

BOARD OF SELECTMEN'S MEETING

June 17, 2002

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

The meeting of the Board of Selectmen was called to order at 7:30 pm by the Chairman, Brian Walsh. Present were: Brian Walsh, Chairman; Katherine Connolly, Vice-Chairman; Peter Christie; William "Bill" Baschnagel; Judson "Jay" Pierson; Julia Griffin, Town Manager; and members of the public.

1. PUBLIC COMMENT

There was no public comment.

2. JOINT DISCUSSION WITH THE AFFORDABLE HOUSING COMMISSION

Bob Strauss, Chair of the Affordable Housing Commission, walked the Selectmen through the Commission's memorandum dated June 14, 2002. They asked that the Selectmen accept a \$12,500 grant from the Upper Valley Community Foundation and further authorize the Commission to use the money to conduct a feasibility study, site assessment and programmatic assessment of a portion of the Gile Tract. Mr. Strauss explained Pathways Consulting would complete the site assessment, Twin Pines Housing Trust would work out the programmatic assessment and the Commission itself, would conduct the feasibility study. This work would determine the type of housing Hanover needed, the income range to be served, the number of units to be created, whether units should be rented or sold, etc.

Mr. Strauss explained the programmatic assessment would identify the funding source for Phase II, Predevelopment. This would have to come from the government in some form or another and would be dependent upon the feasibility study. Gretchen Rittenhouse, from Twin Pines Housing Trust, said each of the funding sources Twin Pines traditionally used had their own sort of target clients and users. She said it was a matter of identifying funding sources, outlining their requirements and trying to work those into some pattern that meets the needs of Hanover's housing. Mr. Strauss said it was unknown at this point what range of income this project would serve. There appeared to be a need for additional subsidized housing in the lower income levels. There were also a number of people earning \$70,000 per year, who were not eligible for government assistance, and were in need of affordable housing in the neighborhood of \$200,00 in Hanover. Mr. Strauss stated the median price of homes in Hanover including condos was currently \$360,000.

Katherine Connolly questioned if a mix of housing could be created providing for subsidized and higher end units. Ms. Rittenhouse believed providing a diverse population in terms of incomes, ages, single units and families units was the goal. She

stated funding would be more difficult to obtain for the more diverse scenario, but it could be done. Brian Walsh hoped there would be a mixture of age and income levels, single people and families provided for. He stated he would be very disappointed if the project resulted in 50 units intended for one category of people.

Mr. Walsh questioned if access would be gained from Buck Road or Medical Center Drive. Mr. Strauss stated Medical Center Drive would be the easiest route. Julia Griffin advised that was a private road owned by Dartmouth Hitchcock Memorial Center. She stated the Town would need to negotiate access from this road with the hospital. Jonathan Edwards thought it would be more beneficial to create access off of Buck Road but added that Rick Nothnagel, from the Clinic, believed the hospital would not withhold the rights to allow Medical Center Drive to be used for secondary access for a housing development of the scope the Town was contemplating.

Mr. Strauss said Phase II, Predevelopment would cost approximately \$30,000, of which the Commission would seek a grant from the New Hampshire Housing Finance Authority for. This phase would involve identifying what type of government financing was available and preparing a proposal of how development would proceed. This would also necessitate Town Meeting action with regard to transferring title of the property. Brian Walsh assumed Twin Pines or someone other than the Town of Hanover would be the owner and that Town Meeting action would be required to lease or sell with the option to purchase back. Mr. Strauss stated the Commission intended to have a proposal prepared for Town Meeting 2003.

Mr. Strauss requested the Selectmen's approval to move forward with the site assessment involving the expenditure of the \$12,500 grant from the Upper Valley Community Foundation.

