

FINAL

BOARD OF SELECTMEN'S MEETING

NOVEMBER 16, 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. DISCUSSION OF HB648 THAT ALLOWS IMPLEMENTATION OF A LOCAL OPTION SURCHARGE ON MOTOR VEHICLE REGISTRATIONS TO FUND A MUNICIPAL TRANSPORTATION IMPROVEMENT FUND.

Ms. Griffin explained that HB648 was adopted by the legislature in the 1997/1998 legislative session. The bill allows the creation by Town Meeting of a surcharge of up to \$5 per motor vehicle registration; these funds can be set aside in what is called a municipal and transportation improvement fund. She indicated that this new fund can fund a number of transportation related services, capital projects or subsidies; specifically, roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities and public transportation, such as Advance Transit. The funds can also be used for engineering right-of-way acquisitions and for the construction of related facilities as well as on-going operation costs.

Additionally the funds can be used as a match for state or federal funds for programs like the ISTEAs program. Ms. Griffin stated that ISTEAs requires a 20% match to the 80% federal money that is provided. The fund needs to be acquired at Town Meeting.

Ms. Griffin noted that there is a different fee surcharge already in place in New Hampshire which allows a municipality to charge up to \$5 per motor vehicle registration to fund used motor oil and waste tire recycling. Communities who wish to implement both fees can add up to \$10 per motor vehicle registration, and segment the money in two funds if they choose.

Ms. Griffin informed the Board that the Bicycle Path Committee asked her to bring this issue to the Board's attention as an idea to consider for implementation to fund bicycle path improvements. The funds would serve as additional money that would be available, other than the match the Town needs to produce, which would step up the pace of developing bicycle paths. She pointed out that the funds, or a portion thereof, could be used as the Town's contribution to Advance Transit, or to fund a portion of

the cost of adding a dedicated downtown shuttle from Thompson Arena to downtown Hanover. Based on last year's motor vehicle regulations, it is estimated that the fee would generate approximately \$40,000 a year, assuming a \$5 surcharge and the rate of motor vehicle registrations continued to be sustained.

Mr. Manchester asked if the funds would go into the parking fund. Ms. Griffin answered that a separate legally auditable fund would be created, called the "municipal and transportation improvement fund" which would be expended for eligible projects.

Ms. Connolly asked if expenditures would be guided by public hearings at Board of Selectmen's meetings. Ms. Griffin answered that once the fund was established each year the Board would need to appropriate the revenue to the fund and authorize the expenditures. Only the initial establishment of the fund and the application of the surcharge is required to go to Town Meeting, with a public hearing held no more than 30 days prior to Town Meeting.

Mr. Colligan asked if there was an opportunity for taxpayer override of where the money would go other than the initial creation of the fund. Ms. Griffin explained that once the fund is created a number of expenditures are eligible. Staff would make recommendations to the Board of Selectmen in each budget year as to the utilization of the funds. She indicated that the budget process is a public hearing, which would allow for the opportunity for public input.

Mr. Colligan asked how a decision would be made on which eligible expenses to fund. Mr. Walsh stated that the expenses to be funded would be determined in the budgeting process, which is ultimately passed by the Town Meeting. He added that someone at Town Meeting could object to the budget. Ms. Black commented that an individual at Town Meeting could also amend that portion of the budget.

Ms. Griffin indicated that it is possible to restrict the use of the fund at its outset on its creation. Information regarding the enactment of HB648 states that "The town or city may wish to restrict the use of the municipal transportation improvement fund to one or more of the transportation system modes provided for in the legislation." She explained that at Town Meeting the fund could be established limiting it, for example, to bicycle path construction, or allowing the creation of a fund which could be used for all of the purposes specified in the legislation. Each year it would become part of the budget discussion, and ultimately the voters would have a chance to speak to the issue at Town Meeting as part of the deliberation of the Town budget.

Mr. Walsh indicated that subject to Town Meeting he would suggest limiting the fund to alternative modes of transportation such as bicycle and/or foot transportation, or Advance Transit or shuttle busses. He stated that he is in favor of implementing the fund.

