

FINAL

BOARD OF SELECTMEN'S MEETING

JUNE 15, 1998

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; Katherine S. Connolly; John Manchester; John Colligan; 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 was available for anyone who wishes to use it.

1. PUBLIC COMMENT

Mrs. Chickering referred to a letter she had presented to the Planning Board regarding the post office in Etna, and stated she wished to be sure the Selectmen were all familiar with the letter. Ms. Black noted that one of the things that was requested in the letter was for screening, and one of the stipulations of the Planning Board's approval was for evergreen screening.

Mrs. Vance stated that she and the McFarlands had been conducting correspondence with the Town regarding inspection of property at 24 Valley Road. She noted that there had been no written response as yet, and she would appreciate a response indicating the dates of inspections, in what manner they were conducted, and the results.

Ms. Griffin stated that she prepared a detailed report for the Board of Selectmen, and has spoken with Mrs. Vance on a couple of occasions about this issue. She acknowledged that Attorney Schuster is owed a response in writing, although she has spoken with him on the phone two or three times. Ms. Griffin stated that she will prepare the written response for Attorney Schuster, and that Mrs. Vance and the McFarlands are welcome to look at the report.

Peter Kurmond, the owner of the property at 24 Valley Road, stated that two meetings had occurred with Craig Ohlson with regard to inspection of the property, one of which occurred the afternoon of this meeting, with nothing unsatisfactory reported.

Mr. Walsh asked if there was a similar understanding between the owner of the property and the residents as to what is and is not allowed.

Mrs. Vance stated that this is a very simple case. She feels that the Town, in allowing the building to go up in the first place, made a zoning violation. At a hearing in the fall of 1997, Mrs. Vance stated that she and other residents objected to the initial violation, and therefore on that ground objected to any special exceptions since they felt there could not be a special exception on a violation.

Mr. Kurmond stated that in talking with Craig Ohlson, the issues he addressed dealt more with the special exception issues for the mail order business with regards to an office use of the barn and the UPS shipping. Mr. Kurmond agreed that there is an office in the barn which is a home office. Regarding UPS shipping, the following conditions have to be met -- there can be no more than one business related delivery pickup on a daily basis, and the delivery truck can be no larger than the usual size UPS trucks. Mr. Kurmond explained that shipments get dropped off at the property, often by C.O.D., put in his truck or van and sent down to a sewing facility in White River Jct. He indicated that the C.O.D. shipments need to be sent to his property because the stitchers at the White River Jct. location don't have permission to accept C.O.D. deliveries. Mr. Kurmond stated that UPS cannot get up the side driveway, so it becomes necessary for them to come in on the bottom driveway and drop the shipments off at the barn.

Regarding the stipulation that the barn is not to be used for storage related to the building, Mr. Kurmond stated that the fabric is not being stored, it is being dropped off and moved.

Mr. Manchester suggested alternatives to dropping off shipments at the location, such as wiring money or sending checks Federal Express to the White River Jct. location or the Boston location to allow them to accept C.O.D. deliveries.

Ms. Black stated that she is not sure this is an issue for the Selectmen, but feels it is an issue for the staff. She noted that the ZBA is an independent body that makes independent decisions. Ms. Black acknowledged that a former staff member of the Town made a mistake in allowing the barn to be built; however, the Town is not in the business at this point of asking that the barn be torn down. She stated that the concerns expressed are appreciated, and suggested that all parties get together at a more informal meeting to sit down with Town staff.

Joseph Quattrone stated he believed part of the reason this issue was brought up was because no answer was forthcoming from the Town, and asked why there had been no response. Ms. Black stated that there had been telephone responses with Attorney Schuster which apparently did not get passed on; she added that a written response will be sent.

Ms. Griffin indicated that she had responded to Mr. McFarland's letter sent to her in March, which is the only one she has received.

Mr. Quattrone stated that there was some feeling that the Town was holding back. Ms. Black assured the parties that the Town does not hold back, and noted that there are other priorities that may come first.

