

**FINAL**

**SELECT BOARD MEETING**

**July 18, 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. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE ANNETTE BRESSET CHARITABLE REMAINDER UNITRUST DOCUMENTS ON BEHALF OF TOWN.**

Ms. Griffin noted that the Town has been named as a beneficiary to a trust established by Ann and Lou Bressett. As part of the initial transition of funds from the trust to the Town, Ledyard National bank requires execution of a document known as "Approval of Administration, Release and Indemnification Receipt and Refunding Agreement," which requires her signature on behalf of the Town.

Staff will be engaging in discussions with Trustees of the Trust Funds and present to the Board some suggestions on how to manage the funds.

Chair Christie noted that there are a series of waivers and releases in the documents. Ms. Griffin stated that the Town attorney has reviewed these.

He also asked what role the bank will have in this fund in the future. Ms. Griffin stated that they will have no role at all related to the fund, but the Trustees of Trust Funds for the Town will.

**Select Board Member Whitcomb MOVED to Authorize Town Manager to Execute Annette Bresset Charitable Remainder Unitrust Documents on Behalf of Town. Select Board Member Carter SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE TOWN MANAGER TO EXECUTE ANNETTE BRESSET CHARITABLE REMAINDER UNITRUST DOCUMENTS ON BEHALF OF TOWN.**

**3. RECOMMENDATION TO AUTHORIZE TOWN MANAGER TO EXECUTE 5 YEAR CONTRACT FOR TELEPHONE SERVICES FOR TOWN FACILITIES.**

Ms. Griffin stated that Communications Coordinator Doug Hackett has worked with FairPoint and FirstLight to secure a better contract for the Town's telephone services, and FairPoint's proposal was more competitive. We have used FairPoint and Mr. Hackett is satisfied with their services. He is recommending going with a five-year contract rather than the standard three-year contract because it will result in a savings of \$55,785 over our current contract.

Select Board Member Whitcomb asked what the normal contract length is. Ms. Griffin replied that the standard is three years but given the savings we would gain with a five-year contract, we are going with that.

Select Board Member Geraghty noted that FairPoint has had some issues over the years and inquired what options we would have if FairPoint was gone before the contract was up. Ms. Griffin replied that the agreement includes a number of out clauses, including one giving us options should that happen.

**Select Board Member Carter MOVED to Authorize Town Manager to Execute 5 Year Contract for Telephone Services for Town Facilities. Select Board Member Geraghty SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO AUTHORIZE TOWN MANAGER TO EXECUTE 5 YEAR CONTRACT FOR TELEPHONE SERVICES FOR TOWN FACILITIES.**

**4. CONTINUED DISCUSSION OF PROPOSED GOALS AND OBJECTIVES FOR FY 2016-17.**

Ms. Griffin has edited the Proposed Goals and Objectives for FY 2016-17 based on the Board's most recent discussion.

Chair Christie noted that the item related to meeting with each Board and Commission monthly is ongoing and suggested that it therefore be removed from the list.

He also suggested separating the item related to Town volunteer cultivation and identifying better options for engaging citizens around Town Meeting attendance as they are two different objectives. Chair Christie also questioned whether the other Board members felt that volunteer cultivation is really an issue. If not, it should be removed. If it is, he would like one of the Board members to work on this objective.

Select Board Member Whitcomb suggested using newspaper ads and the Town website to notify the public when there is a vacancy.

Chair Christie asked if Ms. Griffin could outline the current process of how volunteers are recruited and bring this back to the Board for further discussion.

Ms. Griffin added that Town staff are often able to suggest volunteers for various vacancies, but she would like for the Board to always be thinking about this as well. Select Board Member Whitcomb suggested that the item therefore stay on the list. Chair Christie further suggested editing the item to state that the Board document and review the current process for volunteer cultivation and engagement.

Chair Christie suggested re-wording of the item related to citizen engagement around Town Meeting attendance and making this an administrative task of reviewing alternatives to the Town Meeting form of government. Once this task is done, it can be brought back to the Board for review.

Chair Christie also suggested re-wording the item related to the municipal bonding policy, as Mr. Geraghty clarified for the Board that he has already met with the Hanover Finance Committee to work on development of a policy.