Ms. Black stated that she is also in favor of implementing the fund, but feels it is best not to restrict it. If the fund is restricted and there is a catastrophe, the funds cannot be spent where they might be needed. Mr. Walsh commented that he would be happy to restrict the fund, but would like the restriction to be as broad as possible.

Ms. Griffin suggested that the way to control what would be proposed to be expended would be to create a policy statement indicating that staff and a particular committee keep the Board's goals in mind when developing a proposal for each succeeding budget year.

Mr. Walsh recommended pursuing the implementation of this fee for this year's Town Meeting.

Mr. Colligan stated that he believes the fee needs to be considered in the context of what the Board may be doing with other fees in terms of adjustments. He is concerned that the taxpayer will be feeling more pressure from multiple areas, and he wants to be careful about creating additional sources of pressure without an understanding of how the funds will be spent, and without guidance from the taxpayers.

Ms. Griffin explained that a decision has to be made in March which would allow ample time to consider implementation of the fee in the context of the entire budget.

Regarding the Bicycle Path Committee, Ms. Black wondered if the committee had been given permanence. Ms. Griffin answered that the committee's first task was to come up with an alternative location for a path to connect downtown Hanover with the Medical Center. The committee's second task was to come up with additional opportunities for bicycle paths. She indicated that she would rather not staff a committee that meets permanently, but recognized that the committee has been very diligent in coming up with options.

Ms. Black agreed with Ms. Griffin, but indicated that if over the course of the next five or six years the committee is made permanent, there should be discussion with them about having a rotating membership.

Mr. Walsh suggested that the Bicycle Path Committee be informed that it is the sense of the Board to have a public hearing in anticipation of putting the fee implementation before the Town Meeting and that it is something the Board is considering, but to make it clear that the Board is considering it with very broad potential uses. He recommended that if the committee is to be something more than an ad hoc committee that it be disbanded at some point and formalized.

Ms. Connolly reminded the Board that there still exists an additional committee whose charge is alternative transportation, and added that they will certainly also have an interest in HB648.

3. REQUEST TO APPROVE MUNICIPAL AGREEMENT WITH NHDOT TO RECEIVE ISTEAFUNDS FOR INSTALLATION OF BUS SHELTERS IN SEVEN DOWNTOWN LOCATIONS.

Ms. Griffin explained that this agreement is a standard agreement the State Department of Transportation has for every ISTEAF project. It is not absolutely germane to Hanover because the Department of Transportation has agreed to allow Hanover to manage its project locally, and to use Town labor as a match for the \$40,000 in funds for bus shelters. She thanked Bill Baschnagel and Bill Barr for their work on the original application.

Ms. Griffin stated that seven locations have been selected after discussions with the PTB and Advance Transit. She added that the Planning Board as part of its deliberations for 7 Lebanon Street made some changes to the project that would allow that location to become the new bus stop. Dartmouth College has also been asked to consider a landscaping plan that would include bench seats in front of that location for people to sit and wait for the bus. Ms. Griffin indicated that the College still needs to sign two licenses saying the bus shelters can be situated on their land, and the Co-op Food Board still needs to respond before work can proceed on the project. The funds are expected to be received to allow shelters to be purchased in the spring.

Ms. Griffin commented that the shelter that has been selected is better technologically, and is very architecturally sophisticated. Mr. Walsh suggested that the Selectmen be allowed to see the design of the shelters.

Mr. Manchester MADE THE MOTION that the Board of Selectmen approve the Municipal Agreement with NHDOT to receive ISTEAFunds for the installation of bus shelters in seven downtown locations. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MUNICIPAL AGREEMENT WITH NHDOT TO RECEIVE ISTEAFUNDS FOR THE INSTALLATION OF BUS SHELTERS IN SEVEN DOWNTOWN LOCATIONS.

4. ADMINISTRATIVE REPORTS.

Ms. Griffin had no administrative report.