Ms. Griffin noted that an ongoing problem in enforcing the Zoning Ordinance in Hanover is that when neighbor is pitted against neighbor, neither one of them believe the other. In this case, the neighbors have been concerned about two things with respect to the property. One issue has been the light on in the office; apparently, the office is used for many hours during the day and evening, and the assumption is that

it is being used for the business office and not the family's personal office. The second issue is the taking of deliveries into the garage; the fact that the car is not parked in the garage may lead the neighbors to believe that the garage is full of inventory.

Ms. Griffin noted that as staff when inspections are done, situations frequently do not exist the way the neighbors perceive them. She indicated that the Town staff is often put in the position of having people doubt their integrity because they choose to believe one set of individuals over another. In this case, she stated that the office on the second floor was inspected, and it was clearly a personal office not a business office. Ms. Griffin stated she believes Mr. Kurmond has addressed the issue of taking deliveries, and recommended to him that he not take deliveries any more so that this particular issue is not a problem to his neighbors.

Mrs. Vance stated that the issue is not an issue basically between neighbors, but that the tension was created by the Town's mistake.

Mary Dennison asked if a special exception was required to have any type of an office in an accessory dwelling. Ms. Griffin answered that Mr. Kurmond has a special exception, and suggested that the parties may find it helpful to read the series of Zoning Board decisions on the property. She stated that the decision of the Zoning Board which was reached in December of 1997 is very clear; the second floor of the barn can be used for a personal family office, recreation room, etc., but the business office has to be in the house.

Mr. Kurmond apologized to the Board for expressing his frustration over this issue.

Ms. Connolly thanked the Town employees who participated in the Relay for Life recently at the Lebanon High School to benefit the Cancer Society and cancer research. She noted that 31 employees of the Town of Hanover participated in the event.

2. PUBLIC HEARING TO CONSIDER ADOPTION OF AN OPEN CONTAINER ORDINANCE TO RESTRICT THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN CERTAIN PUBLIC PLACES.

Chief Nick Giaccone referred to the draft open container ordinance, and stated that the draft would prohibit the consumption or possession of an alcoholic beverage on which the seal has been broken on land and property owned by the Town, including any Town way throughout the entire Town. He noted that there has been discussion among various citizens groups as to whether or not there should be any exceptions; the draft proposed includes only one exception which is based on State statute derived from the motor vehicle statute. The exceptions states that "The ordinance shall not apply to persons transporting, carrying, possession, having, or consuming any liquor or alcoholic beverage in a chartered bus, in a taxi, or in a limousine for hire, to the same extent any such act is not prohibited by State law."

Ms. Connolly questioned whether Class 4 highways should be included in the definition of a Town way.

Ms. Black asked if the proposed draft ordinance allows an open container on a State controlled road. Chief Giaccone stated that this question has not been raised.

Mr. Colligan asked if there was rationale for proposing the Ordinance other than the fact that the Ordinance would bring the Town into compliance with College regulations, and the fact that there has been difficulty on Main Street with the consumption of alcoholic beverages. Chief Giaccone stated that those are the two key points for the development of the Ordinance. He added that there has been a problem with enforcement on the Green, which is a College controlled area. He indicated that this would improve the aesthetic value of the downtown district, especially from a tourist point of view.

Mr. Colligan asked if there have been behavior problems. Chief Giaccone explained that when someone drinks on a bench downtown, that person is in charge of his own consumption versus someone going to a bar where the bartender controls the consumption. He noted that drinking downtown involves no determination of whether a person is intoxicated, and problems could develop.

Mr. Walsh stated that the Ordinance would cover Town hall, the police and fire stations, cemeteries owned by the Town, roads, Howe Library, the Public Works Department and Shed 2, playing fields, the boat landing, and any Town owned building.

Ms. Black indicated that such an ordinance is common in most university towns across the nation. Chief Giaccone stated that this situation is similar to what has been encountered with the use of tobacco by youth. The police departments policy is to give out warnings. He stated that there will have to be a learning curve for individuals for compliance with this Ordinance, adding that for the first violation there would not be a warrant, summons or ticket.

