

**APPROVED**

**BOARD OF SELECTMEN'S MEETING**

**JUNE 16, 1997**

**4:00 P.M. - MUNICIPAL OFFICE BUILDING - HANOVER, NH**

The meeting of the Board of Selectmen was called to order at 4:00 p.m. by the Chairman, Marilyn W. Black. Present were: Marilyn W. Black, Chairman; Brian Walsh, Vice Chairman; Jack Nelson; Katherine S. Connolly; 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. APPOINTMENTS TO TOWN BOARDS AND COMMISSIONS**

**Conservation Commission**

**Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint Robert Burgess, L. David Minsk and Denis Kelemen to the Conservation Commission for regular appointments for terms of 3 years each. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT ROBERT BURGESS, L. DAVID MINSK AND DENIS KELEMEN TO THE CONSERVATION COMMISSION FOR REGULAR APPOINTMENTS FOR TERMS OF 3 YEARS EACH.**

**Disabled Accessibility Advisory Committee**

**Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint Christopher T. Coughlin, Deborah Gilbert, Lois C. Roland and Bonnie Parker to the Disabled Accessibility Advisory Committee for regular appointments for terms of 3 years each. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT CHRISTOPHER T. COUGHLIN, DEBORAH GILBERT, LOIS C. ROLAND AND BONNIE PARKER TO THE DISABLED ACCESSIBILITY ADVISORY COMMITTEE FOR REGULAR APPOINTMENTS FOR TERMS OF 3 YEARS EACH.**

**Parking and Transportation Board**

Ms. Griffin indicated that the incumbent, Steve Marion, had not yet indicated whether he would be willing to serve. Mr. Nelson stated that if Mr. Marion could stay on the Board, it would be extremely helpful. Ms. Griffin is to contact Mr. Marion.

Ms. Black stated that attendance at the Parking and Transportation Board meetings had been sporadic all year. Mr. Manchester suggested that more people from the business district serve on the Board.

**Parks & Recreation Board**

Mr. Walsh MADE THE MOTION that the Board of Selectmen appoint John Buck and Suzanne Wiley Young to the Parks & Recreation Board for regular appointments for terms of 3 years each. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JOHN BUCK AND SUZANNE WILEY YOUNG TO THE PARKS & RECREATION BOARD OR REGULAR APPOINTMENTS FOR TERMS OF 3 YEARS EACH.

**Planning Board**

Ms. Black MADE THE MOTION that the Board of Selectmen appoint Thomas Hall and Richard Birnie as alternates to the Planning Board, and appoint Bruce Waters and Mark Severs to the Planning Board for two regular appointments for terms of three years each. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT THOMAS HALL AND RICHARD BIRNIE AS ALTERNATES TO THE PLANNING BOARD, AND APPOINT BRUCE WATERS AND MARK SEVERS TO THE PLANNING BOARD FOR TWO REGULAR APPOINTMENTS FOR TERMS OF THREE YEARS EACH.

**RECYCLING COMMITTEE**

Ms. Black MADE THE MOTION that the Board of Selectmen appoint Alice Jackson, Karen Knetter and Ellen Lynch to the Recycling Committee for three regular appointments for terms of three years each. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT ALICE JACKSON, KAREN KNETTER AND ELLEN LYNCH TO THE RECYCLING COMMITTEE FOR THREE REGULAR APPOINTMENTS FOR TERMS OF THREE YEARS EACH.

Ms. Black noted that there is still a vacancy on the Recycling Committee.

**Senior Citizens Steering Committee**

Ms. Black MADE THE MOTION that the Board of Selectmen appoint Chrysanthi Bien, Mary Kirk and Dorothy King to the Senior Citizens Steering Committee for three regular appointments of 3 years each. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT CHRYSANTHI BIEN, MARY KIRK AND DOROTHY KING TO THE SENIOR CITIZENS STEERING COMMITTEE FOR THREE REGULAR APPOINTMENTS OF 3 YEARS EACH.

Ms. Griffin will contact Danica Foret to see if she is interested in being reappointed to the Senior Citizens Steering Committee.

Upper Valley Lake Sunapee Council

Mr. Walsh MADE THE MOTION that the Board of Selectmen appoint Martha Solow as the representative to the Upper Valley Lake Sunapee Council. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT MARTHA SOLOW AS THE REPRESENTATIVE TO THE UPPER VALLEY LAKE SUNAPEE COUNCIL.

