

FINAL

## BOARD OF SELECTMEN'S MEETING

December 17, 2001

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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

### 1. PUBLIC COMMENT.

Mr. Walsh explained to the crowd that there was a student in the audience and thanked him for coming to the meeting. The student said that last semester a part of the Social Studies program was to attend a school board and a Selectboard meeting. This semester they were told they would get extra credit if they continued to attend.

### 2. DISCUSSION OF PROPOSED CONSTITUTIONAL AMENDMENT RELATIVE TO SCHOOL FUNDING.

**Ms. Griffin** said she distributed a brief explanation of the amendment and the rationale behind it to the Board previously. She said the notion behind it makes it possible for the state to command a net donor payment to the community. She said the key is to find a replacement for the revenue the State would lose if the net donor payments were eliminated. On December 3<sup>rd</sup> the House Rules Committee decided to allow the amendment to be introduced as legislation and she believes it still requires Senate approval to be considered. She said Senator Gordon and others are sponsoring this legislation. She said the legislation would need to pass both the Senate and the House, and then pass a statewide referendum.

**Mr. Walsh** said he believes the odds are 20-30% that it will pass. He said it certainly isn't the best option but it he thinks the Board should support the constitutional amendment as there aren't any other viable options available.

**Ms. Connelly** said Representative Sharon Nordgren is not filled with joy over this maneuver at all. Representative Nordgren feels the proposed constitutional amendment has no merit as it eliminates the impact on donors but leaves a revenue shortfall and does not address the long-term problem. She said she wouldn't even want to pursue the tuning of this bill.

**Mr. Walsh** said there are two positions, which they need to consider. One is as a resident/taxpayer of Hanover and of New Hampshire, and the second is as a Selectboard member.

**Ms. Black** said she believes it is naïve to believe this bill will pass. She thinks that putting a lot of money behind this is a waste.

**Senator Below** distributed a letter that was faxed to him from a New Hampshire resident. He said it is hard to get around the fact that there will be terrible inequities in the system if implemented. He believes that citizens realize they need to pay a proportionate amount of property tax to fund the schools. He said it is clear that the property tax as currently stated is not equitable.

**Mr. Walsh** said he believes that an income tax is the fairest way to fund education.

**Ms. Griffin** said it is a very self-serving amendment as it is targeted toward the top 15 donors.

**Mr. Baschnagel** said it will take a lot of money and time to pursue this and it most likely is a lost cause.

**Ms. Connolly** said she would not want to encourage anything that would help this bill to go forward.

**Ms. Griffin** asked the Board if they would provide her with a statement to give to the Coalition on this issue.

**Mr. Walsh MADE THE MOTION: "It is the sense of the Hanover Board of Selectmen that the initiative for the constitutional amendment relative to the state wide property tax takes the focus of the discussion away from an effective long term solution to the state's structural deficit in terms of the state financing its responsibilities to education and thus the Board of Selectmen of the Town of Hanover unanimously choose not to support the Constitutional Amendment initiative". Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**Ms. Black** said she would urge the Coalition to work with the legislature to restructure the whole educational funding program. The Board decided they would continue relations with the Coalition communities but would no longer provide funding.

### **3. DISCUSSION REGARDING NAMING OF ATHLETIC FACILITIES.**

**Ms. Griffin** said this has come up due to Little League activities. She said the Town could provide playing field space if the Little League raised funds for the amenities. They agreed to this and asked if they could name the field after a large donor.

**Ms. Connolly** asked if the field was be under the control of the Little League group.

**Ms. Griffin** said no, it is a Town owned property that they will be utilizing.

**Ms. Connolly** expressed her concern that the Town might not be able to utilize the field if it was constructed by Little League.

**Mr. Pierson** said he didn't get that sense from the Recreation Committee meeting he attended. He said the group came asking for a spot to play and the Recreation Committee said that would be fine but if they wanted "perks" (grass infield etc.) they would have to pay for them and maintain them. The group has agreed to this. Mr. Pierson also said the field would be used for adult baseball and softball. Mr. Pierson suggested maybe they could give a plaque for the backstop if the Board didn't like the idea of naming the field.

**Mr. Walsh** said he believed the town should be honoring people for more than just donated money. He said he could think of several individuals who helped to foster the baseball program in Hanover.

The Board advised the Town Manager to tell the Little League group they could place a plaque on the backstop in honor of a donor, but couldn't name the field.

#### **4. BANNER REQUESTS – OLYMPIC TORCH RUN AND POND PARTY.**

**Ms. Griffin** said one banner is already up and runs across Main Street. It is a small banner with Coca-Cola printed on it. She said the town is flying the official Olympic flags that are covered with commercial sponsors.

**Ms. Black** asked why the banner was put up before approval of the Board.

**Ms. Griffin** said it shouldn't have gone up. It was a miscommunication.

**Mr. Walsh** said his reaction to the banner on Main Street is that it is dangerous because it is too small to read. The Board decided to take the banner down but leave the other items as is.

**Ms. Black** said she would object to any more commercial banners being put up.

**Mr. Walsh** noted that on December 28<sup>th</sup> at 5:30pm the Olympic Torch will be passing through Hanover.

**Ms. Black** said there will be festivities on the green for children starting at 4:30 pm.

**Mr. Pierson MADE THE MOTION that the Board of Selectmen approve the request by the Parks and Recreation Department to install a Pond Party banner on Main Street from January 31<sup>st</sup> to February 9<sup>th</sup>, 2002. Ms. Black SECONDED THE MOTION AND THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE REQUEST BY THE PARKS AND RECREATION DEPARTMENT TO INSTALL APOND PARTY BANNER ACROSS MAIN STREET FROM JANUARY 31<sup>st</sup> TO FEBRUARY 9<sup>th</sup>, 2002.**

**5. APPOINTMENTS:**

- Zoning Board of Adjustment – **Ms. Connolly MADE THE MOTION to appoint Bill Little to the Zoning Board of Adjustment. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT BILL LITTLE TO THE ZONING BOARD OF ADJUSTMENT. Ms. Connolly MADE THE MOTION to appoint George Spitzer to an alternate seat on the Zoning Board of Adjustment. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPOINT GEORGE SPITZER TO AN ALTERNATE SEAT ON THE ZONING BOARD OF ADJUSTMENT.**
  
- Affordable Housing Commission – **Ms. Black MADE THE MOTION TO APPOINT Roy Banwell to the Affordable Housing Commission. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPOINT ROY BANWELL TO THE AFFORDABLE HOUSING COMMISSION.**

**6. ADMINISTRATIVE REPORTS.**

**Ms. Griffin** said they are in the process of completing the first interim budget reviews with Department Heads. She told the Board if there were items they would like added they should let her know as soon as possible so they can be considered. She said this process should be complete by the 8<sup>th</sup> of January. By the end of the third week of January they will be ready to produce a document for the Board. In January she will have some feedback on the salary negotiations and also have a health insurance update. She said the holiday party will be on Thursday the 20<sup>th</sup> from 11:30 – 1:30pm.

**7. SELECTMEN'S REPORTS.**

**Ms. Black** said Christmas tree recycling will be on January 12<sup>th</sup>. She said there will be no curbside recycling on Christmas day. She said there will be pickup on Saturday the 29<sup>th</sup>.

She said the Senior Center Committee met today and they expect to have final designs by January 7<sup>th</sup>.

**Ms. Connolly** said the Planning Board has only met once since the last Selectmen's Meeting and has been focusing on the College's plans on North Park Street.

**Mr. Baschnagel** said the Conservation Commission met with Bob Walker who is with a group in Vermont that is pushing sustainable energy programs. The Conservation Commission is considering participating in their program. They are also looking at the Hypertherm easement. Mr. Baschnagel complimented Ms. Griffin on the fine work done on this year's calendar. Ms. Griffin said the volunteers who produce the calendar did a wonderful job.

**Mr. Pierson** said the Chamber had a meeting that he attended. He said the Water Company is working hard to meet all of their deadlines with respect to a municipalization proposal. There has been a commitment letter signed with Citizens Bank to refinance two loans. He said someone from the Finance Working Group will be going to meet with the PUC to alert them to what is happening. He said they are also looking for support from the Selectboard and Conservation Commission on their issues. The Water Company believes they should have a special town meeting on this topic in October or November of next year. Then, in May at town meeting, they would have a discussion on the bond issue.

**Mr. Walsh** said that Chief Giaconne was featured in an article entitled "Here in Hanover" and he complemented him on the excellent job he did in representing the town. He also said the Finance Committee has begun meeting with the Hanover and Dresden School finance committees to discuss budgets.

#### **8. APPROVAL OF MINUTES:**

- November 5, 2001 – **Ms. Connolly MADE THE MOTION TO APPROVE THE MINUTES OF NOVEMBER 5, 2001 AS AMENDED. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 5, 2001 AS AMENDED.**
- November 19, 2001 – **Mr. Baschnagel MADE THE MOTION TO APPROVE THE MINUTES OF NOVEMBER 19, 2001 AS AMENDED. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 19, 2001 AS AMENDED.**

- December 3, 2001 - Postponed

**9. OLD BUSINESS. NONE**

**10. ADJOURNMENT.**

**Ms. Black MADE THE MOTION TO ADJOURN TO NON-PUBLIC SESSION. Ms. Connolly SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ADJOURN TO NON-PUBLIC SESSION.**

**SUMMARY**

- 1. Mr. Walsh MADE THE MOTION: "It is the sense of the Hanover Board of Selectmen that the initiative for the constitutional amendment relative to the state wide property tax takes the focus of the discussion away from an effective long term solution to the state's structural deficit in terms of the state financing its responsibilities to education and thus the Board of Selectmen of the Town of Hanover unanimously choose not to support the Constitutional Amendment initiative". Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 2. Ms. Black MADE THE MOTION that the Board of Selectmen approve the request by the Parks and Recreation Department to install a Pond Party banner on Main Street from January 31<sup>st</sup> to February 9<sup>th</sup>, 2002. Ms. Connolly SECONDED THE MOTION AND THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE REQUEST BY THE PARKS AND RECREATION DEPARTMENT TO INSTALL A POND PARTY BANNER ACROSS MAIN STREET FROM JANUARY 31<sup>st</sup> TO FEBRUARY 9<sup>th</sup>, 2002.**
- 3. Ms. Connolly MADE THE MOTION to appoint Bill Little to the Zoning Board of Adjustment. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPOINT BILL LITTLE TO THE ZONING BOARD OF ADJUSTMENT.**
- 4. Ms. Connolly MADE THE MOTION to appoint George Spitzer to an alternate seat on the Zoning Board of Adjustment. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPOINT GEORGE SPITZER TO AN ALTERNATE SEAT ON THE ZONING BOARD OF ADJUSTMENT.**

5. **Ms. Black MADE THE MOTION TO APPOINT Roy Banwell to the Affordable Housing Commission. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPOINT ROY BANWELL TO THE AFFORDABLE HOUSING COMMISSION.**
6. **Ms. Connolly MADE THE MOTION TO APROVE THE MINUTES OF NOVEMBER 5, 2001 AS AMENDED. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 5, 2001 AS AMENDED.**
7. **Mr. Baschnagel MADE THE MOTION TO APPROVE THE MINUTES OF NOVEMBER 19, 2001 AS AMENDED. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF NOVEMBER 19, 2001 AS AMENDED.**

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**  
**Monday, December 3, 2001**  
**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

1. **PUBLIC COMMENT.** None
2. **PRESENTATION OF THE FINDINGS OF THE VOTER PARTICIPATION PROJECT CONDUCTED BY THE LEAGUE OF WOMEN VOTERS OF THE UPPER VALLEY.**

Ann Crow, Coordinator of the Voter Participation Project explained that the committee has been working on this project since last April or May. A copy of their findings has been given to the School Board, the Selectboard and the Board of the League of Women Voters. The report is available at the Howe Library. The original report was prepared in 1991. This report is a 10-year follow-up. She said it is interesting that most of the recommendations from 1991 have been implemented. She said the numbers are not good. She said the Committee was struggling with a way to get more accurate numbers. The biggest recommendation was to encourage public debate. She said absentee voting is also important and that a Civics Association could work on this problem. She said it is important to continually repeat procedures during the Town Meeting and in the Annual Report as it is important to help new people and those who don't keep up with Town politics to understand how local government works. She said having a written discussion of warrant articles is also important. The committee also felt that having sample ballots placed around town was a good reminder to people that a vote was upcoming. She said the committee feels strongly that there is a need for a school/town newsletter. She urged finding ways to get more participation in Town Meeting. The League believes that the Town should put together a Civic Association to help deal with these recommendations. Mr. Walsh thanked the committee for its hard work and effort put into this project. Steve Crory suggested that the Town hold something similar to Green-Up Day to get the school age children involved in community projects. The group discussed some of the issues that arise in the Dresden voter count in terms of understanding the participation levels of Hanover and Norwich voters. Ms. Griffin said that typically a town approaching this size would hire a Public Information Officer who would coordinate the webpage and community information between the town and school system. At this point however, the town must resort to a somewhat less formal means of communicating with its residents



via mail and the internet. The group also discussed the difficulty the average person has in understanding the language in the warrant articles.

**3. FURTHER DISCUSSION OF PROPOSED NOISE ORDINANCE.**

Ms. Griffin said she provided more data to the Board regarding this topic. She said that she and the Chief of Police made a comparison of the state statute covering disorderly conduct versus the proposed ordinance. They were recommending that, as an alternative to the draft Noise Ordinance, the Town could utilize the disorderly conduct New Hampshire state statute for loud gathering-related noise, implement a compressed noise ordinance to limit hours of operation of construction and maintenance-related equipment, and implement a Regulation of Outdoor Activities Ordinance to permit formal gatherings that are likely to generate noise, traffic, etc. Mr. Pierson asked how the three pieces fit together. Ms. Griffin said the town would follow the NH state statute regarding disorderly conduct and combine it with a Regulation of Outdoor Activities Ordinance. In addition, the Board could adopt the compressed Noise Ordinance. These three documents would cover the bulk of the type of disturbances that are currently called into the Police Department. Mr. Pierson said he would like to see it all put into one document. Ms. Griffin said combining it all would make it cumbersome and difficult to follow. Ms. Connolly said if Chief Giaccone is comfortable using the State statute then that is fine. She reiterated that the Outdoor Activities Ordinance is something they are using now, but feels it is more stringent than what is proposed. She believes these three will cover all of the bases. Mr. Baschnagel asked if the Outdoor Activities Permit applies to all outdoor activities in Town. Ms. Griffin said yes. Mr. Baschnagel reiterated his concern that the revised ordinance does not require there to be a complaint generated by a noise. Mr. Walsh said there appear to be three pieces: 1) disturbing noise, handled under the statute; 2) delivery and construction noise, possibly handled under the proposed noise ordinance; and 3) noise from outdoor activities, covered under the Regulation of Outdoor Activities Ordinance. Mr. Walsh asked that comments on these three items be forwarded to Ms. Griffin to be incorporated into the draft. The Board will hold another public hearing on this topic in January. Mr. Baschnagel said it should be made very clear that the permits have conditions that go along with them and that there are penalties given if the conditions aren't upheld. John Gratiot of Dartmouth College said he is concerned that the last time the group met the discussion surrounded one ordinance and now it appears to pertain to three. He is confused as to the reason for the additional ordinance. Ms. Griffin said it simply takes the current permitting process and backs it up with an ordinance. Mr. Gratiot asked if the fees and fines structure remains the same. Ms. Griffin said yes, as they are currently written. Anne Macintosh asked what would happen if there was an informal party with no permit, would she go with the process she has always followed, ie: calling the Police. Ms. Griffin said yes. She asked about the trash pickups at 4:30am. Ms. Griffin said that if a noise complaint is generated, the Police would respond

and take enforcement action if the noise is within 300ft of the residence. Judy Reeve asked how they came up with the 300ft limit. Ms. Griffin said it is a standard limit in state statutes. Ann Crow said she agrees with Ms. Reeve in that sound definitely travels and she doesn't believe it should be constrained to distance. Ms. Griffin reminded that the disorderly conduct statute would still be in force. This means the Police can be called at any time of day or night when the noise is considered unreasonable. Bob Donin asked that the mowing and maintenance activities of the Hanover Country Club of Dartmouth College be exempted from the Noise Ordinance.

**4. RECOMMENDATION TO ADOPT RESOLUTION RELATIVE TO PROPERTY-LIABILITY INSURANCE.**

Ms. Griffin said she hasn't yet received a quote from Primex and said the Board could postpone to the next meeting if needed. Ms. Black said she would like to vote a motion to pass the resolution. She said this would send a message to Primex. Mr. Baschnagel said he believes the Board should wait for the quote from Primex and they have a responsibility to review it carefully if it is drastically different from the original quote. The Board will continue discussion on December 17<sup>th</sup>.

**5. RECOMMENDATION TO ACCEPT CONSERVATION EASEMENT FROM HYPERTHERM.**

**Ms. Black MADE THE MOTION TO ACCEPT THE CONSERVATION EASEMENT FROM HYPERTHERM. Ms. Connolly SECONDED THE MOTION.** Judy Reeve, Chairman of the Conservation Commission, said she was surprised to see the easement come forth as the Conservation Commission was unaware of it. She said they obviously knew of its existence as it has been around for some time, but was unaware it was coming forth now. She said she is a little uncomfortable with it as she hasn't seen any of the boundaries. Ms. Griffin said Vicki Smith brought all of the information as well as a survey to her and she assumed it had been reviewed by all involved. **Ms. Black WITHDREW HER MOTION.** Discussion will take place at the meeting of December 17.

**6. ADMINISTRATIVE REPORTS.** None

**7. SELECTMEN'S REPORTS.**

**Ms. Connolly**

Ms. Connolly said the Planning Board approved the Sixsmith Circle project.

**Mr. Baschnagel**

Mr. Baschnagel said he had an UVLSRPC Transportation Committee meeting which focused on creation of a car loan entity designed to aid low-income individuals in the purchase of new, fuel-efficient cars. He said the owner makes the case that with the appropriate choice of car and accoutrements, a buyer will be better off than they would be if they purchased an old, inefficient vehicle, which will cost more in the long run and will be less beneficial to the environment.

**8. APPROVAL OF MINUTES:**

- November 5, 2001 - postponed
- November 19, 2001 - postponed

**9. OTHER BUSINESS. NONE**

**10. ADJOURNMENT. Ms. Black MADE THE MOTION TO ADJOURN. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

**SUMMARY**

- 1. Ms. Black MADE THE MOTION TO ACCEPT THE CONSERVATION EASEMENT FROM HYPER THERM. Ms. Connolly SECONDED THE MOTION. This motion was withdrawn by the maker and seconder.**
- 2. Ms. Black MADE THE MOTION TO ADJOURN THE MEETING. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

The meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

FINAL

**BOARD OF SELECTMEN'S MEETING**  
**Monday, November 19, 2001**  
**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

1. **PUBLIC COMMENT.** None
2. **PUBLIC HEARING FOR CONSIDERATION AND ADOPTION OF A NOISE ORDINANCE.**

Mr. Walsh thanked the group for attending the meeting and advised that draft copies of the ordinance were on the table. Ms. Griffin said the Board has been looking at various drafts of this ordinance since May or June. She said there was a flurry of activity on this topic today and the chief concerns were from business people about the effect on their businesses. She said the ordinance was not a ban on all deliveries before 7:00 am but only a ban once a noise complaint was filed. Mr. Walsh said he would like to handle the hearing in two pieces. The first half of the meeting would be devoted to questions about the content of the ordinance and what it means, and the second half would be devoted to the expression of opinions for and against the draft ordinance. A member of the audience asked what buildings made up the Institutional Zone? Ms. Griffin said it is mostly the institutional buildings of Dartmouth and the High School and Middle School property. She then provided a description of the streets and buildings that are within the Institutional Zone. Mr. Walsh said the thrust of the ordinance is not to police the noise within the Dartmouth campus, but rather to help out in residential areas. Matt Brown from Northeast Waste asked about dumpsters and their location with respect to residents and buildings. Ms. Griffin said the key would be if the servicing of these dumpsters created a noise which generated a complaint to the Town. There would be a ban if a noise complaint is lodged, if not then there would be no problem in servicing before 7 am. Ruth Morgan asked why the decibel levels had been left out of the new draft. Ms. Griffin said the Town felt strongly that they didn't want to police the levels of noise, but rather the time at which the noise occurred. Pat Osbourne asked if the fines for disturbances go to the owner or violator. Ms. Griffin said it could go to both or either. Jay Jenks asked when someone files a complaint, are they required to provide a name or can it be anonymous? Chief Giaccone said the police would prefer to have a name but would take an anonymous call also. Chief Giaccone read aloud for the crowd some of the calls, which were logged over the last two months. This is the same report he read for the Board at their last meeting. Dave Cioffi asked how the proposed ordinance compares to ordinances in other college towns. Ms. Griffin said ordinances were collected from many local college towns. She said in general they run the gamut from being very general to including details such as decibel levels. She said Hanover's focuses on how to reasonably

control noise based on the types of complaints received and the hour at which noise becomes bothersome. The Hanover draft was one of the simpler of the ordinances reviewed. Chief Giaccone said generally on the first complaint there is simply a warning. The second visit would generate a fine. If it were a habitual offender where the police were called on several evenings they might receive a fine with no warning. Jeannie Childs asked what happens during the hours not protected by the ordinance. Ms. Griffin said those hours are not addressed in this ordinance. Chief Giaccone said a disturbance of the peace could be called in at any time of the day or night if it is a continual, unreasonable noise. Paul Schmidt asked if the 300-ft. rule would be measured from the property line or the source of the noise. Ms. Griffin said this would be measured from the property line. Jeannie Childs asked what happens when there are noises that are not in the excluded times. Chief Giaccone said that, once again, any noise, which is continual and unreasonable can be called in as a disturbance of the peace. Mr. Walsh asked that they now move into the second section of the meeting. He also reminded the crowd that this is not targeted at the fraternities and sororities but is an attempt to try and find a way to create evenness for those trying to work and those trying to sleep during the late evening and early morning. Pam Elsworth said she believes the residents who pay taxes and are raising families in Hanover have the right to get a good night sleep on weeknights. Chris North said he is speaking against this ordinance as the wording in some of the sections is not clear and standards need to be set in the process section. He also said using the zoning map for this process is not adequate as it doesn't meet the needs of the ordinance. Tom Green said he is in favor of this ordinance as it is well written and a good attempt at a compromise. Douglas Harp said he is in support of this ordinance also as this is both an issue of neighborliness and common courtesy. Robert Donin, General Counsel of Dartmouth College said the College very much supports the overall objective of the draft to reduce noise in residential areas. The College has concerns about how the draft proposes to go about doing that. The College is preparing a draft letter to be sent stating that Dartmouth very much wants to work with the Town on a regulation that will work for both the Town and the College. He reviewed the draft ordinance in detail and the problems the College sees with it. Mr. Walsh said his understanding is that if they don't adopt the ordinance then they would still be following the state law for disorderly conduct. Sharon Nordgren said she would like to see the area around the timeframes on weekends be tightened up and asked that the Board revisit the rules for construction in various zones. Anne Macintosh said she spoke in favor of the ordinance. Duncan Macintosh said this is a great start. He said he would appreciate it if there was a warning section written into the ordinance. Matt Brown, representing Northeast Waste, said they deal with this issue in many communities. He said in many communities the trash deliverers have been given an exemption because it is an essential service. He believes this is well crafted and he believes they can work within its constraints. He has some concern about what would happen if they couldn't find a solution to a particular problem. Chris North said he feels the fines are excessive. Anne Sa'adah believes the ordinance should be instituted. Douglas Harp said he doesn't feel anyone is making a statement

against Dartmouth students. Dave Cioffi said he said he has a problem with an ordinance that seems to be covered by a state statute. He said he sat through meetings a few years ago where people wanted the trucks in and out of Hanover early so that traffic would be eased and now it seems the town has come full circle. Steve Croy said he is in favor of the ordinance but he believes it needs some revisions related to zoning. Jeannie Childs said noise pollution is a very big problem in today's society. She said we cannot survive without an element of peace. She applauds an effort to preserve an element of peace. Jack Stinson said he believes in a small town these issues should be tackled on a case-by-case basis. He said he also feels the fees are excessive. Mr. Walsh closed the public hearing. He then asked the Board how they would like to proceed. Ms. Griffin said she has taken notes and will create another draft, which will incorporate the suggestions from tonight's meeting. Mr. Baschnagel said he is not nearly ready to commit to an adoption of the ordinance. Ms. Black said she would prefer that the Town adopt a regulation banning construction noise before 7 am and after 10 pm on Monday-Thursday. Ms. Connolly said this is the result of some 250 people submitting a petition over a year ago. She said this is the third or fourth hearing they have had and this is a specific request to answer specific concerns in this area. She said she sees no reason for the Town not to go forward even though there are areas, which may need to be cleaned up. Mr. Pierson said he believes there are specific areas in town that need to be handled differently. He isn't particularly comfortable with the ordinance at this point. He believes it may be too complex. He thinks they should look at restructuring it. Mr. Walsh said it is clear they will not be voting on this tonight. He said we do have a state law, which covers this issue. He said he believes the state law on disorderly conduct should be used in conjunction with the fine structure. He also believes a warning should be the first step. Ms. Connolly said this was set up for three classes of complaints; construction, amplified sound and deliveries (i.e.: trash collection). She said the business zone would be unaffected by this. Mr. Baschnagel asked if a comparison could be done to compare the state statute with what is being proposed tonight. Ms. Griffin said she would work up something for the next meeting. Mr. Walsh said he was concerned they were ending with no type of control over the noise issue. He reminded all that there still is the state law in place to which we can attach fines.

3. **PTB RECOMMENDATION RELATIVE TO ALLOCATION OF ADDITIONAL PARKING GARAGE SPACES FOR LONG-TERM LEASE.**

Mr. Baschnagel said the recommendation was to increase the number of long-term rental spaces by 20. These are the second floor, \$125 per month spaces. He said this would be reviewed in six months. Mr. Baschnagel said they have a waiting list, and that these spaces would be offered to individuals first. After that, notification would be made public as necessary. **Mr. Pierson MADE THE MOTION TO INCREASE THE NUMBER OF RENTAL SPACES BY TWENTY AS RECOMMENDED. Ms. Black**

**SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**4. DISCUSSION OF TAX RATE TARGET FOR FY 2002/03.**

Ms. Griffin said the CPI increase levels vary widely. She said Betsy McClain, Administrative Services Director for the Town, looked specifically at some of the components of the regional numbers and based on this they are recommending somewhere between 1.9% and 4.6%. Ms. Griffin has asked the department heads to use 3.5% as a tentative target but that this is not a firm number. Mr. Pierson said it would be wise to continue to monitor this as needed. Mr. Baschnagel said his inclination would be to go lower than 3.5% as it looks like we are headed in this direction. He is uncomfortable setting the rate at 3.5% and then finding out we should have gone lower. The general consensus of the board was to target 3.0%. Ms. Griffin said the estimated increase for health insurance is 27.3%. She said the trend is a 17% increase for medical insurance as a whole, which means that our experience increase is 10%. She said the experience component is due to medical cases generally outside of our control, such as cancer cases and other sorts of costly medical conditions.

**5. APPOINTMENTS:**

- Parks and Recreation Board. **Mr. Pierson MADE THE MOTION to appoint Bruce Genereaux to the Parks and Recreation Board. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- Planning Board – **Ms. Connolly MADE THE MOTION TO APPOINT Nancy Tierney to a Full seat on the Planning Board and Judith Esmay to an Alternate seat on the Planning Board. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- Recycling Committee – **Ms. Black MADE THE MOTION TO APPOINT Augusta Prince and Diane Church to the Recycling Committee. Mr. Pierson SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**6. ADMINISTRATIVE REPORTS – None**

**7. SELECTMEN'S REPORTS –**

**Ms. Black**

Ms. Black said the Legislative Policy Committees of NHMA are coming up and she would hope people would find some interest in signing up for these committees. She also said the Senior Center Thanksgiving dinner was a great success.

**Ms. Connolly**

Ms. Connolly said the Planning Board had a very productive meeting with the Dresden Building Options Committee. They are also dealing with a subdivision issue involving Hanover Transfer.

**Mr. Baschnagel**

Mr. Baschnagel said the Conservation Commission held a hearing on the purchase of conservation land off Goss road. They have set aside \$20,000 and are waiting for the Upper Valley Land Trust to put together a package for them. He also had the opportunity to take a ride in the new Engine 5 housed at the Etna Station and was very impressed.

**Mr. Pierson**

Mr. Pierson said they have the appraisal for the Water Company. He said Phil Munck provided very useful information on the topic. The Financial Working Group has met with an investor owned company and had an interesting discussion on the options available. The Recreation Board had a presentation from the little league group. There is an interest in creating more teams and finding options for more fields. The Recreation Department is getting together an effort to raise funds for the children of Afghanistan. The Recreation Board is also working on the problems related to the skateboarding issue. Ms. Griffin said she would like to find a way to gather the skateboarding children and their parents to try and find a place where skateboarding would work for everyone. She said there has been no luck in those discussions to date.

**8. MINUTES**

November 5, 2001 – postponed to December 3, 2001

**9. OTHER BUSINESS. None**

**10. ADJOURNMENT. Ms. Connolly MADE THE MOTION to adjourn. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**



## SUMMARY

- 1. Mr. Pierson MADE THE MOTION TO INCREASE THE NUMBER OF RENTAL SPACES BY TWENTY AS RECOMMENDED. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 2. Mr. Pierson MADE THE MOTION to appoint Bruce Genereaux to the Parks and Recreation Board. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 3. Ms. Connolly MADE THE MOTION TO APPOINT Nancy Tierney to a Full seat on the Planning Board and Judith Esmay to an Alternate seat on the Planning Board. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 4. Ms. Black MADE THE MOTION TO APPOINT Augusta Prince and Diane Church to the Recycling Committee. Mr. Pierson SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 5. Ms. Connolly MADE THE MOTION to adjourn. Ms. Black SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

The meeting was adjourned at 11:00 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

FINAL

**BOARD OF SELECTMEN'S MEETING**

**Monday, November 5, 2001**

**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6 and that hearing enhancement equipment was not available as the equipment was malfunctioning.

1. **PUBLIC COMMENT.**

Ms. Connolly congratulated the Hanover High School Women soccer team on their state championship and the Men's soccer team on being the state runner-up.

2. **DISCUSSION WITH THE CONSERVATION COMMISSION REGARDING PURCHASE OF LAND ON GOSS ROAD.**

Anne Morris, Chair of the Open Space Committee. She said the committee has provided a report to the Selectmen regarding the purchase of land on Goss Road. They will be having a public hearing next week on this issue. The committee visited the property and is very enthusiastic about this possibility. The logging company, which logged the several hundred-acre parcel of land, created significant roads in order to bring in their equipment. The committee considers this land excellent for recreational use. Another attribute is that three major brooks flow through the property. Vicki Smith said this is a 758-acre piece of property. They are working with the Upper Valley Land Trust on the 428 acres, which are in Hanover. The purpose of the public hearing next week is to release about \$20,000 from the Conservation Fund for this project. Then, at Town Meeting, they would come forth requesting a larger amount to finalize the sale. Mr. Walsh asked what the Town would get for the \$20,000. Ms. Smith said the Town would utilize \$12,000 to obtain a conservation easement on the portion of the property located in Hanover and the remainder of the funds would go to the mortgage company to stop the foreclosure.

3. **RECOMMENDATION TO SET A PUBLIC HEARING ON MONDAY, NOVEMBER 19<sup>TH</sup> AT 7:30 P.M. TO CONSIDER ADOPTION OF A NOISE ORDINANCE.**

Mr. Baschnagel said the section pertaining to the timeframes is not clear and should be. Chief Giaccone said he ran a two-month service report on noise disturbances. He then reviewed it with the Selectmen. Ms. Griffin said that it sounds like the Police Department receives a report, responds and the noise stops. She said the only addition the ordinance

would give would be the possibility of fines. Ms. Connolly said the ability to fine should help to prevent some of the noise to start with. The Chief said usually for first offense they give a warning and after repeated problems they would issue a ticket. Mr. Pierson asked what happens when Dartmouth has a big concert. He asked if they get a permit. The Chief said they do not give permits for inside events and that these events usually end by 11:00 pm. **Mr. Baschnagel MADE THE MOTION to hold a public hearing to consider the adoption of a Noise Ordinance on November 19<sup>th</sup> at 7:30 pm. Mr. Pierson SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**4. DISCUSSION REGARDING HOLIDAY PARKING.**

Ms. Griffin said the Downtown Activities Committee of the Chamber made a request that we allow free parking at the parking garage and on the street on December 8,15 and 22 which are Saturdays and on December 24, the day before Christmas. Ms Griffin indicated that she had had requests to allow free parking in the parking garage in the past, but has not allowed free parking given the lack of a policy. She said she was more comfortable bringing this to the Selectmen as they always try to foster more shopping during the holiday season. Mr. Pierson asked how to keep employees from parking in the garage and on the street during the free parking time periods. Ms. Griffin said employees are typically not a problem on Saturdays, which is why the parking is limited to Saturdays and Christmas Eve. **Mr. Baschnagel MADE THE MOTION that the parking garage and meters on the street are free for parking on the 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup> and 24<sup>th</sup> of December. Mr. Pierson SECONDED THE MOTION. Ms. Connolly asked if we did this last year. Ms. Griffin said we did Saturdays, but decided not to do weekdays. THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**5. RECOMMENDATION TO ADOPT PAGE II JOB TITLE.**

Ms. Griffin said that the recommended modification represents a minor change to the job title. The Library Page II job title has slightly different or enhanced responsibilities with no salary change. She said this job description includes some tasks that are not normally included in the Library Page I function and the library staff believes it is important to differentiate between the two positions. Mr. Baschnagel said he believes the changes should be incorporated in the Page I job description, and that a new job description need not be created.

Marilyn Black joined the meeting at this point.

**Ms. Connolly MADE THE MOTION to add the Library Page II Job Title. Mr. Pierson SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**6. APPOINTMENTS:**

- Zoning Board of Adjustment – **Ms. Connolly MADE THE MOTION to appoint Michael Hingston to the Zoning Board of Adjustment. Mr. Baschnagel SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- Conservation Commission – **Mr. Baschnagel MADE THE MOTION to appoint Michael Mayor to the Conservation Commission. Ms. Connolly SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- Planning Board – **Ms. Connolly MADE THE MOTION to appoint Nancy Tierney to a Full Seat and Judith Esmay to an Alternate Seat on the Planning Board. Mr. Baschnagel SECONDED THE MOTION. Mr. Walsh would like this tabled until they can verify that this is the recommendation of the Chairman of the Planning Board. Motion withdrawn.**

**7. ADMINISTRATIVE REPORTS.**

Ms. Griffin said she will be coming to the meeting of the 19<sup>th</sup> asking for the Selectmen to set a tax rate target for the budget for next year. Mr. Walsh asked if the Selectmen could get the usual spreadsheet that reflects inflation over the last twenty-four months. Ms. Griffin said she would be distributing it once she is able to get accurate CPIU numbers. She said tax bills have gone out.

**8. SELECTMEN'S REPORTS.**

**Mr. Pierson**

Mr. Pierson said the Water Company financial working group has met and they will be asking for approval to have some help on cash flow systems. They are hoping to get some projections for the next few years. They plan to meet with a third party operator of utilities next week. Their timetable is still very tight and they are hoping to be able to meet deadlines.

**Mr. Baschnagel**

Mr. Baschnagel said he attended a meeting of the College at which they discussed master planning for the next five years. Dartmouth recognizes they have a growing population, primarily staff, and are planning for that growth over the next few years. They are looking at the north campus expansion and will have a lot of construction there over the next few years. He also said the PTB had an organizational meeting and elected co-chairs and created a charge. He said they have a recommendation for the Selectmen to increase long-term leased parking spaces by 20 spaces in the parking garage. Ms. Black mentioned how pleasant the staff working in the garage is.

**Ms. Connolly**

Ms. Connolly said she attended a Planning Board meeting with a staff member from the NH Geological Survey which was fascinating. She said as a result of this meeting they signed up to provide half the funding to do a survey of our ground water system. The other half of the funding will be provided by the Federal Government. The Planning Board also continues to work on the master plan.

**Ms. Black**

Ms. Black said she attended the NHMA Annual Meeting last week. There was a bylaw change to approve the new rate formulas for member assessments.

**9. APPROVAL OF MINUTES:**

- October 22, 2001 – **Ms. Connolly asked if the pages of the minutes could be numbered. Mr. Baschnagel MADE THE MOTION to approve the minutes as amended. Ms. Connolly SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED FOUR TO ONE TO APPROVE THE MOTION. Ms. Black abstained.**

**10. OTHER BUSINESS. None**

- 11. ADJOURNMENT. – Ms. Connolly MADE THE MOTION to adjourn. Mr. Pierson SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

### SUMMARY

1. Mr. Baschnagel MADE THE MOTION to hold a public hearing to consider the adoption of a Noise Ordinance on November 19<sup>th</sup> at 7:30 pm. Mr. Pierson SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.
2. Mr. Baschnagel MADE THE MOTION that the parking garage and meters on the street are free for parking on the 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup> and 24<sup>th</sup> of December. Mr. Pierson SECONDED THE MOTION. Ms. Connolly asked if we did this last year. Ms. Griffin said we did Saturdays, but decided not to do weekdays. THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.
3. Ms. Connolly MADE THE MOTION to add the Library Page II Job Title. Mr. Pierson SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.
4. Ms. Connolly MADE THE MOTION to appoint Michael Hingston to the Zoning Board of Adjustment. Mr. Baschnagel SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.
5. Mr. Baschnagel MADE THE MOTION to appoint Michael Mayor to the Conservation Commission. Ms. Connolly SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.
6. Ms. Connolly MADE THE MOTION to appoint Nancy Tierney to a Full Seat and Judith Esmay to an Alternate seat on the Planning Board. Mr. Baschnagel SECONDED THE MOTION. Mr. Walsh would like this tabled until they can verify that this is the recommendation of the Chairman of the Planning Board. MOTION WITHDRAWN.
7. Ms. Connolly asked if the pages of the minutes could be numbered. Mr. Baschnagel MADE THE MOTION to approve the minutes as amended. Ms. Connolly SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED FOUR TO ONE TO APPROVE THE MOTION. Ms. Black abstained.
8. Ms. Connolly MADE THE MOTION to adjourn. Mr. Pierson SECONDED THE MOTION and THE BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.

Meeting adjourned at 8:45 pm.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**October 22, 2001**

**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; Katherine S. Connolly, Vice Chairman; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

**1. PUBLIC COMMENT.**

There were several students present from the High School who were asked to attend a public meeting as a part of their Social Studies Class. Mr. Walsh gave an outline of the various Town boards and committees and explained when they meet each month. He also reviewed the annual Town Meeting process and urged the students to attend other meetings as well.

**2. DISCUSSION OF PROPOSED PARKING VALIDATION PROGRAM.**

Ms. Griffin said this program was proposed in conjunction with ideas presented by the Chamber of Commerce. She took the Chambers ideas and asked Betsy McClain and Patrick O'Neill to put together something that would work for the Town. She explained that there would be books of 100 one hour validation stickers available to merchants for a cost of \$50 and books of 10 all-day stickers for a cost of \$75. The merchants could then distribute them to customers as desired. She said the idea is to get people to start using the parking facility more regularly. Mr. Walsh said overall the parking system is working well and is ahead dollarwise. **Mr. Walsh MADE THE MOTION to create the two classes of sticker books as outlined in the September 17, 2001 memo, with the books available for sale at the parking office in Town Hall. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADOPT THE MOTION.**

**3. RECOMMENDATION TO ACCEPT TRAIL/PARKING EASEMENT FROM SIMPSON DEVELOPMENT CORPORATION.**

Ms. Griffin said this is a grant of easement to the Town from Simpson Development (see attached). One is a 50-ft wide trail easement extending in a general northerly direction from the Velvet Rocks Drive trailhead parking area and the second is a 20-foot easement along the paved portion of Velvet Rocks Drive. Mr. Baschnagel asked if the Appalachian Trail Committee was in agreement with this. Ms. Griffin said this was done in coordination with them. **Mr. Pierson MADE THE MOTION to approve the recommendation to accept trail/parking easement from Simpson Development Corporation. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

#### **4. DISCUSSION OF PROPOSED REVISIONS TO THE DRAFT NOISE ORDINANCE.**

Ms. Griffin said at the last meeting the Board had shared some concerns about the definitions of the ordinance. She said staff worked with her to make some of the changes and actually divided the ordinance into two. She said the ordinance before the board for discussion was to be called "An Ordinance Regulating the Allowable Level of Noise in the Town of Hanover". Ms. Connolly said she is in agreement with the new ordinance. Mr. Baschnagel shared his concern with some of the wording. He said a "noise disturbance" should only be considered if it occurred outside a property. He said in the noise assembly section "excessive noise" should be clearly defined. He also said he has a problem with prohibiting activities if they can be done quietly. He said they shouldn't be in the business of patrolling whether or not people are using noisy equipment or not. Ms. Griffin said the challenge is trying to link the noisy action to the equipment so that it can be enforced. Ms. Griffin said that enforcement should be triggered by a complaint being filed. Therefore, if there were no noisy disturbance, there would be no complaint. Mr. Pierson asked what the rule was for fraternities that are within 300 ft. of residents. Ms. Griffin said usually they indicate a cut off time on the permit for amplified sound and it is enforced it after a complaint is filed. Mr. Pierson said he still has a problem in that some fraternities may be shut down and others not because of their locations. Mr. Baschnagel said this might be a good way to convince fraternities to stay within the college grounds. Ms. Griffin said this is focused on the neighborhoods with single family homes, which also house students who hold parties at night. Mr. Pierson asked what happens with service providers that come before 7:00 a.m. Ms. Connolly said, yes this is set up to stop the garbage haulers from coming in the night and early am hours and waking people up. Duncan Macintosh said he has had the noise issue since they moved to Hanover in 1995. He said there are a lot of people that live very close to Town who are woken up at very early hours because of the trash haulers etc. He would like to know why the taxpayers of Hanover cannot be protected from this. He said that Jonathan Edwards has done a wonderful job in trying to help out in this situation. He said they also have issues with the Town truck that comes by the house at 5:30 a.m. picking up leaves. Mr. Baschnagel said we need to set up a program, which will allow the noisemakers to continue their work if they are able to reduce the noise level. Ms. Griffin said it should be not be a ban on the activity but on the creation of a disturbance, which occurred from the activity. Mr. Pierson said he thinks this is a good alternative to the last draft. He asked how we inform the trash haulers etc. that we are creating this ordinance. Ms. Griffin said the Town will notify the local businesses so they can advise the haulers. She also said she will advise the local businesses that the public hearing will be happening so they have a chance to voice their opinions. Mr. Walsh said he believes there is a consensus to set this up as a draft ordinance. He would like to see this dealt with by the first of the year.

#### **5. APPOINTMENTS:**

- **Ms. Connolly MADE THE MOTION to appoint Joanna Jackson as an alternate to the Zoning Board. Mr. Baschnagel SECONDED THE**



**MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

- **Mr. Pierson MADE THE MOTION to appoint Jack Stinson and Aileen Chaltain to the Parks and Recreation Board. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- **Mr. Walsh MADE THE MOTION to appoint Ray Klaybor to the Senior Citizen Advisory Committee. Ms. Connolly SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- **Mr. Baschnagel MADE THE MOTION to appoint Randy Mudge, Bruce Williamson and Jack Wilson to the Building Code Advisory Board. Ms. Connolly SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MOTION.**

**6. ADMINISTRATIVE REPORTS.**

**MS. GRIFFIN**

Ms. Griffin said the Planning Commission will be holding a discussion tomorrow night on groundwater runoff. She said the goal of the meeting is to have the Planning Commission look at the master plan and find the better or weaker spots for development. She said the tax rate will be set this week. She also said she is in the process of putting together a memo to the Board about the coalition. She said at their last meeting that said they will lay out the case they are making for the Towns continued support.

**7. SELECTMEN'S REPORTS.**

**MS. CONNOLLY**

Ms. Connolly said there has only been one Planning Board meeting since the last Selectboard meeting. She said it was primarily a discussion of the master plan and the options of the school.

**MR. PIERSON**

Mr. Pierson said the Chamber had a meeting last week and appointed its new officers. He said the Recreation Board met last week and numbers have come forth saying that at least 50% of all middle school students participate in recreation programs. He said the Water Company Financial Working Committee has met again. He said they are looking at alternative entities. He said there may be some third party companies interested in running the Water Company. They are also

concerned with budget constraints. He said they also need to get a better idea of what their charge is. He said they are on a tight timeframe and he hopes they can meet the deadlines.

**MR. BASCHNAGEL**

Mr. Baschnagel said the Conservation Commission is looking at a couple of parcels, which the Town might be interested in. He said NH Association of Conservation Commissions is holding a meeting next week. He noted the Town has two people speaking at this conference.

**MR. WALSH**

Mr. Walsh said the Howe Library Trustees meeting was last week and he relayed the Board's direction from the last Selectboard meeting. He said the Trustees plan to go to major donors to get support for the Stern plan. He said the Dresden Building Options Committee is having a forum on Saturday at Tracy Hall in Norwich, VT.

**Mr. Baschnagel MADE THE MOTION to appoint Ms. Griffin as the voting delegate to the NHMA Annual Conference. Ms. Connolly SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MOTION.**

**8. APPROVAL OF MINUTES:**

**Ms. Connolly MADE THE MOTION to approve the minutes of October 8, 2001 as amended. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MOTION.**

**9. OTHER BUSINESS. None**

**10. ADJOURNMENT.**

**Ms. Connolly MADE THE MOTION to adjourn the meeting Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MOTION.**

**SUMMARY**

- 1. Mr. Walsh MADE THE MOTION to create the two classes of sticker books as outlined in the September 17, 2001 memo, with the books available for sale at the Parking Office in Town Hall. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ADOPT THE MOTION.**

2. **Mr. Pierson MADE THE MOTION to approve the recommendation to accept trail/parking easement from Simpson Development Corporation. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
3. **Ms. Connolly MADE THE MOTION to appoint Joanna Jackson as an alternate to the Zoning Board. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
4. **Mr. Pierson MADE THE MOTION to appoint Jack Stinson and Aileen Chaltain to the Parks and Recreation Board. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
5. **Mr. Walsh MADE THE MOTION to appoint Ray Klaybor to the Senior Citizen Advisory Committee. Ms. Connolly SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
6. **Mr. Baschnagel MADE THE MOTION to appoint Randy Mudge, Bruce Williamson and Jack Wilson to the Building Code Advisory Board. Ms. Connolly SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MOTION.**
7. **Ms. Connolly MADE THE MOTION to approve the minutes of October 8, 2001 as amended. Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MOTION.**
8. **Ms. Connolly MADE THE MOTION to adjourn the meeting Mr. Baschnagel SECONDED THE MOTION and the BOARD OF SELECTMEN VOTED UNANIMOUSLY TO ACCEPT THE MOTION.**

The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**October 8, 2001**

**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6 and that hearing enhancement equipment was not available as the equipment was malfunctioning.

1. **PUBLIC COMMENT.** None
  
2. **HANOVER HOUSING AUTHORITY PUBLIC HEARING TO REVIEW AND ADOPT THE PROPOSED MANAGEMENT PLAN, GRIEVANCE PROCEDURE, PET POLICY AND LEASE DOCUMENT FOR THE SUMMER PARK COMPLEX.**

**Ms. Black MADE THE MOTION to adjourn as Selectboard and convene as the Hanover Housing Authority. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.** Ms. Griffin explained she distributed the finalized plan, which was reviewed by the relevant state agencies as well as tenants. This is a HUD Funded Section 8 Building. Ms. Connolly said that the address for grievances should not be Lebanon but Hanover. Jonathan Chaffee said the only problem is that he needs to keep track of the time, which passes before a grievance is received. The Board decided to change the verbiage so that the phrase "personally delivered" is stricken. This will allow residents to mail their grievances to the Lebanon address. Mr. Baschnagel asked if a visitor pet needed to be formally approved in writing. Mr. Chaffee said that one of the changes to the document was that visitor pets did not need to be pre-approved in writing. **Ms. Black MADE THE MOTION to adopt the Management Plan, Grievance Procedure, Pet Policy and Lease Document for the Summer Park Complex. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.** Ms. Connolly **MADE THE MOTION to adjourn as the Hanover Housing Authority and reconvene as the Board of Selectmen. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

### **3. DISCUSSION WITH THE HANOVER FINANCE COMMITTEE.**

Mr. Walsh said a letter was received from the Finance Committee. Peter Christie said the group had reflected on past procedures and decided to meet with the School Board and Selectboard to see how they plan to guide the upcoming budget. Mr. Walsh said an annual process is done to set the goals and objectives for the upcoming year. They have a particular objective which relates to this topic. It is: "Request the Town Manager to bring to the Board a base budget proposal which would require a town budget tax rate increase not to exceed to the inflation rate. Along with this base proposal, request detailed schedules of areas where increases should be considered (the "wish list") and where decreases are a possibility. Through the budget review process develop a budget to present to Town Meeting which will maintain the quality of Town services while restraining property tax rate increases to cover Town expenses".

This year they will also work with the Recreation department, senior center and Library to work on a combined Community Center (Senior/Recreation Center). Ms. Griffin said the challenge will be managing the tax rate while looking at a large increase in the rates of health insurance. She also said that Department Heads are responsible for bringing large expenses before the board as early on in the process as possible. Ms. Black said her fear is that the Town is continually cutting a little bit of services each year to maintain a certain level. Peter Christie asked why the services would need to be cut if the grand list is constantly increasing. Ms. Black said that due to other large increases (ie: health insurance and utilities) the profit is eaten away from the grand list. Peter Christie said one avenue they are proposing is to become a resource to the Town in helping department's budget for the large items that would have a financial impact on the town. They are currently considering changing their charter to better reflect the needs of the town. He asked how the Selectboard comes to understand the will of the community. Particularly when so few people are attending hearings and forums etc. He asked if there would be a value to poll or survey the Town on critical or important issues. Mr. Walsh said part the Selectmen's duties is to talk with people on the streets. He said although he believes surveys can be useful they can also be non-productive if put together improperly. Mr. Baschnagel said that the Town has had a problem with creating one sided surveys which ask for choices but not what people can or are willing to pay for. Nick Harvey asked if much thought had been given to creating space within the plans for the new school. Ms. Black said the kinds of activities to take place in the new center are not really appropriate at a school. Mr. Harvey said he believes that the youth programs should be available within the school. Ms. Griffin said they are trying to build spaces, which would not be available at a school due to scheduling. Mr. Pierson said there is good coordination with the Recreation Department and the senior group and they are both willing to concede some space needs and still provide a good joint area. Mr. Walsh said there was talk about using the 1928 building as a Community Center and putting it in the center of the school. As the new plans for the school came forward this didn't work. Ms. Connolly said that the Town needs to look at the needs of the center which would be much different than the changing numbers and needs of the school populous. Mr. Walsh thanked the Finance Committee for attending the meeting.

**4. RECOMMENDATION TO SET A PUBLIC HEARING ON OCTOBER 22, 2001 TO CONSIDER ADOPTION OF A NOISE ORDINANCE.**

Ms. Black expressed her concerns with the rewritten ordinance. Ms. Connolly said she believes it is not rigid enough. Mr. Baschnagel expressed his concerns and stated he is in agreement with the comments of the attorneys. He believes the document needs more than just a simple rewrite. He believes it should be a "Disturbing the Peace" ordinance. Ms. Griffin said she will meet with those involved again to form another draft ordinance before setting the hearing date. Ms. Connolly read aloud the original petition. Mr. Baschnagel said the Board needs to find a good starting point at where they come together as a group before they present to residents. Mr. Walsh asked that Griffin remind those interested residents that the hearing will not be taking place as originally planned on October 22<sup>nd</sup>.

**5. APPOINTMENTS:**

- **CONSERVATION COMMISSION – Mr. Pierson MADE THE MOTION to appoint David Minsk and Sandra White to the Conservation Commission. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- **PLANNING BOARD – Ms. Connolly MADE THE MOTION to appoint William Dietrich and Bartlett Miller as alternates to the Planning Board. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- **SENIOR CITIZEN STEERING COMMITTEE – Ms. Black MADE THE MOTION to appoint Barbara Doyle and Evelyn Spiegel to the Senior Citizen Steering Committee. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- **AFFORDABLE HOUSING COMMISSION – Ms. Black MADE THE MOTION to appoint Dick Jennings to the Affordable Housing Commission. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

## **6. ADMINISTRATIVE REPORTS.**

Ms. Griffin said Department Heads are beginning to plan for budget season. She said she indicated to them that, given the weakness in the economy in general, they should come with wish lists starting with the most needed items. She is going to Portsmouth for a Coalition meeting next week. She expects there will be a discussion about the future of the Coalition. She will report back to the Board on this. Ms. Black and Mr. Baschnagel said they would like to see the Town of Hanover distanced from the CAIRE group. Mr. Walsh said Ms. Griffin should communicate to the group that the Town of Hanover would need to have a reason to believe they were headed in a constructive direction, not just whining.

## **7. SELECTMEN'S REPORTS.**

### **Ms. Black**

Ms. Black said that after looking at eleven applications for Construction Managers and chose Trumbull Nelson. Their role will be to work with the architect to come up with a guaranteed maximum price before Town Meeting. She thanked Mr. Walsh for the presentation he did on the Brian and Allie Quinn Trail at Mink Brook.

### **Ms. Connolly**

Ms. Connolly said that the Planning Board has met once since the last board meeting. They had a few cases pending for Dartmouth facilities, which appear to look similar to other housing across the street. They have invited the school building options committee to meet with them to integrate their thoughts with the Planning Board.

### **Ms. Baschnagel**

Mr. Baschnagel said there was a downtown visioning meeting last week related to parking. He said it was a "spirited" meeting related to the idea of buying out parking spaces in downtown. He will update the Board at a future meeting on the progress of this committee.

### **Mr. Walsh**

Mr. Walsh said the Howe Library Trustees are meeting on Thursday and he expects to be asked how the Howe budget should move in the future. He plans to advise them that the Town has a great library and the budget is working well as currently prepared. He doesn't expect it to increase or decrease, relative to the Town budget as a whole, significantly in the future. The Board expressed agreement with this approach.

**8. APPROVAL OF MINUTES:**

**Ms. Connolly MADE THE MOTION to approve the minutes of September 24, 2001 as amended. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**9. OTHER BUSINESS. None**

**10. ADJOURNMENT. Ms. Black MADE THE MOTION to adjourn the meeting at 9:10 p.m. and to enter into a Non-Public Session. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**SUMMARY**

- 1. Ms. Black MADE THE MOTION to adjourn as the Selectboard and convene as the Hanover Housing Authority. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 2. Ms. Black MADE THE MOTION to adopt the Management Plan, Grievance Procedure, Pet Policy and Lease Document for the Summer Park Complex. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 3. Ms. Connolly MADE THE MOTION to adjourn as the Hanover Housing Authority and reconvene as the Board of Selectmen. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 4. Mr. Pierson MADE THE MOTION to appoint David Minsk and Sandra White to the Conservation Commission. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
- 5. Ms. Connolly MADE THE MOTION to appoint William Dietrich and Bartlett Miller as alternates to the Planning Board. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**



6. **Ms. Black MADE THE MOTION to appoint Barbara Doyle and Evelyn Spiegel to the Senior Citizen Steering Committee. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
7. **Ms. Black MADE THE MOTION to appoint Dick Jennings to the Affordable Housing Commission. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
8. **Ms. Connolly MADE THE MOTION to approve the minutes of September 24, 2001 as amended. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
9. **Ms. Black MADE THE MOTION to adjourn the meeting at 9:10 p.m. and to enter into a Non-Public Session. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**September 24, 2001**

**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6 and that hearing enhancement equipment was not available as the equipment was malfunctioning.

**1. PUBLIC COMMENT.**

Anne Macintosh said she came before the board a year ago with a petition requesting a Noise Ordinance. Ms. Griffin said the Town Attorney has just finished reviewing the ordinance and a public hearing is to be scheduled for October 22, 2001 to review this topic.

Skateboard Park: Jeannie Childs gave an update on the status of the skateboard park. She said there are many cases of children using the picnic tables as ramps for jumping. She also said on many occasions loud music is playing from car radios. She wondered where the plans for a skateboard park at the Campion Rink were headed. Mr. Walsh asked how long it had been untidy. Ms. Childs said about a month. Mr. Baschnagel asked if this coincided with the opening of school. Ms. Childs said she believes so. She said the noise difference between inline skates and skateboards is drastic. She said boards are extremely loud as they slap the ground. She said she and her neighbor would support the removal of this park to the Campion Rink or a place where it would be less intrusive to residents. She would like to know why this was erected without any notice given to the neighbors. She said this is a huge imposition as it is so loud inside and out of her house that one can't even concentrate to read the paper, never mind sleep. Ms. Griffin said the Campion Rink floor is sand based, so unless they change the floor it couldn't be used for this purpose. They are currently looking into the cost of making a change like this. Mr. Baschnagel said he believed this issue was given to the Recreation Department. Ms. Griffin said the Recreation Department is currently looking to set up a middle school club so that the children who use the park could learn to be responsible for the area. She said the largest challenge is to find a spot for the skateboard park where it will not intrude on residents. Middle School student, Anthony Chiradelli said he doesn't skateboard but has many friends who do. He suggested an indoor arena be created to house this as it would help to stop the noise problem. He also said the school should enforce the outside noise situation (loud car radios). Middle School student, Adam Simpson said the school has recently created a club for skateboarders and it is now headed by an upper classman. Mr. Pierson said in looking at the pictures which were provided to the board, he was impressed that most of the garbage is in the barrels. He said it is a positive statement that they are trying to keep it clean. Ms. Childs said it

is amazing that there hasn't been any accidents there yet. She also said there is a much better piece of land on the other side of the middle school, which could house this park. Mr. Walsh asked if the Recreation Department could look more broadly to areas, which might work better for a skateboard park. Ms. Connolly asked if it could be moved to a more interior spot on the school property. Mr. Baschnagel said moving it to far out places poses problems with supervision.

**2. RECOMMENDATION TO SET A HANOVER HOUSING AUTHORITY PUBLIC HEARING ON MONDAY, OCTOBER 8<sup>TH</sup>, 2001 TO REVIEW AND ADOPT THE PROPOSED MANAGEMENT PLAN, GRIEVANCE PROCEDURE, PET POLICY AND LEASE DOCUMENT FOR THE SUMMER PARK COMPLEX.**

**Mr. Pierson MADE THE MOTION to recess as the Selectboard and convene as the Hanover Housing Authority. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION. Ms. Black MADE THE MOTION to set a Hanover Housing Authority Public Hearing on Monday, October 8<sup>th</sup>, 2001. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION. Ms. Black MADE THE MOTION to recess the Hanover Housing Authority and re-convene as the Selectboard. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**3. RECOMMENDATION TO ADOPT VARIOUS POLE LICENSES.**

Ms. Griffin read aloud the placement of the proposed poles. **Ms. Black MADE THE MOTION to adopt the various pole licenses. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**4. ADMINISTRATIVE REPORTS.**

Ms. Griffin said they are trying to finish up the summer capital projects. She said she spoke with Neil Fulton from the Norwich Selectboard about the recent discussion of a potential sewer connection. She said she told Mr. Fulton that Hanover would like something in writing establishing what Norwich's needs are. She said she has set up consultants to prepare a study of the organics problem in the plant. She said the Town has already put aside some of the money for this project. She said the repairs to the intake valve at reservoir one were completed today. She said she is working with Department Heads to put together the budget. Departments are now starting to consider their capital expenditures. She said she is now sitting on the board for the Health Trust, which provides the town health insurance. They have just approved a 23.5% increase, which will most likely affect our July renewal. She said this was actually lowered from an estimated 28%. She also noted that all three union contracts are up for renewal and that Barry

Board of Selectmen  
September 24, 2001  
Page 3

Cox will be entering negotiations on this soon. Ms. Black suggested that before Barry Cox gets too far into negotiations, the board should look at the contracts first and give suggestions.

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

### **Ms. Black**

Ms. Black said the Town had a successful scrap metal collection this past weekend. She also noted that this coming Thursday the Senior Center will be interviewing contractors for their project.

### **Ms. Connolly**

Ms. Connolly said Dartmouth College gave the Planning Board a booklet outlining their ten-year plans for building. She said it is very useful document for the Planning Board to consider while working on the Master Plan.

### **Mr. Baschnagel**

Mr. Baschnagel said the Conservation Commission had discussions recently with the hospital regarding traffic issues. He said the meeting was productive. He also said the Downtown Visioning Plan is moving forward. He said they are really looking at the feasibility of introducing the idea of parking credits. Mr. Baschnagel said now is a good time to look at this because there appears to be adequate parking at this time. He also said the forum related to transportation discussions at Hanover Inn was very informative. He said the general idea was to try to get a group of employers together and determine how to solve the transportation needs of a large group of employees.

### **Mr. Pierson**

Mr. Pierson said the Water Company has formed a financial group, which will look into ownership between the company and the town. He said they pinpointed five questions, which they would like to see answered. He said they will continue to meet on a regular basis.

### **Mr. Walsh**

Mr. Walsh said the Finance Committee plans to meet with the Hanover and Dresden School Boards in the near future. They will then join the Selectboard on October 8<sup>th</sup> for discussion. He said he received very moving communications from both sister cities in Japan and France in regard to the events of Sept 11<sup>th</sup>. They sent great support to our country and town in our time of need. He also noted how wonderful the candlelight vigil on the green was.

## **6. APPROVAL OF MINUTES:**

**Ms. Black MADE THE MOTION to accept the minutes of September 10, 2001 as amended. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED FOUR TO ZERO TO APPROVE THE MOTION. MR. PIERSON ABSTAINED.**

7. **OTHER BUSINESS. NONE**
8. **Ms. Black MADE THE MOTION to adjourn the meeting and to enter into Non-Public Session. Mr. Pierson SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

#### **SUMMARY**

1. **Mr. Pierson MADE THE MOTION to recess as the Selectboard and convene as the Hanover Housing Authority. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
2. **Ms. Black MADE THE MOTION to set a Hanover Housing Authority Public Hearing on Monday, October 8<sup>th</sup>, 2001. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
3. **Ms. Black MADE THE MOTION to recess the Hanover Housing Authority and reconvene as the Selectboard. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
4. **Ms. Black MADE THE MOTION to adopt the various pole licenses. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**
5. **Ms. Black MADE THE MOTION to accept the minutes of September 10, 2001 as amended. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED FOUR TO ZERO TO APPROVE THE MOTION. MR. PIERSON ABSTAINED.**
6. **Ms. Black MADE THE MOTION To adjourn the meeting and to enter into Non-Public Session. Mr. Pierson SECONDED THE MOTION AND THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

**FINAL**

**Town of Norwich  
PO Box 376  
Norwich, VT 05055**

**Minutes of the September 20, 2001 Special Selectboard Meeting**

Members Present: Norwich members: Linda Cook; Neil Fulton, Chair; Douglas Hoffman; Alison May; Secretary Tina Moses. Hanover members: Brian Walsh; Chair, Kate Connelly, Marilyn Black, Bill Bashnagel, Julia Griffin; Town Manager, Peter Kulbacki

Also Participating: Frank Sands, Jonathan Vincent. There were 10 members in the audience at this meeting.

