

APPROVED

BOARD OF SELECTMEN'S MEETING

SEPTEMBER 23, 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 Vice-Chairman, Jack H. Nelson. Present were: Jack H. Nelson, Vice Chairman; Katherine S. Connolly; Dorothy King; Brian Walsh; Julia Griffin, Town Manager; and members of the public.

Mr. Nelson 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 5 Dorrance Place, stated that work on the parking lot opposite the Galleria is still progressing. She stated that the matter goes to case management on October 4th, and from there a trial date is set unless a compromise is reached at that time. Ms. Stearns noted that the area has been dug into without following the contour of the land, and that she understood that nothing was to have been done until Hanover Investment Trust notified Walter Mitchell that all mortgagees were in compliance with the fact that there must be a four foot intrusion into the lot for landscaping which was not to be touched.

Ms. Griffin indicated that a building permit is not required for the site work that has been done. She stated that whatever work is done now prior to the court case is done at their own peril and risk. Ms. Griffin noted that she will visit the site with Jay Barrett and notify Ms. Stearns of the status.

2. TO CONSIDER AND TAKE ACTION ON PROPOSED AMENDMENT TO PARKING ORDINANCE RE: "NO PARKING" ON GOULD PLACE

Winifred Stearns, a resident at 5 Dorrance Place, expressed support for her neighbors on Gould Place for a no parking amendment to the parking ordinance. She also suggested that a very specific sign be placed at the corner of Gould Place and Dorrance Place stating "No parking this side this street".

Mr. Walsh MADE THE MOTION to approve the amendment to the Parking Ordinance to include "No Parking" on Gould Place. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE AMENDMENT TO THE PARKING ORDINANCE TO INCLUDE "NO PARKING" ON GOULD PLACE.

3. TO CONSIDER AND TAKE ACTION ON PROPOSED AMENDMENT TO VENDORS' ORDINANCE

Ms. Griffin described the proposed amendments to the street vendor ordinance as follows: 1) Creating a policy where there is no reimbursement for inclement weather after the fact; 2) Recommending changing the height of vendor units from the current ordinance specification of 4 feet to 5 feet 6 inches, with an allowance to go to 7 feet with town manager approval; and 3) Enforce rigorously the 40 square foot limitation per area and the ability to maintain a 6 foot wide passageway on the sidewalk.

John Stearns, a resident at 5 Dorrance Place, spoke as a trustee of Casque and Gauntlet. He indicated that originally the space in front of Casque and Gauntlet was to be used for non-profit vendors only, but that restriction no longer applies. He requested the Board to take away the vendor spot in front of Casque and Gauntlet, or as an alternative, to restrict it to non-profit use.

Ms. Connolly noted that the vendor ordinance allows a vendor to be located in front of the Casque and Gauntlet only every other month, and stated she is hesitant about returning to the vendor ordinance as it seems to be working well.

Winifred Stearns asked if the vendors were a good source of revenue for the Town. Mr. Nelson stated it is his understanding that the Town has the ability to regulate vendors regarding size, locations and height, etc., but does not have the ability to prohibit them.

Ms. Griffin noted that the height increase proposed is the result of many merchants already being in violation of the four foot limitation in the current ordinance.

Mr. Baschnagle stated that he felt a problem would exist with a display 7 feet high creating a visual barrier for both the merchants and the general public. He encouraged the Board to introduce a height limit of 5 feet 6 inches.

Ms. Griffin stated that the request for an extension of the height limitation to 7 feet was the result of the unit of the used book vendor which has shelves 7 feet in height, but has visibility. The Town began to enforce the four foot limitation against this vendor, who informed the Board at a prior meeting that there were merchants with sidewalk displays that were also in excess of four feet in height.

Ms. Griffin stated that if the Board wished to designate a maximum height of 5 feet 6 inches, the ordinance could be edited by deleting the second paragraph of section 15a.

