

TOWN *of* HANOVER

NOTICE OF PUBLIC MEETING SELECTBOARD

**Monday, March 24, 2025, at 7:00 PM
Board Room, Municipal Building
41 South Main Street, Hanover, NH**

AGENDA

1. Opening of Meeting - 1 Minute

- a. Call to Order

2. Public Hearing – 60 Minutes

- a. FY26 Budget
- b. South Main and West Wheelock TIF District Public Hearing has been postponed to the April 7, 2025, Selectboard Meeting

3. Agenda Review – 3 Minutes

- a. Agenda Review

4. Announcements/Recognition – 1 Minute

- a. Employee Recognition

5. Public Comment – 15 Minutes

- a. Public may address the Board

6. Business Requiring Discussion – 60 Minutes

- a. Review Capital Reserve Funds Budget Based AG Architect Recommendations
- b. South Main and West Wheelock TIF District Warrant Review

7. Business Requiring Action – 60 Minutes

- a. Recommendation to set a Public Hearing on Monday, April 7, 2025, at 7:00 pm for the Pre-Town Meeting Public Hearing including approval of the Town Meeting Warrant
- b. Approval of FY26 Budget
- c. Approval of March 10, 2025, Selectboard Minutes
- d. Approval of Items i to iv by Consent
 - i. Donations – Etna Library
 - ii. Donation – Parks and Recreation
 - iii. Banner Requests – ChaD, Prouty, The Early Care and Education Association
 - iv. Light Pole Banner Requests – CHaD Hero and New England School for the Arts

8. Selectboard Reports – 15 Minutes

9. Adjournment – 1 Minute

10. Nonpublic Session – 20 Minutes

- a. Move into Nonpublic Session
- b. Discussion pursuant to RSA 91:1:3 II (A)(B)(D)(E)(L)

Hearing enhancement equipment is available for use by the public.

TOWN *of* HANOVER

MEMORANDUM

TO: Selectboard Members
FROM: Robert Houseman, Town Manager
DATE: March 21, 2025
SUBJECT: Information for the Selectboard for March 24, 2025

Public Hearing

a. FY26 Budget

b. South Main and West Wheelock TIF District hearing has been postponed to the April 7, 2025, Selectboard Meeting

Announcements/Recognition

Employee Name	Hire Date	Years of Service	Department
Glenn Elder	03/15/1988	37	Call Fire
Chris Berry	03/17/2003	22	DPW
Matt Ufford	03/13/2006	19	Police
Liz Burdette	03/21/2008	17	Parks & Recreation
Lawrence Holmes	03/30/2012	13	DPW
Jason Goodrich	03/02/2015	10	DPW
Ebben Whitehair	03/12/2018	7	Fire
Norm Bernaiche	03/02/2020	5	Assessing
Alex Taft	03/28/2022	3	Planning & Zoning
Patrick Elder	03/13/2023	2	Call Fire
Hannah Falcone	03/04/2024	1	Parks & Recreation

I would like to recognize the anniversary of Jason, who reached his 10-year milestone at the Hanover Public Works Department and Norm Bernaiche who reached his 5-year milestone as Director of Assessing. I want to offer a special thank you and recognition to Jason and Norm for their years of service.

Business Requiring Discussion

a. Review the Capital Reserve Funds Budget based on the Space needs assessment prepared by AG Architects

The attached Program Summaries provides an initial look at the current and proposed space needs and facilities upgrades.

It is important to note that these draft program summaries and the associated space needs have not been reviewed or vetted by individual departments or by me.

Additionally, detailed design concepts have not been developed at this stage. Such concepts will be critical to fully evaluating the scope of work, understanding site limitations, and establishing short, medium, and long-term cost projections.

To assist with initial capital planning and discussions around funding capital reserves, preliminary expansion costs have been estimated based on the potential additional square footage identified in the Program Summaries. These figures provide a rough range of possible costs but do not include renovation expenses, maintenance or deferred maintenance needs, site improvements, or potential land acquisition—factors that could significantly increase the total project costs once fully assessed.

Construction cost escalation has also been noted, with current building costs ranging from \$300 to \$500 per square foot or higher depending on complexity. The preliminary expansion estimates are summarized in the attachment.

b. South Main and West Wheelock TIF District Warrant Review

Business Requiring Action

a. Recommendation to set a Public Hearing on Monday, April 7, 2025, at 7:00 pm for the Pre-Town Public Hearing including approval of the Town Meeting Warrant

Please see additional information included in the Selectboard meeting materials packet.

Action Requested: Set a Public Hearing on Monday, Monday, April 7, 2025, for the Pre-Town Meeting Public Hearing.

Suggested Motion: *I move to set a Public Hearing on Monday, April 7, 2025, for the Pre-Town Meeting Public Hearing.*

b. Approval of FY26 Budget

Ellen has prepared an analysis of budget options for your consideration. The three options keep the budget in line with inflation.

Action Requested: Approval of the FY26 Budget as presented or as modified by the selectboard.

Suggested Motion: *I move to approve the FY26 Budget as presented (or as amended)*

c. Approval of March 10, 2025, Selectboard Minutes

Action Requested: Approval of the March 10, 2025, Selectboard Minutes as written.

Suggested Motion: *I move to approve the March 10, 2025, Selectboard Minutes as written.*

d. Approval of Items i to iv by Consent

i. Donations – Etna Library

- \$100.00 given by Jerry and Pat Balkom
- \$250.00 from George and Dominique Lightbody

ii. Donation – Parks and Recreation for Fitness and Adult Classes

- \$500.00 given by Margery Phillips

iii. Banner Requests

- 2025 CHaD HERO banner has been requested to bring awareness to the event which raises funds for Children's Hospital at Dartmouth
- 2025 Prouty banner has been requested to bring awareness to the event which raises funds to support cancer research and patient supportive services at Dartmouth Cancer Center
- "Thank an Early Educator for Helping Upper Valley Grow" banner celebrating educators of children from birth to 5 years has been requested by the Early Care and Education Association

iv. Light Pole Banner Requests

- 2025 CHaD HERO light pole banners have been requested to bring awareness to event which raises money for Children's Hospital at Dartmouth
- New England School of the Arts is requesting light pole banners for a fundraising concert supporting scholarships and programming needs

Action Requested: Approval of the Consent Agenda as presented.

Suggested Motion: *I move to approve the Consent Agenda as presented.*

INTEROFFICE MEMORANDUM

TO: SELECTBOARD

FROM: ELLEN BULLION AND ROB HOUSEMAN

SUBJECT: FISCAL YEAR 2026 BUDGET UPDATE

DATE: 3/24/2025

Following the March 10th meeting, the Selectboard directed Town staff to develop budget scenarios that included additional use of fund balance and/or potential reductions to department budgets. The analysis focused on the General and Fire Funds, both supported by tax dollars, and calculated the resulting tax rate increase over last year's rate. The documents that follow provide the build up of the scenarios, the resulting Undesignated Fund Balances and the impact on the Municipal and total tax rate.

GENERAL FUND – Four scenarios were developed for the General Fund:

- Use of \$200K Fund Balance to buy down the tax rate to stay in line with inflation – resulting in 3.8% increase
- Use of \$190K Fund Balance to pay for one-time expense of DPW Storm Water Study – resulting in 3.8% increase
- Discontinue curbside recycling, resulting in \$292,429 reduction to DPW budget and tax levy – resulting in 3.0% increase
- Utilize \$82K of proposed department budget reductions, some with operational and service impacts – resulting in 4.7% increase

FIRE FUND – Two recommended updates to Fire Fund budget:

- Include new budget item for debt service associated with new Fire Truck – addition of \$20K interest to be incurred in FY26
- Use of \$36K Undesignated Fund Balance to offset purchase of replacement fire hose, as recommended by NFPA and purchase of replacement washer for structural fire gear. Both expenditures were proposed as reductions by Fire Chief Gilbert. We are recommending use of Fund Balance as these are not annually recurring expenses and the resulting Fund Balance percentage remains above Selectboard guidance.
- These changes result in a \$16K reduction to the tax levy, but no material impact on the Fire District tax rates

We look forward to the discussion Monday evening, please let us know if you have any questions.

TOWN OF HANOVER FY2026 BUDGET OVERVIEW
3/24/2025

REVENUES	General Fund	Fire Fund	Parking Fund	Water Fund	Sewer Fund	Ambulance Fund	Total
Tax Levy	13,472,137	4,312,473	93,180	-	-	-	17,877,790
Fees	4,617,908	217,544	2,259,038	2,455,539	3,252,090	1,292,764	14,094,883
State Support	1,260,752	-	-	-	100,000	-	1,360,752
Use of FB	1,879,318	36,000	84,401	-	615,000	72,875	2,687,594
From Capital Reserve Funds	712,176	101,668	77,400	706,500	80,000	-	1,677,744
Other	1,321,410	23,800	11,200	104,800	74,738	-	1,535,948
TOTAL REVENUES	23,263,701	4,691,485	2,525,219	3,266,839	4,121,828	1,365,639	39,234,711
APPROPRIATIONS	General Fund	Fire Fund	Parking Fund	Water Fund	Sewer Fund	Ambulance Fund	Total
Personnel	15,251,819	3,188,434	649,481	608,780	904,595	848,091	21,451,200
Operating	4,213,569	1,219,018	1,387,498	985,951	1,577,544	354,548	9,738,128
Capital	3,285,351	263,668	161,400	1,216,170	1,058,567	163,000	6,148,156
Debt Service	78,454	20,365	326,840	455,938	581,122	-	1,462,719
Non- Operating	434,508	-	-	-	-	-	434,508
TOTAL APPROPRIATIONS	23,263,701	4,691,485	2,525,219	3,266,839	4,121,828	1,365,639	39,234,711
<i>FY2025</i>	<i>20,914,464</i>	<i>4,737,385</i>	<i>2,327,061</i>	<i>2,597,896</i>	<i>3,796,011</i>	<i>1,233,986</i>	<i>35,606,803</i>
<i>\$ CHANGE</i>	<i>2,349,237</i>	<i>(45,900)</i>	<i>198,158</i>	<i>668,943</i>	<i>325,817</i>	<i>131,653</i>	<i>3,627,908</i>
<i>% CHANGE</i>	<i>11.2%</i>	<i>-1.0%</i>	<i>8.5%</i>	<i>25.7%</i>	<i>8.6%</i>	<i>10.7%</i>	<i>10.2%</i>

TOWN OF HANOVER GENERAL FUND FY2026 BUDGET SCENARIOS 3/24/25

2024 Municipal Tax Rate	\$4.64	\$4.64	\$4.64	\$4.64	\$4.64
Tax Year 2024 NAV	2,734,814,395	2,734,814,395	2,734,814,395	2,734,814,395	2,734,814,395
\$ Increase in Net Assessed Valuation (NAV)	24,645,000	24,645,000	24,645,000	24,645,000	24,645,000
Use of Undesignated Fund Balance	1,873,255	2,079,318	2,069,318	1,879,318	1,879,318
ADDITIONAL GENERAL FUND TAX LEVY REQUIRED TO BALANCE	13,472,137	13,272,137	13,282,137	13,179,708	13,390,142
Additional ¢ to General Fund Tax Rate	\$0.24	\$0.17	\$0.17	\$0.14	\$0.21
Additional % to General Fund Tax Rate	5.3%	3.8%	3.8%	3.0%	4.7%