5. SELECTMEN'S REPORTS.

Mr. Walsh

Mr. Walsh reported that there was a recent meeting of the Joint Facilities Planning Committee. He encouraged everyone to attend future meetings, noting that there were less people in attendance than are needed on an issue as important as this to the future of the Town.

Mr. Colligan asked where the Town is at on this exercise, how much money has been spent for the planning, and what the next steps are to get to a plan. He believes the community needs some direction, and wonders what can be done to assist that in terms of getting a focus and direction. He commented that at the Norwich forum there were four alternatives presented, and at the Hanover forum there was a somewhat different focus in terms of needs assessment.

Ms. Griffin responded that the Hanover forum presentation was based on the sense that the community does not necessarily fully appreciate nor fully understand the facilities needs assessment the School Board is operating from for the middle school and the high school. The forum was also an opportunity to update the public on where things stand with regards to the Community Center and Howe Library. The committee wished to show the community the perspective it was operating from with regard to the Dresden School District, the middle school and the high school. In addition, the forum presented the goals that the Town has developed through the initial year of working as a Community Facilities Task Force in relation to the community center, and

for the Howe Trustees to update the community on their plans for the library. Ms. Griffin believes that at this point the School Board is waiting to see the outcome of the school funding issue in New Hampshire.

Mr. Colligan asked how much of the \$60,000 that was earmarked has been spent. Ms. Griffin answered that she is not sure how much has been spent; the School District has been the recipient of the bills and is in charge of processing and payment. The agreement is that at some point when decisions are made or the decision is made to wait, the remaining funds will be returned to the six contributors in equal shares.

Mr. Colligan indicated that based on their projections there will not be anything left out of the \$60,000. Ms. Griffin agreed that the proposal is very close to the maximum, but it involved a number of steps some of which may not be exercised. Ms. Black commented that a financial statement could be requested from the School District.

Ms. Connolly noted that the recent Hanover forum was very non-site specific. Ms. Griffin responded that the second presentation was not designed to be site specific. The process is still very site specific in terms of the sites that are under consideration and which were shared at the very first meeting. The sites under consideration are the Reservoir Road site, the Food Co-op site in Norwich, the Hitchcock Clinic site, and the Barrett-Ransmeier site, which is topographically challenging. The only site that is not now under consideration is the Greensboro Road site near Shed 2 which was envisioned as a potential location for playing fields only. Ms. Connolly indicated that the Greensboro Road site was located in a flood plain.

Mr. Walsh suggested that there are three pieces to the puzzle; the financial piece, the needs of the school, and the location options. The recent meeting was intended to explain to the public the needs of the schools and the needs that are driving the Community Center and Howe Library. The meeting also focused on the financial ramifications of each of these pieces.

Mr. Walsh explained that the Howe Library will be funded by a capital drive by the Howe Trustees, with a very substantial portion of the increased operating costs covered by that drive rather than by the Town budget. The capital portion of the Community Center is intended to be covered by a capital drive, with the size of the operating budget yet to be determined. With regard to the issues relating to the schools, a \$100,000 house in Hanover with a \$20 million dollar bond would see an increase in taxes of approximately \$100; in Norwich the figure would be about \$202 per hundred thousand, both scenarios assuming full legislatively stated state aid. In Hanover were there no state aid, the \$100 estimate for increased taxes would rise to approximately \$150 per hundred thousand for a \$20 million dollar bond issue. Mr. Walsh feels that there was good progress made on these issues, but that much more progress needs to be made on the needs and financial side before closing the location side. He feels that the realities of school funding in New Hampshire and Vermont indicate that it will be at least nine months and possibly 24 months before the financial picture falls into place in a way that would be reasonable to recommend to the taxpayers that work go forward.

Mr. Black stressed that it is the program not the enrollment that is driving the need to do something for the schools. As the Dartmouth Master Plan pointed out, over the years the need of space changes in education, and changes in the way people are taught and the need for electronics and wiring, as well as being driven by safety and disability codes. She added that transportation will be a part of the location portion of the problem as 87 percent of high school students arrive and leave school by automobiles. and fifty percent of juniors and seniors also work after school.