Ms. Connolly MADE THE MOTION to eliminate the second paragraph of Section 15a of the proposed vendors' ordinance. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ELIMINATE THE SECOND PARAGRAPH OF SECTION 15A OF THE PROPOSED VENDORS' ORDINANCE.

3. TO CONSIDER AND TAKE ACTION ON PROPOSED AMENDMENT TO VENDORS' ORDINANCE (Continued)

Mr. Walsh MADE THE MOTION to approve the amended amendment to the vendors' ordinance. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE AMENDED AMENDMENT TO THE VENDORS' ORDINANCE.

4. TO CONSIDER AND TAKE ACTION ON PROPOSED AMENDMENT TO PARKING ORDINANCE RE: CONVERTING A METERED PARKING SPACE IN FRONT OF HANOVER HIGH SCHOOL TO A HANDICAP SPACE

Ms. Griffin stated that the proposed amendment is a result of an individual's request that one metered parking space on Lebanon Street in front of the high school next to the flag pole be converted to a handicapped space.

Mr. Walsh MADE THE MOTION to convert one metered parking space on Lebanon Street in front of the high school to a handicapped space. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO CONVERT ONE METERED PARKING SPACE ON LEBANON STREET IN FRONT OF THE HIGH SCHOOL TO A HANDICAPPED SPACE.

5. APPROVAL OF JOB DESCRIPTION CREATING PARKING/COMMUNITY OUTREACH OFFICER POSITION

Ms. Griffin stated that position of parking/community outreach officer was created as the result of Henry Leavitt's retirement and the decision to collapse two sets of responsibilities into one sergeant's position, to which Patrick O'Neill has been appointed. Ms. Griffin noted that the job description requires the Selectmen's approval to include the job title and description in the personnel rules of the Town.

Mr. Walsh MADE THE MOTION to approve the job description creating the parking/community outreach officer position. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE JOB DESCRIPTION CREATING THE PARKING/COMMUNITY OUTREACH OFFICER POSITION.

6. DISCUSSION RE: CHAMBER REQUEST FOR STREET CLOSURE FOR DICKENS HOLIDAY CELEBRATION

Ms. Griffin informed the Board that the Chamber of Commerce is requesting the Town avoid enforcement with regard to parking meter violations in the downtown area for a period from Friday, December 6th through Tuesday, December 24th, and noted that as in past years, there are three weekends affected.

6. DISCUSSION RE: CHAMBER REQUEST FOR STREET CLOSURE FOR DICKENS HOLIDAY CELEBRATION (Continued)

Clint Bean of the Hanover Chamber of Commerce stated that this period of time involves only six more days, not including Sundays, than the Board of Selectmen allowed last year.

Ms. Connolly stated she feels the period of non-enforcement proposed by the Chamber is too lengthy, and recommended suspending enforcement beginning the Wednesday before Christmas, but including Saturdays from December 6th.

Mr. Walsh questioned what the monetary value is for ten days worth of downtown parking on weekdays. Ms. Griffin estimated that between meter revenue and fines, the figure would be approximately \$1,000 to \$1,500 a day, increasing to \$2,000 to \$2,500 per day on a heavy shopping weekend.

Ms. Connolly noted that the revenue loss occurring would be coupled with increased use of the central business district parking by employees, resulting in a net loss of both revenue and parking spots.

Mr. Walsh stated that the more opportunities there are to make downtown shopping friendly, the better it is for the Town of Hanover.

Bill Baschnagle of the Parking and Transportation Board indicated that the Town has the technical capacity to monitor the length of time a vehicle has been in a particular spot, and after a period of time, tag the car with a request to move the vehicle.

Ms. Griffin suggested bagging meters mid to late afternoon through the end of the enforcement period to encourage late afternoon shoppers and discourage employee parking, as well as not enforcing on the three Saturdays proposed.

Mr. Bean noted that the ten days of non-enforcement granted by the Board last year, although not 100 percent successful in preventing employee use of downtown parking space, had a great deal of public relations value.

Mr. Nelson stated that the loss of revenue as a result of non-enforcement will be more than 50 percent picked up by the business district.

