do those things.

Chairman Walsh said that in November he'd like to discuss which new initiatives to approach.

Town Manager Griffin questioned whether the Board would like for her to set a precise percentage when they meet in November so early on. Selectman Christie said that in his image a certain amount of money should be set aside and built into the budget and put into a new initiative fund. Every year more money would be put into the fund. Selectman Baschnagel said that his only concern is that they should be conscious of reviewing the budget to be looking for opportunities where things have passed their usefulness or been dropped.

Selectman Lubrano said that they need to determine what the CPI is going to be before any increases are tackled. If it is a tough year they cannot raise taxes for this. It was agreed upon to add organizing something like this without any specific language or commitments to the goals.

The next item was the support the Howe Corporation's initiative to raise funds to expand and improve the facility.

Next was to finalize negotiations of appropriate terms for transferring the Gile Tract property earmarked for the development of affordable housing.

Next was to explore a proposal for the municipalization of the Hanover Water Works Company.

The next item was to further explore options of reconfiguring the Town Meeting to encourage more flexible and broader voter participations including variations of Option Three as outlined by the Town Meeting Task Force with the goal of preparing a recommendation for public consideration of late 2005 for possible amendment of the Town Charter.

Next was to define clearly which boards or committees have responsibility for long range transportation planning. Selectman Baschnagel indicated that it is more than just a question of which boards or committees; it is a question of defining the goals they are in charge of.

The next item was to review the background and boundary lines of the current fire districts and the rationale for allocation of expenses to the districts. Chairman Walsh indicated that he would like to change the wording to “act on the recommendation to review the background and boundary lines of the current fire districts and the rationale for allocation of expenses to the districts.”

Next was administration. Selectman Christie indicated that one of the issues here is that they were approached by a neighborhood to update roads and they set that and determined that they need to think about this and lay out a policy and how to respond. He said that he'd like to add this to the list, possibly as a 'B' item but to add it nonetheless.

Selectman Baschnagel said that he didn't think it would be a bad idea for the Board to adopt at some point wording that clarifies the whole question about expansion of infrastructure. He said that this should play on the base that their policy is not to expand, for example making a two-lane road into a four-lane road or to place water and sewer beyond where they are now.

Town Manager Griffin said that the staff is beginning to work on this with respect to sidewalks. They are pulling a group together to talk about it. She questioned whether there was a rational location for a line that says 'inside this line the Town says sidewalks make sense, outside this line the Town says they don't necessarily make sense' for whatever reasons they would use to determine the sensibleness of sidewalks. She said that she thinks the whole notion of where they would upgrade infrastructure and where they wouldn't is a larger version of this sidewalk issue. She said they get on request a year or so from cul-de-sac or through street to pave or install a sidewalk and they do not have a specific policy that says they'll deal with certain criteria on this or assess the property owner for the cost.

Chairman Walsh said that he would love to do something like this and went on to indicate the first item on the administration's list, which was to develop and review the Planning Board's and the Board of Selectmen's covering of the Capitol Improvements Plan. He said that what they really need for, this is a policy alternative and putting this on the Select Board's list is not a good idea; he indicated his desire to move this to the administration's side.



Selectman Christie said that he is not disagreeing but he does like the idea of siding with the Capital Improvement Plan. He said that without policy the Capital Improvement Plan is an unfounded mandate to do everything. One of the things he felt would be helpful to him is to come back and say they are at a crossroads. He indicated sidewalks as an example; they could put a Capital Improvement Plan together to put sidewalks together. Part of it has to be definition of boundaries and things like that but otherwise it is just a sidewalk on a street without any kind of rationale. He said that he thinks when they go through the plan they will start to say that there are logical break points for sizing the capital plan based on policy choices for the Board to consider. He said that this might be a way to generate the list.

Chairman Walsh said that the Capital Improvement Plan is a 'top down' program this year; it is essentially the Town looking at the Town involving the Planning Board, the Select Board, and the administration. He said that the other issue is that there should possibly be a statement in the plan that tells how to deal with, for example, a neighborhood's frustration with their unpaved roads.

Selectman Baschnagel said that he thinks that it is different. The neighborhood wants their road paved. He wondered on what basis do they say yes and how it would be funded. He said that right now the alternative is to try to get funding when none exists. No matter how good the neighborhood's case is, no matter how much they want it, no matter how much they're willing to pay they have no mechanism to get what they want and the Town has none to get them what they want.

Selectman Baschnagel said that if there is such a policy eventually all the roads will be paved.

Selectman Christie came back to say that he thinks what they need is a policy to say that the Town will support it if a certain percentage of the neighbors want it and they fund a certain percentage of the bill. He said that he thinks they need to have a policy throughout, presented, and put in place.

Town Manager Griffin said that last year Peter Kulbacki began a list of all of the unpaved roads. She said that if they put in place such a policy they may end up with lots of other neighbors coming in and they've got to know where and why they draw the line.

Chairman Walsh indicated the next item to develop a long term Capital Improvement Plan for the wastewater treatment plan and use estimated costs to inform planning in 2005-2006 regarding provision of services for both Hanover and Lebanon wastewater customers.

The next item was to work with the Board of Selectman to implement a largely complaint driven rental housing inspection and licensing program proposal including presentation of supporting reasons.

Next was to finalize and present to the Board of Selectmen an ethics statement for all Town volunteers and employees. Town Manager Griffin indicated that they should be receiving this in September.

The next item was to prepare a report outline for the tax status of Dartmouth College owned properties in the context of New Hampshire state law including the identification of potential tax loss in the event any college related legislation for further exempt educational exempt property were passed by the State Legislation.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to APPROVE the Proposed FY2005-2006 Goals and Objectives. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE PROPOSED FY2005-2006 GOALS AND OBJECTIVES.**

**4. RECOMMENDATION TO GRANT VARIOUS SEWER ABATEMENTS**

Chairman Walsh indicated that there are five abatements, two being administrative errors, one being a data error, one being a new meter. The total amount is \$585.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to grant the five sewer abatements totaling \$585. THE BOARD VOTED UNANIMOUSLY TO GRANT THE FIVE SEWER ABATEMENTS TOTALING \$585.**

**5. RECOMMENDATION TO GRANT TAX ABATEMENTS ON TOWN-OWNED CONSERVATION LAND**

Chairman Walsh said that there were four administrative errors where land that was purchased by the Town did not get moved over to un-taxable status, the total amount being \$867.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to grant the four tax abatements totaling \$867. THE BOARD VOTED UNANIMOUSLY TO GRANT THE FOUR TAX ABATEMENTS TOTALING \$867.**

**6. LONG-RANGE TRANSPORTATION PLANNING DISCUSSION**

Chairman Walsh said that it is really important to clarify what is meant by Long-Range Transportation Planning. There are many issues to consider such as construction of new roads and the role of old roads, expanded roads and contracted roads, peripheral parking, the role of advanced transit, the focus on more developed areas versus rural Hanover. He went on to indicate that there is a piece that is the Planning Board's responsibility, a piece that is the Selectboard's responsibility, and a piece that is the Parking and Transportation Board's responsibility. He said that all of these need to be considered, most of them deal with policy

issues and none of the bodies has any substantial control over any of the issues. He said that he has trouble thinking of a board that is not the Selectboard or the Planning Board having responsibility for this. He questioned how they would structure and deal with it.

Vice Chairman Connolly said that she agrees but she thinks a collection of advisory committees is missing something and fails to define which committee does what and why.

Chairman Walsh said that he does not think that advisory committees can be successful without policy guidance. He said that they have to find a way to have conversations about transportation planning issues.

Selectman Baschnagel indicated that he is in the same boat as Chairman Walsh. He created a list of extraneous criteria. He isn't quite sure how they got to the point that they are at now and he is not really sure what the full catalogue of questions is. It's been discussed whether the group should be advisory to the Department of Public Works in terms of how they handle their paving program, street improvements, and things of the like. He said that the questions are very broad, he'd like to distill this down to the three big questions that need to be asked but he is unsure of what these are.

Town Manager Griffin said that the model that she is most accustomed to seeing is in the City not in the Town where they have a traffic-engineering department or at least a traffic engineer as part of their staffing. She said that their job is to be always working on these issues in conjunction with whatever development is going on around Town. She said that there should be a full time traffic engineer that works for the Town or a traffic engineering firm on retainer to provide traffic engineering fixes as needed rather than an ad hoc committee that comes together. She said one of the things she worries about with the proliferation of committees is staffing those committees. Each committee takes a lot of time and staff support and there is a part of her that doesn't look forward to having staff in yet another committee that is going to eat up time from the Public Works Department and Planning and Zoning.

Chairman Walsh added that there is no guarantee that a committee like this would have the expertise to do such things in the first place.

Town Manager Griffin said that this is so unless they budget funds for them to have a traffic engineer consulting to them. They have the ability to pull a group of volunteers together but there are a lot of professional and technical issues that she isn't sure these issues should be delegated to an ad hoc committee without a committee putting together a recommendation that is forward to her and then to Mr. Kulbacki to look at its possibility and costs as well as how they would be able to place it into the Capital Improvement Plan and whether or not it is the only alternative available.

Vice Chairman Connolly asked if it was Town Manager Griffin's notion that this committee would be the determining group for the future transportation in Hanover to which Town

Manager Griffin replied that she doesn't think it can be. She said that it would be an advisory group.

Chairman Walsh questioned what an advisory group would do. He brought up the example of West Wheelock Street, which nothing has happened with. He then brought up Lyme Road, which the Town and the State has put many hours and money into. He also brought up the road coming into Town that is now called Route 120 that they are sitting on that as a corridor with Lebanon as well as Greensboro Road, which doesn't even belong to the Town. He questioned at what level are they ready to work this problem, and what they are able to do. He then questioned what long-range transportation even means. He said that they can work on engineering the grand system but this is not the same as long-range transportation.

Town Manager Griffin indicated that her recollection is that this objective got added to the current list because at the same time last year when they were discussing these issues they had a couple of things that they were losing. She said that one of those was to look at the Route 120 corridor and the other knowing that there were pending particularly residential developments on Greensboro Road that could be substantially contributing to the traffic pattern and couldn't be tapped to provide the infrastructure as part of the impact that it would have on the Town. If they don't know what those improvements are to start they cannot require the developers to pay for them.

Selectman Baschnagel indicated that this was indeed part of it and the other part was that they were just wrapping up the in town traffic route that was looking at modeling the traffic to the south of Wheelock and between the river and Lebanon Street. He said that all of these issues came together and caused the Board to question what is actually going on. He said that he thinks he is still at that point. He said that he tried to sit down and determine the key questions to be the focus of the next years group and he had a hard time doing that because he couldn't come up with questions that were pressing and demanding.

Chairman Walsh said that he believes the Board's history is that the committees that they charter and create have a chance of being successful if they are clear about what they'd like them to do and are not successful if they aren't able to do that.

Selectman Christie said that the Parking and Transportation Board has done some very good things because it has created a very precise focus for itself that come together in a very neat package. He said that they should think about a committee of professionals, either of hired staff or outside experts.

Vice Chairman Connolly said of the traffic systems that the Downtown Traffic Committee used the model to check most areas in Town, but perhaps did not cover as much as they should have.

Selectman Baschnagel agreed and said that they learned a very good lesson. There are still broad answers out of these policies that start to address some of the broader questions that

are very difficult to come up with especially for amateurs. He said that they should bring in sets of data that can aid in determining what kinds of things they should get done, such as shutting down an intersection or expanding a street.

Chairman Walsh said that this is not long range planning, it is making the current system work a little bit better on the edge.

Selectman Christie indicated that the challenging part of this is determining committee work or professional is getting the staff paid for it.

Chairman Walsh said that before that there is a policy question that the Select Board and the Planning Board have to deal with, which is the question of how far out they are going to look and how seriously are they going to entertain changes to the common road network. He thinks that they have to deal with that question first because if they start with the current road network they are left to make the most of a difficult situation.

Selectman Christie questioned what would make them think to take a tenure view and prepare to challenge the existing roadmap. He said that in his sense the issues are going to be traffic and the number of housing units coming on board, he said that in 10 years they'd better address that as a planning issue.

Chairman Walsh said that the only way to address that as a planning issue is the road networks and capacity. There are two ways to look at that, whether the road network is handling what it can handle and no more. This turns to the other side of planning decisions.

Selectman Christie said that there is nothing on the books right now that a professional traffic planner would say is significantly adversely impacting the road capacity. He said that once they walk away from the professional planning road, they walk away from any source of funds to get it done. They can't get state funding when they already have a system that they say by their definition is acceptable. He said that it is not clear what certain projects like the Route 120 corridor would accomplish for the Town in the context of the quality and service decisions that they are trying to make. He said that what they face is that the State has standards and those are the standards that everybody uses. What they want to do in the Town is to say that they do not desire to make the town any bigger and the easiest way not to make it any bigger is to make a commitment not to change and to define that they are maxed out at this point. He said that it is a broader question than simply transportation and he is less inclined to believe that they will be able to come up with a committee that can handle this.

Selectman Baschnagel said that one of the things he thinks the Board should think about is that this is the type of thing that it would be fruitful for the Board to set up an outsider Saturday session to bring in some professionals to help them understand the issues and challenges at hand. He said that he is not ready to say that a good option is to do nothing and let it deteriorate, that is not acceptable. He doesn't simply want to give up. He said that they

need to continue this discussion because they have a group of people meeting in September that will be looking for some guidance and he urged the Board to create an opportunity to continue, possibly with some professional guidance.

Selectman Christie asked if they had a local resource for this kind of professional counseling, to which Town Manager Griffin replied that what they would want to do is look at what some of the larger communities in the State have done under the assumption that they've already been there and hit that wall. She said that she knows of a couple of different approaches that have been used, more notable one in Concord involving staff consulting a traffic engineer to divide the city into impact grids and looking at the growth in the different zones to determine what improvements would be needed in each zone. This then lead to a discussion with their Planning Board and City Council to prioritize transportation improvement options for each zone, which were then incorporated into the Capital Improvement Plan. She said this was a model that worked well, but it took budgeting some money to hire a transportation-engineering firm to pinpoint critical areas that were approaching overload and were less than ideal and could be improved. She went on to say that the staff and consultants initiated a project that came to the decision makers to determine for input, feedback, participation, public hearings, and ultimately a grid was made that formed the basis for an impact fee.

When Town Manager Griffin confirmed that this was done in conjunction with Concord's Capital Improvement Plan. Selectman Lubrano said that this makes a lot of sense and it seems to tuck very neatly into the plan.

Town Manager Griffin said that they have to be very clear with the consultants what their criteria are, for example they do not want to put Park Street into four lanes.

Chairman Walsh said that they need to continue this conversation at another time with an informed example of outside success. He said that they should look for a person that has been successful in dealing with these questions. He said that the issue is not just traffic and that the solution lies beyond just traffic.

**7. DISCUSSION REGARDING IMPLEMENTATION OF THREE HOUR METERS IN MUNICIPAL LOT #1**

Chairman Walsh said that the Parking and Transportation Board are recommending the meters in Municipal Lot #1 three hours until sometime in early 2006 to see if there is an improvement.

Chairman Walsh suggested that they set a public hearing.

Town Manager Griffin said that they would come to the Board at the next meeting with background as to why this is being recommended.

**It was MOVED by Selectman Connolly and SECONDED by Selectman Baschnagel to set a Public Hearing to discuss implementation of three hour meters in municipal lot #1 for Monday, July 11<sup>th</sup>.**

**THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING TO DISCUSS IMPLEMENTATION OF THREE HOUR METERS IN MUNICIPAL LOT #1 FOR MONDAY, JULY 11<sup>th</sup>.**

#### **8. UPDATE ON RECENT STORM DAMAGE**

Town Manager Griffin announced that Don Ware was present to answer questions.

The Board received a summary on the damage. Town Manager Griffin said that the estimate on the costs assuming that some of the work would need to be contracted out, the cost estimate is \$1,160,000. She said that if they received no funding at all and had to do everything themselves, the estimated cost is about \$705,000.

Selectman Christie asked Mr. Ware to explain quickly what the difference is between the FEMA estimate and the Town estimate. He said that the Town estimate includes using Town machinery and equipment. He said that the only thing this represents the labor and equipment that the Town has. The FEMA estimate is for services to be contracted.

Chairman Walsh clarified that if they chose the Town estimate every project gets put off for a year but if they chose the FEMA estimate some things will get put off and others will not.

Town Manager Griffin added that if they contract some of this work in the fall this enables crews to stay closer to the target for the roundabouts. She said that what FEMA wants to know is if they assume the worst-case scenario the estimated costs for contracting the work as opposed to the Town doing the work. She brought up the damage near the Highland Road Bridge. Downstream there are 20 or so concrete blocks lying in a jumble along the brook that used to be the head vault for that bridge that were secured about 20 years ago and the water literally tumbled them down.

Mr. Ware said that they have requested some help from the State to take a look at these bridges again to aid in assessing the damage.

Town Manager Griffin said that what they did do is freeze their paving schedule with Blaktop. They were supposed to have paving done that week but they asked Blaktop to put them at the very end of the schedule freeing up about \$200,000 in ready cash, so they can do some of this work. She said that their hope is between the \$1,147,000 that they've estimated to their road system, plus the \$5,000 in debris clearing, \$5,000 in protective measures, and \$13,000 in quoting utility systems that these numbers plus damage occurred elsewhere that the state will declare a disaster emergency system, which allows the Town to become

eligible. Once the eligibility declared the reimbursement comes fairly quickly, within about 3 or 4 months. She said that generally what they receive is 100% reimbursement, but they are not sure.

Town Manager Griffin went on to say that in the past when they've asked for help it hasn't been on nearly this order of magnitude; it was generally about \$25,000 or \$30,000 and generally in overtime and equipment for snow emergencies.

Mr. Ware said that FEMA will come to the Town and go through their figures. He said some of the things they've listed FEMA may say they're not eligible for and there may be more eligibility elsewhere. He said that they do their best to put a package together.

Town Manager Griffin said that her sense in talking to the Bureau of Emergency Management is that they should have a pretty good sense by mid-July whether or not they are on their own in managing the costs and by September they should know for sure. She said that if they have a good idea that they will be reimbursed by July, they can go ahead and start making the repairs with the assumption that they will be reimbursed. She said that if they do not have assurance that the funds will be reimbursed, they might have to discuss having a special Town Meeting to appropriate the additional funds. She said that they need to be able to ask the voters to support whatever the impact is and that process is a three-week process.

Selectman Lubrano asked how long the \$200,000 that they've freed up will last with repairs that they are starting now. Town Manager Griffin replied that if they look at the notion that assuming they are only spending the \$705,000 in Town funds with no outside help that they are already about 22% there.

Selectman Lubrano indicated that she was simply trying to figure out when they'd have to call a Special Town Meeting providing that the initial and final responses are not good.

Town Manager Griffin said that there are a couple of scenarios. She said that they have an additional pot of money that they can dip into in addition to the \$200,000 in paving monies, that being the money they've set aside for the Lyme Road work this summer. She said if they had to put that off, another \$250,000 would be freed up, but she'd hate to do that. If they get a nod from FEMA that they will be reimbursed they can then make the repairs, postpone what they can, so they can at least get the first roundabout done this summer before school starts and then save some of the repairs and perhaps some portion of the second roundabout for the fall.

Selectman Baschnagel indicated that his understanding was that with the exception of Reservoir Road, all of these tasks need to be completed. Town Manager Griffin confirmed, saying that Reservoir Road can sit for a while given its lower traffic volume. She said that she would plan to give the Board regular updates on this and know that the critical first step was to get all of the costs estimated. She said that the other piece that is continuing as they



hear from some number of people wondering if there is any reimbursement for the damage that has occurred to their properties. She said that they've indicated to these people to go ahead and hire out the work, track their costs, and they will see what they can do for FEMA without making any promises.

**9. APPOINTMENTS:**

- **DEPUTY TOWN CLERK**
- **TAX COLLECTOR**
- **AFFORDABLE HOUSING COMMISSION**
- **PARKS & RECREATION BOARD**
- **ZBA**

First on this list was to appoint Betsy McClain as Deputy Town Clerk. Town Manager Griffin indicated that currently they do not have a resident Deputy Town Clerk and they need someone who actually resides in the Town. She is working on looking for someone who will volunteer actively take on the role of Town Clerk. She has a couple of people she proposed this to and is waiting to hear back from them.

**It was MOVED by Selectmen Connolly and SECONDED by Selectman Baschnagel to appoint Betsy McClain as Deputy Town Clerk. THE BOARD VOTED UNANIMOUSLY TO APPOINT BETSY MCCLAIN AS DEPUTY TOWN CLERK.**

Next Town Manager Griffin announced that she'd like for the Board to appoint Alison Jones as Tax Collector.

**It was MOVED by Selectmen Connolly and SECONDED by Chairman Walsh to appoint Alison Jones as Tax Collector. THE BOARD VOTED UNANIMOUSLY TO APPOINT ALISON JONES AS TAX COLLECTOR.**

Next Selectman Christie announced his desire to add two people to the Affordable Housing Commission: Charlie Muntz and Peter Runstadler.

**It was MOVED by Selectman Christie and SECONDED by Selectman Baschnagel to add Charlie Muntz and Peter Runstadler to the Affordable Housing Commission. THE BOARD VOTED UNANIMOUSLY TO ADD CHARLIE MUNTZ AND PETER RUNSTADLER TO THE AFFORDABLE HOUSING COMMISSION.**

Next were appointments to the Parks and Recreation Board. Chairman Walsh indicated that there were three openings; those proposed to take them are Michelle Boillotat for a three year term, Janet Hicks for a three year term, and Jack Lee for one year.

**It was MOVED by Chairman Walsh and SECONDED by Selectmen Lubrano to appoint Michelle Boillotat, Janet Hicks, and Jack Lee to the Parks and Recreation Board. THE BOARD VOTED UNANIMOUSLY TO APPOINT MICHELLE**

**BOILLOTAT, JANET HICKS, AND JACK LEE TO THE PARKS AND RECREATION BOARD.**

**It was MOVED by Chairman Connolly and SECONDED by Selectman Lubrano to move Arthur Gardiner from an alternate member to a full time member and to appoint Carolyn Radisch and Mike Shipulski as alternate members to the Zoning Board of Adjustment. THE BOARD VOTED UNANIMOSLY TO APPOINT ARTHUR GARDINER, CAROLYN RADISCH, AND MIKE SHIPULSKI AS ALTERNATE MEMBERS TO THE ZONING BOARD OF ADJUSTMENT.**

**10. APPROVAL OF MINUTES: MAY 16, 2005**

Chairman Walsh suggested pushing approval of the May 16<sup>th</sup> meeting to a later meeting because they hadn't received them in time.

**11. BANNER REQUEST: PARKS & RECREATION'S FOURTH OF JULY BANNER**

The Parks and Recreation Board has requested to post a Fourth of July banner from June 27<sup>th</sup> to July 7<sup>th</sup>.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to grant the Parks and Recreation Board's request to post a fourth of July banner from June 27<sup>th</sup> to July 7<sup>th</sup>. THE BOARD VOTED UNANIMOUSLY TO GRANT THE PARKS AND RECREATION BOARD'S REQUEST TO POST A FOURTH OF JULY BANNER FROM JUNE 27<sup>TH</sup> TO JULY 7<sup>TH</sup>.**

**12. ADMINISTRATIVE REPORTS**

Town Manager Griffin indicated that she did not have much to report; the previous week had been taken up in dealing mostly with the storm damage observation, recording, recovering, and strategy.

**13. SELECTMEN'S REPORTS**

**Peter Christie**

Selectman Christie reported that Bruce Altobelli is now Chair of Twin Pines. He is an active member of the Affordable Housing Committee. He also reported that the Grasse Road tree project has decided to focus entirely on single-family homes rather than rental units because of the nature of the land and the community.

**Katherine Connolly**

Vice Chairman Connolly reported that the Planning Board has been concentrating on sub-division regulations. She said they passed Chapter Thirteen and are now working on Chapter Five.

**William Baschnagel**

Selectman Baschnagel reported that the Conservation Commission met and is charging along with much of the standard business such as obtaining permits. They are working with the Department of Public Works and are posting Class 6 Roads. The Upper Valley Transportation Management Association just elected new officers, Paul Boucher being the chair for the coming year.

**Allegra Lubrano**

Selectman Lubrano reported that the Howe Library Board met last week and everything is scheduled to open in the fall on October 23<sup>rd</sup>. She said that she needs to address the issue sometime soon of how to keep CSAAC alive with Dena Romero gone. Town Manager Griffin said that she has on her list for herself and Selectman Lubrano to meet and discuss this issue.

**Brian Walsh**

Chairman Walsh had nothing to report.

**14. OTHER BUSINESS**

There was no other business.

**15. ADJOURNMENT.**

**It was MOVED by Chairman Walsh and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:35 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 PM.**

Respectfully Submitted,

Allegra Lubrano, Secretary

These minutes were transcribed by Brandi Love.

**SUMMARY**

- 1. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to adopt the FY2005-2006 Rates and Fees Schedule as presented. THE BOARD VOTED UNANIMOUSLY TO ADOPT THE FY2005-2006 RATES AND FEES SCHEDULE AS PRESENTED.**
- 2. It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to APPROVE the Proposed FY2005-2006 Goals and Objectives. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE PROPOSED FY2005-2006 GOALS AND OBJECTIVES.**
- 3. It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to grant the five sewer abatements totaling \$585. THE BOARD VOTED UNANIMOUSLY TO GRANT THE FIVE SEWER ABATEMENTS TOTALING \$585.**
- 4. It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to grant the four tax abatements totaling \$867. THE BOARD VOTED UNANIMOUSLY TO GRANT THE FOUR TAX ABATEMENTS TOTALING \$867.**
- 5. THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING TO DISCUSS IMPLEMENTATION OF THREE HOUR METERS IN MUNICIPAL LOT #1 FOR MONDAY, JULY 11<sup>th</sup>.**
- 6. It was MOVED by Selectmen Lubrano and SECONDED by Selectman Baschnagel to appoint Betsy McClain as Deputy Town Clerk. THE BOARD VOTED UNANIMOUSLY TO APPOINT BETSY MCCLAIN AS DEPUTY TOWN CLERK.**
- 7. It was MOVED by Selectmen Lubrano and SECONDED by Chairman Walsh to appoint Alison Jones as Tax Collector. THE BOARD VOTED UNANIMOUSLY TO APPOINT ALISON JONES AS TAX COLLECTOR.**
- 8. It was MOVED by Selectman Christie and SECONDED by Selectman Baschnagel to add Charlie Muntz and Peter Runstadler to the Affordable Housing Commission. THE BOARD VOTED UNANIMOUSLY TO ADD CHARLIE MUNTZ AND PETER RUNSTADLER TO THE AFFORDABLE HOUSING COMMISSION.**

9. **It was MOVED by Chairman Walsh and SECONDED by Selectmen Lubrano to appoint Michelle Boillotat, Janet Hicks, and Jack Lee to the Parks and Recreation Board. THE BOARD VOTED UNANIMOUSLY TO APPOINT MICHELLE BOILLOTAT, JANET HICKS, AND JACK LEE TO THE PARKS AND RECREATION BOARD.**
10. **It was MOVED by Chairman Connolly and SECONDED by Selectman Lubrano to move Arthur Gardiner from an alternate member to a full time member and to appoint Carolyn Radisch and Mike Shipulski as alternate members to the Zoning Board of Adjustment. THE BOARD VOTED UNANIMOSLY TO APPOINT ARTHUR GARDINER, CAROLYN RADISCH, AND MIKE SHIPULSKI AS ALTERNATE MEMBERS TO THE ZONING BOARD OF ADJUSTMENT.**
11. **It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to grant the Parks and Recreation Board's request to post a fourth of July banner from June 27<sup>th</sup> to July 7<sup>th</sup>. THE BOARD VOTED UNANIMOUSLY TO GRANT THE PARKS AND RECREATION BOARD'S REQUEST TO POST A FOURTH OF JULY BANNER FROM JUNE 27<sup>TH</sup> TO JULY 7<sup>TH</sup>.**
12. **It was MOVED by Chairman Walsh and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:35 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 PM.**

**FINAL**

**BOARD OF SELECTMEN'S MNUTES**

**June 6, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine "Kate" Connolly, Vice-Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; Julia Griffin, Town Manager; Peter Kulbacki, Director of Public Works

**1. PUBLIC COMMENT**

There was no public comment.

**2. UPDATE REGARDING UPCOMING CAPITAL IMPROVEMENT PROJECTS**

Julia Griffin said that as long as Mr. Kulbacki was there for the Hovey/Buell/Currier discussion, she would ask him to quickly update the Board on capital improvement projects. This year has been a busy year for the Department.

Mr. Kulbacki indicated that his first order of business would be the Wastewater Treatment Plant. He showed the outflow pipe extension. He said that they have gone through the process of getting permits and signing AOC. The work is anticipated to begin by the first of September. They are going to put a silt curtain out and have two barges with an excavator on them. The barge will be floated out and the material will be loaded onto it and then they will lay the ditch backfilled. At the very end will be two ends, one being capped temporarily because they have future requirements for which there are no standards yet. In terms of their outfall they currently have a pipe with holes drilled in it; the effluent comes out of the holes. They have a fairly sophisticated model that needs to be done and they are waiting for the state to set a standard to be modeled after so it cannot be designed yet.

They anticipate that with the next set of proofs they will be doing in the future will aid them in deciding exactly what the model is. He said that this meets the condition of their NPDS permit renewal that expired in February. He said that the EPA and the State will give them an extension to do this work so they don't have to build a \$30 million plant that meets certain requirements in terms of filtration and quality as an alternative. This will be worked on six days a week, once they get out on the river. This will be the last project for the Wastewater Treatment Plant except for some minor projects that they approved in 2003.

Chairman Walsh asked what the distance of the project is going to be. Mr. Kulbacki said that from start to finish it is about 700 feet in the water. When it is finished it will be buried,

most likely with stones so that nothing will be exposed. Chairman Walsh then asked as they go down in contours how deep it will be buried. Mr. Kulbacki replied that at the shallowest point where it goes over the sand bar the pipe will have about three feet of cover below the river so this makes about 12 to 14 feet of cover. He said that they will penetrate the slope at about 15 feet below the waterline.

Selectman Baschnagel asked where they are going to store the stuff that they are digging out of the trench. Mr. Kulbacki said that there is a temporary stockpile just off of the hill. Some of the materials will go back in and those that are not suitable will be hauled away to temporary storage. Selectman Baschnagel said that this means that they will have trucks going all day Saturday to which Mr. Kulbacki responded that he doubts to see trucks running on Saturday even though there will be people working. Selectman Baschnagel indicated his concerns about the risks of trucks backing up and such. Mr. Kulbacki said that this would have been more of a concern in the summertime but the work is being started in the fall.

Mr. Kulbacki went on to say that they have pre-purchased the pipe because the pipe is a 30 inches in diameter and that this is something that is not stocked anywhere local and it has to be specially ordered three months in advance and that this saves time.

Vice Chairman Connolly asked if the actual berm is in water or in soil. Mr. Kulbacki said that it is in water and it penetrates the slope about 50 feet or so into the river. He said that in the future it is likely to be extended somewhat but there is no design establishment. Town Manager Griffin added that the EPA was not willing to extend the project until the criteria were established for the final fusion point, that they had to go ahead and extend the outpoll which means that at some point they may have to go back and adjust its look and design. Mr. Kulbacki added that the pipe size will be able to handle peak hour capacity and that the pipe will be so flat that the hydraulics from the plant are controlling what the elevation and capacity is. He said that the agreement with the State says that the project will have to be substantially complete by the middle to December but that the project will be complete before then, the manhole work being completed last. This creates a window with more time than they need to account for outside forces like weather.

He said that they'd asked for the water level of Wilder Dam to be lowered so that they would be able to do the work under drier conditions, but they have a permit that says they have only a five-foot swing at which they need to keep the water. They said that they would keep the level as low as they can taking rainfall into consideration but cannot go down more than five feet because they do not have enough time to try and get their licensing changed. This makes the work they are doing at its lowest about 7 feet underwater.

Mr. Kulbacki's next item of business was the fact that they opened bids for a water storage tank. This has a million gallon capacity and is about 115 feet across and 16 feet deep. It was originally bid first, intending it to be done this fall but due to a very tight budget they have

looked at options and talked to the contractors of the tank to ask them to wait until Spring. They hope to have a recommendation on that by the end of the week.

He then went on to show to the Board the site plan of the Water Company. He said that would be started some time in early June or July after contracts have been signed. The bid price for the plant is \$4.966 million which is slightly more than was budgeted but within their contingency including some of their savings. Last Friday they received the order for the refinancing of their previous loans, which will be effective June 14<sup>th</sup>. The project will be on its way in the middle of July. Most of the earthwork will be digging the hole. Once the building is up, the bulk of the work is piping and control inside of the building, so it will look like nothing is happening on the outside although a lot of work will be happening on the inside. The Treatment Plant will have a 2.5 MGD Capacity. It has three 1.0 million gallon treatment trays and a ½ million-gallon backwash filter allowing them to treat and use 98% of the water that is being brought in. When questioned by Town Manager Griffin, Mr. Kulbacki indicated that the time of completion for the plant is September of 2006 but it will probably be done by July. The work is going on at the site right now is the realigning of the sewer, water lines, and power. They need to keep the process active by retrofitting the pump stations. Wastewater will be pumped up to the Treatment Plant, then using gravity it will get that to the tank, and then using gravity it will get that to the Town from the tank. They also have contact tanks that can be used if needed.

Selectman Baschnagel asked how the routing of the piping relates to volume. Mr. Kulbacki said that unfortunately the ball field is in the way. They will go to the backside where there is already a cleared path from behind the fence. There will be a reservoir pipe going up and filtered water going down and power feeding the pump station.

Town Manager Griffin added that in terms of the timing of this project once the project is complete they will go back with the final costs so they will be able to set the final rate increase. They need to ensure that within the order of magnitude they improve that their estimated expenses for the project concur an estimated rate increase was estimated so that there will be no surprises in that respect.

Mr. Kulbacki said that they had the option to make the tank smaller, higher, or not doing it at all. It has been decided that its construction design will be the same as their current tank.

Mr. Kulbacki continued on to discuss their next project: the two roundabouts. They are going to be constructing them this summer. The northern one will be located outside the urban compact at the end of Rivercrest, past the current Rivercrest entrance. He said that at some point they would have to approach having the urban compact slightly moved. He showed the board a diagram of the roundabout, saying that it is about 8 feet in diameter. Town Manager Griffin said that it is designed to go there because the current layout for Rivercrest has a second entrance to it at this location possibly being constructed not by the Town but by Dartmouth providing their plans are approved by a zoning change. Mr. Kulbacki went on to indicated that there is 18 feet of lane length and a concrete apron where



large trucks will run over traveling at roughly 20 miles an hour around the roundabout. He showed a raised and landscaped curb in the middle, being smaller than the southern one. They are going to build a pedestrian/bike layout on the east. The approach coming in from the North is about 250 feet long because people coming in at this direction tend to be going at higher speeds. This gives them a chance to see the roundabout and slow down, traffic then being deflected to the right.

Town Manager Griffin said that the Dresden Village Planning Group has been tracking the roundabouts and found that there are some people at Kendall that like the notion of the roundabout being at the Kendall entrance. The reason that it cannot physically be there is because it is too close to the top of the hill.

Selectman Lubrano asked to go back to the concrete apron, expressing her concern that trucks would be running over the curb. Town Manager Griffin clarified that it is a ramped curb that is designed so that tractor-trailers are able to run over it. Mr. Kulbacki said that the reason for doing that is if it is not done the roadway gets wider and speeds will then tend to pick up. This is a way of slowing traffic down while still allowing tractor-trailers to make it through the roundabout.

Mr. Christie asked Mr. Kulbacki whether there were extended considerations for this roundabout. Mr. Kulbacki replied that they have looked at placing a landscaped island in the center. He said that a few things that they need to keep in mind are that this is a barrier in the road so that it has to be made big and tall enough so that drivers are able to see it. They haven't made any final decisions as to what they are going to place there yet. He went on to indicate the following landmarks on the map to give a larger sense of where the roundabout will be: the Co-op gas station, the current edge of pavement, trees, golf range, and telephone poles as well as a playing field.

Town Manager Griffin then went on to indicate that complex negotiations occurred with the Co-op, Dartmouth, its Athletic Department, and its golf staff. This roundabout has been eight months in the making in terms of figuring out location with the least amount of hassle.

Mr. Kulbacki indicated that there will be some adjustments with things like sidewalk placement to keep track of but they have the roundabout planned to be placed where they want it. He said that one problem they still have to work out is power, there is a telephone pole in the middle of the roundabout and for now they are planning on leaving it there. He indicated that it may stay there for several years but eventually it will be moved.

Vice Chairman Connolly asked Mr. Kulbacki whether it would be smart to at least while they are doing the construction to put in the ability to place underground power lines in that area. He said that there is already underground telephone and electric lines there and that they do not have the money to place more lines there.

Town Manager Griffin said that there is another piece to this package to be completed after the two roundabouts, which they agreed on at a meeting last week, being crosswalk treatment in front of the school. In addition Mr. Kulbacki will be meeting with the Dresden Village Planning Group to cover the streetscape to connect the two roundabouts as a project next year.

Selectman Baschnagel asked about the management of left turns and U-turns between the two roundabouts. Town Manager Griffin said that right now the site plan indicates the parking lot for the middle school will allow for only a right turn in and out; there will be an island that will only enable a right turn. She went on to say that the one place where cars will be likely to desire to take a left turn will be what is now Dresden Road but will be a driveway to the rear parking area of the middle school. She said that cars there will be able to make a left turn and the volume of traffic there is very low. Selectman Baschnagel said that his main concern is drop-off traffic wanting to make a u-turn without going down that road and that if something isn't placed there to indicate otherwise people will just make u-turns anyways. Town Manager Griffin said that they'd discussed this issue at an earlier meeting and that their only hope is that reversing direction at the southernmost point will be easier than making such a u-turn earlier in the morning given the traffic volume. She said that after they observe traffic behavior if this becomes a problem they may have to consider as part of the streetscape putting some sort of an island at a strategic place to prevent this.

Town Manager Griffin said that in the fall they are planning on dealing with smaller issues like lighting, parking, and landscaping. Mr. Baschnagel indicated that there might be the possibility to put something temporary in place to prevent the u-turn problem. Town Manager said that they could do weighted barrels but the problem with those is that people tend to knock them over or they get blown over. She said that they could also put in a freestanding pole placing on the center line that could be knocked over by a vehicle if they need to but it could cause an obstruction.

Selectman Christie indicated his concerns about traffic control during the interim year when everything permanent is not in place. Town Manager Griffin said that their goal is to make the roundabout as safe and easy to use as possible.

Vice Chairman Connolly said that they should be able to get some bicycle and pedestrians out of the way and down the new path such as that almost completed that is near the hospital. Mr. Kulbacki indicated that the paths are only eight feet wide as opposed to ten feet that they'd originally proposed. Selectman Baschnagel said that in his experience talking to people there seems to be two classes of bicyclists: families with children biking leisurely and the serious bike riders. He said that people are worried about them all being in one place on one path. Town Manager Griffin said that the sidewalk sharing issue is something that will have to be discussed with several interested parties.

Mr. Kulbacki said that the two roundabouts will be in place by the end of August so that as the middle school opens they have the final circulation patterns and streetscape.

Chairman Walsh said that he thinks that there will be questions from the public and they need to have a plan so that the automobile circulation routes are in place when the middle school opens.

### **3. EVALUATION OF SPEED STUDY FOR HOVEY/BUELL/CURRIER**

Town Manager Griffin indicated that the board previously addressed the issue of whether or not to put forms of speed control such as speed bumps, humps, or tables on Hovey and Buell and/or Currier. They asked for staff to complete a speed study for those two areas before the speed bumps and before school was out to get maximum traffic capacity challenges. She said that the study results found that in no instance when measured on all three roadways did speeds exceed what their traffic policy says constitutes roadways that need speed control. Providing that the Town continues to support its traffic policy that they instituted 18 months ago Town staff recommend not to place any form of speed control down on any of the three roadways do not meet the speed criteria for a traffic control device.

Selectman Christie raised the question as to whether they did traffic counts as well as speed studies. Mr. Kulbacki said that they found that they pinpointed peak hours in the morning and afternoons as well as a full day count. They said that they saw the bulk of traffic in those peak hours and that after the barriers were placed they saw no volume change but did, however, see speeds slow down. He said that on Hovey and Buell after the barricade placement the average speed was five miles an hour slower.

James Walk a member of the public, who resides at the intersection of Hovey and Buell Lanes, said that it appears to him that traffic is beginning to build back up again from what it was previously. He said that he noticed as he was sitting on his porch that twelve cars went by and then the time period in which he did not see a car at all on the roads he calculated to be less than 45 seconds. Then two cars passed, then fifteen, then four. He said that earlier that morning when he drove out he saw two more cars and by the time he'd reached the corner and started turning twelve cars were going by. He said that there is still a lot of traffic but overall there has been a reduction in commercial vehicles; he'd only seen two.

John Hathaway, a member of the public who resides at 10 Buell St., said that he thinks that as a result of the barriers a reduction in traffic and that there has been some reduction in speed also, but in spite of that between the intersection of Currier and the Corner by Mr. Walk, people have not been going at what seems to be a suitable speed. He said this is sufficiently so that people are squealing around the corner and having to dramatically apply their brakes if there is a car coming in the opposite direction. He said that these problems of the winter are objectified by the studies. He indicated to a large extent this may be high school students but there are also people that are hurrying to work and it has to be recognized that if the barriers are to be left there they are some help but if they are going to eliminate the barriers it will cause the area to be a thoroughfare for people using the area as

a shortcut as well as high school students, where people are going from 2 or 3 miles an hour to 30 miles an hour by the time they reach the corner where Mr. Walk resides and it is going to be very dangerous.

Mr. Hathaway then questioned the Board if their intentions were to leave the barriers there or take them away because that dramatically affects what will happen on the street. Chairman Walsh replied that about a month ago the Board decided to keep the barriers on both ends of Hovey and Buell and their question today is to clarify whether or not they are to place speed bumps and tables on Hovey/Buell/Currier and wanted some data to compare that to their policies and that they are not discussing removing the barriers. They are looking at the data the Town staff gave them to decide on the speed bumps issue.

Mr. Hathaway then went on to comment on an issue related to speed studies that have been done. He said that when a police car is parked at the corner of Hovey and Buell St. the car is in perfect sight and that one can be sure that there will be no speeding or anything like that as opposed to a situation where a police car is parked in his driveway or Dr. Faulkner's driveway where it cannot be seen he thinks that the police themselves would agree that some of the speeds are highly exaggerated. Town Manager Griffin then indicated that they did not use police cars to do the study; they used traffic measuring devices to measure volume and speed which the large majority of drivers do not even know are there. They think that these speed results are more accurate than they would be if an officer was posted in a driveway and thus they believe that these results are more accurate.

Mr. Walker spoke again in relation to the barrier placements. He said that they are not seeing vehicles like 18-wheelers coming through though they do see larger vehicles like school busses and smaller commercial vehicles like UPS trucks but nothing like they'd seen before.

Chairman Walsh then went on to clarify for an unidentified member of the public that when he said they were going to leave the barriers he did not necessarily mean those that are currently in place; he meant that they will leave barriers to constrict the entrances and exits.

Mr. Kulbacki said that the suggested plans for the roadways involve closing one lane with signs indicating such; closing the lane by curving the front. Town Manager Griffin said that the term for this is bump out, creating the same obstacle as the Jersey barrier creates. She said that the Board had decided to do this at their last meeting and their current objective is to take a look at the speed studies to decide whether or not speed bumps needed to be installed in addition to the barriers at the entrances to Buell and Hovey. Mr. Hathaway asked if that type of barrier affects things like dump trucks and larger trucks. Mr. Kulbacki said that they look at how effective the barriers are in the long run; they will do a study afterwards as well. There is a sign on both ends of the roadway that say no through trucks. If they find that this becomes an obstacle to vehicles that provide services to residents he said that they would look at a different option for speed and traffic control. Mr. Hathaway asked what size a 26,000 lb truck would be in relation to the 26,000 lb weight limit posted

on the roadway. Mr. Kulbacki said that this is the size of a small commercial vehicle; above that weight a commercial license is required. Chairman Walsh interrupted, saying that they'd spent a long time including two public hearings discussing the weight limit and that he did not want to spend any more time discussing it.

Carolyn Gilbert, a citizen whose residence is next to the place where a speed bump had been placed, said that they saw some cars coming by that were about a mile an hour under the speed limit that were in perfect control and they also saw a pickup truck come by that was about 7 miles an hour under the speed limit that had to swerve so hard that he had two wheels off of the ground in order to make the corner. She thinks that their speed measurements might not put into consideration the fact that what might be safe for one vehicle may not be safe for another and that there are some cars that they'd seen that would not have been able to stop for a child in the road. She said she loved having the speed bump there because it slows cars down just before they get to the school bus stop and before they get to the steep pitch of Hovey Lane and that narrow strip that goes down Buell St.

Selectman Christie asked where they are at in terms of budgeting, to which Town Manager Griffin replied that they are "maxed out" with what they budgeted for the speed bumps that they placed at the entrances to Hovey and Buell. She said that putting in speed bumps or humps involves budgeting them for a year from now. She said that this discussion tonight is whether or not they are going to put something of a temporary nature in again for the spring/summer/fall to be taken up in the winter, and then putting something else of a temporary nature in for the summer of 2006 before they would have enough funds presuming they budgeted them to install permanent speed bumps on Hovey and Buell and/or Currier.

Mr. Kulbacki said that he is an advocate of traffic calming and protecting those neighborhoods. He indicated that given their policy he does not see a basis on which they should place speed bumps given the data and the policy. He said that he is unsure of what basis these would go in given this information.

Vice Chairman Connolly said that she concurred and that she did not desire to put in anything temporary because she thinks that they simply wreck cars. She said that they spend all sorts of money replacing parts of streets and she sees no sense in deliberately setting up something that could endanger people. She thinks that the speed control devices that were put in last year caused damage but she would agree in putting something permanent in.

Selectman Baschnagel said that he disagrees a little bit with Mr. Kulbacki in regards to the speeds from the study in that being in the 85<sup>th</sup> percentile of the speed does not necessarily make people feel safe and he is sympathetic to those in the neighborhood. He also indicated that he shares in Vice Chairman Connolly's concerns about something temporary being damaging and he does not see the funds to do anything about it and that he cannot come up with a good solution.

Selectman Lubrano said that she is on the same page as Mr. Kulbacki. While she is very sympathetic to the neighbors and supports calming the traffic, she does not know how they cannot follow their own policy by putting in temporary speed control devices unless they revisit the policy.

Chairman Walsh said that he is in the same place that Mr. Kulbacki and Selectman Lubrano are. He thinks that unless they go and change the policy, he doesn't think there is the data that creates a basis for putting in speed control devices. He thinks that they should improve obstructions in terms of cutting down the volume of traffic.

An unidentified citizen asked if they have a comparable speed study for a similar area. He indicated that they did have one in the area from Rip Rd. Town Manager Griffin said that this is where the average speeds were one or two miles an hour faster than they were for Currier and five or six miles an hour faster than Hovey and Buell and that this was another area that they'd been receiving complaints about. She said that she suspects that in conjunction with the opening of the new middle school that they are likely to receive more complaints so they will be monitoring that.

Chairman Walsh said that this is a different situation because trying to control volume on Rip Rd. is much harder than dealing with volume on Hovey and Buell. Town Manager Griffin said that this road does lend itself to have higher speeds because it is a longer piece of roadway uninterrupted by zigzags and hairpin turns. She went on to say after being questioned by Chairman Walsh that it is not necessary to entertain a motion to do nothing and that once they incorporate the modification from the jersey barriers to the bump outs they will continue to evaluate the traffic volumes and speeds to make sure those are doing what they want them to do.

Ms. Gilbert asked whether they'd had any feedback from the school construction people as to the effect of the bump out on the corner of Hovey lane as the access for the construction vehicles. Town Manager Griffin said that they'd had a meeting with the school architects, engineers, site contractors, and Town staff about two weeks ago to discuss the proposed plan. She went on to say that one of the questions asked by the contractors was how dump trucks would handle Hovey and Buell. She said that they indicated that they would not recommend dump trucks going into the area; it would be a wonderful opportunity for the town to ticket those trucks and she advised contractors to advise their subs to stay off of Hovey, Buell, and Currier. She says that if that does not happen as construction begins that they will look to hear from neighborhoods residents and they will be doing direct patrols to see if they will be able to catch and ticket trucks coming into the area.

Ms. Gilbert indicated that she was concerned about turning trucks coming in the other direction, wanting to know if they have room enough to get past a more permanent arrangement or if it was necessary to keep the jersey barrier there for another year or two. Town Manager Griffin said that since the site contractor for the high school is United they are well acquainted with the limitations of Hovey and Buell and the no through trucking

limits because they are doing the site work for the South Block. She said that she got the sense that Carrie Whipple got the message and understood that they needed to be accessing the high school not from Hovey and Buell but from Lebanon St.

Vice Chairman Connolly said that the site plan approval in the Planning Board was quite specific as to where trucks may or may not go. Town Manager Griffin said that this was pointed out to the contractors. She said that the problem with this is what so often happens with conditions of approval is that the architect and the school district project manager may be aware but the key is make sure the subs are aware. Selectman Christie added that it is important to make sure the Police Department is aware of the Planning Board's site plan review.

#### **4. UPDATE ON FY2004-2005 GOALS AND OBJECTIVES AND DISCUSSION REGARDING PROPOSED FY2005-2006 GOALS AND OBJECTIVES**

The Board agreed to audit the past year (2004-2005) first and then to go on and discuss the next year (2005-2006), Selectman Walsh reviewed them for the Board.

The first item deals with the tax rate target, which Town Manager Griffin indicated was done and Chairman Walsh agreed and said that they would go back and deal with that later.

The second item was to support the Howe Corporation's initiative to raise funds to expand and Chairman Walsh said that he thinks that they support them.

The third item was to negotiate appropriate terms for the transfer of the Gile Tract property. Chairman Walsh indicated that Town Manager Griffin had marked down cooperation with the Affordable Housing Commission. Town Manager Griffin said that she'd just gotten the first draft and that she'd reviewed it and has some issues and questions regarding it. She said that in order to expedite this she feels it will be easier to get feedback from everybody before going to the commission to discuss the pieces and parts. She said that they are also providing support to the Hartland Group and that they have a draft easement agreement allowing the Town to access Medical Center Drive when driving to the hospital and that the document was given to Steve Marion to circulate inside the hospital to see if they can come up with one working draft that both parties agree on. Once that is done, she intends to present that document to the Board.

The fourth item was to provide support to the Hanover Water Works Company's efforts to implement water filtration as a long-term objective to continue to explore a proposal for municipalization. Town Manager Griffin said that they'd just received an update from Mr. Kulbacki in regards to that project and that the next piece to explore municipalization is the next task the Water Works Company Board has before it.

The fifth item was to develop a long-term Capital Improvement Program for the Wastewater Treatment Plan and utilize estimated costs to launch plan for 2004-05. Town Manager

Griffin said that they are now finalizing a long-term Capital Improvement Program recommendations for staff in terms of what else the Plant will require over the next five or ten years regarding equipment and machinery as well as expanding the plant so to enlarge capacity and that her hope is to have a work session with the Board sometime in late summer or early fall to go over their recommendations so that they can begin to determine how they will tackle putting that plan into practice and following quickly on the heels of that in a discussion about the terms and conditions of negotiating a municipal agreement with the City of Lebanon.

Chairman Walsh said that they'd skipped a few things and that he thinks they did excellently on the Howe Corporation. He said that he would give them an B on the Gile Tract, and an A on the Water Works. He said that he thought they did okay on the Wastewater Treatment in setting it up.

Chairman Walsh asked Town Manager Griffin to go down the list of new Task Force members for the Board. She said she is now planning a Task Force with several committee members for this summer after the end of June to take a look at Option Three and what variations of it would be allowable under New Hampshire state law so that she will be able to bring back these results to the Board so they can decide how they want to go forward in decisions with the issue at the next Town Meeting.

Chairman Walsh indicated that the next item is to identify an annual event to recognize Town volunteers and contributors. Town Manager Griffin said that she has a staff committee that has been put together to talk about various events that they might consider in order to provide the Board with some alternative events that they can consider. She said that they they'd considered doing an event to be RSVP'd to and that they are also discussing a end of summer/early fall family picnic to which they could invite every volunteer they could conceivably think of. She said that her preference is to do something informal like that, which people will actually enjoy coming to. Chairman Walsh said that he'd heard some suggestions that he thought would tie into this. One of them was to do the employee recognition Recreation Board recognition event some other time. He graded this item with an incomplete.

The next issue was to clearly define which Board or Committee is responsible for long range transportation planning. It was decided that this has been unsuccessful. Selectman Baschnagel said that he thinks that the Board needs to decide what they are looking for and once the Board does that then it will be easier for people to respond. Vice Chairman Connolly said that they could simply place an "s" in front of "board and committee" to indicate the notion that more than one Board or Committee is responsible for the contribution. Selectman Baschnagel said that the thought that it was important to start from then beginning and have a "let's go to basics" discussion and that he feels that it is important to get to this issue sooner rather than later. Chairman Walsh said that the Board should have an unstructured discussion to decide what needs to be done so that they can



understand the sides of the problem. The Board agreed to attempt to set up about a 45 minute time period to hold this discussion on June 20<sup>th</sup>. This item was rated as poor.

The next item was to review the background and previously supplied information regarding the current Fire Districts and the rationale for allocating expenses to the districts. Town Manager Griffin said that this is a subject that one needs to refresh themselves with and review in order to come prepared to wrestle with making a decision. Chairman Walsh said that they did the review fantastically and that they would go back later to discuss the goals of the issue.

Chairman Walsh decided to leave the next item of administration for later and to currently look at the proposed goals and objectives for the 2005-2006 fiscal year.

Chairman Walsh went on to indicate that Vice Chairman Connolly had made a bid on the first issue relative to the tax rate that it should remain the same for 2005-2006.

Selectman Christie indicated his concern with the magnitude of the things listed that are not getting done within the guidelines. Chairman Walsh agreed that this was a good point and that they should do this process differently. He said that they should have the budget as a guideline and list the things that really should be in and that they've been deferring and then next to have the "Wish List" of other things to be taken into consideration. He said that there might be a place in the middle somewhere that would cause issues to not become divided so easily.

Town Manager Griffin said that it is easy enough for her to give a budget showing the current budget as well as add-ons that equate to an additional percentage of tax rate increase. Selectman Christie added that there are things that would be good and valuable to have but the Town will be okay without it. There are also things that they've been deferring, items that tend to cost around \$5,000 or \$10,000 and some of the things that they've been falling behind on have a bigger price. Those items, the "preferred maintenance items", create the whole point of a tax rate increase because they are not small tag items. This leaves one wondering where the normal budgeting process will allow those to be funded. He said that he was unsure of how to find the discipline and ability to fund some of those longer term but nonetheless important projects.

Chairman Walsh indicated the second item to support the Howe Corporation's initiative to raise funds; they are looking to continue to do so. Selectman Baschnagel indicated that this is keyed to the capital program they'd had underway which Selectman Lubrano indicated is not over yet. Town Manager Griffin indicated that when they use the term support they do not indicate it to mean making fundraising calls, it is meant to mean being available as a resource. Chairman Walsh said that he thinks they should leave this item on the list but make it the last item rather than the second item.

Next Chairman Walsh said that he thinks they need to re-work the whole of the line dealing with affordable housing, because it is not just issues like the Gile Tract but also, as Town

Manager Griffin pointed out, models going forth and other series of pieces that need to be taken care of as well as the different options for creating affordable housing are explored. The goal is multi-faceted.

Chairman Walsh said that in reading Business New Hampshire he'd discovered that the Real Estate Construction and Engineering Award for excellence this year went to Linda Harvey for the Laconia Area Community Land Trust, an affordable housing program that is doing fantastic work. He said that he thinks having her come to the Town at one point to talk about the work they are doing in Laconia. Selectman Baschnagel indicated his concern that models need to be project specific and a model that works for Gile may not be appropriate for other projects and that they cannot simply create a cookie cutter model to put in place. Town Manager Griffin asked whether someone wanted to tackle putting this together, to which Chairman Walsh replied that he would like to see Town Manager Griffin and Mr. Kulbacki work on this.

Next, Chairman Walsh said that in regards to the Hanover Water Works Company he thinks they've done what they needed to do. Town Manager Griffin said that now the concentration is on municipalization and that this is the next piece. He said that he thinks they should add in a few words to the effect of exploring municipalization. He said that he would put it lower on the list next to the Howe's initiatives. He said that one of the things he is worried about is the fact that it is easy to place things on the list but hard to remove them and he doesn't want to overload the list. Selectman Baschnagel said that his sense is that they should have a free-falling discussion amongst the Board to get them all on the same page in regards to municipalization.

The next issue was the long-term Capital Improvement Plan for the Wastewater Treatment Plant. Town Manager Griffin said that is ongoing so this work will continue through the next fiscal year. Vice Chairman Connolly said that the planning should go well beyond 2006 and that it might even go into 2010 and also should deal primarily with accommodating the expected development in Town as the effects on wastewater on the wastewater customers.

Town Manager Griffin said that the staff will present a plan based on their knowledge of status and equipment with which the Planning Board will be able to initially adopt for purposes of assessment. Selectman Baschnagel indicated concerns about who will make decisions about infrastructure and that this is a fuzzy issue right now. He questioned whether the Planning Board makes these decisions because his thoughts were that they are uncomfortable in allowing them to do so. He said that the Board has an important role to play in structuring the system and ground rules by which these things come together.

Town Manager Griffin said that she agreed with Selectman Baschnagel but she thinks that it is important for both boards to ask the staff to come up with a proposal to which he will be able to react to. Chairman Walsh said that he thinks that they should stick with this and that he believes that it should be left to the administration to take care of and then have them

bring it back to the Board for review and that it is not the Board's objective. Selectman Baschnagel said that if the wording is to approve this should be on the Board's list but if the wording is to develop this should be on the administration's list. Chairman Walsh said that he does not think that the development of this plan is top priority for the Board or for Town Manager Griffin this year and that other items are much more important. He said he would like to see a draft Capital Improvement Plan for items the Town should be thinking of.

Town Manager Griffin said that they should have a discussion with both boards about the prioritization of the improvements both long reach financial planning that will lead to tax rate increases and also assisting the planning board in knowing what to tell developers asking if their units can be accommodated. She said that they cannot backtrack and are working to have this proposal completed by late fall or early winter concerning the budget or to have even earlier a listing of the pieces and parts that the planning board needs to have an advance look at. Examples of such projects include the policy that determines sidewalks in terms of who pays for their construction and maintenance, roadway reconfiguration and maintenance, signal upgrades, wastewater plant improvements, distribution line improvements, water line improvements, and the recreation facilities in terms of the needs for addition fields.

Chairman Walsh said that another important piece of this is the municipal agreement with Lebanon. He said that he is really trying to get the Board to deal with priorities and force questions about them because he believes they need to think about it. Selectman Baschnagel said that his interest in this is getting the engineering estimates so that they can have a point to start from. He is not worried about negotiating agreements this year. Selectman Christie said that he would put this in the overall goals of the program.

Town Manager Griffin said that they could collapse the two issues into one, instead of talking about approving a plan just indicate to develop and review with the Planning Board and the Select Board a proposed comprehensive capital improvement program. Chairman Walsh said that this is what he would like the administration to do this fall and that he would like the Planning Board and Select Board to deal with it this winter. Selectman Lubrano said that she would work on the re-wording and collapsing of the two issues into one to be circulated to the Board in the next draft. Vice Chairman Connolly said that she is worried about the Planning Board being blindsided so there should be something placed in the wording about that.

The next issue to be discussed is the task force for the Town Meeting. Town Manager Griffin said that they are on track and will be trying to come to the Board by the end of the summer with the reaction the committee has to what, if anything, they can do in terms of option three which is something of a modified Town Meeting without requiring changes to the State. Or, if changes to the State law are required what changes are required. She said that she would like this to be rewritten as ongoing.

Chairman Walsh said that, in interest of letting the Board know, a couple of people came to him and suggested that maybe the Selectmen should be considering a representative Town Meeting instead of going after Option Three. Vice Chairman Connolly said that a representative government, from what she's heard about them, seems to be more suited for a larger municipality and that it is almost like a city council.

The next issue was the annual event. Town Manager Griffin said that this isn't a big issue; it is just about coming up with some options for the Board to contemplate. She said that they have a meeting scheduled for early July at which a discussion will take place.

Chairman Walsh indicated the next issue to be long-range transportation. He said that he thinks that this issue is really the Board's and ought to be there. Town Manager Griffin said that it is also tied in somewhat with CFP. Selectman Lubrano said that the wording should state Boards or Committees, to which Chairman Walsh agreed.

The next issue discussed was recreation space. Town Manager Griffin indicated that her sense is that this committee has to make its recommendations before the Dresden School Board by the end of June. She said that by the start of the next fiscal year there will be a plan that has been recommended whether or not it has been received by the board by a special school board meeting in November remains to be seen.

Vice Chairman Connolly questioned what would happen with the other fields such as the Farr barn site on Greensboro Road and Grass Road. Town Manager Griffin said that this could be put on administration. She said that they are on their radar screen but they are just ready to sign a contract for the architectural design for the far fields and farther on will be dealing with those issues because they are longer-range issues. She said that the Conservation Commission is often reminding them that some people would rather just have parking space and not everyone plays sports and wants playing fields and she is trying to be mindful of that.

Chairman Walsh said that he thinks that this is undone business and that it should be left as is. He said that in his mind the number one objective for the administration should be capital improvement and that perhaps they need to reword in an even stronger way that this is the most important issue.

In response to a question from Selectman Baschnagel about what Jonathan has done, Town Manager Griffin indicated that any population growth statistics and major demographics have been analyzed. Selectman Baschnagel asked if it was possible to communicate this to the Board. Town Manager Griffin said that this would be possible.

Chairman Walsh interjected saying that there is a large number of big-ticket items on their list such as basic budgeting guidelines, affordable housing, and capital improvement including sewer, water, and roads. Also, he said that they need to continue moving with the

Town Meeting format and the finalization of the Fire District charges and this is a lot. He said that they should be careful not to add much more items.

Selectman Baschnagel indicated that the next issue is one to which no significant progress has been made for a couple of years. Town Manager Griffin indicated that a plan placed on her desk earlier last week that they've developed internally. She said that it is a complaint driven process and that they've mapped out a process that they think works and they've test driven it on some recent complaints just to make sure that it is now mapped. She said that it could be brought in front of the Board at the next meeting but she wanted to get more feedback and wasn't sure she'd have it ready in time. Chairman Walsh suggested to leave it as is and get it done.

Town Manager Griffin indicated that for the next statement she had three options, which the Board would be seeing shortly, the three options being three models that have been adopted by several communities in the state. She said that one is very basic, being a conflict of interest policy. She said that the other two were a bit more involved and that a number of other communities have adopted something a bit more comprehensive than that. Town Manager Griffin said that the conflict of interest piece is a general standard that they'd developed informally with Walter Mitchell about four years ago. Chairman Walsh said that he wished to go about this by having Town Manager Griffin brief them and then give them the paper.

Next, Town Manager Griffin said that she'd just received a report on the tax status of the College on properties and that as soon as she'd gotten a chance to look at it she'd bring it back to the Board.

Next Town Manager Griffin said that they have started to read together a schedule for both various Boards and Commissions to come to see the Board; they want to organize this so that there would be one of these meetings per month. She said that they are unable to broadcast yet but that a request has been put in to Adelphia to have broadcasting capabilities extended to the Community Center and then to the public safety building. She questioned whether they would be able to schedule a Board visit to one department a month but that would necessitate an off time when they would all be able to get together, either during the day or before a meeting but preferably during the day so that they do not need to retain any staff on overtime. Chairman Walsh said that he thinks that this is a well-seasoned Board and that they can drop this issue this year and still be successful as a Town. Town Manager Griffin said that what happens now if there is an issue involving another Board or Commission is that they would bring someone to talk with the Board. It was decided to remove this issue.

Next was the "Pooper Scooper" Ordinance. She said that the issue here is that there are plenty of micro ordinances but they've all been putting up signs. She said that she thinks in order to do something truly effective, they need proper enforcement and that means there needs to be some sort of animal control. She said that they could invest in a few signs for

the Town's high traffic dog walking in some neighborhood areas asking owner's to clean up after their animals.

**5. RECOMMENDATION TO APPROVE PROPOSED SEWER BILLING ADMINISTRATIVE ABATEMENTS**

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve proposed sewer billing administrative abatements. THE BOARD VOTED UNANIMOUSLY TO APPROVE PROPOSED SEWER BILLING ADMINISTRATIVE ABATEMENTS.**

**6. RECOMMENDATION TO SET A PUBLIC HEARING ON JUNE 20, 2005 FOR CONSIDERATION AND MODIFICATIONS TO THE FY2005-2006 RATES AND FEES SCHEDULE**

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to set a public hearing on June 20, 2005 for consideration and modifications to the FY2005-2006 rates and fees schedule. THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 20, 2005 FOR CONSIDERATION AND MODIFICATIONS TO THE FY2005-2006 RATES AND FEES SCHEDULE.**

**7. APPOINTMENTS: PARKS & RECREATION BOARD**

**It was MOVED by Chairman Walsh and SECONDED by Selectman Lubrano to appoint Ned Whittington to the Parks and Recreation Board. THE BOARD VOTED UNANIMOUSLY TO APPOINT NED WHITTINGTON TO THE PARKS AND RECREATION BOARD.**

**8. BANNER REQUEST: HOOD MUSEUM**

The Hood Museum requests to continue leaving their banners up celebrating their 20<sup>th</sup> Anniversary. Town Manager Griffin said that they'd wanted to leave them up until the end of September but the Howe has that location already reserved from the beginning of September on. She said that if this is approved they can only have the banners up from July 10<sup>th</sup> to the end of August and that they cannot have the entire time they'd like for the banners.

**It was MOVED by Chairman Walsh and SECONDED by Selectman Baschnagel to approve the Hood Museum's banner request from July 10<sup>th</sup> to the end of August. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE HOOD MUSEUM'S BANNER REQUEST FROM JULY 10<sup>TH</sup> TO THE END OF AUGUST.**

## 9. TOWN MEETING MINUTES

**It was MOVED by Chairman Walsh and SECONDED by Selectman Lubrano to approve the Town Meeting Minutes. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE TOWN MEETING MINUTES.**

## 10. ADMINISTRATIVE REPORTS

Town Manager Griffin reported that it has been extremely busy with the last couple of weeks in trying to get a large amount of projects launched. She said that it is a busy time of year for the departments. The Planning and Zoning staff has been working closely with the high school engineers with the implementation of a high school plan; work has already begun at the high school. Dartmouth helped to fund the renovation of a storm drain because the drain line distributes a lot of drainage from the Dartmouth campus underneath the middle school into a watershed area. A notice was sent out to all high school student's parents outlining the construction plan so that they will know what to expect in the upcoming months. She went on to say that they are supervising that project closely in terms of traffic flow. She said that the middle school project is now getting down to the final details of the finish work and the exterior site is essentially complete.

She said that school funding has been extremely fluid in the legislature; a budget is coming out of the senate called "A Better Budget" which is being propagated by the democrats as well as four or five republicans, which the coalition seems to find wonderful. She said that the coalition has planned an emergency meeting in Concord tomorrow and this is something that the Board is watching very carefully.

She next indicated that she'd also asked the Municipal Association to look into Medicaid funding cuts for the hospitals. She said that one option is that to provide care to individuals who can't afford it and send the bill to the municipality in the form of a welfare payment. She said that she is unsure if the State's welfare statutes allow this to be done but if there is an individual in Hanover requiring subsidized care she is unsure of what the Town would do if they were sent the bill. She said she hadn't heard back from the Municipal Association yet regarding their take on such a situation. This is an area for concern because with eight billion dollars in Medicaid cuts, their budget would be impacted. From a legal standpoint, if the Town were presented with such a bill, she's not sure what would be done.

Chairman Walsh said that his understanding is that there is a statute in the books that goes back to the 19<sup>th</sup> Century that makes it the Town's responsibility. He said that no town has been billed since before 1965 when Medicare and Medicaid came in and it is not clear whether it would hold up under litigation or not. He continued to say that there are at least two places where it may pop up in the next 10 weeks. Selectman Lubrano said that if it is clear that something like this could happen, then the Municipal Association needs to get busy. She said that if she were Dartmouth Hitchcock Medical Center and she was faced with refusing care or giving care and shifting the bill, that she would provide the care and

make sure the person is well cared for and that she can understand the hospital's perspective.

## **11. SELECTMEN'S REPORTS**

### **Peter Christie**

Selectman Christie reported that the Affordable Housing Commission had a meeting and discussed having Town Manager Griffin attend a formal affordable housing meeting. He said that they congratulated the Affordable Housing Commission on all of the progress on various projects and they now have to figure out when they can do a hand off and move things over to the Town side. He said they have to meet with the Town to figure out how to handle this. He said it was a very positive meeting and that everyone agreed that the hand off was needed on some of these projects and they just need to work out the details of the process.

He said that the Recycling Committee has met and it has been reinforced that pick up volume has not gone down. They are busy now working on their Fourth of July booth for that event. Larry Litton has stepped down as Chair so they will be after many years be looking to appoint someone.

### **Katherine Connolly**

Vice Chairman Connolly reported that the Planning Board has been working on subdivision regulations and they proposed major changes to the Ordinance. They are starting back on the chapters that they'd been working on some months ago. They had a visit from the School District looking for a field change for the site plan for the high school, which was not given to them because it involved not only the fields but also adding a parking lot as part of the new field along Hovey Lane and there should be much more consultation than that. They did start to formulate the Route 120 committee and there are two members of the Planning Board appointed to that, being Michael Mayer, Charlie Faulkner, Jim Hornig, and Nancy Collier Mike Mayer is in this position full time. Charlie and Jim are sharing a position, and Nancy is the alternate. Also, a letter was received from the city of Nihonmatsu announcing the arrival of its delegation. Their next visit will be July 29<sup>th</sup>-31<sup>st</sup>.

### **William Baschnagel**

Selectman Baschnagel reported that the Parking and Transportation Board met. Dartmouth brought in a conceptual plan for Sand Hill. They identified an entrance point as opposed to using the large access point. He said that the Co-op is interested as well in becoming a part of this project. He also said that he has recently looking to get the Upper Valley Transportation Management Association's AT study. He said a draft will be sent to the Planning Board in two weeks on Monday and that it is a very useful and concise study. 60%



of the people that ride AT are going to a destination somewhere in Lebanon or West Lebanon. 40% are Lebanon residents.

**Allegra Lubrano and Brian Walsh**

Selectman Lubrano and Chairman Walsh had nothing to report.

**12. OTHER BUSINESS**

There was no other business.

**13. ADJOURNMENT.**

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adjourn the meeting at 9:48 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:48 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

These minutes were transcribed by Brandi Love.

**SUMMARY**

- 1. It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve proposed sewer billing administrative abatements. THE BOARD VOTED UNANIMOUSLY TO APPROVE PROPOSED SEWER BILLING ADMINISTRATIVE ABATEMENTS.**
- 2. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to set a public hearing on June 20, 2005 for consideration and modifications to the FY2005-2006 rates and fees schedule. THE BOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JUNE 20, 2005 FOR CONSIDERATION AND MODIFICATIONS TO THE FY2005-2006 RATES AND FEES SCHEDULE.**

3. **It was MOVED by Chairman Walsh and SECONDED by Selectman Lubrano to appoint Ned Whittington to the Parks and Recreation Board. THE BOARD VOTED UNANIMOUSLY TO APPOINT NED WHITTINGTON TO THE PARKS AND RECREATION BOARD.**
4. **It was MOVED by Chairman Walsh and SECONDED by Selectman Baschnagel to approve the Hood Museum's banner request from July 10<sup>th</sup> to the end of August. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE HOOD MUSEUM'S BANNER REQUEST FROM JULY 10<sup>TH</sup> TO THE END OF AUGUST.**
5. **It was MOVED by Chairman Walsh and SECONDED by Selectman Lubrano to approve the Town Meeting Minutes. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE TOWN MEETING MINUTES.**
6. **It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adjourn the meeting at 9:48 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:48 PM.**

**BOARD OF SELECTMEN'S MNUTES**

**May 16, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:33 pm. Present were: Brian Walsh, Chairman; Katherine "Kate" Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; Julia Griffin, Town Manager; Peter Kulbacki, Director of Public Works; John Aubin, Assistant Superintendent for Business for School Administrative Unit 70, and members of the public.

**1. PUBLIC COMMENT**

There was no public comment.

**2. REQUEST BY DRESDEN SCHOOL DISTRICT FOR ABATEMENT OF SEWER HOOK-UP FEES**

The Dresden School District has requested that the sewer connection fee of \$27,700 for the new Richmond Middle School be abated. First to speak on behalf of the abatement of the fees was John Aubin. He handed out a letter to the Selectboard outlining his main arguments. His first point was that even though the middle school is a new building there would not be an increase of student capacity; students are simply being moved from the old high school/middle school complex and therefore any increase in flow from the new middle school will simply be offset by a decrease in flow from the old complex. He requested not that the fee be waived, but that they are charged a fee based only on the additional capacity of 120 students between the two buildings, a fee that he calculated to be \$4,494.

Mr. Aubin's second point was that the new school is classified as a "school with gym, showers, and cafeteria." The school has only two showers in its gym, which are for the use of staff and not of students. If the school were simply classified as a "school with cafeteria, without gym and showers with an additional fee charged separately for the gymnasium this would reduce the fee from \$24,500 to \$16,510.

Peter Kulbacki was asked to review for the Board the Town's policy in regards to sewer hook-up fees. He indicated that when you renovate an existing building without tearing it down it does create a substantial amount of flow so no additional rates are charged. When any new building is built and a new connection is requested the Town requires that a new connection fee be paid. Until fairly recently the connection fee was \$100 regardless of how much floor space the building occupied. He specified the reason for this rate change as a lack of sewage capacity; in the past when new flows were added they were unable to estimate what impact that would have on the sewer system. Mr. Kulbacki added that roughly

six months ago, before the most recent rate increase, they set the rate of flow at \$1.40 per gallon based on actual costs of capacity gain. He indicated that they look at the potential capacity of the building for the future. The fees are based on a new connection or a substantially changed character of an older connection; potential changes in flow are based on the square footage of a building and the fee for these estimated flows is based on what the state and EPA use to peaking factors, based on peak day flows. They also need to incorporate potential impact of increased flows in the future into current fees.

Mr. Kulbacki went on to discuss the fact that in the past, 75% of their funding came from the Federal Government, 20% from the state, and 5% from local sources. Currently this has changed; 20% of their funding comes from the state and locally we are responsible for 80%. Chairman Walsh indicated that now a great deal of the cost of current and future sewage capacity is in the hands of the people using that capacity whereas in the past the people using the capacity were only responsible for 5% of the cost. This shows a reason for the large jump in cost from the \$100 connection fee of the past. When questioned by Chairman Walsh, Mr. Kulbacki indicated that this fee has not yet been waived anywhere. Selectman Lubrano asked Mr. Kulbacki if the Sewer Usage Ordinance firmly states their new connection fee policy, to which he replied that it states that all new connections require a capacity charge. He indicated that he was willing to abate the fee to give the high school a break but abating the bill based on a change of use would be much more difficult.

Ms. Griffin indicated that the monies from these fees go into the Wastewater Fund, a separate stand alone fund that needs to be budgeted for. It was brought up by Chairman Walsh that the schools are being charged but making an exception for the school would open up the opportunity for other buildings in similar predicaments to dispute fees charged to them. Ms. Griffin said that she believed that based upon the hookup fee cost enlargement of the past and the need of monies for future upgrades to the plant that Richmond Middle School should have to contribute just as everyone else with a new sewer hookup should. She said that it would be reasonable to charge the \$16,500, providing the estimate is accurate, but that they would be uncomfortable in completely waiving that fee.

Mary Sachsse, Dresden School Board member, spoke to clarify the two issues at hand: location of the middle school and its characterization as a new building and the change in flows that the new development causes. She said that, setting aside location and considering the two schools as one entity, the incremental change in flow is attributed to the increase in capacity of 120 students and the school should only have to pay for that increased capacity. She indicated that if both schools were located on Lebanon St., then there would be no location issue. She believes that this is a building to serve a public function as it previously had and as part of the town services and that this is not a matter of what has been budgeted, more simply a matter of what makes sense.

Ms. Griffin indicated her sympathies in regards to Ms. Sachsse argument but that the Board's policy is that any new building regardless of its function is charged a new hookup fee. She cited the Town's new community center as an example. The old community center

certainly did not generate the flows that the new community center does but there was no net calculation; this was a new building and a new hookup fee was charged. She said that if the high school and new middle school had remained on the same property they would have gone in to assess the total new flow calculations based to determine whether an incremental hookup fee would have been charged. They would have decided this based upon the facilities such as labs, showers, kitchen facilities, and bathrooms and the wastewater flows that these generate. She said that they were uncomfortable to waive the fee in this case due to the fact that it is difficult to draw a clear line between the school district and private buildings such as those affiliated with Dartmouth College but that it would make sense to adjust the fee based upon the fact that there are only two showers in the middle school not used by students.

Chairman Walsh established the Board's agreement to abate the fee charged to the high school, indicating that to be part of some motion. He also raised the question as to whether the Board was interested in reducing the middle school's hookup fee to \$16,500, allowing Mr. Aubin and Mr. Kulbacki to discuss the arrangement, or asking staff to apply a policy based on incremental need. The Board was in agreement that applying a new incremental policy would open the door to more problems and that the current policy needs to be applied to the situation.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano that, pending review by staff, that the Richmond Middle School's sewer hookup fee be reduced to the estimated \$16,500 and that the High School's sewer hookup fee be abated. THE BOARD VOTED UNANIMOUSLY, PENDING REVIEW BY STAFF, THAT THE RICHMOND MIDDLE SCHOOL'S SEWER HOOKUP FEE BE REDUCED TO THE ESTIMATED \$16,500 AND THAT THE HIGH SCHOOL'S SEWER HOOKUP FEE BE ABATED.**

### **3. PRESENTATION BY DRESDEN ATHLETIC FIELDS COMMITTEE AND DISCUSSION OF INTERIM FIELD SHARING**

Members of the Dresden Athletic Fields Committee provided the Board with an update of their work as well as discussed the possibility of interim field sharing. First to speak was Peter Krass, coach and member of the Athletic Fields Committee. He described the Athletic Fields Committee as a group of about 15 Norwich and Hanover residents who go out and speak to community groups, including the Selectboard. He stated that he would like to review their situation to date as well as to touch upon some ideas for field development. The committee started meeting in February, the first two months of their meetings were dedicated to finding information regarding what had gone wrong with the last bond vote in the spring of 2004.

Mr. Krass said that the committee evaluated the questionnaire "with a fine tooth comb," getting every bit of information from it that they could fit. He said that looking at community feedback after the failed vote they realized that they needed to start from scratch

and find something that would excite the community and cause them to embrace the issue; they do not desire to see a vote that passes by 51%. They are “starting from ground zero,” paying a lot of attention to feedback from the community. They wanted to keep in mind a few things from the questionnaire; they wanted to find out why people voted no. They discovered that 49% of people responded that it was too expensive, 42% said that it was too elaborate, 25% said that the plan was not useful to the community at large, and 19% said that too many of the fields had been placed in Norwich. 64% of the people said that they did desire some sort of field development in Norwich but not a large showcase development that had originally been included in plans and 60% of the respondents wanted the playing field focused on campus in Town. They want to focus on how to best leverage the property in Hanover. 85% of the respondents said that when there is an opportunity for field sharing it should be done. They feel that it is important to go out and inventory the fields, finding out who owns and controls them and how events are being scheduled in order to better determine a way share the fields rather than building more fields. The last issue that they are conscious of is the question of how much people are willing to spend on field development; they weren’t willing to spend the \$4.5+ million that had originally been planned. Bob Sokol, who did the analysis of the questionnaire results, believes that it would be all right to spend \$2-\$3 million but spending anything above \$3 million dollars would require assurance that the larger community benefits from the development in some way.

Mr. Krass stated that their mission is to create a long-term plan for the Dresden students, focusing on them but taking the larger community into consideration as well. He said that there is awareness in the committee that sharing is already going on and that they have taken steps to improve sharing in the immediate future. He feels it important that they tell people that sharing is currently taking place.

Chairman Walsh said that sharing, as he sees it, is made up of three parts. One part is community members’ access to the Dresden fields when they are not being used by Dresden, allowing for the older community to enjoy the fields as well. Another is sharing among Dresden teams, working out their schedules. The last part is sharing between the Town and Dresden fields. He says that it is a word that can mean all three of these things. He said that the focus has been on the Town and Dresden fields but the other dimensions are just as important.

