

SELECTBOARD MEETING
September 11, 2023
7PM - MUNICIPAL OFFICE BUILDING - HANOVER, NH

The meeting of the Selectboard was called to order at 7p.m. by Chair Athos Rassias. Also present were: Joanna Whitcomb, Vice Chair, Nancy Carter, Selectboard Member, Carey Callaghan, Secretary, Jennie Chamberlain, Selectboard Member, Alex Torpey, Town Manager

Absent: None

A. Rassias acknowledged and remarked on the anniversary of September 11th.

1. Opening of Meeting

a. Call to Order

A. Rassias called the meeting to order.

2. Public Hearing

a. Public Hearing to Consider Lowering the Speed Limit and School Zone Speed Limit on Lyme Road

A public hearing has been scheduled to consider lowering the speed limit and school zone speed limit on Lyme Road (From 30/20 to 25/15).

Action Requested: Vote to lower the speed limit on Lyme Road (between the two traffic circles) to 25mph and lower the School Zone speed limit to 15mph.

A. Rassias explained the proposed change to the speed limit for a section of Lyme Road.

J. Chamberlain gave additional information about the properties and uses that occupy this stretch of road. She is in favor of the change.

Public Hearing Opened

Public Comment

Lara Acker, Greensboro Rd expounded on some experiences trying to cross the road a couple of years ago. Being proactive is a good plan and she is in favor of the proposal.

Tim Boyle, Principal of Frances Richmond Middle School is in favor of the proposal. He expounded on his experience during morning and afternoon drop off and pick up times on that road.

Rich Menge, Former resident of Hanover commented on the staff memo and comments spoken here that there isn't really a speeding issue- maybe only an issue at pick up and drop off times. He is opposed to the proposed reduction in speed.

The speed limit in Lyme all the way through town which includes a school, library, church and retail is 30mph except for when school is in session which becomes 20.

Lowering the speed limit will limit the access points to Hanover. People will choose not to come to Hanover due to the time it takes to get there. They will go elsewhere to shop etc.

There are potentially other options to improve pedestrian safety in that area including not allowing parents to park on the road for loading/unloading.

Board members clarified for Jack Stinson the proposed speed changes.

Tim Boyle confirmed the times of day the school zone speed is in effect.

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Mr. Stinson speculated on the cost of police or crossing guards and suggested the buses use a different route around the school. He also commented on the safety issues of roundabouts and the curbs which should be angled.

Rob Houseman, Great Hollow Rd and Planning Director spoke in favor of the proposal. Though speed does not seem to be an issue in this area in general, it is the pick up/ drop off times that would benefit from the enforcement of lower speeds.

J. Chamberlain read into the record an email submitted by Ben Steel and Lynn Sheldon, 276 Hanover Center Rd Etna in favor of the proposal.

Public Hearing closed

At 7:25pm J. Whitcomb MOVED to lower the speed limit on Lyme Road (between the two traffic circles) to 25mph and lower the School Zone speed limit to 15mph. J. Chamberlain SECONDED. All in favor

3. Agenda Review

a. Agenda Review

No changes were made.

4. Announcements/recognition

a. Employee Proclamation

A. Rassias read a proclamation into the record which recognized Roger Darisse's 20 years of service with the DPW.

5. Public Comment

a. Public may address the Board

A. Rassias explained the process for public comment.

1. David Vincelette, 93 Lebanon St appreciated A. Rassias' acknowledgement of September 11th.

He mentioned topics he as mentioned before regarding trying to get in touch with Town Manager, asphalt waste and Town action on his land.

6. Business Requiring Discussion

a. FY 24-25 Budget Timeline and Update

A. Torpey listed some materials that will be digested and used for budget planning purposes over the next month or so. Also mentioned were the general timeline thinking at this point, the Selectboard goal-setting workshop, and a few other preliminary details regarding the budget, with more information to be provided in subsequent meetings.

The board will discuss the budget presentation process at their retreat to discuss if there is a better way.

J. Whitcomb noted getting participation is a main goal so if there are other ideas that elicit participation, that would be good to explore. She also mentioned that communicating that 75%-80% of the budget is staff related (salary/ benefits) is very important and is impactful to hear and learn.

