

FINAL

BOARD OF SELECTMEN'S MEETING

AUGUST 17, 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; 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

There was no public comment.

2. RECOMMENDATION TO SET A PUBLIC HEARING ON SEPTEMBER 14, 1998 ELIMINATING PARKING ON THE EAST SIDE OF OCCOM RIDGE ROAD FROM WEBSTER AVENUE TO #9 OCCOM RIDGE ROAD.

Ms. Griffin stated that this agenda item is a result of a request from the Occom Pond Neighborhood Preservation Association. She added that Occum Ridge Road is a fairly narrow road, and there is a tendency for cars to park along the section from Webster Avenue to #9 Occom Ridge Road. This area is also the only portion of the road that is not restricted to parking. Ms. Griffin indicated that the recommendation has been reviewed by Town staff and the PTB, who have both concurred that it makes sense to restrict parking.

Ms. Connolly MADE THE MOTION that the Board of Selectmen set a public hearing on September 14, 1998 eliminating parking on the East Side of Occom Ridge Road from Webster Avenue to #9 Occom Ridge Road. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 14, 1998 ELIMINATING PARKING ON THE EAST SIDE OF OCCOM RIDGE ROAD FROM WEBSTER AVENUE TO #9 OCCOM RIDGE ROAD.

3. UPDATE REPORT ON HANOVER WATER WORKS COMPANY

Mr. Jack Nelson, President of Hanover Water Works Company, presented the Board with an updated report of the Water Company. He noted that the Water Company has received its loans, has hired an engineering firm and will be making major upgrades in the distribution system this spring. Mr. Nelson stated that these upgrades will result in a significant increase in the rates of 32%.

As reported in the Valley News recently, Mr. Nelson noted that there was bacteria found at two sites. He stated that no further bacteria has shown up despite continued testing.

Regarding management of the company, Mr. Nelson stated that as of July 1, 1998 the Water Company began using the Town to provide management service. He added that morale and performance is high, and expressed appreciation to the Town management team. Mr. Nelson indicated that technical personnel are being swapped between the Water Company and the sewage treatment plant.

Ms. Griffin indicated that she had received 15 applications for the Operator II position, five of whom will be interviewed. The position is a combination water/waste water Operator II position which was added effective July 1st.

Mr. Nelson noted that Peter Kulbacki is having weekly staff meetings to plan out the week with the staff; the staff is very appreciative of this, and productivity and morale are very high.

Mr. Nelson explained that the Water Company owns a house located next to the reservoir. An estimate of \$40,000 has been received to fix up the house. He noted that until recently the occupant of the house oversaw the emergencies at the reservoir, but that the Water Company is converting very quickly to electronic intrusion and freeze alarms and monitoring, so the need for someone to be on site is not as efficient as the alarm systems. Mr. Nelson stated that he is strongly considering recommending to the Water Company's Board of Directors that the house be demolished.

Ms. Black asked if Mr. Nelson had considered having the Fire Department use the house as a training site. Mr. Nelson answered that he had considered its use as a training site. Ms. Griffin indicated that the Fire Department would have to apply for permission to use the house as a training site, but the Fire Department would be happy to practice on the house. She added that another option is to offer it for sale for \$1 for whoever might wish to move it, but is not sure if the house is in such a condition to make it worth moving.

Mr. Nelson stated that he wished the Town of Hanover as shareholders of the Water Company to consider an appropriate type of reorganization for the Water Company. He indicated that the Water Company is really too small an entity to be effective standing by itself, and would be more cost effective if it were folded into a larger entity. Mr. Nelson added that each time the Water Company goes to the Public Utilities Commission for a rate increase it costs more than \$50,000, which is turned back to the customers as increased rates.

Mr. Nelson stated that the contract that the Water Company has with the Town is for one year only. From the Water Company's point of view, Mr. Nelson feels that whatever reorganization is arrived at will have to go to Town Meeting, so that the study of the reorganization should be done by the first of the year.