Mr. Krass stated that they were discussing at their last meeting the fact that they need to let the community know that the fields are available when Dresden students are not using them, as well as the track. They are aware that there are several dimensions that make the issue more complex. Another conclusion they came to, he added, was that sharing was not presented to them as a committee for long-term solutions; it has been worked for the short-term. He felt that once 2009 comes along and Reservoir Rd. reverts to Dartmouth, people will feel much more of a squeeze. Another thing the committee learned was that when looking at the fields available to the Town, as well as Dresden and Dartmouth, everybody is squeezed. Problems from Dartmouth presented to the committee at one of their meetings

was that between the college's own construction projects and expansion of athletic programs at the NCAA and intramural level that they are squeezed too and cannot help.

Mr. Krass said that they feel comfortable in sharing that they have done their work diligently and it is time to move on to looking at long-term solutions. He submitted a document to the Board categorizing who owns what in terms of fields as well as what is going on with sharing.

Mr. Krass then went on to present to the Board what the committee has lately been doing. They broke down into a series of sub-committees. One of the sub-committees deals with sharing; one is dealing with public relations, and another is looking at how to leverage the Norwich parcel, once they determine what they need there deciding whether they can develop community partnerships so that other people can use the parcel while putting Dresden first. Another sub-committee is looking at the Lebanon Street site, this being their primary focus. Once they've determined what they can do at that site as well as the costs they will know what they have left over for money, based on Bob Sokol's parameters, to use in Norwich, as well as what is needed in Norwich.

He then went on to outline the options for development of the Lebanon Street site. The first option is status quo, not doing anything except for renovating what is already there and replacing the track which in disrepair and hasn't been used recently because it is too dangerous for the children. The pros of this plan include the simplest engineering and design work. The cons that they are doing little to upgrade the facilities and it doesn't help them with the field shortage issue. He said that he felt it was important to inform the Board that when they first started the process Mike Jackson said that minimally they would need three fields and a baseball diamond.

The second option involved the renovation of a piece of land between the lower field hockey field near Thompson Terrace. They thought that if they brought in some fill and graded the land that they could put in a practice field but the state of the land made this impractical. They also discussed moving the track offsite and rotating the football field so that they could place another field next to it, but that arguments for keeping the track at the high school are outweighing that option.

The last option has two major components. One of the components would be to expand the size of two fields by raising the land and expanding the playing surface. They discussed the putting in of a synthetic turf field in that space as well as lights; the idea with the lights is that the tops of the lights would be roughly where the tops of the trees are which allows for insulation from the surrounding neighborhood. They feel that if they put in a turf field it should be used as much as possible, it would be feasible to run many sets of practices or game times and it is possible to configure a turf field with lines that accommodate four different sports. Today's turf is not like that of the past; Mr. Krass indicated that statistics show that injuries are equitable with grass fields. Looking at the costs, the field will cost more up front but down the road there will be thousands of dollars less in maintenance

costs. The other major component of this option is to switch the existing football and soccer/lacrosse fields. The current soccer field at the high school is smaller than the standard size of a soccer field but in the current football field there is room to put in a full size soccer/lacrosse field and it would still be possible to fit the track around that field. The football field takes up less space so it would be practical to move it. This is the option that they are looking at most closely; there are a series of upcoming committee meetings to discuss costs and look at different types of turf so that different sports would be able to enjoy its benefits. They are putting this together so that they will be able to evoke a response within the community. A turf field is equal to two normal playing fields so this saves money in what they would have to build with grass fields. There is also a sub-committee working on the planning of this and looking at alternate funding.

Ms. Griffin asked Mr. Krass to give an update of what is going on at the Norwich site. They hope to use their Merriman funds of about \$300,000 to put in a baseball diamond. In the outfield of the diamond would be enough space for a field hockey field for fall use. Adjacent to the diamond would also be a general use field. Feedback from the community has indicated that a parcel like that in Norwich would be very acceptable and useful. This requires a fair amount of help from both towns; Dartmouth is providing fill. Putting in the fill saves Dresden a lot of money because it won't be necessary to do as much blasting. They are still in the process of getting needed permits, which Mr. Krass believes will take about six months so he hopes that construction will take place later this summer. They'd like to put sod down for the baseball diamond so it can be put into use immediately. They are looking at their needs to integrate their own plans with these if necessary.

Selectman Baschnagel asked if the expectation of the Board's doings in Norwich added to what they are doing on the Hanover site is to address the quote issues. Mr. Krass responded added that the minimum net loss that he expressed before was three fields and a baseball diamond. Hypothetically, if they put in the turf field, the net loss would be down to two fields. He feels this makes sense because of the programs expansion is that they may add three fields over in Norwich or perhaps a large parcel like that in Sachem to avoid future complications. He said, not officially speaking for the committee that they are probably looking at adding one or two fields on top of the use of the Merriman funds to make up what is perceived as a net loss. Mr. Krass added that the plan is aggressive and Selectman Baschnagel agreed, saying that this is the only way to handle such a situation.

Chairman Walsh indicated that he desired that Board to comment to Mr. Krass their thoughts on the long-term solutions. Vice Chairman Connolly asked Mr. Krass if he has any notion of how close he is to the upper or lower end of the thresholds that he's recognized with what he'd so far told the Board concerning what he thinks they are going to require. Mr. Krass responded that he is meeting in John Aubin's office the following day to crunch numbers. Once they've come up with the figures they have to analyze the benefits of the options and compare that with the costs. He indicated that they are going to present the plan to the Board on June 21<sup>st</sup> and that they are shooting for the \$2.5 million range in terms of costs.



Selectman Lubrano asked whether the committee has had any interaction with the adjacent neighborhood in terms of the lighting of the turf field, because there was a lot of objection to the lighting at the Scully-Fahey field. He said that instead of waiting for the community to come to them they've come to the community; at the present time there was a meeting in progress at the high school updating all of the abutters in the adjacent neighborhoods on the renovations and the plan scenarios.

Selectman Baschnagel indicated that he wanted to clarify that the strategy is to maximize the development at the High School and then based upon budget constraints optimize what can be done in Norwich. Mr. Krass confirmed, saying that this will be done as long as they are certain of what is needed in Norwich; they wouldn't want to spend money there needlessly. Selectman Baschnagel commented they are doing a good job at balancing in terms of cost benefits.

John Chamberlain, Dresden School Board member and member of the Athletic Fields Committee, wanted to speak about the switching of the soccer and football fields. He indicated that since the football field is narrower they are exploring the possibility of adding parking along Hovey Lane next to the football practice field. He also emphasized that they are going to the public every chance that they are able, not just in small groups but large groups as well. Before anything becomes concrete they want to get public opinions to make sure that they are going in the right direction.

Ms. Griffin indicated that in her experience sitting in on the committee's meetings she found herself wishing that they'd had someone from another school that has an artificial turf field in use to speak of their experience with them, that it would be immeasurably helpful. Mr. Krass indicated that Barry Harwick has already spoken to some schools and the committee is planning to travel to some schools. Ms. Griffin indicated that one of these people that has experience with the turf should come to Hanover and speak at a hearing or a meeting to discuss their experience, which may help reassure the unsure public. Mr. Krass said that he thought this was a good idea and also added that the person would be able to explain the differences between the older astro-turf and the newer artificial turf.

Chairman Walsh said that he'd like to echo what Selectman Baschnagel said, that they are taking a very thoughtful process. They have a good design strategy and are doing the right things.

Chairman Walsh then indicated his desire to go back to the interim issues. The main issue is how the Town can be helpful to Dresden between now and the time that Dresden has the fields that it needs for itself. He indicated that he felt that the Town is not trying to be unhelpful and is looking to be flexible and helpful until 2009, when their flexibility runs out.

Ms. Griffin indicated that she'd had some firm discussions last week about this issue, meaning by firm that both needs are significant and the school district's needs are

particularly significant within the next few years as they are looking to build a field complex for the high school site as well as determining a field configuration for the Norwich site. She said that all roads lead to Hanover in terms of what they are able to do. She said that the original idea was to give up parts of Sachem but there were many reasons not to do so largely having to do with the fact that their large piece of grass was incredibly flexible and worked well in multi-sport configurations. They instead in a meeting on May 9<sup>th</sup> discussed the notion of letting the School District know that they are okay until July 1<sup>st</sup>, 2009 when Reservoir Road reverts to Dartmouth as part of the three party agreement. In the interim they are comfortable with, rather than giving up pieces of Sachem, to say that the big field at the Middle School is for the use of the school district. The downside of this is that the District will have to maintain the field. There is a small piece of half-field there as well that the Town can make use of for things like children's sports. In addition they also discussed a flexible use of Thompson Terrace, having the school district having major use of that field in the fall for football. The Town would then have major use of the field in the spring. She believes that this will get them through to 2009.

Ms. Griffin then went on to say that once the new baseball field was constructed and in use in Norwich and the football issues are dealt with in terms of being on campus or elsewhere they will then be able to discuss the Town being a principal scheduler at the Thompson Terrace site. She indicated that there is the notion that the challenge for the school district is that sharing with the town there has to be a reserve or JV team schedule that is fairly flexible due to the fact that the Town's schedules are not dependable due to field and coach availability. She said that they had indicated to the athletic fields committee that they will have to be flexible if they are going to share with the Town because their schedule is less predictable than other schools in terms of availability because they are paying their coaches little or not at all. She indicated a shorter-term challenge because the middle school field probably will not be ready for use until the spring of 2006 or the fall of 2006. For the upcoming school year the Town will work with Mike Jackson by mid-August and by early to mid-March to determine what kinds of accommodations might be able to be made with Sachem but there will be no promises because of the Town's previously mentioned unreliable schedule.

Selectman Lubrano then asked Ms. Griffin or Mr. Krass to clarify what is going to happen with Sachem this fall. Ms. Griffin said that by mid-August Mike Jackson and Hank Tenney will sit down and discuss scheduling for Sachem for the fall. Selectman Lubrano then indicated that her concern lies in the fact that with the Saturday soccer program with children of many different ages being involved. There has been discussion about sending smaller middle school children out to remote locations and she was curious, as an example, how that would work if part of Sachem were lost for the recreation soccer program. Ms. Griffin said that Saturday is usually not a factor for high school soccer because their practices are generally during the week; if anything happens with them on the weekend it will be a game and games will not be played at Sachem but at the High School. Mr. Jackson and Mr. Tenney will have to look carefully at each week's scheduling to make sure there are no problematic overlaps. The Town felt very strongly that they did not want to give up too

much room at Sachem because the multiple field configurations are important to the community and they do not want to have to compete for the fields, especially during the weekends.

Ms. Griffin said that they would create a letter of understanding if the Board is comfortable with this approach. There is a fair amount of schedule juggling that is currently going on and they feel that they should highlight this for the residents so that they are aware that there is sharing going on already.

Chairman Walsh then went on to clarify his understanding about the fall of 2005 and spring of 2006. He indicated that his understanding was that Mr. Tenney is going to try to be as flexible as he possibly can and to assist Mr. Jackson with scheduling slot times and availability in Sachem, finishing that task by the end of August and at some point during the winter allowing for some sort of certainty for field users for the spring and fall. Hopefully the grass will grow fast enough that in the fall of 2006 the Lyme Road regulation size field at the Richmond Middle School is available, that field being a Dresden field until some later point in time. The smaller field at Richmond middle school will be a Town field, unless it is really valuable to Richmond and that the school will be responsible for the mowing of the grass. Sometime when the Richmond fields are built but no later than July 1<sup>st</sup>, 2009, those two fields and their neighbors will be directed to the Town.

Chairman Walsh then went on to say that starting next fall at Thompspon in the interim period the high school would have primacy in the fall and the Town having primacy in the spring. When the high school fields are completed Thompson will revert to being a Town set of fields. He believes that some people seem to feel that a part of the three party agreement was sharing Thompson forever, but he was under the impression that they were going to share Thompson in the interim but not on a permanent basis. He questioned whether this was baked into the agreement.

Ms. Griffin said that it is baked into the agreement, but what she'd discussed with Mr. Jackson as to the extent of Thompson being shared on a longer term basis was that if the Town has holes in their schedule they will be happy to fit the High School in but the High School needs to understand that the schedule meanders; it is up to an athletic director at the High School to decide if he or she can plug team slots into that schedule.

Chairman Walsh indicated that his main concern that it is important to be clear that the expectation is that after the high school fields are built that Thompson will be a Town field. If there are opportunities they will share but there should not be confusion in people's minds that the scheduling of the field is up to the Town. It is important to make sure this is part of the letter of understanding.

John Chamberlain, Dresden School Board member, felt that he should firstly emphasize that any understanding from the public that there has been no sharing going on is false perception. The Board has been helpful to the School District and vice versa. Secondly, he

indicated that his perception of the sharing of Thompson after the three party agreement was that sharing would take place in the interim. He said that there are some people in the Athletic Fields Committee that feel that since the field who say that since Thompson is within walking distance of the high school that it makes sense for the high school to use it when it is possible.

Mr. Baschnagel then went on to say that if the field is a Town field rather than a High School field there would probably be less traffic and there would probably not be games that brought a lot of cars. He also noted that there would be a little more noise control. This solves neighborhood problems as well as field problems and that was part of the agreement. He said that he would rather not re-negotiate the agreement.

Chris Brown, member of the public, asked whether the Recreation Department, the Board, or Mike Jackson has considered a reduction of their program as part of the solution either in the interim or the long term. Chairman Walsh stated, as the Selectmen's liaison to the Recreation Board, that the Selectmen have not given the Recreation Board and Mr. Tenney nor has the Recreation Board given Mr. Tenney any orders to shrink his program. He stated that the Town's programs shrink on a regular basis, but they try to meet the field demand from Norwich, Hanover, and Richmond Middle School and if there is room and there is no team available in a period other children will be able to use the fields. They are not actively trying to grow the problem, they are trying to respond to what people want and need, but they have not sat down and discussed possibility of shrinkage, capping, closing, or freezing any of the programs. When asked about the High School, Mr. Walsh indicated that he had nothing to say about that matter.

Mr. Krass added that from the committee's perspective when reviewing the questionnaire they found that people have very strong opinions about the importance of athletic programs and that they have discussed reducing their programs, but feel that there are people that like this and feel that nobody should be turned away; their solution for the long term is to be able to accommodate students who want to play sports and this includes having reserve teams.

Mr. Brown went on to ask Mr. Krass how he is able to state that they are doing that, when they are approaching this program starting from the point of view that they only have so much money to spend, as opposed to approaching the situation by analyzing what they need, not only for this year, but the next twenty years. If they are imposing financial restrictions from the beginning, he wanted to know how they could make sure that they will have a field for the reserve teams.

Mr. Krass said that they are approaching the situation from both directions, firstly looking at needs and then looking at the money available to meet those needs. This is the reason that when discussing the scenarios of what they might need after the Norwich development that the fact was brought up that they should consider that they may need to expand or acquire new fields. They are also beginning to look at what they can do for alternate funding while being conscious of the burden on the taxpayer. He said that there are a lot of other towns

that have raised funds to do things like put in a turf field or new lights. They intend to address the issue further once they know what they would like to do and what that will cost. What they did with the Merriman funds is a good case study of what can be done to bring in community partners.

There was no further discussion regarding this issue.

**4. RECOMMENDATION TO ADOPT ABATEMENTS AS PROPOSED BY THE ADVISORY BOARD OF ASSESSORS**

Michael Ryan, Assessor, was asked to come forward. He distributed a memo out to the Board discussing the Advisory Board of Assessor's meetings on April 14<sup>th</sup> to discuss eight abatements. Of those eight abatements four were residential; two of those were denied and two were granted to make corrections in the record. One commercial abatement was withdrawn. Three cell tower lease users on the New Hampshire Public Television tower on Goose Mountain appealed and were denied.

Ms. Connolly, having been present at the meeting, confirmed for Chairman Walsh all but one of the abatements were unanimous.

Mr. Baschnagel asked in regards to the cell phone tower abatements whether anybody checked to see if the leases require the tenants to pay the tax. Mr. Ryan said that, in truth, this doesn't make a difference because New Hampshire Public Television by virtue of leasing to taxable entities has created taxing abilities. It doesn't matter that they pay the tax or the tenant pays the tax.

Mr. Baschnagel clarified, saying that he'd asked that question because he wanted to know whom the bill is being sent to. Mr. Ryan said that this year he sent the bill to each individual tenant, but he believes that this is problematic. He says that starting in 2005 they will send one bill to New Hampshire Public Television and leave it to be their responsibility to sort out their tenant situation.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to adopt abatements as proposed by the Advisory Board of Assessors THE BOARD VOTED UNANIMOUSLY TO ADOPT ABATEMENTS AS PROPOSED BY THE ADVISORY BOARD OF ASSESSORS.**

**5. TOWN MEETING RECAP**

Ms. Griffin indicated that she thought that she should have had more parking reserved, that some people were unable to find parking. She said that this was compounded by the fact that there are student permit spaces there that people may have felt intimidated parking in where as previously they wouldn't have felt intimidated in parking in a metered space; next year they may have to meet at the middle school. She also indicated that she'd received a

comment from a resident asking whether there was any chance that they could do satellite day voting in Etna in addition to voting in the high school or middle school to increase participation. She said that frankly, she saw no reason why they could not have a few voting booths a ballot worker and a supervisor in Etna for voting, they would just need an assistant moderator to be there or at least available. She questioned whether this was possible to do even though the Town is not broken into wards. Vice Chairman Connolly indicated that she would be reluctant to do something like this for a presidential election. They only have two ballot machines but it would be possible to collect the votes in a box and process them elsewhere. She said that this makes sense because it is difficult to find parking at the high school short of closing down Lebanon St. and shifting the high school students to Thomspson, which is what was done for the national elections last fall.

Selectman Baschnagel said that for following Town Meeting it might be a good idea to think about getting a primer out to people that describes the rules and standards of the operation so they do not have to get into questions regarding them at the meeting.

Vice Chairman Connolly indicated that this was one of the lowest turnouts in quite a while but they'd had no complaints about parking before. Ms. Griffin said she would take a look at signage possibilities available.

Vice Chairman Connolly said that she'd gotten a few comments from people that didn't manage to vote because the "Vote! Vote! Vote!" banner was not across Main Street, it had previously been damaged. Ms. Griffin said that she was exploring the possibility with extra funds to buy a generic Town Meeting banner.

#### **6. ORGANIZATIONAL MEETING OF 2005-2006 BOARD OF SELECTMEN.**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to elect Brian Walsh as the Board of Selectmen Chairman for the 2005-2006 year. THE BOARD VOTED UNANIMOUSLY TO ELECT BRIAN WALSH AS THE BOARD OF SELECTMEN CHAIRMAN FOR THE 2005-2006 YEAR.**

**It was MOVED by Chairman Walsh and SECONDED by Selectman Baschnagel to elect Katherine Connolly as the Board of Selectmen Vice Chairman and to elect Allegra Lubrano as the Board of Selectmen Secretary for the 2005-2006 year. THE BOARD VOTED UNANIMOUSLY TO ELECT KATHERINE CONNOLLY AS THE BOARD OF SELECTMEN VICE CHAIRMAN AND TO ELECT ALLEGRA LUBRANO AS THE BOARD OF SELECTMEN SECRETARY FOR THE 2005-2006 YEAR.**

**The Board agreed to keep the 2005 liaison appointments as they currently are. They are as follows:**

**Advisory Board of Assessors**

- Katherine S. Connolly
- Brian F. Walsh, Alternate

**Affordable Housing Commission**

- Peter Christie

**CATV Board**

- Marilyn "Willy" Black (Hanover Resident/CATV Board Member)

**Chamber of Commerce**

- Brian F. Walsh

**Community Substance Abuse Advisory Committee**

- Allegra Lubrano

**Conservation Commission**

- Bill Baschnagel

**Finance Committee**

- Peter Christie

**Hanover Improvement Society**

- Brian F. Walsh

**Hanover Water Works Company**

- Brian F. Walsh
- Allegra Lubrano, Alternate

**Howe Library Board of Trustees**

- Allegra Lubrano
- Katherine S. Connolly, Alternate

**Joigny, France – Sister City Advisory Committee**

- Allegra Lubrano

**Nihonmatsu, Japan – Sister City Advisory Committee**

- Katherine S. Connolly

**Parking and Transportation Board**

- Bill Baschnagel

**Parks and Recreation Board**

- Brian F. Walsh

**Planning Board**

- Katherine S. Connolly
- Bill Baschnagel, 1<sup>st</sup> Alternate
- Peter Christie, 2<sup>nd</sup> Alternate

**Recycling Committee**

- Peter Christie

**Senior Citizen Steering Committee**

- Peter Christie

**Town Meeting Taskforce**

- Brian F. Walsh

**Upper Valley - Lake Sunapee Regional Planning Commission**

- Katherine S. Connolly

**Upper Valley Transportation Advisory Committee**

- Bill Baschnagel

**7. RECOMMENDATION TO APPROVE JOB TITLE FOR AFTER-SCHOOL PROGRAM DIRECTOR (LG 13) AND RICHARD W. BLACK COMMUNITY CENTER FACILITY MANAGER (LG13)**

Chairman Walsh recommended that they walk thorough the job descriptions. Discussed first was the job description for the after-school program director. Ms. Griffin said that they have received all of the grant monies for the first full year for this position. She said that they will probably not have to fund for a full year because they are looking to get someone in as soon as possible but that she felt it was important to have the coverage.

Chairman Walsh indicated that he had four concerns with the first page of the description His first question was if full time included summer, and Town Manager Griffin confirmed that it does. He next indicated that he would like fundraising to be reflected in the description. He feels that the employee needs to know that fundraising is an important part of their duties. He questions whether the after school Howe Library person shouldn't report to the program director. Lastly, he said that the in first two statements of major duties the person reads like a manager and he is hoping that this person is doing a lot of work directly with children and he would like that reflected.

On the second page Selectman Baschnagel asked whether there are any State licensing requirements. Ms. Griffin said that they do not need a state license for an after-school program and that there are no special qualifications of that sort but that the one thing they wanted to be sure of was that their liability insurance package would cover that program and she confirmed that it would. Chairman Walsh asked in regards to the skilled in public and inter-personal relationships part on page two that it be made clear that the person needs to be a skilled presenter as well.

Vice Chairman Connolly indicated, going back to on page one that there should be some sort of indication that the person should be doing a fair amount of interaction with the after school students. Town Manager Griffin indicated that the role of this person is administrative but reflected in the after school budget is the hiring of the staff who will work with the children on site or off site. She said that this person does need to have skills in child development and in running the program but this person will not be the on site counselor. The budget includes funding for two or three on site counselors depending on the amount of children involved in the program. Ms. Griffin indicated that they would be able to further emphasize the skill of working with and that they aren't looking to hire someone who hasn't worked with children before. Chairman Walsh said that he felt it important to include that clearly in the job description. Ms. Griffin said that they will add this in a few places: once



under major duties and once under knowledge required by the position and they will also add it under personal contacts.

Next discussed was the job description for the Richard W. Black Community Center facility manager. Ms. Griffin indicated that this person's number one job is going to be managing the building and the activities within it. They are looking at this position being a Tuesday and Saturday position from 10-6 to get more coverage. They get some coverage already through custodial support and work-study students. She indicated that, in her opinion, that they would love to get to the point where they have a full time person to fill this position but they have to work their way into this to see if they will be able to generate enough revenue to fund that. Selectman Lubrano said that having this position filled will change a lot at the community center, that it had been very busy when she herself had visited earlier in the day. Ms. Griffin added that they are really looking for someone who can handle facility scheduling and management. Chairman Walsh said that they should add a footnote that confirms that this is a part time position not a full time forty hour a week position. Selectman Baschnagel commented that they way the description reads this person is deal with a lot of financial matters: accepting money, accepting invoices, and sending out purchase orders. Town Manager Griffin indicated that they'd already discussed with Beth, the auditor, about how the job is to be structured to make sure that there is adequate control. Selectman Baschnagel asked whether this person would be overseeing anyone, to which Ms. Griffin replied that this person will supervise the secretary.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to approve the job title and labor grade for after-school program director (LG 13) and Richard W. Black community center facility manager (LG 13). THE BOARD VOTED UNANIMOUSLY TO APPROVE THE JOB TITLE AND LABOR GRADE FOR AFTER-SCHOOL PROGRAM DIRECTOR (LG 13) AND RICHARD W. BLACK COMMUNITY CENTER FACILITY MANAGER (LG13).**

#### **8. BANNER REQUEST: AMERICAN RED CROSS**

There has been a banner request from the American Red Cross to hang a banner across Main Street to give blood. Selectman Christie questioned whether there were any conflicts on any of the dates for the sign hanging, and if a conflict were to come up what would happen. Ms. Griffin said that they would work with the Red Cross and that typically it has not been problem. The banner is only up for a couple of days and they usually work around their schedule. She indicated that they like to have a listing of their events so that the Fire Department is able to keep track of when they need to hang the banner.

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to allow the American Red Cross' banner to be hung across Main Street on the dates requested. THE BOARD VOTED UNANIMOUSLY TO ALLOW THE AMERICAN RED CROSS' BANNER TO BE HUNG ACROSS MAIN STREET ON THE DATES REQUESTED.**

## **9. RECOMMENDATION TO APPROVE BIKE TO WORK PROCLAMATION**

Chairman Walsh asked whether any other towns were doing the bike-to-work program. Ms. Griffin said that several other towns have adopted this and that the Town is one of the last to join. He then asked what the Bike-to-Work Day commuter breakfast was, to which Ms. Griffin replied that they are organizing it and it is happening at the RWB Community Center. They have organized it with donations from the Co-op and other entities.

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the Bike to Work Proclamation. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BIKE TO WORK PROCLAMATION.**

## **10. APPROVAL OF MINUTES: MARCH 2, 2005**

**It was MOVED by Selectman Christie and SECONDED by Selectman Lubrano to approve the March 2, 2005 meeting minutes. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MARCH 2, 2005 MEETING MINUTES.**

## **11. ADMINISTRATIVE REPORTS.**

There will be a meeting later in the week to get a final schedule together for the roundabouts on Lyme Road. Selectman Baschnagel said that he had been talking to Mike Mayer, discussing that they need to ask Peter to get the Dresden Village working group up to speed on the schedule. Ms. Griffin indicated that they did not want to have a large group of roundabout engineers to engineer two roundabouts for the Town. She said that Peter would be out to talk to the group about streetscape issues. Much of this will happen next year and not this year. She said that they couldn't have a committee design a roundabout; a roundabout engineer needs to design the roundabouts. She said that they want to be sure that they have a schedule set because when school starts they want to be able to have drivers reverse direction safely. That is first priority; the second being cosmetic work will be assigned to a committee. They have a number of small projects to be finished by the end of the month so that full attention can be turned to Lyme Road. They have been finishing crosswalks; they intend to have them finished by Dartmouth's Graduation.

Ms. Griffin then went on to indicate that the education funding issue in the Senate currently is very fluid, she said that she saw an e-mail about a bill that has been used by Senator Alice Dalisandro and Senator O'Dell that they've had a major shift in the House that gets rid of the payment issue. The coalition is looking for tentative feedback from coalition communities as to whether or not they can support Senator O'Dell and Senator Dalisandro to sponsor a compromise. They are trying to come up with a new bill due to the fact that as of last week the Senate rejected the House bill as being seriously flawed.

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

### **Peter Christie**

Selectman Christie said that the Recycling Committee had been very busy last Saturday. They had metal recycling and for the first time have introduced electronics recycling as part of that, which was very successful. They also received a report last meeting that Northeast Waste is reporting no drop-off in quantity. He also said that Dartmouth has named its first sustainability director, Jim Mercal.

The Affordable Housing Commission has been very successful in bringing multiple projects through various stages of completion and the Town is now getting more specific about when their work is handed off to the Town relative to implementation.

### **Katherine Connolly**

Vice Chairman Connolly indicated that the Planning Board has been playing “catch-up” this week relative to zoning amendments that were passed last Tuesday looking at sub-division regulations. They are looking at subdivision qualities in space as well as planning development, the open space qualities requirements, and the actual sequence of events that takes place from the time presentation happens informally. It is something of a proposed revision to present processes. Also, the Upper Valley Lake Sunapee Regional Planning Commission is moving its headquarters and is having an open house on June 1<sup>st</sup>. It is located on 30 Bank Street, closer to downtown Lebanon.

### **William “Bill” Baschnagel**

Selectman Baschnagel said that the Conservation Commission met last Wednesday. They spent a considerable of time on the Hanover Woods redesign proposal that will be coming to the Planning Board shortly. They have changed its layout to address some issues and explicit concerns as relate to the Buck Road development. Another thing discussed was the Mink Brook boat landing issue, the question being whether it was possible to move the boat landing to the power substation as the canoe and kayak entry point. The Commission agreed that it would not work; the brook is too shallow. They are unsure as to what to do for an alternative.

### **Allegra Lubrano**

Selectman Lubrano said that she the Howe Library is looking great and is coming along. The grand opening is scheduled for October 23<sup>rd</sup>.

### **Brian Walsh**

Chairman Walsh had nothing to report.

### **13. OTHER BUSINESS**

There was no other business.

### **14. ADJOURNMENT.**

**It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:35 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 PM.**

### **SUMMARY**

- 1. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano that, pending review by staff, that the Richmond Middle School's sewer hookup fee be reduced to the estimated \$16,500 and that the High School's sewer hookup fee be abated. THE BOARD VOTED UNANIMOUSLY, PENDING REVIEW BY STAFF, THAT THE RICHMOND MIDDLE SCHOOL'S SEWER HOOKUP FEE BE REDUCED TO THE ESTIMATED \$16,500 AND THAT THE HIGH SCHOOL'S SEWER HOOKUP FEE BE ABATED.**
- 2. It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to adopt abatements as proposed by the Advisory Board of Assessors THE BOARD VOTED UNANIMOUSLY TO ADOPT ABATEMENTS AS PROPOSED BY THE ADVISORY BOARD OF ASSESSORS.**
- 3. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to elect Brian Walsh as the Board of Selectmen Chairman for the 2005-2006 year. THE BOARD VOTED UNANIMOUSLY TO ELECT BRIAN WALSH AS THE BOARD OF SELECTMEN CHAIRMAN FOR THE 2005-2006 YEAR.**
- 4. It was MOVED by Chairman Walsh and SECONDED by Selectman Baschnagel to elect Katherine Connolly as the Board of Selectmen Vice Chairman and to elect Allegra Lubrano as the Board of Selectmen Secretary for the 2005-2006 year. THE BOARD VOTED UNANIMOUSLY TO ELECT KATHERINE CONNOLLY AS THE BOARD OF SELECTMEN VICE CHAIRMAN AND TO ELECT ALLEGRA LUBRANO AS THE BOARD OF SELECTMEN SECRETARY FOR THE 2005-2006 YEAR.**
- 5. The Board agreed to keep the 2005 liaison appointments as they currently are.**

- 6. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to approve the job title and labor grade for after-school program director (LG 13) and Richard W. Black community center facility manager (LG 13). THE BOARD VOTED UNANIMOUSLY TO APPROVE THE JOB TITLE AND LABOR GRADE FOR AFTER-SCHOOL PROGRAM DIRECTOR (LG 13) AND RICHARD W. BLACK COMMUNITY CENTER FACILITY MANAGER (LG13).**
- 7. It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to allow the American Red Cross' banner to be hung across Main Street on the dates requested. THE BOARD VOTED UNANIMOUSLY TO ALLOW THE AMERICAN RED CROSS' BANNER TO BE HUNG ACROSS MAIN STREET ON THE DATES REQUESTED.**
- 8. It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the Bike to Work Proclamation. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BIKE TO WORK PROCLAMATION.**
- 9. It was MOVED by Selectman Christie and SECONDED by Selectman Lubrano to approve the March 2, 2005 meeting minutes. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MARCH 2, 2005 MEETING MINUTES.**
- 10. It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:35 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

These minutes were transcribed by Brandi Love.

FINAL

## 2005 TOWN MEETING TOWN OF HANOVER

**Tuesday, May 10, 2005**  
**Hanover High School Gymnasium**

The annual Town Meeting of the Town of Hanover, New Hampshire convened on May 10, 2005 at 7:00 am by the Town Moderator, Marilyn “Willy” Black, at the Hanover High School Gymnasium. Moderator Black explained that the polls would be open from 7:00 am until 7:00 pm for the purpose of voting for candidates for Town Offices and for all other articles requiring vote by official ballot as set forth in Articles One through Ten of the Town Meeting 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;

**Peter Christie            339 (elected)**

**Brian Walsh                352 (elected)**

One Treasurer to serve for a term of one (1) year;

**Michael J. Ahern        358 (elected)**

One Library Trustee to serve for a term of three (3) years;

**Jean M. Keene            372 (elected)**

One Trustee of Trust Funds to serve for a term of three (3) years.

**Paul B. Gardent         354 (elected)**

**ARTICLE TWO:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 1 would amend Sections 204.6 and 204.7 to allow “Adaptive Re-use” in the SR-2 and RR zoning districts; amend Section 303 to allow more than one principal structure and dwelling unit on a lot when adaptive re-use is approved. It would also add a new Section 328 Adaptive Re-use of a Historic Barn or Other Agricultural Outbuildings which sets forth eligibility standards for these structures, uses in addition to permitted uses already allowed in the district, and criteria for the ZBA to evaluate adaptive re-use proposals. Finally, it would amend Section 902 by adding a definition for adaptive re-use.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS:   YES 321        NO 69        ARTICLE PASSED**

**ARTICLE THREE:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 2:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No 2 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 2 would add a new Section 502.6 which offers a density bonus to encourage the private development of affordable housing to developers who include affordable units in their developments. New subsections would address the incentive density bonus, perpetual affordability, affordability determination and duration of the density bonus. It would also amend Section 902 Term Definitions to add definitions for “affordable”, “density bonus” and “median family income”.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 293 NO 100 ARTICLE PASSED**

**ARTICLE FOUR:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 3:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 would amend Section 902 Term Definition for “Downtown Commercial” so that the uses allowable in the Downtown may be more broadly interpreted than they have been in the past and than would be permissible for other zoning districts. It would amend the statement of objective and purpose of the Downtown zoning district in Table 204.2A by clarifying the nature of appropriate buildings and uses consistent with the Downtown Vision. Also, it would delete “Residential Institution” from the list of uses allowed by special exception in the “D-1” and “D-2” zoning districts.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 315 NO 78 ARTICLE PASSED**

**ARTICLE FIVE:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 4:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 4 would amend Section 902 by deleting the current definition of “open space” and adding a new definition that is descriptive of both the open space and its functions. It would also amend Sections 501.5, 502.5, 503.5 and 605.5 by adding a paragraph addressing protection of the open space in certain types of development.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 302 NO 91 ARTICLE PASSED**

**ARTICLE SIX:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 5:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 5 would amend Section 702.3 Definition, Classification and Delineation of Wetlands by deleting the word “predominance” and replacing it with the word “prevalence” relative to vegetation typically adapted for life in saturated soil conditions, in order to conform to the new State definition of wetlands.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 354 NO 39 ARTICLE PASSED**

**ARTICLE SEVEN:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 6:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 6 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 6 would amend Section 210.1 Accessory Uses by deleting existing subsections D and E and replacing them with new standards and criteria for home occupations which would be allowed as permitted accessory uses.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 314 NO 75 ARTICLE PASSED**



**ARTICLE EIGHT:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 7:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 7 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 7 would amend Section 317.2 so that small identification signs, directional signs, and informational signs such as scoreboards associated with recreational uses would be allowed in the “F” Forestry and Recreation zoning district, and so that directional signs used in conjunction with recreational uses would also be allowed in the NP, RR, RO, SR, GR and I districts.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 327 NO 61 ARTICLE PASSED**

**ARTICLE NINE:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 8:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 8 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 8 would amend Section 902 by deleting the current definition of “Student Residence” and by replacing it with two new definitions which are more concise and distinguish the type of student residence allowed to be located in the “I” Institution district from those allowed to be located in residential districts.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 350 NO 41 ARTICLE PASSED**

**ARTICLE TEN:** (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 9:

The following is on the official ballot:

“Are you in favor of the adoption of Amendment No. 9 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 9 would amend Section 1001.6 to enable a building permit to be issued during the 15-day posting period required relative to an issued zoning permit for any project, enabling work to proceed at the owner’s risk during this posting period.

At a Public Hearing held March 29, 2005, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**RESULTS: YES 315 NO 77 ARTICLE PASSED**

Moderator Marilyn "Willy" Black called to order the Business Session of the 2005 Town Meeting of the Town of Hanover, New Hampshire at 7:00 pm. Present were Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; Julia Griffin, Town Manager; and members of the Public. Community Access Television (Channel 8) broadcast the Town Meeting live and recorded it to rebroadcast.

**ARTICLE ELEVEN:** 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 and one alternate, each for a term of one (1) year;  
Two Surveyors of Wood and Timber, each for a term of one (1) year;  
Such other officers as the Town may judge necessary for managing its affairs.

**It was MOVED by Selectman Baschnagel to nominate the following persons for the following positions:**

**One member of the Advisory Board of Assessors for a term of three (3) years; Xenia Heaton; Three Fence Viewers and one alternate, each for a term of one (1) year; Edward Latham, William Garrity, Lucie Minsk as Fence Viewers and Robert Morris as an alternate Fence Viewer; Two Surveyors of Wood and Timber, each for a term of one (1) year; Willem Lange and John Richardson and such other officers as the Town may judge necessary for managing its affairs. Chairman Walsh SECONDED the motion.**

Moderator Black said as part of the procedure in past years the motions have been read three times. This year we are only going to read the motions once if that is agreeable with the house. Moderator Black asked everyone to raise their hands if they were agreeable that the motions be read only once. Everyone raised their hand that it is agreeable to them that the motions were read only once.

There was no discussion on Article Eleven.

**There being no further nominations, a hand vote was taken on Selectman Baschnagel's motion. The motion PASSED unanimously and the nominees were ELECTED.**

**ARTICLE TWELVE:** 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.

**It was MOVED by Vice Chairman Connolly that the reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers as printed in the 2004 Town Report be accepted, as well as any Special Resolutions.**

Aileen Chaltain, Chair of the Hanover Parks and Recreation Board, took the floor to present the Hanover Parks and Recreation Volunteer of the Year Award to Mary Danko.

“Good evening. I am Aileen Chaltain, Chair of the Hanover Parks & Recreation Board. I am here to present the 2005 Hanover Parks & Recreation Board's Volunteer of the Year Award but I do so with very mixed emotions because our recipient is leaving us..., for Philadelphia, no less!

Mary, I know your husband Jim has been named Dean of Villanova's Business School but can't you stay here and just have one of those commuter marriages we hear so much about? Seems to work for others... What do you say...? I'm sure Jim wouldn't mind.

Seriously, since moving to Hanover in 2000, Mary has become a vital part of our community serving as a Girl Scout leader, softball coach, Rec. Board member, and sometimes gently outspoken member of the Dresden fields committee. According to her husband Jim, who, could not be with us because he is at his first official Dean's Advisory dinner at Villanova, “Although Mary never publicly demonstrates it, she does share with me her occasional exasperation with certain town meeting attendees who seem to argue illogical, self-serving, or untrue convictions ad nauseam. Knowing Mary would never do it, I try to encourage her to stand up to these people and start screaming obscenities at them. I've always felt a public rant would make for amusing, cable-access television (an opportunity where we occasionally sneak peaks of Mary in action, while tormenting her about her public appearance).

Given that Jim is in Philly today he probably feels quite comfortable saying those things from afar and letting Mary take the heat for them... and mind you, this comes from a man who also said, “When we were first married it was like Don Rickles married to Snow White; now it is more like Don Rickles and Phyllis Diller (but much better looking!)” I'm not completely sure whom he is referring to there but at any rate, my guess is that dinnertime at the Danko household is not dull!!

Now, I don't want to suggest that Mary is a shrinking violet. She's a take-charge kind of person and fully invests herself in whatever she finds “on her plate.” As her comedian husband likes to say, it always seems Mary would be back home “in about an hour” but it usually ran much longer, as dad and the girls gained additional TV and computer time during her lengthy absence.”

It's been said that Mary "oozes" enthusiasm no matter what she is doing. In fact, Lucinda Walker, the librarian at the Norwich Public Library where Mary worked for a while, remarked,

"Mary is the kind of person who just emanates positive energy. She makes people feel comfortable and valued right at the get go. The library had never had a youth services assistant before and Mary just defined the position. Kids of all ages adore her, from the 3 years olds to the 13 year olds. Her story times were always entertaining and often she'd get even the shyest kid participating. Her craft ideas were fantastic and I was amazed at how much prep work Mary did at home -- everything from sculpting a sample gargoyle to making a bark fairy house. It was apparent that her connection with the kids was working when the library suddenly had an active Young Adult group who met regularly and looked forward to being with Mary. Suddenly the library was cool.

Mary is always up for a new experience, be it dressing up in a poodle skirt for story time to spinning a book truck down the street in the Norwich Old Home Parade. Her energy is boundless and her enthusiasm contagious! Kids still ask when Mary is coming back. She is generous with her time and spirit. NPL's loss was the Howe's gain and I know that whatever Mary does next, she'll do it with full attention. She's a peach!!

I'm so happy she's getting this award!

And Marlene McGonigle, the librarian at the Howe Library where Mary currently works says, "Her cheerful self has been a ray of sunshine at Howe, especially during this time of construction. We and all the parents and children who have come to look forward to her positive, happy approach will miss her greatly."

Not to miss a chance to do some verbal stand-up, husband Jim, the almost former Associate Dean of Dartmouth Tuck School, noted, "Mary's story-hour at the Hanover library, made her quite recognizable to a variety of Hanover residents, most of who were under four feet tall. At the last middle school concert I attended with Mary, a couple children were pleasantly surprised to see the story-hour lady amongst them. One 3-year old dragged her dad up to meet her. (By the way, most stepped over the Tuck Associate Dean, who had little recognition among the masses.)

Happily for girls in Hanover, Mary's enthusiasm and passion found her doing things she had never done before, from standing up in front of hundreds of people to voice her support for girls being actively engaged in athletic endeavors to coaching softball for a couple years, despite the fact she knew very little about the game. She felt it was an important activity for girls, so she did a lot of self-teaching by reading softball books. Of course, she took what many die-hard athletes would consider a rather "soft" approach, but I think it was the right approach for that age group, and it got them to enjoy the game. As a Mom whose daughter played for Mary, it was Mary's deep concern for each and every girl as well as how they developed as a player that landed her on the Rec. Board. As I told Hank Tenney, "This is the kind of person we want to help shape programs for the children in our community."

Hank agrees and notes himself, "With Mary Danko leaving the Upper Valley we lose more than just a resident. We lose a friend. One that has given so much to the Community and the citizens of Hanover. Mary will be missed, but by none more than the Parks and Recreation Department. Her efforts and enthusiasm will very difficult to replace. From the first day on the Board, she has brought an unselfish commitment. Never saying no, never not having time to commit and never too busy to jump into a project or program when the need arose.

The Parks and Recreation Department, Howe Library and many other organizations that she has contributed to will miss her. We wish her the best and envy the city in which her family will reside because we know that they will be blessed with such a caring person.

Mary, I hope you understand why we are not giving you up easily. Selfishly we want you to stay right here! We do understand however, what an exciting and terrific move this will be for your family and we will try to be graceful about it...

Therefore, with your daughters Melanie and Meredith at your side, it is my complete pleasure to present you with the 2005 Hanover Parks & Recreation Board's Volunteer of the Year Award. Come back soon and often to see us!

Vice Chairman Connolly presented a resolution commending Jesse D. Turner Jr.

WHEREAS, Jesse D. Turner, Jr. leaves a 28-year legacy as the founding President and Chief Executive Officer of West Central Behavioral Health Center; and

WHEREAS, Jesse D. Turner provided the vision for West Central Behavioral Health to evolve from a small, grant-funded human service agency into a regional, nonprofit, community mental health system; and

WHEREAS, Jesse D. Turner established West Central as a setting for training and research at Dartmouth Medical School, through one of the most successful public/academic liaisons in the nation; and

WHEREAS, Jesse D. Turner fostered an environment of learning from research data that led to service improvements which have been disseminated throughout the United States as best practices; and

WHEREAS, Jesse D. Turner has provided supportive leadership for many clinicians and administrators who later became state commissioners, hospital administrators, unit chiefs, renowned researchers and academic scholars; and

WHEREAS, Jesse D. Turner helped pioneer community-based services that are focused on consumer empowerment and recovery; and

WHEREAS, Jesse D. Turner encouraged development of innovative programs such as an independent consumer run drop-in center and the use of peer support specialists working alongside case managers; and

WHEREAS, Jesse D. Turner was a recognized leader in New Hampshire's early community mental health movement, which designed and delivered services to individuals with chronic and severe mental illness; and

WHEREAS, Jesse D. Turner has championed better access to care and inspired West Central Behavioral Health to develop a community outreach program with a range of prevention, education, intervention and treatment services; and.

WHEREAS, Jesse D. Turner provided the leadership essential for West Central Behavioral Health to contribute knowledge to the field and develop treatment protocols that have been accepted as model programs in New Hampshire;

NOW THEREFORE, the Hanover Board of Selectmen does officially salute Jesse D. Turner upon his retirement from West Central Behavioral Health and thanks him for the leadership, vision and commitment he has provided the Upper Valley for 28 years, thereby opening doors for thousands of people with mental illness to become independent, contribute to the community and discover personal balance and fulfillment.

Selectman Lubrano presented a resolution commending Lucien "John" Defoe for the service to the Town upon his retirement from the Hanover Water Works Company after 35 years.

Lucian "John" Defoe was hired as a Water System Worker by the Hanover Water Works Company on April 14, 1969. John began working during a simpler time. When John began his career people would leave their doors open so the crew could enter and read meters in the basement. If you wanted to pay a bill you could leave money on the kitchen table and John would pick it up and bring you the change. Of course, this era did not come without some risk...occasionally, John would arrive at a house to read the meter only to encounter a customer in a bathrobe. During such instances John's policy was to make a hasty retreat and return when the customer wasn't there.

John saw many changes in the world of water treatment during his 35-year career, from a simple treatment process with the addition of chlorine and fluoride to a complex disinfection process using chlorine dioxide and finally to the planning of the soon-to-be constructed Membrane Ultrafiltration Facility.

During much of his tenure John lived in the "Company House" adjacent to the lower reservoir on Grasse Road. John was responsible for chasing out fishermen, swimmers and the occasional bear. It was a quite isolated house on the edge of a pristine reservoir, quite an oasis less than a mile from Downtown Hanover.

For a brief time John was the crew leader, just after the construction of the current treatment process. John knew where every fitting, valve and service connection was and had a story to go with every repair or break.

John is an avid duck hunter. Up until his retirement, the fall flushing program had to be planned around John's fall hunting trip. Fortunately, he is a good shot otherwise the fall flushing might not have been done.

In 2000 the employees of the Hanover Water Works Company were incorporated into the Town's Public Works Department. Not long after, John began planning for his retirement. With changes in the State environmental laws requiring operators to perform more and more training and documentation. John longed for the good old days when the biggest problem he had to worry about was what was under that bathrobe...

We will miss you John and want to thank you for the many years of great service you have given to the citizens of Hanover.

Selectman Baschnagel presented a resolution commending Jeryl Frankenfield upon his retirement after 30 years with the Town of Hanover.

On September 2, 1974, Jeryl Frankenfield began his career with the Hanover Fire Department. Hailing from a large Mennonite family in Pennsylvania, Jerry came to the Department from Mary Hitchcock Hospital, where he spent two years fulfilling his Vietnam War military obligation working as an orderly. In the 70's the engineers and orderlies of Mary Hitchcock would staff the community ambulance by day, and Jerry took one of the state's first EMT courses in order to be better qualified to do just that. Once his military service was complete, Jerry was a natural for the Hanover Fire Department. Pennsylvania's loss was Hanover's gain.

In June 1979, Jerry was married to Pat Louzier. They lived in West Lebanon for a short time while their home on Greensboro Road was being constructed. In December 1979, they moved into their new Hanover home where they still live today.

Over the years, Jerry has acquired many nicknames, a few of which are: Mr. Frank Enfield, Jerble, Mennonite, Oatmeal, Frank and Yard Buster.

Jerry knows every road and highway in the Upper Valley and can tell you where hundreds of people live. He is an important Town historian and knows more things about more people than most of us ever hope to know. To this day we still go to Jerry for the history of a certain area, resident or issue. Jerry has been a member of the illustrious Hanover men's "Coffee Klatch Club" for years, and you are not invited to join unless you are "in the know". Between Jerry and his club colleagues, they truly know all there is to know about what is going on in Hanover....if not the Upper Valley.

Jerry served the Town well for 30 years, first as a Firefighter/EMT until 1996 and then as a Captain. After three decades of interrupted sleep, he finally retired from "shift work" on September 25, 2004. Jerry's retirement didn't last long, however. Having developed critical expertise in plan review and inspection for life safety and fire code compliance, on September 27, 2004, Jerry was hired back by the Fire Department to fill a part-time position as Fire Inspector. May he continue to serve in this valuable part-time position for many years to come.

Jerry, thank you for 30 years of dedicated service to the Town. Please enjoy your “retirement” and make time to follow NASCAR and restore lots of John Deere tractors.

Selectman Christie presented a resolution commending Jerry Macy upon his retirement after 25 years with the Town of Hanover.

Jerry Macy, a life-long resident of the Upper Valley, got his first taste of police work when he began working for the Hanover Police Department as a summer cadet at the ripe old age of 18 in 1977. He returned the following summer and did such an outstanding job as a summer cadet that he was hired as Hanover’s first Traffic Control Technician in September of 1978.

At the recommendation of then Chief Roland Lee, Jerry’s position was soon reclassified to a higher labor grade due to his “outstanding job on traffic control and enforcement of parking regulations” and in July of 1981, Jerry became a full-fledged Police Officer.

Jerry’s career was marked with a number of special assignments, one of which took him to the Detective Division and to a stint in the New Hampshire Drug Task Force in 1989. “Going undercover” was one of Jerry’s most enthusiastic endeavors, and with his earnestly acquired long hair and beard he traveled all over the State making drug buys in one of the riskiest assignments an officer can ever undertake.

As with any person who stays with the Hanover Police Department and makes it his or her career, special niches are carved out and eventually each individual takes on special duties that help to make the department run more efficiently. Jerry has a unique mechanical ability that the Department has drawn upon time and time again. He was the one who outfitted the cruisers with all of their lights, sirens, and radios. He was the graphic person who applied the decals that made the cars look sharp. He was and still is the one who takes care of the Town’s traffic lights. And with the advent of the computer age, Jerry naturally gravitated toward it. When it came to wiring, installing hubs, troubleshooting the hardware and eventually the software, he was a person that saved the town literally thousands of dollars by diagnosing problems in-house. Last but not least, Jerry was the only officer who could literally do both the job of a Police Officer and a Dispatcher.... no small feat considering how technologically complicated the job of dispatching has become.

In fact, Jerry became so effective and essential in his “other” IT and communications roles that when it came time for his retirement in 2004, the Town recognized an asset that needed to be preserved. After “retiring” from the Police Department as a Police Officer, Jerry rejoined the Town on a part-time basis to help take care of all the technology he had helped to nurture during his Police Department career.

Jerry, congratulations on making the Hanover Police Department and the Town of Hanover your one and only career, at least so far, since you are still only at the ripe old age of 46.

**ARTICLE THIRTEEN:** To receive an update on the work of the Town Meeting Taskforce.



Moderator Black said Chairman Walsh is going to update us on the Town Meeting Task Force.

Chairman Walsh said he doesn't believe that he needs to move to have this accepted, but he will make an update rather than a motion and entertain questions if there are any.

The Town Meeting Task Force was established by the Selectmen in the fall of 2003. Its members included Chairman Walsh and Moderator Black as Co-Chairs as well as Kari Asmus, John Chamberlain, Cary Clark, Ann Downey, Margaret Fanning, Julia Griffin, Tom Hall, Sallie McAndrew, Sharon Nordgren and Bernie Waugh. Immediately, the Task Force recognized that they were caught between two goals. One goal was to maximize participation. The other goal was to have the citizens of the Town be able to discuss, debate, and modify motions. Their work was guided by trying to find the best option between those two goals. They made many changes, which were embodied in last year's Town Meeting and this year's Town Meeting. Some of the changes made to meet those goals included the colored pages to try to make the Warrant and Town Report easier to follow; babysitting, dessert and coffee were offered; voting cards were distributed in the event of a controversial issue; there were multiple microphones for questions; there were multiple cameras for CATV. One goal that the Task Force may have failed in was to shorten resolutions and awards, but when someone has worked for the Town for thirty years, it is important to recognize them. Another piece that was important was a questionnaire distributed to the citizens of Hanover. Bob Sokol presented the results of that. The results of the questionnaire and the report of the Town Meeting Task Force are available on the Town website.

Chairman Walsh said the work of the Task Force after last year's Town Meeting was to try to figure out what the alternatives were that the Selectmen and ultimately Town Meeting should consider. They came up with four alternatives.

Alternative One was to continue Town Meeting as it is now with the improvements that have been embodied in last year's Town Meeting.

Alternative Two was to amend the Town's Charter so that bond issues can be voted on by paper ballot.

Alternative Three was to design a new format for Town Meeting where there would be voting during the day on those issues that would be mandated by the State. There would then be discussion during the evening where motions could be changed or modified. It would then be possible to vote these final motions that evening or again the following day.

The Forth Alternative is Senate Bill 2, which is a Town Meeting to set the Warrant and then roughly 30 days later there would be voting on it.

The Task Force felt that the changes that have been made already were improvements. Roughly half of the Task Force favored alternative two, which would modify the Town Charter. The other half that didn't favor that felt it didn't go far enough and were

somewhat concerned that if that passed there wouldn't be the energy necessary to go forward. The Third Alternative, which would essentially be a Town Meeting to meld paper ballot voting so people could vote during the day, during the evening, or again the second day on issues by paper ballot and wouldn't have to be at the Town Meeting, but would still maintain the vibrancy of the Town Meeting and the ability to debate, amend, and discuss articles. Roughly half of the Task Force favored that if it could be pulled off. Relative to SB2, there were two people who felt that if the other improvements weren't possible, then perhaps we ought to consider it, but it wasn't recommended.

Where the Selectmen stand right now, with regards to Alternative Three, is that in its current form, it is not allowable under NH State law, as best we can tell. The Selectmen have been looking to put together a meeting between Bernie Waugh and Cary Clark, both of whom are attorneys, along with Julia Griffin, two attorneys from the NH Municipal Association, and our Town Counsel, to see what is the most that can be accomplished under current state law. The other issue is whether other towns within the State of NH are interested in this proposed two-day kind of Town Meeting.

Where the Town Meeting Task Force is right now is that there are some options on the table but there is nothing for this Town Meeting to act upon and none of those options would be brought before any Town Meeting such as next year's without substantial public debate.

The Task Force has done a good job of putting some options on the table and it is the Selectmen's job to figure out where to go from here.

Kim Perez asked if the Town Meeting Task Force looked at Representative Town Meeting. The City of Burlington has a similar type of meeting where there are representatives from several districts.

Chairman Walsh said the Task Force considered both a Representative Town Meeting and a Town Council. They didn't recommend that the Selectmen look at either of those.

Bob Norman said of the options described, he thinks that option three is so much more objective than all of the others. He wonders if those who held particular preferences could be told what they can do to give more detail on why they like the option that they like. He asked Chairman Walsh what role citizens like him could play in this.

Chairman Walsh replied that he thinks right now it is a legal legislative issue in terms of what's allowable under state law. New Hampshire is not a home rule state so we have to operate under what the legislature has granted. There is not as much flexibility as would be necessary in option three. We are trying to find out what is allowed and if that is attractive, it may be recommended. Another alternative is that counsel could find out if there are a number of towns that might be interested in going forward with creating a new possibility.

Bob Norman said that at the present time, the citizens have the right to continue a vote the next day by another vote of the citizens present at Town Meeting. Mr. Norman thinks that might be an easier thing to do and would still be within state law.

Chairman Walsh said the Task Force debated that back and forth as to whether to try to implement option three on a good-faith basis. It is possible; the danger is that Town Meetings can be hijacked by small number of people late at night. It is those issues which are contentious where that is dangerous. The Task Force decided that it is more valuable to explore what state law allows.

Moderator Black said one thing decided last year was the Articles of Consent. These are Articles Fourteen through Twenty which can be found on pages 1-11 though 1-13 of the Town Report. Chairman Walsh is going to present them. Anybody who has any questions on any of these articles should feel free to ask the question or give their opinion. We will vote on them as a group unless there is a request for a separate vote on any of the articles.

**ARTICLE FOURTEEN:** To see if the Town will vote to raise and appropriate \$13,150 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2003-2004. 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 FIFTEEN:** To see if the Town will vote to raise and appropriate \$13,150 for deposit into 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 2003-2004. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

**ARTICLE SIXTEEN:** To see if the Town will vote to raise and appropriate \$35,460 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2003-2004.

**ARTICLE SEVENTEEN:** To see if the Town will vote to raise and appropriate \$853,968 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Ambulance Equipment Capital Reserve Fund	\$ 39,500
Dispatch Equipment and Dispatch Center	
Enhancements Capital Reserve Fund	\$ 10,000

Fire Department Vehicle and Equipment Capital Reserve Fund	\$100,000
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$145,000
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$ 2,660
Police Vehicles and Equipment Capital Reserve Fund	\$ 69,667
Road Construction and Improvements Capital Reserve Fund	\$115,190
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$361,951
Town Revaluation Capital Reserve Fund	\$ 10,000

**ARTICLE EIGHTEEN:** To see if the Town will vote to raise and appropriate \$693,523 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Fire Department Vehicle and Equipment Capital Reserve Fund: <i>Replacement of Fire Department car</i>	\$ 26,000
Highway Construction and Maintenance Equipment Capital Reserve Fund: <i>Mowers, backhoe loader, two plow trucks, one trailer, one compactor, one trailer</i>	\$246,780
Police Vehicles and Equipment Capital Reserve Fund: <i>Replacement of four police cruisers with computers, communications software for data transfer between cruisers and Dispatch Center</i>	\$158,553
Road Construction and Improvements Capital Reserve Fund: <i>Lyme Road improvements, Ruddsboro Road retaining wall</i>	\$194,190
Sewer Equipment and Facilities Improvements Capital Reserve Fund: <i>Replacement of backhoe</i>	\$ 68,000

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2011, whichever is sooner.

**ARTICLE NINETEEN:** To see if the Town will vote to raise and appropriate \$50,000 for the construction of certain roadway improvements along Lyme Road, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA

32:7, VI and will not lapse until these improvements are complete or June 30, 2011, whichever is sooner.

**ARTICLE TWENTY:** To see if the Town, having a Master Plan adopted by the Planning Board on July 29, 2003, will vote to authorize the Planning Board to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years for the purpose of preparing the annual budget, pursuant to RSA 674:5.

**Chairman Walsh MOVED Articles Fourteen through Twenty jointly, as written. Selectman Baschnagel SECONDED the motion.**

Chairman Walsh said he will briefly go over each article and if someone has a question or would like to vote separately, please indicate so.

Articles Fourteen and Fifteen are articles that happen every year. We take the money that comes from land going out of current use and divide it, with half going into the Land and Capital Improvements Fund and half going into the Conservation Fund. The amount this year to each fund is \$13,150.

Article Sixteen deals with money that is in the Municipal Transportation Improvement Fund. The Town Meeting voted a five-dollar surcharge on every automobile that's registered in Town. That money goes into the Municipal Transportation Improvement Fund for making municipal transportation improvements. This article moves the money collected last year into the fund. The amount is \$35,460.

Martha Solow asked if there have been any expenditures from the fund.

Ms. Griffin said we have spent twice from this fund in previous years. One expenditure was to purchase some bicycle friendly storm drain grates for a number of our storm drains. We appropriated about the same amount last year to be used toward the Lyme Road improvements as part of the comprehensive reconstruction of Lyme Road in conjunction with the Middle School construction.

Chairman Walsh said Article Seventeen is the article in which we put money in the Capital Reserve savings account. We have schedules of equipment that the Town expects the need to replace over the next five to fifteen years. We reserve for these so purchases don't become big blips in the tax rate. The amounts are in the Article and the total amount is \$853,968.

Margaret Fanning asked if the funds for sewer equipment come out of general funds or just from people who can contribute to the sewer.

Chairman Walsh replied that we have a sewer district, which includes all those people who are connected to the sewer. They pay fees, both a connection fee and a meter fee. These funds come from those people who use the sewer, not from general funds.

Robert Chambers asked how Hanover stands in comparison to other communities as a proportion of our overall budget going into capital expenditures.

Chairman Walsh said he thinks Hanover probably does better than almost any other community relative to looking forward to our capital needs or conversely looking at how our equipment is depreciating and saving for it in advance as opposed to having a crisis.

Ms. Griffin said the expenditure for capital reserve is about 8% of our total budget and that is not unusual. We are however somewhat unusual in being a Town. We behave more like a city in the way that we budget for capital reserve savings accounts, both appropriating money into those reserves for future purposes and appropriating money out of those reserves for actual purchases. You see larger communities in the State doing that more aggressively; it is less common for Towns. Hanover, in many ways, in terms of the size of our budget and the range of our services, behaves more like a city in terms of its scope.

Chairman Walsh said Article Eighteen is where we take that money that we have saved over the years and purchase replacement equipment. The items speak for themselves. The total amount is \$693,523.

Chairman Walsh said the next article is Article Nineteen, where we spend some of that money in the Municipal Transportation Improvement Fund. This article seeks to take \$50,000 from out of the Municipal Transportation Improvement Fund and devote it to construction of improvements on Lyme Road.

Kari Asmus asked if someone could describe what exactly the project is going to look like. She doesn't know right now if there will be a sidewalk on the west side of Lyme Road and she assumes there will be one on the east side. Ms. Asmus would also like to know if a person wanted to help in the design of this, how they would give input.

Chairman Walsh said on sections 26 and 27 of the Town Report, there are some details of it. Chairman Walsh asked Peter Kulbacki, Director of Public Works to talk about the lights, the timing, and the design process.

Mr. Kulbacki said this is going to take a number of years to complete. The first thing we will have to do are two roundabouts. One will be at Reservoir Road and one we are still trying to pin down where it will be. Right now there is a cross-section showing on page 27, which is the yellow section. This gives you a schematic of what different sections will look like. The way the funding is set up, we are going to be doing this in different phases. We haven't finalized this. This is a first concept. We are trying to provide pedestrian and bike paths on both sides of the road, as well as street lighting in some areas and some parking. There are a lot of options still out there on the table and we haven't finalized any of that. Our first focus will be in front of the Middle School and then we will go south. When Rivercrest comes forward we will work with them to try to incorporate the whole thing. There will be more discussion with the Dresden Village Group.

Bob Norman would like to know if there will be both bicycle and pedestrian paths on both sides of the road.

Mr. Kulbacki said yes, that's the plan and they will go from roundabout to roundabout.

Mr. Norman said he hopes they won't be jointly bicycle and pedestrian; they don't mix well.

Mr. Kulbacki said they don't mix well in a narrow space. In the design we will have to work through that. We are trying to look at how we are going to do it. We haven't finalized anything yet.

Kim Perez said school is opening in September and it sounds like the plans aren't finalized yet. She is wondering what the timeline is on the improvements. Is there something that can be done in the meantime for these kids.

Mr. Kulbacki said there will be things done before school opens in this fall. What we are looking to get done this summer are the two roundabouts. We will be forcing cars that come out of the Middle School to go north and they probably don't want to go all the way to Lyme. We are also going to deal with the intersection of Reservoir Road. Right now there is an officer there in the morning and the afternoon. There needs to be either a traffic light or a roundabout there. Our plans are to get both of those done by September before school opens. Over the next few months we will actually talk to people about what the rest of the streetscape should look like. The first focus is to make sure traffic works safely and to slow it down.

Hilary Pridgen of Etna asked how citizens might provide input or follow the process.

Chairman Walsh said there is an active meeting with the Dresden Village Group, which is under the sponsorship of the Planning Board. They are a broader group than just the streetscape improvements. The group meets weekly on Thursday nights.

Ellis Rollette said his recollection was that the Municipal Transportation Improvement Fund was established to primarily fund alternate forms of transportation such as bicycles, walking, or mass transit. He would like to know how it is that this \$50,000 is being allocated for general road improvement and where the rest of the money for the road improvements is coming from.

Ms. Griffin said if folks will remember, the total cost of the project is somewhere in the \$350,000 to \$375,000 range. The school district committed about \$75,000. The Town will be coming up with the remainder. We split the appropriation over 2 years to soften the blow on the General Fund. We put approximately half of this in the budget we are now living with and we are asking that the Town budget the second half through tonight's actions. The combination of those two pots of money, including two years of appropriations from the Municipal Transportation Improvement Fund plus the school district's money will fund the whole project.

Rich Howarth said he would like to second what Bob Norman said; bikes and pedestrians don't work well on one surface. Ironically the safest place for bikes to be is often in the main roadway. He is hoping that the committee that is looking into this will seek input from those who ride bikes as their normal way of getting around Town.

Chairman Walsh said the last item on the Consent Calendar is Article Twenty. This is a new one to the Town. State Law allows the Planning Board to create a capital improvements program based on the Master Plan. The Master Plan was adopted in 2003. The Selectboard and the Town staff will have a lot of input into the plan, but the Planning Board would be the one who adopts it, assuming the Town Meeting empowers the Planning Board to create such a capital improvements program. This is enabling legislation, if the Town passes it. If the Planning Board does create a capital improvements program, it is then possible to deal with questions of capital improvements and how that cost might be apportioned to specific developments.

**There being no further discussion on Articles Fourteen through Twenty, a hand vote was taken on Chairman Walsh's motion. The motion PASSED unanimously and Articles Fourteen through Twenty were ADOPTED jointly as written.**

**ARTICLE TWENTY-ONE:** To see if the Town will accept the transfer from the Dresden School District of the title to a strip of land about 180 feet long and 18 feet wide (at its widest point) along Hovey Lane at the west end of the high school soccer field (map 34, lot 68) for right-of-way purposes and thereby allow the District to use the strip of land for parking without violating the prohibition in Section 210.1.B.(2) of the Zoning Ordinance against parking in the front yard setback.

**Selectman Lubrano MOVED that the Town withdraw Article Twenty-One from the Warrant because the Dresden School District has now developed an alternative parking plan, which no longer necessitates construction parking along the location identified above. Selectman Baschnagel SECONDED Selectman Lubrano's motion.**

**There being no further discussion a voice vote was taken on Selectman Lubrano's motion. The motion PASSED unanimously and Article Twenty-One was WITHDRAWN from the Warrant.**

**ARTICLE TWENTY-TWO:** To see if the Town will vote to authorize the Board of Selectmen to accept from the Trustees of Dartmouth College a portion of property, known as Lot 10 on Assessors Map 4, on the easterly side of Grasse Road in Hanover, according to such terms and conditions as the Board deems appropriate and reasonable; said portion of this property to consist of approximately 3.2 acres, to be used for recreation, as specified in condition #2 of the approval, dated September 15, 1981, by the Hanover Planning Board, of the subdivision identified as "Grasse Road-Phase A".

**Vice Chairman Connolly MOVED that the Town authorize the Board of Selectmen to accept from the Trustees of Dartmouth College a portion of property, known as lot 10 on Assessors map 4, on the easterly side of Grasse Road in Hanover, according to such terms and conditions as the Board deems appropriate and**



**reasonable; said portion of this property to consist of approximately 3.2 acres, to be used for recreation, as specified in condition #2 of the approval, dated September 15, 1981, by the Hanover Planning Board, of the subdivision identified as “Grasse Road-Phase A”. Selectman Baschnagel SECONDED Vice Chairman Connolly’s motion.**

Vice Chairman Connolly said the most complete explanation is in the Town Report. This comes from the approval of the Hanover Planning Board in 1981, which seemed to come with the gift of prophecy because we are acquiring seeded land for playing fields. On page 29 of the Town Report there is a map of the area which is being considered specifically. The land proposed to be donated is opposite the Hanover Water Works Company on Grasse Road. This site is flat and dry enough to lend itself to a recreation field and is adjacent to the baseball field recently constructed by the Town on the Water Works’ property. This article would enable the Board of Selectmen to accept the donation of this land under the terms and conditions that the Board of Selectmen would deem appropriate and reasonable. Vice Chairman Connolly said she would like to thank the Planning Board of 25 years ago for providing for playing fields at this hour.

Hilary Pridgen said she is wondering if it is possible to receive land that has already been turned into a playing field.

Moderator Black said the way she understands this is when the first Grasse Road subdivision came up, the College was required to donate land for playing fields. This was part of the site plan review.

Kim Perez asked if this replaces the planned park in the middle of that development. Moderator Black said no, it does not.

**There being no further discussion a voice vote was taken on Vice Chairman Connolly’s motion. The motion PASSED unanimously and Article Twenty-Two was APPROVED.**

**ARTICLE TWENTY-THREE:** To see if the Town will vote to authorize the Board of Selectmen to accept from D. E. Farr Enterprises, Inc. a portion of property located on the southerly side of Greensboro Road in Hanover (map 1, lot 15) according to such terms and conditions as the Board deems appropriate and reasonable; said portion of this property to consist of no more than 26 acres, to be used for recreation and conservation purposes, as specified in condition #1 of the approval, dated December 21, 2004, by the Hanover Planning Board, of the subdivision identified as “D. E. Farr Enterprises, Inc.

**Vice Chairman Connolly MOVED that the Town authorize the Board of Selectmen to accept from D. E. Farr Enterprises, Inc. a portion of property located on the southerly side of Greensboro Road in Hanover (map 1, lot 15) according to such terms and conditions as the Board deems appropriate and reasonable; said portion of this property to consist of no more than 26 acres, to be used for recreation and conservation purposes, as specified in condition #1 of the approval, dated December 21, 2004, by the Hanover Planning Board, of the subdivision identified as “D. E.**

**Farr Enterprises, Inc.”. Selectman Baschnagel SECONDED Vice Chairman Connolly’s motion.**

In December of 2004, the Planning Board approved a subdivision plan proposed by David Farr for 28 acres of land on the south side of Greensboro Road, land formerly owned by Barbara Renz and before that by Putnam Blodgett. The subdivision plan shows three building lots comprising about 2 acres in aggregate, one lot onto which the existing barn has been moved and is to be renovated into four dwelling units, and two lots on each of which a new single-family house is to be constructed. The remainder of the property, comprising approximately 26 acres on both sides of Mink Brook, is stipulated by the Planning Board’s approval to be used for recreation and conservation purposes. This is a wonderful opportunity to generate yet another playing field. This property is adjacent to the Town-owned Shed 2 so there will be no access problem. It also is a wonderful opportunity to protect more of the Mink Brook watershed. This would acquire approximately 26 acres for the Town for conservations purposes.

Margaret Bragg asked why this article is separate from the subsequent article.

Ms. Griffin said they need to be two separate warrant articles legally. One is the warrant article that authorized the Board of Selectmen to accept the property and then we need a separate appropriating article that asks that we take money from the Land and Capital Improvement Fund, so that we can retain a landscape architect to help us determine just whether or not we can get a playing field or perhaps two on the portion of property north of Mink Brook.

Moderator Black said Mr. Farr is a very honorable citizen in donating this land at no cost to the Town. Twenty-six acres in this Town would be a considerable cost.

Robin Carpenter said the Conservation Commission supports this action.

**There being no further discussion a voice vote was taken on Vice Chairman Connolly’s motion. The motion PASSED unanimously and Article Twenty-Three was APPROVED.**

**ARTICLE TWENTY-FOUR:** To see if the Town will vote to raise and appropriate \$15,000 for a site feasibility study for possible construction of one or more recreational fields on a portion of the D. E. Farr Enterprises, Inc. property north of Mink Brook along Greensboro Road (map 1, lot 15), and to fund this appropriation by authorizing the withdrawal of this sum from the Land and Capital Improvements Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2011, whichever is sooner.

**Vice Chairman Connolly MOVED the Town raise and appropriate \$15,000 for a site feasibility study for possible construction of one or more recreational fields on a portion of the D. E. Farr Enterprises, Inc. property north of Mink Brook along Greensboro Road (map 1, lot 15), and to fund this appropriation by authorizing the withdrawal of this sum from the Land and Capital Improvements Fund. This will**

**be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2011, whichever is sooner. Selectman Baschnagel SECONDED Vice Chairman Connolly's motion.**

Vice Chairman Connolly said this article allows us to do a feasibility study to responsibly dispose of this property. It is going to be very challenging because some of it is very ecologically fragile and we have a lot of elements to deal with. This fund is the perfect fund to do this with.

Vice Chairman Connolly said she knows that David Farr isn't present, but she thinks it would be nice if we gave him a round of applause for donating the land and developing his property so responsibly.

Margaret Bragg said she does appreciate that Mr. Farr is donating land to the Town, but she is not appreciative that we are going to turn around and put playing fields on there and thus increase the traffic on Greensboro Road. There seems to be one development after another coming up out there. They all generate more traffic. Ms. Bragg is highly in favor of conservation land and that the land is accessible to all the citizens of the Town. She would not like to see it made just into playing fields.

Lynn Miller said her question is about the playing field proposed in both locations. We seem to have come to the conclusion that we can build playing fields wherever we can find them and spread our children out even farther and use more cars to drive our children to all these different places. As a parent of children who are not even in school yet, she is concerned where they will be. She really doesn't want to drive them hither and yon.

Ms. Griffin said if you look at where we are likely to see future residential growth in Hanover, certainly Grasse Road Phase III is one very viable location for future residential growth. Greensboro Road would be another. When you look at the Simpson Development that's under construction and the second phase that's been approved and the potential for development of the Leavitt land; we think it's important that we get land in both those locations where we are likely to have Hanover residential units. We would need to accommodate children who would likely live in those units. We are not necessarily envisioning these becoming the region's one and only playing fields, but in fact neighborhood playing fields to which we can assign some of our younger child recreation teams, so folks don't have to drive all the way to Sachem. We are hoping not to increase traffic on Greensboro Rd., but are instead, trying to create neighborhood playing fields that we will maintain in addition to the key centerpiece in Town, which is Sachem Field.

Hilary Pridgen said she wonders if this article should include the Hanover Shed 2 property which is adjacent, so the two parcels might be looked at together for the more efficient use as a bigger piece of property.

Ms. Griffin said we thought the money might be used to primarily evaluate the wetlands challenges, but one possible option the Town has is to locate parking for this field on the Shed 2 property. There is also the possibility of putting one additional playing field

there. We want the landscape architect to advise us as to what works. We would also want to interact with the neighbors to see how they feel about the presence of one versus two fields. The real question is how much of this land is usable for playing fields.

Hilary Pridgen asked if the article precludes us from looking at the Town owned property which is adjacent.

Ms. Griffin said this doesn't preclude the Town from spending the money to look at the Town parcel as well. We just need specific permission to spend it with regard to David Farr's property given the previous warrant article.

**There being no further discussion a hand vote was taken on Vice Chairman Connolly's motion. The motion PASSED, with three voters in opposition. Article Twenty-Four was APPROVED.**

**ARTICLE TWENTY-FIVE:** To see if the Town will vote to sell 229 acres, tax map 7, lots 2, 3 and 7, on Goss Road and the east side of Moose Mountain for \$105,000; and to authorize that the proceeds from the sale be returned to the Conservation Fund, the Fund used to purchase the land. The property will be conveyed with a conservation easement allowing public access to the lands but reserving to the owner the right to construct a seasonal camp on tax map 7, lot 3.

**Selectman Lubrano MOVED the Town sell 229 acres, tax map 7, lots 2, 3 and 7, on Goss Road and the east side of Moose Mountain for \$105,000; and to authorize that the proceeds from the sale be returned to the Conservation Fund, the Fund used to purchase the land. The property will be conveyed with a conservation easement allowing public access to the lands but reserving to the owner the right to construct a seasonal camp on tax map 7, lot 3. Chairman Walsh SECONDED Selectman Lubrano's motion.**

Ms. Griffin said this is a wonderful opportunity. The Conservation Commission and the Selectboard would love to be able to replicate this model. We have an individual who desires to become a conservation land owner and by doing so, abide by the same principals that we would abide by as the current owner of this land and in doing so, replenish the Conservation Fund with monies so we can in fact go out and preserve more land. It's a wonderful partnership and it allows us to use our money and in the same time conserves this land.

Judith Reeve Davidson, a member of the Conservation Commission said the Conservation Commission is so thrilled with this opportunity. This article demonstrates a win-win situation. It fulfills their goals. Several years ago the Conservation Commission did a town-wide study and created the Open Spaces Priorities Plan, part of which helps us deal with conservation. Mechanisms will be used to conserve land and in this case replenish the Conservation Fund, so it is a great example of what we were hoping would happen.

Bob Keene asked if he is correct in believing that the Town bought this for \$120,000 several years ago.

Ms. Griffin said her recollection is that the Town bought it for \$145,000 and we are selling it for the amount in the warrant so we are not making the full amount of our original acquisition back, but we are making a significant amount of money on the conservation easement.

Ed Chamberlain, a member of the Conservation Commission, said the difference is really that the Town is maintaining a conservation easement on the property. Also it should be noted that the buyer of this property would give this land back to the Town when he dies, so this is really a win-win situation.

Judith Reeve-Davidson said in order to propose this; we did have to have the property reappraised. If it were available for development it would sell for \$155,000, but once you take away the development rights it brings the price down to \$105,000.

Margaret Fanning said she doesn't understand, other than the buyer saying they will give the land back to the Town when he dies, what the difference is between this deal and putting the land on the market with a conservation easement on it.

Vicki Smith said the difference is that the Town is retaining rights for access across the property. If we were going to just sell it, we would be selling it for \$105,000, because that the appraised value with the easement. We could be offering it to anybody for \$105,000; that would be a fair appraised value. She said we have a conservation buyer at hand and we would like to consummate the deal and have that money available for further projects. If the Town Meeting were to direct the Conservation Commission to do that, they would go that way and put it on the market for more.

Ms. Reeve-Davidson said one thing that is unique about this buyer is that the public will still have access to this land. There are many conservation easements that control personal property and no one could ever go on the land. We are protecting it so the Town can still have use. It's really an unusual situation. If we had conservation buyers out there, we would be doing this all the time.

**There being no further discussion a hand vote was taken on Lubrano's motion. The motion PASSED unanimously and Twenty-Five was APPROVED.**

**ARTICLE TWENTY-SIX:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on April 1, 2005, between the Town of Hanover and AFSCME, Local 1348, which calls for the following increase in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>
2005-2006	2% \$28,881
2006-2007	2% \$25,556
2007-2008	3% \$13,033 (low) to \$39,100 (high)

And further to raise and appropriate the sum of \$28,881 for the 2005-2006 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

**Selectman Baschnagel MOVED approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on April 1, 2005, between the Town of Hanover and AFSCME, Local 1348, which calls for the following increase in salaries and benefits for its members: fiscal year 2005-2006, estimate increase 2% for a total of \$28,881; fiscal year 2006-2007, estimated increase 2% for at total of \$25,556; fiscal year 2007-2008 a variable amount of 1% to 3% for a low \$13,033 to \$39,100 on the high end, and further appropriate the sum of \$28,881 for the 2005-2006 fiscal year the sum representing the additional costs attributable to the increases in salaries and benefits over those at the over the appropriations at current staffing levels paid by our previous agreement. Chairman Walsh SECONDED the motion.**

Selectman Baschnagel said AFSCME is the union that represents our Public Works Department employees. Our three-year contract is up this year and this represents the negotiations that have been agreed upon by both sides.

Kari Asmus asked if someone could talk a little about what the step system looks like for our Public Works employees.

Ms. Griffin said our employees have a merit system of pay that involves a series of 22 steps throughout the career of an employee, with a 2% increase between each step. Each year, if an employee has had satisfactory performance, they receive a step increase. In addition, each year the employees receive a cost of living adjustment. This proposal is for 2% effective for the fiscal year beginning in July 1, 2005. The CPI increases for the fiscal years 2006-2007 and 2007-2008 are subject to appropriation by Town Meeting as those fiscal years as part of the budget. The only appropriation that is up before Town Meeting is for the increase effective July 1, 2005. In addition the employees receive a benefits package that includes health insurance. This year we were fortunate; we were projected to receive a 7.9% health insurance premium increase. The Local Government Center just set the final rates for July 1 last week; the Town of Hanover's increase is only 4.1%, which is extraordinary given that the rate of medical inflation is 12.5% to 13% for communities of Hanover's size.

