

FINAL

BOARD OF SELECTMEN'S MEETING

MAY 4, 1998

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; 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 hearing enhancement equipment is available for anyone who wishes to use it.

Ms. Black reminded the public that Tuesday, May 12, 1998 is Town Meeting. Voting is from 7:00 a.m. to 7:00 p.m., with Town Meeting beginning at 7:00 p.m. She urged as many people as possible to attend the meeting.

1. PUBLIC COMMENT

There was no public comment.

2. DISCUSSION REGARDING NEED FOR AND BUDGETING IMPLICATIONS OF CREATING A NEW ZONING ADMINISTRATOR POSITION IN THE PLANNING AND ZONING DEPARTMENT.

Ms. Black stated that this item was put on the agenda at her request as she had received comments from several people asking why there were not more people in the zoning office to help with zoning violations, and whether the budget should be amended to allow for more funds to staff a position in that office.

Ms. Griffin noted that her estimate to add a Zoning Administrator level position would be a salary of approximately \$45,000, plus benefits in the vicinity of \$20,000, for a total of \$65,000. Amending the budget by that amount would have an impact of raising the tax rate by approximately 1 1/2%. Ms. Griffin's feeling is that it is premature to add money to the budget for this purpose. She stated that there are four full time positions in the planning and zoning office, which consist of a Planning and Zoning Director, a Code Administrator which is half Building Inspector and half Zoning Administrator, a Planning and Zoning Coordinator, and a Secretary II position. Three of these positions are filled on a full-time basis, with one being filled on a part-time basis only. Ms. Griffin suggests that the Planning and Zoning Director's position be filled first, and once a person is selected, that person will be involved in advertising for a hiring a full-time Code Administrator.

Once the office is fully staffed, Ms. Griffin feels the Town is in a better position to assess what additional staff time, if any, is needed. She stated that funds would probably need to be added for a part-time Building Inspector. The other alternative to adding money to the budget is to find the money by making reductions elsewhere in the budget.

Mr. Nelson stated he feels the matter should wait until the office is fully staffed, with more emphasis being put on enforcement.

Ms. Connolly agreed that there has been a problem with enforcement as a result of the office not being fully staffed for quite some time. She noted that enforcement has usually resulted from complaints of abutting property owners, and that there has not been the manpower lately to do that in a timely manner. She feels the problem can be corrected by fully staffing the office and, if necessary, adding another half-time Building Inspector.

Ms. Griffin noted that when zoning enforcement is stepped up, the Town can plan to spend more money on legal services.

Mr. Manchester asked if other towns have a specific enforcement person. Ms. Griffin answered that she has not had experience with one in New Hampshire, but that since 1993 communities in New Hampshire now have the ability to write citations for zoning violations.

Mr. Walsh stated he feels that the Town is in a relatively unusual situation with the department being understaffed for at least a year and a half, and with much more development than normal over the past decade. He stated his recollection regarding the budget was that more funds were expected from building permits, and he feels the right way to deal with that is to hire an individual on a part-time basis.

Ms. Griffin noted that Hanover is a difficult community in which to be a Planning and Zoning Director, with three possible candidates declining the position. She stated that the position requires someone with a fairly thick skin who can be comfortable in taking a leadership role in the planning and zoning area, knowing that frequently they will be subject to criticism by an element in the community not happy with the staff leadership they are providing. Mr. Walsh added that the person should also be required to be a diplomat.

Fred Crory agreed that help is required in the Planning and Zoning Office, and encouraged that the office be fully staffed. Also, he does not believe the Town Report accurately reflects how many dollars have been received in recent weeks for building projects. Some of these projects are generating huge sums of money, and Mr. Crory does not believe it is a matter of requesting more money from the taxpayers to support the extra staff; he believes there is ample money to pay for staffing either on a full-time basis or part-time basis in terms of inspectors.

Mr. Crory also pointed out that on the Town Warrant is an Article to change Chapter 702 under the Zoning Regulations regarding wetlands and wetland setbacks. Mr. Crory's impression is that if adopted, this will create an extra burden on the Code Department because it will levy an administrative permit on the Code Office. He stated that there will be a new level of permitting required, and the office will have to include someone who is familiar with wetlands to issue or deny those administrative permits. If adopted, he feels this would result in dealing with very small wetlands problems on an almost continuous basis, having the abutters appeal the case, turning it over to the Zoning Board to hear as a special exception, and resolving the matter, all of which will create much more work for the Code Office.