Ms. Griffin indicated that she had checked the New Hampshire Department of Transportation classification of highways, and believes the definition C on page two of the proposed Ordinance should indicate that Town way means any Class 4, 5 or 6 Town highway as defined in RSA 229:5.

Gwen Glick, a member of the Community Substance Abuse Advisory Committee, stated that the Committee very strongly supports this Ordinance. Exceptions were discussed, and the Committee supports the Ordinance without exception.

Ms. Connolly MADE THE MOTION to amend the proposed Ordinance to add Class 4 highways in definition C on page two. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE PROPOSED ORDINANCE TO ADD CLASS 4 HIGHWAYS IN DEFINITION C ON PAGE TWO.

Ms. Connolly MADE THE MOTION that the Board of Selectmen vote to approve the Open Container Ordinance as amended. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE OPEN CONTAINER ORDINANCE AS AMENDED.

Ms. Black stated that the new Ordinance will go into effect two weeks after it is published in the newspaper.

3. FURTHER DISCUSSION REGARDING RECOMMENDATION TO IMPLEMENT A PLANNING AND ZONING TASKFORCE.

Ms. Griffin noted that an invitation had been sent to Planning Board, Zoning Board and Conservation Commission members, and that a letter had been received from a Planning Board member with suggestions about the scope of work for this taskforce. She also stated that a letter had been received from the Conservation Council indicating they had been left off the list of potential participants; Ms. Griffin indicated that this was not intentional.

Ms. Black stated that she had received a comment from a Zoning Board member who stated they are meeting almost twice a week, every week. Ms. Black wondered if the taskforce should start with a citizens group of seven people, and have them break down into subcommittees.

Mr. Walsh agreed that the Town works its volunteers very hard, but noted that citizens sitting on the Zoning Board of Adjustment, the Planning Board, or the Conservation Commission develop an understanding of the Ordinances as well as what is required and what is not required. He indicated that having this knowledge available to the taskforce would be very important.

Mr. Colligan suggested that former members of the Boards be contacted; in this way the taskforce would still have the ability to talk with current Board members, but could benefit from the experience of the former Board members.

Ms. Connolly reminded the Selectmen that time is of the essence with regard to the Master Plan. She added that she would find it very difficult to see this taskforce formed without the proper staffing in the Planning and Zoning office.

Ms. Griffin stated that she would want the new Planning and Zoning Director in place to act as the key staff person for this taskforce. She explained that some taskforce members will need to get up to speed on local regulations and State statutes, and perhaps a study group could be formed. Ms. Griffin stated that she assumed the new Planning and Zoning Director would be in place by mid-August, after which time the taskforce could begin its work. This would also allow time to define the scope of work.

Ms. Black stated that when citizens' groups are started, the Town generally advertises. She noted that if there is one representative from each of the groups that have been identified, the taskforce would be too large.

Mr. Colligan agreed with Ms. Black, and suggested that rather than having study groups to bring the taskforce members up to speed on the Ordinances, a better approach might be to look at previous cases in Hanover where there is an opportunity to identify things that trigger the community's response. He also stated that the specific charge of the group should be carefully considered. Mr. Colligan noted that if high quality people join the taskforce and it is kept to a small number, he would be comfortable with the group starting work now even in advance of the Planning and Zoning Director starting, with other experts or professionals who can supplement in addition to current Board members if there is a need to delve into Ordinances right away. He also acknowledged that there is a time pressure with the Master Plan.

Ms. Connolly stated that the Planning and Zoning office is buried with work right now, and that extra work from dealing with the taskforce would be inevitable.

Mr. Colligan indicated that he is not recommending to add to their work load; he is suggesting that the beginning part of this issue is to start with the right people and begin moving the process forward. He does not think it necessarily translates to overwhelming the Planning and Zoning office right away.

Mr. Walsh noted that the Selectmen should be working on coming up with the right group of people to be on the taskforce, and the right statement of charter that is both narrow enough and broad enough to define what needs to be done.

Ms. Griffin stated that is important to get the charter done before the Town recruits volunteers.

Ms. Black indicated that she is against the Selectmen picking the taskforce members. She would prefer to advertise and interview the people responding.