**There being no further discussion, a hand vote was taken on Baschnagel's motion. The motion PASSED unanimously and Twenty-Six was APPROVED.**

**ARTICLE TWENTY-SEVEN:** To see if the Town will vote to raise and appropriate \$14,598,426 to pay the operating expenses of the Town for the 2005-2006 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

**Selectman Christie MOVED the Town raise and appropriate \$14,598,426 to pay the operating expenses of the Town for the 2005-2006 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles. Selectman Baschangel SECONDED Selectman Christie's motion.**

Selectman Christie said you might think that each budget has its own unique challenges and this year was no exception. Unfunded State mandates; the newly expanded Howe Library; funding a wildly successful community center; new standards required for our Fire Department are all part of this year's challenges. While each year is unique there is important continuity of process from one year to the next that is perhaps more important. Each year Ms. Griffin approaches the Selectboard for the budget guidelines. Each year she is asked to try to hold the impact on the tax rate to the change in the Consumer Price Index. That single decision is perhaps the most important decision in the whole process. The setting of the decision on tax rate increase guidelines puts the decision on priorities as there are always more things we would like to do, should do, and need to do than can be funded.

Let's look a little bit behind this guideline. A guideline of 3% does not imply that the increases in budget expenses are limited to 3%. The guideline addresses the increase in the tax rate, not the increase in total spending. Taxes collected on any growth in the grand list will provide extra revenue dollars to support additional spending without any impact on the tax rate. When Dartmouth is building new residential facilities or Hypertherm is adding a new wing, these all add to the value of the grand list that in turn adds to more revenue being collected. The growth in the grand list has varied from \$18,000,000 to \$25,000,000 over the past five years. It is forecasted to be \$18,000,000 in this year's budget. That forecasted increase supports additional spending of about \$65,000 with no impact on the tax rate. An increase in the grand list as a result of growth is very different than an increase in the grand list as a result of a reassessment, like the one we had two years ago or will have again in 2007. The assessment only impacts the percentage relationship between who pays, not how much is raised in total.

There are some other tricks we have used to make the tax rate increase more stable from year to year. The biggest one of all is the heavy use of reserve funds to replace capital equipment. Each year the budget fund reserves for things like police cruisers, fire equipment, maintenance trucks, dispatching equipment, and significant road and bridge improvements. This year we have budgeted to replace police cruisers, but the impact on the tax rate is no more than it was on last year's tax rate when the reserve was funded in anticipation of future spending. The heavy use of reserve funds works well as it prevents big jumps in the tax rate in years when there are large capital expenditures.

Another trick we have used to stabilize the tax rate is the use of the undesignated fund balance. Undesignated fund balances are the cumulative surpluses over many years as the result of making more in taxes than we spent. It is a rainy day fund. It covers shortfalls, unexpected expenses, or shortfalls in revenues. In last year's budgeting process we recognized that the Town has overused undesignated funds to help smooth the tax rate and instead should put our focus on helping to pay for expenses that are

nonrecurring. As we put this new policy into practice, we found that breaking old habits is not easy and identifying expenses that are nonrecurring is not that straightforward.

Approximately 40% of our total Town expenses are funded from user fees and not general and fire district taxes. These include wastewater fees, motor vehicle registration fees, building permit fees, amongst others. This budget sees an increase in fee revenue of 8%, due to new programs and higher volume.

The one tax rate in this budget that cannot be held at 3% is the Fire Fund. Due to the requirements of the Insurance Services Office that budget saw an increase of \$144,000 and the tax rate increase is just over 7%.

The Selectboard is proud of this budget. The Town staff was able to overcome this year's challenges and still meet the guidelines; but there is no free lunch. Several important projects were not funded that you should be aware of. These include under-funding of a long-term paving plan by 20% or \$50,000 in both of the last two years. There is no funding for sidewalk reserve for existing and anticipated sidewalk needs. We are under funding our planned building maintenance and no progress toward building a reserve. There will be no funding for seed money for affordable housing projects. There will be no funding for new cemetery development or land acquisition. These were the tradeoffs that had to be made.

Selectman Christie said as he thinks about the process and the vigor that goes into each new budget; he is struck by the importance of trust in the system. The Selectboard trusts that when Ms. Griffin brings in the budget, it is based on thoughtful iteration with department heads. We trust that long and short-term needs have been balanced. Selectman Christie said he hopes that the Town staff trusts that when the Selectboard makes changes, that they are well considered. Selectman Christie believes that the taxpayers trust that the process is open and thorough. Without this trust the process could quickly break down. The Selectboard wants to thank everyone who was involved in this process for his or her part in maintaining this trust, as it has to be earned every year.

Kim Perez said she would like to know why the total amount on page 14, which is the grand total of all funds, is off by \$2,000 from the grand total of all funds on page 20. Ms. Griffin said it is because of the next warrant article, which will be voted on separately, which is the \$2,000 funding request from Bonnie CLAC.

Ella Erway said she notices there has been a considerable reduction of 28%, in the amount given to Advance Transit. Ms. Erway said this is an issue that elderly citizens are particularly concerned about and she would like to know why that was reduced.

Ms. Griffin said this is actually not a reduction. What was previously done was that the Town would receive monies from Dartmouth College and DHMC for Advance Transit and then we would turn around and pass that money along to Advance Transit. Now the College and DHMC give the money directly to Advance Transit and the Town is no longer the conduit.



Ellis Rollette said he would like to focus on some of the large numbers that have changed with regard to revenue and expenditures, referring to the details on page 22, in the white section. As far as the revenue is concerned, Mr. Rollette is wondering about the large percentages in the Police, Public Works Department, and Parks and Recreation. Mr. Rollette is wondering if we have set a higher target for traffic tickets. On the expenditures side, Mr. Rollette is wondering about the large increase in Parks and Recreation.

Ms. Griffin said the increase in the Police Budget is due to the appropriation from the reserve funds for the purchase of police cruisers. Every three years you will see a large blip on the revenue side because we have to appropriate the cruiser money as revenue coming in from a reserve for the purchase of the cruisers. In addition you may also see an anticipation that we may be providing dispatch services to Enfield and Canaan. This is not certain yet. On the Parks and Recreation side you will see an increase in revenue. That is some grant funds we have received to run an after-school program that would be run out of the Recreation Department. The Selectmen's stipulation is that we start that program through grant money and then we look to fund the program through user fees paid by the parents of children who use the program.

John Chamberlain said he is curious and a little troubled by the decreases in funding for road improvements and building improvements. He would like to know how we make that up.

Ms. Griffin said with respects to road improvements; the Town is paying for more than the lion's share of the Lyme Road improvements. The down side to this is that we had to under-fund our ongoing road maintenance program to the tune of about 20%. When we get out of the cycle of funding routine paving maintenance for more than a two-year timeframe, we can't forget next year when we are doing our budget that we need to replenish that account, otherwise we are getting behind in our regular paving program. One of the things that is so wonderful in Ms. Griffin's opinion is that we do a wonderful job staying on top of our paving so we don't end up losing roads that then have to be reclaimed. In order to keep the tax rate increase to match the CPI, and knowing that we are biting off a lot in the next two fiscal years; we had to under-fund the regular Town-wide paving program. Building maintenance is one of those things that we have had on our list of priorities for the last eighteen months or so and to begin to build the last set of reserve accounts. As you look at the Town, we have been very aggressive over the years in reserving for replacement of our equipment and bridges, but we haven't yet developed a true building reserve. In the future the Town Meeting will be asked to set up a set of building reserve accounts so that we can also adequately save for the long-term building maintenance requirements for some of our buildings, particularly the older ones like Town Hall.

**There being no further discussion, a hand vote was taken on Christie's motion. The motion PASSED unanimously and Twenty-Seven was APPROVED.**

**ARTICLE TWENTY-EIGHT:** To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the residents of Hanover by Bonnie CLAC. This is the first year this article has appeared on the warrant.

**Selectman Lubrano MOVED the Town vote to raise and appropriate \$2,000 to support the services provided to the residents of Hanover by Bonnie CLAC. Selectman Christie SECONDED Selectman Lubrano's motion.**

Robert Chambers, President of Bonnie CLAC said the organization was formed four years ago; at the time it was called Fannie CLAC. Fannie Mae, about seven or eight years ago formed a non-profit organization to help individuals buy houses. Bonnie CLAC was formed to help people with the technical assistance to help select and purchase a vehicles.

Bonnie CLAC help people like Jackie, who is a single mother working three jobs at \$8 an hour, without any benefits to try to support her three children. She was walking to work everyday. The children's father is in jail. She went through a financial literacy course through Bonnie CLAC and is now driving a brand new Honda Civic that she can afford. Within four months of her getting her new car, she got a job that pays \$12 an hour and pays medical benefits for her and her children. This is the type of story that happens over and over again. Bonnie CLAC is the only organization within the United States that is providing transportation service to low income individuals to buy new cars.

Bonnie CLAC has helped 3,251 individuals within the State of Vermont and New Hampshire in consultation. Mr. Chambers would like to thank the residents of Hanover; 59 of whom have donated vehicles. These vehicles are used in Bonnie CLAC's bridge program. What happens is that Bonnie CLAC sees people with low income, and have very bad credit. It is very difficult when you are making \$8 an hour not to have bad credit because everybody has some emergency that happens in life and if you have no reserves to pay that emergency, then something slips and the credits falls with that. Bonnie CLAC teaches a five-week Financial Literacy course. This is a rigorous course. Bonnie CLAC requires people to keep up with every penny they spend over the course of an entire month. They help people to set goals in their lives and to prepare their budgets and make life decisions that help them to regain entering into the American mainstream. Bonnie CLAC sees people weekly that are paying 25% interest or more to buy cars. When Bonnie CLAC guarantees a loan, they are helping people to gain access to loans at 4.9%. This is the same interest rate that the wealthiest individuals would pay to buy a car.

Mr. Chambers said he is proud to say that the loan failure rate among their clients is below commercial averages. There are 418 people driving cars that are guaranteed by Bonnie CLAC right now. Seventy-three percent of Bonnie CLAC's clients are women.

Mr. Chambers said Bonnie CLAC has recently done a calculation and focused on a number of very low depreciation vehicles that get very good gas mileage. The base model Honda Civic, with roll-up windows and no air conditioning is one of the vehicles they focus people on. They have done an analysis with their clients and have come to the

conclusion that they are taking the oldest and most polluting vehicles off the road. Bonnie CLAC's clients are saving 12,000 gallons of gasoline every month.

There are 20 individuals that list Hanover as their residence who have received counseling service through Bonnie CLAC. There are 77 individuals who list Hanover companies as their employers, who have received counseling services through Bonnie CLAC. The lack of low-income housing is pushing people out of this community. Every week they are driving in from Bradford, St. Johnsbury, and 50 miles each way.

Fifty-nine Hanover residents have donated vehicles that serve in the Bridge Program. The clients that have the absolute worst credit use these donated vehicles. Bonnie CLAC provided the maintenance on these cars and the cars are rented from Bonnie CLAC so they can get back and forth to work and live their lives while they are going through the credit building process. If they pay Bonnie CLAC on time for six months, then Bonnie CLAC will guarantee the loan for a new car. The new car is providing a new lease on life for people who would have never dreamed of owning a new car.

Bonnie CLAC has received funding from the New Hampshire Charitable Foundation and will be opening offices in Portsmouth and Manchester New Hampshire. They now have 12 full-time employees in two offices and they do pay health benefits. They are working toward self-sustainability. Each of the clients pays Bonnie CLAC an \$800 fee that covers the counseling. Ultimately when they get into a certain level of business, they will become self-sustaining but they are not at this time and would appreciate Hanover's support.

A resident said she is totally embarrassed that she did not donate her mini-van that was eight years old. She thought she could sell it for a few thousand dollars and she waited about nine months. On the spur of the moment she went to Manchester and traded it in to buy her daughter a car. She really thinks she would have been better off donating it and buying a less expensive car for her daughter. Anyone who has a car to get rid of, this is a great way to do it.

Bernie Benn said this program is quite extraordinary and is the kind of thing that the citizens of Hanover like to support. He doesn't know how the \$2,000 figure was reached, but he is wondering whether or not we can amend the article to increase the amount to \$5,000.

Kari Asmus said she would like to thank Bonnie CLAC and Mr. Chambers for the work that they do and explaining the program and giving us an opportunity to contribute. She would like to encourage not only Bonnie CLAC but also all the non-profits to go that route in Hanover, because there are people for whom their property taxes are a burden. By donating to these, we are inadvertently putting a burden on people who can't afford it. If individuals were encouraged to contribute by writing a check or donating a car, they would probably end up contributing more than \$2,000.

**Bernie Benn MOVED to AMEND the motion and raise the amount in this article from \$2,000 to \$5,000 dollars.**

Tim Pillsbury said typically when residents vote for these types of things is that it is voted for three years and then it goes on forever. Since the goal of Bonnie CLAC is to become self-sufficient, perhaps we can craft this amendment so the amount would decrease as Bonnie CLAC becomes more self-sufficient. He asked if there is a legal way to do that.

Moderator Black said what would happen is the article will get to appear on the warrant for three years in a row before it becomes automatic.

Mr. Pillsbury said once it has been on the warrant it will go on forever.

Moderator Black said those companies who don't desire to be compensated will let us know they don't want it anymore. It's not for eternity.

Augusta Prince asked if Bonnie CLAC feels a need for more money.

Mr. Chambers said they could use the money right now. He is projecting Bonnie CLAC will be in a self-sustaining mode within three years. Approximately 29% of their revenues in their first year were self-generated.

Chairman Walsh said he thinks about the \$1,000 and \$500 decisions that were made to try to hold the tax rate on the one hand. Town Meeting will have whatever will it has on this subject. The other thing he thinks about is the State of New Hampshire unfunding many things and pushing them down through the counties. Our county budget just went up 7.5% this year because the State of New Hampshire Legislature chooses not to fund things. There are many good things going on and Chairman Walsh would rather see the Town go with \$2,000 rather than \$5,000 for this. That is not because this isn't a good program.

A resident said she very much agrees with what Bonnie CLAC is doing. She knows someone who just got a car and how important it was to her. She also knows that what we are talking about is tax deductible if individuals give Bonnie CLAC money. She would rather give Bonnie CLAC directly than have it taken from the budget of our Town when we work so hard to get taxes and she thinks of all those expenses that Chairman Walsh just said are not being funded because we are trying to be careful with our budget. We all like to feel good about giving money to good organizations, but let's do it privately and not use our hard-earned tax money.

Hilary Pridgen said she appreciates what Chairman Walsh said and she would support the \$2,000, but she wouldn't support \$5,000 because she knows how much trouble the Town goes to keep a line on their increases. It's so easy to say you want to do something, but then you lose sight of the months and months of preparation and holding the line on all sorts of other things. There are many other things we would really like to put \$3,000 more into. Mr. Pridgen asked if this is voted down at \$5,000 could it be revoted on at \$2,000.

Moderator Black said if the amendment fails, then we go to the original motion

Selectman Christie said he would caution that there is a careful balance worked about between this and other non-profits in this budget. It is a character balance that we try to retain.

Scot Drysdale said if we accept the amendment and then the people vote against the article, because we accepted the amendment, then we could bring it back up.

Moderator Black said the first thing we will do is vote on the amendment, which is for \$5,000. If it passes it's done. If it fails we then go back to the original amendment.

Mr. Drysdale asked if the amendment passes and we are now considering \$5,000 and that is then voted down, can we then go back and give \$2,000.

Ms. Griffin said the motion was to amend the amount to \$5,000. So the first action of Town Meeting will be a vote on that amendment. If the amendment passes then we would need to vote on the amended motion. If the amended motion for \$5,000 fails, then anybody can ask for reconsideration to restore it to \$2,000.

**Bernie Benn said given the discussion and the hard work that went into the budget, he would like to MOVE to WITHDRAW his motion to amend the motion and raise the amount in this article from \$2,000 to \$5,000 dollars. Mr. Benn's motion to withdraw his amendment was SECONDED.**

**There being no further discussion, a hand vote was taken on Selectman Lubrano's original motion. The motion PASSED with four voters in opposition. Article Twenty-Seven was APPROVED.**

#### **ARTICLE TWENTY-NINE:**

**Carol Weingeist MOVED to see if the Town would support the following statement: "in May, 2003 the Town of Hanover went on record opposing preemptive war. The Town of Hanover now opposes the continued U.S military presence in Iraq and requests that all New Hampshire National Guard Troops be brought home and that no more be deployed" A resident SECONDED the motion.**

Ms. Weingeist said the war in Iraq has been incompetently pursued. It has had a huge impact on Iraq and the United States. There have been over 1,600 US deaths and thousands more injured and maimed. Tens of thousands of Iraqis have been killed; their families and their infrastructure destroyed. The cost to the New Hampshire taxpayers is over \$388,000,000. There has been a devastating impact on the lives of New Hampshire National Guards men and women as well as their families and communities. The Guards participation in Iraq undermines their effectiveness at home. Furthermore the amount of money going to the Iraq war is strapping other programs. This affects the safety and well being of New Hampshire citizens.

Bob Strauss asked if this motion were to pass, to whom would we convey this information.

Ms. Weingeist said she feels it is important to convey it to our Representatives in Congress as well as our State Representatives and the Governor of New Hampshire.

Robin Carpenter stepped forward to offer an amendment to this motion.

**Robin Carpenter MOVED Article Twenty-Nine be amended to include the following text “ the meeting further directs the Hanover Selectboard to appoint a Hanover Foreign Policy Commission to consult and advise the Town’s Boards and agencies in foreign affairs, to prepare policy positions for Town Meeting consideration, and offer foreign policy guidance to the U.S. Department of State. Mr. Carpenter’s motion was SECONDED.**

Robin Carpenter said there are far more problems in the world than represented in Article Twenty-Nine. What about North Korea? How should we be dealing with Iran, Venezuela, or Russia?

Under the current system we rely on petitions to initiate these as our goals. The President, the White House, and the Secretary of State have no guidance from Hanover on any of these issues. They are flying blind up to 12 months at a time. Isn’t our duty to aid our leaders on behalf of our silent neighbors? The fact is that most Hanover residents have never raised their voices for a more righteous foreign policy envisioned in this article. They have pens and they have paper, but they haven’t written their Congressman. Many of our residents have computers and email and they haven’t written their senator. There are call-in radio shows and most citizens have never called in. Well, if our neighbors won’t raise their own objections, we can and must raise our voices for them. We can even use their absence to imply endorsement for the Hanover Foreign Policy Commission and its continuous year-round wisdom. So, if you favor Article Twenty-Nine, please favor this amendment for the Hanover Foreign Policy Commission but, if this is an amendment that you feel you could not support; if you don’t want a commission sending policy back to Washington, then Mr. Carpenter submits that you cannot, in good conscience, support Article Twenty-Nine.

Hilda Sokol said the former speaker before us has assumed that we have not written our letters and sent emails to our representatives and to President Bush directly. Ms. Sokol does not support this amendment because the petition does indicate a conviction that the Town should go on record saying something definite. She hopes Mr. Carpenter didn’t mean what he said.

A resident said it seems to her that the Moderator might rule the amendment as not germane because it talks to developing a commission rather than expressing the sentiment of Town Meeting. She would urge that if that doesn’t happen that the amendment be defeated and the original motion be supported.

Moderator Black said she is going to rule that the amendment is allowable.

A resident said he would like to add his support for defeat of the amendment. He thinks it's frivolous and insulting. A large number of people in this room that he knows have spent a great deal of time writing letters and sending letters to petition everyone they can. The original motion is simply to make ourselves heard.

David Montgomery said whether or not we write to anyone expressing our views is irrelevant. In actual fact Town Meeting is a form of government to express our views. Proposing a commission is actually contrary to the spirit to what we are supposed to be doing. He urges voting against the amendment.

A resident said we can't vote for that amendment because it was sarcastic. It just doesn't make good sense.

Moderator Black read the amendment again so everyone could hear it.

**There being no further discussion, a hand vote was taken on Mr. Carpenter's motion to amend Article Twenty-Nine to include the following text: "the meeting further directs the Hanover Selectboard to appoint a Hanover Foreign Policy Commission to consult and advise the Towns Boards and agencies in foreign affairs, to prepare policy positions for Town Meeting consideration, and offer foreign policy guidance to the U.S. Department of State. The Amendment FAILED with one vote in favor.**

Moderator Black said we will go back to discussion on the original motion.

Dennis Goodman said earlier in the evening there was mention that Town Meeting could be hijacked by a small group of people. This is the kind of resolution that fits that description. He is very troubled by the presence and wording of this article. As few as 25 registered Hanover voters can put the entire Hanover community on record with something like this. It seems unfair and wrong. This is not the way for Hanover residents to make their views known on such a topic. A petition that was signed by a large number of people in Hanover, he could certainly accept. This small group only represents a small percentage of the whole Hanover community. To put the whole community on record on an issue as important as this strikes him as wrong. Why only this? Why not a resolution on other hot issues of the day such as Social Security or immigration. It seems to Mr. Goodman that this makes Hanover the possible object of mockery. This is the kind of thing that will get laughed at by many. Calling specifically for the New Hampshire National Guard to be brought home strikes him as wrong and it obligates others to shoulder New Hampshire's obligations.

Mr. Goodman thinks the supporters of Article Twenty-Nine have the obligation to tell us what they think the end result would be if the US military presence in Iraq were to end now. What would be the effect on 25 million people? What would be the effect on US positioning in the Middle East and the rest of the world? That being said, Mr. Goodman would like to propose an amendment to the original motion for Article Twenty-Nine.

**Dennis Goodman MOVED that Article Twenty-Nine be amended to as follows: “In May 2003, the Town of Hanover went on record opposing preemptive war. The Town of Hanover now opposes the continued presence in Iraq *any longer than desired by the elected Government of Iraq*, and requests that all New Hampshire National Guard troops be brought home as soon as requested by the Government of Iraq.” Mr. Goodman’s motion was SECONDED.**

A resident said she was very adamantly opposed to the war in Iraq and she was one of the people who demonstrated on the Green. She did what she could to keep it from happening. She thinks a lot about those 25,000,000 people in Iraq and the horrible life we have given them by the preemptive war. She doesn’t think the simplistic answer is to bring everybody home today. It’s kind of a feel good thing to say and don’t we wish that we had won the election. She doesn’t know the answer, but she doesn’t feel capable of saying let’s just bring them home. She really likes this amendment and she totally supports it. When the Iraqi people have a government that is sufficient that they ask us to leave, let’s leave. That amendment she can definitely support.

David Montgomery said the disasters that would result from a sudden pull-out are arguments that he responded to for a number of years during the Vietnam era. Over and over again we heard that we can’t leave now, that we have to stay and finish what we started. When we did actually leave Vietnam the healing was rather quick. Vietnam is now, relatively speaking, an ally in South East Asia. There are situations that we get ourselves into, for which we simply don’t have the solution. The sooner we admit that, the better we are and the more quickly the healing process will take place. He opposes this amendment.

A resident said she would like to continue what Mr. Goodman is talking about. There have been other times in history where there was terrible pain as the result of war. The countries healed themselves, like our country did with the Civil War. It was a terrible time and the devastation seemed endless. However, after the war, and after the killing; peace gets made. We are in the situation where the cost of this war takes away from Medicaid and the hospitals. What if, after the terrible 9/11 disaster, those 3,500 people had lived. Our hospitals don’t have the facilities to deal with that. Our homeland security is supposed to protect us. If we take away our National Guard, we leave our citizens unprotected. We as a Town should stand opposed to the continuation of this war because we as a Town address the Medicaid and housing needs. Hanover is an affluent Town, but throughout the State, communities don’t have the money to take care of these things, because the State doesn’t have the money. It would make her proud as a citizen of this Town to say enough; bring our men home!

**Kim Perez CALLED the question.**

**A hand vote was taken on Ms. Perez’s motion to call the question. The motion to call the discussion was CARRIED.**

Moderator Black re-read the proposed amendment.



**There being no further discussion, a hand vote was taken on Mr. Goodman's motion to amend Article Twenty-Nine. The amendment was CARRIED with 49 voting in favor of the amendment and 48 opposed to the amendment.**

Moderator Black said there has been a request by five Hanover residents for a paper ballot on this article.

**There being no further discussion, a paper was taken on Article-Twenty, as amended. The Article was ADOPTED with 69 votes in favor and 49 votes in opposition.**

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

A resident said she would like to express her concern about the fact that the Town will not longer be fund half of it's responsibility for the Community Counselor, which is the position being vacated by Dena Romero. She had a personal experience in which one of her children was assaulted by another student at the High School. In another case her child was accused of a crime that he did not commit. Dean Romero helped her with both these situations. She would like to find what is going to replace this service as well as the welfare assistance.

Ms. Griffin said what we did with Dena's decision to retire was to shuffle who will do some of the things that Dena has done, in order to provide an additional staff person for the Community Center. Dena's responsibilities have been divvied up between three different departments along with the Grafton County Senior Citizen's Council. Dena handles our welfare cases, which will now be done by Barry Cox, who is our Human Resources Director. Barry has a background in Drug and Alcohol counseling. This is a small number of cases. The Juvenile Diversion Program will be shifted to the Hanover Police Department. Senior Citizens who have problems or needs will be referred to the Grafton Senior Citizen's Council. We have increased our funding to them by \$5,000, so that we may retain more hours of social service. The Town and the School District are continuing to talk about the school and family services interaction. Whether we are successful will depend upon how well we do keeping those lines of communication open.

A resident said she hopes there will be an advocate that will be apart from the school and the Police. She can't tell you how frightened her child was to be told that he was guilty of something that he wasn't. It was a very scary thing.

Robert Chambers said he would like to make a motion that the Town considers amending the library hours. He often works late.

Marlene McGonigle said this is a matter of finances. She does have some good news. It isn't that the library will be open longer during the week; 8:00 pm is about maximum. We are adding 12,000 square feet to 18,000 square feet and we are staffing it with about the same number of staff so we will be stretched very thin. We are hoping, with this

year's budget, to be open on Friday mornings. We currently open at noon, but when the new library opens, we will be open Friday mornings.

A resident said she thinks that Dena Romero is an unsung hero in the Town and she would like to offer a resolution for all her good work for the Town.

Robert Chambers said he is taking a group of kids over to our sister city in Joigny, France in July and there will be a group kids coming over from France.

Moderator Black said anyone who would like to volunteer to help with the exchange program or be a host family should contact the Board because they would be glad for some help.

Moderator Black thanked everyone.

**Moderator Black officially ADJOURNED the Town Meeting at 10:00 pm.**

Respectfully Submitted,

Julia Griffin, Town Clerk

These minutes were transcribed by Susan Love

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**May 2, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment

**2. TOWN MEETING UPDATE**

Ms. Griffin said she sent out each Selectman's assignments to them on Friday. Ms. Griffin will be there all day and all evening. Ms. Griffin has now been certified in the operation of the voting machines. We are now in the process of lining up desserts for the evening.

Ms. Griffin said she understands there has been a minor change. There were some negotiations that went on behind the scenes; Chairman Walsh will now be presenting the consent calendar items and Selectman Lubrano will now be presenting Article 21, which is the land swap. This will really just be removing the article because the School District has gotten approval for the revised parking and layout, which makes the article a moot point.

We will be doing some transaction ads starting Thursday of this week to remind people of Town Meeting on Tuesday. As of Friday, we only have four requests for absentee ballots.

Selectman Christie said Article 26 is the contract article. He would like to know the expectation in terms of the presentation. Ms. Griffin said this is a very straightforward warrant article. All you are doing is essentially reading the article. What happens with a negotiated contract like this is that the Town Meeting will approve a three-year contract but will only appropriate the first year of funding for the contract.

Selectman Christie asked if Article 21 is now moot. Ms. Griffin said this article is now off because the school district came up with an alternate plan to place the parking that was to be built in the strip on the strip of land on the south side of the soccer field, on the campus itself. They took that revised layout as a Request for Site Plan Waiver and the Planning Board approved it. The property transaction no longer needs to occur. Ms. Griffin said this should be moved to be withdrawn from consideration because it is moot.

**3. STAFF RECOMMENDATIONS REGARDING HOVEY, BUELL, AND CURRIER TRAFFIC CALMING**

Ms. Griffin said there are two drawings in front of everyone. Staff chatted informally late last week. The thought is to do a kind of one-sided bumpout rather than a narrowing. This is in part to try to discourage folks from turning to enter Buell unless they have business there and to save a little money on the cost of constructing this. We can do this as a temporary means or we can do it with curbing and landscaping this summer. There is really not much of a cost difference. We would leave paving underneath in case we had to scoop it out because people think it's a disaster. This way we wouldn't lose the road underneath. At the ninety-degree turn up by the High School track would be a more traditional two-sided narrowing. With those two pieces of work we would expend the \$3,000 that we are budgeting for traffic calming for 2005-2006.

This does not involve any speed bumps on Hovey, Buell, or Currier. The guys will probably want to do the speed bumps again with the asphalt that we put down last summer, when the rubberized speed bumps were removed. The asphalt bumps can be scooped up in the late fall and that is not much money. We have heard from folks that they would like those speed bumps if we are going to do something other than speed humps, which are \$3,000 each. We just don't have the money in the budget to do those. When Ms. Griffin and Mr. Kulbacki talked earlier today the thought was let's see what we can do to create a mound which is a little gentler on the bottom of ones car but is still a speed bump, if the Selectboard wants to do that on Currier. Last week we didn't hear an overwhelming sense one way or the other in terms of speed bumps on Currier. We did hear Mrs. Stearns say she would rather not have them and we heard the resident who lives right at the turn on Currier say it would be nice to have the speed bumps. Ms. Griffin came away from that discussion thinking maybe we wanted to do something in terms of some sort of a speed bump or speed hump on Currier. What the staff chose to do was to focus on making somewhat more permanent barriers with the money that we have available.

Chairman Walsh asked the Selectmen whether they want to do the staff recommendation what we are currently looking at. The Selectmen agreed to accept the staff recommendation in terms of the narrowings.

Selectman Baschnagel said the only question that he has is on the bump-out on Currier is the grounds-eye view suggests there is going to be a tree there and the birds-eye view does not. Mr. Kulbacki said the inexpensive alternative we tried is without a tree and if it becomes more permanent then we will put a tree on the shoulder. Selectman Baschnagel asked if the thought was to just put dirt in there with nothing sticking up. Mr. Kulbacki said we would need to have signs. The tree is just another visible object that tells you not to drive there. Right now we are hoping not to have to dig the asphalt out; we would have to take the asphalt and gravel up to put a tree in there.

Chairman Walsh said it is his understanding that the permanent solution is roughly the same cost as the temporary solution. The question is do we have sufficient confidence that this design is going to be as effective as the serpentine ugliness that we have there in terms of reducing traffic volume.

Mr. Kulbacki said these types of layouts are very similar in volume reduction, but you won't know until you put them in. That is why we should put in the curbing and signs first and see how it works. If it does work well we can add to it, after we do some traffic counts. In theory they do look very similar.

Chairman Walsh asked the Selectmen if they would prefer temporary bump-outs with and eye toward permanent or just make it permanent immediately.

Vice Chairman Connolly said if temporary is curbing with a dirt base and that is within the curbing that would be acceptable. Actually you can grow things because part of the Marshall Lot is still on asphalt and Mr. Desch has actually managed to find some things that do grow.

Selectman Lubrano said she agrees that we should start temporary.

Mr. Kulbacki said our intent is to start out with this restriction with some type of a vertical barrier to say that it can't be driven over. If this accomplishes what we want it to then we can make it more aesthetic and more permanent.

Selectman Christie said if we start out with temporary and go to permanent we would not have wasted any money. Mr. Kulbacki said that is true unless it doesn't work. Selectman Christie said then we will have at least wasted less money.

Chairman Walsh said these temporary measures will take care of the volume reduction issue. The next question he would like to focus on is speed bumps or speed humps on Hovey and Buell.

Vice Chairman Connolly asked if we are talking about what we had put down on the road last year, which were more suitable to a parking lot, they destroyed cars. She would object to the reinstallation of those.

Mr. Kulbacki said they would be broader and higher. They would still be something that would not be permanent because they don't last very well with winter plowing. We take them out so we can plow. One thing that we want to make sure is that they really work before we put something permanent in. We would also want to make sure to put them in the right spots. There should be some further study to determine what the best spots are. We should spend a little bit of money to see if they actually accomplish what we want to accomplish versus spending it all on one thing and find out it doesn't accomplish all of our objectives.

Selectman Christie asked if we have seen speeds going back up since they were removed in the fall. Mr. Kulbacki said the last speed study was done in 2001 so we really don't know what the speeds are.

One thing Mr. Kulbacki said he would like to point out is that we will have to change our traffic calming policy if we do put the speed bumps in. Right now our policy says we should only put them in for 10 miles per hour over in the 80<sup>th</sup> percentile. Right now the posted speed is 25 miles per hour; if you add 10 miles per hour that would be 35 miles per hour. Two speed counts were done. Hovey's count is 31 mph and Currier is 34 mph. Neither of these would qualify under the current policy. We would have to change that policy if we feel it's too high. This is based on a study that was done by Upper Valley Lakes Regional Planning Commission did in October of 2001 where they studied both Hovey and Currier. Mr. Kulbacki does not know how the study was conducted so we really don't have a good baseline as to exactly what the problem is and where. You would need to break Hovey and Buell into two pieces. On Hovey up by Ledyard there is a straight stretch, which is where this study was done by the planning agency. They didn't do one down on Buell Street, so we really don't know what that is. Mr. Kulbacki said he would rather determine the best spot for speed bumps rather than just trying to break the street up into pieces with no rhyme or reason.

Selectman Baschnagel asked what the timing would be over the course of the next six months. Mr. Kulbacki said we would have to do something in the next few weeks before school is out so that we can look at the peak times of day. We would want to look at each section to determine what the speeds are. Right now, under our current policy, neither one qualifies. Selectman Baschnagel said his inclination is to do some measurements.

Vice Chairman Connolly asked what staff's recommendations are. Ms. Griffin said staff recommends doing the narrowings and to not install speed bumps.

Selectman Christie asked what the recommendation would be if we wanted to do speed bumps. Mr. Kulbacki said he would recommend that we do a traffic study to find out what the speeds are. We could then identify the stretches of road that are problematic and then put in speed bumps. We could then go back again and do a study to see if we have achieved what we wanted to achieve.

Chairman Walsh said he thinks the Selectmen should accept the staff's recommendation and then get some data. That will take care of Hovey and Buell.

Chairman Walsh asked what the staff's recommendation is for speed bumps on Currier. Ms. Griffin said staff did not recommend putting them down in part because we were not hearing a clear consensus from the folks in the neighborhood. Unlike Hovey and Buell where there was a fair amount of neighborhood involvement; the folks on Currier have mixed feelings about the speed bumps.

Chairman Walsh said he has always found that a sign that says "Please Slow Down Small Children" is one that he pays attention to. There are just some signs that you see and react to. Chairman Walsh asked if any of the Selectmen are attracted to that idea on Currier.

Selectman Baschnagel said he agrees with Chairman Walsh. One of the things that the Selectmen talked about is signage for Hovey and Buell. The thought was to come up with something worded differently.

Selectman Christie asked if it would be expensive to do a speed study. Ms. Griffin said it is not and we can measure speed on Currier as well.

Vice Chairman Connolly said Currier has a great deal of construction on one end and this is not a good time to try speed bumps, not that it was well received when we did do it. She would be happy to leave the speed bumps off of Currier. It is an entirely different street than Hovey and Buell.

Ms. Griffin said we will do a speed study before the end of the month so we get in before school is out. We will try to do the morning and afternoon when there is peak traffic volume.

Ms. Griffin said we are looking for revised signage for the Hovey and Buell area; the current wording was a concern expressed at the last meeting. The current signs' wording says "No Thru Traffic" and "Yield To Oncoming Traffic".

Mr. Kulbacki said one point to consider is that if it is not an official sign, it will not be paid attention to as much. You would at least have to have "Yield To Oncoming Traffic" because that is a safety issue. The majority of calls about the signs are from people who are coming off of Currier. We don't get a whole lot of complaints coming in the other direction.

Selectman Baschnagel thinks we do need to put something coming onto Buell from Currier other than "Yield To Oncoming Traffic". Perhaps something that identifies it as a neighborhood. Having no sign is more likely to fail than having a sign that is not as harsh as some might wish.

Ms. Griffin said you see "No Through Traffic" signs everywhere. This is not unusual or exclusive to Hanover signage. That sign is strewn throughout the country as a means to discourage non-local traffic from utilizing the roadway. It is certainly a standard as to what the State prison prints up. Whether it is the best sign for this particular area is another question.

Selectman Baschnagel asked what constitutes an "official" sign. Ms. Griffin said this comes from the Manual of Uniform Traffic Control. Probably 75% of the signs in the Manual of Uniform Traffic Control are printed up in Concord.

Mr. Kulbacki said we could put another sign up in addition that the public might find less in your face. Ms. Griffin said the other sign that she has seen used throughout Burlington is "Please Respect Our Neighborhood". Selectman Baschnagel said that is the kind of message we are trying to send. He has had a number of people who have told him if they understood why we are doing this, which that sign would communicate, they would be more inclined to follow.

Selectman Christie said this sign would be his choice as well. Ms. Griffin said we should put these signs at both ends to be consistent.

Vice Chairman Connolly asked if there is any possibility of using a school zone set of regulations at the other end by Currier. Mr. Kulbacki said there is only a certain distance away from the schools that it can be enforced. These schools are part of the neighborhood which is why we have cut through traffic. Vice Chairman Connolly asked if we can extend the 20 MPH school zone regulation down Hovey Lane. Mr. Kulbacki said there is a school zone sign where Hovey and Buell meet.

Chairman Walsh asked if we have pushed the school zone as far as we can. Chief Giaccone said the legal distance is 700 feet from the school. You can stretch it from the school property rather than the school building. Chief Giaccone said the problem he has is sending officers down into that neighborhood to run radar. When they come back, they don't see the speeds. Every time they have been down there, it has not been a speed issue. Chairman Walsh said we do have speed issue in other parts of the Town.

Chairman Walsh said he thinks we should go with the "Please Respect Our Neighborhood" sign or the equivalent. We have the 20 MPH sign in the school zone and 25 MPH in the rest of the area. Ms. Griffin said we also have the "Yield To Oncoming Traffic" signs at both ends where the narrowings occur. Chairman Walsh polled the Selectmen and all agreed to this.

#### **4. NIHONMATSU UPDATE**

Vice Chairman Connolly said she has had several reports over the past week or so. The first report was that His Honor the Mayor is going to join us this summer. That report was just dismissed as erroneous. Prior to our visit from Nihonmatsu, which will be the usual and customary visit of 10 junior high school students and 3 or 4 adults, one of our main liaisons is going to be at Dartmouth at the end of the month. We would like to greet him formally. He is bringing an offer that was made last year but we made no headway with. Nihonmatsu would very much like to see a sports team, soccer being their particular favorite, to come to Nihonmatsu at their expense. Vice Chairman Connolly asked if they have any women's teams. Apparently women's teams have recently sprung up because of the Olympics. The high school team would be difficult because they can only play when the schools are not in session; those are New Hampshire Athletic Association rules. When school is out of session it is hard to get a team together.



Chairman Walsh said he would like to ask Hank Tenney to talk to the soccer people in the Upper Valley about this. Ms. Griffin said the other alternative would be to take a Lightning soccer team, which has done more travel than the school teams have. This team goes from middle school to high school age. Vice Chairman Connolly said she would like to investigate the possibility more thoroughly so that when Mr. Suzuki is here we can give him actual information to carry back to Nihonmatsu. Selectman Lubrano said the Lightning teams are comprised of kids from all over the Upper Valley, not just Hanover.

Vice Chairman Connolly said there was an article in the Dartmouth Today about our international relations with both Joigny and Nihonmatsu. Ms. Griffin will make copies to distribute to the Selectmen.

**5. BANNER REQUEST- HOWE LIBRARY**

Ms. Griffin said the Howe Library would like permission again to set up their small banners beginning around the first of September, to celebrate the opening. These are the small vertical banners that would go up to replace the Hood banners.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to approve the banner request made by The Howe Library. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST MADE BY THE HOWE LIBRARY.**

**6. ADMINISTRATIVE REPORTS**

Selectman Christie asked if there is any update on the replacement of Street Fest. Ms. Griffin said the Downtown Marketing Group is right now advertising to hire an events coordinator. Their hope is to hire someone who can work with the DMA over the course of 3 or 4 months in summer and early fall to plan a series of smaller street events. Ms. Griffin said she does not know anything about specific topics or ideas that they have come up with. Chairman Walsh said there are 3 music-oriented events that tie in with things going on at the College. They are trying to find a way to couple a downtown venue or festival with some things that are already going on. The dates that stick in Chairman Walsh's mind are the last 2 weekends in July and the second weekend in August, which is the weekend after the Shrine game. Selectman Christie said he has heard a fair number of questions about Street Fest possible coming back in some form, so people are interested in that.

Vice Chairman Connolly asked if there have been any changes in shopping patterns since the advertisements started on NH Public radio. Ms. Griffin said she doesn't know if there has been any clear and measurable correlation. The DMA has contracted with the Tuck to do some assessments based on the benchmarks that have been established. Ms. Griffin does know that our parking numbers are up.

Ms. Griffin said she needs to alert the Selectboard of the need to sign one more administrative order for DES. When we were approved to do our wastewater project, one piece that came later in the project was extending our outfall. The outfall is the discharge pipe that extends out into the Connecticut River. DES, after some thought, decided they would like us to extend it out another 20 feet. Mr. Kulbacki and Ed Rushbrook of Underwood Engineers have been in the process of negotiating an administrative order for that piece of the work. Because we haven't extended the outfall yet, we had a problem because that is a condition of the MPDES permit. DES has resolved this by saying the Town of Hanover can sign an administrative order, just as we have with all the improvements that we just completed in February for the plant. What we have done is to negotiate with DES a schedule that we think we can meet. It is pretty aggressive and is going to be contingent on two things; one, we need to get all the necessary permits from the Waste Water Bureau, the Wetland Bureau, Fish and Game, and the Army Corp. Based on some meetings that Mr. Rushbrook and Mr. Kulbacki have had with DES staff, all these agencies are expediting those permits. We may have to wait longer than we want for the Army Corp permit. There is no way that we can do this work in the timeframe that the State has indicated without this permit. We would also like to be sure that we have adequate funding for the project. If the bids come in over what we have budgeted then we can't do the work. We would like to direct a letter to the DES in the form of an administrative order that says there are two conditions that need to be attached to this administrative order so that if the Army Corp doesn't issue the permit for 8 months or the bids come in so far beyond the estimate that the work can't be done, then we can't be held responsible. We don't want to be held accountable for not meeting this administrative order target if any one of these two issues is a factor.

Ms. Griffin said our approach would be to sign this administrative order. Chairman Walsh, as Chair of the Board of Selectmen, would need to sign this. Ms. Griffin said she would then send a letter with the administrative order indicating that we have these two constraints that the State needs to be mindful of. This is the approach that we have worked out with staff and DES.

Mr. Kulbacki said we can't bid this until we have our permits. We have talked about putting it out to bid within the next couple of weeks. We are required to have the bidding period be at least 4 weeks and then the contract would be awarded. Construction would start July 1<sup>st</sup>. That is assuming that we have all the permits. This should be relatively easy assuming there are no issues.

Chairman Walsh said this is something that was contemplated in what we put in front of Town Meeting two years ago. Ms. Griffin said this piece was contemplated very late in the game. We updated the Selectmen very late in the process when the State said we would need to get an outfall. This was not in insignificant project. We had to scramble and lock out some things that we had planned to do at the Wastewater Plant so we would have the cash to do the outfall extension.

Chairman Walsh asked if the funding for this has been before Town Meeting provided project comes in where we expect it to be. Ms. Griffin said that is correct. Chairman Walsh said we won't need further Town Meeting action on this.

**Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED that the Selectboard authorize Chairman Walsh to sign an Administrative Order regarding an outfall extension at the Waste Water Treatment Facility on behalf of the Town of Hanover. THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE CHAIRMAN WALSH TO SIGN AN ADMINISTRATIVE ORDER REGARDING AN OUTFALL EXTENSION AT THE WASTE WATER TREATMENT FACILITY ON BEHALF OF THE TOWN OF HANOVER.**

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

### **Peter Christie**

Selectman Christie had nothing to report.

### **Katherine Connolly**

Vice Chairman Connolly said she had nothing to report because she missed a Planning Board meeting last week.

### **Bill Baschnagel**

Selectman Baschnagel reported the Planning Board went through site plan sub-division regulations last week.

A group of people called the Rural Planning Group had a meeting last week. They are working under the auspices of the Planning Board on the implementation of the Master Plan. They had a Public Meeting at Trumbull Hall. Seventy people showed up and there was good discussion.

Selectman Baschnagel said there was a PTB meeting on Thursday. The discussion largely centered on the some business community concerns about parking enforcement downtown. They came out of the meeting with a few things to take a hard look at. One is a suggestion that we look at three-hour parking in the municipal lot rather than two hours. The PTB will be coming before the Selectmen with a recommendation for this. Another element that we may take a look is Saturday free parking. Lt. O'Neill will have to take a look at what the fiscal impact would be for this.

### **Allegra Lubrano**

Selectman Lubrano reported she attended Dena Romero's last Community Substance Abuse Advisory Committee meeting today. Tucker Rossiter from Dartmouth College brought her a retirement cake.

Selectman Lubrano said she will not be able to attend next week's Howe Library Board meeting. Ms. Griffin said if Ms. McGonigle needs someone to attend, Ms. Griffin would be happy to do that.

**Brian Walsh**

Chairman Walsh had nothing to report.

**8. OTHER BUSINESS**

There was no other business.

**9. ADJOURNMENT**

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adjourn the meeting at 8:50 pm. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:50PM.**

**SUMMARY**

- 1. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to approve the banner request made by The Howe Library. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST MADE BY THE HOWE LIBRARY.**
- 2. Vice Chairman Connolly MOVED and Selectman Lubrano SECONDED that the Selectboard authorize Chairman Walsh to sign an Administrative Order regarding an outfall extension at the Waste Water Treatment Facility on behalf of the Town of Hanover. THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE CHAIRMAN WALSH TO SIGN AN ADMINISTRATIVE ORDER REGARDING AN OUTFALL EXTENSION AT THE WASTE WATER TREATMENT FACILITY ON BEHALF OF THE TOWN OF HANOVER.**
- 3. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adjourn the meeting at 8:50 pm. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:50PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

FINAL

**BOARD OF SELECTMEN'S MEETING**

**April 25, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:00 pm. Present were: Brian Walsh, Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

Winifred Stearns of 5 Dorrance Place said she would like to call attention to an incredible letter from Susan Wells that was published in the Spectator entitled "City is Bowing to Developers". It is incredibly well presented and discussed. It covers all nuances of what Lebanon and Hanover are under as far as developers goes. She urges everybody to read it.

**2. PUBLIC HEARING TO CONSIDER ACCEPTING A DISCRETIONARY PRESERVATION EASEMENT LOCATED AT 16 THREE MILE ROAD THROUGH THE HISTORIC BARN TAX INCENTIVE PROGRAM**

Chairman Walsh said the Selectmen received in their Friday, the application and evaluation by Mike Ryan, the Town Assessor. We have an application process and a checklist. Mike Ryan's recommendation to the Selectmen is that they grant this at the 75% reduction in assessment.

David Cole and his wife Nancy, who are the owners of the subject property, were on hand and ready to answer any question anyone might have.

Selectman Baschnagel said he thinks this is a great idea. He knows this property well and he thinks the Selectmen should grant this request.

Ms. Griffin said this is the third barn that has come to the Selectboard for consideration in the last 2 years. It is a fairly new program that was created by the State Legislature about three years. We have this down to a science. We have standard easement document that we have developed in conjunction with Walter Mitchell. Mike Ryan has rating criteria uses to determine the historic significance of the barn. He graded the property based on its historic significance, giving it a rating of 3, which is a high rating. The barn can also be view by the public, which is considered to be an attribute of historic barns. It has an unobstructed view from Three Mile Road, so this earned it a rating of 3 in that category. The barn is also rated on condition, and Mr. Ryan gave it an average rating of 2. This gives the barn a total of 8 points, which takes the barn into the 75% reduction in assessment range. That is the maximum that we give in Hanover. This will take the assessed value of the barn from the current value of \$31,700 to a revised value of \$7,900. This will result in a reduction in taxes paid per year of \$397.

Selectman Lubrano asked if the term of the easement is always 10 years. Ms. Griffin said the legislation calls for an easement term of 10 years. It would be subject to renewal by the Selectboard.

**It was MOVED by Selectman Christie and SECONDED by Selectman Lubrano to approve a Discretionary Preservation Easement for the property located at 16 Three Mile Road through the Historic Barn Tax Incentive Program. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE A DISCRETIONARY PRESERVATION EASEMENT FOR THE PROPERTY LOCATED AT 16 THREE MILE ROAD THROUGH THE HISTORIC BARN TAX INCENTIVE PROGRAM.**

**3. SPRING UPDATE DISCUSSION REGARDING HOVEY, BUELL, AND CURRIER TRAFFIC CALMING**

Ms. Griffin said when the Selectboard last took this issue up there were two issues that were left to ponder again in spring. One is whether or not we put the speed bumps in or not on Hovey and Buell, and/or Currier. The other issue is whether the Selectmen want to contemplate replacing the jersey barriers with something more attractive, but equally as effective. The staff proposed that we replace them with landscaped bump-outs, which are essentially sections of pavement that jut out.

Peter Kulbacki, Director of Public Works as well as Nick Giaccone, Chief of Police are on hand to answer any questions the Selectmen or the public might have. Mr. Kubacki put up a drawing of what he is proposing for bump-outs.

Ms. Griffin said a bump out would essentially prevent more than one car from going through at a time. We did put a \$3,000 in the budget for traffic calming in anticipation that we may want to do something on Hovey and Buell or if some other street makes a request. The alternative is that we leave the jersey barriers in place. One issue is what we do about an effective barrier if the Selectboard wants to continue with those and another issue is whether we install speed bumps or speed tables down or not.

Ms. Griffin said the Selectmen have some information that Dick Lewin has provided on behalf of the neighbors. He presented a signed petition dated April 5, 2005, from some of the neighbors.

Mr. Lewin read a letter on behalf of his entire neighbor detailing their appreciation for the traffic calming measures that have already been taken. *Mr. Levin's letter is attached to these minutes.*

Mr. Lewin has some information about the spacing of the speed bumps, which should keep traffic down between 20 and 25 miles per hour, at a 300-foot spacing. Those speed bumps would also discourage cut through traffic to some extent.

Chairman Walsh said we would partition this hearing into three separate discussion that we want to have; bump-outs versus jersey barriers; speed bumps on Hovey and Buell and how many there should be; and speed bumps on Currier and how many.

Chairman Walsh said the jersey barriers are still on Hovey and Buell and have been there throughout the winter. Chairman Walsh asked what the data tells us about their effectiveness. Mr. Kulbacki said they have made a dramatic decrease in the volume of traffic but have done nothing for speed. They have reduced the traffic down below 1,000 cars per day; it was about 1,500 per day. The most dramatic change was during the peak hour where there was a 60% reduction. When school is in session it is an 80% reduction.

Chairman Walsh said he believes our sense was to keep something constraining at both ends. He asked if that is also the recommendation of staff. Mr. Kulbacki said it is his recommendation, but these are going to cost about \$1,500 a piece.

Chairman Walsh said the question is do we want to stay with jersey barriers or do we want to put something more permanent in. Selectman Baschnagel said he thinks we should ask the neighbors what their thoughts are relative to the 2 proposed designs.

Dick Lewin said several neighbors have complained about the look of the jersey barriers finding them unattractive. Several others have said they think jersey barriers in and of themselves, inflame the traveling public. If there were something more attractive, it might not be as inflammatory.

Selectman Baschnagel said his question is more about what the neighbors think of the two proposed designs. The jersey barriers provide us with a serpentine. What is being proposed is a narrowing.

Mr. Lewin said it is a question in his mind as to whether they will have the same effect as the geometry that exists now.

Ms. Griffin said we have another alternative for replacing the jersey barriers. The other option is the bump out which requires the same general kind of maneuver as the jersey barriers. We just have to make sure, as we did with the jersey barriers that the school busses and fire trucks can get through.

Chairman Walsh said he is a little uncomfortable with the Selectmen doing design. He thinks we ought to take Public Works' recommendations.

Selectman Baschnagel said he is curious as to Mr. Kulbacki's expected performance of this alternative. Mr. Kulbacki said unfortunately a lot of it is opinion. It is difficult to say which design works better. It really has to do with perception. The 2 advantages of having a narrowing is that both parties have to cross a centerline and both parties have to stop and can see each other approaching. Mr. Kulbacki is concerned about the length needed for a serpentine or chicane. We just don't have the space. We could do it on Hovey but up by the school we don't have a

whole lot of room. Other than closing it off, this is the most effective alternative. If you were to close one side, this would give one party the right-of-way. By narrowing both sides you force both drivers to stop. With the space limitations this is the most effective way of getting it done.

James Walk of 4 Hovey Lane said he likes the jersey barriers because he live on the corner of Buell and Hovey so he can sit on this porch and watch the traffic go by. The large vehicles cutting through have dropped off dramatically since they were installed. Other vehicles have also cut down quite a bit.

Charlie Faulkner of 9 Buell Street said we have found a great reduction in speed as well as volume. He suspects a lot of the reduction in speed is the speed bumps more than the barriers. It seems to him it is best to leave it up to Public Works as to what is the best design. He thinks the chicane is more arduous to traverse and would have more effect than just the narrowing. Another thing that needs to be mentioned is the wording on the signs that are now present have contributed to the inflammation. People have accused our neighborhood of wanting to be a gated community, which is absolutely not the truth. He would hope that someone could come up with signs that would discourage people from cutting through without seeming quite so in your face about it.

Selectman Lubrano said the last time we discussed this issue we decided that we were going to develop some signs that don't say "No Through Traffic". These signs would be more friendly but cautionary. Ms. Griffin said she doesn't recall that but that doesn't mean we can't do that. Mr. Lewin said the sign might be something as simple as "No Cut Through Traffic Please". That might be clear enough and educates the public at the same time. Mr. Kulbacki said the current signs are just standard signs.

Chairman Walsh said relative to constraining the entrance and exit, we are in agreement that we want to do it. Chairman Walsh asked the Selectmen if they are pleased with the jersey barriers or prefer either of the designs presented.

Selectman Baschnagel said he would be please to have the jersey barriers disappear. He is a little concerned this might now work, but the only way to find out is to try it. He is prepared to support the design submitted.

Chairman Walsh said he would rather try this with something that is temporary rather than put some trees in the ground and try that, then find out it should be serpentine.

Selectman Baschnagel said to make it work you have to put curbing in. Otherwise people are going to go where they want to go. The curbing is likely the most expensive part of this design. If you were going to try it, it wouldn't work unless we tried it with jersey barriers.

Chairman Walsh said he was thinking of the jersey barriers running lengthwise. Before investing Town money find out if the straight through is less effective.



Mr. Kulbacki said wheel stops would be easy to put in and wouldn't have to be anchored. This way you could outline the area and put the signs up and you wouldn't have spent a lot of money there. Ms. Griffin said it would have to be something that couldn't be removed because we lost a number of speed bumps. She is reluctant to put down something that is too easily removed.

Selectman Christie asked how long an experiment would have to be run to find out if the traffic equally reduced. Mr. Kulbacki said the Traffic Calming Policy says that you have to look at least a two-week period to see if the volume has changed. You may want to put it through the whole summer to see if it works. You would want to look at when school is in and out of session. It is tough to say that two weeks is going to be a good snapshot because it changes throughout the year. Ms. Griffin said you will want a school snapshot because the most frequent users or abusers of that stretch are parents trying to drop off and pick up their kids at school. Whatever approach we decide to take we will want to test when school starts.

Selectman Baschnagel said you could conceivably put curb stops and put mulch behind it so it is clear there isn't pavement back there to jump over and run across.

Ms. Griffin said we would talk about it internally. We haven't had a chance to think about this other than the alternative of jersey barriers or a permanence that involved pavement, curbing, and planting.

Selectman Baschnagel said he likes this design. He thinks it would be a welcoming element into the community as long as it works.

Mr. Lewin said he agrees with Mr. Kulbacki that it takes a long time for the motoring public to get used to a change. It would take months to find out how it is working.

Selectman Christie said he thinks there is a consensus of that design on a temporary basis and if the savings are there and then we will know a year from now whether it's worked.

A resident said she knows Hanover since 1960 and was always really proud. She does not like the jersey barriers and would certainly like to see them go. If speed bumps need to be put in again, that's fine, but they should be a bit kinder to all vehicles. If this area is closed for general traffic, those of us who live in Hanover will be paying a high price for it. She feels it is not fair to traffic all residents of the Town.

Chairman Walsh said he thinks we have taken a step, which is to get rid of the jersey barriers and do something that is a little more aesthetically pleasing but on a temporary basis so we can make sure it works before we make a commitment in terms of dollars.

Chairman Walsh said he would like to ask the Police Department and Public Works what their position is relative to speed bumps.

Mr. Kulbacki said when we put together the Traffic Calming Policy we looked at what tools you can use for what kinds of problems. It is pretty clear that speed bumps are not meant for cut

through traffic. They won't reduce volume. The traffic study we did showed there was not a change in traffic volume. There certainly was a dramatic change in speed. Our first object was to reduce volume. We wanted to try them as a deterrent to get people to not use the streets. It didn't make any difference. The narrowing made a lot more difference than the speed bumps. If you are going to put something in it should be something that really fits the street better. First before you do that make sure you are trying to solve the right problem. If speed is a problem, then install a speed table, speed hump, or speed bump. If volume is a problem then use a volume tool such as a narrowing.

Chairman Walsh asked what the data tells us about speed. Chief Giaccone said before we did any kind of traffic calming the speeds in the Hovey and Buell section was not an issue, it was more of volume. The studies that Mr. Lewin site in his information bear that out that Hovey and Buell are slower traveling roads than Currier. When we ran our surveys on Currier we did find out that the average speed on Currier is higher than on Buell or Hovey. In order to be effective just one table on Currier will not work. They would have to be put in a series.

Ms. Griffin said from the staff's perspective the problem on Hovey and Buell is much more one of volume than of speed because of the geometry of Hovey and Buell. The neighbors have thought there is excessive speed going on Hovey and Buell, but our analysis showed us that speeding is not in fact an issue on Hovey and Buell. On Currier however, because the road is easier to go faster on, speed and volume were an issue. We are not as convinced that speed bumps or speed tables are going to be as effective on Hovey and Buell in addition to the fact that you already have the narrowings. The certainly would be more effective on an overall reduction of speed on Currier, but to do them we would need to do two, or three, or four. The speed table on Rip Road was our first excursion into the construction of speed tables. Were we to do them seriously on Rip Road we should probably have between three and six of them and they should probably be a little higher and a little more jarring then the one there currently.

Chairman Walsh said it is the staff's position that handling volume is sufficient relative to Hovey and Buell. Ms. Griffin said what you will hear from the neighbors is that they want both but in fact the street that needs them more if you are trying to reduce speed is Currier.

Mr. Lewin said in the neighborhood's collective mind there is a difference between speeding, which we don't have that much of, and speed. They think there is too much speed. The speed limit is 25 MPH and it can't be any lower because the state won't allow that. They think that 25 MPH is plenty fast. There are certainly a number of cars that go faster than that, but ticketing a car going 30 MPH in a 25 MPH zone doesn't work. In the speed study Mr. Lewin included in his information, the average speed was 27 MPH. Hovey is a school zone all the way along it and that is a 20 MPH limit. The 85<sup>th</sup> percentile speed was 31 MPH on Hovey. There are some people who drive 40 MPH. The neighborhood commitment to speed bumps has been dramatic every time Mr. Lewin has polled the neighborhood. Every single person he asked in every single household on all three streets, Ledyard Lane included, signed the petition for speed bumps. They are very popular in the neighborhood and would keep speeds around the school down.

Carolyn Gilbert of Hovey Lane said she had the opportunity to lean over one of the police officers that had a radar gun and was sitting right in her driveway, which was right next to where the speed bump was. They were clocking cars coming toward them coming right down the straightaway. Some of the smaller cars were perfectly comfortable going 30 MPH around the corner, but at dump truck came around that corner doing 22 MPH and it had two wheels off the ground. Because the corners are there and the road is so steep, it's really dangerous to be going that speed. If you are walking on the road you can't get out of the way. On Currier Place you have a sidewalk, which is at least a safe place to walk. On Hovey Lane people seem to go as fast as they can comfortably go, but they do slow down for the speed bump. Several cars went off Hovey Lane this year. There have been a number of accidents. If they could be slowed down at least there is hope.

Chief Giaccone said the data he has says that Hovey Lane had two accidents, Buell Street had two accidents, and Currier Place had seven accidents. Those were reportable accidents that the police investigated. There may have been more accidents that the Police may not have necessarily been notified about.

Selectman Baschnagel said he is sympathetic to the need to slow things down, if possible. It seems like a fairly benign way to do it.

Selectman Lubrano said she is sympathetic as well, but what happens when the residents on Rip Rd. say they want more speed tables. Selectman Baschnagel said then we would build more.

Ms. Griffin said if this catches hold and other streets say they want it for their streets; the cost of constructing a speed table is \$3,000. The asphalt alone is \$1,700. That would be \$12,000 worth of speed tables just on Hovey and Buell and we only budgeted \$3,000 for traffic calming this year. Another approach the Selectmen might want take is that we have rural roads that residents want paved and the whole betterments issue; we may want to consider a betterments approach for traffic calming. This would mean asking the neighbors to participate in the cost. With the speed tables we are potentially looking at \$18,000 worth of roadway improvements to Hovey and Buell with the bump-outs and speed tables. The beauty of the speed bumps is that they are cheap, at \$500 each but they are certainly not well received. If we were to spend \$18,000 on Hovey and Buell this summer, we would have to take it out of some other street that was planned to be paved.

Selectman Baschnagel said he is perfectly prepared to go with the traffic calming and stick with the budget we have. Part of what we are doing here is that we are taking the opportunity for Hovey and Buell to be our test run for these types of solutions that we know we are going to be asked for.

Selectman Christie said he supports the speed bumps and the speed calming activity on all three streets. He is not sure how to deal with the budget issue, but we should do something similar to what we did last year and try to budget for this next year.

Winifred Stearns said the noise generated from the speed bumps is just terrible and people do accelerate. For those of us who have to go through those things to get out of our driveways, if you don't hit it square on, you ruin the alignment of your car. Ms. Stearns said the point was extremely well taken about the fact that there is already a sidewalk on Currier. Ms. Stearns really doesn't want to see those miserable yellow things go back on there again. They are noisy and people accelerate. She is flabbergasted that the people of Hovey and Buell want them back. Please don't put them back on Currier. Once Hovey and Buell closed themselves off, of course they get more traffic on Currier and Dorrance. When the speed bumps were on Currier, people went up Main Street, came down Dorrance to the stop sign and turned left. They missed the speed bumps therefore on Currier. It made for a lot more traffic on Dorrance. The Chief said there were 7 accidents on Currier. Ms. Stearns personally witnessed 2 of them at the intersection of Currier and Dorrance because people don't just stop at the stop sign. Ms. Stearns said she really would like to not have those things put back on Currier.

Charlie Faulkner said he hopes that we are not going to lose sight of the fact that the humps are more effective than a speed table and much less expensive at the same time.

Mr. Kulbacki said the \$3,000 is for the humps and not the table. Ms. Griffin said she believes that Mr. Lewin is referring to the ones in Burlington and we define that as a speed table. It is very similar to what we have on Rip Road and as Mr. Chase said previously it are \$1,700 for the paving and another \$1,300 for all the markings. Mr. Lewin said what he is proposing is a fraction of the length of a speed table. It is a continuously curved device that sits 6 or 8 feet long rather than 20 feet long. Mr. Kulbacki said a speed hump is 12 feet long. A speed table would have enough room on the surface to park a car on the flat part. That is the difference between a table and a hump. A hump, if you start at the end of it, is 12 feet. The height in the middle would be 3 to 3 ½ inches at the height in the middle. To put it in you would have to mill into the pavement. If you just put pavement down it would be plowed up next winter. Ms. Griffin said a big part of the expense is milling into the pavement in addition to the pavement material. That is why we are wrestling with trying to figure out how to finance 4 of those much less if they happened on Currier. We have heard from Ms. Stearns that they don't want them on Currier. Ms. Stearns said she is speaking just for herself. They are a very small neighborhood. Ms. Griffin said the other option is that we do one of these and defer the rest until we can budget for it next.

Chairman Walsh said his recollection of last fall was the sense was to not put any speed devices back on Currier.

Judith White of 15 Currier Place said she has 4 children. Both the houses next us them are on the market so they are at a vulnerable place in the sense that they are going to have new neighbors. She does not yet know who they are and whether they will have children. When she came to the hearing last year and the topic was the speed bumps all the people on the street thought they would be quite on nuisance because they would have to drive over them all the time and they would be noisy. That has in fact happened. The initial ones that ended up being stolen were very loud. When the pavement speed bumps went down they weren't quite so noisy and hard on cars however, they have noticed a big difference in the speeds especially in the number

of people who were speeding. It is true the people do go over one and speed up to the next one so that they won't lose any time, but they still have to be more vigilant and they still are stopping and a few people are losing hubcaps on Currier. In terms of having the sidewalk there, Ms. White doesn't feel really same on that sidewalk without the speed bumps because people still speed up the street. Last year a car blew two tires hitting the curb and people lose hubcaps there all the time. So many cars come through. If you have noticed that really ugly plastic thing in their driveway, it's because they won't let their kids ride their bikes in the driveway unless they rope it off because so many people pull in the driveway to turn around. Ms. White is very concerned about the safety and the speed. For that reason Ms. White feels the speed bumps should be put back. Ms. White did not canvas her neighbors as Mr. Lewin did so she does not know if they all agree with her. The one neighbor that she did talk to said he just assumed the speed bumps would go back, so Ms. White thinks that it may be a mistake to assume that the residents of Currier don't care. It may be the general assumption that the Town thought they worked so they would be put back in. Ms. White said in the traffic report it was concluded that the speed bumps didn't reduce the volume of traffic on Currier Place. Ms. White is curious as to whether that takes into consideration the fact that the volume of Hovey and Buell were significantly reduced and the volume on Currier was not. The people on Hovey and Buell are not necessarily using Currier now and before the speed bumps they certainly would have.

Selectman Christie asked if we want to put some sort of speed reduction on all those streets, what would be staff's recommendation. Ms. Griffin said there are a couple of options. One is that we spend all the money up front. If we are talking about 3 or 4 on Hovey and Buell and 3 or more on Currier at \$3,000 a piece; the Hovey and Buell area would cost \$18,000 and the Currier area would cost another \$9,000 for a total cost of \$27,000. The other option is that we put in the pavement speed bumps again. Then we can scoop them up with the loader in the fall because you can't plow over those. They are not as effective as the speed humps, but we haven't budgeted for that magnitude of expense and the only way we can do that is if we defer something else. We have already decided not to tackle the sidewalks, partly because it was on the wish list and partly because there was not 100% universal support in the neighborhood for one sidewalk scenario or another.

Chairman Walsh said the other general comment made at the hearing last fall was that if you are going to improve a neighborhood like that it shouldn't be general taxpayer money. We faced a similar kind of question on the unpaved streets. Chairman Walsh thinks we need to wrestle with that point because these numbers get big fast. He thinks about what we went through a month ago trying to bring in a tax rate. Chairman Walsh is not ready to commit \$20,000 on one street and another \$9,000 on another street straight out of property taxes.

Selectman Baschnagel said that is part of where he is going as well. We could go the route of establishing a budget and then determine what the Town's contribution would be each year. It should be a relatively modest amount in the context of what we spend on highways. To the extent that a neighborhood has an immediate need, then we can talk about a betterment purchase. The real question that he has is what the reasonable solution is. He would be quite comfortable putting two speed bumps on Hovey and Buell but he sure would like to see two of them out

there. On Currier, Selectman Baschnagel has mixed feelings. He would not want to do anything more than what was done last year if we did anything.

Mike Chase, Public Works Operation Manager, said we are probably going to lose a mile to a mile and a half of our shim pave road because we are not able to shim pave it, which means at some point in the next few years we are going to have to wrestle with reclaiming that section of road and that concerns him. He did take a trip to Burlington and look at what they are doing with the speed tables and there is a design that Mr. Kulbacki emailed everybody. He thinks those do work. His question is how does he fund that because that will become the common place in Hanover. Mr. Chase does think the speed tables in Burlington are user friendly and do slow cars down. You can also plow over them and maintain the road but you are looking at \$3,000 for each one of those.

Chairman Walsh said he would like to know the difference between a speed hump and a speed table. Mr. Chase said a table would be 8 feet wide and the width of the road and rises up 2 to 2½ inches. That is approximately what they have in Burlington. There would also be 4 signs to go with that and they would have to be marked so you can see them. They do use them in all the neighborhoods around Burlington, not just school zones. There is a cost that is fixed to that. If you are going to do it then you should do it properly or not do it. Mr. Chase said he would need the funds to do it.

Selectman Baschnagel asked if something like that was done in conjunction with a resurfacing if the cost would be the same. Mr. Chase said it would because you have to key it in and put adhesive down. There would then be manual labor to put it in along with the cost of asphalt, pavement markings, and signage.

Chairman Walsh said just to be clear; we are talking about humps and not tables. A speed hump would cost \$3,000 and a speed table would cost more.

Ms. Griffin said the last couple of years in order to finance the Lyme Road improvements for the Middle School, we dipped into the Transportation Improvement Fund, which is accumulating about \$30,000 to \$32,000 per year. One approach that we could take, but we couldn't do this upcoming fiscal year, is to say we are not going to touch that money and save it for things like traffic calming. Part of what we are doing on Lyme Road is traffic calming which is the reason we felt comfortable in utilizing that pot of money. In casting around and trying to figure out how we would fund this, short of adding another half a percent to the tax rate every year by budgeting \$10,000 to \$20,000 a year for traffic calming. We could earmark the Transportation Improvement Fund for traffic calming. The Transportation Improvement Fund is money collected every time someone registers a motor vehicle by paying a \$5 surcharge. That all goes into a separate Transportation Improvement Fund for transportation improvements. We are eligible under State law to do this.

Chairman Walsh said he recalls the Town Meeting where this surcharge was passed and it was primarily earmarked for alternative modes of transportation for things like foot travel or bikes

and not for roads. We should not lose sight of that because that is the basis on which the Town Meeting passed it.

William Spengemann of Ledyard Lane said he appreciates the idea of having the neighborhood paying for own betterments but the Town of Hanover really ought to think of this as part of a plan to keep Hanover from becoming a drive through. If one were going to charge people who would benefit from the traffic calming on Buell, Hovey, and Currier then you should charge the people who use it by customarily use those roads as a shortcut to avoid other problems downtown. It is in the interest of the Town to make this happen in this one neighborhood as an experiment.

James Walk said in talking about he speed bumps a question come up in his mind about whether they control traffic flow like jersey barriers do. His concern is the danger of the intersection of Buell and Hovey. The cars going down Hovey swing very wide around that corner and sometimes wind up in the other lane although there hasn't been an accident yet. Cars going the other way on Buell have a tendency to swing into the other lane on the way up the hill. There is a potential problem there. That is a reason to endeavor to cut down on the number of vehicles.

Carolyn Gilbert said that telephone pole on Hovey has been hit and she was hit head on at the junction on Hovey and Buell. She saw someone coming down the hill and she stopped at Sally Page's driveway in the right lane of the traffic and got hit head on by someone who did not make the round curve and wasn't able to get back over into her own lane 30 feet beyond the corner. This was in the winter when it was very icy.

Selectman Christie said it seems to him that we have to live within the budget this year and look forward to it next year. At the end you want the proper, full-blown Hanover solution. We haven't budgeted for it and we aren't able to get there this year. You do what you can within the budget you have and try to look to next year and see how that budget works out.

Chairman Walsh asked if the Selectmen should just ask Ms. Griffin to come back with whatever recommendations can be done within the budget for this coming year.

A resident of Ledyard Lane said if it really is coming down to budget for this year then he would rather have speed bumps rather than the beautified narrowings. He would rather have 2 speed bumps than spending \$3,000 for the narrowings, which may not work.

Judith White said those jersey barriers are basically at the foot of her street and are what she sees outside her window but she does agree that she would rather see the pavement bumps put back in and wait until next year. Ms. Griffin said we could always ask the garden club to make it a beautification site with the whiskey barrels. Ms. White said she appreciates that the jersey barriers are really unsightly but safety come first.

Selectman Baschnagel said he is perfectly prepared to ask Ms. Griffin to come back with staff recommendations.

Selectman Lubrano said she agrees with Selectman Christie.

Ms. Griffin said she would come back at the next meeting. Chairman Walsh said the next Selectboard meeting is next Monday. Chairman Walsh said Ms. Griffin should come back to the next meeting with a plan that is within the budget and we ought to try not to redesign it. This is not going to be as design session but the Selectmen are going to take some steps. Ms. Griffin said the next meeting would be a staff recommendation before the Selectboard and not a Public Hearing.

**4. DISCUSSION REGARDING GRASSE ROAD LAND TRANSFER BETWEEN THE HWWCO AND DARTMOUTH**

Ms. Griffin said this is really just an update that she asked Tim McNamara to prepare for the Board of Selectmen. We are in an unusual role at this point. A portion of the Water Company land up on Grasse Road is not in watershed. It was rezoned at Town Meeting so that it could be swapped with a portion of the Grasse Road property that Dartmouth owns that is in watershed. From the Water Company's perspective, it is more valuable to them. By doing so, it allows us to use that land that is out side of the watershed, to build into the Grasse Road Phase III development, 14 affordable housing units. Ms. Griffin wanted Tim McNamara to provide an update for the Selectmen on the status of that action because Hanover doesn't have a direct role in this. We will later when we talk about how we will manage or operate the 14 affordable housing units within Grasse Road Phase III. The Water Company Board has the authority to vote to approve the transaction that involves the swapping of the land. That is based on the opinion that the Water Company received from Steve Camerino, who provides the Water Company with legal advice. We did agree that we ought to notify the PUC. Technically we don't need the PUC's permission for that kind of a transaction but we wanted to go on the record with the PUC that we, as the Water Company Board, have voted to enable the transaction for the reasons Ms. Griffin outlined. The PUC didn't comment.

Ms. Griffin said the rest of the memo simply outlines the next steps that we would anticipate happening that will involve the Town with respect to the deeding of the affordable housing units within the Grasse Roads Phase III development. This is going to be done in phases to the Town of Hanover or whatever entity we appoint to manage out affordable housing for us.

Ms. Griffin though it was important that the public receive the benefit of this information and that the Selectboard be aware of the thought that has gone into this up until this point just so if folk ask the Selectmen of the status of that land, they will have the background information needed.

Selectman Lubrano appreciated Tim's letter. It was very thorough. She does have a question about how we communicated to the PUC. Was this one of those letters that says at the end if you believe you have any issues about the proposed exchange, please let us know by "blank" date. Ms. Griffin said if she remembers correctly that it had a 30-day notification sentence in it. Steve had talked with PUC staff beforehand and very much had the sense from the PUC's standpoint that it didn't effect the book value of the property.



Chairman Walsh said there were 2 reasons that he wanted this stated as clearly as it was because it's a very funny situation. Typically when land is transfer you would go to Town Meeting. Ms. Griffin, Bill Boyle, Jay Pierson, and Chairman Walsh essentially vote the Town's shares in the Water Company. They are sort of telling the public what they are doing. The other part of it is that the decisions were made by Town Meeting a year ago on the presumption that these transactions would happen. It just seemed important to record that these are the transactions.

Ms. Griffin said there are extras copies of the letter available if any member of the public wants to see the letter that went to the Selectboard.

Tim McNamara said the decision of the Water Company Board was that they approved the transfer with the proviso that they want the College and the Town enters into an agreement that would formalize the transfer to the Town for these 14 units. Ms. Griffin said the Water Company wanted to be sure that was supposed to happen with the rezoning happened and that the Town did intimately receive the 14 units. The best way to insure that is in a memorialize agreement.

Ms. Stearns asked who is going to administer the 14 affordable housing units. Ms. Griffin said we don't know the answer yet. We are now working on the fundamental issue for all the affordable housing units that we are talking about including the Gile Tract, Grasse Road Phase III, and Simpson Phase II. We are looking for the best entity to do that. Ms. Stearns asked if there is any possibility of these units reverting back from affordable housing. Ms. Griffin said no, and that will be part of the agreement with Dartmouth. The notion was that these are to be permanently affordable housing units in exchange for the rezoning and the land swap.

Selectman Baschnagel said he understands the purpose of the memo and he thinks it's very good in that regard. He would like to know what the trigger point would have to be for the Town to be at the point of purchasing the units. Mr. McNamara said that would be whenever the Town wants it to be. The project is currently set up in 5 phases over 5 years. Dartmouth has made a proposal based on discussion with the Affordable Housing Commission, to so many units each year per phase. If the Town wanted to push that out or pull that back it would be fine. There is enough flexibility built into the development to do that. It would be really helpful in the first phase to know if the Town wants what has been proposed.

Selectman Baschnagel asked if the Town chooses to take advantage of the plans discussed with the Affordable Housing Commission, what would be the date of the first transfer. Mr. McNamara said the way it is set up in the letter is that the closing would occur when the unit is ready. Selectman Baschnagel asked when we would have to have all this stuff in place. Mr. McNamara said as early as late summer or early fall of next year if the Town wants it then.

Selectman Baschnagel said time is of the essence but funding is going to be an issue here. We are talking about buying 2 to 3 millions dollars worth of property that the Town would have to buy unless we find someone else to do it. That will be a major issue.

Ms. Griffin said the first step is to get beyond the feasibility stage and then the next step is to figure out how the Town would manage this housing.

Selectman Baschnagel said he is concerned because he is educated on the challenges of the Gile Tract situation. That is much easier than this one because it doesn't involve the Town putting up dollars. This will be even hard and we have been working with the Gile Tract for 2 years.

Ms. Griffin said we have our work cut out for us to figure out what the best approach to these is. Selectman Baschnagel asked if the Affordable Housing Commission will do that or will it be a staff decision. Ms. Griffin said it needs to be staff with the Commission. One of the comfort levels that we have is that we can push off into later phases.

**5. RECOMMENDATION TO CONSIDER AND APPROVE POLE LICENSE FOR EAST SOUTH STREET**

Chairman Walsh said the Selectmen received this in their Friday packets. Ms. Griffin said 2 poles are being moved on East South Street. Staff has looked at and approved this.

Selectman Baschnagel said he recalls discussions about the utilities along South Street being underground as part of the South Street and Sergeant Block development efforts. Ms. Griffin said she does not recall the details. Mr. Kulbacki knows the status of that but he is not present. Ms. Griffin will have him do an update email to the Selectmen. These are 2 poles that needed to be relocated.

Chairman Walsh said he has a vague that the cost would be prohibitive and would be the Town's cost to pick up and we decided not to do it.

Ms. Griffin said what the Town agreed to do with respect to under grounding on East South Street between South Main and Currier, was that the Town would do the labor and the College would pay for the materials expense like what we did on North College Street.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve a pole license for East South Street. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE A POLE LICENSE FOR EAST SOUTH STREET.**

**6. BANNER REQUEST: THE PROUTY AND SPECIAL OLYMPICS**

Ms. Stearns said she doesn't even know what the Prouty is. She thought there was an ordinance against this. Chairman Walsh said there is not an ordinance against this. Selectman Baschnagel said there is a process that describes how it will be done and required the Selectboard to approve the hanging of banners.

Ms. Stearns said when she first got here we did not have banners hanging across the street constantly. Ms. Griffin said we don't approve every banner request that comes through.

Ms. Stearns said she thinks it looks like Disneyland with all these banners.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to approve the banner request for The Prouty and The Special Olympics. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS FOR THE PROUTY AND THE SPECIAL OLYMPICS.**

**7. APPROVAL OF MINUTES: FEBRUARY 28, 2005**

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Christie to approve the minutes of February 28, 2005 as amended. THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF FEBRUARY 28, 2005 AS AMENDED. SELECTMAN BASCHNAGEL ABSTAINED FROM THE VOTE.**

**8. ADMINISTRATIVE REPORTS**

Ms. Griffin reported the Town Reports went into the mail in Friday. There is a picture on the inside back cover of Mr. Hewes who sadly just passed away. We have a small plaque that has been place on a granite post by the bridge naming it the Hewes Bridge.

Ms. Griffin said she is getting mentally and physically prepared for Town Meeting. Sallie McAndrews last day is Friday so Ms. Griffin will be flying solo.

Ms. Griffin said the Lions Club would not be able to do the spaghetti supper so we need to come up with a plan B. We are working on desserts and coffee in addition to the other improvements that we made last year.

**9. SELECTMEN'S REPORTS**

**Peter Christie**

Selectman Christie reported that the Recycling Committee met. The every other week pickup seems to have settled in well. We have seen no reduction in the amount being picked up.

Selectman Christie would like to remind people of the May 14<sup>th</sup> scrap metal recycling pickup in the morning. It will be from 9am to 12pm at the Town Garage.