	Adopted FY25 BUDG	% Change	\$ Change	Proposed FY26 BUDG	Buy Down Tax Rate with FB	Addtl Use of FB for SW Study	Remove Curbside Recycling	Proposed Dept Reductions
APPROPRIATIONS								
<i>Personnel Costs</i>								
Salaries & Wages (incl. budgeted overtime)	10,286,820	0.0%	2,721	10,289,541	10,289,541	10,289,541	10,289,541	10,289,541
Employee Benefits - Flexible Benefits Plan	2,234,606	14.7%	327,784	2,562,389	2,562,389	2,562,389	2,562,389	2,562,389
Employee Benefits - Social Security/FICA	573,941	18.3%	104,772	678,713	678,713	678,713	678,713	678,713
Employee Benefits - NHRS Contributions	1,597,302	-1.9%	(30,535)	1,566,767	1,566,767	1,566,767	1,566,767	1,566,767
Employee Benefits - 401A, Wkrs Comp, other	172,564	-10.5%	(18,155)	154,409	154,409	154,409	154,409	154,409
Subtotal Salaries and Benefits	14,865,233	2.6%	386,587	15,251,819	15,251,819	15,251,819	15,251,819	15,251,819
<i>Other Operating Costs</i>								
Road Mtce, Paving and Reconstruction	974,333	0.9%	9,007	983,340	983,340	983,340	983,340	963,340
Utilities (fuel, heat & oil, electricity)	396,785	-1.1%	(4,208)	392,577	392,577	392,577	392,577	392,577
Ambulance Services - Hanover Contribution	361,220	7.0%	25,285	386,505	386,505	386,505	386,505	386,505
Planning & Zoning Consulting Fees	155,000	64.2%	99,500	254,500	254,500	254,500	254,500	229,500
All Other Operating Costs	2,138,714	2.7%	57,932	2,196,645	2,196,645	2,196,645	1,904,216	2,159,650
Subtotal Other Operating Costs	4,026,052	4.7%	187,517	4,213,568	4,213,568	4,213,568	3,921,139	4,131,573
<i>Non-Operating Costs</i>								
Debt Service	80,019	-2.0%	(1,565)	78,454	78,454	78,454	78,454	78,454
Transfers TO Capital Reserve Funds	910,700	182.5%	1,662,475	2,573,175	2,573,175	2,573,175	2,573,175	2,573,175
Transfer TO Expendable Trusts	79,318	-7.6%	(6,063)	73,255	73,255	73,255	73,255	73,255
Capital Purchases Funded by Reserves	821,889	-13.3%	(109,713)	712,176	712,176	712,176	712,176	712,176
Special Project Funded by Bressett Fund	131,253	75.2%	98,747	230,000	230,000	230,000	230,000	230,000
Subtotal Non-Operating Costs	2,023,179	81.3%	1,643,881	3,667,060	3,667,060	3,667,060	3,667,060	3,667,060
TOTAL GENERAL FUND APPROPRIATIONS	20,914,464	10.6%	2,217,984	23,132,448	23,132,448	23,132,448	22,840,019	23,050,453
REVENUES								
State of New Hampshire	1,219,000	3.4%	41,752	1,260,752	1,260,752	1,260,752	1,260,752	1,260,752
Short Term Interest	600,000	0.0%	0	600,000	600,000	600,000	600,000	600,000
Parks & Recreation Fees (>\$50K)	928,900	-18.5%	(171,808)	757,092	757,092	757,092	757,092	757,092
Other Third-Party Revenues (>\$50k)	1,042,647	6.5%	68,169	1,110,816	1,110,816	1,110,816	1,110,816	1,110,816
Motor Vehicle Registration Fees	1,600,000	12.5%	200,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
Building & Zoning Permit Fees	600,000	41.7%	250,000	850,000	850,000	850,000	850,000	850,000
Other Local Fees and Fines (>\$50k)	100,000	0.0%	0	100,000	100,000	100,000	100,000	100,000
Miscellaneous Revenues	764,837	-22.8%	(174,680)	590,157	590,157	590,157	590,157	590,157
Transfers FROM Capital Reserve Funds	821,889	-13.3%	(109,713)	712,176	712,176	712,176	712,176	712,176
Other--Undesignated Fund Balance Used	458,000	310.3%	1,421,318	1,879,318	2,079,318	2,069,318	1,879,318	1,879,318
Municipal General Fund Tax Levy	12,779,191	5.4%	692,946	13,472,137	13,272,137	13,282,137	13,179,708	13,390,142
TOTAL GENERAL FUND REVENUES	20,914,464	10.6%	2,217,984	23,132,448	23,132,448	23,132,448	22,840,019	23,050,453
NET CHANGE IN TAX LEVY					(200,000)	(190,000)	(292,429)	(81,995)

Proposed Department Reductions:	Amount	Impact
DPW - Paving Materials	20,000.00	Reduce paving projects by 1,000 feet of paving
Assessing, IT and P&Z Consulting Services	33,000.00	Reduce potential peer review services for reval, reduce ability to respond to network emergencies,
Police - remove proposed tuition reimb	10,000.00	Potential recruiting and retention impact
Police - discontinue PoliceApp.com	5,995.00	Replace app with other social media options
Police - replacement locks	4,000.00	Scope of project change - no longer needed
Other	9,000.00	
Total	81,995.00	

TOWN OF HANOVER FY26 FIRE FUND CONSOLIDATION 3/24/25

3/10/25 Proposed Budget					3/24/25 Proposed Budget			
	Fire District I	Fire District II	Fire District III	Total	Fire District I	Fire District II	Fire District III	Total
2024 Fire District Tax Rate	\$ 1.59	\$ 1.41	\$ 0.70		\$ 1.59	\$ 1.41	\$ 0.70	
Tax Year 2024 NAV	1,976,979,649	735,495,935	22,299,991	2,734,775,575	1,976,979,649	735,495,935	22,299,991	2,734,775,575
\$ Increase in Net Assessed Valuation (NAV)	22,714,255	1,882,567	57,079	24,653,901	22,714,255	1,882,567	57,079	24,653,901
Tax Year 2025 Est. NAV	1,999,693,904	737,378,502	22,357,070	2,759,429,476	1,999,693,904	737,378,502	22,357,070	2,759,429,476
FIRE FUND TAX LEVY REQUIRED TO BALANCE	3,239,610	1,072,352	16,146	4,328,108	3,227,907	1,068,478	16,088	4,312,473
Tax Year 2025 Est. Fire Fund Tax Rate	1.62	1.45	0.72		1.61	1.45	0.72	
% Increase	1.9%	3.1%	3.2%		1.5%	2.8%	2.8%	
Tax Year 2025 Est. Total Blended Tax Rate	\$ 6.50	\$ 6.33	\$ 5.60		\$ 6.49	\$ 6.33	\$ 5.60	
Tax Year 2024 Total Blended Tax Rate	\$ 6.23	\$ 6.05	\$ 5.34		\$ 6.23	\$ 6.05	\$ 5.34	
% Increase	4.3%	4.7%	4.9%		4.2%	4.6%	4.9%	

	Adopted FY25 BUDG	% Change	\$ Change	Proposed FY26 BUDG	Proposed FY26 REDUCTIONS	Updated Proposed Budg
APPROPRIATIONS						
Personnel Costs						
Salaries & Wages (incl. budgeted overtime)	2,410,743	2.6%	63,722	2,474,465	-	2,474,465
Employee Benefits - Flexible Benefits Plan	583,146	12.7%	74,204	657,350	-	657,350
Employee Benefits - Social Security/FICA	37,643	7.5%	2,824	40,467	-	40,467
Employee Benefits - NHRS Contributions	704,249	0.1%	389	704,638	-	704,638
Employee Benefits - 401A, Wkrs Comp, other	161,131	-0.9%	(1,527)	159,604	-	159,604
Charges to Ambulance Fund	(814,382)	4.1%	(33,709)	(848,091)	-	(848,091)
Subtotal Salaries and Benefits	3,082,530	3.4%	105,904	3,188,434	-	3,188,434
Other Operating Costs						
Fire Suppression Hydrant System	377,800	-8.2%	(30,800)	347,000	-	347,000
Utilities (fuel, heat & oil, electricity) & Bldg Maintenance	160,413	-7.7%	(12,412)	148,001	-	148,001
Charges from General Fund	337,448	22.1%	74,657	412,105	-	412,105
Fire Suppression Equipment, Clothing & Supplies	124,572	2.6%	3,268	127,840	-	127,840
All Other Operating Costs	178,520	3.1%	5,552	184,072	-	184,072
Subtotal Other Operating Costs	1,178,753	3.4%	40,265	1,219,018	-	1,219,018
Non-Operating Costs						
Debt Service	-	0.0%	-	-	20,365	20,365
Transfers TO Capital Reserve Funds	162,000	0.0%	-	162,000	-	162,000
Capital Purchases Funded by Reserves	314,102	-67.6%	(212,434)	101,668	-	101,668
Subtotal Non-Operating Costs	476,102	-44.6%	(212,434)	263,668	20,365	284,033
TOTAL FIRE FUND APPROPRIATIONS	4,737,385	-1.4%	(66,265)	4,671,120	20,365	4,691,485
REVENUES						
Fire Fund Tax Levy	4,192,361	3.2%	135,747	4,328,108	(15,635)	4,312,473
Alarm & Inspection Fees	68,653	31.1%	21,347	90,000	-	90,000
Private Hydrant Rentals	129,331	-1.4%	(1,787)	127,544	-	127,544
Payment in Lieu of Taxes	25,938	-8.2%	(2,138)	23,800	-	23,800
Transfers FROM Capital Reserve Funds	314,102	-67.6%	(212,434)	101,668	-	101,668
Budgeted Use of Fund Balance	-	0.0%	-	-	36,000	36,000
TOTAL FIRE FUND REVENUES	4,730,385	-0.8%	(38,900)	4,671,119	20,365	4,691,485

Proposed Department Reductions:	Amount	Impact
Fire Suppression Equipment	12,000.00	Delay NFPA recommended scheduled replacement of fire hoses every 10 years
Fire Station Building Capital Maintenance	24,000.00	Delay replacement of washer for structural fire gear
Total	36,000.00	

Both proposed reductions are non-annual expenditures, recommend use of fund balance to cover

Town of Hanover

Undesignated Fund Balances- Schedule of Available (Non-Committed) Balances

General Fund

Unaudited Fund Balance @ June 30, 2024	\$ 4,967,591
FY2025 Budgeted Draw from Undesignated F/B	\$ (458,000)
Additional FY2025 Revenue	
Meals and Rooms	\$ 183,277
Short-term Interest Income	\$ 200,000
Motor Vehicle Registrations	\$ 100,000
Projected June 30, 2025 Undesignated F/B	\$ 4,992,868

Proposed FY2026 Budgeted Draw from Undesig F/B	\$ (2,069,318)
Deposit to Conservation Fund	\$ (22,592)
Deposit to Land & Capital Improvement Fund	\$ (22,592)
Deposit to Municipal Transportation Fund	\$ (34,135)
Storm Water Study	\$ (190,000)
Deposit to Building Capital Reserve Fund	\$ (1,500,000)
Contingency Fund	\$ (100,000)
Digitization of Planning Documents	\$ (200,000)

\$ 2,923,550 *PROJ FYE26 UNDESIGNATED GENERAL FUND BALANCE*

FY2024 Budgeted General Fund Expenditures	\$ 19,638,188
less: General Fund Expenditures Funded from Capital Reserve Fund, Trust Funds, and Other Reserve Funds	(1,269,000)

