

BOARD OF SELECTMEN'S MEETING

JANUARY 20, 1997

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

Bob Darnell, representing a group of parents of 7th and 8th graders who are members of the Hanover Recreation maroon basketball team, distributed to the Selectmen a letter regarding an issue involving uniforms which were purchased for the team. He stated that up until a few years ago, the Hanover Recreation Department had supplied regular basketball uniforms to the basketball teams; these uniforms have worn out, and for the last two years the team has been issued soccer uniforms. Mr. Darnell noted that this team represents the Town of Hanover playing basketball against the equivalent of varsity middle school teams throughout the region. The parents of the players, in the absence of any contrary information either written or verbal, purchased uniforms for the members of the team. He indicated that the Hanover Recreation Board had stated that the parents were not allowed to purchase uniforms, and the boys would not be allowed to wear them. Mr. Darnell requested the Board of Selectmen to reverse this policy to allow the team members to wear the new uniforms.

Ms. Black suggested that due to the length of the agenda and the fact that the Board had just received the letter, the matter be put on the agenda for the next meeting of the Board of Selectmen, January 27, 1997.

2. DISCUSSION OF PROPOSED MEMORANDUM OF AGREEMENT ESTABLISHING A COMPOSTING FACILITY

Ted Siegler, president of DSM Environmental Services, introduced individuals who had been working on the memorandum of agreement regarding the proposed composting facility: Bill Hochstin, Allegra Lubrano and Win Johnson from Dartmouth College and Michael Simpson from DSM Environmental Services.

2. DISCUSSION OF PROPOSED MEMORANDUM OF AGREEMENT ESTABLISHING A COMPOSTING FACILITY (Continued)

Bill Hochstin discussed the history of the composting project. He stated that in 1988 students at Dartmouth College completed a study and developed a document for a waste management program for Dartmouth College which was used to establish the College's recycling program. Mr. Hochstin stated that since July 1, 1988, 5,000 tons of material that would have gone to the landfill has been made into reusable resources. He noted that other studies were subsequently done which indicated that a significant amount of waste was still going to the landfill which could easily be composted and made into valuable resources. In April, 1992 a permit was obtained to do outside composting at Fullington Farm, a practice which has been successful and has continued whenever weather permits. Mr. Hochstin indicated that a desire to increase the program led to the proposed composting facility now before the Board. He noted that neither the College nor the Town of Hanover has enough organic material on their own to make the program feasible, but together he believes it will be a partnership that will work and be successful.

Mr. Siegler discussed the memorandum of agreement, and stated that in general neither the size of the facility nor the concept has changed; what has changed is who is involved in financing and operating the facility. He indicated that Casella Waste Management and DSM are entering into a partnership with ROT, and have agreed that Casella Waste Management would be a 50% owner of the newly formed company, DSM Environmental Services would be an operator and a 33% shareholder, and ROT would own the other 17% of the company. Mr. Siegler stated that initially Dartmouth College will invest \$200,000 toward the capital cost of the facility, and Casella Waste Management will invest approximately \$242,000. An additional contributions agreement requires Casella to contribute another \$208,000 into the facility if it becomes necessary, and Dartmouth College is required to contribute another \$50,000. He indicated that the return on investment is fairly small, estimated at approximately 2%. Mr. Siegler stated that Casella Waste Management is using this as a project from which they can develop future projects. He noted that the Town of Hanover's participation would remain about the same as before, making available 1 acre of land on the old closed landfill, and supplying its sludge for an initial three-year period with an option at ROT's discretion to extend that for an additional seven years at a cost the same as the Town is currently paying for land application of sludge. The agreement also requires Hanover to deliver its yard waste not otherwise utilized by the Town to the facility. He added that the Town of Hanover would not own the building. The building would be owned by ROT who would be responsible for the building and cleaning out the compost in the event operations ceased. In this case, Dartmouth College would hold the lease on the building for a period of ten years.

Mr. Siegler stated that Dartmouth College would agree to deliver all of its separated organic waste to the facility, as well as its yard waste and its financial contribution. ROT would be responsible for permitting and engineering, facility construction, startup and operation, with an estimated cost of the facility at \$442,000.

2. DISCUSSION OF PROPOSED MEMORANDUM OF AGREEMENT ESTABLISHING A COMPOSTING FACILITY (Continued)

Ms. Connolly asked if testing would be done of outside materials. Mr. Siegler answered that the agreement states that ROT is required to present to the advisory committee the origin of outside material and demonstrate that it meets the same criteria as material originating from the Town of Hanover.