Mr. Walsh asked if there was a consensus on the steering committee/subcommittee approach. Ms. Black answered that it would depend on the scope of work that is created.

Anne Morris asked if Ms. Griffin would accept public comment on the draft scope of work. Ms. Black answered that the draft is available in the Town Manager's office, and that they would be happy to receive input.

Bob Norman suggested that some of the subcommittees be appointed relatively early so that there would be representation from a larger number of entities, and also allow people on subcommittees to study State regulations, specifics of the Master Plan, and the Zoning Ordinance.

4. DISCUSSION REGARDING PROPOSED PINE KNOLL CEMETERY MONUMENT SIGN.

Ben Thompson referred to information contained in a letter which was sent out for solicitations for the funding of the Pine Knoll Cemetery monument sign. He stated that \$5,000 has been raised which will be presented to the Town to finance a granite sign for the entrance of Pine Knoll Cemetery, and he would appreciate the Board's approval of the project.

Ms. Griffin stated that the flagpole was moved up to the electrical source so that it could be lit. One of the issues highlighted by Mr. Thompson to the potential donors was the idea that the flagpole would sit in the center island where the monument sign would be, and both would be lit.

Ms. Black indicated that the lighting of the sign and monument is an item for discussion as the cemetery is closed at dusk every day.

Mr. Thompson noted that the real concern is the lighting of the flagpole. He understands that Lebanon has a piece of equipment that could tunnel underneath the roadway and run conduit and power to the light pole.

Bill Desch stated that when the issue first came up about the flag being lit, two options were considered. The first option was to run power up the immediate pole; this would require a meter box and would not be favorable for aesthetic reasons. The second option was to run something under the road, but the road at both sides is 16 feet which would make using the equipment from Lebanon not feasible. Mr. Desch added that moving the flag to the light source was done so that it would be more visible from the cemetery.

Mr. Colligan asked if the flag was flown 24 hours a day. Mr. Thompson answered that it is flown 24 hours a day. Mr. Desch noted that having the flag lit 24 hours a day precludes having to take it down.

Ms. Black stated that she feels the monument is quite large, being six feet tall by five feet wide by 10 inches thick. Mr. Thompson explained that he has been trying to replace the wooden sign for years in an attempt to improve the beauty of the cemetery.

Ms. Griffin indicated that the monument was paid for by donations from people who contributed to the effort. She stated that Mr. Thompson has issued the check to the Town for \$5,000, which would essentially pay for the sign (a cost of \$3,700) plus installation for the foundation.

Ms. Connolly suggested that the Town try to leave the flagpole where it currently is on the hillside, and that it be lit.

Ms. Black asked if the monument meets the sign ordinance for the Town; Ms. Griffin answered that the monument is in compliance with the sign ordinance, and that the issue is the change in style, the lighting of the flag and the moving of the flag.

Mr. Walsh MADE THE MOTION that the Board of Selectmen vote to accept the proposed Pine Knoll Cemetery monument sign. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE PROPOSED PINE KNOLL CEMETERY MONUMENT SIGN.

Ms. Griffin asked Mr. Desch to estimate what it would cost to get electricity to the central island. Mr. Desch requested that people look from the cemetery to where the flag is currently located.

Ms. Connolly expressed concern about lighting of the entrance to the cemetery when it is not open.

Ms. Griffin noted that another item highlighted by Mr. Thompson in his communication to the donors was the notion of replacing the chain that is pulled shut with a heavy duty lock and a gate.

Mr. Walsh thanked Mr. Thompson and the contributors for their efforts.

Ms. Griffin stated that she will put the matter on the agenda for the July 6, 1998 meeting of the Board of Selectmen.

5. REVIEW AND DISCUSSION OF PROPOSED FY 1998-99 GOALS AND OBJECTIVES.

Ms. Griffin noted that it may make sense for the Board to decide which current goals and objectives should remain on the list, and to delete the ones which should be deleted. The new goals and objectives could then be added to the edited list.

Ms. Black will go through the goals and objectives lists and provide the Board of Selectmen with a revised list for their review.

