

FINAL

BOARD OF SELECTMEN'S MEETING

May 3, 2004

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

The meeting of the Board of Selectmen was called to order at 7:35 pm by the Chairman, Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; Peter Christie, Selectman; Judson "Jay" Pierson, Selectman; Julia Griffin, Town Manager; Betsy McClain, Finance Director; Peter Kulbacki, Public Works Director; Mike Ryan, Director of Assessing and members of the public.

1. PUBLIC COMMENT.

There was no public comment

2. PUBLIC HEARING TO CONSIDER PROPOSED REVISED WASTEWATER RATES FOR FY 2003-2004.

Chairman Walsh explained to the viewing audience that the Board has spent three meetings reviewing proposed revised wastewater rates; so this may be disposed of quickly.

Ms. Griffin said Mr. Kulbacki and Ms. McClain are on hand to answer any questions. Ms. Griffin said these rates are for the prior fiscal year, which ended March 30. Ms. Griffin said at some point, it will be recommended to the Board, that the Town bill more frequently than annually.

Ms. Griffin outlined the proposed changes. She said the recommendation is for a revision in the approach to assess capacity.

Ms. Griffin provided a brief summary of the proposed changes and their impact:

The current usage charge per kfc would increase from \$11.97 to \$17.50 for all meters.

This revision would result in 5/8 inch meters capacity charge, which is the typical residential meter, going down to \$45.00 from \$85.00. There are currently 1,657 of these meters in service. This will result in an average increase for a residential user of about \$10.00 per year. This is still only 69% of the state average.

For the 3/4-inch meters, the capacity charge would remain \$ 128.00. The average cost per year, with the increased usage charge; would go from \$444.00 per year to \$591.00 per year. This constitutes a 33% increase. This will still only be at 69% of the state average. There are currently 68 of these meters in service.

The capacity charge for the 1 inch meter would remain \$213.00. With the increase in the usage charge the average cost per meter would go from \$729.00 to \$967.00. This is an increase of 33%. This will be 69% of the state average. There are currently 65 of these meters on service.

The capacity charge for the 1¼ inch meter would remain at \$319.00. With the increase in the usage charge the average cost per user would go from \$869.00 to \$1,123.00. This is a 29% increase. This would bring the 1¼ inch meters to 75% of the state average. There are currently 8 of these meters in service.

The capacity charge for 1½ inch meters would remain \$425.00. With the increase in the usage charge, the average cost per meter would increase from \$1,363.00 to \$ 1,796.00. This is an increase of 32%. This puts 1½ inch meters at 71% of the state average. There are currently 64 of these meters in service.

The capacity charge for 2 inch meters would remain \$680.00. With the increase in the usage charge the average cost per meter would increase from \$2,435.00 to \$3,245.00. This is an increase of 33%. This puts 2 inch meters at 68% of the state average. There are currently 69 of these meters in service.

The capacity charge for a 3 inch meter would be raised from \$1,275.00 to \$1,600.00. With the increase in usage charge and the increase in capacity charge the average cost per meter would increase from \$4,925.00 to \$6,937.00. This would mean an increase in cost, per meter, of 41%. This would put 3 inch meters at 70% of the state average. There are currently 18 of these meters in service.

The 4 inch meter capacity charge would increase from \$2,125.00 to \$2,500.00. With the increase in capacity charge and usage charge the average cost per meter would increase from \$9,280.00 to \$12,960.00. This is an increase of 40%. This puts 4 inch meters at 67% of the state average. There are currently 11 of these meters in service.

The 6 inch meter capacity charge would increase from \$4,250 to \$15,000. This increase will mean an increase in average cost per meter, from \$44,526.00 to \$73,884.00. This will mean an overall increase of 66%. This would bring 6 inch meters to 68% of the state average. There are currently 2 of these meters in service, one at Dartmouth and one at DHMC.

Ms. Griffin said what this proposal does is shift some of the cost from the residential users to the larger commercial users. Ms. Griffin said under the current rate schedule the residential users are paying more than their fair share to treat the wastewater. Ms. Griffin

said this is the first of a two-step process to get to a more fair and equitable cost allocation per user.