Ms. Griffin noted that she raised a concern to the Board in their Friday mailing in thinking about the efficiency of operating the Water Company as a municipal utility, whether or not legally it would make sense to talk with the College as the other owner of the Water Company about separating the Water Company as a land holding company from the water utility. She noted that the Water Company as a land holding

company is critical as long as they continue to have surface water and have the waiver and need to maintain the amount of water shed required. Ms. Griffin added that in the future if either full treatment or gravel packed wells were used and the size of the water shed were able to be reduced, there would be a whole series of discussions about the future of that land.

Mr. Nelson stated that to date the Water Company has not found a good source of ground water. Ms. Griffin noted that there are a couple of more locations that can be drilled. She added that they might be exploring to what extent they can divest the land holding company of the operating utility and convert the operating utility to a municipal utility. She feels that it may be more practical to merge water and waste water, and eliminate the added expense of going to the Public Utilities Commission each time a rate increase is needed.

Ms. Black indicated that a private company has to appeal to the PUC for a rate increase; a public utility under a municipality can raise rates whenever needed, based on review or approval by the Board of Selectmen.

Mr. Walsh noted that the Water Company received a \$4,000,000 low interest loan, representing something more than 50% but less than 60% of the capital improvements outlined in the report. He indicated that to complete the capital improvements would require another rate increase, and that an additional rate increase would be needed if a sinking fund was established.

Mr. Colligan indicated that the watershed consists of about 1,500 acres of land, which would make it the largest asset which would be shared 52%/48% between Dartmouth College and the Town of Hanover. He believes that before the Company could be reorganized, there would have to be the ability to need less watershed.

Ms. Griffin stated that an excellent law firm has been procured to help the Town through the PUC process, and to take a look at the legal structure of the Company to see if there is a way to make a lease payment for use of the watershed for protection of the water source. The land would remain in the hands of the Hanover Water Company, and essentially the Water Company would become a land holding company. The utility itself, which is the distribution system, and the three reservoirs would become a municipal utility; a legal agreement would be worked out releasing the three reservoir sites and distribution system for purposes of operation, but it would become a fully public operating utility no longer regulated by the PUC. Ms. Griffin indicated that this would result in a more efficient and less expensive way to operate the utility.

Ms. Griffin believes that the standards that customers will accept for water quality and aesthetic quality are changing. It is hoped that improvements to the distribution system will result in significantly improved quality, but it is unknown to what extent the water source itself contributes to the problem. She noted that it may only be five years before it will not be possible to obtain a waiver as a result of tightening of water regulations nationwide.

Mr. Walsh stated that with the average residential Water Company bill being about \$30 a quarter, this 32% increase will result in approximately \$3 a month increase to the average homeowner.

Nancy Prosser stated that she feels it is important to try everything available to make the water acceptable before digging wells. Mr. Nelson explained that the trend is towards using groundwater because a treatment plant is estimated to cost \$5,000,000 and almost \$300,000 extra per year to operate. He added that if surface water is found to be inappropriate, economically the trend is to go towards ground water rather than treating surface water.

Bob Norman stated that he has never had any complaints about Hanover's water. He feels that the process of cleaning out the distribution system is the most important single step that can be taken.

Mr. Nelson noted that the water mains are now flushed twice a year rather than once a year, and the work is being done more systematically.

Cary Clark representing Dartmouth College stated that most of the difficult problems encountered by the Water Company have been addressed and solved, much to the credit of Jack Nelson who has provided excellent leadership of the Water Company. He noted that the Water Company is very small and as regulations increased, it has ended up on the short end of the economics of scale. He feels a great deal of that problem has been solved as a result of the Town taking over the operation and management of the Water Company.

Ms. Griffin suggested that it may make sense for the Company to take a look at crafting a scenario where it could divest the holding company from the operating utility, assuming that it makes sense to get the operating utility out of the private sector and into the public sector as a municipal utility that would become linked to the waste water utility.

Ms. Black recommended that this item be put on the next agenda, and that the Board come to a consensus as to whether or not it wants to move ahead.

Anne Morris asked if the Board of Selectmen have a vision regarding the land holding aspect. Ms. Connolly answered that if the system remains the same, the land must remain the same to sustain it. Ms. Griffin explained that her assumption has always been that the land issue cannot change until it is known whether the same size water shed will continue in the future, or whether the EPA would be cracking down on filtration waivers and require that Hanover's water either had to be filtered or ground water had to be looked at as an alternative source.