Ms. Connolly stated that the administrative permit is meant to be in place of a case that would ordinarily be sent to the Zoning Board.

Mr. Crory's understanding of the re-drafting of Chapter 702 is that the Zoning Office will be required to handle administrative permits for areas less than 3,000 s.f. He stated that under the current Ordinance, a special exception for a wetland permit is required only for 5,000 s.f. and larger.

Bob Norman, a member of the Hanover Conservation Council, noted that the building and other development currently occurring is probably stimulated by relatively low interest rates which is creating a bigger load. He noted that employees in the Zoning and Planning Office do a wonderful job.

Mr. Norman stated his interest in oversight, and noted that an employee in the Code Office would find it difficult to have time to oversee all of the construction going on. A suggestion that has come out of discussions with the Conservation Council is to appoint local watchdogs for these projects, being careful to get someone who has a relatively dispassionate view, who cares about the community, recognizes that a permit has been granted and tries to make sure that the terms of the permit are carried out. He raised the possibility of this being done with volunteers, particularly if they know in advance when the work is taking place as a result of a notification which would be required.

Mr. Walsh noted that many years ago subdivision regulations were created with standards for road construction, for example, where people came to check whether the road was built to standards before the Town adopted it, with this procedure still occurring today. Referring to the Paull subdivision, Mr. Walsh noted that one of the discussions which took place was that in the future the Town may wish to require a bonding process as part of conservation easements that the Town would accept. Mr. Walsh is in favor of the idea of volunteers who know the area overseeing enforcement, but sees the Town at a place where it needs to make steps self-enforcing or self-creating rather than by creating zoning police.

Mr. Norman also stated that there should be flags clearly indicating boundaries. Ms. Black answered that this has been taken care of.

Ms. Griffin noted that another area of difficulty is site work. For a typical single family house, the Town does not get involved in inspection until construction has begun. She stated she has talked with Town staff about whether or not it is time to amend the Town's regulations to require that site work receive inspection approval before it is accomplished. Frequently, it is site work that results in concerns on the part of abutters. She noted that the downside of this would be to add workload, but it would serve to address some of the neighbors' concerns.

Mr. Steve Crory felt that the points raised by Mr. Norman should be incorporated into zoning and planning site applications as soon as possible. He believes that this would have solved the King Hill problem, and would solve problems in the future. He noted that in looking at building permits at a cost of \$4.75 per thousand, \$50 million to \$100 million dollars was realized this year in applications. The original building permit was based on the expense of the Code and Building Inspector being able to visit the sites; the size of the fee was based on the amount of time the inspectors needed to take. Mr. Crory feels the money generated from building permits should provide for inspectors.

Ms. Griffin stated that when the budget was done in February, revenue estimates for building permit revenue were increased by \$50,000. The current General Fund operating budget includes an upwardly adjusted building permit revenue number, which is part of the reason a 2.2% tax increase was possible. She suggests finding the money in the budget, perhaps through excess revenue, to hire an additional part-time Building Inspector to free up the Zoning Administrator.

Fred Crory stated he wished to reserve his comments until he has seen something in writing on the volunteer aspect. His immediate reaction would be that he would rather see part-time inspectors of the Town as employees of the Town doing inspections, rather than vigilantes going onto property without any authority to stop or change the work that is being done.

3. ESTABLISHMENT OF POLLING HOURS FOR TOWN MEETING TO BE HELD ON MAY 12, 1998.

The following polling hour responsibilities were established: Mr. Walsh - 7:00 a.m. to 9:15 a.m., and 6:00 p.m. to 7:00 p.m.; Ms. Black - 9:15 a.m. to 12:15 p.m.; Mr. Manchester - 12:15 p.m. to 3:15 p.m.; and Ms. Connolly - 3:15 p.m. to 6:00 p.m.

Ms. Black noted that there has been a request regarding extending polling hours until 8:00 p.m.

Mr. Walsh stated he has difficulty with extending the polling hours because it has not been advertised, and also that the first part of the meeting is a very complicated and important part of the meeting. He feels that having a half-hour or hour overlap in the future would have value.