**Neil Fulton opened the meeting at 7:30PM.**

- 1) **Discussion of sewer at the potential school site on Route 5 South.** Fulton said the purpose of the meeting was to discuss the possibility of Hanover providing the sewer service for the potential school on Route 5. He said Pathways has done some surveys on this piece of property (see attached). He reviewed the options with the group. Fulton said there were three issues; a) willingness to allow Norwich to connect b) technical ideas such as capabilities etc c) economics of the plan. Hoffman asked if the Hanover Public Works people would be willing to look at the numbers as he has been told they are not quite accurate. Walsh said that wouldn't be a problem but that they wouldn't want to certify any numbers. Walsh said he thinks that Hanover's basic feeling is acceptance of this plan, as long as they have capacity. He said the flip side is that they wouldn't want the sewer costs in Hanover to go up due to any changes. Fulton asked if Hanover was interested in providing services to only the school or would they take on more. Walsh said that they would be interested in considering any options needed but didn't want to get into any problems, which already may exist with the idea of adding a sewer system to Norwich. Hoffman read an e-mail he received from Ken Greenbaum who said that the Marion Cross School's septic was not failing and that it should work for years if properly maintained. Connelly said her main concern is the capacity. She said that Hanover couldn't serve Norwich until they know what the capacity would be. Kulbacki explained the capability of the pump station on Tuck Drive. He then explained how the treatment plant works. He said the proposed expansion of DHMC and building plans by Dartmouth to create dormitories are things they still need to consider. Walsh said that they would like to be considered a "receiver" in this type of application. This would mean that they would not be making or enforcing policy for Norwich. Kulbacki said that they currently send only one bill to the Town of Lebanon and Lebanon bills each entity individually. Griffin said that currently there is a problem with the organics loading with their plant. She suggested they have the engineers review this situation and find a solution if Norwich is serious about considering this as an

## **FINAL**

option. Hoffman asked for an explanation about the possible need for further capital expenditure at their plant. Kulbacki explained that they may need to upgrade their plant to accommodate this, but that they thought they would need to in the future anyway. He said they put money into reserve and also charge a recapture fee to help fund projects. Griffin said one issue to investigate is that their plant is federally funded and therefore she questions whether or not it could be considered private. She said they might not be able to prevent anyone from hooking up if it is not private. She said this is something that would need to be written into an inter-state inter municipal agreement. Baschnagel reminded that Dartmouth has long term plans in the next 5-10 years to substantially increase their student housing which could make substantial increases to Hanover's system. Black said that if she were a Norwich resident the choice between Hanover and Hartford price wise would be a no-brainer. She urged the Norwich board to look at more than dollars as this is something they will need to consider for the future. Walsh said they should be looking at this as a regional situation and both towns should look at working together on regional problems. Sands reminded the Norwich Selectboard about Blacks comments of lack of decision making on the past boards part. He said if Norwich doesn't have the foresight to do it now, they will definitely have to do it in the future. Fulton thanked the Hanover board attending the meeting and providing such helpful information. The two boards plan to meet again in the future as needed to discuss this situation.

Cook moved to adjourn (second May). Meeting adjourned.

**Approved by the Selectboard on October 9, 2001.**

By, Kristina Moses  
Selectboard Secretary

Douglas W. Hoffman  
Clerk, Norwich Selectboard



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**September 10, 2001**

**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; Katherine Connolly, Vice Chair; Marilyn Black; William Baschnagel; Julia Griffin, Town Manager; and members of the public.

**1. PUBLIC COMMENT**

Leslie and David Fall presented a petition regarding paving streets in their neighborhood. Leslie read the attachment to the petition which provides factors for the Board to consider relative to Piper's, Peter's and Heather's Lane. Mr. Walsh asked if all adults on Pete's and Heather Lane had signed the petition. David Fall said all but two had signed. Ms. Connolly said she asked Peter Kulbacki to estimate the costs for this project. The total to pave, which includes drainage and erosion control is estimated at \$173,400. These numbers were attached as an enclosure to the paving petition. Mr. Baschnagel asked if there would be a problem with the potential increase in speeds due to pavement. David Fall said speed wouldn't be a major issue as most homes are not in close proximity to the road itself. Leslie Fall said the biggest concern is the limited access to this area particularly in the winter. Mr. Baschnagel asked if better maintenance of this road and the use of an alternate surface such as gravel would solve the problem. David Fall said it would help but they would like to see it paved. Ms. Black asked where in the budget the money for such a project would be found. She noted the paving for the 01-02 budget is already expended. She said she would like to pursue a skinny mix, which is a thinner layer of pavement and subsequently far less expensive. She said the petitioners should meet with Peter Kulbacki to find out what options might be available. Ms. Griffin said what they typically do is set money aside each year for this kind of project. Ms. Griffin will meet with Peter Kulbacki to get the various options, which might be available. Mr. Walsh said a discussion on this would probably come up during the months of February and March, which is the beginning of budget season.

**2. PRESENTATION AND DISCUSSION OF AFFORDABLE HOUSING REPORT**

Jonathan Edwards, Director of Planning and Zoning, said last year they received block grant funds totaling \$12,000 to study the affordable housing needs in Hanover. With this money the Town contracted with Shelly Hadfield to work on this issue. She reviewed her report in detail with the board. She said this was a CDBG study and that she was asked to come up with low and moderate housing needs as well as needs for elderly and disabled housing. She said one of the problems was that, in recent months, the average house in Hanover sold for \$340,000. It was clear that the average income in Hanover exceeded most in Grafton County. She took many demographics and also spoke with the people of Hanover; employers, employees, Dartmouth College, real estate brokers etc. She also researched what other towns have done with their zoning. What obligation does Dartmouth College have to house its staff and students.

She found an immediate need for eight units of senior housing for the Town of Hanover. She said she took the previous census figures and estimated what the income levels of a household in 2001 would be. She read the findings of the report aloud. She said there are ways to build affordable housing to fit the landscape and design of the town. She said they would like the Board to endorse and fund an Affordable Housing Commission. She then reviewed the recommendations in detail. She suggested two projects, one 8 unit senior housing project and one to create fifty rental and homeowner units to serve low and moderate households. Mr. Walsh thanked Shelley Hadfield for her hard work in preparing this report and offering suggestions and possible solutions. Mr. Baschnagel asked how the equation changes if the student population is removed. Shelley Hadfield said it doesn't change the figures by much. She said they were relying on the college to provide a majority of the single unit housing. One interesting thing that came out of the employee survey was that the need for a third bedroom was to house a computer and not necessarily a child. She said there would definitely need to be a housing developer involved to put the project in place. Mr. Baschnagel said a presentation should be given to the Planning Commission as they are currently working on the Master Plan for the Town. Mr. Walsh asked that the ZBA and Planning Board receive this report and a date and time should be set to meet and review this in detail. Ms. Griffin said the Planning Commission might like it if the Selectboard could come up with a policy statement, which could also be provided to the Planning Commission.

### **3. DISCUSSION OF ESTABLISHING AN AFFORDABLE HOUSING COMMISSION**

Mr. Walsh reviewed the proposal. Several wording changes were made to the proposal. The corrected document is available in the Town Manager's office. **Ms. Black MADE THE MOTION to approve the Affordable Housing Commission document as amended and to appoint an Affordable Housing Commission as listed in the proposal document. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADOPT THIS MOTION.** The Board will add a Chamber Member and Realtor to this Commission at a later date. They will also advertise open membership to this Commission as is Town policy.

### **4. RECOMMENDATION TO ADOPT ABATEMENT RECOMMENDATION OF THE ADVISORY BOARD OF ASSESSORS**

**Ms. Connolly MADE THE MOTION to accept the recommendation of the Advisory Board of Assessors as per the memo of August 30, 2001. Mr. Walsh SECONDED THE MOTION and the Selectmen VOTED UNANIMOUSLY TO APPROVE THIS MOTION.** Ms. Griffin said on another note that DRA released their 5-year revaluation list by community. Hanover came out on the 2003 list for reevaluation. She said that Mike Ryan has been planning to do the revaluation in 2002, now the Town is unsure what we should do as we don't want to have a revaluation two years in a row. The Board decided to discuss this in detail at the next regularly scheduled Board meeting.

### **5. REQUEST TO INSTALL BANNER BY CHAMBER OF COMMERCE**

**Mr. Baschnagel MADE THE MOTION to accept the Chamber's request to install a banner on Main Street. Ms. Black SECONDED THE MOTION and the Selectmen VOTED UNANIMOUSLY TO APPROVE THIS MOTION.**

#### **6. DISCUSSION OF HOOD BANNER PROPOSAL**

**Ms. Black MADE THE MOTION to accept the Hood Museum of Art's request for a one-year period. Mr. Walsh SECONDED THE MOTION and the Selectmen VOTED UNANIMOUSLY TO APPROVE THIS MOTION.** Ms. Griffin said that Clint Bean and the Chamber would like to promote banner use in the downtown area on a more regular basis.

#### **7. DISCUSSION OF PROPOSED ETHICS POLICY**

Ms. Griffin said that she would like to review the proposed policy which was previously distributed and to which she added some items of her own. Members gave their suggestions/additions to Ms. Griffin who will make changes as needed and bring back to the Board for further review.

#### **8. ADMINISTRATIVE REPORTS**

Ms. Griffin noted she had updated the Board on the Coalition Communities and mentioned the group T.R.A.S.H. She asked if the Board wanted her to continue to attend their meetings. Ms. Black said the Town should not continue to be a part of the coalition. Mr. Walsh suggested Ms. Griffin agendaize this item for discussion at the next meeting and advise how or if the Town should proceed.

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

##### **Mr. Baschnagel**

Mr. Baschnagel said there has been much discussion about the formation of a Regional Transportation Association. He said there will be a presentation at the Hanover Inn on this topic on September 18 from 9-11am.

##### **Ms. Black**

Ms. Black asked Mr. Baschnagel to advise Advance Transit that they should be listing the sponsors on their flyers who help to pay for the "Free Fare" zones. Mr. Baschnagel said that Advance Transit is aware that people are concerned of this as he has mentioned it himself. He has been told that they plan to put placards on the buses to state this.

**Ms. Connolly**

Ms. Connolly said she is going to the Upper Valley Lake Sunapee Regional Planning Commission meeting this week and will be saying a fond farewell to Ben Frost who, after two years, is moving on to a new position. She also noted that Vicki Smith was given this year's Planner of the Year award.

**Mr. Walsh**

Mr. Walsh said the Finance Committee has had its organization meeting. It plans to meet with members of the Board and Town employees prior to the budgeting season to review.

**10. APPROVAL OF MINUTES**

**Ms. Black MADE THE MOTION to approve the minutes of August 8, 2001 as amended. Mr. Baschnagel SECONDED THE MOTION and the Selectmen VOTED THREE TO ONE IN FAVOR OF APPROVING THE MOTION. Ms. Connolly abstained.**

**11. OTHER BUSINESS**

None

**12. ADJOURNMENT**

**Ms. Connolly MADE THE MOTION to adjourn to enter into Non-Public Session. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

**SUMMARY**

- 1. Ms. Black MADE THE MOTION to approve the Affordable Housing Commission document as amended and to appoint an Affordable Housing Commission as listed in the proposal document. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THIS MOTION.**
- 2. Ms. Connolly MADE THE MOTION to accept the recommendation of the Advisory Board of Assessors as per the memo of August 30, 2001. Mr. Walsh SECONDED THE MOTION and the Selectmen VOTED UNANIMOUSLY TO APPROVE THIS MOTION.**
- 3. Mr. Baschnagel MADE THE MOTION to accept the Chamber's request to install a banner on Main Street. Ms. Black SECONDED THE MOTION and the Selectmen VOTED UNANIMOUSLY TO APPROVE THIS MOTION.**

4. **Ms. Black MADE THE MOTION to accept the Hood Museum of Art's request for a one-year period. Mr. Walsh SECONDED THE MOTION and the Selectmen VOTED UNANIMOUSLY TO APPROVE THIS MOTION.**
5. **Ms. Black MADE THE MOTION to approve the minutes of August 8, 2001 as amended. Mr. Baschnagel SECONDED THE MOTION and the Selectmen VOTED THREE TO ONE IN FAVOR OF APPROVING THE MOTION. Ms. Connolly abstained.**
6. **Ms. Connolly MADE THE MOTION to adjourn to enter into Non-Public Session. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

The meeting was adjourned at 10:20 p.m.

Respectfully submitted,

Katherine S. Connolly  
Vice Chairman

These minutes were transcribed by Tina Moses.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**August 6, 2001**

**4:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 4:00 p.m. by the Chairman, Brian Walsh.

Present were: Brian Walsh, Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6 and that hearing enhancement equipment was not available as the equipment was malfunctioning

**1. PUBLIC COMMENT**

There was no public comment.

**2. PUBLIC HEARING TO AMEND THE BUILDING CODE ADOPTING ORDINANCE**

Mr. Walsh said the Building Code Adopting Ordinance was in the Board packets and also available to the public if desired. Ms. Griffin, Town Manager said that Ryan Borkowski, Building Inspector was present to walk the Board through the proposed modifications or they could ask questions individually. She said essentially these amendments take the National Codes, which are generic documents, and customize them for the Town of Hanover. Mr. Baschnagel asked about the process. Ms. Griffin said the Building Code Advisory Committee began reviewing Hanover's building codes over two years ago. In the process of reviewing them they came up with their first, second and third drafts only to discover in talking with Walter Mitchell, the Town Attorney, that in fact he didn't feel that the Town Meeting had made it clear that they had delegated to the Board of Selectmen the ability to amend the Building Code Ordinance to provide for updated National Codes. At the Town Meeting in May, the Town received approval from Town Meeting for the Selectboard to have delegated to them just that role. Hence the Building Code Ordinance was presented for review. The Ordinance comes out of the work done by the Building Code Advisory Board together with Mr. Borkowski over a two-year period. Ms. Black asked if contractors would be aware of the building code changes. Mr. Borkowski said that most of the amendments or additions come from the National Codes and most contractors would be aware of or were currently following these codes. This revision brought a lot of Hanover's regulations in conformance and compliance with State standards. Mr. Walsh asked if this had the unanimous endorsement of the Building Code Advisory Committee and Building Code Office. Mr. Borkowski answered yes. Mr. Pierson asked why there would be new codes, which weren't a part of the original code. Mr. Borkowski said most were State codes

that were mandated on a local level. The Town had never referenced these before and now felt they should be put in writing.

**Ms. Black MADE THE MOTION TO ADOPT THE BUILDING CODE ADOPTING ORDINANCE. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

### **3. PUBLIC HEARING TO AMEND ORDINANCE #27, STREET VENDOR ORDINANCE**

Ms. Griffin said the amendment to the ordinance was distributed and copies are available to the public. She said these are relatively minor changes, which have to do with the permitting of what are called the “permanent” spots. What is being recommended is a nine-month permit with a prorated fee versus a six-month permit. Another recommendation is that the Town Hall spots, which are more lucrative, be allowed to be utilized with a daily short-term permit. Mr. Baschnagel asked if the slots are available during the winter months. Ms. Griffin said yes they are, on a daily basis.

**Mr. Baschnagel MADE THE MOTION TO ACCEPT THE AMENDMENT TO ORDINANCE #27, STREET VENDOR ORDINANCE. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

### **4. DISCUSSION REGARDING POTENTIAL SEWER CONNECTION TO DRESDEN-OWNED ROUTE 5 SOUTH PROPERTY IN NORWICH**

Ms. Griffin said Superintendent of Schools, Ken Greenbaum called her about the ability of the School to connect a sewer line Route 5 South in Norwich to the property owned by the Dresden School District. She told him physically we can do it. The Ledyard Bridge was constructed to accommodate water and/or sewer lines running under the bridge. She said there are issues involved in doing this. For instance, would Norwich want a sewer line running down Route 5 South. The Options Committee of the School Board decided it would be appropriate for a member of the Dresden School Board to come before the Hanover Selectboard for a discussion. John Chamberlain said that Ken Greenbaum had spoken with Hartford Selectboard about a possible Route 5 South sewer connection. Hartford said they might be interested in a connection for playing fields but not necessarily for a school such as a middle or high school. Hanover has the capacity to provide sewer but the issue is that Norwich doesn't currently have sewer. The question is, if the Norwich Selectboard agreed to the line, would Hanover be prepared to act. Nancy Carter, member of the Dresden School Board said the committee is charged with looking at possible sites. The Options Committee needs to present to the Dresden Board by their November meeting no more than two site options for a school. The plan is to hold a series of public forums as well as hearings. Right now the Options Committee is identifying things that will not work so they can remove them from the table. Mr. Walsh asked if there were any requirements put forth from the agencies that have provided bonds, etc. to preclude us from

doing that. Ms. Griffin said she is unsure and would need to check with DES (Department of Environmental Services) and get something in writing from them guaranteeing this. There would have to be a intermunicipal agreement between Hanover and Norwich. Ms. Black said history has shown that Norwich has not wanted to hook up a sewer line in the past as they feel it will invite commercial development. She said she has no problem allowing a school to hook up to the septic, the only question will be about maintenance etc. Mr. Walsh said he agrees with Ms. Black and as long as someone can solve the maintenance issues they would be willing to discuss further.

**5. DISCUSSION REGARDING CONVERSION OF TEN (10) PARKING SPACES ON LEBANON STREET IN FRONT OF HANOVER HIGH SCHOOL TO CAR-POOL PARKING ONLY**

Ms. Griffin said the Board received a letter from Ralph Garbart requesting the conversion of twelve parking spaces in front of the high school to Car Pool Parking only. She said her only concern was how to police whether or not a car was a car pool vehicle or not. Ms. Griffin suggested a permit for car-pool vehicles and have the school be responsible for enforcing the permits. She said there would be signage reading "Car Pool Only Monday-Friday". Mr. Walsh said this is a creative idea and should be seriously considered.

**Ms. Black MADE THE MOTION TO DESIGNATE 12 SPACES IN FRONT OF HANOVER HIGH SCHOOL TO CAR-POOL ONLY SPOTS TO BE REGULATED BY HANOVER HIGH SCHOOL. Mr. Baschnagel SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

**6. PARKING AT ST. DENIS' CHURCH**

Mr. Walsh asked about the status of two parking spots in front of St. Denis' church. Mr. Walsh said he thought the Board had decided to remove these two spots. Ms. Griffin said the Police Chief and Parking Sergeant looked at the area and decided there is no sight line problem at Hovey Lane except when large trucks are in the area. They have ordered signage stating these spots are for compact cars only. Mr. Walsh repeated he feels the spaces nearest Sanborn are very dangerous for bicycle riders. Ms. Griffin said the first space has signage stating no parking however the space still exists. She recommends painting lines through the spaces. Mr. Baschnagel said this is an intersection which needs to be reviewed.

**7. HANOVER HOUSING AUTHORITY DISCUSSION RELATIVE TO UPDATING HUD REQUIRED SUMMER PARK MANAGEMENT PLAN**

Ms. Griffin said that Jonathan Chaffee, Executive Director of the Lebanon Housing Authority is present to review this item with the Board.



**Ms. Black MADE THE MOTION TO ADJOURN AS THE HANOVER SELECTBOARD AND CONVENE AS THE HANOVER HOUSING AUTHORITY. Mr. Baschnagel SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

Ms. Griffin reviewed the packet pertaining to the senior housing and explained the need for some of the proposed changes being brought forth by Mr. Chaffee. She said this packet will be forwarded to the tenants of Summer Park for a thirty day review before it can be approved by the Board. Mr. Pierson asked about the clause referring to citizenship and asked if a person could be denied due to this. Mr. Chaffee said no, they couldn't as long as they have the proper paperwork. Mr. Walsh asked for the relevance of the grievance procedure. Mr. Chaffee reviewed what the proposed Grievance Policy would be based on the written draft document. Mr. Walsh asked what the policy would be if there was no grievance procedure. Ms. Griffin said anyone with a grievance would speak with her and the Board. Mr. Walsh asked if creation of the grievance procedure would create more grievances than if the procedure is not created. Mr. Chaffee said that in his years with the Lebanon Housing Authority he has only had one formal grievance hearing and it helped to have the written grievance procedure to refer to. Ms. Black said she would be more comfortable with a Grievance Policy in place. Ms. Black questioned the number of units available to the non-elderly disabled. She wondered if it could be reduced to three. Mr. Chaffee and Ms. Griffin both stated the number as requested in the current plan was five. Ms. Black said she believes the number of five is high, and she would like to see it be three. She does not feel that Hanover residents should be turned down so that others can have a spot. Mr. Chaffee said that at this time there doesn't appear to be a critical need to fill spots as most of the people on the waiting list are in no major hurry to move.

**Ms. Black MADE THE MOTION TO ACCEPT THE DRAFT OF THE SUMMER PARK MANAGEMENT PLAN, THE PET POLICY, THE GRIEVANCE POLICY, AND THE LEASE. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

**Ms. Black MADE THE MOTION TO ADJOURN AS THE HANOVER HOUSING AUTHORITY AND RE-CONVENE AS THE HANOVER SELECTBOARD. Mr. Baschnagel SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

Ms. Griffin said she will distribute the Pet Policy, the Lease and the Grievance Policy to the tenants and allow them thirty days for review. Motion passed.

## **8. RECOMMENDATION TO AUTHORIZE EXECUTION OF LEASE FOR HOWE LIBRARY TELEPHONE SYSTEM**

Betsy McClain, Director of Administrative Services received three competitive bids and chose NEC Leasing for the lease of the Howe Library telephone system. Ms. Black asked if she could explain why the interest is so high. Ms. McClain said this is their standard municipal rate for

small projects. This leasing company will give the Town a wide array of services. At the end of thirty-six months the Town will own the system.

**Mr. Baschnagel MADE THE MOTION TO APPROVE THE BID AND TO EXECUTE THE LEASE FOR THE NEW PHONE SYSTEM AT THE HOWE LIBRARY. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

#### **9. DISCUSSION OF REVISED GOALS AND OBJECTIVES FOR FY 2001/02**

Ms. Black expressed her desire to add another goal to the list. She would like to see the Zoning Ordinance amended relative to the section allowing no more three unrelated individuals living in one rental unit. Ms. Griffin said the Planning and Zoning Department is looking at controlling the amount of tenants allowed in one unit. She will draft the proposed changes to the proposed Goals and Objectives. Mr. Walsh asked if the first goal related to the tax rate should have the clause "not to exceed" in it. Ms. Griffin said she will amend it to include the phrase "not to exceed".

#### **10. UPDATE ON PROPOSED NOISE ORDINANCE**

Ms. Griffin said there is a draft Noise Ordinance in place. The issue they are wrestling with is whether or not the Ordinance should include the time of day and also decibel amount. She said the Town Attorney is reviewing this now and she will be bringing this back to the Board soon. Ms. Collis said that many noises are occurring before 7:00 a.m. and she would like to know if the Board is addressing this. Ms. Griffin said the Ordinance does address this and the only exclusions would be for emergency and snow removal vehicles. One problem they foresee may be with the trash removal companies and the Selectboard will have to address this. There will be a Public Hearing on the draft Noise Ordinance on October 8, 2001.

#### **11. RECOMMENDATION TO ACCEPT AN EASEMENT FROM RAYMOND AND MARILYN DICKINSON RELATED TO THE ETNA SCHOOLHOUSE PROJECT.**

**Ms. Black MADE THE MOTION TO ACCEPT THE EASEMENT AS PROPOSED. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

#### **12. ADMINISTRATIVE REPORTS**

Ms. Griffin reviewed the status of the current projects, which are being worked on. They are having a hard time keeping up with the watering and the mowing is progressing slowly due to lack of rain. Most of the paving projects are complete. The Bike Path Committee is working with the hospital now for clearance to use a portion of Medical Center Drive. The only portion

that affects Hanover is the Line Stripping. Due to delays the project probably won't happen until spring.

### **13. SELECTMEN'S REPORTS**

#### **MS. BLACK**

Ms. Black said we had a successful meeting with the delegation from Nihonmatsu. She said the group was relaxed and had a lot of fun.

#### **MR. BASCHNAGEL**

Mr. Baschnagel asked if Grasse Road is being prepared for paving. He said the shoulders are staked and look like they are going to be paved. Ms. Griffin said it may be one of the conditions of approval to have it paved in the second phase. He said he would be concerned if the paving were to go around the corner because the road could not handle that type of traffic. He said the Conservation Commission Trails Subcommittee has decided not to pursue the Etna Highlands Trail. This is due to a number of concerns raised by residents. He said the Planning Board has had a discussion with the College about temporary housing and has changed their upcoming hearings to accommodate the College's urgency with this matter.

#### **MR. PIERSON**

Mr. Pierson said the Chamber had a social outing for their July meeting. They are struggling to find a chairman and asked if anyone had suggestions. Ms. Black suggested Terry Boone. He said the Water Company had a meeting following the joint meeting and they are looking into the financial consequences of municipalization. They will have a meeting in September to see what the financial implications are and they will come back to the Board with recommendations.

#### **MR. WALSH**

Mr. Walsh said the dedication of the Parking Facility and StreetFest were great days and were well attended. Ms. Griffin said we now have the plaque for the Parking Facility and it can be installed.

### **14. APPROVAL OF MINUTES:**

**Ms. Black MADE THE MOTION TO APPROVE THE MINUTES OF JULY 9, 2001 AS AMENDED. Mr. Baschnagel SECONDED THE MOTION and the Selectboard VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

### **15. OTHER BUSINESS:**

**There was no other business**

**16. Ms. Black MADE THE MOTION TO ADJOURN THE MEETING. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

### **SUMMARY**

**1. Ms. Black MADE THE MOTION TO ADOPT THE BUILDING CODE ADOPTING ORDINANCE. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**2. Mr. Baschnagel MADE THE MOTION TO ACCEPT THE AMENDMENT TO ORDINANCE #27, STREET VENDOR ORDINANCE. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

**3. Ms. Black MADE THE MOTION TO DESIGNATE 12 SPACES IN FRONT OF HANOVER HIGH SCHOOL TO CAR POOL ONLY SPOTS TO BE REGULATED BY HANOVER HIGH SCHOOL. Mr. Baschnagel SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

**4. Ms. Black MADE THE MOTION TO ADJOURN AS THE HANOVER SELECTBOARD AND CONVENE AS THE HANOVER HOUSING AUTHORITY. Mr. Baschnagel SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

**5. Ms. Black MADE THE MOTION TO ACCEPT THE DRAFT OF THE SUMMER PARK MANAGEMENT PLAN, THE PET POLICY, THE GRIEVANCE POLICY, AND THE LEASE. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

**6. Ms. Black MADE THE MOTION TO ADJOURN AS THE HANOVER HOUSING AUTHORITY AND RE-CONVENE AS THE HANOVER SELECTBOARD. Mr. Baschnagel SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

**7. Mr. Baschnagel MADE THE MOTION TO APPROVE THE BID AND AUTHORIZE THE EXECUTION OF THE LEASE OF THE NEW PHONE SYSTEM AT THE HOWE LIBRARY. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

**8. Ms. Black MADE THE MOTION TO ACCEPT THE EASEMENT FROM RAYMOND AND MARILYN DICKINSON RELATED TO THE ETNA**

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**SCHOOLHOUSE PROJECT AS PROPOSED. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

9. **Ms. Black MADE THE MOTION TO APPROVE THE MINUTES OF JULY 9, 2001 AS AMENDED. Mr. Baschnagel SECONDED THE MOTION and the Selectboard VOTED UNANIMOUSLY TO APPROVE THE MOTION.**

10. **Ms. Black MADE THE MOTION TO ADJOURN THE MEETING. Mr. Pierson SECONDED THE MOTION and the Selectboard UNANIMOUSLY VOTED TO APPROVE THE MOTION.**

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Tina Moses.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**JULY 9, 2001**

**4:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 4:00 p.m. by the Chairman, Brian Walsh.

Present were: Brian Walsh, Chairman; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; 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. RECOMMENDATION TO APPROVE ANNEXATION AGREEMENT**

Mr. Walsh explained that the annexation agreement related to the parking facility, office building, and commercial space located at 7 Lebanon Street. Ms. Griffin noted that there were 4 documents that needed to be addressed by the Selectmen. She said that there were 2 quitclaim deeds of easement. She said that one involved the Town of Hanover conveying easements to Seven Lebanon Street, LLC. She said that the other involved Seven Lebanon Street, LLC conveying easements to the Town of Hanover. She said that the five properties involved in the easements were the Grafton Star Grange, the League of New Hampshire Arts & Crafts, Upper Valley Restaurant Partnership, the Seven Lebanon Street commercial building, and the parking garage. She said that the easements are designed to allow for the sharing of pedestrian and vehicular space.

Ms. Griffin said that the other two quitclaim deeds were corrections of prior quitclaim deeds between Upper Valley Restaurant Partnership and the League of New Hampshire Arts & Crafts. She said that the Upper Valley Restaurant Partnership building has a new deck that extends onto the Town of Hanover property. She said that there is a connecting walkway between the back of the League of New Hampshire Arts & Crafts building and the steps to the parking garage.

Ms. Griffin said that there was also a warranty deed to formalize the relationship of having a party wall. She said that the original agreement executed with Seven Lebanon Street, LLC acknowledged that there would need to be an understanding about the relationship between the two entities because they were sharing a party wall.

Ms. Connolly noted that some of the easement areas would be terminated after 75 years, whereas others were related to the life of the facility. Ms. Griffin said that the original agreement with Seven Lebanon Street, LLC for the section of the parking garage under the commercial office building was based on a 75-year term. She said that in 75 years, the Town of Hanover and Seven

Lebanon Street, LLC could renegotiate the ownership of the parking spaces located under the commercial building.

Mr. Pierson asked about maintenance of the parking facility. Ms. Griffin said that she was reviewing a draft maintenance agreement prepared by Dartmouth College. She said that agreement, once revised by the Town and reviewed by the Town's attorney, would come before the Board of Selectmen for their review and approval.

Mr. Walsh said that he recalled stating at Town Meeting that the Board of Selectmen would hold a public hearing on the easements before granting or accepting them. Ms. Griffin said that she recalled the statement being made that the Board of Selectmen would take a public action on the easements. She noted that the agenda was posted and published in the Valley News. She said that a public hearing on the easements could be scheduled.

**Mr. Pierson MADE THE MOTION to accept the quitclaim deed of easement between Seven Lebanon Street, LLC and the Town of Hanover, the quitclaim deed of easement between the Town of Hanover and Seven Lebanon Street, LLC, the quitclaim deed of easement between the Town of Hanover and the Upper Valley Restaurant Partnership, and the quitclaim deed of easement between the Town of Hanover and the League of New Hampshire Arts & Crafts as presented at the meeting. Ms. Connolly SECONDED THE MOTION.**

Mr. Baschnagel asked the timeframe for finalizing the easements. Ms. Griffin said that she would have Dartmouth College correct the misspelling of Mr. Baschnagel's name in the warranty deed. She said that after that was corrected, the signature sheet would be available in the Town Manager's office for the Board members to stop by and sign. She said that the Town's Attorney had already reviewed the other quitclaim deeds so she was prepared to sign them following the Selectmen's meeting tonight.

Mr. Pierson said that the easement from Seven Lebanon Street, LLC to the Town of Hanover mentioned a minimum property transfer tax. Ms. Griffin said that she thought Dartmouth College had paid the transfer tax. She said that Dartmouth College was subject to the transfer tax because they were not a non-profit organization. She said that the Town was not subject to the transfer tax.

**The Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE QUITCLAIM DEED OF EASEMENT BETWEEN SEVEN LEBANON STREET, LLC AND THE TOWN OF HANOVER, THE QUITCLAIM DEED OF EASEMENT BETWEEN THE TOWN OF HANOVER AND SEVEN LEBANON STREET, LLC, THE QUITCLAIM DEED OF EASEMENT BETWEEN THE TOWN OF HANOVER AND THE UPPER VALLY RESTAURANT PARTNERSHIP, AND THE QUITCLAIM DEED OF EASEMENT BETWEEN THE TOWN OF HANOVER AND THE LEAGUE OF NEW HAMPSHIRE ARTS & CRAFTS.**

**3. RECOMMENDATION TO SET A PUBLIC HEARING FOR MONDAY, JULY 23RD TO CONSIDER AMENDING THE BUILDING CODE ADOPTING ORDINANCE**

Mr. Walsh, Ms. Connolly, and Mr. Pierson noted that they would be unable to attend the Selectmen's meeting on July 23rd.

**Ms. Black MADE THE MOTION to set the public hearing for Monday, August 6th to consider amending the Building Code Adopting Ordinance. Ms. Connolly SECONDED THE MOTION.**

Ms. Black said that the changes to the Building Code Adopting Ordinance were difficult to understand. Mr. Baschnagel explained that the Appendix section referenced the changes from BOCA that the Town was proposing to adopt. He noted that this was the first time that the International Code was included for one- and two-family. He said that it would be helpful to have a summary of what was and was not included.

**The Board of Selectmen VOTED UNANIMOUSLY TO SET THE PUBLIC HEARING FOR MONDAY, AUGUST 6TH TO CONSIDER AMENDING THE BUILDING CODE ADOPTING ORDINANCE.**

**4. RECOMMENDATION TO SET A PUBLIC HEARING FOR MONDAY, JULY 23RD TO CONSIDER AMENDING THE VENDING ORDINANCE**

**Mr. Pierson MADE THE MOTION to set a public hearing for Monday, August 6th to consider amending the vending ordinance. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR MONDAY, AUGUST 6TH TO CONSIDER AMENDING THE VENDING ORDINANCE.**

**5. RECOMMENDATION TO RE-AFFIRM THE CONSERVATION COMMISSION MEMO OF UNDERSTANDING**

Mr. Walsh noted that there was one change to the memorandum of understanding to remove the Ordinance that had been rescinded. He explained that the memorandum of understanding specifies that the Land Use Change Tax is split 50:50 between the Conservation Fund and the Land & Capital Improvements Fund. He said that the memorandum of understanding is reaffirmed annually.

**Ms. Black MADE THE MOTION to re-affirm the Conservation Commission Memo of Understanding. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RE-AFFIRM THE CONSERVATION COMMISSION MEMO OF UNDERSTANDING.**



**7. RECOMMENDATION TO APPROVE EMERGENCY ANNUAL CONCURRENCE PLAN**

Mr. Baschnagel asked if the Concurrence Plan was reviewed and updated annually. Ms. Griffin said that was correct. She said that some substantial improvements had been made over the last few years. The members of the Board stated concurrence with the plan. The Concurrence Plan was circulated and signed by 3 members of the Board of Selectmen.

**8. RECOMMENDATION TO APPROVE PETITION AND POLE LICENSES**

Ms. Griffin said that the poles and locations approved by the Town staff were before the Board of Selectmen for their approval. Ms. Black asked if they could keep a record of the poles and locations for their negotiations with Adelphia. Ms. Griffin said that the Town does keep a record of the poles and locations.

Mr. Pierson asked about the process for installing new poles. Ms. Griffin said that the utility companies are supposed to come to the Town to seek permission to install a pole in the right of way before the work is done. She said that the Town grants its permission with a license. Mr. Pierson asked if there were blanket approvals. Ms. Griffin said that the poles were reviewed and approved individually. She said that would give the Town the ability to retract a license in the future if it was determined to be in an undesirable location. She said that depending on how the Supreme Court cases were decided, the Town might be able to tax the utility companies for locating their property on public property.

**Ms. Black MADE THE MOTION to approve the issuance of licenses for the poles that have been outlined. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ISSUANCE OF LICENSES FOR THE POLES THAT HAVE BEEN OUTLINED.**

**6. DISCUSSION OF FY 2001-2002 GOALS AND OBJECTIVES**

Mr. Walsh reviewed the Selectmen Goals and Objectives for FY 2000-2001.

Mr. Walsh suggested discussing Goal #1. Ms. Black suggested eliminating the requirement that the town budget tax rate increase be equal to the inflation rate. She said that the Town should maintain the quality of Town services while restraining property tax increases. Ms. Connolly said that would make it more vague. Ms. Black said that there would be a time when that restriction would be too limiting. Mr. Baschnagel said that this was a goal not a hard and fast rule. Ms. Black said that she preferred the flexibility afforded by eliminating the statement. Mr. Pierson said that he welcomed the restraint that the statement offered. Ms. Connolly said that it was a target not a binding contract. Ms. Black suggested placing a target of 1% +/- of the rate of inflation.

Mr. Walsh suggested eliminating Goal #2. Ms. Connolly disagreed. She said that they should be prepared to support something that might come up. Mr. Walsh said that they could reinstate the

goal next year when there was a new legislature. Mr. Baschnagel expressed agreement with Mr. Walsh. Ms. Black said that the NHMA had a wide constituency with very different points of view on education funding. She said that she did not envision anything happening in the next year. Ms. Griffin said that she expected to see a lot of proposals during the 2002-2003 fiscal year but not much in the 2001-2002 fiscal year. She said that they could delete the goal for one year. The Board voted 4:1 to eliminate Goal #2 from the list of goals and objectives for FY 2001-2002.

Mr. Walsh suggested discussing Goal #3. Ms. Griffin said that they have been working on designing a format that is useful to the Town. She said that they provide components of the 20-year plan. She said that there is a 20-year paving plan and a 20-year equipment reserve. She said that they are not all included in one spreadsheet. She said that they have not included school projects. Ms. Black suggested combining Goal #3 and Goal #4. Ms. Griffin said that they have never listed the maintenance projects for all of the Town buildings on one spreadsheet. Ms. Black said that the properties should be inventoried to determine the current needs. Ms. Connolly said that they should enlarge the capital reserve accounts to avoid having to bond for small expenditures such as office equipment. Ms. Black said that developing a capital reserve program should be part of the Administration section.

Mr. Walsh suggested rephrasing Goal #3 to read as follows: Maintain a 20-year view of the capital needs of the community, including the following items: Community Center, Howe Library, Scenic Locales Committee Recommendations, Biking and Hiking Trails, Affordable Housing, College Street re-paving, parallel road to Greensboro Road, Water Company and School needs." He said that should remain part of the Selectmen section.

Mr. Pierson asked about the College Street re-paving. Ms. Griffin said that project was deferred to next summer. She said that project had been on the list at least 5 years. Mr. Baschnagel said that it was a major project. Ms. Griffin said that it was a \$250,000 job, with the Town paying \$170,000.

Mr. Pierson asked about the parallel road to Greensboro Road. Ms. Griffin said that road would run near the Lebanon-Hanover boundary south of Greensboro Road and Mink Brook. Ms. Connolly said that the Planning Board was not currently in support of that proposed road. Ms. Griffin said that the construction of the road would be done at the expense of the developers. Mr. Pierson asked why this was the only new road included on their list. Ms. Griffin said that, unlike incremental extensions of existing roads, this would be a brand new road that would require the extension of the Town water and sewer.

Mr. Walsh suggested discussing Goal #5. Mr. Baschnagel said that goal should be kept on the list. Ms. Connolly said that she expected some changes to the Zoning Ordinance related to parking would be brought to the Zoning Amendment Review Committee this year. She suggested that the goal should remain on their list for 2001-2002. Ms. Black said that it should remain.

Mr. Walsh suggested discussing Goal #6. Ms. Black said that goal was accomplished. She suggested that the goal for FY 2001-2002 should be to bring a bond issue for the new building in May 2002. Mr. Walsh agreed. He suggested eliminating the Howe Library from the list. Ms. Black said that the Howe Library staff was still involved in the planning process. Mr. Walsh suggested rephrasing.

Mr. Walsh suggested discussing Goal #7. Ms. Black said that was in process. Mr. Baschnagel asked whether they wanted to make the ad hoc Affordable Housing group a formal Town board or commission. Ms. Black said that they could discuss that at a future hearing.

Mr. Walsh suggested discussing Goal #8. Ms. Connolly said that was in process.

Mr. Walsh suggested discussing Goal #9. He noted that the first part was accomplished during FY 2000-2001. Ms. Griffin said that the Town Boards and Commissions have been hesitant to meet with the Select Board during their regularly scheduled meetings. Mr. Baschnagel suggested having each of the Boards and Commissions make a presentation to the Select Board on an annual basis. Ms. Black said that occurred annually in the past.

Mr. Walsh suggested discussing Goal #10. Ms. Griffin said that Tim Bates, of Mitchell & Bates, prepared a draft legal opinion. Mr. Walsh suggested moving that item to Administration. Mr. Baschnagel asked why the Town was asking for an attorney's opinion on whether they should have a dog ordinance. He said that the Town should make decision. Ms. Griffin explained that they were asking for a legal opinion on whether they could place more or different restrictions than the State. Mr. Baschnagel said that the goal should be rephrased to make that clear.

Mr. Walsh suggested discussing Goal #11. He said that they had been and should continue to work on that goal. Ms. Connolly asked the current status. Ms. Griffin said that they were trying to create a grid sheet based on feedback from Mr. Walsh and Mr. Baschnagel to make the Noise Ordinance more user-friendly. Ms. Connolly said that there were enforceable noise ordinances in other towns that they could draw upon.

Ms. Black suggested adding a new goal to continue to search for ways for voter participation and civility in public meetings. She said that some of the tones of some meetings have become acrimonious. She said that the Selectmen should promote respect and tolerance of other's opinions. Mr. Pierson said that he would support that goal.

Mr. Walsh suggested discussing the Administration Goals and Objectives for FY 2000-2001.

Mr. Walsh suggested discussing Goal #1. Ms. Griffin said that they had a draft Ethics Statement. Mr. Walsh said that they had a draft last year as well. Ms. Griffin said that it became a back burner issue when the majority of the legal fees had to be focused on the Fredyma lawsuits. She said that Walter Mitchell has finalized the draft. Mr. Walsh asked when a draft would be available for the Selectmen to review. Ms. Griffin said that it would be available in August.

Mr. Walsh suggested discussing Goal #2. Ms. Griffin said that there was a basic framework for the Planning Board, Conservation Commission, and Zoning Board. She said that they were looking to expand that to other boards such as the Parks & Recreation Board. She said that the Ethics Statement (when completed) would be included in the handbook.

Mr. Baschnagel asked if there would be any opportunity to draw from regional organizations such as the Upper Valley Lake Sunapee Regional Planning Commission. Ms. Griffin said that she pushed for a Planning & Zoning basics workshop when she was on the Board of the Property & Liability Trust. She said that even if workshops can be scheduled, the challenge is convincing the Board and Commission members to attend. She said that they are loath to attend extra night meetings. Mr. Baschnagel said that new members are more inclined to take advantage of opportunities to be educated.

Ms. Black said that the Chair of the Boards and Commissions should provide an orientation to new members. She said that was part of their responsibility. Mr. Walsh suggested combining Goal #2 and #7. Ms. Black suggested that Human Resources could be responsible for providing an orientation to new Board members.

Mr. Walsh suggested discussing Goal #3. Ms. Griffin said that the Open Space Plan was completed. She said that the Trails Committee of the Conservation Commission was working on an updated Class VI highway and trail plan. She said that Vicki Smith had completed the database of all Town-owned land and conservation lands. Mr. Walsh suggested eliminating the completed items from the list of Goals for 2001-2002.

Mr. Walsh suggested discussing Goal #4. Ms. Griffin said that a comprehensive plan had not yet been done. She said that it was not a high-priority item because they were focused on other capital projects that were determined to be more important. Mr. Walsh suggested taking Goal #4 off the list until after the Downtown Visioning generated their results and the Parking District was reorganized. Mr. Baschnagel agreed. Ms. Connolly said that Goal #4 was part of regular maintenance. Ms. Griffin said that she could include resurfacing of the parking lot in next year's parking fund budget. Ms. Connolly said that was a good idea. The consensus of the Board was to take Goal #4 off the list.

Mr. Walsh suggested discussing Goal #5. Ms. Griffin said that there was an employee in the Town Clerk's office who agreed to work until 6:00 p.m. one day per week. She said that they were in the process of circulating the supervisor's sign-up sheet so that employee wouldn't be in the building alone. Mr. Baschnagel asked when that was anticipated to begin. Ms. Griffin said that she anticipated starting in August. She said that it would probably be on a Wednesday or Thursday night. Ms. Black suggested coordinating with the night that the Dartmouth Bookstore was open late. Mr. Walsh suggested placing a transaction ad in the Valley News to educate the public.

Mr. Walsh suggested discussing Goal #8. Ms. Griffin said that it was an on-going project with Dan Daily. She said that they were about to move forward into the next phase of the project—clean up the basement. She said that there would be some substantial rearrangements to

accommodate the map files. She said that Hanover supported an application by Baker Library for Federal and State funds to establish a model municipal records preservation program. She said that Mr. Daily modeled it after the work he has done for Hanover. She said that he received grant funding for training other communities.

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

### **Ms. Black**

Ms. Black reported that Saturday night following the StreetFest; there will be a band concert at 8:00 on Reservoir Road and fireworks at 9:00.

### **Ms. Connolly**

Ms. Connolly reported that 3 adults and 12 students from Nihonmatsu would be coming to Hanover on July 27th. She said that Saturday would be a Dartmouth College tour.

### **Mr. Baschnagel**

Mr. Baschnagel reported that the Planning Board reviewed a proposal by Dartmouth College for the Leverone Field House. He said that they were proposing to relocate the main entrance to the side of the building.

Mr. Baschnagel reported that the Conservation Commission is considering setting aside a portion of their funds to facilitate the conservation easement process. He said that the intent is to offset some of the costs associated with placing a conservation easement so that people will be more inclined to do so.

Mr. Baschnagel reported that the Affordable Housing group has defined "affordable".

Mr. Baschnagel reported that he attended a meeting hosted by Dartmouth College on community transportation demand management. He said that the College was taking steps to provide alternatives to parking in the downtown.

Mr. Baschnagel reported that the School Board Transportation group has been looking into options to address the challenges with transportation. He said that one proposal was to change the schools' hours by 15 minutes. He said that the necessary parental support was lacking. He said that there was parental concern that the bus routes were too long and that it was inappropriate for students of all ages to ride together.

Mr. Baschnagel reported that he was asked to solicit the Board's interest in supporting a RideShare program. He asked if it would be possible to make available some of the off-street parking spaces on Lebanon Street. He said that they would be leased spaces for RideShare. He said that it would be an incentive program. Ms. Black suggested using the 11 spaces on Hovey Lane as well. Mr. Baschnagel said that those spaces had traditionally been used for hardship

parking. Ms. Black said that those students could participate in RideShare. Ms. Connolly said that there were other spaces on Hovey Lane that could be leased. Mr. Walsh said that the best approach would be for RideShare or the High School to present a proposal to the Selectmen.

**Mr. Pierson**

Mr. Pierson reported that the Board of Assessors met with Granite State Electric. Ms. Griffin said that was in response to the suit filed by the telephone utilities related to the taxability of poles. She said that Granite State Electric felt they needed to start the process of requesting abatements.

**Mr. Walsh**

Mr. Walsh reported that the Recreation Department did a wonderful job on July 4th. He said that he would like to send a note of thanks to the Rotary for the food, balloons, and cotton candy. Ms. Black suggested that Mr. Walsh prepare such a letter.

Mr. Walsh reported that the Howe Library Trustees met and discussed the Selectmen's concerns about the lack of clarity in the separateness of the Howe Library and the Town of Hanover in their pamphlets.

Mr. Walsh said that the parking structure during would be dedicated to Lou Bressett during StreetFest on Saturday, July 14th at 11:00 a.m.

**10. APPROVAL OF MINUTES**

**Mr. Walsh MADE THE MOTION to approve the minutes of December 4, 2000; February 26, 2001; March 5, 2001; March 12, 2001; March 26, 2001; April 2, 2001; April 30, 2001; and May 14, 2001 as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF DECEMBER 4, 2000; FEBRUARY 26, 2001; MARCH 5, 2001; MARCH 26, 2001; APRIL 2, 2001; APRIL 30, 2001; AND MAY 14, 2001 AS AMENDED.**

**Ms. Black MADE THE MOTION to approve the minutes of February 28, 2001 as amended and the minutes of June 4, 2001 as submitted. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 28, 2001 AS AMENDED AND THE MINUTES OF JUNE 4, 2001 AS SUBMITTED.**

**11. OTHER BUSINESS**

Ms. Griffin said that the Dog Warrants needed to be redone. Mr. Baschnagel asked if anyone had confirmed that the dogs still existed. Ms. Griffin said that they often found that out when an officer visited the property. She noted that these individuals had already been sent 2 notices about registering their dogs. Ms. Black asked if other towns follow these same procedures. Ms.

Griffin said that she did not know but they should. She said that it was a State requirement. Ms. Connolly said that the purpose was to verify that the dogs have been properly inoculated.

**Mr. Pierson MADE THE MOTION to adopt the warrant for action by Town staff. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED FOUR IN FAVOR, ONE OPPOSED (Ms. Black) TO ADOPT THE WARRANT FOR ACTION BY TOWN STAFF.**

## **12. ADJOURNMENT**

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

## **SUMMARY**

**1. Mr. Pierson MADE THE MOTION to accept the quitclaim deed of easement between Seven Lebanon Street, LLC and the Town of Hanover, the quitclaim deed of easement between the Town of Hanover and Seven Lebanon Street, LLC, the quitclaim deed of easement between the Town of Hanover and the Upper Valley Restaurant Partnership, and the quitclaim deed of easement between the Town of Hanover and the League of New Hampshire Arts & Crafts as presented at the meeting. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE QUITCLAIM DEED OF EASEMENT BETWEEN SEVEN LEBANON STREET, LLC AND THE TOWN OF HANOVER, THE QUITCLAIM DEED OF EASEMENT BETWEEN THE TOWN OF HANOVER AND SEVEN LEBANON STREET, LLC, THE QUITCLAIM DEED OF EASEMENT BETWEEN THE TOWN OF HANOVER AND THE UPPER VALLY RESTAURANT PARTNERSHIP, AND THE QUITCLAIM DEED OF EASEMENT BETWEEN THE TOWN OF HANOVER AND THE LEAGUE OF NEW HAMPSHIRE ARTS & CRAFTS.**

**2. Ms. Black MADE THE MOTION to set the public hearing for Monday, August 6th to consider amending the Building Code Adopting Ordinance. Ms. Connolly SECONDED THE MOTION and the he Board of Selectmen VOTED UNANIMOUSLY TO SET THE PUBLIC HEARING FOR MONDAY, AUGUST 6TH TO CONSIDER AMENDING THE BUILDING CODE ADOPTING ORDINANCE.**

**3. Mr. Pierson MADE THE MOTION to set a public hearing for Monday, August 6th to consider amending the vending ordinance. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR MONDAY, AUGUST 6TH TO CONSIDER AMENDING THE VENDING ORDINANCE.**

**4. Ms. Black MADE THE MOTION to re-affirm the Conservation Commission Memo of Understanding. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen**

**VOTED UNANIMOUSLY TO RE-AFFIRM THE CONSERVATION COMMISSION MEMO OF UNDERSTANDING.**

**5. Ms. Black MADE THE MOTION to approve the issuance of licenses for the poles that have been outlined. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ISSUANCE OF LICENSES FOR THE POLES THAT HAVE BEEN OUTLINED.**

**6. Mr. Walsh MADE THE MOTION to approve the minutes of December 4, 2000; February 26, 2001; March 5, 2001; March 12, 2001; March 26, 2001; April 2, 2001; April 30, 2001; and May 14, 2001 as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF DECEMBER 4, 2000; FEBRUARY 26, 2001; MARCH 5, 2001; MARCH 26, 2001; APRIL 2, 2001; APRIL 30, 2001; AND MAY 14, 2001 AS AMENDED.**

**7. Ms. Black MADE THE MOTION to approve the minutes of February 28, 2001 as amended and the minutes of June 4, 2001 as submitted. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF FEBRUARY 28, 2001 AS AMENDED AND THE MINUTES OF JUNE 4, 2001 AS SUBMITTED.**

**8. Mr. Pierson MADE THE MOTION to adopt the warrant for action by Town staff. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED FOUR IN FAVOR, ONE OPPOSED (Ms. Black) TO ADOPT THE WARRANT FOR ACTION BY TOWN STAFF.**

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

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Annie Hood.



**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**JUNE 4, 2001**

**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; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; 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.

**7. APPOINTMENTS: ZONING BOARD OF ADJUSTMENT**

Mr. Walsh announced that Margaret Connolly volunteered to be appointed to the Zoning Board of Adjustment for one year as an alternate member. He said that Bernie Waugh, Chairman of the Zoning Board, Ms. Connolly, and he met with Margaret Connolly. He said that they unanimously recommend her for the alternate position.

**Mr. Walsh MADE THE MOTION to appoint Margaret Connolly as an alternate member to the Zoning Board of Adjustment. Ms. Black SECONDED and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT MARGARET CONNOLLY AS AN ALTERNATE MEMBER TO THE ZONING BOARD OF ADJUSTMENT.**

Mr. Pierson asked if they were having trouble filling the positions on the Zoning Board. Ms. Griffin said that two alternate members were still needed for the Zoning Board. She noted that a full-time slot would be coming open soon as well. Mr. Pierson asked about the suggestion for Planning Board members to temporarily sit as Zoning Board members. Mr. Baschnagel explained that up to two Planning Board members were allowed to sit on the Zoning Board. He said that when he posed the suggestion at the Planning Board meeting, there was no interest.

**6. APPOINTMENT OF TAX COLLECTOR**

Ms. Griffin explained that she is the current Tax Collector. She said that she receives no additional pay. She said that she is the Tax Collector in name only. She said that the extent of her duties as Tax Collector is to sign the official documents. She said that the Deputy Tax Collector, Sallie Johnson, has been responsible for 99.9% of the duties of the Tax Collector.

Ms. Griffin said that State Law allows Town Meeting to appoint Town Managers as Tax Collectors. She said that in 1968, the Hanover Town Meeting appointed the Town Manager as Tax Collector. She said that the State Law allows any other appointment as Tax Collector to be handled by the Board of Selectmen. She said that since Ms. Johnson had been appointed as Town Clerk at this year's Town Meeting, she recommended that she be appointed as the Town Clerk/Tax Collector. She said that would allow Ms. Johnson to sign the official documents and

continue to do the rest of the work she has always done. She noted that Liz Meade would be designated as the Deputy Tax Collector.

**Ms. Black MADE TO MOTION to appoint Sallie Johnson as the Tax Collector for Hanover. Mr. Pierson SECONDED THE MOTION.**

Ms. Black asked if Ms. Johnson would receive additional salary as the Tax Collector. Ms. Griffin explained that they were looking into a change of job title. She said that would have to be approved by the Board of Selectmen.

Mr. Walsh asked if Ms. Johnson would have to run for Tax Collector at the next Town Meeting. Ms. Griffin said that in New Hampshire, the Town Clerk is elected and the Tax Collector is appointed.

**The Board of Selectmen VOTED UNANIMOUSLY TO APPOINT SALLIE JOHNSON AS THE TAX COLLECTOR FOR HANOVER.**

#### **5. CONSIDERATION OF RECOMMENDATIONS OF THE ADVISORY BOARD OF ASSESSORS**

Mr. Walsh said that there were recommendations by the Advisory Board of Assessors relative to four properties. Mr. Pierson said that the Advisory Board of Assessors met with each of the four property owners who asked for abatement of taxes. He said that each of the requests was detailed, including historical data and input from the residents. He said that the Advisory Board of Assessors recommended that three of the four assessments be adjusted.

**Mr. Pierson MADE THE MOTION that the document dated May 29, 2001 to the Board of Selectmen from Michael J. Ryan, Director of Assessing, be approved. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY THAT THE DOCUMENT DATED MAY 29, 2001 TO THE BOARD OF SELECTMEN FROM MICHAEL J. RYAN, DIRECTOR OF ASSESSING, BE APPROVED.**

#### **8. ADMINISTRATIVE REPORTS**

Ms. Griffin reported that the Highway Department was gearing up to repave Lyme Road from Park Street to the urban compact (between Rivercrest and Kendal). She noted that there had been some phone calls inquiring about Etna Road. She said that the State was resurfacing Etna Road from the Lebanon/Hanover line to lower Dogford.

Ms. Griffin reported that they were also negotiating easements with the hospital for the bike path project. She said that there was a final meeting tomorrow morning. She said that when the easements were obtained, the State could go out to bid on the project as early as early July with construction in the fall.

## 1. PUBLIC COMMENT

Ann Crow, of the Hanover League of Women Voters, said that they were working on a voter participation project. She said that some of the other members of the committee are Kari Asmus, Anne Morris, Ruth Lappin, Charlotte Faulkner, Margaret Robinson, Laura Beth Goodman, and Mary Lou Hathorn. She said that the idea for the project was endorsed at the League of Women Voters annual meeting. She said that the intent was to have something together by the fall.

Ms. Crow said that there has always been a certain amount of difficulty getting information to the public. She said that they have distributed "Know Your Officials" and "Know Your Government" brochures to educate the public. She said that thanks to the Selectmen, they have begun distributing them with the Town calendar, so there is a wider distribution. She said that they continue to send out birthday cards to 18-year-olds to remind them they can vote. She said that this year's annual Town Report was a marked improvement over past years. She said that the information on the Town Meeting was at the front of the report.

Ms. Crow said that they would be meeting once a month in June, July, and August. She said that they were hoping to have enough ideas generated by the last meeting to start something in the fall. She said that they would love to have members of the Select Board attend the meetings.

Mr. Walsh said that the League was doing a great job. He said that he was concerned that most people under age 50 were not going to Town Meeting. He suggested working on strategies to get those people more involved. Ms. Crow said that was one of the motivating factors for the voter participation project.

Mr. Baschnagel said that it was not just Town Meeting. He said that the School Board meetings likewise have low attendance. He said that an \$8 million budget was passed by only 45 voters at last year's Hanover School Board meeting. He said that half of those people were representatives for the Administrators and the School Board.

Anne Morris said that a few months ago, Lech Walesa visited Hanover and gave a speech. She said that one of the things he said was that it amazed him that there was so little participation in the American Democratic process.

Ginger Culpepper said that Hanover is only as good as its weakest link.

**Mr. Walsh MADE THE MOTION to ask the League of Women Voters to undertake the voter participation project for 2001. Ms. Connolly SECONDED THE MOTION.**

Ms. Crow noted that they were planning to make a similar presentation to the School Board in a couple weeks.

**The Board of Selectmen VOTED UNANIMOUSLY TO ASK THE LEAGUE OF WOMEN VOTERS TO UNDERTAKE THE VOTER PARTICIPATION PROJECT FOR 2001.**

**2. PUBLIC HEARING FOR CONSIDERATION OF THE CLOSURE OF THE SKATEBOARD PARK LOCATED BEHIND THE RICHMOND MIDDLE SCHOOL**

Ms. Griffin explained that the School District and the Town collaborated in 1996 to create the small skateboard park behind the Richmond School. She said that it took about a year for the two entities to work out the logistics and negotiate the insurance coverage issues. She said that the Public Works Department did the small asphalt work that was required. She said that since then, the Town has purchased 3 or 4 elements for the skateboard park. She said that there were funds in this year's budget to purchase 3 more elements.

Ms. Griffin explained that some of the original elements were constructed of wood. She said that as a response to noise concerns from the neighbors, those elements were replaced with concrete elements. She said that the neighbors have expressed concern about the boom boxes that have been brought in, the non-Town elements (file cabinets, picnic tables, chairs) that appear, the use of the park at night after dark, and the fact that many of the skateboarders do not use protective equipment. She said that in response to those concerns, over the last couple weeks the Town has been patrolling the park every morning and removing every element not placed by the Town. She said that the police have been driving by the facility at dusk and sunset to make sure the skateboarders know it is time to go.

Mr. Walsh said that there was a sign at the skateboard park establishing rules for its use. Ms. Griffin said that the sign indicates that protective equipment must be worn, that use of the park is prohibited after sunset and while school is in session, that no loitering or littering is allowed, and that no elements are allowed other than those provided by the Town and approved by the School. She said that it was clear from the pictures provided by Jeannie Childs that the skateboarders were using more than town-approved elements.

Mr. Walsh said that at the last Selectmen's meeting, the neighbors presented a book of facts and pictures. She said that Ms. Childs, on behalf of the neighbors, requested that the skateboard park be closed.

Mr. Pierson asked about the original agreement that set up the park. Ms. Black said that she was on the original committee. She said that they worked with the skateboarders and the school. She said that since then, nearly everyone involved in the original agreement has gone. She said that during the first few years, the park was patrolled by the school and kept fairly clean. She said that there were a couple older boys who made a concerted effort to maintain the upkeep.

Mr. Baschnagel asked why that particular site was chosen for the skateboard park. Ms. Black said that the Town did not have any land of their own near the downtown that would meet the needs. She said that the location behind the Richmond School was near the playground, the track, and the playing fields. She said that it could be easily patrolled. She said that there was a streetlight. She said that the School offered the land for that use. Mr. Baschnagel asked who

was supposed to provide oversight. Ms. Black said that the school was supposed to maintain the park. Ms. Griffin said that it was the Town's responsibility to maintain the paved surface.

Mr. Pierson asked if new elements negated the insurance coverage. Ms. Black said that as long as they were approved skateboard pieces, it was ok. Mr. Pierson asked about the homemade elements. Ms. Griffin said that the insurance agreement was not specific about what types of equipment was allowed.

Susan Blum, of Norwich, asked if there was really a problem. She said that there did not seem to be adequate documentation.

Douglas Harp said that he was the father of two skateboarders. He said that when this park was established in 1996, it was designed as a temporary fix until a permanent skateboard park could be established. He said that skateboarding is no longer a fringe sport. He said that he was hopeful that the Town would continue to support a skateboard park.

Ms. Black said that the Town did not own any land that would work for a skateboard park. Mr. Harp suggested that there was room on the Dartmouth College campus. He said that it would be in the College's best interest to provide a skateboard park so that the skateboarders would have a place to skate.

Linda Addante said that there is a growing need for a skateboard facility. She said that she was preparing to make a presentation to the Norwich Recreation Department. She said that they sent out surveys to the Ray School, Marion Cross School, Richmond School, and Hanover High School. She said that there was a tremendous return rate. She said that so far the results had been 2:1 in favor of a skateboard park. She said that there were three groups of about equal size: (1) will use the skateboard park and want to see one built, (2) will not use the skateboard park but want to see one built, and (3) don't want to see a skateboard park built. She said that they are in the process of looking for a place. She said that they would like to do this in partnership with Hanover.

Ms. Griffin said that she spoke with Tom Byrne last week. She said that Campion Arena is iceless 4 months of the year. She said that she spoke with Mr. Byrne about using the Campion Arena for an indoor skate park during the summer. She said that she did not know whether the skateboarders would be interested in an indoor park. She said that it was in close proximity to Hanover, Norwich, and Lebanon.

Ms. Addante said that the most important thing was keeping the kids off the streets. She said that it was not safe for the kids to skateboard on the streets and it was not appealing to the businesses. She said that it was also not desired to have the skateboarders using handmade elements. Ms. Black asked if any of the skateboarders use the Hartford park. Ms. Addante said that some do.

John Caulo said that he has two children who skateboard. He said that a skateboard facility is needed. He said that in order to be successful, a park needs to be in a public place. He said that

team sports do not appeal to all children. He said that skateboarding fills the void. He said that other communities have been able to navigate through the skateboard park process.

A lady in the audience said, that the skateboard park at the Richmond School/High School was the equivalent to the playground at the Ray School. She said that it was important that the skateboard park not be far removed from the community.

Anne Sa'adah asked why the skateboarders could not organize themselves. She said that there were lifeguards at swimming pools. She asked why there couldn't be a skateboard park guard.

Jack Blum, student from Norwich, said that the skateboard park should stay where it is. He said that the kids need it.

Jack Stinson said that he was involved in the original skateboard committee. He said that the Select board needs a way to monitor the feedback and address the complaints. He said that one method that would work would be for the School to set up a skateboard club. He said that the kids need to self-monitor. He suggested that earthen barriers could be molded to muffle the noise. He said that the skateboard park should not be closed. He said that there were valid complaints and they should be addressed.

Jake Blum, of Norwich, said that he was extremely impressed by the civic mindedness of the teenagers and kids working to organize a group. He said that there was a half pike in his neighbor's back yard. He said that it was much closer to his house than the skateboard park at the Richmond School was to its neighbors. He said that his neighbor's skateboard area was self policed and didn't create a disturbance. He said that this was an opportunity to involve the younger members of the community in civic activities.

Mr. Walsh said that the Town government has responded and put Town money behind the park, obtained insurance for the park, and created something important for the kids. He said that this was not an issue about Town government. He said that it was an issue about neighbors and people respecting each other. He said that the report was not lawlessness. He said that it was about breaking specific rules that resulted in excessive noise and dangerous skateboarding activities.

Carol Norbert said that she has seen young adults using the skateboard park after dusk. She said that the problem might not be the teenagers.

Tom Goodrich asked who chose the elements. Ms. Griffin said that the elements that were just funded came from the Richmond School newspaper. She said that a survey was done about elements. She said that the 3 items they have in this year's budget came off the 7-item wish list in the paper. She said that Jonathan Brush had also been speaking with the skateboarders to make sure that those are the types of elements they want. Mr. Goodrich suggested that students in the shop class could choose to work on skateboard element projects, after receiving approval from the Town. He said that might reduce a bunch of the problems.

Ms. Culpepper said that the noise needed to be addressed. She said that the neighbors had a valid point. She said that boom boxes could be heard for miles. She said that there was currently no ordinance prohibiting boom boxes. She said that establishing such an ordinance would help.

Mrs. Blum said that people who do not understand skateboarding do not have any tolerance for the sport. She said that they needed to separate those complaints from legitimate complaints. She said that when the children skate, they like to listen to music. She said that it probably was no more noisy than a football game or track meet. She said that skateboarding was a legitimate sport.