4. DISCUSSION OF SIZE AND COMPOSITION OF PLANNING AND ZONING TASKFORCE

Ms. Griffin stated that she wished to run a series of ads in the Valley News to be sure everyone who wants a chance to be appointed to the Task Force has a chance to volunteer. She noted that she had received a half dozen letters since June when this issue first began to be discussed. Ms. Griffin indicated that a scope has to be developed, and discussions need to be had regarding the size and composition of the Task Force.

Ms. Griffin noted that she made an earlier recommendation to the Board to consider a steering committee of seven to nine people who would ultimately offer a final series of recommendations to the Town, the Planning Board and Selectmen, and that perhaps that group of seven to nine individuals would then work with the Board to develop subcommittees as needed if special issues arose. She added that she feels that in order for the Task Force to be credible, it is very important for it to be a very objective group without a specific agenda.

Ms. Connolly emphasized that the Task Force must become familiar with regulations, and suggested that the Planning and Zoning Director should first be in place as he will be the most important contact for any part of the subcommittees or steering committees.

Mr. Walsh stated that he feels it will take a month to put the group together, and believes that seven to nine individuals is the right number, in the form of a steering committee with subcommittees.

Mr. Colligan asked if any input had been received on the scope as well as the composition and size of the Task Force. Ms. Griffin answered that she had received a communication from a Planning Board member which she had previously distributed to the Selectmen. She added that she had received a great deal of feedback from members of the various boards by telephone regarding a draft scope and how the Task Force will interact with the Planning Board, the Zoning Board and the Conservation Commission.

Mr. Colligan noted that he has also received feedback, and that there is a definite level of discomfort among members of the current boards. He feels that it is critical that the boards endorse the scope and direction of the Task Force.

Ms. Griffin suggested that when a group is ready to be appointed to the Task Force and a final scope is available, that a specific communication be sent to members of the relevant boards welcoming input from them.

Mr. Colligan noted that if it was necessary, he would be willing to be put on any of the Board's agendas to review this matter with them.

Nancy Prosser stated that she feels it is correct to suggest that people on the Task Force be very open minded, but feels that there will likely also be people who are opinionated, but who should be willing and able to accept other people's ideas.

Mr. Manchester stated that he feels it is important to have people with experience in planning and zoning working on the Task Force.

Shawn Donovan stated that it is important that the Task Force be encouraged to collaborate with the Planning Board, Zoning Board and Conservation Commission, and also be encouraged to participate in the master planning process and report frequently to the Boards.

Bob Norman concurred with Mr. Manchester regarding the need to have experienced people on the Task Force, but wondered whether the committee should consist entirely of people who have been on boards in the past. He feels that there also needs to be people on the Task Force who have become acquainted with the process through various means, and who have an interest in planning and zoning and might offer a different approach.

5. YEAR END REPORT FOR FY 1997-98

Michael Gilbar presented an overview of the financial statements for fiscal year 1997-1998 which were presented to the Board. He noted that there are still some adjustments to be made, but that he is comfortable with the figures presented.

Mr. Gilbar explained the various sections of the report, and answered questions from the Board.

Ms. Black wished to put on a future agenda the matter of hours for parking meters, and whether they should be extended. Ms. Griffin explained that there is a group that has been looking both at the hours of parking meter operation and enforcement and rates. She envisions coming back to the Board after the first of the year in the context of the budget discussions with a comprehensive parking meter recommendation.

6. APPOINTMENTS: Parks and Recreation Board, Senior Citizen Steering Committee and Building Code Advisory Board.

Mr. Manchester MADE THE MOTION that the Board of Selectmen appoint Jack Stinson, Lawrence Pilchman and Loni Chase to the Parks and Recreation Board. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JACK STINSON, LAWRENCE PILCHMAN AND LONI CHASE TO THE PARKS AND RECREATION BOARD.

