

BOARD OF SELECTMEN'S MEETING

DECEMBER 16, 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; Brian Walsh; Julia Griffin, 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

There was no public comment.

2. REVIEW OF PROPOSED 1997-1998 GOALS AND OBJECTIVES

Mr. Nelson noted that in reviewing the list of proposed goals and objectives, he felt the items should be differentiated between selectmen's objectives and those items which should be given to the administration.

The Board proceeded to discuss various items on the list, including the following:

Mr. Nelson asked if the first item regarding creating a base map for the Town of Hanover noting easements and restrictions was in the process of being completed. Ms. Griffin answered that it is not in process at this time, but she has talked with various people about making the project a priority. She noted that there is a good filing system in place, but not a comprehensive method of compiling the easements and restrictions in one location and no strategy for managing the land. Ms. Griffin stated that these items need to be put on the GIS system, and hopes that the work can begin July 1, 1997.

Mr. Nelson requested that a description of the rules and regulations of the Conservation Commission be added to the list of goals and objectives. Mr. Walsh suggested that this item be both for administration and selectmen, as the administration has information as to the legalities of the Conservation Commission, and the Selectmen may have questions beyond what is mandated by state law.

Ms. Black indicated that the Selectmen will be responsible for keeping tax rate increases less than the rate of inflation.

Regarding financial alternatives for elderly housing, Ms. Black suggested that this be a function of both the administration and the selectmen, noting that it is the intention to keep the tenants in the buildings and the program continuing.

2. REVIEW OF PROPOSED 1997-1998 GOALS AND OBJECTIVES (Continued)

Mr. Walsh noted that there is not a clear consensus or plan regarding Class VI roads and trails as to the way the network works together and what is allowed or disallowed on each. Ms. Black stated that there is a town trails committee working on maps, and perhaps that committee should update the map as to the allowed uses on trails.

Ms. Griffin stated that she is working on obtaining answers and legal opinions regarding the use of Class VI highways, and is looking at the statutory role of the Conservation Commission as outlined in state law for that purpose, as well as looking at the map of the trail system to help the Town decide where its priorities should be.

Ms. Connolly stated that there is a set of basic laws of the State of New Hampshire and Hanover ordinances which govern properties overseen by the Conservation Commission.

Regarding the formation of a long-term regional solid waste plan with the City of Lebanon, Mr. Nelson felt that the words "with the City of Lebanon" should be deleted as it limits the Town's possibilities. Mr. Walsh indicated that he believes this item should start with the presumption of regional cooperation with a facility which is ongoing currently, rather than looking at alternative regional sites.

Mr. Walsh stated that the item regarding creating a process for setting priorities among capital projects came out of recent conversations regarding upcoming capital investments. He noted that there are issues involving the Howe Library Corporation and Dresden School District, among others, that although they are not Town responsibilities may still have an impact on the tax rate.

Ms. Griffin indicted that the Board had discussed the matter previously noting a desire for a meeting with the School Board. Ms. Black noted that it would be a good idea to attempt to schedule meetings with some of these entities to discuss their plans and requirements.

With regard to parking, Ms. Griffin noted that this is a data collection, organization and presentation task which needs to be updated. She stated that the Town has cost estimates for capital improvements to the managed lot, but not for the managed component, which is the next step. Ms. Griffin added that contained in the budget proposal are updated finalizing costs for physical improvements for the parking lot itself, that is, landscaping, re-striping and reconfiguration, but that she will be working on the cost of managing the lot itself, in terms of mechanical arms, booths, ticket machines, etc. She stated that she will be presenting to the Town cost estimates for all alternatives for the managing of the lot.

