

APPROVED

BOARD OF SELECTMEN'S MEETING

APRIL 8, 1996

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, Marilyn W. Black. Present were: Marilyn W. Black, Chairman; Jack H. Nelson, Vice Chairman; Katherine S. Connolly; Dorothy King; Dorothy Behlen Heinrichs; Jean Ulman, Interim Town Manager; and members of the public.

Ms. Black announced that this meeting was being taped by CATV 6 and that assistive listening devices were available for anyone who wished to use them.

1. PUBLIC COMMENT

Winifred Stearns, a resident of Dorrance Place in Hanover, spoke about her concerns involving out of town and absentee landlords. She commented that some towns allow the placing of a lien on a problem property to cover costs of work done regarding trash removal and upkeep of the property; she questioned if Hanover has any ordinance that allows the Town to pursue these landlords.

Ms. Black answered that any specific problem cases should be brought to the attention of the Code Office.

Roger Bradley, Fire Chief, indicated that at the present time as far as off-campus housing is concerned, the Fire Department follows up on complaints as they are received.

2. PRE-TOWN MEETING

Ms. Black noted that the first ten Articles in the Warrant will be voted on by ballot on the day of Town Meeting, which is May 14, 1996.

ARTICLE ONE

Ms. Black indicated that Article One relates to the election of town officers.

ARTICLE TWO

Ms. Connolly stated that Article Two makes a group of revisions to the ordinance which does not change anything; it simply uses greater clarity in wording.

2. PRE-TOWN MEETING (Continued)

ARTICLE THREE

Regarding Article Three, Ms. Connolly noted the height of flagpoles was not restricted; therefore, this article provides for restriction of the height of flagpoles to 20 feet above the zone limit, excepting free standing chimneys which should be no higher than 15 feet. This article also addresses the issue of satellite dishes which are now substantially smaller and can be placed in more areas on a property.

ARTICLE FOUR

Ms. Connolly explained that Article Four would require all lots on the turnaround portion of a cul-de-sac to have a minimum of 80 feet frontage.

ARTICLE FIVE

Ms. Connolly stated that Article Five requires that a single shared driveway will have a single roadbed through the required front yard set back.

ARTICLE SIX

Regarding Article Six, Ms. Connolly explained that this article would limit the number of lots served by a single driveway to two unless otherwise approved by the planning board.

ARTICLE SEVEN

Ms. Connolly indicated that Article Seven would treat clear-cutting the same as other forest management practices.

ARTICLE EIGHT

Ms. Connolly stated that Article Eight would add a definition for "gainful business".

ARTICLE NINE

Ms. Connolly explained that Article Nine is by petition involving two properties on the Lyme Road which are currently in the single residence zone. The petitioners have asked the property to be put into an office and laboratory zone. She noted that the property is adjacent to the office and laboratory zone, and the properties will become more nonconforming if they should be put into the office and laboratory zone. Therefore, the Planning Board is opposing this zoning change.

2. PRE-TOWN MEETING (Continued)

ARTICLE TEN

Ms. Connolly stated that Article Ten, also by petition, is to see if the Town will amend Article Three by allowing more than one principal building on a lot in the business zone. She indicated that the Planning Board supports this change.

ARTICLE ELEVEN

Ms. Black stated that Article 11 is to see if the Town will vote to adopt the provisions of RSA 40:13 to allow official ballot voting on all issues before the Town. She indicated that this is actually Senate Bill Two and would significantly change the way the Town does business. If this Article is approved, the first town meeting would be held on the second Tuesday in March, at which time warrant articles are discussed and can be amended from the floor and changes can be made. No vote can be taken at this meeting except on the amendments. This would be followed by a public hearing, and one month later an official Australian ballot vote on all articles on the warrant. Passage of this article requires a 3/5 vote of the people attending this year's Town Meeting to be put into effect for next year. It can be rescinded, however, by another 3/5 Australian ballot vote in the future.

Ms. Black indicated that this Article is a result of some taxpayer groups feeling that this would result in a larger voting turnout. The Board feels the traditional Town meeting has worked well in the past, and passage of this article would result in the loss of the participatory element of Town Meeting.

Mrs. Stanley Udy noted that at the Hanover School District meeting it was pointed out that some people were unaware that it is possible to call for a paper ballot if they feel it would be divisive to have a voice vote or show of hands vote. She stated that one of the reasons some people have favored Senate Bill Two is that they have felt forced to vote in public on issues that would be better voted on in private.