Regarding the Senior Citizen Steering Committee, Ms. Griffin noted that the two current members who are serving wish to be reappointed, and that the new executive director of Kendal has also requested appointment.

Ms. Black MADE THE MOTION that the Board of Selectmen appoint Barbara Doyle, Evelyn Spiegel and Leonard Kenwallader to the Senior Citizen Steering Committee. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT BARBARA DOYLE, EVELYN SPIEGEL AND LEONARD CADWALLADER TO THE SENIOR CITIZEN STEERING COMMITTEE.

Mr. Walsh MADE THE MOTION that the Board of Selectmen appoint Bill Baschnagel, Randy Mudge and Bruce Williamson to the Building Code Advisory Board. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT BILL BASCHNAGEL, RANDY MUDGE AND BRUCE WILLIAMSON TO THE BUILDING CODE ADVISORY BOARD.

Regarding remaining Boards, Ms. Griffin noted that one individual on the Zoning Board of Adjustment wished to be reappointed, leaving one vacancy with three individuals expressing an interest in serving. Interviews will be scheduled for those three individuals for an alternate's seat.

Ms. Griffin noted that there are two alternate members on the Conservation Commission who have requested appointment to full seats; those members are Jim Kennedy and Dave Minsk. Additionally, there are three alternate vacancies, with six individuals who have expressed an interest in serving. Ms. Griffin feels it is important for the Board to appoint representatives to interview all of the people who have expressed an interest in serving. Mr. Colligan and Mr. Walsh will interview prospective members of the Conservation Commission.

Regarding the Disabled Access Advisory Committee, there are two vacancies with no responses to the advertisement. Ms. Griffin noted that she will advertise again in September for these positions.

Ms. Griffin indicated that Bernie Waugh and Ms. Connolly will conduct interviews with prospective members for the Zoning Board of Adjustment.

7. ADMINISTRATIVE REPORTS.

Ms. Griffin reported that the NHMA Legislative Policy Conference is to be held September 17th at 1:30 p.m. at the Local Government Center in Concord, New Hampshire.

She also reported that there had been a request from the Chamber of Commerce to install a banner for their Welcome Freshmen event, for the period from September 17th through September 21st.

Ms. Black MADE THE MOTION that the Board of Selectmen approve the Chamber of Commerce's request to hang a banner for their Welcome Freshmen event for the period from September 17, 1998 through September 21, 1998. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE CHAMBER OF COMMERCE'S REQUEST TO HANG A BANNER FOR THEIR WELCOME FRESHMEN EVENT FOR THE PERIOD FROM SEPTEMBER 17, 1998 THROUGH SEPTEMBER 21, 1998.

Ms. Griffin also reported that CRREL will be conducting a tour of their facility on August 20 at 9:00 a.m.

8. SELECTMEN'S REPORTS.

Mr. Walsh

Mr. Walsh had nothing to report.

Ms. Connolly

Ms. Connolly reported that she had helped open the ROT facility which is up and running and working very well.

She also reported that she had received literature as the Board's representative to the Transportation Advisory Committee. She asked the Board if there were any projects they would like brought to the attention of the committee. Ms. Black answered that she would like to bring the matter of a bike path on Greensboro Road to the Committee's attention. Ms. Griffin noted that the Bicycle Path Committee is meeting on August 31st; they have been working on prioritizing bicycle path locations for the next phase of the paths, and Greensboro Road is high on their list.

Regarding the Planning Board, Ms. Connolly stated that the Schoolhouse Lane issue in Etna is completed and passed. Both College cases are still pending, as well as the parking structure and attending buildings. She added that there had also been a request to modify a subdivision so that the subdivider not put in underground utilities, which was denied by the Planning Board.

Ms. Connolly further reported that Bill Silverman had donated \$1,000 to the Town of Hanover for the planting of evergreen trees on the west side of the Marshall Lot abutting School Street for the purpose of screening.

Ms. Black

Ms. Black reported that an agreement of friendship had been signed with representatives of Nihonmatsu. Ms. Griffin noted that there was a lovely reception and dinner for the visitors.

Mr. Manchester

Mr. Manchester had nothing to report.