\$ 18,369,188 15.92% *UNDESIGNATED GENERAL FUND BAL OVER EXPENDITURES*

Fire Fund

Unaudited Fund Balance @ June 30, 2024	\$ 865,357
FY2025 Budgeted Draw from Undesig F/B	\$ -
Proposed FY2026 Budgeted Draw from Undesig F/B	\$ (36,000)
Replace Fire Hose	\$ (12,000)
Replace Structural Gear Washer	\$ (24,000)

\$ 901,357 *PROJ FYE26 UNDESIGNATED FIRE FUND BALANCE*

FY2024 Budgeted Fire Fund Expenditures	\$ 4,172,218
less: Fire Fund Expenditures Funded from Capital Reserve Fund, Trust Funds, and Other Reserve Funds	\$ (15,500)

\$ 4,156,718 21.68% *UNDESIGNATED FIRE FUND BALANCE OVER EXPENDITURES*

Town of Hanover

Undesignated Fund Balances- Schedule of Available (Non-Committed) Balances

Ambulance Fund

Unaudited Fund Balance @ June 30, 2024	\$ 214,200
FY2025 Budgeted Draw from Undesig F/B	\$ (28,561)
Projected June 30, 2025 Undesignated F/B	\$ 185,639

Proposed FY2026 Budgeted Draw from Undesig F/B	\$ (72,875)
2 Video Laryngoscopes, BIPAP & Auto Ventilator	\$ (39,853)
Use of F/B to Balance Fund	\$ (33,022)

\$ 112,764 *PROJ FYE26 UNDESIGNATED AMBULANCE FUND BALANCE*

FY2024 Budgeted Ambul Fund Expenditures	\$ 1,145,751
less: Ambulance Fund Expenditures Funded from Capital Reserve Fund, Trust Funds, and Other Reserve Funds	\$ -

\$ 1,145,751 9.84% *UNDESIGNATED AMBUL FUND BALANCE OVER EXPENDITURES*

Water Utility Fund

Unaudited Fund Balance @ June 30, 2024	\$ 360,290
FY2025 Budgeted Draw from Undesig F/B	\$ -
Proposed FY2026 Budgeted Draw from Undesig F/B	\$ -

\$ 360,290 *PROJ FYE26 UNDESIGNATED WATER FUND BALANCE*

FY2024 Budgeted Water Fund Expenditures	\$ 2,745,419
less: Water Utility Fund Expenditures Funded from Capital Reserve Fund, Trust Funds, and Other Reserve Funds	\$ (487,000)

\$ 2,258,419 15.95% *UNDESIGNATED WATER FUND BALANCE OVER EXPENDITURES*

Town of Hanover

Undesignated Fund Balances- Schedule of Available (Non-Committed) Balances

Water Reclamation Facility - WRF - (Sewer) Fund

Unaudited Fund Balance @ June 30, 2024	\$	1,188,423	
FY2025 Budgeted Draw from Undesig F/B	\$	-	
Proposed FY2026 Budgeted Draw from Undesig F/B	\$	(615,000)	
Transfer to Sewer CRF to Defray Future Debt Service	\$	(500,000)	
Sewer Capacity Study Phase I	\$	(115,000)	
	\$	573,423	PROJ FYE26 UNDESIGNATED WRF FUND BALANCE
FY2024 Budgeted WRF Fund Expenditures	\$	3,534,739	
less: WRF Fund Expenditures Funded from Capital Reserve Fund, Trust Funds, and Other Reserve Funds	\$	(304,000)	
	\$	3,230,739	17.75% UNDESIGNATED WRF FUND BALANCE OVER EXPENDITURES

Note: in addition, \$1M has been set aside from WRF UFB for future capital projects; the above figures do NOT include these funds.

Parking Fund

Unaudited Fund Balance @ June 30, 2024	\$	157,121	
FY2025 Budgeted Draw from Undesig F/B	\$	-	
Additional FY2025 Revenue			
Temporary Parking Revenue	\$	100,000	
Projected June 30, 2025 Undesignated F/B	\$	257,121	
Proposed FY2026 Budgeted Draw from Undesig F/B	\$	(84,402)	
	\$	172,719	PROJ FYE26 UNDESIGNATED PARKING FUND BALANCE
FY2024 Budgeted Parking Fund Expenditures	\$	2,580,907	
less: Parking Fund Expenditures Funded from Capital Reserve Fund, Trust Funds, and Other Reserve Funds	\$	(520,000)	
	\$	2,060,907	8.38% UNDESIGNATED PARKING FUND BALANCE OVER EXPENDITURES

FY2026 Projected Total Tax Rate
3/24/2025

Notes: County Tax assumes 3.5% increase - placeholder
SD Tax information provided by Jamie Teague, also found in Exhibits in Budget Book

As Presented 3/10/25

Jurisdiction	Tax Rate 2024	As % of Total	Projected Tax Rate 2025	As % of Total
Municipal	\$4.64	26%	\$4.88	26%
County	\$1.43	8%	\$1.48	8%
Local Education	\$10.00	57%	\$10.48	57%
State Education	\$1.61	9%	\$1.62	9%
Total	\$17.68	100%	\$18.46	100%

Projected Increase	% Increase
\$0.24	5.2%
\$0.05	3.5%
\$0.48	4.8%
\$0.01	0.6%
\$0.78	4.4%

Annual Impact/Home			
\$ 500	\$ 660	\$ 750	
\$ 120	\$ 158	\$ 180	
\$ 25	\$ 33	\$ 38	
\$ 239	\$ 315	\$ 359	
\$ 5	\$ 7	\$ 8	
\$ 389	\$ 513	\$ 584	

Jurisdiction	FD Tax Rate 2024	Projected Tax Rate 2025
Fire District #1	\$1.59	\$1.62
Fire District #2	\$1.42	\$1.45
Fire District #3	\$0.71	\$0.72

Projected Increase	% Increase
\$0.03	1.9%
\$0.03	2.1%
\$0.01	1.4%

Annual Impact/Home			
\$ 500	\$ 660	\$ 750	
\$ 404	\$ 533	\$ 606	
\$ 404	\$ 533	\$ 606	
\$ 394	\$ 520	\$ 591	

Jurisdiction	Total Tax Rate 2024	Projected Total Tax Rate 2025
Fire District #1	\$19.27	\$20.08
Fire District #2	\$19.10	\$19.91
Fire District #3	\$18.39	\$19.18

Projected Increase	% Increase
\$0.81	4.2%
\$0.81	4.2%
\$0.79	4.3%

Buy Down with FB/Use of FB for Storm Water Study

Jurisdiction	Tax Rate 2024	As % of Total	Projected Tax Rate 2025	As % of Total
Municipal	\$4.64	26%	\$4.81	26%
County	\$1.43	8%	\$1.48	8%
Local Education	\$10.00	57%	\$10.48	57%
State Education	\$1.61	9%	\$1.62	9%
Total	\$17.68	100%	\$18.39	100%

Projected Increase	% Increase
\$0.17	3.8%
\$0.05	3.5%
\$0.48	4.8%
\$0.01	0.6%
\$0.71	4.0%

Annual Impact/Home			
\$ 500	\$ 660	\$ 750	
\$ 87	\$ 115	\$ 131	
\$ 25	\$ 33	\$ 38	
\$ 239	\$ 315	\$ 359	
\$ 5	\$ 7	\$ 8	
\$ 356	\$ 470	\$ 534	

Jurisdiction	FD Tax Rate 2024	Projected Tax Rate 2025
Fire District #1	\$1.59	\$1.62
Fire District #2	\$1.42	\$1.45
Fire District #3	\$0.71	\$0.72

Projected Increase	% Increase
\$0.03	1.9%
\$0.03	2.1%
\$0.01	1.4%

Annual Impact/Home			
\$ 500	\$ 660	\$ 750	
\$ 371	\$ 490	\$ 557	
\$ 371	\$ 490	\$ 556	
\$ 361	\$ 477	\$ 541	

Jurisdiction	Total Tax Rate 2024	Projected Total Tax Rate 2025
Fire District #1	\$19.27	\$20.01
Fire District #2	\$19.10	\$19.84
Fire District #3	\$18.39	\$19.11

Projected Increase	% Increase
\$0.74	3.9%
\$0.74	3.9%
\$0.72	3.9%

Discontinue Curbside Recycling

Jurisdiction	Tax Rate 2024	As % of Total	Projected Tax Rate 2025	As % of Total
Municipal	\$4.64	26%	\$4.78	26%
County	\$1.43	8%	\$1.48	8%
Local Education	\$10.00	57%	\$10.48	57%
State Education	\$1.61	9%	\$1.62	9%
Total	\$17.68	100%	\$18.36	99%

Projected Increase	% Increase
\$0.14	3.0%
\$0.05	3.5%
\$0.48	4.8%
\$0.01	0.6%
\$0.68	3.8%

Annual Impact/Home					
\$	500	\$	660	\$	750
\$	70	\$	92	\$	105
\$	25	\$	33	\$	38
\$	239	\$	315	\$	359
\$	5	\$	7	\$	8
\$	339	\$	447	\$	509

Jurisdiction	FD Tax Rate 2024		Projected Tax Rate 2025	
Fire District #1	\$1.59		\$1.62	
Fire District #2	\$1.42		\$1.45	
Fire District #3	\$0.71		\$0.72	

Projected Increase	% Increase
\$0.03	1.9%
\$0.03	2.1%
\$0.01	1.4%

Annual Impact/Home					
\$	500	\$	660	\$	750
\$	354	\$	467	\$	531
\$	354	\$	467	\$	531
\$	344	\$	454	\$	516

Jurisdiction	Total Tax Rate 2024		Projected Total Tax Rate 2025	
Fire District #1	\$19.27		\$19.98	
Fire District #2	\$19.10		\$19.81	
Fire District #3	\$18.39		\$19.08	

Projected Increase	% Increase
\$0.71	3.7%
\$0.71	3.7%
\$0.69	3.7%

Department Reductions

Jurisdiction	Tax Rate 2024	As % of Total	Projected Tax Rate 2025	As % of Total
Municipal	\$4.64	26%	\$4.85	26%
County	\$1.43	8%	\$1.48	8%
Local Education	\$10.00	57%	\$10.48	57%
State Education	\$1.61	9%	\$1.62	9%
Total	\$17.68	100%	\$18.43	100%

Projected Increase	% Increase
\$0.21	4.6%
\$0.05	3.5%
\$0.48	4.8%
\$0.01	0.6%
\$0.75	4.3%

Annual Impact/Home					
\$	500	\$	660	\$	750
\$	107	\$	141	\$	161
\$	25	\$	33	\$	38
\$	239	\$	315	\$	359
\$	5	\$	7	\$	8
\$	376	\$	496	\$	564

Jurisdiction	FD Tax Rate 2024		Projected Tax Rate 2025	
Fire District #1	\$1.59		\$1.61	
Fire District #2	\$1.42		\$1.45	
Fire District #3	\$0.71		\$0.72	

Projected Increase	% Increase
\$0.02	1.3%
\$0.03	2.1%
\$0.01	1.4%

Annual Impact/Home					
\$	500	\$	660	\$	750
\$	386	\$	510	\$	579
\$	391	\$	516	\$	586
\$	381	\$	503	\$	571

Jurisdiction	Total Tax Rate 2024		Projected Total Tax Rate 2025	
Fire District #1	\$19.27		\$20.04	
Fire District #2	\$19.10		\$19.88	
Fire District #3	\$18.39		\$19.15	

Projected Increase	% Increase
\$0.77	4.0%
\$0.78	4.1%
\$0.76	4.1%

From: [Art Guadano](#)
To: [Robert Houseman](#)
Cc: [Peter Kulbacki](#); [James Gibbons](#)
Subject: Hanover Town Facilities - Programs
Date: Wednesday, March 19, 2025 6:54:46 PM
Attachments:

Hi Rob,

We have prepared the attached Program Summaries for each of the Town facilities. The programs identify the existing size of the buildings and spaces inside, and based on our interviews they also show proposed improvements. We have not yet reviewed these programs with you or staff and we still have to develop design concepts. The design concepts will be needed to look at short, medium and long term costs.