It was MOVED by Selectman Christie and SECONDED Selectman Pierson by to adopt the wastewater rates for FY 2003-2004, as set forth in scenario two of the Change Capacity and Usage Rate Schedule presented to the Board. THE BOARD VOTED UNANIMOUSLY TO ADOPT THE WASTEWATER RATES FOR FY 2003-2004, AS SET FORTH IN SCENARIO TWO OF THE CHANGE CAPACITY AND USAGE RATE SCHEDULE PRESENTED TO THE BOARD.

3. RECOMMENDATION TO ADOPT ABATEMENTS AS PROPOSED BY THE ADVISORY BOARD OF ASSESSORS.

Mr. Ryan said the Advisory Board met on April 20th, those members present were Mr. John Hochreiter, Mr. Paul Young and Ms. Katherine Connolly. Mr. Ryan said each of the taxpayers in the memo were also present. Mr. Ryan said the Board's recommendation and a brief explanation are contained in that memo. The Advisory Board of Assessors will be meeting May 6th and May 19th, to hopefully clean up the last of the appeals from 2003. Mr. Ryan said it might be necessary to have a last meeting in June.

Ms. Griffin said she finds it amazing to come out of a revaluation and only have the Advisory Board of Assessor meet only six times. Chairman Walsh said this is because Mr. Ryan and the people who helped him did a superb job.

Chairman Walsh said the memo contains 6 recommendations to adopt abatements. Chairman Walsh said in each case there is a change in the assessed value downward. This is based on facts that were not known or erroneously recorded. Chairman Walsh asked Mr. Ryan if new information had been brought to him. Mr. Ryan confirmed this.

It was MOVED by Selectman Pierson and SECONDED Vice Chairman Connolly by to accept the recommendations of the Advisory Board of Assessors as outlined in their April 27, 2004 memorandum. THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE RECOMMEDATIONS OF THE ADVISORY BOARD OF ASSESSORS AS OUTLINED IN THEIR APRIL 27, 2004 MEMORANDUM.

4. FINAL PLANNING FOR TOWN MEETING.

Ms. Griffin talked about final preparations for Town Meeting with the Selectmen. Ms. Griffin told the Selectmen Ms. Hoisington has written the motions for each Selectman, but it is not necessary to make the motions.

Chairman Walsh pointed out to Ms. Griffin that Bill Garrity, a Fence Viewer; was left out. Ms. Griffin acknowledged the error and said he will be added. Vice Chairman Connolly

asked Ms. Griffin if we have an alternate Fence Viewer. Ms. Griffin said Mr. Morris is the alternate.

Vice Chairman Connolly will move articles 10 and 11.

Chairman Walsh asked Vice Chairman Connolly if she has any questions regarding Article 11. She did not.

Chairman Walsh asked Ms. Griffin if Article 12 needs a motion. She said it does not. Chairman Walsh asked if they could get rid of the motion. Ms. Griffin said we could get rid of it. Article 12 is to receive the report of the Town Meeting Taskforce.

Article 12 does not require a motion.

Chairman Walsh will move the consent calendar that includes articles 13 through 24

Chairman Walsh said his motion for the consent calendar will be "I move that we approve articles 13 through 24 jointly, as written". Ms. Griffin said this is correct. Ms. Griffin said the reason the articles are printed out separately is in case someone decides to remove one of them from the warrant. Chairman Walsh said after the motion is seconded he will say "however if anybody wants to discuss any of these articles individually, or warrants a separate action please speak up". Vice Chairman Connolly asked Chairman Walsh if he is going to give a single line or phrase describing each one. Chairman Walsh said he thinks he will say one sentence about each article. Chairman Walsh asked if article 24 is separate. Ms. Griffin said article 24 goes with the consent calendar items.

Selectman Baschnagel will move articles 25 and 26

Selectman Pierson asked Ms. Griffin about article 25; which is renaming the North College Street Capital Reserve Fund to the Road Construction and Capital Improvements Fund. He wanted to know why this is necessary. Ms. Griffin said the Town wants to use money in that fund for areas other than North College Street, in order to do that the Fund must be given a more generic name. Ms. Griffin said this is a DRA requirement.

