1. 04/03/2023 Selectboard Agenda And Meeting Materials
   Documents:
       2023-04-03 AGENDA.PDF

1.1. 04/03/2023 Friday Mailing
   Documents:
       2023-04-03 FRIDAY MAILING.PDF
T O W N o f H A N O V E R
NOTICE OF PUBLIC MEETING
SELECTBOARD
Monday, April 3, 2023 at 7:30 PM
Board Room, Municipal Building
41 South Main Street, Hanover, NH

AGENDA

1. Public Comment

2. Public Hearing for Issuance of Bonds and Notes related to Water Capital Improvement Replacement Plan

3. Public Hearing for Issuance of Bonds and Notes related to Wastewater Treatment Facility Proposed Capital Project

4. Public Hearing for Issuance of Bonds and Notes related to Fire Engine Purchase

5. Request to Review and Approve Administrative Abatement of Interest

6. Appointment – Sustainable Hanover Committee

7. Banner Requests – Dartmouth College

8. Donations – Etna Library

9. Approval of Minutes – March 20, 2023

10. Administrative Reports

11. Selectboard Reports

12. Other Business

13. Adjournment

Hearing enhancement equipment is available for use by the public.

There has been a request for a non-public session to discuss items pursuant to RSA 91-A:3, (L)
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Below please find the summary of the agenda items.

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Item #6: Appointment – Sustainable Hanover | Action Requested

Item #7: Banner Request | Action Requested

Item #8: Donations – Etna Library | Action Requested

Town Manager Administrative Updates

Agenda Items

Item #2: Public Hearing for Issuance of Bonds and Notes related to Water Capital Improvement Replacement Plan | Action Requested

A Memorandum from Peter Kulbacki has been included in your packet which outlines the project, the required financial obligations and payment options of previous bonds and loans to facilitate this requested project.

Action Requested: Hold the Public Hearing on Monday evening and determine next steps for this request including placement on the Warrant for Town Meeting on May 9, 2023.

Item #3: Public Hearing for Issuance of Bonds and Notes related to Wastewater Treatment Facility Proposed Capital Project | Action Requested

A Memorandum from Peter Kulbacki has been included in your packet which outlines this project, the required financial obligations and payment options of previous bonds and loans to facilitate this requested project.

Action Requested: Hold the Public Hearing on Monday evening and determine next steps for this request including placement on the Warrant for Town Meeting on May 9, 2023.
Item #4: Public Hearing for Issuance of Bonds and Notes related to Fire Engine Purchase | Action Requested

As has been discussed during the budget process, the Fire Department has an opportunity to secure today’s prices for a Fire Engine that, due to a manufacturing delay, will not be delivered for approximately three years. By securing this financing, the Town will save approximately $200,000.00 on this piece of equipment which is already scheduled in the CIP.

Action Requested: Hold the Public Hearing for Issuance of Bonds and Notes related to Fire Engine Purchase and determine next steps for this request including placement on the Warrant for Town Meeting on May 9, 2023.

Item #5: Request to Review and Approve Administrative Abatement of Interest | Action Requested

Due to the relocation of the Corporate Treasurer of the Trustees of the Alpha Omega Chapter of Beta Theta Pi Fraternity, a delay in receiving the 2nd Half FY2022 Property Tax bill for 6 Webster Avenue occurred. Jeff Sassorossi, the Corporate Treasurer has made arrangements to this does not happen in the future and has indicated there have been no delinquent tax payments in 35 years for this property. The amount of $129.11 is requested for this abatement. As the amount is over the Tax Collector’s authority of $25.00, the Selectboard must determine if this abatement is granted.

Action Requested: Town Staff requested the Selectboard grant the request to abate the amount $129.11 for the 2nd Half FY2022 Property Tax bill for 6 Webster Avenue.

Item #6: Appointment – Sustainable Hanover | Action Requested

Chris Kennedy, a long term member of the Sustainable Hanover Committee has requested re-appointment for a 3 year term.

Action Requested: Re-appoint Chris Kennedy to a 3 year appointment on the Sustainable Hanover Committee on Monday evening.

Item #7: Banner Request | Action Requested

Dartmouth College has requested an overhead banner to be hung to promote The Call to Lead from May 14, 2023 to May 21, 2023. If approved, we can accommodate this request.

Action Requested: Approve The Call to Lead banner request from Dartmouth College to be hung from May 14, 2023 to May 21, 2023.

Item #8: Donations – Etna Library | Action Requested

The Etna Library has received a donation from Robert Silverman in the amount of $50.00 and an anonymous donation in the amount of $300.00.

Action Requested: Town staff recommends accepting the donation from Robert Silverman in the amount of $50.00 and the anonymous donation in the amount of $300.00 on Monday evening.
Town Manager Administrative Updates

Report will be provided in the second meeting of April.
INTEROFFICE MEMORANDUM

TO: HANOVER SELECTBOARD
FROM: PETER KULBACKI, P.E
SUBJECT: WATER CAPITOL IMPROVEMENT REPLACEMENT PLAN
DATE: 1/30/2023
CC: ALEX TORPEY

Public Works staff is recommending that the town undertake a $7.8M water distribution project to address poor hydraulics, water quality, and lead services. This would include limited time offered grant funding ($2.02M) and low interested loans ($5.78M).