Mr. Baschnagle indicated that a strong concern expressed by employees parking in a peripheral lot is that the shuttles do not run late enough.

Mr. Nelson requested Ms. Griffin to investigate the possibility of extending the operating hours of the shuttle busses for the holiday period when stores will be staying open later into the evening.

6. DISCUSSION RE: CHAMBER REQUEST FOR STREET CLOSURE FOR DICKENS HOLIDAY CELEBRATION (Continued)

Mr. Walsh suggested that the Chamber present a more specific plan including revenue and expense figures for the Board's approval at the next Selectmen's meeting on October 7th.

Ms. Connolly MADE THE MOTION that South Main Street, from The Hanover Inn corner to the intersection of Lebanon Street, be closed to vehicular traffic on December 6, 1996 from 4:00 to 8:00 p.m. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY THAT SOUTH MAIN STREET, FROM THE HANOVER INN CORNER TO THE INTERSECTION OF LEBANON STREET, BE CLOSED TO VEHICULAR TRAFFIC ON DECEMBER 6, 1996 FROM 4:00 TO 8:00 P.M.

7. ADMINISTRATIVE REPORT

Ms. Griffin requested the Board members to look carefully at the 1997 meeting schedule as the 1997 calendar will soon be going to print.

Ms. Griffin noted that the Town of Norwich is very interested in the feasibility and cost of doing preliminary work on the new Ledyard Bridge to provide for a future sewer line running from Hanover to Norwich. She asked for clear direction from the Board as to their feelings on this subject.

Mr. Nelson stated that he felt the Board would be receptive to the idea of taking some of Norwich's sewage at another time, and noted that he felt Norwich would get DOT involved as to feasibility and the costs involved.

Ms. Griffin indicated she would respond in writing to the Town of Norwich indicating that Hanover would be favorably disposed to consider accepting the sewage and working with them on the feasibility, and that administration and staff will be available.

Ms. Griffin indicated she had received a request from Mary Lincoln regarding the 30th anniversary celebration of Hopkins Center and the Hood Museum, to be held on Monday, October 21st. Ms. Lincoln is requesting free parking for handicapped persons in the parking lot directly across the street from Rosey Jekes and C & A Pizza. The Hood Museum and Hopkins Center will be providing a volunteer at the parking lot to restrict parking to only those individuals displaying a parking permit on their dashboard.

Ms. Connolly MADE THE MOTION to allow free handicapped parking by permit only in the appropriate lot on Monday, October 21st at the 30th anniversary celebration of Hopkins Center and the Hood Museum. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ALLOW FREE HANDICAPPED PARKING BY PERMIT ONLY IN THE APPROPRIATE LOT ON MONDAY, OCTOBER 21ST AT THE 30TH ANNIVERSARY CELEBRATION OF HOPKINS CENTER AND THE HOOD MUSEUM.

8. SELECTMEN'S REPORTS

Ms. King

Ms. King reported that she would be travelling to Simon Pearce in Windsor with Julia Griffin to purchase an appropriate gift for the upcoming celebration in Joigny, France.

Ms. King also displayed the new fall activities brochure from the Parks and Recreation Department. She noted that the department is finding it difficult to obtain coaches, and particularly needs coaches to work with the younger athletes.

Mr. Walsh

Mr. Walsh stated that he had attended a Howe Library Trustees' Meeting, and that their annual meeting is scheduled for October 3rd. There will be a public presentation of the Howe Library Long-Range Plan on October 22.

Mr. Walsh also reported that he had attended a meeting of the Conservation Commission involving issues around Class 6 roads, abutter notification, due process questions and appropriate uses of Class 6 roads in Hanover. He stated that the Class 6 highways are a great asset to the Town, and there are questions as to how this land should be managed, which he feels should be addressed by the Conservation Commission, the Conservation Council, the Planning Board and the Selectmen.

