

APPROVED

BOARD OF SELECTMEN'S MEETING

JANUARY 27, 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; Michael Gilbar, Director of Finance, 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. DISCUSSION WITH REPRESENTATIVES OF 7TH AND 8TH GRADE BASKETBALL TEAM

Robert Darnell, a parent of one of the Hanover Recreation Department maroon basketball team members, summarized the events leading up to the parents' purchase of new basketball uniforms for the players on the team. He stated that for at least two years the Rec. Department had not issued regular basketball uniforms, but had issued soccer uniforms which presented problems and were not appropriate for playing basketball. Mr. Darnell indicated that the maroon basketball team is a tryout team equivalent to varsity middle school teams, and represents the region playing other middle school teams, all of which wear contemporary basketball uniforms.

Mr. Darnell explained that a decision was made unanimously by the parent group of this team to purchase the uniforms, and that the decision was made in good faith with the parents having received no information, verbal or written, that this was not allowed. He stated that the parent group requested to see the policy prohibiting this and was provided with minutes of a 1986 meeting, which were later adopted, stating that the teams would wear uniforms issued by the Rec. Department, and that this information would be given to the parents of the players at the beginning of the season. Mr. Darnell indicated that they were not given this information, and he asked the Board of Selectmen to reverse the Rec. Department's decision and allow the team to wear the new uniforms this season. He further stated that a task force has been formed to look at issues involving the 7th and 8th grade team policies and procedures.

Hank Tenney answered that the issued uniforms are multi-purpose uniforms that are used by over 80 teams in the Rec. Department throughout the year. He stated that he believes the Rec. Department teams are dressed as well, if not better, than the majority of the teams they play against. Mr. Tenney indicated that this is a standard policy concerning uniforms and an effort to be consistent, fair and equal to everyone participating in the program.

2. DISCUSSION WITH REPRESENTATIVES OF 7TH AND 8TH GRADE BASKETBALL TEAM
(Continued)

Scott McGee stated that there is a precedent for the maroon team wearing uniforms other than those issued by the Rec. Department. He noted that in view of the violation of the Rec. Department by failing to notify the parents, the team should be allowed to wear the uniforms this year and allow the task force to study the issue with a long-term view.

John Buck, Chairman of the Rec. Board, stated that he had 38 contacts regarding this issue, two representing the maroon team, who disagreed with the parents' purchase of the uniforms, but felt they should go along with the majority. He added that the intent of the parent group was wonderful, but that the Rec. Board and Department has to be fair to all teams and cannot allow favoring of one team.

Mr. Walsh noted that there appeared to be a written policy concerning uniforms, but that there had been a breakdown in communication of that policy from the Rec. Department to the parents.

Mr. Buck stated that the coach of the maroon team was aware of the uniform policy. Mr. Tenney explained that the Rec. Department meets with all coaches prior to the beginning of their season to go over all of the procedures and policies of the Department.

Mr. Darnell indicated that a precedent had been set over the years regarding purchasing of uniforms by parents and others, and he felt it was unfair not to allow the maroon team to wear the uniforms for this year; he added that this should be viewed as a donation from the parent group to this maroon team and the Rec. Department.

Mr. Walsh asked for a clarification of the term "donation". Mr. Darnell answered that although the issue of donating the uniforms to the Rec. Department had not been discussed specifically by the parent group, to donate them for the use of future maroon teams might be a reasonable compromise.

Mr. Buck stated that even if the new uniforms were donated, the maroon team would still have uniforms next year that would be out of line with the other Rec. Department teams. He added that each player pays \$20 for a uniform, game schedule and practice schedule, keeping the program affordable.

Mr. Tenney indicated that four to five years ago, the Rec. Department was issuing a mixture of uniforms to the teams, as the Department could not afford to purchase uniforms and used what they could find, including donations from the high school teams. It was thought at that time that the Department should use a standard uniform for every sport, and bought the uniforms which are now issued by the Rec. Department.