Selectman Christie said there are adequate recycling bins available at Public Works for those who need additional bins or want to turn in old bins for a new one.

The Affordable Housing Commission met. The Gile Tract activity is proceeding on a definitive path. The expectation is that by September we will hopefully have resolved all issue relative to access. They also receive and update on the Grasse Road project and that is going at full speed. The hope is to break ground in September.

**Bill Baschnagel**

Selectman Baschnagel reported the Planning Board has been focusing on subdivision regulations recently. There are 3 bodies of regulations that the Planning Board used to review projects. One has to do with the Town Ordinance, another is Zoning Ordinance regulations and the other two are subdivision and site plan regulations. In parallel with the Zoning regulations the Planning Board is reviewing the site plan and subdivision regulations to make sure they match the intent of the Master Plan.

The Conservation Commission met last week. They looked at three wetland permits.

**Allegra Lubrano**

Selectman Lubrano reported the Howe Capital campaign continues to squeak along.

Selectman Lubrano did receive a phone call from a concerned community member about the way Dena Romero's job is being carved up. We'll wait and see how it works.

**Brain Walsh**

Chairman Walsh said he missed the Rec. Board meeting last week because he was out of Town so he has nothing to report.

**10. OTHER BUSINESS**

There was no other business.

**11. ADJOURNMENT**

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adjourn the meeting at 9:15 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:15 PM.**

**SUMMARY**

- 1. It was MOVED by Selectman Christie and SECONDED by Selectman Lubrano to approve a Discretionary Preservation Easement for the property located at 16 Three Mile Road through the Historic Barn Tax Incentive Program. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE A DISCRETIONARY PRESERVATION EASEMENT FOR THE PROPERTY LOCATED AT 16 THREE MILE ROAD THROUGH THE HISTORIC BARN TAX INCENTIVE PROGRAM.**

2. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Baschnagel to approve a pole license for East South Street. **THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE A POLE LICENSE FOR EAST SOUTH STREET.**
3. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Christie to approve the banner request for The Prouty and The Special Olympics. **THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS FOR THE PROUTY AND THE SPECIAL OLYMPICS**
4. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Christie to approve the minutes of February 28, 2005 as amended. **THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF FEBRUARY 28, 2005 AS AMENDED. SELECTMAN BASCHNAGEL ABSTAINED FROM THE VOTE.**
5. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to adjourn the meeting at 9:15 pm. **THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:15 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

Attachments: Letter from Richard Lewin; speed hump petition from Richard Lewin; map detailing suggested locations for speed bumps

These minutes were transcribed by Susan Love

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**April 04, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:00 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment

**2. PRE-TOWN PUBLIC HEARING FOR CONSIDERATION AND APPROVAL OF THE PROPOSED WARRANT FOR THE 2005 TOWN MEETING**

Chairman Walsh said the Selectmen have in front of them, the second draft of the warrant for Town Meeting from Ms. Griffin. Copies of this are also available for the public. Chairman Walsh said the Selectmen will walk through this on an article-by-article basis and address any comments or questions.

Chairman Walsh said Article One is about electing officers and happens on paper ballot. Articles Two through Ten are the provinces of the Planning Board. Those also happen by paper ballot. Ms. Griffin said the Planning Board had a Public Hearing last Tuesday and voted to put Articles Two through Ten on the Town Meeting Warrant.

Chairman Walsh said Article Eleven is the article in which Town Officers are elected by a majority vote. The following officers will be voted on in this article:

One member of the Advisory Board of Assessors for a term of three (3) years;  
Three Fence Viewers and one alternate, each for a term of one (1) year;  
Two Surveyors of Wood and Timber, each for a term of one (1) year;  
Such other officers as the Town may judge necessary for managing its affairs.

Article Twelve involves receiving the reports of the Selectmen, Town Treasurer, etc as well as special resolutions. Ms. Griffin said last year it was decided to put this article up front and make the resolutions short and sweet. The Recreation Board always had their Recreation Volunteer of the Year Award. Ms. Griffin has asked them to keep it short. There will also be three or four retiree resolutions.

Article Thirteen is to receive an update of the work done by the Town Meeting Task Force. Chairman Walsh and Ms. Griffin will work on this.

Articles Fourteen through Twenty are suggested to be part of the consent calendar. These are subject to anyone wanting to discuss anything they would like to discuss as well as moving for separate action. Chairman Walsh said there are some other articles that we may want to consider putting in the consent calendar.

Article Fourteen is about putting money from the Land Use Change Tax into the Land and Capital Improvements Fund. Vice Chairman Connolly said this is done every year.

Article Fifteen is similar to Article Fourteen. We are putting the other half of the Land Use Change Tax into the Conservation Fund.

Article Sixteen is to take the money that has been earned in the Transportation Improvement Fee Reserve and deposit it in the Municipal Transportation Improvement Fund. This is about \$35,000. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2003-2004.

Article Seventeen is to put into the Capital Reserve Funds, money for those items that we put in the budget. This amounts to \$853,968.

Article Eighteen is the article in which we take money the Town has put into Capital Reserves in prior years and purchase our equipment for this year. This article totals \$693,000 for various items for the Fire Department, Public Works Department, Police Vehicles, road construction, and sewer equipment.

Article Nineteen proposes taking \$50,000 out of the Transportation Improvement Fund and uses it for roadway improvements on Lyme Road.

Selectman Baschnagel asked if we are going to talk about what is going to be done on Lyme Road at some point. Ms. Griffin said she did not add anything to the Town Report but she can certainly add it to the background information that corresponds to this warrant article. Selectman Baschnagel said that information should include timing of the various improvements along with a small sketch.

Kari Assmus said she would like to see some type of a map, which would answer a lot of questions as to the design of the improvements. There is a level of curiosity among residents. Ms. Griffin said she will have Mr. Kulbacki print out a site plan although the issue of the roundabout in the Rivercrest area is still being played with, so any plan will be approximate.

Town Meeting authorized the Planning Board to prepare a Municipal Capital Improvement Plan. Article Twenty deals with this. Chairman Walsh said he questions whether this should be on the consent calendar because we may want to have some discussion on it.

Ms. Griffin said in order to move forward with the potential of assessing impact fees, Towns need to go statutorily through the process of adopting a Master Plan or updating and revising their Master Plan. Utilizing the Planning Board as the representative body that works with Town staff, the Planning Board can then develop a Capital Improvement Plan that becomes the basis for calculating impact fees. Statute requires that the Planning Board receive that direction from Town Meeting.

Ms. Griffin said we could certainly take it off the consent calendar and discuss it at Town Meeting. Ms. Griffin feels the article is pretty straightforward, which is why she put it on the consent calendar.

Chairman Walsh asked if the Planning Board wishes to be so empowered. Ms. Griffin said the Planning Board has talked about this. There would essentially be a working group that would involve Town staff that would develop the plan.

Selectman Baschnagel said this should be left in the consent calendar because we have a lot of other things to talk about. Vice Chairman Connolly said this is not something that statutorily turns over the whole budgeting process to the Planning Board so she thinks its fine to leave in the consent calendar.

The Selectmen all agreed to leave this article in the consent calendar. Chairman Walsh said even though this is being left in the consent calendar, anyone could bring it out for separate consideration.

Chairman Walsh said Article Twenty-One would authorize the Board of Selectmen to receive 3.2 acres of land as part of Grasse Road's Phase III. Ms. Griffin said there will be a map available that shows the location in relation to Grasse Road.

Chairman Walsh asked if Article Twenty-One should be in the consent calendar. Selectman Baschangel said he doesn't think it should be included. There is so much discussion going on right now about fields that he thinks that it's good for the people to stand up say yes, we are going to do this.

Selectman Lubrano asked if there is any way that we can move Articles Twenty-One, Twenty-Two, and Twenty-Three at the same time since they are similar. Ms. Griffin said there is no reason why we couldn't link them together as their own recreation fields consent calendar. Vice Chairman Connolly said she wouldn't mind linking Twenty-Two and Twenty-Three because they involve the same property but not Twenty-One. Ms. Griffin said Twenty-Two and Twenty-Three need to be formally separate articles because one is an appropriating article. Ms. Griffin said what she thinks Selectman Lubrano is talking about is moving them all together in one motion but leaving the articles separate.

Chairman Walsh said we should have a single person speak to all three articles. That person can give a little overview and move all three. Selectman Lubrano said that is fine with her, she is just trying to move things along.



Selectman Baschnagel said in Article Twenty-Two has a statement that says “no more than 26 acres”. Everywhere else we talk about approximate. Ms. Griffin said the problem is that a portion may end up being donated to the Town and a portion to the Conservation Council. Ms. Griffin doesn’t want to prejudge how land may get divided up. They are required to set it all aside for recreation and conservation uses, but we may not be recipient of all the land.

Chairman Walsh said Article Twenty-Two is related to the Farr property, which is on Greensboro Road. It is the barn that just moved to the east.

Article Twenty-Three is an article where the Town would raise and appropriate \$15,000 out of the Land and Capital Improvements Fund for site feasibility and design on that site basically for ball fields.

Chairman Walsh said Article Twenty-Four is to see if the Town will approve the cost items in the collective bargaining agreement between the Town and AFSCME, which the Selectmen have approved.

Selectman Baschnagel asked if there is a reason why we don’t say 1, 2, or 3 percent rather than having the dollars in there that reflects the increase. Ms. Griffin said this should say 1-3 percent and she will make this correction.

Chairman Walsh said Article Twenty-Five is the budget, which is the net number of \$14,598,426. Ms. Griffin said we usually do this at the end because it is the last of the appropriating articles.

Chairman Walsh said Article Twenty-Six deals with the Town Conservation Commission, which purchased three parcels on the east side of Moose Mountain, roughly 229 acres, last year. The intent all along had been to hopefully find a conservation buyer. They found a conservation buyer. The hope is that Town Meeting will empower that land to be sold subject to a conservation easement with certain restrictions, which are stated in the article. Of the \$200,000 that was expended to purchase that land, roughly \$100,000 would come back into the Conservation Fund. Selectman Baschnagel said we bought three parcels of land and we are selling two of those pieces. We paid approximately \$145,000 for the two pieces we are selling.

Kari Assmus asked if it would make sense to move this article up with the other land articles. Selectman Lubrano said the earlier theme was recreation fields and this is conservation land, although they are linked in some ways. If there is going to be discussion about our about our recreation fields, it should be discussed separately.

Article Twenty-Seven has come by request from Bonnie CLAC to see if the Town will raise and appropriate \$2,000 to support Bonnie CLAC’s efforts. Ms. Griffin does not list the Selectboard’s vote on this article because typically the Selectmen do not take a position on this type of article. Robert Chambers, President of Bonnie CLAC will present this article to Town Meeting.

Chairman Walsh said Article Twenty-Eight is the article that deals with the strip of land 180 feet long and 18 feet wide along Hovey Lane that the School District was empowered at their meeting to convey to the Town. Ms. Griffin said the School District approached her last week to say they may have come up with a revised alternative that would bring a bit more parking on the campus behind the newly constructed gym. This would forestall the need to build this parking on Hovey Lane. Since they are not planning to begin construction of this site work until well after next year's Town Meeting, it occurred to Ms. Griffin that we could wait to tackle this issue and give the school time to work out an alternative that would be more acceptable to everybody. It may be that a solution is going to be found that would not necessitate the Town receiving this small strip of land.

Selectman Baschnagel said there was a fairly strong concern raised by the neighbors in the Zoning Hearing.

Chairman Walsh said he is concerned that if we take this off the warrant and the School Board can't come to some agreement, then we are then sitting in the position where in the stricter sense of the law, the renovations can't start on the High School because the School District doesn't have the ability to meet the conditions of the site plan. Chairman Walsh would rather be in the position where the School District and the Planning Board come to an agreement and then we can decide to take this article off.

Selectman Baschnagel said his only concern would be if there was sufficient reason and this article gets voted down. The real issue is that everyone is trying to avoid conflict while we work toward a solution. If we leave this on the warrant there will be conflict, unless a solution has been arrived at by May 10<sup>th</sup>.

Selectman Lubrano said Chairman Walsh will explain that this will only happen on the condition that there is a failure to reach a compromise and that we don't anticipate going this route because there are active conversations going on, but we need flexibility in order to have the project move forward in the event of a stalemate.

Selectman Baschnagel said part of the issue is that the concerns weren't fully raised at the Planning Board, which is where they should have resolved this. Vice Chairman Connolly said the Planning Board was under the impression that the neighbors were a little happier about it then they turned out to be, which is the reason for the Planning Board's acceptance of that site.

Ms. Griffin said she can revise the article to say: "To see if the Town will authorize the Selectmen to accept the transfer of land presuming the School Board and the Planning Board can't come to an agreement regarding an alternative location for parking".

Selectman Christie said he doesn't think it is necessary to go that far. Just because the Town Meeting authorized the Selectmen to do this, it doesn't mean they will choose to exercise that authority. Selectman Lubrano agreed the necessary language is in the article.

Ms. Griffin said the School Board would still have to vote to give the Town that land. Until the School Board makes that vote, the ball isn't in our court anyway. This will have to be put to rest before a building permit can be issued.

Chairman Walsh said that may be the law, but he would sure hate to get into the place where we have a vote of the Town Meeting in 2007 as to whether the High School can be occupied or not.

Selectman Christie said his solution is to authorize the Selectmen to act if they choose to. Under one set of circumstances we may choose to act and under another set we may not. He feels the wording should be modified to say: "authorize the Selectmen to accept".

Susan Boyle asked for further explanation as to why this could potentially hold up the occupancy of the whole school. Chairman Walsh said there is a condition in the approval of the site plan that went before the Planning Board, which this land is associated with, becoming parking. Until that is changed, that is the approval that exists for the High School. This is actually in the conditions for approval of the site plan. Selectman Baschnagel said you couldn't get a Certificate of Occupancy until the applicant has met all the conditions of the site plan approval.

A resident asked how this is going to be presented to the Town if Wayne Gerson (Superintendent of Schools) and the School Board says they really don't want to do this. Chairman Walsh said he would tell Wayne and the School Board they are putting in jeopardy their ability to occupy the High School. He feels badly that the Town is stuck in a position that the Town would have to act in a way they don't want to act.

Ms. Griffin said the School Board and Wayne Gerson are assuming that the only way to avoid doing this is to find the same number of parking spaces on their campus. Then they can come back to the Planning Board. Ms. Griffin believes that is the intention of the staff.

Chairman Walsh said he thinks it is better to have this conflict at Town Meeting than to go into the renovation of the High School without the ability to meet the conditions of the site plan. The ideal would be for the School Board to come up with a solution and bring it to the Planning Board before Town Meeting. If that doesn't happen, at least the Town is in a position where we aren't in the position of saying no, the High School can't be occupied.

Selectman Baschnagel said he believes that Wayne Gerson wants this off the warrant because he doesn't want to exacerbate conversation when they believe they may have a solution. Chairman Walsh said he doesn't think Wayne understands the implications should they not come up with a solution. Ms. Griffin said Mr. Gerson does understand that even if the Selectmen put this on the warrant, the School Board would still have to vote to give the Town the land.

Lorraine Pfefferkorn asked if we need these parking spaces for the renovation or is the school required to have them after the school is renovated. Ms. Griffin said these are a permanent addition to parking to meet the needs of the school facility. Selectman Baschnagel said he believes that they are going to have more spaces than they are required to have for zoning, but

their original plan is to have these additional spaces. Any changes to the original plan have to be approved by the Planning Board.

Vice Chairman Connolly said the Planning Board is having a meeting the night of May 3<sup>rd</sup>. If the school could come up with a modified site plan by then; we could put this on the warrant and table it when it comes up.

Selectman Christie asked if the worst-case scenario come true, would this be the School Board's responsibility or the Selectboard's responsibility to have anticipated it. Chairman Walsh said the worst case would be in August of 2007 if this doesn't happen and then the Town Meeting of Hanover didn't pass this in 2007. We could argue about who got us here, but it will be pretty uncomfortable saying no to plans that will keep the school from being occupied. This would put a tremendous amount of pressure on the Planning Board. Fundamentally this is not the Selectmen's problem, but if Town Meeting and the Selectmen deal with land, then it is the Selectmen's problem.

Selectman Lubrano said it really doesn't matter whose problem it is because this will be everyone's problem. Realistically she doesn't think Town Meeting will refuse to pass an article that will cause us to not be able to occupy the High School. Selectman Lubrano would rather not wait. She would rather keep it in, as amended and deal with it as a condition we are hoping to avoid at Town Meeting next year.

Vice Chairman Connolly said she shares Selectman Lubrano's position but is unhappy with this and is hoping that the School Board and the Planning Board will find a solution before Town Meeting.

Chairman Walsh said he is for leaving it in with the power of the Selectmen to accept and with a strong message back to the School Board and the Planning Board that it sure would be nice to have this resolved with neighborhood and an improved site plan by May 3<sup>rd</sup>.

Ms. Griffin asked if this article should be moved up in the order so there will be maximum participation in this voting. Selectman Lubrano said this should be right after Article Thirteen to encourage maximum participation. Vice Chairman Connolly said this should be right before the recreation fields' articles.

Chairman Walsh said we can make this Article Twenty-One and make the recreation fields articles 22, 23, and 24. The Goss Rd. article can be Article Twenty-Five. Ms. Griffin said this would move the remainder of the articles ahead by one.

Susan Boyle said she doesn't think the Selectmen will find a lot of disagreement in terms of the approach. She doesn't think that anyone in the neighborhood wants to keep the school from opening because of an 18-foot piece of land. This is the only place in Town where there is parallel parking on both sides of the street without any sidewalk. It is extremely dangerous and that is a concern.

Ms. Griffin said he believes that Selectman Baschangel moved the articles comparable to Articles Fourteen and Fifteen last year, which deal with the Conservation Fund. Vice Chairman Connolly said she thought Chairman Walsh read all the articles on the consent calendar. Ms. Griffin said she will look back and the minutes of the Town Meeting to confirm this.

Chairman Walsh said if someone will take over Article Eleven, then he will deal with Article Thirteen and the consent calendar. Selectman Baschnagel said he would move Article Eleven.

Chairman Walsh will move Article Twenty-One, which will be the article referring to the Hovey Lane land strip.

Ms. Griffin said the new Article Twenty-Two is the Grasse Road property article. Selectman Baschnagel said Articles Twenty-Two, Twenty-Three, and Twenty-Four go together. Vice Chairman Connolly said she would move these articles. Ms. Griffin said the new Article Twenty-Three is the Farr property article and the new Article Twenty-Four is the money to study the feasibility of the Farr property.

Ms. Griffin said the new Article Twenty-Five is formally article Twenty-Six. This is the Moose Mountain sale. Selectman Baschnagel said he would like to move this but he has a question for clarification. The potential buyer is a very good friend of his. He would like to know whether this would constitute a conflict. Ms. Griffin suggested that Selectman Baschnagel not vote on this or speak to this. Selectman Lubrano said she would move this article.

Kari Assmus asked why Article Twenty-Five lists three parcels of land to be sold when Selectman Baschnagel said only 2 lots of the three that were purchased are to be sold. Ms. Griffin said she would check with Vicki Smith on this.

Ms. Griffin said the new Article Twenty-Six, which was formally Article Twenty-Four, is the AFSCME bargaining agreement. Selectman Christie will move this article as well as the budget article.

The Bonnie CLAC article will be moved by Selectman Lubrano. The President of Bonnie CLAC, Robert Chambers will present the article. Selectman Lubrano said she would also move the consent calendar for Chairman Walsh if he would like her to.

Ms. Griffin said the Selectmen need to go back and vote on each of these articles as to whether it goes on the warrant. The results of the voting are as follows:

**ARTICLE FOURTEEN:** To see if the Town will vote to raise and appropriate \$13,150 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2003-2004. 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.

Selectmen 5            For 5            Against 0            Abstain 0

**ARTICLE FIFTEEN:** To see if the Town will vote to raise and appropriate \$13,150 for deposit into 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 2003-2004. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Selectmen 5            For 5            Against 0            Abstain 0

**ARTICLE SIXTEEN:** To see if the Town will vote to raise and appropriate \$35,460 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2003-2004.

Selectmen 5            For 5            Against 0            Abstain 0

**ARTICLE SEVENTEEN:** To see if the Town will vote to raise and appropriate \$853,968 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Ambulance Equipment Capital Reserve Fund	\$ 39,500
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund	\$ 10,000
Fire Department Vehicle and Equipment Capital Reserve Fund	\$100,000
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$145,000
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$ 2,660
Police Vehicles and Equipment Capital Reserve Fund	\$ 69,667
Road Construction and Improvements Capital Reserve Fund	\$115,190
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$361,951
Town Revaluation Capital Reserve Fund	\$ 10,000

Selectmen 5            For 5            Against 0            Abstain 0

**ARTICLE EIGHTEEN:** To see if the Town will vote to raise and appropriate \$693,523 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Fire Department Vehicle and Equipment Capital Reserve Fund:	
<i>Replacement of Fire Department car</i>	\$ 26,000
Highway Construction and Maintenance Equipment Capital Reserve Fund:	
<i>Mowers, backhoe loader, two plow trucks, one trailer, one compactor, one trailer</i>	\$246,780
Police Vehicles and Equipment Capital Reserve Fund:	
<i>Replacement of four police cruisers with computers, communications software for data transfer between cruisers and Dispatch Center</i>	\$158,553
Road Construction and Improvements Capital Reserve Fund:	
<i>Lyme Road improvements, Ruddsboro Road retaining wall</i>	\$194,190
Sewer Equipment and Facilities Improvements Capital Reserve Fund	
<i>Replacement of backhoe</i>	\$ 68,000

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2011, whichever is sooner.

Selectmen 5                  For 5                  Against 0                  Abstain 0

**ARTICLE NINETEEN:** To see if the Town will vote to raise and appropriate \$50,000 for the construction of certain roadway improvements along Lyme Road, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2011, whichever is sooner.

Selectmen 5                  For 5                  Against 0                  Abstain 0

**ARTICLE TWENTY:** To see if the Town, having a Master Plan adopted by the Planning Board on July 29, 2003, will vote to authorize the Planning Board to prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years for the purpose of preparing the annual budget, pursuant to RSA 674:5.

Selectmen 5                  For 5                  Against 0                  Abstain 0

**ARTICLE TWENTY-ONE:** To see if the Town will accept the transfer from the Dresden School District of the title to a strip of land about 180 feet long and 18 feet wide (at its widest point) along Hovey Lane at the west end of the high school soccer field (map 34, lot 68) for right-of-way purposes and thereby allow the District to use the strip of land for parking without violating the prohibition in Section 210.1.B.(2) of the Zoning Ordinance against parking in the front yard setback.

Selectmen 5                  For 5                  Against 0                  Abstain 0

**ARTICLE TWENTY-TWO:** To see if the Town will vote to authorize the Board of Selectmen to accept from the Trustees of Dartmouth College a portion of property, known as Lot 10 on Assessors Map 4, on the easterly side of Grasse Road in Hanover, according to such terms and conditions as the Board deems appropriate and reasonable; said portion of this property to consist of approximately 3.2 acres , to be used for recreation, as specified in condition #2 of the approval, dated September 15, 1981, by the Hanover Planning Board, of the subdivision identified as "Grasse Road-Phase A".

Selectmen 5                  For 5                  Against 0                  Abstain 0

**ARTICLE TWENTY-THREE:** To see if the Town will vote to authorize the Board of Selectmen to accept from D. E. Farr Enterprises, Inc. a portion of property located on the southerly side of Greensboro Road in Hanover (map 1, lot 15) according to such terms and conditions as the Board deems appropriate and reasonable; said portion of this property to consist of no more than 26 acres, to be used for recreation and conservation purposes, as specified in condition #1 of the approval, dated December 21, 2004, by the Hanover Planning Board, of the subdivision identified as "D. E. Farr Enterprises, Inc.

Selectmen 5                  For 5                  Against 0                  Abstain 0

**ARTICLE TWENTY-FOUR:** To see if the Town will vote to raise and appropriate \$15,000 for a site feasibility study for possible construction of one or more recreational fields on a portion of the D. E. Farr Enterprises, Inc. property north of Mink Brook along Greensboro Road (map 1, lot 15), and to fund this appropriation by authorizing the withdrawal of this sum from the Land and Capital Improvements Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2011, whichever is sooner.

Selectmen 5                  For 5                  Against 0                  Abstain 0

**ARTICLE TWENTY-FIVE:** To see if the Town will vote to sell 229 acres, Tax Map 7, Lots 2, 3 and 7, on Goss Road and the east side of Moose Mountain for \$105,000; and to authorize that the proceeds from the sale be returned to the Conservation Fund, the Fund used to



purchase the land. The property will be conveyed with a conservation easement allowing public access to the lands but reserving to the owner the right to construct a seasonal camp on Tax Map 7, Lot 3.

Selectmen 5                      For 4                      Against 0                      Abstain 1

*Selectman Baschnagel abstained from this vote*

**ARTICLE TWENTY-SIX:** To see if the Town will vote to approve the cost items contained in the collective bargaining agreement approved by the Board of Selectmen on April 1, 2005, between the Town of Hanover and AFSCME, Local 1348, which calls for the following increase in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>
2005-2006	2%    \$28,881
2006-2007	2%    \$25,556
2007-2008	3%    \$13,033 (low) to \$39,100 (high)

And further to raise and appropriate the sum of \$28,881 for the 2005-2006 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectmen 5                      For 5                      Against 0                      Abstain 0

**ARTICLE TWENTY-SEVEN:** To see if the Town will vote to raise and appropriate \$14,598,426 to pay the operating expenses of the Town for the 2005-2006 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

Selectmen 5                      For 5                      Against 0                      Abstain 0

**ARTICLE TWENTY-EIGHT:** To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the residents of Hanover by Bonnie CLAC. This is the first year this article has appeared on the warrant.

Chairman Walsh said the Selectmen don't need to take any position on this article.

Ms. Griffin told the Selectmen if they read their background information and there is something she could make clearer; please email her. Her goal is to make the explanatory information as user friendly as possible in the hopes that voters will go to that section every time to can get a clear understanding of what they are voting on.

Chairman Walsh said he thinks there is need for substantive discussion about the tax rate increase in the fire district and the reasons for it.

**3. PUBLIC HEARING FOR CONSIDERATION AND APPROVAL OF THE PROPOSED HOUSING FUND BUDGET FOR FY 2005-2006**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to adjourn as the Hanover Selectboard. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN AS THE HANOVER SELECTBOARD.**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to convene as the Hanover Housing Authority. THE SELECTBOARD VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.**

Ms. Griffin said the Selectmen have before them the Hanover Housing Authority budget for FY 2005-2006. We are fortunate to have Jonathan Chaffee from the Lebanon Housing Authority present tonight. The Lebanon Housing Authority oversees much of the Summer Park, as a HUD subsidized facility, but also deals with HUD on all regulatory and environmental issues. This is extremely helpful to Town staff. Jonathan is here to talk about the revenue projections we have built into this budget that anticipate the potential for a rental increase based on the rental market study done. All of this still has to be resolved with HUD so there is no definitive answer from them yet on that issue.

Chairman Walsh said he would like to extend the thanks of the Selectboard to Jonathan Chaffee for all his help.

Betsy McClain, Finance Director for the Town said she will present a brief overview of this budget and then we can go page-by-page and address any questions the Selectmen might have.

Ms. McClain said unlike some of our other funds, the action in this budget focuses on the revenue side. For the last couple of years we have struggled with having HUD recognize our contracted rent at a level that will meet all of our operating expenses. The contract rent has increased year by year but currently we are under a HUD contract that only allows for a cost of living adjustment each year. A lot of our facilities costs have increased at a rate that is higher than that so we have been eroding some of our equity in the Housing Fund over the last couple of years.

Last year when the Selectmen met as the Hanover Housing Authority they appropriated money in the current year's budget to engage a consultant to do a market rent study. The results of that will hopefully help us to persuade HUD to recognize the value of the units that we have and the market conditions that we are offering them in. We hope this will lead into an increase in our contract rents that will be enough to cover our operating costs.

Jonathan Chaffee said we originally applied for a budget-based increase. The actual oversight for this type of housing has been contracted out to the Housing Finance Authority. HUD in

Manchester said they absolutely would not accept, as part of the budget, that portion that goes to programs and rental space at the Senior Center. They did say that if we could prove that HUD told us to build a Senior Center they would consider it. Ms. Griffin said we have not been able to find anything in writing that backs up our claim that HUD did tell us to build a Senior Center.

Vice Chairman Connolly said HUD withheld money for the construction of those apartment houses until we produced a place where the seniors could congregate. Mr. Chaffee said most housing has a space for people to congregate, it just so happens that this space is not in a place owned by Summer Park.

Mr. Chaffee said HUD then told us to mark up to market. We went to mark up to market and HUD told us we are not a for-profit entity. So we are not requesting the full market rent. This is a very reasonable request.

Chairman Walsh said the current rents on efficiency units are \$550 and one-bedroom units are \$675. The market study says that those efficiency units should be \$795 and the one-bedroom units should be \$845. In both cases we have applied for an increase to \$625 on the efficiencies and \$750 on the one-bedrooms. Chairman Walsh thinks this is reasonable and also meets the needs for putting together a capital reserve for maintaining these units.

Selectman Baschnagel asked if he understands correctly that the application with HUD would have been better if we had raised the rents higher. Mr. Chaffee said this would apply if we were a for-profit organization. As a non-profit we have some discretion.

Kari Assmus asked if the rents we are talking about are what the tenants actually pay. Ms. McClain said what we are talking about is called the contract rent level. What the tenant pays is based on income verification and what their assets might be able to tender in terms of their contribution. Any difference between our contract rents and what the tenant can pay is called the HUD subsidy.

Ms. McClain said the proposed budget in front of the Selectmen reflects the revenues as if we get the requested revenue adjustment. Ms. McClain said she wants to put that in front of the Housing Authority because we would want to appropriate those funds if the adjustment does come through. If we don't get the adjustment, we will be \$16,300 in the red. In talking with Frank Austin that will tighten the notch one more on his facilities management stress because it will limit what he can do.

Chairman Walsh asked how many efficiency units and one-bedroom units there are. Mr. Chaffee said there are 12 of each.

Selectman Christie said since none of the tenants pay the full market rent, he is confused as to why we wouldn't ask for the highest rent from HUD. Ms. Griffin said we are not a for-profit entity. That is the crux of this problem. Selectman Christie asked if being a non-profit owner restricts us from asking for more. Mr. Chaffee said we could ask for more. Selectman Christie

said he is confused as to why we don't. Ms. McClain said that it is no longer in her vocabulary to ask for money we don't need. It never dawned on her to ask for money beyond our needs.

Chairman Walsh said if we went for what the market rent study supports, that is \$39,600 additional a year that would be very nice to put in the Affordable Housing Fund. Mr. Chaffee said we could do that, but can we get our request back from HUD and adjust it?

Selectman Christie asked if the \$625 and \$750 that we have asked for are increased each year. Mr. Chaffee said those have a cost of living increase each year. Selectman Christie asked if what we have asked for is adequate to replenish the till. Ms. McClain said it is but not to seed Affordable Housing.

Selectman Baschnagel asked if we could request to go from the \$625 to \$795 next year. Mr. Chaffee said we could only do that after a few years, perhaps 5. Ms. Griffin said if we were going to charge market rents, then she would want to put the money in reserve for the facility rather than in Affordable Housing.

Mr. Chaffee said there is a capital fund that which does fund the projected capital replacement needs of the facility into the future. That hasn't been depleted. Ms. Griffin said that is fairly healthy with approximately \$228,000 in that fund right now. Mr. Chaffee said it is the operating circle that has built up over a period of years that has been depleted.

Ms. McClain said we had an instance last year where the monies hadn't been appropriated and one of the tenants was coming home from a nursing home and needed some specific equipment geared for her and we had to move very quickly. If we had adequate funds in the undesignated fund balance to address the specific needs of our tenants, this is certainly something that we would want to do.

Selectman Baschnagel said his concern is more with long term capital requirements. It is one thing to maintain the facility to keep it up, but at some point you are going to want to do a significant refurbishment. Mr. Chaffee said Frank Austin has a pretty good schedule of replacement items in each building and he has built their life span into that schedule.

Selectman Lubrano asked if someone could explain what the payments in lieu of taxes is, which incidentally is close to what we would get if we did raise the rent to market rates. Ms. Griffin said in the original plans with the developer of the facility, the Town and the Housing Authority agreed that a pilot payment would be made. It is not unusual for housing authorities to make payments in lieu of taxes.

Selectman Christie asked what the process would be to recall this application at this point. Ms. Griffin asked Mr. Chaffee if he is worried if he recalls this application it would jeopardize it. Mr. Chaffee said he is worried about the timing. It would be good to have some resolution before the fiscal year starts in June.

Chairman Walsh said having tried to find some money to support the affordable housing efforts and we have \$40,000 a year in Federal Government money, which if we were a private entity would be ours by right; he is trying to rationalize how to leave \$40,000 of Federal money when we are non-profit good guys and we would like to use it for affordable housing. Chairman Walsh would rather have that conversation. That is a lot of money and we could do a lot with that. The affordable housing efforts of this Town could make \$40,000 a year for three years.

Selectman Baschnagel said he is not adverse taking advantage of money the Federal Government is offering. The difference would be if it were a for-profit entity then they would be charging depreciation. Mr. Chaffee said the discretionary category in the handbook says this is to allow non-profits to own housing and this is to allow rent increases to allow significant improvements to be made. This is to preserve something that is very important to the community. He made the argument in this request that this is very important to the Hanover community, it is very valued by the Hanover community. These net increases are necessary to keep this in operation. Otherwise there will be significant reductions because there are no other sources of income available to support this housing. Mr. Chaffee said he thinks his argument is consistent with the category.

Chairman Walsh said the argument could also be made that the Town of Hanover has several affordable housing efforts going on and they have contributed land and zoning. They have also put in a fair amount of staff time on it. They are working carefully with the College and this would be valuable seed money. This argument wouldn't break any guidelines.

Ms. Griffin said if this discretionary category fails, then we will have the opportunity to take a look at our strategy all over again.

Selectman Baschnagel said, about the line item 08-110-900, on page 5 of the Housing Fund Budget, has gone up by \$8,700. The text implies that this is for fringe benefits for the Public Works staff. Ms. Griffin said when we allocate portions of salaries to this line item of employees who maintain the facility; we also allocate a pro-rata share of their benefits. We allocate like this to all the other funds. We thought in fairness it was only right to allocate a percentage of salaries and benefits to this as well.

Ms. McClain said in reference to some of Selectman Baschnagel's comments about some of the major structural renovations that will need to occur; Frank Austin stepped late in the budget process and needs some time to get a really refined long-term renovation plan.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Christie to Approve the Proposed Housing Fund. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE PROPOSED HOUSING FUND BUDGET.**

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to adjourn as the Hanover Housing Authority. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN AS THE HANOVER HOUSING AUTHORITY.**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to reconvene as the Hanover Selectboard. THE SELECTMEN VOTED UNANIMOUSLY TO RECONVENE AS THE HANOVER SELECTBOARD.**

**4. RECOMMENDATION TO APPROVE CONTRACT FOR FY 2005-2006, 2006-2007, AND 2007-2008 AFSCME LOCAL 1348**

Ms. Griffin said the Selectmen already did this informally when they added it to the warrant. This would be the formal motion to approve the contract with AFSCME. This is a three-year contract that would be effective on July 1, 2005. It involves a wage scale adjustment of 2% effective July 1, 2005; a wage scale adjustment of 2% effective July 1, 2006; and a wage scale adjustment of no less than 1% and no more than 3% effective July 1, 2007. The range is to the extent that the Town receives another employer-required contribution to the NH Retirement System; the Selectboard would then opt to reduce the amount of the wage scale adjustment. Chairman Walsh said the 1% to 3% is based on the CPI with 1% being the floor and 3% being the ceiling no matter what the CPI is.

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the recommended contract for AFSCME Local 1348. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE RECOMMENDED CONTRACT FOR AFSCME LOCAL 1348.**

**5. CONSIDERATION OF REQUEST BY DRESDEN SCHOOL DISTRICT TO ABATE THE SEWER SERVICE CONNECTION FEE FOR THE RICHMOND SCHOOL**

Ms. Griffin said this item is being pulled off the agenda at the request of John Aubin. He would like a chance to talk to his own board about this issue.

**6. RECOMMENDATION TO SET POLLING HOURS FROM 7:00 AM TO 7:00 PM FOR THE 2005 TOWN MEETING**

**It was MOVED by Chairman Walsh and SECONDED by Selectman Lubrano to set the polling hours from 7:00 am to 7:00 pm for the 2005 Town Meeting. THE SELECTBOARD VOTED UNANIMOUSLY TO SET THE POLLING HOURS FROM 7:00 AM TO 7:00 PM FOR THE 2005 TOWN MEETING.**

**7. RECOMMENDATION TO SET A PUBLIC HEARING ON APRIL 25, 2005 TO CONSIDER AND APPROVE A HISTORIC BARN PRESERVATION PERMIT**

**It was MOVED by Chairman Walsh and SECONDED by Selectman Lubrano to set a Public Hearing on April 25, 2005 to consider a Historic Barn Preservation Permit. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON APRIL 25, 2005 TO CONSIDER A HISTORIC BARN PRESERVATION PERMIT.**

## **8. RECOMMENDATION TO APPROVE A HAZARD MITIGATION PLAN**

Ms. Griffin said the Regional Planning Commission for our area dedicates grant funds to help communities to prepare their hazard mitigation plans. We have worked with Vicki Downy from the Upper Valley Lake Sunapee Regional Planning Commission to prepare our mitigation plan. It took us about 2 years to do it because we stopped at one point to work on our emergency management plan. We pick up on this again just in time to apply for mitigation money for retaining wall repair. The State is entertaining the request but they would like to know that the Selectboard has adopted the plan.

We may add some culverts on Hemlock and Pinneo to our list of prioritized areas for reducing the potential hazards. Things that are included in this plan in terms of priority list are things like having dam assessments done to mitigating a number of places in Town where we see that we have a number of potentials for flooding to occur. What we have done is to work as a Town team is to with folks at Public Works, Planning and Zoning, Police, and Fire to come up with a list of priorities for potential mitigation funding.

What Ms. Griffin has is a resolution that the Selectboard would need to agree to sign that simply says they adopted the plan at least initially tonight and then we can hold a hearing sometime in the future if we decide to update the plan.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschangel to approve a Hazard Mitigation Plan. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE A HAZARD MITIGATION PLAN.**

## **9. RECOMMENDATION TO APPROVE PARTICIPATION IN THE PUBLIC WORKS MUTUAL AID PROGRAM**

Chairman Walsh said the Selectmen recieved a copy of this in their Friday packets.

Ms. Griffin said this really came out of the aftermath of the ice storm that involved communities like New London. Numbers of communities like Hanover sent staff to assist. In the aftermath it was difficult for New London to obtain funding to reimburse communities that assisted them. This makes it easier for all of us to account for our time in the event that Federal funding is available once a disaster has been declared.

**It was MOVED by Chairman Walsh and SECONDED by Selectman Baschnagel to approve participation in the Public Works Mutual Aid Program. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE PARTICIPATION IN THE PUBLIC WORKS MUTUAL AID PROGRAM.**

## **10. APPOINTMENTS TO THE ADVANCE TRANSIT BOARD**

**It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to reappoint Judith Rocchio to the Advance Transit Board. THE SELECTBOARD VOTED**

**UNANIMOUSLY TO REAPPOINT JUDITH ROCCHIO TO THE ADVANCE TRANSIT BOARD.**

**11. APPROVAL OF MINUTES: JANUARY 24, 2005, FEBRUARY 7, 2005**

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve the minutes of January 24, 2005 and February 7, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JANUARY 24, 2005 AND FEBRUARY 7, 2005 AS AMENDED.**

**12. ADMINISTRATIVE REPORTS**

Ms. Griffin reported we did have some damage from this weekend's storm. Ruddsboro Rd., Rennie Rd., East Wheelock St., Trescott Rd, Rennie Rd., Hemlock Rd., and Pinneo Rd., are among those roads that were damaged. Sgt. Gillis went out and did some great photographs first thing Sunday morning. Ms. Griffin is ready to forward those to the Bureau of Emergency Management. Largely these are road washouts, culverts failing and driveways and paved roads were undermined. Our guys have their work cut out for them over the next few weeks. They will be bringing in new gravel and pulling up pavement in some places. There will be places that will need repaving where the roadbed under the road failed. We were alerted that we had problems coming Friday afternoon we heard from the Bureau of Emergency Management that they were planning to convene the State Emergency Operation Center Saturday evening, which they in fact did at 8pm. Ms. Griffin alerted the staff that we would need to be provide the Bureau of Emergency Management with updates. What happens now is that the Bureau of Emergency Management can now apply for Federal Disaster aid through FEMA if the State has at least \$1,500,000 of demonstrated damages. That should not be any problem. The Town of Hanover will easily come up with at least \$100,000 worth of damage. Our crews came on 6:30 am Sunday. The full crew was in all day yesterday, well into the evening trying to minimize what damage had occurred.

Selectman Baschnagel said he has to credit Mike Chase. You could see his effect throughout the Town as things stabilized.

Ms. Griffin said we have until tomorrow to receive any petition warrant articles. Ms. Griffin has not heard of anything coming in at this point. If any should come in, Ms. Griffin will put those on the warrant. The Selectmen don't have to take a position on them. Ms. Griffin will put the warrant to bed first thing Wednesday morning and then get the background information to the printer. Most of the Town Report went to the printer last Friday.



### 13. SELECTMEN'S REPORTS

#### **Peter Christie**

Selectman Christie reported that he met today with the Seniors at the Senior Center. They have a wonderful program going on there. They went through the scheduled events for April and May. It is just staggering the amount of special events happening. They are now starting to talk about summer trips.

#### **Kate Connolly**

Vice Chairman Connolly reported she was not at today's Planning Board Meeting so Selectman Baschnagel can report on that.

Vice Chairman Connolly asked if we could set the hours at the polls for the Selectmen at Town Meeting. Ms. Griffin said Selectman Baschnagel, Vice Chairman Connolly, and Selectman Lubrano will have to work. Selectman Christie and Chairman Walsh can't work at the polls because they are running for reelection.

The Selectmen agreed to work the following hours at the polls:

Selectman Lubrano: 7am to 10:45 am

Selectman Baschnagel: 10:45 am to 1:00 pm

Vice Chairman Connolly: 1:00 pm to 5:00 pm

Selectman Baschnagel: 5pm to 7:00 pm

Ms. Griffin said she would need the three Selectmen after the meeting to help with the vote verification.

#### **Bill Baschnagel**

Selectman Baschnagel reported there was a Planning Board Meeting Tuesday night that dealt with a zoning amendment. These were for final approvals of things that are on the warrant.

The Lebanon - Hanover joint Planning Board Meeting was very good. Out of it came a commitment to meet again in September as a joint board, here in Hanover. There was commitment on the part of the board as well as staff to start taking a harder look at the Route 120 boundary issues. It was a good and positive meeting and it was recognized that we have some issues to work on.

The Upper Valley Transportation Advisory Committee met in response to a request from the State DOT to update the priorities for the ten-year plan. One thing that is significant about that is Hanover asked for a Route 120 corridor study. It went into the regional plan but never made it into the ten-year plan. In the past year there were a couple of projects that Hanover did have on the tab that we have made arrangements to fund otherwise, such as the South Block lights. The committee

agreed to ask the State to substitute for those items the corridor study. If the State goes along with that, then we will have the corridor study on the plan and with funds associated with it. Ms. Griffin said the timing of those expenditures in the ten-year plan is fairly soon. Selectman Baschnagel said there was strong recommendation from the Transportation Advisory Committee for this. There was a representative from the DOT there. We had good discussion with him in terms of the benefits of planning ahead as opposed to waiting for things to happen.

### **Allegra Lubrano**

Selectman Lubrano reported the Joigny delegation is not coming in May but may come next spring.

The Howe Library Board meets next week. The capital campaign continues to roll along. They are closing in on the end, which they hope to be the end of June. The Howe Library is starting to plan for an opening ceremony. Selectman Lubrano said she expects that to be towards the end of September.

### **Brian Walsh**

Chairman Walsh had nothing to report.

## **14. OTHER BUSINESS**

There was no Other Business

## **15. ADJOURNMENT**

**It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:30 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:30 PM.**

### **SUMMARY**

- 1. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to adjourn as the Hanover Selectboard. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN AS THE HANOVER SELECTBOARD.**
- 2. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to convene as the Hanover Housing Authority. THE SELECTBOARD VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.**

3. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Christie to **Approve the Proposed Housing Fund. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE PROPOSED HOUSING FUND BUDGET.**
4. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Baschnagel to **adjourn as the Hanover Housing Authority. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN AS THE HANOVER HOUSING AUTHORITY.**
5. It was **MOVED** by Vice Chairman Connolly and **SECONDED** by Selectman Baschnagel to **reconvene as the Hanover Selectboard. THE SELECTMEN VOTED UNANIMOUSLY TO RECONVENE AS THE HANOVER SELECTBOARD.**
6. It was **MOVED** by Selectman Lubrano and **SECONDED** by Vice Chairman Connolly to **approve the recommended contract for AFSCME Local 1348. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE RECOMMENDED CONTRACT FOR AFSCME LOCAL 1348.**
7. It was **MOVED** by Chairman Walsh and **SECONDED** by Selectman Lubrano to **set the polling hours from 7:00 am to 7:00 pm for the 2005 Town Meeting. THE SELECTBOARD VOTED UNANIMOUSLY TO SET THE POLLING HOURS FROM 7:00 AM TO 7:00 PM FOR THE 2005 TOWN MEETING.**
8. It was **MOVED** by Chairman Walsh and **SECONDED** by Selectman Lubrano to **set a Public Hearing on April 25, 2005 to consider a Historic Barn Preservation Permit. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON APRIL 25, 2005 TO CONSIDER A HISTORIC BARN PRESERVATION PERMIT.**
9. It was **MOVED** by Vice Chairman Connolly and **SECONDED** by Selectman Baschnagel to **approve a Hazard Mitigation Plan. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE A HAZARD MITIGATION PLAN.**
10. It was **MOVED** by Chairman Walsh and **SECONDED** by Selectman Baschnagel to **approve participation in the Public Works Mutual Aid Program. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE PARTICIPATION IN THE PUBLIC WORKS MUTUAL AID PROGRAM.**
11. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Vice Chairman Connolly to **reappoint Judith Rocchio to the Advance Transit Board. THE SELECTBOARD VOTED UNANIMOUSLY TO REAPPOINT JUDITH ROCCHIO TO THE ADVANCE TRANSIT BOARD.**

12. **It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve the minutes of January 24, 2005 and February 7, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JANUARY 24, 2005 AND FEBRUARY 7, 2005 AS AMENDED.**
  
13. **It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:30 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:30 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

These minutes were transcribed by Susan Love

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 21, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment.

**2. DOWNTOWN BUSINESS SERVICE DISTRICT REPORT**

Paul Olsen a member of the Marketing District Advisory Committee said his group is looking at the possibility of doing something as an alternative to the current method of taxing businesses in the Downtown with the Marketing District Tax. A subcommittee met on a number of occasions with some assistance from Mike Ryan, Director of Assessing. They took a look at several different methods of assessing a tax for the marketing district. The assumption was that the district tax that is assessed is not as equitable as it should be. There are certain types of uses that are assessed the tax that really don't benefit from the marketing district activities. They ended up graphing a number of different options and the differences in the different taxing schemes. They measured how those schemes worked against the existing tax and what they thought might be the fairest tax. This tax would be based on taxing retail, restaurants, hotels, and service uses.

The Marketing District Advisory Sub-Committee came up with one proposal that seems to be more fair than what is being used right now. That is to use the current tax assessment; less the assessed value of any residential property; and less the assessed value of any parking facilities. This isn't perfect because it still assesses offices, which they would have preferred not to tax, but it was not possible to come up with a tax that was practical for the Town based on deducting offices. What the Marketing District Advisory Committee is proposing to the Selectmen that we move forward with a tax that has been revised based on this new proposal, which would deduct any residential or parking facilities from the assessments. There are a number of businesses that would see their tax go up a bit based on pulling out the residential and parking facilities. The Advisory Committee did look at whether there are any owners that will be disproportionately assessed. There are some assessments that seem larger than they should be with this change, but they tend to be offset by other properties that the same owner would own.

Selectman Baschnagel asked if there is any feedback from property owners. Mr. Olsen said at this point it has been reviewed by the Sub-Committee and the Advisory Committee. The most impacted property owner is the College.

Jim Rubens, Chair of the Downtown Marketing District Advisory Committee said properties that don't have separable residential or parking in them go up by 8%; those that exclusively residential or parking go to zero; and those who do have separable residential go down by the percentage by which they are residential. Mr. Ryan, who worked with them on this, indicated that this could be accomplished in one day of work. The number of properties involved is very small.

Chairman Walsh said the charge was to not get into the position where we had to develop a new database and new measurements, and then create a new appeals process.

Vice Chairman Connolly said this looks fine to her and should be done. The assessment is based on the use of property anyway. You are simply taking that assessment and deducting what you think is fair to be deducted.

Selectman Christie said it looks like some properties go further from ideal than they are now. Mr. Olsen said there are some property owners who will see an increase from what otherwise would be fair so they are not benefited by making this change. There are more property owners who will come back to a more fair method of taxation.

Mr. Olsen said they couldn't find anything that would be ideal; there will always be some pluses and minuses. The biggest swings are for the College. There are some large increases but there are offsets of residential properties.

Mr. Rubens said Dartmouth College's tax actually goes down when you add up all the properties. Mr. Olsen said they did take a look at cumulatively how the property owners will be affected.

Selectman Christie said in looking at this list he sees more than 6 properties that are moving further away from the ideal. Ms. Griffin said further down the list the same property owner has an offsetting decrease. Selectman Christie said it is not so much the increase or decrease that concerns him, it is that we are moving further away from the ideal. The second property's ideal is \$1,400; they are at \$4,500 and they are now moving to \$4,800. It is moving away from the ideal, not just the fact that it's more. Mr. Rubens said in all those cases it is because those buildings are heavily office occupied. There is no efficient way to separate out office space. There are also some office spaces that can be argued are retail. A walk-in brokerage office is like retail. An office that is a processing room for a bank would definitely be office. So even office space itself would have to be segregated, which would get complicated.

**It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to accept the recommendations of Downtown Service District Advisory Committee. THE SELECTBOARD VOTED UNANIMOUSLY TO ACCEPT THE RECOMMENDATIONS OF THE DOWNTOWN SERVICE DISTRICT ADVISORY COMMITTEE.**

Chairman Walsh said he thinks this group is working very well. We will find out in the next 12 months whether this effort will make any difference. Twelve months from now, we will find out how the \$50,000 is spent and whether that \$50,000 makes a difference.

**3 RECOMMENDATION TO CONSIDER AND APPROVE LEASE-PURCHASE OF ADS SOFTWARE**

Ms. Griffin said this is a Lease Purchase Agreement for ADS Accounting Software. Ms. McClain, Administrative Services Director, was able to fund the first year lease payment out of this years' operating budget because Corey Stevens, MIS Director, was as aggressive as usual in negotiating our Microsoft License renewals and was able to save enough money to fund that first payment. Next years' Lease Purchase has been budgeted for in the Operating Budget. We would then have three more years beyond that to fund. It would make our Administrative Services Director very happy if the Selectmen were to approve this tonight.

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the Lease-Purchase of ADS Software and to authorize the Town Manager to sign that Lease-Purchase. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE LEASE-PURCHASE OF ADS SOFTWARE AND TO AUTHORIZE THE TOWN MANAGER TO SIGN THAT LEASE PURCHASE.**

Chairman Walsh noted, for the viewing public, that the Selectmen have already had a chance to review this lease as a part of their Friday packet and have discussed this in some detail as part of this years' budgeting process.

**4. TOWN MEETING UPDATE: TOWN MEETING TASKFORCE AND DRAFT WARRANT**

Chairman Walsh said the Selectmen's task after having finished the budget, is to talk about the warrant for Town Meeting and what business will be conducted at the Town Meeting. Also there is the Town Meeting Task Force, which met from November of 2003 to this past fall and made some recommendations about Town Meeting.

Ms. Griffin said when the Town Meeting Task Force last talked about this to the Selectboard, Bernie Waugh joined us. Ms. Griffin did speak to Mr. Waugh and he indicated that he would be unable to attend tonight's Selectboard Meeting. He did give Ms. Griffin feedback that Ms. Griffin will share with the Selectmen. Ms. Griffin said the

feeling was that before making the decision to either go with establishing a charter commission to consider putting on a warrant the potential for bond votes to become official or any other option that we might consider, that Ms. Griffin should get together with attorneys for the Local Government Center as well as representatives of the Town to talk about the third option which is an improved way of encouraging participation in Town Meeting. Ms. Griffin would like that group to take a look at the option and see if there is some room for variation on that would be legal or fairly straightforward to take to the Legislature. Ms. Griffin has a meeting tentatively set up for April 14<sup>th</sup>, which was the soonest that she could get that whole group together. Ms. Griffin had hoped to get together with this group before tonight, but issues with the education funding legislation have the attorneys at The Local Government Center busy and she hasn't been able to schedule the meeting.

Ms. Griffin said she won't have time to come back to the Selectboard with any substantive recommendation in time for the Selectmen to decide whether put together a warrant article to present to Town Meeting. The next Selectboard Meeting will be the Pre-Town Public Hearing to set the warrant. Ms. Griffin said Bernie Waugh feels very strongly that we should not ask a charter commission to take a look that this until that committee has an opportunity to meet. Mr. Waugh's concerns are that once a charter commission is appointed, they can explore the option of putting bond votes on the official ballot, but they can go way beyond that and recommend all sorts of additional changes to the charter. We are not sure that is what we want to happen. Bernie feels strongly that we need to get this group together to explore the legal options around option 3 in detail.

Ms. Griffin said Willy Black emailed her and told her that she feels strongly that we should go forward with the improvements that were made last year's Town Meeting.

Ms. Griffin said this meeting will have to wait until after April 13<sup>th</sup> which is the crossover date at which time all things that are still alive in the House move to the Senate and things that are in the Senate move to the House. Until April 13<sup>th</sup> Maura and Judy said it is physically impossible for them to spend any time wrestling with this issue.

Chairman Walsh said option one are those things that were done last year and would require no change. The Selectmen agreed they would continue with those changes at Town Meeting.

The second option is to move the bond issue votes to the Official Ballot, which would be voted by paper during the day. The Town Meeting Task Force was split as to whether that is a good idea. It is not that they feel it is a bad idea, but then people might stop thinking about option three. Chairman Walsh said if we acted in 2005, then a charter commission could put something in front of Town Meeting in 2006. Any changes would affect the Town Meeting in 2007. Chairman Walsh asked Ms. Griffin what she sees for potential bond issues coming up. Ms. Griffin said the soonest we will deal with bond issues again will either be in conjunction with our Waste Water Treatment Facility or if



we decide to bond for the purchase of ladder truck. Those are the two bond votes that are looming in the 3 to 5 year timeframe.

Chairman Walsh said three years would bring us into 2008, so we might end up having a bond issue in 2007 that we missed because we are not acting now. Chairman Walsh asked the Selectmen if they are okay not going forward with option two, which would be a charter commission.

Margaret Fanning, a member of the Town Meeting Task Force said as a member of the Task Force she was very uneasy about some of the changes that were being proposed. Ms. Fanning said she can better articulate this in the letter she wrote which follows.

*Growing up in the United States we learn that voting is a most sacred right, but most of us didn't grow up in a place that has Town Meeting. Where we came from we voted for people; people to represent us in local, State, and Federal Government. We learned the importance of voting for people to represent us. When we moved to New Hampshire we carried with us the notions that everyone has a right to vote; everyone should vote; and that something is wrong if our right to vote is being inhibited. The votes at Town Meeting are fundamentally different than votes that we cast to let someone else represent us. In State and Federal elections we vote for people who will stand in for us in creating, understanding, and passing legislation. In Town Meeting we vote for legislation directly. That's the whole point of Town Meeting, to pass legislation. Would we want our Congressional Representatives to vote on a bill if all they knew about it was what they read in the paper or letters to the editor? No; we want them to thrash things out in committee to get input from other people; to listen to opposing points of view; and when they have strong feelings, to persuade others to their points of view. We want bills to be amended if they are flawed as originally written. We need State and Federal Representatives because we ourselves cannot spend the time necessary to understand the implications of all the bills. While we might like to have direct input on some legislation of special interest to us, most of the work our representatives do is boring, but necessary, things like moving money from one fund to another. In the same way, if we are not willing to act as legislators on a Town level; if weren't not willing to work through the boring but necessary articles; if weren't not willing to listen to other points of view and try to persuade others when we know we are right, then we should change our form of government to a representative form. We should not vote on legislation that we have not been fully informed about.*

Ms. Fanning said where she is going with this is that she really feels very strongly that we should not have all day voting.

*In State and Federal Governments legislators hold hearings, form committees, speak with lobby groups and constituents. They listen to their colleagues as far as different points of view. In communities with Town Meeting government, we do some of this outside the meeting. We talk with friends, read op-ed pieces and letters to the editor, but nothing can replace the official formal presentation of information and the give and take of opposing*

*views in a meeting where all the legislators; all the people who will vote on an article are present.*

*There was an article in the recent Dresden warrant that asked if voters would yield a strip of land 18 feet wide to the Town so the High School renovation could proceed. Ms. Fanning saw that article and thought it was a housekeeping article and she would vote for that. It was at the information meeting that Ms. Fanning found out what passing that article would be on the neighborhood and on spectators at athletic events. Ms. Fanning also hear several alternative ideas proposed. The article passed the next day during Australian Ballot voting, but Ms. Fanning is willing to bet the outcome of the vote would have been different had every voter had heard the evening presentation and arguments. In fact the opponents of the articles might have raised enough good points that had not been considered by the school board when they put the article on the warrant. It is even possible by the end of the evening meeting the majority of the school board members might have preferred a different solution. Whether that was true or not, it was too late. The article was on the warrant. The next day how many voters checked the "yes" box merely because the article was on the ballot and good, responsible, hard-working people had put the article together so it was probably something that should be passed? The Dresden all-day voting put everyone in an impossible position. Most voters were not fully informed about all the ins and outs of the article. The opposers of the article could not possibly reach every voter and give their side. We elect people to the Selectboard and the School Board who will work hard, study all the issues and bring the voters a warrant that reflects their best idea of legislation that should be passed. The Selectmen and the School Board members all work really hard. The voters know this and when we are uncertain what to vote we vote "yes".*

*Opponents to an article on an all-day ballot must convince more than half the voters to their side. They must not only convince half the people who are informed about the issue, but they must also have enough support to cancel out the good faith "yes" votes of the uninformed.*

*The only reason for having Town Meeting is to put the responsibility and privilege of an acting legislation in the hands of the Town's people. Ms. Fanning firmly believes that you cannot vote on legislation responsibly if you have not heard the presentation in support of it and you have not listened to the opposing views. There have been Town Meetings that Ms. Fanning could not attend because she could not get there and there were Town Meetings that she didn't attend because she wanted to do something else. In both cases she was happy to note that the people making the decisions were able to act for her with the knowledge of the issues and the consideration of both sides. Being a legislator is hard work. That's why we elect others to do it for us at the State and Federal levels. If we are not willing to do that on the local level, then let us go to some form of representative Town government. All day voting on legislation is the worst form of government that you can have.*

Chairman Walsh said Ms. Fanning obviously put a lot of thought into that and it is appreciated.

Cary Clark, a member of the Town Meeting Task Force said he thinks that most of the Task Force values the Town Meeting Ms. Fanning just addressed. The practical problem is that the risk remains that because people are coming into the community for which Town Meeting is not part of their personal tradition and because lifestyles may get difficult for a lot of people to go to Town Meeting. Half the people surveyed said they would rather have all-day voting. What Ms. Fanning and a lot of people think is that Town Meeting is superior to it; the problem is that if you don't do everything you can do to strengthen it, you risk losing it. You already have more than half the people surveyed who given a choice would vote for SB2. The Hanover School District Meeting vanished without a trace and nobody cared. The real risk is that over time it will not carry the day and the moment of truth will come where you have an article that is controversial and people are going to be upset that they weren't able to participate by all-day ballot.

Mr. Clark does agree with Bernie Waugh that adding the bond issue vote this year is not practical. Option three occurred to Mr. Clark one evening in front of his Macintosh. This was an attempt to get the best of both together. It is nothing more than taking the SB2 process and collapsing it so that when you go to the first meeting you amend the articles and set them up. Then with SB2 you come back three weeks later and you vote on the ballot on those motions along with the official ballot. All Mr. Clark's proposal did was to have the evening meeting and do the same thing you would do at the first meeting with SB2 but before you leave the building you are able to vote on the motions that were debated and amended, so that you would still be able to do everything in one evening. The subsequent day or 2 days later everybody else in Town can vote although they would have to accept the articles as amended. This is not perfect, but you do have a meeting where people can do everything and go home and you also have an all-day voting session. Absentee balloting would not work because there would be no time for it.

There are some people who believe that if an idea like this comes out of Hanover it won't get anywhere because it's Hanover. Mr. Clark doesn't believe this because one of the people who believes most strongly in the concept is Bernie Waugh. Bernie Waugh is known and has credibility with municipal governments throughout the State.

There are people out there who are unhappy about Town Meeting and Mr. Clark thinks that will just grow. Town Meetings are at risk in most every community. There are also people out there who are unhappy with SB2 because nobody goes to the motion session so Mr. Clark's proposal is a compromise. It would take some new legislation to try to bend this to fit current law but it's not asking for major changes. What it proposes to do you can do now over 4 weeks.

Margaret Fanning asked if it would be possible to look into Representative Town Meeting. Brattleboro, Vermont and some towns in Massachusetts and Connecticut have Representative Town Meeting.

Chairman Walsh said he has a vague memory that Representative Town Meeting may be allowed under State law. He doesn't believe that anyone in this State has availed themselves to that law but it is the tradition in Massachusetts.

Vice Chairman Connolly asked if it is possible to have a printed ballot if we were to have voting after the meeting and the next day or 2 days later. Chairman Walsh said that is a good question and the answer would depend upon whom you ask but before that we would need enabling legislation at the State level.

Selectman Baschnagel said he believes that option three is a good attempt to come at a balanced solution that addresses most of the problems. Selectman Baschnagel asked if there is anything that would prevent us from moving to option three through the legislature. Chairman Walsh said the first piece would need to come out of a meeting with Bernie and Maura and Judy who are much more knowledgeable about the legislative process and how the Local Government Committee works as well as what other Town would be interested in. Option three does not have sufficient detail; there is serious work to be done with it. Chairman Walsh would be personally unwilling for Hanover to create that legislation without going through the Legislature without the NHMA backing it.

Selectman Baschnagel said the thing that he finds interesting is that we have forgotten our legislative role. We have done a lousy job educating our citizenry about that role and differentiating it from the election of representatives. Selectman Baschnagel thinks were we to move along the process described, it would help educate our citizenry in their legislative responsibility. That would be good in and of itself.

Vice Chairman Connolly said reaching out to our uninitiated newcomers is not the mission of Town Meeting. She was here for 3 or 4 years before she decided to wander into Town Meeting.

Selectman Christie said these are not mutually exclusive if one wanted to take a step to start the process to include bond issues. Option three would not exclude this option. Mr. Clark said he believes that's true. You could put bond issues on the official ballot and still follow this process. Ms. Griffin said the only concern is we can't put a question of whether bond issues should be on the official ballot on the warrant. We would instead have to have Town Meeting offer up the appointment of a charter commission. You can start out a charter commission with the initial requirements that they look at putting bond issues on the official ballot but they can then fan out and look at the entire charter. You run the risk of ending up with all sorts of charter revisions that they might propose in addition to bond issues on the official ballot. That is not what's intended.

Chairman Walsh said he thinks we need to get schooled on what the process of appointing a charter commission is. It seems to be pretty clear since it is March 21<sup>st</sup> and Town Meeting is in May that we are not doing anything this year.

Selectman Christie said he agrees but he finds disappointment in that in the sense that we have built up some expectations and now there is going to be a lapse in time.

Selectman Baschnagel said he personally likes option three because of the balance that it brings. He would like to know what could be done to move that process along with the view of possibly making a report at Town Meeting. It is very important to provide feedback to the Town that the process hasn't stalled.

Chairman Walsh said his gut feeling on option three which would involve a legislative process, is that we would not even be able to get this on the table this year, so the soonest this would be passable would be June of 2007. Ms. Griffin said the soonest would be 2006 unless you got someone to slip it into a bill that is already in the process but that is not easy to do. Chairman Walsh said the fastest track would be to get something in the legislature in June of 2006 but New Hampshire doesn't always move on the fastest track, so it would be either 2006 or 2007. This would then mean that we could act on it in our Town Meeting in 2007 or 2008.

Selectman Baschnagel said the only other sample that he has is what the school district did. That blew through the legislature at an amazing pace for a single Town's special one of a kind deal.

Selectman Lubrano said she would hate to be unable to make any changes, assuming people want changes, until 2009. The best-case scenario would be 2008, that is still 3 years away.

Vice Chairman Connolly asked if there is anything practical we can do in the mean time. Chairman Walsh said we could put a charter commission together. Ms. Griffin said their recommendations will be in front of Town Meeting in 2006 and take effect in Town Meeting of 2007, presuming what they recommend doesn't require special legislation. Chairman Walsh said this would be a process that would be within our control rather than the State Legislature's. Maybe we should be going both ways.

Selectman Baschnagel said he is not for asking for a charter commission without having a fair amount of discussion ahead of time and laying out that process. Chairman Walsh said he doesn't mean that we should be asking this Town Meeting to create a charter commission. He means that we should be working both ways so that we don't end up going no way. Selectman Baschnagel said he doesn't have a problem with that.

Vice Chairman Connolly asked if we should ask Town Meeting if they would like to do simply option two at the moment. Chairman Walsh said he doesn't feel that we are articulate enough about the details and risks of option two. Vice Chairman Connolly said she is looking toward the sort of progressive notion. Option 2 is legal now. Meanwhile we can continue to take steps towards option three if we see fit.

Selectman Baschnagel said we would be starting a process that hasn't been talked through and had a foundation laid for it. Ms. Griffin said she thinks the Selectboard would like the charter commission to have a very clear sense of what they would like the charter commission to do and not to do. That would help make some decisions as to who would be appointed to that commission. Ms. Griffin's sense is that we are not ready to go there yet. She doesn't think we want anything on this year's warrant unless we are willing to take the consequences of a charter commission that has the ability to look at the entire charter.

Selectman Baschnagel said the question has to do with laying the foundations and having had a series of discussions before you make that step. Selectman Christie said he agrees that we are not in a position to bring anything to the Town Meeting this year. He is okay with this because we don't anticipate any bond issues in this relevant time period. He thinks we do need to make a commitment next year. There is no reason we can't work on both options.

Chairman Walsh said we did have an information article last year. It was good and well received and lead to some decent conversation. He thinks we should have an information article for this year. We should essentially have the conversation we just had, with a little more meat on it, as a presentation at Town Meeting. We may ask Ms. Fanning and Mr. Clark both play roles in that if they are willing.

**5. RECOMMENDATION TO SET A PRE-TOWN PUBLIC HEARING ON APRIL 4, 2005 TO CONSIDER THE PROPOSED WARRANT**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to set a Pre-Town Meeting Public Hearing on April 4, 2005. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PRE-TOWN PUBLIC HEARING ON APRIL 4, 2005.**

**6. RECOMMENDATION TO SET A PUBLIC HEARING APRIL 4, 2005 TO CONSIDER AND APPROVE PROPOSED HOUSING FUND BUDGET FOR FY 2005-2006**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to set a Public Hearing on April 4, 2005 to consider and approve the proposed Housing Fund Budget for FY 2005-2006. THE SELECTBOARD VOTED UNANIMOUSLY TO CONSIDER AND APPROVE THE PROPOSED HOUSING FUND BUDGET FOR FY 2005-2006.**

**7. RECOMMENDATION TO ADOPT REVISED EMERGENCY MANAGEMENT PLAN**

Ms. Griffin said this is the Town's revised emergency plan which has been the subject of a year's worth of work on the part of all the department heads who have taken different

chapters with the help of Susie Linsey who we brought on board to help us get and stay organized. The plan is in a format that is required by the Bureau of Emergency Management, which comes out of FEMA. They want those plans to be updated to meet the federal specifications so that we can become eligible in the future for emergency monies.

It was a good exercise for us to do. We are in a much better position now from the Town's perspective to operate a full-blown emergency operation center if we ever needed to activate one. Our work has also precipitated the School Board to work on updating their plan. The College is also doing an internal plan. We are now in the process of planning a joint tabletop exercise with the College for sometime next year. We are also looking at doing a tabletop exercise with the School District.

Ms. Griffin said lots of good emergency discussion and planning came out of the requirement that we update our plan. Even though we have some reservations about the format itself, the information contained within the framework of the format is all done very well. What Ms. Griffin needs the Selectmen to do is adopt the plan tonight. The adoption of this Emergency Management Plan would allow us to go forward with any future grant funding opportunities.

Chairman Walsh asked what kinds of emergencies are thought of and then planned for. Ms. Griffin said we plan for everything including severe winter storms, ice storms, hurricanes, earthquakes, terrorist events and hazardous materials incidents. The plan has a terrorism annex in it as well as a hazardous materials annex, just to name a few. We are trying to plan for every possible eventuality that you can think of.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adopt the revised Emergency Management Plan. THE SELECTBOARD VOTED UNANIMOUSLY TO ADOPT THE REVISED EMERGENCY MANAGEMENT PLAN.**

Vice Chairman Connolly asked if adjoining communities are doing the same thing. Ms. Griffin said Lyme is very organized. They have a group of volunteers that are extremely focused. The plan was done late last fall. Ms. Griffin has not seen any of the adjoining communities plans as of yet although Lebanon is working on theirs now.

Selectman Christie asked if there is any value for public education on this. Ms. Griffin said what we are doing is looking at applying for grant funds to distribute to all households in Hanover an emergency preparedness guide. It would dovetail on this so that households and small businesses could begin to think about how they would prepare for an emergency. There are a number of canned guides that you can acquire and distribute but we are actually looking at doing something that is customized for the Hanover, Upper Valley geographic area.

**8. APPOINTMENTS: BALLOT CLERKS**

Chairman Walsh said 2 of these nominees are republican and one is a democrat. This would give us 9 republican and 9 democratic ballot clerks.

**It was MOVED by Chairman Walsh and SECONDED by Vice Chairman Connolly to appoint David H. Cassidy, Vickie A. French, and Margaret W. Fanning as Ballot Clerks. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT DAVID H. CASSIDY, VICKIE A. FRENCH, AND MARGARET W. FANNING AS BALLOT CLERKS.**

**9. UPDATE ON JOIGNY VISIT**

Ms. Griffin said the Joigny folks are coming in early May. She would like to make sure the Selectmen pencil the date of Friday night, May 6<sup>th</sup> to take our visiting dignitaries out for dinner. Ms. Griffin would like everyone to let her know if that works with his or her social schedules. Ms. Griffin is thinking about taking them to Jesse's which usually works well for us with their larger fireplace room.

**10. APPROVAL OF MINUTES – JANUARY 10, 2005**

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve the minutes of January 10, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JANUARY 10, 2005 AS AMENDED.**

**11. ADMINISTRATIVE REPORTS**

Ms. Griffin reported the education funding issue is hot. A decision came out from the education committee last Friday that they were happy about but there was so much negative flack about the proposal over the weekend that Ms. Griffin thinks it may have fallen apart at this point.

Chairman Walsh said he still thinks it is a more constructive process that people are trying to go through than has been the case in the past 6 years. They are trying to put something into place that has a degree of fairness and equity.

Ms. Griffin said she would be working on the warrant this week and hopes to have the first draft emailed to the Selectmen by the end of the week so they can get a sense of the order and flow of the warrant and ask questions.

Chairman Walsh said last year's order of the warrant was most appealing to the populous of the Town where we loaded the important stuff at the beginning and the stuff that we couldn't put on the consent calendar and that was less important later. Ms. Griffin said she is taking that same basic approach this year.



## 12. SELECTMEN'S REPORTS

### **Peter Christie**

Selectman Christie reported that tomorrow we have our meeting with the Finance Committee.

### **Kate Connolly**

Vice Chairman Connolly reported the Planning Board has been working with the Zoning Board on the proposed amendments for the warrant. The second hearing is only to correct minor grammatical errors and either throw out the amendments or not. That will occur next Tuesday night on March 29<sup>th</sup>.

On March 28<sup>th</sup> the Hanover Planning Board and the Lebanon Planning Board are getting together to discuss common issues. This will take place at 5:30 pm at the Lebanon City Council's Chamber.

### **Bill Baschnagel**

Selectman Baschnagel reported the Conservation Commission met. They will be updating and publishing a new set of trail maps this year. That is getting under way right now.

The PTB met. Dartmouth has extended the in Town shuttle until 9 pm. They had a number of requests for that. That will go on through June.

The TMA met last week. They are working on education and park and rides among other things. This is turning out to be a very good venue. They are getting multiple transportation organizations together.

### **Allegra Lubrano**

Selectman Lubrano reported the Howe Library Board did meet. Their focus continues to continue to be reaching the campaign goal. They are getting closer but it is still far away. The pavers are still for sale.

### **Brian Walsh**

Chairman Walsh had nothing to report.

**13. OTHER BUSINESS**

Ms. Griffin said on Friday a small group of Hanover High School students including Mary Olsen, who is Paul Olsen's daughter, and Ms. Griffin's daughter spent a week in Washington with the renowned Bill Murphy from Hanover High School. They took a check down with them to Refugees International, which is the agency the students decided to donate the funds from the Tsunami Relieve Effort that included the silent auction and the spaghetti supper. Sue Young was able to fly down Friday morning and meet the students at the offices of Refugees International to present a check for \$21,689. These funds are going to be used in 2 tsunami relieve projects. The money will go to direct agencies on the ground in Indonesia, who will be providing assistance to refugee groups there. It was a neat experience for these students and Bill Murphy to have a presentation at Refugees International. Ms. Griffin displayed a photo, which is now on Refugees International's website as of this morning.

**14. ADJOURNMENT**

**It was MOVED by Selectman Lubrano and SECONDED by Christie to adjourn the meeting at 8:50 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:50 PM.**

**SUMMARY**

- 1. It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to accept the recommendations of Downtown Service District Advisory Committee. THE SELECTBOARD VOTED UNANIMOUSLY TO ACCEPT THE RECOMMENDATIONS OF THE DOWNTOWN SERVICE DISTRICT ADVISORY COMMITTEE.**
- 2. It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the Lease-Purchase of ADS Software and to authorize the Town Manager to sign that Lease-Purchase. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE LEASE-PURCHASE OF ADS SOFTWARE AND TO AUTHORIZE THE TOWN MANAGER TO SIGN THAT LEASE PURCHASE.**
- 3. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to set a Pre-Town Meeting Public Hearing on April 4, 2005. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PRE-TOWN PUBLIC HEARING ON APRIL 4, 2005.**

4. **It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to set a Public Hearing on April 4, 2005 to consider and approve the proposed Housing Fund Budget for FY 2005-2006. THE SELECTBOARD VOTED UNANIMOUSLY TO CONSIDER AND APPROVE THE PROPOSED HOUSING FUND BUDGET FOR FY 2005-2006.**
5. **It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adopt the revised Emergency Management Plan. THE SELECTBOARD VOTED UNANIMOUSLY TO ADOPT THE REVISED EMERGENCY MANAGEMENT PLAN.**
6. **It was MOVED by Chairman Walsh and SECONDED by Vice Chairman Connolly to appoint David H. Cassidy, Vickie A. French, and Margaret W. Fanning as Ballot Clerks. THE SELECTBOARD VOTED UNANIMOUSLY TO APPOINT DAVID H. CASSIDY, VICKIE A. FRENCH, AND MARGARET W. FANNING AS BALLOT CLERKS.**
7. **It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve the minutes of January 10, 2005 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JANUARY 10, 2005 AS AMENDED.**
8. **It was MOVED by Selectman Lubrano and SECONDED by Christie to adjourn the meeting at 8:50 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:50 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

These minutes were transcribed by Susan Love

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 8, 2005**

**7:00 PM – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:00 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment.

**2. FY 2005-2006 4<sup>TH</sup> BUDGET HEARING**

Chairman Walsh said the first order of business will be the Public Works Budget and the second order of business will be the Downtown Business Service District. The Selectmen will then have completed reviewing the budget as presented by the Town Manager and department heads. The Selectmen have been making a list of items they might consider making changes in. The hope is that tonight the Selectmen will adopt a budget that will then be presented to Town Meeting.

**Public Works**

Chairman Walsh said the Public Works budget begins on page 169 of the budget book. Ms. Griffin said last night the Selectmen went through the Capital Improvement Program, which is part of the Public Works budget.

Chairman Walsh said there is a decrease in the administration portion of this budget of \$43,603. Ms. Griffin said that is explained in detail in the text on page 170. We are increasing the charge to the Wastewater and Water Fund of Peter Kulbacki's time, Don Ware's time, and Susan Love's time to reflect the fact that between the waste water projects and the water facility a lot more of their time is spent shepherding those two enterprise funds' activities.

Ms. Griffin said the Administration Division oversees the receipt of revenue. A lot of that revenue is reflected on page 179 of the budget book. The Highway Project-Dresden Support line item on that page is the money we are receiving from the Dresden School District that came out of the site plan review process with the Middle School. This will be used to complete our upcoming Lyme Road improvements.

Ms. Griffin said the Outside Projects line item is just a wash account. If we end up building any roadways or sidewalks as part of an outside development and are reimbursed for our expense, that revenue is offset in the expenditure budget for that same amount of expense. We don't spend any more than we would receive.

The only other significant account in revenues is the grant we have received from NH the Beautiful to pay for new recycling bins. This is part of the ramp up of our recycling program.

The Hanover Improvement Society has provided us with funds sufficient for two gardeners for the Town to do plantings Downtown. It is thanks to the Improvement Society that we have all the wonderful gardens in Town. Their money funds what used to be one but is now two seasonal gardeners.

The Highway Block Grant of \$243,281 is what we receive from the State each year. It is our share of the gas tax revenues. This money is very important to the Town. The only thing Ms. Griffin pointed out in her budget message to the Selectboard is given the State's budget this year and the potential deficit, Ms. Griffin is concerned that we have the potential to lose the block grant money from the DOT and the room and meals tax. Our budget doesn't assume that we lose any of that money, but Ms. Griffin always worries until the State balances their budget that they would turn cities and towns and say that they are going to balance their budget by taking that money back.

The Transfer from Reserve revenue line item reflects the monies that we would propose to expend in the upcoming year for the purchase of equipment. Those purchases are outlined on page 197 of the budget.

Selectman Baschnagel said he notices the line item for Advertising and Dues detailed on page 170 of the budget book is down. The Conservation Commission has been interested in posting class 6 roads. He hopes this decrease does not affect the ability to do that. Mr. Kulbacki said we would find a way to make it work.

Ms. Griffin said the Highway Maintenance narrative on page 171 is the bulk of the Public Works budget. This is Michael Chase's area of responsibility. Ms. Griffin said quite frankly she never gives Mr. Chase as much money as he wants. He keeps telling her that we adopted a paving plan 5 years ago and we have already strayed from the plan by not spending as money on paving as we should based on that revised plan. This year we are planning on spending \$244,446 on the highway paving program.

Chairman Walsh said we had a 12-year paving plan. He would like to know where we are with that. Mr. Chase said we are back to the original plan, which is a 10-year plan with 5 years for rural roads. Then we came back with another proposal that would even out the amount per year and improve roads. We did that and it was going to be around \$242,000 per year. The last three years we have cut \$40,000 to \$50,000 out of that. Ms. Griffin said we are probably 2 years behind where we should be. Mr. Chase said the reason is that we have changed a whole bunch of ways we are paving which has enabled us to kind of keep up. Paving costs have come in a little bit lower than what we had anticipated, but that is not going to happen this year. The problem that we have now is that about ½ of Ruddsboro Road isn't done because it was postponed. Ms. Griffin said a good example is when we bite

off projects like the Lyme Road reconstruction. This robs Mr. Chase's ability to do other regular paving on Town. Each year we have tackled a major roadway project, we have had to rob the highway maintenance budget to pay the capital projects budget. Last year, the current fiscal, and next year Ms. Griffin will be scrambling to come up with money to pay for Lyme Rd. We are using transportation improvements money to pay the lion's share of that. Any significant project that we come up with, we look to fund out of the bottom line of the Public Works Department budget as much as possible, then we cheat our paving budget. That is why Pete's Lane, Piper Lane, and Heather Lane, are on a wish list. That is also why the Hovey and Buell sidewalks are also on a wish list.