Mr. Caulo said that regulating noise was difficult. He said that they could not just regulate boom boxes. He said that they would need to apply the same rules to crowd noise and loudspeakers as well.

Winifred Stearns said that she remembered the original discussions. She said that the idea was to make a place for skateboarding other than Main Street. She said that the Town has been very patient and generous in providing the skateboard park behind the Richmond School. She said that Norwich is now stepping forward. She suggested that the Hanover kids should go to Norwich.

Max Culpepper, Director of the Dartmouth marching band, said that they are not allowed to use even a tape player at their rehearsals because it could disturb the neighborhood. He said that boom boxes playing every day compared to 4-5 football games of 1-2 hours in length per year, was not a fair comparison. He said that there were strict rules on when the PA system could be used. He said that they could hardly use it at all. He said that the skateboarders had no more right to disturb the neighborhood with their music than the neighborhood had to stop them from having some wholesome fun.

Jeanne Childs thanked the Board for understanding that the neighborhood was not opposed to the skateboard park. She said that a trust had been broken and the neighborhood was being negatively affected. She said that several alternatives were mentioned. She said that the Champion Rink would be a good option. She said that the land that was purchased in Norwich was another option. She said that the Recreation Center might be another location for the skateboard park. She said that she was still concerned about the Town's liability with handmade elements.

Ms. Griffin said that the insurance policy was not specific to the equipment. She said that it was her hope that by removing the handmade elements every day, it would discourage their use. She said that by adding more legitimate elements, it might also deter homemade elements. Ms. Childs asked about an emergency phone. Ms. Griffin said that they priced it out. She said that it was extremely expensive. She said that it would cost \$1,400 per year.

Mrs. Morris said that she was not affected by the skateboard park. She said that if she lived near it, the music would bother her because it is not the type of music she enjoys listening to. She

said that it was an issue of reciprocity. She said that she understood that the skateboarders wanted to listen to music. She said that the problem was that they were imposing their music on the neighborhood. She said that they would not want to be imposed on that same way.

Mary Lou Hathorn said that there needs to be a lot of mutual respect between the neighbors and the school. She said that people who choose to live across the street from the school should have a high tolerance for the activities of children. She said that the students do not have a choice about who lives by the school but the property owners have a choice of where they live.

Mr. Blum said that he has found that when he shows respect to the kids, they reciprocate.

Tammy Kitzmiller, neighbor to the Blums, said that the noise has not been a problem with their half pike. She said that they have the skateboarders sign waivers of liability and they require them to wear helmets. She said that the noise in her backyard does not bother her. She said that level of noise might bother someone else. She asked if there was more than one person concerned about the skateboard park. She asked what level of complaints would be needed to justify closing the park. She said that it would help if the person/people who were concerned talked to the skateboarders.

Mrs. Blum said that there was misinformation that skateboarding was a dangerous sport. She said that people don't think about that with organized sports. She said that when they compare skateboarding with organized sports, it ranks low in terms of injuries. She said that hockey was the most dangerous sport. She said that football, soccer, and baseball resulted in more injuries than skateboarding.

Jim Walk said that he lived near the skateboard park. He said that he likes to see kids playing there. He said that the kids don't follow all of the posted rules. He said that he did not think they could eliminate all of the handmade elements. He said that until the kids tested things out, they would not always know what would and would not work.

Ms. Kitzmiller asked if there had been any other complaints. Ms. Griffin said that the only formal complaint was from Ms. Childs. She said that, as the Town Manager, she felt Ms. Childs had legitimate complaints. She said that the Town did not have a policy to require a certain number of complaints before responding. She said that she thought that if the kids could police themselves with support from their parents, the problems could be solved. She said that she felt the kids could play music as long as they kept it at a reasonable volume. She said that if more elements were desired, the skateboarders could do some fundraising. She said that another solution might be fencing the skateboard park and screening it with landscaping.

Mr. Baschnagel said that the concerns have raised questions about a lack of ownership of the facility. He said that there are not adults supervising the kids, like there typically are with team sports. He said that the skateboarding is not a handful of events scheduled periodically through the year. He said that this is a daily daylong event during the summer. He said that he thought it was a great idea to have the Recreation Department and the parents providing oversight. He said



that would make all the difference. He said that the neighbors do not know the kids. He said that it is a public facility used by a wide variety of young people.

Mrs. Blum said that skateboarding does not require adults to provide instructions. She said that having adults hanging around would hinder the activity. Mr. Baschnagel said that he was merely suggesting that there should be some adults involved and responsible in maintaining the park and providing supervision.

Mr. Goodrich said that kids lack the proper decision-making abilities for all situations. He said that it is an acquired skill. He said that adults should be involved to a certain extent.

Ms. Sa'adah applauded the effort to establish a club and provide oversight. She said that many of the adults are concerned about the continuous violation of the rules. She said that the rules were set up for that space. She said that it was not just a question of noise. She said that it was not just a question of respect. She said that it was also following the posted rules governing the use of that space.

Mr. Stinson suggested that they establish an informal club through the Recreation Department. He said that he would provide feedback to Hank Tenney, who would report back to Ms. Griffin for the next Selectmen's meeting. He said that any complaints could be directed to Hank Tenney or Ms. Griffin, and he could in turn bring it directly to the kids. He said that would be more practical than bringing complaints back to the Select Board for them to address.

Mr. Walk said that helmet use should be enforced if the insurance requires them to be worn by the skateboarders. Mr. Walsh said that the regulation is that protective equipment will be worn.

Mary Ryan, of Norwich, said that in Hartford, students have to sign waiver forms. She said that would increase parental involvement.

There were no further public comments. The public hearing was closed.

Ms. Black said that she was in favor of skateboard parks. She said that she was in favor of kids having positive things to do. She said that skateboarders were not a weird subculture. She said that she walks by the skateboard park every morning. She said that there is often stuff left lying around. She said that too many people are afraid to talk to the kids. She said that the biggest value of a skateboard park is that the kids learn to share because there are only 2 half pikes. She said that they take turns on their own. She said that some of the kids come without helmets. She said that the parents were responsible for making sure their kids are properly equipped. She said that it was everyone's responsibility (skateboarders, parents, and Town) to work together to make the skateboard park work. She said that the problem with the boom boxes was less the type of music than the volume of the music. She said that skateboarding was a positive experience for the kids. She said that they did need some oversight. She said that the Town was taking positive steps to avoid problems. She said that if the music gets too loud, the neighbors should tell the kids. She said that if there continues to be abuse, the Selectmen will take action.

Mr. Baschnagel suggested tabling the discussion to allow Mr. Stinson, the parents, and the kids to put together a system and make a presentation. Ms. Black said that skateboarding is not designed to be an organized activity. Mr. Baschnagel said that one of the downsides of getting the Town involved in the skateboard park was that there would need to be some organization. Ms. Black said that there is some organization as a result of the Town checking the park morning and evening, and periodically during the day.

Mr. Pierson said that when this problem was raised with the Recreation Department, they spent considerable time discussing it at their meeting. He said that Mr. Stinson immediately took charge of the effort. He suggested letting the Recreation Department handle the situation and they could keep the Selectmen informed of their progress.

Mr. Walsh said that he would like the informal group headed by Mr. Stinson to meet with Jeannie Childs and John Schumacher to talk about the issues. He said that fence viewers are elected every year at Town Meeting to deal with boundary disputes. He said that, in a way, this is a boundary dispute. He said that they need a way to handle these issues in an informal manner. He said that if the rules are not being followed, then the Selectmen could take more formal action.

**Mr. Baschnagel MADE THE MOTION that the Recreation Board provide oversight of the skateboard park. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY THAT THE RECREATION BOARD PROVIDE OVERSIGHT OF THE SKATEBOARD PARK.**

### **3. DISCUSSION OF TRAFFIC REDUCTION REQUEST RELATIVE TO HOVEY LANE**

Dick Lewin noted that he sent a letter regarding traffic solutions for Hovey Lane. He read his May 30, 2001 letter into the record.

Mr. Walsh noted that the letter referenced the parking spaces in front of St. Denis Church. He asked if they were requesting/suggestion the elimination of those parking spaces. Mr. Lewin said that was correct. He said that they were also requesting/suggesting the elimination of a couple parking spaces by the high school. Mr. Walsh said that he was not aware that there was parking on the right by the field side. Mr. Lewin said that it was a no parking zone but cars parked there for drop-off and games. Ms. Griffin said that the No Parking was not enforced after school hours.

Mr. Baschnagel asked how Norwich contributes to the traffic on Hovey Lane. Mr. Lewin said that about 45% of the cars using Hovey Lane as a cut-through have Vermont license plates. He said that pressure needs to be put on Lebanon to put in a bridge so that the traffic doesn't have to travel through Hanover. Mr. Baschnagel stated that it was Vermont traffic, not necessarily Norwich traffic. Mr. Lewin said that was correct.

Jim Walk said that he had observed the cars with Vermont plates using Hovey Lane as a cut-through.

Ms. Culpepper said that closing Hovey Lane would impact Currier Place. She said that there is only a sidewalk on the library side of Currier Place. She said that there is no sidewalk on their side of the street. She said that they couldn't walk up the street because of the volume of the current traffic. She said that this was a serious problem. She said that they needed a more creative solution that didn't dump all the Hovey Lane traffic on Currier Place. She suggested making Sanborn Lane a one-way street. She said that would stop the problem in a hurry.

Callie Gilbert said that there is a tremendous amount of traffic on Hovey Lane. She said that it is not just school traffic. She said that they couldn't walk down Hovey Lane because cars drive too fast. She said that cars frequently have accidents at the intersection of Hovey Lane and Buell Street.

Ms. Sa'adah asked why speed bumps have not been tried. Ms. Griffin said that they have been having traffic problems on several roads. She said that there have been requests for speed tables on Rope Ferry Road, Valley Road, and additional speed tables on Rip Road. She said that the plow operators are not fond of speed tables. She said that speed tables require additional maintenance. She said that they need to develop a consistent policy about implementing speed tables. She said that it did not make sense to haphazardly add speed tables around the town. She said that there were also concerns with emergency vehicle response times affected by speed tables. She said that once they started installing speed tables, many other requests would start coming in.

Mr. Lewin said that speed tables generated additional noise with cars accelerating and decelerating. He said that it takes experimentation. He said that speed tables have an unwanted by-product.

Ms. Griffin said that the people who live adjacent to the speed table on Rip Road have told her that it increased the traffic noise. She said that was the downside.

Kari Asmus said that the Town should develop a town wide policy related to traffic. She said that if they close one road, why not another. She said that there needs to be a basis for road closures. She said that maybe traffic volumes were the determining factor.

Ms. Stearns said that the effect of closing Hovey Lane would be to have traffic back up almost the entire length of Currier Place from Lebanon Street to Dorrance Place. She said that making the exit onto Lebanon Street a right-turn only would help but it would not solve the problem. She said that Hovey Lane has a speed problem but they don't have a stop sign problem. She said that the 4-way intersection by the library would become gridlock if Hovey Lane were closed. She said that the double yellow on Currier Place makes it look like a thoroughfare. She said that closing Buell and Hovey was not a solution. She said that the sidewalk was almost never used. She said that it has done away with the illegal parking at the library. She said that she was extremely sympathetic to the Culpeppers.

Ms. Hathorn said that she has lived on Currier Place for 24 years. She said that the idea of closing off Buell Street was shocking. She suggested the traffic problem could be better addressed with speed enforcement.

Ms. Childs said that the Annual Report made the following two statements: "The Town is first and foremost its people" and "The Planning Board understands that residents like their neighborhoods the way they are." She said that the draft of the Master Plan visions stated that the "proposed changes in Hanover should be judged against their impact on the established neighborhood, rural and environmental character. Maintenance of the quality of life its residents cherish is the focus of our planning effort." She said that there were further statements about traffic calming strategies. She said that there were statements about quality of life issues.

Mr. Lewin said that they did not want Currier Place to be wrecked by traffic. He said that he thought the concerns about Currier Place could be addressed with additional signs. He said that if Currier Place were a one-way street between East South Street and Dorrance Place, then there would be no morning commuter traffic backing up on Currier Place. He said that the Hovey Lane and Currier Street problems were different from Rip Road. He said that road closures would not be appropriate in many locations around town.

Mr. Walk said that the speed limit on South Main Street was 25 MPH one direction and 30 MPH the other direction. He said that the 20 MPH sign on Hovey Lane was pushed over within a week of its installation. He said that there was a speed problem, as well as a traffic problem.

Jim Barrett, of Hovey Lane, explained that he was one of the few people opposed to the closure of Hovey Lane. He said that he was sympathetic to the problem. He said that the number and speed of the cars was a problem. He said that a street closure should be a last result. He said that they should try a speed table first.

Mr. Harp said that speed was a problem throughout the Town. He said that enforcing the speed limit could solve a lot of these problems.

Mr. Culpepper said that he sympathized with his neighbors but closing their road would move all the cars to his road. He said that a one-way situation would only help for the cars going one direction. He suggested lowering the speed limit to 15 MPH and prohibiting trucks above a certain weight.

Mr. Baschnagel noted that the comment was made that the traffic had worsened during the past year. He stated that one of the techniques for traffic calming is narrowing the streets. He said that they had done that by adding a sidewalk on Currier Place. He said that might be in part what has caused the extra traffic on Hovey Lane.

Mr. Lewin said that he thought it was also a result of the parking garage. He said that people are trying to avoid driving by the parking garage and they are trying to avoid the intersection of Currier Place and Lebanon Street.

Ms. Sa'adah said that people are driving differently. She said that she sees more and more people drive through red lights and people don't stop for stop signs any more. She said that people are driving bigger cars. She said that a few driving citations wouldn't hurt.

Ms. Stearns suggested that an immediate improvement would be eliminating left-hand turns onto Lebanon Street off Currier Place. She said that parked cars obstruct the view. She said that eliminating the left-hand turns would reduce the back up on Currier Place.

Mr. Lewin said that another solution would be to close Currier Place. He said that would be easy to do. He said that it was not irreversible. He said that there would be no big sacrifice for the residents. He said that the traffic has been increasing the last 4 years as a result of the hospital and Centerra. He said that it has been gradually increasing. He said that there would not be serious ramifications to closing Currier Place.

Ms. Gilbert said that it has become worse since the hospital moved. She said that it has gradually worsened since then. She said that the neighbors on Buell Street and Hovey Lane have asked the Town not to repave their roads because the bad dips mitigate traffic.

Charlotte Faulkner said that the hospital move increased the traffic. She said that it was not just the parking garage. She said that they want to keep Hovey Lane as a neighborhood street not a travel-through.

Ms. Black noted that there were parking meters along 2 blocks of Hovey Lane. She asked how people would access the parking spaces. Mr. Lewin said that his proposal was to close Hovey at the intersection with Buell Street. He said that cars could turn around in the driveway to the high school. He said that past that point should be a sign indicating that it is a dead-end street. He said that there should also be a sign at the intersection with Lebanon Street. He said that these could all be temporary measures. He said that there were a lot of sign options that would not cost a lot of money.

Mr. Baschnagel asked if the idea was that it would be a Town maintained street without an outlet. Mr. Lewin said that was correct.

Ms. Black said that they needed to accommodate turn-around traffic other than forcing people to pull into the school driveway. She said that was not a good solution.

Mr. Lewin said that the intersection of Hovey and Lebanon Street was cited as a problem with almost everyone he spoke with.

Mr. Walsh explained that the videotape only had about 20 minutes left. He suggested they continue the discussion on item #3 to later in the meeting.

#### **4. DISCUSSION OF DRAFT NOISE ORDINANCE**

Ms. Griffin said that the draft noise ordinance before the Select board had not yet been reviewed by the Town Attorney. She said that it was a combination of efforts by Police Chief Nick Giaccone and Jonathan Edwards, Planning & Zoning Director. She said that the Durham, NH noise ordinance was used somewhat as a model. She said that this draft ordinance was fairly straightforward. She said that it focused primarily on hours of operation, with certain exemptions. She said that there was also a component based on decibel levels. She said that she did not feel that decibel levels were the best method because they required interpretation. She said that decibel levels were much more subjective than objective. She said that hours of operation were simpler. She said that there were enough exemptions to exclude snow removal. She said that there were also certain exemptions for emergency repairs. She said that the Town, State, and Public utilities were included under exempted emergency repairs. She said that the College would probably also want to be included under allowable emergency repairs. She said that if the Board were comfortable with the general format, she would send it to the Town's Attorney for review. She said that then it would come back to the Selectmen for a public hearing. She said that it was designed to mesh with the Zoning Ordinance.

Mr. Walsh asked what changes were made to the noise section of the Ordinance at Town Meeting this year. Ms. Griffin said that the decibel level was changed to match federal noise standards. Mr. Baschnagel said that it was a reduction in numbers. Mr. Walsh asked what was covered by the Zoning Ordinance in terms of noise. Mr. Baschnagel said that it provided a benchmark for the Planning Board to review potential uses/applications.

Mr. Harp said that this related to a quality of life issue. He said that there are incredibly loud student parties. He said that this seems imminently fair and useful. He said that this would give the police something to sink their teeth into. He said that he supported the noise ordinance being time-sensitive.

Lee Baldwin said that he agreed with Mr. Harp. He said that the problem was dumpsters and parties.

Mr. Culpepper said the police have been responsive to stopping noisy parties. He said that dumpster were not so easy to solve. He said that the houses shake when the dumpsters are dropped. He said that they shouldn't have to put up with that before 7:00 a.m. He said that it was a time issue.

Ms. Childs said that the report she provided to the Select board about the skateboard park also included a log on other noises. She said that dumpsters, lawn mowing, tree cutting/chipping, and construction work was happening on the weekends, evenings, and early mornings.

A member of the public stated that, on the other hand, the best time to do work and not block traffic is during those sensitive times.

Ms. Sa'adah said that the draft noise ordinance was promising. She said that she has been relatively successful in speaking to the students. She said that her success rate depends on the students.

Ms. Childs asked if copies of the draft noise ordinance were available. Ms. Griffin said that she could have copies made available in her office. Mr. Baschnagel noted that this was a very preliminary draft. Ms. Griffin said that she did not want to incur legal expenses for the Town's Attorney Walter Mitchell to review the draft if the Select Board was not satisfied with the general format.

Ms. Black said that the draft ordinance stated that the operation of sound amplifying equipment was limited to 10:00 p.m. every day with the following exception: 11:00 p.m. termination on Friday and Saturday nights on big weekends. She said that was unreasonable. She said that for the 6 weekends a year, they should be allowed to go until midnight. She said that winter carnival, green key, commencement, and the other events should be allowed until midnight.

Mr. Harp said that things were never shut down at the cut off. He said that it takes the police 2 hours to shut down parties at 9 Prospect Street.

Ms. Black said that she did not think it was reasonable to tell Dartmouth College that they had to shut down their 6 big events on Saturday nights at 11:00 p.m. when they often did not start until 11:00 p.m. She said that it was unenforceable.

Mr. Baschnagel said that there were areas of the town where different standards should apply. He said that he was less concerned about noise levels on Webster Avenue compared to Prospect Street or School Street. He said that there was some massaging that should be done. Ms. Black said that they should massage it before it goes to Mr. Mitchell.

Mr. Pierson asked about enforcement. He asked Chief Giaccone if this draft noise ordinance could be enforced. Chief Giaccone said that there was currently nothing to enforce. He said that this document proposes to delineate clear hours of operation, which makes enforcement much easier. He said that this ordinance is designed to control outside amplification (e.g., PA systems) not inside amplification (e.g., indoor bands).

Mr. Baschnagel said that Dartmouth College currently has party permits that restrict the hours of operation. Chief Giaccone said that there was an informal 8:00 p.m. cut-off but there was nothing to back it up. Mr. Baschnagel said that he thought there was a permit obtained through the College. Ms. Griffin said that the Town has outdoor activities permits. She said that outdoor activities on the campus require permission from Linda Hathorn's office at FO&M as well as from the Town.

Mr. Pierson asked about enforcement of decibel limits. Chief Giaccone said that there were mixed feelings on whether decibel levels were enforceable.

Mr. Walsh asked Ms. Griffin to find out from Mr. Mitchell whether the noise ordinance had to be decibel-based or whether it could be based on events and times. He said that was critical to the structure of the ordinance. He said that it would be ideal if it could be based on events, times, and zoning districts. He said that there should be a list of exhibits that could grow over time. He said that he would like to see a draft of the events broken down by times and zoning districts.

Mr. Baschnagel said that decibel levels were difficult to measure. He said that on the other hand, he was hesitant to prohibit specific activities. He said that air compressors were very noisy 15 years ago. He said that advances in technology should be taken into account when determining what is and is not allowed. He said that boom boxes should not be prohibited outright; the level of noise should be the determining factor. He said that there needed to be some quantification.

Ms. Sa'adah said that the ordinance appeared to be time based, with some common sense. She said that people would not complain about threshers working at 4:00 a.m. on a farm because no one would be around to complain. She said that the real problem with the noise was often the noisemaker. She said that the difference between Foley House and 9 Prospect Street, aside from the unauthorized tenants at 9 Prospect Street, was that when they asked the students at Foley House to keep the noise in check, they were sober. She said that the tenants at 9 Prospect Street often were not. She said that the chance of having a rational conversation with drunk students was nearly impossible. She said that having a time based noise ordinance made more sense.

Ms. Griffin said that they needed to have some legal verbiage to accompany the table. She said that the table would not be sufficient to justify enforcement. She said that they could include a table to provide the rationalization. Mr. Walsh said that he wanted the noise ordinance to be simple enough to understand that it could be read and understood by lay people.

Ms. Black stated that if the noise ordinance were based on decibel levels, they would need to adjust the decibel levels referenced in the Ordinance.

Mr. Baldwin suggested that if the noise ordinance included decibel levels as well as time limits, it could cover all the possible situations.

A member of the public said that she was not advocating that students should not be allowed to have parties. She said that the noise should be controlled so that it was not a disturbance to the neighbors.

### **3. DISCUSSION OF TRAFFIC REDUCTION REQUEST RELATIVE TO HOVEY LANE (continued)**

Chief Giaccone said that it was not physically possible to have an officer posted in every location that cars speed. He said that if they started handing out tickets for every slight excess of the speed limit, they would be crucified for heavy-handedness. He said that there was a lot of merit to traffic calming with physical barriers.



Mr. Baschnagel asked what impacts Chief Giaccone envisioned with closing Hovey Lane. Chief Giaccone said that he was trying to imagine where all the traffic would end up going. He said that it would lead to longer lines at the traffic signals on Main Street and Lebanon Street. He said that with snow, there could be gridlock.

Ms. Black suggested having car counts done. Mr. Baschnagel said that after they have the car counts done, they should plug those numbers into the RSG model and see what that does to Lebanon Street and Main Street. He said that would be a good thing to find out before they shut down the road. He said that could be done easily and quickly. Mr. Walsh asked if it was possible to do a car count before school ended in 10-15 days. Ms. Black said that the count would have to be done this week because the high school was not in session next week.

Mr. Baschnagel said that there should be half a counter each direction to measure both directions separately. Ms. Griffin said that they needed to get the turning movements. She said that they needed to know where the traffic is short cutting to and from. She said that they haven't budgeted in either this year's or next year's budget for a traffic count. She said that she would try to have the count done before school was out but she couldn't make any promises. Mr. Walsh asked if a count had been done before. Ms. Griffin said that there had not been. Mr. Baschnagel said that they had traffic counts of South Main Street for the last 10 years. He said that he did not recall if it had changed much.

Mr. Baschnagel said that it was time to get serious about addressing the community's concerns. Mr. Walsh said that some immediate solutions were suggested, such as improving sight lines and stopping left hand turns onto Lebanon Street. He said that he would be in favor of making those couple win:win improvements. He said that removing some parking spaces had also been suggested. He said that some intermediate options, such as running the model, should be pursued. He said that some longer-term things should be researched. He said that some thought should be put into improvements. He said that there would only be more and more cars.

Mr. Baschnagel said that the Lebanon Planning Board is reviewing a request by DHMC for a significant expansion. He said that as part of that request, they have solicited comments and concerns from the Hanover Planning Board. He said that Hanover has requested that Lebanon do a traffic impact study. He said that the timing was right to mention this particular related problem.

Ms. Faulkner said that another solution would be to make a section of Buell Street and Hovey Lane one lane. She said that would slow down the speed of traffic. Mr. Baschnagel said that those are the kinds of things that work.

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

### **Mr. Pierson**

Mr. Pierson reported that the Water Company was meeting next week to discuss financial issues.

**Mr. Baschnagel**

Mr. Baschnagel reported that the Upper Valley Lake Sunapee Council Transportation Advisory Committee has had a series of meetings. He said that the regional transportation plan is due to be updated. He said that over the next two years, the regional transportation plan would be redone.

Mr. Baschnagel reported that last Tuesday, the Environmental Studies 50 class did a presentation on the report they prepared.

**Mr. Walsh**

Mr. Walsh reported that the Howe Library volunteers' lunch was a success. He said that the volunteers put in about 3,000 hours this last year. Mr. Baschnagel said that the solicitations for money from the Howe Library should be clearly marked that they are coming from the corporation. He said that the solicitations appear to be generated by the Town. He said that the documents do not clearly differentiate. Ms. Griffin said that she does not normally see the text before it is published. She said that she could request that her office review the text before it is published. Mr. Walsh suggested mentioning it to the Trustees of the Howe Corporation.

**Ms. Black**

Ms. Black reported that there would be a scrap metal collection on Saturday from 9:00 a.m. to noon. She said that there was a special collection of cell phones, bicycles, and computers.

Ms. Black reported that this Wednesday was the first public meeting for the Community/Senior Center. She said that they were looking for public input.

Ms. Black suggested sending a Tip of the Hat to the girls' track team of Hanover High who were State champions.

**10. APPROVAL OF MINUTES**

Ms. Black suggested that each member write their comments individually for the 8 sets of minutes and give the comments to Ms. Griffin.

Mr. Baschnagel said that the Municipal Association seminar brought up the fact that they are supposed to publish minutes for the closed meetings as well. Ms. Griffin said that they do. She noted that she did not normally send those minutes to the Board for their approval. She said that they were very abbreviated minutes. She said that only the sealed minutes were not published.

**11. OTHER BUSINESS**

Ms. Griffin noted that the draft minutes of the Board of Selectmen would be placed on the Town web page.

Ms. Black said that a formal thank you should be sent to the Hanover Improvement Society for the gardener money. She said that it should come from the Select Board not the Town manager.

Ms. Black said that the fiscal year would be ending soon. She said that she would like to evaluate this year's goals and objectives and set new ones for next year. Ms. Griffin said that she wanted to wait until there was a full board present at the meeting. Mr. Walsh said that they decided to take that up that agenda item on July 9, 2001.

## **12. ADJOURNMENT**

**Mr. Pierson MADE THE MOTION to adjourn the meeting. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

**Ms. Black MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO TO NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

## **SUMMARY**

- 1. Mr. Walsh MADE THE MOTION to appoint Margaret Connolly as an alternate member to the Zoning Board of Adjustment. Ms. Black SECONDED and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT MARGARET CONNOLLY AS AN ALTERNATE MEMBER TO THE ZONING BOARD OF ADJUSTMENT.**
- 2. Ms. Black MADE TO MOTION to appoint Sallie Johnson as the Tax Collector for Hanover. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT SALLIE JOHNSON AS THE TAX COLLECTOR FOR HANOVER.**
- 3. Mr. Pierson MADE THE MOTION that the document dated May 29, 2001 to the Board of Selectmen from Michael J. Ryan, Director of Assessing, be approved. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY THAT THE DOCUMENT DATED MAY 29, 2001 TO THE BOARD OF SELECTMEN FROM MICHAEL J. RYAN, DIRECTOR OF ASSESSING, BE APPROVED.**
- 4. Mr. Walsh MADE THE MOTION to ask the League of Women Voters to undertake the voter participation project for 2001, updating from 1991 and making suggestions. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ASK THE LEAGUE OF WOMEN VOTERS TO UNDERTAKE**

**THE VOTER PARTICIPATION PROJECT FOR 2001, UPDATING FROM 1991 AND MAKING SUGGESTIONS.**

**5. Mr. Baschnagel MADE THE MOTION that the Recreation Board provide oversight of the skateboard park. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY THAT THE RECREATION BOARD PROVIDE OVERSIGHT OF THE SKATEBOARD PARK.**

**6. Mr. Pierson MADE THE MOTION to adjourn the meeting. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

**7. Ms. Black MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO TO NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

The meeting was adjourned at 11:30 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Annie Hood.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**MAY 14, 2001**

**4:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 4:00 p.m. by the Chairman, Brian Walsh.

Present were: Brian Walsh, Chairman; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; Barry Cox, Human Resources Director; Nicholas Giaccone, Police Chief; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6.

**1. PUBLIC COMMENT**

Jeannie Childs, of Hovey Lane, said that the skateboard park behind the school continues to be a nuisance to the neighborhood. She said that she spoke with her neighbors and they were in support of closing down the skateboard park. She said that this has been an on-going problem for two years. She said that it was time to close down the skateboard park.

Ms. Childs said that there were three reasons that the skateboard park should be closed down. She said that the first reason was that the skateboard park was incredibly, unnecessarily, and unjustly intrusive on the neighborhood. She said that they were never warned it was going to happen. She said that the noise of the ramps, as well as the music is a nuisance even when all the windows and doors are closed at her house.

Ms. Childs said that the second reason was that the skateboard park was unsafe. She said that no one polices the park. She said that there are people skating 7 days a week at all hours of the day and night. She said that the skaters who come at night use their car headlights.

Ms. Childs said that the third reason was that for two years, despite repeated conversations and correspondence, no corrections have been made. She said that the latest thing (May 9th and 11th) were motorized scooters and go-carts going around the track.

Ms. Childs said that there were other disturbances in the neighborhood aside from the skateboard park. She said that private construction and maintenance workers have been disturbing the neighborhood at all hours. She said that the construction of the parking garage spoiled countless outdoor events. She said that it has become impossible to enjoy the peaceful quality of her home. Ms. Childs said that there has been a lot of correspondence and nothing has changed.

Mr. Walsh thanked Ms. Childs for her request and her documentation. Ms. Connolly noted that the Planning Board responded to this concern by placing a condition on the new modular classroom for the middle school that the construction only takes place between 7:00 a.m. and 6:00 p.m. on weekdays. Ms. Black suggested putting this item on the agenda for a Public Hearing. She said that it was her understanding from the School that they had agreed to maintain the property and check it daily.

Ms. Griffin said that the Agreement stipulated that the Town would maintain the pavement. Ms. Black said that the School was to maintain the cleanliness and structures. She said that part of that was that no new structures were to be added without approval from the Town. She said that they needed to have more conversation with the School about their end of the bargain. Ms. Griffin said that the Agreement was worked out by folks from the School and the Town who are now gone. She said that the School does not particularly like the skateboard park where it is located. She said that it would not be difficult to move the park.

Mr. Walsh said that there were a group of skateboarders who were instrumental in making this happen. He said that they were relatively responsible in policing its use during the first year. Ms. Griffin said that it has been a problem from the start. Ms. Griffin said that the skateboarders are always looking for new and unique obstacles. She said that the Town has money budgeted for two new elements but the skateboarders do not particularly care for the elements purchased by the Town. She said that they want homemade things.

Ms. Connolly said that the rationale for the skateboard park was that skateboards were banned from the sidewalks in the downtown. Mr. Baschnagel said that without sponsorship and oversight, no particular person was taking responsibility. Ms. Griffin said that Hartford has an indoor skateboard park operated during the summer in the ice skating arena. She said that it is staffed full-time and kids have to pay to skate there. She said that helmets and kneepads are required. She said that it is in a controlled space. She said that Lebanon was considering constructing a small skateboard park near the CCB. She said that it seemed unfortunate to replicate these parks in several communities because the equipment was expensive. Ms. Black said that the kids were not old enough to drive so they couldn't get to the other communities.

Mr. Walsh suggested having a Public Hearing on June 4, 2001. He asked that the School be sent notice of this meeting. He also requested that notice be posted at the skateboard park. He said that there was a sign posted prohibiting skateboarding after dark. He said that he would like the Police to swing by and make sure that there is no skateboarding after dark.

There were no further public comments on the skateboard park.

Benjamin Thompson, Jr., of 76 Greensboro Road, asked for reconsideration of the sewer rates. He said that May 1, 1998, his sewer bill was \$135.22. He said that May 5, 1999, his sewer bill was \$165.77. He said that May 15, 2000, his sewer bill was \$351.45. He said that he assumed that an error had been made. He said that when he contacted the Water Company, he was told that the sewer rates had been increased to be based on year-round water use. He said that he discontinued the use of his sprinklers and hoses for the whole summer season. He said that his sewer bill dropped to about \$197. He asked that the sewer bill be based on the use during the winter since the excess during the summer went into the ground rather than through the sewer system. He said that he did not contest that the rates had to be increased. He said that it would be fairer to increase the rate and charge according to the winter water use.

**2. PUBLIC HEARING FOR CONSIDERATION AND ADOPTION OF THE RATE AND FEE SCHEDULE FOR FY 2001-2002**

Ms. Griffin said that the City of Lebanon has increased their rate for disposal of solid waste from \$1.50 per 42 pound to \$1.50 per 36 pounds. She said that needed to be adjusted on the Rate and Fee Schedule. Mr. Walsh said that 2 years ago, Hanover supported the next phase of the landfill on the understanding that there would be some costs involved. He said that at that time, it was \$1.50 per 50 pounds. He asked for a cost comparison of the cost versus rates. Ms. Black said in 1998, the rate was actually \$1.00 per 50 pounds. Ms. Black said that it was cheaper to use the Lebanon landfill than having a private hauler. Mr. Walsh said that he understood the rate increase would impact the haulers just as much and they would adjust their rates up to reflect that.

Mr. Walsh suggested discussing the Rate & Fee Schedule. He said that \$50 for Advanced Life Support seemed to be reasonable. Ms. Griffin explained that was the charge for sending out an ambulance to provide Advanced Life Support/Paramedic level service when transport was not provided. She said that there are times when they are called to stabilize someone with diabetes but they do not need transport. She said that there was currently no charge for that service and they were not recouping the cost of the medications they were administering in the field. She said that when Advance Life Support services are provided to someone in the field who cannot be resuscitated, they have not been reimbursed for those services.

Mr. Pierson asked if the rates were hourly or flat rates. Ms. Griffin said that they were flat rates.

Mr. Baschnagel asked if the \$8.00 per mile was a one-way or a round-trip charge. Ms. Griffin said that it was a round-trip charge. Mr. Baschnagel asked if there was a charge for the mileage when they did not provide transport. Ms. Griffin said that the proposal for Treatment/no transport was a \$50.00 response fee with no charge for mileage. Mr. Baschnagel asked what the cost was to the Town of calling in back up. Barry Cox said that it was more than \$50. Ms. Griffin noted that if a patient were not transported, Medicare and Medicaid would not pay for the services.

Mr. Pierson asked the basis for the \$50 fee. She Griffin said that Chris O'Connor and Chief Bradley came up with an average response cost based on the mileage. She said that did not reflect the cost of calling in back up.

Mr. Walsh asked why the Community Counseling Alcohol Diversion Ages 16-20 fee had increased from \$200 to \$300. Chief Giaccone said that the \$300 reflected the current fine imposed by the Court. Mr. Walsh noted that if the fine was \$300 and the cost of the program was \$300, it would take the economics out of the decision.

Ms. Black asked why there was no longer a charge for appraisal cards when purchased by the property owner. Ms. Griffin said that property owners in Hanover pay a hefty property tax. She said that her feeling was that they should be entitled to a free copy of their assessment card from the Town. Ms. Black said that was a good idea.

Mr. Walsh noted that the Zoning Ordinance & Map had increased to \$7.00. Ms. Black said that it didn't make sense that the Ordinance was \$5.00 by itself but the map was \$2.50 by itself. She said that the total cost should be \$7.50. Ms. Griffin said that it was marketing. Ms. Black said that it should be consistent. The consensus was to raise the Zoning Ordinance & Map fee to \$7.50.

Ms. Black asked why the Building Code Ordinance had increased from \$1.00 to \$3.00. Ms. Griffin said that was based on the cost to reproduce it. Mr. Baschnagel noted that the Hanover Code of Ordinances and Regulations cost \$10.00. He said that the Building Code Ordinance was only a couple pages. Ms. Griffin said that the Building Code Ordinance included a packet of State information as well. Ms. Black asked if the State information included regulations that were not part of their Ordinance. Ms. Griffin said that they did not. The consensus was to raise the Building Code Ordinance fee to \$3.00.

Mr. Walsh suggested discussing Zoning Maps. Ms. Griffin said that the Zoning Map was double-sided. She said that there was no longer a set of maps. The consensus was to eliminate the reference to the cost for a set of maps.

Mr. Walsh suggested discussing the Vendor Permit (Minimum Bid) fee that increased from \$1,500 for a 6-month period to \$2,300 for a 9-month period (March 1 to November 30). Ms. Griffin said that came out of the discussion from Lisa Locke. She said that vendors did not typically operate during the cold winter months but to operate the other 3 months, they had to purchase a 6-month permit. Ms. Black asked for the basis of \$2,300. Ms. Griffin said that was 1½ times the cost of a 6-month permit. Ms. Black said that it would actually be \$2,250. The consensus was to change the 9-month permit fee to \$2,250.

Mr. Walsh noted that temporary Certificate of Occupancy was proposed to be eliminated because temporary Certificates of Occupancy were no longer issued. Ms. Griffin said that all of the upfront Building Permit fees covered the cost of the Certificate of Occupancy. She said that there used to be a situation where temporary Certificates of Occupancy were issued. She said that they have opted not to issue those except in an emergency situation. Mr. Baschnagel asked how they handled situations where the house was ready but the landscaping was not. Ms. Griffin said that the staff has some leeway to issue a partial Certificate of Occupancy and require a bond for the outstanding items. Ms. Connolly said that temporary Certificates of Occupancy were a problem in that people regarded them as permanent. The consensus was to support the elimination of temporary Certificates of Occupancy.

Mr. Walsh noted that the following was proposed to be removed, "All other categories of construction, renovation, or alteration fees shall be computed per \$1,000 of construction cost: \$4.75." Ms. Griffin explained that the calculation of the rate was changed July 1, 1999 and that sentence was never eliminated from the Rate & Fee Schedule.



Mr. Walsh noted that Police Photographs (8 x 10 b/w) was proposed to be increased from \$7.00 to \$8.00. Ms. Griffin said that it was based on the cost. Mr. Baschnagel asked if the photos were for accidents. Ms. Griffin said that was correct. The consensus was to increase the fee to \$8.00.

Mr. Walsh suggested discussing Dog Licenses. Ms. Griffin explained that neutered male or female dogs and puppies under 7 months of age were \$6.50. She said that unneutered male or female dogs were \$9.00. She said that those were State fees that they had no ability to change. She said that the first dog registered by a Senior Citizen owner was \$3.00. She said that the late fee was \$1.00 per month after May 31st. The consensus was to approve the changes.

Mr. Baschnagel asked if the "Fine After 28 Days" for Police Parking was new. Ms. Griffin said that it was added last September. She said that was an enhancement to encourage people to pay their fines before they were sent to the court.

Mr. Walsh said that there was a change in the Circle H Camp. Ms. Griffin said that the camp for ages 6-8 was eliminated. She said that the cost was \$60.00 for three days per week for 7 weeks. She said that it was for children entering Kindergarten. She said that younger children were not accepted and older children could go to Playground. She said that Circle H Camp was for kindergartners between the hours of 9:00 a.m. to noon. The consensus was to accept the changes.

Mr. Walsh said that there were two changes in the sewer section. He said that Connection Fee increased from \$388 to \$454 and Recapture Fee increased from \$188 to \$254. Ms. Black asked about Recapture Fees. Ms. Griffin said that it was a one-time fee for hook-up associated with the Connection Fee.

Mr. Walsh asked why they decided to switch from basing the water usage on the winter versus year-round. Ms. Black said that was because many people go away during the winter. Ms. Griffin said that there were a significant number of residents who go away for the winter. She said that their winter water usage was not an accurate reflection of their year-round water usage. She said that Mr. Thompson's concern was raised and discussing 18 months ago when the rates were changed. She said that the base fee was adjusted to accommodate some portion of the water used during the summer not going into the sewer system. She said that the rates would be even higher if they had not included that adjustment.

Ms. Griffin said that what they found when they did a rate review prior to adjusting the rates was that there were a lot of households not paying their fair share of the cost to treat wastewater. She said that larger residences and commercial properties were paying more than they should have been.

Mr. Baschnagel said that there were some folks in Etna who could not understand why meters were put on their well water. Ms. Griffin said that was the easiest way to calculate their sewer use. She said that there were 90 households with private water and town sewer.

Mr. Baschnagel asked how often the water meters were read. Ms. Griffin said that they were read quarterly. She said that the Water Company bills for the water quarterly and the Town bills for the sewer annually. She said that if the two were merged, she would recommend billing both quarterly.

Ms. Black asked about Banned Land Applications. Ms. Griffin said that was for communities such as Norwich that voted to ban the land application of sludge within their boundaries.

**Ms. Black MADE THE MOTION to adopt the Rate and Fee Schedule for FY 2001-2002. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADOPT THE RATE AND FEE SCHEDULE FOR FY 2001-2002.**

**6. RECOMMENDATION TO INCORPORATE THE MASTER POLICE OFFICER JOB TITLE**

Mr. Walsh said that their role was to establish the title and pay grade for the new position.

**Ms. Black MADE THE MOTION to incorporate the Master Police Officer job title and the pay and compensation classification. Ms. Connolly SECONDED THE MOTION.**

Mr. Pierson asked about the Master Police Officer. Ms. Griffin said that the Selectmen discussed the position during their last non-public session. She said that it was a Police Officer with a minimum of 10 years experience with the Town.

**The Board of Selectmen VOTED UNANIMOUSLY TO INCORPORATE THE MASTER POLICE OFFICER JOB TITLE AND THE PAY AND COMPENSATION CLASSIFICATION.**

**3. ORGANIZATIONAL MEETING OF 2001-2002 BOARD OF SELECTMEN**

Mr. Walsh said that the floor was open for nominations for Chairman.

**Mr. Pierson MADE THE MOTION to nominate Brian Walsh as Chairman. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE BRIAN WALSH AS CHAIRMAN.**

Mr. Walsh said that the floor was open for nominations for Vice Chairman.

**Ms. Black MADE THE MOTION to nominate Kate Connolly as Vice Chairman. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE KATE CONNOLLY AS VICE CHAIRMAN.**

Mr. Walsh said that the floor was open for nominations for Secretary.

**Ms. Black MADE THE MOTION to nominate Jay Pierson as Secretary. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE JAY PIERSON AS SECRETARY.**

Mr. Walsh said that he had spoken to each of the Selectmen about liaisons and assignments. He said that the consensus he gathered from those discussions was that everyone wished to maintain their current assignments and responsibilities. Ms. Black said that the appropriate title was the Community/Senior Center Facility Taskforce. She asked if Mr. Walsh was still on that taskforce. Mr. Walsh said that he was inactive but supportive. Ms. Black said that there was no Dresden Building Committee. She said that they were asking tonight for volunteers for a new committee to flush out options. She said that they had not asked specifically for a Selectmen's representative. Ms. Black suggested that Ms. Connolly should take over Nihonmatsu. She said that she thought they would be coming when she would not be available to meet with them. Ms. Connolly said that they could both work on it. She said that she might not be available either because of a business trip.

**Mr. Walsh MADE THE MOTION to approve the revised list. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE REVISED LIST.**

#### **4. UPDATE REGARDING STATEWIDE PROPERTY TAX**

Ms. Griffin said that she thought the money had already been sent to the State. She reported that the Court was still holding it until the appeal period expired. She said that since the decision of the Supreme Court was presumably being requested for rehearing, the money would probably stay in limbo with the Superior Court. Ms. Black asked who would collect the interest while the money was in escrow. Ms. Griffin said that the State would. She said that it was not the Town's money any longer.

Mr. Walsh said that as much as he was against a statewide property tax, continuing to withhold the money was ridiculous. He said that they should tell the Coalition of Communities and Judge Gallway to release their \$1.4 million. Ms. Black said that she was distressed to see that Hanover was a party to an appeal. She said that they did not discuss that. Ms. Connolly said that the Motion for Reconsideration was typical. Ms. Black said that it would cost more legal fees. Ms. Griffin said that she already informed the Coalition that Hanover did not have any more money in their legal budget to contribute.

Mr. Walsh said that he did not mind the Coalition asking for reconsideration. He said that if the statewide property tax were overturned, they would get their money back. He said that continuing to withhold the money was ridiculous. He said that it would only bring the State's financial crisis in by a week or two. He said that they should release their money with the understanding that if the decision were overturned, the money would be returned.

Mr. Baschnagel said that if the money is at Rockingham, then it is in the State's bank account. He said that the use of the funds would not be critical for another 60 days. He said that the

reconsideration should be done by then. Ms. Connolly said that they were only talking about \$24 million out of \$400 million. Mr. Walsh said that it symbolically put the donor communities in a bad light. Mr. Baschnagel said that this was only a 30-day delay of the inevitable.

Ms. Griffin said that if they were going to ask for their \$1.4 million to be released, they would have to hire another attorney to file the motion. She said that John Ryan could not do that. She said that it was not in the Coalition's best interest. She suggested waiting it out. Mr. Walsh withdrew his suggestion. Ms. Black said that if the Supreme Court decision was going to be appealed, they should have a say in whether they support that effort. Ms. Griffin said that she had already made that clear to the Coalition.

Mr. Pierson asked the obligation to the Coalition. Ms. Griffin said that they had spent \$20,000. She said that was Hanover's sum total of financial obligation. She said that the Coalition would always like more funds. She said that some of the Seacoast communities have pledged additional funds towards the Motion for Reconsideration before the Supreme Court. She said that the Coalition was a loose association of communities that share a common interest.

## **5. UPDATE REGARDING PROPOSED COUNTY BUDGET**

Ms. Griffin said that the County budget was somewhat bleak. She said that the County was in a definite bind. She said that the proposed County budget for the next fiscal year was proposed to result in a 26.75% tax rate increase. She said that it was a small overall budget increase. She said that it was only 2.35%. She said that there was a significant decrease in revenue. She said that they had to close a wing of the nursing home because of nursing staff shortages. She said that there were 20-24 beds in that wing. She said that because of that reduction in revenue, combined with reductions in Medicare reimbursement, there is only \$400,000 of fund balance to use rather than \$1.2 million.

Mr. Walsh asked if Ms. Griffin was planning to attend the public hearing on May 21st. Ms. Griffin said that she would not be able to attend the public hearing because of a conflict. She said that was a less important public hearing than when the executive committee of the County's delegation deliberates on the budget. She said that the Grafton County Commissioners essentially recommend a budget. She said that the hearing on May 21st was for the County Commissioners to take public input on the budget. She said that the point to express concerns was not before the Commissioners because they were only recommending a budget but before the Executive Committee. She said that the Executive Committee would be meeting in late May or early June. She said that it was also important to attend the final public hearing on the budget in late June when the County Delegation would adopt the budget.

Ms. Griffin said that she was sympathetic with the County's problems because the problems were out of their control. She said that she did not know what the County could do short of cutting an entire program.

Mr. Walsh asked what would happen if the County could not meet their budget. Ms. Griffin said that she did not know what the State Statutes said about a default budget. She said that the

problem was that there was not a significant expenditure increase but a significant revenue decrease. Mr. Baschnagel asked if the issue with the nursing home was the pay scale. Ms. Griffin said that all she knew was what was reported in the letter. Ms. Black said that the Union settled at a higher pay. She said that they simply could not find enough staff. Ms. Griffin said that she could try to get more details from the County. She said that nursing staff shortage was a problem everywhere in the State. She said that, in terms of the County, it was a combination of both nursing staff shortage and low pay. She said that the changes in the Medicaid reimbursement rates brought it over the top.

Mr. Walsh asked the dollar per thousand increase this would amount to on the Town tax rate. Ms. Griffin said that the County tax is \$1.72/thousand. She said that would increase by 25%. She said that would be an increase of about 43 cents. She said that would bring the rate to \$2.15/thousand. She said that would be a total tax rate increase of about 4½-5%. Ms. Connolly suggested talking to their representatives.

## **7. BANNER REQUEST FROM CHAUTAUQUA**

Ms. Griffin said that they would normally say no to the banner request because it was not a Town-sponsored event. She said that given the number of entities that are involved and the wide scope of the program and that it is open to the public free of charge as an educational expense, the Town might want to consider approving the request. Ms. Connolly said that it fell within the guidelines. She said that it was worthy. The consensus was to approve the banner request for Chautauqua.

Mr. Pierson asked who paid for the banner. Ms. Griffin said that Chautauqua would pay for their banner and the Town would install it. She said that they did not charge for the installation of banners. She said that it was done by the on-duty fire staff with the bucket truck.

## **8. ADMINISTRATIVE REPORTS**

Ms. Griffin reported that they were getting back on track after Town Meeting.

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

### **Mr. Pierson**

Mr. Pierson said that the Board of Assessors met last week.

Mr. Pierson reported that the Chamber of Commerce did an affordable housing program. He said that some additional staff, paid and volunteer, had been acquired.

Mr. Pierson reported that the Recreation Department would be meeting on Wednesday. He said that it was nice to see John Rochreiter getting a reward for his good service. Ms. Black recommended that the Recreation Board make a plaque to keep track of the recipients of the award.

**Mr. Baschnagel**

Mr. Baschnagel reported that the Conservation Commission met last Wednesday. He said that the primary focus was coming up with specific recommendations to give to the Planning Board related to open space preservation. Ms. Griffin said that Jeff Taylor, Director of Office of State Planning, congratulated the Town for winning the Plan of the Year Award. Mr. Walsh said that the authors of the Open Space Plan should be given a Tip of the Hat.

Ms. Black said that a Tip of the Hat should be sent to Jeff Marion for coming in second in the National Robotic Contest.

**Mr. Walsh**

Mr. Walsh reported that he attended the Howe Library's Board of Trustees meeting last week. He said that they were looking at the corporation budget for next year. He said that he asked the Board of Trustees to put together a draft of the Town and corporation contributions over the past 5 years.

Mr. Walsh reported that there was a workshop by the New Futures group from UNH. He said that there might be policy coming out of that group. He said that the Select Board should get copies of the "We Should Talk" and "We Should Act" booklets from the New Futures group. He said that they were compilation of statistics and suggestions of things people can do. He said that they should also send a copy of the booklets to all of the members of Hanover and Dresden School Districts.

Mr. Walsh asked about the Balch Hill signs. Ms. Griffin said that Vicki Smith and Chief Giaccone were working on the final details with Brad Naples today. She said that the signs would be ordered. Mr. Walsh asked if the signs would be up before September. Ms. Griffin said that they would be. She said that the temporary signs were already up. She said that the customized signs took about 2 weeks.

Mr. Walsh asked about bonding. Ms. Griffin said that they currently require bonds on projects such as water or sewer improvements and new private roads. She said that the money is released when the work is completed to the standards of the Town. Mr. Walsh suggested expanding the bonding requirements to include bonding for wetland protection and landscaping. He said that there had been 4 or 5 properties in the last few years with clear violations of conditions on the plans. He said that the Town has not been able to do much about the violations. Ms. Connolly said that they could include something in the subdivision and site plan regulations. Mr. Walsh said that it could be a Selectmen's Ordinance. Mr. Baschnagel said that the reason to put it into the subdivision and site plan regulations was so that it didn't apply to single-family residences. Mr. Walsh said that was fine.

**10. APPROVAL OF MINUTES – April 30, 2001**

No action was taken on the minutes of April 30, 2001.

**11. OTHER BUSINESS**

There was no other business to come before the Board.

**12. 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 adopt the Rate and Fee Schedule for FY 2001-2002. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADOPT THE RATE AND FEE SCHEDULE FOR FY 2001-2002.**

**2. Ms. Black MADE THE MOTION to incorporate the Master Police Officer job title and the pay and compensation classification. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO INCORPORATE THE MASTER POLICE OFFICER JOB TITLE AND THE PAY AND COMPENSATION CLASSIFICATION.**

**3. Mr. Pierson MADE THE MOTION to nominate Brian Walsh as Chairman. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE BRIAN WALSH AS CHAIRMAN.**

**4. Ms. Black MADE THE MOTION to nominate Kate Connolly as Vice Chairman. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE KATE CONNOLLY AS VICE CHAIRMAN.**

**5. Ms. Black MADE THE MOTION to nominate Jay Pierson as Secretary. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE JAY PIERSON AS SECRETARY.**

**6. Mr. Walsh MADE THE MOTION to approve the revised list. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE REVISED LIST.**

Board of Selectmen

May 14, 2001

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**7. 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 6:00 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Annie Hood.



# 2001 TOWN MEETING TOWN OF HANOVER

Tuesday, May 8, 2001  
Hanover High School Gymnasium

The annual Town Meeting of the Town of Hanover, New Hampshire was convened on May 8, 2001 at 7:00 a.m. by the Town Moderator, Harry Bird, at the Hanover High School Gymnasium. Moderator Bird explained that the polls would be open from 7:00 a.m. until 7:00 p.m. for the purpose of voting for the candidates for Town Offices and for all other articles requiring vote by official ballot as set forth in Articles One through Thirteen of the Town Meeting Warrant.

Moderator Bird noted that there were hearing assistive devices for those with hearing impairments.

After the polls were closed at 7:00 p.m., the following thirteen articles which were voted on were tabulated.

ARTICLE ONE: To vote (by nonpartisan ballot) for the following Town Officers:

One Selectman, to serve for a term of three (3) years;

Jay Pierson 355 (elected)

One Town Clerk, to serve for a term of three (3) years;

Sallie Johnson 360 (elected)

One Treasurer, to serve for a term of one (1) year;

Michael Ahern 360 (elected)

One Library Trustee, to serve for a term of three (3) years;

Margaret Bragg 365 (elected)

One Trustee of Trust Funds, to serve for a term of three (3) years;

Lawrence Draper 360 (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 question 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 204.4, 209.4A, 209.4F, and 902 to allow buildings in the Institutional zoning district on slopes downward from the street or building front to have a maximum height, measured at any point directly above the grade of the ground, of 75 feet. While this height limit is already allowed in some circumstances, this amendment would give more flexibility to conform the overall building to the topography of the building's site, for instance by stepping the roofline, so that better design would not be prevented.

RESULTS: YES 351 NO 50 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 question 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 amend section 204.5 in order to restore an earlier zoning provision that allowed two-family uses in the GR General Residence zoning district as permitted by right and not by Special Exception as the ordinance has required in recent years. Two-family houses are common in the GR zoning district, and adequate provisions already existing in the ordinance to protect the character of these neighborhoods.

RESULTS: YES 335 NO 66 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 question 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 sections 204.5, 304, and 902 and add a section 209.5 in order to set forth maximum lot coverages for buildings and impervious areas within the GR General Residence and SR Single Residence zoning districts, so that overall sizes of houses could be kept in reasonable relationship to the character of the neighborhood.

RESULTS: YES 337 NO 62 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 question 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 209.4E and Appendix A of the Zoning Ordinance to remove all references to the GR General Residence zoning district as a district which allows buildings over 35 feet in height. For the past several years, the GR district, comprising sub-districts GR-1 and GR-2, has had a height limit of 35 feet, but when the old GR-3 district, which did allow heights up to 60 feet, was converted into the I Institutional zoning district, these references were not deleted.

RESULTS: YES 344 NO 56 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 question 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 sections 210.1F and 1004.2 by making it clear that it is the owner of a property who is responsible for the property's compliance with the provisions of the zoning ordinance. While this is an underlying concept of both state law and the zoning ordinance, it has not yet been explicitly stated in the ordinance.

RESULTS: YES 369 NO 29 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 question 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 322 of the zoning ordinance, having to do with communications and telecommunications facilities. It would further define what these facilities are and where they may be located. This amendment would introduce incentives for utilizing existing structures ("co-location"), for obtaining independent expert advise at an applicant's expense, for annual certification, for removal of defunct facilities, and for bonding such removal. Also, this

amendment would strengthen requirements for identifying and mitigating the visual effects of towers.

RESULTS: YES 377 NO 22 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 question 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 323.1B by reducing the allowable maximum noise levels as measured in decibels (A-weighted), and by advancing from 10:00 PM to 7:00 PM the period during which the lesser nighttime noise levels would come into effect.

RESULTS: YES 319 NO 80 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 question 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 add a new section 325 Impact Fees. In a recent decision, *Simonsen v. Town of Derry*, the state supreme court changed traditional legal understanding concerning the legal right of planning boards to impose on developers fees to pay for off-site improvements deemed necessary by a planning board to mitigate the effects of a development. With that case, the court decided that these improvements or payments for improvements could not be imposed unless the zoning ordinance specifically contained provisions authorizing impact fees, consistent with the impact fee provisions of state law. This amendment would incorporate such provisions into our zoning ordinance, thus enabling the planning board to continue to require off-site improvements or payments for them by developers.

RESULTS: YES 362 NO 31 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 question 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 702.7 by changing the words "at any previous time" to the word "previously" and by changing the word "completed" to the word "undertaken", in order to clarify the conditions under which a wetlands Administrative Permit may be issued.

RESULTS: YES 366 NO 26 ARTICLE PASSED

ARTICLE ELEVEN: (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. 10:

The following question is on the Official Ballot:

"Are you in favor of the adoption of Amendment No. 10 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 10 would amend the definition of the term "structure" in section 902, by removing the last sentence of this definition, which sentence has allowed several types of construction to be construed as not being structures in floodplains that would be construed to be structures anywhere else.

RESULTS: YES 357 NO 37 ARTICLE PASSED

ARTICLE TWELVE: (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. 11:

The following question is on the Official Ballot:

"Are you in favor of the adoption of Amendment No. 11 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 11 would add a section 1008 which would stipulate that if any applicant for a permit or approval denies access to the property subject to that application to board members, town staff, or other agents of the town, for the sole purpose of inspecting the property in connection with the application, such denial would be grounds for the disapproval by the board of the application or for the refusal by the town to issue the permit.

RESULTS: YES 352 NO 41 ARTICLE PASSED

ARTICLE THIRTEEN: (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. 12:

The following question is on the Official Ballot:

"Are you in favor of the adoption of Amendment No. 12 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 12 would amend the Hanover Zoning Map by rezoning the following properties to the NP Natural Preserve zoning district:

map/ existing

parcel owner location zoning

1/20 pt. Hypertherm Only that portion comprising Conservation BM

Easement; north of Bottomless Pit

1/22 Town of Hanover West of Bottomless Pit; landlocked BM

19/32 Hanover Conservation Mink Brook Nature Preserve, 112 acres; SR, RR

Council former Barrett Ransmeier land

44/44A Hanover Conservation 9.96 acres donated by Elizabeth Hunter on SR

Council Hemlock Road adjacent to Balch Hill lands

RESULTS: YES 374 NO 23 ARTICLE PASSED

ARTICLE FOURTEEN: 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.

A motion was made by Selectman Black to nominate the following persons for the following offices: Paul Young to the Advisory Board of Assessors for a term of three (3) years; Frederick Crory, Edward Lathem, Edward Lobacz, and Robert Morris to serve as fence viewers and an alternate fence viewer, each for a term of one (1) year; and Willem Lange and John Richardson to serve as two Surveyors of Wood and Timber each for a term of one (1) year.

The motion was seconded by Selectman Walsh.

There being no further discussion, a voice vote was taken on Selectman Black's motion. The motion PASSED and Article Fourteen was ADOPTED.

Selectman Walsh announced that the Open Space Priorities Plan for the Town of Hanover was named Plan of the Year by the Office of State Planning in New Hampshire. He recognized the following individuals for their contributions to the Open Space Priorities Plan: Denis Kelemen, Anne Morris, Elaine Bent, John Colligan, Ed Chamberlain, Shawn Donovan, Jim Hornig, Bob Linck, Kittie Murray, Judy Reeve, and Senior Planner Vicki Smith.

ARTICLE FIFTEEN: To see if the Town will vote to purchase a replacement dispatch console and related equipment for the Hanover Dispatch Center, and to vote to raise and appropriate \$165,000 for that purpose; and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote. Funding for the debt service for the first year of this bond is included in Article 26. A two-thirds ballot vote is required.

A motion was made by Selectman Pierson that the Town vote to purchase a replacement dispatch console and related equipment for the Hanover Dispatch Center, and to vote to raise and appropriate \$165,000 for that purpose; and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote.

The motion was seconded by Selectman Black.

Selectmen Pierson explained that the current dispatch equipment was 15 years old. He said that Motorola (the manufacturer of the equipment) would no longer service the equipment because it was obsolete. He said that the dispatch center serves 15 communities. He said that replacement equipment is usually funded through a reserve program established when the equipment is purchased. He said that a reserve program was not established when this equipment was originally installed. He said that was the reason this new equipment needed to be funded with a bond. He said that a reserve program would be established for future equipment replacement. He said that the new equipment should last another 15 years.

There being no further discussion, a ballot vote was taken on Selectman Pierson's motion. The polls remained open for 1 hour 15 minutes. The yes votes exceeded the required two third majority.

RESULTS: YES 148 NO 13 ARTICLE PASSED

ARTICLE SIXTEEN: To see if the Town will vote to raise and appropriate \$406,160 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established:

Police: \$ 45,000  
Public Works: \$142,000  
Fire Fund: \$ 70,000  
Sidewalk Fund: \$ 19,000  
Wastewater Treatment Plant Fund: \$103,000  
Ambulance Fund: \$ 24,500  
Parking Fund: \$ 2,660

This article is included in Article 26.

A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$406,160 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established:

Police: \$ 45,000  
Public Works: \$142,000  
Fire Fund: \$ 70,000

Sidewalk Fund: \$ 19,000  
Wastewater Treatment Plant Fund: \$103,000  
Ambulance Fund: \$ 24,500  
Parking Fund: \$ 2,660

The motion was seconded by Selectman Baschnagel.

Selectman Connolly explained that these were the monies added to each of the funds every year to avoid any bump in the tax rate when larger sums were removed later on.

Kari Asmus said that she was confused by the fund balances on page 53 of the Town Report. She said that deposits were made every year but a deposit was not shown this year and the withdrawals listed did not seem accurate.

Manager Griffin said that there were two bases for tracking expenses, accrual basis and cash basis. She said that the trust fund statement did not reflect the actual transactions. She said that it was prepared for the auditors. She said that the goal for next year was to make the trust fund statement more clear for the general public.

Robert Morris asked what the Parking Fund was. Manager Griffin said that the Parking Fund was comprised from funds generated by parking tickets and rental of parking spaces. She said that it also included funds from a downtown parking tax. She said that the revenues were then allocated to expenditures related to parking.

Robin Carpenter asked if the balances shown in the trust fund statement were not an accurate reflection of the actual balances.

Manager Griffin said that they were not a completely accurate representation of the actual funds in the trust fund.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion PASSED and Article Sixteen was ADOPTED.

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$242,135 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

Howe Library - automated circulation \$ 40,000  
software upgrade  
Public Works - vehicle replacement \$171,191  
Wastewater Treatment Plant Fund -- \$ 30,944  
vehicle replacement

This article is included in Article 26.



A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$242,135 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

Howe Library - automated circulation \$ 40,000  
software upgrade  
Public Works - vehicle replacement \$171,191  
Wastewater Treatment Plant Fund -- \$ 30,944  
vehicle replacement

The Motion was seconded by Selectman Baschnagel.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion PASSED and Article Seventeen was ADOPTED.

ARTICLE EIGHTEEN: To see what sum the Town will vote to raise and appropriate to provide for the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 2, between the Town of Hanover and the International Brotherhood of Police Officers, Local 561, which calls for the following increases in salaries and benefits for its members:

Year Estimated Increase  
2000-2001 2.0% \$19,723  
2001-2002 2.5% \$26,730

and further, to raise and appropriate the sum of \$19,723 for the 2000-2001 fiscal year and the sum of \$26,730 for the 2001-2002 fiscal year, such sums 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.

A motion was made by Selectman Baschnagel that the Town vote to raise and appropriate to provide for the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 2, between the Town of Hanover and the International Brotherhood of Police Officers, Local 561, which calls for the following increases in salaries and benefits for its members:

Year Estimated Increase  
2000-2001 2.0% \$19,723  
2001-2002 2.5% \$26,730

and further, to raise and appropriate the sum of \$19,723 for the 2000-2001 fiscal year and the sum of \$26,730 for the 2001-2002 fiscal year, such sums 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.

The motion was seconded by Selectman Black.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion PASSED and Article Eighteen was ADOPTED.