When the town municipalized the Hanover Water Works Company (HWWCo) in 2010, one of the most compelling reasons was that the town has the ability to make more cost effective improvements than a private utility could. In the following years staff developed a plan through careful analysis of hydraulic constraints and water quality issues. In the 2016 the Drinking Water Capital Replacement Plan (DWCRP) was presented to the Board. The plan provided prioritization of distribution improvements by analyzing the impacts on loss of service, maintenance costs, fire protection, and water quality. In general, the results showed that the main trunk lines were in excellent shape requiring only routine maintenance (flushing, exercising valves). The majority of water quality and failure issues were identified in areas of lower flow, i.e. neighborhoods.

In 2021, a new requirement set by the US Environmental Protection Agency (EPA), after the fall out of lead issues identified in Flint Michigan, mandating communities eliminate all lead lines, and components that contain lead in the distribution system from the source to the house. Communities are required to develop a plan to eliminate lead by October 16, 2024. While Hanover’s water system does not have any record of lead service lines, the system does have a number of services (~100) which have lead goose necks (flexible connection between mains and customers services), and older lead containing brass service lines. The DWCRP was updated to prioritize the areas where lead may be present in service lines or goose necks. Please note that Hanover currently treats drinking water preventing the leaching of lead so there is no immediate risk. The newly updated Capital replacement plan can be found at the following link https://www.hanovernh.org/sites/g/files/vyhlif3226/f/uploads/water_system_capital_replacement_plan.pdf.

Public Work’s staff has made a preapplication to the New Hampshire Department of Environmental Services (NHDES) Drinking Water State Revolving Loan Fund (DWSRF) program for $7.8M to complete a water distribution replacement project encompassing up to six high priority project areas. This would address approximately half of the DWCRP priority one list. The project include replacing brass and lead containing service lines in the project areas. Preliminarily NHDES has awarded the town $1.104M in principal forgiveness and $0.920M in ARPA Grant funds. There is also a possibility of receiving up to 49% forgiveness for work completed on $1.2M lead containing service line components through the DWSRF Lead Service lines fund. This will require Town Meeting Approval to borrow funding and accept grants and authorize the town manager to execute necessary documents.

Currently the Water fund has one outstanding loan DWSRF#2 totaling $6,500,000 with an annual payment amount of $455,938, that will be paid off in FY27. The town recently paid off the DWSRF#1 loan of $4,000,000 in FY22, which had annual interest and principal payment of $304,707. The bonding capacity of DWSRF#1 annual payment has been maintained in the operating budget. This will offset much of the anticipated annual project cost of $345,000 for a 20 year loan at 3%. The DWCRP anticipates a second project beginning in FY28 when DWSRF#2 is paid off.
For the better part of the past 15 years, town staff has discussed a future nitrogen limit that would necessitate a process upgrade of our wastewater treatment process. In addition, there are a number of existing processes and equipment that have reached or are beyond their useful lives. The FY20 approved budget included funding for a 20 year facility plan to evaluate the treatment facility equipment, energy efficiency, and future treatment requirements. A copy of the plan’s summary is available here https://www.hanovernh.org/sites/g/files/vyhlif3226/f/uploads/2022_hanover_wrf_selectboard_presentation-final_summary.pdf and a copy of the full plan is available here https://www.hanovernh.org/sites/g/files/vyhlif3226/f/uploads/hanoverwrf_final_facilityplan_2022_09_22.pdf

The town’s National Pollution Discharge Elimination System (NPDES) Permit, which controls what communities are allowed to discharge, expired in February of 2021. New Hampshire Department of Environmental Services (NHDES) and Region 1 of the United States Environmental Protection Agency (USEPA) have indicated that Hanover would receive a new nitrogen permit limit of 10 mg/l, or 192 lbs./day. The current “goal” is not to exceed a discharge rate of more than 360 lbs./day (see graph below). While we can at times meet this goal, the current treatment process is unable of continuously meet this level. Once the permit has been issued, which is expected this spring, nitrogen removal will no longer be a goal but will be a limit. The Town will be issued a Consent Decree by the state ordering the town to make necessary upgrades to meet this limit. The frustrating part of this is that the town has been asking regularly since 2008 for an indication of what the limit would be so we could proactively make necessary upgrades.

In addition to the increased treatment requirements, there are a number of processes and equipment that are beyond their useful life and are critically at risk of failing. There are a number of safety issues and health related issues which also must be addressed. These include electrical hazards, ventilation failures, air quality, life safety issues and needed improvements to the facilities energy efficiency and office area.