Jay Pierson MOVED to accept \$12,500 from the Upper Valley Community Foundation to be used for the purposes outlined in the Affordable Housing Commission's memorandum dated June 14, 2002. Bill Baschnagel SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT \$12,500 FROM THE UPPER VALLEY COMMUNITY FOUNDATION TO BE USED FOR THE PURPOSES OUTLINED IN THE AFFORDABLE HOUSING COMMISSION'S MEMORANDUM DATED JUNE 14, 2002.

3. PRESENTATION BY THE LEAGUE OF WOMEN VOTERS

Ann Crow of the Voter Participation Committee of the League of Women Voters presented the Committee's observations on the Town's Annual Report, Voting and Town Meeting 2002 and submitted their report.

Ms. Crow said the Committee considered both School and Town voting patterns in an effort to increase voter participation across the board and learn why people do not vote. She stated it was clear at both the School and Town Meetings that voter turn-out was

directly related to the issues, the candidates, the public's understanding of the process and knowing where they fit in. Ms. Crow spoke of Penny Hoisington's efforts to list deadline dates, budget hearing dates and information on how to file a petition on the Town Calendar. She suggested printing those dates in bold typeface to better stand out. Ms. Crow said the calendar was a marvelous way for the Town to reach out to the community.

The Committee Report spoke in support of the Annual Report, stating it was "well organized, clear, readable and informative"; the budget hearings process; the voting process and the Youth in Action bake sale that enhanced the sense of community. They also approved of the Town Calendar, posting of Town's Boards' minutes on the Town's website and the usefulness of the website.

Committee recommendations for the Town Report:

- Simplify it for better understanding
- Include and communicate to the populous
- Be proactive – she spoke of the Finance Committee's piece included in the Town Report as being very helpful

Committee recommendations for Town Meeting:

- Extend voting hours for an hour
- Conduct less serious business while voting is done on bond issues
- Hold Town Meeting on Saturdays with child care provided
- Publish sample ballots prior to voting
- Improve CATV transmissions and provide coverage to residents who do not have cable services
- Print voter information on the inside back cover of the Town Report
- Print names of Selectboard members in bold typeface

Julia Griffin thanked the Committee for their suggestions and added that they would be given further considerations when the next Town Report was drafted.

Peter Christie questioned if the League of Women Voters had ever discussed ways to gather an informal sense of Hanover's residents' feelings on key issues. Mr. Christie spoke of his experience with the Finance Committee and their frustrations trying to measure opinions held by percentages of the population. Ms. Crow said the League spent some time discussing this but were unaware of a how to obtain actual numbers. They were frustrated by Hanover's voting history that often encountered a rush of public interest at the end of a process or just before an actual vote is taken. Ms. Crow believed it would be more beneficial to get people involved in issues early on as they develop. Bill Baschnagel suggested education was the real key and the biggest challenge was

getting people involved in that education process. Ms. Crow suggested the League's Forum on the proposed zoning amendments was a good example of an education process.

Brian Walsh asked that the Committee's suggestions be passed on to the Moderator. He also thanked the Committee for their work.

4. RECOMMENDATION TO SET A PUBLIC HEARING FOR JULY 15, 2002 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY 2002-2003

Katherine Connolly MOVED to set a public hearing for July 15, 2002 to consider and adopt the Rate and Fee Schedule for FY 2002-2003. Jay Pierson SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR JULY 15, 2002 TO CONSIDER AND ADOPT THE RATE AND FEE SCHEDULE FOR FY 2002-2003.

5. RECOMMENDATION TO SET A PUBLIC HEARING FOR JULY 15, 2002 TO CONSIDER ADOPTING AN ORDINANCE AUTHORIZING ACCEPTANCE OF CREDIT CARD PAYMENTS FOR SPECIFIED TOWN FEES

Bill Baschnagel MOVED to set a public hearing for July 15, 2002 to consider adopting an ordinance authorizing acceptance of credit card payments for specified Town fees. Katherine Connolly SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO SET A PUBLIC HEARING FOR JULY 15, 2002 TO CONSIDER ADOPTING AN ORDINANCE AUTHORIZING ACCEPTANCE OF CREDIT CARD PAYMENTS FOR SPECIFIED TOWN FEES.