To help with your request to identify potential costs we have used the Program Summaries as a starting point. Based on the additional square footage required to address facility space needs we have prepared **estimated costs for potential building expansion**. Again, without design concepts we do not know what renovation costs might be added, we have not yet evaluated the buildings to identify maintenance costs, and in several cases there are site improvements or land purchases required that would also increase costs. What that means is that the total costs will be higher than the expansion costs outlined below.

Building costs have increased significantly over the last several years. We are seeing average costs ranging from \$300 PSF to \$500 PSF and even higher. Based on the type of facility and the anticipated complexity of expansion, initial expansion costs are noted as follows:

Town Hall: +1,303 SF, \$450,000-\$600,000.

Public Safety Complex: +6,223 SF, \$2,800,000 - \$3,425,000.

RWB Community Center: +300 SF: \$100,000 - \$120,000.

RWB Off-Site: 1980 SF, \$485,000 - \$650,000.

Department of Public Works: +1,613 SF, \$485,000- \$650,000.

Water Department Office: \$0.

Etna Library: +2,364 SF, \$950,000 - \$1,200,000.

Etna Fire Station: \$0.

We have additional work to look at solutions, extent of renovation, maintenance costs, and site work (never mind any land cost). I hope this helps with you starting to fund capital reserves. We should meet soon to review and discuss ongoing solutions.

Thanks,

Art

Hanover Town Facilities Analysis

Program Summary - Town Hall

AG Architects Project No. 24-838.0
19 March 29025

Room Name	Current SF		Proposed SF		Comments
SF Summary					
Town Hall - Basement	3,574				
Town Hall - First Floor	3,574				
Town Hall - Second Floor	3,574				
Town Hall Gross Building	10,722				
Town Hall - Basement					
Parking Storage	145		145		Break Room/Training, staff gathering
Breakroom	118	14' x 20'	280		
Accounting Director Office	157		157		
Accounting Office	410		410		5-12 Persons
IT Office	251		251		
IT Equipment	150		150		
Conference Room		12' x 15'	180		Pending digitizing files
Storage	503		503		
Additional Storage Planning/Zoning		20' x 20'	400		
Additional Storage Town Clerk		10' x 12'	120		
Additional Storage Polling		10' x 20'	200		
Utility Room	169		169		
Mechanical Room	293		293		
Equipment Storage	60		60		
Women's Bathroom	86		86		
Men's Bathroom	40		40		
Corridors	331		331		
Elevator	32		32		
Elevator Machine Room	108		108		
Stair	78		78		
Basement Net Subtotal	2,931		3,993		
Town Hall - First Floor					
Town Manager Office	235		235		
Closet	21		21		
Executive Assistant Office	202		202		
Parking Office	284		284		
Vault Storage	65		65		
Parking Public Window	115		115		
Accessing	246		246		
Accessing Director Office	143		143		
Town Clerk/Supervisor of the Checklist Office	144		144		
Town Clerk	255		255		
Town Clerk Office		12' x 12'	144		
Town Clerk Storage	92		92		
Mail Room/Printer	120		120		
Vestibules	116		116		
Public Waiting Area	448		448		
Foyer	168		168		
Utility Room	33		33		
Corridor	33		33		
Elevator	33		33		
Stairs	63		63		
First Floor Net Subtotal	2,816		2,960		
Town Hall - Second Floor					
HR Office	115		115		
HR Office	110		110		
Planning Reception	197		197		
Planning Director Office	160		160		
Planning/Zoning Work Space	260		260		
Planning/Zoning	247		247		
Planning/Zoning	245		245		
Storage	48		48		
Vault Storage	17		17		
Meeting Room	1,027		1,027		
Unisex Bathroom	71		71		
Mechanical Room	35		35		
Corridors	415		415		
Elevator	35		35		
Display	6		6		
Stair	80		80		
Second Floor Net Subtotal	3,068		3,068		
Town Hall All Floors NSF Total	8,815		10,021		
20% Circulation and Walls			2,004		
Total Estimated All Floors Gross SF	10,722		12,025		
Parking					

Hanover Town Facilities Analysis

Program Summary - Public Safety Complex

AG Architects Project No. 24-838.0
45735

Room Name	Current SF		Proposed SF		Comments	
Total Building SF Summary						
First Floor	15,028					
Second Floor	14,460					
Third Floor - Hose Tower	283					
Total Building Gross	29,771					
Police - First Floor						
Prosecutor Office	103		103		Relocate fingerprinting	
Records/Evidence Office	103		103			
Administrative Assistant Office	103		103			
Chief Office	225		225			
Closet	11		11			
Fingerprinting			64			
Bathroom	51		51			
Administrator Office	171		171			
Administrator Office	170		170			
Detective Office	267		267			
Closet	20		20		Relocate from Library, staff use County attorney, Court interviews	
Interview	80		80			
Wellness Interview			100			
Closet/Viewing	55		55			
Library	132		132			
Conference Room			180			
Conference Room			180			
Sergeant Office	179		179			
Storage/Breakroom	420		420			
Kitchen	66		66			
Work Station	178		178			
Briefing	85		85			
Storage	108		108			
Booking	69		69			
Processing	190		190			
Sally Port	336		336			
Holding Corridor	98		98			
Cells	278		278			
Juvenile Holding	79		79			
Dispatch	760		760			
Closets	58		58			
Dispatch Supervisor Office	159		159			
Single Occupant Bathroom	48		48			
Single Occupant Bathroom	32		32			
Single Occupant Bathroom	40		40			
Janitor Closet	25		25			
Corridors	634		634			
Police - First Floor NSF Subtotal	5,333		5,857			
Police - Second Floor						
Evidence Processing	258		258			Individual space, additional equipment
Men's Locker	739		739			
Women's Locker	327		327			
Mechanical	560		560			
Storage	342		342			
Uniform Storage	134		134			
Utility	83		83			
Phone	56		56			
Evidence Processing	295		295			
Munitions	26		26			
Training Room	529		529			
Closet	25		25			
Workout	151		270			
Soft Meeting	107		107			
Closets	188		188			
Corridors	364		364			
Police - Second Floor NSF Subtotal	4,184		4,303			

Fire - First Floor					
Reception		169		169	
Administrative Assistant Office		153		153	
Deputy Chief Office		134		134	
Captain and Lieutenant Office		247		247	
Chief Office		282		282	
Office - Inspector			12' x 12'	144	Future inspector
Meeting/Training Room		826		826	
Watch Room		124		124	
Entry		74		74	
Corridors		189		189	
Men's Bathroom		149		149	
Women's Bathroom		152		152	
Stairs		118		118	
Apparatus Bay		3,446		3,446	
Fire Gear Washer and Dryer			12' x 18'	216	Current location impacts bays
Gear Lockers			5' x 50'	250	Additional: Tactical and wilderness rescue gear
Ice Machine		56		56	
Utility		203		203	
EMS Storage		122		122	
Electrical		125		125	
Hose Storage		167		167	
Hose Tower		92		92	
Workshop		175		175	
Tools		60		60	
Stair Tower		166		166	
Trash		29		29	
Fire - First Floor NSF Subtotal		7,258		7,868	
Fire - Second Floor					
Study		284		284	
Kitchen		203		203	
Closet		9		9	
Utility Closet		11		11	
Dorm		193		193	
Dorm		119		119	
Bunk Room		97		97	
Class A Storage		135		135	
Locker Room		187		187	
Bunk Room		186		186	
Bunk Room		186		186	
Bunk Room		189		189	
Bunk Room		192		192	
Additional Bunk Rooms			(2) 14' x 14'	392	4 Additional future fire fighters
Gym		577		577	
Laundry		55		55	
Bathroom		133		133	
Single Occupant Bathroom		63		63	
Corridors		216		216	
Stairs		217		217	
Storage		997		997	
Stair Tower		93		93	
Hose Drying		60		60	
Fire - Second Floor NSF Subtotal		4,402		4,794	
Fire - Third Floor Hose Tower					
Hose Drying		142		142	
Stair Tower		90		90	
Fire - Third Floor NSF Subtotal		232		232	
Common - First Floor					
Lobby		193		193	
Vestibules		119		119	
Sprinkler Room		97		97	
Stairs		135		135	
Locker Room		187		187	
Lobby - Training			15' x 25'	375	
Training Facility			30' x 50'	1,500	30-50 persons
Training Storage			8' x 12'	96	Equipment, furniture storage
Public Restrooms			(2) 10' x 18'	360	
Elevator			6' x 8'	48	
Elevator Machine /Room			8' x 10'	80	
Common - First Floor NSF Subtotal		731		3,190	
Common - Second Floor					
Stairs		370		370	
Elevator			6' x 8'	48	
Common - Second Floor NSF Subtotal		0		418	
Building First Floor NSF Subtotal		13,322		16,915	
Building Second Floor NSF Subtotal		8,586		9,515	
Building Third Floor NSF Subtotal		232		232	
Building NSF Total		22,140		26,662	
35% Circulation and Walls		7,631		9,332	
Total Estimated Building Gross SF		29,771		35,994	
Police Vehicle Garage		1,468		1,468	
Police Evidence Storage Building		943		943	
Trailer Storage Enclosed			(7) 12'x 20'	1,680	6 Trailers: UTV, forestry, swift utility, boat, pick-up, + PD fire arms training
Fire Site Training					Land required
Additional Parking					Add 20% spaces, land required
Total Estimated Gross SF		32,182		40,085	