Ms. Black confirmed that any article can have a paper ballot; all that is required are five people requesting the paper ballot.

ARTICLE TWELVE

Mr. Nelson read into the minutes a draft of a position paper on Article Twelve, as follows:

"Public Works Capital Improvements - Two phases of the public works facilities capital improvements have been completed. In 1994-95 renovations in the existing building enlarged and improved the equipment repair shop. In 1995-1996, 80% of the renovations in the existing building enlarged and improved the administrative area.

2. PRE-TOWN MEETING (Continued)

The selectmen have determined that it is prudent to complete the capital improvements to the public works facilities now instead of spreading the improvements over the next six years.

To that end, this warrant item proposes a bond of \$500,000. It would be paid back over the next five years. The \$500,000 would be used for the following:

o Completion of the renovation of the existing building (vestibule addition, exterior insulation, overhead and entrance doors)	\$ 50,000
o Removal and replacement of underground tanks (1,000 gal. waste oil tank, 10,000 gal. diesel fuel tank, 10,000 gal. gasoline tank, 1,500 gal. oil/water separator, and diesel and gasoline pumps) - Required by the EPA	\$ 75,000
o Completion of site work (relocation of driveway, drainage, gravel, paving, and landscaping)	\$100,000
o Construction of a storage building (70' x 140')	\$350,000
o Payment of architectural, engineering and permitting fees	\$ 25,000
o Establishment of a contingency fund	<u>\$ 25,000</u>
Total	<u>\$625,000</u>

The total would be paid for with the \$500,000 bond plus \$125,000 that is in this year's budget.

All the improvements are necessary. The total interest on the \$500,000 bond is estimated to be \$71,000. The selectmen feel that the \$71,000 will be offset by inflation and increased efficiencies over the next five years."

ARTICLE THIRTEEN

Ms. Black stated that Article Thirteen is for the election of a member of the Advisory Board of Assessors, three fence viewers, two surveyors of wood and timber and one park commissioner.

2. PRE-TOWN MEETING (Continued)

ARTICLE FOURTEEN

Ms. Black noted that Article Fourteen is 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.

ARTICLE FIFTEEN

Ms. Heinrichs indicated that Article Fifteen is to see if the Town will vote to appropriate such sums of money as the Town judges necessary to pay for the expenses of the Town during the 1996-97 fiscal year for the purposes set forth in the Town Budget.

Mr. Nelson stated that some of the more complicated issues which will be coming before the voters, such as the budget, improvements to the public works facility, purchase of property and the election ballot vote, will be addressed in a supplement to the Valley News to better inform voters before Town Meeting.

ARTICLE SIXTEEN

Ms. Heinrichs indicated that Article Sixteen is to see if the Town will vote to apply any expended balance of the 1995-1996 appropriation, if any, of the Sidewalk Special Service area to reduce the appropriation for this service area in fiscal year 1996-97.

ARTICLE SEVENTEEN

Ms. Heinrichs stated that Article Seventeen is to see if the Town will vote to apply any unexpended balance of the 1995-1996 appropriation, if any, for the Fire Protection Special Service area to reduce the appropriation for this service area in fiscal year 1996-97.

Ms. Black commented that because Articles Sixteen and Seventeen deal with special funds, they have to be dealt with separately each year.

ARTICLE EIGHTEEN

Ms. Connolly indicated that Article Eighteen is to see if the Town will vote to appropriate and authorize payment into the Capital Reserve Funds in the following amounts for the purpose for which such funds were established:

2. PRE-TOWN MEETING (Continued)

Public Works	\$130,000
Fire Fund	\$100,000
Sidewalk Fund	\$ 8,000
Sewer Fund	\$100,000
Ambulance Fund	\$ 20,000

Ms. Connolly stated that these are all fairly uniform sums that are placed in these funds every year for removal at a later date.

ARTICLE NINETEEN

Ms. Connolly indicated that Article Nineteen is to see if the Town will vote to authorize withdrawals from such Capital Reserve Funds and designate the Board of Selectmen as agents of the Town to expend such funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

Public Works - Various equipment	\$212,500
Fire Fund - Engine pumper	\$240,000
Sidewalk Fund - Sidewalk machine	\$ 45,000
Ambulance Fund - 25% of ambulance	\$ 30,000

ARTICLE TWENTY

Ms. Heinrichs noted that Article Twenty is to see if the Town will vote to authorize the Board of Selectmen to accept, on behalf of the Town, gifts, legacies, and devises made to the Town in trust for any public purpose, as permitted by RSA 31:19.

