

FINAL

BOARD OF SELECTMEN'S MEETING

MARCH 1, 2000

7:30 P.M. - MUNICIPAL OFFICE BUILDING - HANOVER, NH

The meeting of the Board of Selectmen was called to order at 7:30 p.m. by the Chairman, Brian Walsh. Present were: Brian Walsh, Chairman; Marilyn Black, Vice Chairman; Katherine S. Connolly; John Manchester; John Colligan; Julia Griffin, Town Manager; Michael Gilbar, Finance Director, and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6 and that hearing enhancement equipment was available for anyone who wished to use it.

1. PUBLIC COMMENT.

There was no public comment.

2. REVIEW OF PROPOSED BUDGET FOR FY 2000-01:

Parks and Recreation

Ms. Griffin stated that the Parks and Recreation budget included no significant changes or modifications. It contains modest projections for increases in a couple of revenue categories. She explained that the costs have been broken down into personnel and non-personnel related costs.

Ms. Black asked if there were expense figures for all of the photocopiers in the various departments of the Town. Mr. Gilbar will obtain information regarding the service contracts and lease expenses. Ms. Griffin noted that administration is in the process of reviewing all copier leases, particularly for the larger copiers. She suggested that looking at all of the Town's copier needs in total and talking to two or three vendors in a competitive bidding process rather than individual contracts with individual vendors might result in some cost savings to the Town.

Mr. Colligan asked if information had been received regarding the insurance issue with the Rec dance situation. Ms. Griffin answered that it would basically be a minimal cost to purchase a policy for a stand-alone event. The School District has indicated that they are committed to holding the Middle School dance for only Richmond School students and their spring dance would include sixth graders from Norwich who would be attending the Middle School in the fall. They did indicate that they would not have a problem if the Town's Middle School dances that are held by the Rec Department were open to students from other communities. In this event, the Town would end up covering the insurance package for that type of event as it would not fall under the Town's insurance policy.

Hank Tenney indicated that the Rec Department holds two dances a year with the next dance scheduled for October. This will give the Rec Board a chance to reflect on whether it wants to endorse outside participation.

At the present time, the Rec Board is keeping with the present policy of the Richmond School and sixth grade Norwich students being invited. Adding other communities would create problems with supervision. Mr. Tenney pointed out that they currently have trouble finding adequate numbers of chaperons.

In the interest of full disclosure, Mr. Colligan stated that he is the parent of children that attend Crossroads Academy but still live in Hanover. One of the issues he would not like to see is any situation where different parts of Hanover are excluded. Mr. Tenney explained that Crossroads students are invited to the dances at the present time. Mr. Colligan indicated that he was referring to the Richmond School policy, and added that he understands the discussion has to be a school policy discussion. He stated that if the Rec Board's decision is to be consistent with the Richmond School's policy that is what would provoke his concern. He commented that he believes there are two issues at hand -- one is the issue of excluding Hanover children and the other issue is excluding children from neighboring towns that may go to school with Hanover students. He feels that one of the things that has to happen more frequently is to include kids from all of the surrounding towns. Mr. Colligan noted that he believes one challenge is to get over the hurdle of Hanover being an exclusive or elitist town, and that ways need to be found to set an example that teaches children it does not matter where a person lives.

Mr. Tenney explained that the discussion is regarding two dances run by the Rec Board, and that there have been problems getting parents to chaperon. Mr. Colligan agreed that this problem has to be part of the discussion and that parents have to be willing to be responsible. He does not like a situation where children show up at the Rec Center or Richmond School and are told when they arrive that they are not welcome. Mr. Colligan feels this creates a lot of ill will and is completely unnecessary. He noted that he appreciates Mr. Tenney's help with this problem and looks forward to further discussions. He added that he thinks a bigger hurdle is talking to the School Board if they are setting a blanket policy for what gets included in different activities.

Mr. Tenney pointed out that the maximum number of people allowed in the school is 375; there are 325 with just Hanover students and Norwich sixth graders. He stressed that neither Crossroads students nor Hanover residents have ever been excluded from their programs. The Rec Board has a policy in the Upper Valley in all of the departments that if an individual has a program in their community they must stay and participate in their community. If there is not a program in their community, that individual would be allowed to participate in the Hanover program.