Mr. Colligan indicated that he does not get the sense that people are excited about the first four alternatives. He asked what might be the best use of time during the nine to 24 month waiting period.

Ms. Griffin stated that she feels the absolute best use of time over the next nine or 24 months is to look very carefully at two or three of the key land options and zero in on placement and cost estimates. The next step would be to bring those issues to the public in a very compelling way over a series of meetings to gauge their reaction to the alternatives.

Mr. Colligan stated that he hears from the School Board and the administration that there is an increasing sense of concern and frustration about their current needs. He indicated that the program is being compromised, and wonders if there comes a point in time where the community needs to decide that the Vermont and New Hampshire state building aid is not something that should be waited for. He does not feel that the Vermont picture will change without a radical revision of Act 60, and the odds will increase that New Hampshire will follow what Vermont has done; he believes this will make it much less likely that Hanover would ever qualify for state building aid. Mr. Colligan asked at what point a decision is made to revisit the plan based upon the change in the financial piece so that real needs can be addressed now, whether those needs relate to the school, the library or the community center.

Ms. Griffin answered that the earliest clarification that can be expected would be in late spring of 1999. People she has talked to seem to think that the Supreme Court will either not grant an extension at all, or grant a short-term extension of possibly two months.

Mr. Colligan stated that it is his understanding of the state budget process that they would fully fund state building aid in New Hampshire in December, which suggests that the New Hampshire piece of the puzzle is there now but may disappear later. He is not comfortable waiting, as he feels the financial piece of the process will be less likely to be worked out as time goes on.

Ms. Black stated that the people working on the committee are not simply waiting, and added that a lot of work is being done and information is being gathered. She indicated that the committee has gone through a tremendous amount of information and filtered it down into packages that were presented to the public for the first time last week at the Hanover forum.

Mr. Colligan stated that he is not critical of anyone involved in the process, and is fully aware and appreciative of how much time and effort has been spent. With respect to the schools' needs, he indicated that those needs were articulated a year and a half

ago, and were modified somewhat although not dramatically. Mr. Colligan asked if it were necessary to go in stages because of other constraints that cannot be controlled. Ms. Black responded that there are many people working on these issues, and she believes things are moving as fast as they can move.

Ms. Connolly pointed out that people did not leave the recent meeting totally direction free; comments were made that made it rather clear that people feel the high school should remain approximately where it is as part of the middle of Hanover.

Mr. Walsh feels that within a month or a month and a half there will be two options; one will be on the same site and involve many issues including vehicles; and the other will see either the high school or the middle school moving to another location. There are two viable locations for this relocation, and he believes one will be determined as being reasonable. The next step will deal with traffic impact and cost, followed by public debate between cost, traffic impact, and school curriculum, as well as support of the two schools together rather than separate. Mr. Walsh indicated that he is worried about going forward without state aid, adding that the difference between \$100 per hundred thousand and \$150 per hundred thousand is a big difference to a great number of people. He noted that there were discussions in October about whether Dresden was viable to continue or not; he stated that he would hate to see the physical and funding questions drive Dresden apart.

Ms. Black indicated that if Norwich pulls out, Hanover High School will not have the offerings that it has today. She stressed that this is a very complicated issue, and that government moves slowly.

Mr. Colligan commented that he does not believe the idea of government moving slowly is a reason to not try to do the best possible. His only concern is where things stand, and what is needed to get close to those one or two options that were outlined in the community debate.

Ms. Griffin explained that the consultants are continuing to refine the sites, specifically looking at the footprint of the sites and getting down to details on what could be placed on the sites, both short-term and long-term. Those results are expected by the middle of December.

Ms. Black added that other issues involve getting actual traffic counts, and what traffic problems might be encountered at the alternate sites. She commented that whatever decisions the two towns arrive at on this problem will serve the community for another 50 years.