Hanover Town Facilities Analysis Program Summary - RWB Community Center

AG Architects Project No. 24-838.0
45735

Room Name		Current SF	Proposed SF	Comments
SF Summary				
RWB - Basement		7,470		
RWB - First Floor		7,622		
RWB - Second Floor		7,470		
Total Building Gross		22,562		
Basement				
Laundry/Shower		92	92	
Electrical/Mechanical/Boiler Rooms		312	312	
Janitor		248	248	
Servers		156	156	
Storage		5,592	5,592	
Corridor		74	74	
Elevator		70	70	
Stairs		327	327	
Basement Subtotal		6,871	6,871	
First Floor				
Program Manager		165	165	
Director's Office		260	260	
Craft Room		363	363	
Events/Media Office		140	140	
Lounge/Meeting Room		949	949	
Closet		29	29	
Multi-Purpose Room		2,281	2,281	
Kitchen		406	406	
Storage		88	88	
Men's Bathroom		131	131	
Women's Bathroom		148	148	
Single Occupant Bathroom		49	49	
Single Occupant Bathroom		29	29	
Reception		101	101	
Lounge		591	591	
Vestibules		189	189	
Corridors		767	767	
Elevator		70	70	
Stairs		330	330	
First Floor Subtotal		7,086	7,086	
Second Floor				
Grounds Office		101	101	
Small Conference Room		215	215	
Athleticss Office		186	186	
Out of School Office		141	141	
Staff Office		327	327	
Dance Studio 206		850	850	
Closet		59	59	
Dance Studio 214		471	471	
Large Conference Room		970	970	
Staff Breakroom			300	
Assistant Director Office		134	134	
Men's Bathroom		121	121	
Women's Bathroom		125	125	
Single Occupant Bathroom		46	46	
Corridors		1,356	1,356	
Elevator		70	70	
Stairs		329	329	
Second Floor Subtotal		5,501	5,801	
Building First and Second Floors NSF Total		12,587	12,887	
20% Circulation and Walls		2,505	2,577	
Total Estimated First and Second Floors Gross SF		15,092	15,464	
Total Estimated Building Gross SF		19,458	19,758	
Off-Site Facilities				
Tenney Park (Storage)	(2) 8' x 10'	160	160	Add Power
Sachem Field (Storage)	10' x 12'	120	120	Add Basketball, pickleball and tennis courts,
Toilet Facilities			660	Male/Female facilities, power
Grasse Road Storage)	8' x 10'	80	80	Add power
Richmond Middle School (Storage)	8' x 10'			Add power
Pine Knolls Cemetery				
Shop	36' x 24'	864	864	
Tractor Shed	24' x 25'	600	600	
Mowers	18' x 24'	432	432	
New Garage. Relocate from Public Works			1,200	4 Bay garage with shop, lift, overhead storage
Office			120	
Off Site GSF Subtotal		2,256	4,236	
Gymnasium			TBD	Gymnasium, lobby, bleacher seating, locker facilities, showers. toilets, staff offices, equipment storage, laundry
Additional Parking			TBD	Inadequate number of spaces

Hanover Town Facilities Analysis

Program Summary - Department of Public Works

AG Architects Project No. 24-838.0
45735

Room Name	Current SF		Proposed SF		Comments
SF Summary					
DPW Building	16,068				
Total Building Gross	16,068				
Public Works					
Vestibule	85		85		
Entry	184		184		
Front Office	287		287		
Closet	30		30		
Director's Office	211		211		
Closet	8		8		
Office (Financial)	109		109		
Office (Highway Supervisor)	110		110		
Office (Deputy Director)	109		109		
Staff Office Space			(4) 8' x 8'	256	+ 2-4 Additional Staff
Crew Office	165		165		
Utility Supervisor	96		96		
Work Area	344		344		
Files	89		89		
Crew Room/ Lunch Room	548		548		
Crew Room Expansion			10' x 25'	250	
Locker Room	481		481		
Locker Room Expansion			15' x 20'	300	
Shower	54		54		
Bathroom	59		59		
Stock Room	512		512		
Maintenance Technician	82		82		
Building Supervisor	122		122		
Closet	10		10		
Men's Room	48		48		
Women's Room	52		52		
Closet	24		24		
Mezzanine Storage	419		419		
Utility Crew Bay	2,132		2,132		
Mezzanine	735		735		
Fleet Operation Bay	3,960		3,960		
Equipment Bay				2,301	Relocate Grounds Bay, utilize for Public Works
Office/Break Room	111		111		
Office/Supervisor	85		85		
Stock Room	359		359		
Oil Containment	282		282		
Storage (Small + Large)	363		363		
Paint Bay	763		763		
Department of Public Works Subtotal	13,028		16,135		
Grounds Department					
Grounds Bay	2,301		0		
Grounds Department Subtotal	2,301				
Building First Floor Subtotal NSF	15,329		16,135		
5% Circulation and Walls First Floor			807		
Total Estimated First Floor Gross SF			16,942		
Total Estimated Building Gross SF	16,068		16,942		

Hanover Town Facilities Analysis

Program Summary - Water Department

AG Architects Project No. 24-838.0
19 March 2025

Room Name	Current SF		Proposed SF		Comments
SF Summary					
Water Department - Shop Building GSF	4,156				
Water Department					
Office		217		217	Verify storage capacity for Town additional files
Breakroom		285		285	
Storage/Stockroom		367		367	
Utility		127		127	
Bathroom		43		43	
Closets (3)		121		121	
Corridor		117		117	
Work Bays		1,663		1,663	
Entry		28		28	
Town File Storage		556		556	
HR Locked Storage		136		136	
Bathroom		39		39	
First Floor NSF Subtotal		3,699		3,699	
Attic Storage					
Attic Storage NSF Subtotal		1,352		1,352	
Total First Floor NSF Subtotal				3,699	
Circulation and Walls First Floor				457	
Total Estimated First Floor Gross SF				4,156	
Total Estimated Gross SF		4,156		4,156	

Hanover Town Facilities Analysis

Program Summary - Etna Library

AG Architects Project No. 24-838.0
19 March 2025

Room Name	Current SF	Proposed SF	Comments
SF Summary			
Etna Library - Basement GSF	1,435		
Etna Library - First Floor GSF	1,435		
Building GSF Total	2,870		
Etna Library - Basement			
Utility/Storage	217	217	
Mechanical/Storage	285	285	
Stair	65	65	
Basement NSF Subtotal	567	567	
Etna Library - First Floor			
Stacks	784	784	
Circulation Stacks, Additional		320	Shelving for circulation collections
Children's Room	195	195	
Quiet Adult Reading Area		150	
Meeting Room		270	Private study, meetings, trustee meetings, 5-10
Play/Story Time		225	Corner for children
Events Room		500	15-20 person capacity
Craft Room		270	Craft activities, table, counter/cabinets, sink
Ramp (Shelving)	41	41	
Book Processing		150	Processing books, repairs
Bathroom	42	54	Accessible
Stair	80	80	
First Floor NSF Subtotal	1,142	3,039	
Total First Floor NSF Subtotal		3,039	
25% Circulation and Walls First Floor		760	
Total Estimated First Floor Gross SF		3,799	
Total Estimated Building Gross SF	2,870	5,234	

Hanover Town Facilities Analysis

Program Summary - Etna Fire Station

AG Architects Project No. 24-838.0
19 March 2025

Room Name	Current SF		Proposed SF		Comments
SF Summary					
Etna Fire Station GSF	2,903				
Fire Station					
Bays	4 Bays	2,630		2,630	
Bathroom		38		38	
First Floor NSF Subtotal		2,668		2,668	
Total First Floor NSF				2,668	
Circulation and Walls First Floor				235	
Total Estimated First Floor Gross				2,903	
Total Estimated Gross SF		2,903		2,903	

WARRANT FOR THE ANNUAL TOWN MEETING

GRAFTON, SS'

TOWN OF HANOVER

TO THE INHABITANTS OF THE TOWN OF HANOVER, NEW HAMPSHIRE, who are qualified to vote in Town affairs:

TAKE NOTICE AND BE WARNED, that the Annual Town Meeting of the Town of Hanover, New Hampshire, will be held as follows:

ON **TUESDAY, MAY 13, 2025**, IN THE GYMNASIUM OF HANOVER HIGH SCHOOL, 41 LEBANON STREET, HANOVER, NH THERE WILL BE VOTING BY OFFICIAL BALLOT FOR THE ELECTION OF TOWN OFFICERS AND ALL OTHER ARTICLES REQUIRING VOTE BY OFFICIAL BALLOT. **THE POLLS WILL OPEN AT 7:00 AM AND CLOSE AT 7:00 PM.**

ARTICLES _____ THROUGH _____ WILL BE PRESENTED, DISCUSSED, AND ACTED UPON BEGINNING AT 7:00 PM IN THE GYMNASIUM OF HANOVER HIGH SCHOOL, 41 LEBANON STREET, HANOVER, NH.

OFFICIAL **BALLOT**

All-Day Voting 7:00 a.m. - 7:00 p.m.

Absentee Ballots Available for Qualifying Voters

ARTICLE ONE: To vote (by nonpartisan ballot) for the following Town Officers:

- One Selectboard Member to serve for a term of three (3) years.
- One Etna Library Trustee to serve for a term of three (3) years.
- One Trustee of Trust Funds to serve for a term of three (3) years.
- One Supervisor of the Checklist to serve for a term of three (3) years.
- One Town Clerk to serve for a term of three (3) years.
- One Cemetary Trustee to serve for a term of (3) year.

ARTICLE TWO: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

(insert ballot language for housing overlay district)

At a public hearing held on April 1, 2025, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE THREE: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 2:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 2 for the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as follows?”

(insert ballot language for Nonprofit Workforce Housing overlay district amendment)

At a public hearing held on April 1, 2025, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE FOUR: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 3:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 4 as proposed by the Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

(Insert ballot language for DC way finding masterplan zoning amendment)

At a public hearing held on April 1, 2025, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

BUSINESS MEETING AGENDA

7:00 p.m.

ARTICLE FIVE: To choose the following Town Officers to be elected by a majority vote.

One Advisory Board of Assessors for a term of three (3) years.

Three Fence Viewers, each for a term of one (1) year.

Two Surveyors of Wood and Timber, each for a term of one (1) year.

Such other Officers as the Town may judge necessary for managing its affairs.

Selectboard

For

Against

Absent

ARTICLE SIX: To see if the Town will vote to raise and appropriate **\$19,375** for deposit into the Land and Capital Improvements Fund and to fund this appropriation by authorizing the withdrawal

of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2024.

Selectboard	For	Against	Absent
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ARTICLE SEVEN. To see if the Town will vote to raise and appropriate \$19,375 for deposit into the Conservation Fund and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2024.

Selectboard	For	Against	Absent
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ARTICLE EIGHT: To see if the Town will vote to raise and appropriate \$34,505 for deposit into the Municipal Transportation Improvement Fund and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2024.

Selectboard	For	Against	Absent
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ARTICLE NINE: To see if the Town will vote to consolidate the existing Bridge Capital Reserve Fund, established under RSA 35:1 for the purpose of funding bridge maintenance and improvements, with the Road Capital Reserve Fund, established under RSA 35:1 for the purpose of funding road maintenance and improvements.

Further, to rename the combined fund as the Road and Bridge Capital Reserve Fund, to be used for the maintenance, repair, and reconstruction of town roads and bridges, and to designate the Selectboard as agents to expend from said fund.

Selectboard	For	Against	Absent
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ARTICLE TEN. To see if the Town will vote to establish a Tax Increment Financing (TIF) District pursuant to RSA 162-K, for the purpose of financing public infrastructure improvements within the Main and West Wheelock areas, and to adopt a Development Program and Financing Plan for the district, with the following provisions:

1. District Boundaries: The Main and West Wheelock TIF District shall encompass properties along Main Street and West Wheelock Street, as further defined in the proposed TIF District Plan, which includes maps and parcel lists.
2. Purpose: The TIF District is created to fund and facilitate public improvements including, but not limited to, sidewalks, road enhancements, multi-modal transportation infrastructure, utility upgrades, streetscape improvements, and stormwater management systems that support economic development, pedestrian safety, and sustainable growth.
3. Duration: The district shall remain in effect until the Town determines that the public infrastructure costs identified in the Development Program and Financing Plan have been

repaid, otherwise deemed complete, or revoked by but in no event longer than the statutory maximum period under RSA 162-K.