Mr. Manchester commented that the Friends of Rec are up \$3,000 in item 093-326. Mr. Tenney explained that the funds were given by an anonymous donor.

Ms. Black asked if next year different wording could be used for "property services", item 261-400, because that line item includes things other than property. Mr. Gilbar explained that the term is a generally accepted

accounting term, but he will use different wording next year.

Mr. Walsh observed that there is a real expansion of youth programs, yet the department has managed to bring in a budget that is very close to a zero percent increase with real expansion in services. Ms. Griffin added that there is also not a significant increase in fees for services provided. The Rec Board wants to make sure that the programs it offers are affordable.

Ms. Black stated that she would like the numbers run for all of the 800 budget figures for all departments, breaking automobile costs from education.

Mr. Tenney stated that his department never uses the auto allowance unless they go to a conference. Ms. Black commented that in all accounts education has gone down some in order to keep zero level funding, and she has a problem cutting out education funds. Ms. Griffin pointed out that the only department that saw a substantial reduction in education funds was in the Public Works Department. This was not a budget cutting decision but a utilization decision based on what members of the department actually had time to utilize during the past year. The reduction seen in the Parks and Rec Department under Auto/Education is based on the number of conferences seen as valuable to members of the department over the next year. Ms. Black suggested that if utilization is a problem, then perhaps the departments need to be managed better so that people can attend conferences. She feels that training is very important to all departments.

Mr. Manchester recalled that three extra police cruisers were retained. Ms. Griffin answered that only one police cruiser was retained; the rest were sold. Mr. Manchester asked why the extra police cruiser could not be used to attend conferences. Ms. Griffin explained that the one vehicle is kept at the Public Works Department and is typically shared by Public Works and Police. She pointed out that many of the Town employees have their own vehicles that they prefer to drive. She added that the extra police cruiser was retained primarily for the Public Works Department and the Police Department; the recommendation to retain it was not so that every department in Town would have access to the vehicle. Most employees find it is more convenient to use their own personal vehicles and be reimbursed for mileage. This mileage reimbursement is not significant, but it is more convenient than reserving the cruiser at Public Works and arranging for transportation to pick up the vehicle.

Mr. Gilbar will split out the costs for education and mileage reimbursement for the Board's information.

Ms. Connolly asked for an explanation for the wild variances in Professional Services, #262-300, from year to year. Mr. Gilbar explained that in the past it was not clear where anything went; the fluctuation is due to a simple reorganizing of items. Ms. Griffin noted that when all of the items are added together they total the same amount of money that was spent over the past three years.

Mr. Walsh commented that there are approximately 2,300 participants in the various programs run by the Rec Department. He feels that the department is very cost effective and well-run. Mr. Tenney pointed out that these figures do not include all of the special events run by the Rec Department such as the Pond Party, the Fourth of July Parade, the dances and the basketball tournaments. He wished to recognize Bill Young and Chris Vitale for all of their hard work on the Pond Party.

Police Department

Ms. Black asked for an explanation of a "master police officer". Chief Nick Giaccone answered that the master police officer category recognizes officers with more than ten years experience. It is not a new position, just a reclassification.

Chief Giaccone indicated that the Police Department employs three patrol sergeants, 13 police officers including the corporals and the master police officers if and when those promotions occur. There are also 4 part-time police officers and two parking control officers on the street, supplemented by Sgt. O'Neill and one part-time person who works four hours a week. There are five full-time communications officers and one supervisor, as well as four part-time communications officers currently, two of whom are in training. There are two crossing guards and at present there is no animal control officer.

Ms. Griffin stated that in order to meet the zero percent tax rate target one of the items she was forced to address in the Police Department was to eliminate the full-time additional police officer which was funded in the current FY 1999/2000 budget, and to put that position back on the wish list. This would result in a savings of more than \$15,000 expense to the Town, net of federal money that would flow in year one. This position is funded largely by the federal government in year one and the Town spends more money for the position in years two, three and four. The federal money winds down and it becomes a fully funded position through the Town budget. Ms. Griffin explained that the position has not yet been filled. She added that the overtime account in the Police Department budget was increased slightly, but that the savings in overtime did not completely offset the additional cost to the Town of adding a position.