Zoning Board of Adjustment

Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint Susan D. Wood and Michael Hingston to the Zoning Board of Adjustment for regular appointments of 3 years each; and Larry Levine, Ruth Lappin and Stephen Rous for alternate appointments for terms of three years each. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT SUSAN D. WOOD AND MICHAEL HINGSTON TO THE ZONING BOARD OF ADJUSTMENT FOR REGULAR APPOINTMENTS OF 3 YEARS EACH; AND LARRY LEVINE, RUTH LAPPIN AND STEPHEN ROUS FOR ALTERNATE APPOINTMENTS FOR TERMS OF THREE YEARS EACH.

Scenic Locales Committee

Mr. Walsh suggested that the Conservation Commission, Planning Board and Conservation Council provide their nominees to the Scenic Locales Committee to the Board at the next meeting, as well as any other nominees. Ms. Griffin noted that she will be asking the chairs of these three Boards to submit two names each for the Board's consideration.

Mr. Nelson MADE THE MOTION that the Board of Selectmen appoint Nancy Collier and Anne Morris to the Scenic Locales Committee. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT NANCY COLLIER AND ANNE MORRIS TO THE SCENIC LOCALES COMMITTEE.

**3. RECOMMENDATION TO SET PUBLIC HEARING ON JULY 7, 1997 ON PROPOSED MODIFICATIONS TO 1997-98 RATE AND FEE SCHEDULE**

Ms. Griffin stated that the fire department has been taking an overall look at the ambulance fund and fees over the past few months. She noted that a tight revenue situation exists in the ambulance fund, and that it has been some time since the fees were adjusted.

Regarding the proposed modifications to the rate and fee schedule, Mr. Nelson indicated that at cost plus 35% the fund is losing money, and suggested looking at what the market will bear and what is appropriate. Ms. Griffin stated that prior to the public hearing, she will provide feedback on fees charged by surrounding communities.

Mr. Nelson asked if the parking violation for handicapped spaces is set by state law. Ms. Griffin answered that the Town has the ability to use the fee set forth by state law as a minimum and go from there. She added that the advisory committee felt strongly that the fine for parking in a handicapped space be raised, and also to think about revising signage for these spaces.

Ms. Griffin noted that she hopes to look at revising dispatch charges to communities for which the Town dispatches in the Fall, and to recommend to the Board an increase effective July 1, 1998 to give communities advance notice of any increases. She added that the charges are billed to the individuals who use the ambulance, not to the communities in which the individuals live. Ms. Griffin stated that the ambulance service is guaranteed to these communities, but not funded by the communities.

Mr. Manchester asked what private companies charge for ambulance services. Mr. Gilbar answered that the fees vary, but private companies charge more than the Town is charging. Ms. Griffin expressed concern that because fees had not been raised in a number of years, that increases may want to occur in steps. She proposed that the fees be adjusted yearly, and a market survey be completed to look at the Town's cost for providing these services.

Mr. Walsh stated that if any fees are lower than the maximum allowed by Medicare, he would like to know the reason. He asked for the projected revenue based on the proposed changes. Mr. Gilbar will provide that information.

Ms. Black stated that the matter will be set for public hearing on July 7, 1997 at 4:00 p.m.

**4. RECOMMENDATION TO ACQUIRE PARCEL OF STATE-OWNED LAND ADJACENT TO PUBLIC WORKS FACILITY**

Ms. Griffin indicated that she has contacted Walter Mitchell as to whether or not the purchase of this piece of land at a purchase price of \$800 constitutes a Town Meeting item. She added that Richard Haugher recommended that the Town purchase the property because of its proximity to the public works facility, and noted that it is primarily wetlands.

**Ms. Connolly MADE THE MOTION that the Board of Selectmen approve the purchase of the parcel of land owned by the State of New Hampshire adjacent to the public works facility at the earliest possible date. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO PURCHASE THE PARCEL OF LAND OWNED BY THE STATE OF NEW HAMPSHIRE ADJACENT TO THE PUBLIC WORKS FACILITY AT THE EARLIEST POSSIBLE DATE.**

**5. REVIEW AND APPROVAL OF RECOMMENDATIONS OF ADVISORY BOARD OF ASSESSORS**

**Mr. Walsh MADE THE MOTION** that the Board of Selectmen approve the recommendations of the June 5, 1997 meeting of the Advisory Board of Assessors. **Mr. Nelson SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO APPROVE THE RECOMMENDATIONS OF THE JUNE 5, 1997 MEETING OF THE ADVISORY BOARD OF ASSESSORS.**

**6. DISCUSSION OF PROPOSED ELECTRIC AGGREGATION RESOLUTION**

Ms. Black stated that the acceptance of this resolution is not binding, but would allow the municipal association to aggregate communities for a larger customer base, resulting in approximately 20% lower rates in the future for electricity.