Chairman Walsh asked what the paving budget would need to be to be on schedule. Mr. Chase replied it would need to be \$310,000. Chairman Walsh asked if we would have the manpower to do it. Mr. Chase said we do. Ms. Griffin said we contract most of that work out.

Selectman Christie said if we have taken \$50,000 to \$60,000 out of the paving budget, it would seem to him it would take a long time to get 2 years behind. Mr. Chase said the cost to do the other half of Reservoir Rd. is \$40,000 alone. Selectman Christie said if the real cost of maintaining our paving program is \$300,000 and you are funded at \$250,000; it would seem to him that you would be missing 1/6 of that budget and it would take 6 years to fall 1 year behind and 12 years to fall 2 years behind. Mr. Kulbacki said what he is saying is that for 2 consecutive years, we have not fully funded the program. Ms. Griffin said this year Mr. Chase requested \$425,000 for construction materials and maintenance, which is essentially paving, and Ms. Griffin cut it back to \$400,000 at the first meeting. Chairman Walsh said that is a different number from this \$244,000. Ms. Griffin said there are a number of subsets within the Public Works Department budget. We have the paving program that includes \$41,000 for Ruddsboro Rd., to finish the section we deferred; we have \$101,000 to do Hanover Center Rd., which is four miles; we have \$36,000 to do 1.43 miles of King Rd.; and we have \$33,000 to do Laramie Rd. For the overlay program, which is the less expensive approach, Mr. Chase has proposed to do about \$43,000 of overlay that includes Buck Rd., College Hill, Gibson Rd., Collenbeck, Martin, and Mink. All of this paving totals \$244,000. Mr. Chase requested \$254,000, so she basically cut \$10,000 off of that. Mr. Chase also funds out of this line item another \$28,000 in requested fund for miscellaneous guardrails, posts, fencing, asphalt, and the gravel roads program, which includes the liquid calcium for dust control. Another piece of this line item is a reclaim of Hanover Center Rd., which is about \$56,000. The last piece of this line item is sand and salt for winter maintenance, which is about \$141,000. That is \$479,000 that we do to ideally stay on target; Mr. Chase requested \$425,000 because he knew he couldn't ask for it all, and Ms. Griffin cut this figure to \$400,000 to balance the budget. This puts us about \$80,000 behind where Mike would like to be.

Chairman Walsh said we set the paving program thinking that 12 years is the right amount of time. The difference of going from five, to ten, to twelve seemed reasonable. If we go from twelve to fifteen or eighteen, which we seem to be sliding towards, doesn't seem reasonable.

Ms. Griffin said the other piece that she asks these guys to look at every year is just because we set a paving program, doesn't mean the roads that we identify now need to be repaved in 2009. Ms. Griffin is forever saying to Mr. Chase and Mr. Austin to make sure that these are not just being paved because they are on the schedule; pave them because the roads need it. Don't replace equipment because it's on the schedule; replace it because we need it. The paving schedule is an ideal, but it is often hard to attain with all the other competing budget priorities in our budget. Selectman Baschnagel said he is not sure what the cause is for reclamation of Hanover Center, but we are definitely getting a lot more traffic out there. He hopes we are not seeing deterioration of the understructure of the road. Mr. Chase said the road is being used more, but when we do the reclaim, we are able to stretch them out a little further. Rennie Rd. used to be 5 years; then we stretched it to 7 years; now with the reclaim we have extended it out to 12 years.

Selectman Baschnagel asked what portion of Hanover Center Rd. is going to be reclaimed. Mr. Chase said he will be out inspecting it, but he suspects it may be the portion of road that hitches to the section we did on Rennie. We will check it in the spring and see what section is broken up the worst. That happens is that if you don't continue to pave them, then the roads break up to a point where you can't reclaim it. Vice Chairman Connolly asked if this is unscheduled paving because of the condition of the road. Ms. Griffin said this is one of the reasons we pushed for the No Thru Trucking Ordinance. The amount of overweight trucks pounds that road. These trucks are using it as a bypass to avoid State routes through Town.

Selectman Christie asked why this program is treated differently than our capital equipment reserves. We fund those automatically and it serves us well to do that. Ms. Griffin said Mr. Chase has been an advocate for establishing a paving reserve. Ms. Griffin's concern, which she has seen happen in other communities with paving reserves, is that when you require a Town Meeting vote to pull money out of a reserve to pave a certain number of roads; you will often see Town Meeting actions to change the roads that are to be paved. Selectman Christie said he is not arguing to fund a paving reserve, but we have had the discipline to fund equipment reserves each year and we should have the discipline to fund a 10-year road maintenance plan. That would be worth discussing for next year.

Ms. Griffin said she doesn't think there is anything else significant in the Public Works budget. She didn't do much with the overtime budget for Highway. The personnel costs are on page 180 of the budget book.

Selectman Baschnagel said he is pleased to see a place keeper in this budget for traffic calming. Ms. Griffin said there is \$5,000 for traffic calming.

Vice Chairman Connolly noted that we have separated into two capital reserve funds for highway maintenance; one is for regular highway and one is for bridges. Ms. Griffin said the Road Construction and Capital Improvements Fund is the generic reserve created at Town Meeting last year to hold the money that had originally been for North College Street

improvements and is now is being accumulated for the Lyme Rd improvements. The second fund is the bridge replacement reserve that we set up two years ago with the Selectboard after they were provided with a bridge replacement schedule.

Ms. Griffin said each year Mr. Chase and Mr. Kulbacki find segments of sidewalks that need to be maintained as in repaving or new concrete sections to replace old sections and in addition any new sidewalk construction that we are proposing. The difference here is that we have budget for that until we have agreed to do as part of the South Street project. We won't need to budget for that next year so this budget will go down from \$43,412 this year to \$29,145 proposed for next year.

Ms. Griffin asked Mr. Chase what sections of sidewalk he is proposing to focus on for next year. Mr. Chase said we have a section on Park Street; we have some on Lyme Road; and there are sections on North Main that are in tough shape. There are a couple of areas that we have complaints on that we will do spot repairs on. Ms. Griffin said we are not proposing any new sidewalks be constructed in this upcoming budget, which is why they are on the wish list.

Vice Chairman Connolly said she noticed that the sidewalk budget was down for this year by 1/3. Ms. Griffin said that is due to the Dorrance Place project; the year prior to that the budget was only \$25,220. Vice Chairman Connolly said she thought the College was supposed to pay for the Dorrance project as part of the South Block Project. Ms. Griffin said we did only one segment. It is the segment at the foot of Dorrance that then wraps around by Joanna Jackson's house to connect with the segment of sidewalk at the southern end of the College's property. Mr. Chase said we also did the library section of sidewalk.

Ms. Griffin said there is no significant major expenditure proposed for the Line Maintenance Division budget this year. What happens with Line Maintenance is that the expenses are incurred in the general fund and then the lion's share of those expenses are shifted to the Waste Water Fund because this is all work done to maintain our wastewater lines.

Ms. Griffin said the Outside Project line item was covered previously.

In the Fleet Maintenance the biggest increase you see this year is fuel oil cost increases. Chairman Walsh said this is over \$52,000, which is 1% on the general fund tax rate. If you look at the overall increase in the Fleet Maintenance number, that is about the number. We under budgeted this year so one of the problems we have with closing this year's budget is that we have to eat that on behalf of Frank and the vehicles. Mr. Austin said unfortunately no one want to give us a projected price for fuel a year in advance.

Ms. Griffin said there is very little increase in Grounds Maintenance. There is a minor increase in some of the seasonal salaries, but that is essentially it. Selectman Baschnagel said he is curious as to why the gardeners drive so much. Ms. Griffin said they are given a weekly stipend for providing their own vehicles. We pay them on the basis of a fixed



amount. William Desch, Grounds Superintendent said the stipend is \$10 a day and it covers gas, insurance, etc. This saves us a lot because we don't have to pay mileage.

Ms. Griffin said the recycling program is the good news in this budget. We launched the new program. We are continuing to look at ways we can provide the same level of service and still save some money and one of those was renegotiating the recycling contract and going to an every-other-week pickup. This saved the budget about \$22,000.

In the Capital Costs line item we are proposing to spend \$246,780 in the coming year. Those are detailed on page 177 of the budget book. Chairman Walsh asked Mr. Austin why the cost of the trailer #6 and compactor #5 are exactly the same. Mr. Austin said each year a 2% cost of inflation is almost a given with equipment, with the exception of the cost of the plow trucks because the cost of steel has skyrocketed. The costs of the compactor and the trailer are purely coincidental. That compactor is a very large reversible walk-behind compactor and it is a pricey one.

Ms. Griffin said the \$270,000 appropriation detailed on page 178 of the budget book is an appropriation of three pots of money. One is the \$85,000 that we have reserved in 2004-2005. The \$60,000 is the reserve amount we are proposing to budget in the upcoming year. The \$125,000 is the money coming in from Dresden School District. There will be another \$60,000 to go next year.

Ms. Griffin said the Public Works Department has done a really good job of tracking the time it allocated to different, as detailed in the performance indicators on page 185.

Ms. Griffin said these items are listed on page 25 of the budget book. These are items that are not funded in the budget.

The first item on the Wish List for Public Works is the Hovey Lane/Buell Street sidewalk. Ms. Griffin put his first on the list because they have been asking for this longer than other folks have been asking for things on this list. The total estimate to do this sidewalk is \$48,300. If we talked about doing some sidewalk alternative, such as through the right-of-way that exists, which connects the top of Hovey down to Currier; the expense would be lower. What the neighbors have done is get together and got folks on one side of the street to donate the right-of-way for construction of the sidewalk. This number does not reflect the need to acquire any right-of-way.

A resident from 4 Hovey Lane said his property is a corner lot. He would like to know exactly what is intended. If the sidewalk were built right along the edge of the blacktop, it may or may not be acceptable. If the sidewalk were to get too much over, it would involve a fair amount of his property. The Gilberts are not present, but they have a fence on their property, so there is not much room for the sidewalk. He would not guarantee to give any property until he sees exactly what is intended. Ms. Griffin said typically what we would do, if the Selectboard agreed to fund the sidewalk, Mr. Kulbacki and Mr. Chase would then go out and stake exactly where that sidewalk would need to be placed from the standpoint

of plowing, sidewalk maintenance, and all the other factors they would need to consider. Then the Town would have to turn to each property owner and ask if they were okay with that.

Marilyn Denk of 5 Hovey Lane said they had a neighborhood meeting and this was a topic of discussion among other things. The consensus at that meeting seemed to be more along the lines of wanting some types of pathways for bikes and walkers rather than a true sidewalk. There was concern about not enough width for a sidewalk in the road, and what about bikers. There was a lot of discussion about some of these alternative pathways. They feel it is premature to be thinking of a sidewalk with some of the other changes that are going around the neighborhood.

Richard Dyroff of 15 Buell St. said the neighbors on the north and west side of the street have consented conditionally, provided the sidewalk is to their liking. He is not aware of the pathways being proposed. For four years he has been pushing the sidewalks on Buell St. He thinks for safety the only permanent thing to do is to install concrete sidewalks. Several cars have gone off the road this winter including two or three this month. To Mr. Dyroff the only permanent solution is something permanent. It seems like a good time to do this with the high school changing. The neighbors have gotten together and discussed it. It looks like nobody will have to donate anything. This is a unique situation being next to the high school and having those three 90 degree turns. The basis of this is permanent safety.

Ms. Griffin said Mr. Dyroff is the sidewalk person. The other folks on Hovey and Buell have been the traffic calming people, but he has stayed true to his mission for the sidewalk. It was Mr. Dyroff who coordinated the neighborhood to work with the Town to provide the right-of-way for those sidewalks.

Chairman Walsh said he received an email from Barbara Prince on the subject of sidewalks on Hovey Lane. She wanted Chairman Walsh to read it:

Dear Selectboard:

I've been trying to stay with the recent events and I was planning on coming to the meeting tonight. I've heard that this is the time to express any opinions on having sidewalks on Hovey Lane. Since I might not be at the meeting I am emailing. After giving the issue some thought, my husband and I support sidewalks on Hovey. My first impression was that sidewalks would take away from the beautiful land character of Hovey, but I do understand that traffic will be increasing. Sidewalks will help to make this road safer for pedestrians. My understanding is that sidewalks will only be added with the permission of the homeowners on Hovey.

Sincerely,  
Barbara Prince

Bill Boyle of 12 Buell Street said that he thinks the Selectboard has already demonstrated that they feel Hovey Lane is unsafe, by putting in barriers and speed bumps. If you walk on Hovey Lane, it is still very unsafe. You can't walk there in wet weather at all because you'll get drowned by people driving through puddles. Mr. Boyle hopes we don't have to pave everything just to solve our problems. The College has non-paved things all over campus that they plow and are able to walk on. It is certainly possible to put a path through between Currier Place up the road to the corner. There is a gate in the fence. He would think that when they reconfigured the athletic field, we could put something behind that fence where people could walk all the way from there to Lebanon St. They would have to cross one street, but they would be able to do it. Mr. Boyle hopes that we make Hovey Lane safer. It is clearly unsafe and we need to solve it but he hopes we don't just pave it over and say that's better.

Ms. Griffin asked Mr. Boyle if he is thinking of a gravel pathway in the right-of-way that connects Currier and up to Hovey. Mr. Boyle said yes. Ms. Griffin asked if that is what the neighborhood is talking about in terms of an alternative path. Mr. Boyle said yes, but we would also be able to walk behind that fence right to the high school.

Dick Lewin of Hovey Lane said he would really like to see a sidewalk. We have a lot of walking constituents on our street. Not only from the neighborhood, but people who walk through the neighborhood to go to the school or the Coop. It does sound attractive to just put a path up the power line easement. It would better to have it a little more delineated and mowed. There is a very compelling reason in his view. A lot of people drive their kids to school that otherwise might let them walk along the lane. He is very much in favor of it.

Chairman Walsh said there are three items on the Wish List for Public Works. That comes under the Public Works paving program. Those items are paving the 2<sup>nd</sup> section of Piper's Lane (Heather to end); paving Pete's Lane; and paving the 1<sup>st</sup> section of Piper's Lane (Lyme Rd. to Heather Lane). Together those add up to \$55,900.

David Farr of 5 Heather Lane said he made a presentation to the Selectboard 3 or 4 weeks ago. We also previously submitted a letter outlining the reasons why the neighbors feel this has to be done. This is something that has been going on for many years. The neighborhood came before the Selectboard asking for help dealing with two situations; one is a wet condition in the spring on Piper's Lane; and the other is an ongoing dust problem. At that time the Selectboard was kind enough to address the wetness issue and also to try to deal with the dust issue by putting down ground asphalt. Since that time there has been the use of calcium chloride to try to control the dust. Mr. Farr showed the Selectmen a video that was taken in 2003 after this work had been done. That video demonstrated a typical day with regard to the dust issue. It is a health hazard to be on that road and have to breathe that dust. There are 60 people who live in those houses including 25 school age children. There are also bus routes that come into that neighborhood carrying many more children. The neighbors have come to the Town to try to eliminate this dust situation and the Town has done the best they can but apparently there is not enough that can be done to this other than pave the road. If the road is not paved this will continue into the future. If it could be

resolved without paving it, that would be fine with the neighborhood. What has been tried so far is not working. Mr. Farr is lay down some criteria as to this case and future cases as to when a road should or should not be paved given the numbers of houses and people that are involved and the fact that this is a school bus route. Most importantly is just the nature of the road itself and how bad it is. In this situation, it is very significant. It is not about making an enhanced neighborhood; it is a hazard to the health of the people who live there and it is ongoing.

The resident at 8 Heather Lane said every time he passes Mr. Farr's house he feels guilty because of the dust especially when he sees the kids playing there. He truly hopes the Selectboard can address this issue.

Vice Chairman Connolly said this is presented in 3 sections. Is there some way in which this can actually be broken up into a work plan? I would seem to her that the first section that could be done is the one that attaches to Lyme Rd. and then work in segment from there over time. Mr. Chase said this could be done in parts.

**Items For Further Budget Consideration for the Public Works Department (Wish List)**

Chairman Walsh said since there are citizens present to discuss items on the Public Work's Wish List, he would like to go over those items now.

*Hovey Lane/ Buell Street Sidewalk - \$48,300*

Chairman Walsh said he does not really hear any consensus as to what we should do with regard to the sidewalk on Hovey Lane and Buell Street. He is not ready to recommend a 1% tax rate increase. He is ready to continue to work with the neighborhood. We have traffic calming there and he hopes that has made a real difference. He is personally not ready to put this \$48,300 into the budget.

Selectman Lubrano said the fact is that we couldn't go along with the project unless we had agreement with everyone on the proposed sidewalk route.

Selectman Christie said the discussion last night centered on the Selectmen wanting to discuss the entire sidewalk needs of the Town and then see how this fits into the priorities of that study. He personally thinks the Town is going to have to commit some money to sidewalks over the next 5 years. It is premature to do this sidewalk until that study especially given the things heard tonight.

Chairman Walsh said the consensus is that this is not going to be put into the budget. Vice Chairman Connolly said it obviously is not ready to go into the budget. It is on the top of the list of sidewalks needs if it comes to an agreement in the future. It should be looked toward for next year's budget to be sure.

Ms. Griffin asked if the Selectmen would like us to take a look at the gravel path as an option. Chairman Walsh said he would rather they get the whole look that the Planning Board is considering requiring sidewalks as well as those areas that actually exist in Town. Then they can make priority decisions.

Selectman Baschnagel agrees with Chairman Walsh but likes the idea of considering gravel paths as opposed to paved. He would want to know what the implications are because it might would give us more flexibility.

Chairman Walsh said he thinks this is a bad idea for different reasons. He is going to go to the next three items.

*Heather Lane, Pete's Lane, and Piper Lane Paving - \$26,700, \$16,800, and \$12,400*

Chairman Walsh said he sat on the Planning Board when these were approved along with a number of other gravel roads in Town. They were driven by a couple of things. One was the price of oil. The thought was that we could get adequate roads and less expensive roads and conserve a natural resource by not paving those roads. We would also get potentially less expensive housing by doing that. There was also a thought that we might get slower traffic there as well. The Planning Board made that decision in a number of places. We have 22 unpaved cul-de-sacs. Chairman Walsh is ready to say in some of those places those may not have been the right planning decisions, but he is not convinced that the general fund should pick that up. He is ready to have the Town play some kind of role but he thinks there should also be some kind of role for the homeowners there in terms of assessments and betterments. He would encourage the Selectmen to work with the neighborhood to work toward that in the next year but he is not ready to recommend a 1% tax rate increase to pave this.

Selectman Baschnagel said we need to step back and take a broader view of what we do in this area. He is concerned about the implications. If we start in one area, then it's going to continue and we are going to have a major paving issue. In fact this is not just paving, but also a road reconstruction issue to get ready for paving. We have already had a discussion about how difficult it is to maintain a maintenance program. He is concerned.

Vice Chairman Connolly said she is thinking of attacking this more in pieces. The neighborhood has demonstrated a need to do this and it is part of our Public Works objectives. She would like to see it paved in parts over years. She does think if it's going to be done, it's our obligation to do it. She would not proposed taking on a 1% tax rate increase this year.

Selectman Christie asked if it makes sense from a planning point of view to integrate these into our 10-year plan. Ms. Griffin said the Selectboard would need to develop some criteria so that when we get request to pave those other 21 roads we can say yes or no based on a policy.

Chairman Walsh said his criteria would be at what level the people of the neighborhood would be willing to share with the taxpayers of the Town. There will be real estate value created. We may have blown it historically by trying to get things less expensive. It is not clear to him that it is 100% or even 50% the General Fund's responsibility.

Ms. Griffin said she could remember when we came to the Selectboard because we were getting gravel road dust complaints. We had a hard time convincing the Selectmen to spend \$6,000 on a calcium chloride program. This was 6 or 7 years ago. We are now spending \$24,600 on calcium chloride. Ms. Griffin would argue part of that is as we get more folks moving into Hanover from out of Town that aren't accustomed to gravel roads. We will get gravel road dust complaints all summer long. Ms. Griffin, Mr. Kulbacki, and Mr. Chase will need to determine whether a road qualifies for paving based on criteria set forth. Anyone can argue that there is a health problem associated with gravel roads. Ms. Griffin drives up and down Pinneo Hill almost every day to get to her home. Ms. Griffin would simply like the Selectboard to take that into consideration when they decide whether or not they want to start paving any of the gravel roads.

Selectman Lubrano said she agrees with Ms. Griffin that the paving shouldn't be limited to cul-de-sacs. If we are going to develop criteria it should apply to all gravel roads.

Selectman Baschnagel said if we are going to look at that then we would need to look at the total cost of doing this.

Selectman Lubrano said she just doesn't believe that cul-de-sacs should receive special treatment because you have other people who live on gravel roads who get just as much dust.

Selectman Christie said he thinks it is very difficult when we are under funding against a long-term maintenance program to all of a sudden start fund new pavement. If that is what the citizens want and there is reason and criteria; then there needs to be a 10-year plan that we commit to and budget for. To him this is just as much a planning problem just as a funding problem with routine maintenance.

Ms. Griffin said Mr. Kulbacki came up with an estimate to pave the 22 cul-de-sacs much less the other gravel road segments and the number is huge. That is just for paving and doesn't include maintaining.

Selectman Christie said this goes back to Chairman Walsh's point that if there is value being created then there should be some shared cost. Selectman Christie can't see this being funded out of this budget when we are not funding our regular maintenance program fully.

### **Downtown Business Service District Budget**

Jim Rubens, Chairman of the Downtown Business Service District said the Selectmen's Advisory Committee met this morning and voted 6 to 0 to recommend continuation of the Downtown Marketing Program with a budget for the coming fiscal year of \$50,000.

Chairman Walsh said when we put this group together we encouraged Mr. Rubens and the people who were for this to take a couple of people who were not for it and put them on the committee. Both of those people voted for continuation of this at the \$50,000 level.

Selectman Baschnagel asked how much money would be left to carry over for the next fiscal year. Mr. Rubens said maybe \$10,000. Selectman Baschnagel said he hasn't heard anything on this yet. Mr. Rubens said the first output would be heard on March 14<sup>th</sup> when sponsorships on New Hampshire Public Radio will be heard.

Chairman Walsh said there has been a lot of work done on the question of how we can levy this tax other than the straight grand list value to meet some of the question and objections that were raised when this was put into place. Jim Rubens, Paul Olsen, and Jay Pierson with input from Mike Ryan have done a great piece of work in Chairman Walsh's judgment. He asked them not to present it tonight because the Selectmen need to conclude the budget. Chairman Walsh asked them to come back on March 21<sup>st</sup> and present their suggestions.

### **Items For Further Budget Consideration (remainder of list)**

Ms. Griffin gave the Selectmen a copy of a list that Ms. McClain came up with based on the discussion at last night's budget hearing.

Chairman Walsh said he would like to go over this list for Selectman Lubrano because she was not at that meeting and may want to request that some items that were eliminated be put back on this list.

#### *Transportation Infrastructure Study- Consulting Fees - \$34,500*

Chairman Walsh said it was determined at last night's meeting that we do not know what charge to give a consultant nor do we have a group in place to run that consultant, so we thought that money was premature.

#### *Expansion of the Hanover Center Cemetery - \$30,000*

Chairman Walsh said it was determined at last night's meeting that we would like to do this, but not now.

#### *Increase reserve contribution for future Innovative upgrade for the Howe Library's automated catalog an related systems - \$7,500*

Chairman Walsh said the Selectmen talked about the reserve for the Innovative upgrade and we have \$22,500 already reserved. The Selectmen discussed this at last night's meeting and felt that they don't want to put \$7,500 into the budget right now when there is no time schedule for this upgrade yet.

Selectman Lubrano asked how far we are out with Innovative coming up with the next version. Chairman Walsh said Marlene McGonigle said there have been no indications that an upgrade is coming anytime soon. Ms. Griffin said we were aiming toward a 2010 potential timeframe for the next upgrade if you look at past history. With the most recent upgrade funded back in 2000-2001, there was lots of noise well in advance of the need to upgrade. So far there is no noise on the need for an upgrade.

*Route 120 Corridor Study - \$5,000*

Chairman Walsh said the route 120 Corridor Study was put on the list as a potential candidate because if it does happen then we should be at the table with some money and if it doesn't happen, then maybe we can use that for seed money to pay for infrastructure for next year.

*Increased Contribution to Overlay - \$25,000*

This is basically a savings account against our property revaluation. The thought of the Selectmen is that Assessing probably has enough for this right now.

*Variable Message Trailer - \$8,863 and Digitizer Upgrade - \$6,500*

Chairman Walsh said the Selectmen decided to consider again the Variable Message Trailer and the Digitizer for the Police Department.

Ms. Griffin said the variable message trailer is the sign that tells you how fast you are going and can also be programmed to convey messages to drivers.

The Digitizer allows us to receive the more up to date alarms as part of our alarm monitoring service. Doug Hackett said if we were to purchase this it they would be able to generate more alarm revenue. Mr. Hackett feels this would attract about \$1,200 in additional revenue per year. It looks like it would have about a 5-year payback. He did mention if we raised all of our alarm monitoring fees by \$50, in addition to attracting more customers, we could come up with an additional \$6,200 in revenue.

*Supplemental Dispatch Controller Bathroom - \$2,250*

Chairman Walsh said the consensus among the Selectmen is that between the Police and Fire budget they ought to be able to make this happen.



*Additional Building Repair Funds - \$15,000*

Chairman Walsh said the Selectmen decided not to put \$15,000 in additional building repair funds into the budget.

*Vehicular Equipment and Technical Supplies - \$7,600*

Chairman Walsh said Ms. Griffin said this does not have the priority of some of the other things the Police are requesting. The big item for the police is high speed mobile net.

*Replace Voting Booths - \$5,000*

Chairman Walsh said the Selectmen decided not to replace the voting booths this year.

*Hangers for Garden Club Hanging Baskets - \$5,000*

Chairman Walsh said Ms. Griffin is going to request the money for these from the Hanover Improvement Society.

Selectman Lubrano said she is comfortable with the shortened list the Selectmen discussed in last night's meeting.

Ms. Griffin said Selectman Christie asked her to take a different cut at nonrecurring expenditures that might be eligible for undesignated fund balance funding. He was uncomfortable with Ms. Griffin designating the Howe Library windows and furnace in there as nonrecurring. Ms. Griffin wrestled with what it is in this budget that is going to have a pretty long life span. Ms. Griffin has made a list of things that are the closest to never recurring expenditures.

The General Fund hit to fund the major Lyme road overhaul is \$10,000 out of the \$60,000. She would love to claim the whole \$60,000 but that would be cheating because we are spending \$50,000 from the Transportation Improvements Fund.

The second nonrecurring expense Ms. Griffin came up with is the Ruddsboro Rd. retaining wall. This has a 50+-year life span. As far as we are concerned, it's nonrecurring.

The Park St./ Lyme Rd. traffic light replacement has a life span of about 30 years. A lot of it depends on technology. We have some traffic signals out there right now which are that old. We have \$20,000 in the budget for that.

Ms. Griffin said the last thing that is on her list is the Master Plan Consultant. It is not every year that we budget to overhaul our zoning ordinances.

This list of nonrecurring expenditures totals \$99,190. Ms. Griffin said she is using \$93,450 of undesignated fund balance to plug the budget and keep a 3% tax rate increase.

Selectman Christie said what we are learning is that while the concept seems straightforward it is harder than you think. This seems like a reasonable list of nonrecurring expenditures to him. If you were a purist then you might say: what do we need to build in each year for traffic light replacement. Is it recurring or nonrecurring if we have a bunch of traffic lights out there that need to be replaced in a systematic way over the next 10 years. Ms. Griffin said we are actually reserving for that in this year's budget and there is a contribution for that in next year's budget. Selectman Christie said if you are building a reserve and these expenses are above and beyond that, then you don't want to build it into the tax rate.

Selectman Christie thinks the Master Plan Consultant is a truly good example of a nonrecurring expense that you don't want to build into the tax rate. Selectman Baschangel said the Master Plan is intended every 10 years, but this particular plan needs consulting assistance whereas more often than not it's updated in a fairly straightforward fashion. It was been 30 years since we last did something like this.

Selectman Christie said the Ruddsboro Road retaining wall is beyond what you would normally be putting into a maintenance program. He thinks this is a legitimate list.

Chairman Walsh said with the retaining wall we decided to create a bridge reserve which basically a statement that this is part of our life for the next 20 or 30 years. He gets wishy-washy on that one as to why this one is any different than the next bridge reserve.

Selectman Lubrano asked how much money is in the bridge reserve. Ms. Griffin said right now we only have about \$70,000 in it and we've spent it for bridge replacement. Ms. McClain said \$74,000 would be added to that reserve this year and that would be the balance in it. Vice Chairman Connolly said that is essentially one bridge.

Chairman Walsh said he is willing to take the Ruddsboro Road retaining wall as a nonrecurring expense, but this one is questionable.

Chairman Walsh said we have \$93,000 of undesignated fund balance to use and will still be at a 3% general fund tax rate increase.

Ms. Griffin said Vice Chairman Connolly had asked for the Fire Department training numbers. Ms. Griffin had been comparing the 2004 to 2005 training numbers, which is why her numbers didn't agree with Vice Chairman Connolly's. Last year we cut the training budget in the Fire Department fairly substantially which is part of the reason you see such a dramatic increase. It is definitely true that the biggie here is the Hazardous Materials Training, which is \$5,296. That is the lion's share of the increase plus some additional department training that Captain Clark had submitted. Chairman Walsh said there was some portion of this training that is ISO driven. Ms. Griffin said not really. Chairman Walsh said in the ISO letter they said something about training. Ms. Griffin that is true but most of that training can be done on shift.

Ms. Griffin distributed a list made by Frank Austin that shows the replacement schedule for all our equipment. Selectman Baschnagel asked what extending the usable life from 15 to 25 years in a fire truck does for the Town. Chief Bradley said in our community we evaluate the condition of the apparatus on an annual basis. We occasionally extend a piece of equipment out if it is not a piece of equipment that is used on a regular basis. The Fire Department put a lot of faith in Mr. Austin's ability to evaluate the condition of the apparatus. Mr. Austin said one of the things you fall victim to on a vehicle is the availability of parts. When we start stretching a vehicle out 25 years, there is really a time frame that parts manufactures keep these parts available. That is something that we review when we are looking at costs. When Mr. Austin looks at vehicle life he looks at residual value and the cost factors. A fire engine you really can't do that because there is really no end value to speak of so you try to prolong the life as long as you can.

### **General Fund Review of Revenue and Expenditures**

Ms. Griffin said the draw from the Land and Capital Improvements Fund is planning the land in the Farr Subdivision. This is to budget for a landscape architect to do a full plan for us. This money would come from the Land and Capital Improvements Fund so there would be no impact on the tax rate. This would be a separate warrant article to go in front of Town Meeting.

Chairman Walsh polled the Selectmen and they agreed this is acceptable.

Next on the list is increasing is increasing the building permit revenues. Chairman Walsh asked if there is any reason why the Selectmen should consider tweaking the building permit revenues. Ms. Griffin said she looked at this pretty carefully and they agreed they are not comfortable raising our expectations any higher. The only reason Ms. Griffin would want to do this is if we said we want to raise building permit fees.

Selectman Baschnagel asked what Dartmouth projects we are including and not including. Ms. McClain said Dartmouth was anticipated to do some small dollar renovations plus three houses in South Block 2 for a total of \$84,500. Then we have a standard level of noise for renovations of about \$163,000. Included in the budget number are possible Dartmouth revenues. So we have already stretched those numbers for another \$46,000. Ms. Griffin said there are some projects that are too far out to count them as potential revenues for next year.

Chairman Walsh asked Ms. Griffin to tell him about the Digitizer and possible increase revenue. Ms. Griffin said if we raise our alarm monitoring fees by \$50, from \$300 to \$350; that will generate an additional \$5000 in revenue, in addition, by incorporating the new digitizer there is the potential to bring on 4 more new accounts at \$350 per account, for a total of another \$1,400. We can essentially fund the digitizer if we do that. Selectman Christie asked if current customers would benefit from the upgraded digitizer. Ms. McClain said Mr. Hackett mentioned that enhanced functionality would be available to certain

customers. Selectman Christie said he is trying to determine if there were a general good that would benefit customers and would justify a 15% increase in the fee. Mr. Hackett said this would enable the dispatch to more accurately pinpoint the location of a call and would benefit them.

Chairman Walsh said this increase does have value to commercial and multifamily units, but not much value to traditional single-family units. Ms. Griffin there isn't a long of single-family homes except for some high-end homes.

Ms. Griffin said if the Selectboard wants to do this is to say that we will budget the \$6,500 but there is an anticipated increase in revenue to offset it of \$6,400 by raising everybody's alarm fees by \$50.

Selectman Christie said it sounds like this has real value. We should put this on the budget.

Chairman Walsh asked what the people who offer this service competitively charge. Ms. Griffin said Mr. Hackett felt comfortable in offering the \$350 number. Mr. Hackett said from his standpoint \$350 is still competitive.

Chairman Walsh polled the Selectmen and all agree this will be added into the budget.

Next on the list is Vice Chairman Connolly's suggestion that we increase tax revenues to cover unanticipated fuel costs. Vice Chairman Connolly said this works out to about 4/10 of a percent on the tax rate.

Chairman Walsh said his feeling is that people who are paying the property taxes are experiencing the same thing. For that reasons he would rather stay at 3%.

Chairman Walsh polled the Selectmen and they agreed not to use this increase in tax revenues to offset fuel costs.

Chairman Walsh said he suggested that the Selectmen review the one-day a week Community Counselors salary given the restructuring of that position. He would like to take that off this list. He talked to Ms. Griffin and determined that where we are right now is where we should be.

Chairman Walsh said he needs a number on the TVB for the Affordable Housing and Feasibility Studies and Project Maintenance. Ms. Griffin said she is sure about this one. The only reason we put this on here is because Selectman Christie and Ms. Griffin have both been feeling badly that we are encouraging our Affordable Housing Commission to march onward with feasibility studies for affordable housing, but there is no money that the Town brings to the table. In the future we should consider establishing a fund that would be seed money for feasibility studies for initiatives like this. One example that Ms. Griffin thought of was when Grasse Rd. Phase III comes out of current use; we are looking at over \$600,000 in land use change tax revenue. That may be the year we decide to put some of

the money into reserve for the Affordable Housing Reserve rather than putting that money toward the Conservation Commission or the Land and Capital Improvements Fund. Selectman Baschnagel warned Ms. Griffin that if she takes that money off the top, she would have a lot of very upset people on the Conservation Commission.

Selectman Lubrano asked Ms. Griffin what she suggests we put in the pot for this. Ms. Griffin said nothing this year. She put this on the list because Selectman Christie asked her if there is anything in the budget that would help to fund the Affordable Housing feasibility pieces. We saw Twin Pines come to us just a month ago through the Affordable Housing Commission to ask the Town for \$20,000. Vice Chairman Connolly said we have given them \$5,000 and are considering the other \$15,000. Ms. Griffin feels we are tying the hands of the Affordable Housing Commission because they have no funds to work with.

Chairman Walsh asked the Selectmen if they would want to consider putting \$10,000 into the Affordable Housing Feasibilities and/or the variable message trailer for the Police Department and/or the Route 120 Corridor Studies.

Vice Chairman Connolly said she thinks we should leave the Route 120 Corridor Study alone. This would be her priority.

Selectman Baschnagel said he doesn't argue with the philosophy of creating a modest budget for the Affordable Housing Commission but he is sensitive to the fact that we have made a hell of a commitment with regards to the land. Right now her would rather target particular needs at particular times.

Chairman Walsh asked the Selectmen if the Route 120 Corridor Study is a yeah in everyone's minds. All the Selectmen agreed to add \$5,000 for this to the budget.

Chairman Walsh asked the Selectmen if the variable message trailer with Town match of \$8,863 should be added to the budget.

Vice Chairman Connolly said she couldn't get quite as excited about this as the rest of the items.

Chairman Walsh said he would rather trade the sound system for the Route 120 Corridor Study and close the book. Chairman Walsh would say no to the message trailer and the improved sound system; but fund the Route 120 Corridor Study and stay at \$18,000,000 and say that is it for the general fund.

Selectman Baschnagel said the argument that he would make for the variable message trailer is that we could use it to start to address the problem that has been building for the last 10 years, which is cut through traffic in this Town. This is going to be exacerbated by Lyme Rd.

Ms. Griffin said we could use the \$5,000 plugged into the budget for traffic calming and spend that on the variable message trailer. That would mean that we would probably leave the barricades in place rather than replacing it with landscaping.

Selectman Baschnagel said he would rather go for the traffic calming. He is just trying to keep in front of the Selectboard the fact that we have a traffic problem that cannot be solved by enforcement.

Chairman Walsh said that we have already said yes to 2 additions to the budget, which are the wetlands study and the alarm monitoring. He would move that the only other thing that the Selectmen say yes to is the Route 120 Corridor Study for \$5,000 and that be paid for by not adding a new sound system that would cost \$6,000.

Selectman Christie said he was in the boardroom one night for a Zoning Board Meeting and it was a full crowd. He was in the second to last row and could not hear a thing. Ms. Griffin said we have found that even though it is a small room, with soft-spoken board members; people beyond the first 2 rows can't hear what is being said. Selectman Baschnagel said we could encourage soft-spoken people to speak up.

Chairman Walsh said another scenario is that we leave the sound system in the budget; fund the Route 120 Corridor Study; and take the assumed growth in the Grand List from \$18,000,000 to \$19,500,000. Ms. Griffin said what happens if this growth doesn't occur, then we lose more undesignated fund balance. Vice Chairman Connolly said she likes this suggestion to raise the fund growth.

Selectman Baschnagel asked what the \$18,000,000 figure represents as a percentage of growth. Chairman Walsh said this assumes a 1.2% increase in the Grand List. Ms. Griffin said this is only new construction, not increase value in existing housing. Ms. Griffin said one year from now, this figure would be heftier because of some dormitories coming on line.

Chairman Walsh said the \$18,000,000 is a low number. In the couple of years before that it was around \$20,000,000. Ms. McClain said the actual percentage last year was about 4.33 growth. With the \$18,000,000 that is assuming a 1.27% growth.

Chairman Walsh said he thinks it is more honest to use Selectman Christie's round off approach and put the Corridor Study in at \$5,000 and leave the sound system in the budget. Selectman Lubrano asked what the decision is on the variable message trailer. Chairman Walsh said that didn't make it into the budget.

### **Fire Fund Review of Revenue and Expenditures**

Vice Chairman Connolly said there is a proposal to increase malicious alarm charges from \$100 to \$500. This would generate revenue of an additional \$400 x 15 instances.

Ms. McClain said in the conversation last night there were some inquiries into the instances of malicious fire alarms with some direction to increasing the charge to the property owners. In a normal year there are around 15 episodes of malicious fire alarms. This would mean 15 times the incremental increase would represent the increase revenue. The property owners should feel more pains so they are motivated to put video in or something that would curtail the number of malicious alarms.

Chief Bradley said as a result of last night's discussion he did look into why there are 25 to date when there would normally be 13 or 14. What he determined is that two weeks ago our new captain was doing an audit of our fire incident reporting system and made corrections to runs that were inaccurately entered into that system. Currently as of today; we have 17 malicious alarms.

Selectman Lubrano asked who the typical property owner is with these malicious alarms. Chief Bradley said almost all of these alarms come from on campus. They all seem to happen between 1am and 3am.

Selectman Lubrano asked what the College could do to prevent this from happening. Chief Bradley said it is very difficult to prevent. Ms. Griffin said you really can't assess the perpetrator, you just end up penalizing the College or the property.

Chief Bradley said what they are doing is sending the bill to the College. The College deals with it from there.

Selectman Lubrano said this seems like a big jump to her.

Chief Bradley said part of the reason that number was thrown out was when we do catch someone, typically the will be processed through the court. Either prior to court or during court a plea will be entered for restitution. Ms. Griffin said that restitution is typically \$500 to \$600.

Selectman Lubrano said this means there is a direct correlation between the Fire Department's cost and the fee.

Selectman Baschnagel said as long as the relationship is there then it is in our interest and the College's interest to put a high number on it. The College can then use this as part of their enforcement and education.

Vice Chairman Connolly asked if the \$500 is meant to reflect the actual cost of the run. Chief Bradley said more or less, yes. This is based on one hour of billing.

Chairman Walsh asked the Selectmen what they would like to do on this.

Selectman Christie said this seems like a reasonable number to him.

Vice Chairman Connolly said she is torn on this.

Selectman Lubrano said she is torn as well but she thinks we should try it.

Ms. Griffin said this does reflect a more accurate cost than the \$100.

Vice Chairman Connolly asked what the percentage of perpetrators caught is. Chief Bradley said very few are caught.

Selectman Christie said he doesn't think this should be done as a budget item. He is not sure that we create a different behavior by doing this. We certainly punish someone who is not responsible for that activity. That doesn't sit right with him. He doesn't know what more the College can do to prevent it from happening.

Chairman Walsh said this could be done by making the fine \$500 to the perpetrator and not the property owner. We may not catch any perpetrators and it may not be a budget item.

Selectman Christie said we get there through the courts right now. Ms. Griffin said the courts would honor that.

Chief Bradley said if this goes through the courts it is a misdemeanor unless a firefighter is hurt; then it becomes a class A felony.

Selectman Baschnagel said the reason that we are talking about this is because we are looking for some offsetting revenues to cover expenses. The issue is whether that budget item can be explained rationally to the people who have to pay it. The conclusions we came to is that this is the cost that the Town absorbs. It is a rational number. On that basis Selectman Baschnagel said he thinks this can be look at as a revenue generator. He doesn't have great faith that we will change a lot of behavior out there. It is a cost the Town absorbs and it is appropriate to have that cost reimbursed. The property owner is responsible for the property.

Chairman Walsh said we have two Selectmen in favor of this and three who have not cast their vote yet. Vice Chairman Connolly is in favor. Selectman Christie is not in favor. Chairman Walsh said \$6,000 would be added to the Fire Budget for revenue.

Chairman Walsh said increased Fire Fund tax revenues to take into consideration the increased cost of fuel was nixed in the general fund and will not be added to the Fire Fund budget.

Ms. Griffin said she would encourage the Selectmen to not reduce Town dry hydrant and cistern development money budgeted. This is part of our effort to further improve our ISO rating by building in a system of dry hydrants in rural areas. Captain Hinsley and Chief Bradley have already worked on prioritizing dry hydrant locations. We would really like to be able to tackle one of these during a budget season. Ms. Griffin is essentially asking the



Selectmen to retain the \$3,500 net impact on the Fire Fund in the operating budget for the Fire Fund.

Chairman Walsh said this is already factored into the 7% net increase in the Fire Fund. The Selectmen agreed to keep this in.

Chairman Walsh asked about the training for \$3,500. Ms. Griffin handed out the training expenses for the Fire Fund. The 2 expense increase items in the proposed budget are the Hazmat Training for over \$5,200 and the various types of training in general that available in the Fire Department.

Selectman Lubrano asked why the Haz Mat training is required all of a sudden. Captain Hinsley said it is not required. This is a third level of a three-year plan to increase our hazardous materials response.

Chairman Walsh said between the Fire Department and the College, we have developed a critically important resource, which is our duty to handle hazardous waste material. Between the College's activities, DHMC's activities, and various other agencies the amount of hazardous risk is very real. It is important in terms of the economy.

Chairman Walsh said he could live with not doing it this year but it should definitely be done next year because it is important.

Ms. Griffin said last year the budget for the department was \$8,880; this year the request is for \$16,296. Ms. Griffin and Ms. McClain looked at this and thought we could cut \$3,500 off the \$6,600 training and leave the hazardous materials training in. It would not give them quite as much as they have asked for, but would allow the crew to take advantage of the next level of hazardous materials training that will be offered here locally in the next fiscal year.

Selectman Baschnagel asked what a \$3,500 reduction in training budget would do. Chief Bradley said with this reduction he would not be able to send the 4 captains to a two-day spring seminar at Lake Morley. That is one of the things they would not be able to do with this reduction. They also wouldn't be able to hire outside instructors to do in house training. Ms. Griffin said part of this was Captain Clark hoping to support the New Hampshire Firefighters Training Program. The total cost for everybody to do that is \$5,984. What this does, for example, is that one everybody would be able to participate in something like that in addition to the other training that is normally offered.

Vice Chairman Connolly said the reason she asked the question is because the whole training budget jumped and she wanted to know why.

Chairman Walsh is ready to take the \$3,500. He is looking at the \$20,000 and that gets us half way there. Chairman Walsh, Selectman Baschnagel, Selectman Lubrano and Vice Chairman Connolly agreed with the suggestion to cut \$3,500 from the department training

line item. This would restore it to the fund level it has in our current fiscal year. Selectman Christie said he disagrees. From commercial standards spending less than 1% of your total budget on training in a department this size is small. He would look to the people who are asking for the training knows that this is of high priority.

It is agreed that the \$3,500 will be cut.

Chairman Walsh said all the combined cuts would reduce the \$20,207 budget shortfall by \$11,600. The Fire Fund tax rate will go from \$6.49 to \$7.21.

Selectman Christie said the big change is the ISO requirement, which we must do. That is a very legitimate explanation. The payback to the property owner is straightforward.

### **Parking Fund Review of Revenue and Expenditures**

Vice Chairman Connolly said the unallocated fund balance in the Parking Fund is 15%. That is quite a bit higher than our recommended level. Should this remain at 15%?

Ms. Griffin said the PTB would like the Selectboard to consider shift some of that fund balance into the Parking Capital Reserve in the form of a warrant article. Vice Chairman Connolly said that 15% is after the \$150,000 warrant article.

Chairman Walsh said he has a memory of the Selectmen talking about this and he recalls that they were going to look at this Parking Fund balance and transportation as a separate topic after the budget. Vice Chairman Connolly recall that conversation. Ms. McClain said her notes indicated that what the Selectmen wanted was triggered by the TIF and the conversation about the fund balance. The Selectmen remembered the fund being in a deficit and they want to look at the history and the evolution of the TIF and then look at it in terms of policy questions governing capital planning. Chairman Walsh said the Selectboard though about having that conversation about looking at the total financial structure in the fall.

Chairman Walsh said he would like to leave this where it is and deal with the whole rather than just take a shot at the undesignated fund balance right now.

Ms. Griffin said if the Parking Budget were left as it is, then it would have Ms. Griffin bringing a warrant article to Town Meeting a transfer of the undesignated fund balance into the Parking Reserve. If the Selectboard would like another year to look at this then the Parking budget would have to be adjusted to reflect this. Chairman Walsh asked what amount of money this is. The fund balance of the Parking fund as of June 30<sup>th</sup> is \$474,959. We have budgeted a draw of \$112,484. Then we are anticipating a transfer to the capital reserve fund of \$150,000, because we have such a healthy fund. Ms. McClain said the balance of the parking capital reserve fund before the \$150,000 would be \$277,000.

Chairman Walsh said he would like to take the \$150,000 and do some capital planning.

Selectman Baschangel said he would note that the PTB recommended this in anticipation of a capital need down the road. They are reacting to the \$112,000 taken out to cover this year's budget. Five or ten years down the stream we are going to be having another investment.

Chairman Walsh said that we should have a plan. We can leave that money there and it won't go anywhere. We should look at it and think about how we're going to use it.

Ms. Griffin said we don't need to amend the budget because this is presented as a separate warrant article.

Selectman Baschnagel said he is not prepared to recommend the PMA Study money, which is a \$5,000 expense. Chairman Walsh said the Selectmen all agreed that that is off the budget.

Selectman Baschnagel said there is \$1,880 difference between what the PTB put into the budget and what Advance Transit actually asked for. Chairman Walsh said the Selectmen are all in agreement that Ms. McClain can make this happen.

Chairman Walsh concluded the budget review.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Christie to accept the Fiscal Year 2005-2006 budget as modified. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE FISCAL YEAR 2005-2006 BUDGET AS AMENDED.**

**3. ADMINISTRATIVE REPORTS**

Ms. Griffin had nothing to report.

**4. SELECTMEN'S REPORTS**

There were no Selectmen's reports.

**5. OTHER BUSINESS**

There was no other business.

**6. ADJOURNMENT**

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to ADJOURN the meeting at 10:00 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:00 PM.**

## Summary

1. It was **MOVED** by Vice Chairman Connolly and **SECONDED** by Selectman Christie to accept the Fiscal Year 2005-2006 budget as modified. **THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE FISCAL YEAR 2005-2006 BUDGET AS AMENDED.**
2. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Baschnagel to **ADJOURN** the meeting at 10:00 pm. **THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:00 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

These minutes were transcribe by Susan Love

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 7, 2005**

**7:00 PM – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:00 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

Vice Chairman Connolly said she would like to express sadness at the passing of Fred Fellows. She has known Fred since she moved to Hanover. He has been a good friend to the entire Town and a source of sage advice as well as a source of incredible tolerance with the foibles of flatlanders. We will truly miss him.

Selectman Baschnagel added that Fred may have had incredible tolerance, but he was also superb in pointing all the idiosyncrasies of flatlanders.

Vice Chairman Connolly said he did it with good humor.

**2. FY 2005-2006 3rd BUDGET HEARING:**

**Police Department**

Chief Nick Giaccone stepped forward to present his budget. The Police Department Budget starts on page 130 of the budget book.

Chief Giaccone said there are a couple of things that are making his budget go up this year. One thing is that this is the year for the turnover of the police cruisers. Four of the cruisers will be rolled over. The plan is to keep one of those cruisers as the Police Department's training/travel car and they will get rid of the Ford Taurus that currently serves as the training/travel car. Ms. Griffin said this would be fully offset by a transfer from reserve so this is a wash.

Chairman Walsh said we replace the cruisers every three years and they are typically just less than 100,000 miles. Chief Giaccone said the real workhorses are the Crown Victorias so we do turn those over every three years. The training/travel car being replaced is an old detective car that is on its last legs. We have set aside money through the years to make that rollover out of what we have in reserve so we don't borrow.

Chief Giaccone said the other increase is within the Parking budget and how the Police Department does the charge backs to the Parking budget. Chairman Walsh asked Ms. McClain how much of the 8% increase comes from the change in the charge backs. Ms.

McClain said the dollar figure is roughly under \$89,000; around \$21,000 of that is lost by the reduction in the charge backs that is about  $\frac{1}{4}$  of the 8%.

Chief Giaccone said also highlighted in this budget is an interest expressed by the Town of Enfield to be monitored by the Hanover dispatch area. Those figures are provided based on the cost associated with that as well as the potential revenue that would more than offset those costs. Ms. Griffin said we are not sure yet whether Enfield will want to utilize us for dispatch services but we wanted to be sure to build into the budget the appropriation of expense as well as the receipt of offsetting revenue just in case Enfield comes to us and asks us to do that. Chairman Walsh said assuming that Town Meeting passes this budget; if the revenue is not there from this, then the associated expenses won't be there either. Ms. Griffin said that is correct.

Chief Giaccone said one other piece that is fairly expensive is the upgrading of our Mobile Data System, which will be partially offset by anticipating grant monies that would pay roughly half of that cost. The entire cost is around \$64,000; but half would be covered through a grant.

Vice Chairman Connolly asked what the Mobile Data System is. Chief Giaccone said what we want to do with the Mobile Data System we currently have is to upgrade it similar to the upgrade an internet connection would have if you upgraded from a dialup to a DSL system. We need a bigger pipeline to pump the data through. Vice Chairman Connolly asked if this has to do with communication between dispatch and the cruisers. Chief Giaccone said there are two pieces for the Police Department's communication. There is talk. Now we are talking about data transmission.

Doug Hackett, Communications Services Coordinator said the Mobile Data System we currently have was purchased back in 1996. Over the years our software has developed enhancements. Requirements from the Federal Government also update our enhancements. We have never changed the speed of our data and it has become crippling at the low speed at which our radio transmitters are transmitting the data and what our software vendor is trying to send through. A license plate check can now take 2 to 3 minutes to get back, where it used to take seconds to get back. There are benefits involved. We are looking to get rid of our software vendor and go to one sole-source vendor, which is our INC vendor that has now created a mobile data interface that will replace it and give us an annual saving based on our yearly support costs.

Chairman Walsh asked what would happen in the event the grant money doesn't come through. Ms. Griffin said we would have to wait another year and decide whether we do this or not. What we would probably do is try to carry this money over and try to figure out how to get a match into next year's budget.

Mr. Hackett said another option would be to use this money as a lease payment. He sees this as a really serious need in order to keep the cars out there, otherwise we are going to

have to bring them all back to the station to do their reports. Ms. Griffin said if we were to recommend a lease/purchase, we would want to come back before the Selectboard.

Ms. Griffin said another piece of this puzzle is formally absorbing the police officer funded by the Cops and More Program. It took us a little longer than three years to end that and fully absorb the cost because we had officers that we called up for active duty with the National Guard. We had to put our grant fund position on hold and not utilize those grant funds while we weren't able to maintain our full staffing level. Chief Giaccone said the requirement from the Federal Government is that at the fourth year we are required to keep that person, if we were to drop that position then we would be subject to having to pay all that money paid back. Our plan is to keep that person permanently.

Vice Chairman Connolly asked how much the replacement vests are going to set us back. Chief Giaccone said that is \$14,000. Lt. Mike Evans said we have 25 or so vests from a single manufacturer. Unfortunately their investment in technology cost them when there was a degradation of the material faster than anticipated. They put out a fix to that and have also recommended that we replace these prematurely. They are willing to prorate the vests that we currently have that are less than 5 years old and give us up to 80% of the cost of some of the replacement vests. Ms. Griffin said the good news is with the first round of vests that we have purchased, we received Federal grant funds to pay for a portion of those, so at least we didn't buy them completely outright ourselves. Lt. Evans said we have enough Federal grant money available to our community to cover half of the cost, which is allowable under the Federal Vests Replacement Program. Chairman Walsh asked if these vests are going to need to be replaced every 5 years now. Chief Giaccone said there has always been a five-year replacement, which is what the industry standard, calls for. The Police Department plans a five-year replacement per officer, depending on when they are issued their particular vest.

Selectman Baschnagel asked about the increase in postage costs indicated on page 132. Ms. Griffin said Ms. McClain has heard that the postage rates may be going up in January of 2006. Ms. Griffin said we have factored a partial year increase into the budget. Ms. McClain said because of the responsibility that the PD is taking on for Diversion, the postage to send out reminders and other mailings is also factored into the budget.

Selectman Baschnagel asked if we bring a part-time supervisor in when the supervisor is out for manpower reasons or for supervisory reasons. Chief Giaccone said they are divided up into teams and there is a sergeant who is in charge of each team, which is in shifts. That sergeant appoints a second-in-command. When the sergeant is off duty, then the second-in-command assumes control of the shift. There is a monetary stipend when is associated with that responsibility.

Vice Chairman Connolly asked what the Reverse 911 is that is indicated on page 136. Ms. Griffin said one of the things that the Emergencies Planning Team identified as a valuable emergency tool is the Reverse 911 software. We applied for grant funding for what we now have, which is Reverse 911 software, which allows us to call anyone or everyone in Town

and alert them to an emergency. We did this in part for the Water Company and in part for the Town. This software can identify the location in Town that you want to communicate with or the entire telephone list for the Town of Hanover. The down side to this is that we have to absorb the annual software support costs. The State funded the purchase and we think it is an excellent tool for alerting the community.

Selectman Baschnagel said we have some money for the Reverse 911 in telephones and some money in property services and the total is around \$12,000. He would like to know if that is a continuing thing. Mr. Hackett said the phone line costs are \$3,120 per year and the support costs is \$3,200 per year. The EMPG Grant may fund a portion, up to 50% of the support costs, but Mr. Hackett won't know until October. Ms. Griffin said the EMPG program that is funneled through the State Office of Emergency Management. They have been very supportive of our efforts. Hanover is one of the first communities in New Hampshire to purchase the Reverse 911 software. They are anxious to support this because they see it as a valuable emergency tool. Chairman Walsh said this is an ongoing \$6,000 year expense. Chairman Walsh asked if this is available to the other Towns that we dispatch to. Mr. Hackett said not yet, but he is working on that now and this would be built into the dispatch costs that we would allocate to them. Vice Chairman Connolly said she sees the Water Company is picking up some of the annuals costs as well.

Vice Chairman Connolly asked if the Juvenile Diversion includes the intrusion of drugs into our society or is this strictly related to alcohol. Chief Giaccone said there are two Diversions. Most of the people going to Diversion are alcohol related, but we do have a drug piece just for Alanon groups. That's a new piece that came in this past year. The cost for this is user driven. Chairman Walsh said the goal for this is recover all costs, but to also have the cost be slightly under the fine that someone would pay to if they were to go to District Court.

Selectman Christie asked if the increase in dispatch costs on page 138 include the anticipated Enfield costs. Ms. Griffin said that increase is primarily due to the Enfield piece. Selectman Christie asked if that includes Special Services. Ms. Griffin Special Services is just our Rent an Officer Program. That's just based on the anticipated level of activity and the union negotiation. The revenue is fully offset by the expense. The police officers have asked for an increase to their Special Services rates. Chief Giaccone said if we get a contract, this would be a considerable jump to the consumer, probably a \$10 an hour raise.

Vice Chairman Connolly said we are anticipating some money from the sale of the old police cruisers. Ms. Griffin said that money would go back into the reserve.

Chief Giaccone said he would like to point out in the Performance Indicators on page 144 the decrease in the number of citations is due to two of our officers being on active duty in the military. We were not able to run our dedicated traffic enforcement officer. This shows that when that person is out there doing dedicated traffic enforcement there is production.



Chairman Walsh said he would now like to go over the list of potential adds to the budget. Ms. Griffin said she sent the Selectmen a revised list which was prioritized.

Chairman Walsh said there are four items on this list that pertain to the Police Department. One of those items is the variable message trailer with a Town match of \$8863.

Lt. Evans said the variable message sign is a combination of a radar trailer with a LED sign that would give varying messages. They have attempted in the past few years to fund a radar trailer, so they thought it might be better to take a different approach by funding a similar piece of equipment that would also have some utility use for both the PD and Public Works. This could be used in construction areas. The PD can obtain up to \$6,000 in Highway Safety grant money towards that purchase as long as it has a statistics generator built into it, which adds some to the expense. Selectman Baschnagel asked if the \$6,000 match is in addition to the \$8,800 that is in the budget. Ms. Griffin said that is correct, this is just our piece of it.

Chairman Walsh said another item on the list for consideration is the Digitizer upgrade. Mr. Hackett said the current digitizer does not allow for all the modern alarms that come and they are starting to see a downfall in new accounts because they can't take the newer style communications. Mr. Hackett is proposing this be upgraded in hopes of seeing the number of customers start to increase again. Those accounts pay \$300 to \$400 per account, per year. The digitizer receives the private residence and business alarms for our dispatch area.

Chairman Walsh said the third item on the list is a supplemental dispatch controller bathroom. Mr. Hackett said they previously had two remote controls in the dispatch restroom for a dispatcher who might be working alone. When we went to the State radio system, we lost the functionality of it. This money would replace both controllers, which were installed in 1974, with one controller that would be able to function in the restroom.

Chairman Walsh said the last item on the list is vehicular equipment and technical supplies for \$7,600. Chief Giaccone said there are two different pieces in the controller budget. The first one went when we did our first round of cuts, which came out of technical supplies. That is the area that has things such as flares, photo supplies, etc. The big piece in there is the body armor. Another thing that is very expensive is the ammunition that we use for training. In the vehicular equipment one item that was cut out that Chief Giaccone would like to see added is an insert that goes in the back seat of the cruisers to secure prisoners in the seat; to have an easy cleanup and because this insert makes it almost impossible to hide stuff the officers might have missed when the prisoner was frisked. Another piece of equipment that falls under this category is a truck storage system.

Chairman Walsh said the orders that these have been read in are in order of priority. He asked Chief Giaccone if those are his priorities. Chief Giaccone said he doesn't think there is a way of putting priority on the variable message trailer. There is a certain element the community would like. Ms. Griffin said this item would also assist other departments.

Selectman Baschangel asked what would be the downside if any, or all of these items don't get put into the budget. Chief Giaccone said the technical supplies are for the officers' safety and are important.

### **Fire Department**

Ms. Griffin said she would like to welcome our newest captain, Michael Gilbert. Ms. Griffin said she would also like to welcome Drew Cunningham, who is present tonight to try to demystify the ISO piece.

Chairman Walsh asked if there is a way to have this conversation where we talk about ISO and its requirements and the cost and tax impact, then talk about the Fire Department without ISO. Ms. Griffin said the ISO related expenditures are two explicit components in this budget. One falls in the salaries line item and the other falls in the equipment line item. There is no reason why we can't isolate out the ISO numbers. Ms. Griffin has already done that in the budget text in terms of what portion of the operating budget is specifically ISO related, based on the ISO report we have received. Chairman Walsh said he would like to do it that way because we are looking at an almost 7% increase in the tax rate which is driven by something which is not the Federal Government, but is akin to it.

Ms. Griffin said the last time we had an ISO visit was in the mid 1980's. Obviously a lot has change since they were last in Hanover, but also a lot has changed in the world of firefighting. We can talk about the options that the Fire Department kicked around at Ms. Griffin's request in order to get us into compliance with the ISO requirements that say we are supposed to have four individuals responding to every call.

Chairman Walsh asked who ISO is. Chief Bradley said ISO is an acronym for Insurance Services Office. It is an independent organization funded by participating insurance companies. ISO's purpose is to establish fire protection classifications or communities. They have a manual they go by. They look at a host of elements such as water distribution for fire protections purposes. They look at the fire departments and the training of its members as well as the equipment and apparatus they have. ISO also looks at things like dispatch and how that dispatch is organized and whether or not there are enough dispatchers at any given time to handle the load. ISO looks at certain criteria such as needed fire flow and gives credits and points for what you do have. They also look at staffing of the fire department; which is the big issue here. When their field rep came to look at Hanover, they wanted to look at our incident reports. We are typically responding to alarms of fire with three people. Normal staffing for us is four, a captain and three fire fighters. Due to absences we have a policy where we will staff no lower than three. It just so happened that the incidents that ISO's field reps look at were responded with three. ISO's minimum staffing for credit is a minimum of four.

Selectman Baschnagel asked if they differentiate between staffing and who shows up on a scene. Chief Bradley said the terminology ISO uses is "responding to". Ms. Griffin said mutual aid doesn't count.

Chief Bradley said one option is to hire more people and staff at a higher level. That is extremely expensive to do that. One more person per shift, with three shifts would cost around \$250,000. What Chief Bradley is proposing is to increase the overtime account in the budget so that we can staff a minimum of four. That will put a burden on the numbers that we have. He would also take some measures to beef up the force so when an individual can't fill some of those shift, we will have an option, which is why there is an increase in the part time line item.

Ms. Griffin said there is \$91,000 in additional overtime; \$31,000 in additional call back pay; \$19987 is additional retirement system contributions. Selectman Baschnagel asked if there is a reason why we don't bring in our volunteers in lieu of the full-timers. Chief Bradley said we couldn't because of contractual agreement. Ms. Griffin said it will be interesting to see how much additional over time our full-timers want to work. They have to be offered that work first. They may not want to work an additional \$91,000 in over time on top of the current \$250,000 they already get.

Chief Bradley said as far as ISO is concerned Hanover's class is a mixed class. We are a 4/9 meaning we are a 4 within the Downtown area and outside in the rural we are a 9. What ISO is telling us based on our response is that they are recommending we be put in a fire protection class 10 Town-wide, which is equivalent to not having a fire department in the community as far as insurance is concerned.

Chief Bradley said he had Michael Hinsley get on the telephone and do some investigating to see what this would mean to the insured within our community. This would be devastating as far as insurance premiums are concerned.

Captain Michael Hinsley said he did a survey of Hanover Insurance Agencies to gauge the rate impact this would have on Hanover residents. When Captain Hinsley initially went out to do the survey, the insurance companies said they would not cover residents in a Fire Protection class 10.

Captain Hinsley said he got quotes on a \$300,000 home with all the possible updates and a \$500 deductible for both the Fire Protection Rating of 4 and 9. Captain Hinsley got both residential and commercial quotes from local agencies; he then applied the differences between the rating of 4 and the rating of 9. Captain Hinsley said he then looked at the 73 properties in the Downtown valued at less than \$1,250,000 but over \$100,000. If you take the \$1,457 average difference between properties with a Fire Protection Rating of 4 and a Fire Protection Rating of 9 times the 73 properties, this would equal \$106,000. This would cover just the buildings; it would not cover the different companies or commercial occupations in places like the Nugget Arcade or Hanover Park. The Master List was used as the standard. Captain Hinsley took the bulk of the Hanover property, both in the hydrant district and in the non-hydrant district. There is \$1,000,000,000 worth of property in the Class 4 (hydrant) District and \$400,000,000 in the Class 9 (non-hydrant) District. Seventy-five to eighty percent of the property in the Downtown District is residential. This would

represent an average annual increase of \$196; with 1548 properties times the \$196 average annual increase would represent a total of \$298,312. If you add those 2 up, to regress from a Fire Protection class 4 to a 9, the minimum impact would be at least \$404,673 just in the Downtown area. But what ISO is saying is that Hanover would not go to a Fire Protection class 9 but rather a 10. To go from a Class 9 to a 10, for a residential only, would cost at least an additional \$318. This would add additional annual insurance costs of \$483,996 to Hanover property owners in the Downtown, for a total annual \$888,000 plus dollars to all property owners.

Ms. Griffin said she did a calculation for her home on Carriage Lane, based on her total assessed valuation, with the average Fire District tax bill going from \$1.40 to \$1.49; her Fire District tax bill will go up \$45 versus her insurance bill going up from \$300 to \$600 per year.

Captain Hinsley said this could potentially add up to increased property insurance premiums of \$1,100,000. This doesn't include the high end residential of commercial properties.

Chairman Walsh thanked Captain Hinsley for his hard work on this presentation.

Vice Chairman Connolly asked how much of these proposed increases are due to equipment as opposed to personnel. Ms. Griffin said there is another \$29,093 for equipment.

Chairman Walsh said the improvements to comply with ISO represent roughly \$180,000.

Drew Cunningham said there are preferred and standard insurance carriers. One of the much-preferred carriers is Chubb, which insures many of the high valued homes we have around here as well as some of the large commercial properties. Mr. Cunningham said he has commercial clients that pay in excess of \$250,000 in property insurance each year. Some of the large commercial buildings have content values that are well in excess of the building value. ISO is a fiercely independent organization that was founded primarily by insurance carriers to avoid antitrust issues. They are very difficult to deal with.

Mr. Cunningham said he took a home on Greensboro Rd. that is \$135,000 as an example of potential premium increases. Their premium would go from \$477 to \$757. Another example would be a home with a value of \$283,000; that premium would jump from \$800 to \$2,000, so the person at 8 Rayton Road is not going to be very happy. Not implementing these changes would be a disaster for the citizens of this Town.

Ms. Griffin said her initial response when she met with Mark Willis; the ISO representative was that she could believe that an ISO 10 Rating with our current staffing is the same as having no Fire Department for purposes of fire response. Selectman Baschnagel said ISO's position doesn't make any rational sense.

Mr. Cunningham said there are things that the Town can do to fight this but it is quite a long process. We need to budget this now and fight them later. This decision is a no-brainer

Selectman Baschnagel said he agrees that the decision is a no-brainer but it strikes him that any institution such as ISO that operates in this cavalier manner can't be a rationally supported institution in a semi-rational business world.

Mr. Cunningham said you should understand that ISO creates protection classes and also establishes fire rates for sprinkled buildings. When we have carriers that don't use ISO, then they develop their own rates, but they all use protection classes. If you fall in a protection class 10, they won't play ball so we might have some businesses in Hanover that wouldn't be able to get insurance as a result.

Selectman Baschnagel said he is not suggesting that we even consider going to class 10. He is asking a somewhat broader question in an educational sense.

Mr. Cunningham said ISO is a collective wisdom that establishes certain criteria and standards based upon a national scope. As protection and standards evolve, they go with it. Insurance companies pay a lot of money for them to follow these standards. He is not sure whether Hanover has gone up or down in the number of bodies we have in the Fire Station. There are other issues involved in this besides the way we staff.

Selectman Baschnagel said he goes back to Ms. Griffin's question. It's inconceivable to him that it is in the interest of the insurance companies to put Hanover in the position where we make the choice of no Fire Department and a rating of 10. That's not in the insurance companies interest. You want protection here and the insurance companies want protection here. To have their agents suggest that the current department we have which is professionally manned with up to date equipment and a hydrant system; is equal in protection to nothing is absurd!

Mr. Cunningham said the thing they know from a reality point of view, they know we will not go without.

Ms. Griffin said Mark Willis was very helpful in helping us think of ways to achieve the 2 in 2 out rule, without hydrants or fulltime firefighters. Ms. Griffin was focused on presenting a budget that is somewhat tolerable and to still be able to demonstrate to ISO that we are committed to resolving some of these issues.

Chairman Walsh said it seems to him like we've been put a corner that doesn't make sense but it's going to cost the citizens of the Town a minimum of \$1,000,000 in additional premiums and potentially considerable more than that. So the question is are we going to put \$180,000 in the Fire Fund budget so that we can meet this and in parallel try to do something better and see if the Town Meeting passes that or are we going to sit here with a potential \$4,000,000 premium increase. To Chairman Walsh this is a no-brainer, as angry as he is for being put in this position.

Selectman Christie asked if since we are in a position right now to work on staffing and equipment to bring us up to the higher standard is there anyway with the incremental dollar to bring that fire rating up even higher and return a profit to the taxpayers. Chief Bradley said there are opportunities to improve that and it is a goal that we have set beyond this retrogression that we are being given. Part of this is something we have started a few years ago with the enhancement of the rural water supply.

Ms. Griffin said you can see from the ISO report that we get 50% of our points from fire protection; 40% of our points from through water; and 10% through dispatch. Just taking the fire protection piece; a number of things that we are trying to do with this amount of money will improve our overall grade in some of those categories, with an eye toward raising our grade from a 4 to something above that as well as bringing up the rural grade.

Chairman Walsh said he agrees with Selectman Baschnagel. If this were a straightforward rational world he might believe in the calculations, but from what we have just seen he doesn't have a lot of confidence that this is going to make a difference. This is a no-brainer locked in savings.

Chief Bradley said we need to preserve what we have and over the next few years look into how much money we want to put into improvements. There will be certain expenditures that won't make a difference in our class.

Chairman Walsh said he doesn't believe with these clowns that we can tell whether expenditure will make a difference or not. That's what troubles him.

Drew Cunningham said he urges that as we move forward that we try to move from a class 4 to a class 3. We should focus on the 3 and not the 9; the 9 is not going to make a difference. The grades are 1 through 10; parts of Los Angeles are a 1 and Boston is a 2. As far as the rating is concerned, it is very precise. You get debits and credits. There is a formula that anybody can follow. You should be able to tell what it will take to get to a 3 rating.

Selectman Baschnagel asked if we turned Captain Hinsley or someone else loose, he could reproduce the numbers that they gave us. Mr. Cunningham said yes. Selectman Baschnagel said it behooves us to do this periodically. Ms. Griffin said we could do this annually or biannually to see where we stack up against the ISO numbers with an eye toward making period adjustments to the budget once every couple of years rather than a major adjustment once every 20 years.

Chief Bradley said one of the challenges and frustrations is to get 100% for response to fire alarms. ISO says we need to respond with 2 engines and a ladder to every single call. For us to address that tonight doesn't make any sense. Our challenge is to get the one rig out with 4 people on it so that we don't digress. Captain Hinsley said it is not just sending 4 people; it's the capability of the trucks. They rate the capabilities on the rescue truck that are similar to the ladder. Chief Bradley said that kind of approach would be necessary if we were looking to go to a class 1 fire rating, but we're not. Our goal is to not digress.

Vice Chairman Connolly said she gathers that in an ISO evaluation that a past record doesn't count. Ms. Griffin said they have a formula. For example, in the New England area mutual aid doesn't amount to a hill of beans, even if they can be there in 3 minutes. It doesn't count because they are not our people.

Vice Chairman Connolly asked if we are required to provide all this, what do Towns that are not as well equipped as Hanover does. Captain Hinsley said Lyme, for example, is a Town wide class 9 fire rating and are in the process of trying to get a lower number. This is based on the equipment that they have and there are a number of deficiencies. The difference is that they get 12 to 15 people that respond to a call. ISO doesn't look at the fact that just 6 months ago, that the volunteers didn't even have their own turnout gear.

Chairman Walsh suggested that we swallow \$180,000 and put the money for on call, equipment, and overtime and then go on from there and see what the Town Meeting does with it.

Selectman Christie said if the overtime scenario doesn't work, he assumes that the alternative is more expensive. Ms. Griffin said there are two alternatives to the overtime. We could hire four more firefighters but the other alternative is to build up our volunteer call capabilities. Our contract does require that we offer the overtime to the fulltime firefighters first, but depending on those gentlemen feel about all that initial overtime, we may have to look at how much we budget in overtime and how much we budget in the other categories.

Chairman Walsh asked how many more dollars we have in the Fire Department Budget once we take out the \$180,000 increase. Ms. Griffin said once we take the \$180,000 we just talked about out, then the budget is up by \$158,000. Ms. Griffin said this budget is actually down when you look at the funds for the fire trucks. You need to look at the net of the reserve allocation for the purchase of engine four.

Selectman Baschnagel said once you take the \$180,000 you are a flat budget, but there is reshuffling within the budget. There is a fair amount of equipment that is being purchased but there are other things that are cut to lower the amount. Ms. Griffin said if you net the \$340,000 that we spend for Engine Four last year, you will have a net expense of \$2,152,223. Compare that to \$2,326,608 that is proposed and you have an increase of \$174,000; so the increase is virtually all ISO related.

Ms. McClain said the tax rate doesn't cover the full impact of the ISO changes. Ms. Griffin did budget \$50,000 from undesignated fund balance, which mitigates the tax rate impact.

Selectman Christie asked why we would do that. Ms. Griffin said it is to ease the pain and is simply a proposal to the Selectmen. We have some key decision with respect to the fire fund. She couldn't avoid operationally, recommending a tax rate increase of more than 3% because of the ISO impact. What she did instead, looking at the extent of undesignated fund

balances in the fire fund, was to use some money to cushion the blow to the taxpayers this year. We are possibly looking at a major water rate increase next year and decision four or five years out on the replacement of the tower.

Chairman Walsh said if he understands Ms. Griffin correctly, there is \$50,000 in undesignated fund balance that is outside of our guidelines for the use of undesignated fund balances. So we can either go with that \$50,000 of undesignated fund balance or we can go at expenses to the level of \$50,000. Ms. Griffin said of the budget that is proposed, which includes the \$50,000 draw from undesignated fund balance; the tax rate impact is an average increase of 6.92%. Chairman Walsh asked if we were to take the \$50,000 in undesignated fund balance out, what would that be worth in average tax rate impact. Ms. Griffin said that would add another 3%. Ms. Griffin said the 4 tax rates could be seen on page 159 of the budget book.

Ms. Griffin said about the only place that you could find a comparable cut in this budget that would not mess with the ISO rating is to reduce the equipment reserve contribution by that amount. That would get us away from another priority, which is reserving for the replacement of our engines.

Ms. Griffin said that it could be argued that that \$50,000 is in keeping with the undesignated fund balance utilization. For example, all that equipment that we are buying for the fire trucks is not a one-time expenditure, but it is a long-term expenditure.

Selectman Christie asked where this fund is with regard to balance. Ms. Griffin said all of the undesignated fund balances could be seen on page 29 of the budget book. Currently we are at 8.9% and would still be left with 7.6% after the draw.

Ms. Griffin explained to the viewing audience that the Selectmen adopted a policy that undesignated fund balances should not be used for any expenses that are ongoing. We would rather use undesignated fund balances for one-time expenditures that don't recur such as salaries or benefits. What we are about to do now is to go through this budget right now and see if there is anything in this budget other than ISO expenditures, that we can argue is a one-time expense and that we can credit toward that \$50,000 of undesignated fund balance that Ms. Griffin is recommending we use to help offset the tax rate impact of the ISO requirements.

Chairman Walsh said we have \$30,000 worth of equipment that we are purchasing to meet the ISO requirements and we have an equipment reserve for future purchases. If we look at that equipment we are purchasing for ISO as a one-time expenditure, does it meet the test?

Chief Bradley said these are basically one-time expenses. The \$30,000 is basically for hardware. Next year these line items will be down by \$30,000. Selectman Baschnagel said the self-contained breathing apparatus (SCUBA) has to be replaced every 5 years and that is \$15,000 of that \$30,000. Ms. Griffin said we are reserving for the replacement of our



SCUBA as part of our fire reserve, so the goal is to save for it each year. It tends to be expensive when you have to replace all that.

Chairman Walsh said we should put on the list whether the one time \$30,000 is in fact one time.

Selectman Baschnagel asked what the urgency is on the lease for the new copier, which is mentioned on page 147 of the budget book. Chief Bradley said the current copier they have is trash. It is old and was recycled from Town Hall.

Vice Chairman Connolly referring to the last line on page 149 which says “an appropriation of \$5,000 is requested for the continued development of rural suppression systems such as cisterns and dry hydrants,” said that those came as a result of a Planning Board decision and are paid for entirely by developers. Chief Bradley said that is true as far as the rural subdivisions, but if you recall last year in a presentation we should you where we were attempting to enhance our rural water supply. Captain Hinsley said this is to fund dry hydrants in rural areas.

Chairman Walsh said we would like to put this \$5,000 on the list.

Selectman Baschnagel said in that same paragraph on page 149, there is a request for \$12,500 in gear that is not part of the ISO requirements. Chief Bradley said the hose tester (\$3,200) requested could be linked partially to the ease of meeting some of the ISO requirements because it helps test hose annually. This hose tester would allow the firefighters to test hose in the station while on duty rather than laying all the hose out and testing the hose that way. Captain Hinsley said this is cost effective because it would require less money for personelle and it’s easier on the equipment to do it. Doing an annual standardized hose test is worth 50 points toward the ISO rating.

Chief Bradley said the portable pump they are proposing to buy (\$4,500) is to replace a 1972 300-gallon pump. When they need this, it doesn’t work.

Chief Bradley said the turn-out gear for two firefighters (\$2,830) requested is not a nicety. It is critical that they have turn-out gear. This gear is 10 to 13 years old. They are replacing it as they can over time. One thing that Chief Bradley refuses to do is to have any one of his people in sub-standard gear. This gear is replaced as needed. In this year’s budget Chief Bradley has over expended that account for that reason.

Chairman Walsh said it is clear from what we’ve heard from ISO that warm bodies is better that equipment. Given that we are absorbing a large amount for overtime and call back, we ought to reexamine our whole capital reserve table next year to determine how frequently we replace the engines and how frequently we replace the ladder. Chief Bradley said we actually did that last year but extending all the engines out another five years.

Vice Chairman Connolly said what we don't have in this budget is our annual list of equipment which details engines and years purchased. She would like to see this next year. Ms. Griffin said Frank Austin has prepared it and she will get copies for the Selectmen.

Vice Chairman Connolly said the request for education/meetings to meet Hazardous Materials Technician level (\$5,296) on page 151 has to be dealt in with the on the 800 lines because this is a new request and education cost are already up \$6,000 in total. The Selectmen should go through all the 800 lines. Ms. Griffin said she is not sure Vice Chairman Connolly is correct. She went through and did a comparison between 2004 and 2005 and this actually goes down from \$16,200 total to \$13,555. Vice Chairman Connolly said she calculated education and she has it going up from \$9,380 to \$15,796.

Selectman Baschnagel said there is another \$3,500 increase in Auto/Education/Conferences line, so there is training in a couple of different places. Vice Chairman Connolly said it goes up in a couple of places, but the one for hazardous materials is brand new. Captain Hinsley said it may be illustrated differently this year but his is basically the third year for this. The first year they did material training so they met the Federal standard. This current year they went to the decontamination level, which is part of the NH Midwestern Regional HAZMAT Team. The next step in the plan is to now have everyone at the technician level clearly meet that and have at least 50% of the fulltime members trained to the technician level. This would give them the ability to go inside a decontaminated area. The cost includes the cost of the course with the backfill being covered by two different grants. Vice Chairman Connolly said this is an extra \$5,300.

Ms. McClain asked if the totals of the 800 lines would be put on the list to consider tomorrow night. Vice Chairman Connolly said if this is being put on the list for tomorrow night, could someone please explain what the specific training is for the other item, which is almost the same amount. Chairman Walsh asked Vice Chairman Connolly if she is asking specifically about the \$6,500 under fire training. Vice Chairman Connolly said it is \$6,600, which has more than doubled from last year. Chief Bradley said that is actually down from what was initially requested. The 03-160-800 is for a class that is to be held at the State Fire Fighting Academy. They are budgeting for two of the fire fighters to attend the NH Fire Academy Officer Certification course, which is money well spent. This would send fire fighters through the curriculum to become a shift officer. Quite often when a captain is out on leave, the senior fire fighter takes over that role as supervisor. Chief Bradley said Captain Hinsley has requested money under 810 to hire outside instructors for specialized courses to be done in house.