6. CONTINUED DISCUSSION REGARDING GOALS AND OBJECTIVES FOR FY 2002-2003

SELECTMEN GOALS AND OBJECTIVES FOR FY 2002-2003:

1. 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** 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.
2. Maintain a twenty-year view of the capital needs of the community. For possible inclusion: Howe Library, Scenic Locales Committee and Open Space Plan Recommendations, Biking and Hiking Trails, Affordable Housing, College Street Re-paving, development of road to access land north of Centerra and south of Mink Brook, Water Company, Technology infrastructure, School and recreational facility needs.

3. Continue to work with the Affordable Housing Commission and the Planning Board to develop a program of ways by which the Town of Hanover can encourage the expansion of the stock of less expensive housing in town.
4. Continue to explore a proposal for the municipalization of the Hanover Water Works Company.
5. Hold annual meetings at Department venues to review facilities and department needs.
6. Invite chairperson and members of each board and commission to make an annual presentation to the Board of Selectmen.
7. Develop an improved program to express recognition to town volunteers and contributors.
8. Support initiatives for the State of New Hampshire to create an equitable and sufficient financing mechanism to meet the State's constitutional responsibilities for education.
9. Schedule semi-annual meetings with the Norwich Selectboard.

Discussion of goals related to the organization of the parking district and working with the Dresden School Board was continued to July 15, 2002.

ADMINISTRATIVE GOALS AND OBJECTIVES FOR FY 2002-2003:

1. Work with the Board of Selectmen to implement the rental housing inspection and licensing program proposal, including adoption of a supporting ordinance.
2. Finalize the staff report on the need for a dog control ordinance independent of the State of New Hampshire and, if so instructed, develop an ordinance for consideration.
3. Finalize and adopt an Ethics Statement for all Town volunteers and employees.
4. Review with the Board of Selectmen the current program of having the Town Clerk section of Town Hall open one night each week until 6:00 pm.
5. Develop an orientation program and handbook for new Town volunteers.
6. Create a system to assure the preservation and availability of Hanover's historical records as well as the efficient organization of the modern ones.
7. Review the background and boundary lines of the current Fire Districts.

Brian Walsh asked that the goals and objectives be posted on the Town's website. Julia Griffin asked that any additional suggestions be submitted to her by July 14, 2002.

7. BANNER REQUESTS: 4TH OF JULY BANNER & HOOD MUSEUM EXHIBITIONS

Brian Walsh read the request submitted by the Hanover Recreation Department to hang a 4th of July banner over Main Street from June 24, 2002 to July 5, 2002.

Jay Pierson MOVED to authorize the Hanover Recreation Department to hang a 4th of July banner over Main Street from June 24, 2002 to July 5, 2002. William Baschnagel SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE THE HANOVER RECREATION DEPARTMENT TO HANG A 4TH OF JULY BANNER OVER MAIN STREET FROM JUNE 24, 2002 TO JULY 5, 2002.

Julia Griffin advised of an additional Banner Request submitted earlier in the day from the Hood Museum to advertise upcoming exhibitions from July to December 15, 2002. These banners would take the place of the original Howe Library banners and would be the second set of Hood Banners the Town would display.

Katherine Connolly MOVED to authorize the Hood Museum to hang vertical banners on Main Street from July to December 15, 2002. Jay Pierson SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO AUTHORIZE THE HOOD MUSEUM TO HANG VERTICAL BANNERS ON MAIN STREET FROM JULY TO DECEMBER 15, 2002.

8. APPROVAL OF MINUTES: JUNE 3, 2002

William Baschnagel MOVED to approve the minutes of June 3, 2002 as amended. Jay Pierson SECONDED THE MOTION. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JUNE 3, 2002 AS AMENDED.

Jay Pierson thanked the Selectmen's Recording Secretary, Beth Rivard, for her efforts in preparing their minutes.