Select Board Member Whitcomb stated that she would like to see the Town create a more proactive relationship with the schools related to recreation. Select Board Member Geraghty noted that the Hanover Finance Committee has been discussing the issue around this as well.

Ms. Griffin will make edits to the Goals and Objectives as discussed and bring back to the Board for further review.

**5. RECOMMENDATION TO ADOPT PROCLAMATION HONORING LEDYARD NATIONAL BANK'S 25TH ANNIVERSARY.**

Ledyard National Bank is celebrating its 25<sup>th</sup> anniversary this October. Ms. Griffin stated that Jeff Marks at Ledyard National bank has drafted a proclamation recognizing this milestone, which Ledyard hopes to share with the community in October, and Ms. Griffin has made edits as appropriate to put into proper proclamation form.

**Select Board Member Geraghty MOVED to Adopt Proclamation Honoring Ledyard National Bank's 25<sup>th</sup> Anniversary. Select Board Member Whitcomb SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADOPT PROCLAMATION HONORING LEDYARD NATIONAL BANK'S 25<sup>TH</sup> ANNIVERSARY.**

**6. UPCOMING BOARD CALENDAR—MEETINGS, ELECTION COVERAGE, SPECIAL EVENTS.**

Ms. Griffin discussed the date of the August Board Meeting. The Board decided to change the date from the 15<sup>th</sup> to the 22<sup>nd</sup> to better accommodate Board members' schedules.

Ms. Griffin noted that there are two elections this fall, the State Primary on September 13<sup>th</sup> and the General Election on November 8<sup>th</sup>. Both meetings will require shift coverage from the Board members, which can be discussed later.

Ms. Griffin stated that the Nihonmatsu students and head of schools will be visiting on the weekend of July 31<sup>st</sup>. She asked for some of the Board members to attend the dinner on Saturday night and/or the adult dinner on Sunday evening.

**7. APPOINTMENTS:  
a. Parks & Recreation Board  
b. Upper Valley-Lake Sunapee Regional Planning Commission**

Ms. Griffin stated that Parks and Recreation Board member Lesley Thompson has stepped off the Board due to a relocation and Megan Sobel would like to be considered for filling the unexpired term through September 2018.

Local landscape architect Chris Kennedy would like to be appointed as a representative to the Upper Valley-Lake Sunapee Regional Planning Commission, which now has two out of three vacancies.

**Select Board Member Geraghty MOVED to Appoint Megan Sobel to the Parks & Recreation Board through September of 2018 and Chris Kennedy to the Upper Valley-Lake Sunapee Regional Planning Commission. Select Board Member Carter SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPOINT MEGAN SOBEL TO THE PARKS & RECREATION BOARD THROUGH SEPTEMBER OF 2018 AND CHRIS KENNEDY TO THE UPPER VALLEY-LAKE SUNAPEE REGIONAL PLANNING COMMISSION.**

**8. BANNER REQUESTS:  
a. Oktoberfest  
b. Granite United Way-Day of Caring  
c. Dartmouth College Alumni Relations**

Ms. Griffin stated that the Town can accommodate these requests.

**Select Board Member Carter MOVED to Approve the Banner Requests of Octoberfest, Granite United Way-Day of Caring, and Dartmouth College Alumni Relations. Vice Chair Rassias SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE BANNER REQUESTS OF OCTOBERFEST, GRANITE UNITED WAY-DAY OF CARING, AND DARTMOUTH COLLEGE ALUMNI RELATIONS.**

**9. APPROVAL OF MINUTES:  
a. June 6, 2016  
b. June 20, 2016**

Vice Chair Rassias and Select Board Member Whitcomb suggested two edits for clarification in Select Board Member Whitcomb's report.

**Select Board Member Geraghty MOVED to Approve the Minutes of June 6, 2016 as amended. Select Board Member Carter SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JUNE 6, 2016 AS AMENDED.**

Select Board Member Carter noted that Select Board Member Whitcomb's title of Secretary was missing from the introduction.