Ms. Griffin indicated that it is likely a fee would be assessed to members which would include the cost of administering the pool, but would clearly result in savings to communities if the association were successful in bidding electricity as a large quantity purchaser. She stated that this relates to the Town's own electric bill, rather than the residents' electric bills.

**Mr. Walsh MADE THE MOTION** that the Board of Selectmen adopt the proposed electric aggregation resolution as written. **Ms. Connolly SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO ADOPT THE PROPOSED ELECTRIC AGGREGATION RESOLUTION AS WRITTEN.**

**7. DISCUSSION OF APPOINTMENTS TO BICYCLE/RECREATION PATH ADVISORY COMMITTEE**

Ms. Griffin indicated that an ad had run in the Valley News seeking volunteers for this committee, and she was attempting to schedule a follow-up meeting with the Department of Transportation regarding the status of funding and any leeway which might be had in adapting or revising the original proposal.

Mr. Walsh noted that there was a great deal of energy in Town regarding this issue, and he stressed the need for the development of a scope for the committee. Mr. Walsh stated that he would prefer two committees, one focusing on the path from Brook Road to the Medical Center, and the other focusing on bicycle transportation in Town, including Route 120 and other alternatives. He added that he would like to know the status of the issue with regard to the DOT.

Ms. Griffin stated that she hopes to have a meeting scheduled with the DOT before the beginning of July, and that she would begin work on a proposed scope for the Board for one committee that could be broken into two committees.

Ms. Black noted that there is currently a bicycle committee in place from Goals 2000, as well as an existing trails committee in Town.

Mr. Walsh suggested asking the two ongoing committees whether they would be interested in providing leadership on this matter.

**8. DISCUSSION REGARDING NEW RECIPIENT OF BOSTON POST CANE**

Ms. Black noted that in 1900 the Boston Post gave to each town in Massachusetts and New Hampshire a gold capped cane to be presented to the oldest living resident in Town to be passed on. She added that Hanover is one of the few communities with the original cane. Ms. Black stated that Lois and Orton Hicks had been the most recent recipients of the cane; Mr. Hicks has passed on recently, and the cane has been returned to the Town. She indicated that the only guidelines for the presentation of the cane are that the resident be elderly, cognizant enough to appreciate the cane, and have a history of living in Hanover.

Mr. Walsh suggested that nominations be requested from the Senior Advisory Committee, as well as Kendall and Hanover Terrace.

The Selectmen are to give their nominations to Ms. Griffin, and a recipient of the Boston Post Cane will be appointed at the next Selectmen's meeting.

**9. DISCUSSION REGARDING DELINQUENT TAXPAYERS' LIST**

Ms. Griffin indicated that it is the practice of many communities to post their delinquent taxpayers' list or publish it in the town annual report, and she questioned whether or not the Board had any interest in pursuing that.

Mr. Nelson stated that the list is public knowledge, and he favors not posting it as he feels that for the majority of delinquent taxpayers it is a financial hardship issue.

Ms. Black suggested that the Board review the top ten on the delinquent taxpayers' list, as they are large taxpayers who are consistently delinquent as a result of an apparent banking decision.

The matter was tabled to be put on the agenda for the next Board of Selectmen's meeting.

**10. APPROVAL OF MINUTES: MAY 19, 1997 AND JUNE 2, 1997**

**Mr. Walsh MADE THE MOTION that the Board of Selectmen approve the minutes of the May 19, 1997 meeting, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MAY 19, 1997 MEETING, AS AMENDED.**

**Ms. Black MADE THE MOTION that the Board of Selectmen approve the minutes of the June 2, 1997 meeting, as amended. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JUNE 2, 1997 MEETING, AS AMENDED.**

#### **11. ADMINISTRATIVE REPORTS**

Ms. Griffin advised the Board that the Old Fashioned Town Hall Committee will be holding a brainstorming session on June 30, 1997 at 4:00 p.m. The committee emerged out of the Goals 2000 Project, and hopes to create a place in Town Hall which would not duplicate other services in Town, to meet, greet and have information available about what is happening in Hanover. Ms. Griffin stated that she has indicated to the committee that it must be staffed by volunteers who are willing to maintain it and annually update information as well.