Ms. Connolly asked if the Department had effectively gained one police officer by not handling the prosecution of cases. She had understood that prosecution was taking up a tremendous amount of Captain Chris O'Connor's time.

Mr. Manchester asked if the Town is getting \$26,000 worth of work from the prosecutor, and if so, what is being done to justify it. He wondered what Captain O'Connor is doing now if he was doing \$26,000 of the work before. Chief Giaccone answered that the quality of the work the Police Department is getting out of the prosecutor is more than what was had in the past. He added that the Department is currently in a personnel crunch, having lost a sargent who retired. Captain O'Connor is now filling in as a sargent.

Ms. Griffin indicated that when the Sargent's position is filled it will be important to talk about what Captain O'Connor will go back to doing. One of the issues that was pinpointed last year when the recommendation was made to join the prosecutorial association is that the world of prosecuting is changing, and it becomes more and more important for the Town to have an attorney who is a prosecutor in court. In addition, Captain O'Connor is providing more administrative support to the Department in addition to what the Police Chief provides than he did before he became so involved in prosecution. It is hoped that Captain O'Connor can get back to doing more of that when he is not actually supervising a shift as he is currently doing.

Ms. Griffin stated that Doug Hackett would address the recommendation to add a part-time dispatcher position based on call load in the dispatch center. This is a significant new addition to the total Police Department budget, but there is no impact to the General Fund because of the way costs of the dispatch center are allocated to various towns.

In the absence of an animal control officer, Ms. Black asked if the police officers will be handling people's problems regarding animals. Chief Giaccone answered that police officers will respond as they have in the past on an initial complaint. However, they will now be doing more of the follow-up work that the animal control officer used to do. Captain O'Connor pointed out that there is a decrease in the number of calls regarding animals because of the rabies epidemic being under control. They have also streamlined the processing of summonses to animal owners who have violated State statutes. Based on the number of calls that the Department receives, Captain O'Connor feels that there should be no problem.

Chief Giaccone noted that the issue is whether the Board wants the Police Department to handle pest control; he indicated that there are private companies that would provide this service.

Ms. Black stated that the skunks and raccoons are now back, and added that rabies will be back in a number of years. Ms. Griffin noted that at that point they will try to find an animal control officer to assist the Police Department. Ms. Black pointed out that the Town's citizens have expected that someone will respond when they have an animal problem. Ms. Griffin explained that there have been problems with finding someone who was interested in being the animal control officer.

Captain O'Connor stated that the Police Department will handle animal calls on a call-to-call basis. Chief Giaccone noted that the Department would respond in emergencies, but wondered if it should be providing long-term pest control. Ms. Black feels that information regarding the lack of an animal control officer and the services that the Police Department will provide should be included in the Town Report.

Mr. Manchester asked why there was \$7,800 in revenue for fingerprinting. Chief Giaccone explained that this represents revenue from out-of-town people who request fingerprints. They will plan to begin July 1st to charge non-residents who come in for fingerprinting. The charge will be

\$15 for a single printing; the taxpayers of Hanover will still be receiving fingerprinting at no charge.

Ms. Griffin explained that each year the dispatch charges to the 16 outside entities that are served are updated. Therefore, the revenue side of this budget will go up almost \$23,000 and essentially funds a large portion of the additional dispatcher's position. She noted that some Upper Valley communities have been inquiring about using Hanover's dispatch services due to higher fees in other communities. She explained that costs in some other communities are higher because they have implemented fairly significant improvements either in facilities or capital equipment and have shifted some of those costs to the communities they serve in their dispatch centers.

Ms. Black commented that at some point the point of saturation will be reached and more equipment will be needed. Chief Giaccone stated that although the equipment may look very new it is more than 12 years old. Mr. Hackett noted that based on a new formula they have for the first time assessed a capital fee in the towns for which they dispatch in an effort to begin recouping some of the capital costs. All equipment is now going on 13 years old. The radio consoles technology was four years old when the units were purchased, so they are effectively 17 years old. He indicated that the service vendor for the video equipment within the building has stated that they will not renew the contract because the equipment is too old. One vendor has agreed to service it by using a stash of old equipment that they have available for repairs. Mr. Hackett explained that one of his objectives is to prepare a capital improvement plan for the communications division. He wants to be sure that the Board is aware that the dispatch center is approaching the useful end of life for several very pertinent pieces of equipment in the dispatch center, and he will be presenting plans in the near future for purchases of equipment.