6. REVIEW OF PLANNING BOARD CONDITIONS RELATIVE TO SCHOOLHOUSE LANE.

Ms. Black referred to one of the conditions relative to School House Lane in which the Planning Board required the Board of Selectmen to run a charette, and stated that she believes the Planning Board may be out of their jurisdiction in this requirement. Ms. Connolly stated that she had advised against this requirement.

Ms. Griffin noted that she should take some of the blame for this; at a League of Women Voters meeting in Etna she suggested that Etna needed to come up with a village plan and an Etna specific plan. One component of that plan is the notion of traffic flow through the village and the slowing down of traffic. Ms. Griffin noted that much input has been received from Etna residents that they do not like the idea of a signal or a wider bridge, both of which have been recommended by Town staff.

Mr. Walsh indicated that since he was on the Planning Board in the mid-1970s, there has been the question of what is an appropriate Master Plan for the center of Etna. He feels it is very legitimate for there to be a charette of Etna and Hanover residents with some professional help in order to clarify design options, and for the Selectmen and Town management to take on this task.

Ms. Black stated that she feels it is a legitimate role, but not a legitimate role for the Planning Board to make it a condition of approval. She noted that she would be more in favor of developing a Master Plan for Etna Center with the people in Etna, but the safety issue of developing vehicular and pedestrian traffic matters is still a safety issue, and the responsibility of the Town. Ms. Black indicated that she would never accept a charette decision that the Town did not want a traffic light because it would spoil the image, if in fact the traffic light was needed for safety.

Ms. Connolly indicated that the present Master Plan recommends an enlargement of the business district in Etna to serve Etna; she noted that she does not believe the building permit can be issued on the basis of this particular set of conditions.

Ms. Griffin stated that if the Selectmen indicate they do not wish to participate in a charette, Mr. Dickinson can be denied his approval. Ms. Black suggested that the matter should go back to the Planning Board indicating that they do not have the right to require the charette, and therefore the condition should be eliminated.

Ms. Griffin stated that under the conditions stipulated by the Planning Board, Mr. Dickinson can move forward to develop the new building. If the Town indicates that it does not wish to participate in a charette having to do with vehicular and pedestrian issues, then Mr. Dickinson is not in compliance with the conditions of approval, and cannot proceed. Ms. Griffin also noted that Chief Giaccone has pointed out another

problematic intersection in the heart of Etna is Trescott Road. She added that she had discussed the notion with Peter Kulbacki that if it appeared as if Mr. Dickinson was ready to proceed, she would offer to hold a neighborhood meeting in Etna to look at the bridge and design issues, and to take feedback. Ms. Griffin stated that she believes Town staff will ask the Planning Board to revisit the issue of conditioning approval on a charette taking place.

Ms. Griffin will draft a letter to the Planning Board, and asked Ms. Connolly to communicate the Selectmen's concerns to the Planning Board.

Mr. Colligan asked why Ms. Connolly was against the charette. Ms. Connolly answered that she was not against the charette; she was simply against approving the entire proposal at this time with this particular combination of conditions.

Mrs. Chickering asked for a definition of charette. Ms. Black answered that it is a public forum where everyone discusses ideas and comes up with recommendations; it is meant to be a facilitated planning workshop that is open to the community.

7. AUTHORIZATION TO RENEW CONTRACT WITH LEBANON HOUSING AUTHORITY.

Ms. Griffin indicated that \$17,000 has been budgeted for this contract in the Housing Fund budget. She added that it has been a wonderful partnership, and she is convinced that the Town saves money.

Mr. Colligan asked if the contract contained an increase. Ms. Griffin answered that there was no increase; the contract is at a fixed rate.

Ms. Black wished to move this item to the end of the agenda.

8. ADOPTION OF EMERGENCY PLAN.

Mr. Walsh asked if there were changes in the Emergency Plan since last year. Ms. Griffin answered that there were no substantive changes, but that new types of emergencies were added to the plan.