Vice Chairman Connolly said the whole 800 list should be put on the list to be discussed for tomorrow night.

Selectman Baschnagel said he is a little concerned that we are reducing routine maintenance on both of the facilities. Ms. Griffin said this coming year is the year we need to figure out what we need to reserving for our buildings; not just the fire stations, but our buildings in general. We would like to get to a point where we are reserving for our buildings just as we

reserve for our other pieces of equipment. Part of this reduction is that we are assuming that we will try to do as much of this in house as we can with our new maintenance technician.

Chairman Walsh asked what happens to an individual who turns in a malicious false alarm (page 161). Chief Bradley said the person would either be arrested and taken through municipal court or there would be a plea bargain and pay restitution to the Fire Department for the cost of that response.

Chairman Walsh said we have had 25 of these this year to date and a total of 16 last year; what are the locations of those 25 alarms. Chief Bradley said those are typically on campus. Captain Hinsley said if the College get a certain number of false calls a term, then they get billed. Chief Bradley said malicious calls, such as a pull box; they get billed \$100 each time including the first time. Chairman Walsh said he would like that on the list for further consideration. The cost for malicious false alarms should be at a level where it is meaningful. Chief Bradley said this should not be escalated to the point where it would be challenged in court.

### **Ambulance Fund**

Ms. Griffin said the highlight to the Ambulance Fund this year is that the General Fund is not longer benefiting from the subsidy from the Ambulance Fund. This year, through the social service portion of the budget, community contribution is paying our full portion for the cost, per capita of the ambulance service.

Ms. Griffin said our undesignated fund balance for the Ambulance Fund is down to \$14,914, which puts us at 3.2%. We want to build this back up to over 5%.

Chairman Walsh said the Ambulance Fund is up by 4.5%, which are essentially salaries and benefits.

Selectman Baschnagel said he knows we have been working hard to get our disallowed billings under control. He would like to know how we stand with that. Ms. Griffin said the good news is that now we are sharing the cost on a prorated basis with Lyme and Norwich. Ms. Griffin is concerned that this number may still continue to climb given what is going on now in the insurance arena. Selectman Baschnagel said this is another one of those flow-down unfunded Federal mandates. Ms. Griffin said the best we can do with this number is to continue to monitor it and make sure the other communities are paying their fair share of disallowables.

### **Waste Water Treatment Fund**

Ms. Griffin said this was kind of a quiet year for the Waste Water Treatment Fund. They are in a build mode, benefiting from the money they have appropriated over the last couple of years. Ms. Griffin said she is recommending putting substantial funds into capital reserve this year because we are going to be getting some funds that return to the Waste

Water Treatment Fund a 20% match from the State to offset the expenses we have incurred. Ms. Griffin said she is recommended that we take that State money and put it into reserve. This will allow us to increase our Waste Water reserve without having to raise our rates at all. Ms. Griffin told the Selectmen they would see an increase in the capital reserve contribution. Ms. Griffin is recommending a contribution of \$361,951 this year, which is an up tick from what we have contributed in the past.

Ms. Griffin said Underwood Engineers is now focusing the staff on the next round of upgrades and replacement that we will need to make in the plant. The goal is to have a comprehensive update for the Selectmen later this year.

Vice Chairman Connolly said she has a correction on page 189 of the budget book, which refers to the payment of 75% of plant upgrades. That is actually 95%. Peter Kulbacki, Director of Public Works said the payments are 75% Federal and 20% State. Vice Chairman Connolly said the Town pays for 5%.

Vice Chairman Connolly said on page 191 of the budget book it talks about \$100,000 for a third clarifier. She thought we were already doing a third clarifier this year. Mr. Kulbacki said we actually have to do the outfall extension instead of the third clarifier.

Mr. Kulbacki said we have had discussion with the College about funding a second selector, which they have funded and has been installed. We have done our two existing secondary clarifiers. We are somewhat limited to DHMC expansion as well as a number of College projects. Things are much better on the solids side, which is good news and gives up some time to really plan our best options. Ms. Griffin said we were amazed in the improved solids performance when the DHMC and the Hanover Inn stopped food grinding.

Chairman Walsh said there is nothing regarding the Waste Water Treatment Plant that is on the list for further consideration.

### **Capital Improvement Plan**

Ms. Griffin said all the expenditures in our Capital Improvement Plan are from reserve; those are all listed on page 197 of the budget book. All of the purchases are offset by the transfer of revenue in from reserve. Listed are the pieces of DPW equipment that the department is recommending. The cruisers with laptops that are mentioned in the Police Department's budget are listed. Also listed is the Lyme Road improvements that includes the money we are budgeting plus money coming in from the School District. We created the traffic improvements reserve last year, so this is just the appropriation from that reserve to spend money for the Lyme Road improvements. Ms. Griffin said the Ruddsboro retaining wall is also on the Capital Improvement list. Chairman Walsh said this is our fourth Ruddsboro Bridge. Ms. Griffin said there have been three bridges and a retaining wall. We have one more bridge left; we have only done 2.

Ms. Griffin said the fire fund purchase from reserve is to replace the fire car, which is now 7 or 8 years old. The Line Maintenance Division (DPW) will be replacing their backhoe from reserve. Ms. Griffin said Frank Austin typically offsets the purchase with the receipt of revenues from the trade or sale of the vehicle. He tends to take the approach that he would like to sell old equipment when there will still be some revenue from the sale and before the equipment gets so old that we spend more money maintaining than you do in planning its purchase.

Selectman Baschangel asked why the backhoe loader for the DPW is only 1/3 of the cost of the backhoe for the Line Maintenance Division. Mr. Kulbacki said the backhoe loader for the DPW is used by the grounds division to dig graves and is smaller than the backhoe loader being purchased for Line Maintenance.

Ms. Griffin said on the right-hand side of the page you would see our budgeted contributions to the reserve. Ms. Griffin said she would make sure the Selectmen get a copy of all the expenditures and contributions to the reserve. This is the schedule that Frank Austin does. Ms. Griffin said we are constantly looking at the schedule of when we anticipate that equipment will need to be replaced and consequently adjusting our contributions based on where we see the replacement schedule going over a 10-year time frame.

Selectman Baschnagel said we spent \$47,000 of our \$50,000 last year in the Parking Fund last year. Ms. McClain said we encumbered that in order to build the new parking booth. So that money will actually go out the door early this fiscal year.

Ms. Griffin reviewed the contributions proposed for FY 2005-2006, which can be seen on page 197 of the budget book.

Ms. Griffin said the next four pages of the budget book are just all the details of the capital improvement projects. We continue to work on improving this capital improvement program. The GASP 34 will ultimately shape the way we evaluate our assets and that will factor into this. We will be working on building a reserve for our various Town properties.

Vice Chairman Connolly what would happen if a project comes up and with our current budget constraints and we didn't have the money immediately? Is it possible to take from the reserve for that project by modifying the schedule? Ms. Griffin asked Vice Chairman Connolly if she is referring specifically to the sidewalk vehicles and equipment reserve for a sidewalk project? Vice Chairman Connolly said she is. Ms. Griffin said this is a vehicle reserve and not a sidewalk reserve. Vice Chairman Connolly said there are three separate categories here. You could put the project anywhere you like. Ms. Griffin said the category is Highway Sidewalk Vehicles and Equipment and couldn't be used for a sidewalk. Ms. Griffin said she suspects that in the future we may want to or feel pressure to build additional sidewalks within some area related to Downtown residential neighborhoods. It seems to her that if the Town commits to the notion that we may have an area in which sidewalks could

reasonably be required to be constructed; that's when we should talk about how we save for construction of those sidewalks. We probably want to talk about establishing a sidewalk reserve into which developer and Town contributions could be placed. Right now we have an area in the Public Works budget for sidewalk repair and construction. Each year we spend around the same amount of money to do that. The only way to beef that up is to talk about more money for sidewalk reserve.

Selectman Baschnagel said as he looks at page 199 and goes down the list of activities and down at the bottom are the balances. What we have created is three mini-funds. Ms. McClain said Town Meeting created them and they are all separate reserves. The equipment reserve is very specific to equipment. Ms. Griffin said the Road and Capital Improvements Reserve was created just last year. It was created to receive the monies that we are budgeting for the Lyme Road improvements. Mr. Kulbacki said this does include sidewalks. Ms. McClain said we created a reserve a few years ago for North College reconstruction. We rename that fund at last year's Town Meeting because we recognized that there are projects that we can't suck up into the operating budget but that it makes sense to reserve for. There was a \$10,000 savings from North College that we used to seed this new fund.

Vice Chairman Connolly said she knows we eliminated the sidewalk fund but she didn't know we eliminated sidewalks in the process. Ms. Griffin said we never budget for sidewalk; we just budgeted every year for whatever we thought we could afford.

Chairman Walsh said Selectman Christie suggested that the Selectmen spend some time talking about where they are so that they don't walk into the final budget meeting tomorrow without any sense of where anybody else is.

Selectman Christie asked Ms. McClain to put together an employee head count of last year's budget versus this year's budget to see where we are.

Selectman Christie asked for more information regarding the Transportation Infrastructure Study that is on the list for further consideration. He would like to have a better handle on what this study would do and what our expectation of it would be. Selectman Baschnagel said this ties back in with what we expect the in-Town traffic group to talk about. Ms. Griffin said we have talked as a board when setting our goals and objectives for this year, about the need to have a transportation done of our key transportation infrastructure so that we had a baseline as to how we would accommodate traffic in the future. The Selectmen haven't really talked about this, although the In-Town Traffic Committee and the PTB have spent a fair amount of time talking about this issue and have some thoughts as to what board or entity should be empowered to take ownership over that set of projects. Selectman Baschnagel said he has sat in on some of these committees and have watched them play games with the modeling and found that personally to be unproductive. Ms. Griffin said we are a long way from having this figured out which is why she didn't fund it. In the grand scheme of things we are not there yet anyway. Selectman Baschnagel said he does express a degree of enthusiasm to try to get some Federal money to look at the Inn corner and the

Hop. Chairman Walsh said he would argue that it's premature. Until you have a clear charge to a committee, a commission, or a group then you are wasting time and money. We need to come up with a clear charge to a Town group or organization first. We are a ways from spending this kind of money wisely.

Selectman Christie said another issue he would like to hear more about is relative to the Hovey Lane sidewalks. He would like to hear Chief Giaconne's opinion on whether this is a safety issue. Chairman Walsh said he would like to know whether this is a safety issue with or without traffic calming. Selectman Baschnagel said the people who live along there would be happy to have the Town make that investment in addition to the traffic calming. Selectman Christie said the Selectboard has already decided to try to get their hands around the bigger need for sidewalks over the next few years; so if this one is going to go first, he would have to be convinced that it is on the top of the list. The thing that would put it on the top of the list would be safety concerns. He would like a sense from the professional as to how severe the safety problem is. Ms. Griffin said the reason that the Hovey Lane issue is before them is because there is a persistent group of neighbors who have stayed behind the issue otherwise, Ms. Griffin is not sure that this sidewalk would be on the list in terms of serving the largest number of people. While the Hovey and Buell people are tired of being put off; Ms. Griffin has to agree with Selectman Christie that this needs to be looked at in terms of our overall sidewalk priorities. We haven't done an overall look at sidewalks yet, much less discussed what it's going to cost to maintain those additional sidewalks. Vice Chairman Connolly said fortunately the construction of the South Block is going to provide the Town with a fairly sizable amount of sidewalk which we never had before. Vice Chairman Connolly thinks Hovey/Buell is the next logical extension going to the high school. It is clearly unwalkable because it's unsafe. These safety ratings don't account for the presence of a sidewalk. She has seen other safety ratings and it doesn't matter whether there is a sidewalk on the street or not; it is done by the number of traffic trips. It has nothing to do with the fact that there is a safe place to walk on the street.

Chairman Walsh said he would like to start with the list of things they may add to the list for further consideration. He hears Vice Chairman Connolly looking for a way to fund the Hovey/Buell sidewalk. Selectman Baschnagel said he still has a question as to whether this is a priority. Chairman Walsh said he tends to view this as an either-or issue; either we continue with traffic calming or we install sidewalks. He is not convinced that it is the Town's responsibility to pick up 100% of the improvement. He feels the same way about the requests for paving on Pete's and Piper's Lane. In instances like that where there is a significant improvement, we should be thinking about matching betterment funds or some type of assessment instead of the general fund paying for it. Chairman Walsh feels that we have done traffic calming on Hovey and Buell and it has made a difference. We should leave it as it is and sort out sidewalks in the future.

Chairman Walsh asked the Selectman how they feel about the transportation infrastructure study. Selectman Baschnagel said as much as transportation is near and dear to his heart, he is not sure what this money would be spent on and we shouldn't do anything until we have a handle on it. Vice Chairman Connolly said she agrees with Selectman Baschnagel

particularly since the parameters and the area have not been circumscribed. Selectman Christie said he thinks the Selectmen are committed to getting on with this piece of our work this year and should make this part of their objectives for this year.

Chairman Walsh asked the Selectmen how they feel about the Hanover Center Cemetery issue. Mr. Kulbacki said there is a demand right now in the Hanover Center Cemetery and right now all the lots are full or have already been sold. This is a request to develop a section of land the Town owns to add more lots. Chairman Walsh said he would like to do this sometime, but he is not ready to do this now.

Chairman Walsh said he has already made his feelings known regarding the paving of Piper and Pete's Lane. Selectman Baschnagel said he agrees with Chairman Walsh. He is reluctant to get into a program like this because it will just escalate. Ms. Griffin said she believes the residents of that neighborhood will be present tomorrow tonight because they have watched this process with great interest. She did prepare their representative on the notion of betterment fees that they may want to consider. Vice Chairman Connolly said she has a problem with suddenly asking the taxpayers to pay for things, which are ordinarily paid by municipal taxes such as sidewalks. Chairman Walsh said he recalls sitting on the Planning Board when this development was approved. At the time asphalt was very expensive and the price of the housing could be kept down by not paving. The Planning Board thought it was a bad decision at the time. Chairman Walsh doesn't think it's the general fund's responsibility to pay for it. Vice Chairman Connolly said the neighborhood was also not paved because the theory was that this would slow traffic down. Ms. Griffin said for her it is hard to know where to draw the line. How can you say yes to this and no to other projects such as Carriage Lane? Short of paving, Ms. Griffin is not sure what we can do to reduce the dust in this neighborhood. Mr. Kulbacki said we have done everything that we can to make the road more stable. Dust is part of a gravel road. We put sand on the road in the winter for traction and we can't just do nothing. There are 21 other roads that are dead-end cul-de-sacs that are very similar. It would be hard to pick one that is worse.

Chairman Walsh asked the Selectmen for the views on reserving for Innovative Software for the library. Ms. McClain said there is a reserve of about \$20,000 for this already. In the current year's budget there is a \$2,500 contribution. Nothing is budgeted in the proposed FY 2005-2006 budget. Chairman Walsh said there is no indication from Innovative of any changes coming up. Selectman Christie said in this environment this would not get his vote.

Chairman Walsh said he is of a mind to put the money for the Route 120 corridor study in. If the consortium comes together we should be part of it and if it doesn't come together then we maybe get the piece for consulting fees if we get the transportation group together and chartered. Selectman Baschnagel said he thinks there's going to be some serious impacts over the next 5 to 10 years and we need to be thinking about that.

Chairman Walsh asked the Selectmen what they think about the increased contribution to the overlay. He didn't see a groundswell of support for it.



Next on the list is the proposed variable message trailer. Selectman Christie and Vice Chairman Connolly said this shouldn't be purchased this year. Selectman Baschnagel said this is the one thing that can respond to the issue of how we get people to slow down when they go around Lyme Road. This is the only reason he might push for something like this to happen. We can't put patrolmen out on the rural road to stop cut through traffic. The only way to do it is with something like this.

Chairman Walsh asked the Selectmen where they stand with the proposed digitizer upgrade. Chairman Walsh said he thinks Doug Hackett should come back to the Selectmen and see how this upgrade will pay us back.

The Selectmen agreed that the various department heads should find a way to fund the supplemental dispatch controller bathroom with what they already have.

Chairman Walsh asked the Selectmen whether additional building repair funds request should be funded. Selectman Baschnagel said Frank Austin should figure out what's needed first. Ms. Griffin said that is why she put it on the wish list. We can make due with what we have.

Vice Chairman Connolly said the request for vehicular equipment and technical supplies for \$7,600 should be broken up. Chairman Walsh said he heard that half of that is a real number. Ms. Griffin said the variable message trailer has more interdepartmental use; the digitizer upgrade brings in more revenue; the bathroom issue speaks for itself. Given that the Police Department really wanted that communications software this year, they can't have it all.

Ms. Griffin said the proposed voting booths could really wait for next year. The time when we really need to look at replacing those voting booths is before our next big election. Selectman Baschnagel asked what the reasoning is for replacing the booths. Ms. Griffin said they are very heavy to maneuver plus they are old and not terribly stabile.

Ms. Griffin said the Garden Club wants to get hangers for the Downtown. The Garden Club would do all the planting. We have two gardeners who will water these during the summer. The Town's obligation would be to buy the brackets so we could hang them on the streetlights. Ms. Griffin said this is on the bottom of her list of items for further consideration because she can't fund it. Her next step would be to go to the Hanover Improvement Society and see if they are willing to fund the brackets. Vice Chairman Connolly said she would go for that.

Chairman Walsh said if he were to ballpark everything on this list we are somewhere between adding somewhere between \$0 and \$50,000. This would represent 1% on the tax rate.

Chairman Walsh asked Ms. McClain what we have on the list for potential cuts or revenue in other areas. Ms. McClain said there is not a whole lot actually. There was a potential add for heating fuel increases.

Chairman Walsh said we are putting through a major tax increase in the fire fund and we don't have much of a choice about it and it's the right thing to do. He is not feeling like going much beyond the 3% increase agreed upon. He is willing to do some horse-trading to stay at that 3% in the general fund. There were some things we found that were one-time expenses that might make a difference there.

Selectman Christie said he would like to be upfront and straightforward about the use of the reserve fund and where we think we are following the guidelines and where we think we are doing just tax smoothing. Let's be ready to defend each of those.

**3. BANNER REQUEST FOR HANOVER LION'S CLUB AUTO/BOAT/RV SHOW**

**It was MOVED by Chairman Walsh and SECONDED by Selectman Baschnagel to approve the Hanover Lion's Club Auto/Boat/RV Show banner request. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE HANOVER LION'S CLUB AUTO/BOAT/RV SHOW BANNER REQUEST.**

**4. ADMINISTRATIVE REPORTS**

Ms. Griffin had nothing to report.

**5. SELECTMEN'S REPORTS**

**Kate Connolly**

Vice Chairman Connolly had nothing to report.

**Peter Christie**

Selectman Christie had nothing to report.

**Bill Baschnagel**

Selectman Baschnagel had nothing to report.

**Brian Walsh**

Chairman Walsh report there was a meeting of the Recreation Board this evening at 6:30. There was a very positive discussion about zero-based budgeting, which is the same as program budgeting.

Chairman Walsh said what the Recreation Board has accomplished in the last 45 days between the Tsunami Silent Auction, the Pond Party, and a crackerjack basketball tournament, and the best budget presentation; they have really done a tremendous amount. Chairman Walsh told them that on behalf of the Selectboard.

**6. OTHER BUSINESS**

There was no Other Business.

**7. ADJOURNMENT**

**It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to ADJOURN the meeting at 10:05 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:05 PM.**

**SUMMARY**

- 1. It was MOVED by Chairman Walsh and SECONDED by Selectman Baschnagel to approve the Hanover Lion's Club Auto/Boat/RV Show banner request. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE HANOVER LION'S CLUB AUTO/BOAT/RV SHOW BANNER REQUEST.**
- 2. It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to ADJOURN the meeting at 10:05 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:05 PM.**

**Respectfully Submitted,**

**Peter Christie, Selectman**

These minutes were transcribed by Susan Love

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**March 2, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

Duncan MacKintosh asked how much additional revenue the Town gathered from this last assessment.

Chairman Walsh he doesn't think of revenue as extra. Mr. MacKintosh said he does. Chairman Walsh said the Town gathered zero extra revenue.

Mr. MacKintosh said when your taxes go up based on a new value, and then the Town's revenue goes up. Ms. Griffin said then someone else's revenue goes down. We have a fixed amount the Town has to raise. For example, if the Town had to raise \$10 and that \$10 would be spread over \$10 total assessed valuation town wide; if the Town's total assessed valuation were to go to \$20, we're still just spreading \$10, but now it would be against a total valuation of \$20 rather than \$10. Some people may see their taxes go up if their total valuation goes up at a higher percentage than others did. Different parts of the Town grow at different rates and for different markets. As the Town's total assessed value grows; the tax rate goes down.

Mr. MacKintosh asked how much the Town's tax rate went down. Ms. Griffin said the tax rate went down from 5.6% to 3.6%. We had a fairly substantial increase between the original revaluation in 1990 and the update in 2001. Ms. Griffin said we are not even 2 years out from our last revaluation and our equalization ratio is now down to 81.5%. This means that property values since the update have increased by 18.5%. That is more than 1% per month. Part of our increase in valuation is due to the fact that we have had new construction. Each year the Selectmen make an estimate with the assessor as to how much grand list value we can account for next year. We are assuming \$18,000,000 for the purposes of this budget. That buys us some capacity to raise our expenditures without raising our tax rate because that new taxable value can absorb some of the expense.

Mr. MacKintosh asked Ms. Griffin how much taxes are going up with this proposed budget. Ms. Griffin said 3%, which is in line with the CPI.

Posie Fowler said she was very sorry not to be on hand to support the Visiting Nurse Association at the last budget hearing. The cheapest medicine you can have is keeping people in their own homes. Ms. Fowler hopes we can continue to support it.

## **2. FY 2005-2006 2<sup>ND</sup> BUDGET HEARING:**

Selectman Christie said in past talks about dipping into reserve a couple thoughts hit him. We have talked about one-time items. Selectman Christie said what we really should be talking about are those expenses in this budget that we don't want to build into the long-term tax rate. Those will tend to be one-time expenses. A good example would be the consultant that we are using for Jonathan Edward's work to help with the zoning. In terms of thinking about how to manage the undesignated reserve fund, we have built-in mechanisms so that we don't have to manage it because we have self-correcting mechanisms in the policy that say if the fund balance gets above 10% we could make an immediate correction and if the balance gets below 5% we will have to bring it up. We should let it float and not worry if it gets to 5.5%, as long as we are managing it against what we believe is a long-term staple.

Ms. Griffin asked if the Selectmen are comfortable with that "float" concept between 5% and 10%. This is 5% to 10% of the total general fund proposed appropriation to which that fund balance is matched. Chairman Walsh said that seems fine to him, but if that balance gets to 6% he would like the Selectboard to talk about it rather than just let it go down to 5%. Selectman Baschangel said he assumes that we would be checking it as we go along from year to year. Ms. Griffin said the only time it functionally matters other than in an emergency, is if we were to go for our own bond rating. Rating agencies would prefer that you be up closer to 10% than down around 5%. They are liable to make a rating judgment depending on where we are within that 5% to 10% range. Ms. Griffin doesn't believe that the bond bank pays a whole lot of attention to this and we generally float our funds through the bond bank. They would look at our undesignated fund balances across all funds.

## **TOWN PROPERTIES**

Ms. Griffin said she has grouped all of the Town facilities that are budgeted as general funded buildings under the Town properties group, beginning on page 116 of the budget. We do have on the Items for Further Budget Consideration List (formally known as the "Wish List") a lump sum of \$15,000 for Town properties in general. Frank Austin, who has taken over the Town buildings with an eye toward creating a good preventative maintenance program, came to Ms. Griffin shortly after taking on the task and told Ms. Griffin he doesn't have enough money to work with. Ms. Griffin did put a \$15,000 amount on the Items for Further Budget Consideration List, which would not be for any building in particular, but rather a general fund.

Chairman Walsh said he is very enthusiastic about Mr. Austin taking on this task because he has done a good job with our vehicle. He hopes the buildings will be in as organized a place as the fleet is. Mr. Austin said it is certainly heading in that direction. The issue is to

define where the problems are and then try to take a more preventative maintenance approach with them rather than a reactive maintenance approach.

Ms. Griffin said if you look at page 121 of the budget and you look at the line items you would notice a reduction in the salaries line item for this budget area. That is a result of the reorganization, which we implemented in February, which resulted in creating a new lower grade Building Maintenance Technician position. We have taken some of the savings from the reallocation of job titles and shifted it over to the Recreation Department and created a Maintenance Worker position, which is designed to help maintain the RW Black Center and also to do field prep for Parks and Recreation Department. Ms. Griffin said that was a significant change for this particular function and allowed us to bring Frank Austin to oversee that operation and start taking a much closer look at the building needs. One of the areas we have not reserved for in the past is our buildings. We currently have no way of setting aside fund for future significant expenditure in our buildings.

Vice Chairman Connolly said on page 116 of the budget is the grouping of the fuels costs. It occurs to her that the fuels costs are something that we can do absolutely nothing about. Vice Chairman Connolly feels those costs should be deducted from the 3% target tax rate increase. She would like to elevate the 3% margin with the discounting of those fuel costs. It is something that we shouldn't charge to the various departments because they can do nothing about it. Vice Chairman Connolly would like to pitch for an extra \$19,000 in margin to be added to the 3% in the General Fund.

Ms. Griffin said the difference between this year's and next year's operating budget for heating costs is an increase of \$19,069 in additional heating expense. The Fire Fund has an additional \$5,053 in anticipated heating expenses. The Waste Water Treatment uses a great deal of fuel oil in their operation and will realize an additional \$15,811 in additional fuel oil expenses.

Selectman Baschnagel he does not agree with Vice Chairman Connolly. We need to look at the cost of operating our properties in their entireties. As we start to take a more cohesive look at things, there may well be investments that we make that are payback. Selectman Baschnaegel said he does not like the idea of taking something out of the budget and saying it's uncontrollable. Chairman Walsh suggested that the Selectmen put this on the list of items for further discussion.

Selectman Baschangel said, referring to page 116, the paragraph beginning "Overtime request"; if we are looking at the way we contract things out as opposed to doing the work ourselves, are we putting money in the budget for contracting out, and if so, where? Ms. Griffin said there are some funds set aside for this, but Frank Austin tells her it is not enough to cover everything that he is anticipating we will need this year. Frank really didn't have much time to develop this proposed budget for Ms. Griffin and even if he had asked for substantially more funds, Ms. Griffin probably would have cut it anyway in order to balance this budget. There is some money in here to call in help when we need it, but probably not as much as we need.

Chairman Walsh asked if there is a time when we will get in trouble for not having the central vehicle washing station that the Federal Government has mandated that we have and we have not done for a couple of years. Mr. Austin said we have submitted an EPA goodwill gesture some time ago to give us time to do a number of things within and around the Public Works building. We are not necessarily violating any laws. We currently wash our vehicles outside with a biodegradable soap. The problem is in the wintertime when the temperature is low. Salt on the vehicles is our worst enemy and not being able to wash the vehicles properly in the winter is a problem. Being able to wash the vehicles would help Mr. Austin in the Fleet side of things. This central washing station would be an area where vehicles could be brought inside with a controlled disposal system for the waste. This is ultimately our goal and not a drive-through carwash.

Ms. Griffin said we are not running a risk of being fined for this. The EPA offered municipalities an opportunity to have them come in and do an inspection and then we are given extra time to fix things. What happened is that the EPA cracked down on a number of municipalities and got a fair amount of bad press for the approach they have taken without any sympathy to budget constraints. The staff thought we could defer having to spend a lot of money in that area this year.

Selectman Baschnagel, referring to page 119 of the budget, asked if the Town or the College maintains Wheelock Cemetery. Ms. Griffin said the Town maintains it. Selectman Baschnagel said there has been discussion on and off about whether the maintenance level in Wheelock Cemetery is adequate. Ms. Griffin said she did a walk through the cemetery with Chairman Walsh last summer in response to that complaint. They also talked to William Desch, Grounds Superintendent, about the concerns expressed and his maintenance approach to the cemetery. Both Ms. Griffin and Chairman Walsh came away from that discussion with the sense that Mr. Desch has sensitivity to the landscape he is dealing with in that cemetery including some of the erosion problems and the placement and age of some of the trees. Ms. Griffin feels Mr. Desch's approach makes sense in light of the issues we have going on in that facility. We didn't budget a lot of money for a major overhaul of the facility.

Vice Chairman Connolly, referring to page 120 of the budget, said the roof at the Police Station is likely a result of the conflagration we had. Shouldn't that be covered by insurance? Ms. Griffin said this roof problem is near the intersection between the Police and Fire Stations, which is totally opposite of where we had the previous problem. The fire we had was at the far end near the golf course.

Vice Chairman Connolly, referring to page 122 of the budget, asked why the line item for telephone has gone up so much. Ms. Griffin said that amount has actually gone down from \$18,384 in FY 2005 to \$8,232 proposed for this coming budget. Ms. McClain said Doug Hackett allocates all the charges and negotiates our long distance and other phone charges. We changed long distance carriers after we had set the budget last year. Doug is now able to get better reporting and more accurately allocate those costs. Ms. Griffin said the cost

have been redistributed somewhat. For example, the Public Works phone budget doubled. Mr. Hackett's reporting showed where the calls were originating. The Howe Library and Etna Library have also gone up a little bit.

Vice Chairman Connolly asked if the internet connections are included in the phone rates. Ms. McClain said that is included in the MIS budget through Valley Net.

Selectman Baschnagel, referring to page 125, asked if there is a reason why the Police Facility doesn't get charged any telephone charges. Ms. Griffin said those charges are in Mr. Hackett's dispatch budget.

Selectman Baschnagel said he thinks people in Etna will appreciate the new lights when they go to the library.

Chairman Walsh said, referring to the electricity graph on page 127 that all the lines are flat with the exception to buildings. Ms. Griffin said the good news is that we don't see an increase as we shift from UV to chlorical in the Waste Water Treatment Facility; the electricity costs go down substantially. This transition was done 2 weeks ago and things are going very well.

## **HOWE LIBRARY**

Marlene McGonigle, Director of Howe Library said most of her lines do not have significant or major changes in them. There are two lines that do have major changes in them; one is in the revenue line. The revenue line has been changed because there are changes in the public service part-time line, which they are proposing. Ms. McGonigle said they are asking for 15 additional hours for a children's library assistant. They are also proposing to open on Friday mornings. The library has been closed on Friday mornings since 1992; they open at noon. Their users have never gotten used to the fact that they library doesn't open at 10 am on Friday mornings. Ms. McGonigle is hopeful that when the new building is open in the fall, that the library can begin opening on Friday mornings.

Ms. McGongle said they have looked at their budget and tried to find the funding for the earlier opening and the new part-time position. This funding could be generating by changing library fines from .05 to .10 per day and bringing the DVD fines up from .05 to \$1.00, which matches what is already charged for video tapes.

Ms. McGonigle said there are no significant changes in the rest of her budget.

Chairman Walsh said the library has doubled their fine revenue from \$15,000 to \$30,000. His only concern is that at .05 a DVD he wouldn't think about it but at \$1.00 he might. He is not convinced that we will get all that \$30,000 in revenue. Ms. McGonigle said we might not, but with the new building we are expecting increased circulation. These projections have been balanced with that. Ms. McGonigle is confident it is a fairly good



number. Ms. McGonigle said the library has fairly liberal loan periods and renewal options and she doesn't feel these increases will cause a hardship.

Selectman Baschnagel asked Ms. McGonigle what the library charges for a color copy. Ms. McGonigle said the library doesn't have a color copier for the public.

Chairman Walsh said building wise; we have \$16,500 for our second installment for replacement of the windows at the library.

Chairman Walsh said there would be an expected increase of \$33,000 in operating expenses for the new building, of which \$21,000 will be offset by money from the endowment from the Howe Corporation.

Ms. Griffin said on the items for further budget consideration there is the \$7,500 we have yet to set aside for the upgrade to Innovative. The Howe Corporation has set aside money every year for this, but the Town has not.

Chairman Walsh asked when the last major upgrade of Innovative. Ms. McGonigle said it was in 2000. Chairman Walsh asked what the cost of that upgrade was. Ms. McGonigle said that was \$100,000, which the Town shares 60/40 with the Howe Corporation, with the Howe Corporation paying the 60%. Ms. Griffin said when you have an expensive piece of software like Innovative that fuels the whole library; it is not inexpensive to upgrade. The problem with not upgrading is the manufacturer won't service the old software at some point.

Chairman Walsh asked what the plan is, with regard to the Innovative upgrade. Ms. McGonigle said there is no plan at this point. The big change was going to a web-based system, which was what took place in 2000. We don't anticipate an upgrade of that magnitude.

Ms. Griffin said on page 198 of the budget, in the Capital Improvement Program, there is a schedule of the ideal set-aside that the Town should be making every year. Ms. McClain said this doesn't reflect the fact that there is a capital reserve fund with a balance of \$22,500.

Ms. McGonigle said they are replacing the main server for Innovative and the Howe Corporation is paying for that. The Corporation is using its reserve they have been setting aside to replace this.

Chairman Walsh said he feels like we can be held hostage at any time for something that has no value. It is a fine system and it works really well. Chairman Walsh is worried that the makers of Innovative are going to come to us with a gun to our head some day.

Ms. Griffin said on page 198, what we are trying to budget for is to set aside \$5,000 a year so that if in 2010, which about the timeframe that we may have to make the next major

upgrade of Innovative, that the funds will be available from reserve to be appropriated for that expenditure. In this proposed budget we don't have anything budgeted for reserve. In the current year we are operating in, we made a reserve contribution of \$2,500, which is only half of what we wanted to put in. At some point this will catch up with us and we'll have to shift to setting aside money for this. A year from now we will budget the last of the three payments to replace the furnace and the windows. Ms. Griffin hopes to use that capacity of \$16,500 in the budget to set aside for Innovative. That would leave us right where we want to be should there be an upgrade in 2010.

Ms. McGongile said there has been no indication from Innovative that there is a timeframe for another upgrade. We had lots of indication prior to the 2000 upgrade.

Chairman Walsh said the narrative on page 83 says the additional children's librarian is need in part because of the expansion of the teen room. Chairman Walsh would like to know what the connection is between the children's librarian and the teen room. Ms. McGonigle said this is part of youth services and youth service covers children and teens. The new teen room is right next to the new children's area so the children's librarian will have responsibility for that area as well.

Selectman Christie asked Ms. McGonigle when the library would increase the fines. Ms. McGonigle said this would be done July 1.

Chairman Walsh asked what his late fee would be if he were to rent a movie commercially. Selectman Lubrano said it would be much more than \$1.00. Chairman Walsh asked why the late fine isn't \$3.50. Ms. McGongile said \$1.00 is fair.

Chairman Walsh asked Ms. McGonigle to talk about the new library's expected opening date. Ms. McGonigle said the anticipated opening date is still vague. It will be late in the summer. The construction is going extremely well. Ms. McGonigle anticipates moving into the new administrative area on June 1<sup>st</sup>. They are doing well with the fund raising and have raised over \$290,000 with some potential nice gifts in that. There is a fundraiser right now. In the children's courtyard there is a lovely area where there will be brick pavers. The landscape architect is going to put those into a design. Those pavers may be engraved for the sum of \$200 per brick. You can also buy a matching one for your home for an additional \$50. There are 2000 of those bricks that can be sold.

## **ETNA LIBRARY**

Barbara Prince, Library of the Hanover Town Library in Etna, said she would like to talk at their centennial before going into her budget. The year 2005 represents the 100<sup>th</sup> birthday for the Etna Town Library; also know as the Etna Library. They are having a number of events including an extended mud-season reading program in the month of March. The library is also having a speaker, a local author, each week. To find out who is speaking you can call the library. The Hanover Town Library is also developing a Reading Rainbow book reviews at the Ray School. They will be doing videos of book reviews at the school.

The library will also be having a big birthday party in August, at which there will be an unveiling of a commissioned piece of artwork.

Ms. Prince said there is a breakdown of statistics for the Hanover Town Library on page 91.5 of the budget book. This breaks down circulation between adults and children; attendance at library special programs; etc.

Ms. Prince said the library is looking for two additional hours of staff time per week for the circulation assistant. They would like to keep the library open four more hours per week. Ms. Prince said she would just go in earlier, which she usually does anyway on Tuesdays and Fridays. The library opens at 10am and Ms. Prince goes in at 8:30 to get work done. Ms. Prince would like to open the library at 9am on Tuesdays and Fridays. She would also like the circulation assistant, Mary King to be at the library for two additional hours on Friday afternoon. Instead of the library closing at 2:00 on Friday afternoon, it would close at 4:00. Ms. Prince feels this is justified because the library has a 74% increase in patron visits since 2000. The library also realized a 63% increase in materials borrowed by adults. The library is very well used right now.

Chairman Walsh said his fear is that the library will successfully drive up patronage and then we will have to deal with parking. Ms. Prince said the space in front of the library takes care of that, but because of the parking, their programs are usually small.

Vice Chairman Connolly noted the Hanover Town Library has an impressive number of volunteer's hours. Ms. Prince said the volunteers are a very big part of the library. On Saturday mornings the library is open 2 hours just because of volunteers who staff the library.

Ms. Griffin said one of the issues that she has run into in getting feedback about the library is that there are no overdue fines at the Etna Library and there are at the Howe. Ms. Griffin said if you do a ratio of the circulation at the Howe and the fine revenue and apply those numbers to the Etna Library; the Etna Library would generate \$535 in fine revenue each year. Some would argue that it is not necessarily that you would have to pay fines at the Howe Library and not the Etna Library. Ms. Griffin said she thinks Ms. Prince's concern would be that this would ruin the village library feel. Ms. Prince said she has thought about this and talked with the library trustees and did an email questionnaire to other libraries as to what they have for fines and what they charge and Ms. Prince found it is not uncommon for a small library to not have fines. Out of the 14 libraries that responded to Ms. Prince's survey, 7 did not have fees. About half of those 7 did have a guilt box where you can come in and throw a little money in. Ms. Prince feels like the Etna Library's guilt box is Love My Library, which was this past February. They raised \$995 from general donation and there are some larger donations that will get added onto that this month. Ms. Prince said she feels like a lot of those donations came from people feeling guilty because they don't pay fees throughout the rest of the year. Ms. Prince also feels the library doesn't have that many overdue books for a significantly long period of time because people know Ms. Prince and have to face her. Ms. Prince is also afraid that if they loose that small library

feel, people will not come to them at much. Ms. Prince said that patrons do replace books if they are lost or damaged, so the only thing they don't have is the overdue fees.

Chairman Walsh asked Ms. Prince if the library has videos or DVDs. Ms. Prince said the library doesn't own any videos or DVDs but they do have a rotating selection from the Libraries of the Upper Valley. The selection changes every two months. Ms. Prince said the library would have approximately 20 to 25 videos and DVDs and 15 books on tape.

Chairman Walsh asked Ms. Prince if she could keep statistics of how many overdue books are for adults and children and look at it in the budget for next year. Ms. Prince said she could.

Vice Chairman Connolly said it sounds like the present system is working nicely.

Caroline Tischbein of Etna said she serves as a trustee to the Etna Library. She said all three of the library trustees would not be in favor of inducing fines.

Selectman Baschnagel said it is significant that the library is running a \$4,000 to \$6,000 gift campaign each year. This represents 10% of the total annual budget in gifts. In terms of looking at this for revenue, Selectman Baschnagel feels the gift campaign is very successful.

## **PARKS AND RECREATION**

Mary Danko of the Parks and Recreation Committee presented a short Power Point Presentation showing what has been going at the Community Center.

Hank Tenney, Director of Parks and Recreation said the Tsunami event was a major event for the Parks and Recreation Department. Sue Young and Jesse Shepard spearheaded that. Chad Denning took the reins and got the Etna Pond Party going along with Mary Danko, Bruce Genereaux, and Jill Polli. The Rec. Department had their basketball tournament this past weekend and there were 145 teams in Town; Aileen Chailtain and Jill Polli were the focal point on that group. The those 7 members and Roger Lohr have been very involved and Mr. Tenney wanted to start out the evening by making sure they get the recognition they deserve. Their volunteer hours contribute a lot to the success of the program.

Mr. Tenney distributed some data that demonstrates the participation in Community Center Programs. The first chart is the number of activities in the community that have asked to use the Recreation Center, by months. Mr. Tenney also distributed information that show revenue projected by months.

Mr. Tenney said it has become a major problem in the Community Center to have one person doing two jobs. Jean Vieten does the facility management position plus doing the secretarial position at the front desk, which she was originally hired for. We really haven't

been able to keep up with regard to facility management. We have lost some rentals because we haven't had the time to follow up. A major part of the Parks and Rec. budget is requesting this new position to increase the use of the building and revenue.

Mr. Tenney said the fee structure has not been modified very much at all. They came in with a pretty sound estimate and projection and have stuck with it. The Rec. Department is up to around \$22,000 in revenue as of the end of February.

Mr. Tenney said with a new staff member he would be better able to track information and get better reports to the Selectmen.

Chairman Walsh said these are stunning numbers, with the facility averaging 9 uses a day. This is clearly a heavily used and well-loved facility. Chairman Walsh asked Mr. Tenney if this is where he expected he would be by now. Mr. Tenney said back when we were initially doing this, he had visions that it would be used a lot more than it is now, but he also thought it would be bigger. We knew that it would be used from the beginning because we were running programs and using everywhere to run those programs. They have been able to offer the opportunity for many people to use the facility.

Mr. Tenney said the care of the facility in the last couple of months has been much better than in the past. He still needs more custodial costs even with the new custodian that's working as a maintenance person in the summer time. It has given us the opportunity to make the building more presentable as well as keep on the maintenance cost. The maintenance person does a lot of the things that would otherwise have to be put in the budget and contracted for. They have saved a lot of money this way.

Chairman Walsh asked Mr. Tenney if the usage of the center is balanced across all age groups. Mr. Tenney said they don't get a lot of high school students unless it's an organized activity. The majority of people that use the teen lounge are middle school students.

Ms. Griffin said there is always the opportunity to draw a line between the number of activities that we, as a Town, want to sponsor versus the Community Center being a place that facilitates activities happening that have nothing to do with the Town; we simply provide them with space. There is a really nice balance of both of those going. The number of programs that the Town is offering is expanded. If you look at the spring brochure you will see that Chad Denning has really racked up the number of programs that are being offered to middle school aged kids. There are a lot of dances going on as well as dance instruction; Tae Kwando etc. Clearly the Senior Center is heavily utilized. What Ms. Griffin hears people appreciate the broad diversity of things that are happening there; some of which happened at other places and some of which didn't happen at all because there wasn't space available.

Mary Danko said another new part is the preschool. This is such a great opportunity. Not only does it bring the kids together, but also it bring the parents of the kids together. It's a whole new way of building community.

Mr. Tenney said the Community Center is basically running out of space. We need to find a balance between what we want to offer and what we want to rent. That is an issue the Selectmen may have to deal with in the future; do we generate more revenue or do we give more space to the community at no cost.

Selectman Baschangel asked how the new after school program would interact with the Rec. program. Mr. Tenney said they had a sample of that this last winter with Chris Pressey-Murray and Linda Eickhoff who were part of the focal point in developing the Tween Program. This was a summer program for kids in grades 5-8. They were getting 20 kids a day and had to cut it off because the numbers were beyond what we thought they would be. The Rec. Department visualizes with this new program that they are going to be able to increase the numbers and be able to offer more for that age group. That is the age group they haven't been able to do much for in the Rec. Department over the years. Ms. Griffin said the goal of the new middle school program is that they will start out their day at the middle school and not the Rec. Center. Each quarter there will be a range of programs available for them to register for as after school program attendees. They will be fanned out over various places depending on where the program is happening. They could be at a middle school classroom, the Community Center, a radio station, the League of NH Craftsman, etc. Selectman Baschnagel said as long as we have a society that depends on two family earners, we have an obligation to provide this sort of thing and the thinks it's a great step.

Selectman Connolly said, referring to page 93, that there are four positions represented and it really is five. Mr. Tenney said they hope there will be five positions but it has to pass in the budget.

Ms. Griffin said the Town is simply the conduit for the After School Program outlined on page 94. We are fund the first 12 months of operation through grants. We are fairly confident that we will be able to raise the \$62,000 to be wholly self sufficient the first year.

Chairman Walsh asked Ms. Griffin who she is referring to when she used refers to "we". Ms. Griffin said she is referring to the After School Program Planning Committee of which she is the Chair. After School Program Planning Committee is a nice mix of folks from Dartmouth and the Dartmouth Childcare Center, the Town, the school district, interested community residents, and the community counselor. They are a nice small working group that was whittled down from a much larger group that was initially interested, with the goal of fund raising for the first year's costs to hire a director with the understand that they will then need that person to plan a program and implement it. Ms. Griffin said she simply wanted the Selectmen to see what an estimated 18-month budget would look like for the program because they were originally looking at March 1 2005 to July 26<sup>th</sup>, which is just shy of 18 months. This is based on other after school programs that staff have visited

throughout the state. Ms. Griffin feels strongly that the Town of Hanover shouldn't be funding this as a program. The goal is to generate revenues through participants and to offset that by seeking contributions from area employers who have an interest to make sure their employee's time at work is more productive.

Ms. Griffin said it remains to be seen whether this will be a viable model but we need to stick to our guns. The Town is providing in kind facility space. The goal is to provide an office for this person and a little bit of clerical support to this person including a telephone, a computer, and a desk. The school district has agreed to offer office space at the Richmond Middle School at no charge.

Ms. Griffin said it is pretty clear that it is hard to be wholly self-sufficient just from fees paid by parents of children enrolled. Ms. Griffin said she doesn't know if that will be the case in Hanover. If this program can't be self-sufficient by enrollees, then it will be necessary to seek supplemental support from large employers. They will need to get a year under their belts to be sure.

Ms. Lubrano said the numbers confuses her. The Town is proposing they donate just over \$30,000 in kind but on page 99 of the budget she sees \$68,000 in personnel cost and on page 101 she sees \$20,000 in property and supplies. Ms. Griffin said if you look at the far right column at the penciled in numbers you could see that is a 12-month budget prorated. If you look at the budget you will see a series of expenditures, but you will also see fully offsetting revenue in the recreation budget. Ms. Lubrano said she did see in the narrative that \$106,000 is supposed to be offset but we are doing this as a pilot and we are assuming that all the expenses of going to be offset.

Ms. Griffin said they've attached some values to the in kind services, it is not that we are charging those fees. We are just attaching some value to the services that the Town will be providing in the form of office space and staff support. For example we attached a value to the office space of the Richmond Middle school of \$12,500 because Pat has to pay to rent space in the Middle School because they are not a public entity. They were simply trying to attach a dollar value to the in kind service that the Town, the school district, and others will provide. For the purposed of this budget Ms. Griffin has to budget the expenditures and then the fully offsetting revenues. Selectman Lubrano asked Ms. Griffin if she is confident that the revenues are going to wash out the expenditures. Ms. Griffin said there is not money in this budget if they don't. Ms. Griffin feels it would not be appropriate for the Town to subsidize this program. If you assume that we hire this person by July 1 it is unlikely that we will have a program up and running by September 1. We wanted to be sure that we raised enough grant money to pay for the director's salary and benefits and minor costs, assuming no other revenue would be coming in because kids won't be enrolled in the program by then. A lot of this depends on when we hire that person.

Chairman Walsh asked if the money coming in is delayed by several months, will the expenses we delayed for that same period of time so this won't come out of the general

fund. Ms. Griffin said we wouldn't hire a director until we have the money in place. Chairman Walsh said there is no exposure to the taxpayers.

Ms. Griffin said this was talked about today at a committee meeting. We have one grant out there for \$50,000. If that comes in then they will be pretty close to having what they need. They would then feel comfortable advertising for that position.

Selectman Lubrano said she thinks it's a terrific concept and she hopes it works.

Chairman Walsh asked Mr. Tenney to talk about the 27% increase in the expenses for the summer playground mentioned in the narrative on page 97 of the budget. Mr. Tenney said they want to revamp the program and make it more inviting. They are now competing with other programs. For the Rec. Department to keep the participants they would need to increase the activities and the staff at a high level. They have been paying \$6.00 an hour for staff members and other organizations are paying \$10.00 to \$12.00 an hour. They hope to generate more revenue on the same side.

Ms. Griffin said on the top of page 99 you can see the revenue generated from that program going from \$28,000 in 2005 to \$32,000 in 2006. The increase in revenue doesn't quite offset the increase in expenditures.

Vice Chairman Connolly asked how many participants there are in the summer program. Mr. Tenney said it ranges anywhere from 90 to 150. Of those participants, 75% are Hanover residents. Ms. Griffin said a lot of families pay for it because it's a drop-in they know they can use. They may only use it occasionally, but because it's very affordable, they pay that money to have the convenience of that drop-in factor. That is why the number varies so much from week-to-week. Mr. Tenney said the daily attendance will run anywhere from 50 to 90 participants.

Selectman Baschnagel said the line item on page 99 of the budget for Adult Programs is being reduced, but the narrative says they have more participants. Mr. Tenney said it is because of athletics. They don't offer men's softball anymore because the numbers have gone down so much but they will be offering coed softball. Volleyball has gone over to CCBA. They are losing the adult activity with regard to the athletic end. They hope to increase to increase the non-athletic adult programs in the Community Center.

Ms. Griffin said this demonstrated the issue that she raised earlier. There is an interesting cross of competition for space at the Community Center between folks who provide programs for adults through the Recreation Department versus the instructor who rent rooms to teach classes.

Mr. Christie said he received a phone call over the weekend telling him what a great job the Rec. Department did with the basketball tournament. Mr. Tenney said special thanks should go to Jack Stinson who supplied them with the materials for the concession stand and only took the cost of the materials in return. The Rec. Department raised over \$2,000



for the youth kids with the concession funds. Kids and parents running the concession generated those. Everybody contributed and it was a great weekend. Chairman Walsh said he also got a phone call telling him what a great job Mr. Tenney had done with that tournament.

Chairman Walsh said last year the Selectboard tried a zero-based budget with the Fire Fund. He thinks we should do something similar with the Recreation Department this coming year. Chairman Walsh said we have a great Rec. Department and it's very complicated and they are doing all kinds of things. Chairman Walsh said this should be looked at to see what is being supported by taxes and what is being supported by fees. Mr. Tenney said he thinks it would be a good exercise.

Ms. Griffin said one thing we need to add is in the Capital Improvement Program. We all know that with the Farr property out on Greensboro Road, part of Mr. Farr's zoning approval requires him to contribute the land that is not being used for his housing development for conservation purposes. Ms. Griffin said it probably makes sense to hold off receiving that land as a donation until Town Meeting a year from now for reasons having to do with talking with the Conservation Council. Ms. Griffin got a cost estimate from Allan Soucier of Soucier and FLen to do a full wetlands and flood plains analysis and design for us for a playing field on that land. This cost would be about \$15,000. Part of this would be the initial survey that Pathways Consulting would do for Soucier and FLen and Mr. Soucier doesn't have a firm number for that yet. Ms. Griffin said she would like to have the Selectboard appropriate that money through the Land and Capital Improvements Fund for the purposes of doing the feasibility assessment in preparation for presenting the plan to the Planning Board, the Zoning Board, and the Conservation Commission relative to the ability for the Town to develop a playing field on that land. Ms. Griffin said this is not in the budget now because she didn't know what the cost would be, she was waiting for feedback from Saucier and FLen and Pathways Consulting about the cost. Ms. Griffin is going to suggest that on the night that the Selectmen do the Capital Improvement portion of the budget, that the Selectmen appropriates that \$15,000 which would be totally offset by revenue from the Land and Capital Improvements Fund. Normally with land we would do this internally, but this land is not going to be easy to assess and Ms. Griffin would rather turn it over to a professional and have a nice neat clean plan to present to the various boards. In a year from now we would look at appropriating money from the Land and Capital Improvements Fund for developing that plan. Our crews can do much of the work. Ms. Griffin is bringing this up tonight because it is something that the Rec. Department is eager to pursue, but it would not normally be budgeted in the Recreation Department. Ms. McClain said generally the fields development is in the Grounds portion of the budget. Chairman Walsh said he would like the purview to include the portion of land between Town Shed 2 and the Farr land. He is concerned about putting in through Public Works because Public Works has an interest in Shed 2 and he doesn't want that interest to wane.

Selectman Baschnagel said he would like to address Chairman Walsh's comments about zero-based budgeting for the Rec. Department. Zero-based budgeting would suggest that

the facilities and the cost to support those facilities be brought together at a single point. That is something we may want to think about as we go through this.

## **PARKING FUND**

Patrick O'Neill Lieutenant in charge of Parking Operations and Police Chief Nick Giaccone are on hand to present the Parking Fund budget.

Lt. O'Neill said the Parking Fund anticipates expenses and revenues of \$1,404,219; which is down \$87,237 or 5.8% from last year's budget. The decrease is due to money from Dartmouth College and DHMC that used to pass through the Parking Budget for Advanced Transit. For FY 2005-2006, those entities will pay Advanced Transit directly for this service.

Lt. O'Neill said some of the other highlights include Parking staff working to better define service they provide to Parking operations that result in changes to the Parking Fund. In Public Works there is an increase in service charges of \$10,500, for total charges to the Parking Fund of \$43,816. There was also a decrease to the Police in the amount of \$57,932 for total charges of \$67,586, which is a 47.2% increase in charges to the Parking Fund. Staff will continue in the coming year to better define the department charges to the Parking Fund.

Lt. O'Neill said one other item they are suggesting is that his time charged to the Parking Fund be increase from 75% to 90%. This reflects Lt. O'Neill's time spent on parking matters. The other 10% is charged to the Police budget, which is largely due to Lt. O'Neill's role for the Community Outreach.

Lt. O'Neill said with regard to parking revenue, it remains steady across the board. There are two notable increases to report. There is a 15.7% increase forecasted in short-term facility revenue. There has also been a 6.8% increase in parking fine fees.

Vice Chairman Connolly asked what changed that would cause the decrease in charges to Police. Chief Giaccone said in charges to parking there is a substantial decrease in administrative charges, which would include Chief Giaccone's salary, Lt. O'Neill's salary, the secretary, and records. This has decreased 88%. Last year it was \$22,000 and it is down to \$2,200. The other big decrease was in the control center. Last year it was \$101,000 and this year it is down to \$64,000. The Police Department took a really close look to try to figure out what time the Chief is spending as well as other staff. Ms. Griffin said she could provide the Selectmen with copies of the analysis. Ms. McClain said in the past we have just blanketed charged 8% of all allocated charges.

Selectman Baschnagel said one of the things that the PTB talked about had to do with moving income from parking fines. Ms. McClain said that was struck because it was an artifact of trying to mitigate the reduction to try to hold up the General Fund. The PTB was pretty clear that the rationale put forth didn't hold water.

Ms. Griffin said a major component of additional expense that the General Fund bears this year that is now we are proposing to offset part of it with using half of this TIF excess reserve.

Chairman Walsh said next year he would like to look at the whole parking district. We have an important revenue line that we have zero-funded for a couple of years. Selectman Baschnagel this is pretty much along the lines of what the PTB is concerned about. They have been eating up undesignated fund balance over the last several years. Vice Chairman Connolly said there is still a huge amount left. Selectman Baschnagel said there is a huge amount left but that is really their capital reserve fund. The PTB is concerned because they see their parking going away. Their inventory is shrinking, but the demand is not. They would like to have that money to look ahead to say they have \$250,000 left in this undesignated fund balance, should they be using that to run operations or should they take a hard look at the whole thing and say that should be their seed money to pay for the next facility.

Ms. Griffin said one thing to keep in mind is that there is no Downtown Parking Tax proposed. Ms. Griffin felt strongly about that because of the marketing fee that the Downtown Marketing District will come and next week and proposes that we advocate. Next year that TIF reserve won't be there so we will either have to tighten up; propose a Downtown Parking Tax; or some of each in order to balance the budget next year.

Vice Chairman Connolly said they are sitting on nearly \$500,000 in undesignated fund balance right now. There are different ideas of how that money should be used. One is to use it to offset the implementation of a parking tax. The other idea is to grow it so it is a capital reserve for parking fund for the future construction of parking facilities.

Chairman Walsh said he thinks the Selectmen should take this whole structure on a policy basis next fall before we go into the budget. Selectman Baschnagel said the PTB feels very strongly that they should take some of this undesignated fund balance and move it into a capital reserve account, which would require a warrant article. They are very concern about how it is being drawn down for operational expenses.

Ms. Griffin said the PTB has asked her to draft a warrant article about this to take to Town Meeting this year. Vice Chairman Connolly said there are actually two warrant articles. They would also like to take approximately \$50,000 in the maintenance fund, if it is not used for maintenance, and put that into capital reserve. So they are looking to \$200,000, which will have to be dealt with before this session is ended. Selectman Baschnagel said neither of those are budget actions. They are warrant article actions. Vice Chairman Connolly said they are in the budget. Ms. Griffin said the warrant article actions Selectman Baschnagel is referring where you take half the undesignated fund balance and shift it to a capital reserve could be found on page 30 of the budget book where the fund balances are presented to the Selectmen. Chairman Walsh said this is not part of the budget; we are

looking at the Parking Fund budget. Ms. Griffin said that proposed action is not reflected in this budget.

Ms. Griffin said it has been an ongoing policy to take whatever money is not used out of the maintenance budget of \$50,000 and put that into a capital reserve.

Vice Chairman Connolly said she didn't realize that the Town has lost 10 spaces in the Redpath lot. The Bayson Lot has gone up considerably in expense. The condition of the Fleet platform a little more exciting than it should be. Some of our parkers have ended up being towed and found themselves owing someone in Plainfield \$150.00 to collect their cars. Vice Chairman Connolly doesn't think we should subject some of our citizens and visitors to that chance. She doesn't think the Town should retain their spots on the Fleet Platform. Ms. Griffin said she thinks it's only a matter of weeks before we hear they are going to take that whole top deck for use by Mascoma Bank. Ms. Griffin won't be upset if we lose that space because it's expensive and it's confusing for those public parkers because you have a hodgepodge of space.

Selectman Baschnagel said the PTB shares Vice Chairman Connolly's concerns. At the same time they hate to give up spaces because there is not enough public parking downtown. Nobody in the PTB is going to argue to keep the spaces. Chairman Walsh asked how many spaces we have up there now. He is continually frustrated when he goes up there because it seems like there is one less space everyday. Lt. O'Neill's said there are 16 spaces on the right side and 2 on the left side.

Ms. Griffin said we could certainly try to make the signage clearer so folks know they are wondering up in to a confusing territory.

Vice Chairman Connolly asked where the proposed second Slumberger (central parking meter) is going to be put. Lt. O'Neill said at the last PTB meeting they talked about putting it in lot seven, which is the lot across from C&A Pizza.

Selectman Baschnagel said in terms of longer term stuff, Dartmouth has now announced they have a construction project that will take place on Lebanon Street for its Sciences building; that is going to eat up the parking down there. That is something that we need to be thinking about. Ms. Griffin said they are required to provide those plans as part of their zoning approval.

Van Chesnut, Director of Advanced Transit said he is requesting the number of \$159,570 for contracted services be replaced with the number \$160,750. In the narrative it says a 3% increase is requested across the board. They are in fact requesting a 5% increase on the portion that supports the shuttle operation and a 3% increase on the other part. Mr. Chesnut said the Selectmen should be aware that Hanover is being asked for a 3% increase this year; the voters in Hartford approved a 300% increase by warrant article vote; the voters in Norwich approved a 50% increase in Norwich; and in Lebanon there has been a nearly 100% increase. Hanover has been putting in steady increases each year and now

they are trying to achieve balance among the towns. On the basis of the ridership, the contributions are somewhat in line now. They have had great success in response from other Towns, but it hasn't been easy.

Selectman Lubrano asked if this item would go in the wish list. Selectman Baschnagel said this doesn't come out of the general fund. Ms. Griffin said it would go on the list of things to be considered on the final night. Chairman Walsh said he is curious as to where we get this disconnect between the numbers. Ms. McClain said she traded some emails but she may have picked up the wrong number.

Ms. Griffin said she received a letter from Len Cadwaller, representing the Upper Valley Transportation Management Association last week asking for an additional \$5,000 from the Town to participate in some of the traffic studies with respect to Advanced Transit impact. The letter asks for an additional \$5,000. Right now we give a little over \$3,000 as an annual membership fee to the TMA. The letter asks if we would continue to contribute additional \$5,000 either out of this year's budget or budget next year. Ms. Griffin said if this request would have come in a month ago it would have been a lot easier for her to figure out how to plug it into the budget.

Selectman Baschnagel said he talked to Len to try to understand what was behind this. What he indicated is that right now the TMA is conducting a study for the Lebanon Planning Board on Advanced Transit's role in traffic and contribution to the community in Lebanon. What prompted Len to write this letter is that they will be pulling a whole bunch of data together including some very good recent survey data. What they had in mind is to expand that study to Hanover. Selectman Baschnagel's initial reaction is that we don't have to do this at this time. The information and the methodology will always be there. Right now the TMA's focus should be addressing the Lebanon issue. That is both in the interest of the TMA and Advanced Transit. We would not want to dilute any of these actions on that right now.

Chairman Walsh asked if we want to put this on the list. Vice Chairman Connolly asked where we would put this on the list. Selectman Baschnagel said it could be as part of the consideration of the Parking Fund. We can put this on the list to come back. If we were to save money on parking rentals, then it might free up some money to do something on this.

Chairman Walsh said we have on the list to consider \$30,000 into transportation planning and a \$5,000 for the Route 120 corridor study, both of which is higher priorities than this for us as a Town. Chairman Walsh said this will be put on the list but not likely to be approved.

Selectman Connolly said she thought we gave up the Redpath Lot but there is paving project for the Redpath Lot, mentioned on page 109. Ms. Griffin said we refer to it as the Redpath Lot, but this is the Town portion of that lot. We did give up a portion of the spaces.

**3. APPROVAL OF MINUTES: JANUARY 10, 2005**

The minutes of January 10<sup>th</sup>, 2005 were deferred until the next meeting.

**4. ADMINISTRATIVE REPORTS**

There were no administrative reports

**5. SELECTMEN'S REPORTS**

There were no Selectmen's Reports.

**6. OTHER BUSINESS**

Chairman Walsh said he is of a mind that in the areas where people are requesting sidewalks and paving, that the Town's portion of that be a match. There is a real betterment quality. He is not sure where the balance of that is.

Selectman Baschnagel said he is in agreement with Chairman Walsh in terms of paving dirt roads. Sidewalks are a little different because they relate to how we connect ourselves in the community. The Planning Board need to be a lot more aggressive in requiring developers to put sidewalks in and then we join them together. You can talk about neighborhood commitments as far as committing land.

Selectman Baschnagel said in the next couple years the Town is going to do something it hasn't done in a long time. We are going to rebuild a section of Town, Lyme Rd. and we are going to do that primarily using our own resources but with contributions from others. What it brings to Selectman Baschnagel's mind is that we can either set aside money or we can set aside DPW capacity for programs such as this. This eats up all our surplus capacity and then some. Ms. Griffin said we do that now in the DPW with regard to maintenance of sidewalks that we currently have in our inventory. Selectman Baschnagel said that is all maintenance. What we need to do is take it the next way and not only do the appropriate preventative maintenance is, but also make a policy that would allow us to add additional sidewalk, for example. Ms. Griffin said one of the things that we have talked about doing internally this spring is to sit down with the Planning Board and make reasonable plans as far as developing sidewalks so that we can develop a plan under the assumption that we might be building them along with the annual maintenance of those sidewalks. Ms. Griffin said they would develop a map where they think new subdivision are likely to be developed and where there might be pressure to put in new sidewalks.

Vice Chairman Connolly said the Planning Board is planning for sidewalks. The Velvet Rocks developer is putting sidewalks in and maintaining those sidewalks. When Ivy Pointe was built the Planning Board arranged for the extension of the sidewalk as part of the approval. There is land conserved in front of the Farr project for a sidewalk on Greensboro

Rd. As new developments are coming along, the Planning Board is looking at the sidewalk potential for each of them. Vice Chairman Connolly agrees with Selectman Baschnagel that we should predict carefully.

Selectman Lubrano said she agrees with Selectman Baschnagel as well, but it seems to her that the areas where there is the greatest demand for sidewalks, there is not room for development. Selectman Baschnagel said that is why he likes the sidewalk district, because it develops a pod for sidewalk development.

**7. ADJOURNMENT**

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:35 pm. THE SELECTMENT VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 PM**

**SUMMARY**

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to adjourn the meeting at 9:35 pm. THE SELECTMENT VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:35 PM.**

Respectfully Submitted,

Allegra Lubrano, Secretary

These minutes were transcribed by Susan Love

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**FEBRUARY 28, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment.

**2. PRESENTATION OF THE TOWN MANAGER'S PROPOSED 2005-2006 BUDGET**

Ms. Griffin said the Budget for this year had its challenges, as always. We clearly have an issue with the Fire Fund that we are going to have to wrestle with in terms of whether or not we want to implement the ISO requirements and how we want to address that in the context of the budget target tax rate of 3%. We have a number of options Ms. Griffin would like the Selectmen to reflect on.

Ms. Griffin said the General Fund Budget that has been provided to the Selectmen reflects a 3% tax rate increase. We are looking at a 3% tax rate increase when you factor in the anticipated growth in the grand list for the Town of Hanover. We did take the conservative approach, projecting about \$18,000,000 for projected growth in total assessed valuation. Last year we over estimated our anticipated growth and had to use more undesignated fund balance than we had anticipated to deliver the tax rate target that had been set by the Selectboard for FY 2004-2005.

The highlights of the Budget are outlined in a transmittal sent to the Selectmen by Ms. Griffin. Ms. Griffin said when we factor in a 1% COLA, which is what we are budgeting for our employees, in addition to a 2% merit increase, plus the Town's share of a 7.9% health insurance premium increase, and the impact in the employer contribution to the NH Retirement System; that more or less eats up the 3% tax increase without adding any programs. The challenge that Ms. Griffin, Ms. McClain, and the department heads had was to figure out how to do a lot of things without spending a lot more money. Ms. Griffin and Ms. McClain got particularly creative this year in trying to figure out how to stretch our money as far as we could. As can be seen from the length of the wish list, there are a lot of things there that we couldn't fund.

Ms. Griffin said she was able to budget \$60,000 of the remaining \$120,000 that we need to save for Lyme Road improvement. Ms. Griffin is asking the Selectmen to agree to another \$50,000 appropriation from the Transportation Improvement Fund. If we are lucky, we will be able to pass the same things next fiscal year, when Ms. Griffin hopes to budget the last



\$60,000 that we'll need to budget to complete that project. The reason Ms. Griffin can straddle the next two fiscal years is because we won't be fully complete with all the improvements until the summer of 2006. Because July 1 is the start of the new fiscal year, Ms. Griffin's hope is to spread the cash flow a little to take some of the pressure off this year's budget.

Ms. Griffin said the Howe Library would have a new and improved larger facility, come fall, when the building is complete. We are looking at an increase of operating expenses at the Howe Library. The Howe Library Trustees are providing the Town with some offsetting funds from the endowment spending plan that the Trustees use to determine how much of the interest from the endowment they are comfortable using. The Town will need to pick up the difference between what the Trustees can provide from the endowment and what the full cost will be.

We did a major reshuffling of our facilities maintenance division in Public Works in order to create an additional Recreation Maintenance Worker for the Recreation Department without spending any more money. That position has been filled. In addition, Ms. Griffin is recommending reorganizing the tasks that are performed by the Community Counselor by delegating those to folks who currently work for the Town in the Police Department, Human Resources, and the Grafton County Senior Citizen's Council. We have taken the money that has been freed up by no longer funding that position to create the Community Center Manager position that the Rec. Board has expressed a desire in seeing us do.

We have had to wean ourselves off The Cops and More program subsidy, which is the program funded under the Clinton administration in order to inject a significant number of police officers across the country; we would have to pay the full cost of that position for the first time this budget cycle.

Ms. McClain, Lt. O'Neill, and Chief Giaccone looked as carefully at the administration and overhead allocated to the Parking Fund and ultimately negotiated with the PTB to reduce that subsidy. This year we are recommending as an offset that we fund it from 50% of the excess tip reserve.

The Fire Fund will be the true highlight for this year. We have the ISO requirements that say we have to have an minimum of four individuals at any one time, on every shift and also that we send two engines and a ladder every single time we go to a fire call. Ms. Griffin said her assignment to the department was to find a staffing scenario that doesn't involve spending \$250,000 for four new fire fighters. We have came up with a somewhat lower cost suggestions to the Selectmen that would help us to retain if not improve our ISO rating. Ms. Griffin will have a package of information from ISO at the next budget hearing.

Selectman Lubrano asked Ms. Griffin if we ever got any numbers with regard to insurance and how the ISO rating effects them. Ms. Griffin said she has numbers regarding this that she will be handing out at the next budget hearing. It is difficult to get definitive numbers because when you talk to insurance brokers they will only give you a range. What we have

tried to do is to get an order of magnitude of impact on property insurance depending on whether the rating is four, five, nine, or ten.

Chairman Walsh said he would like a list of insurance companies that look to ISO and a list of companies that don't look to ISO.

Vice Chairman Connolly said that with the requirements that are being imposed, how can many Towns achieve better than a ten. Ms. Griffin said that a ten rating is the equivalent of having no fire service.

Ms. Griffin said we've at least come up with a recommendation that meets the ISO requirements. Whether or not we want to incur that expense will be up to the Selectboard. Our issue with this is that we either look to spend this money and pass that off to the Fire District tax or we spend that money and offset that by using undesignated fund balance. If we don't spend that money we will watch some homeowners' insurance rates go up substantially. Any way you look at it the taxpayers will have to spend more money either in the form of fire service or insurance premiums. Vice Chairman Connolly said it would be interesting to know what the difference is between the amount of increased tax that will be paid and the amount of the elevated homeowner's insurance. Ms. Griffin said she has that information.

Ms. Griffin said page 18 of the budget has the proposed tax rate changes that would be implemented with the budget she is recommending to the Selectmen. The General Fund tax rate increase would be a 3.02% increase, from \$3.64 to \$3.75 per thousand dollars of valuation. The Fire Fund increase, and this would be an effective increase across all four districts would be a 6.82% increase, if the Selectmen were to take Ms. Griffin's recommendation, which is to not offset much of this with fund balances. There is enough undesignated fund balance in the Fire Fund to offset that increase, but next year we are looking at a potential water rate increase of \$200,000. Chairman Walsh said our policy is to use undesignated fund balances for one-time expenditures. Ms. Griffin said another option we would have to spread this expenditure out over 3 or 4 years. Ms. Griffin said there is no way that she can meet a tax rate target of 3% without using a lot of undesignated fund balance from the Fire Fund to do it.

Ms. Griffin said the county tax rate is estimated at 5%, going from \$1.47 to \$1.54. We have balanced the Parking Fund budget so that no parking taxes are assessed. Ms. Griffin wanted to do this because she wanted to be sure that we don't implement a parking tax, in light of the Downtown Marketing fee. We are not talking about any changes in the Downtown Marketing fee.

Ms. Griffin said the total increase in all municipal taxes, excluding the school tax, is 3.98%, when you weigh in the Fire Fund.

Chairman Walsh said he thinks it's worth going through those things that didn't make it onto the budget also known as the "wish list".

Ms. Griffin said all of the things on this list are from the General Fund.

The Hovey Lane/Buell Street sidewalk is estimated at \$48,300. We did indicate to the folks on Hovey and Buell if they want a sidewalk, they need to come to an agreement as to which side that should be on and the folks who's side it's on would need to donate the right-of-way. We have gotten their concurrence and all the property owners on that side have agreed to donate their right-of-ways. One of the issues of debate there is if we put in the sidewalk, do we leave in the traffic calming measures. We just couldn't fund it this year given all the other demands on the general fund.

Ms. Griffin said one thing the Selectboard set as a goal was considering implementing a Transportation Oversight Committee. This would monitor and make help with decision-making about transportation improvements. We felt that perhaps it would help if we had a baseline assessment of our transportation infrastructure done. The estimated cost of that would be about \$34,500. Ms. Griffin wasn't able to fund it in this budget.

Ms. Griffin said another thing on this list is expansion of the Hanover Center Cemetery. We own a piece of property immediately adjacent to the cemetery. There has some desire from folks in the Etna area for the Town to provide additional gravesites in the Hanover Center Cemetery. It is full at this point. It would cost about \$30,000 to prepare that additional acreage for additional gravesite.

Paving on Piper's Lane is another request that couldn't be funded in this year's budget. Pipers Lane would be the highest priority and would cost \$26,700. Paving Pete's Lane would cost \$16,800 and paving the first section of Piper's, Lyme Road to Heather Lane would cost \$12,400. This is in response to the neighbors who came in to request that the Town consider paving it. Ms. Griffin said she did have a conversation with David Fall and suggested to him that he query the neighbors to see if they would be interested in making a potential contribution to the paving expenses.

Ms. Griffin said Mike Ryan asked if we would set aside \$50,000 in overlay this year and Ms. Griffin could only give him \$25,000. He would feel better if we had \$50,000 so Ms. Griffin put the additional \$25,000 on the wish list. This is overlay looking toward revaluation updates in the 2008-2009 timeframe.

Ms. Griffin said we are definitely shortchanging our buildings. Frank Austin, in our Fleet Department has taken over overseeing the developing a capital improvement program for our buildings. It didn't take Frank long to come to Ms. Griffin and say he has absolutely nothing to work with regards to the buildings. He is feeling that we are not very well covered in the event of something significant occurring. Ms. Griffin put \$15,000 on the wish list for this. This is on top of what is built into the buildings budget and would be a pot of money that would be available to Frank for the sorts of things that come up during the year for which funds are not available in the Town's buildings budget.

The Police Department has requested the Town consider funding a match to acquire a variable message trailer. This type of trailer has been loan to the Town and has been placed in various spots in Town. This measures our speed as you drive by it and can also run variable messages and has the ability to be a traffic counter. We can receive State highway safety money to pay for a portion of it, but Town would have to come up with the other 50%.

Ms. Griffin said we have not yet set aside money for the Town's portion of the upgrade of Innovative for the Howe Library. The Library Trustees have been setting aside money in reserve, we have had it on the wish list the last two years and \$7,500 is on the wish list once again this year.

Ms. Griffin said we cut the \$6,500 digitizer upgrade from the dispatch division of the Police Department. Doug Hackett can explain its purpose when we get to that portion of the budget.

We have talked about the need to do a Route 120 corridor study in light of all the potential development in Town. The estimated cost if the Town were to participate in that would be \$5,000. This isn't on the budget; it's on the wish list.

Ms. Griffin said the Garden Club would like to do the hanging baskets they talked about last year. They have agreed to do the plantings, but the Town would have to pay for the hardware. Ms. Griffin doesn't have the money in the budget this year to fund the equipment.

Ms. Griffin said she could wait until next year's budget to replace the voting booths. They are old and heavy and it is time to replace them. Ms. Griffin placed this item on the wish list. The cost of replacement would be roughly \$5,000.

Ms. Griffin said the last item on the wish list is a dispatch controller in the restroom, for those times when a dispatcher is alone and needs to use the restroom.

Chairman Walsh said there are good things on this list, but if we do absolutely nothing the Town won't be cutting services or doing any long-term damage. Ms. Griffin said these are nice, but all non-essential.

### **3. 1<sup>ST</sup> BUDGET HEARING:**

#### **BOARD OF SELECTMEN**

Ms. Griffin said the Selectmen's budget and Ms. Griffin's budget are on page 33. There is no pay increase for the Selectmen recommended. The only significant increase seen here is in the *Town Manager – Full Time* line item. is The Board has not given Ms. Griffin a

compensation increase in a number of years and this fall they did which is why we see a budget increase there.

Vice Chairman Connolly asked if something is going to be done about the sound system in the Boardroom. Ms. Griffin said CATV now wants to meet with us. Ms. Griffin has a feeling they want more of that franchise fee money. CATV has said in the past that they don't need all that franchise fee money they are receiving from Adelphia. Ms. Griffin said we have a proposal to do a sound system in the boardroom that will also be compatible with what CATV needs for sound feed for their broadcast. That is \$6,000; Ms. Griffin would like to get that down some. Ms. Griffin said her thought is to use the excess revenue over and above what CATV would require and fund the sound system. Chairman Walsh said he would like the sound system on the discussion list.

## **TOWN MANAGER**

### **HUMAN RESOURCES**

Barry Cox, Human Resource Director said his budget starts on page 38 of the budget, with the narrative. Mr. Cox said his budget is fairly simple and self-explanatory. The bottom line of his budget is a little less than last year, due in part to a change requested by Mr. Cox to reduce his time by one day a week. Mr. Cox will go from working 5 days per week to working 4 days per week. Ms. Griffin said she is not really excited about Mr. Cox cutting back on his time, but she would also not be really excited to have Mr. Cox retire sooner because he can't wind down a little bit. He offered this in the spirit of helping Ms. Griffin with saving money in the budget. Ms. Griffin said she is willing to try this arrangement and see how it goes. We will just have to realign the Town staff, and Debbi Franklin (Human Resource Assistant) will be here 5 days per week. Mr. Cox will wear a pager on the fifth day in the event of an emergency. Mr. Cox said one of the reasons that this is possible for him to do this and still provide service to our employees is because of Debbi Franklin, who has really mastered all the logistics and can handle a lot of day-to-day stuff.

Ms. Griffin said some concern was voiced because Dena Romero will be retiring and Barry is supposed to be handling all the welfare cases. The amount of welfare cases handled is minimal so Ms. Griffin doesn't foresee a problem.

### **ASSESSING**

Mike Ryan, Director of Assessing said his budget begins on page forty-two of the proposed budget. Mr. Ryan said the Assessing budget is primarily salaries. This budget also reflects the amounts needed to update our tax maps as well as some supplies.

Mr. Ryan said he is requesting another \$10,000 to go into revaluation support to get ready for the revaluation in 2008. In 2006 the Assessing Department will have to get started doing an inspection program for the 2008 revaluation. It was successful last time and is a good way of

doing it. Chairman Walsh asked what the total cost will be for the revaluation. Mr. Ryan said it is roughly \$60,000. Chairman Walsh asked how much we have put away so far. Mr. Ryan said we have put away \$20,000, including what's in this budget. Chairman Walsh said that means that some year we will have to find another \$10,000 somewhere. Mr. Ryan said it would likely be two years where we put away \$15,000 and one more year that we put away \$10,000. Chairman Walsh said he does agree that the way it was done last time went well.

Mr. Ryan said the next thing on his budget is the overlay reserve. He is never happy with only \$25,000 but fortunately going into the revaluation in 2003 and a couple years before that we started putting money away, so we have enough of a cushion so Mr. Ryan isn't too worried about the cut this year. As far as getting into the long term habit of only putting away only \$25,000 when you don't have the cushion, that would be difficult. One successful challenge case could destroy that balance.

Chairman Walsh asked Mr. Ryan to take us through the function of the overlay, which will give us \$220,000 accumulated over time. Mr. Ryan said by law you can set aside 5% of the budget in overlay. Overlay is used to offset abatements as well as liabilities from the current year and previous year. If you have a judgment or the Advisory Board of Assessor recommends the Selectboard abate \$20,000; that's where that money would come from. We do have an outstanding court case in Superior Court that was tried in January and how we stand with this account will change when that comes down. Unused funds for the future end up in the trust funds.

Chairman Walsh said Mr. Ryan has given us an \$18,000,000 growth in the grand list. He asked what percent of that would produce \$50,000, which would be a 1% tax rate impact. Mr. Ryan said we have a \$3.64 tax rate, so \$10,000,000 growth in the grand list would represent \$36,000 in tax revenue. Ms. Griffin asked Mr. Ryan how much growth in the grand list we saw last year. Mr. Ryan said about \$16,500,000. Ms. Griffin said in a couple of years we will see another potential up tick when we see two more Dartmouth Dorms come on line. Those are not every year events.

Chairman Walsh said he would like the tax rate and grand list to be on the list of things to talk about next week as the Selectmen try to close this budget.

#### **ADMINISTRATIVE SERVICES: ADMINISTRATION**

Ms. Betsy McClain, Director of Administrative Services said her narrative starts on page 47. Ms. McClain said in her operating budget there are no staffing changes. If you look at the bottom section of numbers on page 50 of the proposed budget, you can see Ms. McClain's operating budget jumps 14½%, roughly \$3,700 dollars. That's attributable to the first of a five-year lease purchase plan for the new accounting software.

Ms. McClain said several years ago when Sallie McAndrew was up for her budget and buying new software, we aligned ourselves with a new company in New Hampshire that was

able to provide comprehensive software that did Town Clerk/Tax Collector utility billing functions. They sold us on the idea of an integrated general ledger system with that. At that time they did not have a mature general ledger product, basically they had a flat database with account numbers. Eventually they may develop an accounting system, but they don't have one yet. Ms. McClain said she never transitioned over to the VADAR product that was on the slate.