Mr. Walsh indicated that he would like to see in the summer or fall a capital improvement program which would allow enough lead time to talk with those communities to whom dispatch services are provided. Mr. Hackett noted that other communities are acutely aware of Hanover's radio communications problems. Regarding the additional dispatcher, Mr. Hackett stated that currently he is the second dispatcher on a large portion of the shifts. As he has a significant amount of work ahead of him as far as the capital improvement plans are concerned, he will need time away from dispatching duties.

Mr. Colligan asked why the Special Services line item was going down. Ms. Griffin answered that this item is going down somewhat from FY98 because it was largely the Ledyard Bridge project that kept the special services officers busy. This revenue is offset by an expenditure in the operating budget, but not in the amount of \$99,600. The rate for special services officers includes salary plus 35% administrative overhead expenses so that more revenue is brought in than is expended.

Mr. Colligan asked what the \$80,000 included in Patrol, Special was for since the Ledyard Bridge project is done. Ms. Griffin explained that it will

be used largely for the Water Company project which will be undertaken this summer and fall. She added that the Town does not spend any more than they are hired by outside agencies to use. Special services officers are paid at a flat rate of \$27 an hour, which will be increased to \$28 an hour in the proposed budget. Captain O'Connor noted that this rate is still lower than surrounding communities.

Ms. Connolly asked for an explanation of the increase in #321-400, Property Services. Ms. Griffin explained that this item reflects a full year of software costs for the mobile data terminals in the patrol cars. It is increased because what is seen in this year's budget, \$17,184, is not a full year's impact of those MDT's.

Ms. Griffin noted that the only expenditures being recommend for this year out of the capital improvement program related to the Police Department is the \$45,000 contribution to the equipment reserve, which is the annualized cost to replace the cruisers. This includes replacement of the light bars, radios in the cruisers and mobile data terminals on the assumption that the laptop computers have to be replaced on a somewhat regular basis. In 2002/2003 not only are the cruisers replaced, which will be three years old at that point, but also the Explorer and the two vehicles that are six years old that are driven by the Police Chief and the Lieutenant of the Investigations Division. In 2001/2002 it will be re-evaluated whether or not these vehicles need to be replaced in 2002/2003, but they will be going through the discipline of setting aside enough money so that the vehicles can be replaced, and then be replaced again six years after that in 2009/2010.

Chief Giaccone commented that with Frank Austin's help a study has been started to see whether it is more cost effective to replace the cruisers in two years rather than three because the amount of maintenance increases dramatically in the third year and a substantial amount of resale value of the cruisers is lost during that third year. Ms. Griffin pointed out that while more money is spent in acquisition every two years, money is saved on maintenance costs and more money is made on resale. Frank Austin would like a little more time to evaluate the maintenance needs of the cruisers before he makes his ultimate recommendation.

Libraries

Marlene McGonigle, Director of the Howe Library, explained that there are a total of 14.5 FTEs at the Howe Library. There is a Head of Technical Services and two other people in that department. In Circulation there is one Head of Circulation and many part-time people. There are two regular library assistants, one full-time and one part-time, as well as four or five very part-time. She added that these figures do not include regular volunteer hours.

Ms. Griffin explained that one key item for the library on the wish list is to add 8 hours per week of additional children's librarian staff time to supplement the role of the Head of Children's Services. Other than this, there is really no change in the budget from the previous year.

Mr. Walsh asked why revenue went from \$84,000 to \$64,000. Ms. McGonigle explained that the primary reason is that the amount the Corporation had been paying to the Town finishes this year.

Ms. Black asked if the statistics produced by the New Hampshire Libraries include the Dartmouth students in Hanover's population. Ms. McGonigle answered that the 9,456 is the total population including Dartmouth students. Ms. Griffin noted that there is a revised report available that factors out the Dartmouth students. Mr. Gilbar pointed out that the statistics also include some college communities such as Amherst and New London that have college students in their figures as well. By adjusting Hanover's numbers it is not possible to compare fairly in that report.