Mr. Colligan asked if there were ever practice drills held on any of the procedures included in the plan. Ms. Griffin answered that the Fire Department routinely works on these issues, and the State does some statewide drills and a series of tabletop exercises. She added that there will occasionally be regional hazardous materials drills with the City of Lebanon, with the State coordinating most of the statewide or regional drills.

Mr. Manchester MADE THE MOTION to approve the Emergency Plan as written. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE EMERGENCY PLAN AS WRITTEN.

9. APPOINTMENT OF TOWN REPRESENTATIVES TO THE TRANSPORTATION ADVISORY COMMITTEE OF UVLSRPC.

Ms. Black MADE THE MOTION to nominate Katherine Connolly and Bob Norman as the Town representatives to the Transportation Advisory Committee of UVLSRPC. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE KATHERINE CONNOLLY AND BOB NORMAN AS THE TOWN REPRESENTATIVES TO THE TRANSPORTATION ADVISORY COMMITTEE OF UVLSRPC.

10. ADMINISTRATIVE REPORTS.

Ms. Griffin reported that landscaping of the municipal parking lot will be done within the next three to four weeks. One additional course of paving will go down on the lot. There will also be paving behind Stinson's store at the owner's expense, as well as behind Molly's Balloon.

Ms. Griffin also reported that paving has been done on the top of Wheelock Street, and she has a call in to the State to see when they hope to power wash some of the residences on that street.

She noted that she has also been busy dealing with the Joint Facilities Planning Committee as well as planning a community forum for the issue of the community center on Wednesday, July 15, 1998 from 5 - 9 p.m. at the Richmond School to brainstorm what the Town would like to see in a community center. Ms. Griffin stated that announcements went home to Ray School students recently, but a town-wide mailing will be discussed to alert residents of this meeting.

She also noted that Peter Kulbacki has been working with T & M Associates, the engineering firm that has been selected to do the engineering work with relation to the low interest loan water projects. Final word should be received from the PUC by the end of June that allows the Water Company to accept the loans; after that time, there is approximately a 60 day turnaround from the time of notification of acceptance of the money until there is a contract to begin work. Ms. Griffin stated that in approximately two weeks she will have a draft contract in place for the Board's approval.

Ms. Black asked how much time Peter was spending on this project. Ms. Griffin answered that Peter and the staff at the Waste Water Treatment Plant have been spending a lot of time looking at staffing needs, and they feel that with an upgrade of two staff members to co-operators, and with Peter providing administrative services, that it is not necessary to add a utility manager at this point in time. She also noted that revenues from the waste water fund are down approximately \$80,000 off projection largely because of water conservation efforts at Dartmouth College. Ms. Griffin stated that the Operator II position will be recruited for first as the position is critical on a day to day basis, and plan to reassess the situation at the end of the summer as to the need for a utility manager.

Ms. Black stressed the need to not overburden Mr. Kulbacki with the work of the utilities when he has a huge other job at the Public Works Department.

Ms. Griffin suggested that Mr. Kulbacki speak with Ms. Black about the matter.

Ms. Connolly noted that there are funds in the budget to hire another person in the event Peter starts to become overwhelmed. Ms. Griffin stated that although there are funds in the budget for another person, there is an under-realization of revenue.

Ms. Black answered that the important consideration is that Mr. Kulbacki and Ms. Griffin, as well as other staff members, are not burned out in order to save money. Mr. Walsh noted that he shares Ms. Black's concern.

Ms. Griffin stated that the situation will be reassessed.

11. **SELECTMEN'S REPORTS.**

Mr. Walsh

Mr. Walsh reported that the Parking Facilities Task Force would like to be disbanded.

Mr. Walsh MADE THE MOTION that the Board of Selectmen thank the Parking Facilities Task Force for their great job and discharge them from any further responsibility. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO THANK THE PARKING FACILITIES TASK FORCE FOR THEIR GREAT JOB AND DISCHARGE THEM FROM ANY FURTHER RESPONSIBILITY.

Ms. Black suggested that a Tip of the Hat be sent to the Task Force.