2. REVIEW OF PROPOSED 1997-1998 GOALS AND OBJECTIVES (Continued)

With regard to free holiday parking, the Selectmen noted that parking spaces on Main Street as well as other lots had been full during the morning hours before shops opened and before shoppers had an opportunity to utilize the free parking spaces. After discussion including having the police run the license plates of those parked in these spaces, it was decided to contact Clint Bean, the Director of the Chamber of Commerce, to inform him of the situation and to give the Chamber the opportunity of correcting the situation, as the business owners are the ones who would potentially benefit from the free parking spaces if customers were able to utilize them.

Ms. Connolly suggested holding off the creation of a master plan for Town computers as computer networks and computers themselves change daily, and a master plan created today may be obsolete tomorrow. Ms. Griffin noted that the Town is behind the times in terms of not being able to talk across town with various Town departments, and that administration is working on developing a proposal for the budget to upgrade the system, hiring a consultant to complete a master plan to recommend a suitable system, and going out to bid.

Ms. Black noted that in the past the Selectmen met with the chairman of all Town boards and commissions four times a year, and suggested that this practice be reinstated. She indicated that this would aid in communicating the directions and objectives the Town has to the Boards who enact them. Ms. Griffin stated she would begin work on setting up those meetings.

Ms. Black suggested that an advertisement be placed in the newspaper during the first week in January to request interested people in the community to contact the Town if they would like to serve on a committee to develop plans for the new community center.

Regarding the bike path, Ms. Griffin stated that the State has hired a firm from Laconia to do the preliminary engineering design for the trail. Once preliminary design is completed, the State looks to the engineers to see if the project is feasible from an engineering standpoint, and will look to the town for its share of \$40,000 for the project.

Regarding creating a road parallel to Greensboro Road or south of Mink Brook, Mr. Nelson stated that he would like to have the Planning Board adopt an official map. Ms. Connolly noted that there had been discussion at a Planning Board meeting regarding an official map. Ms. Griffin stated that in planning statutory language, this is called a map line of future street, and all that is required is to have the street location mapped which the Planning Board can adopt as a mapped line of future street, which signals to future property purchasers that there is a potential intention for the Town to construct a street in that location at some point in the future. She added that there is preliminary work with an engineer to determine the location, the matter is brought before the planning board and the board of selectmen and a public hearing is held.

2. REVIEW OF PROPOSED 1997-1998 GOALS AND OBJECTIVES (Continued)

Ms. Griffin asked if the Board would want to meet with the state legislators on a formal schedule to discuss with the delegation Town priorities with regard to legislation. Ms. Connolly indicated that she would find it helpful to meet with the legislators at least once a session. Ms. Griffin is to discuss with the delegation scheduling of this meeting.

Mr. Black commented that it is important to be in contact with the chairmen of the school boards, and suggested Ms. Griffin have regular contact with the superintendent. Ms. Griffin noted that there is easily \$50 million dollars of projects on the list, and it is important for the Town and the School District to work together.

3. ADMINISTRATIVE REPORT

Ms. Griffin reported that she recently held a successful retreat with the Town department heads, at which time they discussed the Selectmen's list of priorities and focused on developing their own list of priorities for the upcoming twelve months. She noted that they also discussed upcoming capital projects and are in the process of trying to finish the budget over the next couple of weeks, with the hope of submitting the first draft to the Board shortly after the holidays. Ms. Griffin added that she would be setting up an overview meeting tentatively for January 2nd.

4. SELECTMEN'S REPORTS

Ms. King

Ms. King reported that clearing of trees and branches was occurring on Kingsford Road for the purpose of the utility lines, and she assumed that this was happening Town wide.

Mr. Nelson

Mr. Nelson reported that he was unable to attend the upcoming meeting of the Parking and Transportation Board on Thursday at 4:00 p.m.; Ms. Griffin stated that she attends the meetings of the Parking and Transportation Board.

Ms. Connolly

Ms. Connolly reported that she had requested the format of the Planning Board's transportation chapter be revised so that it appears as a classic master plan text in a conclusions and recommendations format. She also requested that the appendix be expanded greatly to include the results of the surveys which have been conducted.