Selectman Christie will move article 27

Article 27 is the net appropriation for all the appropriating articles on the warrant. Selectman Christie said on this motion the Board had talked about more than one sentence. Selectman Christie asked Chairman Walsh if he thinks five minutes is too long. Chairman Walsh said he thinks this deserves a five-minute statement and then inviting of questions. Chairman Walsh said if anything on this warrant deserves substantial time, this is it. Selectman Christie said he would like to talk about the zero based budgeting done. Chairman Walsh suggested that Selectman Christie might also want to talk about the wish list and the cut list. Selectman Christie said he would think about it. Chairman Walsh said

Selectman Christie might want to talk about the pressures on the budget, such as health insurance and the statewide property tax. Selectman Connolly said Selectman Christie might want to also mention that the municipal budget is an ever-decreasing percentage of the overall tax bill.

Selectman Baschnagel will move article 28.

This article deals with the acquisition of land on Moose Mountain. Ms. Griffin said Ms. Judy Reeve will be hard to support this, should there be any in-depth questions. Ms. Griffin further states that Selectman Baschnagel is pretty familiar with this proposal as well.

Selectman Pierson will move article 29.

Article 29 deals with the establishment of a Downtown Business Service District. Ms. Griffin told Selectman Pierson this article was assigned to him in honor of his role with the Chamber. Ms. Griffin said the Chamber has been working hard on this over the last couple of weeks. Chairman Walsh asked if Jim Rubens should speak to this. Ms. Griffin said she would know after the Chamber Board Meeting once the Chamber Board has worked this through.

Selectman Christie will move article 30.

This article deals with the modification of the Finance Committee Charter. Selectman Christie said there will be a Finance Committee tomorrow to decide who will be presenting this, presumably Mr. Harvey or Mr. Rassias. Selectman Christie said he would just turn this over to them. Chairman Walsh said that Selectman Christie should make the motion to turn it over to them.

Selectman Baschnagel will move articles 30 and 31.

These are the articles that deal with veterans and surviving spouse tax credits.

Ms. Griffin said she would be talking to Ms. Hoisington and Selectman Christie about the Ceremonial Function they will be doing.

Vice Chairman Connolly will move article 33.

Ms. Griffin will email Mr. Michaud to make sure he is on hand regarding the West Central Behavioral Health, which is article 33.

Selectman Christie will move article 34

This article is to transact any other business that may legally brought before this Town Meeting.

Ms. Griffin said the Town Meeting Task Force put together a postcard that was mailed to everyone on the Town Report mailing list. This postcard reminds folks about the free spaghetti dinner from 5:00 to 6:30. Ms. Griffin said we've also arranged for taxi rides for anyone who doesn't have transportation. Babysitting is provided by Youth in Action. Display ads are being run in the Valley News.

Selectman Pierson asked for clarification as to what is and is not being read; with regard to the articles. Ms. Griffin said the Board members will read their motions, but articles 13 through 24 will not be read in their entirety. Chairman Walsh said he thought all the articles can be moved "as written", rather than reading the full motion. Ms. Griffin said it could be done that way. Ms. Griffin said she has given the Board the words for a formal motion if they want that, but they don't need to; they can simply move the article "as written". Ms. Griffin said there would be extra copies of the warrant on hand for residents to review.

5. RECOMMENDATION TO REVISE JOB TITLE FOR TOWN CLERK TO DIRECTOR OF TOWN CLERK'S OFFICE/TAX COLLECTOR.

Ms. Griffin said Ms. Sallie Johnson, the current Town Clerk has sold her property in Hanover, and has not yet purchased another property in Hanover. State law requires the Town Clerk physically resides in the community that he or she provides the Town Clerk function for. Ms. Griffin said in an earlier meeting the Board appointed her as interim Town Clerk, because she is a Town resident. Ms. Griffin is also standing for election as Town Clerk. Ms. Griffin said this job title revision is a housekeeping modification because Sallie Johnson's title can no longer be Town Clerk, so her job title was modified to Town Clerk to Director of Town Clerk's Office/Tax Collector. Ms. Griffin said nothing in Ms. Johnson's job duties has changed, and there is no change in labor grade. Some of the formal legal requirements do fall to Ms. Griffin, in her capacity as Interim Town Clerk.