Mr. Siegler noted that the agreement is the same as before concerning the copper content of Hanover sludge, and is the same as the current land application provisions. He added that the agreement provides for an advisory operations committee consisting of two people from the Town of Hanover and two people from Dartmouth College, and noted that an offer has been extended to Dartmouth-Hitchcock to have a representative on the advisory committee.

Mr. Nelson commented for the public's benefit that ROT and its partners will be responsible for any environmental contamination both during this period and afterwards. Mr. Siegler stated that liability insurance is to be carried on the facility, and Allegra Lubrano indicated that under the contract, the responsibility for any environmental contamination extends indefinitely beyond the life of any agreement between the parties.

Michael Simpson indicated that everything that will be composted is organic. The waste streams are regulated by the State, such as the biosolids coming from the Town and organic waste, which is food waste and waste paper, coming from Dartmouth College. Amendments are brought into the facility in order to control and soak up moisture to provide a carbon source. He noted that this is an in-vessel facility, two prototypes of which are currently operating commercially in Maine.

Mr. Simpson explained the composting process, noting that waste is brought in by covered trucks and mixed with amendments on a tipping floor. Once the mixed material is loaded into the front end of the composting bay, the doors are shut and the machine runs automatically, with a high speed flail dropping into the waste and turning at a high rate of speed. He added that underneath the bay is channelized air which is blown up into the waste adding oxygen to the system to avoid the potential for odor. As the machine moves down, it pushes the waste in the bay and frees up space for the next load; after a certain number of days it is dropped out the back end.

Mr. Simpson stated that the proposed facility has two bays, one for sludge from the Town, and the other for organic waste, food waste and waste paper, coming from the College. He noted that the material stays within the bay for 10 to 14 days, goes into another bay into a pile with aeration pipes underneath and goes through a purging stage to be sure the material is finished when it is ready to sell. After the material is pure or

2. DISCUSSION OF PROPOSED MEMORANDUM OF AGREEMENT ESTABLISHING A COMPOSTING FACILITY (Continued)

stabilized, it goes outside to storage piles with the maximum capacity for storage for 180 days. He stated that the material is required by the State to be on site for 90 days. Mr. Simpson explained that after this period of time, the material then goes to the College and the Town, and then would go to market.

Mr. Simpson indicated that the scale of the facility is quite small, with a minimal potential for odor generation. He stated that traffic impact would be minimized, with an average of never more than two trucks per day coming into the facility. Addressing the issue of vectors, seagulls, rats or insects, Mr. Simpson explained that this is not an open air facility, and that the temperature maintained and the equipment used would insure that mice or insects would not survive. He commented that the facility would be able to be seen from the upper floor of the hospital, and that a vegetation buffer would be used around the building to minimize the impact, with the building itself having the appearance of an agricultural building.

Mr. Nelson asked if there would be a problem with rodents or odor as the material may be kept outside for a period of 180 days. Mr. Simpson answered that the extra purging step, and the fact that the material is actually being composted twice, would alleviate these problems.

Mr. Walsh asked when the project could be expected to be on-line. Mr. Simpson answered that the goal is to have it operating this summer.

Jim Bolig commented that the partners involved in this project see it as an effort to commit to developing something for the future, rather than a strategic investment or economic project. He stated that is important to develop alternatives to disposal in landfills, and added that he did not feel land spreading is a long-term or desirable solution. Mr. Bolig stated that composting has been in existence for 10 years. He indicated that this project is a local project principally using local waste streams and whatever supplements are necessary to bring the project to capacity, and having a partner in both the Town and the College is important in making the project work successfully.

Fred Crory commented that the proposed facility would look twice as big as the structure shown in a photograph displayed at the meeting, so it would be a substantially tall building. In the event the composting facility is shut down and the building reverted to the College, Mr. Crory wondered to what end the College would use the facility, and at the end of ten years who would be responsible for taking the building down or disposing of it. Ms. Connolly answered that the contract provides for its use as a storage facility. Ms. Griffin noted that the College has indicated it always has a need for additional storage space.

2. DISCUSSION OF PROPOSED MEMORANDUM OF AGREEMENT ESTABLISHING A COMPOSTING FACILITY (Continued)

Mr. Nelson stated that at the end of the lease there would have to be negotiations if it were to be continued, and any significant change of use would have to go back to site plan review.