4. SELECTMEN'S REPORTS (Continued)

Ms. Connolly also reported that the Planning Board had modified two site plans, for Spectra and Dorrance Place. She noted that Dorrance Place had been revised in a responsible manner with good additions and deletions, and that four to five trees had been planted on Dorrance Place.

Ms. Connolly stated that the Planning Board had concluded that including additional rural roads to the scenic byways would create too much of a burden on the rural taxpayers.

Ms. Connolly also indicated that the Connecticut River Byway Association had recently requested funds for printing, and she would like to be able to contribute funds for this purpose. Ms. Griffin stated that \$500 had been budgeted for this purpose, but that the Association would be getting back to the Town with cost estimates.

Mr. Walsh

Mr. Walsh reported that the Howe Library is planning to have a consultant work to present space and program alternatives for the Library, starting work after the first of the year with a completion targeted for late spring or early summer, hoping to present a proposal to the Selectmen during July and August with a presentation to the Howe Corporation in October as to what the Library's alternatives are including a space needs analysis. Ms. Griffin stated that she had recently taken a similar library through a similar situation, and they found the use of a master plan beneficial in discovering the updated use of existing square footage at minimal expense. She added that from conversations she has had with library representatives, the hope is that the master plan for the Howe Library will help in looking at better utilization of current space, perhaps using the meeting room space downstairs for more library space.

Mr. Walsh also reported that there is a request from the Conservation Commission that the Board of Selectmen reconsider its motion from October in which it recommended that no timber be harvested on the Dana West property at this time and that this be reviewed in ten years. He added that the Conservation Commission's position is that they review all Town lands annually, and they would like the Board to reconsider their motion so that timber harvesting on the Dana West property could be reviewed on an annual basis as opposed to having the land be unreviewed for a period of ten years.

Ms. Griffin stated that it is up to the Board to give the Conservation Commission direction in this area, and their current plan of reviewing Town owned lands every year came from a much earlier job description that the Town created for them through the Board of Selectmen.

4. SELECTMEN'S REPORTS (Continued)

Ms. Connolly indicated that the Board made the decision based on information and advice from the forester, and if the Conservation Commission feels there is something wrong with that decision, they are free to come back to ask the Board of Selectmen to rescind it. Mr. Nelson stated that he recalled that the forester had a plan already formed for the Dana West property, and when asked if nothing were done to the property for ten years answered that nothing much would happen to that forest, and that it would not do any harm. He added that the decision gives the Conservation Commission the ability to review and study the decision, and come back to the Board if they do not agree with it. Ms. Griffin is to direct the Conservation Commission that, from the Selectmen's perspective, they are welcome to review the land annually as they do other properties, and if they choose that the Board reconsider the 10 year moratorium on harvesting, they may come back to the Board for direction at that time.

Ms. Black

Ms. Black reported that she had received a telephone call from a representative from Midway Construction that starting in January they wish to work seven days a week on the Ledyard Bridge project.

Mr. Walsh suggested that they may wish to place a notice in the paper regarding the seven day work week.

5. APPROVAL OF THE FOLLOWING MINUTES: DECEMBER 2, 1996

Ms. Black MADE THE MOTION that the Board of Selectmen approve the minutes of the meeting of December 2, 1996. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 2, 1996.

6. OTHER BUSINESS

There was no other business.

7. ADJOURNMENT

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

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

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

SUMMARY

1. **Ms. Black MADE THE MOTION** that the Board of Selectmen approve the minutes of the meeting of December 2, 1996. **Ms. Connolly SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 2, 1996.**
2. **Ms. Connolly MADE THE MOTION** to adjourn the meeting of the Board of Selectmen. **Mr. Nelson SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN.**
3. **Ms. Black MADE THE MOTION** that the Board of Selectmen go to a non-public session to discuss a matter which may affect the reputation of an individual. **Ms. Connolly SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO GO TO A NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

Respectfully submitted,



Brian Walsh, Secretary

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