Ms. Griffin will obtain verification from the Town Attorney, but she believes that with the bond vote it is necessary to let people vote up to an hour after the Article is moved. She added that the bond issue is a paper ballot with a 2/3 majority required to pass.

4. DISCUSSION REGARDING BOARD RESPONSIBILITIES FOR TOWN MEETING.

Ms. Griffin is to give a list of resolutions to the Selectmen in private.

5. RECOMMENDATION REGARDING THEME FOR 1999 TOWN CALENDAR.

Ms. Black recommended that the theme for the 1999 Town Calendar be churches. The Selectmen agreed with her recommendation.

6. INFORMAL DISCUSSION WITH APPLICANT REGARDING RECLASSIFICATION OF WARDROBE RD. FROM CLASS VI TO CLASS V TO ALLOW ACCESS TO LANDLOCKED PARCEL FOR RESIDENTIAL DEVELOPMENT.

Mr. Jay Barrett displayed a sketch of the area under consideration. He stated that the property consists of an almost 200 acre parcel that is northerly of Goodfellow Hill which is owned by Huntington Hill Associates. The property is presently accessed by a Class 6 highway, which

is Wardrobe Rd. The entire road, consisting of approximately 7,400 ft., runs from Goodfellow Road to Rennie Road. The road is a very old road laid out in the 1790's as a town highway; some portions of the road are 3 rods wide, while other portions are 4 rods wide.

Mr. Barrett noted that in 1932 most of the road was given up at Town Meeting. Until the 1960's there was a farmhouse which later became abandoned. The cellar hole to the farmhouse is still somewhat visible, and the last time the property was used on any kind of a year-round basis was probably back in the 1940's.

Mr. Barrett indicated that State law says that because the Town is no longer maintaining a stretch of the road approximately 2,300 ft, it has automatically reverted back to a Class 6 highway without any vote of the Town.

In 1992, approximately 1/4 of the property was annexed off to an adjacent landowner, Tom Kemp, leaving approximately 193 acres remaining. Over the years the property has been for sale, but prospective buyers have been concerned about the processes involved and the likelihood of approval because of the road status. Mr. Barrett stated that several months ago he was hired by Huntington Hill Associates to start preliminary investigations to see what could be done with the property, and to try to establish what wetland permitting processes would be required. After much discussion, it was agreed to tentatively lay out a large lot subdivision, taking into consideration that it might be best to deal with the property in almost two pieces -- accessing it in two pieces as well as preliminary layout and approval -- so that it could possibly be sold in two pieces to two different interested parties. Mr. Barrett explained that this would also allow a decrease in the amount of road that would be required to be constructed or opened back up.

Mr. Barrett indicated that in 1986 when the Mulherrin Farm subdivision was laid out, Huntington Hill Associates was able to acquire in fee a piece of land 50 ft. wide by about 300 ft. long, resulting in two points of access for the property: one off Mulherrin Farm, and the other off Goodfellow Road. In doing the initial layout, Mr. Barrett noted that several things were kept in mind -- minimizing the amount of road that would be opened back up and terminating the piece of that backup road at a point that is logical, defensible and a point that worked as far as planning is involved. He stated that the reasoning for opening up the front 2,300 ft. of road and terminating it with a cul de sac is that it is where the old farmhouse was and results in nice breaks in the stone wall that runs approximately parallel to the road.

Mr. Barrett explained that there would be six very large lots, three on the west side and three on the east side of the road. The remaining portion of the road would remain a Class 6 highway, i.e., a public way. The six lots would be buffered by a green area, and there would be eight somewhat smaller lots in the second phase that would be accessed off from Mulherrin Farm. This would link Mulherrin Farm with the remaining portion of Wardrobe Road.

Mr. Barrett noted that there are no buyers at this point in time.

Ms. Black asked why a road all the way through was not desired, noting that the Town is not generally in favor of cul de sacs. Mr. Barrett answered that the issue is one of expense, and the question of whether it is necessary to create a thru road, keeping in mind wetland areas that would have to be crossed. The appeal of the lots is that they are in a very secluded area, and preliminary conversations have involved discussions of a small scale, gravel road.

Ms. Black raised the issue of access by large safety vehicles to the property.

