

FINAL

SELECT BOARD MEETING

June 20, 2016

7:30 P.M. - MUNICIPAL OFFICE BUILDING - HANOVER, NH

The meeting of the Select Board was called to order at 7:30 p.m. by Chair Peter Christie. Present were: Peter Christie, Chair; Athos Rassias, Vice Chair; Nancy Carter, Select Board Member; Bill Geraghty, Select Board Member; Joanna Whitcomb, Secretary; and Julia Griffin, Town Manager.

1. PUBLIC COMMENT

Chair Christie asked for Public Comment. There were no comments from the public.

2. PUBLIC HEARING TO REVIEW AND CONSIDER THE PROPOSED RATE AND FEE SCHEDULE FOR FY 2016-2017.

Betsy McClain, Director of Administrative Services, was present to discuss the proposed Rate and Fee Schedule for FY 2016-2017 with the Board. The proposed schedule was included with Friday's Memo to the Select Board.

Ms. McClain noted to the Board that Town staff have kept in mind the Board's desire to take a close look at making reasonable adjustments to the rates and fees each year in order to keep those amounts in line with the property tax rate increases. The Fire Department is heavily driven by property taxes and non-tax revenues are very small. Because of this, and because many of the fees were increased last year, there are no proposed changes this year.

Proposed increases in the Ambulance Division include a 14.2 percent increase to the per capita fee for ambulance calls and a new charge of \$382.00 per call for the Upper Valley Ambulance service's call coverage. This new charge stems from structural changes within Upper Valley Ambulance. This charge would be paid by Upper Valley Ambulance when they call on one of Hanover's ambulances for coverage. This charge would cover the costs that staff incur to fill in for them when they are unable to respond to a call.

There are no changes proposed for any General Administration fees. Many of those fees are regulated by state statutes.

Changes for the Libraries include a simplified rate for memberships for resident child care providers and a \$5.00 increase for non-resident childcare provider memberships.

There is one proposed increase for the Police Department related to charges for Special Service Details. The change represents the increased personnel cost stemming from the Cost of Living Adjustment. Select Board Member Whitcomb inquired about the four-year Pistol Permit fee,

which has remained at \$10.00 for the past four years. Ms. Griffin stated that this fee is set by the State.

Select Board Member Carter asked for clarification on the Police Department charge for special services details. Ms. McClain stated that this charge is not assessed for assisting other agencies, but, rather, to organizations needing police presence for crowd or traffic control during special events. In addition, the Police Department now charges for a cruiser fee, which has been helpful for the department in determining when a cruiser is required in addition to police presence.

The Parks and Recreation Department has proposed increases to the After School Adventures enrollment, late fees for pickups and payments, KAST schedule changes after registration, KAST and summer camp fees, lining of athletic fields, and basketball tournament fees.

In addition, fees for rental of the Thompson Terrace Pavilion have changed from a flat fee to a per-hour fee. The fees are consistent with those charged for use of the Community Center.

Proposed increases for the Water Department include an eight percent increase in the quarterly base charges for water services. The corresponding flow charges are proposed to increase by almost nine percent. These increases are necessary to cover the cost of operations, which have not decreased, though consumption has. There are two new fees, one for a hydrant flow test performed outside of the regular testing schedule, and one for meter readings that are requested outside of the billing cycle. All other Water Department fees include increases of about five percent.

Chair Christie stated concern that the increased water fees don't seem to take into account any analysis of charging appropriate fees to generate reserves for our infrastructure. Ms. Griffin replied that Peter Kulbacki, Director of Public Works, and Robert Saunders, Utility Engineer, are currently working on this analysis.

Sewer Department fees, in general, are proposed to increase by five percent, with more industrial user fees increasing by seven and nine percent. Industrial Discharge Permits are proposed to increase by \$5.00.

Select Board Member Carter asked if the proposed rates and fees took into consideration the potential for treatment plant upgrades that will likely be required for nitrogen and phosphorus removal. Ms. Griffin stated that this will likely be financed with a bond and won't likely occur for another five years, at least.