ARTICLE TWENTY-ONE

Ms. Black stated that Article Twenty-One is to see if the Town will vote to purchase property located at 36 South Park Street belonging to Junior C. and Roxie Roberts, Map 34, Lot 86 for \$155,000.

Ms. Black commented that the master plan for the Town included a recommendation for a community center building for community activities. She noted that both the building at 10 School Street which houses the rec offices, and the building at 42 Lebanon Street which is the present senior center, are in poor repair for the uses they now have. Ms. Black stated that the Town is proposing to purchase the property at 36 South Park Street from the Roberts to house a community center building, a recreation center, the community counselor, youth-in-action and the senior center. She explained that if approved, the Roberts would have the option of remaining in the house for a period of five years, during which time they would pay rent to the Town, and the Town would take over the maintenance of the building as well as lawn care and snow removal.

2. **PRE-TOWN MEETING (Continued)**

ARTICLE TWENTY-TWO

Ms. Black explained that Article Twenty-Two authorizes the Town to purchase property at 48 Lebanon Street which abuts the Roberts property. She indicated that the Board is not sure the offer made on the property will be accepted, but if it is accepted, it will increase the size of land available to the Town. Ms. Black stated that the bid of \$120,000 has been given for the property.

Mr. Nelson commented that the \$120,000 figure could be changed up or down at Town Meeting, but that this figure was the judgment of the Selectmen as an appropriate amount to offer on the property.

Police Chief Giaccone indicated that in meetings held with youths in Town, a common concern is that they desire a CCB type of facility. Ms. Black stated that if the property is purchased, committees will be formed to plan the facility and she is sure some high school students will be asked to participate.

Ms. Black stated that the purchase price for the Roberts property is \$155,000. She explained that when the Town voted to give up Elm Street in an agreement with Dartmouth College, the College built two playing fields on Reservoir Road, gave the Town a trail easement plus \$225,000 cash to be used in the future. That amount of money has been drawing interest, and there is enough in the fund to purchase both properties, providing the owners of the 48 Lebanon Street property agree to the \$120,000 offer. The funds are unencumbered and only require a Town Meeting vote.

Ms. Ulman stated that Attorney Gardner suggested we appropriate \$155,000 for that parcel and withdraw it as well. He indicated that a trust fund should have been set up as required by a special town meeting in 1992, and that there should have been a warrant article on the 1993 warrant. Attorney Gardner suggests that the Town put money into trust fund so that it may be withdrawn. She noted that a warrant article is required creating a trust fund for the Elm Street revenue. Ms. Black noted that this will require renumbering of the Warrant Articles.

Ms. Connolly MADE THE MOTION to place the money received from the Elm Street exchange into an unrestricted trust fund. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO PLACE THE MONEY RECEIVED FROM THE ELM STREET EXCHANGE INTO AN UNRESTRICTED TRUST FUND.

2. PRE-TOWN MEETING (Continued)

ARTICLE TWENTY-THREE

Ms. Connolly indicated that Article Twenty-Three is to see if the Town wishes to amend the existing agreement under Section 218 of the Social Security Act by excluding the services performed by election workers for a calendar year in which the remuneration paid for such service is less than \$1,000.

Ms. Connolly noted that the amounts in question are usually quite small and are acquired by persons who are retired.

ARTICLE TWENTY-FOUR

Ms. Black explained that Article Twenty-Four is to see if the Town will authorize \$10,000 to help defray the cost of Playspace; she noted that this Article will be presented at Town Meeting by the Rec Department.

Ms. Ulman stated that Attorney Gardner is suggesting a change in the wording of this article, as the Town cannot appropriate funds for school uses. He is suggesting the wording for this Article as follows: "To see if the Town will appropriate the sum of \$10,000 as the Town's share for replacement of the playground at Ray School to be used in part by the Town's Rec Department for Town programs."

Ms. Connolly MADE THE MOTION that the wording of Article Twenty-Four be as follows: "To see if the Town will appropriate the sum of \$10,000 as the Town's share for replacement of the playground at Ray School to be used in part by the Town's Rec Department for Town programs. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY that the wording of Article Twenty-Four be as stated above.