Mr. Nelson asked why Mr. Barrett had come before the Board of Selectmen as a first step. Ms. Griffin explained that the Board of Selectmen is responsible for setting a public hearing regarding reclassification of a Class 6 highway to a Class 5. Presuming that the Board is interested in entertaining a reclassification, it would make no sense for the applicant to go forward with the plan to either the Zoning or Planning Board unless there is approval from the Board of Selectmen for reclassification of the road.

Ms. Griffin noted that there is a detailed procedure outlined in State statutes for the reclassification of a road from a Class 6 road to a Class 5 road. It begins with a public hearing to listen to the concerns of abutters and other individuals regarding the reclassification, and continues with a very detailed set of steps which Ms. Griffin will furnish to the Selectmen in the next Friday mailing.

Ms. Black asked if the reclassification required a Town Meeting vote, noting that it takes a Town Meeting vote to close a road. Ms. Griffin answered that it does not take a Town Meeting vote for reclassification.

Ms. Black stated that she is of the opinion that if a person owns a piece of property on a Town road, they have a right to access that property; the Town is not in the business of denying people access to their land.

Ms. Griffin stated that a typical requirement that the Town would place on a developer is that a road must be built to Town standards at the developer's expense, and upon completion of the road, it would be turned over to the Town and accepted as a Town roadway. A Class 6 designation means that it has to go through a very special series of steps enacted by the Board of Selectmen before the developer can move forward.

Mr. Walsh stated that it seems as if the Board of Selectmen has to deal with the 2,300 ft. of roadway in from Goodfellow Road, and decide whether it is willing to start the process of seeing whether to reclassify it from a Class 6 roadway to a Class 5. Ms. Black noted that another issue is whether the 2,300 ft. goes all the way through the property.

Ms. Griffin stated that the notification process is laid out in the State statutes.

Ms. Connolly indicated that she is not interested in putting a burden on Mulherrin Farm Road when there is another road available to take half of that burden. She would be interested in exploring the conversion to a Class 5 road, but not as interested in converting the entire length of the road to Class 5. She feels that there is a very good rural trail that should be kept between the two entries to the subdivision.

Mr. Walsh indicated that if the Board is to go forward with this issue, he would like the Planning Board and Conservation Commission to review the matter and see whether the road should go all the way through, with both bodies taking a position going into the public hearing. Ms. Black also suggested that the Board receive the Police and Fire Department's input as well.

Ms. Griffin noted that it may make sense for the applicants to schedule informal discussions with the Conservation Commission and the Planning Board, with the Town holding informal discussions with the Police and Fire Departments on the issue of the two cul de sacs versus the straight through road. When the data is ready, she will come to the Board and ask that the matter be set for public hearing.

Ms. Connolly noted that if the entire road is a Class 5, it would allow many more lots. The property could be re-subdivided considerably because there would be Town road frontage on all of the lots.

Mr. Mike Kornprobst, a resident of Mulherrin Farm, stated that he was not clear how to obtain information regarding the proposed development, and not sure when to provide his input. He noted that the residents very much like the local community type feeling, and feels that having a road cut through could create much more traffic. He feels that development should be accomplished with consideration to the people that are already in the area.

Mr. Nelson stated that a forum for Mr. Kornprobst's input might be when the developer has informal discussions with the Conservation Commission and the Planning Board. Ms. Griffin is to let Mr. Kornprobst know when the discussions are scheduled.

Mr. Steve Crory asked if two cul de sacs were approved and another developer buys the property, does that developer have the right to continue the road if he applies for it, or does it stay under the original site plan. Mr. Nelson answered that he believes the Planning Board would place stipulations on the property, and would say the only way it would accept a cul de sac of this length is with a certain number of lots. He added that there would be something included in the deed indicating that the property would not be able to be re-subdivided.

Mr. Ed Chamberlain asked if the property consisted of two separate parcels. Mr. Barrett answered that the property has not been subdivided. The tax maps show two different parcels, one on the westerly side of Wardrobe Road and one on the easterly side. However, the property travels under one deed, and the Zoning Administrator has made a ruling that it is one parcel of land.

Mr. Chamberlain asked if the property now has a right-of-way access from Mulherrin Farm. Mr. Barrett answered that it is actually owned in fee, and is approximately 50 ft. by 300 ft.