It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Pierson to revise the job title for Town Clerk to Director Of Town Clerk's Office/Tax Collector. THE BOARD VOTED UNANIMOUSLY TO REVISE THE JOB TITLE FOR TOWN CLERK TO DIRECTOR OF TOWN CLERK'S OFFICE/TAX COLLECTOR.

6. RECOMMENDATION TO SET LABOR GRADE FOR ACCOUNTING ASSISTANT AT LG 11.

Ms. Griffin said this position is currently in a Labor Grade 9. Ms. Griffin said this is one of the two positions created when the Administrative Services Department revamped their operation. Ms. Griffin further stated this recommendation is based on Ms. McClain's experience in supervising this employee, Ms. Diannalynn Varin. The range of tasks has turned out to be more than Ms. McClain had initially envisioned when the job description was created. Ms. Griffin said it is recommended, based on the job factor point system,

which Mr. Barry Cox applies to all new job descriptions; that this position be upgraded to a Labor Grade 11. Ms. Griffin said this supposition has been factored into the budget.

It was MOVED by Selectman Christie and SECONDED by Selectman Pierson to set the labor grade for the Accounting Assistant to Labor Grade 11. THE BOARD VOTED UNANIMOUSLY TO SET THE LABOR GRADE FOR THE ACCOUNTING ASSISTANT TO LABOR GRADE 11

7. RECOMMENDATION TO SET POLLING HOURS FROM 7:00 AM TO 7:00 PM ON MAY 11, 2004.

It was MOVED by Selectman Christie and SECONDED by Selectman Pierson to set the polling hours from 7:00 am to 7:00 pm on May 11, 2004. THE BOARD VOTED UNANIMOUSLY TO SET THE POLLING HOURS FROM 7:00 AM TO 7:00 PM ON MAY 11, 2004

8. APPROVAL OF MINUTES:

- March 15

The minutes of March 15, 2004 were approved by Selectman Baschnagel and Vice Chairman Connolly at the last Board meeting, on April 26, 2004. It is necessary for Selectman Pierson, who was not present on April 26th, to give his final approval of these minutes. Chairman Walsh and Selectman Christie were not present at this meeting and their approval of these minutes is not needed. Selectman Pierson reviewed the minutes and gave his approval.

Selectman Pierson gave his approval of the minutes of March 15, 2004; Vice Chairman Connolly and Selectman Baschnagel having given their prior approval on April 26, 2004. VICE CHAIRMAN CONNOLLY, SELECTMAN BASCHNAGEL AND SELECTMAN PIERSON VOTED UNANIMOUSLY TO ACCEPT THE MINUTES OF MARCH 15, 2004 AS WRITTEN.

9. ADMINISTRATIVE REPORTS.

Ms. Griffin reported that Ms. Katie Black was amazed to be the recipient of the Boston Post Cane Award at her birthday party this past Saturday. Ms. Willie Black presented this to her. Ms. Griffin said Ms. Katie Black had no idea that this was coming, and was thoroughly surprised. Ms. Griffin said a press release was issued.

Ms. Griffin said Ms. Marion Davis wants to make sure to let the Board know about the ground breakings next week. The Howe Library groundbreaking is Wednesday, May 12 at 3:00pm. The Richmond Middle School ground breaking is Thursday, May 13 at 10am. Ms. Griffin said the Selectmen are all invited.

Ms. Griffin reported the building permit fee for the Richmond School was paid last week.

Ms. Griffin reported she is closely monitoring what is going on with the statewide property tax. Ms. Griffin said the legislature is messing with the formula because the receiver communities are concerned about the hit they will take when they lose their funding. Ms. Griffin said the receiver communities got organized and feel that they can't sustain as significant a reduction all at once. The legislature is battling over how much of the donor tax they would want to continue, or find some other means of financing this transition plan. Ms. Griffin said the legislature is considering raising the cigarette tax, the Governor has indicated he will veto any tax increase. Ms. Griffin said she has sent email messages to our 4 House representatives from Hanover. Ms. Griffin said the House could vote on this as early as Wednesday.

Ms. Griffin said the Municipal Association is doing a series of listening sessions to get feedback from elected officials as to legislative priorities for the next year. Ms. Griffin told the Board they are holding a session Wednesday, May 12 at 7:00 pm, at the Lebanon City Council Chambers. Ms. Griffin plans on attending. The discussion will be limited to elected officials of local municipalities.