Mr. McClain said our current software for general ledger and payroll processing is NEMRC. This is a very small company out of Vermont that services mostly Vermont school districts. When we wanted to start submitting electronic transfers to the retirement system, they had to do custom programming for us because it is not part of the functionality they offer. Their payroll product is still running on a DOS based architecture. It only allows one person to write to the database at once. We are stuck with old software that is impacting our productivity.

Ms. McClain said she would like to highlight the fact that this new software she is proposing is windows based and will support multiple users. Ms. McClain looks forward to the time with the fiber when we have remote access and departments outside of Town Hall can be doing some input.

We did look at several software packages throughout the State. Lebanon, within the last two years, invested in MuniSmart which can do dog licenses, voter registration, etc., but that software is 6 figures. In looking at the more affordable options, we found a company called Advanced Data Systems. The interfaces are Windows-based. We can be more productive and this is a smart investment in heading us towards that.

Selectman Christie asked if there is any consulting help for implementation. Ms. McClain said there is \$5,000 for implementation consultation built into the amount we would finance. Part of their packet pricing also includes training.

Chairman Walsh asked what the people who have been using their system for three years say. Ms. McClain went to a users group conference. By and large, they were very supportive. They have all high marks in terms of their responsiveness to trouble calls and using those trouble calls to further software development. Chairman Walsh asked how long they have been in business. Ms. McClain said they have been in business for 15 years.

Selectman Christie said the best software rarely comes out of the box the way you can use. You invariably get forced into paying for some software modifications.

Ms. Griffin said the motor vehicle permits revenue line item on page 50 indicated the actual amount collected for FY 2004 is \$1,229,140. The estimated permit revenue for BY 2006 is rounded up from that figure to \$1,230,000. Ms. Griffin is amazed that it has sustained at that level. She kept thinking that was a bubble that was going to burst but it has continued to grow.

Vice Chairman Connolly asked if there is a decimal off the receivables on page 52, the property tax data. Ms. McClain said that was the amount owed on December 31<sup>st</sup>. Ms. Griffin said the \$44,631 in property tax abatements was the result of the revaluation. Ms. Griffin said we are very fortunate that is so low when you think about the overall value of our tax base.

Chairman Walsh asked if we are doing unallocated costs. Ms. McClain said yes; it is not billed separately on the schedule. These are costs that are not neatly tied to functional departments. It does have our State shared revenues that come in and on the expense side it is where we budget our fringe benefits for salaries paid for by the general fund. Ms. Griffin said you could see the balance unused at the bottom of page 57, which is \$93,450. Ms. McClain said the rooms and meals tax is right in the middle of the page. We are being fairly aggressive in pushing the number to \$360,000. That number is the number we actually received as revenue this current year. We are assuming that we will receive a like amount in the subsequent year. Vice Chairman Connolly asked if that is based on a percentage of rooms and meals sales. Ms. McClain said it is. Ms. Griffin said the thing that she worries about is the State level. Ms. Griffin said this is based on an allocation formula, which is a fixed percentage. This is based on sales that are either statewide or countywide and not room and meals sales in Hanover. Ms. McClain has not seen the explanation of the allocation formula in writing. Chairman Walsh said this is at risk from legislative action and not the economy.

Selectman Lubrano asked what transfers from Trust and Agency is. Ms. McClain said the \$50,000 that Ms. Griffin has proposed we take in from the Municipal Transportation Improvements Fund is to offset the money she is budgeting for Lyme Road. This is a \$5 surcharge that we take in on vehicle registrations and it grows at the rate of \$36,000 per year. Ms. Griffin said the balance in that fund right now is around \$86,000. Chairman Walsh asked Ms. Griffin to put that information in the Selectman's Wednesday packet.

Chairman Walsh said he would turn to Selectman Christie for the undesignated fund balance question. Selectman Christie said his question was answered in the narrative. Ms. Griffin said what she tried to do was a couple things. She knew that building permit revenue was going to generate, in this current fiscal year, in excess of \$100,000 in additional revenue over and above what we projected, due to Dartmouth projects that came up sooner than we had anticipated. This will flow into undesignated fund balance; consequently Ms. Griffin felt comfortable in using about \$93,000 to balance the budget for next year and adhere to the 3% tax rate target. Ms. Griffin said she knew this would be more or less replenished by the excess revenue from building permits. That will keep us in an undesignated fund balance of about 7 ½ % of our total expenditures. Ms. Griffin's action will take the undesignated fund balance down to 5.9%, before you assume we will replenish that with \$112,000 in excess building permit revenues generated this budget year.

Selectman Christie said where the Finance Committee was going last year was a shift in paragon. Rather than thinking of undesignated fund balances to balance the budget, this should be used for one time expenses and see where you end up. If you end up below 5%



then you can't use it. If you wind up above 10%, then you give it back. It's only at the two extremes that it is an automatic in or out of the budget. When you are in that middle range then you use it for its intended purpose, which are for one time, nonrecurring expenses. Selectman Christie feels Ms. Griffin has done this and the rationale has held for two years in a row. Ms. Griffin said as a rule of thumb, she likes to hover in the 7% range with the undesignated fund balance.

#### **ADMINISTRATIVE SERVICES: REVENUE /TAX COLLECTION, TOWN CLERK**

Sallie McAndrew said her narrative begins on page 48 of the budget. Ms. McAndrew said both her budgets are fairly routine this year. There was not much of an increase over last year, just 2.1% on the tax side and on the Town Clerk side the increase is just under 1%.

Ms. McAndrew said the Town Clerk's budget would be much lighter this year with just one election. This will give us an opportunity to come up for air after the big election in 2004. Chairman Walsh said Ms. McAndrew, the Supervisors of the Checklist, and the Clerks Assistants did a fabulous job with both the primary and the national election.

Vice Chairman Connolly noted that vending permits are almost nonexistent. Ms. McAndrew said it really has slowed down; people just don't seem to have interest. Chairman Walsh asked if this is because our fees are too high. Ms. Griffin said she doesn't know that our fees are too high; she thinks some vendors would prefer to go month-by-month or week-by-week rather than make a nine-month commitment. We do try to accommodate folks as much as we can. Ms. Griffin said she thinks we are just seeing a downturn in some of the vendor activity; it may be because of the economy. We have not had the same of the level of vendor interest we have seen in the past.

Selectman Lubrano asked why there are no boat licenses. Ms. Griffin said we are not doing the boat licenses anymore; they were a real hassle. Lyme Angler does those now. Ms. McAndrew said it required a lot of paperwork for us and we received a small amount of revenue.

#### **COMMUNITY COUNSELOR**

Ms. Griffin said Health and Welfare is page seventy-three of the budget.

You will see some changes on the Community Counselor, which is on the top half of this page. Ms. Griffin said we are recommending an organizational shift for the Town because Dena Romero has announced her retirement effective at the end of this calendar year for the school, which is mid-June. In order to fund the reorganization and fund the Community Center Manager, we are recommending taking pieces of Dena's job for the Town, which is part-time, and absorbing these in current Town departments. The Police Department would take over all the scheduling for the Diversion Program they now do some of the scheduling for Diversion for minors and young adults. Barry Cox would take over handling the welfare client component of Dena's budget. The third piece is the Senior Citizen's Outreach. Ms.

Griffin is recommending that we increase our grant to Grafton County Senior Citizen's Counsel by \$5,000 so they, in conjunction with Lebanon Housing Authority, can take that on with respect to our residents of Summer Park as well as the wider Senior Community in Hanover, which Dena sometimes provides support and referral to. On page 77 of the line item budget where it accounts for salaries, the amount we are budgeting goes down significantly from \$48,295 budget this year to \$12,500 next year. The \$12,500 is budgeted to support one day per week of Dave Sandburg's work for the Dresden School District. The remains of these funds are transferred into the Parks and Recreation's budget for next year in order to fund the Community Center Manger's position.

Chairman Walsh asked Dena Romero to help him understand how much of her time is Town time and how much is school time. Ms. Romero said the budget is set up so that it is 50/50 during the school year. Ms. Griffin said during the summer the Town funds 2 ½ days of her salary. She works part-time during the summer. Chairman Walsh asked how it would work with Dave Sandburg. Ms. Romero said the Town would pay for one of his three days per week during the school year.

Selectman Lubrano said there is an enormous spike in the number of Diversion cases. Is Chief Giaconne prepared to take over that load? Ms. Romero said the majority of those are related to possession and consumption. The part that the Police Department would be taking over would be sending them out the paperwork when they call and making sure they have signed up before their court date. There are actually two people who provide the service of running the sessions. It is Ms. Romero's understand that those people continue to be interested in providing that service. The part that might get tricky is if either of these two people say they no longer want to do this. It would be hard to find someone else. It may be something the Police Department wouldn't want to deal with. Ms. Griffin said right now the Police Department does all the clerical work for the function in terms of mailing to the participants and scheduling the room. Ms. Romero said she thinks putting this in the Police Department is going to work. Some of the students who use the program have gotten a little lax. Selectman Lubrano said she doesn't think Chief Giaconne will cut them a lot of slack. Ms. Romero said she thinks that connection with the Police Department will be very good. Ms. Griffin said the Police Department didn't hesitate when she asked them to take this on.

Vice Chairman Connolly asked Ms. Romero how much of her time is taken as a senior citizen liaison and how can we export this job successfully. Ms. Romero replied Ms. Griffin has spoken with the Senior Center and the plan is to contract with them to provide that service. Ms. Romero said she hopes the Selectmen will be open to considering increasing that if this turns out to be a lot more hours than anticipated. Ms. Griffin she has talked with Grafton County Senior Citizens Counsel about this. From Ms. Griffin's perspective, they are the logical agency to take on the liaison role. Vice Chairman Connolly asked how local they are. Ms. Griffin said they are located at the Lebanon Senior Center. It will be our job to open the lines of communication and make sure seniors know how to turn to them for support. Vice Chairman Connolly said she is not worried about the residents of senior housing but the other seniors who are not there. Ms. Griffin said we are definitely going to have to talk internally to make sure those folks don't fall through the cracks. Right now

Dena hears about those folks from referral of other Hanover residents or through the Fire Department. Police and Fire will continue to keep us apprised so that we can alert Grafton County Senior Citizen's Counsel. We will need to talk about how our collective ears are to the ground with the informal reports we get from residents concerned about a particular senior.

Ms. Romero said it would be hard to leave because she has enjoyed working with the seniors. Vice Chairman Connolly said Ms. Romero has done a magnificent job with the seniors.

Chairman Walsh said he would like to put the salaries line of \$12,500 on the list of subjects to address when the Selectman are talking about the budget. He would like to know some more about that before we pass this.

Ms. Griffin said we have some of the public service agencies on hand as well. Chairman Walsh said the agencies portion of the budget is on page 80.

Ms. Griffin said ACORN and The Family Place has requested the same amount of funding they have requested in previous years. The Grafton County Senior Citizens Council's initial increase was for \$9,000. Ms. Griffin said she added an additional \$5,000 to make a total increase of \$14,000. Ms. Griffin said she talked with the Executive Director and they agreed that was a fair amount of money for them to become our Senior Outreach Coordinator for the Town.

Headrest has requested the same level of funding at \$7,000. Listen has requested the same amount of \$2,700.

The Visiting Nurses Alliance is requesting an increase. If you look at the history, that number has gone up fairly steadily over the last several years with the VNA still feeling very strongly that Hanover is still not paying it's fair share of the VNA related expenses incurred to them by the Hanover residents that utilized their services. The VNA has been hammered in the last several by what has happened with the Federal and State funding of Medicaid and Medicare.

West Central Behavioral is not requesting an increase. They are still requesting \$9,300. This will be the first year they will no longer be on the warrant as a special warrant article. We have an informal practice in the Town that if a new agency is requesting funding, they go on the warrant as a special warrant article for three years, then in year four they are simply included in the proposed budget to the Town.

Ms. Griffin said WISE and Youth-in-Action have requested no increases.

Ms. Griffin said we do have a request from Bonnie CLAC for the first time this year. They are asking that the Town consider a \$2,000 donation or grant. That will go on a separate warrant article. Ms. Griffin said many of the agency representatives are on hand to answer any questions.

Selectman Christie said a general question that seems to get asked every year is why these donations are an appropriate use of Town funds as compared to private funds. A second question that seems to get asked frequently is how those amounts are determined.

Ms. Griffin said she and Ms. McClain two years ago and last year had tried to come with a number that correlated with the amount of service received by Hanover residents as a portion of an agency's total overall social service budget. For the past two years they have provided the Selectmen that information and have made recommendations to fund less than the amount requested by agencies, but the Selectboard disregarded their recommendations. This is not an easy formula to derive. That information didn't seem to be very beneficial to the Selectmen. Sometimes it is necessary to make an uncomfortable decision to fund less than an agency is requesting and the Selectboard didn't want to wrestle with that too much.

Selectman Lubrano said it is not clear that benefiting Hanover residents is the only benefit that Hanover residents get from these organizations. Hanover residents benefit from all the other people in this area that receive services.

Chairman Walsh said there are two increases for social service agencies on here. He would like to come back to these. Every few years we have to sit down and look at the rationale under each of these numbers. This does need to be looked at. Ms. Griffin has already explained the increase for the Grafton County Senior Citizen's Council. The VNA is looking for a \$2,020 increase. He would like to know why.

Carol Olwert, Communication and Development Officer for VNA Hospice, as well as a proud resident of Etna, said she might be able to answer some of Chairman Walsh's questions. She has been with the agency for almost a year, so she can't really go back historically and talk about other years. The VNA goes for all the funding it can get. Like many other health organizations, reimbursements that they get do not cover all of their costs. The VNA is in an extremely competitive situation as far as hiring nurses so they have to be competitive with the salaries they offer. Salaries and benefits are about 70% of their budget. About 80% to 85% of their reimbursements come from Medicare and Medicaid. They have been cut over \$300,000 in reimbursements in this budget year because they have dropped the 5% add-on for rural communities. It is more expensive to serve rural communities. The VNA serves 86 Towns in Vermont and New Hampshire. They are very grateful for the support that Hanover and all their towns have given them. They do need all this support. This is only one part of the outside fundraising that they have to do. The formula that was adopted was to ask the towns they serve for \$4 per capita, per the 2000 census. Hanover right now is at \$3.35 per capita, based on the 2000 census. There are quite a number of towns they serve that are already paying the VNA \$4 per capita.

Ms. Olwert said last year in Hanover the VNA provided more than 3000 individual services to people in their home as well as providing counseling and clinic services. Most of the in-home visits that the VNA provides, they do not get reimbursed either by private insurance or Medicare/Medicaid. They serve anyone who meets the qualifications for their services.

There is always a portion of the population that does not have insurance and don't qualify for Medicaid. These people cannot pay the full cost if any cost at all. That is one of the major reasons they go to Towns for funding.

Selectman Christie asked Ms. Olwert what the VNA's total budget is. Ms. Olwert said this year the budget is just over \$18,000,000. Selectman Christie asked what the VNA receives collectively from towns. Ms. Olwert replied the VNA received about \$650,000 from towns. They serve 86 towns, 70 of those are in Vermont.

Ms. Griffin said she did a quick calculation and if Hanover was paying \$4 per capita, based on the current formula; that would take our total contribution up to around \$23,100 as opposed to the request this year, which is \$19,340. What the VNA has done is acknowledged they would like more from the Town of Hanover but also acknowledged that we are constrained by budget targets from year to year.

Robert Chambers, President of Bonnie CLAC said they are an organization that was created to help lower and moderate-income people buy cars. About 30% of the population in the State of New Hampshire falls below HUD low-income guidelines. That is the primary population that Bonnie CLAC serves. People need reliable affordable cars to get to work. Bonnie CLAC helps these people to buy new cars rather than old cars. They guarantee loans to help people achieve a very low interest rate. Low-income people have a hard time accessing credit because if you have low income and you don't have reserves and credit falls and gets hurt. Bonnie CLAC get 4.5% interest loan for people who might be paying as much as 25% interest. They are really changing the lives of people because most of their clients have never owned a new car. A large percentage of their clients have been able to go out and gain higher paying jobs as a result.

Bonnie CLAC offers a financial literacy class, which they have graduated 162 from. Around 73% of Bonnie CLAC's clients are women, most of which are single mothers. The savings as a result of financing a car as 4.5% interest as opposed to 17% interest is \$86 per month. Most of their clients are pay 17% or more. They are putting people into the most fuel-efficient automobiles that are sold in the northeast. The fuel savings are in the neighborhood of \$80 to \$100 per month. By putting clients into new vehicles they are helping those people to save substantially on repair cost. Many of these people are driving 10 year old vehicles. It costs \$120 a month to keep repairs on a 10-year-old car. Bonnie CLAC is able to help people buy a brand new car and save money doing it.

Mr. Chambers said in the three years since their inception they have done 3025 consultations. They have given to clients 50 vehicles that are temporary vehicles (bridge vehicles) before they were willing to guarantee a loan. Clients have to prove to Bonnie CLAC that they have the ability to made and budget for a car loan. A lot of the people who got these bridge car would have lost work and wound up back on welfare if they didn't have transportation. Bonnie CLAC has helped 420 people buy new cars. Their loan failure rate is below commercial averages. The hardest thing they did was to get the banks to accept these loans;

now they are very pleased because the default rate is so low. The combination of the education as well as good value is helping to change lives.

Mr. Chambers said he has 20 clients that they have counseled with that list Hanover as their residence. Bonnie CLAC has help 77 individuals who are employed by companies that operate in Hanover. Bonnie CLAC is helping economic development by helping employees afford reliable transportation. Fifty-nine Hanover residents have donated vehicles to Bonnie CLAC. Those are the vehicles that are used in the bridge program.

Chairman Walsh told Mr. Chambers when he speaks to Town Meeting, it would not only be helpful if he speak to the connection to Hanover but also give the residents an idea of what Bonnie CLAC' budget is and what other towns are contributing. This will give the residents a sense of what the \$2,000 is relative to the whole operation. Mr. Chambers said this would be their first year that they are requesting from Lebanon, Hanover, and Keene. Bonnie CLACs operating budget this year will be somewhere around \$700,000. Chairman Walsh asked what other sources of funds they have. Mr. Chambers said each client when they take delivery of their new vehicle, pay an \$800 fee that is rolled into the loan. That covers a portion of their operating budget. Every year they have been in operation their level of self-generating funding has increased. Bonnie CLAC's largest funders are foundations. Bonnie CLAC helps many employees of non-profit agencies and has helped employees of every service organization that Hanover funds with the exception of Youth-in-Action.

Mr. Chambers said part of what Bonnie CLAC does is budget counseling. They also negotiate with car dealers and insurance agents.

Chairman Walsh said with the State and Federal governments shutting down, more and more agencies are looking to towns for this type of thing and it worries him. We are in good shape as a Town, but there are a hell of a lot of other towns that are not.

Ms. Griffin told Mr. Chambers that this will go on the Town Meeting Warrant as a separate warrant article. The first year that an agency is funded is usually the year when conversation is generated. We will have folks from the audience asking why the tax base is funding this when if fact private donations can fund it.

Roberta Burger, Executive Director of Grafton County Senior Citizen's Council said when Dena called and said she is retiring, Ms. Burger thought she might help Hanover with senior services. They have two social workers and a program called Service Links, which provides information and assistance for older adults. They already provide home delivered meals and medical transportation to Hanover residents. They however are not a presence as Dena has been and there will be a gap. Ms. Burger hopes Grafton County Senior Citizen's Council can help to fill that gap and they are prepared to do that. Chairman Walsh said he hopes the \$5,000 increase will help give Grafton County Senior Citizen's Council the capacity to fill that gap. Ms. Burger said last year 73 Hanover residents came and met with their social workers. Another 62 phone calls or visitors came to Service Links.

Chairman Walsh told Ms. Romero that part of her task over the next 3 or 4 months before her retirement is to help make these connections. The better those connections are made the less there will be a hole. Ms. Griffin said the other hole that she spoke with Ms. Romero about filling is that we entertain a small number of senior hardship tax abatements. Dena has been the liaison. We will be working with Barry Cox to make sure we stay in regular contact with those residents so we know if they want to request hardship tax abatement.

Ron Michaud from West Central Behavioral Health said Jessie Turner, CEO and President of West Central Behavioral Health is retiring after 28 years. He is a Hanover resident and lives on Low Road. On March 14<sup>th</sup> Mr. Turner is going to be honored with a lifetime award in San Francisco by the National Council for Community Behavioral Health Care. This is a great achievement. The National Alliance for the Mentally Ill is going to honor him in June in New Hampshire. Mr. Michaud asked if there is anyway to do sometime at Town Meeting for someone who has had such a distinguished career. One of Mr. Turner's hallmarks is to destigmatize mental health and to push the recovery movement.

Ms. Griffin asked Mr. Michaud to send her a copy of the nomination form that she sent in for Jesse Turner. Ms. Griffin can craft a resolution that will outline his accomplishments. That is the best way for us to be able to do something special to honor him for his work.

## **MIS**

Corey Stevens, MIS Manager said his portion of the budget begins on page 62. Mr. Stevens said the MIS budget is down a little bit this year. This is mostly due to the final payment on the IMC software for the Police Department being due this year. These savings are also due to some savings in software licensing. Chairman Walsh asked Mr. Stevens how he got the savings in software licensing. Mr. Stevens replied that he hardballed the sales people. Chairman Walsh asked Mr. Stevens how much his budget is down. Mr. Stevens said his budget is down 7% overall. Ms. Griffin said if you look at the bottom on page 63 you will see that the MIS budget went from \$124,628 to \$115,802.

Chairman Walsh asked if Mr. Stevens would be coming back when we go to the capital plan and look at the computers and our replacement cycles. Mr. Stevens said he could. Chairman Walsh said we are on a four-year replacement cycle with our computers.

Chairman Walsh said he is not convinced that if we didn't just freeze where we are we wouldn't be right where we want to be. Ms. Griffin said the communication and software limitation of older technology that are the issue. This will be clearer when we get to the IT and IP Mobile Net portion of the Communications Budget.

Mr. Stevens said we run into issues where we have to get new computers because the old computers die, then you have to get a new OS with every new computer. Then we run into the problem where our vendors' software won't run correctly on the new OS and they say

they have a new version that will run properly on that OS. In order to get that correction you have to go to the new version.

Chairman Walsh asked if there is an association for MIS Directors in the state to enable bulk purchasing. Ms. Griffin said there is not, but we have suggested one be formed. There have been some attempts at bulk purchasing.

Ms. Griffin said that when Hanover Broadband is implemented we would see some savings in this budget, particularly telephone-related.

Chairman Walsh asked how many computers the Town has. Mr. Stevens replied there about 128 computers. Chairman Walsh said that equals one per employee. Mr. Stevens said it is pretty close to one per employee.

## **PLANNING & ZONING**

Ms. Griffin said the Planning and Zoning portion of the budget begins on page 65 of the proposed budget.

Jonathan Edwards, Director of Planning and Zoning said his department's requests this year are pretty simple. Planning and Zoning is not proposing any significant changes at all. This is a mostly maintenance budget at slightly reduced levels.

Vice Chairman Connolly asked Mr. Edwards how often we do the Upper Valley Lake Sunapee Traffic counts. Mr. Edwards replied we do those every two years. Vice Chairman Connolly said it is marked annually on the budget. She asked what the cost is. Mr. Edwards said the cost about \$6,000 each time, which is every two years. Chairman Walsh said that would fund the Town's portion of the variable message board. Mr. Edwards said unfortunately this upcoming year is the year we would ordinarily do that traffic count. Ms. Griffin said what Chairman Walsh is suggesting is to take that money and use it to pay for the Town's share of the variable message board, which will do traffic counts. Mr. Edwards said in that case he would need additional staff time because one of the things that the Upper Valley staff does is not only do the counts, but provide comparisons to previous years. This link goes to Grafton trends. Mr. Edwards said they could do that in house if the Selectmen prefer. Vice Chairman Connolly said this would be a little difficult because we have also expanded the number of places that we count from 6 to at least 12. Mr. Edwards said these counts would have to be deployed on a fairly tight schedule in order to get comparable statistics. It is generally done in the fall after school traffic stabilizes. Chairman Walsh asked if there is really any information in doing this every 2 years compared to every 3 or 5 years. Mr. Edwards said Planning and Zoning went through this discussion staff wise a few years ago. This had been done, most of the time, every year. The changes from year-to-years weren't significant enough, in Mr. Edwards's opinion, to justify that expense every year. Mr. Edwards said they wouldn't be able to keep track of any trends as readily, but if the Selectmen thought that would be a cost savings; Mr. Edwards couldn't offer the Selectmen any compelling reasons why it shouldn't be done every 3 years. Mr. Edwards



would just ask that on that third year that there be a good faith commitment to continue with those counts. Ms. Griffin suggested that this be put on the Selectmen's list of things to discuss relative to the budget. Ms. Griffin knows that Selectman Baschnagel has strong feelings about maintaining those traffic counts and he would probably like to participate in this discussion.

Chairman Walsh said he is really thinking about this from a different place. He is thinking about the wish list. We have \$20,000 in Master Plan implementation; we have \$5,500 in traffic count; we have \$11,400 in the Upper Valley Lake Sunapee Regional Planning Commission, which is built in here from history; and we have two other items that we have on the list. Chairman Walsh is trying to look at all of those things and partially prioritized and partially ask ourselves how much of this we are doing out of habit and how much of this should we really be doing. Chairman Walsh said he would ask next year that we take a look at the outside money being spent on Planning and Zoning, for planning related kinds of functions and just assure ourselves that we are spending that money in the right places.

Vice Chairman Connolly said she would just like to clarify exactly what we are doing. She does think it would be a dreadful idea to abandon our membership in the Regional Planning Commission; there are many benefits. Chairman Walsh said he wasn't suggesting that we abandon anything, just look at it as a whole.

Ms. Griffin asked Mr. Edwards if he has a sense that we are going to need to budget for a third year of Master Plan Implementation. Mr. Edwards said he doesn't believe so.

Chairman Walsh asked Mr. Edwards to talk about building permit revenue. Ms. Griffin said that Mr. Edwards puts together a fairly detailed projection of revenue with a great deal of input from Dartmouth College. We do try to get a somewhat conservative; we don't want to make all kind of assumptions and then not realize that revenue. Mr. Edwards said he had an estimate for this budget consisting of 7 different categories. Some of this related to money received in this fiscal year in excess of what we've budgeted. There are some projects that we anticipated for this year that will take place next year because of the College's construction schedule. There are a lot of small projects such as home improvements; each individual one is not big, but they do total up to significant revenue. Then there is home construction and small commercial projects, which consistently totals around \$160,000 a year.

Chairman Walsh said this year we are through 7 months and we are about \$30,000 ahead of budget. Where do we expect to come in and does the \$292,000 feel right for next year. Mr. Edwards said that's a conservative estimate, Ms. Griffin pared Mr. Edwards estimate down. Chairman Walsh asked what Mr. Edwards estimate was. Mr. Edwards said he had figured on \$390,811. Ms. McClain said that number included revenues that we have collected and are going to collect this fiscal year that we can't budget for next year. What we can do is have them lapse into our undesignated fund balance. Ms. Griffin said rather than credit that into next year's revenue, Ms. Griffin would rather roll it into undesignated fund balances.

Mr. Edwards said just to show how much of a moving target this is, they have a staff meeting with Facilities Planning Office tomorrow about yet another project they want to do next year which is not even on his list. This is a moving target, which is why it is a good idea to take a conservative approach about this. Chairman Walsh said as we take in this revenue we also take on the responsibility of delivering services in a quality and timely way. It is good to be conservative on the one side, but you still have to deal with the delivery on the other side.

Chairman Walsh asked where the \$144,000 we are expecting to be over in building permit revenues this year reflected. Ms. Griffin said if you go to her transmittal letter where she talks about her rationale for using undesignated fund balances to help offset the tax rate increase; Ms. Griffin is recommending that we take about \$93,000 in undesignated fund balance to help balance and to stay within the tax rate increase target. One reason that she is recommending that we do this is because we project are going to have excess building permit revenue this year. The good news is that money will help us to replenish the undesignated fund balance and enable us to keep our undesignated fund balance at around 7½ % even if she takes that \$93,000.

Selectman Christie asked if we are going to do any Code review. Mr. Edwards said that is a service we have begun to offer to expedite permit processing for large and complicated projects. That is essentially money in and money out of the same account. The College seems to be the main user of this. Ms. Griffin said the College's perspective on this is that they pay a lot of money in building permit revenue and we should hire more people to expedite the review. Ms. Griffin's take on this with staff is that we are allowed statutorily a certain number of days to do the review, if they want to expedite that process they can hire an outside consultant.

Chairman Walsh said on page 69, the Affordable Housing Commission has \$3,000 for professional services. Ms. Griffin said that's their budget. As a commission they have a \$3,000 budget much like the Conservation Commission has a \$4,300 budget. Chairman Walsh said he understands that but the Selectmen have a request in front of them for \$20,000, of which we have found \$5,000 so far. Ms. Griffin said some of that \$5,000 comes out of their \$3,000 operating budget. Chairman Walsh said his question is should there be some money on the budget or the wish list that relates to the Gile Tract. Ms. Griffin said her hope was that we could meet that funding request out of this year's operating budget that has been presented to us by the Affordable Housing Commission. She is hoping there will not be a need to budget a portion of those funds next year. The request was for \$20,000 and we have come up with \$5,000. Ms. Griffin would like to wait until we are a little further along in the budget season before we commit to the source for those funds.

Selectman Christie asked if we are building in any infrastructure for affordable housing. Ms. Griffin said no we are not. We are having conversations about how we might facilitate supporting a local agency like Twin Pines that would serve as our affordable housing developer for the Town. The alternative is that the Town create it's own entity and have to fund and staff it. One thing that Ms. Griffin has done some thinking about is what is a good source of revenue that we could use to create a fund that would support the staff time and a

feasibility assessment that needs to happen. One option to consider is when things like land use change taxes are paid. One thing to consider is do we think about facilitating the development of an affordable housing fund, the monies for which would come from the financial impact of development on the Town, such as a conversion of land for development.

Chairman Walsh said the two classic impediments to affordable housing are the availability of land and zoning. Chairman Walsh asked Ms. Griffin to put this on the list for conversation.

Chairman Walsh said it would be nice to see the total value on the performance indicator on page 71. Chairman Walsh said Mr. Edwards could do that for next year.

#### **4. APPROVAL OF MINUTES: DECEMBER 20, 2004**

**It was MOVED by Selectman Christie and SECONDED by Vice Chairman Connolly to approve the minutes of December 20, 2004 as amended. THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF DECEMBER 20, 2004, AS AMENDED. SELECTMAN LUBRANO ABSTAINED FROM THE VOTE.**

#### **5. ADMINISTRATIVE REPORTS**

Ms. Griffin reported the Local Government Center regional dinner is happening in Hanover on March 31<sup>st</sup>. This dinner is for any local elected official in the Town. This will allow the participants to meet other elected official from other neighboring communities. The presentation will be on school funding, which promises to be interesting. Ms. Griffin has been tapped to do the presentation of behalf of the Coalition.

Ms. Griffin said she also just got an email from the President of the CATV Board of Directors. They would like to get together with folks from communities that they broadcast in to talk about their long-range plans and to get feedback from the respective boards. If any Selectmen would like to attend that meeting with Ms. Griffin, we will check your schedules.

#### **6. SELECTMEN'S REPORTS**

##### **Peter Christie**

Selectman Christie reported he met this afternoon with the Finance Committee. Ms. Griffin and Ms. McClain presented the budget. Appreciation was expressed for the system, the process, the quality, and the clarity of the presentation.

Selectman Christie said he also met with the Affordable Housing Group. They talked a little more about how we administer and what kind of infrastructure we need.

Selectman Christie said on Sunday he received one of those phone call you like to receive. He receive a wonderful phone call from one of our fine citizens who was calling to say how

appreciative he was to the Recreation Department for the basketball tournament and the way it was being run, and the improvements made.

Ms. Griffin said we discovered today, when we started receiving calls from folks in Etna, that they were not aware of the changes in the recycling program. She wondered what was going on since we did do a mass mailing. We found out that the post office never delivered our boxes to the Etna Post Office for delivery to the general mail list. Ms. Griffin was livid. She called Northeast Waste and told them we have to postpone this a week for Etna because we need to get this mailing out. The mailing went out this afternoon to Etna. You would like to think when you work out the arrangements with the post office in advance that your mailing gets into the mail.

### **Kate Connolly**

Vice Chairman Connolly reported the Planning Board only met once. Dartmouth is on a continuing upgrade of its property such as its fraternity houses to make them safe and to clean them up.

The Planning Board approved an addition to the Creare engineering firm. It will be a nice addition and will be quite visible.

Vice Chairman Connolly also reported the Upper Valley Lake Sunapee Regional Planning Commission had a couple of meetings the past couple of weeks. This was primarily to deal with the fact that their facility is total inadequate and not in good condition. They found a better facility near by that is more suited to their activities. It has slightly less space but is in much better condition.

Vice Chairman Connolly said she attended the Dresden School Meeting last Saturday that was lively but not well attended. It is going to be rebroadcast. Anyone who gets a chance should watch it. There is a certain amount of information that will be very useful to the voters.

### **Allegro Lubrano**

Selectman Lubrano reported the Howe Library would be closed next week for the rewiring. All fines for next week will be forgiven.

### **Brian Walsh**

Chairman Walsh had nothing to report.

## **7. OTHER BUSINESS**

## **8. ADJOURNMENT**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to adjourn the meeting at 9:50 PM. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:50 PM.**

**SUMMARY**

- 1. It was MOVED by Selectman Christie and SECONDED by Vice Chairman Connolly to approve the minutes of December 20, 2004 as amended. THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF DECEMBER 20, 2004, AS AMENDED. SELECTMAN LUBRANO ABSTAINED FROM THE VOTE.**
- 2. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to adjourn the meeting at 9:50 PM. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:50 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

**These minutes were transcribed by Susan Love**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**February 7, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment

**2. PUBLIC HEARING TO CONSIDER AND APPROVE MODIFICATIONS TO PARKING ORDINANCE #6 REGARDING LEBANON STREET AND HOVEY LANE**

Ms. Griffin said this is in response to some issues in the vicinity of the school that we have been trying to resolve. We are looking for a way to try to accommodate the parking that occurs there and reduce the enforcement hassles. In combination with the school principal and the student counsel, with the PTB collaborating; we have come up with a recommendation to try to amend the parking ordinance. What this does is to acknowledge what already happens on Lebanon Street and Hovey Lane during school hours. This allows us to ensure that we receive revenue for the parking that the students make use of and also reduces the necessity to take enforcement action there. We will have free parking on Lebanon Street after 3:00, Monday through Friday and all day Saturdays. We have agreed to provide four more hardship spaces on Hovey Lane for true carpool drivers. Many of these students come in from tuition areas outside of Hanover.

Lt. O'Neill, Superintendent of Parking said right now we have metered areas that are .25 and hour. Most of the meters are ten-hour meters with the exception of a handful of meters in front of Hanover High School, which are two-hour meters. We also have ten-hour meters on Hovey Lane. We have a leased area that costs \$40 a month, which is the section of Hovey Lane, by the Catholic Church. We have 11 student hardship spaces, which are by the sharp corner near the playing fields.

Lt. O'Neill said what we are proposing to do is turn the section of Lebanon Street, between Summer Street and Crosby Street, into a 30-day permit by removing the parking meters. We will charge \$35 a month for those spaces. We would do the same thing on the south side of Hovey Lane. Ms. Griffin said this is a 30-day permit, but would only be Monday through Friday, between the hours of 7:30 am to 3:30 pm. After those hours those spaces would be free parking, no longer metered. Lt. O'Neill said the reason that

he is using the language "30-day permit" is that he envisions that people will want to come in and purchase them at different times of the month rather than having a monthly permit that would start at the beginning of the month. There will be one unique section where we will allow the permit parking, but the meters will remain. This is because there are a lot of students who come and go during the day, so this will leave spaces for other patrons who are not students. Those units will go from being 10-hour units to 2-hour units and cost .50 and hour.

Chairman Walsh said those spaces will be first come, first served. If a student has a 30-day permit, they will be able to park in those spaces without putting anything in the meter, but if someone else wishes to park there they can by putting money in the meter. Lt. O'Neill said there is a concern about parents who go to the school during the day not being able to find a space to park. Chairman Walsh asked how we would deal with that. Ms. Griffin said it doesn't matter what we do there, it's always going to be a problem during the school day because students park everywhere. If we had a high school campus with sufficient on-campus parking, this wouldn't be an issue. The pattern of utilization within the school won't change, the difference will be that there will be less disruption within the school because students won't be running out every two hours to feed the meters. We are simply trying to streamline the parking and carve out enough public spaces so visitors during the day, have spaces to park.

Vice Chairman Connolly asked how many meters would actually be left behind. Lt. O'Neill said there are 32 spaces. Vice Chairman Connolly said we have about 22 more spaces coming on line when the new High School is built. Ms. Griffin said we should discuss this further when those parking spaces are actually constructed. The School District is putting the transfer of that property to the Town on their warrant in March.

Selectman Lubrano asked what the intent of the 30-day permit is. Thirty days of 5 day parking is actually 6 weeks, unless we are trying to follow a calendar month. Selectman Baschnagel said this is intended to be 30 calendar days. Ms. Griffin said students would only be able to use it during 20 of those 30 calendar days. Ms. Griffin said in term to term, there is enough shifting of parking need patterns that doing this by the month makes sense from the School District's standpoint.

A resident said he thinks it is terrific that students can buy spaces on a monthly basis. It helps their parents out and it helps them out. Ms. Griffin said this might be more popular with the parents than the students because the parents are the ones always having to pay the fines. Selectman Baschnagel said this might also save the Town money because we will not always have to be repairing meters that have been disabled.

Chairman Walsh asked how the Student Counsel was involved in this. Selectman Baschnagel said there were very much involved. The PTB met with the High School three or four times and they were very helpful.

A student said she is concerned about the 32 spaces that are between Summer Street and the Community Center; her concern is that people who have paid for permits will not be able to find a place to park because those spaces will also be open to the public. She feels that there are some students who are not organized will just use those spaces and feed the meters. Lt. O'Neill said he wouldn't want anyone to feed 2-hour meters. He would instead want those people to buy a 30-day parking permit. The permits will be first come, first served. Initially we will not oversell those permits. If we sell the 80 permits that we have and we see a whole lot of empty spaces, we probably will oversell. We are going to gauge it based on experience. Ms. Griffin said hopefully the students would figure out that if they really do want a consistent parking space, they would need to come in and purchase a permit. With all of our other permit parking in Town, you are not assigned a specific space. If you buy a parking permit in Town, it gives you the authority to park in a permitted space, but it doesn't guarantee you will always be able to find a space.

Selectman Baschnagel said he is a little concerned about our forty dollar a month spaces, which are primarily for the Downtown employees. The philosophy in the PTB is that we charge proportional to the proximity to the Downtown area. Selectman Baschnagel wonders if we shouldn't shuffle those so they are clustered down to the corner of Hovey and Lebanon, just to make it more convenient for the Downtown employees. Lt. O'Neill said part of this proposal is to drop those permits down from \$40 to \$35. Selectman Baschnagel said if we are bringing it down than that issues goes away. Chairman Walsh said those lease spaces are not 7:00 to 3:30, they are all day, every day. Lt. O'Neill said the reality is that they are not used weekends or much past 5pm during the week. Ms. Griffin said we have discovered that we can significantly oversell those spaces. Ms. Griffin said her impression is that those spaces are purchased as a last resort, so on a desperate day people can find parking. Selectman Baschnagel said he thinks it's that and people who are in and out a lot.

Bernie Waugh of Pinneo Hill said he came to the Parking and Transportation Board many months ago to present his viewpoint which is that permit parking on public streets is of dubious legality and is wrong and discriminatory. Mr. Waugh's intent is to put together a petitioned article so it can be discussed by the Town as a whole.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to close the Public Hearing to consider and approve modifications to Parking Ordinance #6 regarding Lebanon Street and Hovey Lane. THE SELECTBOARD VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING TO CONSIDER AND APPROVE MODIFICATION TO PARKING ORDINANCE #6 REGARDING LEBANON STREET AND HOVEY LANE.**

**Selectman Baschnagel MOVED and Selectman Christie SECONDED to approve the proposed changes to Parking Ordinance #6. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE PROPOSED CHANGES TO PARKING ORDINANCE #6.**



**3. CONTINUED DISCUSSION AND ADOPTION OF PROPOSED NO THRU TRUCKING ORDINANCE**

Ms. Griffins said she has distributed an edited version of this proposed ordinance showing the changes made as a result of discussions at the last Public Hearing regarding this. Chairman Walsh said he thought the Selectmen were in agreement about everything else except whether the weight restriction on trucks would be 18,000 pounds, 26,000 pounds, or some other number in between.

Ms. Griffin said we added clarifying language to make it clear for some folks who had expressed concerns about some other elements, but the Selectmen's main concern was whether the weight restriction would be 18,000 or 26,000 pounds. Chairman Walsh said this really isn't a Public Hearing, but he would like to make sure that we don't have any other issues left besides the weight restrictions.

Selectman Lubrano said under the exceptions she doesn't feel number 5 belongs there; because this deals with an exemption that has been granted by the Director of Public Works, this should be in section 4:C. This addresses an exemption rather than an exception. Ms. Griffin said we could certainly put it under its own heading for an exemption. We are simply trying to clarify that King Road has its own issues because of its dangerous downhill steepness.

Selectman Lubrano said in Section 5 where it says "the addition or deletion of any Town roadways shall only occur" should say "the addition or deletion *to this ordinance* of any Town roadways shall occur". Ms. Griffin agreed.

Selectman Baschnagel said the King Road easterly issue is actually written into the appendix. Ms. Griffin asked Lt. Mike Evans if he knows why the exemption for King Road needed to be added in addition to the appendix. Lt. Evans said he thought it was important because King Road is not a nuisance issue, it is a safety issue. He would hate for someone to read through this and think they had a carte blanche exemption to travel on King Road when the intent of our King Road ordinance is that they don't belong on it and if they have to go on it, they can go up hill. That's the way it currently stands. Chief Giaconne said this ordinance was intended to replace two previous ordinances, the River Road ordinance and the King Road ordinance. If the King Road ordinance is still there with the weight restriction of 18,000 pounds, then the King Road ordinance can stay at the 18,000 pounds as it is written. Then this proposed ordinance could carry the other roads, if that is the wishes of the Selectmen.

Chairman Walsh said it seems to him that stating the King Road provision twice is not a bad thing. Selectman Lubrano agreed. She said it is stated differently, it's not stated the same way twice. It's possible to get an exemption for all of the roads in Appendix A. It should be stated up front, just not under the section that it is stated under.

Duncan Mackintosh said he thinks that Lt. Evans has a valid point in terms of safety. When you look at his situation where he lives on West Street, you have quite a steep road. What he came to tell the Selectmen tonight is that we obviously have a different situation with all the trucks on West Street than we do with the trucks in Etna. He has lived on West Street for nine years. The current commercial traffic problem really started after the bridge reconstruction. These people were essentially shown the way because we had to close off certain ways and redirect traffic. Because he is self employed and is home during the day, he can see that at least 90% of the commercial trucks that come up West Street and onto Maple Street, go down to Main Street and take a right on Route 10. They are all going down to Lebanon. It makes sense to Mr. Mackintosh that the trucks are doing this because if they didn't come off the bridge, then they would have to go down two exits to White River Junction, then they would have to go across the bridge to Lebanon. Quite frankly they are saving themselves a lot of time; however, these trucks are big trucks and they are circumventing the main stream. They are coming up through Mr. Mackintosh's neighborhood and really ruining our roads. They are too big. Mr. Mackintosh thinks this is similar to King Road. It is more of a commercial situation where his neighborhood has become a conduit or another freeway to places other than Hanover. He would like the Selectboard to really think about that in their deliberations over this issue.

Chairman Walsh said he believes that we agreed two weeks ago that we are going to pass the No Through Trucking Ordinance and West Street and Maple Street are included in that. The one question that we have is at what size are we going to limit the trucks.

Chairman Walsh said the weight range being considered is between 18,000 and 26,000 pounds. Mr. Kulbacki displayed some pictures that demonstrate various sized trucks and trailers that are above and below 26,000 pounds. A driver must have a Commercial Driver's License to operate any vehicle that weights 26,001 or over. Anything under that weight doesn't require a CDL. Mr. Kulbacki said he couldn't find an example of a clear-cut 18,000 pound vehicle. He is not sure where that number came from, but it may have something to do with air brakes. Chairman Walsh asked where a log truck would fall in these weight restrictions. Mr. Kulbacki said a single log truck is well over 26,000 pounds. It may be hard to enforce vehicles that weigh between 18,000 and 26,000 pounds, but it is certainly easy to tell when a vehicle is over 26,000 pounds because you have to have a special license. Ms. Griffin asked if there trucks are equipped with the GVR somewhere where it could be easily detected. Lt. Evans said usually the only trucks that display this are trucks just less than 26,000 pounds, so they won't be bothered by enforcement people.

Vice Chairman Connolly said she is going to put her bid in for 19,500 pounds. She was treated to a very detailed description of trucks, what they are, and what they weigh, by the State of Washington. The number of axles seems to coordinate nicely with the weight of a truck. Once you get over 19,500 pounds you tend to get into three axles. Those trucks tend to be very large and destructive. Vice Chairman Connolly thinks 26,000 is far too large. There is a huge differential between 16,000 pounds and the next class up,

which is 19,500 pounds. She feels the restriction should be for weight over 19,500 and over two axles.

Selectman Lubrano asked what this would do to the Advanced Transit bus. Vice Chairman Connolly said nothing, they are exempted in the ordinance. Ms. Griffin said school buses are exempt, but not public buses. Vice Chairman Connolly said perhaps we should cross out the word "school". Ms. Griffin said this should read "local public transportation vehicles".

Selectman Baschnagel asked if any thoughts were given to the question raised by Jeryl Frankenfield at the last meeting about his truck towing his landscape trailer. Lt. Evans said Mr. Frankenfield's combined weight of his ¾ ton pickup with landscape trailer, is just over 20,000 pounds. He would not be allowed, as would most of the landscapers represented here.

Lt. Evans said most of the drivers of truck that are under 26,000 pounds would not have any idea how much their trucks weight. Drivers of trucks over 26,000 pounds would know because of the licensing requirements. It would be difficult for enforcement if these people have no idea of the weight of their vehicles. To just come up with a somewhat arbitrary number that is not grounded in any sort of other law would make enforcement difficult. Vice Chairman Connolly said it is grounded in the classifications she has in front of her.

Duncan Mackintosh said he thinks that these fellows that mow the lawns around here weight much less than Lt. Evans has portrayed. If they are coming up West Street and Maple Street to circumvent the normal State roads, they should be stopped. If someone is going to come into his neighborhood to mow a lawn, of course they should come. If they are coming up there just so they can get to where they are going to faster, then they shouldn't be allowed to come. He feels Lt. Evans is overrating the weight of landscaping trailers.

Chairman Walsh said we have the weight limits of 26,000 pounds and 19,500 pounds. He would like to suggest that we take the 26,000 pounds because it is clear in enforceability. We can see how this works and reassess it in 6 to 12 months. Selectman Lubrano said she is comfortable with that. Selectman Christie is also comfortable with 26,000 pounds, but Vice Chairman Connolly is not.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to adopt the No Thru Trucking Ordinance, with weight restriction being for vehicles over 26,000 pounds. THE SELECTMAN VOTED TO ADOPT THE NO THRU TRUCKING ORDINANCE, WITH THE WEIGHT RESTRICTION BEING FOR VEHICLES OVER 26,000 POUNDS. VICE CHAIRMAN CONNOLLY ABSTAINED FROM THE VOTE.**

Duncan Mackintosh said that the Selectmen are not representing the taxpayers of this Town if they allow that kind of weight to happen on these streets. We have to pay for those streets. They are not being paid for by the State. They are being paid for by the taxpayers of the Town of Hanover. The Selectmen are elected to represent the Town in the best financial sense. This is wrong; 26,000 pounds is over the top and the Selectmen should know better.

**4. DISCUSSION REGARDING BONDING VERSUS RESERVING FOR CAPITAL IMPROVEMENTS UTILIZING WASTEWATER IMPROVMENTS AS THE CASE STUDY**

Ms. Betsy McClain, Finance Director, distributed a brief handout that details the various options and their impact.

Ms. McClain said the stool from which we get funding has three legs; one of those is the current operating budget; we also do transfers from the current operating budget into capital reserve for future capital expenditures; and the third leg is that we occasionally float bonds or do capital leasing. Ms. McClain is hoping, by throwing this out there, this will trigger some direction from the Selectmen as to how they would like this done in the future.

Selectman Christie said the issue is how to match up paying for an asset and the use of that asset. When you pay through a reserve fund, what you are doing is taxing previous years' taxpayers to create the reserve fund to then buy long term assets. A bond is an effort to match up who pays with who enjoys the benefit of that asset. Other issues are how expensive an asset it has to be to be considered for bonding and how do you deal with interest expense versus reserving, which avoids the interest expense. It seems to Selectman Christie that the Selectmen need to have this discussion to create some guidelines to help us make these decisions in the future.

Ms. McClain said it has been her observation that we have been very successful, where we already have capital reserve funds established, there seems to be the discipline within the budgeting process and the commitment to continue those at a certain level. One could almost look at that as funding depreciation, which means that the current taxpayers are benefiting from assets that were purchased before. In a sense they are paying in to replace a certain body of fixed assets. The rigor to which we put the framework together to know what that number should be is exact on the Fleet side because Frank Austin does a really great job of detailing and categorizing what his needs are going to be. On the facilities side, we don't have capital reserve funds. We know we will have to replace roofs on our buildings. We haven't really tied what we have the discipline to put away for with what the underlying needs are.

Selectman Baschnagel said Ms. McClain has just highlighted to him, what the differentiator is. There are certain assets that the Town continues to use and replace. At some point someone let a bond out to buy the first dump truck or fire truck. What we are

doing now is recognizing that there is a long term continuing need for this asset and it periodically needs to be replaced. Selectman Baschnagel is very comfortable with the idea of doing a capital set-aside. It is very similar to funding your depreciation account. That pushes us into to the direction of asking what things wouldn't fall into that category. What Selectmen Baschnagel starts to move into is the less frequent, longer-lived items. We can put a forty-year life on a building and start setting aside for that building, but Selectman Baschnagel thinks that we shouldn't reserve for the replacement of a building in forty years, but perhaps reserving over forty years for the roof replacement of that building would be wise. A good example is the parking facility, because we bonded for the Parking Facility and it will be there for a long time. That is a good way to match benefits with costs. In the life of that facility there is likely to be periodic costs associated with maintaining that facility that have the potential to be considerable. We set up a system to put a Capital Reserve of \$50,000 a year, not in the context of replacing the garage, but to address things like replacement of the membrane on the upper floor. Those set-asides make sense to Selectman Baschnagel.

Ms. Griffin said what Ms. McClain has done is put together an outline for tackling this problem. (*Ms. McClain's outline will be attached to these minutes.*)

Chairman Walsh said the really hard part of all this is equity among past, present, and future generations. What is ours to give so the Town is in great shape for the future and what is ours to expect that the future pay for?

Vice Chairman Connolly said that Ms. McClain says we have no basis for which to reserve, but we have done pretty well over the years. Ms. Griffin said that each year we add some more reserve funds. In Ms. Griffin's experience it is much easier to budget for capital reserves because there is a plan to backup the amount we need to reserve each year because our budget passes much more easily than a bond issue. The risks associated with bond issues passing and failing is much greater than a modest reserving of funds in the Operating Budget.

Kari Asmus said she has been thinking about some of these questions. Two other variables come to her mind. How do you look at the net present value of a dollar today, it is worth much more than if you tax it five years from now. The other part of it is in terms of equity; if you tax a dollar today, it is over a certain assessed value of the Town; five years from now that assessed value is going to be more, so that dollar might be easier to raise than now.

Selectman Baschnagel said he has been thinking in the same terms. On one level he would rather set aside a little bit of money now and let that money earn interest and grow with the cost of the item to be purchased.

Selectman Christie said that at the end of the day we are going to be talking about magnitude of purchase and length of life. The fire truck fell into a gray area where Selectman Christie thought it was worth asking the question, should we have bonded that

large of a capital investment, with that long a use. That is where we may want to set those guidelines.

Vice Chairman Connolly said another variable is going to be the interest rate, which is not going to remain at the bottom forever. That could completely change the situation. Chairman Walsh said it would change both on the interest we earn as well as the interest we pay.

Ms. McClain said the first section is just some background information. She didn't mean to imply that we don't have rationale for what we set aside, but we haven't identified the comprehensive replacement and ongoing maintenance needs. We are not reserving for all of those.

Ms. McClain said the second page is in an outline of what we currently have in Capital Reserve.

Ms. McClain said the meat of the issue begins on page three. Ms. McClain has been working with Peter Kubacki (Public Works Director) and his staff along with Underwood Engineers, who are overseeing the treatment plant upgrades. This is an issue that we run into when we are trying to set rates for the sewer users along with trying to look at the variety of needs that the treatment plant has. We have rolling stock, which is basically the vehicles. Then we have the machinery that is associated with the processing at the plant. Next we have period capital outlays to increase the capacity of our plant.

Ms. McClain said their talks have been structured around the rates and what is needed to be infused into the budget in order to recover that money today and in order to replace vehicles and treatment equipment and to look forward to try to alleviate the need to bond some of the larger capital equipment needs. Mr. Kulbacki and his staff have put together a very comprehensive capital plan for the Wastewater Treatment Plant. They have spent a great deal of time looking at the plant and what the capacity will need to be over the next several years. Page three of this outline is a snapshot of the detailed plan for the treatment equipment only. The hash mark across the page separates the larger items versus the smaller items. The larger items are anything over \$100,000. We would look to reserve for anything that is \$100,000 or under. There are a variety of different useful lives, but we used the figure of 15 years and came up with the number of \$ 76,391 to reserve over those 15 years to for replacement of those items. On page four that number is feed into the Operating Budget that will be presented in a couple of weeks.

Chairman Walsh said he read the items above the hash mark (page 3) as things that would be done all at once. Mr. Kulbacki said we have done some of these things separate, but in the future these would probably be done together as a project. We were trying to do them in pieces so we didn't have to bond at that time.

Selectman Baschnagel said if you play the linear depreciation game, which is the cost over the useful life; you start to get to the thresholds.

Selectman Lubrano asked if we are hoping to adopt some sort of a policy on reserving and bonding with this. Ms. McClain said she would like to see some clearer guidelines.

Selectman Baschnagel said some organizations balance their capital investment with their depreciation cost every year, and try to keep them more or less in line. Ms. Griffin said that is what GASB 34 would like us to do. Selectman Baschnagel asked if we could look at our capital purchases and see what direction that moves us in terms of thresholds. Ms. McClain said when we settle the data for this year's financial statements, we will have this data handy. Selectman Baschnagel said basically what we could do is handle in a set-aside or expense basis, our depreciation amount, and then bond larger.

Ms. Griffin said we have found over the years, that developing as much budgetary discipline as we can, in terms of what we budget for and why helps a great deal. It helps Ms. Griffin as she sets the budget goals for the staff from year to year because she knows what she is looking at in terms of our commitments for reserving things that we count as priorities. This helps us to keep a lid on tax-rate increases by maintaining a steady state as we move forward trying to keep up with all the things we maintain, while acknowledging that we are likely to have a fairly substantial bond issue every three or four years.

Chairman Walsh asked if there are best practices or do we have to invent this ourselves. Are there places we can go and get examples? Ms. Griffin said we could go to GFOA (Government Finance Officers Association) and get a couple of best practices from them. Most of the case studies are done on fairly affluent communities, like Phoenix, that spend a lot of money on facilities.

Vice Chairman Connolly asked if the reserve is substantially smaller than we anticipated it would be? Has this been designed so that we put more into the bonding column (page three)? Ms. McClain said page three is one element of what we are going to see transferred into the reserve. Vice Chairman Connolly said the \$76,391 amount seems small. Ms. McClain said that amount is just a portion of what we are going to try to reserve. On page four you will see that we are going to try to be reserving a portion of the recapture fee that we charge to new connections to the sewer users. The intent is to capture that revenue and put it into reserve for funding future expansions. There is also an element for the rolling stock, which is vehicles. The \$76,391 gets added to all this. Then the fourth line shows the kind of flexibility we take with these line items. That \$150,000 is budgeted because Mr. Kulbacki had talked about the fact that we are going to need a third clarifier sometime in the next three to seven years. This is a good example of what creativity we currently have with these line items. The current rate structure will bear a \$150,000 transfer to capital reserve. Chairman Walsh said that is until FY 2007 when we start paying for what we just did and we get \$261,000 in Hanover users supported sewer expenses.

Ms. McClain said we are still paying off the loan from the State for the 1986 renovations. That will be paid off in FY 2008. Then in FY 2007, or possibly earlier we are going to be starting to pay back the most recent \$3,000,000 loan for the current treatment plant updates. There will be at least two years where the current ratepayers will be paying for two steps of upgrades. Chairman Walsh said the 1986 upgrades were funded 90% by the State and Federal Government.

Chairman Walsh said the Selectmen received the Connecticut River Watershed report, which shows that all the money we have put into water treatment along with everyone else, has been successful. The river remains safe to swim throughout its length.

Chairman Walsh said he would like to see Ms. McClain, Selectman Christie, and the Finance Committee work this over. I would be helpful to have a few different scenarios.

Vice Chairman Connolly asked if we are looking for a threshold. Ms. Griffin said she thinks that's what we are looking for.

Selectman Christie said we are just trying to determine, given the strength of our operating budget, given the size of those project; when would you bond and when would you reserve. We should try to capture current practice and see if we like it. The way we have been doing has worked quite well.

Ms. Griffin said the one area we wrestle with is that we don't believe that we are adequately reserving for our buildings.

Selectman Baschanagel said the other thing we have to look at is there is a finale of things that we need to look at such as sidewalks. Those things we need to roll into this process as well. If we don't think about those, they are just going to come and bite us.

**5. FURTHER DISCUSSION REGARDING IMPLEMENTATION OF TOWN MEETING TASK FORCE RECOMMENDED OPTIONS**

Ms. Griffin said she emailed her original set of questions posed to Walter Mitchell, Maura Carroll, and Judy Silva and also the response received from Walter Mitchell, to the Town Meeting Task Force members. While the memo is in Walter Mitchell's letterhead, it actually reflects the collaborative discussion that Walter, Maura, and Judy had along with other staff at NHMA. What Ms. Griffin did in posing these questions is to try to think of every legal issue that we had previously identified at our discussion at the Town Meeting Task Force.

Option one was to make no changes other than the changes made last year to make Town Meeting more interesting. Option two is to put bond votes on the official ballot, which is one desire that we have heard from some of our voters. They would at least like to be able to vote absentee to the extent that they either weren't going to be in Town or aren't



able to attend the Business Meeting at night. Option three was our much more comprehensive modification.

The bottom line is what Maura Carroll, Judy Silva, and Walter Mitchell recommended is that if we want to put bond votes on the official ballot, that requires a change of the Town Charter. In order to modify the Town's Charter, we need to have a Charter Commission tackle this issue. This is not something that the Selectmen can recommend as a change. that goes directly on the warrant for a vote this May. What would have to go on the warrant this May is the question that Walter outlined which is "*Shall a Charter Commission be established for the sole purpose of establishing official ballot voting under the current form of government?*". Ms. Griffin provided the Selectmen with the relevant sections of the Statute so they can see what steps they would have to take in the appointment of a Charter Commission. Essentially a Charter Commission would be appointed and meet during the summer and fall and make a series of recommendations and that would find it's way to the Town Meeting warrant in 2006. If the recommendation of the Charter Commission was to modify the Town Charter and that was approved, this would take effect at Town Meeting in 2007.

Ms. Griffin said one thing that the Selectmen can do is to vote to extend the hours of official ballot voting. This might make Town Meeting more efficient because people could do all their voting during the evening instead of having to come twice. When it comes to item number four in the communication from Walter, Maura, and Judy, it gets to the issue that the Town Meeting Task Force needs to spend a lot of time talking about, which is that we run into a really slippery slope when we try to extend polling hours on the official ballot over more than one day. This was wrapped into the recommendations of item number three. There is a limit to what voters can do to create their own Town Meeting format themselves.

Chairman Walsh said both Kari Asmus and Bernie Waugh are here as representatives of the Town Meeting Task Force. While this is not a Public Hearing, we should hear from them.

Bernie Waugh said he doesn't feel the final report gives the Board of Selectmen the sense of how far the Town Meeting Task Force has come. It started out with people like himself who were in favor of the more traditional Town Meeting. Then we had people like Ann Downing who were concerned about people who couldn't get their kids taken care of and therefore couldn't attend Town Meeting business session. Tom Hall, on the other hand, was very much in favor of Senate Bill 2 or something similar. The Task Force was way apart and came very close together, based on the germ of an idea the Carey Clark had that we ought to make it possible to vote both at the deliberative session and at a later time during extended polling hours. It seems to Mr. Waugh that everyone has just been trying to fill in the details. He feels the idea deserves more than it has gotten. They have filled in the details and the details seem to have become targets for shooting it down. The pith of the idea is still a good one. The question that really should be asked of Walter Mitchell is not what is wrong with this, but how can we do this. Mr.

Waugh feels this deserves more study. He urges the Selectmen not to go down the road of appointing a Charter Commission. He feels that option 3 is not within the site of a Charter Commission and will be lost if a Charter Commission is appointed. Mr. Waugh thinks a group similar to the existing Task Force should continue to work on this.

Mr. Waugh wants to know why State Legislation is off the table. Just for example, one of the things that Walter Mitchell was asked is, does State law prohibit extending the polling hours on the official ballot over more than one day by RSA 39:2 A. And his answer is no. But what about the option of having the business session and then the extended polling hours would then take place on the day appointed by State Law, for voting on the official ballot. Mr. Waugh thinks that this should be looked at more closely and deserves more study.

Ms. Griffin said it might make sense to have Mr. Waugh and Ms. Asmus sit down with Walter, Judy, Maura, and Ms. Griffin and have a round table discussion on the various scenarios and what variation on those would be allowed under current law. Mr. Waugh said he would welcome that.

Selectman Baschnagel said he likes Mr. Waugh's approach. We tend to ask lawyers the wrong questions. We should ask how we could do what we want rather than what is wrong with our ideas.

Selectman Lubrano said she thought we were asking what we could do. Her understanding is that we are trying to determine what approaches are available to us. It may be that we are at the point now where we say, if that is doable, then how do we make it possible? She doesn't have the sense that this Board has make up its mind at all.

Selectman Christie said he thought that out of the four options, we are trying to determine if any are out of the realm of legal or what it would take.

Ms. Griffin said Walter, Maura, and Judy all have the summary that she has pulled together from her report that details Option 3. When Ms. Griffin talked to Maura on the phone, from their perspective they have grave concerns about a number of elements of this plan. That doesn't mean that there isn't some variation this that we can do under State Law. The reason that we didn't want to approach legislation is that this Town doesn't do very well in the Legislature.

Mr. Waugh said you could avoid this issue about what the State Law says about official ballot voting. We could use Option 3 for the stuff that doesn't go on the Official Ballot. That would give people more options to vote than they have today. It doesn't have to be tied with Official Balloting. Mr. Waugh was all set to draft legislation that would be more generous that would broaden and clarify what kind of rules a Town can set for it's Town Meeting. Mr. Waugh thinks this could be written and lobbied in such a way that it would appear not to be a Hanover bill.

Vice Chairman Connolly said we are not quite sure what our end point is. Having the business meeting the night before the official and the logistics of getting the ballot printed for the next day bother Vice Chairman Connolly. What questions are we still asking?

Chairman Walsh said the Task Force is trying to balance a Town Meeting with access to both. It seems to Chairman Walsh that the choice that the Selectmen have are three clear options to act on. One is to do the cosmetic stuff. Two is SB 2. Three is form a Charter Commission. Then we have something more out there which has some issues in it that may or may not be legislative. Chairman Walsh said he thinks the question to the Board is do we want to deal with any of these. The no legislation comes from Chairman Walsh trying to push the Task Force to try to get all we can out of existing law. We have found out with certainty that there is not much more available to us. Chairman Walsh said he doesn't feel that Hanover being innovative in front of the Legislature is going to get us a long ways. If there were a large group that wanted to put together a different kind of two-day Town Meeting, it might be persuadable.

Mr. Waugh said what he was going to put together was not legislation that would enact Option 2 or 3. It was going to be a simple more enabling legislation that would give towns more options. That's the kind of bill the Legislature usually loves.

Ms. Griffin said she would try to put together some type of a round table discussion with Walter, Judy, Maura, Mr. Waugh and Ms. Asmus in the next few weeks. We could certainly try to thing about the issues around Option 3. Timing is important because if we want to pursue the bond voting for the official ballot, Ms. Griffin will start drafting the warrant right after the budget. We have our Pre-Town Meeting the first Monday in April. Ms. Griffin said if we were to get bond votes on the Official Ballot that would be progress. That doesn't mean that we can't still look at further refinements along the line of Option 3. If we could appoint a Charter Commission who's sole purpose would be to focus on getting bond votes on the Official Ballot that is a pretty straightforward assignment. We could at least get that option in the works; it would give us the ability to take something to Town Meeting in 2006. That is not to say that between now and Town Meeting of 2006, there might not be some other meeting of the minds with Option 3 that would cause the Charter Commission to step back because something better has come forth. Ms. Griffin said she would like to see a placeholder on this year's warrant so that we are maximizing our ability to move forward.

Selectman Baschnagel said the Town Meeting, today, can choose to keep the box open for a period of time. Selectman Baschnagel asked if we decide at Town Meeting to vote by written ballot on a particular ballot; are we allowed to keep voting open on that article until 7pm the following day. Vice Chairman Connolly said she thinks so. Selectman Baschnagel asked if Option 3 is not implementable by Town Meeting. It doesn't have to be an official ballot, just a paper ballot. Everyone could then be handed a paper ballot to vote on those articles that have been put up for him or her to vote on. Chairman Walsh said the place where that has risk is it is stated that it is going to happen in advance and only one person shows up for Town Meeting, they could hijack the Town Meeting and

adjourn it. Selectman Baschnagel said that is the same thing that can happen with SB 2 with a small number of people coming to a pre-meeting, changing a warrant article, and essentially hijacking the meeting.

Ms. Asmus said the other thing that Vice Chairman Connolly alluded to is that if an article is amended in the evening session, then you have to print up ballots over night. If it's only one article that's okay, but if we are thinking about having everybody be able to vote on all the articles, it's a logistical hurdle that we would have to figure out.

Chairman Walsh said there are a couple of ways to do this. One of the ways is to have the official ballot voting go until midnight instead of 7:00 pm, so people could come to the participatory part of Town Meeting, vote the official ballot while they are there, and vote on whatever the questions were in the participatory part of Town Meeting. Those people who want to could vote the official ballot before 7 pm, and then leaving Town Meeting open until the next day, they could vote on the participatory portion the next day. This maximizes the opportunity to vote at Town Meeting, but not requiring people to come for two days.

Vice Chairman Connolly said if you were to arrange it so that the bond issues were put on the official ballot and you held that official ballot open from 7 am until midnight, you can't amend it, but those people who wanted to vote on bond issues during the day could; those who wish to hear the facts and deal with it after the meeting could. On the bond issues, people do feel deprived. If we could address that, it would do a lot to widen the Town Meeting sufficiently.

Chairman Walsh said another piece is that the Task Force worked very hard to keep enough content, enthusiasm, and reality in the Town Meeting that the participatory part of Town Meeting isn't a sham.

Selectman Baschnagel said the Official Ballot has the merit of allowing absentee ballot voting. The process of an unofficial ballot sitting on the table next to the Official Ballot, allows people who weren't at the meeting to vote, but it does not allow absentee voting.

Vice Chairman Connolly said she would be willing to allow the absentee voters deal with bond issues. Ms. Griffin said when the League of Women Voters contacts her, the question is always asked; what charter change would you require to enable folks to vote absentee on bond issues.

Selectman Baschnagel asked if we create a Charter Commission, is it possible, realistically and legally, to constrain what the purview of that commission is? Ms. Griffin said Walter Mitchell's has clearly indicated to her that we can limit the purview of the Charter Commission to a specific subject with the wording of the warrant. Selectman Baschnagel said Walter Mitchell didn't limit it to what we were talking about.

He said official ballot; he didn't say official ballot to include bonds only. The Charter Commission could take this charter and say we are going to do SB2.

Bernie Waugh said you could, by statute, limit it to the issue of Official Ballot voting. But you can't instruct the Charter Commission what to do within that framework. Ms. Griffin said there is a risk of ending up with SB2. Anybody, at any time, can put the SB2 question on the warrant. Chairman Walsh said the Charter Commission would make recommendations to Town Meeting; they would not make the final decision. Selectman Baschagel asked if members of a Charter Commission would be elected. Selectman Lubrano said yes.

Vice Chairman Connolly said that SB2 has been considered in Hanover at least once.

Selectman Christie asked what the timing would be to get input from Walter Mitchell on the rephrasing of the question. Ms. Griffin said her idea to try to put together a small roundtable discussion would be centered on trying to coordinate with five people's busy schedules. She may try to find a way to meet somewhere in the middle, such as New London. Selectman Christie said if we were to proceed with the paperwork to put a Charter Commission together, we could back away from that at anytime, until we put it on the warrant for Town Meeting. Ms. Griffin noted that she is fixing the warrant by the end of March to early April. The Pre-Town Meeting Public Hearing will be April 4<sup>th</sup>. We would then wait for a few more days to see if any more articles come in, then it is off to the printers. We would only have about six weeks to move on this.

Ms. Griffin said she could come back to the Selectmen in March with variations on Option 3 that might be viable under current State Law.

Chairman Walsh said there is what is viable under current State Law based on Maura and Walter's reading, then there is a whole new ballgame, which would be if we wanted to take that kernel of an idea and enable it, either by broad enabling legislation or by specific enabling of a new form, that's another step.

Ms. Griffin said we haven't gone as far as to ask Walter and Maura if there is a way to tweak Option 3 so it is doable. We may be able to come up with a variation that is viable.

Chairman Walsh said legally viable is one factor but this also would be to be sufficiently communicatable and understandable to the voters.

Selectman Baschnagel said that is really what is bubbling to his mind. Maybe that could be done in parallel with the meeting we are talking about. We could lay out what the recommendation of the Board is. Chairman Walsh said this has already been done. We are trying to fix it before we have been told what the maximum we can do under State Law is. Ms. Griffin said we also have to weigh this in terms of not creating a monster

that is so complex that our voters can't understand it. Selectman Baschnagel said we do need to go and lay that out, then there is some dialogue that we need to have.

Selectman Christie said his sense is that we should go ahead and begin to put the groundwork in place to be able to have a Charter Commission as an option available to us at this Town Meeting. If we learn something in the next few weeks that would cause us to want to go beyond that stage, we always have that option.

Selectman Lubrano said it is not fatal to miss this Town Meeting to put a Charter Commission together; we could always have a special election to create a Charter Commission. Vice Chairman said we would have to have a special election to actually elect the members of the Charter Commission. This would be more cost; she is not sure we would want that. Vice Chairman Connolly said we would then have to have an election two months after Town Meeting to elect the members of the Charter Commission, this would be the 4<sup>th</sup> of July.

Chairman Walsh said we have no bond issues planned for this Town Meeting. There might be a bond issue for the 2006 Town Meeting. Ms. Griffin said potential bond issues might be Wastewater related, or possible a ladder truck for the Fire Department. Chairman Walsh said there is most likely a bond issue for 2007.

Selectman Baschnagel said he agrees with Selectman Christie; we can lay the groundwork to draft a Charter Commission. Ms. Griffin said she could get the warrant article put together so it is available. If we decide we don't want this, the Selectboard can pull it off the warrant on April 4<sup>th</sup>.

Chairman Walsh said we have a strategy in place of being in the position of going forward with the bond issues on the Official Ballot and having turned the question upside down relative to Option 3 and saying "what is the maximum we can do under current State Law". Chairman Walsh said the other thing he would like to have come out of this is any sense from Maura and Judy and the Municipal Association as to whether there are other towns that are looking to do some close to what we want to do. Ms. Griffin said she wouldn't be surprised if there are other communities that are wrestling with the question of how to keep the tradition of Town Meeting alive.

**6. UPDATE REGARDING THE REQUEST BY THE AFFORDABLE HOUSING COMMISSION TO PROVIDE FUNDING FOR ADDITIONAL GILE TRACT FEASIBILITY ASSESSMENT**

Ms. Griffin said so far she has only been able to find \$5,000 to throw the way of the Affordable Housing Commission. What Ms. Griffin would like to do is cut a check for \$5,000 right now and let them know that more is on the way once she sees how our expenses work out in the next few months. Ms. Griffin said she thinks by late April she will be able to have a better sense of what we have to work with. Selectman Christie asked if this money would come from unspent operating budgets. Ms. Griffin said this is

correct. Ms. Griffin said the other option we have is that it looks like we will generate in excess of \$100,000 in revenue from building permit fees this year. That would normally flow straight to undesignated fund balance. Ms. Griffin could just reserve \$20,000 of that for the Affordable Commission. She would just over-expend a line item by \$20,000 and then backfill with the undesignated fund balance.

Selectman Baschnagel asked if this would show up as an FY 2006 expenditure. Ms. Griffin said they would like the funds now. It would show up as a 2005 expenditure. Selectman Baschnagel asked how we can make that large a 2005 expenditure without budget approval. Ms. Griffin said usually what happens is that we never spend to the max and there is usually money left somewhere. Selectman Baschnagel asked if we have approval to spend funds for that purpose or do we need approval. Ms. Griffin said we don't have approval to spend \$20,000 on Affordable Housing studies. We have approval to spend \$2,500 to \$3,000. This would not be the first time we have funded a large request to that comes at us mid-year. We took money from the Parking Fund to fund the Downtown Marketing Study.

Chairman Walsh said he would like to commit to \$5,000 right now. He would like to be very specific. Chairman Walsh would like to get to a place where we have access to this site tied down. There has been a lot of time and investment in this. If he were a private developer, he would not have spent 80% of that money without access tied down. Chairman Walsh would like to spend \$5,000 now to help answer the access question. Once that is tied down, we could commit more.

#### **7. BANNER REQUEST: THE PROUTY**

Ms. Griffin said the Prouty had requested the banners be up through the month of June. This would be the small pennants, not a large banner.

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to approve the Prouty banner request. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE PROUTY BANNER REQUEST.**

#### **8. ADMINISTRATIVE REPORTS**

Ms. Griffin reported the budget, with the exception of the Wastewater Fund, is done. Next week Ms. Griffin will focus on the Administrative Summary. She plans on being done with this by the 17<sup>th</sup> of February. It will be distributed to the Selectmen sometime the week of February 19<sup>th</sup>.

Ms. Griffin said all eyes are waiting to see what Governor Lynch's education funding plan will look like. It should be out shortly.

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

**Peter Christie**

Selectman Christie reported the Recycling Committee is focusing on the change in the Recycling Program, which will start at the end of this month. Ms. Griffin said the mailing went out for that today.

**Kate Connolly**

Vice Chairman Connolly reported the Planning Board's proposed amendments are on going and there will be a meeting on that subject tomorrow night. The Water Company has received its site plan approval for its new purification facility. Simpson has received its approval for its development on Velvet Rocks II. There will be three sets of townhouses in groupings with an open field, which will be dedicated to the Town. The field will be too small to be a playing field, but it will be a public facility.

The Planning Board is getting ready for the Dresden Village meeting. The naming is up in the air now, but this is the Lyme Road, Middle School area. There will be a meeting at the Ray School to put together a working group, which will put together the zoning for that area. That will be February 17<sup>th</sup> at the Ray School. Anyone who is interested in that project is welcome to attend.

**Bill Baschnagel**

Selectman Baschnagel reported the Velvet Rocks II development will also include a series of trails. Easements will be deeded to the Town for the use of those trails. Some will be bike accessible as well as a walking trail.

**Allegra Lubrano**

Selectman Lubrano reported the Community Substance Abuse Advisory Committee met today. There was some concern voiced that Dena Romero's position will not be replaced. There is a consensus in the group that having all those resources together to troubleshoot is helpful. Selectman Lubrano has promised to try to make sure that nothing falls through the cracks during this transition period. Ms. Griffin said she and Barry Cox have already talked; he will be working with that committee.

The Howe Board meets on Thursday. The fund raising campaign continues. There is the opportunity for everyone in this community to purchase a paving brick upon which you can put the name of a loved one, your favorite book, your favorite author, etc. The cost is \$200 and you can buy an identical brick for your desk for another \$50. We are hoping to raise a significant amount of money through this project because over \$320,000 still needs to be raised by June 30<sup>th</sup> in order to get the matching Kresse Grant.



**Brian Walsh**

Chairman Walsh reported we had a fabulous dinner and silent auction to raise money for the American Red Cross Tsunami victims last Saturday night. We raised just under \$19,000.

The Pond Party is this Saturday. It should be a lovely day. It will be 12:00 to 3:00.

**10. OTHER BUSINESS**

Ms. Griffin said The Local Government Center requires the Town to sign a resolution to continue with their three-year rate guarantee program. This requires an adoption of a resolution from the Selectboard that states that the Town agrees to enter into this three-year rate guarantee program with what's called the PLT's Multi-Year Rate Guarantee Program. This is for our Property and Liability Insurance. We don't know our exact rate yet, but we think it will be less than our current rate. This agreement talks about a limit to the increase in the standard rate of 2% for the year beginning in July 2005 and no increase in the standard rate for the following two fiscal years. Ms. Griffin and Ms. McClain are recommending that the Selectboard adopt the resolution, it doesn't get any better than this.

**It was MOVED by Chairman Walsh and SECONDED by Selectman Christie to adopt a resolution to enter into the New Hampshire Property Liability Trust Multi-Year Rate Guarantee Program. THE SELECTBOARD VOTED UNANIMOUSLY TO ADOPT A RESOLUTION TO ENTER INTO THE NEW HAMPSHIRE PROPERTY LIABILITY TRUST MULTI-YEAR RATE GUARANTEE PROGRAM.**

Selectman Baschnagel asked we will be talking about the Traffic Committee. Chairman Walsh asked Ms. Griffin to put that on the agenda for March 21<sup>st</sup>. Chairman Walsh feels the Selectmen need to discuss a charge for the group and think about who should be on that group.

**11. ADJOURNMENT**

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Baschnagel to adjourn the meeting at 9:55 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:55 PM.**

## SUMMARY

1. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Selectman Lubrano to close the Public Hearing to consider and approve modifications to Parking Ordinance #6 regarding Lebanon Street and Hovey Lane. **THE SELECTBOARD VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING TO CONSIDER AND APPROVE MODIFICATION TO PARKING ORDINANCE #6 REGARDING LEBANON STREET AND HOVEY LANE.**
2. Selectman Baschnagel **MOVED** and Selectman Christie **SECONDED** to approve the proposed changes to Parking Ordinance #6. **THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE PROPOSED CHANGES TO PARKING ORDINANCE #6.**
3. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Baschnagel to adopt the No Thru Trucking Ordinance, with weight restriction being for vehicles over 26,000 pounds. **THE SELECTMAN VOTED TO ADOPT THE NO THRU TRUCKING ORDINANCE, WITH THE WEIGHT RESTRICTION BEING FOR VEHICLES OVER 26,000 POUNDS. VICE CHAIRMAN CONNOLLY ABSTAINED FROM THE VOTE.**
4. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Baschnagel to approve the Prouty banner request. **THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE PROUTY BANNER REQUEST.**
5. It was **MOVED** by Chairman Walsh and **SECONDED** by Selectman Christie to adopt a resolution to enter into the New Hampshire Property Liability Trust Multi-Year Rate Guarantee Program. **THE SELECTBOARD VOTED UNANIMOUSLY TO ADOPT A RESOLUTION TO ENTER INTO THE NEW HAMPSHIRE PROPERTY LIABILITY TRUST MULTI-YEAR RATE GUARANTEE PROGRAM.**
6. It was **MOVED** by Vice Chairman Connolly and **SECONDED** by Selectman Baschnagel to adjourn the meeting at 9:55 pm. **THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:55 PM.**

Board of Selectmen  
February 7, 2005  
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**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

**These minutes were transcribed by Susan Love**

**Attached: Capital Asset Financing Outline**

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**JANUARY 24, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:30 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William "Bill" Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

David Fall was present, on behalf of a group of residents in the Heather Lane, Pete's Lane, and Piper Lane neighborhood. Several years ago the group of residents brought a petition to the Town requesting the Town pave the roads in their neighborhood for several reasons including the wet and unstable condition of the road in the springtime and for the excessive dust situation. This was brought before the Selectmen and some money was allocated to try to address the situation. There was an upgrade done on part of Piper's Lane to try to address the wet conditions in the spring. There was also a step taken to try to address the dust situation. Reconstituted asphalt was put down and packed in an attempt to try to control the dust situation. The Town allocated \$22,000 to try to do that infrastructure on the roads; that was completed in the later part of 2002. Since that time there have been two full summers with the roads. Initially in 2002 when it was first laid down it did a fairly decent job of controlling the dust, but by 2003 the road had regressed back to its prior condition. The road never forms a solid surface; it is loose and rocky. Attempts have been made to use calcium chloride to treat the road and that usually results in some improvement in conditions for several days, but as soon as it rains, the road reverts to its dusty condition.