**2. DISCUSSION WITH REPRESENTATIVES OF 7TH AND 8TH GRADE BASKETBALL TEAM
(Continued)**

Mr. Tenney stated that each team in the Rec. Department has the option of going to one tournament in addition to the Hanover tournament, which the Department will sponsor. Teams are on their own for anything beyond that additional tournament with regard to uniforms, sponsorship, or liability coverage.

Mr. Walsh requested that in the future the policy concerning uniforms, as well as any other policies on which there may be questions, be stated on the bottom of the schedule that each player receives.

Ms. Black recommended that the parent group discuss the possibility of forming a developmental basketball team as an independent program.

Mr. Tenney indicated that if the team were to be independent, the game schedule would stay as it is, but the team would be responsible for officials. He added that the main issue would be liability insurance. Mr. Tenney indicated that the practice times already scheduled would stay in effect, but it would be necessary for the team to notify the school to advise them that they are an independent team. He noted that he would work with the group to be sure they received reasonable practice times.

Mr. Darnell stated that he was disturbed at the tone of the conversation, and added that the idea never was to secede from the Hanover Rec. Department. He noted that he feels the players and the program have been done an injustice, and that it is the Rec. Department that deserves most of the punishment.

Ms. Black MADE THE MOTION that the Board of Selectmen follow the policy of the Hanover Recreation Board in the matter of issuing uniforms. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO FOLLOW THE POLICY OF THE HANOVER RECREATION BOARD IN THE MATTER OF ISSUING UNIFORMS.

3. OVERVIEW OF THE PROPOSED BUDGET

Ms. Griffin stated that the proposed budget for the 1997/1998 general fund had been a difficult one to complete. The proposed budget recommends a tax rate increase of 2.8% which equates to a tax rate of \$5.18 with the current tax rate being \$5.04. She noted that she had recently received notice from the Municipal Association Health Insurance Trust that the premium increases which had been budgeted to increase 15% would be increasing 25.9%.

Ms. Griffin cited additional increases of a cost of living adjustment for town employees at 3%, as well as increases in the state retirement system contribution rates, effective July 1, 1997, as follows: An increase of 22% for Group 1 (nonpublic safety employees); a 34% increase for Group 2 (police) and a 10.9% increase for Group 2 (fire).

3. OVERVIEW OF THE PROPOSED BUDGET (Continued)

Ms. Griffin is requesting that the Town appropriate the sum of \$50,000 to cover overlay or reserve for abatement, which represents a change in the budgetary process that has not been seen in previous years.

Ms. Griffin noted that it was necessary to make over a quarter million dollars in cuts from the requests submitted from general fund departments, which will require the departments to manage their operating budgets more closely than in the past.

Regarding the fire and ambulance funds, Ms. Griffin indicated that substantial cuts had been made in the general operating line items, specifically, technical supplies, operational equipment and building maintenance and repair, as well as training and education. She recommended considering an increase in rates and service charges in the ambulance fund as that area has not been addressed or changed in a number of years, although expenses have continued to increase.

Ms. Griffin stated that the tax rate increase is based on the current year's assessed valuation, noting that Don Munroe had suggested that by 1997 the valuation may increase by approximately \$10,000,000.

Mr. Nelson noted that the Board has previously based the tax rate increase on what can be anticipated in a reasonably conservative way of the net valuation as of April 1. Ms. Griffin stated that she would prepare a calculation of the revised rate for the Board.

Regarding the parking fund, Ms. Griffin indicated that the parking fund essentially generates adequate revenue to pay for itself. She added that the proposed expenses for conversion of the municipal lot to a managed parking facility adds a substantial amount of money to that fund. Ms. Griffin stated that \$65,000 had been budgeted for site work for the conversion, but based on estimates for the work totalling \$150,000, she has added an additional \$85,000, as well as another \$85,000 to acquire equipment for the managed lot. She stated she has shown these two projects as operating budget expenses, but discussions regarding the parking fund should address ways to finance the conversion, looking at the option of a bond approach.