Mr. Chamberlain noted that it is his understanding that part of the test for opening up a Class 6 road is that the parcel is landlocked and does not have access. He feels the Town has to consider the fact that this parcel does have access, and the only way there will be a problem is if they are allowed to subdivide the property and the parcel to the South would then not have access. Mr. Chamberlain feels in considering the permit to subdivide the parcel, the issue of access must be addressed. He also pointed out that opening up 2,300 ft. of the road would effectively shut it off for winter recreational use.

Bill Breed indicated that the proposed development is the maximum density he would like to see, and believes there is a market for these larger lots.

Mr. Walsh indicated that it would be easier for the Selectmen, Planning Board and Conservation Commission, in considering the reclassification issue, to be informed of any concrete proposals from interested parties.

Phyllis Kornprobst asked if there are any rules regarding cul de sacs. Mr. Nelson answered that there is a guideline which says that cul de sacs should not be over 2,000 ft. long, as well as a limit to how many lots can be placed on them.

Ms. Kornprobst also asked if there was a rule which prevented classifying the road on both ends as a Class 5 road, and classifying the middle as a Class 6 road. She wondered if the Fire Department would then determine that the middle section of the road was not passable. Ms. Griffin answered that the Town has many sections of roadway now that are partially Class 5 and then become Class 6.

Ms. Griffin noted that the Town has not yet notified abutters; she wanted the Board to be aware of the proposal because by law a public hearing needs to be held. Mr. Nelson indicated that he believes the Selectmen are receptive enough to the proposal so that it is not a waste of time for the applicant to go informally before the Planning Board and Conservation Commission, as well as safety services.

Mr. Walsh noted that although the Board of Selectmen may have arbitrary power to say no to the proposal, the Board does not typically exercise arbitrary power in any circumstance.

Steve Croy wondered about the effect of a Class 5 classification on bus service, and whether the Town is obligated to provide bussing for students. Ms. Griffin answered that the School District makes the determination for bussing based on the demand generated on a particular road.

7. APPOINTMENTS: PLANNING BOARD; ECONOMIC DEVELOPMENT CORPORATION OF THE UPPER VALLEY.

Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint John Hughes as a full member of the Planning Board. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JOHN HUGHES AS A FULL MEMBER OF THE PLANNING BOARD.

Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint Michael Mayer as an alternate to the Planning Board. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT MICHAEL MAYER AS AN ALTERNATE TO THE PLANNING BOARD.

Mr. Manchester volunteered to join the Economic Development Corporation of the Upper Valley.

Appointments to the Conservation Commission were postponed to be added to the agenda of the next meeting of the Board of Selectmen.

8. ADMINISTRATIVE REPORTS.

Ms. Griffin reported that she is busy preparing to respond to questions at Town Meeting as they may arise relative to the parking structure. She has a planning meeting on Tuesday, May 5th with the Town Moderator and Town Clerk to go over the details in preparation for Town Meeting.

Ms. Griffin reported on progress on the municipal parking lot, noting that the section of the lot closest to the Community Center has been completed. Work is being done to complete sections of the lot adjacent to Gilbertes and behind Town Hall, with work beginning the week of May 11th behind the Nugget Arcade and the Nugget Theater. Granite State Electric will begin their work on Monday, May 11th, which they anticipate will take approximately ten days to two weeks. Immediately after their completion, work on paving will commence, with curbing being put down within the next week. The final phase will be to finish the landscape medians and put in landscaping.

Ms. Black noted that she had been asked if the Town is putting down the same dirt that is being dug out. Ms. Griffin answered that fresh fill has been coming in.

Ms. Black noted that it might be a good idea to have a sign posted daily indicating what work is occurring and the reason for the work. Ms. Griffin suggested that the sign might be posted on the front door of Town Hall, or perhaps on the dumpster in the parking lot. She noted that people have been very patient regarding the work on the parking lot.

Regarding the proposed parking structure, Ms. Griffin stated that she had been accused of scheduling the work on the municipal lot for politically favorable reasons, but emphasized that the timing is coincidental and that the downtown merchants indicated the best time to do the work on the lot would be in April or May. Mr. Walsh added that it was hoped to have work commenced on the lot last fall, but Granite State Electric was not able to get the PUC approval which was required.