4. **Financing Mechanism:** A percentage of the increased assessed value (captured assessed value) within the TIF District shall be allocated to a TIF Fund to finance approved infrastructure projects within the district. The retained increment shall be 75%, with the remainder returned to the General Fund.
5. **Bonding Requirement:** Any bonding for infrastructure improvements within the TIF District shall require prior approval by Town Meeting in accordance with RSA 33 and RSA 162-K.
6. **Administration:** A TIF Advisory Board shall be appointed by the Selectboard to oversee the implementation of the Development Program and Financing Plan, review project priorities, and make recommendations for expenditures from the TIF Fund.
7. **Public Benefit:** The TIF District is expected to enhance economic development opportunities, improve public infrastructure, increase property values, and support the Town's Master Plan goals related to sustainable growth, housing diversity, and transportation improvements.

Selectboard	For	Against	Absent
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ARTICLE ELEVEN. To see if the Town will vote to raise and appropriate the sum of \$100,000 for the purpose of funding the Hanover Climate Adaptation Planning Project, and to authorize the Selectboard to apply for, accept, and expend funds through the New Hampshire Department of Environmental Services (NHDES) Clean Water State Revolving Fund (CWSRF) Program, including up to \$100,000 in principal loan forgiveness, in accordance with the program requirements. Further, **to** authorize the issuance of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33:1, et seq.) for the full loan amount, with the understanding that up to \$100,000 of the principal will be forgiven upon meeting all program conditions.

This appropriation shall be non-lapsing until the project is completed or until all funds have been expended in accordance with NHDES program requirements.

Selectboard	For	Against	Absent
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ARTICLE TWELVE: To see if the Town will vote to raise and appropriate the sum of \$2,175,515 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Ambulance Equipment Capital Reserve Fund <i>with funding to come from the Ambulance Fund</i>	\$163,000
Building Maintenance and Improvement Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$251,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$ 28,800
Fire Department Vehicle and Equipment Capital Reserve Fund <i>with funding to come from the Fire Fund</i>	\$162,000
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$542,375

with funding to be raised through taxation

Parking Operations Vehicles and Parking Facility Improvements Capital Reserve \$ 84,000

Fund with funding to come from the Parking Fund

Police Vehicles and Equipment Capital Reserve Fund with funding to be raised through taxation \$142,000

Road Construction and Improvements Capital Reserve Fund with funding to be raised through taxation \$ 75,000

Sewer Equipment and Facilities Improvements Capital Reserve Fund with Funding to come from the Wastewater Treatment Facility Fund \$357,000

Water Treatment and Distribution Equipment and System Capital Reserve Fund with funding to come from the Water Utility Fund \$336,340

Selectboard

For

Against

Absent

ARTICLE THIRTEEN: To see if the Town will vote to raise and appropriate \$1,684,244 for the purposes listed below and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Building Maintenance and Improvement Capital Reserve Fund: HVAC Controls, Police Department \$ 30,000

Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund: Hayes Hill Radio Building \$ 70,000

Fire Department Vehicle and Equipment Capital Reserve Fund: Fire Car 1 replacement; Overhead Doors Etna Fire Station \$101,668

Highway Construction and Maintenance Equipment Capital Reserve Fund: Truck 11 replacement (10-wheeler with plow); Backhoe Loader; Truck 1 replacement \$523,176

Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund: Stairwell maintenance \$ 77,400

Police Vehicles and Equipment Capital Reserve Fund: Safety Rescue Equipment \$ 67,500

Sewer Equipment and Facilities Improvements Capital Reserve Fund: Backhoe Loader for Line Maintenance (50%) \$ 80,000

Water Treatment and Distribution Equipment and System Capital Reserve Fund: Backhoe Loader for Water Treatment (50%); Balch Hill Water Storage Tank Painting; Greensboro Booster Pumps \$706,500

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2030, whichever occurs sooner.

Selectboard

For

Against

Absent

ARTICLE FOURTEEN: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the International Association of Fire Fighters, Local 3288 on March 10, 2025, which calls for the following increases in salaries

and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2026	\$150,357
2027	\$163,072

And further to raise and appropriate the sum of \$150,357 for the 2026 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard	For	5	Against	0	Absent
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ARTICLE FIFTEEN: If the preceding article is defeated, to see if the Town will authorize the Selectboard to call one special meeting, at its option, to address Article FOURTEEN cost items only.

Selectboard	For	Against	Absent
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ARTICLE SIXTEEN: To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1, to be known as the Capital Facilities Capital Reserve Fund, for the purpose of funding the planning, design, construction, repair, improvement, and/or replacement of municipal buildings and facilities, and to raise and appropriate the sum of One Million Five Hundred Thousand Dollars (\$1,500,000) to be placed in said fund, with said amount to come from the Town's undesignated fund balance.

Selectboard	For	Against	Absent
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ARTICLE SEVENTEEN: To see if the Town, per RSA 31:98a, will vote to raise and appropriate \$100,000 into the Town's Annual Contingency Fund for fiscal year 2026, this sum to come from the undesignated fund balance.

Selectboard	For	Against	Absent
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ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$_____ to pay the operating expenses of the Town for the 2026 fiscal year for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

Selectboard	For	Against	Absent
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ARTICLE NINETEEN: To transact any other business that may legally be brought before this Town Meeting.

Given under our hands and seal of the Town of Hanover this 7th day of April 2025.

TOWN OF HANOVER SELECTBOARD

Carey Callaghan, Chair

Joanna Whitcomb, Vice Chair

Jarett Berke, Secretary

Jennie Chamberlain

Athos Rassias

SELECTBOARD MEETING
March 10, 2025
7PM - MUNICIPAL OFFICE BUILDING - HANOVER, NH

The meeting of the Selectboard was called to order at 7p.m. by C. Callaghan, Chair.

Also present were: Joanna Whitcomb, Vice Chair, Athos Rassias, Selectboard Member, Rob Houseman, Town Manager, Jennie Chamberlain, Selectboard Member, Jarett Berke, Secretary, Ellen Bullion, Finance Director

Absent: None

1. Opening of Meeting

a. Call to Order

C. Callaghan called the meeting to order.

2. Public Hearing

None

3. Agenda Review

None

4. Announcements/recognition

None

5. Public Comment

a. Public may address the Board

David Vincelette, 93 Lebanon St, received a narrative from a lieutenant regarding his allegations that his driveway had been blocked. He read this into the record and commented on it. R. Houseman also sent him a letter this week about the driveway blockage. Mr. Vincelette wants R. Houseman to admit he fenced in the driveway in 2016.

C. Callaghan discussed the matter with Mr. Vincelette. Mr. Vincelette believes his civil liberties were revoked by this action and Town officials won't look into it.

6. Business Requiring Discussion

R. Houseman recognized that the room updates are complete relating to Zoom and microphone technologies.

Amplification is not possible and listening headsets will be provided for those who need assistance hearing in the room.

a. Presentation of the consolidated budget, including, Fire, Enterprise Funds, and Capital Reserves

E. Bullion walked the board through the current budget by going through the summary chart, and reviewing the changes since the department review presentations. The biggest change is the proposed use of the fund balance. She explained the details and breakdown of this.

Discussion ensued with board members asking clarifying questions.

In-depth discussion occurred on parking budget details and plans.

In-depth discussion occurred about the budget and effects on/options for the tax rate.

E. Bullion reviewed the capital reserve funds budget based on the CIPC recommendations.

The board and staff discussed whether to add additional directives at this time such as not increasing the tax rate as currently proposed to align better with an inflation increase only.

Options such as using additional undesignated fund balance to buy down the tax rate and looking through the line items one more time to see what can be cut were mentioned by J. Berke.

An additional idea of using additional undesignated fund balance to bolster the capital reserve fund rather than buy down the tax rate was expressed by J. Chamberlain.

John Dolan and Greg Snyder were present from the Finance Committee.

John Dolan noted the Capital reserve fund is reactive and responds to needs already determined. Costs have also been estimated, and extra funds should not be added there for future uses. Funds should be added based on the cost estimates prepared for the projects identified.

The board agreed to discuss the matter again in two weeks and staff will bring additional information and options.

b. Review proposed use of Undesignated Fund Balance

Included in above discussion.

c. Review of Bressett Fund Policy

Overview

1. Purpose:

The fund is meant to provide a yearly endowment distribution for projects, programs, and activities that enhance and enrich the lives and welfare of residents of the Hanover community.

2. Restrictions:

- a. The funds cannot be used for buildings or permanent structures (e.g., a new firehouse).
- b. The funds cannot replace or substitute for ongoing town expenses funded by tax dollars.

3. Qualifying Uses:

- a. The fund may support initiatives that enhance quality of life but do not fall under typical municipal budget items.
- b. While major capital projects are ineligible, smaller enhancements may qualify.

4. Approval & Management:

- a. The Hanover Selectboard decides on the use of the fund.
 - b. The Trustees of Trust Funds (TTF) have a fiduciary duty to ensure distributions align with the trust's terms.
 - c. An annual distribution of approximately 5% of the fund's value is expected but can be flexible.
 - d. Unused funds roll over to future years.
- J. Whitcomb noted that an application for potential proposals has been developed.

The allotted FY25 funds have not been spent and the board agreed to bring it to Town Meeting to roll it into the FY26 budget.

Town Manager Report

Town Manager Rob Houseman highlighted the following department updates:

- Fire
- Planning, Zoning, Codes
- DPW

Selectboard
March 10, 2025

- Police

7. Business Requiring Action

a. Recommendation to set a Public Hearing on Monday, March 24, 2025, and April 7, 2025, if needed, for Review and Approval of the FY 2026 Budget

At 8:39 pm J. Whitcomb MOVED to set a Public Hearing on Monday, March 24, 2025, and April 7, 2025, if needed, for Review and Approval of the FY 2026 Budget. J. Chamberlain SECONDED. All in favor

b. Consideration of the Fire Department's Union Contract

On February 19, 2025 the Union voted to accept the proposed contract. This contract now brings the Fire Union to parity with all other Town employees for compensation and health insurance. Additional information was included in the Selectboard meeting materials packet. R. Houseman highlighted the changes to the contract.

At 8:42 pm J. Chamberlain MOVED to approve the Fire Department's Union Contract. J. Berke SECONDED. All in favor

c. Acceptance of Equipment Grant Agreement from the State of New Hampshire to purchase Mobile Data Terminals for two Police Department cruisers, replacing older models.

At 8:43 pm J. Chamberlain MOVED to accept the Grant Agreement, from the State of New Hampshire to Purchase Mobile Data Terminals for Two Police Department Cruisers and to authorize the Town Manager to execute the documents. A. Rassias SECONDED. All in favor

d. Acceptance of the State of New Hampshire Library Moose Plate Grant for \$7,694.00, Awarded for Repair and Digitization of Some of Hanover's Oldest Vital Record

R. Houseman explained the proposal.

At 8:44 pm J. Chamberlain MOVED to accept the State of New Hampshire Library Moose Plate Grant and authorize the Town Manager to execute the documents. J. Whitcomb SECONDED. All in favor

e. Consider Affirming Resolution Strongly Objecting to the Freezing of Federal Grant Programs to States, Municipalities, and Organizations Supporting Hanover Residents, as Presented

The resolution was provided in the meeting packet. Board members discussed their thoughts on the matter.

