

BOARD OF SELECTMEN'S MEETING

JUNE 2, 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; Brian Walsh, Vice Chairman; Jack Nelson; John Manchester; 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. DISCUSSION REGARDING SCOPE OF WORK FOR COMMUNITY FACILITIES NEEDS ASSESSMENT

Ms. Black suggested that the scope of the community facilities needs assessment be broadened to include assessment of space needs for all administrative and human services in Hanover, what areas can be shared for usage, what facilities are lacking, and which services need to be located downtown.

Mr. Walsh indicated that a school component needs to be included as to what facilities the schools have available, as well as what is on the schools' agendas. Ms. Black added that senior citizens groups need to have input in the matter as well.

Ms. Griffin noted that she envisioned multiple surveys customized for different user groups. She stated that she is starting to assemble a list of firms that specialize in planning recreational facilities, and is hoping to come up with a list of specialty consulting firms in addition to what is available in New Hampshire, and send out requests for proposals. Ms. Griffin explained that once the requests for proposals are distributed, the consulting firms should be given approximately a month to respond.

Mr. Manchester asked what would be done with the present community center. Ms. Black answered that it belongs to the parking fund, and possibly would be torn down as the building is not adequate.

Mr. Nelson stated that an idea for the present site of the community center would be to extend the parking lot as far as zoning would allow, and turn the rest of the area into a small park.

Ms. Black explained that the community center lot is zoned in the GR District.

She noted that until the needs for administrative and human services are assessed, a complete package cannot be put together.

Mr. Nelson MADE THE MOTION that the Board of Selectmen approve the distribution of requests for proposals for the Community Facilities Needs Assessment. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE DISTRIBUTION OF REQUESTS FOR PROPOSALS FOR THE COMMUNITY FACILITIES NEEDS ASSESSMENT.

3. DISCUSSION REGARDING RECOMMENDATION OF CONSERVATION COMMISSION TO APPOINT COMMITTEE TO PRIORITIZE SCENIC AREAS IN HANOVER

Ms. Black read the scope of work of the Scenic Locales Committee:

"A Scenic Locales Committee shall be appointed, comprised of representatives from the Planning Board, Conservation Commission, Conservation Council and community at-large, and charged with completing the following tasks:

1. Review the Master Plan to establish criteria for designating specific areas in town as "scenic locales". Chapter XI of the 1986 Master Plan, Natural Resources, Page XI-16 recommends undertaking a comprehensive inventory of Hanover's historic and visual resources. Visual resources should include: 1) distant views; 2) details at short or medium distance (waterfalls, wetlands, rock formations, rivers and streams); and 3) characteristic scenes. (Attachment I). Utilizing the Master Plan recommendations as a guideline, develop specific criteria and attach specific weights to these criteria, which should result in a prioritized ranking system.
2. Once complete, inventory specific sites for consideration. Community input should be sought in developing a comprehensive list of sites.
3. Once the inventory has been completed, rank each site based on the criteria developed.
4. Establish guidelines for Town utilization in considering acquisition, negotiating conservation easements, etc. for protecting these scenic locales.
5. Identify existing or potential new funding sources which could be developed/utilized to acquire prioritized locales as they become available."

Mr. Nelson noted that the committee needs to be formed quickly, and asked how individuals would be appointed.

Ms. Griffin answered that the Conservation Commission had recommended that some of the members of the committee consist of members from the Conservation Commission and Planning Board, and that the Town advertise for community volunteers.

Mr. Nelson noted that Nancy Collier had requested an alternate position on the Planning Board, and questioned whether she might be an appropriate person to approach to head up this committee. Mr. Walsh is to approach Ms. Collier to determine if she would be interested.

Anne Morris suggested that the scope of work of the committee be expanded to work with the Planning Board and to integrate their findings with the master plan revision process.

Bob Norman of the Hanover Conservation Council stated that he is very pleased with the description of what aspects would be involved in the views to include other criteria in addition to long distance vistas.

Mr. Walsh asked Ms. Griffin to communicate to the Planning Board, the Conservation Commission and the Conservation Council a request to forward to the Selectmen the names of those individuals they would suggest for this committee from their ranks, and to advertise for community representatives. He suggested the Selectmen's first meeting in July as the target date to appoint this committee.

Mrs. Nan King indicated her recollection of an inventory made many years ago by various groups of scenic areas in Town. Ms. Griffin is to research to see if such an inventory exists.

Ms. Morris indicated that it would be helpful for the committee to seek examples of areas outside of Hanover or New Hampshire of inventories, legal documents and ordinances that have been constructed to deal with these types of issues.

Mr. Manchester stated that his understanding is that the master plan is advisory only, and asked how a developer would be prohibited from developing a scenic vista. Ms. Black stated that an ordinance could be the outgrowth of the work of the committee if a prioritized list of lands were developed for the Town.

Mr. Nelson stated that at one time there was an "official map" where a line would be designated on a map to indicate a future location for a road, and asked whether it would be possible to have an official map to identify the locations which are important to the Town to be preserved as scenic locales for the purpose of warning developers.