Mr. Walsh summarized his understanding of the agreement that the Town is committing sludge to the facility as long as it is in operation at the price per yard which the Town has been paying previously, and at the same standards, as well as committing yard waste which it may not choose to use, and leasing the site for \$1 a year. Additionally, if the project fails, the facility will be cleaned out and may be used by the College for storage purposes.

Mr. Walsh MADE THE MOTION that the Town of Hanover enter into an agreement with the Trustees of Dartmouth College, ROT, Casella Waste Management, and DSM Environmental Services, as set forth in the draft of the Memorandum of Agreement dated January 9, 1996. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ENTER INTO AN AGREEMENT WITH THE TRUSTEES OF DARTMOUTH COLLEGE, ROT, CASELLA WASTE MANAGEMENT AND DSM ENVIRONMENTAL SERVICES, AS SET FORTH IN THE DRAFT OF THE MEMORANDUM OF AGREEMENT DATED JANUARY 9, 1996.

3. DISCUSSION OF REQUEST BY ELIZABETH CRORY FOR INFORMATION REGARDING VARIOUS NOVEMBER 1996 ELECTION PROCEDURES AND RESULTS.

Regarding a letter received from Frederick and Elizabeth Crory, Ms. Black stated that it is necessary to check with the Secretary of State to see which requests contained in the letter are allowable. She noted that while the Board of Selectmen is the responsible body for the election, election procedures are handled by the moderator and the Town Clerk.

Ms. Griffin stated that she had spoken with both the moderator and the Town Clerk, and it is her suggestion that Town staff work with the Town Clerk on this matter. She added that she had faxed a copy of the request from Mr. and Mrs. Crory to the Secretary of State's office.

Mr. Crory indicated that they are requesting information as to what cannot be provided and the reasons for it, adding that they are requesting the Town to take action on their own, with the permission of the Secretary of State, to utilize the new procedures and instructions provided by LHS to use the machine with blank ballots to test the correctness of those instructions and procedures. Mr. Crory stated that it is his

2. DISCUSSION OF PROPOSED MEMORANDUM OF AGREEMENT ESTABLISHING A COMPOSTING FACILITY (Continued)

understanding permission is required from the Secretary of State to run this test and to use the unused ballots, but believes that this test would restore faith in the accuracy of the machines. He indicated that there have also been problems discovered in ten other machines, and wants to assure that new procedures and adequate safeguards are in place before the next election and before the machines are used again.

Ms. Black indicated that if rigid testing procedures do not come forth from the Secretary of State's Office, the Town of Hanover will institute their own procedures to assure voters of fair and accurate counting in elections.

Ms. Black MADE THE MOTION that the Board of Selectmen request the Town Manager's office and the Town Clerk to prepare responses to Elizabeth Crory in consultation with the Secretary of State's office and the Attorney General's office. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO REQUEST THE TOWN MANAGER'S OFFICE AND THE TOWN CLERK TO PREPARE RESPONSES TO ELIZABETH CRORY IN CONSULTATION WITH THE SECRETARY OF STATE'S OFFICE AND THE ATTORNEY GENERAL'S OFFICE.

4. DISCUSSION OF OPTIONS FOR DISPOSAL OR RETENTION OF LAND OWNED BY BRADFORD OIL COMPANY AND TOWN LAND UPON WHICH MEDICAL CENTER DRIVE IS LOCATED.

Richard Hauger discussed the triangular-shaped parcel of town land upon which Medical Center Drive is located, and which was set forth on a map displayed at this meeting. He noted that Medical Center Drive is actually a private road owned by the hospital; it is not a town roadway, but rather a piece of property owned by the Town with a private road on top of it. Mr. Hauger stated that Larry Gardner had suggested disposing of this parcel of land to the hospital so that the hospital would own the complete roadway through.

Ms. Black asked what the advantages would be of turning that parcel of land over to the Medical Center. Mr. Hauger replied that the Town would not have to maintain it. He added that if the parcel remains owned by the Town and the Hospital does not want it, he suggests the Selectmen dedicate it as a Class V highway.

Mr. Nelson indicated that if the piece of land were turned over to the hospital, the Town would be going against its own zoning which does not permit the creation of a land locked piece of land.