One new proposed fee for the Sewer Department is one which would allow a homeowner to have the Town of Hanover make the connection between a homeowner's sewer line and the Town's sewer line. Homeowners are not required to have the Town make that connection, but doing so ensures that such work is done according to our standards.

Select Board Member Whitcomb MOVED to Adopt the Proposed Rate and Fee Schedule for FY 2016-2017. Vice Chair Rassias SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE PROPOSED RATE AND FEE SCHEDULE FOR FY 2016-2017.

3. PRELIMINARY DISCUSSION OF FY 2016-2017 GOALS AND OBJECTIVES.

Chair Christie advocated for discussions on a Town Council form of government to replace the traditional Town Meeting, as attendance has declined over the years. Ms. Griffin will work on comparisons of the Town Council and Board of Selectmen forms of government.

The Board discussed removing items that have been completed and keeping items that are continuing.

Ms. Griffin will work on scheduling a review of the Town's Capital Reserves policy and make sure the Finance Committee is apprised of when this will take place.

4. SUMMER PROJECTS AND ACTIVITIES UPDATE.

Ms. Griffin stated that there are many Town projects going on. Crews will soon begin working on the sidewalk on Hemlock Road as well as the crosswalk at the Hemlock and Reservoir Road intersection. There will be another meeting with New Hampshire's Department of Transportation this week to finalize plans for the Gile Hill sidewalk, and this work will be done by the end of the summer.

The building at 44 Lebanon Street is in rough shape, and Facilities Superintendent Ross Farnsworth is working on getting estimates to remove the building. The storage building on that lot will be moved to the Fire Station to house equipment.

Ms. Griffin said that she has been working with the Sustainable Hanover Committee on planning a sustainable garden, which will be located where the old community center used to be on School Street. A number of people have volunteered their help in creating the garden. The garden will not be permanent, but a good use of space while there are no other plans for the space.

Upcoming sustainability improvements include replacement of the boiler at the Police Department and new split air conditioner/heat units in the Town Hall lobby and the Board Room.

Ms. Griffin added that there has been discussion about putting in an advisory lane on Rip Road, similar to the one that was put in on Valley Road a couple of years ago. Traffic data for the road is being collected and compiled to aid in planning for a potential advisory lane.

5. APPOINTMENT OF DEPUTY HEALTH OFFICER.

Ms. Griffin stated that Gary Quakenbush has performed restaurant inspections for several years in Hanover, and his appointment as Deputy Health Officer would mean that we are backing his work.

Select Board Member Carter MOVED to Appoint Gary Quakenbush as Deputy Health Officer. Select Board Member Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPOINT GARY QUAKENBUSH AS DEPUTY HEALTH OFFICER.

**6. BANNER REQUEST:
a. Hanover Parks & Rec: July 4th Banner**

Ms. Griffin stated that the Town can accommodate this request.

Vice Chair Rassias MOVED to Approve the Banner Request of Hanover Parks & Rec: July 4th Banner. Select Board Member Geraghty SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST OF HANOVER PARKS & REC: JULY 4TH BANNER.

7. ADMINISTRATIVE REPORTS.

Ms. Griffin stated that she and Peter Kulbacki will be flying to San Francisco for the Sierra Club training session on July 9th.

Captain Bert Hennessy is retiring from the Fire Department on Friday after working for the Town for twenty-six years. The Fire Department is currently working on promotions within the department to fill that position.

Mike Ryan's last day was on Friday and he is now retired.

The Kendal anniversary ceremony will be held on Wednesday, June 29th starting at 11:00 a.m.

The Nihonmatsu delegation will be arriving in Hanover on Friday, July 29th and a plan for dinner on that Saturday or Sunday night is in the works. It would be great to have a couple of Select Board members join.

8. SELECT BOARD MEMBER REPORTS.

Select Board Member Bill Geraghty

Select Board Member Geraghty encouraged the community to attend the Recreation Department's annual Fourth of July activities.

The Finance Committee met today and reviewed Town Meeting results and discussed future agenda items and how to better work with the Select Board and the School Board.