Ms. Griffin reported that the residents on Wheelock Street continue to be very patient in dealing with the inconvenience of building the new bridge. Work is commencing on the retaining walls in front of the Episcopal Church, and traffic control continues to be a challenge with five or six officers per shift being assigned to this duty.

Ms. Black noted that it had been suggested that a letter of thanks to all residents on West Wheelock Street for their patience would be a good idea. Mr. Walsh suggested that the Selectmen's names should be included in the thank-you.

Ms. Griffin also reported that she had participated recently in a League of Women Voters sponsored discussion relative to the Etna Post Office project. She noted that she was quite impressed at the great turnout, which was between 100 and 150 people. Ms. Griffin indicated that she has received three phone calls from residents in Etna ready to pull together a planning committee to do work on a master plan for the Village of Etna and beyond. She offered to find the money necessary to fund the team, and the residents are thinking about doing this in the fall. She asked anyone who might be interested in this effort to give her office a call.

Ms. Griffin updated the Board on the bicycle route, and noted that the State has agreed to design the on-road portion of the path first. The on-road route is from Lebanon Street to Route 120 up to Medical Center Drive; the State will then design two alternatives to bring back to the Town for its approval. One alternative would be to go up Medical Center Drive, and the other is further down Route 120 to the cul de sac at the end of the Mt. Support Road. AT this point the path would go off-road down Mt. Support Road and cut across towards the Hospital campus at the other side of David's House and the Dartmouth Hitchcock Child Care Center. This alternative would involve an underpass under Route 120 so that the bike path would not have to cross the road, which would be significantly more expensive.

Ms. Griffin noted that she has finished drafting a two page newsletter containing a drawing of the proposed route. Two members of the bicycle path committee will be editing the draft, and it will be mailed Wednesday, May 6th, to the same mailing list which was used for the Town Report. She will also ask the Valley News to do an update story before Town Meeting so that people will have a better sense of the on-road alternatives prior to Town Meeting.

Ms. Griffin stated that the on-road portion would involve a combination of additional shoulder work and re-striping, resulting in a 10 ft. wide bicycle path that is clearly striped with pavement being maintained.

Mr. Walsh indicated that the Board should anticipate a question at Town Meeting relative to whether the Town should be spending Federal money for this type of project, as well as the alternative proposed for either going on Medical Center Drive or an underpass route. Ms. Griffin answered that when the Town receives cost estimates and design alternatives from the State, the bicycle path committee will take a look at the two alternatives, make their recommendations, and come to the Board of Selectmen. The Board will then hold a public hearing to make the decision, with input from the bicycle path committee. Ms. Griffin stated that Don Lyford of the State Department of Transportation is comfortable with that approach.

Mr. Manchester noted that Ms. Griffin had indicated that the project might not take the entire \$80,000. Ms. Griffin answered that it does not look as if it will take the entire \$80,000, and the State may say there is still Federal allocation available and ask if the Town wishes to have them do the off-road piece as well. That is a decision that the Board of Selectmen will need to make. The Town could opt not to take the rest of the ISTEA allocation and not use the remainder of the Town's 20% match. She stated that the Town is receiving some good free engineering from the State, and feels that there will be two good alternatives to work with.

9. SELECTMEN'S REPORTS.

Mr. Walsh

Mr. Walsh reported that he had attended a meeting of the Community Substance Abuse Advisory Committee, and that in the next month or six weeks the administration will be bringing to the Selectmen for public hearing an ordinance regarding control of open containers. He added that the administration has done a good job of surveying other towns, and has determined that Hanover is one of very few towns of its size and nature that does not have such an ordinance.

Mr. Walsh also reported that the Parking Facilities Task Force will meet May 7th from 3:00 to 5:00 relative to Town Meeting and the best way to present the facts to the voters.

Ms. Connolly

Ms. Connolly reported that the Planning Board had completed the housing chapter of the Master Plan. At the meeting of May 5th, the Planning Board will be hearing one subdivision and a couple of site plans. She anticipates a very heavy summer season of work for the Planning Board.

Mr. Nelson

Mr. Nelson reported that he sat for a Planning Board meeting on a Dartmouth College application to put an addition on Wilder Hall; the site plan review passed on this application.

Mr. Nelson also reported that he and John Colligan attended a Candidate's Night at Kendal recently. He added that they will also be speaking May 5th at 7:30 p.m. at a Candidate's Night sponsored by the League of Women Voters, which will be televised by CATV 6.