4. DISCUSSION OF OPTIONS FOR DISPOSAL OR RETENTION OF LAND OWNED BY BRADFORD OIL COMPANY AND TOWN LAND UPON WHICH MEDICAL CENTER DRIVE IS LOCATED (Continued)

Mr. Walsh MADE THE MOTION that the conveyance of the land be completed as voted on at Town Meeting, and the quitclaim deed be accepted. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO COMPLETE THE CONVEYANCE OF THE LAND AS VOTED ON AT TOWN MEETING, AND ACCEPT THE QUITCLAIM DEED.

5. DISCUSSION OF NOMINATION OF HANOVER TOWN LIBRARY AND GREAT HOLLOW ROAD STONE ARCH BRIDGE TO THE NATIONAL REGISTER OF HISTORIC PLACES.

Richard Hauger stated that the Great Hollow Road stone arch bridge was built during 1950, and in the last ten years the Town has spent approximately \$15,000 in re-mortaring and sealing. He noted that the bridge seems to handle any weight, and there are no weight restrictions posted.

Mr. Walsh asked what the significance is of being listed on the National Register of Historic Places. Ms. Griffin answered that it is presented with a plaque and gives it a place in history, but there are no restrictions on it.

Ms. Connolly MADE THE MOTION that the Board of Selectmen request the Federal government to add Hanover Town Library and Great Hollow Road stone arch bridge to the National Register of Significant Heritage Resources. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO REQUEST THE FEDERAL GOVERNMENT TO ADD HANOVER TOWN LIBRARY AND GREAT HOLLOW ROAD STONE ARCH BRIDGE TO THE NATIONAL REGISTER OF SIGNIFICANT HERITAGE RESOURCES.

6. AUTHORIZATION TO EXECUTE CONTRACT WITH NH DEPARTMENT OF HEALTH AND HUMAN SERVICES TO UTILIZE STATE FUNDS TO CONDUCT SERVE SAFE TRAINING PROGRAM.

Ms. Connolly MADE THE MOTION that the Board of Selectmen execute a contract with the New Hampshire Department of Health and Human Services to utilize State funds to conduct the Serve Safe Training Program. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO EXECUTE A CONTRACT WITH THE NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES TO UTILIZE STATE FUNDS TO CONDUCT THE SERVE SAFE TRAINING PROGRAM.

7. DISCUSSION OF REQUEST BY THE NEW HAMPSHIRE MUNICIPAL ASSOCIATION FOR FUNDS TO ACT AS FULL INTERVENOR ON BEHALF OF CITIES AND TOWNS IN THE PUBLIC UTILITY COMMISSION'S STUDY OF ELECTRIC UTILITY INDUSTRY DEREGULATION.

Ms. Black indicated that the dues have increased to fund the position to complete this intervention with the PUC, and instead of raising the dues of NHMA, each community is being asked for a contribution.

Ms. Griffin stated that the contribution would be a per capita donation, and Hanover's share would be \$650. She noted that there are two options; one is to look for the funds in this year's budget, and the other is to budget the funds in next year's budget. Ms. Griffin stated she would prefer finding the funds in this year's budget.

Mr. Walsh MADE THE MOTION that the Board of Selectmen approve the assessment of \$650 as the Town of Hanover's donation to the New Hampshire Municipal Association with regard to the Public Utility Commission's study of electric utility industry deregulation. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ASSESSMENT OF \$650 AS THE TOWN OF HANOVER'S DONATION TO THE NEW HAMPSHIRE MUNICIPAL ASSOCIATION WITH REGARD TO THE PUBLIC UTILITY COMMISSION'S STUDY OF ELECTRIC UTILITY INDUSTRY DEREGULATION.

8. REVIEW AND APPROVAL OF REVISED JOB DESCRIPTIONS AND PAY GRADE FOR EXECUTIVE SECRETARY POSITION.

Ms. Griffin indicated that the only revision regarding the executive secretary's position is to reduce the pay grade; there is no change in the job description. She is recommending the labor grade be lowered from a grade 11 to a grade 10, thereby saving approximately \$2,500 per year. Ms. Griffin stated that 14 applications had been received for the position, and noted that Penny Hoisington has been filling the executive secretary's position.

Ms. Connolly MADE THE MOTION that the labor grade for the Executive Secretary's position be lowered from a grade 11 to a grade 10. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO LOWER THE LABOR GRADE FOR THE EXECUTIVE SECRETARY'S POSITION FROM A GRADE 11 TO A GRADE 10.