Ms. Black asked how the cost of circulation per item could be brought down. Mr. Gilbar noted that the figures also include the Howe Corporation budget as well. Ms. Black answered that even including the Howe Corporation budget, the Howe is number one in cost per capita and number three in cost per circulated item. Ms. McGonigle indicated that circulation is just one measure of what the library does. Ms. Griffin stated that one way to get the cost of circulation down is to reduce staff.

Mr. Colligan noted that the figures show a dramatic difference in staffing in the Howe Library in relation to everyone else. Ms. Griffin indicated that she would need to be able to see staff numbers in the other libraries; without having more access to information she cannot explain the difference in staffing. She added that her experience in the past in dealing with another library in the State where costs had to be cut is that staffing was reduced, largely part-time staff as opposed to full-time staff.

Mr. Colligan asked what percentage of the staff cost is part-time versus full-time. Ms. Griffin answered that part-time staff is \$120,000 while full-time staff accounts for \$105,000, resulting in approximately 60% part-time staff. She feels that this is fairly traditional in most libraries that a large number of part-time staff are used to supplement the core full-time staff.

Mr. Colligan noted that the mix of part-time and full-time personnel in the Howe Library is in line, but the per capita is way out of line. He feels that Hanover is a community of residents that will pay a premium as long as they understand what they are getting for that premium. Ms. McGonigle pointed out that using the total population number the cost per capita for the Howe is third in the state, rather than first. Normally, the library ranks between third and fifth or sixth in terms of highest per capita. Per capita expense is high because the Howe Corporation is contributing over and above what the Town is contributing. Mr. Colligan feels that this information is important for the public to know before a fund raiser is undertaken. Ms. McGonigle explained that she would explain it by saying that the library offers many services other than just circulation.

Mr. Gilbar indicated that the labor cost per capita shows the Howe a little more in line with the other communities. Amherst is \$29.59, Bedford is \$18.21, Exeter is \$23.70, Hanover is \$45.60, Meredith is \$5.48, New London is \$47.71, Peterborough is \$43.63 and Rye is \$43.30.

Mr. Colligan asked how the categories listed under Activity Totals of Administration, Technical Services, and Public Services compare with the other towns. Ms. Griffin answered that she would have to look at the other towns' budgets, but at least under personnel costs it appears as if the Howe Library is comparable with other communities such as New London and Peterborough.

Ms. Griffin noted that less will be spent on maintaining the library next year because they are trying to hold the line on investing more in the building until the future of the building is known.

Ms. Connolly commented that payments from the Howe Corporation are not reflected anywhere in the budget. Ms. Griffin explained this is a separate budget process which is approved by the Howe Corporation. The money never clears through the Town so it is never reflected as a revenue in the Town budget.

Mr. Walsh asked for an overview of the capital costs. Ms. Griffin answered that there are two items being proposed for expenditure in 2000/2001. An amount of \$4,500 is being proposed for replacement of some computers in the library, and \$5,000 is for a new microfilm reader/printer to replace one that was purchased in 1984. This amount is set aside this current year and proposed for next year for a total of \$10,000 for replacement of this piece of equipment.

Regarding the additional 8 hours for the children's library assistant, Ms. Griffin indicated that it is number six on the wish list. The total cost to add this position would be \$7,143.

Ms. McGonigle stated that when the library did its long-range plan in 1996, one of the requests was for an assistant in the children's department. This long-range plan was updated in 1999 and approved by both the Trustees and the Board of Selectmen. The surveys which have been done indicate the roles that the residents wish the library to play, and the biggest role is service to children. They put the request for additional hours in the budget because there was a reclassification of a technical services position and money in the budget to fund the assistant's position for the remainder of the year. She added that what is really needed is 18 hours of a half-time position, but what they could afford is only 8 hours. The two main duties of the assistant would be programming and coverage in the children's room.

Ms. Griffin pointed out that the next challenge is to find the right person that is willing to work only 8 hours. Mr. Colligan suggested that if existing resources were properly allocated there might be part of those hours available. Ms. Griffin commented that the library is very good at juggling employees to cover needs as they change.