ARTICLE NINETEEN: To see if the Town will vote to approve amendment to the Town's charter under RSA 49-B by eliminating section 10-d, thereby abolishing the sidewalk special services district. If this amendment is approved, any amounts held in special fund accounts for this purpose will be transferred to the General Fund.

A motion was made by Selectman Black that the Town vote to approve amendment to the Town's charter under RSA 49-B by eliminating section 10-d, thereby abolishing the sidewalk special services district. If this amendment is approved, any amounts held in special fund accounts for this purpose will be transferred to the General Fund.

The motion was seconded by Selectman Connolly.

Selectman Black said that Hanover was the only Town in New Hampshire with a Sidewalk District. She said that when the Town and Precinct merged in 1963, the only sidewalks were in the Precinct District. She said that approximately 80% of the people in the Sidewalk District who are paying the tax do not have sidewalks. She said that there are also sidewalks that extend outside of the Sidewalk District. She said that the Sidewalk District tax only pays for the construction of the sidewalks. She said that the maintenance and snow plowing of the sidewalks was paid out of the General Fund.

Manager Griffin said that currently the people in the Sidewalk District pay a tax of 16 cents per thousand. She said that if the Sidewalk District were eliminated, there would be an 11-cent per thousand increase in the general tax rate. She said that would be a decrease of 5 cents per thousand for people in the Sidewalk District and an increase of 11 cents per thousand for people not in the Sidewalk District.

Kari Asmus said that she read the Charter. She said that the solution to the problem of sidewalks being located outside of the Sidewalk District was for the Selectmen to change the boundary lines of the Sidewalk District. She said that process was clearly explained in the Charter. She said that the people who live in rural Hanover use sidewalks less than the merchants. She said that there are fewer services and amenities available in rural Hanover. She said that the Charter said that the sidewalk fund should have been paying for the construction and the maintenance of all the sidewalks.

James Walk said that he lived in the Sidewalk District on Hovey Lane. He said that there were no sidewalks for half of the distance between his house and the post office. He said that it was aggravating to be taxed as part of the Sidewalk District when there were not sidewalks for half

the distance to the post office. He said that he did not feel they should be taxed more than property owners who live outside the Sidewalk District.

Martha Cassidy said that she lived outside of the Sidewalk District. She said that all of the children in the Town use the sidewalks, regardless of whether their homes are located in the Sidewalk District or not. She said that it was fair for everyone to share the cost of sidewalks.

Augusta Prince said that she lived on Lyme Road where there was a sidewalk outside of the Sidewalk District. She asked if eliminating the Sidewalk District would encourage the proliferation of sidewalks throughout the rest of the Town.

Selectman Black said that more sidewalks might be built in the future when there was more growth. She said that no new sidewalks were planned for this year.

A citizen asked why the Sidewalk District could not be adjusted to include only the areas with sidewalks.

Selectman Black said that if 80% of the properties currently in the Sidewalk District were removed from the district, the tax levied on the remaining 20% would be quite hefty.

Caroline Tischbein said that it was not appropriate to charge the whole town for sidewalks when the primary use of the sidewalks was by the businesses and Dartmouth College. She said that she understood that there were different tax rates levied in different areas of the town. She said that rural lands had less benefits and were therefore taxed less. She said that people in rural Hanover did not use the sidewalks much.

Selectman Black said that there were different tax rates based on the fire districts. She said that the tax rates were based on the distances from the fire stations and fire hydrants. She said that it was based on insurance rates.

Nancy Carter said that she was in favor of eliminating the Sidewalk District. She said that more people should be walking rather than driving. She said that the cost of constructing and maintaining sidewalks should not be decided based on who uses the sidewalks and who does not.

Kim Perez agreed with Ms. Carter. She said that there were many services that some people used more than others, such as schools. She said that the cost of town services should not be divided based on their use.

Selectman Baschnagel said that the Sidewalk District had not been administered properly. He said that it could be solved by eliminating the district or fixing it. He said that Hanover should be a more pedestrian friendly area. He said that everyone uses the sidewalks. He said that they should build on the foundation they have now. He said that the sidewalks were a valuable infrastructure. He said that they should keep the Sidewalk District.

Moderator Bird announced that the vote would be taken by paper ballot since the motion involved amendment of the Town Charter.

RESULTS: YES 130 NO 46 ARTICLE PASSED

ARTICLE TWENTY: To see if the Town, as authorized under Section 7 of the Charter of the Town of Hanover (1963, N.H. Laws, Chapter 374, as amended), will vote to delegate to the Board of Selectmen, and authorize them to exercise, the power granted to the Town under RSA 674:51 and RSA 674:52, as those statutes may be amended from time to time, to enact and amend a local building code for the construction, remodeling and maintenance of all buildings and structures in the Town.

A motion was made by Selectman Baschnagel that the Town, as authorized under Section 7 of the Charter of the Town of Hanover (1963, N.H. Laws, Chapter 374, as amended), will vote to delegate to the Board of Selectmen, and authorize them to exercise, the power granted to the Town under RSA 674:51 and RSA 674:52, as those statutes may be amended from time to time, to enact and amend a local building code for the construction, remodeling and maintenance of all buildings and structures in the Town.

The motion was seconded by Selectman Connolly.

Selectman Baschnagel explained that the Selectmen have periodically been reviewing and amending the Building Code Adopting Ordinance to match the Codes as they evolve over time. He said that it was brought to their attention this past year that the State had passed an Ordinance after the Selectmen started amending the Ordinance that required Town Meeting to authorize that power to the Selectmen. He said that this Motion was intended to give the Selectmen the power to continue to do what they have been doing for over 15 years.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion PASSED and Article Twenty was ADOPTED.

ARTICLE TWENTY-ONE: To see if the Town, in accordance with RSA 80:52-c, will vote to authorize the acceptance of payment by credit cards of taxes, charges generated by the sale of utility service, or other fees, provided that there shall be added to each amount due a service charge to cover the credit card company's charges to the Town and any other actual costs for the use of the credit card service.

A motion was made by Selectman Pierson that the Town, in accordance with RSA 80:52-c, vote to authorize the acceptance of payment by credit cards of taxes, charges generated by the sale of utility service, or other fees, provided that there shall be added to each amount due a service charge to cover the credit card company's charges to the Town and any other actual costs for the use of the credit card service.

The motion was seconded by Selectman Black.

Selectman Pierson said that municipalities can exercise the option for taxpayers to pay with credit cards. He said that there had recently been more requests by the taxpayers for this ability. He said that State law permits the service charges being passed along to the users.

A citizen asked what would happen in the case of default.

Manager Griffin said that the Town would still collect from the credit card company. She said that the credit card company guaranteed payment to the Town, whether or not they received payment from the card holder.

Anne Morris said that she was opposed to allowing the use of credit cards to pay tax bills. She said that people who did not have enough money to pay their tax bill and put it on their credit card would end up paying more. She said that this was an immoral decision for those people. She said that there was a downside.

Lilla McLane Bradley said that allowing people to use credit cards would encourage people without enough money to put it on their credit cards. She said that the Town of Hanover should not encourage that.

Nancy Carter asked if this would create more administrative problems, such as if different credit card companies charge different rates.

Manager Griffin said that they would secure an agreement with one bank. She said that this would actually make it administratively easier. She said that it would actually be easier for people who want to pay their parking tickets. She said that the Town currently incurs more costs by having to continually send notices of overdue payment. She said that in response to the comments by Mrs. Morris, there was an off-setting issue. She said that when times are tough and people can't pay their taxes, communities often have to go to the bond market for TAN (Tax Anticipation Notes) at high rates of interest to cover their operating costs when there is a failure to receive payment. She said that is something all the taxpayers have to pay for.

There being no further discussion, a voice vote was taken on Selectman Pierson's motion. The motion PASSED and Article Twenty-One was ADOPTED.

ARTICLE TWENTY-TWO: To see if the Town will vote to appropriate from unreserved fund balance the sum of \$28,947 into the Public Works Capital Equipment Reserve previously established.

A motion was made by Selectman Connolly that the Town vote to appropriate from unreserved fund balance the sum of \$28,947 into the Public Works Capital Equipment Reserve previously established.

The Motion was seconded by Selectman Black.

Selectman Connolly said that this was a collection of money from funds that they stopped collecting for. She said that the funds had never been distributed.

Mr. Bradley asked how this related to Article 16, which put money into the Capital Fund for Public Works.

Selectman Connolly said that the two funds did not relate. She said that the collection of monies for this fund ceased a few years ago but the funds were never distributed.

Manager Griffin said that these funds would be in addition to the funds allocated to Public Works in Article 16.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion PASSED and Article Twenty-Two was ADOPTED.

ARTICLE TWENTY-THREE: To see if the Town will vote to raise and appropriate \$78,170 for deposit in the Conservation Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Fund, with no funds being raised by taxation. The amount appropriated is equivalent of 50% of the total amount collected in the Land Use Change Tax Fund in the fiscal year 1999-2000.

A motion was made by Selectman Baschnagel that the Town vote to raise and appropriate \$78,170 for deposit in the Conservation Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Fund, with no funds being raised by taxation. The amount appropriated is equivalent of 50% of the total amount collected in the Land Use Change Tax Fund in the fiscal year 1999-2000.

The motion was seconded by Selectman Walsh.

Selectman Baschnagel said that these funds were collected two years ago and put in the Land Use Change Tax Fund. He said that 50% of the funds collected would be put in the Conservation Fund.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion PASSED and Article Twenty-Three was ADOPTED.

ARTICLE TWENTY-FOUR: To see if the Town will vote to raise and appropriate \$78,170 for deposit in the Land and Capital Improvements fund, and to authorize funding of this amount by transfer from the unreserved fund balance, 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 Fund in the fiscal year 1999-2000, and will be transferred from the Land Use Change Tax Fund into unreserved fund balance for the purpose of funding this appropriation.

A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$78,170 for deposit in the Land and Capital Improvements fund, and to authorize funding of this amount by transfer from the unreserved fund balance, 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 Fund in the fiscal year 1999-2000, and will be transferred from the Land Use Change Tax Fund into unreserved fund balance for the purpose of funding this appropriation.

The motion was seconded by Selectman Black.

Robin Carpenter said that he supported this Article but was concerned by the statement "no funds being raised by taxation". He said that although there would not be new taxes, the money did come from the land use change tax.

Manager Griffin said that the DRA and the Town Attorney required that it be worded that way. She said that it was required statutorily. She said that they were required to use that language by the State.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion PASSED and Article Twenty-Four was ADOPTED.

ARTICLE TWENTY-FIVE: To see if the Town will vote to raise and appropriate \$100,000 for the purpose of completing the final design of a combined Senior and Community Center at 36 South Park Street and 48 Lebanon Street, and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund, with no funds being raised by taxation.

A motion was made by Selectman Black that the Town vote to raise and appropriate \$100,000 for the purpose of completing the final design of a combined Senior and Community Center at 36 South Park Street and 48 Lebanon Street, and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund, with no funds being raised by taxation.

The motion was seconded by Selectman Connolly.

Selectman Black said that the Recreation Center moved into the 10 School Street building in 1980. She said that the seniors moved into 42 Lebanon Street when the Senior Housing was built in the 1970s. She said that neither building was adequate to suit the needs of the programs. She said that a committee was established in 1990 to study the need for a Senior Center and/or Community Center. She said that the Roberts' property was purchased in 1996 for the purpose of putting a Community Center on that lot. She said that in 1997, Town Meeting appropriated \$40,000 to do a survey and needs assessment for the Town. She said that a committee was established at that time, which was comprised of Nina Banwell, Chrysanthi Bien, Kristen Clarkson, Andrew Kline, Candy Lee, Stephen Marion, Donna Stinson, Elizabeth Tobiasson, Sue Young, Brian Walsh, and Peter Morrison. She said that a survey was sent to the entire town in 1998. She said that 76% of the respondents indicated there was a need for a new Community/Senior Center. She said that at last year's Town Meeting, the 48 Lebanon Street property purchase was approved. She said that the Town hired Tennant/Wallace, architects, and Provan/Lorber, engineers. She said that they generated a design that met all the Zoning requirements and met the needs identified by the committee.

Selectman Black explained that the two buildings presently being used for the Recreation Center and the Senior Center were inadequate. She said that there was no entrance to the 10 School Street building that did not require climbing stairs. She said that the bathroom could not accommodate a wheelchair. She said that there was parking for only 3 cars. She said that the Senior Center entrance required climbing a set of stairs and the Community Counselor, Dena Romero's office was up a second flight of stairs.

Selectman Black said that no new taxes were proposed to fund the final design. She said that the Land and Capital Improvement Fund had \$238,000 and they just allocated another \$78,170.

Maureen Hall said that she was in favor of this Article. She said that there was a great program and a great director (Gail Schaal) at the Senior Center. She said that they desperately needed more space. She said that it was exciting to envision a place that the whole community could call its own. She said that there would be a meeting scheduled in June for planning the Community/Senior Center.

Suzanne Young, Vice Chair of the Hanover Parks and Recreation Board, spoke in favor of the Article. She said that a lot of thought had gone into the design. She said that the 10 School Street building was dismal. She said that it was a tough facility to provide wonderful services to the community. She said that last year over 1,300 children participated in events. She said that all of their uniforms had to be picked up from the Recreation building.

Ellis Rolett asked about the expenditure of funds. He asked if the architects were being paid a fixed sum rather than a percentage of the final expenditure. He asked if a budget had been set for the center. He asked what would happen if the bids were over budget.

Selectman Black said that the architects were working for a fixed sum. She said that their fee would not increase. She said that building would cost approximately \$2.4 million. She said that the Public Works bond was scheduled to be paid off next year. She said that \$1.5 million could be paid with a new bond. She said that if the bids came in higher, the architects would not get paid more.

Barbara Munson asked the total amount of funds appropriated in 1997.

Selectman Black said that \$40,000 was appropriated in 1997. She said that it paid for the work that had been done already.

Barbara Munson asked if this appropriation of \$100,000 would go to the architects and engineers.

Selectman Black said that the \$100,000 would pay for the engineers and architects to draw up the plans. She said that they could not apply for a bond without the actual cost of construction. She said that to get the actual cost of construction, they needed construction drawings.

Kari Asmus said that she was in favor of this type of project. She asked whether this was an appropriate use of the funds. She said that the Land and Capital Improvement Fund was for acquiring land and constructing capital improvements related to growth and development. She said that a Senior Center was not needed because of growth and development. She said that she was concerned about changing the purpose of the fund.

Selectman Black said that it was the intent that the fund be used for purchasing land, designing facilities, and building facilities.



Tim Pillsbury said that when they voted to purchase the Roberts land in 1996, the Town considered buying land adjacent to it. He asked if the Town was still interested in buying adjacent properties. He asked if the architects were considering the option of expansion in their designs.

Selectman Black said that she thought the Town was interested in acquiring abutting properties. She said that the opportunity for expansion was being kept in mind in the design of the building.

Ms. Stacy said that the Recreation Building was scary. She said that this project was long overdue. She said that they were not rushing into anything.

Ned McCarthy asked the size of the building and the split between the Community Center and the Senior Center space.

Pete Tenant said that the Community and Senior Center building would be 13,194 square feet plus an unfinished basement of 3,355 square feet. He said that there was a lot of overlap space so it was not possible to split the numbers. He said that it was roughly a 50:50 split.

Dave Cioffi asked how much property would come off the tax rolls as a result of this project. He asked if approval of this Article would commit the taxpayers to spending \$2.4 million.

Selectman Black said that no additional property would come off the tax rolls. She said that the Town properties involved in this project were taken off the tax rolls when the Town acquired them. She said that a bond vote would be required for the expenditure of \$2.4 million. She said that would not happen tonight.

Ann Crow said that she was in favor of the Article. She said that the design was fine. She said that next week the School Board would be looking at possibly re-locating the schools. She asked if that would change the area that the Community/Senior Center was located. She said that the Howe Library was also looking to make changes. She suggested waiting a few years for the school and library to make their changes.

Selectman Black said that the Senior/Community Center needed to be located next to the Senior Housing. She said that HUD provided \$500,000 for the building to be located at 42 Lebanon Street. She said that if the Senior Center were re-located, the Town would have to repay that \$500,000. She said that regardless of the schools, the Community Center should be located in the downtown. She said that the school population would not be the only population using the Center.

Selectman Walsh said that the Senior Center and Recreation Department had made compromises and agreed to this joint facility. He said that a lot of people had worked very hard to develop this building.

Robin Carpenter said that there was a real need for a solution. He said that something needed to be done. He said that his only concern was that if only one design was developed, the taxpayers would be stuck with a choice of "take it or leave it". He asked if the architects and engineers

could develop a couple options for the taxpayers to choose from. He asked if they could design a smaller Community/Senior Center as one option.

Selectman Black said that was a possibility. She said that the conceptual building they had now would meet the needs of both programs. She said that cutting the building would cut the spaces of both the programs. She said that until the construction drawings were done, they would not know the cost.

Roy Banwell encouraged the architects to provide a superior building. He said that it would be better to have a slightly more expensive but well-designed building.

Kari Asmus submitted a written request, signed by 10 present voters, to request a written ballot on Article Twenty-Five.

#### RESULTS OF WRITTEN BALLOT: YES 170 NO 14 ARTICLE PASSED

ARTICLE TWENTY-SIX: To see what sum the Town will vote to raise and appropriate to pay the expenses of the Town for the 2001/2002 fiscal year, for the purposes set forth in the Town budget. Articles 15, 16 and 17 are included in this article.

A motion was made by Selectman Walsh that the Town vote to raise and appropriate \$12,599,509 to pay the expenses of the Town for the 2001/2002 fiscal year, for the purposes set forth in the Town budget.

The motion was seconded by Selectman Pierson.

Selectman Walsh said that the Selectmen gave Manager Griffin a task at the beginning of the year to bring in a budget at inflation. He said that there were 8.8% (\$377,000) of cost increases split between the following: a 28.8% increase in health insurance premiums for employees (\$210,000), a 100% increase in budgeted fuel costs (\$58,435), a 24% increase in electric rates (\$34,969), a 15.1% increase in Group 2 retirement rates (\$46,000), and a half percent increase due to people opting out of health care insurance (\$27,596). He said that they started out above budget. He said that Manager Griffin and the Department Heads did an amazing job in bringing in a budget at inflation. He said that two items from the "wish list" were included in this year's budget. He said that a new highway worker was added and another bridge on Ruddsboro Road would be added. He said that the budget surpluses in the Ambulance Fund were moved to the General Fund.

Jim Rubens thanked the Selectmen, Town Manager, and Department heads for year after year maintaining the budget at the cost of inflation.

Peter Christie said that the Finance Committee voted to support the budget.

There being no further discussion, a voice vote was taken on Selectman Walsh's motion. The motion PASSED and Article Twenty-Six was ADOPTED.

ARTICLE TWENTY-SEVEN: To see if the Town will vote to raise and appropriate \$1,000 to be used by the Hanover-Joigny Exchange, Inc. in the furtherance of cultural, student and adult exchanges between the Town of Hanover and its sister city of Joigny, France.

A motion was made by Selectman Walsh that the Town vote to raise and appropriate \$1,000 to be used by the Hanover-Joigny Exchange, Inc. in the furtherance of cultural, student and adult exchanges between the Town of Hanover and its sister city of Joigny, France.

The motion was seconded by Selectman Baschnagel.

Selectman Walsh said that this Article had passed the last 3 years.

Pietie Birnie said that she had been involved in the Hanover-Joigny Exchange program for the past 11 years. She asked that the amount be increased to \$2,000. She said that already this year 60 people had been sent over to Joigny, France. She said that there was increasing activity. She said that \$2,000 was requested to be allocated for the Nihonmatsu, Japan exchange. She said that there were similar, if not greater, needs that justified raising the allocation for the Joigny, France exchange to \$2,000.

Ms. Birnie moved to amend the motion by voice vote to change the allocation from \$1,000 to \$2,000. The amendment was seconded. The amendment was passed.

There being no further discussion, a voice vote was taken on the amended motion. The motion PASSED and Article Twenty-Seven was ADOPTED.

ARTICLE TWENTY-EIGHT: To see if the Town will vote to raise and appropriate \$2,000 to be used by the Town of Hanover in the furtherance of cultural, student and adult exchanges between the Town of Hanover and the City of Nihonmatsu, Japan.

A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$2,000 to be used by the Town of Hanover in the furtherance of cultural, student and adult exchanges between the Town of Hanover and the City of Nihonmatsu, Japan.

The motion was seconded by Selectman Black.

Selectman Connolly said that the City of Nihonmatsu had been paying all of the expenses for the exchanges for the last four years. She said that Nihonmatsu had been scrupulous about paying not only all of their expenses for visiting Hanover but also paying for Hanover citizens to finish the friendship ceremony in Nihonmatsu. She said that students from Hanover would be going to Nihonmatsu next month. She said that she hoped this would be only the first of many exchanges.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion PASSED and Article Twenty-Eight was ADOPTED.

ARTICLE TWENTY-NINE: To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the AIDS Community Resource Network (ACORN).

A motion was made by Selectman Walsh that the Town vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the AIDS Community Resource Network (ACORN).

The motion was seconded by Selectman Black.

Selectman Walsh said that if approved this third year, it would become part of next year's budget.

There being no further discussion, a voice vote was taken on Selectman Walsh's motion. The motion PASSED and Article Twenty-Nine was ADOPTED.

ARTICLE THIRTY: To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the Family Place.

A motion was made by Selectman Pierson that the Town vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the Family Place.

The motion was seconded by Selectman Black.

Caroline Tischbein said that she had an issue with the Town choosing charities. She said that it was a personal choice where the citizens wanted their dollars to go.

Manager Griffin said that the Town did not choose the agencies. She said that Town Meeting voted on requests for funding submitted by the agencies.

A citizen asked how many groups they currently supported.

Manager Griffin said that there were 8 groups currently in the budget.

Stanley Hugh asked if any funding was passed three consecutive years if it would automatically become part of the budget.

Manager Griffin said that was correct.

There being no further discussion, a voice vote was taken on Selectman Pierson's motion. The motion PASSED and Article Thirty was ADOPTED.

ARTICLE THIRTY-ONE: To see if the Town will vote to raise and appropriate \$5,000 to support the capital campaign currently being conducted by the Haven.

A motion was made by Selectman Black that the Town vote to raise and appropriate \$5,000 to support the capital campaign currently being conducted by the Haven.

The motion was seconded by Selectman Pierson.

Selectman Black said that when the capital campaign for a new Haven was reached, this Article would not come back before the Town. She said that the Haven was housed in an inadequate building. She said that 400 families were turned away last year because there was not enough space.

There being no further discussion, a voice vote was taken on Selectman Black's motion. The motion PASSED and Article Thirty-One was ADOPTED.

ARTICLE THIRTY-TWO: 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.

A motion was made by Selectman Walsh that the Town 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.

The motion was seconded by Selectman Black.

Moderator Bird introduced Selectman Walsh for the reading of the following resolution:

Resolution for Dianne Quill

Town elections run smoothly because of the hard work of the Town Clerk, Moderator, Supervisors of the Checklist, and the hardy souls who help staff the check-in process. Elections consist of very long days, beginning early in the morning and concluding late at night, and are typically a test of stamina for all involved in making sure all goes well. The Town Clerk must be comprised of equal parts logistics manager, enforcer, soothsayer, information source, technology consultant, weather forecaster, and caterer. They can find themselves thrust into the middle of political confrontations, substantial confusion, the chaos of a controversial election, and just plain lousy weather. And they are expected to do it all in a calm and professional manner, in spite of sore feet, hot gymnasiums, snow and ice, cold pizza and low pay. That, in a nutshell, is Dianne Quill.

Dianne has been Hanover's elected Town Clerk since 1995. She has performed the job quietly, calmly, and professionally, providing the Moderator, Town staff and the Supervisors of the Checklist with wise counsel and strong support. She picked up the reins with limited training, and quickly learned her way around the state laws governing Town Clerks and Town Meetings. She put together her elections with equal measures of both efficiency and style, always able to attract willing election workers and to keep elections humming along on all cylinders. She even had the opportunity to manage the Town through the great voting machine snafu of 1996, when

the Town of Hanover was the first to discover a programming error by the voting machine manufacturer resulted in inaccurate recording of votes cast. Through it all the media spotlight, the frustration of the affected candidates, and the time required for the Secretary of State's Office to resolve the controversy, Dianne handled the situation with strength and grace. All this while parenting a busy family and working a demanding job as a radiology nurse.

Dianne, the Town of Hanover is grateful to you for your six years of strong leadership and steadfast service in your capacity as Town Clerk. Your help was invaluable and your good cheer infectious. Best wishes in your "retirement" from public service, and may you be able to relax and enjoy the next Election Day as a regular voter.

#### Presentation of Hanover Parks and Recreation Board Volunteer Service Award

Moderator Bird introduced Suzanne Young, Vice Chair of the Hanover Parks and Recreation Committee, for the reading of the following Hanover Parks and Recreation Board Volunteer Service Award:

#### Resolution for John Hochreiter

I don't normally look to the comedienne Whoopi Goldberg for philosophical inspiration however she once said, "If every American donated five hours a week, it would equal the labor of twenty million full-time volunteers." Something to think about, isn't it? In Hanover, many residents volunteer more than five hours a week and every year the Hanover Parks and Recreation Board of Directors honors one of them with the Volunteer of the Year Award. This year's recipient is an amazing individual who could be Whoopi's role model for the entire country. However, before he heads to Hollywood or Washington to take on that task, I would like John Hochreiter to come up here to receive his Volunteer of the Year Award.

Twenty-one years ago John moved to Etna with his wife Shelley, having grown up in Buffalo, NY. He became involved in the local community almost immediately and hasn't stopped yet. John is the President and CEO of Computac in West Lebanon, a very demanding job, yet he still has managed to find time to serve as an Etna volunteer fireman for 18 years - he is now a Lieutenant so be sure to salute him the next time you see him. He has also served as a member and chair of the Hanover/Dresden School Boards for six years, member and past president of the Hanover Rotary Club for fifteen years, the Vice President of the Hanover Improvement Society and on the Board of Directors for the Mascoma Savings Bank.

He has been a tireless fundraiser for the Rotary Club, Champion Rink, Hanover Hockey Association and the High School Booster Clubs for hockey, baseball and golf. In addition, John has twice chaired the fundraising efforts for the Hanover High School Alcohol Free Graduation Night Parties.

John's passion, however, really lies with coaching children which he has done for all of the past twenty-one years. Hanover hockey and baseball players from the ages of 4 - 19 have benefited from John's quiet yet intuitive style of coaching. In hockey, he has taught the little ones to skate and the teenagers to score. In baseball, John's favorite sport, he has coached everything from t-

ball to Senior Babe Ruth all star teams, including once taking a team to the Baseball Hall of Fame in Cooperstown, NY and watching son Sean hit a home run.

No matter what level or sport, every child on John's team leaves the bench knowing that they've learned something about the sport and that they are an important member of the team. Many of you are probably not aware that John has almost single-handedly kept the Babe Ruth Baseball program afloat in Hanover.

Not only has he coached Babe Ruth teams long after both his sons, Sean and Mark, moved onto other sports, but he was the organizing and fundraising force behind the program at a time when interest waned. It is now a strong and vibrant program thanks to John's efforts.

St. Francis of Assisi, a little more respectable sage than Whoopi, commented "Remember that when you leave this earth, you can take with you nothing that you have received - only what you have given: a full heart, enriched by honest service, love, sacrifice and courage."

John, your heart must be full because we all have been enriched by your honest service. It is my great pleasure to present to you the Hanover Parks and Recreation Board's Volunteer of the Year Award.

Moderator Bird introduced Selectman Baschnagel for the reading of the following resolution:

#### Resolution for Richard Bradley

If you ever visit the Hanover Dispatch Center and watch a Communications Officer in action, you will have a new appreciation of what it means to work under stress. These officers are at the heart of the Town's response to emergencies. No one exemplified the knowledge and skills of an emergency dispatcher more than Richard Bradley. In a career spanning thirty-two years, Richard worked as a Firefighter, Emergency Medical Technician, and a Police Officer. Perhaps no one else in the State of New Hampshire brought that kind of knowledge and experience to the position of a dispatcher. Richard served the Town of Hanover for over twenty years, until his death on April 11th. He was widely recognized for his skill in emergency situations and his knowledge of the area and our residents. He was our liaison with the Upper Valley Mutual Aid Association, and in that capacity solved many dispatch problems.

Perhaps nothing captures Richard's service more than the account of a 911 call he answered on March 4, 1992. The mother of a 211-year-old boy called. Her son was having convulsions, had stopped breathing, and was turning blue. Richard reassured the woman and gave her instructions over the phone on how to resuscitate her child. In the Valley News article about the incident, the mother said, "The dispatcher was really excellent. That guy was really amazing."

Richard, for all of your life saving efforts over the years, we thank you. You will be missed.

Moderator Bird introduced Selectman Black for the reading of the following resolution:

#### Resolution for Robert Burns

Bob Burns started his career with the Hanover Fire Department on January 1, 1971, and he retired thirty years later to the day. He was forever vigilant in responding to alarms. Even when he was off duty, Bob could always be counted on to show up for the call. Bob is the kind of person you would want to deal with the unexpected. A skier whose serious injuries required the use of a backboard, wrote to thank the Town for his trip to the hospital was made easier from the comfort given by Bob.

Bob was the one person in the department qualified to teach first-aid and CPR. Over the years he conducted first aid and CPR instruction for hundreds of Hanover citizens, businesses and Town employees. They wrote letters of appreciation for the opportunity to acquire the skills that Bob capably taught. They commented on his good humor and sensitivity. One of our employees reported an incident when she and her husband came upon a terrible accident and how she administered first aid to an elderly man pinned under his vehicle. She wrote, "I was pleased with myself for being able to take control of the situation and do what I could at the time, because of the wonderful job you have done in training me. You have imparted not only the knowledge but the confidence one needs at a time like that."

Bob is a Firefighter, an Emergency Medical Technician, a teacher, and a valued employee. As he moves into the real world from his life as a firefighter, we wish him well and many nights of uninterrupted sleep. Thank you Bob, for serving the Town of Hanover so well for so many years.

Moderator Bird introduced Selectman Black for the reading of the following resolution:

#### Resolution for Michael Gilbar

When Mike Gilbar came to work for the Town of Hanover, one large main frame computer (affectionately known as the System 36) was in use in the organization and financial management was awkward and slow. Over the course of Mike's 8-year tenure, he moved the Town into the computer age. He was ever prodding staff and computer consultants to provide more information faster, so he could use the information to improve the Town's overall financial management. We could always count on Mike to provide us with yet another analytical spreadsheet. Night after night he would trudge out to his trusty pick-up truck, two briefcases in hand and the ever-present laptop by his side, looking forward to another evening of crunching some set of numbers in the quiet of his own home. Mike's quest for perfecting the Town's financial record-keeping was never-ending; he always had another project he wanted to tackle to streamline the Town's financial management capability and to improve the presentation of the Town budget.

Many people assume Finance professionals are conservative and rather dull. Mike Gilbar was anything but! Wherever "Mikey" went, laughter accompanied him. He brought a wonderful brand of humor to the Town, and kept employees laughing as he stumbled through another tale of his absent-minded adventures as our "green eye shade" person. Always the recipient of good-natured teasing because he is vertically challenged, Mike took short person jokes to new "heights", poking fun at himself and making sure he wasn't the only one to suffer. A superb



guitarist and vocalist, he would frequently provide musical entertainment for Town gatherings and even agreed to play the role of Santa's guitar playing elf at the annual Senior Center Christmas party.

Mike's professional expertise combined with his wonderful sense of humor made him an invaluable resource for Town staff. He had a steady stream of visitors to his office, constantly seeking his assistance or counsel. Rather than steering away from the "finance guy", Town staff gravitated toward his office and he was always willing to help in exchange for a moment of light-hearted entertainment. A historian by choice, and a bean counter by trade, he had a soft spot in his heart for the folks at Howe Library. The library staff held a particular fondness for him and would frequently alert him to the latest interesting tome on Vermont history or American presidents.

Mike had the tenacity of Ebenezer Scrooge, the heart of Bob Crachit, the wit of Groucho Marx, and stature of Mickey Rooney, but to those of us who worked with him, he was not a little elf, but a man who stands tall in our admiration for him. He led us ably into the new millennium, and all of us in the Town of Hanover wish him well in his new endeavors to move the Vermont League of Cities and Towns forward just as he did with us. God speed, Mike!

Moderator Bird introduced Selectman Connolly for the reading of the following resolution:

#### Resolution for Richard Kingston

Richard came to the Hanover Wastewater Treatment Facility after six years of service as an Assistant Wastewater Operator at the Newport, NH Wastewater Facility.

Originally hired as a Wastewater Operator / Laboratory Technician, Richard began with the Town of Hanover in August 1979 when the Wastewater Treatment and Line Maintenance Divisions were combined at the Primary Treatment Facility.

With the upgrade of the Wastewater Treatment Facility to Secondary Treatment level in January 1988 Richard was promoted to Assistant Chief Operator / Laboratory Technician. Richard made the operation of the new plant his number one priority, working hard to bring to the facility to its' present level of excellence. As the Town's first chemist Richard dealt with many challenges. Anyone familiar with wastewater treatment knows that it has many very involved processes and ever changing situations and is full of experiments, tests, not unlike his new jobΣ

Early on Richard and his wife planned their future: work hard, save, and retire at 50. After twenty-one years of uninterrupted service to the Town of Hanover Richard got his wish, although not quite in the way he had expected. Instead of retiring, he began a brand new work adventure with many guaranteed challenges, experiments, tests, very involved processes and ever-changing situations. What is this new job? Why, raising children of course! The hours will be long but the rewards will be worth it! Between the challenges Richard and his wife Carol face with their current employers, young sons Chris and Alex, the family enjoys time at their camp in the Northeast Kingdom, deeply immersed in activities ranging from peace and quiet (when the kids are sleeping) to fishing and sailing.

Thank you Richard for giving us twenty-one years of your service. Enjoy your new career as parent! You will, no doubt, perform your new job as carefully and thoroughly as you did on behalf of the Town. Our best wishes to you.

Moderator Bird introduced Selectman Black for the reading of the following resolution:

#### Resolution for Betty Messer

If you have ever registered a motor vehicle, applied for a marriage license, or purchased a hunting, fishing or dog license in the past sixteen years, chances are you have talked to Betty Messer. Betty joined the staff of Town Hall as a Public Service Clerk on September 19, 1983. Six months later the Town Manager conferred "permanent status" on Betty as a Town employee. Even after her retirement last July, Betty has remained a "permanent" fixture of Town Hall, filling in at the front desk when we need additional coverage. Through the miracle of technology, you still hear Betty's voice when you call Town Hall and get the automated answering system.

If citizens didn't know Betty by name, they knew her by reputation, she was the one whistling and singing while she worked. Betty always managed to maintain her friendly, upbeat mood, even when the tasks were getting stressful. Beginning with processing forms by hand, she quickly adapted to the electronic age, finding computers both a challenge and fun. Betty kept the main office supplied with beautiful flowers from her Orford garden, and brought a bit of New Hampshire sunshine with her to work. Town parties were never quite complete without one of her superbly decorated cakes.

Her personnel file contains a letter from a Hanover citizen commending Betty for her "Σ courtesy, helpfulness, and professionalism." The letter concludes by saying, "It is rare today to find such fine people in public service." We are fortunate to have had Betty Messer as an employee over the years, and are even more fortunate that "the maple sugar lady" continues to help us serve the public.

Thank you Betty.

Moderator Bird introduced Selectman Connolly for the reading of the following resolution:

#### Resolution for Winona Tyler

Twenty-five years of continuous service with the same employer is a notable accomplishment for anyone, but even more so when you consider all that Winona Tyler has done for the Town of Hanover. She started as a clerk typist on April 14, 1975 and eight years later, she was appointed Deputy Town Clerk. In addition to performing all the functions of a Public Service Clerk, for seventeen years Winona also published elections notices, audited voter registration lists, and assisted poll workers with voting machines and absentee ballots. In the two years before her retirement she did all those things in addition to providing clerical services to the Planning and Zoning Department.

One Hanover citizen wrote a thank you letter after Winona helped her correct a motor vehicle registration problem. She said of Winona, "You have the rare grace to make the process virtually painless." People needing assistance were helped whether in person or long distance. A resident of California wrote the Town Clerk and thanked Winona for her helpfulness over the phone saying, "The taxpayers in your community are well served." A funeral home in Vermont once sent a thank you to Winona for her understanding and kindness in handling a death certificate. Enclosed was three dollars in cash. The Town Manager at the time noted that Winona spent the money on doughnuts for Town staff.

We are grateful for all the services Winona provided over twenty-five years and will miss the daily presence of grace, intelligence and good-humor that is Winona. Her retirement is well deserved. Our loss is Florida's gain.

Thank you Winona.

ARTICLE THIRTY-THREE: To transact any other business that may legally be brought before this Town Meeting.

A motion was made by Selectman Pierson that the Town transact any other business that may legally be brought before this Town Meeting.

Hearing no other business, Moderator Bird stated that he would entertain a motion to permanently dissolve this meeting.

A motion was made by Selectman Walsh to permanently dissolve the 2001 Hanover Town Meeting. The motion was seconded by Selectman Black. The motion carried and the meeting was dissolved at 9:38 p.m.

Respectfully submitted,

Dianne Quill, Town Clerk

Taken and transcribed by: Annie R. Hood

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**APRIL 30, 2001**

**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; Bill Baschnagel; Julia Griffin, Town Manager; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6.

**1. PUBLIC COMMENT.**

There was no public comment.

**2. UPDATE ON STATEWIDE PROPERTY TAX AND OTHER LEGISLATIVE MATTERS.**

Ms. Griffin indicated that there is no immediate legislative solution on the school funding situation in sight. Judge Galway of the Rockingham Superior Court issued his decision on the interplead motion on April 26<sup>th</sup>, denying the motion on the grounds that municipalities have no legal liability with respect to the collection of an unconstitutional tax. Given that Judge Galway's earlier ruling on the statewide property tax has been stayed pending a Supreme Court decision, the Town's were under an obligation to collect the tax but only on behalf of the State. Issues of unconstitutionality of the tax are between the State and its taxpayers; municipalities are simply the collection agent.

The Board discussed their general observations about the lack of legislative consensus on the school funding issue, and their concern that the State might have to be brought to the brink of financial shut-down before the Legislature would be forced to act.

Ms. Griffin also indicated that the two bills before the House that would have implemented a moratorium on the land application of sludge were both soundly defeated on April 24<sup>th</sup>. Ms. Griffin indicated that she did not know how the Hanover delegation had voted on the bills because neither was subject to a roll call vote.

Ms. Griffin also provided an update on the binding arbitration bill, HB 429, which passed the House in early April. She indicated that the Hanover delegation all voted in favor of the bill as a concession to organized labor. Ms. Griffin stated that the binding arbitration bill now proceeds to the Senate, and that both Hanover and Lebanon have communicated their strong opposition to Senator Below. Ms. Griffin explained that the bill as amended would now only apply to cities in New Hampshire as well as the few towns with Town Councils, and not to municipalities with Town Meetings. In addition, it only applies to public safety unions. However, it seems it would only be a matter of time before the legislation would be extended to apply to all communities in the state and to all unions. This piece of legislation would do more to lead to rising property tax rates than any other piece of legislation in recent memory. Essentially, with binding arbitration that nullifies the role of the City or Town Council, arbitrators would be setting fiscal policy for communities with respect to salaries and benefits. No union would need to bargain in good faith with a community; they would simply declare impasse and ask to proceed directly to binding arbitration under the assumption that an arbitrator would be more generous than would a local City or Town Council.

Mr. Baschnagel questioned whether the bill could be expanded to include communities with Town Meeting form of government, essentially overriding the authority of the local legislative body (Town Meeting). Ms. Griffin indicated that the bill overrides the legislative authority of City and Town Council, so presumably it could do the same with respect to the legislative authority of Town Meeting. Mr. Walsh questioned whether or not HB 429 would likely return to the House this session. Ms. Griffin indicated it would return if subject to a Committee of Conference.

**Mr. Walsh MADE THE MOTION and Ms. Black SECONDED THE MOTION that a letter be directed to the Hanover delegation expressing the Town's strong opposition to HB 429, and urging the delegation to vote against the bill if given future opportunities. The Board of Selectmen VOTED UNANIMOUSLY IN SUPPORT OF THE MOTION. Mr. Walsh AMENDED THE MOTION to request that the Hanover delegation be asked to attend a meeting with the Board of Selectmen before participating in any future votes on HB 429 or related legislation so that the Board of Selectmen could exchange views with the delegation. Ms. Connolly SECONDED THE MOTION. The Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE MOTION AS SUCH, AND ADOPT IT.**

**3. RECOMMENDATION TO SET A PUBLIC HEARING ON MONDAY, MAY 14 AT 4:00 P.M. TO CONSIDER MODIFICATIONS AND ADOPT THE RATE AND FEE SCHEDULE FOR FY 2001-2002.**

**Ms. Black MADE THE MOTION to set a public hearing on Monday, May 14 at 4:00 p.m. to consider modifications and adopt the rate and fee schedule for FY 2001-2002. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET THE PUBLIC HEARING AS RECOMMENDED.**

**4. DISCUSSION OF FINAL PREPARATIONS FOR TOWN MEETING 2001.**

Ms. Griffin indicated that final preparations are being made for Town Meeting on May 8. Town Reports were mailed on April 23. Final preparations are being made to two power point presentations on the Senior/Community Center and the Sidewalk District warrant articles. The sound system has been arranged and the Clerk and Moderator are prepared to administer the required ballot votes.

Mr. Baschnagel indicated that he has heard some concern about the insert to the Town Report regarding the Senior/Community Center and the feeling that it was an advocacy piece rather than simply an informational piece. Ms. Black indicated that the piece was designed to provide a history of the community work on this project and to provide the basic information. Mr. Baschnagel indicated that many people in the community were not aware of the many years of work that has been done to get to this point, and that it would be important to point out the history of the project at Town Meeting.

**5. APPOINTMENT OF A THIRD REPRESENTATIVE TO THE UPPER VALLEY-LAKE SUNAPEE REGIONAL PLANNING COMMISSION.**

Ms. Griffin indicated that because Hanover had increased in population greater than 10,000 people, the community was now entitled to a third representative on the board of the Upper Valley-Lake Sunapee Regional Planning Commission. The Planning Board, which is responsible for nominating board members for the Regional Planning Commission Board had recommended Planning Board Alternate William Dietrich.

**Ms. Black MADE THE MOTION to appoint William Dietrich as Hanover's third representative to the board of the Upper Valley-Lake Sunapee Regional Planning Commission. Ms. Connolly SECONDED THE MOTION, and the**

**Board of Selectmen VOTED UNANIMOUSLY TO APPOINT MR. DIETRICH'S.**

**6. ADMINISTRATIVE REPORTS**

Mr. Walsh noted that the Town needed to continue to seek members for the Zoning Board. Ms. Griffin noted that the Zoning Board was now down to four full members and two alternates, while ideally it required five full members and four alternates. Mr. Baschnagel indicated that it might be advisable to seek the interest of current Planning Board alternates in serving on the Zoning Board. Ms. Connolly indicated that she did think that was advisable given the workload on the Planning Board and Zoning Board combined. Mr. Baschnagel indicated that by statute, two Planning Board members may serve on the Zoning Board. Ms. Griffin agreed to begin re-advertising, and urged the Selectmen to begin thinking about eligible community residents.

Ms. Griffin indicated that she had no further administrative updates.

**7. SELECTMEN'S REPORTS**

**Ms. Connolly**

Ms. Connolly indicated that the Planning Board has been very busy finalizing the concept plans for the Master Plan, with the help of Planning Director Edwards very helpful color maps.

**Ms. Black**

Ms. Black indicated that the next household hazardous collection day was Saturday, May 5<sup>th</sup> at the Hartford Recycling Center.

**Mr. Walsh**

Mr. Walsh indicated that the Howe Library Trustees had met on April 12, but that he had been unable to attend given a previously planned vacation. He had no additional information to report.

**Mr. Baschnagel**

Mr. Baschnagel indicated that the Conservation Commission has been very busy on a number of items, including preparing a piece on invasive plant species to be

utilized by the Planning Board in future site plan review. The Trails Committee is busy updating trail maps. In addition, the Commission continues to work on draft Shoreland Protection policies for the Town.

**8. OTHER BUSINESS**

There was no other business brought before the Selectboard.

**9. 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. Mr. Walsh MADE THE MOTION and Ms. Black SECONDED THE MOTION that a letter be directed to the Hanover delegation expressing the Town's strong opposition to HB 429, and urging the delegation to vote against the bill if given future opportunities. The Board of Selectmen VOTED UNANIMOUSLY IN SUPPORT OF THE MOTION. Mr. Walsh AMENDED THE MOTION to request that the Hanover delegation be asked to attend a meeting with the Board of Selectmen before participating in any future votes on HB 429 or related legislation so that the Board of Selectmen could exchange views with the delegation. Ms. Connolly SECONDED THE MOTION. The Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE MOTION AS SUCH, AND ADOPT IT.**
- 2. Ms. Black MADE THE MOTION to set a public hearing on Monday, May 14 at 4:00 p.m. to consider modifications and adopt the rate and fee schedule for FY 2001-2002. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET THE PUBLIC HEARING AS RECOMMENDED.**
- 3. Ms. Black MADE THE MOTION to appoint William Dietrich as Hanover's third representative to the board of the Upper Valley-Lake Sunapee Regional Planning Commission. Ms. Connolly SECONDED THE MOTION, and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT MR. DIETRICH'S.**



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4. **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 8:17 pm

Respectfully submitted,

Katherine S. Connolly  
Vice Chairman

These minutes were transcribed by Julia Griffin

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**APRIL 2, 2001**

**7:00 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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Nicholas Giaccone, Police Chief; and members of the public. Jay Pierson and Julia Griffin, Town Manager arrived late for the meeting.

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.**

Ms. Black noted that there were four guests from the Ukraine. Bob Keene introduced Luda, Vera, Amara, and Avana from the Ukraine. He explained that they were teachers visiting the United States to study and teach civics. Mrs. Keene said that they had been at the Hanover High School and Dartmouth College for two days a week and the Hanover High School and Richmond School for three days a week. Mr. Walsh explained the Town Warrant and Town Meeting process.

**3. PUBLIC HEARING ON THE PROPOSED ISSUANCE OF \$165,000 IN BONDS OR NOTES FOR THE REPLACEMENT OF THE DISPATCH CONSOLE AND RELATED EQUIPMENT FOR THE HANOVER DISPATCH CENTER.**

Mr. Walsh explained that the Dispatch Center in Hanover handles all the emergency calls for the police, fire and ambulance for Hanover, as well as Norwich, Lyme, and various parts of Plainfield and Bradford. He said that the equipment in the Dispatch Center included tape recorders and radio consoles. He said that the equipment was more than fifteen years old and it was getting difficult to find replacement parts to keep it running. He said that there was a proposal to go in front of Town Meeting to bond \$165,000 to purchase new equipment. He said that the bond would be floated through the Bond Bank of New Hampshire. He noted that a vote on a bond over \$100,000 requires a Public Hearing before the Town Meeting and requires a vote by paper ballot at Town Meeting. He explained that the bond would be voted on by paper ballot during the meeting.

Chief Giaccone said that the existing equipment was funded as part of the original bond that the Town is still paying on. He said that the life expectancy of the equipment is about 15 years. He said that the equipment was fairly outdated. He said that the trend was to move to digital equipment. He said that as part of this upgrade, they would be able to switch to digital equipment.

Kari Asmus stated that recently the Valley News had reported about the difficulty of getting bonds. She asked whether they would be able to secure a bond. She stated that the original proposal was for a \$120,000 bond. She asked why it had been increased to \$165,000. She noted that the Town has a Capital Reserve Fund. She asked why the Town had not been saving for this equipment if they knew it would only last 15 years.

Mr. Walsh stated that the Capital Reserve Fund was used for most things that are predictable in the Town. He said that a Capital Reserve Fund was not established for this equipment when it was installed 15 years ago. He said that they would be establishing a Capital Reserve Fund for the next replacement.

Mr. Walsh said that he could not answer Ms. Asmus' question about whether the State of New Hampshire would be able to float any bonds. He said that the Bond Bank would put this bond together with other municipal bonds from around the state. He said that it would be offered for sale either to other banks or through Wall Street. He said that if they were unable to float the bond, they would have to make do with the existing equipment and hope that there were no serious maintenance problems until it could be replaced.

Doug Hackett, Dispatch Coordinator stated that he did not recall discussing a \$120,000 bond for the equipment. He said that they started talking last year at budget time about replacing the equipment. He said that they did not know what the cost would be at that time. He said that over the last year, he had created a Capital Improvement Plan that would include the radio consoles, as well as \$20,000 for the alarm panel, \$25,000 for the logging recorder, and \$30,000 for the phone system.

Ms. Asmus asked what the total cost to the Town would be for the bond when the interest was included. Mr. Walsh said that they typically talked about bonds in terms of the principal amount. He said that sometimes the newspaper would estimate the principal plus the interest in their articles. He said that what they asked for approval on at Town Meeting was the principal amount. He said that was partly because they would not know the term of the bond or the interest rate.

Mr. Hackett noted that Hanover would not have the sole responsibility for all of the costs associated with the new equipment. He said that the dispatch center's operating costs would be billed accordingly to the other Towns, including Plainfield, Grantham, and Springfield. Mr. Walsh said that the responsibility to pay the bond would be solely placed on Hanover. Mr. Hackett said that it would be Hanover's responsibility with offset revenue from the other Towns.

Ms. Asmus inquired about using the balance in the Police Capital Reserve towards purchasing the new equipment. Ms. Black said that those funds were reserved for vehicles and equipment that was going to need to be purchased with the amount of money in the fund. She said that they would be establishing a Capital Reserve Fund item for future equipment replacement at the

dispatch center. She said that there was no extra money in the Reserve that could be used for this purchase.

Bob Keene asked if there was a requirement for competitive bidding and how it would affect the final bond amount. Mr. Walsh said that there was a requirement for competitive bidding. Mr. Hackett said that they had three quotes from similar vendors, Motorola, Orbacomm, and Moducomm. He said that they were fighting for the business already. He said that two of the companies had cut a little off their prices. Mr. Pierson asked if the three quotes were fairly close. Mr. Hackett said that two were close and one was a little higher. He said that Motorola was \$134,000. He said that Orbacomm and Moducomm were both about \$120,000. He said that the quotes included some features that the Town would not be purchasing. He said that all three were within \$8,000 of each other. Mr. Baschnagel said that might be where Ms. Asmus heard the figure \$120,000. He said that the largest portion of the money would be used to purchase replacement equipment. He said that there were also some funds for refurbishing and upgrading the physical facility.

Mr. Keene asked if part of the upgrade to the facility would include air conditioning or changing the air circulation in that cubicle. Mr. Hackett said that was not included. He said that he had been working with Paul Jordan, Building Superintendent, to create a separate unit to handle just that room. Chief Giaccone said that the heating and ventilation problems were building problems not dispatch problems. He said that they had installed some temporary fixes. Mr. Hackett noted that the current equipment generated significantly more heat than the new consoles would.

Ms. Connolly said that when the Police Station was built, they thought it had a state of the art air handling system. She said that they were apparently wrong. She said that she had a problem with bonding items like carpets, chairs, and ceiling tiles. She said that they should budget for them not bond for them. Ms. Black said that during the budget hearings, they talked about some things coming out of the bond. She said that the MDT license should not be bonded because that was an operating expense. Mr. Walsh said that they talked about removing the \$900 chair from the bond. He said that he would rather have had the chair covered by a reserve account but there was not one established. He said that the chair was related to the services provided to the other Towns. He said that if the funds for the chair came from the Hanover town property account, they would not be able to have the other Towns pay their portion.

Mr. Baschnagel said that some of the items such as carpeting and ceiling tile might be in fine condition now but it might be damaged when the old equipment was removed and the new equipment was installed. He said that he could justify the bond covering all the related expenses.

Ms. Black said that she wanted to go on the record that regular maintenance items should not be included in bonds. She said that when building maintenance items or computers were lumped into a bond, it did not give a true picture of where the money was being spent.

Ms. Asmus asked whether they could depend on revenues collected from Enfield and Canaan. Mr. Walsh said that they did not have guarantees from any of the towns. He said that Hanover would be offering a cost-effective service, as they had been for the past 10 to 20 years. He said that Lebanon has re-priced their service to Enfield and Canaan. He said that he was not certain whether Enfield and Canaan would still choose to switch to Hanover. He said that aside from some private competition coming in and being able to undercut their costs, Hanover was able to offer a fair price for their service.

Mr. Baschnagel said that regardless of whether Enfield and Canaan came on board, the equipment would still need to be replaced. He said that right now Mr. Hackett was using used parts to replace the failed parts because new parts were not available. He said that they did not have a lot of choice. Chief Giaccone agreed. He said that even if no other town were to share the cost, Hanover would still need new equipment. He said that there really wasn't much that could be eliminated even if they were only planning to service the Hanover population.

Mr. Pierson asked the length of the contracts with the other towns. Mr. Hackett said that they would be annual contracts. Mr. Pierson asked if that was the case with the current contracts. Mr. Hackett said that was correct. He said that the only change in the contracts over the past 10 years was when the Thetford Police Department grew to a point that they wanted to be involved with the Vermont computer system more than they wanted to have the quality of service provided by Hanover. He said that occurred last year. He said that Thetford was the only police department in Vermont that they were dispatching for and they had seen it coming for at least 3 or 4 years. He said that he was not aware of any other upcoming changes. Chief Giaccone said that as long as he had been with the Town, he always recalled having the dispatch center serving multiple towns.

There were no further questions. The discussion was left open until Ms. Griffin arrived.

**5. RECOMMENDATION TO APPROVE CONTRACT FOR FY 2000-2001 AND FY 2001-2002 WITH INTERNATIONAL BROTHERHOOD OF POLICE OFFICERS, LOCAL 561.**

Barry Cox reported that the union membership met earlier this evening and voted unanimously to ratify the contract. He said that there were 18 members present and 14 members voted in favor. Mr. Walsh asked for an overview of the contract and an explanation of how those positions compared with the other employees at the town.

Mr. Cox stated that the contract was a result of fifteen negotiation sessions over a period of eleven months. He said that there were only six items in the contract that were significant, and only three of those had costs attached to them. He said that the wages would go into effect July 1st of last year and would go through June of next year. He noted that the same cost of living

increases would be included as with all the other Town employees. He said that this would simply put them back on the same level field as all the employees in the two other unions. He noted that there was a change in the time frames in which vacation accruals increased as compared to the other Town employees.

Chief Giaccone said that some past issues were ironed out and immortalized in the contract, such as overtime. He said that 11 holidays were offered, five of which were key holidays such as New Year's, Christmas, and so forth. He said that any employee who was forced to work on a holiday would be paid time and a half on those days without losing the additional vacation day at a later point of their own choosing.

Mr. Cox said that accrual of sick time was changed a little. He said that it had been a day and a half every two months. He said that it was now equivalent to one day per month. He added that the maximum days a person could accumulate were decreased from 120 days to 90 days.

Ms. Black asked how they could require non-union employees to pay union dues. Mr. Cox said that non-union employees would not have to pay. Ms. Black said that it was listed as a requirement for employment. Mr. Cox said that was an item in the contract. He said that it was in the other two contracts. Ms. Black said that she questioned it in the other two contracts as well. Mr. Cox said that it was the Union's point of view that they were negotiating for all the positions in the bargaining unit, so non-members would benefit from the expenses of the union on their behalf. Ms. Black said that the Town did not have to buy into that. She said that there should be a choice. She said that non-members should not have to pay the dues but they would not be entitled to have any say in the Union. She said that, as currently written, it did not give employees a choice and they had a right to choose.

Chief Giaccone said that he was troubled by the requirement. He said that it was a Union requirement not a Town requirement. He said that he brought up his concerns during the negotiations. Ms. Black said that the non-Union members should have a say in whether they get billed without representation. Mr. Cox said that they wouldn't have a say if they weren't members of the Union. Ms. Black said that the Union should not be able to dictate that employees of the Town have to pay Union fees to keep their jobs. She said that employees of the Town should have the right to choose whether to be in the Union or not. Mr. Cox said that they still have that right. Ms. Black said that they only have the right to choose after they pay their Union dues. Ms. Connolly said that was the price for creating a Union job.

Mr. Walsh said that the Selectmen could choose not to ratify the contract. He asked Ms. Black if she felt strongly enough on that one issue not to ratify the contract. Ms. Black said that she was philosophically opposed to forcing people to pay Union dues or have their employment terminated. She said that Unions should not be allowed to impose their fee on non-Union members. She asked what the Union fees amounted to. Chief Giaccone said that they were about \$9.00 per week. Ms. Black said that was \$450 to \$500 per year. She said that could be a

lot of money for some people.

Mr. Cox said that he discussed that issue with the Town Manager. He said that Ms. Griffin felt that there were certain advantages to everyone paying the dues. He said that it was part of the other two contracts. Ms. Black said that when they were negotiating the Public Works contracts last year, there were a lot of non-Union members who were very unhappy about it. She said that she did not blame them. Mr. Cox said that if everyone paid the dues, then it put the Union's feet to the fire to produce something worthwhile. Mr. Walsh said that they should either ratify the contract or continue the discussion to the next executive session because it was a labor relation kind of question.

Ms. Black said that they should vote on the whole contract not pieces. Mr. Walsh said that they either had to ratify the whole contract or turn it down and have an executive session to further negotiate what direction to take.

**Mr. Pierson MADE THE MOTION to accept the contract between the Town of Hanover and the International Brotherhood of Police Officers Local 561 as presented to this meeting. Ms. Connolly SECONDED THE MOTION.**

Mr. Baschnagel asked if this was the first contract with the Police Officers. Ms. Black asked if there was any possibility of changing this section during the next negotiations. Chief Giaccone said that they could flag this for review. Mr. Cox said that there was the possibility of changing the section next time but, to be perfectly honest, it was very difficult to get things out of the contract once they were put in. He said that it was not impossible but they might have to give up something else to get that out. He said that once the contract expired, everything was negotiable.

Mr. Walsh said that they should accumulate a list of things like this in advance of the next negotiations so that they could give some direction to the negotiating team in advance of the negotiations.

**The Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE INTERNATIONAL BROTHERHOOD OF POLICE OFFICERS 561 UNION CONTRACT.**

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

### **Ms. Black**

Ms. Black reported that they met with the architects again last week. She said that the architects have come up with some new ideas for the Community/Senior Center. She said that the architects would be here again on Monday from 3:00-5:00 p.m.

**Ms. Connolly**

Ms. Connolly reported that the Planning Board met last week and finished off the Zoning Amendments. She said that there were a couple site plan waivers, one for Dartmouth College and one for the Bridgman building. She said that there was a long discussion about several proposals coming to the Lebanon Planning Board. She said that she wanted to thank the Lebanon Planning Board for being incredibly responsive. She said that most of the projects were right along the border. She said that Lebanon had been very responsive and cooperative. She said that Lebanon had been looking after Hanover's interests as well as their own. She said that tomorrow night would be another Master Planning meeting.

**Mr. Baschnagel**

Mr. Baschnagel reported that one of the topics at the Conservation Commission meeting two weeks ago was the application of salt and the salt program for the roads in Hanover. He said that he wanted to thank Peter Kulbacki and William Desch for attending the meeting. He said that there was a good exchange of ideas between the Public Works staff and the Conservation Commission.

**Mr. Walsh**

Mr. Walsh reported that he had had a lot of people ask whether the Town was building a ring road around Hanover starting at Route 120 between Greensboro Road and the Hanover Co-op. He said that was not the beginning of a ring road around Hanover. He said that it was a construction road for a water tank. He said that it was the third phase of the three phase \$4 million water company improvement program. He said that it was an access road to get the water tank and the water mains up the hill.

Ms. Griffin joined the meeting.

The public hearing on agenda item #3 was closed.

**Ms. Connolly MADE THE MOTION to approve the issuance of \$165,000 in bonds or notes for the replacement of the dispatch console and related equipment for the Hanover Dispatch Center. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ISSUANCE OF \$165,000 IN BONDS OR NOTES FOR THE REPLACEMENT OF THE DISPATCH CONSOLE AND RELATED EQUIPMENT FOR THE HANOVER DISPATCH CENTER.**

Mr. Walsh noted that a vote on a bond over \$100,000 requires a vote by paper ballot at Town Meeting. Ms. Griffin said that the polls would be open for one hour. She said that a 2/3 majority vote was required.



**Ms. Connolly MADE THE MOTION to recess the Board of Selectmen meeting. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RECESS THE BOARD OF SELECTMEN MEETING.**

**Ms. Connolly MADE THE MOTION to convene the Hanover Housing Authority meeting. Ms. Black SECONDED THE MOTION and the Hanover Housing Authority VOTED UNANIMOUSLY TO CONVENE THE HANOVER HOUSING AUTHORITY MEETING.**

**4. PUBLIC HEARING BY THE HANOVER HOUSING AUTHORITY TO CONSIDER AND ADOPT THE FY 2001-2002 PROPOSED BUDGET FOR THE HOUSING FUND:**

Ms. Griffin said that the Housing Fund was split into three separate operating budgets. She said that the first section of the budget was for the operation of the Summer/Park Street 24-unit Section A housing complex at 42 Lebanon Street. She said that the second section of the budget was for the maintenance of the Senior Center across from the Hanover High School. She said that the third section of the budget was for the programs at the Senior Center. She said that a portion of the budget was charged to the General Fund. She said that until 3 years ago, the Housing Authority budget funded the entire cost of the housing center, the Senior Center, and the Senior Center programs. She said that as a result of welfare reform in 1997 and reductions in Section A funding, they had to make a decision to reduce their reliance on HUD funding. She said that approximately \$20,000 in expenses was shifted to the General Fund each year. She said that the Housing Fund budget did not require approval at Town Meeting. She said that it was only subject to a Public Hearing.

Ms. Griffin said that the budget reflected an increase in utility costs. She said that the facility had electric heat so it was feeling the full wrath of the utility cost increases.

Ms. Black asked how often smoke detectors were replaced and tested. Ms. Griffin said that they were tested on a regular basis and were required by HUD to be replaced on a regular basis. She said that she thought they were replaced every 5 years. Ms. Black asked if the smoke detectors were battery operated. Ms. Griffin said that they were hard-wired with battery back-up, as required by federal law. Mr. Baschnagel asked if the \$5,000 was the cost for the 5-year replacement of all the smoke detectors. Ms. Griffin said that was correct.

Mr. Pierson asked why a portion of the budget was billed through the Parks & Recreation Department. Ms. Griffin explained that the Senior Center piece seemed to be most similar to a recreation program. She said that it made the most sense to charge that piece to the General Fund through the Recreation Department budget. She said that they could charge it through any of the budgets; the impact to the General Fund would be the same.

Mr. Baschnagel asked why the charges from Public Works (Grounds and Buildings) had gone down significantly this year. Ms. Griffin said that the charges from Public Works (Administration) were going down but the charges from Public Works (Grounds and Buildings) were actually increasing slightly. She explained that in the past, Paul Jordan's salary was billed through Public Works (Administration). She said that was adjusted to Public Works (grounds and buildings) so they could track the cost of building maintenance.

Mr. Pierson asked how often maintenance was done on the units. Ms. Griffin said that the units were painted every 5-7 years. She said that the maintenance depended on the individual. She said that carpet replacement was not as frequent. She said that the overall improvements to the building were budgeted for. She said that they had been upgrading the windows for the past two years. She said that there was a rolling capital program.

Mr. Walsh said that it had been about 3-4 years since they worked out an agreement with the Lebanon Housing Authority to manage the building on a daily basis. He asked how that was working. Ms. Griffin said that it was working well. Ms. Black said that everyone was happy with that arrangement. Ms. Griffin said that it didn't pay to have two entities next door to each other having to keep up with all the regulations when one could do it on behalf of both communities.