Ms. Griffin indicated that a land use element of the master plan would be done, and an overlay for that map showing desired conservation areas or protected locales so that it is clear when reviewing the master plan overlay that certain areas of the land use map are preferred by the community to be preserved as open spaces. Enforcement can occur only if the Town owns the land and has the ability to control preservation. She added that it becomes a guideline for the Planning Board when reviewing proposed development, but if the zoning ordinance does not prohibit that kind of development on that land, it really is only a guideline.

Ms. Black stated she is not sure the Town can enact an ordinance that protects other people's land. Mr. Nelson noted that in New Hampshire such enforcement would be considered a taking, so that the Town would be obligated to compensate the owners of the land for that taking.

Mr. Norman stated that the master plan is not intended to have teeth, but only to provide guidelines. He expressed hope that the committee will come up with recommendations for actions the Town might take now and propose actions at various levels of activity. Mr. Norman noted that the zoning ordinance as it is currently constructed is very generic; specific recommendations need to be made to preserve the best scenic or historic views in Town, as well as specific recommendations which would carry more weight with the Planning Board and other organizations. Mr. Norman added that also set forth should be specific actions the Town might take, either through purchase or otherwise, to acquire certain easements for scenic or historic views.

Mrs. Morris predicted that the Town may see an acceleration of development as a result of the attention brought to this matter, and because of progress being made now in the creation of this committee. She suggested steps be taken in the interim to guide the situation.

Ms. Black answered that development in Hanover is not speedy, but is carefully and thoughtfully handled.

Mr. Nelson stated that once the committee is formed, it can begin providing input to the Planning Board.

Mrs. King stated that the Conservation Commission used to be allocated funds annually to accumulate those funds for purchases, and the Commission had jurisdiction over those funds. Ms. Black stated that the Conservation Commission had recommendations only over those funds, and that only Town Meeting can spend the money.

Mrs. King expressed concern that by waiting for a Town Meeting vote, matters such as the King Road issue could not be reacted to immediately. Ms. Black answered that it is a safeguard, and as the Conservation Commission is appointed by the Board of Selectmen, it would not be wise to make them responsible for expenditure of Town money without Town approval.

Mr. Nelson stated that in instances where the probability was good that the Town Meeting vote would be positive, organizations like the Hanover Improvement Society have stepped in to finance or purchase property to hold the opportunity until Town Meeting. Ms. Black added that Dartmouth College has also stepped forward in these instances.

Mr. Norman asked if any time limit has been established for the committee's recommendations. Ms. Black answered that she hopes it would be completed by January 1st, but that the committee needs to set its own goals.

In view of the amount of work to be done, Mr. Walsh suggested that the committee provide an interim report in January as to the status of their work.

Mr. Nelson MADE THE MOTION to approve the scope of work of the scenic locales committee, as amended. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE SCOPE OF WORK OF THE SCENIC LOCALES COMMITTEE, AS AMENDED.

4. ADOPTION OF ANNUAL CONCURRENCE FORM FOR TOWN EMERGENCY PLAN

Ms. Griffin noted that this town emergency plan is required to be adopted in the event the Town ever has to qualify for FEMA money. She indicated that it is a standard plan which the Office of Emergency Services issues, and is required to be updated every year.

Mr. Walsh MADE THE MOTION that the Board of Selectmen approve the annual concurrence form for the Town emergency plan. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ANNUAL CONCURRENCE FORM FOR THE TOWN EMERGENCY PLAN.

5. APPROVAL OF MINUTES - MAY 5, 1997

Mr. Manchester MADE THE MOTION that the Board of Selectmen approve the minutes of May 5, 1997, as amended. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF MAY 5, 1997, AS AMENDED.

6. ADMINISTRATIVE REPORTS

Ms. Griffin reported that she is finalizing talks with abutters regarding the renovation of the municipal lot, and indicated that she hopes to have a revised site plan prepared to bring to the Board at the July 2nd meeting, and to take to the Planning Board later in July with the intention of beginning construction in the middle of August with completion by the middle of September. She added that the utility people seem to be on track for beginning after Streetfest, and she is currently working through details with them regarding utility design for the lot.

Regarding requests for proposals for the community center, etc., Ms. Griffin stated that she would get the requests out as soon as possible.

7. SELECTMEN'S REPORTS

Mr. Manchester

Mr. Manchester had nothing to report.

Mr. Nelson

Mr. Nelson reported that he will be sitting on the Planning Board on Tuesday, June 3.

Mr. Nelson noted that on the assignments to committees, he should be listed on the Parking and Transportation Board rather than Mr. Manchester.

Regarding the minutes of the Town Meeting, Mr. Nelson stated that it is his understanding that Ken LeClair was on the Selectboard for a period of nine years rather than three, but that six years were at the precinct level. Ms. Griffin stated that she will look into updating of the minutes that will be used for next year's Town Report to accurately reflect Ken LeClair's years of service.