Vice Chair Athos Rassias

Vice Chair Rassias attended an open-house session related to the Gile Hill sidewalk. Carolyn Radisch did a wonderful job presenting information about the project. There was much input from community members and it was helpful to hear.

Chair Peter Christie

Chair Christie stated that the Conservation Commission met and discussed trail work that needs to be done. He will be asking the Trescott Board for a contribution to work on the trail on that property. He added that he is impressed by the value added by individuals that work to make changes to plans that better everyone involved in the long-term.

Select Board Member Nancy Carter

Select Board Member Carter reported that she has been sitting in on discussions with the Howe Library Board to select a Director to fill Mary White's position when she retires. They have made a decision and the new Director will be announced at a later date.

The Planning Board has been active in discussions with Dartmouth College about a proposed indoor training facility, which may potentially be located in the vicinity of the Boss Tennis Facility and Sully Field. Discussions will continue at the Planning Board meeting tomorrow evening. She encouraged anyone interested to attend the meeting, but anyone unable to attend may also send an email with their comments.

Select Board Member Joanna Whitcomb

Select Board Member Whitcomb wished to thank Ms. Griffin for her presentation at the ribbon-cutting ceremony for the Mobility Hub, which was attended by about forty people, including representatives from Jeanne Shaheen and Kelly Ayotte's offices.

The Hanover Improvement Society is celebrating its centennial this year. Every month, they play a "movie of the decade" and on Sunday will be showing the movie *The Graduate*.

9. OTHER BUSINESS.

Chair Christie MOVED to Follow the Request for a Non-Public Session to Discuss Items Pursuant to RSA 91-A:3, II (b) and (e).

SELECT BOARD MEMBER GERAGHTY VOTED YES; VICE CHAIR RASSIAS VOTED YES; CHAIR CHRISTIE VOTED YES; SELECT BOARD MEMBER CARTER VOTED YES; SELECT BOARD MEMBER WHITCOMB VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:47 P.M.

Vice Chair Rassias MOVED to Exit the Non-Public Session at 9:37 p.m. Select Board Member Carter SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION.

10. ADJOURNMENT.

Vice Chair Rassias MOVED to Adjourn the Meeting at 9:37 p.m. Select Board Member Carter SECONDED the Motion.

THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.

Respectfully Submitted,

Joanna Whitcomb, Secretary

Minutes prepared by Adriane Coutermarsh.

SUMMARY

- 1. Select Board Member Whitcomb MOVED to Adopt the Proposed Rate and Fee Schedule for FY 2016-2017. Vice Chair Rassias SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADOPT THE PROPOSED RATE AND FEE SCHEDULE FOR FY 2016-2017.

- 2. Select Board Member Carter MOVED to Appoint Gary Quakenbush as Deputy Health Officer. Select Board Member Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPOINT GARY QUAKENBUSH AS DEPUTY HEALTH OFFICER.

3. **Vice Chair Rassias MOVED to Approve the Banner Request of Hanover Parks & Rec: July 4th Banner. Select Board Member Geraghty SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUEST OF HANOVER PARKS & REC: JULY 4TH BANNER.

4. **Chair Christie MOVED to Follow the Request for a Non-Public Session to Discuss Items Pursuant to RSA 91-A:3, II (b) and (e).**

SELECT BOARD MEMBER GERAGHTY VOTED YES; VICE CHAIR RASSIAS VOTED YES; CHAIR CHRISTIE VOTED YES; SELECT BOARD MEMBER CARTER VOTED YES; SELECT BOARD MEMBER WHITCOMB VOTED YES. THE BOARD WENT INTO NON-PUBLIC SESSION AT 8:47 P.M.

5. **Vice Chair Rassias MOVED to Exit the Non-Public Session at 9:37 p.m. Select Board Member Carter SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO EXIT THE NON-PUBLIC SESSION.

6. **Vice Chair Rassias MOVED to Adjourn the Meeting at 9:37 p.m. Select Board Member Carter SECONDED the Motion.**

THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.