9. AUTHORIZATION FOR JULIA N. GRIFFIN TO ACT AS TAX COLLECTOR TO COLLECT THE UNCOLLECTED BALANCE OF THE PROPERTY TAX WARRANT, SEWER RENTS, LIEN REDEMPTIONS AND YIELD TAXES COMMITTED TO CLIFFORD VERMILYA FOR THE YEARS 1996 AND 1995.

9. AUTHORIZATION FOR JULIA N. GRIFFIN TO ACT AS TAX COLLECTOR TO COLLECT THE UNCOLLECTED BALANCE OF THE PROPERTY TAX WARRANT, SEWER RENTS, LIEN REDEMPTIONS AND YIELD TAXES COMMITTED TO CLIFFORD VERMILYA FOR THE YEARS 1996 AND 1995 (Continued)

Ms. Black MADE THE MOTION that Julia N. Griffin be authorized to act as tax collector to collect the uncollected balance of the property tax warrant, sewer rents, lien redemptions and yield taxes committed to Clifford Vermilya for the years 1996 and 1995. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AUTHORIZE JULIA N. GRIFFIN TO ACT AS TAX COLLECTOR TO COLLECT THE UNCOLLECTED BALANCE OF THE PROPERTY TAX WARRANT, SEWER RENTS, LIEN REDEMPTIONS AND YIELD TAXES COMMITTED TO CLIFFORD VERMILYA FOR THE YEARS 1996 AND 1995.

10. ADOPTION OF FINAL GOALS AND OBJECTIVES FOR 1997.

Ms. Griffin indicated that Mr. Walsh had done the majority of the work on these goals and objectives, and they have been added to the computer system to be adjusted in the future if necessary.

Ms. Connolly suggested that the item regarding adoption of a dog ordinance be listed under selectmen/administration rather than administration only.

Mr. Nelson MADE THE MOTION that the Board of Selectmen adopt the goals and objectives for 1997, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADOPT THE GOALS AND OBJECTIVES FOR 1997, AS AMENDED.

11. ADMINISTRATIVE REPORTS

Ms. Griffin indicated that she has been working on finalizing the budget, and is now in the process of cutting items from the general fund in order to bring in the tax rate increase at no more than approximately 3%. She noted that she will provide a list to the Board of items that were not funded in the budget. Ms. Griffin stated that this increase includes a compensation package with a 3% increase.

Ms. Griffin indicated that in the past the Town has not budgeted for overlay and has relied on finding the overlay in surplus. She noted that she is uncomfortable with that as there can be a year when there is not much surplus, and is budgeting the amount of \$75,000 for overlay.

Ms. Griffin noted that she will be distributing the budget to the Board at the January 27, 1996 meeting, and the Board will receive the full capital budget the following Monday, February 3rd.

12. SELECTMEN'S REPORTS

Mr. Walsh

Mr. Walsh reported that he had attended a meeting of the Conservation Commission recently, at which enthusiasm was voiced for the Selectmen's objective regarding developing an understanding of the statutory authority of the Conservation Commission and defining the roles and responsibilities of the Hanover Conservation Commission.

Mr. Walsh also reported that he had recently attended a meeting of the Community Substance Abuse Advisory Committee.

Ms. Connolly

Ms. Connolly reported that the Upper Valley Lake Sunapee Planning Commission is starting a review of the regional transportation plan for this year and for the coming ten years. The State has requested that it not produce any major revisions to the plan that is currently in existence.

Ms. Connolly also reported that the Planning Board will be working on zoning amendments at its next meeting, and had revised site plan regulations to a small degree. She noted that more work has been completed regarding the Great Hollow Road three-lot subdivision which has been ongoing for three to four months. Ms. Connolly stated that the Planning Board reviewed a subdivision on Chandler Road, and had two informal visits, one for a subdivision on Parkway and a residential facility for the elderly on Main Street south of the Grand Union.

Ms. Connolly reported that the current legislative bulletin contains an item regarding a proposed bill which purports to mandate towns and cities to engage in an open bidding process for insurance. She stated that the Town has a successful relationship with Property Liability Trust and one other company.

Ms. Griffin indicated that to the extent this legislation is adopted, towns will be allowed to request proposals, not bids.

Ms. Connolly also noted that Senate Bill 5 which has been proposed by Senator Rubens, would allow town trustees to invest in mutual funds. She indicated she feels this is a bad idea in light of the recent problems with municipalities investing in some financial institutions which had been considered safe investments.