Mr. Nelson reported that he will be serving on the Advisory Board of Assessors on Thursday, June 5, 1997.

Mr. Nelson noted that he had enjoyed a wonderful tour of the Ledyard Bridge project, and he was very impressed with the technology and size of the project, as well as the quality of the work.

Ms. Black expressed an interest in a tour of the project, and Ms. Griffin is to arrange a full tour for members of the Board.

Mr. Nelson reported that he will be attending a meeting of the executive committee of the Hanover Water Company regarding sources of Hanover water. He noted that they will hopefully narrow the list of sources, and go with a second contract with Dufresne-Henry for a full analysis of the distribution system.

Mr. Walsh

Mr. Walsh reported that he had attended a recent meeting of the Conservation Commission.

Mr. Walsh also reported that he had attended a meeting of the Howe Library trustees regarding the long-range plan and the results of the consultant's work.

Mr. Walsh reported that the Substance Abuse Advisory Committee met on June 2, and that a letter will be going out before the end of school to all students and all residents of Hanover and Norwich relative to the results of the workshop.

Mr. Walsh indicated that the Parking Facilities Task Force will meet on June 23, 1997, and that there is a good deal of momentum on this issue.

Mr. Walsh noted that there will be a meeting of the Montshire Associates on June 19 regarding utility de-regulation. Ms. Black and Mr. Manchester will attend that meeting.

Ms. Black

Ms. Black reported that she would be happy to work on the Town Calendar for next year, and suggested that a theme of schools be used.

The Board discussed two newspaper articles which appeared recently regarding a laundry moving from its present location to Lebanon Street, and an office building to be constructed at 77 Etna Road, and questioned the zoning in both instances.

Ms. Griffin stated that the site for the laundry on Lebanon Street is properly zoned. Mr. Manchester indicated that he believed the office building was to be constructed on Old Etna Road, which is in the City of Lebanon.

Ms. Black asked if there were safeguards as to the laundry. Ms. Griffin noted that the Town does not have its industrial pre-treatment ordinance in place yet, but there are ordinances existing which govern what can be discharged into the Town's system.

Ms. Black reported that the Senior 55 + art exhibit is opening at Howe Library at 3:00 on Thursday, June 5, 1997.

Ms. Black also reported that the Town Manager's evaluation and salary will be set at the Selectmen's meeting on June 16, 1997.

Ms. Black noted that the summer schedule for the Selectmen's meetings will begin at the June 16, 1997 meeting, at 4:00 p.m.

Ms. Black stated that she had received a communication from a Town employee regarding the presentation of chairs to retiring Town employees. After discussion, it was the sense of the Board that chairs for those retiring are gifts from the Board to be given at the Board's discretion, with a view towards those employees retiring from the Town after many years of service to the Town.

8. OTHER BUSINESS

Regarding the scenic views committee to be formed, Mr. Manchester stated that there may be conflicting opinions from those people who believe trees should be planted, and those who desire open spaces. He noted that the Simpson development has been mandated by the Planning Board to plant 120 trees to comply with the ordinance. Ms. Griffin stated that they are planning to do substantial clearing of the development, and that once the houses are built landscaping will begin, particularly along the street.

Mr. Walsh stated that there may not be a consensus in Town, but that the task of the committee to be formed is to strike a balance between groups. Mr. Nelson noted that it might be helpful to place an ad in the newspaper asking for views that people think should be saved.

Mr. Walsh indicated that staff may need assistance in this matter, and Mrs. Black suggested that a work-study student might be helpful.

9. ADJOURNMENT

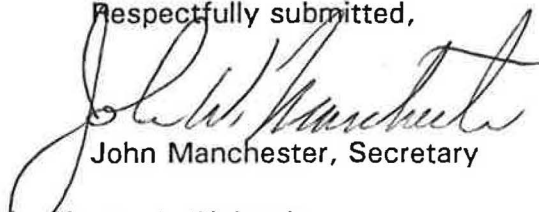
Mr. Nelson MADE THE MOTION to adjourn the Board of Selectmen's meeting. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE BOARD OF SELECTMEN'S MEETING.

The meeting was adjourned at 8:45 p.m.

SUMMARY

1. **Mr. Nelson MADE THE MOTION that the Board of Selectmen approve the distribution of requests for proposals for the Community Facilities Needs Assessment. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE DISTRIBUTION OF REQUESTS FOR PROPOSALS FOR THE COMMUNITY FACILITIES NEEDS ASSESSMENT.**
2. **Mr. Nelson MADE THE MOTION to approve the scope of work of the scenic locales committee, as amended. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE SCOPE OF WORK OF THE SCENIC LOCALES COMMITTEE, AS AMENDED.**
3. **Mr. Walsh MADE THE MOTION that the Board of Selectmen approve the annual concurrence form for the Town emergency plan. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE ANNUAL CONCURRENCE FORM FOR THE TOWN EMERGENCY PLAN.**
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Respectfully submitted,



John Manchester, Secretary

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