**Select Board Member Geraghty MOVED to Approve the Minutes of June 20, 2016 as amended. Select Board Member Carter SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MINUTES OF JUNE 20, 2016 AS AMENDED.**

**10. ADMINISTRATIVE REPORTS.**

Ms. Griffin stated that Peter Kulbacki and Rob Houseman had a great trip to San Francisco to attend the Sierra Club's campaign. When Mr. Houseman starts his position as the Planning and Zoning Director, they will be getting to work on a number of projects stemming from the campaign.

Ms. Griffin also stated that the crosswalk at the intersection of College Street and East Wheelock is being reconfigured as well as some sidewalk and curbing work. The project is related to the Hood Museum renovations and includes a better protected entrance into the crosswalk. Select Board Member Carter asked for clarification on who is doing and paying for the work. Ms. Griffin stated that the Town is doing the work but the College is paying for it.

## **11. SELECT BOARD MEMBER REPORTS.**

### **Select Board Member Bill Geraghty**

Select Board Member Geraghty stated that the Fourth of July celebration hosted by the Parks and Recreation Department was very successful and he thanked the staff and volunteers for their work.

He also met with the Hanover Finance Committee today and they set an agenda for discussion of future items.

### **Vice Chair Athos Rassias**

Vice Chair Rassias had nothing to report.

### **Chair Peter Christie**

Chair Christie stated that the Conservation Commission held its monthly meeting and reviewed several projects and have been doing an abundance of trail work. The volunteers do an amazing amount of work.

### **Select Board Member Nancy Carter**

Select Board Member Carter reported that the Howe Board of Trustees is happy to announce Rubi Simon as the new Director. She will likely start work around Labor Day. She has three school-aged daughters, and Select Board Member Carter trusts that the school-aged population will make them feel welcomed.

Tomorrow, the Planning Board will be meeting in the Board Room at 7:30 p.m. They will continue to hear on Dartmouth's application for an indoor practice facility east of the Boss Tennis Center. Right now, the board is finding whether the application is complete. Until the application is complete, a public hearing will not be held. She understands that this has led to some frustration, but assured that everyone will have a chance to be heard after the application is found complete.

### **Select Board Member Joanna Whitcomb**

Select Board Member Whitcomb reported that the Chamber of Commerce held its annual sidewalk sale on Saturday and had beautiful weather.

The Hanover Improvement Society continues celebrating its centennial and will be showing *American Graffiti* on Sunday at 1 p.m. They will be having a large celebration later on, which she will provide an update on at a later meeting.

**12. OTHER BUSINESS.**

Chair Christie invited the audience members forward. Jeff Love and Max Love introduced themselves. Max stated that he attended tonight's meeting as a member of Boy Scouts Troop 45 to earn his Communications merit badge. Max stated that the Board runs their meetings very smoothly.

Jeff Love stated that this is the first time he has attended a Board meeting, and he noted that the agenda showed an item for public comment but he wasn't sure how one would know the details of what would be discussed during the meeting. Ms. Griffin noted that the information the Select Board members receive is posted on the website, but she also noted that they should think about a way to make that information easier to find.

Select Board Member Geraghty added that the Public Comment agenda item is reserved for the public to comment on any item that isn't on the agenda.

**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 8:29 P.M.**

**Vice Chair Rassias MOVED to Exit the Non-Public Session at 9:05 p.m. Select Board Member Geraghty SECONDED the Motion.**

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

**13. ADJOURNMENT.**

**Vice Chair Rassias MOVED to Adjourn the Meeting at 9:05 p.m. Select Board Member Geraghty 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 Authorize Town Manager to Execute Annette Bresset Charitable Remainder Unitrust Documents on Behalf of Town. Select Board Member Carter SECONDED the Motion.**

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5. **Select Board Member Carter MOVED to Approve the Banner Requests of Octoberfest, Granite United Way-Day of Caring, and Dartmouth College Alumni Relations. Vice Chair Rassias SECONDED the Motion.**

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**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 8:29 P.M.**

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

- 10. Vice Chair Rassias MOVED to Adjourn the Meeting at 9:05 p.m. Select Board Member Geraghty SECONDED the Motion.**

**THE BOARD VOTED UNANIMOUSLY TO ADJOURN THE MEETING.**