Mr. Nelson asked if the Board of Selectmen has policy control over where funds are invested. Ms. Griffin answered that the Board does have policy control, and she believes the Board should be approving the Town's investment policy.

12. SELECTMEN'S REPORTS (Continued)

Ms. Black stated that other bills have been proposed which are of interest, one dealing with people below certain income levels receiving a rebate on their property taxes, and the other setting a cap on the amount of taxes that can be levied against the assessed grand list.

Ms. Griffin feels it would be helpful for the Board to look at the Town's investment policy and to have a clear understanding of where the trustees are inclined to go in terms of the investment policy.

Mr. Nelson

Mr. Nelson reported that he had attended a recent Parking and Transportation Board meeting at which Ms. Griffin discussed the parking district leasing land on which to put parking spaces. Ms. Griffin stated she will provide the Board with the same information provided to the Parking and Transportation Board at that meeting. She noted she is trying to extend leases only through the end of June to give the Town flexibility to do something different or to continue at that time.

Mr. Nelson discussed problems at the Hanover Water Works Company, of which the Town is a stockholder. Mr. Nelson is now president of the company, with Carl Long having retired at the first of the year as president. Mr. Nelson informed the Board that the Water Company is going to do a large study on water treatment, infrastructure, financing, ownership, and water sources. Regarding day-to-day management of the Water Company, there is a proposal to hire Dufresne-Henry from Springfield, Vermont, who has recommended a person with much experience in managing water companies. He added that he and Ms. Griffin have interviewed this candidate and were very impressed.

Mr. Nelson stated that the Water Company is looking to put together a consulting team of an engineering firm, an accounting firm and a law firm, and would like to hire the individual interviewed as the general manager. That individual's pay would be split between managing the company on a day-to-day basis and collecting information and managing the consulting team. He indicated that the Water Company barely broke even last year and paid no dividends. When a manager is hired, it will be at a higher rate of pay than what Carl Long was receiving as a salary, creating a deficit.

Ms. Griffin indicated that there will be a proposal to appropriate \$75,000 in the sewer fund budget, with the College matching that amount. This is an effort on the part of the College and the Town to provide capital up front with the hope that when the Water Company begins to move forward, the costs incurred by the Town and the College could eventually be recouped.

12. SELECTMEN'S REPORTS (Continued)

Mr. Nelson stated that this is going to be a very large and expensive task. He added that customers are complaining about the water, which although perfectly sanitary, is becoming unacceptable to the customers.

Mr. Walsh asked if this method of funding would be continuing. Mr. Nelson answered that it will not be, and that is the reason for involving legal and financial people. He stated that there may be grant money available, and there are also private firms for long-term contract who can upgrade, finance and manage water companies. Mr. Nelson added that there are many options which need to be investigated to determine which is most efficient and cost effective.

Ms. King

Ms. King reported that she had attended a Recreation Department board meeting recently regarding the issue of uniforms as discussed previously at this meeting.

Ms. Black

Ms. Black discussed the traffic study from Upper Valley Lake Sunapee Council, and suggested that before this study is done annually the Board look at the parameters from this study to see if it accomplishes what is needed.

Ms. Griffin noted that she has not included funds in the budget to do this study, adding that she would rather visit with the Planning Board in terms of what the Town should be doing for traffic counts.

Ms. Connolly stated that the study has been more extensive in previous years.

Ms. Black noted that Town policy as contained in the personnel manual provides for an evaluation of new employees at the end of six months. As the Town Manager has been in that position for six months, Ms. Black will be including an evaluation form in materials distributed to the Board.

Mr. Nelson suggested the evaluation be postponed for a few weeks until after the presentation of the budget.

13. APPROVAL OF THE FOLLOWING MINUTES: DECEMBER 16, 1996

After a brief discussion, Mr. Walsh MADE THE MOTION to approve the minutes of the Board of Selectmen's meeting of December 16, 1996, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE BOARD OF SELECTMEN'S MEETING OF DECEMBER 16, 1996, AS AMENDED.

14. OTHER BUSINESS

There was no other business.

15. ADJOURNMENT

Mr. Walsh 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 10:00 p.m.