**Ms. Connolly MADE THE MOTION to approve the proposed budget for the Hanover Housing Authority. Mr. Pierson SECONDED THE MOTION and the Hanover Housing Authority VOTED UNANIMOUSLY TO APPROVE THE PROPOSED BUDGET FOR THE HANOVER HOUSING AUTHORITY.**

**Ms. Black MADE THE MOTION to adjourn the meeting of the Hanover Housing Authority. Ms. Connolly SECONDED THE MOTION and the Hanover Housing Authority VOTED UNANIMOUSLY TO ADJOURN THE MEETING OF THE HANOVER HOUSING AUTHORITY.**

**Mr. Pierson MADE THE MOTION to reconvene the meeting of the Selectmen. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RECONVENE THE MEETING OF THE SELECTMEN.**

**2. PUBLIC HEARING TO CONSIDER THE PROPOSED WARRANT FOR THE 2001 TOWN MEETING.**

Ms. Griffin said that there was only one candidate for each of the Town Officers positions. She said that Mr. Pierson was applying for another term as Selectman. She said that Sallie Johnson was running for Town Clerk. She said that Michael Ahern was running for another term as Treasurer. She said that Margaret Bragg was running for the position as Library Trustee. She

said that Larry Draper was running for Trustee of Trust Funds.

Ms. Griffin said that Articles 2-13, the Zoning Amendments had been subjected to two public hearings before the Hanover Planning Board. She said that the Board of Selectmen had no role in reviewing those Articles. She said that those Articles were subject to ballot voting from 7:00 a.m. to 7:00 p.m. at the Hanover High School. Ms. Connolly said that the explanation in this year's warrant was superb. Ms. Griffin said that there would be more specific information on each Article in the background papers. Mr. Baschnagel asked if copies of the actual changes would be sent to the voters beforehand. Ms. Griffin said that the Town Warrant and the background papers would go into the Annual Report. Mr. Baschnagel said that there was no documentation of the actual changes. He said that something should be made available that includes the words that are being changed. Ms. Connolly said that it should be posted outside the polls. Ms. Griffin said that the full text was always posted outside the polls. Mr. Baschnagel said that unless it was in the Town Report, there would be no permanent record. Ms. Griffin said that the full-text recommended changes were in the Town Report this year.

Ms. Connolly stated that there were no petition articles this year.

Ms. Asmus asked if any provisions were made to make the draft Articles available to the public. Ms. Griffin said that a draft copy was posted downstairs on the bulletin board. She said that it was also on the Town web page. Ms. Asmus said that it was not on the Town web page. She said that she also checked with the library. Ms. Griffin said that the library was furnished with a copy and posted it on Friday. She said that it was on the Town web page this afternoon. She said that there were extra copies available. Mr. Baschnagel asked if both libraries received a copy. Ms. Griffin said that copies were furnished to each. Ms. Asmus said that she called the Howe Library on Friday and was told that the draft copies were not available to the public. She said that the Etna Library told her that they hadn't checked their mailbox yet. Ms. Griffin said that she would verify that the libraries had copies available to the public.

Mr. Walsh said that they needed to review the Articles for accuracy and then take a position for, against, or abstain. He said that they would then need to decide who would speak to each Article at Town Meeting.

Mr. Walsh suggested discussing Article 14. He asked if there were candidates for the positions of Advisory Board of Assessors, Fence Viewers, Alternate Fence Viewer, and Surveyors of Wood & Timber. Ms. Griffin said that there was a candidate for each position. The Selectmen voted 5:0 in favor. Ms. Black said that she wanted to speak to Article 14 at Town Meeting.

Mr. Walsh suggested discussing Article 15. He said that Article 15 related to the equipment for the dispatch console. The Selectmen voted 5:0 in favor. Mr. Pierson volunteered to speak to Article 15 at Town Meeting.

Mr. Walsh suggested discussing Article 16. He said that Article 16 related to the Capital Reserve Funds for the Police, Public Works, Fire, Sidewalk, Waste Water Treatment Plant, Ambulance, and Parking. The Selectmen voted 5:0 in favor. Ms. Connolly volunteered to speak to Article 16 at Town Meeting.

Mr. Walsh suggested discussing Article 17. He said that Article 17 related to the Capital Reserve Funds for the Howe Library automated circulation software, Public Works vehicle replacement, and Waste Water Treatment Plant vehicle replacement. Ms. Asmus said that it would be helpful to know the fund balances in each of the accounts. Ms. Griffin said that they could include that information. The Selectmen voted 5:0 in favor. Ms. Connolly volunteered to speak to Article 17 at Town Meeting.

Mr. Walsh suggested discussing Article 18. He said that Article 18 related to the Town budget for the 2001/2002 fiscal year. He asked whether the number would be published. Ms. Griffin said that the number could be published. She said that any bond issues and the two capital reserve warrant articles were included in the bottom line number. She said that if Town Meeting didn't approve one of the three, she would have to scramble on the floor to reduce the budget number by that amount. She said that was the reason that the number was not normally published in the annual report. She said that the number was in the budget section. Ms. Connolly asked how they could approve Article 18 until they knew the result of the bond vote. Mr. Walsh said that Article 18 needed to be moved to the end of the Warrant.

Mr. Walsh suggested discussing Article 19. He said that Article 19 related to the collective bargaining agreement between the Town of Hanover and the International Brotherhood of Police Officers, Local 561. The Selectmen voted 5:0 in favor. Mr. Baschnagel volunteered to speak to Article 19 at Town Meeting.

Mr. Walsh suggested discussing Article 20. He said that Article 20 related to abolishing the sidewalk district.

Ms. Asmus said that it would be useful for the voters of Hanover to hear the Selectmen discuss this issue. She said that there was a public hearing on February 12, 2001. She said that she was unable to attend that meeting. She said that the approved minutes were not available at the library when she checked earlier that day. She said that the minutes were not available on the Town web page. She said that there was a lack of information as to the rationale for this Article. She said that the fund paid for the construction of the sidewalks but not the maintenance. She said that the funds for maintenance of the sidewalks came out of the General Fund. She asked about the winter maintenance costs of the sidewalks.

Ms. Black said that the sidewalk district was established when the Town merged with the Village Precinct. She said that was one of the negotiating items. She said that the sidewalk district had a strange boundary that did not match where sidewalks were actually located. She said that

sidewalks have been built outside the sidewalk district with this fund. She said that probably 90% of the streets in the sidewalk district do not have sidewalks. She said that she has been suggesting for several years that this should be a General Fund item because everyone has equal access to the sidewalks. She said that DRA questions every year why they have a sidewalk district. She said that she felt strongly that the sidewalk district should be eliminated.

Mr. Walsh said that the current tax on the sidewalk district was 16 cents per thousand. He said that if the sidewalk district were abolished, the tax would be five cents per thousand on every property in town. Ms. Asmus said that a property owner with a \$200,000 home would pay an extra \$10 per year. She asked how much was currently being paid for maintenance of the sidewalks. Ms. Griffin said that they would have those figures in a few weeks.

Ms. Asmus suggested redrawing the sidewalk district so that it included the sidewalks and excluded the properties without sidewalks. Mr. Baschnagel said that he thought the sidewalk district was a good idea. He said that he thought they should keep it but improve it. He said that they should redraw the boundaries and rework the rates so that all of the costs (maintenance and construction) were covered by the sidewalk district tax. Ms. Black said that if the only people billed for the sidewalk district were properties with sidewalks, their bill would be horrendous. She said that everyone had a right to walk on the sidewalk. She said that maintenance of the sidewalks was a public safety issue.

Ms. Asmus said that some people used the sidewalks more. She said that the nearest sidewalk to her house was 6 miles away. She said that everyone should contribute something because everyone uses the sidewalks. She said that it was hard to make a decision without knowing the actual cost. Mr. Walsh said that the numbers were small compared to the rest of the tax bill.

The Selectmen voted 4:1 in favor. Ms. Black volunteered to speak to Article 20 at Town Meeting.

Mr. Walsh suggested discussing Article 21. He said that Article 21 related to adoption of the local building code for construction, remodeling and maintenance of all buildings and structures in the Town. Ms. Griffin said that the Town Attorney felt that the Select Board was not properly given the authority to adopt amendments to the building code. She said that the codes were typically updated every year and then adopted. Mr. Baschnagel said that the statute that required delegation to the Selectmen was dated after the Town Charter. He said that Hanover had been adopting building codes prior to the date of the statute. The Selectmen voted 5:0 in favor. Mr. Baschnagel volunteered to speak to Article 21 at Town Meeting.

Mr. Walsh suggested discussing Article 22. He said that Article 22 related to the acceptance of payment by credit cards of taxes, charges generated by the sale of utility service, or other fees. The Selectmen voted 5:0 in favor. Mr. Pierson volunteered to speak to Article 22 at Town Meeting. Ms. Griffin said that this would be a convenience that could be offered. She said that

this Article would grant the Selectmen the ability to adopt an Ordinance to govern this. She said that there would be another step after Town Meeting.

Mr. Walsh suggested discussing Article 23. He said that Article 23 related to appropriating \$28,947 from the unreserved fund balance to the Public Works Capital Equipment Reserve. Ms. Griffin said that this was an error made at Town Meeting two years ago. She said that the funds were discontinued because they were vehicles that the Town no longer purchased. She said that they failed to send the money somewhere. Ms. Black suggested that the money should go to the Community Center Fund. Ms. Griffin said that they could do that. Mr. Walsh said that since the money was originally reserved for vehicles, it should go into another vehicles fund. Ms. Black said that the Public Works Capital Equipment Reserve fund would mean that all of the money would go to Public Works. She said that the money was collected from the Recreation Department and Planning/Zoning Department as well. Mr. Baschnagel suggested that it should be used for vehicles. The Selectmen voted 5:0 in favor. Ms. Connolly volunteered to speak to Article 23 at Town Meeting.

Mr. Walsh suggested discussing Article 24. He said that Article 24 related to appropriating \$78,170 to the Conservation Fund from the Land Use Change Tax Fund. Ms. Asmus asked why the wording was different between Article 24 and Article 25. Ms. Griffin said that the Department of Revenue Administration required it. She said that she agreed that it didn't make sense. Ms. Asmus asked if the funds were collected in the last fiscal year. Ms. Griffin said that they were collected from July 1, 1999 to June 30, 2000. Ms. Asmus asked when the funds would be transferred. Ms. Griffin said that the funds would go into the reserve the day after Town Meeting and would be available for expenditure.

Ms. Asmus asked the status of the agreement to split the funds 50:50. Ms. Griffin said that it was a Town Meeting action in 1999 to create this formula. Ms. Asmus said that the distribution wasn't written in stone. Mr. Baschnagel said that there was a Memorandum of Understanding between the Conservation Commission and the Select Board that specified the 50:50 split. He said that it was renewed this year. Ms. Griffin said that it was renewable on an annual basis. She said that there was always the opportunity for the Town to revisit the allocation formula. The Selectmen voted 5:0 in favor. Mr. Baschnagel volunteered to speak to Article 24 at Town Meeting.

Mr. Walsh suggested discussing Article 25. He said that Article 25 related to appropriating \$78,170 to the Land and Capital Improvements Fund from the Land Use Change Tax Fund. The Selectmen voted 5:0 in favor. Ms. Connolly volunteered to speak to Article 25 at Town Meeting.

Mr. Walsh suggested discussing Article 26. He said that Article 26 related to the funds raised through timber sales in the year 1999-2000. He said that those funds would go into the Conservation Fund as well. The Selectmen voted 5:0 in favor. Mr. Baschnagel volunteered to

speak to Article 26 at Town Meeting.

Mr. Walsh suggested discussing Article 27. He said that Article 27 related to appropriating \$100,000 for completing the final design of the Senior/Community Center. Ms. Black asked why they were voting to raise the money when it had already been raised. Ms. Griffin said that the DRA required that language. Ms. Connolly said that the funds were being raised through taxation. She said that the funds were coming from the land use change tax. Ms. Griffin said that they were not raising more money through taxation. She said that the money was already in the fund. The Selectmen voted 5:0 in favor. Ms. Black volunteered to speak to Article 27 at Town Meeting.

Ms. Griffin said that there would be a preliminary site plan of what the facility might look like available at Town Meeting. She said that there would be a brief presentation at Town Meeting. Mr. Walsh said that the inevitable question would be raised about what the effect would be if the schools moved from the Lebanon Street site. Ms. Black said that the Senior/Community Center was tied in with the Senior Housing and they wanted the Community Center to be centrally located.

Mr. Baschnagel asked about the funding for the Senior/Community Center. Ms. Griffin said that the 5-year bond for the Public Works Facility would be paid off in the next fiscal year. She said that one option would be to continue that annual payment with the funds going toward the Senior/Community Center. She said that the remainder would be raised through fundraising. Mr. Walsh said that the remainder would be about 1/3 of the cost.

Mr. Walsh suggested placing Article 18 between Articles 27 and 28.

Mr. Walsh suggested discussing Article 28. He said that Article 28 related to appropriating \$1,000 to be used by the Hanover-Joigny Exchange, Inc. He said that because this Article had been approved the past three consecutive years, it should have been automatically included in the budget. He said that it was inadvertently not included. The Selectmen voted 5:0 in favor. Mr. Walsh volunteered to speak to Article 28 at Town Meeting.

Mr. Walsh suggested discussing Article 29. He said that Article 29 related to appropriating \$2,000 to be used by the Town of Hanover in the furtherance of cultural, student, and adult exchanges between the Town of Hanover and the City of Nihonmatsu, Japan. The Selectmen voted 5:0 in favor. Ms. Connolly volunteered to speak to Article 29 at Town Meeting.

Mr. Walsh suggested discussing Article 30. He said that Article 30 related to appropriating \$2,000 to support the services provided to the Upper Valley by the AIDS Community Resource Network (ACORN). The Selectmen voted 5:0 in favor. Mr. Walsh volunteered to speak to Article 30 at Town Meeting.

Mr. Walsh suggested discussing Article 31. He said that Article 31 related to appropriating \$2,000 to support the services provided to the Upper Valley by the Family Place. The Selectmen voted 5:0 in favor. Mr. Pierson volunteered to speak to Article 31 at Town Meeting.

Mr. Walsh suggested discussing Article 32. He said that Article 32 related to appropriating \$5,000 to support the capital campaign currently being conducted by the Haven. He said that he recalled being told last year when they contributed \$5,000 that it was a one-time contribution. Ms. Black said that the capital campaign had changed. She said that last year they were raising funds to renovate the Haven. She said that when the engineers assessed the building, they determined that it would be better to build a new building. She said that the Good Neighbor Health Clinic wanted to buy the existing Haven building so that they could build a new Good Neighbor Health Clinic.

Mr. Walsh asked if this would be the last year they would be asked to contribute. Ms. Black said that she anticipated this would be the last year but that she was not in a position to answer that question. Ms. Connolly said that they could not pin the Haven down to saying whether they would have all their funding by next year's Town Meeting. Mr. Pierson asked what prevented other agencies from coming forward to ask for contributions. Ms. Black said that any agency could come forward. Ms. Connolly said that they had rejected some requests.

Ms. Griffin said that they received a call from another social service agency that Hanover does not currently fund inquiring about the amount of funds given to other agencies. She said that at some point, the Town might want to establish some criteria for judging which agencies to fund. Mr. Walsh said that he would like to make the determination in December about which agencies to fund. The Selectmen voted 5:0 in favor. Ms. Black volunteered to speak to Article 32 at Town Meeting.

Mr. Pierson noted that these appropriations come at the end of the meeting when there was a much smaller audience voting.

Ms. Asmus said that anyone could circulate a petition and gets 25 signatures to put something on the warrant. She said that any one of the organizations could put it on the Warrant for themselves.

Ms. Asmus asked why they were appropriating a much higher amount to the Haven than the other agencies. She said that as a one-time Warrant Article, the extra could be justified. She said that the other organizations might be equally in need of the funds. Ms. Black said that it was the tradition that the agency selected the amount of funds to request. She said that sometimes the Town reduces the amount, as they did with Headrest this year. She said that generally the first three years, they put the requested amount on the Warrant. Ms. Connolly said that there were larger appropriations in the budget for other agencies.



Mr. Walsh suggested discussing Article 33. Ms. Griffin said that was the resolution section. She said that they would honor the employees who retired with resolutions. Ms. Black said that she thought the resolutions should be further up the Warrant so that more people would be present to hear them. Ms. Griffin said that the Moderator liked the resolutions at the end of the meeting. Mr. Walsh suggested that Ms. Black speak with the Moderator and work out a compromise. He said that there was some value to having the resolutions read at the beginning of the meeting. Mr. Baschnagel said that his concern was that the resolutions could be quite lengthy. Mr. Walsh volunteered to speak to Articles 33 and 34 at Town Meeting. He explained that Article 34 was to transact any other business that could legally be brought before the meeting.

## **6. UPDATE REGARDING STATEWIDE PROPERTY TAX.**

Ms. Griffin said that the statewide property tax was a mess. She said that no one knew what was going to happen. She said that a bill was tabled last week that was a repeal of the repeal of the statewide property tax. She said that House Bill 999 included a sunset of January 1, 2003 on the statewide property tax to make sure that was not a permanent solution. She said that the bill before the House last week included a repeal of that sunset. She said that the Republicans tabled that item. She said that Bill 747 was on the docket this week. She said that it had hidden in it a repeal of the sunset.

Ms. Griffin said that the Republican leadership was meeting with Republican representatives from donor communities to do some arm-twisting. She said that they were still waiting for the Supreme Court's decision whether statewide property taxing in its current form could be administered. She said that there was a real unwillingness to solve this problem this year by at least one element of the House. She said that she was concerned that there would be gridlock again. She said that they were still waiting on the ruling on the interpleadior motion.

## **7. ADMINISTRATIVE REPORTS.**

Ms. Griffin said that she was dealing with some other pieces of legislation completely unrelated to school funding. She said that binding arbitration passed through the Labor Committee by a vote of 16:0. She said that she did not think the House and Senate would approve it. Mr. Walsh said that the NHMA took a clear position against it.

Ms. Griffin said that she was testifying on Wednesday on Senate Bill 177. She said that would allow tax increment financing districts to continue to be able to capture the total school portion of the tax rate as well as the local portion and county portion. She said that Hanover has been exempt because it passed prior to House Bill 999. She said that the State portion of the tax could not be used in a tax increment financing district. She said that Bill would re-enable the full use of all tax proceeds for the tax increment district. She said that was partly how they were financing the parking garage.

Ms. Black asked about the over-run of the Public Works budget as a result of all the storms. Ms. Griffin said that she did not have the figures. She said that to counter over expending in one area, Public Works would have to under expend in another. She said that the Police Department faced the same situation with the overtime for the Zantop homicide. She said that each department had to deal occasionally with unforeseen expenses.

Mr. Walsh said that there was a small counter-balance in that there would be less expended by Public Works to water lawns and medians.

Ms. Griffin reported that Hanover had reported their over-run estimates for the costs of the three storms to the Office of Emergency Management.

## **9. OTHER BUSINESS**

There was no other business to come before the Board.

## **10. ADJOURNMENT**

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

## **SUMMARY**

- 1. Mr. Pierson MADE THE MOTION for the Board of Selectmen to accept the contract between the Town of Hanover and the International Brotherhood of Police Officers Local 561 as presented to this meeting. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE INTERNATIONAL BROTHERHOOD OF POLICE OFFICERS 561 UNION CONTRACT.**
- 2. Ms. Connolly MADE THE MOTION to approve the issuance of \$165,000 in bonds or notes for the replacement of the dispatch console and related equipment for the Hanover Dispatch Center. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ISSUANCE OF \$165,000 IN BONDS OR NOTES FOR THE REPLACEMENT OF THE DISPATCH CONSOLE AND RELATED EQUIPMENT FOR THE HANOVER DISPATCH CENTER.**
- 3. Ms. Connolly MADE THE MOTION to recess the Board of Selectmen meeting. Mr.**

**Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RECESS THE BOARD OF SELECTMEN MEETING.**

- 4. Ms. Connolly MADE THE MOTION to convene the Hanover Housing Authority meeting. Ms. Black SECONDED THE MOTION and the Hanover Housing Authority VOTED UNANIMOUSLY TO CONVENE THE HANOVER HOUSING AUTHORITY MEETING.**
- 5. Ms. Connolly MADE THE MOTION to approve the proposed budget for the Hanover Housing Authority. Mr. Pierson SECONDED THE MOTION and the Hanover Housing Authority VOTED UNANIMOUSLY TO APPROVE THE PROPOSED BUDGET FOR THE HANOVER HOUSING AUTHORITY.**
- 6. Ms. Black MADE THE MOTION to adjourn the meeting of the Hanover Housing Authority. Ms. Connolly SECONDED THE MOTION and the Hanover Housing Authority VOTED UNANIMOUSLY TO ADJOURN THE MEETING OF THE HANOVER HOUSING AUTHORITY.**
- 7. Mr. Pierson MADE THE MOTION to reconvene the meeting of the Selectmen. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RECONVENE THE MEETING OF THE SELECTMEN.**
- 8. Ms. Black MADE THE MOTION to adjourn the meeting. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

The meeting was adjourned at 10:12 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Penny Hoisington and Annie Hood.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**MARCH 26, 2001**

**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; Barry Cox, Human Resource Director; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6.

**1. PUBLIC COMMENT**

There was no public comment.

**2. DISCUSSION OF PROPOSED WARRANT FOR TOWN MEETING 2001**

Mr. Walsh stated that Town Meeting was Tuesday, May 8, 2001. Ms. Griffin stated that she had sent the first draft warrant to the members of the SelectBoard. She said that the Planning Board currently had 13 Zoning Ordinance Amendments that they were contemplating. She said that the final hearing before the Planning Board would be March 27, 2001. She said that the filing period for petitions had opened and it would close on Friday, March 30, 2001. She said that Article 21 (sidewalk district) would definitely change after being reviewed by the Town's Attorney. She said that the only other item that was not included in the budget but which the Selectmen might want to include as a warrant article was appropriating money from the Land and Community Facilities Fund for the final design of the Senior Center. She said that she did not know yet how much money would need to be set aside. Ms. Connolly said that it should be on the warrant. Ms. Black agreed.

Ms. Griffin said that the pre Town Meeting public hearing would be Monday, April 2, 2001. She said that at that meeting, each of the Selectmen would indicate whether they were for or against the warrant articles. She said that the deadline for petition articles was Tuesday, April 3, 2001. She said that it was possible that there might have to be a second public hearing if any petition articles were submitted on April 3rd. She said that she had not heard of any petition articles circulating this year. Mr. Walsh explained that the process for the next meeting was to divide up the articles and take a position for, against, or abstain. He said that they would also decide who would speak to each article.

Ms. Connolly asked about funding for the Joigny, France exchange. Ms. Griffin said that was automatically in the budget because it had been before Town Meeting the last 3 years.

Ms. Black asked if Walter Mitchell had suggested placing Articles 17 and 18 ahead of Article 19. She said that they generally do the budget first. Ms. Griffin said that was how it was done last

year because the appropriations were included in Article 19. She said that she did not vary from last year.

Mr. Walsh asked if Article 16 required more than a majority to pass. Ms. Griffin said that it did not. Ms. Connolly said that in the future, rather than acquiring a 10-year bond for something that might be obsolete in 8 years, they should increase the capital reserve for police dispatch. Ms. Griffin said that they had talked about creating a reserve for dispatch similar to the reserve for cruiser replacement. Ms. Connolly said that would be much wiser.

Ms. Black noted that there were a lot of small Articles on the warrant. Ms. Griffin said that Articles 24, 25, and 26 were tedious articles but they were required by the DRA. Ms. Connolly said that the articles also keep the public apprized of what the Town is doing and why.

Ms. Griffin said that Article 23 was recommended by the staff because there were a lot of people who would like to be able to pay their bills (such as their tax bills and parking bills) with credit cards. She said that towns in New Hampshire have the ability to take payment by credit card but only if the authorization is granted by Town Meeting. She said that they would have to decide what to do about the service charge that they were required to pay for credit cards. She said that communities by law were required to pass that service charge along to the payor. She said that there was legislation before the House this session that would make it a voluntary decision about whether to pass along the service charge.

Mr. Walsh said that he would rather not see the law change. He said that if the law changed, they would have to justify why they charged the fee for using credit cards. Ms. Griffin said that even if the law were to pass, it would still be at the Selectmen's discretion to decide whether to waive or charge the fee. She said that she could not imagine why a town would not want to pass the fee on to the users. She said that the legislation could have stemmed from communities with problems with their tax payments at the height of the recession. She said that in many instances, towns went without taxes paid and had to issue Bond Anticipation Notes. She said that under those circumstances, communities would have gladly absorbed the cost of the fee rather than not have the taxes paid.

Mr. Walsh said that Article 30 was a request from the Haven for \$5,000. He said that he recalled that being on the warrant last year and being told that it was a one-time request. Ms. Connolly said that it was part of the capital campaign. Ms. Black said that once the construction of the new building was started, the request for funds would stop. Mr. Walsh said that it should be labeled on the warrant as being for a capital campaign.

Ms. Black asked if it was time to start working on the resolutions. Ms. Griffin said that they should start thinking about whom they wanted to honor.

Ms. Connolly said that she thought Article 22 (Building Code) was supposed to be on the ballot with the Zoning Amendments. Ms. Griffin said that she would research that.

### **3. UPDATE REGARDING STATEWIDE PROPERTY TAX**

Ms. Griffin said that she received notice today from Rockingham Superior Court that the hearing on the interpleader motion has been scheduled for 9 a.m. on March 29, 2001. She said that the communities would be represented by Ann Edwards and John Ryan, who worked on last year's interpleader motion. She said that the checks were being held by the Superior Court. She said that once the hearing was held, she presumed the judge would make a very quick decision because the DRA wanted to know where the money was. She said that it would be in Judge Gallway's hands. Ms. Connolly said that the DRA did not sound very understanding about this. Ms. Griffin said that the DRA was a little frustrated. She said that the check had been cut in the amount of \$1.48 million and it was made out to Rockingham County Superior Court. She said that if the Court did not want to hold the check, it could go straight to the DRA.

Mr. Walsh asked how many towns did not pay at all. Ms. Griffin said that Sunapee did not pay at all. She said that 18 towns paid directly to the Court. Ms. Black asked if New London paid. Ms. Griffin said that they were debating the night before it was due. She said that she presumed it was taken to the Court on Thursday. Mr. Walsh said that the article in the paper stated that the DRA would intervene in the towns that chose not to pay at all. He asked if that had happened anywhere. Ms. Griffin said that had not happened. She said that would not be prudent before the hearing.

Mr. Walsh said that the fundamental case was heard by the State Supreme Court on March 15, 2001. He asked if there was any indication of when there might be a decision. Ms. Griffin said that she had heard that there would be a decision by March 30, 2001. She said that there were currently 30-40 bills under consideration related to school funding. She said that until a decision was reached by the Court on the constitutionality of a statewide property tax, the bills were basically on hold.

Ms. Black said that one of the legislators was predicting a State shutdown this summer. She said that the legislator did not predict that there would be a solution by the summer and the counties would have to shut down. She said that if the school funding was not solved, the counties would be the first to shut down and the schools would not open in September. She said that there was no consensus or any great desire to solve it.

Ms. Connolly said that the Dresden School District would be in better shape if they were not participating in this statewide madness. Ms. Black said that the schools get \$690 per student from the State. Ms. Griffin said that they would be better off if there was not a statewide property tax because Hanover would be in control of their own destiny. She said that the statewide tax would not flow back to the school districts. She said that the Towns were only collecting the local portion of the school tax rate. She said that if the State did not send their portion, then the school districts would not have enough funds.

#### **4. REQUEST FOR STREET CLOSURE AND BANNER INSTALLATION FOR STREET-FEST 2001**

Mr. Walsh said that they received a letter from Clint Bean and David Cioffi, on behalf of the Chamber of Commerce and the Downtown Activities Committee.

**Ms. Black MADE THE MOTION that the Board of Selectmen approve all of the requests by the Hanover Area Chamber of Commerce for Street Fest 2001 as outlined in their letter of March 16, 2001. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE ALL OF THE REQUESTS BY THE HANVOER AREA CHAMBER OF COMMERCE FOR STREET FEST 2001 AS OUTLINED IN THEIR LETTER OF MARCH 16, 2001.**

#### **5. ADMINISTRATIVE REPORTS**

Ms. Griffin said that they were in the process of assembling the Town Report. She said that the SelectBoard usually had a letter at the beginning of the Town Report. Ms. Black said that letter was usually prepared by the Chairman of the Selectboard. Ms. Griffin said that the Planning & Zoning Department prepared a draft of the background papers for all the Zoning Ordinance Amendments. She said that when the snow melted, they should get some pictures of the parking garage for the cover of the Town Report.

Ms. Griffin said that it has been a hectic time in Concord. She said that she e-mailed Representative Solow, of the Environment and Agriculture Committee, regarding a moratorium on land application of Class B sludge. She said that she was struggling to keep up with all the bills because things were happening so quickly. She said that she had hoped to testify on the bill but the hearing was already held. She said that the State's web-site ([www.State.NH.US](http://www.State.NH.US)) was a good way to keep track of what's happening.

#### **6. SELECTMEN'S REPORTS**

##### **Ms. Black**

Ms. Black reported that last Saturday night there was a concert at the Hanover High School of the three musical groups going to Nihonmatsu, Japan and Joigny, France. She said that they could be really proud of the high school participants who would be traveling to Nihonmatsu and Joigny. She said that the wind ensemble would be playing the original Gershwin arrangement of Rhapsody in Blue. She said that the strings were outstanding. She said that it was a well-attended concert.

Ms. Griffin said that on Saturday from noon to 3 p.m., the 6th grade boys' soccer team that is going to Joigny would be having a car wash at the Mobil station on Lyme Road.

Ms. Black also reported that Thursday, March 29th from 11:00 a.m. to 1:00 p.m., the architects would be meeting with the Recreation Board and Senior Center Board. She said that there would be three designs to look at. She said that there would be a model and drawings for Town Meeting.

**Ms. Connolly**

Ms. Connolly reported that the Planning Board had been spending its time on a new Master Plan and visioning activities. She said that the second Zoning Amendment hearing was scheduled for March 27, 2001. She said that it would be the last opportunity to drop any amendments. She said that the process was very successful this year with the Zoning Amendment Review Committee (ZARC). She said that the ZARC was able to guide and distill the amendments so that by the time they reach the Planning Board, they were clear and did not require extensive review.

Ms. Connolly also reported that the Planning Board would be looking at the regional impacts of several projects on March 27, 2001. She said that there was a State law that required Towns with large projects to notify the abutting Towns that might be impacted. She said that the Planning Board would be reviewing a project at the hospital and the proposed Rugby Clubhouse at Sachem Field.

**Mr. Walsh**

Mr. Walsh reported that New Hampshire New Futures, whose mission is to reduce the use of alcohol by youth in the State of New Hampshire, had a breakfast last Wednesday. He said that there would be a two-day workshop May 9th and 10th. He said that they were looking for people who were interested in working on the issue of alcohol use in New Hampshire's youth. He said that Dena Romero would be a contact person for anyone who was interested.

Mr. Walsh also reported that the Affordable Housing group had 3 workshops coming up. He said that the workshop on Friday, April 13th from 8:30 a.m. to 10:30 a.m. in the Municipal Building would be a review of Hanover's present and future need for affordable housing. He said that the next workshop would be Thursday, April 26th from 8:30 a.m. to 10:30 a.m. in the Municipal Building. He said that the focus of that workshop would be how affordable housing is financed and built. He said that the third workshop would be May 3rd from 7:00 p.m. to 9:00 p.m. in the Municipal Building. He said that the focus of that workshop would be how communities such as Hanover have built affordable housing. He said that there were examples from Massachusetts and Connecticut.

Mr. Walsh also reported that the Finance Committee met this afternoon to review the work the Selectmen have done over the past weeks. He said that the Finance Committee voted to endorse the budget the Selectmen would be presenting at Town Meeting.

**7. APPROVAL OF MINUTES – January 22, 2001 and February 12, 2001**



The minutes of January 22, 2001 and February 12, 2001 were approved as amended.

**8. OTHER BUSINESS**

There was no other business to come before the Board.

**9. ADJOURNMENT**

**Mr. Pierson 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 that the Board of Selectmen approve all of the requests by the Hanover Area Chamber of Commerce for Street Fest 2001 as outlined in their letter of March 16, 2001. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE ALL OF THE REQUESTS BY THE HANVOER AREA CHAMBER OF COMMERCE FOR STREET FEST 2001 AS OUTLINED IN THEIR LETTER OF MARCH 16, 2001.**

**2. Mr. Pierson 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 8:30 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Annie Hood.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**MARCH 12, 2001**

**7:00 P.M. – COURTROOM, MUNICIPAL BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by the Chairman, Brian Walsh.

Present were: Brian Walsh, Chairman; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; Roger Bradley, Fire Chief; Michael Gilbar, Finance Director; Peter Kulbacki, Director of Public Works; Keith Southworth, Assistant Director of Public Works; Paul Jordan, Building Superintendent; Bill Mathieu, Water & Waste Water Treatment; Frank Austin, Fleet Maintenance Division; Mike Chase, Line Maintenance; Don Ware, Utility Engineer; William Desch, Urban Forester; Sallie Johnson, Town Clerk Department; Corey Stevens, MIS Director; Nick Giaccone, Police Chief; Mike Ryan, Assessor; Hank Tenney, Recreation Director; Marlene McGonigle, Howe Library Director; Mike Evans, Police Department; Jonathan Edwards, Planning & Zoning Director; and members of the public. Marilyn Black and Katherine Connolly arrived late.

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 THE FY 2001-2002 PROPOSED BUDGET FOR:**

**PUBLIC WORKS**

Ms. Griffin said that in order to balance the budget, Public Works took a big hit. She said that one highway worker was not funded. She said that the second of four bridges to be repaired on Ruddsboro Road was not funded. She said that lots of projects were not funded.

Mr. Baschnagel noted that Supplies & Materials was up by about \$2,400. Ms. Griffin said that was the uniform allowance for employees, which was increased during the last negotiations.

Mr. Pierson asked about the request for another highway worker. Keith Southworth said that there was a definite need for additional staff. He said that they try to keep up with the workload by using more materials or better equipment. He said that they have done that as much as possible but an additional highway worker is still needed. Mr. Walsh asked if overtime was used to compensate for less staff. Mr. Southworth said that was not the case. He said that, for instance, they use more salt on the roads so that less clean up is needed in the spring. He said that they use calcium chloride on the gravel roads to cut back on grading and repairing roads in the spring. He said that when there are budget cuts, calcium chloride is one of the first things cut. He said that overtime hours are also cut. He said that makes it difficult to keep up with the workload.

Ms. Griffin said that she had told Public Works for the last few years that this would be their year for additional staff. She said that the other departments that asked for additional staff were not even placed on the wish list. She said that the workload generated from the parking garage was what brought this over the top. She said that the parking garage was labor intensive year-round.

Mr. Walsh asked when the Public Works Department last added additional staff. Mr. Kulbacki said that the last time Highway employees were added was in the 1960s. Ms. Griffin said that other employees had been added to the Department. Mr. Kulbacki said that they had stretched some employees in different ways. Mike Chase said that there was some consolidation and re-working of the positions in the early 1990s.

Kari Asmus noted that the Highway Worker position was listed as \$27,000. She said that she understood that the cost of benefits was an additional 28%, plus there would be a clothing allotment and overtime associated with the position. She asked the total cost of the position when all of those items were factored in. Ms. Griffin said that the rule of thumb was the salary plus 35% to cover benefits and related expenses. She said that the total cost of this position would be about \$36,500. She said that amount was incorporated into the budget as part of other line items such as clothing allotment, overtime, and insurance.

Ms. Asmus asked if the overall overtime budget for Public Works could be reduced with the addition of a new employee. She asked if the position would pay for itself. Mr. Kulbacki said that it would not necessarily pay for itself because the overtime was principally for maintenance, which could not be eliminated. He said that employees were currently covering jobs that were not part of their positions. He said that they were stretched thin. Mr. Southworth said that last week, the hourly employees put in 728 hours to cover the storms. He said that of that, 250 hours were straight time. He said that the balance was overtime. Ms. Griffin said that she was reluctant to make significant cuts in the overtime budget for Public Works because it needed the flexibility to cover severe winter storms.

Mr. Walsh asked about the paving program. He said that Lyme Road was a State highway. Ms. Griffin said that the Town was responsible from Rivercrest in. Mr. Walsh asked about the reduction in the paving budget. Ms. Griffin said that it was reduced \$50,000.

Mr. Baschnagel asked about Special Services. Mr. Southworth said that was overtime for events such as the Streetfest and Shriner's game. Ms. Griffin said that the Town was reimbursed for those events.

Mr. Baschnagel asked which parking lots were scheduled to be paved this next fiscal year. Ms. Griffin said that the fund covered painting the lines and maintenance work.

Mr. Baschnagel said that it seemed contradictory to raise the budget for raising manholes and reduce the budget for paving. Mr. Chase said that they were responsible for the lines to Etna. He said that there were roughly 30 manholes there that did not involve paving by the Town.

Mr. Walsh asked about Outside Projects. Ms. Griffin said that the Outside Projects were offset by revenue. She said that fund was used this past year when the highway crews constructed a road in a private development. She said that they wanted to be sure that the road was built to Town standards. She said that they were reimbursed for their expenses by the developer. Mr. Walsh asked how frequently that occurred. Mr. Kulbacki said that it is not uncommon for the Town to do a handful of small projects. Mr. Baschnagel asked if they charged overhead. Ms. Griffin said that if the time of the supervisory staff was used, it was built into what they charged. Mr. Walsh said that he would like to discuss policies, procedures, and rates for Outside Projects after the budget hearings were completed.

Ms. Connolly arrived.

Mr. Pierson asked if the Hanover Improvement Society was reimbursing the Town for work in front of their building. Ms. Griffin said that the Hanover Improvement Society funded the summer gardener. She said that it was their contribution to maintaining the appearance of the Town.

Mr. Baschnagel asked how often they put the recycling out to bid. Mr. Kulbacki said that it had not been done since 1992. He said that they were doing it this year. Ms. Connolly asked about the revenues from the recycling. Mr. Kulbacki said that they were about the same as they were last year. Ms. Griffin said that the market was unpredictable but it didn't pay for the recycling. Mr. Walsh said that the cost of the recycling program was roughly \$187,000. Ms. Griffin said that the curbside portion was \$132,000. She said that the Town generates about \$28,000-\$32,000 to offset that expense. Ms. Connolly said that this was an improvement over the first year when no revenue was generated.

Mr. Baschnagel asked if the Lebanon landfill tickets were balanced by revenue. He noted that the budget indicated lower revenue this year. Ms. Griffin said that the revenue and expense completely offset one another. She said that the Town buys the tickets and then resells them in the Town Clerk's office. She said that they don't make any money off the deal.

Mr. Baschnagel asked if North College Street was still on the schedule this year. Ms. Griffin said that they just had a meeting with FO&M a week ago. She said that they were thinking about postponing the project for another year. She said that Dartmouth College was looking at transportation and parking at Dewey Field. She said that the work on North College Street might impact the reconfiguration of Lyme Road, North Park Street, and North College Street. Mr. Walsh asked if there was any danger by waiting. Mr. Southworth said that there was not. Ms. Connolly said that some water and sewer line work would be done in conjunction with this project. Ms. Griffin said that the water lines were done last year. Mr. Walsh suggested that the funds allocated in the budget for the North College Street project should be used towards items on the wish list.

Mr. Pierson asked about the Ruddsboro Road bridges. Mr. Southworth said that there were four bridges each with two culverts along Ruddsboro Road. He said that all four of those bridges

were on the State red list. He said that they were deemed substandard and needed to be repaired or replaced. He said that they had planned to do two culverts each year for the next 4 years. Mr. Pierson asked how long the bridges could be on the red list. Mr. Southworth said that the bridges could be on the list for a number of years. Ms. Griffin said that if the bridges had to be posted, it would limit the traffic that could access the roadway.

Mr. Baschnagel asked why the State was not contributing funds. Mr. Kulbacki said that the additional cost of having the State design the bridge and building the bridge to State standards would exceed the 20% share of the State funding. He said that it would cost the Town less to design and do the work themselves. He said that additionally, the State permitting process would delay the project about 3 years. Ms. Griffin said that it made sense to seek State funding for their larger projects. She said that the bridge was a small enough project that the Public Works' crews could handle it on their own.

Ms. Connolly asked how many of the bridges had been funded. Mr. Southworth said that they had one funded. Ms. Griffin said that the work on the first bridge would be done this summer. Mr. Southworth said that they had all their approvals in hand from the State of New Hampshire and the Corps of Engineers for the first bridge.

Ms. Connolly said that Buskey Circle and rerouting the storm sewer lines were brand new projects. She asked where they came from. Ms. Griffin said that the residents of Buskey Circle sent a letter in the late summer asking the Town to pave the cul de sac. She said that she put it on the wish list for the Selectmen to decide. Mr. Kulbacki said that the Occom Pond storm sewer line was at the request of the neighborhood Association. He said that the Association would like to have the storm water diverted so that the pond could be crystal clear. He said that he did not think a diverter would be prudent. Ms. Connolly said that the issue might be lawn fertilizer. Mr. Kulbacki said that eliminating the green lawns would help the pond tremendously. He said that the color of the pond was also related to the type of pond, its depth, and the type of fish in the pond. Ms. Griffin said that the cost of redirecting the storm water would be over \$100,000. She said that she did not see this project as a high priority. She added that one consequence of redirecting the water would be that the pond would no longer have that source of water.

Ms. Connolly asked why Outside Projects had to be included if they did not know when and how many outside projects they would have. Mr. Gilbar said that they were required to show all of the expenses and have them approved. He said that the solution for budgeting for unknown reimbursed projects was to plug the same number in as an expense and a revenue.

Mr. Baschnagel asked about the Highway Services to the Water Company revenue. Mr. Kulbacki said that the Water Company did not have a backhoe or dump trucks. He said that it was a rental of equipment and services.

Mr. Baschnagel asked if the cemetery lot sales and burial fees went straight to Public Works rather than to a cemetery fund. Mr. Gilbar said that it should go into Town Properties.

Mr. Baschnagel asked about Rent for Municipal Properties. Ms. Griffin explained that when Mr. and Mrs. Kulbacki rented the Roberts' house, they had to pay the taxes. She said that Mr. and Mrs. Kulbacki were no longer living there so they didn't have to pay the taxes anymore.

Mr. Walsh asked about the jump in Fleet overtime. Mr. Austin said that the new contracts required the workers to wear pagers. He said that they were automatically paid for wearing their pagers.

Ms. Connolly asked about the cost of gas. Ms. Griffin said that it was almost a 100% increase.

Ms. Griffin said that there was \$17,100 budgeted for the North College Street project. She said that money could be utilized for other purposes.

## **TOWN PROPERTIES**

Mr. Walsh said that the Town Properties budget was up by 11% mostly because of heating oil and electric rate increases of almost \$29,000.

Mr. Baschnagel asked why heating/electric costs were not charged by department. Mr. Gilbar said that the Department of Revenue Administration required that Town properties be separated out from everything else. Ms. Griffin said that it was easier to account for the items this way since that was how DRA wanted it reported. Mr. Gilbar said that all of the maintenance was done by Public Works. He said that if it were broken down by department, it would all end up going to the Public Works budget.

Mr. Walsh asked the cost for the new chairs. He asked if the new chairs would be for the public. Ms. Griffin said that they would be chairs for the public at their request. She said that 35-40 chairs would cost \$2,000. Ms. Connolly said that they were affluent enough to afford chairs for the public. Mr. Baschnagel asked what types of chairs were being considered. Ms. Griffin said that the chairs would have padded seats and backs plus armrests. She said that they would be stackable chairs. Mr. Baschnagel suggested putting the chairs on the wish list.

Mr. Baschnagel asked if the Roberts' property would be left vacant. Ms. Griffin said that the architects were doing a preliminary feasibility assessment. She said that the house would probably end up being demolished. She said that it was more of a question of when.

Ms. Connolly asked if the phone equipment lease at the Howe Library was something new. Ms. Griffin said that the Howe Library had the oldest and most outdated phone system. She said that they were limited by their current phone system. She said that Corey Stevens found a replacement system. Ms. Connolly said that it was interesting timing to add a new phone system in a building that was slated for renovations/replacement. Mr. Gilbar said that the equipment could be moved. Ms. Connolly asked if the cost covered re-wiring. Mr. Gilbar said that the cost was just for the new equipment.

Marlene McGonigle said that the current system was installed in 1975. She said that there were three separate lines that were not adequate. Ms. Connolly asked how many phone lines they would end up with. Ms. McGonigle said that they could have up to 10 lines. Mr. Baschnagel said that the budget for the telephone costs was not changing. He said that probably meant that no new lines would be added in this year's budget. Ms. Griffin said that the cost of additional lines did not generate additional expenses.

Mr. Walsh noted that the phone system from 1975 was paid for. He asked if the \$4,400 was an annual lease that would have to be added to the budget. Ms. Griffin said that it would be a 3-year lease. She said that the system was portable so that it could be moved to another building.

Ms. Connolly said that the Deferred Maintenance was up 50%. Ms. Griffin said that last year they didn't fund as much as they were supposed to. She said that they had to borrow money to be able to do the work that needed to be done at the Howe Library. She said that \$6,500 was the minimum amount needed to maintain the building.

Mr. Baschnagel asked how the cemetery was financed. Ms. Griffin said that there were some trust funds and an operating budget funded from the General Fund. Mr. Gilbar said that there were rarely perpetual care funds anymore. He said that because a piece of the maintenance was built into the purchase price, most people didn't provide any other funds. He said that it was a hassle for the trustees to track hundreds of small funds. Ms. Griffin said that the cost of managing all the little funds exceeded the revenue generated from the funds.

Mr. Baschnagel asked about the storage container for housing the auction bikes. Ms. Connolly asked if the storage container would be located inside or outside of the Police Station. Chief Giaccone said that the Highway Department had told him that there was no room in any of their facilities. Mike Evans said that Shed 2 was full of bikes. He said that all of the bikes were not for auction. He said that some bicycles were found and returned to their owners. Mr. Baschnagel asked how much revenue was generated by the auction. Mr. Evans said that it was about the amount of money they were proposing to spend. Mr. Pierson asked how many bikes were in Shed 2. Mr. Evans said that at its peak, there were probably 150 bicycles. Mr. Baschnagel said that a storage container did not make economic sense. He said that the bikes were being auctioned as a community service to save hauling the bikes to the dump. Ms. Griffin said that they would survive without a storage container. She said that the intent was to have the bikes at the Police Station rather than having to drive to Shed 2. She said that Public Works had other uses for Shed 2.

Mr. Walsh suggested that the procedures related to the bicycles were another topic worth discussing in more depth after the budget hearings concluded. He said that they might want to have a fee for sending an officer to retrieve a bicycle. He said that they might want to set a limit of 100 bicycles being stored for the auction.

Ms. Black arrived.

Mr. Baschnagel asked why the Repair and Maintenance budget for Public Works had decreased. Ms. Griffin said that it was based on anticipated need. She said that she did not question any department when they asked for less.

Mr. Pierson asked when heating oil contracts were done. Mr. Kulbacki said that they were planning to do a joint contract with Lebanon and Hartford in May. Mr. Pierson asked why they did not have a joint contract with the Dresden School District. Ms. Griffin said that the Dresden School District opted not to join. Mr. Pierson asked what they ended up paying this current year. Mr. Kulbacki said that diesel was about 96 cents per gallon. He said that the gasoline was not a fixed price because the market was so volatile. Ms. Griffin noted that 18 months ago, they were paying 65 cents per gallon for diesel. Mr. Austin said that they were paying less than the pump price but it was significantly higher than 18 months ago.

Ms. Black said that she would like a schedule for all Town buildings that included such items as carpet replacement and painting. She said that all the vehicles and the departments have reserve accounts for improvements. Ms. Griffin said that it would require inventorying every building.

## **SIDEWALK**

Ms. Griffin said that the Sidewalk Fund was based on the assumption that there would be a sidewalk fund after Town Meeting. She said that the Warrant Article to consider eliminating the sidewalk district should be asked before voting on the budget. She said that the budget would have to be adjusted on the floor if Town Meeting voted to eliminate the sidewalk district.

Mr. Baschnagel asked the cost of maintaining the sidewalks. Ms. Griffin said that figure could be calculated. She said that the winter maintenance costs were not reflected in the sidewalk fund. She said that came out of the Public Works maintenance budget.

Mr. Walsh read into the record a letter from Janet Thompson. Mr. Baschnagel said that there was some uncertainty about whether a sidewalk on East South Street was needed because there was still uncertainty about what Dartmouth College was proposing to do with their land. Ms. Connolly said that East South Street was in the middle of the business district. She said that there was no reason not to have a sidewalk on both sides of the street. Ms. Black said that if construction or demolition was eminent, they should wait before installing a new sidewalk.

Ms. Griffin said that the cost allocated to a new sidewalk on East South Street was \$24,000. She said that if they were opting not to do the sidewalk project, they could either reduce the appropriation or let the money revert to the sidewalk fund. Mr. Walsh said that the sidewalk project should go on the wish list. Ms. Connolly suggesting putting in a sidewalk between Hanover Hardware and Main Street.

Mr. Walsh asked the fund balance in the sidewalk district. Ms. Griffin said that as of June 30, 2000, the fund balance was \$26,470. Mr. Baschnagel asked what would happen with that fund balance if the sidewalk district were merged into the General Fund. Ms. Griffin said that it would be absorbed into the General Fund.



## **WWTP & WATER COMPANY**

Mr. Baschnagel noted that the expected contribution from Lebanon was going down. Ms. Griffin said that it was based on volume. Mr. Kulbacki said that they needed to monitor the flow at the Town line. He said that they had been adding a surcharge of 50%. Mr. Walsh asked when they would be able to measure the flow. Mr. Kulbacki said that he was hoping to do that this upcoming year. He said that the equipment would have to be installed. Mr. Baschnagel asked why they couldn't ask Lebanon to report the meter readings. Mr. Kulbacki said that the concern was not capacity.

Ms. Black asked if they could require that any new person hooking on to the sewer line would have to buy Hanover water. Mr. Kulbacki said that it was more complicated than that. Ms. Black said that was a question the Water Company Board should think about asking. She said that if they could get Centerra and Dartmouth-Hitchcock Medical Center on Hanover water, they would have a much bigger customer base. She said that if Hanover were already taking their output, it would be logical to service their input. Mr. Baschnagel asked if the Water Company had sufficient capacity. Ms. Black said that there probably was. She asked if Quail Hollow was pumping up to the Hanover line. Mr. Kulbacki said that was correct. Ms. Black said that they would be expanding another 100 units. Mr. Kulbacki said that if their expansion had an adverse impact on the pump station, it would be up to Quail Hollow to upgrade the system.

Mr. Kulbacki said that \$5,000 was budgeted for UV light replacement. He said that was part of a program to upgrade the UV system. He said that based on the potential increases in flow, that program was temporarily on hold. He said that the funds allocated in the current budget would not be spent until the flow increases were addressed.

Ms. Black said that they signed a contract with ROT to take all their sludge for composting. She asked why they needed \$3,400 for bio-solid testing for land application. Bill Mathieu said that was still required.

Mr. Baschnagel noted that the full-time services budget was down and the over-time budget was up. Ms. Griffin said that full-time services were down because they over-budgeted last year for another person. She said that the water company personnel are now Town employees. She said that their salaries were reflected in the Waste Water Fund but there was a charge out to the Water Company.

Mr. Pierson asked how they determined the percentage of the Utility Engineer's time allocated to Waste Water as opposed to Water Company. Ms. Griffin said that it was a best guess. She said that after Mr. Ware finished his first year with the Town, it would be easier to judge the actual split between the two. She said that the allocation could change from year to year.

## **CAPITAL IMPROVEMENT PROGRAM**

Ms. Griffin said that the Police Cruiser Video Camera Services was included on the wish list. She said that it was not included in the budget. She said that the cost was \$10,000. She said that \$41,200 was the annual equipment reserve contribution for cruiser replacement.

Ms. Black asked how many years they got out of a grader. Mr. Austin said that there was a 10-year program. He said that they trade the equipment in when there is still some value left. He said that they do preventative maintenance rather than extensive repair. He said that allows them to lower their operating costs, parts costs, and outside repair costs.

Ms. Griffin said that the \$142,000 for Equipment Replacement was the amount contributed to the Public Works equipment reserve. She said that the \$171,191 was the amount proposed to appropriate out of the equipment reserve to purchase the 4 pieces of equipment (compactor, grader, truck 01, and truck 10).

Ms. Griffin said that \$60,000 for Fire Operating was the contribution to the equipment reserve plus \$10,000 for replacement of the fire apparatus.

Ms. Griffin said that \$24,500 for Ambulance Operating was the contribution to the equipment reserve from the Ambulance Fund for ambulance replacement. She said that nothing was scheduled to be expended this year.

Ms. Griffin said that Sidewalk Operating was a reserve contribution for future replacement of sidewalk plows. She said that nothing was scheduled to be expended this year.

Ms. Griffin said that \$103,003 for Waste Water Treatment Plant was the contribution to the equipment reserve. She said that the only anticipated expenditure out of that reserve would be the replacement of one vehicle for \$27,000. Ms. Black said that \$27,000 seemed high for one vehicle. Mr. Austin said that vehicle would be utilized as a small dump truck with a plow. He explained that a new truck was \$30,000 plus a few thousand for a plow and a few thousand more for accessories such as a dump body. He said that with about \$10,000 in trade, they were looking to spend \$27,000.

Mr. Baschnagel asked if they would be separating the storm sewers from the sanitary sewers. Mr. Kulbacki said that the majority of the sewers were separated already.

Ms. Griffin said that the Parking Operation was the contribution into the reserve fund for future replacement of the one pickup truck. She said that nothing was scheduled to be expended this year.

Ms. Griffin said that the Capital Improvements Program was probably one of the strongest aspects of the operating budget. She said that they had maintained their commitment to annual contributions to the equipment reserves. She said that really helped reduce the annual fluctuations that would be in the operating budget whenever major equipment needed to be purchased.

Mr. Walsh asked if keeping the undesignated fund balance to five percent or more was rule of thumb for communities that were not doing as good a job with capital improvement reserves. Ms. Griffin said that she did not know of another community that reserved funds with Hanover's discipline. Ms. Connolly asked if there was a threshold that they should not go below. Ms. Griffin said that the rating agencies wanted to see a minimum of a 5% undesignated fund balance. She said that anything below that was a mark against them. She said that Hanover was under 5%. She said that at their current rate, they would be up to 5% within 18 months if they did not rely on the undesignated fund balance to offset the tax rate.

### **3. PUBLIC HEARING FOR CONSIDERATION AND APPROVAL OF THE TOWN OF HANOVER PROPOSED BUDGET FOR FY 2001-2002**

Ms. Griffin suggested incorporating the changes discussed tonight. She said that \$17,100 for the North College Street project was a possible cut from the budget. She said that the Ruddsboro Road bridge repairs could be reduced \$5,000. She said that the chairs for Town Hall were \$2,000. She said that eliminating the East South Street sidewalks would provide another 24,000 to work with. Mr. Southworth said that the Highway Maintenance Worker could be reduced \$8,000 by loaning that person out to Line Maintenance.

Mr. Walsh suggested discussing North College Street. Ms. Black said that they would have to pay it next year. Ms. Connolly suggested using the money for the Public Works wish list.

Mr. Walsh suggested discussing the chairs. Ms. Connolly said that there was no reason to torture the townspeople unnecessarily with the current chairs. Mr. Pierson said that he would rather use the \$2,000 for something else. Ms. Asmus said that the current chairs were fine.

Mr. Walsh suggested discussing the General Fund items 1-14. He said that the videographer was a done deal. He asked about the Town Reports Added Cost. Ms. Griffin said that was the cost of the large format. The consensus was to keep that in the budget. Mr. Walsh suggested discussing Town Manager overtime and staffing review. The consensus was to keep that in the budget. Mr. Walsh suggested discussing Vendor Permits. The consensus was to support the decrease. Mr. Walsh suggested discussing Headrest. Ms. Black said that the request was too high. Mr. Walsh suggested moving that item to the wish list.

Mr. Walsh suggested discussing Nihonmatsu Added Funding. Ms. Griffin said that they budgeted \$1,000 for this current year. She said that they spent that just on the youth visit. She said that they typically have two visits, the youth in the summer and the adults in the fall. Ms. Connolly said that they were only planning to have one visit per year. Ms. Griffin said that if it had been reduced to one visit, they could reduce the funding to \$1,000. The consensus of the Board was to reduce the funding back to \$1,000 and leave Nihonmatsu as a Special Article for \$1,000.

Mr. Walsh suggested discussing Friends of Recreation Added Revenue and Parks & Rec Special Events Added Revenue. Mr. Gilbar said that he had to do it backwards to decrease the property

tax. Ms. Griffin said that they found \$8,000 basically. She said that was added to the list of available funds.

Mr. Walsh suggested discussing Police Increase Cerulean Contract. Mr. Gilbar said that he needed to adjust the MIS budget. He said that this was already in the budget. Mr. Walsh suggested discussing Police Reduce Tables and White Board. Ms. Griffin said that money was cut from the Emergency Operations Center. Mr. Walsh suggested discussing Police Uniforms and Clothing. Ms. Griffin said that account was increased as part of the uniform allocation increase. She said that it was in the budget.

Mr. Walsh suggested discussing Emergency Regional Medical Care. Ms. Griffin said that with the additional fund balance beyond 5%, the one way they could use that money to benefit the general fund would be to reduce the Emergency Regional Medical Care expense. She said that was an appropriation in the Human Services budget as a charge for emergency medical services. She said that it was like the fee assessed to Lyme and Norwich residents. She said that it was the fee assessed to Hanover residents. Ms. Black said that they should do that. Ms. Connolly asked why they couldn't do that with the entire \$41,000. Ms. Griffin said that the alternative was to cut the ambulance budget by that amount. Ms. Black said that they should be consistent with both funds.

Ms. Griffin explained that the undesignated fund balance for the Ambulance Fund as of June 30, 2000 was \$83,290. She said that the rating agency recommended that 5%-10% of the budget should be undesignated funds. She said that based on a budget of \$320,000, between \$16,000-\$32,000 should be undesignated funds. She said that staff recommended that instead of raising the rates to Lyme and Norwich beyond 5%, they should use \$41,000 of that \$83,000 to balance the budget. She said that the only way to benefit the General Fund was to reduce the Emergency Medical Care charge. Ms. Black asked why they were using fund balance to balance the Fire and Ambulance budgets. Ms. Griffin said that was what they typically did in the General Fund. Ms. Black said that they were not doing that this year. Ms. Griffin said that they were this year as well, but with smaller amounts. Ms. Black said that if that was the case, the budgets were too high.

Ms. Connolly said that if there was \$83,000 and they proposed to use \$26,000 to reduce taxes, why not use \$41,000 or \$50,000. Mr. Gilbar said that \$43,000 was already used to balance the Ambulance Fund budget. Ms. Griffin said that only left \$40,000. She said that of that \$40,000, they should keep \$16,000-\$32,000 available as undesignated funds.

**Mr. Walsh MADE THE MOTION to take \$26,000 from the Ambulance Fund undesignated fund budget to reduce the Emergency Medical Care portion in the Social Services budget, bringing the Ambulance Fund to a 5% undesignated fund balance. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen UNANIMOUSLY VOTED TO TAKE \$26,000 FROM THE AMBULANCE FUND UNDESIGNATED FUND BUDGET TO REDUCE THE EMERGENCY MEDICAL CARE PORTION IN THE SOCIAL SERVICES BUDGET, BRINGING THE AMBULANCE FUND TO A 5% UNDESIGNATED FUND BALANCE.**

Ms. Black said that would give the Selectmen \$26,000 more to play with. Ms. Griffin said that it would appear in the Ambulance Fund as an increase in the fund balance used and a decrease in the community contributions revenue. Mr. Gilbar said that there was no net change.

Ms. Griffin said that they asked the Assessor to revisit the assessed value estimates. She said Mike Ryan estimated that they could probably increase from 15 million to 20 million in estimated increased total assessed valuation. She said that by her calculations, this would provide an additional \$27,000 in General Fund revenue. Mr. Gilbar said that there was a tax rate increase of 1.7%.

Mr. Walsh said that they had found about \$75,850 to allocate towards items on the wish list or other items.

**Ms. Black MADE THE MOTION to add \$46,232 for the Highway year-round person and replacement of the second of four Ruddsboro Road bridges. Mr. Pierson SECONDED THE MOTION.**

Ms. Asmus said that at last year's Town Meeting, the Selectmen said that the Ruddsboro Road Bridge was on the red list and was a very high priority item. She said that the Selectmen were trying to have a 0% increase in the tax rate last year but it ended up being a 1½% increase to allow for the Ruddsboro Road Bridge. She said that they increased the tax rate last year for the bridge. She said that they should not raise the taxes again this year for the same item. She said that she understood that they were two different bridges.

Mr. Walsh said that everything on the wish list needed to be done. He said that this year, the expenses were roughly \$400,000 higher between fuel oil, heating oil, contributions to the State retirement fund, and health insurance premium benefit increases. He said that without those extraordinary increases, they would have budgeted in the items on this year's wish list.

Ms. Asmus said that she understood that. She said that the tax rate was increased last year for the Ruddsboro Road Bridge. She said that the tax rate should not go up more than last year to cover the same budget item. She asked if the tax rate would increase again the next two years to fund the next two bridge repairs. She suggested doing the work for all the bridges in one year so that they could use the money the following year for other projects.

Mr. Walsh said that they were not saying that a tax rate increase was needed. Ms. Asmus said that was what Mr. Walsh said at Town Meeting last year. She said that the two biggest items attributed to that 1½% tax increase was the North College Street project and the Ruddsboro Road Bridge.

Mr. Walsh said that they were saying something very different this year. He said that last year they asked Ms. Griffin to bring a budget with a 0% tax increase even though inflation was 1.6%. He said that it wasn't clear where the school tax budget was going to come from. He said that the two items they choose to include in last year's budget, which brought it up to the level of

inflation, were the North College Street project and the Ruddsboro Road Bridge. He said that this year they were proposing to bring a budget to Town Meeting at the rate of inflation. He said that the process they were going through right now was determining which items to include in that budget.

Ms. Asmus said that the taxes were specifically increased for these items last year. She said that if the bridge was that important, it should be part of the budget not a wish list item. She said that maybe the budget would come in at the rate of inflation even with the bridge included. She said that the budget could also come in above the rate of inflation.

Mr. Walsh said that the process they adopted for budgeting was to request the Town Manager and the Department Heads to bring a budget in at a specific level. He said that the items that do not make it into the budget under the constraints the Board of Selectmen place are then included on the wish list. He said that then the Selectmen have the responsibility to decide which items to leave out or add in. He said that has worked well in the past. He said that wish list might not be the right terms for items that are important. He said that the tax rate in the town is also important. He said that they are trying to achieve that balance.

Mr. Baschnagel said that they set out a goal to submit a budget at the rate of inflation (3½%). He said that part of the challenge was an increase of \$400,000 in unanticipated expenses. He said that Ms. Griffin prepared the budget at 3½% and provided a list of the items that had to be taken out of the budget to stay at 3½%. He said that the bridges were one of the items that had to be taken out. He said that the Selectmen have reviewed the submitted budget and removed some of the items that had been included. He said that was where the \$78,000 came from. He said that now they can look at the items that were not included in the budget and accommodate up to \$78,000 and still meet the inflation rate budget.

Ms. Asmus said that if the bridge could be included in the inflation rate budget that would be great. She said that she did not want the Selectmen to go before Town Meeting this year and say that they needed to exceed the budget again because of the bridge.

**The Board of Selectmen UNANIMOUSLY VOTED TO ADD \$46,232 FOR THE HIGHWAY YEAR-ROUND PERSON AND REPLACEMENT OF THE SECOND OF FOUR RUDDSBORO ROAD BRIDGES.**

Mr. Walsh noted that left \$32,300 for the remaining items on the wish list.

Ms. Black asked what would happen to the paving schedule if they did not fund the additional paving on Goose Pond Road and Parkway. Mr. Southworth said that they would have to find another year to work them back in. He said that with the budget cuts, he had to pick and choose which roads were in the most need of repaving.

Mr. Walsh said that he wanted to review the other items on the wish list. He said that he did not necessarily want to spend all the funds on Public Works.

Ms. Connolly asked if there was already some money set aside for the widening of the Park and Wheelock intersection. Ms. Griffin said that there was some money for the new signal. She said that they did not have the funds for the widening of the intersection. Ms. Black suggested that they should wait until the Park & Wheelock construction was completed. Ms. Connolly asked if they could combine their efforts with Dartmouth College. She said that Dartmouth College was adding 22 units on that corner. Mr. Baschnagel said that the 22 units would not affect the physical status of that corner.