Matt Marshall from the Howe Corporation spoke in support of the additional 8 hours. He feels that the additional hours represents a very small portion of the overall budget, and added that the library by no means is overstaffed. Requests are constantly received for the library to be open more hours.

Mr. Walsh thanked the Howe Corporation on behalf of the Town for their part in the success of Howe Library.

Mr. Gilbar pointed out that the public access terminals take a lot of staff time which is not reflected in circulating materials.

Jonathan Edwards indicated that the Library not only maintains the Town's website but does a superlative job at it. He added that they have been extremely helpful to the Planning and Zoning Department in putting out on-line some basic documents such as the Zoning Ordinance and disseminating the Master Plan concepts which the Planning Board is now considering. He has heard many comments that residents have found the website very helpful.

Etna Library

Ms. Griffin explained that the Trustees of the Etna Library are in the process of finalizing their decisions with respect to hiring Patti Hardenburg's replacement. The budget includes two items on the wish list, one of which is an addition to Ruth Baker's hours to provide additional backup coverage for the Etna librarian. The second item on the wish list reflects funds requested for some floor refinishing and carpeting. Some of that money has been cut out. Ms. Griffin noted that the reason she has placed the additional 8 hours on the wish list has to do with the fact that Ms. Hardenburg will be moving to the Howe Library and the Etna Library is looking to hire an additional person. There have been discussions as to whether it makes sense from Etna's perspective to have the Howe handle some more of the technical services functions that are essentially duplicated at Etna. This is an issue the Trustees need to address. If some of the technical services functions were moved to the Howe, Ms. Hardenburg would be handling them on the Howe Library side, freeing up the Etna librarian to do more of the programming which might reduce the need for the additional circulation hours that have been requested. Ms. Black pointed out that it would also put more work on the Howe staff which is already overworked.

Ms. Connolly stated that she felt it was good to have the budget reduced by 5%, but she would be more amenable to adding the circulation assistant hours which would bring it to just about a zero budget.

Ms. Hardenburg noted that the narrative for the budget is a bit misleading; the assistant actually works an average of 3 hours a week, or 156 hours a year.

Mr. Walsh recalled that there were some foundation problems last year, and that the budget only did a portion of what was needed. He asked what physical shape the building is in. Ms. Griffin answered that the building is old, there is no parking, and it is not handicapped accessible. Ms. Hardenburg stated that the work on the cracked foundation has been completed.

Ms. Black indicated that the Trustees are looking at access and parking for the library. Ms. Hardenburg stated that she is not aware of any

recommendations from the Trustees so far in this regard. Ms. Griffin indicated that Jonathan Edwards is taking a look at what would be attainable at the library from a site plan and zoning requirement respective to negotiate a re-subdivision of the land just to the north of the library to create a parking lot adjacent to the library off the street. She added that there would need to be discussions with the property owner and discussions with the Trustees regarding funding opportunities. If this were possible, it would become a capital improvement priority for the Town.

Ms. Hardenburg stated that the library's circulation is up by 11% again this year, interlibrary loan transactions are up by 25% and patronage is up by 5%. She thanked the Selectmen for the respect given her over the years and their support for the library. Mr. Walsh thanked Ms. Hardenburg on behalf of the Town for the great job she has done.

Planning and Zoning

Ms. Griffin noted that last year a fairly significant overhaul of the building permit fees was implemented. That explains a fairly significant increase in revenue between FY99 actual, FY2000 year-to-date and the fiscal year 2000 budget. This was in large part to fund the staffing re-design of the Planning and Zoning Department which was implemented about 18 months ago. This year Jonathan Edwards has been taking a look at the fees charged for zoning permits and Planning Board and Zoning Board fees. He is looking at recommending another \$5,000 to \$6,000 in revenue from increased fees based on fees charged by surrounding communities.

Ms. Black wondered if the revenues might be too optimistic; she is not sure if the building boom will continue. Ms. Griffin explained that Hanover is fortunate to have the College which generates a fairly large portion of the building permit revenue with a well outlined capital improvement program which provides some predictability as to when building fees will be received.

Mr. Manchester asked under what circumstances the department would use professional services. Mr. Edwards explained that these professional services are used in cases where a second opinion is required relative to the opinion of an applicant's consultant.