The board gave their thoughts on the pros of the presentations as they've been done as well as agreeing to being open to new ideas.

b. Capital Improvement Program Committee Appointments/Discussion

C. Callaghan explained the CIPC is a bridge between the planning process and the budget process.

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Ellen Bullion, Alex Torpey, Carey Callaghan and Jennie Chamberlain met to discuss CIPC. They discussed broadly the timing of the CIPC, goals, and ensured alignment with the budget process.

They shared initial thoughts, as well as the updated proposal for the Selectboard's appointments to the CIPC. Ideally, the group will convene before the end of September for an introduction/organizational meeting, to review current policies, historical documentation, and the scope of the committee and how to approach capital this year.

The full membership would be:

- Alex Torpey Town Manager
- Ellen Bullion Finance/Administrative Services Director
- Pete Kulbacki, Public Works Director
- Carey Callaghan, Selectboard
- Jennie Chamberlain, Selectboard
- John Dolan, Finance Committee
- Kim Hartmann, Hanover School District
- Brian Edwards, Hanover Planning Board
- Nico Macri, public at-large

C. Callaghan and A. Torpey confirmed for J. Whitcomb that the time frame that will be discussed with this group is 6-10 years out and the planning that has gone into the Master Plan will be utilized as the goal setting to be focused on.

At 7:59pm A. Rassias MOVED to appoint the slate to the Capital Improvement Program Committee. N. Carter SECONDED. All in favor

c. Traffic Safety Updates

More updates will be provided at the October Selectboard, after the Traffic Safety Staff Working Group has met again.

7. Business Requiring Action – 10 Minutes

a. Approval of August 21, 2023 Minutes

At 8:15pm A. Rassias MOVED to approve the minutes as amended. J. Whitcomb SECONDED. All in favor

b. Approval of Items i to iii by Consent

N. Carter requested to remove item i from the consent agenda.

ii. Donations – Hanover Parks and Recreation

The Hanover Parks and Recreation Department received the following donations in support of their youth athletics teams:

Snax Bar, LLC \$650; Dunks Sports Grill \$650; Co-op Food Stores \$650; MA-KE Architects \$450; BeMobile \$250 and Mascoma Bank \$650.

Action Requested: Approve the above donations received by the Parks and Recreation Department in support of their youth athletics teams

iii. Authorization to Allow Town Manager to Execute Federal Aid Program Project Agreement for the Cross Town Multi-Use Path connecting Reservoir Road to Wheelock Street

In 2022 Congresswoman Kuster's Office assisted the Town in receiving an award through the Consolidated Appropriations Act of 2022 in the amount of about \$350,000.00. We received an inquiry from our congressional delegation regarding potential funding earmarks for projects. The original submittal that was awarded was based

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on the following information.

Project scope: multi-use path from Reservoir Rd. to Verona Rd. near Brook Hollow Condominiums. A 1.2 mile off-road 3-season multi-use path.

The primary MUP corridor is an existing cross-country, town-maintained sewer line. Most of the work will be the removal of loam and organic material and installing a cinder stone Treadway (similar to the new trail in Pine Park). Wetlands permitting will be required, which this project meets the requirements for a trail wetland permit by notification.

Currently, the Town is working with the NH DOT to amend the NH STIP to allow access to the funds for the full scope of the project. NH DOT has requested The Federal Aid Program Project Agreement be executed to start this process. While the funds are considered unanticipated funds and will require a hearing and motion to accept the funds, the Town does not anticipate being able to draw on these funds until spring when we anticipate awarding the engineering design contract for the project. Therefore, the Selectboard has approximately 6 months to conduct the hearing and accept funds. That said, the Town cannot start the Engineer selection process without the signed project agreement.

Action Requested: Authorize the Town Manager to execute the Federal Aid Program Project Agreement for the Cross Town Multi-Use Path connecting Reservoir Road to Wheelock Street.

At 8:07pm C. Callaghan MOVED to approve consent agenda items ii and iii. N. Carter SECONDED. All in favor

i. Appointments – Building Code Advisory Committee and Acting Emergency Management Director

Sloane Mayer, Jack Wilson and Randall T. Mudge have requested reappointment to the Building Code Advisory Committee for a term of 3 years.

An Acting Emergency Management Director needs to be appointed and information updated with Homeland Security. Town Staff requested that Acting Fire Chief Michael Gilbert be appointed to this position.