10. SELECTMEN'S REPORTS.

Peter Christie:

Selectman Christie said he did not have anything to report.

Katherine Connolly:

Selectman Connolly reported the Planning Board is holding a public discussion with the consultants, to try to get public input regarding the master plan zoning amendments. Selectman Connolly said they had a very well attended meeting and the Ray School, and it was very productive. She said she feels they were able to correct some incorrect impressions people had.

Selectman Connolly also reported she heard from the people of Nihonmatsu, we may expect 10 junior high school students accompanied by the new mayor and his wife. They will be arriving Friday, July 30th and staying until the following Monday.

Jay Pierson:

Selectman Pierson had nothing to report.

Brian Walsh:

Chairman Walsh reported the Community Substance Advisory Committee held a review of the Youth Risk Behavior Survey results, last Thursday. There were about 75 people attending that session, but Chairman Walsh felt there were far too few people there. Chairman Walsh said there are a number of concrete suggestions that come out of it; the next step is to have a further community forum in the early fall.

11. OTHER BUSINESS.

There was no other business.

12. ADJOURNMENT.

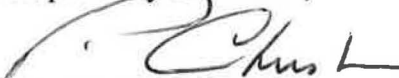
It was MOVED by Selectman Pierson and SECONDED by Vice Chairman Connolly to adjourn the meeting. THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:25 PM.

SUMMARY

- 1. It was MOVED by Selectman Christie and SECONDED Selectman Pierson by to adopt the wastewater rates for FY 2003-2004, as set forth in scenario two of the Change Capacity and Usage Rate Schedule presented to the Board. THE BOARD VOTED UNANIMOUSLY TO ADOPT THE WASTEWATER RATES FOR FY 2003-2004, AS SET FORTH IN SCENARIO TWO OF THE CHANGE CAPACITY AND USAGE RATE SCHEDULE PRESENTED TO THE BOARD.**
- 2. It was MOVED by Selectman Pierson and SECONDED Vice Chairman Connolly by to accept the recommendations of the Advisory Board of Assessors as outlined in their April 27, 2004 memorandum. THE BOARD VOTED UNANIMOUSLY TO ACCEPT THE RECOMMEDDATIONS OF THE ADVISORY BOARD OF ASSESSORS AS OUTLINED IN THEIR APRIL 27, 2004 MEMORANDUM.**
- 3. It was MOVED by Vice Chairman Connolly and SECONDED by Selectman Pierson to revise the job title for Town Clerk to Director Of Town Clerk's Office/Tax Collector. THE BOARD VOTED UNANIMOUSLY TO REVISE THE JOB TITLE FOR TOWN CLERK TO DIRECTOR OF TOWN CLERK'S OFFICE/TAX COLLECTOR.**

4. It was **MOVED** by Selectman Christie and **SECONDED** by Selectman Pierson to set the labor grade for the Accounting Assistant to Labor Grade 11. **THE BOARD VOTED UNANIMOUSLY TO SET THE LABOR GRADE FOR THE ACCOUNTING ASSISTANT TO LABOR GRADE 11**
5. It was **MOVED** by Selectman Christie and **SECONDED** by Selectman Pierson to set the polling hours from 7:00 am to 7:00 pm on May 11, 2004. **THE BOARD VOTED UNANIMOUSLY TO SET THE POLLING HOURS FROM 7:00 AM TO 7:00 PM ON MAY 11, 2004.**
6. Selectman Pierson gave his approval of the minutes of March 15,2004; Vice Chairman Connolly and Selectman Baschnagel, having given their prior approval on April 26, 2004. **VICE CHAIRMAN CONNOLLY, SELECTMAN BASCHNAGEL AND SELECTMAN PIERSON VOTED UNANIMOUSLY TO ACCEPT THE MINUTES OF MARCH 15, 2004 AS WRITTEN.**
7. It was **MOVED** by Selectman Pierson and **SECONDED** by Vice Chairman Connolly to adjourn the meeting. **THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:25 PM.**

Respectfully Submitted,



Peter Christie, Secretary

These minutes were transcribed by Susan Love