Ms. Griffin stated that costs of administration in all departments had been allocated to the enterprise funds.

With regard to the waste water treatment operation and sewer fund, Ms. Griffin requested that the Board consider appropriating \$75,000 in cooperation with the College. Additionally, she is requesting \$20,000 to complete the industrial pretreatment program for the distribution system. She stated that the sewer reserve fund is in good condition with well over \$900,000 in reserve, with the Board having budgeted \$100,000 per year in the past to contribute to that reserve. Ms. Griffin suggested that rather than budget that money to contribute to the reserve, it be budgeted to fund the consulting projects.

3. OVERVIEW OF THE PROPOSED BUDGET (Continued)

Mr. Gilbar distributed a spreadsheet illustrating the history of tax levies and rates in the Town of Hanover over the past four years. Mr. Walsh suggested that statistics for 1997 be included on the spreadsheet.

Ms. Griffin stated that previously \$7,000 to \$8,000 had been budgeted in the town manager's budget and personnel budget to serve as pools from which departments could request funds for the purpose of training and education. She recommended budgeting for these expenses in the operating departments, and has asked departments to develop training budget proposals.

With regard to vehicle maintenance and repair, Ms. Griffin recommended centralizing all vehicle maintenance and repair in the equipment maintenance division of Public Works.

Ms. Griffin stated that over the past two years the Town has spent \$105,000 to \$110,00 in legal expenses, although it only budgeted \$65,000. She has budgeted \$70,000 for legal expenses in this proposed budget. Ms. Griffin noted that approximately 75 percent of the Town's legal expenses were a result of lawsuits filed in the planning and zoning areas, as well as employment law and assessments, and that 25 percent could be attributed to legal advice on Town business.

Regarding the increase in health insurance rates, Mr. Walsh asked for the reason for the increase and what the options of the Town were concerning health insurance. Ms. Griffin answered that the increase for the trust overall was 18.5 percent, with the highest increase being approximately 39.5 percent. Hanover's increase was in large part due to heavy utilization over the last year, and is based on actual performance from July 1, 1995 through June 30, 1996.

Mr. Walsh asked if the trust was state mandated. Ms. Griffin stated that it is a municipal pool with well over 200 communities participating in the pool. She noted that Hanover has a cafeteria plan offering various options.

4. ADMINISTRATIVE REPORT

Ms. Griffin reported that the Town Manager's office is returning to normal with the presentation of the proposed budget.

5. SELECTMEN'S REPORTS

Ms. King

Ms. King had nothing to report.

5. SELECTMEN'S REPORTS (Continued)

Mr. Nelson

Mr. Nelson reported on a water line that had broken on East Wheelock Street, causing property damage.

Ms. Connolly

Ms. Connolly reported that the Planning Board had met recently to discuss zoning amendments.

Mr. Walsh

Mr. Walsh commented on a wonderful retirement party held recently for town employees.

Ms. Black

Ms. Black displayed a "Tip of the Hat" to be awarded to Ann Bradley, a nurse at the Ray School, for being named New Hampshire Nurse of the Year.

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. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN.

The meeting was adjourned at 9:30 p.m.

SUMMARY

- 1. Ms. Black MADE THE MOTION that the Board of Selectmen follow the policy of the Hanover Recreation Board in the matter of issuing uniforms. Ms. King SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO FOLLOW THE POLICY OF THE HANOVER RECREATION BOARD IN THE MATTER OF ISSUING UNIFORMS.**

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SUMMARY (Continued)

2. **Ms. Connolly MADE THE MOTION to adjourn the meeting of the Board of Selectmen. Mr. Walsh 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 'B Walsh', with a long horizontal flourish extending to the right.

Brian Walsh, Secretary

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