Ms. Connolly

Ms. Connolly referred to a copy of the land use chapter of the Master Plan, accompanied by a copy of the visions of the Planning Board, which was distributed to the Selectmen. She explained that the visions are a raw compilation of ideas that were submitted from each individual member of the Planning Board. She commended Shelley Hadfield for a marvelous job on the build-out analysis, indicating that the Planning Board may request that a couple of different scenarios be used.

Ms. Connolly also reported that the next Planning Board meeting will deal with a small subdivision on Derry Lane, and with an assisted living project proposed for Buck Road. The Chase Field issue is also on the agenda. She commended the Conservation Commission for doing a great deal of work on Class VI highways.

Mr. Manchester

Mr. Manchester reported that the Rec Department had a meeting recently, and as of December 5th registrations will be at the Rec Center, including Saturday morning registrations.

He also reported that last week he had assisted in perambulating the boundaries of the Town, which he found quite interesting. Ms. Griffin noted that the Town is required to do this every 7 years by State law.

Mr. Manchester indicated that he did not attend the recent Howe Library meeting, but stated that the Walpole Lot was sold for \$41,000. Referring to the Howe Library Budget with regard to expansion of the library, he understands that an additional 23,000 sq. ft. would result in \$80,000 of increased operating cost. Ms. Griffin has a draft of this budget which she will distribute to Board members. Mr. Manchester indicated that the \$80,000 does not include utilities, and would result in a 2% tax rate increase. He stated that he had met with Library staff to discuss staffing needs, and their estimate of additional staff based on the proposed additional square footage would be about a 2.5 FTE.

Mr. Colligan

Mr. Colligan commented on the visions which were shared with the Selectboard from the Planning Board. In looking at the statements included in the visions, he finds some of them are contradictory. He asked if anything had been accomplished with the suggestions made by Jonathan Edwards in terms of trying to get more public input for the Master Planning process.

Ms. Connolly stressed that the visions are only a compilation of individual thoughts, and have not been discussed by the Planning Board. Regarding the inclusion of the public in the process, the Planning Board has requested public input from the beginning. She indicated that they have tried over the years to publish every meeting held on all parts of the Master Plan. Ms. Connolly stated that the suggestions made by Jonathan Edwards about improving public participation include more efforts than have been made in the past. She added that the Planning Board has been working on the Master Plan for a long time, and would be more than willing to have anyone attend the meetings to help discuss it.

Mr. Colligan stated that there are many people that cannot attend night meetings, and that discussions have been had previously which include going into different neighborhoods at times other than evenings. Mr. Colligan feels that the visions drive the entire Master Plan. He believes it is important for Dartmouth College and their planners to have input into the Master Plan. He recommends that another step be taken to see if there can be discussion on the visions so that conflict is minimized as

the Town enters a period of very aggressive facilities needs, both on the Town and College level. Mr. Colligan commented that he appreciates all the work the Planning Board has done, but feels that an outreach might be needed to avoid relying on just the Planning Board and the few community members that attend the meetings.

Ms. Connolly stated that she is not sure what the actual enabling legislation allows. She commented that all Planning Board members have other commitments during the day, and feels they have made a great effort to include the public as much as possible. She feels that to ask the Planning Board to go back and re-hold meetings at a time convenient to the public would be physically difficult. Ms. Connolly stressed that the vision statement is not the land use chapter of the Master Plan, and may not be necessarily included in any part of the land use chapter. She feels that it is not something that perhaps should be taken as seriously as Mr. Colligan is taking it; it is simply a way of instructing the Planning Board members and each other as to their thinking. Ms. Connolly indicated that the land use chapter is the last chapter, and is a compilation of the other chapters. It reflects the conditions of the Town and is hopefully written to continue the successful condition of the Town.

Mr. Colligan stated that he assumes the vision will be refined and be used to drive the Master Plan. He asked if he was correct in assuming that the chapters of the Master Plan are already written. Ms. Connolly answered that the land use chapter is fairly well completed, but obviously could be amended or changed. She repeated that the vision is a simple collection of thoughts about the future of the Town; those thoughts will not necessarily be reflected in the chapters of the Master Plan.