Action Requested: Re-appoint H. Sloane Mayer, Jack Wilson and Randall T. Mudge to the Building Code Advisory Committee.

Appoint Acting Fire Chief Michael Gilbert as the Acting Emergency Management Director

At 8:10pm J. Whitcomb MOVED to appoint the members of the Building Code Advisory Committee as presented. C. Callaghan SECONDED. All in favor

At 8:11pm J. Whitcomb MOVED to appoint Acting Fire Chief Michael Gilbert as the Acting Emergency Management Director. A. Rassias SECONDED. All in favor

N. Carter acknowledged that Michael is one person doing two jobs and we are appreciative of his efforts.

A. Rassias read and thanked the donations that were received and accepted.

8. Reports and Communications

a. Town Manager Report

- Report will be provided at the 9/18 Selectboard meeting.

b. Selectboard and Committee Reports

- J. Whitcomb reported
 - The Trustees of Trust Funds met and discussed the status of the funds. J. Whitcomb is going to create a draft application form for the Bressett fund applicants to use. The intent is to be clear and consistent with what the fund is for and making sure recipients meet the criteria.

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- Hanover Sustainability master plan group met and reviewed more chapters and discussed community outreach and participation.
- C. Callaghan reported
 - The Hanover Finance Committee met and
 - Asked about a 5-year budget outlook and if it might be implemented again.
 - The board discussed this and how it, or something similar or supplementary might be incorporated into this year's plans.
 - Inquired about the Parking deficit and a possible option relating to the TIF district
 - A. Torpey gave some additional information about the Parking fund and the Transit budget
 - J. Chamberlain mentioned some concerns about procedures in relation to parking changes that were recently made and wondered if procedures were followed and expressed the desire to have the Selectboard be involved with these changes.
- A. Rassias reported that the Trescott committee took a site visit to the lands surrounding the Municipal Water Supply
- N. Carter reported the Planning Board met and heard a presentation by Dartmouth College about a renovation they are planning for some of their buildings. It will be a two year project beginning summer of 2024 and will impact the center of town throughout the construction. More presentations will be coming and available to the public.
- J. Chamberlain noted the Bike Ped committee
 - Was happy to hear of some of the construction plans relating to covered bike areas
 - Gateway area - coming up with a comprehensive bike/walk presence there
 - Bike valet parking at Allen St and partnering with Parks and Rec more moving forward
 - This Sunday there is an event- walk and roll play

9. Non public Session

a. Move into Nonpublic Session

Per NH RSA 91-A:3 A, B, D and L, the Selectboard needed to attend a non-public session. The board took a roll call vote to enter the non-public session.

Roll call vote: Rassias- yes, Callaghan- yes, Chamberlain-yes, Whitcomb -yes, Carter-yes

The board entered non-public session at 8:43pm.

b. Discussion pursuant to RSA 91-A:3 II (A)(B)(D)(L)

Respectfully Submitted,

Jessica Marchant

SUMMARY

Item 2

At 7:25pm J. Whitcomb MOVED to lower the speed limit on Lyme Road (between the two traffic circles) to 25mph and lower the School Zone speed limit to 15mph. J. Chamberlain SECONDED. All in favor

Item 6b

At 7:59pm A. Rassias MOVED to appoint the slate to the Capital Improvement Program Committee. N. Carter SECONDED. All in favor

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Item 7a

At 8:15pm A. Rassias MOVED to approve the minutes as amended. J. Whitcomb SECONDED. All in favor

Item 7b

At 8:07pm C. Callaghan MOVED to approve consent agenda items ii and iii. N. Carter SECONDED. All in favor

At 8:10pm J. Whitcomb MOVED to appoint the members of the Building Code Advisory Committee as presented. C. Callaghan SECONDED. All in favor

At 8:11pm J. Whitcomb MOVED to appoint Acting Fire Chief Michael Gilbert as the Acting Emergency Management Director. A. Rassias SECONDED. All in favor

Item 9

Per NH RSA 91-A:3 A, B, D and L, the Selectboard needed to attend a non-public session. The board took a roll call vote to enter the non-public session.

Roll call vote: Rassias- yes, Callaghan- yes, Chamberlain-yes, Whitcomb -yes, Carter-yes

The board entered non-public session at 8:43pm.