ARTICLE TWENTY-FIVE

Ms. Connolly stated that Article Twenty-five is to see if the Town will approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on February 22, 1996, between the Town of Hanover and the Professional Fire Fighters of Hanover, Local 3288 I.A.F.F. covering three fiscal years 1996-97, 1997-98, and 1998-1999. This contract involves an estimated increase in cost items of \$6,920 in fiscal year 1996-97 over 1995-96 for employees included, with a wage increase of 2.5% for all employees with a contribution to the cost of medical insurance coverage. The contract involves an estimated cost increase of \$9,128 in fiscal year 1997-98 over 1996-1997 for all employees included, with a wage increase of 3% and

2. PRE-TOWN MEETING (Continued)

a contribution toward the cost of medical insurance coverage. The contract involves an estimated cost increase of \$8,770 in fiscal year 1998-99 over 1997-1998 for all employees included with a wage increase of 3% and a contribution toward the cost of medical insurance coverage. (The purpose of this Article is to obligate the Town for the costs specified for three fiscal years.)

Mr. Nelson stated that the reason the Article is so lengthy is that it is for three years, and what happens in each of those fiscal years has to be spelled out specifically.

ARTICLE TWENTY-SIX

Mr. Nelson explained that Article Twenty-Six is to see if the Town will vote to sell to Bradford Oil Company for \$12,500 the triangular portion of land, lying southerly of Bradford Oil Company's Go-Go Mart on Medical Center Drive and northerly of Medical Center Drive itself, subject to all current easements. (The southerly bound of the triangular portion would abut the northerly bound of the portion of Medical Center Drive.)

Mr. Nelson explained that when Medical Center Drive was developed, it was realigned and that realignment created a triangular piece of land comprising 2,500 square feet that separated Bradford Oil's Go-Go Mart from the public highway. The company has been using it over the years, but not with authority, and they and the Town have now mutually agreed that Bradford Oil pay \$12,500 for the property.

Winifred Stearns suggested that the size of the lot be spelled out in the warrant article as consisting of 2,500 square feet. Ms. Black indicated that this issue would also be addressed in the newspaper supplement that is to be prepared.

Attorney Dye, representing Bradford Oil Company, suggested that the wording of the Article indicate that the size of the lot is approximately 2,500 square feet.

ARTICLE TWENTY-SEVEN

Ms. Black noted that Article Twenty-Seven, dealing with election campaign financing reform, is by petition and she is hopeful there will be a petitioner to present that Article at Town Meeting.

Ms. Black then stated that the Board of Selectmen would vote on the Articles contained in the Warrant for the Annual Town Meeting.

ARTICLE ONE THROUGH ARTICLE TEN

Articles one through ten required no voting by the Board of Selectmen.

2. PRE-TOWN MEETING (Continued)

ARTICLE ELEVEN

Selectmen: For: 0 Against: 5

ARTICLE TWELVE

Selectmen: For: 5 Against: 0

ARTICLE THIRTEEN

No vote was required by the Board of Selectmen on Article Thirteen.

ARTICLE FOURTEEN

No vote was required by the Board of Selectmen on Article Fourteen.

ARTICLE FIFTEEN

Selectmen: For: 5 Against: 0

ARTICLE SIXTEEN

Selectmen: For: 5 Against: 0

ARTICLE SEVENTEEN

Selectmen: For: 5 Against: 0

ARTICLE EIGHTEEN

Selectmen: For: 5 Against: 0

ARTICLE NINETEEN

Selectmen: For: 5 Against: 0

ARTICLE TWENTY

Article Twenty had been previously voted on by the Board of Selectmen.

ARTICLE TWENTY-ONE

Selectmen: For: 5 Against: 0

2. PRE-TOWN MEETING (Continued)

ARTICLE TWENTY-TWO

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-THREE

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-FOUR

Selectmen: For: 4 Against: 0 Abstained: 1

ARTICLE TWENTY-FIVE

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-SIX

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-SEVEN

No vote was required by the Board of Selectmen on Article Twenty-Seven.

3. TO CONSIDER AND TAKE ACTION ON GENERAL ASSISTANCE GUIDELINES

Ms. Connolly complimented Dena Romero, the community counselor, for the preparation of the General Assistance Guidelines.