Mr. Colligan noted that last year the land use change tax number was around \$20,000 a year, and this year it is \$70,000. Mr. Gilbar answered that Assessor Mike Ryan had indicated he anticipated the revenue would be at least \$100,000 this year from the land use change tax, and possibly the same next year. Ms. Griffin explained that the increase is definitely due to a strong economy. The downside of this land coming out of current use is that it jacks up the assessed valuation which is not good considering the statewide property tax.

Mr. Colligan asked if there was something going on other than development to increase this figure. Ms. Griffin answered that it is largely motivated by the economy and the fact that people are now comfortable in doing different things with their land. Tracking current land use change tax

revenues in New Hampshire on a statewide basis with the economic cycle will show a clear correlation based on development.

Mr. Walsh recalled that the conservation fund could be used for trail maintenance. Ms. Black indicated that was her understanding as well, and she suggested that \$4,500 come out of that fund. Mr. Gilbar explained that the \$4,500 is included as a plug that went to the Conservation Commission. He called it trail maintenance because it was a 300 series account, and traditionally a lot of the money has been used for trail maintenance. However, it has not necessarily always been used for trail maintenance; it is an amount of money given to the Conservation Commission as an operating expense account.

Mr. Colligan pointed out that access to the Conservation Fund takes a majority vote of the Selectboard as well as the Conservation Commission and Town Meeting vote for expenditures over \$50,000. In addition, another \$5,000 is needed to finish the Biodiversity grant work, and as said at a previous meeting, Mr. Colligan feels that the Conservation Commission should try to find those funds away from the General Fund. Ms. Griffin explained that the theory was previously that the Town budgeted \$4,500 a year to the Conservation Commission for an operating budget. What Vicki Smith, Jonathan Edwards and Ms. Griffin have been discussing is the feeling that there needs to be some sort of properly funded trail stewardship program which would require hiring two interns in the summer to do trail maintenance. It could be suggested to the Conservation Commission that they should pay for the services of the interns out of the conservation fund, but Ms. Griffin's opinion is that the conservation fund is better off being saved for land acquisition, and that the Conservation Commission should get into the annual budgetary discipline of budgeting General Fund money for trail maintenance and minimal expenditures incurred in the day-to-day operation of the trails program.

Mr. Colligan asked if a budget had been received from the Conservation Commission yet. Ms. Griffin answered that the \$4,500 is based on what the Commission traditionally has spent, which is about \$2,500 for operating expenses. The program quoted for the two summer interns is a total expense of \$7,000, bringing the total to \$9,500 which is the \$4,500 in the operating budget plus the \$5,000 on the wish list.

Ms. Black commented that one of the rationales for setting up the conservation fund was for trail maintenance.

Mr. Walsh suggested that item 01-192-300 be moved to the wish list for discussion as a whole. He agrees that there is an amount that should be budgeted in, but looking at the \$4,500 and the \$70,000 in land use change tax revenue in comparison to what is happening in some of the other departments and the items included on the wish list, he would like the \$4,500 on the wish list as well. He suggested that it either be moved to the wish list or voted on separately.

Mr. Colligan pointed out that the Commission intends to do more things with the funds other than just trail maintenance. They will be doing some update of trail brochures, some installation of new signs, and some

property markers.

Mr. Colligan added that he feels the Conservation Commission should have the discipline of presenting a detailed budget that would justify the \$4,500 or whatever is required as opposed to just a general request.

Ms. Connolly noted that part of the discussion was to give the Conservation Commission a large amount of money so that they could use it not only for land acquisition but also to have the flexibility to use it for their own activities.

Mr. Edwards stated that he feels there needs to be a philosophical discussion as to what the intent of that money was supposed to be in relation to General Fund support. Mr. Walsh explained that he is not ready to approach this issue on a policy decision basis, but rather looking at it pragmatically as to the tax effects on the taxpayers of Hanover this year and whether a windfall of \$70,000 remains earmarked or not. He stated that he is not looking at policy for the future years, he is only looking at this year pragmatically.

Mr. Colligan pointed out that as a practical matter the Memorandum of Understanding is an annual renewal document.