Ms. Griffin explained that there were two separate projects proposed for that intersection. She said that the first project was to upgrade the traffic signal to include a pedestrian walk phase. She said that the other part was to widen the throat of the intersection on three of the four sides to accommodate turn pockets. She said that the suggestion was made for a roundabout. She said that the hope was to improve the efficiency of the intersection by reducing stacking.

Mr. Pierson asked if the Special Warrant Articles would increase the budget. Mr. Gilbar said that the \$16,000 to cover the Special Warrant Articles was already included in the budget so that they did not exceed the 3½% budget. Ms. Griffin said that the Special Warrant Articles were: Joigny (\$1,000), Nihonmatsu (\$1,000), ACORN (\$2,000), The Family Place (\$2,000), and the Haven (\$5,000). She said that was only \$11,000. Mr. Gilbar said that the difference was that he had included CATV (\$5,000). Ms. Griffin said that there was an extra \$5,000, bringing their total to \$37,300.

Mr. Walsh said that the position the Selectmen have taken is that Special Warrant Articles should not be part of the budget. He said that if Town Meeting authorized those expenditures, it would be in excess of the budget. Mr. Gilbar said that gave them an extra \$11,000, bringing their total to \$48,300. Mr. Baschnagel expressed concern that Town Meeting could ratchet up the tax rate. Ms. Black said that Special Warrant Articles have never been included in the budget.

Mr. Walsh suggested discussing Additional Funding Revaluation. Ms. Black said that she thought there was already enough money for revaluation. Mr. Walsh suggested removing Additional Funding Revaluation from the list for reconsideration.

Mr. Walsh suggested discussing Police Patrol Additional Equipment. Ms. Black said that Police Patrol Additional Equipment and Police Cruiser Video System and Body Armour should stay on the list for reconsideration.

Mr. Walsh suggested discussing Highway Winter Overtime. Ms. Black said that they approved a new Highway Maintenance Worker. She said that Public Works should not need the overtime hours. Mr. Walsh suggested that Highway Winter Overtime be removed from the list for reconsideration.

Mr. Walsh suggested discussing PW Facility Generator. Ms. Black said that should stay on the list for reconsideration. Ms. Connolly said that she thought that was in last year's budget. Ms. Griffin said that it was not. She said that they funded a facility generator for the Waste Water Treatment Plant. Ms. Connolly said that the old generator from the Waste Water Treatment

Plant went to Public Works. Ms. Griffin said that was correct. She said that the \$2,500 was the cost for installing that generator.

Mr. Walsh suggested discussing Skateboard Park Equipment. Ms. Black and Ms. Connolly suggested removing that from the list for reconsideration.

Mr. Walsh suggested discussing Records Preservation. Ms. Black and Ms. Connolly suggested that should stay on the list for reconsideration.

Mr. Walsh suggested discussing Gile Tract Field Development. Ms. Connolly suggested removing Gile Tract Field Development from the list for reconsideration. Mr. Pierson suggested keeping Gile Tract Field Development on the list for reconsideration.

Mr. Walsh suggested discussing Buskey Circle Paving. Ms. Black suggested removing Buskey Circle Paving from the list for reconsideration.

Mr. Walsh suggested discussing Innovative Upgrade Reserve Contribution. Ms. Black suggested removing Innovative Upgrade Reserve Contribution from the list for reconsideration.

Mr. Walsh suggested discussing Fleet Maintenance Diagnostic Equipment. He said that he wanted that kept on the list for reconsideration.

Mr. Walsh suggested discussing Senior Center New Tables and Carpeting. Ms. Black suggested removing Senior Center New Tables and Carpeting from the list for reconsideration. She said that if they were planning to build a new Senior Center, they shouldn't invest more money in the existing Senior Center.

Mr. Walsh suggested discussing MIS Server for Public Works. Ms. Black asked what that entailed. Corey Stevens explained that Public Works did not currently have a server. Mr. Walsh suggested removing MIS Server for Public Works from the list for reconsideration.

Mr. Walsh suggested discussing CORSIM Traffic Simulation Funding. He said that he wanted that to stay on the list for reconsideration. Ms. Connolly asked if the cost had increased. Ms. Griffin said that this was for additional work. Mr. Baschnagel said that the part that was in the budget was the money to pay Dartmouth College back. Ms. Griffin said that this would be for additional simulations. Mr. Walsh suggested keeping CORSIM Traffic Simulation Funding on the list for reconsideration.

Mr. Walsh suggested discussing UVLSRPC Town-wide Traffic Survey. Ms. Black said that they should not fund a traffic survey if they were funding traffic simulation. Ms. Griffin said that the UVLSRPC traffic-survey was the annual traffic survey. Jonathan Edwards said that it had been done every year for 25 years except last year. Ms. Connolly said that the UVLSRPC Town-wide Traffic Survey should stay on the list for reconsideration.



Mr. Walsh suggested discussing Conservation Interns. Ms. Griffin said that it was for trail interns. Ms. Black said that Conservation Interns should be removed from the list for reconsideration.

Mr. Walsh suggested discussing Howe Library Additional Training Funds. Ms. Black suggested removing Howe Library Additional Training Funds from the list for reconsideration.

Mr. Walsh suggested discussing Updated Copy of NFPA Code Books. Mr. Edwards said that the current edition of the Codes was 10 years old. He said that they could use an updated version. Ms. Black suggested taking it out of this year's surplus. Mr. Walsh suggested removing Updated Copy of NFPA Code Books from the list for reconsideration.

Mr. Walsh suggested discussing Police Summer Uniforms. Mr. Baschnagel asked what the current summer attire was. Chief Giaccone said that the Officers wear short-sleeve shirts and regular pants. He said that they were proposing to purchase shorts like the Bike Patrol in Montpelier, VT. Mr. Walsh suggested removing Police Summer Uniforms from the list for reconsideration.

Mr. Walsh suggested discussing Police Packet Cluster License. Ms. Black asked what it was. Chief Giaccone said that this would allow the Captain to talk to the cruisers on the road through his computer. Ms. Griffin said that currently the Captain has to walk down to dispatch. Ms. Black suggested removing Police Packet Cluster License from the list for reconsideration.

Mr. Walsh suggested discussing Police Books. Chief Giaccone said that was the NH Legal CD-ROM. He said that was an important piece. Mr. Walsh suggested keeping Police Books on the list for reconsideration.

Mr. Walsh suggested discussing Occom Pond Storm Sewer Relocation. Ms. Connolly suggested removing Occom Pond Storm Sewer Relocation from the list for reconsideration.

Mr. Walsh suggested discussing paving Goose Pond Road and Parkway. Ms. Black said that the cost was \$50,000. Mr. Baschnagel said that he did not want to encourage traffic across Goose Pond. Mr. Kulbacki said that they should look at the paving policy. Ms. Griffin said that the Town was committed to doing regular repaving. Mr. Baschnagel said that there were some roads that merited paving less often than others. He said that all of the roads should not be treated the same. Ms. Griffin said that all of the paving except Goose Pond would cost \$15,160.

Ms. Griffin noted that the following items remained on the wish list for reconsideration: Police Patrol Additional Equipment (\$4,000), Police Cruiser Video System and Body Armor (\$4,770), PW Facility Generator (\$2,500), Records Preservation (\$13,000), Gile Tract Field Development (\$7,000), Fleet Maintenance Diagnostic Equipment (\$2,500), CORSIM Traffic Simulation Funding (\$4,000), UVLSRPC Town-wide Traffic Survey (\$4,200), and Police Books (\$750). Ms. Connolly said that the total of all those items was \$42,720. She said that did not include the \$15,160 for paving.

Ms. Black said that she would be willing to drop Records Preservation to \$5,000. She said that would provide almost enough funds for the paving. Ms. Connolly asked if \$5,000 would be enough for Records Preservation. Ms. Griffin said that it meant they would have less of Dan Daily's time. She said that something was better than nothing. Ms. Connolly asked if lowering the allocation this year meant they would have to allocate even more next year. Ms. Griffin said that it just meant that they would make slower progress with the records preservation.

Ms. Black said that she was not willing to spend \$4,000 for additional equipment without knowing what that was intended to purchase. Chief Giaccone said that \$2,210 was approved in the budget. He said that the total line item he requested was \$6,210. He said that the \$4,000 would cover the cost of all the equipment. He said that the items that were requested included a hand-held intoxilizer (\$400), push bumpers for the cruisers (\$600), AR-15 rifle magazines (\$760), extended shot gun magazines (\$150), tactical lights for the shotguns (\$1,200), flashlights for the cruisers (\$400), and flashlights for the Officers (\$1,600).

Mr. Baschnagel said that he did not feel they could fund everything. He suggested funding \$2,000 rather than \$4,000. Ms. Black said that after the shooting of the State Trooper in the North Country, the State was buying body armor for the departments that did not have any. She said that because Hanover already had some, they didn't get any. Chief Giaccone said that Hanover was part of a Federal Program. Mr. Evans said that there was a 50% match of funds.

**Mr. Walsh MADE THE MOTION to add the following items into the budget: Police Additional Equipment (\$4,000), Cruiser Video and Body Armor (\$4,770), PW Generator (\$2,500), Records Preservation (\$5,000), Gile Tract (\$7,000), Diagnostic Equipment (\$2,500), CORSIM (\$4,000), UVLSRPC Traffic Survey (\$4,200), Police CD of NH-RSAs (\$750), and Paving (\$13,000). Ms. Connolly SECONDED THE MOTION.**

Mr. Baschnagel said that there was more than one agency in the Upper Valley that did traffic surveys. He suggested that the work be put out to bid.

Mr. Baschnagel asked what the Gile Tract project involved. Hank Tenney said that over the last 5-6 years, they have been trying to develop the area for athletic use. He said that the Highway Department put in a roadway. He said that there is not enough space for all the athletic programs. He said it was an important project that they had been piece-mealing for the last 5 years. He said that they would like to finish the project this year. Mr. Baschnagel asked what was involved in finishing. Ms. Griffin said that the field would need to be seeded and a gravel parking lot would need to be installed. She said that some fencing might be required. She said that there was not a detailed, itemized budget. She said that if they budgeted for all the little things, it would probably cost \$14,000. She said that they were aiming to get the field usable by fall 2001 or spring 2002. Mr. Tenney said that the athletic materials would be funded through fundraising.

Mr. Baschnagel suggested taking \$1,000 from the Gile Tract and \$1,000 from the Traffic Survey so that they could fully fund the paving. Ms. Black asked if CORSIM was doing a traffic survey. Mr. Baschnagel said that they were not. He said that they were doing traffic simulation. He said

that the traffic survey told them where traffic was growing. Ms. Connolly said that she was hesitant to have the traffic survey done by an agency other than the Upper Valley Lake Sunapee Regional Planning Commission because they could integrate the results with the results of the other towns. She said that she felt that a traffic survey should be done annually.

Mr. Walsh asked if \$13,000 could be stretched to cover the paving. Mr. Kulbacki said that he could try. Ms. Griffin said that the cost of fuel would impact the costs.

Mr. Walsh asked how much was going into the undesignated fund balance. Mr. Gilbar said that it was about \$50,000.

**The Board of Selectmen VOTED UNANIMOUSLY TO ADD THE FOLLOWING ITEMS INTO THE BUDGET: POLICE ADDITIONAL EQUIPMENT (\$4,000), CRUISER VIDEO AND BODY ARMOR (\$4,770), PW GENERATOR (\$2,500), RECORDS PRESERVATION (\$5,000), GILE TRACT (\$7,000), DIAGNOSTIC EQUIPMENT (\$2,500), CORSIM (\$4,000), UVLSRPC TRAFFIC SURVEY (\$4,200), POLICE CD OF NH-RSAS (\$750), AND PAVING (\$13,000).**

Mr. Walsh suggested discussing the Fire Fund. Mr. Baschnagel said that the map of the fire district did not make any sense. Ms. Connolly said that fire district 4 made perfect sense. Mr. Walsh asked why the fire district boundaries were the way they were. Chief Bradley said that they would try to research the basis for the boundary lines. Ms. Black asked why they had Fire District 3. Ms. Griffin said that it had to do with the proximity to fire hydrants and the distance from the fire station. She said that those were the two key criteria for drawing the boundaries. She said that it might have related to boundaries during the merger between the Precinct and the Village of Etna. Mr. Baschnagel said that it didn't match the Precinct boundaries. Ms. Griffin said that one of the anomalies was that the districts were established based on the distance from the fire station and the fire station was moved from Main Street to Lyme Road. She said that the fire districts were never adjusted accordingly. She suggested re-evaluating all of the districts.

**Ms. Black MADE THE MOTION to approve the Fire Fund. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE FIRE FUND.**

Mr. Walsh suggested discussing the Ambulance Fund. Ms. Black asked about the fund balance. Ms. Griffin said that the Community Contributions were reduced by \$26,000. She said that the Fund Balance Used was increased by that same amount.

**Ms. Black MADE THE MOTION to approve the Ambulance Fund. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE AMBULANCE FUND.**

Mr. Walsh suggested discussing the Sidewalk Fund. Kari Asmus said that at last year's Town Meeting, they approved a \$5.00 per vehicle transportation improvement. She said that people thought that should go for bicycle and pedestrian transportation. She said that was completely

separate from this. She said that there were 2 pedestrian generators along East South Street. She said that one was the hardware store. She said that there was not a legal crosswalk to cross the street mid-block. She said that the other pedestrian generator was the Howe Library. She said that children tend not to cross the street to walk on the sidewalk. She said that they needed to think about pedestrian safety. She said that was something people in the community care about.

Ms. Black said that they should only renovate the sidewalk from Main Street to Hanover Hardware. She said that if there was going to be construction on East South Street, they should wait to put in a sidewalk until that work was finished. Ms. Connolly agreed.

Mr. Pierson asked about the current sidewalk. Ms. Connolly said that there was not currently a sidewalk. Mr. Pierson asked if the sidewalk would be on the south side of the street. Ms. Griffin said that was correct. She said that it would start at the corner by Big Green Cuts and go down the south side of East South Street to the Currier Street intersection. She said that Dartmouth College now owns all of those properties on East South Street. She said that all the property was finally under ownership by one property owner who would be willing to work with the Town for pedestrian improvements. She said that the money could be set aside and reserved. She said that the sidewalk might not be constructed until the summer of 2002. She said that it made sense to wait as long as possible to see what was going to happen with the properties.

Mr. Baschnagel said that the Culpeppers have had drainage issues there for years since the intersection was raised. He said that if continuing the sidewalk would have a similar negative impact, they should consider that. Ms. Connolly recommended not continuing the sidewalk because she thought Dartmouth College intended to demolish the two buildings. Ms. Griffin said that they were slated for demolition.

Mr. Walsh noted that the continuation of the sidewalk fund was under discussion at Town Meeting. He said that it would be a shell game to take the money out before the Town Meeting and put the money back in after Town Meeting. He said that they should put the sidewalk fund before Town Meeting as is. He said that he would support the sidewalk fund as it is, with the proviso that no sidewalk would be built on the south side of East South Street without a plan review by the Select Board and an appropriate public hearing.

**Ms. Black MADE THE MOTION to approve the Sidewalk Fund. Ms. Connolly SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE SIDEWALK FUND.**

Mr. Walsh suggested discussing the Waste Water Treatment Plant Fund. Mr. Gilbar noted that \$5,000 was added to Repair and Maintenance.

**Ms. Connolly MADE THE MOTION to approve the Waste Water Treatment Plant Fund. Mr. Baschnagel SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE WASTE WATER TREATMENT PLANT FUND.**

Mr. Walsh suggested discussing the Parking Fund. Mr. Baschnagel asked about the basis for the breakouts for short-term and rental. Ms. Griffin said that they would revisit the revenue projections. Mr. Baschnagel said that the short-term revenue projections should be approximately \$100,000. Mr. Gilbar said that there was more revenue than expenditures. Ms. Black said that the only thing she was unhappy about was the 11.8% increase in peripheral parking rates. Ms. Griffin said that it was the Fleet Bank increase. She said that the rate had not been increased in 4 years.

**Mr. Baschnagel MADE THE MOTION to approve the Parking Fund. Mr. Pierson SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE PARKING FUND.**

#### **7. OTHER BUSINESS**

Ms. Griffin explained that three public hearings needed to be scheduled. She said that the pre-Town Meeting public hearing needed to be scheduled for April 2, 2001. She said that the public hearing on fees and charges needed to be scheduled for April 2, 2001. She said that the Housing Authority needed to meet on April 2, 2001.

**Mr. Walsh MADE THE MOTION to schedule the pre-Town Meeting public hearing, the public hearing on fees and charges, and the meeting of the Housing Authority for April 2, 2001. Ms. Black SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO SCHEDULE THE PRE-TOWN MEETING PUBLIC HEARING, THE PUBLIC HEARING ON FEES AND CHARGES, AND THE MEETING OF THE HOUSING AUTHORITY FOR APRIL 2, 2001.**

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

##### **Ms. Connolly**

Ms. Connolly reported that the Planning Board began reviewing this year's Zoning Amendments. She said that they would be instituting impact fees as a result of the last Supreme Court decision that made it almost mandatory to do so. She said that the Planning Board had agreed to put on the warrant the assignment of the adoption of the Building Code Adopting Ordinance to the Selectmen. She said that the fact that the Selectmen have been doing it all these years seems to be irrelevant. She said that it had not been entirely legal.

#### **4. ADMINISTRATIVE REPORTS**

Ms. Griffin reported that oral arguments before the Supreme Court would be Thursday at 9:30 a.m. She said that they were overnight expressing their \$1.5 million check made out to the Rockingham Superior Court tomorrow night to be delivered to Attorney John Ryan's office on Wednesday morning. She said that Thursday morning, he would take over all the checks with an interpleader motion to Judge Gallway at Rockingham Superior Court, requesting that the money be put in escrow pending the Supreme Court decision. She said that was the only legal way to

ask that the money be set aside and not spent until the Supreme Court reaches their decision. She said that everyone believes the Supreme Court will very promptly return a decision. She said that it would provide guidance one way or another to the legislature.

Ms. Griffin reported that she would be testifying on Wednesday afternoon in Concord on a bill introduced by Representative Bob Wheeler of Goffstown and Representative Eric Anderson of Bow that would put Primex (formerly Compensation Funds of New Hampshire) under the purview of the Department of Labor. She said that was the only insurance pool in New Hampshire that does not fall under the purview of the Department of Labor.

Ms. Griffin said that she was beginning to draft the Warrant for Town Meeting. She said that there would be about 4 drafts before the final draft was generated. She said that they were also beginning to assemble the Town Report. She said that had to go to the printers by the second week in April.

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

### **Mr. Walsh**

Mr. Walsh reported that the Town Manager, the Department Heads, and the Board of Selectmen did a great job on the budget this year. He said that he was very pleased with this year's budget.

## **6. APPROVAL OF MINUTES – January 22, 2001**

No action was taken on the minutes of January 22, 2001.

## **8. 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. Mr. Walsh MADE THE MOTION to take \$26,000 from the Ambulance Fund undesignated fund budget to reduce the Emergency Medical Care portion in the Social Services budget, bringing the Ambulance Fund to a 5% undesignated fund balance. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen UNANIMOUSLY VOTED TO TAKE \$26,000 FROM THE AMBULANCE FUND UNDESIGNATED FUND BUDGET TO REDUCE THE EMERGENCY MEDICAL CARE PORTION IN THE SOCIAL SERVICES BUDGET, BRINGING THE AMBULANCE FUND TO A 5% UNDESIGNATED FUND BALANCE.**

**2. Ms. Black MADE THE MOTION to add \$46,232 for the Highway year-round person and replacement of the second of four Ruddsboro Road bridges. Mr. Pierson SECONDED THE MOTION. The Board of Selectmen UNANIMOUSLY VOTED TO ADD \$46,232 FOR THE HIGHWAY YEAR-ROUND PERSON AND REPLACEMENT OF THE SECOND OF FOUR RUDDSBORO ROAD BRIDGES.**

**3. Mr. Walsh MADE THE MOTION to add the following items into the budget: Police Additional Equipment (\$4,000), Cruiser Video and Body Armor (\$4,770), PW Generator (\$2,500), Records Preservation (\$5,000), Gile Tract (\$7,000), Diagnostic Equipment (\$2,500), CORSIM (\$4,000), UVLSRPC Traffic Survey (\$4,200), Police CD of NH-RSAs (\$750), and Paving (\$13,000). Ms. Connolly SECONDED THE MOTION. The Board of Selectmen VOTED UNANIMOUSLY TO ADD THE FOLLOWING ITEMS INTO THE BUDGET: POLICE ADDITIONAL EQUIPMENT (\$4,000), CRUISER VIDEO AND BODY ARMOR (\$4,770), PW GENERATOR (\$2,500), RECORDS PRESERVATION (\$5,000), GILE TRACT (\$7,000), DIAGNOSITC EQUIPMENT (\$2,500), CORSIM (\$4,000), UVLSRPC TRAFFIC SURVEY (\$4,200), POLICE CD OF NH-RSAS (\$750), AND PAVING (\$13,000).**

**3. Ms. Black MADE THE MOTION to approve the Fire Fund. Mr. Baschnagel SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE FIRE FUND.**

**4. Ms. Black MADE THE MOTION to approve the Ambulance Fund. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE AMBULANCE FUND.**

**5. Ms. Black MADE THE MOTION to approve the Sidewalk Fund. Ms. Connolly SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE SIDEWALK FUND.**

**6. Ms. Connolly MADE THE MOTION to approve the Waste Water Treatment Plant Fund. Mr. Baschnagel SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE WASTE WATER TREATMENT PLANT FUND.**

**7. Mr. Baschnagel MADE THE MOTION to approve the Parking Fund. Mr. Pierson SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO APPROVE THE PARKING FUND.**

**8. Mr. Walsh MADE THE MOTION to schedule the pre-Town Meeting public hearing, the public hearing on fees and charges, and the meeting of the Housing Authority for April 2, 2001. Ms. Black SECONDED THE MOTION and the SELECTMEN VOTED UNANIMOUSLY TO SCHEDULE THE PRE-TOWN MEETING PUBLIC HEARING, THE PUBLIC HEARING ON FEES AND CHARGES, AND THE MEETING OF THE HOUSING AUTHORITY FOR APRIL 2, 2001.**

Board of Selectmen

March 12, 2001

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**9. 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 10:30 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Annie Hood.



**FINAL**

**BOARD OF SELECTMEN'S MEETING  
MARCH 5, 2001  
7:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by the Chairman, Brian Walsh.

Present were: Brian Walsh, Chairman; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; Nick Giaccone, Police Chief; Chris O'Connor, Police Captain; Roger Bradley, Fire Chief; Jeryl Frankenfield, Fire Captain; Chris Broderick, Fire Captain; Mike Doolan, Fire Captain; Mike Clark, Fire Captain; 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 THE FY 2001-2002 PROPOSED BUDGET FOR:**

**POLICE**

Ms. Griffin noted that \$1033.50 needed to be added to the Information Management Corporation (IMC) lease. Mr. Baschnagel asked the difference between the IMC lease and the Mobile Data Terminal/ Information Management Corporation (MDT/IMC) software. Captain Chris O'Connor explained that the IMC software controls the police department system. He said that the MDT software controls the laptops in the field and in the cruisers.

Ms. Connolly asked the length of the lease. Ms. Griffin said that it was a 5-year lease. She said that the 2001-2002 budget would be year 2. She said that they changed the software about a year ago. Ms. Black said that the parking supervisor's salary should be changed for next year. She stated that 75% of the parking supervisor's time was spent working for the Parking Department. She said that 75% of the parking supervisor's time should be billed to the Parking Department. Michael Gilbar said that could be reviewed next year.

Mr. Walsh asked about the plan for upgrading the dispatch equipment. Doug Hackett, Dispatch Coordinator said that the plan was to replace the consoles in the dispatch center and make some minor adjustments. He said that the current consoles were over 15 years old. He said that they were large and were in fixed positions. He said that the proposal was to expand and take out the console that runs down the middle of the dispatch center and put in two consoles in the corners. He said that they have found it difficult to have two dispatchers fielding calls when they are seated beside one another. He said that the support on the current consoles was getting expensive and the parts were becoming difficult to find. He said that Motorola recommends replacement after the fifteenth year. He said that this technology was currently seventeen years old.

Mr. Hackett said that some room improvements were also planned. He said that the current walls have a lot of water stains from the roof leakage. He said that he met with Paul Jordan, Trades Technician and went over the rough estimates.

He said that a third position would be added to cover high volumes of calls.

Mr. Walsh stated that \$165,000 would be spent over the next 12 months. He asked if it was all outside purchases. Ms. Griffin said that was correct. Mr. Walsh asked about reserves, bonds, leases, etc. Ms. Griffin said that \$20,000 was the annual bond payment for a \$165,000 bond. She said that it would be a 10-year bond. Mr. Gilbar said that the bond would be at a 4.85% interest rate. Mr. Walsh asked who would buy the bond. Ms. Griffin said that it was a straight municipal bond issued through the New Hampshire Municipal Bond Bank.

Mr. Pierson asked if this plan had been on the drawing boards for a while. Ms. Griffin said that the staff had been looking into it for about 2 years. She said that it was a very outdated system. She said that they could no longer get the parts to service the equipment. She said that there was not a lot of choice. She said that they could not use the technology for much longer because they could not get the parts.

Ms. Griffin said that this was completely separate from the issue of whether they would take on dispatching for any other communities. She said that was absolutely separate. She said that Hartford was in the process of updating their dispatch consoles. She said that one of the things they have talked about is the potential for doing the Hanover and Hartford projects together. She said that they could share a backbone for the dispatch system to save money for both communities. Mr. Baschnagel asked if this system would be sufficient to support Enfield and Canaan. Mr. Hackett said that it would be sufficient. He said that the current system was not.

Mr. Hackett said that the "virtual regional dispatch facility" was the ability of the existing 3 dispatch centers to be able to have a connection through common equipment. He said that, in the future, when one dispatch center went down, that Town would be able to use another base. He said that last weekend Lebanon's base radio went down for 18 hours. He said that left Hanover dispatching Lebanon's calls. He said that if Lebanon's base radio were to go down with the new equipment, Lebanon would be able to continue dispatching from their agency by transmitting through Hanover's base structure.

Ms. Black said that she knew they needed new consoles. She said that she did not argue with the \$127,000 for replacing the consoles. She said that she did not think building improvements should be lumped under console replacement. She said that the \$38,000 to fix the room should be part of the building fund. Ms. Griffin said that they could reduce the bond to \$127,000. She said that would mean that either the building improvements could not be done or the funds would have to come from the operating budget. Ms. Black said that she did not mind if all of the funds were bonded. She said that she wanted it clear that \$127,000 would be for replacing the consoles and \$38,000 would be for building improvements.

Ms. Black asked about the \$900 chairs. Mr. Hackett said that there were 3 such chairs. He said that one chair was 7 years old, one chair was 6 years old, and one chair was 1-year-old. He said that they were designed (and used) for 24-hour use.

Mr. Gilbar asked if the bond payments should be split between the console replacement and building improvement. Ms. Black said that was correct. Ms. Griffin said that both would be combined into one bond but the accounting of the two should be kept separately. Mr. Gilbar said that bond payments were not currently split by department. Ms. Black said that it should be shown by department.

Ms. Connolly asked if there was a lease/purchase option for the consoles. Mr. Gilbar said that the bond bank offered lower interest rates for a bond purchase than could be had through a lease-purchase program.

Ms. Griffin asked if the bond payments could be included in the dispatch budget rather than fixed costs. Mr. Gilbar said that he could do that.

Mr. Pierson asked about the step increases. Ms. Griffin said that each employee was eligible for a step increase based on appropriate performance. She said that it is a 2% step increase each year. Ms. Black noted that there was a maximum. Ms. Griffin said that there are 22 steps. She said that in addition to the step increase, the Selectmen decide annually on a cost of living adjustment and the entire salary schedule is adjusted by that increase. She said that effective July 1, 2001, the cost of living adjustment would be 2.5%. She said that, in addition, individuals are eligible for an annual step increase of 2%.

Ms. Black asked if some of the operational equipment was already purchased. Ms. Griffin said that some of the equipment was purchased as part of the most recent homicide investigation. Ms. Black asked if the number could be reduced. Ms. Griffin said that the tables that were purchased were \$200. She said that would bring the emergency operations center equipment to \$929.20.

Mr. Baschnagel asked why emergency operations center equipment was needed in the budget this year. Ms. Griffin said that it had not been done in a while. Ms. Black said that there was not normally a double murder. Ms. Griffin said that it was not a result of the homicides that prompted the staff to ask for these funds. She said that Richard Bradley, one of the dispatchers, was involved in working with the State Office of Emergency Management to establish what Towns should have already in place for an emergency operations center. She said that the most important item was an additional phone jack.

Mr. Baschnagel said that a 4'x8' sheet of the white board material could be purchased for \$15 which would be just as good as a \$150 mounted white board. Ms. Griffin said that they could probably cut the \$150 from the budget. Ms. Black said that there were some police items on the wish list that could be included in the budget if they found the money.

Ms. Black asked about the overtime line items. Captain O'Connor said that the part-time line items covers officers who are extra personnel to help fill in for patrol and details. He said that it

was advantageous to have these individuals and not be absorbed with more expensive overtime. Ms. Black asked if they fill in for vacant shifts or traffic details. Captain O'Connor said that it was a combination of both. He said that it depended on how they were trained. He said that there were 3 officers capable of both patrol and details. Ms. Griffin said that 3 part-time folks who worked up to two 8-hour shifts per month filled the 576 part-time hours. She said that the 45 hours covered in-service training and the 36 hours covered firearms training. She said that those 657 hours were paid at \$12.60 per hour. She said that there were 3 crossing guards resulting in 390 hours at \$7.50 per hour.

Ms. Black asked how many shifts were covered with part-time or over-time employees. Captain O'Connor said that they were only budgeted to cover 75% of all the over-time shifts that needed to be covered. He said that the part-time officers were used to decrease the cost of paying over-time. Ms. Black asked if the sergeants could get overtime. Captain O'Connor stated that they were paid overtime.

Mr. Baschnagel stated that if about \$57,000 was spent on part-time and over-time hours, that was roughly 10% of the overall salary budget. Ms. Griffin said that was roughly correct. She said that the department requests about 1,800 hours worth of overtime per year. Captain O'Connor said that there was currently a personnel shortage. He said that they have had to rearrange the staffing to allow the midnight shift to keep their schedule. He said that the second shift (3:00 p.m. to 11:00 p.m.) was short-handed.

Mr. Pierson asked if the Town now owned the Motorola equipment. Ms. Griffin said that it was a 3-year lease. She said that they now owned the equipment.

Ms. Black asked the reason for a RA-15 rifle and 6 shot guns magazines. Chief Giaccone said that was intended to keep the officers up with the firepower they might encounter on the street. Mr. Baschnagel asked what the Hanover Police Department currently had. Captain O'Connor said that there were shotguns in each of the cruisers and the supervisor's car was also equipped with a 40-caliber rifle. He said that the RA-15 was a better rifle than what was currently in the supervisor's car. He said that the rifles had greater versatility than shotguns. Ms. Black asked why they were getting more shotgun magazines if rifles were better. Captain O'Connor said that the magazines would increase the shotguns from a 5-shot limit to a much greater shot limit. Ms. Black asked if they should be considering getting more rifles and phasing out the shotguns. Captain O'Connor said that was the trend right now.

Ms. Black asked the cost differential of getting 2 rifles and 3 shot gun magazines. She said that if they wanted rifles, they should not be improving and extending the life of the shot guns. Captain O'Connor said that he was not sure that either Officer Paulsen or Sergeant Evans, the firearms instructors, was totally persuaded about phasing out the shotguns. He added that the cost of the magazines was \$25 a piece, whereas the cost a new rifles was substantially more.

Ms. Connolly asked why there was a 12% increase in supplies and materials. Ms. Griffin said that it included a number of items. Chief Giaccone said that it included forms, field reports,

worksheets, property forms, and storage boxes. He said that the most expensive items were the laser cartridges for the printer.

Mr. Baschnagel asked about the budget for training workshops. Ms. Griffin said that \$1,000 was added to accommodate Officer Macy's request to go to the Technology Convention this year. She said that the rest was for misc. programs offered to the officers. She said that most of the programs do not have a charge because they are subsidized by the State. She said that the education budget was extremely low.

Ms. Black noted that Administration received \$400 per person for cleaning, Patrol received \$320 per person for cleaning, and Detectives received \$200 per person for cleaning. Captain O'Connor explained that it was based on the type of clothing.

Ms. Connolly said that the Capital Reserves fund seemed high to account for 4 cruisers and an SUV every 4 years. Ms. Griffin said that it was based on the number they agreed on last year with the Capital Reserves budget. She said that it included replacement of the cruisers plus the two plain vehicles driven for investigations and by the Chief, plus the Explorer and the mobile radios.

Mr. Pierson asked what happened in 2000 with the police cruiser replacement for \$86,000. Ms. Griffin said that 4 new cruisers were purchased that year. Mr. Pierson asked if that was customary. Ms. Griffin said that they typically purchase new vehicles all at the same time. Chief Giaccone said that the cruisers are replaced every 3 years and the entire fleet is replaced every 6 years. Ms. Connolly asked if the payback was still good enough to turn in the cruisers every 3 years. Ms. Griffin said that it was. She said that it might be slightly more cost effective to replace the cruisers every 2 years.

Mr. Pierson asked if they had heard anything further from Enfield and Canaan for dispatch service. Captain O'Connor said that he was speaking with them on an almost weekly basis. He said that Enfield has applied for the radio licenses. He said that Canaan was still investigating the technology. He said that they have asked Canaan to purchase or commit to purchasing mobile data terminals. He said that they are still working towards that. He said that Lebanon is rethinking their strategy. He said that they have been doing radio checks with Enfield using the existing antenna towers. He said that Enfield and Canaan were hoping to be on board by February 2002. He said that he was uncertain whether that was a realistic date. Ms. Griffin stated that she suggested budgeting for another staff person. She said that if they did not go forward with Enfield and Canaan, they would not hire the additional staff person.

Mr. Pierson asked what would happen if both Enfield and Canaan did not say yes. Captain O'Connor said that the revenue that would be provided by Enfield would more than cover an additional full-time staff person. He said that if Canaan came on, the revenue would cover the additional part-time staff person that would be required.

Ms. Black asked if the \$900 chair should be under the operational budget if it was included in the bond. Mr. Hackett said that if the bond passed, that chair could be removed from the budget.

Mr. Baschnagel asked last year's parking charge percentage. Captain O'Connor said that it was up 1%. Ms. Black asked why it had increased. He said that they now monitor the parking garage and deal with all the after-hour complaints. He said that they pay for the phone lines. Ms. Black asked why the Police Department was paying for the parking garage. Captain O'Connor said that they back-charged it to the Parking Department.

Mr. Walsh said that there was a 16.7% decrease in animal control. Ms. Black said that the skunks are out already. Captain O'Connor said that the skunks would increase the use of the Have-a-Heart traps that they have in place. He said that the calls would increase now that they don't have an animal control officer. Ms. Black asked where they let the skunks go. Captain O'Connor said that the Hanover Police do not trap the skunks. He said that they have some Have-a-Heart traps that they lend out.

Mr. Pierson asked whether they planned budget items through a replacement cycle. Ms. Griffin said that they have tried to budget about \$15,000 per year for replacement or upgrade of the traffic signals. She said that was based on the regular life cycle of traffic signals. Ms. Griffin said that she opted not to fund the garage this year. She said that the only other piece proposed that affected the Police Department was the upgrade of the dispatch consoles.

Ms. Connolly asked about UCRs. Ms. Griffin said that they are Uniform Crime Reports. Ms. Connolly asked why there were so many. Chief Giaccone said that was the dollar value of the stolen property.

Ms. Black asked if there was any explanation why intoxication and disorderly conduct was decreasing. Captain O'Connor said that there had been a decrease in the number of contacts with College students than in the past. He said that they did not know the reason. He said that in general, the trend for all the categories has been a decrease in the past few years.

Ms. Black asked if they charged for false alarms. Ms. Griffin said that they did. Captain O'Connor said that \$3,000 in revenues was generated from those false alarms. Ms. Black said that was not enough to cover the costs incurred by the false alarms. Ms. Griffin noted that the charge was recently increased from \$25 to \$50.

Ms. Black asked if they could encourage the number of bike hours this summer. Ms. Griffin said that it was driven by the number of vacant positions. Chief Giaccone said that with a full staff, they have the luxury of using bikes.

Chief Giaccone reported on the expenses related to the homicide. He said that the expenses above and beyond the normal operating costs were approximately \$15,000. Ms. Black thanked the Police Department for their due diligence on the case, especially in light of the media attention. Mr. Walsh said that the Police Department had done an outstanding job in a very hard time for this community. He said that he had heard nothing but good words for all that they have done. He said that it was obvious how hard everyone had worked to make it not be more of a tragedy than it was. Ms. Connolly said that she had heard good things from across the country.

She said that the Police Department did a tremendous job of holding the line to maintain the integrity of the investigation. She said that most people agree with that tactic.

Ms. Griffin noted that while the Police Department had been involved in the investigation, the Fire Department had to host the media. She said that their training room has become the daily press conference room location. She said that they have graciously given up their rear exit from the fire bays so that the satellite trucks can park there. She said that the press has probably been more of an inconvenience in terms of facility impact to the fire department.

## **FIRE & AMBULANCE**

Ms. Griffin said that the goal in the fire fund, as with the general fund, was to minimize the fire district tax rate increases to no more than 3.5%. She said that the proposed budget involves slightly more than a 3.5% increase for fire district 1 because the assessed value of that district has not done much in the last year. She said that it was a 3.8% tax increase. She said that district 2 was increasing only 3% because of the value of some of the new residential projects. Mr. Walsh asked if District 4 was the downtown. Ms. Griffin said that was correct. Mr. Walsh asked if District 1 was Goose Pond and East of Moose Mountain. Ms. Griffin said that was correct. Mr. Walsh asked if District 2 was Etna and Hanover Center. Ms. Griffin said that was correct. Mr. Walsh asked if District 3 was between Etna and downtown. Ms. Griffin said that was correct.

Chief Bradley said that the differentiation between Districts 2 and 3 was the proximity to Lyme Road or the Etna Station. He said that it also takes into consideration whether it is within the highland district.

Ms. Griffin said that the significant piece that ties to the budget is a wish list item. She said that she did not know how the Board wanted to entertain discussion of a Fire Prevention Officer position. Chief Bradley said that he would like to go through the budget, and then discuss the Fire Prevention Officer position.

Mr. Baschnagel asked if there was a net increase to the Town by the Fire Department picking up the old copier and the Police Department picking up a new one. Ms. Griffin said that there was a net increase to the general fund but not to the fire fund. She said that the new copier was a higher quality copier. Chief Bradley said that the Fire Department paid a portion of the lease on the old copier, as well as a portion of the supplies.

Mr. Baschnagel asked about the networking to Town Hall. Chief Bradley said that it was the Valley Net charge plus \$25 for e-mail addresses. Ms. Black asked if the mailboxes were on individual computers or shared computers. Chief Bradley said that they were on shared computers. Ms. Black asked how many computers they had. Chief Bradley said that there were 6 computer workstations. Ms. Black said that there was only a crew of 4. Ms. Griffin said that there was a full-time secretary plus the Chief. She said that there was a Union workstation upstairs that was funded by the Union.

Mr. Pierson asked how the staffing in Hanover compared to other towns. Ms. Griffin said that it was typically based on population. She said that it was somewhat skewed in Hanover because of the College. Chief Bradley said that the numbers were not skewed much by the College. He said that their numbers might even be low in comparison. Mr. Pierson asked if the staffing was dictated by the Union. Chief Bradley said that it was not. He said that there was a department policy to not have fewer than 3 people on duty. He said that ideally, he would like to see it be no fewer than 4 people on duty. He said that because of injuries, the shifts are short about 50% of the time. He said that when they are short 2 people, they hire over-time.

Ms. Black asked if there was swapping of shifts to cover absences. Chief Bradley said that if someone is on vacation and someone else is sick, a request for the day off would be denied. He said that the third person would have to find someone to swap with. He said that there are certain limitations in the number of consecutive hours that firefighters are allowed to work without a break. Mr. Walsh asked the limits in the contract for the total number of hours. Chief Bradley said that it was limited to 38 consecutive hours without time off.

Mr. Baschnagel asked about the increase in supplies and materials. Captain Doolan said that most of that increase was contractual for the uniform allowance. He said that there are some years that they do not use firefighting foam, which is extremely expensive. He said that this past year they did use some. He said that part of the increase was the cost of replacing that reserve supply. Mr. Walsh asked if the foam was used for specific types of fires. Captain Doolan said that was correct.

Ms. Black asked if some hose was replaced every year. Chief Bradley said that over the past several years, they have gradually replenished their hose supply. He said that it was included as a small budget item this year to cover damaged hoses.

Ms. Black asked about the portable radios. Ms. Griffin said that was only one of the items replaced in that line item. She said that line item included hoses, hand tools, portable radios, pass devices, hand lights, and saws. Ms. Black asked if approving that budget item this year meant that the same amount would be on the budget next year. Ms. Griffin said that was not the case. Captain Frankenfield said that 2 years ago there was a capital replacement of \$30,000 for radios. He said that at that time, Ms. Griffin requested that they put money into the budget to cover that each year. He said that they have been putting about \$3,100-\$3,200 in the budget every year. He said that it also funds replacing mobile radios as needed. He said that many of their radios are at the 20-year mark.

Ms. Black asked if cell phones were being added to car 1 and engine 1. Chief Bradley said that they were already there. He said that there are 4 cell phones in the department. He said that there was a cell phone in the fire car, engine one, and in each ambulance. Ms. Connolly asked why cell phones were needed if there were radios. Captain Broderick said that in certain situations, it ensures confidentiality. Captain Broderick said that if there was a Hazardous Materials incident, it might be advantageous to call directly rather than going through dispatch. He said that there were a number of reasons.



Mr. Pierson asked why there was a decrease in fire training. Ms. Griffin said that she cut the request. She said that the fire fund budget had to be cut, as did the general fund budget. She said that training was one of the areas that got cut in most of the departments.

Ms. Black said that she wanted to see the trash removal costs and all other cleaning costs.

Ms. Connolly said that the building repair and maintenance line item for the old Etna Station was up considerably. Captain Doolan said that they have done several other maintenance projects. He said that siding needs to be replaced on the back of the building before the sheathing deteriorates and structural work has to be done. Ms. Connolly asked what the building is used for. Captain Doolan said that it was used for storage. Ms. Black asked if the items stored there could be stored upstairs at the Etna Station. Captain Doolan said that they could not be. He said that it was a very small space at the Etna Station and there was no access. He said that it was not a usable space. Ms. Black asked if the building was worth saving. Captain Doolan said that there was a sizable investment in the building. He said that the foundation and roof were recently replaced. He said that the Town lacks storage space. He said that it represents historical value. Ms. Black asked if the floor had been replaced. Captain Doolan said that it was shored up.

Ms. Black asked about the current undesignated fund balance in the ambulance fund. Ms. Griffin said that the undesignated fund balance was the money that accumulated either from over realization of revenue or under expenditure of the ambulance fund. She said that it was significantly higher than it needed to be. She said that they were faced this year with either allocating the full cost increase of the health insurance premium to Lyme, Norwich, and Hanover or offset that cost by using a portion of the fund balance. She stated that she recommended using the fund balance.

Ms. Black said that another alternative would be to cut the budget to absorb those costs. Ms. Griffin said that was correct. She said that the Ambulance budget was almost entirely personnel. Ms. Black said that the money would go to the Fire Fund budget not the Ambulance budget. Ms. Griffin said that last year they allocated the full cost of benefits for 3/16 of suppression staff to the Ambulance fund. She said that this year because of the 28.9% guaranteed maximum premium increase projected for Blue Cross/Blue Shield that resulted in a significant increase in the cost to the Ambulance Fund as well as the Fire Fund. She said that there were 2 choices. She said that they could have cut expenses but she didn't see \$40,000 to cut in the Ambulance fund except by reducing the amount of benefits allocated from Fire to Ambulance or by eliminating the reserve contribution for the ambulance replacement. Ms. Black said that next year, without a big fund balance, there would still be a \$41,000 increase. Ms. Griffin said that next year, if there were still a significant increase in health insurance premiums, they would have to revisit the rates they charge. She said that they could not sustain two consecutive years of significant increases in the cost of insurance without passing that along to the users.

Ms. Black said that the other departments had to make significant cuts in their budgets. Ms. Griffin said that was correct. Ms. Black said that she did not feel it was fair to use a fund balance for this one department. Ms. Griffin said that she was faced with very few choices with

the Ambulance Fund. She said that the only other choices were to lay off a firefighter or to reverse the charge back from Fire to Ambulance, which would mean that the Fire District Tax rate would have to go up more than 3.5%.

Ms. Black said that if they are accumulating this much of a fund balance, then they are not budgeting accurately. Ms. Griffin said that the reason they have accumulated a higher fund balance is because the revenue has exceeded the projections. Ms. Connolly suggested putting less in reserve. Ms. Griffin said that it was all a wash. Ms. Black said that it would be a more accurate accounting of the funds.

Chief Bradley said that they struggled to come up with the right number. He said that 3/16 might not be the right number. Ms. Black said that it didn't appear to be based on the number of calls. Ms. Griffin said that it probably was too low. She said that maybe it should be 4/16 or 5/16 but the ambulance costs would go sky high. Mr. Gilbar said that part of what was happening was that the rates had just gone up. He said that it was normal to have a larger surplus the first couple years.

Ms. Griffin said that, in addition, the ambulance activity has been up. She said that the ambulance activity always goes up when the economy improves. She said that people feel more comfortable calling an ambulance when they are feeling financially secure.

Ms. Black said that there was a rate increase for Lyme and Norwich built into this budget. She said that would push up the fund balance even further. Ms. Griffin said that the increase in the fund balance would not offset the increase in expense. Mr. Gilbar said that was a small increase. Ms. Griffin said that they were trying to raise the rates charged to Lyme and Norwich every year at the rate of inflation. She said that if they didn't do that, they would get behind and have a 15% rate hike every few years. Ms. Connolly said that there must be a way that the taxpayers could pay less money to support the fire fund. Mr. Gilbar said that the taxpayers have not had an increase in the ambulance fund rates for over 8 years.

Ms. Connolly said that if there was a surplus, then they should use it to lower the tax rate on the fire fund for the taxpayers. Ms. Griffin said that the surplus was in the ambulance fund not the fire fund. Ms. Connolly said that if there is an excess of \$80,000, they should apply some of those funds to the Fire fund. Mr. Baschnagel said that the assumption is that the correct expenditures were being charged to that fund and billed out accordingly. Ms. Connolly said that she was not suggesting that they would not be. Mr. Baschnagel said that the only way to do that was if they were not charging enough from the fire fund to the ambulance fund. Ms. Connolly said that suggestion had been made.

Mr. Baschnagel asked which fund was charged when they went out on an ambulance call and additional people were called in to man the station. Captain Broderick said that indirectly a portion of the over-time was charged to the ambulance fund. Ms. Griffin said that 19% of fire suppression, 19% of fire suppression over-time, and 19% of benefits in the fire fund are allocated to the ambulance fund. Ms. Black said that they probably called more back up for ambulance calls than for fire calls.

Ms. Griffin said that she was considering mentioning in the communication to Lyme and Norwich that they were able to cushion the increase by using some surplus funds in the Ambulance fund but that if the health care insurance costs continue at this same rate, they would have to revisit the rate structure. Ms. Black said that as a recipient of that letter she would make the assumption that she was being billed too much if there was a surplus. Ms. Griffin said that Lyme and Norwich could get their Ambulance service from other providers. Ms. Black said that would decrease the revenue to Hanover and the taxpayers would have to pay more. She asked if the new rates had been furnished in time for Lyme and Norwich to vote tomorrow. Ms. Griffin said that they both inquired in the fall and she advised them that she was anticipating a CPI increase not to exceed 4%.

Mr. Walsh said that he wanted to see the undesignated fund balance for the Ambulance fund for the past few years. He said that he wanted to see if the fund balance pattern supported the hypothesis suggested by Mr. Gilbar. Ms. Connolly said that it swoops and dives. Ms. Griffin said that it is directly related to the call volume.

Ms. Black asked about the addition of a cell phone. Captain Broderick said that was last year's narrative on that section. He said that they have the same two trucks they have always had with cell phones. Ms. Connolly asked if they had all the cell phones they needed as of last year. Captain Broderick said that was correct.

Mr. Walsh asked why the insurance dividend was down so much. Ms. Griffin said that the rates were dropped dramatically but the rate decrease was funded by cutting the dividend. She said that there was a huge reduction.

Mr. Baschnagel asked about the revenue lines. Ms. Griffin said that the current year levy was the tax proceeds. She said that Hydrant Rental was the amount paid for private hydrants. She said that the Town pays the water company for hydrant rentals. She said that the Town also pays for private hydrants and are reimbursed by the property owners. She said that was the revenue. Mr. Baschnagel asked who had private hydrants. Ms. Griffin said that it was primarily the College. Chief Bradley said that it was also Dartmouth Printing and CRREL. Ms. Griffin said that Special Fire Services was the revenue generated when the Town was hired to provide private services, such as for football games. She said that Training revenue came from other Town departments.

Ms. Griffin said that Fire Alarm Services was the maintenance of the master boxes. Ms. Black suggested increasing the fee. Ms. Griffin said that the rate and fee schedule would be discussed next month. Mr. Baschnagel asked if they were still monitoring alarms. Captain Frankenfield said that it used to be a lot higher. He said that in 1983, the College took out almost all of their master boxes and went on their own private system. He said that there were 5 College buildings left on the loop. He said that there were 42 buildings governed by the master boxes. He said that there were 12 Town buildings. He said that CRREL had 16 boxes.

Ms. Griffin said that Life Safety Code Review was the revenue generated through reimbursement by the developer when an outside person is hired to review plans. She said that re-inspection fees are charged when Captain Frankenfield performs a scheduled inspection and discovers that the property was not ready for inspection. She said that Insurance Dividend was primarily worker's comp. She said that Court Fines were false alarm type fines. She said that Fund Balance Used was the amount being recommended for use.

Mr. Walsh asked about the revenues for the ambulance fund. Ms. Griffin said that Community Contributions was the amount assessed through the social services budget plus Lyme and Norwich. She said that Service Charges Net was revenue for billing of ambulance services to individuals. She said that Special Services was the "rent-an-ambulance" for sporting events. She said that Report Revenue was the revenue of charging for ambulance reports. She said that Insurance Dividends was worker's comp. She said that Fund Balance Used was the amount being recommended for use.

Ms. Connolly said that the education line had increased \$7,000. Ms. Griffin said that in previous years, Hanover has hosted the paramedic-training program. She said that meant that they were able to put one paramedic through the training free of charge. She said that they would not be hosting again this year. Ms. Black asked why they would not be hosting again. Captain Broderick stated that it was not available. Mr. Baschnagel asked if another Town outbid Hanover. Captain Broderick said that after hosting for two or three consecutive years, the area had been saturated. Chief Bradley said that they sent 5 people through the paramedic training. He said that they had benefited well from hosting.

Ms. Black asked what the \$7,000 would cover. Ms. Griffin said that it would cover training one paramedic. Captain Broderick said that the \$7,000 would cover tuition and some books for one person. Ms. Black asked if the training could be completed in one year. Captain Broderick said that the classes, which generate the cost of \$7,000, could be completed in one year. He said that additional training was required after that time. Captain Broderick said that the total cost for covering all of the expenses for training a paramedic was approximately \$15,000. Ms. Black asked the total number of paramedics. Captain Broderick was that there were two. He said that there were 4 more in the process of training.

Ms. Black asked why non-personnel costs were up \$8,000. Ms. Griffin said that included the \$7,000 for training.

Mr. Walsh asked if unintentional alarms and false alarms were the same. Captain Frankenfield said that they were classified separately. He said that an unintentional alarm was usually caused by a workman soldering or sanding. Mr. Walsh asked if it was chargeable. Captain Frankenfield said that it was. Ms. Black asked the charge for a false alarm. Captain Frankenfield said that after the 3rd false alarm per building, it was \$100.

Ms. Black noted that Kendal was singled out with the number of calls. She said that there was not a breakdown for the number of calls in Hanover. She said that the breakdown included Lyme, Norwich, and Kendal. Captain Frankenfield said that they also indicated the number of

calls at Dartmouth College. Ms. Connolly asked if Hanover was private. Ms. Griffin said that was correct.

Mr. Walsh asked about the agreement with Kendal. Chief Bradley said that payment is guaranteed. He said that the contract with Lyme and Norwich also guaranteed payment. Ms. Black asked if Dartmouth College guaranteed payment. Chief Bradley said that it did not. Ms. Black asked if any of the write-offs were Dartmouth College. Mr. Gilbar said that most of the write-offs were the piece that could not be collected from Medicare. He said that there were some others but that was not broken down.

Mr. Baschnagel asked whether Dartmouth College students were billed directly. Ms. Griffin said that was correct. Mr. Baschnagel asked if that was the case even when the students were buying insurance through the College. Ms. Griffin said that was correct. Chief Bradley said that the Town normally bills the patient not the insurance company. Mr. Baschnagel said that as a parent, he would not want to be billed when he was paying for insurance at the College. Chief Bradley said that the parents are not billed. He said that the students are billed. Ms. Griffin said that the College doesn't want the extra paperwork of processing insurance claims.

Ms. Griffin said that a Fire Prevention Officer was brought up last year. She said that the cost of that position could be offset by the implementation of a plan review fee. She said that it would be based on 50 cents per \$1,000 evaluation on commercial building permits. She said that would generate about \$50,000 annually. She said that there were a number of reasons to consider this position.

Ms. Griffin said that the Fire Prevention Officer position existed at the Fire Department until 1991. Ms. Black said that the position was only in place 3, maybe 4 years. Ms. Griffin said that there was value to having one person reviewing the plans, rather than leaving it up to anyone on the shift. She said that by having a Fire Prevention Officer, only one person would have to be trained in plan review and there was one contact person for the public. She said that it was important to have consistency. She said that, like Building Inspection, it is best to have one contact person and one person reviewing/approving the plans.

Ms. Griffin said that there needed to be one person responsible for overseeing implementation of inspections. She said that the inspections could be performed by anyone qualified. She said that Hanover was unusual because of the large number of assembly buildings. She said that generates the need for a full-time Fire Prevention Officer. She said that the other piece was funding. She said that it was largely a position demanded by commercial/multi-family projects. She said that was the basis for a fire prevention related fee assessed based on the value of Building Permits.

Ms. Black asked if there was a cap. Ms. Griffin said that they had waited to talk about the fee structure in great detail until there was support by the Selectmen. She said that she expected that there would be a cap. Mr. Walsh asked the current building inspection fee. He said that he wanted to know what percentage increase this would be. Ms. Griffin said that the estimated

Building Permit revenue was \$250,000. She said that if they were looking to increase by \$50,000 to cover a Fire Prevention Officer, that would be a 20% increase.

Ms. Griffin said that this would only apply to large developments, not single-family homes. Mr. Baschnagel said that Dartmouth College would probably welcome having someone to work with on a regular basis. Ms. Griffin said that they talked with Dartmouth College last year before they proposed this position. She said that representatives from the College attended that meeting and spoke in favor of the position. She said that they felt it would be a valuable addition to have a full-time person dedicated to plan review and fire prevention inspection.

Ms. Black said that she remembered that the College was displeased by the increase in the fees. Ms. Griffin said that the cap was a compromise. She said that Hanover was the only Town or City in the State with a cap on building permit fees. Mr. Baschnagel said that if Dartmouth was concerned with the fees, they should do a cost comparison of what it would cost to hire a professional inspector. He said that the College would be only too glad to pay the Town's fees if they did that.

Ms. Griffin said that Ryan Borkowski and Jonathan Edwards had expressed an interest in using the funds generated by increasing the building permit fees to pay for a part-time Building Inspector to cover the workload in Planning & Zoning. She said that they were proposing the cost of a part-time employee would be \$12,500 per year. She said that the benefit of this position would be to free up some time for Mr. Borkowski. She said that because Mr. Borkowski already spends a portion of his time on Life Safety Code related inspections and Fire Code, a piece of the Building Permit revenue that flows to the General Fund probably should flow to the Fire Fund to cover Captain Frankenfield's time. Mr. Walsh said that Mr. Borkowski also reviews plumbing so under that theory; some of the funds should go to the Water Company and Waste Water Treatment Plant.

Mr. Baschnagel said that he was biased in favor of the service being performed by fire personnel rather than the building inspector. He said that they should not stretch Mr. Borkowski too thin. He said that the Fire Department was more motivated and capable by training and background to review the plans for fire code and perform related inspections. He said that he would support it if they could find the funding through different means.

Ms. Black said that it was a shell game at best. She said that the reason that the position was eliminated was because there was a recession. She said that this would create a Union position that would have to be funded through revenue that is not necessarily sustainable. She said that she had a problem with this. She said that because it was dependent on the economy, the position would inevitably be eliminated again during the next recession. She said that she could not support increasing the building fees by 20% when they were already substantial. She said that would not sit well with Dartmouth or anyone else who would have to pay.

Ms. Black said that she was not satisfied with the job description major duties. She said that "Assigns inspections to shift supervisors" could be handled right now by the shift supervisors. She said that "Reviews fire alarm and sprinkler codes for code" could be covered by the

Planning/Zoning office. She said that the rest of the duties should be being done already. She said that the minor duties were taken from suppression duties. She said that this person would never fill in for a shift. Chief Bradley said that he would not want the Fire Prevention Officer to be a fill-in for shifts. He said that he strongly believed that the workload would be more than enough that this person would not be able to be swapped back and forth.

Chief Bradley explained the re-call procedure. He explained that off-duty personnel sign up to be on call for either 10- or 14-hour shifts on a voluntary basis. He said that they have a system to call 2 people back. He said that there are not always two people available. He said that the Fire Prevention Officer would have other duties that could limit his ability to be available while on duty.

Mr. Baschnagel said that there was a hierarchy of duties. He said that plan review and code review requires someone who has the time to sit down to review the plans and meet with people. He said that education and inspections could be more flexible.

Captain Doolan said that the shift supervisors currently assign inspections. He said that the problem was that when a problem was encountered, there was no person to ask for guidance. He said that even if he knew generally what to do, it probably would differ from what Captain Broderick, Captain Frankenfield, and Captain Clark might do in a similar situation. He said that the job required consistency. Captain Doolan said that right now if they encounter problems, they call Mr. Borkowski. He said that then they are taking Mr. Borkowski away from his other work.

Ms. Griffin said that they run the same risk with the Planning & Zoning staff by depending on revenue driving the funding of the department. She said that Institution-related projects are basically recession proof. Ms. Connolly said that was not true. Ms. Griffin said that there was not a decline in building activity. Ms. Connolly said that was not true.

Chief Bradley stated that Ms. Black and Mr. Baschnagel had expressed their views on the position. He asked how the other Selectmen felt. Ms. Connolly said that she still had a problem. She said that the Town spends about \$250,000 per year for salaries in the Planning/Zoning office. She said that she could not believe that the work was getting so great that another position would have to be added. She asked if there were other Towns of a similar size that required a Fire Prevention Officer. She said that the best person to fill this position was already employed by Dartmouth College. She said that he should be perfectly capable of consulting for Dartmouth College. She said that she was not in favor of the position at this time. She said that she was not convinced that the need was that great.

Mr. Pierson said that he did not have any strong positions. He said that the finances were one aspect. He said that he did not know what the position accomplished in prior years. He said that he would need to know more about the position.

Ms. Black said that last year's proposal was partly funded through the Fire fund. She said that this year's proposal was for Grade 17 salary, mid-range not starting range. She said that she did

not understand the reason for that. She said that the cost of fringes is about 1/3 of the salary. She said that she did not think that sufficient funds could be raised just on 50 cents per \$1,000 of construction cost on commercial building projects. She said that based on what the other departments have had to cut from their budgets, this position did not seem justified. She said that Public Works had added 60 miles of roads without any new people. She said that if there was any department that deserved more staff, it was Public Works. She said that there have been substantial increases in the Planning/Zoning staffing. She said that their budget was almost tripled. She said that she did not see the need for this position at this time when there were other departments who were much more needy.

Mr. Walsh said that he did not have strong feelings either way.

Ms. Black said that she would like to see a better explanation of possible fees and ways to fund the position.

Chief Bradley said that this was not a new request. He said that he has been advocating for this position for many years. He said that this was the most positive response he could recall.

Ms. Black asked for a breakdown of how much time was estimated to be spent on each of the duties. She asked why the position was being proposed as one labor grade lower than the captains. Chief Bradley said that was how it was negotiated. Ms. Griffin said that there was less supervisory responsibility.

Ms. Connolly noted that one of the secondary duties was supervising EMTs. Ms. Black said that it was taken out of suppression. Ms. Griffin said that the Fire Prevention Officer should be able to move into a suppression role as needed. Ms. Connolly said that it was a Captain at large without supervisory responsibilities.

Mr. Baschnagel asked if the Town is in a position to supervise as much as they should be. Captain Frankenfield said that they only review on call. He said that they could (and probably should) spend a lot more time reviewing the plans.

Ms. Black asked if the position could be part-time. She noted that Captain Frankenfield had been doing the position on a part-time basis for the past 6 years. Chief Bradley said that if the position were funded part-time, they could only complete part-time work. Ms. Black said that it was not fair to the developers to pay for the position. She asked if they could hire someone to review the plans that was paid for by development fees. She said that would make the funding fairer. Ms. Griffin said that it would help to look at the estimated time allocation.

Ms. Connolly said that there was no policy for inspecting rental housing. Ms. Griffin said that the Town does not currently do proactive inspection of rental housing. She said that they only get pulled in on a complaint basis. She said that it was a policy issue. She said that her concern was that there was a considerable amount of substandard rental housing. She said that they were pulled into one case by a parent last fall. She said that when Chief Bradley and Mr. Borkowski inspected the property, they were floored by the number of students. She said that because of the



amount of rental housing they have in a College community, they have some real potential threatening situations. She said that the landlords are not being pressured to keep their housing at a livable standard in terms of safety code.

Ms. Connolly said that the tradition has been for the Selectmen to shy away from that obligation. Ms. Griffin said that they could continue to take the position of inspecting only on a complaint basis or they could become more proactive. Ms. Black asked if they had any legal authority to inspect private rental properties. Ms. Griffin said that they would have to create a rental housing inspection ordinance.

## **REVIEW OF FY 2000 AUDIT**

Ms. Griffin said that they budgeted \$125,000 in the current budget to offset the tax rate. Mr. Walsh asked about the funds designated as Contingency Fund Balance. Mr. Gilbar said that \$439,000 was designated for legal costs related to the HIC appeal. He said that the reserve for Special Purposes includes the \$80,000 for a bike path and \$40,000 for a community center. He said that those were the funds remaining in the Land Acquisition & Capital Improvements fund they closed out. He said that the balance was the money left over from Kids & Cops and other special account type funds that carry forward year after year.

Mr. Walsh asked about the equity in the Special Revenue accounts. Mr. Gilbar said that the special revenue accounts were Ambulance, Fire, Parking, Housing, and Wastewater Treatment. Mr. Walsh asked about the "Other" fund with a balance of \$299,000. Mr. Gilbar said that was the Conservation Fund. Mr. Walsh asked the balance in the Community Facilities Fund and the Conservation Fund as of June 30th. Mr. Gilbar said that the Conservation Fund balance was \$176,998. He said that was not at market value. He said that Friends of Rec was \$784. He said that 4th of July was \$8,558. He said that Field Maintenance was \$3,187. He said that Alcohol Diversion was \$9,259. He said that C-SAC was \$6,328. He said that the reserve for the Prosecutor budget was \$28,014.

Mr. Walsh asked about the funds in the Land & Community Facilities Fund. Mr. Gilbar said those funds were in the General Fund reserve.

Mr. Walsh asked about the \$299,000 in Fund 13. Mr. Gilbar said that employment insurance was \$28,550, disability insurance was \$35,148, the Wicker Family Foundation was \$1,677, fire equipment restoration was \$533, and the Etna fire truck was \$691.

Mr. Gilbar said that the current balance of the Conservation Fund was \$266,571. Ms. Griffin asked about the Land & Capital Improvements Fund. Mr. Gilbar said that it was \$247,865. Ms. Connolly asked why the two funds differed. Ms. Griffin noted that the Conservation Fund gets the Timber Tax.