9. ADMINISTRATIVE REPORTS

Julia Griffin reported on the Coalition's Candidate Forum held Thursday evening in Portsmouth. Ms. Griffin was discouraged by the candidates' lack of inspiration. Katherine Connolly agreed, stating very few candidates seemed to have a grasp of the facts of the conditions of the State of New Hampshire. Ms. Griffin advised a follow up Coalition meeting scheduled for June 24, 2002 she would be attending for discussion of the Coalition's next steps.

Ms. Griffin provided a list of 76 unlicensed dogs in the Town of Hanover and asked the Selectmen to authorize the issuance of Dog Warrants in accordance with State law to allow the police to follow up with the owners.

Ms. Griffin inquired as to the Selectmen's availability relative to scheduling department tours. They reached agreement to schedule tours at 6:00 pm on July 15; September 9 and 23; and October 7 and 21, 2002.

Ms. Griffin reported a reception would be held for the Downtown Committee on June 24, 2002 at 4:30 pm in the Drake Room of the Hanover Inn.

10. SELECTMEN'S REPORTS

Peter Christie

Mr. Christie reported that the Town and School Moderators invited John Manchester to join them as a member.

Katherine Connolly

Ms. Connolly reported a group from Hanover's sister city, Nihonmatsu, would be visiting Hanover in July. She stated the Town/Dartmouth party was scheduled for Saturday July 27, 2002.

Ms. Connolly reported the Planning Board's second Master Plan Workshop was held in Trumbull Hall in Etna. The Planning Board also approved site plan waivers and a site plan review involving additional greenhouses at the former Stanhope Lumber site. The Planning Board was scheduled to review the site plan for Hanover's Community/Senior Center the following evening.

Brian Walsh MOVED that the Town of Hanover Board of Selectmen encourage the Town of Hanover Planning Board and the Town of Hanover Zoning Board of Adjustment to grant the approvals necessary for the Community/Senior Center on South Park Street. Jay Pierson SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO ENCOURAGE THE TOWN OF HANOVER PLANNING BOARD AND THE TOWN OF HANOVER ZONING BOARD OF ADJUSTMENT TO GRANT THE APPROVALS NECESSARY FOR THE COMMUNITY/SENIOR CENTER ON SOUTH PARK STREET.

Bill Baschnagel

Mr. Baschnagel reported of a site plan review conducted by the Planning Board of the Kappa Kappa Gamma sorority house to make it handicap accessible. This was part of the College's long-term program to make all of their facilities handicap accessible. The

Planning Board and Zoning Board of Adjustment would hold a joint meeting Thursday on the College's Dewey Field application.

Jay Pierson

Mr. Pierson reported that the Water Company was working on a new timeline for the municipalization. They were in receipt of a draft copy of the engineering study and planned to review it in greater detail. Mr. Pierson was appointed Director.

Brian Walsh

Mr. Walsh reported of a Howe Library Trustees meeting. He stated they were pleased to learn of Katherine Connolly's status of Alternate Representative. They reviewed the staff's work on programming for the Howe's facility expansion needs.

11. OLD BUSINESS

There was no old business discussed.

12. ADJOURNMENT

Katherine Connolly MOVED to adjourn the meeting. Bill Baschnagel SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:18 PM.

SUMMARY

- 1. Jay Pierson MOVED to accept \$12,500 from the Upper Valley Community Foundation to be used for the purposes outlined in the Affordable Housing Commission's memorandum dated June 14, 2002. Bill Baschnagel SECONDED THE MOTION. THE SELECTMEN VOTED UNANIMOUSLY TO ACCEPT \$12,500 FROM THE UPPER VALLEY COMMUNITY FOUNDATION TO BE USED FOR THE PURPOSES OUTLINED IN THE AFFORDABLE HOUSING COMMISSION'S MEMORANDUM DATED JUNE 14, 2002.**
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Respectfully submitted,



Peter Christie, Secretary