Mr. Walsh also reported that there will be a parking and zoning retreat. Ms. Griffin explained that the retreat will be to talk about off-site parking issues and downtown parking issues, and give people an opportunity to vent and discuss creative alternatives. She added that it is difficult to get a facilitator until September.

Mr. Walsh stated that he would like the Board to take a position before that time to back up a commitment he made to the Town at Town Meeting, which was that the spaces in the new parking facility were not to be used as a credit to allow further expansion.

Ms. Connolly asked if there had been some dissatisfaction with the Town's parking regulations. Ms. Griffin answered that there is general frustration on the part of some downtown property owners, and also that the regulations are administratively very difficult for the Town staff to oversee. She stated that her goal is to see if there is a streamlined administrative management approach and to limit potential litigation over the issue.

Ms. Black suggested that someone visit Montpelier where a new municipal parking lot system has been instituted.

Ms. Connolly asked if there were any cases in court regarding these issues. Ms. Griffin answered that there are not, but one of the reasons is that a party was asked to wait until a retreat could be held to discuss the issues.

Mr. Walsh reminded the public that there will be an annual July 4th parade starting at 10:00 a.m. at Thompson Arena.

Ms. Connolly

Ms. Connolly reported that the Board of Tax Appeals will be having a meeting on June 25th to hear five or six cases.

Regarding the Planning Board, Ms. Connolly stated that the Schoolhouse Lane project was approved with some conditions, and a waivers were issued to a couple of projects. She noted that on June 16th at 5:30 p.m. the Planning Board will view three separate properties on Buck Road that are proposing to change from residential to office and laboratory use, followed by a meeting at 7:30 p.m. Ms. Connolly indicated that there are two College cases on the agenda; the Chase Field project will be postponed because of incomplete information, and the other case involving the psychology building was not noticed properly and will be heard informally only.

Mr. Manchester

Mr. Manchester reported on a recent Howe Library meeting at which it was decided to sell the Walpole property, and to auction off the Madonna statue which is apparently worth between \$3,500 and \$4,000. Regarding the Howe Library Corporation, Mr. Manchester indicated that the budget is down to \$95,000 rather than \$101,000. The Corporation does not think they will have much success with grants, and is also concerned about competition for fundraising.

Mr. Manchester also reported that the Rec Department has indicated that 4th of July participants are needed for the parade.

He stated that he had received a couple of complaints about the crosswalk across from the Co-op. He noted that it is on a curve and it is impossible to see cars coming; he suggested that the crosswalk be moved back more toward Barrymore Road.

Mr. Colligan

Mr. Colligan reported that the Conservation Commission will meet Wednesday, June 17 at 5:00 p.m. He also reported that four of the Selectmen met to walk Wardrobe Road, which is a Class 6 road. It was left that the owner of the property will come back when they have more information to present a plan. The issue is what the Selectmen do in terms of Class 6 roads, as well as the landowner's desire to try to sell and/or develop the property which is landlocked.

Ms. Connolly stated that the Planning Board had come to a couple of decisions in its discussions about Wardrobe Road and its usability, and would be relaying its suggestions to the Selectmen.

Mr. Manchester asked if the property was actually landlocked taking into consideration that there is access to it on Mulherrin Farm. Ms. Griffin answered that it is not landlocked as they own a piece of property that has access to Mulherrin Farm.

Ms. Black

Ms. Black reported that the Joint Facilities Task Force has hired a consulting firm, an engineer, a charette leader, and architects to work with them. The School Boards, Community Center Task Force and the Library, as well as other entities, will come up with their needs and a global committee will then review the needs.

Ms. Black also reported that three of the Selectmen met at ROT last week. ROT is waiting for power to come in and special equipment which is needed to downsize the electrical lines. The equipment is being installed, with the hopes of the facility running by the middle of July.

Ms. Black suggested that the Board send a Tip of the Hat to Pam Force for being named Outstanding Teacher.

12. APPROVAL OF MINUTES - JUNE 1, 1998.

Mr. Walsh MADE THE MOTION that the Board of Selectmen vote to approve the minutes of June 1, 1998, as amended. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY to approve the minutes of June 1, 1998, as amended.