Ms. Griffin also advised the Board that mediation sessions with AFSCME are continuing, and have been quite successful. She noted that the hope is to reach a conclusion by Wednesday, June 18.

#### **12. SELECTMEN'S REPORTS**

##### **Mr. Walsh**

Mr. Walsh reported that the Conservation Commission will meet Wednesday, June 18, 1997 at 5:00 p.m.

Mr. Walsh also reported that Hanover High School class day and graduation is Tuesday, June 17, 1997.

##### **Ms. Connolly**

Ms. Connolly reported that the Planning Board met earlier in the month. She stated that Mr. Manchester worked on the latest Bradford Oil site plan modification which passed. Ms. Connolly further reported that the site plan for the new apartment house on So. Main Street south of the Grand Union had passed.

Ms. Black indicated that she had been served with papers from the sheriff's department regarding a lawsuit appealing ZBA's decision on the piece of property on So. Main Street. Ms. Griffin stated that the suit has been filed on the zoning board's decision not to hear the appeal, which appeal was denied as it was filed after the 20 day period had expired.

Ms. Connolly further reported that the transportation chapter of the master plan is complete.

**Mr. Nelson**

Mr. Nelson reported that at a recent planning board meeting there was a problem regarding the availability of a selectmen representative without a conflict of interest for a certain case.

**Mr. Walsh MADE THE MOTION that the Board of Selectmen appoint Jack Nelson as the second alternate Selectmen's representative to the planning board. Ms. Black SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JACK NELSON AS THE SECOND ALTERNATE SELECTMEN'S REPRESENTATIVE TO THE PLANNING BOARD.**

**Mr. Manchester**

Mr. Manchester reported that in visiting various Town departments he noticed no central purchasing plans in place. Ms. Griffin noted that central purchasing is a priority for the Town for the coming year, adding that a summer intern is available to solicit information from other communities with central purchasing procedures.

Mr. Manchester also stressed the importance of E-mail. Ms. Griffin noted that \$20,000 is in the budget that begins July 1 for the purpose of completing an information systems master plan to determine the best approach for networking.

Mr. Manchester asked if there was also a capital reserve in the budget for leased vehicles. Ms. Griffin indicated that there is not, and stated that if chose not to lease vehicles at the end of their lease term, it would have to be budgeted by the Town operationally rather than having money set aside in capital reserve.

Mr. Gilbar stated that the Town switched to leasing because of the lesser cost at the time. He noted that a managerial economics class at Dartmouth College did a study to develop a procedure for determining whether to lease or put funds in capital reserve.

Mr. Nelson indicated that if the budget allowed, setting up reserves over a period of years would give the Town more options in the event the economy switches and it becomes more cost effective to purchase rather than lease vehicles.

**Ms. Black**

Ms. Black asked if there were any ordinances or regulations which govern temporary painting, contractor, etc. signs on streets. She noted that an accident was apparently caused by someone reading temporary signs on front lawns on Wheelock Street. Mr. Griffin is to look into the matter of temporary signs relative to zoning, how far they must be set back, size, etc. Her understanding is that the signs are allowed at the abode where the work is being conducted.



Ms. Black introduced the summer intern, Judy Brotman from Lyme, who has been working on the parking problem, the dog ordinance and purchasing procedures.

**13. OTHER BUSINESS**

There was no other business to come before the meeting.

**14. ADJOURNMENT**

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

**Ms. Black MADE THE MOTION to go to 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 NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.**

The meeting was adjourned at 5:40 p.m.

**SUMMARY**

**Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint Robert Burgess, L. David Minsk and Denis Kelemen to the Conservation Commission for regular appointments for terms of 3 years each. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT ROBERT BURGESS, L. DAVID MINSK AND DENIS KELEMEN TO THE CONSERVATION COMMISSION FOR REGULAR APPOINTMENTS FOR TERMS OF 3 YEARS EACH.**

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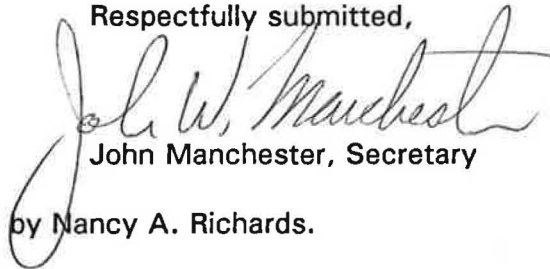
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Respectfully submitted,

A handwritten signature in cursive script, appearing to read "John W. Manchester". The signature is written in black ink and is positioned above the printed name of the signatory.

John Manchester, Secretary

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