SUMMARY

- 1. Mr. Walsh MADE THE MOTION that the Town of Hanover enter into an agreement with the Trustees of Dartmouth College, ROT, Casella Waste Management, and DSM Environmental Services, as set forth in the draft of the Memorandum of Agreement dated January 9, 1996. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ENTER INTO AN AGREEMENT WITH THE TRUSTEES OF DARTMOUTH COLLEGE, ROT, CASELLA WASTE MANAGEMENT AND DSM ENVIRONMENTAL SERVICES, AS SET FORTH IN THE DRAFT OF THE MEMORANDUM OF AGREEMENT DATED JANUARY 9, 1996.**
- 2. Ms. Black MADE THE MOTION that the Board of Selectmen request the Town Manager's office and the Town Clerk to prepare responses to Elizabeth Crory in consultation with the Secretary of State's office and the Attorney General's office. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO REQUEST THE TOWN MANAGER'S OFFICE AND THE TOWN CLERK TO PREPARE RESPONSES TO ELIZABETH CRORY IN CONSULTATION WITH THE SECRETARY OF STATE'S OFFICE AND THE ATTORNEY GENERAL'S OFFICE.**
- 3. Mr. Walsh MADE THE MOTION that the conveyance of the land be completed as voted on at Town Meeting, and the quitclaim deed be accepted. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO COMPLETE THE CONVEYANCE OF THE LAND AS VOTED ON AT TOWN MEETING, AND ACCEPT THE QUITCLAIM DEED.**
- 4. Ms. Connolly MADE THE MOTION that the Board of Selectmen request the Federal government to add Hanover Town Library and Great Hollow Road stone arch bridge to the National Register of Significant Heritage Resources. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO REQUEST THE FEDERAL GOVERNMENT TO ADD HANOVER TOWN LIBRARY AND GREAT HOLLOW ROAD STONE ARCH BRIDGE TO THE NATIONAL REGISTER OF SIGNIFICANT HERITAGE RESOURCES.**

SUMMARY (Continued)

5. **Ms. Connolly MADE THE MOTION that the Board of Selectmen execute a contract with the New Hampshire Department of Health and Human Services to utilize State funds to conduct the Serve Safe Training Program. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO EXECUTE A CONTRACT WITH THE NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES TO UTILIZE STATE FUNDS TO CONDUCT THE SERVE SAFE TRAINING PROGRAM.**
6. **Mr. Walsh MADE THE MOTION that the Board of Selectmen approve the assessment of \$650 as the Town of Hanover's donation to the New Hampshire Municipal Association with regard to the Public Utility Commission's study of electric utility industry deregulation. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ASSESSMENT OF \$650 AS THE TOWN OF HANOVER'S DONATION TO THE NEW HAMPSHIRE MUNICIPAL ASSOCIATION WITH REGARD TO THE PUBLIC UTILITY COMMISSION'S STUDY OF ELECTRIC UTILITY INDUSTRY DEREGULATION.**
7. **Ms. Connolly MADE THE MOTION that the labor grade for the Executive Secretary's position be lowered from a grade 11 to a grade 10. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO LOWER THE LABOR GRADE FOR THE EXECUTIVE SECRETARY'S POSITION FROM A GRADE 11 TO A GRADE 10.**
8. **Ms. Black MADE THE MOTION that Julia N. Griffin be authorized to act as tax collector to collect the uncollected balance of the property tax warrant, sewer rents, lien redemptions and yield taxes committed to Clifford Vermilya for the years 1996 and 1995. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AUTHORIZE JULIA N. GRIFFIN TO ACT AS TAX COLLECTOR TO COLLECT THE UNCOLLECTED BALANCE OF THE PROPERTY TAX WARRANT, SEWER RENTS, LIEN REDEMPTIONS AND YIELD TAXES COMMITTED TO CLIFFORD VERMILYA FOR THE YEARS 1996 AND 1995.**
9. **Mr. Nelson MADE THE MOTION that the Board of Selectmen adopt the goals and objectives for 1997, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADOPT THE GOALS AND OBJECTIVES FOR 1997, AS AMENDED.**
10. **After a brief discussion, Mr. Walsh MADE THE MOTION to approve the minutes of the Board of Selectmen's meeting of December 16, 1996, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE BOARD OF SELECTMEN'S MEETING OF DECEMBER 16, 1996, AS AMENDED.**

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SUMMARY (Continued)

- 11. Mr. Walsh 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,

A handwritten signature in black ink, appearing to read "BWALSH", with a long horizontal line extending to the right.

Brian Walsh, Secretary

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