Mr. Colligan

Mr. Colligan reported on the following upcoming meetings: August 19, 5:00 p.m., Conservation Commission meeting; August 20, Grafton County Conservation District Natural Resources Meeting to discuss the Cleanwater Action Plan; August 26, 7:30 p.m. at the Town of Hartford Municipal Building the Upper Valley Lake Sunapee Commission will meet to adopt the 1998 regional plan; and on September 24 from 6:30 to 8:30 p.m. at the Lebanon Senior Center there will be a National Flood Insurance Program.

9. APPROVAL OF MINUTES - AUGUST 3, 1998.

Ms. Black MADE THE MOTION that the Board of Selectmen approve the minutes of August 3, 1998, as corrected. Mr. Colligan SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF AUGUST 3, 1998, AS CORRECTED.

10. OTHER BUSINESS.

Mr. Colligan stated that he had been contacted by several Hanover citizens suggesting that the Selectmen add one idea to their list of goals. They would like the Town Gown meeting to be an open town meeting, between now and year end, as a starting point to try to open dialogue further. This would allow an opportunity for people from

Dartmouth to highlight the updated Dartmouth Master Plan, which is not yet complete, and for Hanover to present an update on their Master Plan which continues to be a work in progress. Mr. Colligan would envision at least two meetings so that the Town and the College would have an opportunity to lead the discussion and invite people from Town to participate.

11. ADJOURNMENT.

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

Ms. Black MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Mr. Manchester 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 that the Board of Selectmen set a public hearing on September 14, 1998 eliminating parking on the East Side of Occom Ridge Road from Webster Avenue to #9 Occom Ridge Road. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO SET A PUBLIC HEARING ON SEPTEMBER 14, 1998 ELIMINATING PARKING ON THE EAST SIDE OF OCCOM RIDGE ROAD FROM WEBSTER AVENUE TO #9 OCCOM RIDGE ROAD.**
- 2. Mr. Manchester MADE THE MOTION that the Board of Selectmen appoint Jack Stinson, Lawrence Pilchman and Loni Chase to the Parks and Recreation Board. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT JACK STINSON, LAWRENCE PILCHMAN AND LONI CHASE TO THE PARKS AND RECREATION BOARD.**
- 3. Ms. Black MADE THE MOTION that the Board of Selectmen appoint Barbara Doyle, Evelyn Spiegel and Leonard Kenwallader to the Senior Citizen Steering Committee. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT BARBARA DOYLE, EVELYN SPIEGEL AND LEONARD CADWALLADER TO THE SENIOR CITIZEN STEERING COMMITTEE.**
- 4. Mr. Walsh MADE THE MOTION that the Board of Selectmen appoint Bill Baschnagel, Randy Mudge and Bruce Williamson to the Building Code Advisory Board. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPOINT BILL BASCHNAGEL, RANDY MUDGE AND BRUCE WILLIAMSON TO THE BUILDING CODE ADVISORY BOARD.**

5. **Ms. Black MADE THE MOTION that the Board of Selectmen approve the Chamber of Commerce's request to hang a banner for their Welcome Freshmen event for the period from September 17, 1998 through September 21, 1998. Mr. Walsh SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE CHAMBER OF COMMERCE'S REQUEST TO HANG A BANNER FOR THEIR WELCOME FRESHMEN EVENT FOR THE PERIOD FROM SEPTEMBER 17, 1998 THROUGH SEPTEMBER 21, 1998.**
6. **Ms. Black MADE THE MOTION that the Board of Selectmen approve the minutes of August 3, 1998, as corrected. Mr. Colligan SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF AUGUST 3, 1998, AS CORRECTED.**
7. **Ms. Connolly MADE THE MOTION to adjourn the meeting of the Board of Selectmen. Mr. Manchester SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO ADJOURN THE MEETING OF THE BOARD OF SELECTMEN.**
8. **Ms. Black MADE THE MOTION to go to non-public session to discuss a matter which may affect the reputation of an individual. Mr. Manchester 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 9:45 p.m.

Respectfully submitted,


John Colligan, Secretary

These minutes were transcribed by Nancy A. Richards.