Mr. Walsh asked about the \$3,497,022 in the Fiduciary Fund Type Trust & Agency. Mr. Gilbar said that the equity was the total of all the common and restricted trust funds plus all the capital

reserve funds, any agency funds that pass through, and donations restricted to a particular purpose. He said that the breakdown was on page 33.

Mr. Walsh said that he understood the \$2.3 million in the Capital Reserves. He asked about the \$2 million listed as "Other". Mr. Gilbar said that was invested by the Trustees. He said that it included the Cemetery Trust Funds, School Trust Funds, Town Library Trust Funds, and hundreds of other little funds.

Ms. Connolly asked about the Unreserved Fund Balance of \$818,000. Mr. Gilbar said that consisted of funds designated for contingency (HIC) plus the actual undesignated funds. Ms. Griffin said that the Undesignated Fund Balance was \$474,309. She said that taken away from that was the amount used to reduce the 2000 tax rate plus the increase in the designation for contingency plus the increase in the reserve for special purposes for a total deduction of \$857,000. She said that left a net balance of -\$383,000. She said that there was revenue surplus from the budget plus an unexpended balance of appropriations. She said that resulted in a new net number of \$762,514. She said that of that amount, only \$379,000 was unreserved and undesignated. She said that the \$125,000 being used to offset the tax rate in this current budget also needed to be subtracted from that amount. She said that left an anticipated undesignated fund net of \$254,346. She said that was too low for a budget of this size. She said that it was depleted in the last few years by using undesignated funds to offset the tax rate increases.

### **3. ADMINISTRATIVE REPORTS**

Ms. Griffin reported that there was nothing to report.

### **4. SELECTMEN'S REPORTS**

#### **Mr. Walsh**

Mr. Walsh reported that the Hanover Finance Committee met today and reviewed the Hanover School District budget. He said that they voted not to support the Hanover School District budget and made the statement that the increases in that budget were not sustainable.

### **5. OTHER BUSINESS**

There was no other business to come before the Board.

### **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.**

Board of Selectmen

March 5, 2001

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### 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 11:00 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Annie Hood.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**FEBRUARY 28, 2001**

**7:00 P.M. – MUNICIPAL OFFICE BUILDING – HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by the Chairman, Brian Walsh.

Present were: Brian Walsh, Chairman; Katherine S. Connolly, Vice Chairman; Marilyn Black; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; Marlene McGonigle, Howe Library Director; Jonathan Edwards, Planning & Zoning Director; Barbara Prince, Hanover Town Librarian; Patrick O'Neill, Community Outreach Officer; 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.

**4. SELECTMEN'S REPORTS**

**Mr. Baschnagel**

Mr. Baschnagel reported that the Planning Board discussed some new ways of dealing with parking in the downtown. He said that if the new techniques were incorporated, they would need to develop some techniques for managing growth. He noted that the new techniques would provide a great incentive to build new buildings. Ms. Connolly stated that the Planning Board was interested in the alternative approach presented to them. Ms. Griffin explained that the proposal would allow businesses to buy parking credits rather than have to physically provide parking spaces. She said that the money would go into the parking fund. Mr. Baschnagel said that it would put an end to discussions of grandfathered parking.

**Ms. Black**

Ms. Black reported that the architect and engineer for the Community/Senior Center visited Hanover yesterday. She said that they were very enthusiastic about the project. She said that they reviewed all of the items on the wish list and determined what the square footage and associated costs of those items would be.

**1. PUBLIC COMMENT**

There was no public comment.

**2. REVIEW OF THE FY 2001-2002 PROPOSED BUDGET FOR:**

**HOWE & ETNA LIBRARIES**

Ms. Griffin said that in response to the Selectmen's discussion on February 26, 2001, Marlene McGonigle prepared an annotated chart of how many individual staff people fall within the different job titles at the Howe Library.

Ms. Griffin noted that the Howe budget had only a fairly minimal increase. She said that the increase was almost solely attributable to cost of living adjustments and merit increases. She said that the only significant item before the Board was the expenditure of \$40,000 for the Town's share of the purchase of the new millennium software upgrade. She noted that the \$40,000 had been set aside over the past 4 years. She said that several of the outdated computers would need to be replaced next fiscal year as a result of the upgrade.

Ms. Black asked how many computers were proposed to be replaced. Ms. Griffin said that Ms. McGonigle indicated a replacement of 3 computers and Corey Stevens indicated a replacement of an additional 4 computers, for a total of 7. Mr. Baschnagel asked if that included the 13 computers that needed upgrades. Ms. Griffin said that the 13 computers would be upgraded and 7 more would be replaced. Ms. McGonigle said that some of the computers slated for replacement were included in the regular replacement schedule. Ms. Black asked how many computers were anticipated to be replaced on an annual basis. Ms. McGonigle said that it was either 3 or 4 each year. Ms. Black asked what happened to the computers that were replaced. Ms. McGonigle said that when possible, they used them in other places in the library. She said that some of the computers were too outdated to be reused by the library.

Mr. Walsh asked the total number of computers at the Howe Library. Ms. McGonigle said that there were 17 staff computers and 14 computers for the public. Mr. Walsh asked what was in the budget for this year. Ms. Griffin said that 13 of the computers would be upgraded and 7 would be replaced. Mr. Walsh asked if the Howe Corporation was funding new computers as well. Ms. McGonigle said that she was still working on the Howe Corporation budget. She said that she was suggesting that 3 new public-access computers be added.

Mr. Walsh asked Ms. McGonigle to provide a chart detailing the current computers and their capabilities, and what the capabilities would be after the upgrades, replacements, and new computers were added.

Ms. Black asked the equivalent number of full-time staff based on the number of part-time employees. Ms. McGonigle said that it worked out to be approximately 12.7 people. Ms. Black asked why 17 staff computers were needed. Ms. Griffin said that there were also 6 full-time employees. Ms. Black asked for a breakdown on the use of the staff computers.

Mr. Pierson asked about the line item for professional conferences. Ms. McGonigle said that there were two professional conferences that were scheduled in the same year every two years. She said that they budget a lot for the years with the 2 conferences and a small amount the alternating years. Mr. Walsh asked if the budget could be evened out. Ms. McGonigle said that it could be if the funds could be encumbered for the following fiscal year.

Mr. Baschnagel asked if \$21,800 was the annual maintenance charge for the Innovative system. Ms. McGonigle said that was correct. Ms. Black asked if they get \$21,800 worth of service. Ms. McGonigle said that they do. She said that Innovative has been very responsive to their service calls. Mr. Baschnagel asked if any software, customizing, or report writing was included. Ms.

McGonigle said that there was a report writing module but the maintenance charge did not cover customization.

Ms. Black suggested discussing Millennium. Ms. Griffin said that the Town had been reserving \$10,000 each year for four years so that when it came time this summer to replace the software, they had the money fully reserved. She said that what was not included was a reserve contribution of \$10,000 for the next upgrade. She said that in order to meet the budget this year, she deferred making that contribution in this year's budget. She said that they could catch-up later.

Ms. Black said that they were spending \$10,000 per year on Innovative. She asked if the system had to be replaced every 5 years. Mr. Walsh said that there was also \$20,000 per year for the maintenance contract. Ms. McGonigle said that she did not know how much the system would cost to replace. She said that it had been longer than 5 years since the last replacement. She said that it was a good insurance policy to budget each year for an upgrade. She said that they could not predict when they bought the current equipment that within a couple years the system would need to become web-based.

Mr. Baschnagel said that he did not understand what web-based meant. Ms. McGonigle said that they had already started to switch to a web-based system. Mr. Baschnagel asked what the \$100,000 was going to provide. Ms. McGonigle said that it would provide all the rest of the basic modules. Mr. Baschnagel asked if it would only change the system operated by the staff. Ms. McGonigle said that was correct. She said that the system operated by the public had already been changed. Mr. Baschnagel asked what the impact would be on productivity. Ms. McGonigle said that there would be a transition period. She said that she thought it would increase productivity.

Mr. Baschnagel asked what the downside would be of deferring the switch. Ms. McGonigle said that Innovative is no longer going to support the system because it is too old. Mr. Walsh said that if they are going to spend \$100,000 to upgrade the system, they should have Innovative sign a 10-year contract. Ms. Connolly said that they could shop around and let Innovative know. She said that Innovative might be more inclined to sign a contract if they know that the Town is looking into other options. She said that they are looking to spend \$200,000 with Innovative in the course of 5 years for the purchase and maintenance. Ms. Black said that if they add in the cost of the computer upgrades, replacements, and new computers, they are looking at an increase in the Howe Library budget by over a quarter of a million dollars.

Mr. Walsh asked the cost of the package in 1995. Ms. McGonigle said that it was \$250,000. Ms. Black said that was \$50,000 per year. She said that with the maintenance added, it was \$75,000 per year. Ms. McGonigle said that the Howe Corporation handled the biggest portion of that.

Mr. Baschnagel asked if they were proposing to get new software and hardware. Ms. McGonigle said that was correct. She said that the CPU was six years old. She said that Mr. Stevens compared the CPUs available and felt that this was the best deal.

Mr. Baschnagel said that in a period of ten years, they have tripled the cost of providing services to the public. He said that he was hopeful that they had reached a point where the cost would not continue to increase at that rate.

Mr. Baschnagel noted that there was a serious decline in the Non-Resident Fees. Ms. Griffin explained that starting this year, non-resident Town employees were not being billed for library cards. She said that before the Town would pay the library for the non-resident Town employees. She said that in essence, the money was transferred from one account to another in the General Fund. She said that eliminating the transfer of funds from one account to another was intended to simplify the process.

Mr. Baschnagel asked the amount of the non-resident fee. Ms. McGonigle said that it is \$100 per family. Mr. Walsh said that the Howe Corporation did a study of the non-resident fees and came to the conclusion that increasing the fee would decrease the revenue.

Mr. Pierson asked why the 2001 budget for personnel had increased substantially over the prior years and the projected budget. Ms. Griffin said that the staffing pattern at the Howe Library fluctuates from year to year. She explained that some years there were more part-time employees and less full-time employees, and other years the reverse. She said that in order to get the full picture, each of the personnel figures had to be added together.

Mr. Pierson asked if a concerted effort was made to reduce the number of full-time employees. Ms. Griffin said that the library often restructures its positions when someone retires. She said that the total personnel costs this year are comparable to past years. Ms. McGonigle said that one of the positions this year is being filled by two-part time employees who are job sharing.

Mr. Walsh said that the circulation numbers dropped off significantly in the last year. Ms. Griffin said that the parking garage construction made it difficult for people to park at the Howe Library. She said that for a period of time people stopped coming. Mr. Walsh said that the internet might continue that trend. Ms. McGonigle said that another factor was that some of the checkout times were lengthened. She said that automatically cuts some of the circulation numbers. She said that additionally, the Norwich non-resident fee users declined substantially when the Norwich library opened. She said that non-residents who have to pay \$100 for a Hanover library card tend to make good use of their cards. She said that the computer use was definitely up.

Ms. Black noted that the chart indicated the population as 9,600. She said that subtracting the 4,500-5,000 Dartmouth College students left a \$150 per circulation cost per capita. She said that would probably be the highest in the State. Ms. McGonigle said that there are always 2 or 3 other libraries that are higher. Ms. Black asked how many Dartmouth College students come each week. Ms. McGonigle said that about 100 non-resident Dartmouth College students come in regularly each week.

Mr. Walsh suggested discussing the budget for the Hanover Town Library (a.k.a. Etna Library). He noted that there was a request last year to increase the hours of the circulation assistant. Ms. Griffin said that this was the same as last year. She said that last year, additional hours for the circulation assistant was included on the wish list. She said that was funded last year. Mr. Baschnagel asked what increase of hours was requested this year. Barbara Prince said that the circulation assistant currently works 4 hours per week. She said that they would like to increase that to 6 hours per week.

Mr. Baschnagel asked if the proposal would extend the hours that the library was open. Ms. Prince said that it would not. She said that the 2 hours would be during the regularly scheduled times that the library is open. She said that the 2 hours would provide for additional assistance in processing books and changing records on line.

Mr. Baschnagel asked what the increases in circulation numbers was attributable to. Ms. Prince said that she thought it might be the traffic between the two libraries. Ms. Black said that the Hanover Town Library was open more hours now. Ms. Connolly noted that the circulation had nearly doubled in 5 years. Ms. Griffin said that there had been growth in Etna.

## **PLANNING & ZONING**

Mr. Walsh noted that there are the same number and the same people in the Planning & Zoning Department.

Ms. Connolly asked about CORSIM. Jonathan Edwards, Director of Planning & Zoning, explained that CORSIM is a computer model. He said that it is an interactive traffic analytical model. He said that when the model is calibrated to the particularities of the locality, then traffic data could be plugged in. He said that had been done by RSG. He said that then they can play out scenarios on the model. He said that it was the same model developed for the Dresden School District, Town, and Dartmouth College. He said that they would all have equal ownership of it. Ms. Black asked if new terminals would need to be purchased. Mr. Edwards said that RSG could run it. He said that they did need to pay for the actual input of the data.

Mr. Baschnagel said that CORSIM literally simulates the traffic. He said that there is a map of the streets with little rectangles that move through the street structure. He said that it was much easier to comprehend than statistics. Mr. Edwards said that a lot of nuances were built into the system, such as eight different driver types and statistical proportions of them. He said that statistical truck traffic is also included.

Ms. Black asked who would gather the data. Mr. Edwards said that RSG had already gathered the data. He said that this line item would pay for the Town's share.

Ms. Connolly asked if the software was government-based freeware. Mr. Baschnagel said that the government might have sponsored some of the early work but it was now a commercial product.



Mr. Baschnagel said that to gather the information, they have people situated on different corners around town who track license plate numbers to determine the flow of traffic through the Town. Ms. Black asked how many people it would take to collect the data. Mr. Baschnagel said that most of the data collection had already been completed over the last year. Ms. Black asked how much the Town had paid for that. Mr. Edwards said that was what these funds were proposed to be used for. Ms. Griffin said that Dartmouth College decided to initiate this project last year after the Town completed its budget cycle. She said that the Town was granted permission by Dartmouth College to pay for their share after the work was done.

Mr. Pierson said that they paid an amount similar to this about 4-5 years ago for information to be gathered on how the parking facility would influence the circulation in town. He said that he thought it would be better to wait for something more inclusive to come along rather than invest on a one-shot consulting fee basis. He said that he would like to see the Dartmouth-Hitchcock Medical Center have an opportunity to participate.

Mr. Baschnagel said that a portion of the cost of outside plan review was offset by revenue. He asked why the entire cost was not offset by revenue. Mr. Edwards said that not every project that required outside plan review was attributable to developers. He said that the Master Plan might generate a need for outside plan review.

Mr. Baschnagel asked if the increase in the cost of supplies and materials was related to anticipation of publishing a new Master Plan before the next fiscal year. Mr. Edwards said that was correct. He said that they had allocated funds in the current budget. He said that ended up being gratuitous because when the Master Plan was not ready to be published, they were able to use the funds for publishing the Open Space Plan.

Mr. Pierson asked what the Town received for paying the Upper Valley Lake Sunapee Regional Planning Commission dues. Mr. Edwards said that they get technical support, such as statistics, data, models, etc. He said that the UVLSRPC also provides a forum for affordable housing, regional traffic, and other issues that don't stop at the town line. Ms. Connolly said that this item was new to the Planning & Zoning budget. She said that it used to be part of the Selectmen's budget. Mr. Pierson asked how the dues were determined. Ms. Griffin said that it was based on the population.

Mr. Walsh asked that the UVLSRPC provide a list of the Towns that pay dues and those that do not. Ms. Connolly said that she could not think of any towns that were not members. Mr. Edwards said that there were 42 towns eligible to be members. He said that at last count, 41 were dues-paying members. He said that the only town that was not a dues-paying member was Goshen.

Mr. Baschnagel said that he did not understand why the proposed distribution of Land Use Change Tax revenue was from fiscal year 1999-2000. Ms. Griffin said that at Town Meeting this year, they would distribute the Land Use Change Tax revenue generated from July 1, 1999 to June 30, 2000. She said that the revenue could not be distributed until after the audit. She said

that the Land Use Change Tax revenue from fiscal year 2000-2001 would be distributed at Town Meeting 2002.

Mr. Walsh asked if the Land Use Change Tax revenue from last year's fiscal year was \$312,000. Ms. Griffin said that was correct. She said that the balance would be split 50:50 and distributed to the Conservation Fund and the Land & Capital Improvements Fund. She said that there has been an increase in the Land Use Change Tax revenue over the past few years. Mr. Walsh said that he wanted a chart of the sources and uses of both the Conservation Fund and the Land & Capital Improvements Fund.

Mr. Walsh said that he wanted a chart of the number of Appeals of Administrative Decisions and Rehearings by the Zoning Board of Adjustment over the past 5 years. Mr. Edwards said that he thought the numbers had significantly increased during that time. Ms. Griffin said that there was now a full Planning & Zoning staff, unlike prior to that time. Ms. Connolly said that it might also be attributable to certain applicants. Mr. Baschnagel said that there was more economic pressure to develop than in the past.

Ms. Black said that the proposed building permit revenue appeared to be too high. Ms. Griffin said that it was based on what they know Dartmouth College would be bringing forward.

## **PARKING FUND**

Ms. Black asked about overtime for Saturday enforcement. Patrick O'Neill explained that it was the same situation as last year. He said that Mark Caruso works Saturdays to cover his vacation and sick time. Ms. Griffin said that the text was inaccurate.

Ms. Connolly asked if the \$63,000 for Advance Transit covered only the downtown, and not the Free Fare zone. Ms. Griffin said that was correct.

Mr. Walsh noted that the new parking garage was bound to have some significant impacts on parking in Hanover. He suggested waiting a year to let people become accustomed to the parking garage and then look again at the parking issues. Ms. Griffin said that the figures related to the parking garage were best guess estimates. She said that until the garage was in operation, they could only guess at the revenues and expenditures. She said that Ken Greenbaum indicated that the School District has committed to collecting \$10,000 in parking fees from the Hanover High School students next school year. She said that the School was the pass-through. She said that the School runs the lottery system, collects the money, and sends it to the Town.

Ms. Griffin agreed that until they saw how the parking garage was influencing the budget, as well as any associated loss or gain of leased spaces, they should not make too many changes to the Parking Fund. She said that the Parking Fund was a very fluid budget.

Ms. Black said that she thought the uniform budget was not high enough. She said that it was the same as the uniform budget for dispatch. She said that the parking officers need seasonal clothing. Mr. O'Neill said that they typically go over budget for uniforms.

Ms. Black said that she would like to see the Advance Transit advertise the "Free Fare Zone" in their schedules and brochures as the "Free Fare Zone, as funded by the Town of Hanover and City of Lebanon". Mr. Baschnagel said that there has been talk about listing the donors on the sides of the buses.

Ms. Connolly asked if they needed \$50,000 in the budget for a new parking facility. Mr. Baschnagel said that the \$50,000 was to cover unanticipated repair and maintenance expenses. Ms. Griffin said that at the end of the year, the balance could be shifted into a capital reserve account. Ms. Connolly said that they could use the balance to reduce the parking district tax rate.

Ms. Connolly said that the price the Town was paying to rent spaces was obscene. She asked if the Town would be able to give up some of those leases now that the parking garage would be available. Mr. Baschnagel said that there are no empty parking spaces. Ms. Connolly said that was because the spaces were only 25 cents per hour. Mr. Baschnagel said that they could consider raising the price to 50 cents per hour. Ms. Griffin said that one danger to giving up the leases was that the owners would probably turn around and lease out the parking spaces to businesses on a first-come, first-serve basis. She said that the result would be to cut into the revenue generated by rental of parking spaces in the parking garage. She said that in addition to considering the expense of leasing the spaces, they also have to consider the lost revenue.

Mr. Walsh said that he thought the Town was doing a really good job managing a very complicated system.

Mr. Pierson asked why the Thompson lot didn't pay for itself. Ms. Griffin said that a portion of the lot did pay for itself. She said that the spaces that are made available to the Hanover Co-op and which will be available to the high school next year will recoup revenue equal to what the Town pays to rent the spaces from the College. She said that the rest of the spaces are part of the shuttle system. She said that the Town offers free parking at the Thompson lot so there is no revenue to offset the cost of renting the spaces from the College.

Mr. Baschnagel said that the net cost of providing parking and a shuttle service to those 100 people at Thompson is about \$88,000 per year. He said that they just spent \$5 million on the parking garage for 300 people. He said that compared with the parking garage, the Thompson lot was an inexpensive way to provide parking. Ms. Griffin said that if the Town were to build a smaller parking garage to provide spaces for 100 people, the principle and interest payments would be about the same as what they spend now on Thompson. Mr. Baschnagel said that it was better to continue the present system rather than take another section of town off the tax rolls.

Mr. Walsh said that Hanover was trying to do something unique. He said that they were trying to manage parking and circulation in a way that is not typically done. He said that he would like to know which couple other communities in the country were doing something similar. Ms. Griffin said that communities with formal downtown parking authorities were wrestling with managing a similar type of system. Mr. Baschnagel said that Boulder, CO was one example. Ms. Griffin said that Ann Arbor, Michigan was another example. Ms. Connolly said that

Amherst was another example. Ms. Griffin said that universities were often the trigger because of the large volume of parkers in a confined campus setting.

Ms. Black said that she would like a daily count of the number of people riding the bus on each trip. She said that she didn't want it by the hour; she wanted it by the trip. Mr. Baschnagel said that it was a fixed route. Ms. Black said that it didn't take an hour to make the downtown loop. Ms. Connolly said that she also wanted the numbers for the Free Fare Zone.

Ms. Black said that she wanted to know the number of individual cars parked in the parking garage each day. She said that she was interested in how many cars stayed 3 or 4 hours. Mr. Walsh said that would be the same as the average use per day.

Ms. Black asked how the new system for the 10-hour lots was working. Mr. O'Neill said that the Schlumberger unit was much better now that the dollar bill acceptor had been removed. He said that they have dollar coins available in the parking office. Ms. Black asked if they were looking into adding that machine to other parking lots. Ms. Griffin said that they hadn't looked into that yet. She said that the other likely candidate would be the municipal parking lot. Mr. Baschnagel said that system worked well with consistent users. He said that he had some concerns about installing that type of system for short-term parking. Ms. Connolly said that one problem with the Schlumberger unit was that everyone arrived about the same time and had to wait in line to put their money in.

Mr. Baschnagel said that if the parking garage was charging a significant number of hours to the Administration Department, they should consider having someone administer the system. Ms. Griffin said that Mr. O'Neill essentially had been filling that role. Mr. Baschnagel said that if Ms. Griffin and Penny Hoisington have to charge their time and Mr. O'Neill charges half of his time, it would be better to have one full-time individual to focus on it.

### **REVIEW OF FY 2000 AUDIT**

The review of the FY 2000 audit was continued to March 5, 2001.

#### **3. ADMINISTRATIVE REPORTS**

There were no administrative reports.

#### **5. OTHER BUSINESS**

Mr. Walsh announced that tomorrow night at 7:30 p.m. was the information session for the Dresden School District budget at the Hanover High School gym.

#### **6. ADJOURNMENT**

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

#### **SUMMARY**

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

The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Annie Hood.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**FEBRUARY 26, 2001  
7:00 P.M. - MUNICIPAL OFFICE BUILDING - HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 7:00 p.m. by the Chairman, Brian Walsh. Present were: Brian Walsh, Chairman; Katherine S. Connolly, Vice Chairman; Marilyn Black; John Manchester; William Baschnagel; Jay Pierson; Julia Griffin, Town Manager; 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.

Ms. Griffin introduced Betsy McClain who has agreed to take the position of Administrative Services Director. Ms. McClain comes from Dartmouth College and will be joining the Town part-time on March 19th, beginning full-time after April vacation.

Mr. Walsh informed the Board that Paul Paganucci had passed away. He stated Mr. Paganucci had done a lot for the Town over many years in his own very quiet, very special way.

**1. PUBLIC COMMENT.**

There was no public comment.

**2. CONSIDERATION OF REQUEST REGARDING VENDOR PERMITS.**

Ms. Griffin referred to a letter she had received from Lisa Locke who has a vendor's permit for one of the spots in front of Town Hall. One of the things that Lisa is concerned about is that for a period between December 1st and the end of February things are pretty tough in Town in terms of average daily sales due to weather, temperature and foot traffic. She suggested that the Board consider in the context of reviewing the proposed fees and charges for the coming fiscal year, a reduced vending rate acknowledging that there are really three months of the year when it is really difficult to cover the costs of running an on-street vending operation in downtown Hanover.

Lisa stated that she had worked 37 weeks last year, but only 11 days since the first of December to the present. During those 11 days she took in \$700; 8% of that goes to the State and \$750 to the Town for the cost of a vending permit for three months.

Mr. Walsh asked if her proposal was to suggest one nine month lease rather than two six month leases. Lisa answered that she loves the spot she is in, but without buying the second six month permit she can't be in that spot as it is not possible to buy a daily permit for that particular space. She explained that her season really starts around the first of March but begins to slack off by November. She noted that much of her business is temperature related and also wind related.

Ms. Griffin indicated that as soon as the Board is done with the budget, the next March meeting will deal with proposed revised fees and charges for the coming year. Included in that list will be outdoor vending permit costs and the need to look at modifying the vending ordinance. She recommended that if the Board were amenable it could amend the vending ordinance effective retroactively to March 1st. This meeting would be a noticed public hearing for the fees and charges schedule and would be held March 26th.

Ms. Griffin stated that the three vending slots in the Town Hall area are the long-range slots in Town; the others are daily permit sites. The only way those three slots can be assigned on a daily permit basis is if all of the other slots are full.

Ms. Griffin explained that the reason those particular slots were selected for long-range permits was

because they are not impacting on anyone's storefront. The rotating permits located across both sides of Main Street are meant to reduce the sense that a permanent vendor was setting up in front of a chamber dues paying retailer on Main Street.

Ms. Black suggested a compromise that there be a nine month contract for one of the three spots in front of Town Hall, and two four month contracts for the other two spots, and that the nine month slot be at a slightly reduced price, percentage-wise, over the two four-month spots. She pointed out that a lot of people like vendors, and this might enable the Town to attract more.

Mr. Walsh recommended that a letter be sent to those people who have vended over the past twelve months so that they can attend the meeting and look at options. He feels that there is good reason for the winter months to be worth less than some of the other months.

### **3. TOWN MANAGER'S OVERVIEW OF PROPOSED BUDGET FOR FY 2001-2002.**

Mr. Walsh stated that the Board received the budget from the Town Manager and department heads which has been developed over the past three months with the help of Michael Gilbar. Copies of the budget are available for perusal in the Town offices and at the Howe and Etna libraries. Mr. Walsh noted that the budget represents a very comprehensive look at the Town, what is going on in Town, who works for the Town, and what things are handled.

Mr. Walsh stated that as a Board they asked Ms. Griffin to bring in a budget which was a tax increase at or under inflation. Inflation was 3.6 percent, and the budget presented would create a tax increase of 3.5 percent. There is also a wish list of items beyond that which department heads have suggested the Town consider including in the budget. He thanked Ms. Griffin and the department heads for giving the Board a great place to start.

Ms. Griffin stated that the proposed budget provided to the Board reflects a 3.5 percent General Fund tax rate increase, and a Fire District tax increase ranging anywhere from 3.1% to 3.8% depending on the fire district that a person resides in. This rate differs because the assessed valuations of the various districts change at different rates throughout the year. In addition, the proposed budget for the Wastewater Treatment Plant required no sewer rate increase. She continued to say that the tax rate increase for the Parking Fund is in line with the promise made to Hanover taxpayers, particularly the Parking District Fund taxpayers, when the bond was approved for the parking garage. There are also modest increases in the Housing Fund which the Board approves as the Hanover Housing Authority; it is not approved by voters at Town Meeting. Assuming the Sidewalk District stays in place and is not eliminated by vote at Town Meeting, there is no increase in that tax rate. If Town Meeting votes to eliminate the Sidewalk District, there will be a tax rate impact in those districts that lie outside of the Sidewalk District, but it will be fairly minimal.

Ms. Griffin stated that this year's budget was definitely a challenge, probably more so than any of the budgets she has experienced over the last four and a half years, simply because of increases in costs that are either personnel related in terms of benefits or utilities and electrical costs.

Ms. Griffin stated that the primary challenge faced for the proposed budget involved the guaranteed maximum rate premium increase for health insurance of 28.8 percent. She feels that it is very likely the increase will come in under that, perhaps significantly under, but that will not be known until May when the final premiums are set. In order to err on the side of caution, the higher percentage assumption was built into the proposed budget; for the General Fund alone this resulted in the equivalent of about a 5% tax rate increase. In addition, they are anticipating a 100% increase in fuel costs and a 24 percent increase in electrical rates. An 18.5 percent rate increase has already been approved by the PUC for Granite State Electric effective this past January 1st for six months only, because the reason GSE needed the increase was to simply pass along the costs they were paying for increased fuel prices. She feels it is very unlikely that the PUC will lower that rate increase at the end of six months because it is not expected that fuel prices will be going anywhere but up in that time frame. In addition, GSE is going to be asking for a six percent increase, simply to address the other cost pressures they face, and Ms. Griffin feels that it is very likely that this request will be approved.

Ms. Griffin noted that there are some more relatively minor increases in social security costs and in contributions required to the New Hampshire State Retirement System, particularly for Group 2 employees. This put considerable pressure on the budget, and consequently there is not a lot more in the budget than there has been in prior years in terms of any new programs and initiatives. There is a rather long list of wish list items simply because not much that was requested was able to be considered in the budget.

Ms. Griffin stated that she and Mr. Gilbar had felt it important that they try and wean the Town off dependence on the undesignated fund balance. She noted that the Town has used a fairly hefty amount of undesignated fund balance in prior years to help with tax rate increases. However, as the Town approaches the potential for future bond issues, she feels it is important that the Town stay focused on beefing back up its undesignated fund balance to a minimum of 5% of total General Fund expenditures.

Ms. Griffin stated that she has highlighted for the Board the few things that were able to be achieved in the General Fund budget this year in terms of priorities, primarily the achievement of trying to wean the Town off undesignated fund balance. She also wanted to be sure that there was sufficient money set aside for overlay as well as recommending spending \$40,000 from capital reserve for the purchase of the Town's share of the Millennium software upgrade. That money has been reserved, and there will be only a \$10,000 impact on this year's expenditure bottom line.

Ms. Griffin noted that she is recommending funding for one additional dispatcher, solely connected to taking on Enfield and Canaan as potential dispatch customers. Revenue received from those communities would pay for the additional dispatcher. Should those communities decide not to sign on with the Town and renew their service with Lebanon, the additional dispatcher would not be hired. She is also recommending funding for the first year of a \$120,000 bond to replace the almost 15 year old dispatch console in the Hanover Police Department. This will involve a \$10,000 expenditure.

Ms. Griffin indicated that the Town is finally done making funding allocations for the North College Street reconstruction project which will take place this summer. She added that the Fire and Ambulance Funds are fairly straightforward this year, having suffered the same impacts with the proposed health insurance increase as the General Fund. Ms. Griffin indicated that she had wrestled with whether or not to recommend to the Board that Lyme and Norwich be assessed for the same rate of increase as Hanover is experiencing, but opted not to do that because the feeling is that those fees can only be increased so much before that revenue is lost altogether. She added that in the Fire Fund and the Ambulance Fund things are in pretty good shape in terms of the undesignated fund balance being in excess of what is needed for prudent reserve; she is recommending that the additional fund balance be used this year to tide things over until it can be determined if the health insurance increase is going to be a trend lasting more than one year or a one year hit. Ms. Griffin stated that obviously if there is to be a year two impact in the same percentage increase range, they will have to sit down early with Lyme and Norwich and discuss personnel costs with them.

Ms. Griffin stated that the commitment to consistent funding for both the Fire Equipment Reserve and the Ambulance Equipment Reserve is being maintained in this budget. One of the benefits of this is that this makes it easier on the Town in the long run. A four percent increase in fees assessed to Lyme and Norwich is being recommended. Ms. Griffin added that in the Sidewalk Fund there are no significant projects planned for this year other than a sidewalk segment on the south side of East South Street.

Ms. Griffin indicated that the Water Company budget is a sound one and translates into charges which are allocated from the Wastewater Treatment Plant Fund to the Water Company as the charge-back mechanism for the Town assuming the operational role for the Water Company.

Ms. Griffin stated that the Parking Fund is in relatively good shape largely because the Board agreed to raise meter rates and parking fines in September, and that additional revenue boosted the Parking Fund over the top. Bi-weekly reports on the parking garage show that performance continues to improve with better numbers every week in terms of short-term uses.

Ms. Griffin explained that typically the Board goes through the budgets department by department, with



the administrative departments on the agenda for this meeting. She noted that there is not a lot to cut in these budgets because they are made up primarily of people and the only way to make significant cuts is to eliminate staff positions. She explained that the Board typically identifies areas in each department's budget where they would like more information, and highlights areas they would like to consider for reductions or increases.

Mr. Walsh noted that \$42,000 represents about a one percent tax increase. He asked for the dollar amount of the fuel increase. Ms. Griffin answered that fuel price increases represented a \$60,000 expenditure impact in the General Fund; electricity represents a \$35,000 increase, and health insurance is a \$210,000 increase in the General Fund. Retirement system contribution rates which are set by the NH State Legislature represent an additional \$26,000 in the General Fund and a \$19,000 impact in the Fire Fund, with social security payments representing an additional \$27,000. In summary, additional fixed cost expenditures totaled almost \$360,000.

Mr. Baschnagel asked for an explanation of the social security cost impact. Mr. Gilbar answered that the Town has a Section 125 plan that allows employees to make choices in their benefits. Over the years a lot more employees have chosen fewer benefits in order to get the balance in cash.

Mr. Pierson noted that the retirement contribution rate increase is fairly significant. Ms. Griffin explained that on a five year basis the State Legislature sets the public employer retirement contribution rates for State public employers in New Hampshire. The Town is looking at having to make a 15.1 percent increase in its Group 2 retirement contribution and from now on will be paying at that level.

#### **4. REVIEW OF PROPOSED BUDGET FOR:**

##### **Town Meeting**

Ms. Black stated that CATV would be paying the videography fees for Selectmen's meetings, so \$800 can be eliminated from this item.

Ms. Black asked for an explanation of Upper Valley Country. Ms. Griffin explained that this is a tourism marketing effort initiated by the Hanover Chamber of Commerce, the Lebanon Chamber of Commerce and two chambers of commerce from across the river.

Ms. Black stated that as she has done for several years, she would like to question on every account the expenditure for books and subscriptions. She would like to know if the books are read, where they go, what they are and do people read them. She noted that the same amount of money is spent every year. Ms. Griffin explained that in the executive budget this expenditure primarily is for the RSA's which get updated every year. Mr. Gilbar added that in the Finance Department the expenditures goes toward the GASB updates. Mr. Walsh asked if Ms. Black would like a total by department of the books and publications line as an analysis, and she answered that she would appreciate that.

Mr. Baschnagel referred to the new, larger size of the Town Report. Ms. Griffin indicated that they had tried hard last year to look at the Town Report from the perspective of someone who is not a Town Report reader, to make government easier to get a handle on and more accessible. It was the consensus that the larger format Town Reports are easier for people to use. She added that they are simply trying to present the information in a more readable format. Ms. Griffin indicated that more information was added, but the lion's share of the increase in cost was due to the larger format. Mr. Baschnagel asked if it would be possible to put in more information as has been done but still stay with the smaller format. Ms. Black explained that the trend state-wide has been to go to the larger format, and she added that the larger type is very much appreciated by senior citizens. The Board agreed to come back to this for further discussion.

Ms. Black questioned line 120-140, for Town Manager-Overtime, and commented on the amount of overtime in the Town Manager's budget. Ms. Griffin answered that paying the overtime is cheaper than paying for an extra staff person for her office. In order to bring the budget in as it is presented, she decided to forego filling the extra administrative position in the Town Manager's office which was added in last year's budget.

Ms. Black pointed out that sometimes it is necessary to look beyond cost to stress and to what the amount of overtime reflected in this line item does to people. She questioned whether this is a healthy way to work. She suggested that item 120-140, for Town Manager-Overtime be put on the list for further discussion.

Ms. Black noted that some department heads go to their national conference every other year and some are budgeted to go every year; she suggested that there be a policy whereby they rotate and everyone only goes to their national conference every other year. She asked for a list of practice and policy across all of the departments. Ms. Griffin explained that no one is budgeted to go to their national conference next year that went this year. The policy that has been implemented is that they go to their national conference every other year, and this policy is consistently applied.

Ms. Connolly asked that the 110 Board of Selectmen items be run for the whole budget as they seem to be quite uneven.

Ms. Griffin explained that some of the department heads received double merit increases while some do not; that is largely the reason for the discrepancies between the 110 line items in one department and not in another. She added that when the class and comp study was done, three or four department heads received very small increases one year and it was felt that it was important to make up for that in the second year.

Ms. Black commented on page 37 under personnel management that the number of employees contributing under United Way and the charitable campaigns has gone down. She thinks that this is unfortunate. Ms. Griffin explained that the total contributions have increased, but the number of people participating in these programs has gone down. One of the things that the Town has opted to do is to not be heavy handed about pitching United Way as they have sensed that employees do not appreciate this approach. Therefore, they have instituted a low key approach to encourage employees to participate. Ms. Griffin added that there are also political issues of certain charities that are United Way recipients from one year to another which causes some employees not to contribute to United Way because they may have a particular allegiance to an organization that is not United Way funded for whatever reason.

Ms. Black commented that whether the organization benefiting is United Way or some other organization, she hopes that the Town will continually work on creating an atmosphere where everyone is their brother's keeper.

Mr. Pierson asked if it was the policy of the Town to give employees work related time off in order to participate in charitable activities. Ms. Griffin answered that there is always difficulty with governments doing that as it is seen as a gift of public money to charitable organizations.

Regarding computer software, Ms. Black asked if it was cheaper to buy software or pay \$2,200 a year to keep it on line. Corey Stephens answered that buying accounting software results in less stress on employees and less custom programming that is paid for and never used again. Ms. Black asked why this cost is not part of the long-range budgeting for computers rather than rental. Ms. Griffin answered that the Board approved migrating to the new financial system, VADAR. The monies included in the budget are to help tide the Town through that transition. She explained that one of the Town's goals is to get away from having custom programming done every time tax bills are issued.

Ms. Black requested a breakdown of personnel costs in the Town Clerk budget. Ms. Griffin explained that the funds in this budget provide for the part-time services of the Town Clerk for election coverage as well as the supervisor of the checklist and election workers.

Ms. Connolly protested the removal of funding in the Town Clerk's budget for the records preservation program; she noted that it had been in this particular budget for many years. Ms. Connolly added that she does not think funding for this project should be on the wish list, and would prefer to see it back as part of the budget. This item was included flagged for further discussion.

Ms. Black commented that under revenues in this section she thinks that motor vehicle permits may be budgeted too low and vendor permits too high. Ms. Griffin answered that she is concerned about how heavily the Town relies on motor vehicle permits as a source of revenue to fund the General Fund. She feels that it is wise to be as realistically conservative as possible with regard to motor vehicle registration revenue. She added that both she and Mr. Gilbar have agreed that \$1,050,000 was about as far as they wished to go, and explained that this estimate was arrived at by basically looking at the prior year trend and year-to-date as compared to both last year's and the prior year's figures. Ms. Griffin added that she has been concerned from the beginning about the Town's dependence on motor vehicle registrations as a revenue source; she explained that relying on it for operating expenses puts the Town in a position a year from now to cut back in order to adjust to a lower revenue.

Regarding vendor permits, Ms. Black suggested that they be lowered. This item was put on the list for further discussion.

Ms. Black stated that she wished to see the costs for maintenance and software for all of the departments.

Mr. Pierson asked what work was done by the records preservation program. Ms. Griffin explained that Dan Daley, an archivist, spends a certain number of hours a month working with the Town to decide which of the Town's documents should be retained from an historical standpoint, and in deciding what goes to Baker Library and what stays at the Town Hall. Mr. Daley has worked with each of the Town's departments to help them develop a records retention program, and she feels he provides a very valuable service.

Ms. Connolly commented that the Town's records go back to the 17th century, and added that the town is very fortunate to have such a complete history available. Ms. Black added that Hanover is one of a handful of towns that has never had a fire or flood in their Town Hall.

Mr. Walsh requested that the Board be provided with an inventory of computers throughout the Town, and Ms. Black asked whether there was a replacement schedule for each computer. Mr. Baschnagel suggested that the Board be provided with a rationale for replacement guidelines and the demand function, rather than just a time schedule.

### **Assessing**

Ms. Griffin explained that the term "overlay" is an amount of money that is budgeted in anticipation of tax appeals. Mr. Pierson asked how this amount of money was calculated. Assessor Mike Ryan explained that he looks historically at what the Town's needs have been. Mr. Gilbar added that at the end of each year when the audit is done liabilities at that time are looked at, and a portion of the fund balance is decided to be reserved. The auditors review this figure to make sure they feel it is prudent.

Mr. Walsh asked for an explanation of the annual update and reassessment which happens on a continuing basis as opposed to the three year program for reassessment. Mr. Ryan explained that annual updating basically involves new construction, abatements from the previous year, etc. For the revaluation update they are going through all of the properties in Town and revaluating them for the tax year 2002 based on information that has been or will be gathered over the next year or so. This work is being done with the help of Darryl Zampieri, and the work is approximately 65% complete. Notes will be sent to taxpayers next summer advising them of their new assessment and giving them the opportunity to discuss that assessment with the assessing staff. Mr. Ryan added that the going rate of revaluation is now between \$60 and \$65 a parcel, resulting in a cost of somewhere between \$180,000 to \$210,000 which would be required for an outside firm to do the work. However, they have allotted \$59,000 for the work as it is now being done, and Mr. Ryan feels that this is a very cost effective way to do it.

Ms. Connolly asked if it was likely that the State would reimburse the Town for the cost of its revaluation if the statewide property tax prevails and an entire statewide revaluation is done. Mr. Ryan answered that he does not believe the Town would be reimbursed for the work that has been done.

Ms. Griffin indicated that one of the key factors which causes great internal discussions is pinning the

Assessor down to an estimated increase in total assessed valuation. She noted that \$15 million was settled on for the coming year as a basis for putting together the proposed budget, and that \$15 million equates to how much increase in total assessed valuation can be counted on in terms of generating tax revenue for the projected budget resulting in a projected tax rate increase of 3 1/2%.

Mr. Walsh requested that the grand list increase be put on the list of items for further review.

Mr. Walsh suggested that the Board interrupt its budget discussion to address the public hearing item that is on the agenda.

**5. PUBLIC HEARING FOR CONSIDERATION AND APPROVAL OF REZONING TWO TOWN-OWNED PARCELS LOCATED AT 190 ROUTE 120 (SOUTHEAST CORNER OF ROUTE 120 AND GREENSBORO ROAD) AND 55 GREAT HOLLOW ROAD FROM SR-2 AND BM RESPECTIVELY TO NP**

Ms. Connolly explained that the Planning Board was asked to consider the rezoning of the two Town-owned parcels located at 190 Route 120 and 55 Great Hollow Road from SR-2 and BM respectively to NP. She noted that historically the Planning Board has never recommended rezoning without the concurrence of the property owners, and the Board is now asking the Board of Selectmen for their concurrence to rezone these properties as requested.

Ms. Connolly noted that the property on Great Hollow Road contains approximately 11 acres and is landlocked. It is located adjacent to Hypertherm and the bottomless pit owned by Dartmouth College and is relatively useless. She feels that there is no reason that it should not be rezoned to NP. The other property which is located next to the Public Works garage has a pump station on it, and NP zoning would make the pump station nonconforming and would not allow for construction or major expansion of it. It is not recommended that this property be rezoned.

A representative of the Hanover Conservation Council stated that the Council would not propose to impede the Town's ability to add, operate or increase the capacity of the pump station, so they will withdraw their request to rezone this particular parcel.

Mr. Walsh asked how the Town came to own the 30 acre parcel. Shawn Donovan answered that he would imagine it was either donated or came to a tax sale and then came under the ownership of the Town, although the history of acquisition is uncertain.

Mr. Walsh stated that he is troubled that there is no clear recollection of how this property came to be owned by the Town, and would hate to see the Board recommend rezoning if the property turns out to be owned by someone else.

**Ms. Connolly MADE THE MOTION that the Board of Selectmen recommend to the Planning Board that Map 1 Lot 22 be rezoned from Business and Manufacturing to Natural Preserve, with the proviso that the property is, in fact, owned by the Town of Hanover. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RECOMMEND TO THE PLANNING BOARD THAT LOT Map 1 Lot 22 BE REZONED FROM BUSINESS AND MANUFACTURING TO NATURAL PRESERVE, WITH THE PROVISIO THAT THE PROPERTY IS, IN FACT, OWNED BY THE TOWN OF HANOVER.**

The Board's discussion continued with review of the budget.

### **Human Services**

Ms. Black commented that \$10,000 is paid each year for the services of an alcohol counselor, however the Board has never really had a report. She asked if this program was still the same and still working.

Dena Romero, Hanover's Community Counselor, answered that the substance abuse counselor is in the high school and the Richmond School for a total of 3 days a week. At the Richmond School he is

involved with classes for all three grades, focusing on substance abuse and prevention. At the high school he does a number of different things, including a "Students in Action" group which has become extremely popular. In this group students meet with the counselor and another adult facilitator once a week; the focus of the groups is really to respond to whatever is going on in the students' lives. The substance abuse counselor is also available as a resource to parents and he often receives calls at his home from parents concerning their children with regard to substance abuse issues. Ms. Romero added that he is also a member of CSAAC. She noted that she supervises him at the high school and he provides monthly statements to her so she can see where his time is being spent.

Ms. Black asked if the program has had any effect on substance abuse at the high school level. Ms. Romero answered that this question is very hard to answer because there is a new group of students every year. She added that it is hard to measure prevention, but the students feel that the action groups really provide an outlet for them.

Ms. Romero will provide the Board with what percentage of the school population is involved in the programs.

Mr. Walsh commented that numbers from CSAAC indicate that the trends for substance abuse are flat or down. He feels that the substance abuse counselor makes a real difference in the lives of students and adults and is a very important piece of the Town's efforts to push back against substance abuse and alcohol.

Ms. Connolly asked for an explanation of what is being done in terms of the health inspector's position. Ms. Griffin answered that they are reducing funding for services by \$1,000 to reflect the actual amount of time the health inspector has available to do inspections. It would not be possible for him to do \$4,000 worth of inspections as there are not enough to be done. The figure is based on an accurate depiction of the time available to the Town. She explained that the health inspector inspected all of the Town's restaurants this past summer and did follow-up re-inspections of several. He will be on board this coming summer to do a second round of inspections.

Mr. Walsh asked if Headrest is aware of the reduction in funding from \$11,025 to \$7,025. Mr. Gilbar answered that they are aware of this reduction.

The executive director of Headrest stated that Headrest has helped 555 Hanover residents, or 5% of the total citizens from the greater Upper Valley area. The amount received from the Town of Hanover last year, \$11,025, represented 2% of Headrest's total budget, so in a sense Headrest provided an additional 3% of its budget to Hanover residents. He explained that Headrest has a 24 hour, seven day a week fully equipped and staffed suicide line, a teen line, a crisis intervention line and information referral. Regarding the shelter, he is aware that there is a concern that there is not adequate room at the shelter. He stated that they turn away two out of three women seeking shelter and at least half of all of the men. The utilization rate at the shelter is 94%; the reason it is not 100% is because there are times when the clients that are already there and those who wish to use the services would cause conflicts if they were put together. He stated that if there is any way the Board could see fit to restore the \$3,000 funding which has been cut, it would be greatly appreciated.

Ms. Griffin noted that the Town has just received a request from the Haven for consideration of additional support. She indicated that last year they asked for \$5,000 for their capital campaign, and this was handled as a special warrant article. Ms. Griffin explained that there is money in the budget in the amount of \$16,000 for special warrant articles, so there would be enough capacity to put the Haven on for a second year in a row.

Ms. Griffin pointed out that the Board asked last year for more information from the agencies that are supported in order to better ascertain whether it was felt that an appropriate amount was being paid for the levels of service provided from the agencies. She noted that she has had a very difficult time getting that information from the agencies. She stated that she has concluded that she will have to send out a very firm letter to agencies indicating that this request is not optional, and that the information is needed in order to say to the Hanover taxpayers that appropriate levels of funding are being provided.

Mr. Walsh recalled that the amount requested by the Haven last year was large because it was for their

capital campaign, and that the amount requested was expected to be smaller in the future. Ms. Griffin noted that she also understood it was a one time capital campaign request, so she had been surprised to receive the letter requesting a second \$5,000.

Ms. Griffin explained that because this is a special warrant article, it will go to Town Meeting as a separate line item.

Shawn Donovan pointed out that earlier in the Meeting there was criticism that Town employees were not contributing more to United Way, yet funding has been decreased to social service agencies by 5.1% in a town with a \$19 million dollar increase in assessed property. He feels that this does not look good for the Town, and he thinks that the appropriations to these agencies out to be raised or at least level funded.

The executive director of Headrest detailed the costs for providing Hanover citizens services which amounted to \$12,490.50, while \$11,025 was received from the Town. In answer to a question from Ms. Black, he stated that very few of the calls received at Headrest are from Dartmouth College students.

Ms. Black stated that she is upset that the Disabled Access Advisory Committee has not met in over a year, as she feels that there must be something that they should be doing. Ms. Griffin answered that the original charge to the committee has now been met in terms of providing plan review for particularly difficult projects regarding handicapped accessibility. It was agreed that the role of the committee needs to be revised.

Mr. Walsh stated that he recalled the Committee getting together and discussing keeping the committee as a constituted group against the need for some citizen input in a major project. Ms. Black commented that the new people that have been appointed have not been made aware of that fact and they are confused. Mr. Walsh agreed that this omission should be cleared up.

Mr. Walsh asked for clarification of the line item for professional services with regard to alcohol diversion. Ms. Romero explained that this line item is for the professional services of the certified substance abuse counselor that is contracted to actually run the alcohol diversion sessions. She noted that people in diversion pay \$200 and the counselor is contracted with to provide two sessions approximately ten days apart. She explained that the whole program really depends on the number of arrests for possession, and it is hard to predict how many hours the counselor will be needed.

Mr. Gilbar stated that for FY 2002 they looked at what the payments were for FY 2000 and tried to gauge what they would be paying in the future based on what was paid in the past.

Referring to a concern raised regarding ACORN and their policy of not giving out the number of people by town that they serve, Ms. Romero explained that they do not provide that information in an effort to protect confidentiality. She added that the numbers are fairly small by town and given the nature of HIV and AIDS and how communities may respond, she can understand the reluctance to provide the information. She stated that she hopes this will not get in the way of the Board considering funding.

Mr. Walsh pointed out that this is the third year of ACORN's request and it will be a warrant article that ACORN will speak to at Town Meeting.

Mr. Gilbar stated that he had requested that ACORN provide the ratio of funding rather than actual numbers, but they have not provided that information.

### **Parks and Recreation**

Mr. Walsh stated that he would like a letter from the Superintendent of Schools or the Hanover High School principal indicating that the \$10,000 which is in the budget for parking at Thompson Arena is, in fact, in the Dresden School District budget. Ms. Griffin answered that it is not in the School District's budget; their intention is not to be the pass-through, but rather to collect the money directly from the students and deliver it to the Town. Mr. Walsh indicated that he would like a letter to that effect.

Ms. Black noted that there was money in the budget last year for a new piece of apparatus for the skateboard park, and she wondered if that had ever been purchased. Hank Tenney answered that they decided to wait until spring to put the equipment in. Ms. Griffin added that there is also an item on the wish list for more pieces of apparatus for the skateboard park.

Mr. Baschnagel indicated that it is important to communicate to the kids that are using the skateboard park that skateboarding is not allowed in the parking garage. Ms. Griffin noted that the Police Department has already gotten the word out to them regarding this.

It was noted that playground revenues were going down from \$22,000 to \$20,000. Mr. Tenney explained that there is a new camp program in Town, Camp Fiddlehead, and they anticipate that some of the playground children will be going into that program. Ms. Griffin added that Camp Fiddlehead will be running for seven weeks this year.

Ms. Griffin noted that there is an increase in professional services under "Youth Programs". Mr. Tenney explained the new programs which are being offered. Ms. Griffin pointed out that the projected revenue will more than offset the additional expense.

## **7. SELECTMEN'S REPORTS**

### **Ms. Black**

Ms. Black reported that with regard to the community/senior center, there has been a meeting with the architects and there is one planned for February 27th at 4:30 p.m. The architects feel that they can come up with a plan that will serve the Town's needs nicely.

### **Ms. Connolly**

Ms. Connolly reported that the Planning Board recently approved the Simpson planned residential development with 24 conditions. She feels that the Board has spent a great deal of time and effort and, considering the terrain, have produced the best product possible. Otherwise, she reported that the Planning Board has been spending time on zoning amendments and will go back to working on the master plan and downtown visioning project.

### **Mr. Baschnagel**

Mr. Baschnagel reported that the Conservation Commission has met and is working on putting together a charter and working charge for the Land Conservation Committee. He also reported that the College is doing some minor changes on Maxwell Hall and that there was an Upper Valley Transportation Committee meeting recently which he was unable to attend.

### **Mr. Pierson**

Mr. Pierson had nothing to report.

### **Mr. Walsh**

Mr. Walsh reported that the Dresden School District will meet March 1st at 7:30 for the discussion phase of the budget. This meeting will begin at 7:30 p.m. at Hanover High School. He also reported that there will be a meeting of the Hanover Finance Committee on March 5th to look at the Hanover School District budget, with March 6th being the day for voting on the budget from 7:00 a.m. to 7:00 p.m. at the Richmond School gym.

Due to a conflict with a scheduled Board of Selectmen's meeting and the vote on the Hanover School District budget, Ms. Griffin stated that she would renote the Board's meeting for March 12th rather than March 5th.

## **6. ADMINISTRATIVE REPORTS**

Ms. Griffin gave the Board an update on the coalition effort with respect to the interpleader motion. She noted that Tom Closson, the attorney for the coalition, attempted to negotiate an agreement whereby the State would hold the municipalities' money in escrow. She noted that Supreme Court oral arguments are on March 15th, which is the same day the tax payments are due to the State. Ms. Griffin indicated that the State would not agree to escrow the money, so the request for Judge Galway to escrow the funds will be going forward. She feels that this request will be successful, and money will need to be wired to Rockingham Superior Court on the afternoon of the 14th. She stated that she should receive a brief from Attorney Clauson in the near future.

Ms. Griffin noted that Mike Ryan continues to be very actively involved with the working group that is working with Stan Arnold. Coming out of this group is legislation that would substantially overhaul the statewide assessing practices without doing a full statewide revaluation. Mr. Arnold has asked a number of assessors to stay involved in a technical working group as he and his staff work through these issues, and he has asked Mike Ryan to participate.

Mr. Walsh commented that he is worried regarding the results of that working group, as it sounded to him like it was an attempt to do a really partial job, and a job that would not achieve equity among property owners in the State. He does not like the idea of the Town's assessor being used in this fashion. He feels that this is not an attempt to deal with the issue, and that the issue is that property taxes are not assessed fairly in New Hampshire.

Ms. Griffin stated that there has been significant discussion in the coalition as to whether or not it is appropriate for NHMA or members of the coalition to be involved in a working group that would involve fixing the system short of a full statewide revaluation. She feels that a lot will ride on what the Supreme Court decides after the oral arguments on March 15th in terms of what level of fix is required based on Judge Galway's decision. Once that decision comes down, some portion of what the working group has recommended is going to need to be implemented irrespective of the Supreme Court. To the extent it involves technical working knowledge about assessing practices in the State, Ms. Griffin feels that it is important for technical trained assessors to be involved in that discussion. She feels that any discussion which moves the State further along the path toward improving its assessing practices is invaluable, even if it falls short of what has been argued is critical, which is to have a full revaluation that would take five years and cost \$70 to \$100 million dollars.

Mr. Walsh agreed that having a professional involved is very important, and that trying to work on the mechanics is important. However, he also can hear the argument being made on March 15th that there is a working group of assessors of towns in the State and the Department of Revenue Administration saying that they can take care of it. He feels that this is ducking the issue and that this is not fair.

Ms. Griffin agreed that there has been a very valid concern about the role of the working group.

Mr. Walsh stated that he feels the working group should make a statement to State government that they should not be used in arguments by the State to the Supreme Court, and further that they have been working on a good faith basis to look at how things might be done. He feels that they should not be used as trying to argue to the Supreme Court that things will be fine.

Mr. Baschnagel stated that his concern relative to the essence of the decision is that the State has to deal with individual property owners equitably and the only way to do that is to take the towns out of the loop. His concern is that Mike Ryan, as well as those representing other towns, are professionals, but they are professionals with a town label on their pocket. He has a problem conceptualizing a system that is a two-tiered system based on political entities. Although he thinks it might be wise to go to a tiered system of some sort, his suspicion is that an equitable tiered system would be more tied to something intrinsically inherent in the property itself.

## **8. APPROVAL OF MINUTES - January 8, 2001.**



The minutes of January 8, 2001 were approved as written.

**9. OTHER BUSINESS**

There was no other business to come before the Board.

**10. 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.**

**Ms. Connolly MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO TO NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

**SUMMARY**

- 1. Ms. Connolly MADE THE MOTION that the Board of Selectmen recommend to the Planning Board that Map 1 Lot 22 be rezoned from Business and Manufacturing to Natural Preserve, with the proviso that the property is, in fact, owned by the Town of Hanover. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RECOMMEND TO THE PLANNING BOARD THAT LOT 122 BE REZONED FROM BUSINESS AND MANUFACTURING TO NATURAL PRESERVE, WITH THE PROVISIO THAT THE PROPERTY IS, IN FACT, OWNED BY THE TOWN OF HANOVER.**
- 2. 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.**
- 3. Ms. Connolly MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO TO NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Nancy Richards.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**FEBRUARY 12, 2001**

**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; Katherine S. Connolly, Vice-Chairman; Marilyn Black; Bill Baschnagel; Jay Pierson; Julia Griffin, Town Manager; 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. PUBLIC HEARING FOR CONSIDERATION AND APPROVAL AMENDING THE PARKING ORDINANCE TO LIMIT PARKING AT THE HANOVER WASTEWATER TREATMENT PLANT.**

Ms. Griffin explained that the proposed amendment to the Parking Ordinance relates to a parking problem in the vicinity of the boat ramp at the fishing access point on the south end of the Wastewater Treatment Facility. Attempts to inform people verbally have been unsuccessful, and the police cannot ticket unless there are "No Parking" signs installed. She noted that proposed Appendix B outlines the areas where parking is restricted.

Mr. Walsh opened the public hearing; there was no public comment offered.

**Ms. Connolly MADE THE MOTION to close the public hearing. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING.**

Mr. Walsh stated that if there is public comment to be offered before 8:00 p.m. he would re-open the public hearing.

**Mr. Pierson MADE THE MOTION to amend the Parking Ordinance by adding the following language to Appendix B of the Parking Ordinance under a new heading, "Wastewater Treatment Plant" - "On the south side of the Wastewater Treatment Plant, no parking is allowed between the signs posted on the westerly and easterly ends of the paved drive accessing the southerly gate of the facility. Parking is allowed west of the paved section of the drive, immediately adjacent to the boat ramp." Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE PARKING ORDINANCE BY ADDING THE FOLLOWING LANGUAGE TO APPENDIX B OF THE PARKING ORDINANCE UNDER A NEW HEADING, "WASTEWATER TREATMENT PLANT" - "ON THE SOUTH SIDE OF THE WASTEWATER TREATMENT PLANT, NO PARKING IS ALLOWED BETWEEN THE SIGNS POSTED ON THE WESTERLY AND EASTERLY ENDS OF THE PAVED DRIVE ACCESSING THE SOUTHERLY GATE OF THE FACILITY. PARKING IS ALLOWED WEST OF THE PAVED SECTION OF THE DRIVE, IMMEDIATELY ADJACENT TO THE BOAT RAMP."**

**3. PUBLIC HEARING FOR CONSIDERATION AND APPROVAL TO ELIMINATE SIDEWALK DISTRICT AND INCORPORATE SIDEWALK AND MAINTENANCE IN THE GENERAL FUND BUDGET.**

Mr. Walsh opened the public hearing.

Ms. Griffin explained that she had provided to the Board the requested information as to what the anticipated tax rate impact would be if the Sidewalk District were to be dissolved and the costs associated with the Sidewalk District budget allocated to the General Fund which is then allocated to all taxpayers in Hanover, rather than just the taxpayers in the Sidewalk District. If the Sidewalk District were dissolved, the Sidewalk District taxpayers' tax rate would go down, even though there is an increase related to the regular operating budget, and there would be an offsetting increase for taxpayers who do not currently pay a Sidewalk District tax.

Mr. Baschnagel stated that his inclination would be to retain the Sidewalk District. He explained that part of his reasoning is that in the context of the schools there are some people who would like to see more sidewalks rather than less. It strikes him that a nice way to address some of those issues in the future is to perhaps consider expanding the Sidewalk District and put a program in place that would enhance some of the sidewalk work.

Mr. Pierson asked what keeping the Sidewalk District would have to do with building new sidewalks. Mr. Baschnagel answered that his thought would be that the closer link the Town would have of the cost of making improvements to the people who are funding those costs, philosophically the better.

Ms. Griffin commented that in many communities across the country there are typically what are called assessment districts. These assessment districts are not really taxing districts; they are designed to allocate the cost, both for construction or implementation of a feature such as street lighting, plus some of the ongoing operating costs. She added that usually a Town would not be assessing people if they live on streets without sidewalks, only assessing those people who live on streets with sidewalks.

Ms. Connolly stated that what she discovered when she looked at the map is that the Sidewalk District has absolutely nothing to do with sidewalks. There are sidewalks outside of the Sidewalk District and plenty of sidewalks missing inside of it. She indicated that she believes sidewalks should be encouraged everywhere. The Town's tax system is not that of a buffet where one can pick and choose to pay the taxes they most like or by which they are served best. Ms. Connolly indicated that she believes the Sidewalk District should be rolled into the General Fund because the sidewalks serve everyone, and she sees no reason to have this particular district.

Ms. Black recalled that the Sidewalk District was historically drawn up when the precinct and the Town merged, and the Town was the Sidewalk District. It was one of the things that was negotiated to allow the merger to take place.

Ms. Black added that she lives with no sidewalks yet she pays the Sidewalk District tax, and her taxes also pay to extend sidewalks to people outside of the district who do not pay the tax. Mr. Walsh commented that he thinks the question for the Board is to adopt a more conscious program with regards to where sidewalks are to be located. He added that he is not suggesting that the current boundaries of the Sidewalk District are correct, and is also not suggesting that where the sidewalks are today makes the most sense to the Town. He noted that the fact of the matter is that he does not think anyone has really looked at this issue in the context of where it makes the most sense to make the best investment, and he feels that this needs to be done.

Ms. Black pointed out that probably 80 percent of the people paying the Sidewalk District tax are people who do not have sidewalks in front of their houses. She feels that to spread the tax equitably across the entire Town would be reasonable.

Ms. Griffin indicated that while she has been the Town Manager for Hanover the Town's decision to install a sidewalk has never been based on whether it was in the District or not, it was based on the Town's ability to maintain extra lengths of sidewalk. She added that another anomaly with the Sidewalk Fund is that the Town does not budget in that fund for maintenance of the sidewalks, only for the cost to construct new sidewalks or to repave current sidewalks and the costs to buy sidewalk maintenance equipment. Ms. Griffin explained that if the Sidewalk Fund were to disappear, the Board would simply vote to roll the Sidewalk Fund capital reserve into the equipment fund and purchase sidewalk plows, for instance, from the equipment fund just as it does with other pieces of equipment. This would leave an annual budget of anywhere between \$50,000 and \$80,000 depending upon the amount of sidewalk work that is anticipated.

Mr. Baschnagel explained that his interest in retaining the Sidewalk District would be to allow the District to absorb the cost of maintenance as well.

Ms. Griffin pointed out that the Sidewalk District to her and to the Department of Revenue Administration makes the least sense simply because it is not a pure assessment district. If it were a pure assessment district, the Town would only be assessing the people who lived on the streets served by sidewalks, and they would be paying for the maintenance of those sidewalks as well as the construction.

Mr. Baschnagel stated that he feels the Sidewalk District area needs to be defined and the Town needs to get serious about planning a long-term expansion for sidewalks. This would involve soliciting input from neighbors and people in particular districts and areas to develop a program that is responsive to their wishes and needs.