Ms. Griffin stated she would be reviewing the statutes to determine the extent of the Conservation Commission's authority, and come back at the October 7th meeting with draft amendments to two ordinances that would require abutter notification, as well as an outline for a process that might determine how much management and maintenance the community wants with regard to the Class 6 highways in Town.

Ms. Connolly

Ms. Connolly had nothing to report.

Mr. Nelson

Mr. Nelson reported that the Planning Board met recently and approved the site plan for the new psychology building. He noted that the size will be about 80,000 square feet, with 20,000 square feet below grade level, and less than 60,000 square feet of the facility visible. Mr. Nelson stated that the only provision of the approval was that the cooling source for the air condition could not be on the site, for the following reasons: 1) Next to the computer science building there are cooling towers for that area which have received noise complaints; and 2) The College is considering installing a central cooling source for at least that end of the campus.

9. APPROVAL OF MINUTES

After a brief discussion, Mr. Walsh **MADE THE MOTION** to approve the minutes of the Board of Selectmen's meeting of September 9, 1996, as amended. Ms. King **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE BOARD OF SELECTMEN'S MEETING OF SEPTEMBER 9, 1996, AS AMENDED.**

10. OTHER BUSINESS

There was no other business.

11. ADJOURNMENT

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

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

SUMMARY

1. Mr. Walsh **MADE THE MOTION** to approve the amendment to the Parking Ordinance to include "No Parking" on Gould Place. Ms. King **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO APPROVE THE AMENDMENT TO THE PARKING ORDINANCE TO INCLUDE "NO PARKING" ON GOULD PLACE.**
2. Ms. Connolly **MADE THE MOTION** to eliminate the second paragraph of Section 15a of the proposed vendors' ordinance. Ms. King **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO ELIMINATE THE SECOND PARAGRAPH OF SECTION 15A OF THE PROPOSED VENDORS' ORDINANCE.**
3. Mr. Walsh **MADE THE MOTION** to approve the amended amendment to the vendors' ordinance. Ms. Connolly **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO APPROVE THE AMENDED AMENDMENT TO THE VENDORS' ORDINANCE.**
4. Mr. Walsh **MADE THE MOTION** to convert one metered parking space on Lebanon Street in front of the high school to a handicapped space. Ms. Connolly **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO CONVERT ONE METERED PARKING SPACE ON LEBANON STREET IN FRONT OF THE HIGH SCHOOL TO A HANDICAPPED SPACE.**

SUMMARY (Continued)

5. **Mr. Walsh MADE THE MOTION to approve the job description creating the parking/community outreach officer position. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE JOB DESCRIPTION CREATING THE PARKING/COMMUNITY OUTREACH OFFICER POSITION.**
6. **Ms. Connolly MADE THE MOTION that South Main Street, from The Hanover Inn corner to the intersection of Lebanon Street, be closed to vehicular traffic on December 6, 1996 from 4:00 to 8:00 p.m. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY THAT SOUTH MAIN STREET, FROM THE HANOVER INN CORNER TO THE INTERSECTION OF LEBANON STREET, BE CLOSED TO VEHICULAR TRAFFIC ON DECEMBER 6, 1996 FROM 4:00 TO 8:00 P.M.**
7. **Ms. Connolly MADE THE MOTION to allow free handicapped parking by permit only in the appropriate lot on Monday, October 21st at the 30th anniversary celebration of Hopkins Center and the Hood Museum. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ALLOW FREE HANDICAPPED PARKING BY PERMIT ONLY IN THE APPROPRIATE LOT ON MONDAY, OCTOBER 21ST AT THE 30TH ANNIVERSARY CELEBRATION OF HOPKINS CENTER AND THE HOOD MUSEUM.**
8. **After a brief discussion, Mr. Walsh MADE THE MOTION to approve the minutes of the Board of Selectmen's meeting of September 9, 1996, as amended. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE BOARD OF SELECTMEN'S MEETING OF SEPTEMBER 9, 1996, AS AMENDED.**
9. **Ms. Connolly MADE THE MOTION to adjourn the meeting. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**

Respectfully submitted,



Brian Walsh, Secretary

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