In the past 2 years, pricing for similar projects have increased over 50% bringing the current project estimate to a total of $22M. NHDES has provided a 10% loan forgiveness grant reducing the loan amount to $19.8M. The project will take 4 years to design and construct and would be substantially complete in 2027 with the first loan repayment of approximately $1.3M anticipated in FY29. The town currently has 3 loans which will be paid off in FY27 & FY28 with an annual payment of $607,000. This would require an increase of 22-23% over current rates. I recommend building in an annual rate increase of 3-4% related to future loan payment over the next 5-6 budgets to prevent rate shock in FY29. An additional measure we will investigate is a reduction of appropriations into the capital reserves which could reduce the needed increase 4-5%.
2021 & 2022 Comparison of Nitrogen Discharged from Hanover WRF

Current Discharge "Goal" (360)

Anticipated Revised Discharge Limit Under New Permit (192)#/day TN
This proposal has been prepared for: Town of Hanover, NH

We hereby purpose to furnish to you, subject to proper execution of the attached agreement by you and an officer of this Company in Ocala, Florida, the following apparatus and equipment to be built in accordance with the attached specification:

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<td>Q123283 Hanover Emax Engine - Cooperative Purchasing Price</td>
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Optional Items:

Final Delivery of E-One Vehicles will be made in approximately 854 calendar days from receipt and acceptance of commercial chassis.

This proposal shall expire unless accepted on 4/30/23. It may be extended in writing at the description of Desorcie Emergency Products and E-One, Inc.

Emergency One, Inc.

Garth Brooks

Garth A. Brooks
Desorcie Emergency Products, LLC.
DATE: March 15, 2023
TO: Selectboard
FROM: Melissa Martin, Tax Collector/ Associate Town Clerk
SUBJECT: Administrative Abatement – Waiver of Interest

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Beta Theta Pi 6 Webster Ave Map 33 Parcel 271

On February 17, 2023 The Corporate Treasurer of the Trustees of the Alpha Omega Chapter of Beta Theta Pi Fraternity, Jeff Sassorossi submitted a written request to abate the interest in the amount of $129.11 on the 2nd Half FY2022 Property Tax for 6 Webster Ave.

In the written request, it is explained that Jeff has recently relocated to Virginia but continues to manage his position with the Fraternity. This has created a need for mail to be forwarded from other members from Hanover, causing a delay in notification. This explains why a delinquent payment was made on the 2nd Half Property Taxes. Jeff also states that there have been no delinquencies in payment in over 35 years. I have confirmed that this is in fact a true statement.

Jeff has made arrangements so there will be no additional delays in mail forwarding going forward, including an online account for electronic notifications. Therefore, this scenario should not occur again. It is with my best judgement that the requested administrative abatement is approved.
Greetings,

I am currently the Corporate Treasurer of the Trustees of the Alpha Omega Chapter of Beta Theta Pi Fraternity, now known as the Beta Alpha Omega fraternity, at 6 Webster Avenue (Property ID: 33-27-1; Map Lot Unit: 33-27-1).

In July of 2022, I moved from West Lebanon, NH to Norfolk, VA and have carried out my duties as the Corporate Treasurer with the assistance of people in Hanover. It is necessary for them to forward me mail delivered to our PO box (5451).

As a result of this system, I recently received the property tax bill for 6 Webster Avenue dated 12/02/2022 as well as the “Courtesy Notice” dated 1/31/2023. I have paid the tax due as well as the interest due. I should add that in the over 35 years I have been involved as a trustee of the Corporation, we have not been delinquent in paying any Hanover tax.

Given these unusual circumstances, I write you to ask for your favorable consideration to rebate the $86.04 in interest charged.

Please let me know if you have any questions about this request.

Respectfully,

Jeff T. Sassorossi
9340 Sturgis Street
Norfolk, VA 23503

Cc: Scott Sipple, Co-President, Trustees of the Alpha Omega Chapter of Beta Theta Pi
    Davies Beller, Co-President, Trustees of the Alpha Omega Chapter of Beta Theta Pi
February 17, 2023

Jeff Sassorossi,

Thank you for sending along your letter requesting an abatement of interest for the Beta Theta Pi property at 6 Webster Ave. I am more than happy to request an abatement from the Hanover Selectboard, unfortunately the amount needs to be paid in full prior to an abatement request. Your payment of $15055.97 was received on 02/16/2023. The payment was processed using the postmark date of 02/13/2023. Therefore, more interest had accrued since the courtesy notice that had an interest date of 01/31/2023.

As of 02/17/2023 there is a balance due of $43.07. Once payment is received in full, I can then proceed with submitting an abatement request for the total interest paid.

Please let me know if you have any questions or concerns. I appreciate your communication.

Sincerely,

Melissa Martin
Tax Collector / Associate Town Clerk
(603) 640-3201
Melissa.martin@hanovernh.org
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Kerry,  
Here is the text for the May 14-20 banner.

Thanks to our Dartmouth community for answering The Call to Lead!  
June 2014–June 2023

This logo will be on one of the ends of the banner:

THE CALL TO LEAD 
A CAMPAIGN FOR DARTMOUTH

Let me know if any questions.  
EJ
ROBERT LAWRENCE SILVERMAN

DATE March 19, 2023

PAY TO THE ORDER OF Etna Library $50.00
Fifty and 00/100

AMERIS BANK

FOR: Hank Smith Memorial

$50.00

ORDER OF 

ROBERT L. 

BANK OF AMERICA