Ms. Black suggested that CATV broadcast the meeting at which the Planning Board discusses the visions, and have a phone available for interested members of the community to call in with their thoughts.

Mr. Colligan stated that he is aware of the huge load on the Planning Board with cases alone, and asked if there was a possibility in the future to consider having a Planning Board that handles the case load and a Planning Board that would work on the Master Plan. Ms. Connolly answered that part of the RSA charge for the Planning Board is to oversee, but not necessary do, the work on the Master Plan.

Mr. Colligan recommended having a larger Planning Board or utilizing alternates more aggressively.

Ms. Griffin indicated that the most successful approach she has seen is where the Planning Board works for about a six to twelve month period, preferably with a staff member dedicated solely to drafting the chapters. This results in the Planning Board not spending a great deal of time updating the Master Plan, but requires staff resources and funds, either in terms of a full-time staff person or full-time consultant.

Ms. Black suggested that the Planning Board is too far along in the Master Planning process to consider this idea as an alternative. Ms. Griffin agreed that the Planning Board wants to complete the update after having worked on it for four years. Ms. Connolly added that another aspect of this cycle of updating the Master Plan is that staff support has changed and has been variable.

Ms. Connolly explained that the Master Plan is not necessarily a legal document, it is the basis for the Town's legal documents. The Master Plan is reflected in the Zoning Ordinances and the planning documents. If the community does not buy into anything, they will not buy into the Zoning Ordinances or the changes in the Zoning Ordinances that follow. She stated that the Planning Board rather than the community approves the Master Plan.

Mr. Colligan stated that it is not a question of who approves the Master Plan, it is a question of who has to live with it. Ms. Connolly responded that the community will or will not live with it through the ordinances that follow from the Master Plan, not the Master Plan itself. Mr. Colligan stated that he has spoken with a great many people in Town and at Dartmouth College who state that one of their greatest concerns is how the Town plans what they view as inevitable growth. Ms. Connolly stated that Dartmouth College participated throughout the Master Plan with assorted chapters.

Mr. Colligan also reported that he had received a letter from Upper Valley Lake Sunapee Regional Planning Commission requesting a dues increase due to inflation. This will result in a \$276 increase in dues currently paid by Hanover. It was the sense of the Board to support this increase.

Mr. Colligan indicated that the Hanover Conservation Commission's next meeting will be Wednesday, November 18th at 5:00 p.m. in the courtroom of the Municipal Building. Among items to be discussed are Class VI roads, specifically Wardrobe Road; there will be continued work on the By-Laws as well as discussion on conservation funds for land acquisition.

Ms. Black

Ms. Black reported that the parking ban for no parking winter hours has gone out. She asked if there was anything that could be done about people who shovel their driveways out into the road. Ms. Griffin answered that she will speak with highway staff to determine how prevalent a problem this is.

Ms. Black also stated that she is becoming increasingly annoyed with people putting signs on the Town's lampposts.

6. OTHER BUSINESS.

The Board discussed the Selectmen's meeting schedule for December, and decided that the December 21st meeting would be canceled. They will meet on December 7th and decide after that meeting whether to hold the meeting scheduled for December 14th.

7. ADJOURNMENT.

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

SUMMARY

1. **Mr. Manchester MADE THE MOTION that the Board of Selectmen approve the Municipal Agreement with NHDOT to receive ISTEAFunds for the installation of bus shelters in seven downtown locations. Ms. Connolly SECONDED THE MOTION and the Board of Selectmen VOTED UNANIMOUSLY TO APPROVE THE MUNICIPAL AGREEMENT WITH NHDOT TO RECEIVE ISTEAFUNDS FOR THE INSTALLATION OF BUS SHELTERS IN SEVEN DOWNTOWN LOCATIONS.**

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

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,


John Colligan, Secretary

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