At 8:46 pm J. Whitcomb MOVED that the Hanover Selectboard hereby adopts this Resolution objecting to the freezing of federal grant programs to states, municipalities, and organizations that support Hanover residents, as presented. J. Berke SECONDED. All in favor

At 8:47pm, J. Whitcomb moved that the Hanover Selectboard shall seek additional support for this Resolution from other New Hampshire municipalities and organizations, in an effort to build as broad of a coalition as possible prior to forwarding the resolution to the named representatives no later than April 1, 2025. C. Callaghan SECONDED. All in favor.

f. Approval of February 24, 2025, Selectboard Minutes

At 8:47 pm J. Berke MOVED to approve the minutes of February 24, 2025 as submitted. C. Callaghan SECONDED. All in favor

8. Selectboard Reports

- J. Berke
 - Downtown working group
 - Parking Committee
- J. Whitcomb
 - Nothing to Report
- C. Callaghan
 - Nothing to Report
- A. Rassias
 - Nothing to Report
- J. Chamberlain
 - Bike Walk
 - Planning/Zoning
 - Zoning Amendments for "house scale residential dwelling" allowing for small-scale infill in water and sewer districts are being discussed at March 18 and April 1 Planning Board Meetings
 - Sustainability
 - Earth Day events

Other Business
None

9. Adjournment

The board did not need to attend a non-public session.

J. Whitcomb MOVED to adjourn at 8:58pm. J. Chamberlain SECONDED.

All in favor. The meeting adjourned at 8:58PM.

Respectfully Submitted,
Jessica Marchant

SUMMARY

Item 7a

At 8:39 pm J. Whitcomb MOVED to set a Public Hearing on Monday, March 24, 2025, and April 7, 2025, if needed, for Review and Approval of the FY 2026 Budget. J. Chamberlain SECONDED. All in favor

Item 7b

At 8:42 pm J. Chamberlain MOVED to approve the Fire Department's Union Contract. J. Berke SECONDED. All in favor

Item 7c

At 8:43 pm J. Chamberlain MOVED to accept the Grant Agreement, from the State of New Hampshire to Purchase Mobile Data Terminals for Two Police Department Cruisers and to authorize the Town Manager to execute the documents. A. Rassias SECONDED. All in favor

Item 7d

At 8:44 pm J. Chamberlain MOVED to accept the State of New Hampshire Library Moose Plate Grant and authorize the Town Manager to execute the documents. J. Whitcomb SECONDED. All in favor

Item 7e

At 8:46 pm J. Whitcomb MOVED that the Hanover Selectboard hereby adopts this Resolution objecting to the freezing of federal grant programs to states, municipalities, and organizations that support Hanover residents, as presented.

J. Berke SECONDED. All in favor

Item 7f

At 8:47 pm J. Berke MOVED to approve the minutes of February 24, 2025, as submitted. C. Callaghan SECONDED.

All in favor

Item 9

The board did not need to attend a non-public session.

J. Whitcomb MOVED to adjourn at 8:58pm. J. Chamberlain SECONDED.

All in favor. The meeting adjourned at 8:58PM.

With the Development and Finance Plan



SECTIONS - RSA CHAPTER 162-K

K: 1 Local Option K:

K: 2 Definitions

K: 3 Authorization

K: 4 Hearing

K: 5 District and Limitations

K: 6 District Establishment and Development Program

K: 7 Grants

K: 8 Issuance of Bonds

K: 9 Financing Plan

K:10 Computation of Tax Increments

K:11 Annual Report to NH-DRA

K:12 Maintenance and Operation

K:13 Administration

K:14 Advisory Board

K:15 Relocation of Displaced Persons

Tax Increment Finance District Plan

K:1 Local Option

At the Town Meeting of 1998, the voters approved adopting RSA Chapter K:1, giving the Town the **Local Option** to subsequently adopt specific Tax Incremental Tax (TIF) Districts.

K:2 Definitions

The definitions used by the Town will be those as presented in RSA 162-K: 2 “Definitions”

K:3 Authorization

In accordance with RSA 162-K:3, the Town of Hanover hereby adopts the following Tax Increment Financing Plan: “Main Wheelock/South Main TIF District” (see attached map in appendix A).

The District and the Plan may be amended per the provisions of the statute. Note that for any Amendment, the Original Assessed Value is re-established for any area added, and New Captured Value is also reset as of the date of the Amendment.

K:4 Hearings

A hearing on the designation of this TIF District shall be held after posting of public notice and a hearing in accordance with RSA 162-K:4

K:5 District and Limitations

The TIF District comprises the Main Wheelock Zoning District (MWD) as shown on the town zoning maps, and that portion of the D-1 Downtown District having frontage on South Main Street or on Allen Street east of School Street, but also encompasses contiguous parcels along both sides of West Wheelock Street between the MWD and the Connecticut River to or over which infrastructure such as sidewalks, drainage, and utilities upgrades necessary to serve the district might need to extend. This District comprises approximately 25 acres, or .078 % of the total town land area of 32,128 acres, and currently has an assessed valuation of \$17,434,199.00, or .64% of the total Town assessment of \$2,723,649,895.00, therefore complying with statutory restrictions that the District does not exceed 5% of the total acreage of the municipality or 8% of its total assessed value of the taxable real property.

K:6 District Establishment and Development Program

Following RSA 162-K, the Town of Hanover adopts the following Tax Increment Financing Plan (TIF) for the Main Wheelock/South Main TIF District. The purpose of forming this district is to encourage revitalization, re-investment, and new investment in this area. Without improvements to this area's physical infrastructure and visual appearance, the capacity does not presently exist to support all the development for which this area is zoned. The Town intends to use tax increment financing to help pay for necessary improvements in the expectation that the development of the District will increase the available housing in the community and contribute to the Town's tax base while also beautifying one of the major gateways into town and reducing the amount of pollutants going into the Connecticut River.

The proposed Main and West Wheelock Tax Increment Finance (TIF) District is intended to fund a series of public infrastructure improvements that will support economic development, improve safety and accessibility, and enhance the district's livability and aesthetic appeal. The planned improvements align with the purpose and authority outlined in RSA 162-K:6, enabling the Town to undertake public infrastructure projects encouraging growth and reinvestment in the designated area.

West Wheelock Street Improvements:

The Town proposes fully reconstructing West Wheelock Street to transform the corridor into a safer, more functional, and attractive gateway to downtown Hanover. The scope of improvements includes:

- **Undergrounding Overhead Utilities:** Relocating electric, telephone, and cable utilities underground to improve visual character, enhance reliability, and reduce vulnerability to weather-related outages.
- **Storm Drainage Upgrades:** New stormwater infrastructure will be installed to address drainage issues, improve water quality, and manage runoff in compliance with environmental standards.
- **Walking and Bicycling Infrastructure:** Expansion and improvement of sidewalks and the addition of dedicated bicycle infrastructure to enhance pedestrian and cyclist safety and accessibility.
- **Shared Use Path:** Construction of a new shared-use path along the corridor to accommodate both pedestrians and cyclists and improve multi-modal connectivity.

- **Street Lighting:** Installation of new, energy-efficient pedestrian-scale lighting to improve nighttime visibility, enhance safety, and support extended commercial and social activity.
- **Street Trees and Landscaping:** Installation of street trees and landscaping to create a welcoming streetscape, provide shade, and enhance the environmental sustainability of the corridor.

South Main Street Improvements:

The Town also proposes significant improvements to South Main Street to reinforce its role as a vibrant, multi-use downtown corridor. Planned improvements include:

- **Storm Drainage Upgrades:** Replacement and expansion of the existing stormwater infrastructure to address drainage deficiencies and protect adjacent properties and the environment.
- **Water Line Replacement:** Installation of a new water main to ensure adequate capacity and reliability for current and future development.
- **Undergrounding Electric Utilities:** upgrade the underground power.
- **Sidewalk Expansion:** Widen and upgrade sidewalks to enhance pedestrian safety, accessibility, and capacity, supporting increased foot traffic and economic activity.
- **Bicycle Infrastructure:** Adding dedicated bicycle lanes or shared infrastructure promotes safe cycling and supports alternative transportation options.
- **Flexible Street Design for Non-Vehicular Use:** Designing the streetscape to allow for periodic conversion to pedestrian-only space to accommodate community events such as farmers markets, street fairs, and festivals, fostering economic vitality and community engagement.
- **Lighting and Street Trees:** Installation of pedestrian-scale lighting and new street trees to create a more attractive and comfortable public realm, enhance safety, and contribute to the overall character of the downtown.

Public Purpose and Benefits:

These improvements will significantly enhance the infrastructure capacity, safety, and aesthetic appeal of the TIF District. They support the Town's goals of creating a walkable, bike-friendly downtown, promoting sustainable infrastructure, supporting economic development, and improving the quality of life for residents, businesses, and visitors. The work aligns with Hanover's Master Plan priorities and the statutory intent of RSA 162-K to encourage investment and reinvestment within the district.

All improvements will be funded through tax increment revenues generated within the TIF District, with any bonding subject to Town Meeting approval as required under RSA 33 and RSA 162-K.

K: 7 Grants

Per K:7, the Town is authorized to receive grants that may assist in the purposes of the District, subject to any and all provisions as would be required by the Town to accept such grants.

K: 8 Issuance of Bonds

The District is established without the request for any issuance of bonds. Bonding will be requested at a subsequent Town Meeting if sufficient development potential is imminent that would allow for the new development, and private sector contributions to the capital costs are sufficient in a reasonable timeframe to cover all of the Town's debt service liability.

K: 9 Financing Plan

Cost of Plan Implementation - The cost of providing the necessary upgrades is estimated at approximately \$ 28,000,000. See Appendix A for a more detailed estimate.

Sources of Revenue – The Town's Assessing Department estimates that the increase in assessed value of the District will be \$58,532,770 at 25% build-out, \$152,532,770 at 50% build-out, and \$340,532,770 at 100% build-out. The property tax revenue generated from this incremental increase in property values in the District shall finance the costs of the Plan.

Duration of the District - The District's duration shall not end before any and all bonding or borrowing by the Town for the purposes of the District is paid in full.

The District may exist indefinitely if there is no bonding or debt, and any increment collected may be used for the purposes of the Plan. It may also be ended if there is no debt outstanding. Once the District is ended, all of the Captured Value returns to the municipal, school, and county tax rolls.

The Town has provided reasonable notice and opportunity for the Grafton County Commissioner and the School Board to meet with the Town regarding this Plan.

The town Manager and the Selectboard shall ensure that any obligations or unexpended funds of the District are adequately addressed prior to or as part of the

expiration. A detailed report detailing the steps to be taken to properly meet any obligations or provide for unexpended funds shall be provided at the May town meeting.

K:10 Computation of Tax Increments

The computation of the current assessed value as of April 1, 2025, shall be established by the Town Assessor after that date.

Subsequently, the Assessor shall determine the Captured Assessed Value and report that value to the Advisory Board, the District Administrator, and the Selectboard each year.

K:11 Annual Report to NH-DRA

The assessor shall provide to the District Administrator and to the New Hampshire Department of Revenue Administration (NH-DRA) an Annual Report as required by Section K:11.

K:12 Maintenance and Operation

The Town shall include annually a line-item in its approved budget for TIF District(s) costs. These costs can include maintenance and operating costs that are directly related to the District. The Town can charge the District for new and documented costs incurred within or for the benefit of the District directly and solely.

K: 13 Administration

District Administrator - Pursuant to RSA 162-K:13, the Selectboard will annually appoint the TIF District Administrator. For the year 2025, the Selectboard has selected the Town Manager to serve as District Administrator.

K:14 Advisory Board

A District Advisory Board of at least five (5) members will be appointed by the Selectboard and, in accordance with the provision of RSA 162- K:14, will be made up of a majority of members who are owners or occupants of real property that is within or adjacent to the District.