Mr. Walsh noted that the issue now before the Board is whether or not to put this question in front of the voters at Town Meeting. He indicated that he would hate to see this issue become an "us" versus "them" issue. He feels that it should be left up to the voters to decide whether or not to eliminate the Sidewalk District.

Mr. Baschnagel stated that he agrees wholeheartedly with avoiding the "us" versus "them" scenario. He pointed out that there is currently an inaccuracy in that the District does not match the physical reality. The District exists but does not capture all of the costs associated with the facility that the District is funding, and there is a total lack of any kind of a long-term view of what that District might be were it to be retained.

Mr. Walsh commented that if the voters decide to keep the Sidewalk District, the Board's expectation would be to come back to Town Meeting next year and recommend a redefinition of the District geographically relative to responsibilities that line up with the realities of where the sidewalks are and the views that the Planning Board might have about sidewalk growth. He noted that he would personally look at this issue as small enough that he would hope it would be eliminated, but if it is not, then he feels the Board should take on the work of redefining it.

Ms. Black indicated that one of the charges of the Selectboard is the safety and well-being of travel of the citizens of the Town. Nowhere does it say that some citizens are more privileged to pay for that than others. She feels that looking at what the charge of the Town is, the costs for the sidewalks should be divided evenly among the citizens, and she feels that the sidewalks should simply be a part of the Public Works budget. Ms. Black feels that toying with changing the boundaries or the District is just recreating the problem all over again. She stated that the health and safety of travel in Town is the Board's mission and it should be shared by the Town. She stated that she would be in favor of putting this issue on the Warrant.

Mr. Pierson asked Mr. Walsh if this issue were put on the warrant and the voters were to vote to eliminate the District, if he would feel that the District should be redefined. Mr. Walsh answered that he does not

feel the District should be redefined if the voters decide to eliminate the District; if the voters vote to retain the District, he feels that the Board should do the work necessary to make the District lines up with the sidewalks and plan the means by which the District can grow.

**Mr. Pierson MADE THE MOTION to close the public hearing. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING.**

**Ms. Black MADE THE MOTION that the Board of Selectmen put on the Warrant the issue of elimination of the Sidewalk District. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED FOUR IN FAVOR, ONE OPPOSED (MR. BASCHNAGEL) TO PUT ON THE WARRANT THE ISSUE OF ELIMINATION OF THE SIDEWALK DISTRICT.**

#### **4. DISCUSSION REGARDING THE STATEWIDE PROPERTY TAX AND THE COALITION COMMUNITIES**

Ms. Griffin informed the Board that the latest on the litigation front in connection with this issue is that the State has filed their application and the coalition communities have requested some additional time to prepare their response. She doubts that this request will be granted, and suspects that oral arguments will be scheduled for the first week in March. There is a prehearing on the case scheduled for the 21st of February, and Ms. Griffin feels that the case will go forward expeditiously. She added that she was surprised that the coalition communities filed for an extension of time because this was not discussed when they met ten days ago. She noted that the coalition communities are now being criticized by the Legislature for dragging their feet when, in fact, this is an urgent situation that needs to be solved.

Ms. Griffin commented that the Governor's plan would not take effect until 2002, which means that the Town will still need to make its donor payment on March 15th. One decision the coalition did make was to recommend to all of the respective selectboards that they consider filing an interpleader motion again asking that their checks go into an escrow account held by the court pending the Supreme Court's decision on Judge Galway's ruling. The fear is that if the towns send their checks to the State, the money is gone and a refund would be even more difficult to obtain. Ms. Griffin feels that perhaps this year Judge Galway will rule in favor of the interpleader motion and choose to escrow the funds.

Mr. Baschnagel asked why the return of the \$6.90 to the Town did not effectively constitute the return of those funds to the Town. Ms. Griffin explained that the basis for the decision to send the money back to the Town in the form of the adequacy payments was Judge Galway's ruling that every taxpayer in the State was potentially wronged by the tax because the assessing system is not standardized. She added that there are some coalition community members who are thinking about a position that would urge NHMA that the State be the one to collect the money, not the towns, so that the relationship is direct between the State and the taxpayer with none of the communities in the middle.

Mr. Walsh commented that he feels Judge Galway went right to the essence of the problem with his ruling in that it is a question of the State raising money from its citizens individually to meet the State's obligation to fund an adequate education. He added that the question is whether the State has a mechanism so that the tax can be equitably levied across the State.

Ms. Griffin urged Board members to read Judge Galway's ruling. She noted that everyone is assuming, rightfully or wrongfully, that the Supreme Court will uphold his decision, but that they will give the State some period of time to prepare the system so that if it chooses to use the statewide property tax as a revenue generation vehicle it can do that equitably. The bigger question is what happens in the interim, whether to deal with a statewide assessment done in an unconstitutional manner or whether they resort to some other alternative in the short term.

Ms. Connolly asked if the Governor's proposal is based on the taxation method that has been discredited already, and whether the statewide property tax of \$4.90 will convert itself equivalently to some higher

number. Ms. Griffin answered that the statewide property tax will be equalized. Ms. Black commented that she thinks the Governor is somehow not getting the message that the statewide property tax is illegal.

Ms. Griffin noted that the challenge that NHMA will have to face is that the statewide property tax by and large has benefited the vast majority of its member communities who are getting a net inflow of revenue. Given that and the political turmoil around other alternatives like an income tax, the temptation is to figure out a quick fix to set the statewide property tax at a lower rate.

Assuming there was an equitable property assessment throughout the State, Mr. Walsh commented that it would change his thinking if the statewide property tax was the responsibility of the State to collect from its citizens. He feels that this would remove the concept of donor communities and would make it a more legitimate kind of tax as opposed to the way it is currently packaged.

Mr. Baschnagel pointed out that when the relationship is between the State and the taxpayers, it really does not make a lot of difference whether the basis of the tax is property or income.

Mr. Baschnagel added that he believes communities are the agencies that should decide what they want to invest in their school systems; this is where the proper decisions are made. He feels that it is incorrect to have decisions made in Concord as to what towns ought to be doing in their own school systems.

Ms. Griffin stated that the difference with assessing the tax between the State and individual taxpayers is that unless the State has the ability to place its own assessed value on every taxpayers' individual property, they are still going to be looking to the host communities to establish a value and then equalize that value. She feels that the problem is in the equalization process. By shifting the focus from the communities to the taxpayers, there still would be a series of class action suits filed by individuals who would argue that the State is not adequately collecting data and placing full values on properties in communities. They would claim that they were paying too much tax and they would want DRA to investigate.

Mr. Walsh commented that he would have no trouble with Hanover providing their grand list to DRA and have DRA use that, but that the relationship should be made very clear that it is between DRA in Concord and the individual property owner. He added that he is struggling to find the right position for the Town of Hanover in this issue because he firmly believes that there needs to be a solution to the school funding issue in New Hampshire, and it needs to be sooner rather than later.

Ms. Griffin stated that there has been a real resistance on the part of the DRA to be the revenue collection agency; their objection to the income tax was that they did not have the mechanism to collect it, which she thinks is a weak argument.

Mr. Baschnagel suggested that the State should generate a grand list and hand it out to the towns to assess their taxes.

Mr. Walsh noted that the Town of Hanover funded \$10,000 to support the appeal to the Supreme Court, and a decision will be coming from the Supreme Court within the next few months. He asked if something should be said to the coalition communities after that decision. Ms. Griffin answered that clearly the coalition will want to talk about what becomes of the coalition depending on the decision.

Mr. Walsh commented that he feels once this issue is played out through the Supreme Court and they have ruled, he does not think there is a coalition any longer. He feels it might be useful to say that once this issue is played out, he would expect the Town to completely reassess its situation.

Ms. Griffin noted that the message she is hearing from the Town's local delegation is that at this point there is not even a commitment in the House to solving this situation during this legislative session.

Ms. Black commented that the only reason a solution was reached last time was because the schools would be closing in 30 days because they were out of money. She feels that it is going to take another crisis situation to get any action at all, and that there will be another court case. She does not think that this problem is solvable in the time frame by June because the desire to solve it is not there. She added that it is important to understand that except for 35 communities, the other communities in the State are doing well with the current plan. It is hard to ask NHMA to step aside and take a position that the majority of their members do not support. Ms. Black feels that the courts are going to be the guide to all of this because the politicians are not going to listen until the courts tell them to.

#### **6. APPOINTMENT: RECYCLING COMMITTEE**

**Ms. Black MADE THE MOTION to appoint Larry Litten to the Recycling Committee. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT LARRY LITTEN TO THE RECYCLING COMMITTEE.**

#### **7. ADMINISTRATIVE REPORTS**

Ms. Griffin announced that she has extended an offer to an applicant for the Administrative Services Director's position. The offer has been accepted, but she will wait to make a public announcement until that individual has had time to notify her family, etc. The position will be filled in mid-March.

Ms. Griffin added that the new Administrative Services Director will be attending the budget hearings as well as Mr. Gilbar. She noted that the budget is essentially complete at this point; she will be putting the finishing touches on the document this week, will copy and assemble the budget next week, and the Board will receive copies of the budget on February 23rd. It would be her suggestion to try and to through the budget in four sessions rather than five, with the official public hearing and budget adoption scheduled for Monday, March 12th. After further discussion, it was the consensus of the Board to try to complete the budget in four nights, with the public hearing on the budget and adoption to be held Wednesday, March 7th. Meetings during the budget review and adoption process will begin at 7:00 p.m. rather than the regularly scheduled 7:30 p.m.

There was discussion regarding "B.J. Bedford Day" activities, and the plan to hold a public event at the Ray School with advertising being done to inform and invite the public to this event. Ms. Black suggested that organizations in Town such as the Rotary, etc. could write a letter to be read if they cannot attend. Ms. Griffin will check with the Valley News to see if they can insert a box with their lead story about B.J. giving the times of the activities scheduled.

#### **7. SELECTMEN'S REPORTS**

##### **Ms. Black**

Ms. Black reported that the original date for the Pond Party was postponed because of rain, and that it was held on February 11th. She noted that the ice castle was exceptional this year, and a lot of credit needs to go to Bill Young for his efforts.

Ms. Black also reported that the Joint Community Facilities Committee has extended a contract to an architectural firm and an engineering firm to do some preliminary studies for the facility. The first meeting will be on February 21st with the architect. In their proposal they guarantee at least 11 meetings with the Town, and more if needed, including meetings with the Parks and Recreation Board and Senior Advisory Committee. She added that planning community facilities comprise 80% of the firms' work; they have been through the grant process and they are willing to help prepare the literature and information to go to Town Meeting. Ms. Black noted that the firm's enthusiasm was infectious and the vote to select them was unanimous.

**Ms. Connolly**

Ms. Connolly reported that the Planning Board has spent most of its time talking about the Master Plan or zoning amendments. She added that there was also a second public meeting for the Downtown Visioning Committee with the consultants which was a very successful meeting with a lot of discussion about the results thus far and a great deal of public input on how to go forward.

Regarding the Downtown Visioning Committee, Ms. Black commented that there are people very upset as to why housing on School Street is suggested to be located on property owned by the Episcopalians. Ms. Connolly answered that it is one of the visions that this area become dense housing; it may or may not be accepted.

Mr. Baschnagel noted that one of the points raised is that a better job can be done of buffering between the business district and the residential communities that surround it. They have proposed a higher density of housing in the transition zone and the possibility of mixed use in that buffer.

Ms. Black indicated that St. Thomas Church is working on an expansion plan for use of that property at the current time. Ms. Connolly commented that the Downtown Visioning Committee has envisioned several ways of dealing with properties over which they have no control at the present time.

Mr. Baschnagel stated that one of the things that went into the discussion early on was the fact that at one point there was a suggestion that St. Thomas would be moving elsewhere and those properties would become available, so they were identified as transitional properties. He added that this is only the data gathering portion of the planning. There will at some point be a report from the consultants that would then go into the planning process, come to the Town, go to the Planning Board and a whole series of public hearings.

Ms. Connolly added that the final result of this work will end up at the Planning Board and that is where the public's input will be very important.

**Mr. Baschnagel**

Mr. Baschnagel reported that with regard to parking and zoning there has been a whole series of meetings going on for a year. What has happened over this time has been the creation of a proposal to change the Town's role with regard to addressing parking requirements in downtown and relax or provide alternatives for property owners. That proposal will be solidified and introduced to the Planning Board as part of the Master Plan process. Basically, the thrust of this proposal is that the Town would offer an alternative to a property owner for providing physical spaces, with a mechanism in place to purchase the zoning rights for parking. The Town would then get the role of consolidating those requirements and providing centralized managed parking in Town.

Mr. Baschnagel added that the PTB had a couple of meetings recently and is starting to transition from a focus on the immediacy of getting the parking facility up and running to take a step back and start looking long-term. He would anticipate that over the next month or two there would be a proposal in that regard to bring to the Board.

Mr. Baschnagel also reported that the Parking Fund is doing very well and the parking facility is holding up nicely. This is a credit to Sgt. O'Neill, Ms. Griffin and the rest of the crew that made it happen.

Mr. Baschnagel indicated that the Conservation Commission met recently to discuss a plan that is underway by the Conservation Council to put together an application for a 50/50 match. They have already identified one property that would be an in-kind match. The Conservation Council is planning to contribute \$50,000, and the Conservation Commission voted to contribute \$50,000 if they do that, so the



intent is to try to build up to \$400,000. Ed Chamberlin and others have been diligently working with the property owners to identify specific pieces of property and arrangements. The application was a preliminary application, and there will be a formal application in April.

Ms. Black asked if there was any discussion of the land by the tower. Mr. Baschnagel answered that the Conservation Commission has endorsed the purchase of that land; his understanding is that funding will be split between the Commission funds and Town funds. Ms. Griffin stated that there needs to be further clarification on this. She had indicated to staff that if the Conservation Commission wishes to make a request of the Board that they consider this, they need to do it formally because it needs to get into the budget. She added that she had said she would not recommend it to the Board because that fund is set aside for a community center and the Town will need every penny it can get for that project. Ms. Griffin noted that she gets a sense that the Commission's desire is to have the Town pay for half of the land under discussion; part of the reasoning for this is that it is felt to be valuable for the Town from a public safety communications standpoint and not just as open space, and from that perspective she can see the Commission's position.

Ms. Black stated that her personal opinion is that the Conservation Commission should buy the land with the money in the fund; that is why it was established.

Mr. Walsh recalled that there was discussion a few weeks ago at a Board meeting regarding this issue, and if the suggestion were made at that meeting that the Town expend funds for this purchase he would have made some very strong statements about the Town's budgetary position this year and the fact that the Conservation Fund was established for exactly this type of situation.

Mr. Baschnagel also reported that the Planning Board has plans to put a warrant article onto Town Meeting that the building code be adopted. He wished to raise the point of discussion that apparently the Selectmen have the authority to adopt the building code, but that Town meeting either has to give the Selectboard that power or adopt it themselves. Ms. Griffin answered that her recollection is that the issue from the Town Attorney's perspective is that Town Meeting either needs to adopt the building code themselves or delegate that responsibility. The Town Attorney feels it is appropriate that the responsibility be delegated to the Planning Board, not to the Selectmen. She added that she would prefer to have the Planning Board adopt it, because if Town Meeting were to adopt it that would mean that Town Meeting would also have to amend it, and the goal is to streamline the process by having Town Meeting authorize Town officials to adopt the code. Likewise, Town officials would have the ability through the public hearing process to amend the code whenever they saw fit.

Mr. Baschnagel stated that if an authority is needed, he feels the authority ought to be the Selectboard. Ms. Griffin indicated that she will review this further as she thought the recommendation was that the Planning Board be the authority.

#### **Mr. Pierson**

Mr. Pierson reported on an upcoming Chamber of Commerce meeting and a Parks and Recreation Board meeting. He noted that he did not attend a recent Water Company meeting, but that Mr. Baschnagel attended in his absence.

#### **Mr. Walsh**

Mr. Walsh reported on a recent Howe Library Board meeting; they studied the non-resident fee and are proposing no change in that fee. His sense is that the Howe Library is in a relatively frugal position this year, coming in line with the financial realities of the town.

Mr. Walsh also reported that he was unable to attend a recent Dresden Finance Committee meeting, but they voted unanimously to not support the Dresden budget.

**8. APPROVAL OF MINUTES: December 18, 2000**

There were no minutes of December 18, 2000 distributed to the Board members.

**10. 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**

**Ms. Connolly MADE THE MOTION to close the public hearing. Mr. Pierson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING.**

**Mr. Pierson MADE THE MOTION to amend the Parking Ordinance by adding the following language to Appendix B of the Parking Ordinance under a new heading, "Wastewater Treatment Plant" - "On the south side of the Wastewater Treatment Plant, no parking is allowed between the signs posted on the westerly and easterly ends of the paved drive accessing the southerly gate of the facility. Parking is allowed west of the paved section of the drive, immediately adjacent to the boat ramp." Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE PARKING ORDINANCE BY ADDING THE FOLLOWING LANGUAGE TO APPENDIX B OF THE PARKING ORDINANCE UNDER A NEW HEADING, "WASTEWATER TREATMENT PLANT" - "ON THE SOUTH SIDE OF THE WASTEWATER TREATMENT PLANT, NO PARKING IS ALLOWED BETWEEN THE SIGNS POSTED ON THE WESTERLY AND EASTERLY ENDS OF THE PAVED DRIVE ACCESSING THE SOUTHERLY GATE OF THE FACILITY. PARKING IS ALLOWED WEST OF THE PAVED SECTION OF THE DRIVE, IMMEDIATELY ADJACENT TO THE BOAT RAMP."**

**Mr. Pierson MADE THE MOTION to close the public hearing. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO CLOSE THE PUBLIC HEARING.**

**Ms. Black MADE THE MOTION that the Board of Selectmen put on the Warrant the issue of elimination of the Sidewalk District. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED FOUR IN FAVOR, ONE OPPOSED (MR. BASCHNAGEL) TO PUT ON THE WARRANT THE ISSUE OF ELIMINATION OF THE SIDEWALK DISTRICT.**

**Ms. Black MADE THE MOTION to appoint Larry Litten to the Recycling Committee. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT LARRY LITTEN TO THE RECYCLING COMMITTEE.**

**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 9:30 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Nancy Richards.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**JANUARY 22, 2001**

**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; Katherine S. Connolly, Vice Chairman; Marilyn Black; Bill Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6.

**1. PUBLIC COMMENT.**

There was no public comment.

**2. DISCUSSION REGARDING SENIOR CENTER WITH SENIOR CITIZENS STEERING COMMITTEE.**

Chrysanthi Bien, a member of the Senior Citizens Advisory Committee, distributed information regarding the Senior Center.

Gail Schaal, the coordinator at the Hanover Senior Center, explained that the Center's outreach programs consist mainly of working with the youth through Youth-in-Action. Several programs are held with YIA and these programs are coordinated through Kathy Geraghty, the coordinator with YIA. There have also been programs conducted with residents in The Greens, Wheelock Terrace and Valley Terrace in an attempt to reach out a bit more into the community. One reason for doing this is because of the limited space at the Senior Center.

Maureen Hall, a member of the Steering Committee, thanked the Selectboard for the job that they do for the Town of Hanover. She also wished to thank Gail Schaal for the tremendous job that she does, and Chrysanthi Bean for keeping them on track. Ms. Hall introduced the other members of the committee, Barbara Doyle, Dale Bryant and Connie Carr.

Ms. Hall discussed Adventures in Learning, a program that is starting its fourth year. This program came about as a result of discussion during a Steering Committee meeting. Adventures in Learning conducts classes such as Chinese painting, poetry writing, and provides an opportunity to link the senior population with the student population as well as to knowledgeable people in the community who volunteer their talents to teach. These programs have attracted seniors from the wider Upper Valley area. Ms. Hall distributed some flyers to members of the Board and informed them that there are three series coming up in February and a series of seven classes in March taught by seven different teachers and instructors from the Upper Valley, two of whom are going to bring their youngsters from the school system so the seniors can meet them as well. Ms. Hall invited all members of the Board and the community to come and see the Senior Center and realize that all of these activities are taking place in a very confined area. She added that there are great hopes that there will be a senior center and community center in the near future.

Ms. Connolly indicated that there are plans for a new center in the future. Mr. Walsh commented that everything that goes on in the senior center is great and very special; the Board recognizes that it is small and old and that something larger and newer would be good. He thanked members of the committee for attending the Board meeting.

**3. PRESENTATION OF DRAFT OPEN SPACE PRIORITIES PLAN.**

Anne Morris, Chair of the Open Space Committee, stated that last September the Committee developed a draft of the Open Space Priorities Plan. Since that time two public hearings have been held; one a

publicly announced discussion at a Planning Board meeting and one at the Conservation Commission. Also, comments have been received from approximately 20 people and a total of 90 people have attended various meetings. The Committee has taken all of the comments into account and incorporated the vast majority of them into the plan in one way or another. The draft now before the Board is the final version of this work. She explained that the Planning Board has reviewed the draft and the Selectboard and the Conservation Commission have to review it as well.

Mr. Walsh noted that members of the Committee in the audience included Anne Morris, Ed Chamberlain, Elaine Bent, Kim Perez, Elsie Richardson, Vickie Smith and Doug McIlroy.

Mr. Baschnagel commended the committee for a great job. Mr. Pierson added that he found the report easy to read and feels that it will provide a great guiding light for all of the community activities in town.

Ms. Black pointed out a problem on page 61 of the report; the language refers to appointing a special task force to investigate the protection and uses of Water Company land. She feels that this is premature - she does not think that the Water Company needs a special committee studying the use of their land now when it is protected by a waiver, and the Water Company is trying very hard to hang onto that waiver.

Ms. Morris explained that the Committee's approach to this issue was because many of the Committee's members had heard comments and remarks about the possible future of the Water Company lands. There are a number of options which she feels are available, and if the reservoirs continue to provide the water supply and continue to be protected as they are from pollution in various ways, there is no issue. However, if the reservoir system should be replaced, then she feels that perhaps there is a question that needs addressing.

Ms. Black noted that the report talks specifically about appointing a task force which she feels is premature at this point. She added that she would be very uncomfortable as a member of the Water Company Board accepting this report with this item included because the land is owned 47 1/2% by Hanover and 52 1/2% by Dartmouth College.

Ms. Connolly noted that this is her third reading of the draft. She added that her comments mostly have to do with planning and visioning, and she thanked the Committee for their great work.

Mr. Walsh commented that he feels the Committee has done a superb job and has worked very hard to give a wonderful picture of the Town and its assets. He recalled that the original charge to the Committee was to come up with an open space plan which could guide the Conservation Commission in using the funds that were put into the conservation fund. He feels that this has clearly been done and done very well.

**Mr. Walsh MADE THE MOTION that the Board of Selectmen accept the Open Space Priorities Plan with thanks to the Committee as a guide for the Conservation Commission and other bodies in Town as they work cooperatively with individual landowners to conserve open space in Hanover. Ms. Black SECONDED THE MOTION.**

Ed Chamberlain wished to address Ms. Black's concern voiced earlier. He emphasized that the Committee feels that the report is just a recommendation to the Conservation Commission; the Town officers can use this report as a document to plan from, and there is no intention to impose anything on anyone. With reference to the Water Company, he feels that the language in the draft simply reflects the Committee's concern about the future of that land.

Mr. Walsh stated that he appreciated Mr. Chamberlain's comments, and feels that the theme of the report is a basis for cooperation with individual landowners.

Ms. Connolly indicated that the motion which was passed on this report at the Planning Board was that the Planning Board commended the Committee on the open space plan and expressed their judgment

that through public hearings and successive revisions the plan reflects public opinion, and in its broad outlines, it will be used for guidance by the Planning Board in preparing the Master Plan.

Mr. Walsh asked for further comments from the audience.

Elaine Bent stated that at some point in time she thought that the open space plan was going to be part of the Master Plan. Ms. Connolly suggested that parts of the open space plan certainly will be incorporated into the Master Plan. Mr. Hornig's motion had promised that parts of it would be included, but not all parts.

Mr. Baschnagel pointed out that it is the Planning Board that prepares the Master Plan, not the Selectboard; therefore, it is the Planning Board that will make the judgment as to how much and what pieces of the report are incorporated into the Master Plan.

**The Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE OPEN SPACE PRIORITIES PLAN WITH THANKS TO THE COMMITTEE AS A GUIDE FOR THE CONSERVATION COMMISSION AND OTHER BODIES IN TOWN AS THEY WORK COOPERATIVELY WITH INDIVIDUAL LANDOWNERS TO CONSERVE OPEN SPACE IN HANOVER.**

#### **4. DISCUSSION REGARDING PROPOSED PURCHASE OF PROPERTY OWNED BY UNH ON MOOSE MOUNTAIN.**

Ms. Griffin explained that the Board had indicated that before funds from the Conservation Fund should be expended, the open space priorities plan should be completed and adopted. She noted that there is the opportunity to acquire acreage on the top of Moose Mountain which is owned by the University of New Hampshire. This property abuts the tower property upon which resides a couple of cell phone company towers as well as others, including public safety communications equipment. UNH wants to continue to hold onto the approximately two acres that contain the tower and to sell the remaining 18 plus or minus acres to the Town or whatever conservation entity would be interested in purchasing the land for conservation purposes. Ms. Griffin indicated that the Selectboard had talked about this and felt very clearly that even though the potential might have been to close on the property before the open space plan was completed, it made tremendous sense to utilize that fund to purchase the land. The details are now being worked out with the real estate broker, but it appears as if the deal will go forward in a fairly prompt fashion. Ms. Griffin added that the Conservation Commission does not need the approval of Town Meeting to expend money from the conservation fund; they have the ability to acquire property simply by holding their own public hearing. She indicated that this particular piece of land is strategic for the Town in several ways.

Elaine Bent commented that the land does meet many of the criteria set forth for evaluating lands, and it is certainly a very high profile piece of land.

Kim Perez pointed out one of the other things that this brings to mind; there had been discussion about the need to create a land acquisition committee to look into individual pieces of property and whether or not the Conservation Commission and the Town might want to purchase those particular pieces. She feels that this might be a little bit of putting the cart before the horse, because that committee is not actually in place yet to evaluate this particular piece of property relative to all of the others.

Ms. Connolly agreed that the land acquisition committee should be formed.

Ed Chamberlin stated that two members of the committee had visited the Moose Mountain site and had submitted a report on their findings.

Mr. Walsh pointed out that it is the Conservation Commission's responsibility as a whole to make the decision whether or not to expend funds from the conservation fund; a land acquisition committee may or may not be a useful way of working for the Conservation Commission. This is for the Conservation

Commission to decide. He noted that it is the Conservation Commission itself, not a committee, that will be making decisions on how to commit those funds.

Mr. Pierson asked if the Moose Mountain property had been surveyed; he commented that he was concerned about guy wires. Ms. Griffin answered that the University system has done a survey; the real estate broker has been asked to request the University to make that survey available to the Town and to potentially do additional survey work particularly with respect to the guy wires. The other issue is whether some sort of environmental site assessment should be done. This is a relatively inexpensive aspect of engineering, but is one that Ms. Griffin thinks that the Conservation Commission should talk about in terms of what would be the routine tools that they would seek to have available to them in terms of making a decision on a piece of land.

Mr. Pierson pointed out that the University system does not want to sell the tower or the land under the tower. Ms. Griffin agreed that this is correct. From the Town's perspective, if anyone else is going to own the tower it makes sense to have the University system own it.

Mr. Walsh asked if the Town could get a right of first refusal on the two acres. Ms. Griffin answered that UNH has been asked if they would be willing to negotiate a right of first refusal with the Town. She noted that the only problem is that she suspects although they will agree with this proposal, the price will be astronomically high. However, the University has indicated that they would be willing to consider a right of first refusal.

Mr. Walsh asked what action the Selectmen need to take on this issue. Ms. Griffin answered that there is no formal action that the Board needs to take; however, she felt that it was important for the public to be aware that the Board had discussed this issue.

## **5. DISCUSSION OF PROPOSED FIRE TRUCK PURCHASE.**

Ms. Griffin noted that in late February or early March of 2000 the Board debated the merits of requesting that Town Meeting appropriate funds from the fire equipment reserve to purchase a replacement piece of apparatus for the Etna Fire Station. This piece would replace two quite old pieces of apparatus at the Etna Station. At the time, the Board discussed the merits of buying used vehicles. Board members asked that the Fire Department come back to the Board once it received bids to share those findings and recommendations in terms of a used piece of apparatus versus new. Chief Bradley, Frank Austin and people from the Etna Fire Station came up with a memorandum summarizing their findings based on bids received both for new apparatus as well as two bids for three separate pieces of used apparatus.

Ms. Griffin noted that one of the nice things about Hanover is its commitment to maintaining the vehicle equipment reserve in the General Fund. She noted that for the last four years it has been possible to sustain the annual contribution to the fire and ambulance equipment reserves so that when apparatus or equipment needs to be replaced it will not require a huge appropriation. She indicated that it is helpful from her perspective as Town Manager to have both the Fire Department look at the need for new equipment from the operational side, and to have the fleet manager look at it from the standpoint of a true cost benefit analysis for the Town.

Ms. Griffin commented that it is interesting for her to see the comparison on used versus new equipment. It appears clear that unless it was possible to buy a fire truck that is two years old at a significantly reduced price from new, then it makes sense to look at new equipment as opposed to refurbished at least in this instance.

Mr. Pierson asked about the possibility of a trade-in, and if so, what kind of a value could be expected. Chief Bradley answered that at this point in time, that value would be a big unknown. He explained that he has made contact with a used apparatus broker who operates out of Tunbridge, Vermont, but has not been able to get a figure as of yet. Ms. Griffin commented that there is not much of a trade-in value on used fire trucks of this age and vintage. Chief Bradley added that fire truck manufacturers or dealers are

not interested in trade-ins, but hopefully a broker would be able to find a market for used equipment.

There are two options available for the old equipment. One is that it may have antique value to someone; it does not really have a functional value because of the age of the vehicle. Another option is to take the equipment to an auction where it is felt it would realize somewhere in the vicinity of \$1,000.

Mr. Baschnagel asked what the time frame would be for the new equipment to be received. Chief Bradley responded that it would take approximately six months for the new equipment to be received as it is built to order.

**Ms. Black MADE THE MOTION that the Board of Selectmen authorize the Fire Department to purchase the equipment as proposed. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AUTHORIZE THE FIRE DEPARTMENT TO PURCHASE THE EQUIPMENT AS PROPOSED.**

## **6. DISCUSSION OF PROPOSAL TO ELIMINATE SIDEWALK DISTRICT.**

Ms. Griffin explained that she had put this item on the agenda because the Board had been eager last year to discuss the merits of retaining versus disposing of the sidewalk district, but had talked about it too late in the budget cycle. She noted that there was a need to hold a public hearing no sooner than 60 days prior to Town Meeting regarding the specific potential of abolishing the sidewalk district. This public hearing would need to be held the first week in March in order to meet the statutory requirements.

Ms. Griffin explained that what elimination of the sidewalk district would essentially do would be to spread out the sidewalk district budget across the entire General Fund tax base, rather than the sidewalk district tax base. She indicated that she did a quick calculation based on the current sidewalk budget which is currently being developed and will be proposed to the Board. Instead of 16 cents per thousand for the current sidewalk district tax rate, it would be less than 5 cents per thousand spread across the entire town of Hanover with all of the assessed valuation as opposed to the in-town assessed valuation.

Mr. Baschnagel asked what the motivation is for eliminating the sidewalk district. Ms. Black answered that at this point people who live in the compact area pay the whole sidewalk tax, but everyone walks on the sidewalks and the majority of people in the sidewalk district do not even have sidewalks. She noted that sidewalks benefit everyone in Town, and she does not feel it is fair to single out one portion of the population to pay the tax.

Ms. Griffin distributed copies of a map showing the boundaries of the sidewalk district, pointing out the streets within the sidewalk district that do not have sidewalks, yet still pay the sidewalk district tax. She added that she has never seen in her career a sidewalk district similar to that in Hanover; in other towns, sidewalks are typically maintained just as the roadways are in the General Fund Public Works Department budget.

Mr. Baschnagel indicated that his initial reaction is to expand and retain the sidewalk district. He added that he is also very attracted to the idea of funding a district for this similar to the way the parking fund district is funded. He would be inclined to expand the sidewalk district and include the areas that are appropriate for sidewalks, recognizing that there is probably a long-term obligation.

Ms. Black commented that 80 percent of the people that live within the sidewalk district do not have sidewalks.

Mr. Walsh noted that the parking district is a big investment and he feels that trying to spread this cost across the whole town would have been the wrong thing to do. He stated that he feels differently about the sidewalk district, however, pointing out that the tax for this district would constitute 2/10 of one percent of the tax rate.

Ms. Connolly indicated that she feels there should be the opportunity to have a sidewalk any place in

town, not confined to a special district.

Mr. Pierson asked if the Board was to decide whether this issue is to go before the Town at Town Meeting. Ms. Griffin explained that she had wanted the Board to have a chance to discuss the issue; she added that if the Board decided that more information was needed, she would be happy to prepare it for them. If the Board wishes to bring this matter before the voters, it will be necessary to hold a public hearing no later than early March, which means that it would have to be set down for public hearing at the Board's second meeting in February. She noted that the sidewalk fund budget is really a very small amount of money, and it would have a very minimal impact if it were wrapped into the General Fund.

**Mr. Pierson MADE THE MOTION that the Board of Selectmen set discussion of the elimination of the sidewalk district for the February 12, 2001 meeting. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET DISCUSSION OF THE ELIMINATION OF THE SIDEWALK DISTRICT FOR THE FEBRUARY 12, 2001 MEETING.**

**7. UPDATE ON STATUS OF COALITION COMMUNITIES' EFFORTS REGARDING STATEWIDE PROPERTY TAX.**

Ms. Griffin stated that the Town of Hanover made its first year's payment of the statewide property tax last March 15 in the amount of \$1,114,000, with the second year's payment due on March 15th. She added that in the early fall the coalition communities filed a motion asking that the funds be placed in escrow, but this motion was not granted. In the ruling, the judge ruled that this issue is not just about the donor communities; it is about every single taxpayer in the State of New Hampshire who potentially paid a tax improperly assessed to them because the equalization process is insufficient.

Mr. Baschnagel commented that it is not just a matter of returning the \$6.50 per thousand back to the communities; the implication is that the \$6.50 now flows back to the taxpayers, so the community now loses that money for the school systems. Ms. Griffin reminded the Board that in many communities in New Hampshire the money is not used to fund school improvements, but to reduce the tax rate and to buy other things.

Ms. Black stated that her recommendation would be for the Board to send a letter to all of the Town's representatives in Concord and urge them to work toward a speedy resolution to this problem. She also suggested that it might be wise to put a letter to the editor in the Valley news so that people can have a better understanding of the issue.

Ms. Griffin commented that she had debated the issues of preparing a "Dear Taxpayer" letter, but feels that until some things are clearer she would not even be sure what to tell them. She feels that about all that can be done is to help the taxpayer understand all of the pieces to the puzzle and to explain that there is no answer yet. Mr. Baschnagel stated that those answers really ought to come out of the State legislature and the representatives as they are the ones that will be making the longer-term decisions.

Mr. Baschnagel asked what the timetable was for the Supreme Court providing a response in this case. Ms. Griffin answered that she does not know, but given the gravity of the situation she would hope that it would be timely. However, she noted that the State has 30 days to appeal the decision to the Supreme Court, and she feels that they will drag it out and use the entire 30 days. She explained that the longer it takes the Supreme Court to overturn the judge's ruling, the less likely it is that there will be something else put into place that the State does not want, such as an income tax.

Mr. Walsh stated that he feels this would be an absolute disservice to the citizens of New Hampshire. Ms. Griffin noted that the issue is all about politics about this point, unfortunately. She added that the coalition communities will have to file a response as well as the State, and how long they have to file those responses depends on whether the Supreme Court decides to take the case and what they set as a timeline. Ms. Griffin noted that the Supreme Court could say that they do not want to take the case, but she suspects they will feel obligated to take it because it is so significant. Once the Supreme Court



decides to take the case, they would then indicate in what time frame the two sides need to respond.

Ms. Griffin pointed out that funding is still needed to help pay for all of this legal work. Hanover is only one of the top five communities who has only sent in \$10,000; everyone else has already sent in at least \$20,000 if not \$30,000, and she feels it might be nice for the Board to consider sending a second \$10,000 because the legal expenses will be ongoing.

Mr. Walsh commented that looking at the way the Supreme Court has dealt with other similar issues, odds are they will try to move it along expeditiously. He added that he feels the Town should fund an additional \$10,000 toward this effort, noting that \$10,000 was funded previously, \$5,000 of which came from the Hartford School District and \$5,000 from the Town.

**Mr. Walsh MADE THE MOTION that the Town of Hanover contribute \$10,000 to support the appeal of the coalition communities, and that Hanover School District be asked if they would like to contribute \$5,000 toward that amount; and further that if there is no appeal, the \$10,000 be returned.**

Ms. Griffin stated that the \$10,000 would come out of the legal budget which has the funds available.

**Ms. Connolly SECONDED THE MOTION.**

Ms. Black stated that she would not be in favor of asking the schools to contribute to this effort at this point as they have overspent all of their budgets on architects, etc. Since there is money available in the legal budget, she feels that the Town should contribute the \$10,000 at this time and gently remind the schools that the Town helped them out.

**Mr. Walsh restated his motion that the Town of Hanover fund an additional \$10,000 to the coalition communities to support the appeal of the ruling before the Supreme Court if required. Ms. Connolly was in agreement with this amendment, and the Board of Selectmen VOTED UNANIMOUSLY THAT THE TOWN OF HANOVER FUND AN ADDITIONAL \$10,000 TO THE COALITION COMMUNITIES TO SUPPORT THE APPEAL OF THE RULING BEFORE THE SUPREME COURT IF REQUIRED.**

Ms. Griffin indicated that she would draft a letter for the Board's review and comments to send out as a "Dear Taxpayer" letter.

#### **8. RECOMMENDATION TO AMEND RATE AND FEE SCHEDULE.**

Ms. Griffin explained that the Town's costs are not being covered for sending out abutters' notices which are required by State statute to be sent out certified. She wondered if the Board would be comfortable modifying the language of the Rate and Fee Schedule to allow this fee to change depending upon the current postal rate.

**Ms. Black MADE THE MOTION that the Rate and Fee Schedule be amended with modifying language to the effect that the fee for sending out abutters' notices shall be increased depending on the current postal rate. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE RATE AND FEE SCHEDULE WITH MODIFYING LANGUAGE TO THE EFFECT THAT THE FEE FOR SENDING OUT ABUTTERS' NOTICES SHALL BE INCREASED DEPENDING ON THE CURRENT POSTAL RATE.**

#### **9. RECOMMENDATION TO SET PUBLIC HEARING ON FEBRUARY 12, 2001 TO CONSIDER AMENDMENT TO PARKING ORDINANCE.**

Ms. Griffin explained that due to people parking along the fence near the wastewater treatment plant,

sludge trucks are prevented from getting in and out. She noted that there is plenty of parking on the unpaved section in this area closer to the boat ramp.

**Mr. Walsh MADE THE MOTION to set a public hearing on February 12, 2001 to consider an amendment to the parking ordinance. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON FEBRUARY 12, 2001 TO CONSIDER AN AMENDMENT TO THE PARKING ORDINANCE.**

#### **10. ADMINISTRATIVE REPORTS.**

Ms. Griffin reported that she is finishing up the General Fund budget. She noted that there will be quite a lengthy wish list. She added that there is a \$200,000 cost pressure on the Town's health insurance premium. The health insurance consultant has come back with a memo, but she does not think that there will be much success getting responses that are much more competitive than what the Town now has considering what the health industry is doing. Ms. Griffin will review the consultant's report and send the Selectmen information in their next packet of information.

Ms. Griffin also reported that there is approximately a \$65,000 increase in fuel costs because the anticipated fuel price will go up 100 percent from the current price. There will also be about a \$45,000 increase in electrical costs because of an anticipated 24 percent increase in utilities. In addition, there is almost a \$60,000 increase in State retirement costs because of modifications which are now coming into effect requiring employers to set aside more for Group 1, and in particular, for Group 2 which is police and fire. Ms. Griffin noted that she has been able to make these cuts while still not depending on any undesignated fund balance to reach the target tax rate, because the other goal the Town has is to really try and keep up the undesignated fund balance. She explained that the reason for doing this is that it is not possible to anticipate what future bond issues might be needed, particularly for the benefit of the School District, and the higher the Town's undesignated fund balance the better the bond rating is likely to be.

Ms. Griffin indicated that she has also been interviewing candidates for the Administrative Services Director position and has narrowed it to the top two applicants who will be brought back for additional interviews.

#### **11. SELECTMEN'S REPORTS.**

##### **Ms. Black**

Ms. Black noted that there will be a baroque group that will be performing at the Senior Center on Friday, January 26th at 2:00 p.m. and on Saturday evening at the Hopkins Center.

Ms. Black also reported that the Joint Community Facilities group met recently and a committee was formed to interview architects for preparing beginning plans. An upcoming meeting will hopefully choose someone to start this work.

##### **Ms. Connolly**

Ms. Connolly wished to remind everyone that the presentation of the Downtown Visioning group's final report will be on Thursday, January 25th at 7:00 p.m. in the Drake Room of the Hanover Inn.

Regarding the Planning Board, Ms. Connolly stated that at a recent meeting a couple of hours was spent discussing the Simpson Development. She feels that some progress has been made with certain aspects of the application, and it is ongoing. The Board also heard the Open Space report and spent a couple of hours discussing it.

##### **Mr. Baschnagel**

Mr. Baschnagel reported that the Conservation Commission has held two meetings since the Selectmen last met. He pointed out that there have been concerns about the Etna trail discussions, and the Conservation Commission will be hosting a community meeting at Trumbull Hall in Etna to get neighbors out and solicit information.

Mr. Baschnagel also reported that the Upper Valley Transportation Advisory Committee met recently to begin the prioritization of the transportation improvement plan, which he feels will be a long process. He added that a recent Planning Board meeting dealt with an application of Dartmouth College that was approved.

Mr. Baschnagel noted that at a recent PTB meeting it was agreed that the garage was doing very well at this point. The group will shift its focus from centering totally on the garage to start work on the charter of an expanded or modified PTB.

#### **Mr. Pierson**

Mr. Pierson reported that the Recreation Committee was concerned about deferring their project from May of 2001 to May of 2002. Ms. Griffin noted that she would send the Board a copy of the proposed timeline which shows that this project would happen in two phases. At Town meeting this year she would ask for additional funds to be appropriated from the Land and Communities fund to do the final design, and in May of 2002 if it was decided to go forward with some sort of scheme that involved Town funding to ask for funding at that point.

Regarding the upcoming Occom Pond party to be held February 10th, someone is needed who wants to wear the Dartmouth College moose costume. There has been some fundraising being done for the Occom Pond Party which costs approximately \$2,000 to run. Ms. Griffin wished to thank Bill Young who does all of the fundraising for this event.

Ms. Black mentioned that Saturday, February 3rd is scheduled as a work day to harvest ice to build the ice castle for the Pond Party.

Mr. Baschnagel noted that with regard to the garage, a considerable amount of publicity was done by the Chamber of Commerce and the Downtown Business Association. These two groups virtually paid for all of the advertising for the garage.

**Mr. Baschnagel MADE THE MOTION that the Board of Selectmen thank the Chamber of Commerce and the Downtown Business Association for contributing funds in relation to advertising the new parking garage. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO THANK THE CHAMBER OF COMMERCE AND THE DOWNTOWN BUSINESS ASSOCIATION FOR CONTRIBUTING FUNDS IN RELATION TO ADVERTISING THE NEW PARKING GARAGE.**

Mr. Pierson also reported that the Water Company recently held a lengthy meeting. Ms. Griffin explained that the Water Company is wrestling with cash flow issues and capitalization for a future capital project. They are also prioritizing what they would determine as high priority capital projects and have agreed to hire a utility consultant to begin the process of establishing a value for the operational system of utility as a basis for talking about a potential municipalization transaction in the future. She added that Don Ware, the new utility engineer, has done a superb job at getting the entire system mapped, and for the first time in the company's history, to begin to do a really thorough inventory of the capital. Ms. Griffin indicated that the only other challenge is that in 2003 and 2004 the Water Company has a huge balloon payment due of almost a million dollars which was a deferral of the payment that was needed to be made originally on the disinfection system that is currently in place which is almost obsolete. When the largest portion of the balloon payment is due in 2004, the Water Company will not have the money to pay for it. At that point the Water Company can either roll over the debt; Ms. Griffin pointed out that this makes no sense to

her as it is only postponing the inevitable. The other alternative is to go to the two owners, the College and the Town, and look for a capital injection. She is debating whether or not to recommend that the Town look at setting aside at least \$100,000 a year for the next three years so that capital can begin to be injected into the Water Company. Ms. Griffin added that when she presents the Wastewater budget to the Selectmen she will also present a quasi cash flow that was prepared by the accountant for the Water Company to help the Water Company board understand where their financial responsibility lies. In her opinion, she is trying to figure out how she can recommend something to get discussion flowing in terms of how to think about trying to recapitalize the company.

Mr. Baschnagel stated that the Water Company owns a fair amount of assets and there are mechanisms for purchasing the land with State assistance. The State will match at least 25 percent of the purchase. He feels that this might be a way to infuse capital into the Company and also address some of the long-term questions relative to the disposition of the land. Ms. Griffin pointed out that because all of the land is in current use, her biggest concern is that it would not generate a lot of capital without having to sell off a very large portion of the land.

#### **Mr. Walsh**

Mr. Walsh reported that the Finance Committee has met with the schools and continues to meet with them, with the Dresden budget hearing coming up shortly. He indicated that the Dresden District meeting will be held on January 24th beginning at 7:00 a.m. at the high school to deal with the question of the million dollar bond to purchase land in Norwich. He encouraged all of the viewers to be part of that discussion and vote.

Mr. Walsh added that there is a workshop to be held on the Land and Community Heritage program and grants at the Howe Library in the Mayer Room on January 24th. He also reported that there was a meeting of the Howe Library Trustees recently and a meeting of the Affordable Housing Coalition which both he and Mr. Baschnagel attended.

#### **12. OTHER BUSINESS.**

There was no other business to come before the Board.

#### **13. 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. Mr. Walsh MADE THE MOTION that the Board of Selectmen accept the Open Space Priorities Plan with thanks to the Committee as a guide for the Conservation Commission and other bodies in Town as they work cooperatively with individual landowners to conserve open space in Hanover. Ms. Black SECONDED THE MOTION.**
- 2. The Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE OPEN SPACE PRIORITIES PLAN WITH THANKS TO THE COMMITTEE AS A GUIDE FOR THE CONSERVATION COMMISSION AND OTHER BODIES IN TOWN AS THEY WORK COOPERATIVELY WITH INDIVIDUAL LANDOWNERS TO CONSERVE OPEN SPACE IN HANOVER.**
- 3. Ms. Black MADE THE MOTION that the Board of Selectmen authorize the Fire Department to purchase the equipment as proposed. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AUTHORIZE THE FIRE DEPARTMENT TO PURCHASE THE EQUIPMENT AS PROPOSED.**

4. **Mr. Pierson MADE THE MOTION that the Board of Selectmen set discussion of the elimination of the sidewalk district for the February 12, 2001 meeting. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET DISCUSSION OF THE ELIMINATION OF THE SIDEWALK DISTRICT FOR THE FEBRUARY 12, 2001 MEETING.**
5. **Mr. Walsh MADE THE MOTION that the Town of Hanover contribute \$10,000 to support the appeal of the coalition communities, and that Hanover School District be asked if they would like to contribute \$5,000 toward that amount; and further that if there is no appeal, the \$10,000 be returned. Ms. Connolly SECONDED THE MOTION. Mr. Walsh restated his motion that the Town of Hanover fund an additional \$10,000 to the coalition communities to support the appeal of the ruling before the Supreme Court if required. Ms. Connolly was in agreement with this amendment, and the Board of Selectmen VOTED UNANIMOUSLY THAT THE TOWN OF HANOVER FUND AN ADDITIONAL \$10,000 TO THE COALITION COMMUNITIES TO SUPPORT THE APPEAL OF THE RULING BEFORE THE SUPREME COURT IF REQUIRED.**
6. **Ms. Black MADE THE MOTION that the Rate and Fee Schedule be amended with modifying language to the effect that the fee for sending out abutters' notices shall be increased depending on the current postal rate. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE RATE AND FEE SCHEDULE WITH MODIFYING LANGUAGE TO THE EFFECT THAT THE FEE FOR SENDING OUT ABUTTERS' NOTICES SHALL BE INCREASED DEPENDING ON THE CURRENT POSTAL RATE.**
7. **Mr. Walsh MADE THE MOTION to set a public hearing on February 12, 2001 to consider an amendment to the parking ordinance. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON FEBRUARY 12, 2001 TO CONSIDER AN AMENDMENT TO THE PARKING ORDINANCE.**
8. **Mr. Baschnagel MADE THE MOTION that the Board of Selectmen thank the Chamber of Commerce and the Downtown Business Association for contributing funds in relation to advertising the new parking garage. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO THANK THE CHAMBER OF COMMERCE AND THE DOWNTOWN BUSINESS ASSOCIATION FOR CONTRIBUTING FUNDS IN RELATION TO ADVERTISING THE NEW PARKING GARAGE.**
9. **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 9:30 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Nancy Richards.

**FINAL**

**BOARD OF SELECTMEN'S MEETING**

**JANUARY 8, 2001**

**7:30 P.M. - HOWE LIBRARY - 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; Katherine S. Connolly, Vice-Chairman; Marilyn Black; Bill Baschnagel; Jay Pierson; Julia Griffin, Town Manager; and members of the public.

Mr. Walsh announced that this meeting was being taped by CATV 6.

**1. PUBLIC COMMENT:**

There was no public comment.

**2. BUDGET UPDATE:**

Ms. Griffin reported that she was in the process of cutting \$400,000 from the General Fund proposed budget. She noted that there are primarily three reasons contributing to the need to cut the budget, one of which is the increase in the health insurance premium. She explained that the Health Trust board has started to do what are called guaranteed maximum rates which are set well in advance of when the actual rates are set in April or early May. In November, the Town of Hanover was advised that its guaranteed maximum rate increase was 28.8%, which was more than double what it has been projected to be the last two fiscal years.

Ms. Griffin stated that Barry Cox had met with Health Trust staff in Concord recently to get a sense as to whether or not they could give any more of a definitive number than the 28.8% guaranteed maximum. She indicated that what has been seen in the last couple of years is that the guaranteed maximum is always substantially higher than the actual rate, but the Health Trust staff was unable to project at this point in time a clearer sense of the actual rates. She explained that the guaranteed maximum rates are based on a 23 month trend, so that is the difficulty with the situation, in that their rate setting is really based on data that comes in very late in any budget cycle for towns on a July 1 fiscal year. Ms. Griffin stated that Hanover has been very fortunate over the past couple of years in having a very small percentage increase in their health insurance premium; a 3% increase last year and 6% the previous year. The 28.8% guaranteed maximum rate reported results in an additional premium expense of \$200,000. Ms. Griffin explained that to be prudent it is necessary to budget for that guaranteed maximum rate; she suggested that there could be a wish list that could be funded if the premium comes in at less than the 28%, and that is the way she would approach this issue for the Board.

Mr. Walsh asked for the total of premiums paid for health insurance last year. Ms. Griffin answered that she would estimate that the Town paid a total of \$828,000 for health insurance premiums. She noted that reported medical claims from August, 1999 through July, 2000 were \$711,000 plus prescription drugs. Mr. Walsh requested that before the next meeting a figure be obtained from the Health Trust as to what the Town has paid for health insurance premiums over the last five years and what the claims have been over the last five years. He would also like to see the consultant, Marcia Dixon, bring to the Board some competitive opportunities, and requested that the Health Trust be made aware of this. Ms. Griffin indicated that Ms. Dixon has already been sent the rates for her to look at, and she had a discussion with Mr. Cox about doing a tune-up similar to what was done two and a half years ago which resulted in lowering of expenses because it was determined that the Town was buying more coverage than it needed to. She feels that it would be money well spent to have Ms. Dixon come in to continue to look at what else is available in the market. Mr. Baschnagel suggested that Ms. Dixon also come up with information regarding the Town being self-insured with a cap. He explained that basically it is possible to self-insure up to a given level with an insurance policy that would cover above that level.

Mr. Pierson asked if there was a reason for the Town and school not combining as a group for insurance purposes. Ms. Griffin explained that because the Town and school district are two different budgetary entities, they are treated as two different groups. Three years ago the school left the Health Trust and went to School Care, and the Town is with the New Hampshire Municipal Association Health Insurance Trust. She added that she has not yet seen in New Hampshire a town and a school insured jointly as one large group, adding that she believes it would make all the sense in the world to do so. Mr. Pierson asked if the Town was prohibited from doing joint bids with the school district. Ms. Griffin answered that the Town would not be prohibited from doing joint bids for other things, but for insurance the Town and school are simply treated as two separate entities because there are two different funding sources, even though the same taxpayer is paying both bills.

Ms. Black wished to offer a word of caution that there is nothing that makes employees more unsettled than changing health care providers every other year just to get the lowest bid. She pointed out that historically an insurance company will low bid to get the business, and in two years their rates will rise up above what other companies' rates would have been. In the meantime, all of the claims are disputed and the employees are really unhappy.

Ms. Griffin commented that the school district went to School Care, a company that had attracted new customers in the school districts in New Hampshire by promising two years of not more than a 9 percent increase. Then in year three the school district got hit with a 26.5% actual increase. Ms. Griffin noted that there are also significant increases in fuel oil and electricity. The budget includes a 25 percent increase in electric rates because Granite State Electric had an 18 percent increase approved, and in addition, the Town has been told that they will ask for an additional 6.5% increase which she feels will probably be granted. There is also a 50% increase in fuel oil costs anticipated. Ms. Griffin stated that currently the Town is paying a total of \$75,000 for a combination of electricity and fuel; of that amount, \$35,000 is for electricity and the remainder for fuel oil, primarily diesel fuel for the Town trucks. This represents a little less than a 2% increase in the tax rate with all other things being equal.

Ms. Griffin stated that in this year's budget the Town budgeted a reliance on fund balance to the tune of \$125,000. She is trying to get that down to \$25,000 in one year, swallowing \$100,000 in the expenditure budget to beef up the undesignated fund balance. She stated that she would like to have the Town in a position where there would be a very sound undesignated fund balance so that if it were necessary to bond for any projects in the next few years, the rating agencies would look kindly upon the Town.

Ms. Connolly recommended that a very careful look be taken at any comparisons before the Health Trust is abandoned because she would not like to see that entity be destabilized. She feels that it serves everyone in the State to have an agency that is reliable. Ms. Griffin noted that the Health Trust does a wonderful job for the Town, as does the Property and Liability Trust. She noted that given the Town's claims experience and pressures in the medical field in inflation, that short of changing the Town's co-pay formula there will probably not be a lot that can be done to impact the increase forecasted. She indicated that the co-pay changes would have to be the subject of negotiation with the bargaining units.

Mr. Walsh commented that from having watched the insurance picture on the private side, he feels the Town ought to be looking at the co-pay formula and more contributions on the family side to benchmark the Town against what is happening in the private sector where people are getting asked to pay more and more for their health care. This is partially being done to constrain the use of health care so that people are making economic decisions or thinking once or twice. Mr. Walsh noted that Mr. Pierson had attended a school district finance committee meeting recently and had brought back a summary sheet which shows that the Dresden and Hanover School District's budget shows a 29% medical insurance premium.

Mr. Walsh pointed out that the Dresden School District's portion of the percentage increase in taxes is a 10.4% increase, and the Ray School is a 9.9% increase, while the Town is looking at

trying to stay at an increase of 3.5%. Ms. Black strongly recommended that the Board keep its representative on the School District's finance committee and participate in its meetings. Ms. Connolly pointed out that if the Town's budget stays at an increase of 3.5%, the total budget increase for taxpayers in Hanover will be 8%. Ms. Griffin commented that the increase will probably end up to be a little less than that, at 6.5% or 7%.

Ms. Black commented that while the Town is trying to respond to increases in costs, the School District is simply saying that they have no control, and she would say that they do have control. Ms. Griffin pointed out that it is necessary to take a look at areas where there are choices of items which are nice but not essential expenses. The philosophy the Town has tried to adopt is that in years where there are significant increases in costs, the thing to do is to try to keep the tax rate manageable. She reminded the Board that there is also the possibility that the statewide property tax could go up almost 25% given that the school funding formula is being underfunded in the next fiscal year. That increase would mean another \$300,000 to \$400,000 that Hanover would have to send to the State to fund the school funding formula unless the State comes up with another revenue source to supplement the statewide property tax; she does not feel that this is likely, given that the State has had such a difficult time arising at a consensus on current funding sources available. Between that and the bond issue for the schools, she feels that there is an awful lot that needs to be taken into consideration in light of budget deliberations.

Mr. Baschnagle stated that he feels the residents of the community have to be very outspoken regarding where they see the direction of the Town and school district going, and what they want both on the Town and the school side. He believes that the school board, and to a certain extent the Town, are operating in a vacuum in terms of any kind of formal feedback from the community.

Ms. Griffin stated that other than the General Fund where she is struggling with the impact of the cost pressures mentioned earlier, the other Town funds are in pretty good shape, particularly the parking fund because the revenue picture has been so positive. The biggest problem she feels that is to be faced is the General Fund. She noted that if the Board wants to consider abandoning the sidewalk district, she will be sending Board members some reading material in that regard. If abandonment of the sidewalk district is something that the Board wishes to pursue, she urged them to decide sooner rather than later because there is a public notification process that needs to be adhered to.

Mr. Walsh requested that at the next meeting Ms. Griffin provide information with regard to what this past year would have looked like had the sidewalk district been consolidated, and also if it had not existed.

Ms. Griffin indicated that the Assessor is projecting an increase in the Town's total assessed valuation of approximately \$15 million for purposes of setting a tax rate for next fall. This number can be used as a target when looking at developing a budget so that it can be known how much room there is to work with in terms of increased revenue generation from property taxes as an offset to increases in expenditures. She pointed out that on \$817 million, it is a relatively small percentage, but it is consistent and healthy, and largely as a result of the Dartmouth College's dormitory and dining hall construction.

**2. RECOMMENDATION TO AUTHORIZE EXECUTION OF A LEASE FOR A POLICE DEPARTMENT COPIER:**

Ms. Griffin explained that she is not allowed to sign leases without the Board's authorization to do so. She indicated that it sometimes makes sense to buy copiers outright and other times it makes sense to have a lease purchase because it turns out to be more cost advantageous to the Town. She noted that the Town has done lease purchases on copiers for the last three years, and had budgeted for an upgrade for a copier for the Police Department in this current budget.

**Ms. Connolly MADE THE MOTION to approve the copier lease for the Police Department. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE COPIER LEASE FOR THE POLICE DEPARTMENT.**



**3. REQUEST TO INSTALL A POND PARTY BANNER:**

**Ms. Black MADE THE MOTION that the Board of Selectmen approve the installation of a Pond Party banner. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE INSTALLATION OF A POND PARTY BANNER.**

**4. ADMINISTRATIVE REPORT:**

Ms. Griffin reported that Penny had broken her wrist and would not be able to do a lot of computer work for the next six to eight weeks. She noted that this is the reason people may call her office and get voice mail more often than normal in the next few days.

Ms. Griffin also reported that there are some good candidates for the Administrative Services Director's position. Interviews will be conducted on January 19, 2001. In the meantime, she noted that Michael Gilbar had been coming in each Friday to assist her in working on the budget, and that he had been working at home weekends as well.

**5. SELECTMEN'S REPORTS:**

**Ms. Black**

Ms. Black reported that Christmas tree recycling will be held on Saturday, January 13th from 11 a.m. to 3 p.m. at the Public Works garage.

Ms. Black also reported that the Senior Citizens Steering Committee met recently and asked to be on the Board's agenda for the next meeting to present a report.

**Ms. Connolly**

Ms. Connolly reported that at a recent meeting the Planning Board reviewed and approved an application for a lot line adjustment from Creare. She added that the Simpson Development is still under consideration and is moving along. At the next meeting, the Planning Board will have a final discussion of the open space report.

**Mr. Baschnagel**

Mr. Baschnagel reported that the Planning Board reviewed and approved an application from Dartmouth College for new fans and emergency generators at Leverone Fieldhouse. The work involved cutting down a couple of trees in the back of the Fieldhouse.

Mr. Baschnagel also reported that the Conservation Commission has had a couple of meetings since the last Selectboard meeting. One of the principal parts of the open space plan is the need to create a Land Conservation Commission, which will be a group of people who will pull all of the recommendations together. People on the Conservation Commission are now thinking about membership for that group.

Mr. Baschnagel also reported that there will probably be a proposal put forth to the Selectboard to consider putting limitations on uses of Class VI roads very much along the same lines as dealing with regular roads during mud season. There is also ongoing discussion about river protection as an addition to the Ordinance.

**Mr. Pierson**

Mr. Pierson reported that there is an upcoming meeting for the Chamber of Commerce and the Water Company. At the last meeting of the Chamber, they approved their budget and also approved a work plan to accomplish some of their targets during the year. He added that there are six new directors for the Chamber. The Chamber is also doing a little work on their logo.

Mr. Pierson also reported that the upcoming Water Company meeting will include a review of an operations and management contract which in effect provides for the Town's operation of the Water Company. The Water Company had also been trying to get the value of the Water Company appraised, and at the last meeting the Board of the Water Company did not particularly like the proposal as it was outlined, and asked for further clarification. The Board of the Water Company is constantly looking at its cash flow mainly in terms of capital improvements and the fairly significant debt obligations for the next year.

Mr. Walsh thanked Mr. Pierson for filling in for him at the last finance committee meeting for the School District, adding that there is another meeting scheduled for January 16th. For the benefit of the viewing public, Mr. Walsh mentioned that a school bond issue vote relative to the Norwich land which the School Board is seeking to acquire is scheduled for Wednesday, January 24th. Ms. Connolly reminded voters that voting will be at the meeting on that night, not during the day.

Mr. Walsh also reported on a very positive meeting of CSAAC. He commented that the New Hampshire Charitable Foundation is putting together a major set of programs looking to influence public policy across the State relative to youth alcohol use. He also noted that there will be a two-day workshop in May at which they hope to get a cross section of people in the community.

Mr. Walsh stated that regarding the Conservation Commission he had a chance to talk with Judy Davidson recently regarding presentation of the open space report to the Selectboard which is scheduled for the Board's next meeting on January 22nd. He encouraged her not to have just the people who worked on the report attend that meeting, but to have as many Conservation Commission members as possible attend as he thinks dialogue back and forth would be positive. He added that he would also love to see some Planning Board members attend that meeting. Ms. Connolly stated that she would recommend to the Planning Board members at their next meeting that they plan to attend.

Mr. Walsh noted that the Howe Library Trustees met recently and that there will be a meeting of the Community Facilities working group on January 17th.

Ms. Griffin pointed out that on January 25th there will be a Downtown Visioning presentation for members of the community; this presentation will be held in the Drake Room at the Hanover Inn.

**6. OTHER BUSINESS:**

Ms. Black wished to publicly thank Lt. Moran, Eric Bates and Chief Nick Giaccone of the Hanover Police Department for solving the three year old robbery at Amidon Jewelers.

Mr. Walsh indicated that a Christmas Card had been received from Hanover's sister city, Nihonmatsu, Japan.

**7. APPROVAL OF MINUTES: December 18, 2000**

**Ms. Black MADE THE MOTION that the Board of Selectmen approve the minutes of December 18, 2000, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF DECEMBER 18, 2000, AS AMENDED.**

**8. 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.**

**Ms. Connolly MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Ms. Black SECONDED THE MOTION and the**

**Board of Selectmen VOTED UNANIMOUSLY TO GO TO NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

**SUMMARY**

- 1. Ms. Connolly MADE THE MOTION to approve the copier lease for the Police Department. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE COPIER LEASE FOR THE POLICE DEPARTMENT.**
- 2. Ms. Black MADE THE MOTION that the Board of Selectmen approve the installation of a Pond Party banner. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE INSTALLATION OF A POND PARTY BANNER.**
- 3. Ms. Black MADE THE MOTION that the Board of Selectmen approve the minutes of December 18, 2000, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF DECEMBER 18, 2000, AS AMENDED.**
- 4. 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.**
- 5. Ms. Connolly MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO TO NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Jay Pierson, Secretary

These minutes were transcribed by Nancy Richards.