Mr. Manchester

Mr. Manchester reported that there is an informal budget discussion scheduled for the Howe Library for May 7th at 3:30 p.m. He added that a notice had been sent out regarding Howe Library's endorsement of the parking garage.

Regarding the Hanover Rec. Department, Mr. Manchester reported that he would like to commend Steve Zrike, a Dartmouth College Student, who spent four years of volunteer service with the Rec. Department. Ms. Black noted that the Board will send Mr. Zrike a Tip of the Hat.

Ms. Black

Ms. Black reported that Arbor Day was held May 1st, and a large sugar maple tree was planted at the Ray School. She noted that this is the 19th year Hanover has been named a Tree City, with only one other town in New Hampshire that has 19 years of participation in the Tree City program.

Ms. Black noted that she would like to send Tips of the Hat to John Whitcomb who has been named Firefighter of the Year by the Grafton County Grange, and Mike Chase who has become a Senior Roads Scholar.

Ms. Black also reported that Bert Hennesey had completed Firefighter's School and should also be awarded a Tip of the Hat.

Ms. Griffin explained that the Roads Scholar Program is done through the Technology Transfer Center of the University of New Hampshire, and is an educational program to become a Senior Roads Scholar. She noted that Mike Chase put in 70 hours of training in this program. Ms. Griffin indicated that Fire Officer Training is a comprehensive training program offered by the State Fire Academy which requires a significant amount of time commitment on a volunteer basis.

Ms. Black noted that there was a fire recently behind the High School on the Adventure Course; she stated that the Fire Department responded very quickly and had it under control. She added that the Etna Fire Department responded to this fire in force.

10. APPROVAL OF MINUTES: APRIL 6, 1998 AND APRIL 13, 1998

Mr. Walsh MADE THE MOTION that the Board of Selectmen vote to approve the minutes of the meeting of April 6, 1998. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MEETING OF APRIL 6, 1998.

Ms. Connolly MADE THE MOTION that the Board of Selectmen vote to approve the minutes of the meeting of April 13, 1998, as amended. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MEETING OF APRIL 13, 1998, AS AMENDED.

11. OTHER BUSINESS.

Michael Gilbar distributed copies of the Combined Balance Sheet, Statement of Revenues, Expenditures and Fund Balances, and Revenue and Expenditure Reports for the various funds, through the period ended April 30, 1998. He indicated that the reports cover the period from July 1 through the end of April, resulting in a cumulative report. Prior year figures have been included for the same period for comparison purposes.

Mr. Walsh requested that in future reports major discrepancies or issues be flagged.

12. 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.

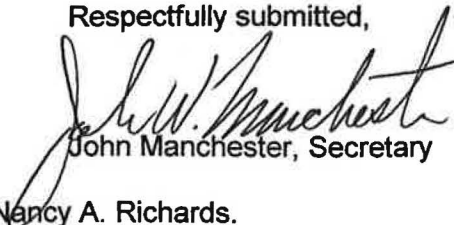
Mr. Walsh MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO GO TO NON-PUBLIC SESSION TO DISCUSS A MATTER WHICH MAY AFFECT THE REPUTATION OF AN INDIVIDUAL.

The meeting was adjourned at 9:35 p.m.

SUMMARY

- 1. Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint John Hughes as a full member of the Planning Board. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JOHN HUGHES AS A FULL MEMBER OF THE PLANNING BOARD.**
- 2. Ms. Connolly MADE THE MOTION that the Board of Selectmen appoint Michael Mayer as an alternate to the Planning Board. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT MICHAEL MAYER AS AN ALTERNATE TO THE PLANNING BOARD.**
- 3. Mr. Walsh MADE THE MOTION that the Board of Selectmen vote to approve the minutes of the meeting of April 6, 1998. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MEETING OF APRIL 6, 1998.**
- 4. Ms. Connolly MADE THE MOTION that the Board of Selectmen vote to approve the minutes of the meeting of April 13, 1998, as amended. Mr. Nelson SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF THE MEETING OF APRIL 13, 1998, AS AMENDED.**
- 5. 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.**
- 6. Mr. Walsh 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.**

Respectfully submitted,



John Manchester, Secretary

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