13. OTHER BUSINESS.

Attorney Bernie Waugh asked if someone from the Zoning Board would be included in the Parking and Zoning retreat. Ms. Griffin answered that as soon as a date is set and a facilitator is on board invitations will be going out to the Zoning Board and the Planning Board members to indicate that they are all welcome to participate.

14. ADJOURNMENT.

Ms. Connolly MADE THE MOTION to adjourn the meeting. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING.

The meeting was adjourned at 6:00 p.m.

The Board then returned to agenda Item 7, Authorization to Renew Contract with the Lebanon Housing Authority.

Ms. Connolly MADE THE MOTION that the Board of Selectmen convene as the Hanover Housing Authority. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.

The meeting of the Hanover Housing Authority was called to order by Ms. Black at 6:02 p.m.

Mr. Manchester MADE THE MOTION to renew the contract with the Lebanon Housing Authority. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO RENEW THE CONTRACT WITH THE LEBANON HOUSING AUTHORITY.

Ms. Connolly MADE THE MOTION to adjourn as the Hanover Housing Authority. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN AS THE HANOVER HOUSING AUTHORITY.

The Hanover Housing Authority adjourned at 6:05 p.m.

Mr. Walsh MADE THE MOTION that the Board of Selectmen vote 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.

SUMMARY

- 1. Ms. Connolly MADE THE MOTION to amend the proposed Ordinance to add Class 4 highways in definition C on page two. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO AMEND THE PROPOSED ORDINANCE TO ADD CLASS 4 HIGHWAYS IN DEFINITION C ON PAGE TWO.**
- 2. Ms. Connolly MADE THE MOTION that the Board of Selectmen vote to approve the Open Container Ordinance as amended. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE OPEN CONTAINER ORDINANCE AS AMENDED.**
- 3. Mr. Walsh MADE THE MOTION that the Board of Selectmen vote to accept the proposed Pine Knoll Cemetery monument sign. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ACCEPT THE PROPOSED PINE KNOLL CEMETERY MONUMENT SIGN.**
- 4. Mr. Manchester MADE THE MOTION to approve the Emergency Plan as written. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE EMERGENCY PLAN AS WRITTEN.**
- 5. Ms. Black MADE THE MOTION to nominate Katherine Connolly and Bob Norman as the Town representatives to the Transportation Advisory Committee of UVLSRPC. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO NOMINATE KATHERINE CONNOLLY AND BOB NORMAN AS THE TOWN REPRESENTATIVES TO THE TRANSPORTATION ADVISORY COMMITTEE OF UVLSRPC.**
- 6. Mr. Walsh MADE THE MOTION that the Board of Selectmen thank the Parking Facilities Task Force for their great job and discharge them from any further responsibility. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO THANK THE PARKING FACILITIES TASK FORCE FOR THEIR GREAT JOB AND DISCHARGE THEM FROM ANY FURTHER RESPONSIBILITY.**

7. Mr. Walsh **MADE THE MOTION** that the Board of Selectmen vote to approve the minutes of June 1, 1998, as amended. Ms. Connolly **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY** to approve the minutes of June 1, 1998, as amended.
8. Ms. Connolly **MADE THE MOTION** to adjourn the meeting. Mr. Walsh **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**
9. Ms. Connolly **MADE THE MOTION** that the Board of Selectmen convene as the Hanover Housing Authority. Mr. Manchester **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO CONVENE AS THE HANOVER HOUSING AUTHORITY.**
10. Mr. Manchester **MADE THE MOTION** to renew the contract with the Lebanon Housing Authority. Ms. Connolly **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO RENEW THE CONTRACT WITH THE LEBANON HOUSING AUTHORITY.**
11. Ms. Connolly **MADE THE MOTION** to adjourn as the Hanover Housing Authority. Mr. Walsh **SECONDED THE MOTION** and the Board of Selectmen **VOTED UNANIMOUSLY TO ADJOURN AS THE HANOVER HOUSING AUTHORITY.**
12. Mr. Walsh **MADE THE MOTION** that the Board of Selectmen vote 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 Colligan, Secretary

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