Mr. Fall has laid out several reasons he thinks this neighborhood should be addressed. It's a large neighborhood with a significant number of people who live there. There are around 25 children who live there. The roads are used extensively in the neighborhood.

Mr. Fall played videotape taken June 17<sup>th</sup> 2003, that demonstrates the extent of the problem with the dust. Prior to the video being taken, the Town sweeper had been out to sweep the dust and sand off the road and it had been treated twice with calcium chloride. Neither of these had a good effect on the road, as demonstrated by the videotape shown by Mr. Fall.

Ms. Griffin asked Mr. Fall if there is any time of year when this problem seems worse. Mr. Fall said anytime it's dry it's like this. Rains will keep the dust down for a day or two. The sun hits the road constantly and it dries up really quickly.

Selectman Baschnagel said this is much dustier than Three Mile Road. Mr. Fall said he has driven on some of the other roads and none of them are as dusty as this.

Ms. Griffin said Mike Chase, DPW Operations Manager and Peter Kulbacki, DPW Director are on hand to answer any questions.

Mr. Fall said the purpose of the video is to show graphically what is going on because it is hard to describe. This has a negative impact on the quality of life in this neighborhood because people are constantly breathing this stuff.

Mr. Fall said he believes the cost quoted to pave this road of \$77,400 includes paving to the end of Piper's Lane. What Mr. Fall and his neighbors are requesting is that Piper's Lane to Heather Lane be paved and not beyond that. Beyond Heather Lane, Piper's Lane changes character and the majority of residents on that end don't want paving.

Selectman Baschnagel asked if the spring mud season problem has been resolved. Mr. Fall said it is much better. This year we had some wash boarding and potholes but not the quagmire of mud. The Town put down several feet of crushed rock. This was also necessary to improve the substructure so that it can be paved over without any more preparation. Mr. Kulbacki said the road would still have to be recrowned and stone put over it prior to paving it.

Selectman Baschnagel said he has seen areas where we have left crushed asphalt and it is his recollection that leaves a dust free surface. Is there a reason that hasn't worked here? Mr. Kulbacki said in some of those areas there are fewer people so it isn't noticed as much. Some are a straight stretch of road so people drive faster and blow the dust off. When you go slower you notice it because the dust doesn't get blown off. We have tried sweeping it, but it is a sand road and we have to put sand down for winter maintenance. That's basically where the sand comes from.

Mr. Fall said there is more than just sand to this problem. His video was taken shortly after the road was swept of sand. There really isn't any difference today than before they did at.

Vice Chairman Connolly said the road is anything but flat. Did it start out that way? Mr. Fall said this past year the road was dug up with the Town grader and then it was rolled and compacted. That worked for about three weeks and then it started loosening back up. For whatever reason it just doesn't form a solid surface

Ms. Griffin asked if grading it every 2 ½ to 3 weeks, short of paving it, make a difference? Mr. Chase said when we went in and mixed it back together we used the scarifying teeth. It is hard enough that the grade itself, with the carbide, doesn't cut through it so we had to scarify it. You can grade it more often but then you just make it loose and it would have to be repacked. Mr. Fall said when it was dug up; calcium chloride was also put down. Mr. Chase said the hill near Mr. Fall's house is directly in the sun and it may dry more quickly. Mr. Fall said all of Heather Lane and Pete's Lane is in the sun. Mr. Chase said he would say we have been up there and graded the road at least six times in this past year.

Chairman Walsh said Mr. Fall's timing is good because we are going into budget season. The Selectmen usually don't take Public Comment and immediately act, but Mr. Fall has certainly given the Selectmen something to think about.

## **2. PUBLIC HEARING TO CONSIDER IMPLEMENTATION OF A NO THRU TRUCKING ORDINANCE**

Ms. Griffin said the Selectmen have a draft ordinance before them. Town staff has prepared this ordinance at the urging of several sets of residents. We have notice an increased frequency of heavy truck traffic on Town side roads in Town as well as roads like Rennie or Hanover Center Road. These are often trucks that have no business in Hanover; they are simply using our roads to get from point A to point B. They are often trying to avoid the weigh station between Exit 18 and Exit 19. This is particularly troubling because often these trucks are over weight. Those are the trucks that are particularly concerning because our side roads are not constructed to hold up under that kind of truck traffic. We see this most graphically in Hanover Center Road.

Ms. Griffin said in taking a look at the problem we are seeing, we made a decision to recommend to the Selectboard a No Thru Trucking Ordinance. This has a series of roads that are included in the ordinance. This includes every road that we could think of, that is not a State Road, that seemingly has become a logical shortcut with trucks who don't really have any business using those roads as a shortcut. If a truck is making a delivery or doing work on that route; they are legal. The problem is the trucks are sometimes using these roads to avoid Main Street traffic and Lebanon Street traffic. We essentially want to cut trucks off at the pass so that they can't legitimately use any logical shortcut route other than State routes. The intention is not to dissuade these trucks from using any road in Hanover; the intention is to stop them from using inappropriate, under constructed roads for that volume or weight of vehicle, unless they are making a delivery to that road.

Chairman Walsh asked if it would be natural for Ferson Road and Three Mile Road to be on this too. There is some traffic that comes from Route 10 north out to Route Four in the east. Ms. Griffin said that if you can't use Ruddsboro Road then you are effectively barred from using Ferson Road, Thompson Road, or Three Mile Road.

Selectman Baschnagel said if you catch a truck on Three Mile Road you couldn't arrest them until they get onto a prohibited road. If you were to include them then you would be covered. Ms. Griffin said you certainly could include them; we just decided to start with the logical shortcut routes.

Chief Giaccone said a lot of this would be complaint driven by the residents of these roads. Residents pay attention to what goes past their road. If they start seeing a large sized truck that is over the weight of the ordinance Chief Giaccone is sure the PD will start getting calls. Ms. Griffin said we could always amend the ordinance if we discover a new pattern of truck traffic that we hadn't anticipated.

Selectman Baschnagel said he noticed that we define the ordinance by the gross vehicle weight (GVR). Will that give us a problem if the truck is empty? Chief Giaccone said the intent of the ordinance is to look for the vehicles that are by design, even if they are unloaded, over would be over a certain weight.

Jerry Frankenfield of Greensboro Road said there are a lot of service vehicles that are over 18,000 pounds. His own pickup is 9,200 pounds and he tows a landscape trailer that is 10,000 pounds. This would put him over the limit. Mr. Frankenfield would like to know if this ordinance is the combined weight. He would also like to know why this couldn't be put up to 26,000 pounds, which is the CDL limit.

Ms. Griffin said she is not that familiar with the particular weights of vehicles. The kinds of trucks that we are concerned about are not the type of truck that Mr. Frankenfield has; we are more concerned with dump trucks load with fill, logging trucks, heavy tandem trailer trucks, etc. She would not have a concern with the staff increasing the weight. We just want to make sure that we are focusing on the specific vehicles of concern that we are hearing about from the neighborhoods. Mr. Frankenfield said the way it is written, he would not want it to become an issue.

Mr. Kulbacki said we did put an exclusion in this ordinance if someone is working for a landowner on those roads. Ms. Griffin said this would require a vehicle driver to apply in writing to the Director of Public Works, who will impose reasonable standards.

Chairman Walsh asked Mr. Kulbacki to talk about the difference in trucks that weigh 18,000 pounds and 26,000 pounds. Chief Giaccone said that they were targeting trucks more by their appearance. Mr. Frankenfield's truck towing the trailer would essentially be in violation of the ordinance. The 18,000-pound figure came the King Road situation. Chief Giaccone still thinks King Road shouldn't have anything more than 18,000 pounds on it. On the other roads 26,000 pounds is probably a reasonable compromise.

Selectman Lubrano said the exclusion only applies if permission is sought from the DPW Director. The ordinance is written in a way to include a period of work to be performed. Is it possible for some to come to the DPW Director and say, "these are my vehicles, I am going to be working in this area, can you give me an exception to the ordinance based on the work and the weight of the vehicles". Mr. Kulbacki said he certainly could. We do place seasonal weight restriction on vehicles during mud season. What this ordinance does is try to broaden that. Mr. Kulbacki would prefer to not have every single vehicle pulling a 10,000-pound trailer applying for a permit.

Vice Chairman Connolly asked how much does a dump truck usually weigh? We know what we want to exclude. Mr. Chase said the Town dump trucks weigh 16,500 empty. Not all dump trucks are the same size, is there a range. Mr. Chase said they can go up to tandem-axle, tri-axle, and can get even bigger. Vice Chairman Connolly said it sounds like 18,000 pounds isn't such a bad place to start. We know dump trucks, trailers, and log trucks; the question is where do we put the low threshold.

Chairman Walsh said we know that we have an issue about a weight restriction somewhere between 18,000 and 26,000 pounds. He would like to hear from the public on any other issues with this ordinance.

Matt Purcell said he is present on behalf of Dartmouth College. The College is absolutely for this ordinance. There are a number of issues they would like to bring up. There is a specifically a concern about how this will work with Dartmouth owned vehicles. Will there be limitations on their access to local roadways at all? What roadways would they be limited to? Under exception number two, there is a provision that says "or any other road accessible only via the excluded section, provided that no other alternate route is available". What vehicles would that apply to? Under item number three, it refers to vehicles making local deliveries and what streets can be used. Mr. Purcell is concerned they will have to get a permit to get delivery of food to their dining halls because the axle weight will be over the 18,000 pounds. One of the biggest issues for the College is looking at all the construction vehicles that are going in and out. They don't want these trucks going all over the back roads. The College has predescribed routes that they have worked out with Mr. Kulbacki. A lot of these contractors use multiple independent contractors. Will the College have to call Mr. Kulbacki every day with a list of the contractors? There is a logistics issue with all the construction that Dartmouth has going on.

Mr. Purcell said item C talks about bond and restoring the highway. This works great if we are talking about the spring with mud. He would like to know how we would clarify that one particular truck has damaged the roadway. How will this be defined as not the normal traffic impact?

Mr. Purcell said Dartmouth has a general question as to what the impact will be on the DPW crew. They are open to working with Mr. Kulbacki and Mr. Chase to try to clarify some of these issues.

Monte Clinton who lives on Ruddsboro Road said in the 12 years that he has lived on Ruddsboro Road, he has notice that it breaks down very fast. He believes this is due to all the truck traffic. It has been repaved 4 times in 12 years. Two of the bridges have had to be replaced, so something is going on. In the summer time they see truck after truck pass by. Mr. Clinton is in favor of the ordinance.

Carolyn Tischbein, also of Ruddsboro Road, said she would like to reiterate that these trucks are very noisy and dangerous because the road is very narrow and curvy. The most important thing is that Ruddsboro Road is really a quaint country road, it is not that way when there are tons of trucks on it. Obviously we can't eliminate trucks entirely, but they definitely many use Ruddsboro Road to get anywhere from Enfield and over. Ms. Tischbein asked the Selectmen to please do something for her neighborhood.

Dodd Stacy of Etna Road said he strong supports this ordinance. He spends a great part of his day outdoors. The commercial heavy truck use of that road is outrageous. It is utterly



incompatible with a residential neighborhood. It is unsafe. We have people with bikes and kids walking in the road. The noise, the hazard, the diesel exhaust does not belong on a neighborhood road. Mr. Stacy said he understands that Etna Road is a State road and not subject to this ordinance, but the way the Town streets are defined; it essentially isolates Etna Road. There is no way to get there. The effect of this ordinance would be to limit these roads to local deliveries only. Mr. Stacy has been at this location for 12 years and the annual increase in commercial traffic has been noticeable. Clearly this has been used as a bypass road for heavy traffic.

Dick Lewin from Hovey Lane said he is sure the residents in his neighborhood would support this. He sees a lot of landscape trucks come through his neighborhood that is clearly commuting through as a shortcut. He would be in favor of the lower weight restriction.

Winifred Stearns of Dorrance Place said the problem is that these cars and trucks are not going to go away. They are just going to go someplace else. As she looks at the map, she sees Route 10 as the only major artery. She would like to know if a count of the trucks going through Hanover Center could be made. All of the trucks that are now going to be diverted from there are going to go to Route 120 or Route 10. If you combine them with what comes over the bridge from Vermont; you are looking at gridlock on Lyme Road with the new school. Speaking for herself, rather than sitting bumper-to-bumper trying to get down Lyme Road, she would be rather be moving. We are still talking about the same number of vehicles, but most of them will be now routed onto Lyme Road. It will already be a congested highway.

Ann Crow from Etna said several years ago we did the Guiding Growth Survey for the rural areas. One of the biggest items that appeared over and over again is that a rural area ceases to be rural when you have a lot of traffic going through it. It seems to Ms. Crow that we have the information in front of us. Not only is it breaking down the road, but also many of these roads are twisty and turny and it just isn't safe to have those kinds of trucks on these roads. They weren't designed for it.

Selectman Baschnagel said he thinks that the College's concerns are all covered by the local delivery exception. He doesn't know of the College doing any long-haul transportation through the Town. Ms. Griffin said item A3 refers to this and the campus access through North College Street would be exempt.

Selectman Baschnagel asked if it would be worthwhile to go to an axle loading? That would start to get around some of Mr. Frankenfield's concerns. You could take the GVW, count the number of axles, and simple arithmetic would tell you what the axle loading is. Then you just pick an appropriate number.

Selectman Christie said he would like to make sure that we are capturing the smallest vehicle that we are trying to capture. We should be able to identify the smallest vehicles we are trying to eliminate.

Selectman Lubrano said she thinks we all know what we are trying to target here and it isn't local landscape maintenance people. She feels comfortable that the DPW Director will be flexible in working with people. The PD is not going to be going after these smaller trucks. Most people who work locally will work with the DPW folks.

Ms. Griffin said we hear complaints about the tractor-trailer trucks that are using the shortcuts to avoid traffic on Route 4. We don't hear complaints about the local landscapers or the smaller delivery trucks, or even the tractor-trailer trucks that are making a delivery on route, it's the short-cutters we are hearing about. The down side of this is that it may be less convenient to for someone to get through Hanover because they are confined to State routes. That's good because we would like them to avoid Hanover all together when the interstate is available to them. If they are overweight, that's their problem. We shouldn't have to manage the fact that they are able to use our streets to avoid the weigh stations. The weigh station isn't open all the time, but the truckers don't know if it will be open or not, so they just avoid it all together.

Vice Chairman Connolly said these trucks also regard the side streets as a time saver, if you are unlucky enough to be in the car that's opposing the dump truck that's coming at you; you might end up on a lawn or sidewalk. They go very fast and take up the street.

Chairman Walsh asked the Selectmen what they would like to do. Do we want to pick a weight? Do we want to ask Mr. Kulbacki and Chief Giaccone to come back?

Lt. Michael Evans of the Hanover PD said it seems that what we are trying to get rid of is the heavy dump trucks that are using West Street, Trescott, or Hanover Center Road. He doesn't know where the 18,000-pound came from, possibly from when the King Road ordinance was drafted. The 18,000 pound limit shouldn't hurt Dartmouth much because they don't have many vehicles that weigh that much. Lt. Evans recommends that we stick with 26,000 pounds or more. This would include beer trucks, dump trucks the size the DPW uses, etc. This would not include the UPS trucks or Jerry Frankenfield with his pickup and trailer. Ms. Griffin said the 26,000-pound limit certainly gets to the trucks we are most concerned about.

Selectman Baschnagel asked Ms. Griffin if she would bring this back all cleaned up. Ms. Griffin said the Selectmen could approve this as amended tonight if they wish.

Ms. Griffin said we have addressed the issues of delivery on campus. It looks like we've addressed the issue of Dartmouth owned vehicles. Ms. Griffin said with respect to the Dartmouth construction vehicle issue we work with Dartmouth or any developer in Town, to make sure they have a specified trucking route that accesses where ever the project is located. The bonding and restoration component, which is on page two, is really on there for the Public Works Department because occasionally we have rural construction projects that take a heavy toll on rural roads. If we are looking at rural construction, we would like to know that we have the right to say that contractors can use that road, but we would like

them to bond it because if there is major damage that occurs to that road because of major construction, we would like to be compensation for that damage. Mr. Kulbacki said we currently do bonding for mud season. It is essentially a deterrent that is enough to says that they won't follow this road when they shouldn't. He would not want to see a bond in every instance; it would only be for those that legitimately need it.

Dodd Stacy said from his perspective we are talking quite reasonably about actual weight. Another situation is about sizes of trucks. He would like to know if the Selectmen are thinking about actual weight or a vehicle weight rating. Are we going to have full log trucks coming down Route 10 and empty log trucks come back through neighborhood roads. This is written as Gross Vehicle Weight Rating. Chairman Walsh said the GVWR is the weight of the vehicle when it is loaded to its manufacturers designed capacity.

John Gratiot from Dartmouth College said it seems to him the exception under Section A and Item C are worded closely enough the same that they confuse him to which is really meant. He thinks that we are saying under Item C is that if someone uses Section A on a regular basis, they ought to come to the DPW and get a permit. He is wondering if there is a way to word this a little clearer. Ms. Griffin said Exception 2 on page one essentially excepts from the ordinance those vehicles that need to do work on one of the restricted roads unless there is a more accessible route they can use to get to that location. Item C, on page two refers to work that is actually happening that requires the utilization of a restricted roadway; the Public Works Department reserves the right to require a bond where there is the potential damage to that roadway. Mr. Gratiot said this means that in Section A2 they would be allowed to go that way, but under C, Public Works can say we would like to have you bond it even though you are allowed. Ms. Griffin said that is correct. Ms. Griffin said we could try to make that language clearer to your standard layperson.

Selectman Baschnagel said he thinks Mr. Gratiot has a point in differentiating between one having to make a one-time delivery versus someone who has a project that requires on going access over a period of time. That could probably be clearer. Ms. Griffin said there no reason we can't make it clearer.

Chairman Walsh asked Ms. Griffin if she would like to do that by February 7<sup>th</sup>. Ms. Griffin said she would bring it back to the Selectmen to make sure it is clear to everyone. Chairman Walsh said Ms. Griffin could put this in the Selectmen's Friday packets with the highlighted changes.

Carolyn Tischbein asked what the Selectmen decided on as far as the weight. Ms. Griffin said it is 26,000 pounds. Ms. Tischbein said she would like to put her two-cents in as far as the weight. It is not jus the weight that does damage to the road, but also the size of trailers that make it hard to walk or bike on Ruddsboro Road. There are some points where there is no shoulder to go to. They often don't see you in time to adjust their speed.

Ms. Griffin said what the folks in Ruddsboro see are an ever increasing number or vehicles of all sizes that are using that route to bypass Route 4 and Route 120. Ms. Griffin doesn't

know how to limit that road to the extent that Ms. Tischbein would like us to. We have speeding issues and volume of vehicle issues on that road, in addition to the weight and types of vehicles on that road. It is an enforcement challenge for us and an accident response challenge issue, but that is a somewhat different issue than the weight and thru trucking issue we are trying to address with this ordinance.

Chairman Walsh if Mr. Kulbacki if he could bring in some pictures of vehicles that fall between 18,000 pounds and 26,000 pounds.

Lt. Evans said the Federal Government requires special licensing in the form of a Commercial Drivers License for vehicles over 26,000 pounds. To him that would justify that number in itself right there.

Chairman Walsh said he is trying to understand, visually, what the difference is between 18,000 and 26,000 pounds is.

John Gratiot asked if we know what the No Thru Trucking sign would be? Ms. Griffin said there is a standard No Thru Trucking sign in the State DOT sign inventory and you can vary the GVW on that sign. So there would be a No Thru Trucking sign with the GVWR indicated.

### **3. REVIEW OF FY 03-04 AUDIT REPORT**

*Copies of this Audit Report were distributed to the Selectmen for their review. Copies of this and all Audit Reports are available to the Public at the Hanover Municipal Offices for several prior years.*

Chairman Walsh said he would like to divide this conversation in two. He would like the first part of the conversation to deal with the Financial Statements and he would like the second part of the conversation to deal with GASB 34.

Bob Sanderson of Plodzick and Sanderson said he is going to emphasize the general fund page. At the bottom of the page in the equity section, down even further under unreserved equity, in undesignated equity is the figure \$747,115. This is the unreserved, undesignated fund equity that the Town had at June 30<sup>th</sup>, 2004. On page 24 there is a statement of the actual and estimated revenues in the revenue portion of the budget. At the bottom you can see there was a revenue deficit of \$285,535. This was because of a number of issues. Interest rates went down so there was an over estimation of interest. In the case of Land Use Change Tax, the commitments did not come up to what they were estimated to be.

Chairman Walsh said the estimated Land Use Change Tax is a big one. We estimated \$100,000 and the actual was \$26,000. The year before it was around \$100,000. Mr. Sanderson said it is running a year behind the way we budget for it. It was voted at Town Meeting to take so much of what is collected and transfer it. Ms. McClain said the good

news is that the revenue side is budgeted, but then we budget an offsetting transfer to the reserves, so there is no net impact.

Chairman Walsh said this says there was a year when there was not too much land coming out of current use. He was trying to figure out what year that was. Ms. McClain said that was last year. Selectman Baschnagel said he thinks that is related to projects that we anticipated coming in that did not come in. Ms. Griffin said we estimate this every year and often times we will look backwards to estimate going forward. Selectman Baschnagel said the revenue that we are talking about has to do with actual property that was taken out of current use during this fiscal year.

Mr. Sanderson said on pages 25 and 26, is the appropriation budget side. In the very far right-hand column is the over and under budget by categories for the fiscal year. On page 26, at the very bottom we have a figure of \$121,042; that was the unexpended budget for June 30<sup>th</sup>, 2004. On page 27 we put it all together with a little summary of the changes in the undesignated fund balances. The Town has \$1,020,065 of undesignated fund balance funds; \$150,000 was used to reduce the 2003 tax-rate. The budget summary is shown right after that which shows the \$285,535, which is the revenue shortfall for the year. We had a budget deficient of \$164,493 in FY 2003-2004. There was also a decrease in reserves for special purposes. This happens when we reserve for one item in the fund balance and there are changes from year to year. This is a decrease in the reserves, which adds to the fund balance, which brings us back to that \$747,115 figure on page 3. So really the unreserved and undesignated fund balances were reduced from \$1,020,065 to \$747,115.

Mr. Sanderson said the financial statements have a lot of information showing the debt on there. This is listed on page 3. The special revenue funds are all detailed on pages 28 and 29 and there is a summary.

Selectman Christie asked what number the \$747,115 is compared to that gives us our adequacy; where we are in the 5% to 10% bracket? Ms. McClain said she takes that \$747,115 and projects it out in terms of where we are in terms of overlay. We start with \$747,115; then we add \$50,000 to overlay; so we would take that out of the undesignated fund balance; then we have a draw of \$140,000 that we anticipate using in the current year's budget; if we take the remainder as a percentage of the General Fund expenditures; we are right around 6%. We would not want to be lower than 5%. This trend triggered some conversation last budget cycle.

Mr. Sanderson asked Ms. McClain how much money was used to reduce the current year's tax rate. Ms. McClain said \$140,000.

Chairman Walsh said in looking at the \$164,493 budget deficit; it looks to him that this is made up of two things. One is a \$75,000 less property taxes than we projected. The other is our legal expenses, which are up by about \$70,000. Between those two numbers, we can explain almost all of that difference. Ms. Griffin said the \$75,000 dollars less property taxes

points to the fact that we projected a higher growth in assessed valuation than we actually experienced.

Mr. Sanderson said this is the second year in a row that the Town has received an adverse opinion on financial statements because of GASB 34. The Town has not converted yet. Mr. Sanderson does recommend that the Town consider this. Mr. Sanderson's firm audits over 200 governmental entities in this State and there are not that many that have converted yet. There is a lot of work involved in it. Mr. Sanderson still has about 62 audits that have not been sent out yet. A lot of them are GASB 34.

Mr. Sanderson wants the Selectmen to know that they have audited the figures and the only reason the Town received an adverse opinion is because GASB 34. Mr. Sanderson has audited some smaller entities than Hanover that have complied and some larger entities that are complying. The larger towns with more staff are leaning more towards compliance than some of the smaller towns.

Selectman Baschnagel recalls the major issue with GASB 34 has to do with how we book our depreciation and capital investments. Selectman Baschnagel asked Mr. Sanderson to recap the other stuff that is involved in this. Mr. Sanderson said this also involves having a complete record of our capital assets. It's a full accrual basis account system on which we base on debt. In Hanover's case we have compensated absences (sick and vacation leave). Those items would have to be booked; they have to be booked by department. Even depreciation on capital equipment has to be booked according to where the equipment is used by department. Ms. Griffin said this is why it takes auditors so much longer to complete a GASB 34 audit.

Selectman Baschnagel asked if our current accounting system supports this. Ms. McClain said she is looking at a new piece of software because we are still running a DOS based payroll system. Our current system would not support this. It would have to be a series of linked spreadsheets that is possible for Ms. McClain to build.

Ms. McClain said she would like to update the Selectmen on what she has done in moving towards GASB 34. We did engage American Appraisal to inventory our fixed assets to do an accounting historical fixed valuation. They have tagged assets that are over \$5,000 and we will be getting a file that we can upload into either a spreadsheet or some other sort of fixed asset system. Also as part of their engagement they will be doing a capital asset appraisal of our infrastructure such as our roads, bridges, guardrails, etc. They have done this for other entities so they have formulas that they can use.

Mr. Sanderson said his only problem with this is that he doesn't like the adverse opinion because of the lack of GASB 34. You have also had a qualified opinion because of fixed assets. In all his years of experience he would think that is a harsh enough penalty to pay for not doing it. The accounting industry says this is the way it is, but Mr. Sanderson, personally doesn't agree with this. He wants to make sure anyone who reads it understands that this is the only reason we are receiving an adverse opinion.

Chairman Walsh asked if there is a reason why this statement has to be in the back of the audit report. Mr. Sanderson said he puts all reportable conditions in the back of the audit.

Selectman Christie said he thought that we had made a decision to bite this bullet. Ms. McClain said we have budgeted for this in the current year. The expectation is that in 2005 we will get a clean opinion.

Selectman Baschnagel said this goes back to his question about the accounting software; we are going to do this via linked spreadsheets as opposed to integrating this into the accounting system. Ms. Griffin said you the Selectmen would see a proposal that we purchase this accounting software.

Ms. McClain said we are not looking at the software solely to implement GASB 34. It's required for the centralized reporting, we would also like to get better management information to our department heads and this will allow us to do that. There are many things that will be accomplished by the new software package. One of them will be a format where we can do multiple financial statements and one those will include a GASB 34.

Vice Chairman Connolly said GASB 34 is not a one-time commitment. Ms. McClain said we would want to present financial statements differently for management purposes than we would for audit and financial statements. Mr. Sanderson said this would have to be kept up. Ms. Griffin said we have a formula that allows us to update those numbers automatically.

Ms. Griffin said from a manager's standpoint GASB 34 does her absolutely no good, but from an auditor's perspective, they now want to see municipalities recording this. Mr. Sanderson said he recommends the Town implement GASB 34 because down the line failure to comply could hurt the Town. It may effect the Town's ability to get grants as well as impact the Town's bond rating. The Bond Bank is not penalizing anyone now, but 5 to 10 years from now they may. It may take the Town a while to do it, but it is important to get it done.

Selectman Baschnagel said the thinks the letter on the front is terribly misleading. It is surprising to Selectman Baschnagel when we use that word and that it is not possible to craft a letter that comes to the same conclusions and to provide sufficient information to the less knowledgeable reader so they could understand exactly where we are.

Mr. Sanderson said the first year that we do this; the Town may not get their audit back until December because of GASB 34. Ms. Griffin said this would be a Summer/Fall project for Betsy McClain. The manager has to write a Manager Discussion Analysis with the correct figures. You could write one with the correct figures; Mr. Sanderson's firm would change the figures because of picking up certain different figures; then they would have to send it back to the Town. It is a really long process.

Vice Chairman Connolly said Mr. Sanderson's introduction allowed her to go through this with much greater care because she was looking for the catastrophe. Ms. Griffin said she has to remind folks to read page 34. Mr. Sanderson said should and is required to be printed in the Town Report. This will at least explain it.

Selectman Christie asked Mr. Sanderson if he foresees any Sarbains Oxley activity coming down on municipalities. Mr. Sanderson said he doesn't think so. There are other GASB's that are coming out. The paperwork he has now just for internal controls and audit programs take up half his time. Selectman Christie said on the private side, many of us are coming under Sarbains Oxley and there is an indication that is going to become the de facto standard, not only for public companies, but also private companies. That will creep relatively quickly into the nonprofit world. Chairman Walsh said it is in the nonprofit world right now. Mr. Sanderson said that is different from the municipal government. Chairman Walsh said he has not heard it moving into the municipal governments. Ms. Griffin said what we have to hope for is that there is not some huge public sector scandal that would trigger something like Sarbains Oxley coming from GASB. We tend to be more visible than a private company.

#### **4. DISCUSSION REGARDING PROPOSED MIS PLAN FOR THE HOWE LIBRARY**

Ms. Griffin said she wanted to bring this to the Selectboard's attention because in the past the Selectmen have expressed some concerns about the rate of growth of our MIS budget. Because the Howe is proposing a somewhat substantial increase in their MIS and ultimately in replacement expenditures, with the new Howe Library. Before the this equipment is purchased by the trustees; Ms. Griffin wants the Selectboard to understand the rationale behind the staff proposal and to also appreciate that the Town will ultimately inherit the replacement of and maintenance of these computers. What the Howe Trustees have agreed to do is fund the first replacement cycle for the additional computers they are proposing to add with the expansion and renovation of the Howe Library. There is a four-year replacement cycle for these pieces of equipment. So four years from this fall, when those PC's and laptops would need to be replaced, the Trustees would pay for that first round of replacements. From that point on the Town would be responsible for replacing those computers. Because we are in this relationship where we benefit from the Howe Trustees and their ability to purchase things that we might not otherwise purchase as the Town, but the Town ultimately inherits the responsibility for maintaining the building and maintaining much of the equipment in the building; Ms. Griffin would like to make absolutely certain that the Selectboard is comfortable with this direction. The last thing that any of us want to encounter is that there be major objection to the extent at which we would need to be replacing PCs and laptops. Ms. Griffin said she thought that is was important that the Selectboard visit this somewhat separately from the Howe proposed budget.

Selectman Christie asked if he is to understand that the total capital purchases are \$36,000. Ms. Griffin said she just handed out a slightly revised spreadsheet and the total is \$35,500.



Ms. Griffin told the Selectmen what she sent to them in their Friday packets is what The Howe had discussed with her as part of their budget review, but Marlene has done some minor tweaking. Selectman Baschnagel noted that some of that minor tweaking was taking off the note about this being tentatively funded by the corporation. Ms. Griffin said that was her hand scrawl. The intention of the Trustees is to fund the first round of replacements and then the Town would be responsible after that. Vice Chairman Connolly said that would basically be 13 times whatever the cost of a computer is per year. Ms. McGonigle said it is just this \$9,600 at the bottom, twice. That is the annual contribution.

Ms. McGonigle said The Howe Trustees have agreed to fund this first round of replacements as Ms. Griffin indicated, but they didn't say no to fund the second round of replacements as well, they have just said this is subject to review. They did not want to commit that Board to 8 or 9 years down the road. They have committed to not more than \$9,600 for each of those two years.

Selectman Christie said we are anticipating that four years from now we will have commit 2 times \$9,600 then the Town assumes responsibility for the ongoing replacement. Ms. McGonigle said this would be subject to the review of the Corporation.

Ms. McGonigle said they are doing extremely well in raising funds for the expansion and renovation of the current library. They need to raise \$353,000 by June 30<sup>th</sup> in order to achieve that \$250,000 that they have been awarded by Kresge, which will complete their goal. All of the renovation is being funded through donations so there is not tax payer implications for the actual construction of the building. The Town and the Corporation met when the building was being planned, and realized there would be increased operating expenses for this new expanded facility. To that end, the Corporation has \$500,000 out of the \$5,500,000 that has been established as a Town endowment, the interest from which will be calculated each December and given to the Town to help defray some of the expanded facility operating costs. With the construction budget, there is a line that has the amount that includes computers and other teledata equipment. That is being paid for by the Corporation. The staff has developed the page given to the Selectmen that details the costs of these computers currently, not based on anticipated needs. We are looking at this based on current needs. That is what those additional computers represent. There are two exceptions to this. We have two completely new areas in the building. One is a teen area, which has never had computers in it. This area will have four new terminals in it that are new terminals. The other area is a service desk with two terminals, which will be on the lower level. Other than these, everything is based on current need. Ms. McGonigle does feel it is a very conservative budget.

Pam Smith presented a Power Point presentation that guides us through the Public access use of this hardware with a Power Point presentation. Ms. Smith said patrons use our computers for a variety of different uses. Our five internet, word processing computers are in use from the time we open the doors to the time we close them. There are two email computers; we often have people waiting during certain times of the day. It is well known that the library is the one place you can get internet access no matter where you are.

Libraries across the country have tripled the amount of computers they have to meet the needs of their customers. The library's traditional role of providing assistance regardless of socioeconomic status is of vital importance when it comes to technology. Student's access to computers is limited at school, so the library provides them with more experience with computers.

Ms. Smith said right now The Howe has 5 internet database word processing computers. We are proposing adding 2 of those. There are two catalogue only computers; we are proposing adding 3. The Howe has 2 email only computers; they would want to add 2. There are currently 2 laptops; they are proposing adding 2. In the children's room only one computer would be added. In the teen room, that is a brand new service, so there would be four computers added. This would give the library a total of 7 general computers for internet searching and databases. They expect to still have people waiting during certain times of the day, but this will help. The catalogue only computers are important since we will have collection spread out in different sections over 3 floors. Many customers stop in quickly during the day just to check their email computers so the email computers will be contained café area. In the new building wireless access will be possible so patrons will be able to bring in their own laptop and access the wireless network. There will be two distinct networks, the libraries network and a public network. The fact that many homes now have home computers doesn't diminish the need for public access. Many people still don't have computers and many people don't have access to high-speed internet.

Selectman Baschnagel asked how we could determine when enough is enough or not enough. Selectman Lubrano said she thinks Howe has a real sense of what it thinks it needs. She uses the computers at the library all the time and there are never enough. This is going to be a beautiful facility and hopefully it will bring even more foot traffic into it. A lot of people do come just for the computers. Selectman Lubrano doesn't think this proposal is over ambitious.

Selectman Baschnagel said people would use whatever capacity is available to them. He suspects that we could add 30 more machines and they would be used too. Selectman Lubrano said there would only be 4 new computers in the Teen Room if Selectman Baschnagel were concerned about kids using computers too much.

Ms. McGonigle said she doesn't know how to answer Selectman Baschnagel's questions because they are not meeting demand now. The computers that are being added will help, but it will not exceed demand at all. This looks like a lot, but it is very conservative for the Town we live in and for the demands of the people who use the library and how they use the library.

Chairman Walsh asked what we should be providing. It's not just demand. There is a tremendous amount of things in this world that we want that we just can't have. Libraries are wonderful for this country in terms of people having access to information. The likelihood of someone in Hanover not being able to get access to information is pretty low. It might not be as convenient or as fast as they want it but you can get access to information

almost anywhere in Town. Chairman Walsh is concerned that the operating choices the library makes are going to be driven by the \$2,000 replacement requirement. He is not sure that is where the Town should be or the library would want to be.

Selectman Christie said he thinks that is the answer to the question that will ultimately become budget questions. We can make that choice at that time as to whether we want to replace those computers or do we want to add staff to do something else. We will be living within a budgetary constraint and we will have to make those choices. Now the library is making a choice to add these computers rather than doing something else with that \$35,000.

Chairman Walsh said if we are willing to approach this with the zero based budgeting basis that is fine. But there is the also the built in expectation basis, which is problematic.

Ms. Griffin said the reason she wanted the Selectmen to have this discussion is because in the budget they will be receiving, the Howe Corporation is providing us with about \$22,000, which is the interest off the endowment raised to offset the additional operating expenses. The total additional operating expenses will be well in excess of \$40,000. Added to that is the additional hours need to create a second fulltime children's librarian. We can afford to do that under the current proposed scenario, but if we were to have to pay for the 16 new computers, it would have to be one or the other. The problem is that 8 years from now we will have funded both and the Town will inherit the replacement costs for two things, which right now we could not afford. That's why Ms. Griffin doesn't want to run into the situation where 8 years from now we have to choose one or the other.

Selectman Baschnagel said he thinks some of this comes back to the service the library provides that are uniquely yours to provide. There is no question that internet access has value, but to the extent the library is just providing internet access; the library is no different than the Dirt Cowboy or the Inn, when they put one in. This is nothing unique to the library, its just access. To the extent that the library does education and helps people understand how to get correct information out of the internet, then Selectman Baschnagel thinks the library is providing a unique function that is appropriate. Selectman Baschnagel is coming back to being less concerned about providing raw access and being more concerned about the services related to that access, because that comes back to be the criteria to what you need and what you don't.

Chairman Walsh said he also looks like the teen piece. The Selectmen have spent a lot of time in conversation about how difficult the library is to use after school. The hope was that the RW Black Center would serve as a place to kids who are not studious to go after school. He is not convinced that adding 4 teen computers doesn't rebuild the problem that we face where adults can't enjoy it at that time.

Ms. McGonigle said she thinks the teen monitor does an excellent job maintaining order in the library after school. Chairman Walsh said when that position was created the hope was that the need would go away when we opened the RW Black Center. This has turned out to

be permanent, and this reinforces it. Ms. McGonigle said the RW Black Center is used very much after school.

Ms. Griffin said she shocked the staff by suggesting that we should now require students to enroll in an after school library program and that we charge a fee, so that we can maintain the after school monitor. For librarians who are not accustomed to charging a fee for access to the library, they had a hard time wrapping their brains around that concept. There is a subset of kids who are requiring that we retain that after school monitor; it seems to Ms. Griffin those families should be paying for that very targeted service as a way of offsetting that cost. Norwich is wrestling with the very same issue. Vice Chairman Connolly said if we charge for after school programs at the Recreation Department, then we should be charging for after school programs at the library. Selectman Baschnagel said he would rather use a facility that is currently empty than use a facility that really has another mission.

Chairman Walsh asked Ms. Griffin if she wanted something from the Selectmen. Ms. Griffin said no, she just wanted to give the Selectmen a heads-up because we are looking at an expense down the line that the Selectmen or their successors will have an additional related to having taken on 15 additional computers for a total of 52 in that building.

Chairman Walsh said the Town really does appreciate that \$500,000 endowment. That number was set at a time when 7% was a reasonable amount to assume that you might earn on your money as opposed to 4% or 3.5%. The taxpayers need to know that is was a good and fair deal when it was set and they need to support it.

Selectman Baschnagel asked what the print control thing is. Ms. McGonigle said they would like to buy a new printer and put a coin op on it. Right now if you print, you pay on your way out. This would require people to pay if they want to get their print job out of the printer.

#### **4. TOWN MEETING TASKFORCE UPDATE**

Ms. Griffin said she doesn't have an update. Walter Mitchell had the flu last week. He is almost done with his memo but Ms. Griffin doesn't have it yet. Ms. Griffin will put this update on the agenda for February 7<sup>th</sup>. Ms. Griffin will have that information well prior to that meeting. Essentially what the Selectmen will receive is a collaborative discussion between Walter Mitchell and Maura Carroll, of the Local Government Center, relative to any pitfalls that the Town Meeting Task Force reported they were considering. We definitely want to have those well in advance of Town Meeting so if we are thinking of anything for Town Meeting this spring we would have time to prepare warrant articles.

#### **6. RECOMMENDATION TO SET A PUBLIC HEARING ON FEBRUARY 7, 2005 TO CONSIDER AND APPROVE MODIFICATIONS TO PARKING ORDINANCE #6 REGARDING LEBANON STREET**

**It was MOVED by Selectman Baschnagel and SECONDED by Vice Chairman Connolly to set a Public Hearing on February 7, 2005 to consider and approve modifications to Parking Ordinance #6 regarding Lebanon Street. THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON FEBRUARY 7, 2005 TO CONSIDER AND APPROVE MODIFICATIONS TO PARKING ORDINANCE #6 REGARDING LEBANON STREET.**

**7. APPROVAL OF MINUTES: DECEMBER 6, 2004**

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the minutes of December 6, 2004 as amended. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF DECEMBER 6, 2004 AS AMENDED.**

**8. ADMINISTRATIVE REPORTS**

Ms. Griffin reported said she has been busy on behalf of the Town. She cut \$713,010 from the proposed budget to come up with at budget that meets the tax rate target. This budget makes a number of assumptions. It assumes a cost of living adjustment of 1% and some cuts from the health insurance. Ms. Griffin said she would be focusing this week on the Fire and Ambulance Fund and next week on the Wastewater Fund. Ms. Griffin said she went over the proposed Parking Fund budget with Betsy McClain and Patrick O'Neill last Tuesday. Selectman Baschnagel said Ms. McClain did an excellent job in presenting that budget.

Ms. Griffin said she is more or less done with the General Fund and we were able to meet the tax rate target.

Ms. Griffin said she should report the CPI has dropped down to 3.7%, so we are at least making progress downward toward the 3% tax rate target.

Ms. Griffin said she is now working with the Public Works Department to see just what improve we can achieve on Lyme Road in this upcoming construction season. We can them finalized discussion with Dartmouth regarding locations of the two roundabouts and how much land we will need from them to make that possible. We are wrestling with whether we can tackle both roundabouts in one construction season and save the street improvements in between for the following construction season or do we just do just one roundabout and street improvements in construction season number one and do the second roundabout in construction season number two. We are at that level of focus at this point. The downside to committed to that is that we wouldn't have much time for much else this coming construction season. It also has eaten up a fair amount of our expenditure capacity. This is one of the burdens we have been saddled with this coming budget season and the one beyond that. This is really above and beyond our normal kind of expenditure that we would be looking to budget for in an average Public Works construction season. Selectman Baschangel said in the meetings he has attended this was very positively received.

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

### **Peter Christie**

Selectman Christie reported the Finance Committee has been busy especially relative to school budgets. The Hanover Finance Committee voted unanimously to support the budget for the Ray School. This afternoon the Dresden Finance Committee voted 7 to 3 to support the Dresden School Budget as well.

The Affordable Housing Committee met this past week. Some of the work they talked about when they last met with the Selectmen such as topographical surveys and traffic studies are ongoing now based on the additional money supported by Twin Pines. Selectman Christie asked Ms. Griffin if she received the request Twin Pines. Ms. Griffin said she received the request from Twin Pines. Selectman Christie asked Ms. Griffin if this would be an agenda item for the next meeting. Ms. Griffin said that is her plan and she should have the final recommendation to the Selectman as to where we would get the money.

Selectman Christie said the Affordable Housing Commission has submitted a request to the Town for \$20,000 per our discussion at the last meeting.

### **Kate Connolly**

Vice Chairman Connolly said the Planning Board has had one week of meetings. The first meeting which was a discussion in preparation for the discussion of the Dresden Village meeting which was scheduled for later on in that week. They also discussed a recreational zone. This continues to be modified because there is a notion that this should be coupled to the present forestry zone, but the Dresden zone area buffers from the present forestry zone which is remote, rural, and has a 50-acre minimum so wasn't a good fit. The Planning Board did meet at Wednesday noon and then Thursday night, the 13<sup>th</sup> the Planning Board met at the Ray School to a standing room only gathering to discuss the Dresden Village concept. Dartmouth College has said they do not want to discuss any zoning changes for this coming zoning round. Many people were truly grateful that we had the first of many meetings on the subject. They were also grateful that they were supplied with so much information. The discussions will continue and be productive. Vice Chairman Connolly said she thinks the Planning Board will finally come up with good zoning changes that will probably occur there in the next zoning round, which is 2006. Selectman Christie said things are moving so fast relative to expansion in the Town; it is to our advantage to get out and stay out in front in terms of zoning changes that are requested or required by the Master Plan. If too much time goes by we are going to find ourselves looking in the rear view mirror. He is glad to hear there is a plan and a target. Vice Chairman Connolly said this also give us enough time to make sure we have all aspects of the area covered and to have all the necessary discussions.

**Bill Baschnagel**

Selectman Baschnagel reported the Conservation Commission met. There were two basic topics on discussion. The Conservation Commission is still working on the fence. They cut a deal with one of the abutting landowners on a trail that goes down to the river. William Desch volunteered to help install the fence; the landowners volunteered to buy whatever needs to be installed. This solved the problem down there.

Selectman Baschnagel said the Conservation Commission talked to Simpson Development relative to trails on Greensboro Road. The Conservation Commission is supportive and it's moving along. The Trails Committee will be involved relative to where they go and there will have to be some surveys.

The PTB met and looked at the budget. It was a good educational session for all the members of the PTB and they appreciate the work Ms. McClain has done on this. The PTB met with the Traffic Group last Thursday, so those discussions continue.

Chairman Walsh asked Ms. Griffin to put the Traffic Group on the agenda for the February 7<sup>th</sup> meeting.

**Allegra Lubrano**

Selectman Lubrano reported the Howe Library had a board meeting last week. None of Selectman Lubrano's other group has met since the last Selectboard meeting.

**Brian Walsh**

Chairman Walsh reported there is a silent auction and community dinner at the RW Black Center this Sunday night. The items available for auction are available for viewing starting at noon and the silent auction closes at 8:00. Ms. Griffin said there are well over 80 items available. This is in conjunction with the Red Cross and is to raise money for the victims of the Tsunami. The Recreation Board has a public programs group that looks for something good to do annually. This is a major effort by the Rec Board this year. The target is to raise \$37,500. The Lions Club is sponsoring dinner.

**9. OTHER BUSINESS**

There was no Other Business.

**11. ADJOURNMENT**

**It was MOVED by Selectman Lubrano and SECONDED by Selectman Baschnagel to adjourn the meeting at 10:05 pm. THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:05 PM.**

**SUMMARY**

1. It was **MOVED** by Selectman Baschnagel and **SECONDED** by Vice Chairman Connolly to set a **Public Hearing on February 7, 2005** to consider and approve modifications to **Parking Ordinance #6** regarding Lebanon Street. **THE SELECTBOARD VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON FEBRUARY 7, 2005 TO CONSIDER AND APPROVE MODIFICATIONS TO PARKING ORDINANCE #6 REGARDING LEBANON STREET.**
2. It was **MOVED** by Selectman Lubrano and **SECONDED** by Vice Chairman Connolly to approve the minutes of **December 6, 2004** as amended. **THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF DECEMBER 6, 2004 AS AMENDED.**
3. It was **MOVED** by Selectman Lubrano and **SECONDED** by Selectman Baschnagel to adjourn the meeting at **10:05 pm**. **THE SELECTBOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 10:05 PM.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

**These minutes were transcribed by Susan Love**



FINAL

**BOARD OF SELECTMEN'S MEETING**

**January 10, 2005**

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

The Chairman, Brian Walsh, called the meeting of the Board of Selectmen to order at 7:40 pm. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; William “Bill” Baschnagel, Selectman; Peter Christie, Selectman; Allegra Lubrano, Selectman and Julia Griffin, Town Manager.

**1. PUBLIC COMMENT**

There was no Public Comment.

**2. RECOMMENDATION TO SET A PUBLIC HEARING ON JANUARY 24, 2005 TO CONSIDER IMPLEMENTATION OF A NO THRU TRUCKING ORDINANCE**

Chairman Walsh said the draft ordinance is available on the Town website and at Town Hall.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to set a Public Hearing on January 24, 2005 to consider implementation of a No Thru Trucking Ordinance. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JANUARY 24, 2005 TO CONSIDER IMPLEMENTATION OF A NO THRU TRUCKING ORDINANCE.**

**3. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE ROT CONSENT AND TERMINATION AGREEMENT.**

Ms. Griffin said she has spoke with Selectman Lubrano and she has a few things that she would like to take back to Jamie Eckert at New England Organics, but she would like to get the Selectboard's agreement that once she gets this to the point that she can execute this agreement. This really terminates the old Resource Optimization Technology agreement because effectively that entity was created to operate that composting facility at the Gile Tract. Since then, ROT as ceased to exist and New England Organics is composting our sludge at their facility in Maine. The College is in the process of trying to get their permits to try to operate the old composting facility to operate food composting at the old composting facility, which is now part of the land that the College is leasing from the Town.

Chairman Walsh said we entered into this originally as an alternative for composting our sludge. Chairman Walsh asked if we would still have this alternative available to us if

we need it. Ms. Griffin said if for some reason we needed to have our sludge composted back here in Hanover sometime in the future rather than with New England Organics, then we would have to negotiate with the College to expand the operation of composting to include sludge again, as well as food waste. The facility is large enough to accommodate some of our sludge, but not all of it. Only about 50% of our sludge was being composted here and 50% was going to Maine. Chairman Walsh said essentially we don't have an alternative, which is why we entered into this in the first place. Ms. Griffin said we do have an alternative in Maine, but Chairman Walsh is correct. Chairman Walsh said we don't have a second alternative that we have control over.

Selectman Baschnagel said the compost used to be offered to the public for sale. He asked if that is still for sale to the public. Mr. Kulbacki, Director of Public Works said part of the agreement is that they bring us 100 tons per year of composted sludge. A large portion of that will be used in our grounds and field maintenance. Mr. Kulbacki said he is not sure how much would be available to the public. Selectman Baschnagel said it is one of those things that people were very enthusiastic about. Ms. Griffin said when she talked to Jamie Eckert and negotiated the current agreement; he indicated that if there are customers who want to continue to use their product, there is no reason why New England Organics couldn't deliver their product the same time they delivered to the Town.

Selectman Baschnagel asked what the College is going to do with their compost. They have been working for the last six or seven months to try to obtain their license from the Department of Environmental Services to be able to use the ROT to compost food waste from the College and the Hospital. When the lease agreement was negotiated with the College, Ms. Griffin strongly urged the College to keep their relationship with New England Organics open, because she suspected they might find that composting food waste at the ROT facility is going to be expensive; more expensive than if New England Organics came and picked up their food waste when they pick up our sludge, but the College wanted to try to do it internally. Selectman Baschnagel asked what the College intends to do with their product. Mr. Kulbacki said the College was one of the biggest customers that purchased the compost previously sold at the facility.

Vice Chairman Connolly said she recalls that when this agreement was entered into, the Town's contribution was the land under which the ROT Facility stood, for \$1.00 a year. That time element was more like 10 years, not the 75 years that we have entered into with the College for the Gile Tract. Selectman Lubrano said under the original agreement, if ROT abandoned the facility, Dartmouth had the right to occupy it for up to 10 years. Selectman Lubrano's understanding is that the 75-year lease is a separate lease that was entered into wholly apart from the ROT Memorandum of Understanding. Ms. Griffin said this in no way precludes us from talking to Dartmouth in the future about composting sludge and food waste as the old ROT composting facility.

Ms. Griffin said all this does say is that ROT, which didn't include the Town as a partner, but simply provided the space for the facility, no longer exists.

**It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to authorize the Town Manager to execute the Resource Optimum Technology Consent and Termination Agreement. THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE RESOURCE OPTIMUM TECHNOLOGY CONSENT AND TERMINATION AGREEMENT.**

**4. RECOMMENDATION TO APPROVE MAINTENANCE WORKER AND BUILDING MAINTENANCE TECHNICIAN JOB TITLES, LABOR GRADES 8 AND 9**

Chairman Walsh said the Selectmen received these job descriptions in the final versions in their Friday packets and have talked about them previously.

Vice Chairman Connolly said on page two of the Maintenance Worker job description it talks about checking the skate park at the Richmond School. Selectman Connolly suggested that it should just say, "check the skate park", and leave out the location because the skate park won't be there much longer.

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to approve the recommended job titles of Building Maintenance Technician, Labor Grade 9 and Maintenance Worker, Labor Grade 8. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE RECOMMENDED JOB TITLES OF BUILDING MAINTENANCE TECHNICIAN, LABOR GRADE 9 AND MAINTENANCE WORKER, LABOR GRADE 8.**

**5. BUDGET UPDATE**

Ms. Griffin said she would need to find \$713,010 to cut from next year's budget. This is the budget that has been proposed by the department heads and has been reviewed internally. This is not the first time that Ms. Griffin has had to cut this order of magnitude from an operating budget.

Ms. Griffin said the Selectmen might want to think about a tax rate target of more than 3%. Right now the CPI is 4.2%, down from 4.3%. This is from the Northeast Urban Index. With the 3% target given by the Selectboard, plus we are estimating a 1.5% increase in our total assessed valuation through anticipated growth; this gives Ms. Griffin an additional \$175,382 in additional expenditure capacity in this budget. Ms. Griffin said next year's anticipated growth could be somewhat significantly more because we have a couple major dormitories that will be online. What we have seen over the last 2 years is an increase of 1% to 2-½% increase in our total assessed valuation. With the last budget year that ended June 30<sup>th</sup>, we didn't make our total assessed valuation target, which we had wrestled with back when we did the budget back in February and March of that year. Mike Ryan, Director of Assessing, doesn't want us to build more hope than we should

have into a total assessed valuation increase, so he is only comfortable with the 1½% increase based on what he sees out there. If the Selectmen were to change the current target tax rate to the current CPI; that would give us an extra \$71,995 to spend.

Ms. Griffin said the \$713,000 she needs to cut from the budget as of this afternoon, does not include drawing anything from the Undesignated Fund Balance. The Undesignated Fund Balance is used to fund only things that are non-recurring. Ms. Griffin said she has not gone into Undesignated Fund Balances to look for any money yet.

Ms. Griffin said Ms. McClain, in helping her to come up with tools to help her balance the budget, indicated that this year unbudgeted building permit revenues are going to exceed \$100,000. This is largely driven by the scale of projects that Dartmouth has taken on. This will go into undesignated fund balances because the money hasn't been appropriated and therefore can't be spent. Ms. McClain is thinking we may want to take that money and use it to balance next year's budget.

Ms. Griffin said in terms of expenditure highlights, when we talk about wage scale adjustments, as we work on negotiations with our three bargaining units, if we go with a 3% wage scale adjustment, this would add \$202,000 to our general fund budget. This would eat up our 3% increase before we have spent anything else. For each percentage point we take below 3% we save about \$45,000.

Ms. Griffin said we are extremely lucky that our health insurance premium increase from the Health Trust is only 7.3%. The average from the trust is 13.2%. Even with just the 7.3% increase in the premium, we are looking at an additional \$88,948 expenditure to maintain our current cafeteria benefits program. If we were to use Blue Choice as the basis for calculating our Section 125 benefits points; we would save \$43,500 off of that \$88,948. If we were to use Matthew Thorton as the basis for calculating our Section 125 benefits points, we would see a total savings of \$140,000.

Ms. Griffin said the other piece we are looking to communicate to our employees is that effective July 1, 2006 all governmental municipal employers are required to make an increased contribution to the State Retirement System, but employees are not. This is the second time in 3 years that employers have seen a significant increase and employees have not. This is going to cost the General Fund \$56,000 in additional expenditures, which translates to about a 1% Cost of Living Adjustment to our employees.

Ms. Griffin said with the Howe Library addition, which will be done in late September, our budget would need to accommodate an increase in total operating expenses of \$36,000. This would be for heat, AC, electricity, cleaning, etc. Part of this is offset by funds coming in from the Howe Corporation; there is \$22,000 in offset, so we will need to tack on an additional \$14,000 on behalf of the Howe building.

Finally, Ms. Griffin asked Ms. McClain to demonstrate what we are seeing as a hit in terms of what has happened with heating oil, gasoline, and diesel. This will represent an overall increase of \$35,000 in the operating budget because of this.

Selectman Christie said the bottom line is that given reasonable assumptions about activity with bargaining units, the implication is a reduction in real services. Ms. Griffin said that without paying for the increase in the retirement system contribution and without paying for the increase in health insurance premium costs; we already have to spend more money. Ms. Griffin said when you look at these numbers, it points to some trends which are taking us at a rate of growth that are higher than the revenues are growing and we need to be mindful of that and how we correct our rate of growth and expenditure to accommodate our realistic rate of growth and expenditure.

Ms. Griffin said one approach that the Selectboard may want to take is to say that we are not going to change the tax rate target because we know we have some room out there if we want to fund items off the wish list.

Chairman Walsh said he is not ready to change the target tax rate. We have a process that works and brings a wish list, a cut list, and revenue opportunities in front of the Selectboard. This also gives the Selectmen the opportunity to have a robust conversation about undesignated fund balances and one-time events. Changing a number from 3% to 4% may make a difference, but it would be very useful for the Selectboard to have that conversation.

Selectman Christies said he wishes we could come up with a better term than “wish list”. That leaves an impression that something is superfluous or extra beyond what is needed. This year it is going to be how much meat you are willing to carve off the bone. The downside is that we are going to have \$70,000 worth of discussion that is real and not wish listed and represents a lower reduction in services.

Chairman Walsh said there should be identification of those things that are not on the budget for the Selectmen to discuss such as additional revenues or what used to be known as the “wish list”. Reduction in services should be identified.

Ms. Griffin said she has encouraged the employees to look for ways to do this. For example, she has asked Frank Austin to take a look at our equipment replacement program and see if we can squeeze another year out of a dump truck and therefore stretch out the rate of contribution. This is causing us to prioritize our expenditures.

Selectman Christie asked Ms. Griffin if there is any way to look down the road two or three years and see if this is a one-time occurrence. This is as large a difference as Selectman Christie has experienced in 3 years. He would like to know if this year is just an anomaly. Ms. Griffin said there are a couple of things that are an anomaly this year. This year we are seeing a somewhat slow down in the growth of our assessed valuation.

There is always some unforeseen cost. This year we have the retirement system situation and we haven't had that for the last two years.

Selectman Baschnagel asked if Ms. Griffin anticipates having the benefit of Jonathan Edwards's prognostications in terms of long-term impact on Town needs. We need to start pulling that in. We are looking at considerable potential dwelling development and also potential infrastructure development. Ms. Griffin said if we see the rate of growth just in residential properties that has the potential to occur out there, then we would have a substantial increase in total assessed valuation, but we are also seeing a potential substantial increase in expenditures. Selectman Baschnagel said if we can roll that into some of these discussions it would be well worthwhile.

Selectman Christie said one concern that he has is that we set the target tax rate against the CPI. Selectman Christie said he can't imagine that the basket of goods that we buy in anyway reflects that CPI. Ms. Griffin said Ms. McClain has looked at this CPI and is not all that comfortable with the basket of goods that is used to calculate the CPI. Selectman Christie said that it is consumer goods that are used. Chairman Walsh said this is set from the impact on the taxpayer's side. Selectman Christie said that method does not reflect our cost structure. Chairman Walsh said this is more a statement about managing our cost structure in Town, so that the tax impact in the taxpayers is roughly in line with the rate of inflation in this region.

Chairman Walsh said one thing he would like to see in the budget package is the month-over-month CPI for the last year.

## **6. COALITION COMMUNITIES UPDATE**

Ms. Griffin said there is a lot of activity happening on this front. The Coalition is overjoyed because they feel they have a governor in office right now that may be receptive to making a fairly substantial change in the State Wide Property Tax area. The Governor is not necessarily enamored with the bill that has been introduced by the Coalition. The bill that has been introduced by the Coalition is the old House Bill 7:17 that passed the House two years ago and died in the Senate. Folks are feeling fairly optimistic that Governor Lynch is tackling this earnestly. His challenge is to get it through the House and Senate.

Chairman Walsh said from what he has seen there is a very different tone in the leadership in the House and the Senate. This is the most favorable atmosphere we have had for doing something reasonable, concrete, and constructive.

Ms. Griffin urged the Selectmen to stay on top of this in the media. She is anticipating that we may get a call from the Coalition or some other gathering of folks to urge Hanover to say yay or nay to something that may resemble a modification of House Bill 7:17. It may be that the Governor is trying to gain some concrete support for it. As a

donor community need to stay abreast of what is happening in the Legislature on this issue. Ms. Griffin will forward anything she receives on this issue to the Selectmen.

**7. RECOMMENDATION TO APPROVE POLE LICENSES FOR THREE NEW UTILITY POLES AND ONE REPLACEMENT POLE ON RUDDSBORO ROAD**

Selectman Lubrano noted that Ruddsboro is spelled incorrectly in a couple different places and needs to be corrected.

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve Pole Licenses for three new utility poles and one replacement pole on Ruddsboro Road. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE POLE LICENSES FOR THREE NEW UTILITY POLES AND ONE REPLACEMENT POLE ON RUDDSBORO ROAD.**

**8. RECYCLING PROGRAM UPDATE**

Ms. Griffin said this is something that the Recycling Committee, Mr. Kulbacki, and staff have been working on long and hard.

Mr. Kulbacki said he has tried to put together what we have budgeted and how we started the process. Last year we had a budgeted anticipated amount of \$235,000. We felt this is way too much so we decided to look at some options. The option we have settled on is to go to an alternating week program where one week we would pick up paper and fiber and the next week we would pick up other containers. Then we would have all the materials brought up to the Gile Tract and we would store them there and haul them to market. The containers would be taken to the Keene MERF (a municipal recycling center in Keene). The net cost for this would be \$189,000. We did bid the collection, and for the first time in a long time, we had more than one bidder. Unfortunately, all the bids were higher than we had budgeted. As part of the bid process, Northeast Waste offered another suggestion. We have spent some time looking at it. The suggestion was to not alternate the materials and continue to collect them at curbside, but rather than pick them up every week, we would pick up half one week and the other half the next week. We would also roll the Friday routes into other days and use Friday as a swing day if we were to have a holiday that week. We investigated this further and looked at the Town doing the project and we couldn't compete because it would involve additional staff.

Mr. Kulbacki said we have spent the last three or four months working with Northeast Waste to come up with a contract which would give us this A week and B week pickup. All the material cost would be included. There would be no other additional fees other than a fuel surcharge, based on the prices of diesel fuel.

Mr. Kulbacki said we have also look at if there are other ways to improve this. One concern that we have is that we believe that the glass is being used as interim daily cover,

which means that it is put on the landfill to cover trash. We have the option of going to Northeast Waste and getting 180 tons of material, which is what we have estimated that we collect each year in Hanover. We would pick it up there and either take it to New London, a periodic grass crusher in Norwich, or some other location. We could crush this material for \$25 a ton. That material is something we could reuse as sub-base in sidewalks.

Mr. Kulbacki said we have looked at the best way of trying to do this with the understanding that we don't want to keep bidding this every year, because every time we bid the prices escalate dramatically. We have talked to Northeast Waste about a five-year contract with the option of 2 three-year extensions. This would give a good stable program without a lot of changes. We anticipate next year's costs to be about \$162,500 for collection and then there is the potential of a fuel surcharge of \$4,500. We also figured that there will be a period of time when people will be missing pickups such as school vacation weeks or just getting used to the program. We should have some extra pickups. We could use Friday to help us get used to the program for the first month. We will provide a second recycling bin so that people will have extra storage. We will see a net savings of about \$12,500 over our current year budget.

Mr. Kulbacki said one big concern that we have is that other communities that have gone to a bi-weekly pickup from a weekly pickup, have seen drop off in participation. It will be a little hard to gauge because we have about 2,600 potential stops. Northeast Waste does track it very closely everyday to see how many stops they have each day so they can figure out how much time is spent actually doing the collection part. They estimate that somewhere between 50% and 55% of the actual potential stops, are being picked up consistently from week to week. We collect about 915 tons of all material every year with paper being the biggest part of it, with glass second, and then cans. Plastics are light, but we take away a lot of it.

Mr. Kulbacki said we are putting together a brochure that shows not only what day your pickup is, but also what we recycle and why we recycle. There is still the feeling that if we get into this and it drops off dramatically, then what will we do? The Recycling Committee would like to take a look at the program in nine months and see if we have dropped off. It would be pretty tough to say what the impact would be in the short term.

Selectman Lubrano asked Mr. Kulbacki if he is concerned about drop off in participation, does it make sense to enter into a five-year contract. Mr. Kulbacki said the problem we have is that every time that we go with the short contract, the price has gone up 20% to 40%. Ms. Griffin said she has no doubt that if we decide that we want to go back to the old program a year from now, Northeast Waste would agree to amend the contract.

Mr. Kulbacki said another option that we (the Town) considered was to do this internally. We were actually one of the bidders. Our price was right around the same as Northeast Waste. This didn't account for having to store the material. We would have to build a



containment area. There is the potential that if for some reason this doesn't work, we still have the option doing it, although Mr. Kulbacki hopes that doesn't happen.

Larry Litten, Chair of the Recycling Committee said he applauds the kind of dedication that Mr. Kulbacki invested in this. He has been conscientious in pursuing all kinds of options. The Recycling Committee recognizes that the kind of program that he has devised has some real advantages to it. The Recycling Committee will work hard to make this work. There is a lot of data on weekly versus bi-weekly recycling pickup. King County, Washington did a definitive study that looked at Towns that have various programs. They have determined that there is a 17% increased recycling with weekly programs over bi-weekly programs. This report does say that bi-weekly pickup can work under some circumstances. The Recycling Committee said there concern is that there will be a decrease in participation because of some pressures. One things is that customers will have to add another storage bin and go twice as long between pickups. If you are limited for space then some people might start throwing some stuff in the trash. It seems to be a possibility that some people will have to go a whole month between recycling if they miss a particular date because they're out of Town.

Mr. Litten said where the Recycling Committee came out was that they think this is probably a worthwhile exercise, but ought to be considered an experiment. We ought to keep good data; we ought to look back and assess where we are, perhaps we should do a survey down the line. Mr. Litten said it was mentioned that there is a savings of \$45,000 a year, which represent a little over a dollar a month in an average tax bill. We should ask ourselves if we are gaining enough to justify those kinds of savings.

Chairman Walsh said if someone does miss a collection, and they have to wait a month for pickup, we still have the ability to go to Lebanon and drop off our recyclables at no cost. We need to make that point clear to our citizens. Ms. Griffin said this is an important point to put in our literature. Mr. Kulbacki said if someone does miss a week, and Northeast Waste is in the area, they will make an extra stop, as long as the customer doesn't do that every week. We have wrestled with the option of having places that people can bring it to. We really don't want to do that, but if we had to, we could make a place at Public Works. Mr. Kulbacki's concern is that this would become a dumping spot, so it would have to be monitored.

Kari Asmus said she is intrigued by the idea of bi-weekly pickup and how it would work for her. She feels she will have a hard time remembering whether she had put it out last week or not. She is wondering if someone considering having pickup being the first and third week of the month, for example. Ms. Griffin said residents will have a calendar magnet that will display the A and B weeks so residents will know when it is their week. Ms. Asmus said that will be helpful, it would also be helpful to have a local place to take the recycling as opposed to Lebanon. Where Ms. Asmus lives there are only four houses, everyone takes their recycling to one spot for pickup. She asked if this helps at all. Ms. Griffin said that anything that reduces the number of stops the driver makes means the Town spends less money.

Selectman Lubrano said that as far as Ms. Asmus' concern about forgetting what week is hers, she doesn't think that will happen. Selectman Lubrano missed last week and her garage has three bins in it that are overflowing, so it's very hard to forget if you are a real recycler.

Selectman Baschnagel asked for clarification about what was bid because Northeast Waste bid was to pick up every week but only do half the stops. Mr. Kulbacki said you would have twice as much paper or containers, so the volume would be similar. Selectman Baschnagel said he is just trying to compare their \$165,000 bid versus their \$162,500 bid. The \$162,500 bid is a lot less travel time and Selectman Baschnagel is curious as to why that bid isn't lower. Mr. Kulbacki said the bid with the \$165,000 bid had the materials brought to Public Works and would then need to be hauled to market. This would mean added out-of-pocket costs for the Town. Ms. Griffin said Selectman Baschnagel has hit at the heart of or frustrations; there is no competition in the Upper Valley to do this. Consequently, we are at their mercy.

Chairman Walsh said this is a five-year agreement with two three-year extensions. We are basically saying that we are not going to bid that with anyone else in that five-year time. Ms. Griffin said we can certainly negotiate an out clause that would allow us an out if activity drops off significantly. Chairman Walsh said he would like to see that done. Mr. Kulbacki said he does believe there is an out clause in there, but he will look again.

Selectman Baschnagel said we need an out clause and we may want to bid this sometime within the course of those five years, just to see if there's anybody else who comes up. Mr. Kulbacki said 15 people said they were interested, and very few bid.

Chairman Walsh said he worries about habits here. You establish habits and they work, so he is not uncomfortable with five years of a CPI and a diesel escalator. We are going to try to establish the habit of pick up every two weeks and Chairman Walsh doesn't want people to go through this again and get it every two and a half weeks or every three weeks.

Selectman Christie said what hasn't been said here is that Hanover is somewhat the exception with weekly pickup. Most communities already have bi-weekly pickup. We are going to what is normal rather than the other way around. So this has worked in other communities and it's not like we are moving to something that is untried.

Selectman Baschnagel said he is reacting to the problem of accumulation of recyclables with the two-week pickup. It's easy enough to grab one bucket; but when you have to grab two or two and a half, it's a disincentive. Mr. Kulbacki said the funding to do the weekly pickup is \$240,000. Selectman Baschnagel said he is not arguing against the approach, he is looking for alternatives. Ms. Griffin said Selectman Baschnagel is right that this will be a little harder to keep track of.

Vice Chairman Connolly said what we are ending up with is not something that even went out to bid. Mr. Kulbacki said nobody else was interested in doing this. We went back to the other bidders and they weren't interested. They basically said they would be willing to look at shorter routes, but they would still charge the same.

Chairman Walsh said the Recycling Committee and Public Works were given a tough charge and they have done a great job. This had been on and off for 18 months or so.

Chairman Walsh said we should be looking at the numbers to make sure that this program is working. Mr. Kulbacki said Northeast Wastes does weekly printouts of all the tonnage of materials, so this can be tracked and graphed. Chairman Walsh said we ought to look at these numbers every few months. Ms. Griffin said she knows the Recycling Committee is certainly going to want to look at this on a regular basis and we'll be looking at it this time next year just from a budgetary standpoint. Mr. Kulbacki said we will also track complaints, which will give us an indication of how residents are accepting this.

**Selectman Christie MOVED and Selectman Baschnagel SECONDED that the Selectmen accept the report of the Recycling Program and move forward with the recommendations. THE SELECTBOARD VOTED UNANIMOUSLY TO ACCEPT THE REPORT OF THE RECYCLING PROGRAM AND MOVE FORWARD WITH THE RECOMMENDATIONS.**

**9. APPROVAL OF MINUTES, NOVEMBER 15, 2004**

**It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the minutes of November 15, 2004, as amended. THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF NOVEMBER 15, 2004, AS AMENDED. SELECTMAN CHRISTIE ABSTAINED FROM THE VOTE.**

**10. ADMINISTRATIVE REPORTS**

Ms. Griffin reported that Adelpia has increased their rates. Ms. Griffin said other than that plus the budget update and the Coalition Communities update; there is not much else to report.

**11. SELECTMEN'S REPORTS**

**Peter Christie**

Selectman Christie reported that most of his report has to do with recycling, which we just got an update on. He has watched all the work that has gone into this and it turned out to be a more difficult assignment than initially anticipated. Mr. Kulbacki and the Recycling Committee did a great job.

Selectman Christie said tomorrow morning there is a Finance Committee Meeting and they will be looking at the final proposal on the school vote.

### **Kate Connolly**

Vice Chairman Connolly reported the Planning Board only met once since the last Selectboard meeting. They worked on two site plans. One is the Simpson Velvet Rocks proposal on the Greensboro Road. The Planning Board will be meeting tomorrow night and then again on Thursday night. The Thursday night meeting will be at the Ray School at 8 pm to discuss changes in that vicinity including the River Crest project and the Middle School. That should be a meeting, which anyone who is interested in that area, resides or does business in that area, should come to. The Planning Board would really like to hear everyone's opinion. Selectman Lubrano asked what has been done to advertise that meeting; she did get announcements home from the Ray School from her kids, but she hasn't seen anything in the newspaper. Ms. Griffin said two transaction ads have run, and one more is scheduled to run. Selectman Baschnagel said Alex Hanson has an article in the Valley News that points out there is a meeting that night. Vice Chairman Connolly said a letter about the meeting was mailed to every household in the vicinity. Selectman Lubrano said she has had some conversation with the larger Hanover audience who had no idea this was being proposed and is not at all happy about it and the notion of all this traffic in front of the Middle School. Vice Chairman Connolly said if those people could attend this meeting they would be well advised to do so because part of the proposal is alleviation of the traffic. Ms. Griffin said Mr. Kulbacki will be on hand to talk about some of the road improvements. Ms. Griffin said it wouldn't hurt to talk about another Public Meeting if there is a sense that there are still people who want to weigh in on this. Selectman Lubrano said there is a lot of antigrowth sentiment and it's going to continue to rear its head with these large projects. Vice Chairman Connolly said she hopes those people can attend this meeting because the Planning Board wants to hear what everyone has to say. Selectman Baschnagel said Selectman Lubrano has a point because there has been, in the newspapers, this massive 1,800 dwelling units coming next year kind of thing, and that is not the case. Many of these are dwelling units like that aren't permitted under current zoning, but that hasn't gotten out to people.

Vice Chairman Connolly said there was meant to be a joint Planning Board meeting between Lebanon and Hanover on January 17<sup>th</sup>. This has been cancelled. Selectman Lubrano asked if this has been rescheduled. Vice Chairman Connolly said not at this time.

### **Bill Baschnagel**

Selectman Baschnagel reported the other Planning Board project alluded to by Vice Chairman Connolly has to do with the Alumni Gym refurbishment that is getting under way here in the not too distant future. This will make the gym handicap accessible. This was approved by the Planning Board.

Selectman Baschnagel said the PTB met and has been working on trying to work out a system at the High School to provide better parking access. Lieutenant O'Neill has a proposal that the Selectmen received in their Friday packets. Part of this has been the PTB meeting with representatives from the High School. That has been a good dialogue. Chairman Walsh asked if this is something that we will need to set a Public Hearing for. Selectman Baschnagel said we will need to revise the ordinance to reflect this. Ms. Griffin said she thinks that we can amend the appendix to reflect the changes without having a Public Hearing, but she hasn't had time to confirm this. Chairman Walsh asked if it would be valuable to have a Public Hearing. Ms. Griffin said it could be. Chairman Walsh said unless Ms. Griffin suggests we shouldn't, and then he would like to set a Public Hearing for January 24<sup>th</sup>. Ms. Griffin said the agenda for the 24<sup>th</sup> is pretty heavy already. She suggests setting the set the hearing on January 24<sup>th</sup>, for February 7<sup>th</sup>.

Selectman Baschnagel said the PTB is involved in the whole Town traffic route and how it relates to the PTB. The PTB will continue to meet with the traffic group regarding this.

Selectman Baschnagel said the PTB has modified the new parking tickets to say, "by the way, parking is available all day, without fines, at the Parking Facility".

Selectman Baschnagel said the TMA has been asked by the Lebanon City Counsel to do a study of Advanced Transit's contribution to traffic problems and services provided to the City of Lebanon. This has to do with what money they will provide to Advanced Transit over the coming year. Basically they want to see some hard numbers and statistics to see what AT does for their community. They have charged the TMA to conduct that study. The TMA has put together a group to guide that effort.

Selectman Baschnagel said he was at the River crest presentation last Thursday night and there are certainly some concerns. Some of the Kendall folks were quite outspoken about their concerns. Tim made a very good presentation. It is a clearly well thought through project. He noted that one of the major ingredients of this project are that the College is now looking to provide a whole spectrum of housing for College employees; all the way from relatively inexpensive one bedrooms to three or four bedroom stand alone homes that will be sold. They made it clear they are looking for feedback. It has strong community elements in it in terms of playing fields and a trail network that will tie in with Kendall's trails. Selectman Christie said the Affordable Housing Group strongly supports this project. Selectman Baschnagel said the goal is to have this integrated with the Advanced Transit system in Town, so this will be walkable, bikeable, and it's rideable through public transit. Mr. Kulbacki started by giving layouts of what we are looking to do with the street. We need to get that information out more broadly. Perhaps we could do this as part of the Town Meeting materials. People need to understand what will be done and when and to also understand that this is a commitment on the part of the Town.

### **Allegra Lubrano**

Selectman Lubrano reported the Community Substance Advisory Committee did not meet this month. The Howe Library monthly Board Meeting is on Thursday. Selectman Lubrano has been to a couple of Capital Campaign meetings in the last couple of weeks. Those efforts are continuing. The Howe Library still needs to raise \$360,000.

Selectman Lubrano said we have friends from Joigny, France visiting in May. We are going to try to figure out how to respond to their nice letters.

Selectman Lubrano said she does have one question about the Sphinx Tomb, which is applying to be listed on the National Register of Historic Places. She would like to know if we will get to go inside. Ms. Griffin said she believes that is it only still open to a secret society. Selectman Lubrano said she would also like to know which of the criteria it meets. Chairman Walsh said he had the same reaction as Selectman Lubrano. He is not entirely sure that this meets the criteria. He is also not sure that private secret societies should be on the National Historic Register. Vice Chairman Connolly said she agrees that the Sphinx is of questionable historic value. Ms. Griffin said she can contact someone from the College and ask to see a copy of their application so we can see how they argue that this meets the criteria for designation.

### **Brain Walsh**

Chairman Walsh reported the Recreation Board tries every year to find some good cause to help. We have sent shirts down to Peru. There have been a number of really good places that have been really good connections between recreation interests on the one hand, and other countries on the other hand. On Sunday, January 30<sup>th</sup> from 5pm to 8pm there will be spaghetti supper and a silent auction. The aim is to raise 150,000 quarters, or a quarter of each victim of the tsunami. Companies are urged to contribute to the silent auction.

Ms. Griffin said the Lions Club has volunteered to do all the cooking for the spaghetti supper. We can seat up to 100 people at a sitting. Today we talked about feeding approximately about 250 people.

## **12. OTHER BUSINESS**

There was no Other Business.

## **13. ADJOURNMENT**

**It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adjourn the meeting at 9:25. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:25.**

#### **SUMMARY**

- 1. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to set a Public Hearing on January 24, 2005 to consider implementation of a No Thru Trucking Ordinance. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON JANUARY 24, 2005 TO CONSIDER IMPLEMENTATION OF A NO THRU TRUCKING ORDINANCE.**
- 2. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Lubrano to authorize the Town Manager to Execute the Resource Optimum Technology Consent and Termination Agreement. THE SELECTBOARD VOTED UNANIMOUSLY TO AUTHORIZE THE TOWN MANAGER TO EXECUTE THE RESOURCE OPTIMUM TECHNOLOGY CONSENT AND TERMINATION AGREEMENT.**
- 3. It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to approve the recommended job titles of Building Maintenance Technician, Labor Grade 9 and Maintenance Worker, Labor Grade 8. THE SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE RECOMMENDED JOB TITLES OF BUILDING MAINTENANCE TECHNICIAN, LABOR GRADE 9 AND MAINTENANCE WORKER, LABOR GRADE 8.**
- 4. It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve Pole Licenses for three new utility poles and one replacement pole on Ruddsboro Road. THE SELECTBOARD VOTED UNANIMOUSLY TO APPROVE POLE LICENSES FOR THREE NEW UTILITY POLES AND ONE REPLACEMENT POLE ON RUDDSBORO ROAD.**
- 5. Selectman Christie MOVED and Selectman Baschnagel SECONDED that the Selectmen accept the report of the Recycling Program and move forward with the recommendations. THE SELECTBOARD VOTED UNANIMOUSLY TO ACCEPT THE REPORT OF THE RECYCLING PROGRAM AND MOVED FORWARD WITH THE RECOMMENDATIONS.**

6. **It was MOVED by Selectman Lubrano and SECONDED by Vice Chairman Connolly to approve the minutes of November 15, 2004 as amended. THE SELECTBOARD VOTED TO APPROVE THE MINUTES OF NOVEMBER 15, 2004, AS AMENDED. SELECTMAN CHRISTIE ABSTAINED FROM THE VOTE.**
  
7. **It was MOVED by Selectman Baschnagel and SECONDED by Selectman Lubrano to adjourn the meeting at 9:25. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:25.**

**Respectfully Submitted,**

**Allegra Lubrano, Secretary**

**These minutes were transcribed by Susan Love**