Ms. Black questioned how the process of using vouchers works. Ms. Romero answered that vouchers cover items such as groceries or gas for an automobile, etc. Ms. Romero stated that her office would write out a voucher, keep a copy, and the recipient would then bring the voucher to a grocery store, for example, to purchase needed items. The grocery store then submits the vouchers to the Town, usually on a monthly basis.

Ms. Black MADE THE MOTION to approve the General Assistance Guidelines, as amended to include appropriate gender references. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE GENERAL ASSISTANCE GUIDELINES, AS AMENDED TO INCLUDE APPROPRIATE GENDER REFERENCES.

4. ADMINISTRATIVE REPORT

Ms. Ulman indicated that Maynard Street will be closed from April 15th through April 19th for sewer and tunnel work; she will check with the Public Works Department to ensure that proper signs are put up notifying the public that the street is closed.

Ms. Ulman further stated that the Selectmen had received the plan from the Howe Library which indicted a total of 13 parking spaces. Ms. Black indicted that this item would have to be put on an agenda for further discussion.

5. SELECTMEN'S REPORTS

Ms. King

Ms. King reported that she, Ms. Connolly and Ms. Heinrichs had spent some time with the Joigny group from France which has been in our area for two weeks.

Ms. Heinrichs

Ms. Heinrichs indicated she had only one item which she wished Ms. Black to announce.

Ms. Connolly

Ms. Connolly reported that the Planning Board was beginning two site plans, and had scheduled a site visit which had been postponed because of inclement weather.

Mr. Nelson

Mr. Nelson stated that he had met with executive members of Fleet Bank NH, together with Ms. Black and Clint Bean, Director of the Chamber of Commerce. He indicted that it was a good initial meeting at which the representatives of the Bank expressed a wish to become good corporate citizens of the community.

Ms. Black

Ms. Black announced that the new Town Manager, Julia Griffin, had delivered a baby boy, Christopher, weighing 7 lb. 9 oz., 20 inches long, and that the baby was doing fine.

Ms. Black stated that although the Selectmen had previously agreed to meet on April 15th at 4:00 p.m. rather than 7:30 p.m., that would not be possible as by law it is necessary to hold a public hearing on the bond issue, the ballot vote and the sewer rate increase.

6. OTHER BUSINESS

There was no other business to come before the meeting.

7. ADJOURNMENT

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

The meeting was adjourned at 9:00 p.m.

SUMMARY

- 1. Ms. Connolly MADE THE MOTION to place the money received from the Elm Street exchange into an unrestricted trust fund. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO PLACE THE MONEY RECEIVED FROM THE ELM STREET EXCHANGE INTO AN UNRESTRICTED TRUST FUND.**
- 2. Ms. Connolly MADE THE MOTION that the wording of Article Twenty-Four be as follows: "To see if the Town will appropriate the sum of \$10,000 as the Town's share for replacement of the playground at Ray School to be used in part by the Town's Rec Department for Town programs. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY that the wording of Article Twenty-Four be as stated above.**
- 3. Voting on the warrant Articles was as follows:**

ARTICLE ELEVEN

Selectmen: For: 0 Against: 5

ARTICLE TWELVE

Selectmen: For: 5 Against: 0

ARTICLE FIFTEEN

Selectmen: For: 5 Against: 0

ARTICLE SIXTEEN

Selectmen: For: 5 Against: 0

SUMMARY (Continued)

ARTICLE SEVENTEEN

Selectmen: For: 5 Against: 0

ARTICLE EIGHTEEN

Selectmen: For: 5 Against: 0

ARTICLE NINETEEN

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-ONE

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-TWO

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-THREE

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-FOUR

Selectmen: For: 4 Against: 0 Abstained: 1

ARTICLE TWENTY-FIVE

Selectmen: For: 5 Against: 0

ARTICLE TWENTY-SIX

Selectmen: For: 5 Against: 0

4. Ms. Black MADE THE MOTION to approve the General Assistance Guidelines, as amended to include appropriate gender references. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE GENERAL ASSISTANCE GUIDELINES, AS AMENDED TO INCLUDE APPROPRIATE GENDER REFERENCES.

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SUMMARY (Continued)

5. **Ms. Heinrichs MADE THE MOTION to adjourn the meeting of the Board of Selectmen. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN.**

Respectfully submitted,



Dorothy C. King, Secretary

These minutes were taken and transcribed by Nancy A. Richards.