Ms. Black referred to the performance indicators which show that the single family residency average permit value was \$742,500. Mr. Edwards noted that the Affordable Housing Feasibility Study Grant showed that Hanover was an expensive place to live and getting more expensive, and that the Town's housing diversity is declining not increasing. He will be presenting to Ms. Griffin a Housing and Community Development Plan which he thinks will be consistent of the approach of Master Plan as to what practical steps the Town can take to help create some incentives for housing diversity.

Referring to the wish list, Mr. Edwards urged the Board to consider item number 7 which is additional funding to enable full funding of a trails maintenance program to be administered by the Conservation Commission for \$5,000. Regarding number 8, additional funds for Town involvement in Downtown Visioning Initiative at \$5,000, Mr. Edward's informed the board that a search has begun for a new consultant. This is due to a mutual feeling on the part of the College, the Town and the architect that there are a couple of problems. One problem is that they had projected an end to the project sooner than it was felt to be appropriate.

Ms. Connolly noted that the committee has decided to get as much work done on its own before another consultant is brought in to help minimize the consultant fee.

Ms. Black asked what a consultant could offer that the visioning group could not do. Mr. Edwards answered that a consultant can bring experience in other downtowns relevant to Hanover's. He feels strongly and has been urging that the Town try to keep a strong economic base. In addition, he feels that a neutral party is needed to facilitate. He pointed out that there are a wide variety of points of view and a wide

variety of a sense of what is important and what is not so important. He feels that the public process is more expensive because it is more time consuming.

Mr. Edwards does not expect that funds will be able to be found for Item 20 on the wish list, funding for various planning consulting services, and he did not argue that some if not all of the other things on the wish list are more critical. However, the reason he feels the consulting services are important is due to a time factor. Some of the items he feels can be adequately done in-house but it will take a lot longer because the department is unable to devote concentrated stretches of time to the study over a short period of time.

Ms. Connolly noted that consulting services regarding Guiding Growth in Urban Hanover studies and Downtown and downtown-area neighborhoods urban design fall into the visioning process. Mr. Edwards stated that he would love to find another group of volunteers for the urban Hanover studies similar to the rural studies group. He explained that there is room to grow in urban Hanover, even though it may grow at a lesser or minuscule rate. The questions behind any Master Plan is not how much growth there will be but how to identify the factors that need to change, and how to manage those factors to get the desired change, as well as how to decide the changes that are made.

Mr. Colligan stated that to the extent the volunteer situation with guiding growth in rural Hanover is recreated, he feels it is important that people see there is a response to the work that was done in that group. He noted that there were four recommendations that came out of the Etna Guiding Growth group, and asked if they were on the list for this year. Ms. Connolly answered that after the recent Planning Board meeting one recommendation is on the list. Mr. Colligan noted that a great deal of work went into that effort, and he feels the best way to short circuit that environment is if people think nothing or not enough will come out of their work.

Mr. Edwards indicated that following the Master Plan concept will show a definite evolution as a result of the Guiding Growth in Rural Hanover studies. His advice is that these types of things take time, thought and patience. He feels that the Town owes it to the people involved to be respectful of their work, and to deal with the results honestly; in addition, he feels the Town owes it even more to deal with the results effectively which does not necessarily mean immediately.

3. ADMINISTRATIVE REPORTS

There was no administrative report.

4. SELECTMEN'S REPORTS

Ms. Connolly

Ms. Connolly reported that the Planning Board meeting of February 29th lasted four hours and resulted in a final list of Zoning Amendments for the final hearing which will be held on March 21st.

Ms. Black

Ms. Black had nothing to report.

Mr. Colligan

Mr. Colligan had nothing to report.

Mr. Manchester

Mr. Manchester had nothing to report.

Mr. Walsh

Mr. Walsh had nothing to report.

5. OTHER BUSINESS

There was no other business.

6. ADJOURNMENT

Ms. Black MADE THE MOTION to adjourn the meeting. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.

SUMMARY

- 1. Ms. Black MADE THE MOTION to adjourn the meeting. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

The meeting was adjourned at 10:35 p.m.

Respectfully submitted,


John Colligan, Secretary

These minutes were taken and transcribed by Nancy Richards.