Members of the Advisory Board are encouraged to be residents, but are not required to meet Town residency requirements.

A member of the Capital Improvement Plan Committee will initially serve as Chair,

and a member of the Planning Board will initially serve as

Vice-Chair. The election of officers of the Advisory Board will be done by the Advisory Board annually.

This Advisory Board shall advise the District Administrator and Selectboard on maintaining and implementing the District Plan. All meetings of the Advisory Board shall meet the requirements of RSA 91-A (Right-to-Know Law), and both the District Administrator and Selectboard are encouraged to obtain extensive public input as they prepare to implement the plan.

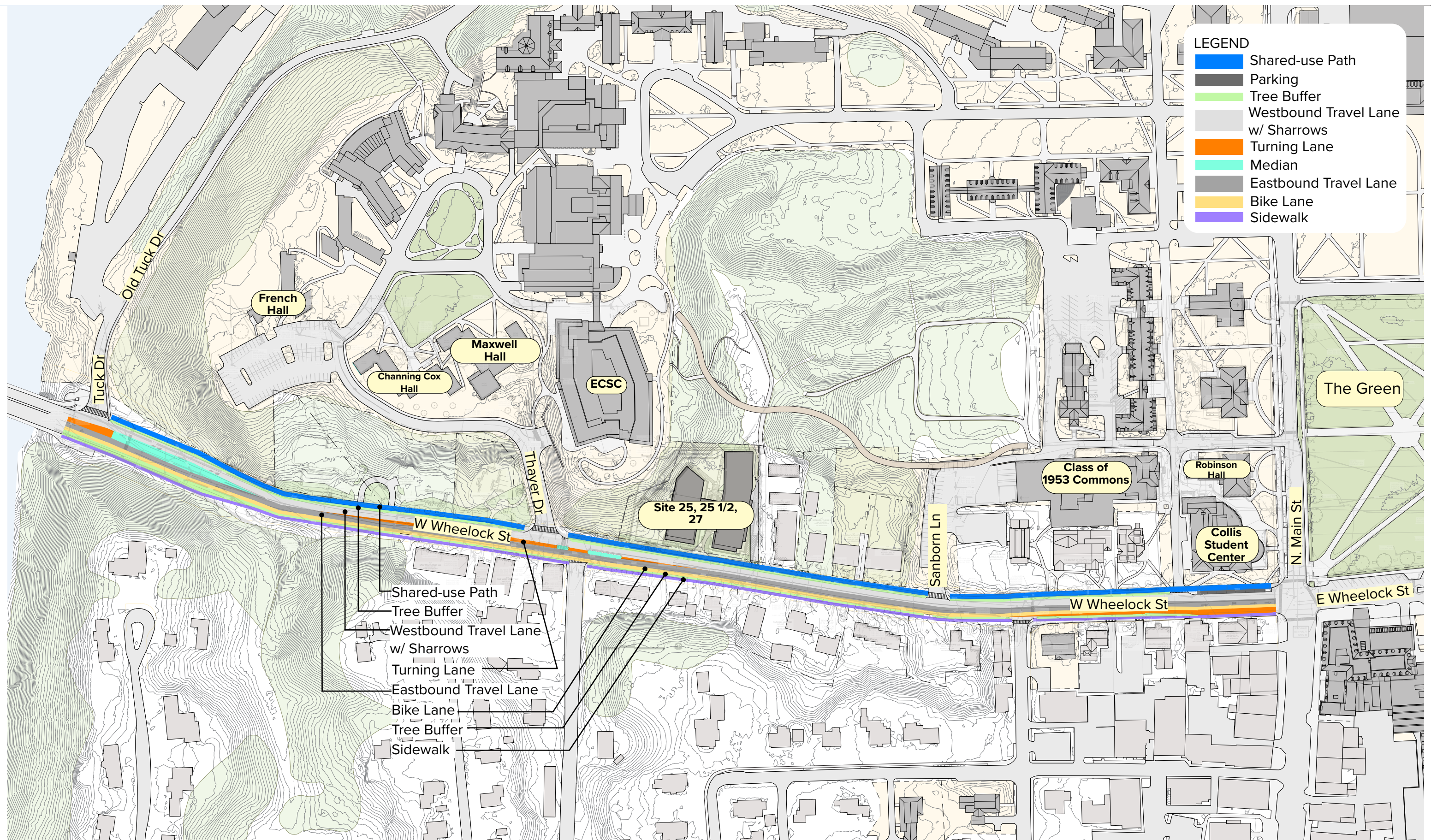
K:15 Relocation of Displaced Persons

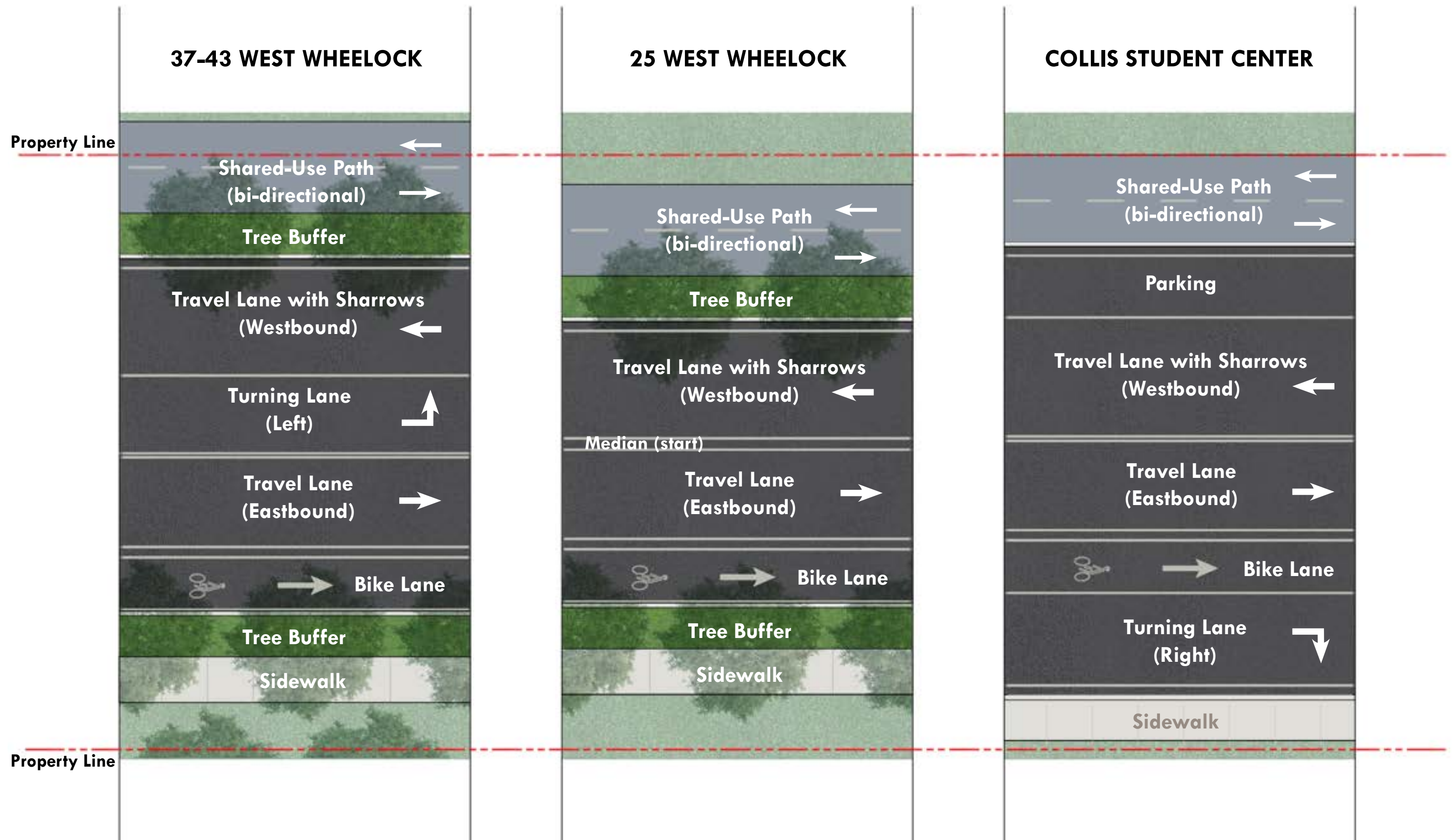
It is not expected that there will be any displacement of persons. If that occurs the Town shall meet all provisions of state law pertaining to required procedures and any compensations.

District Boundaries

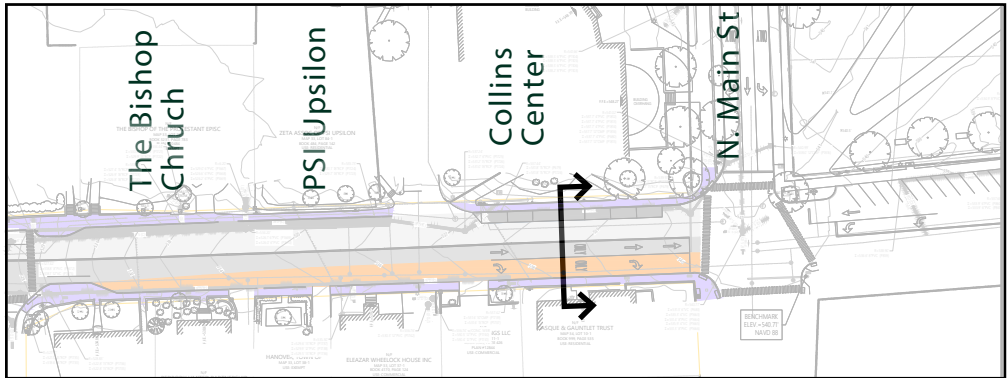
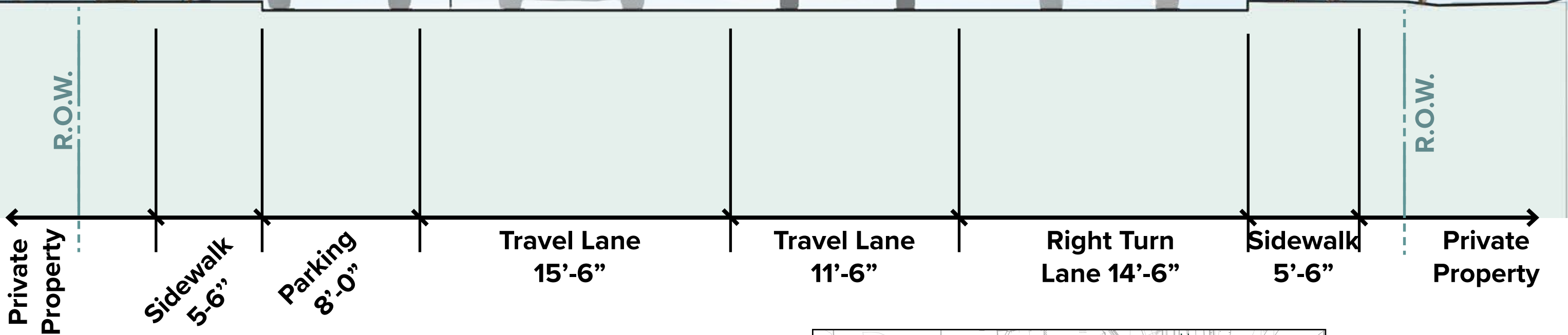
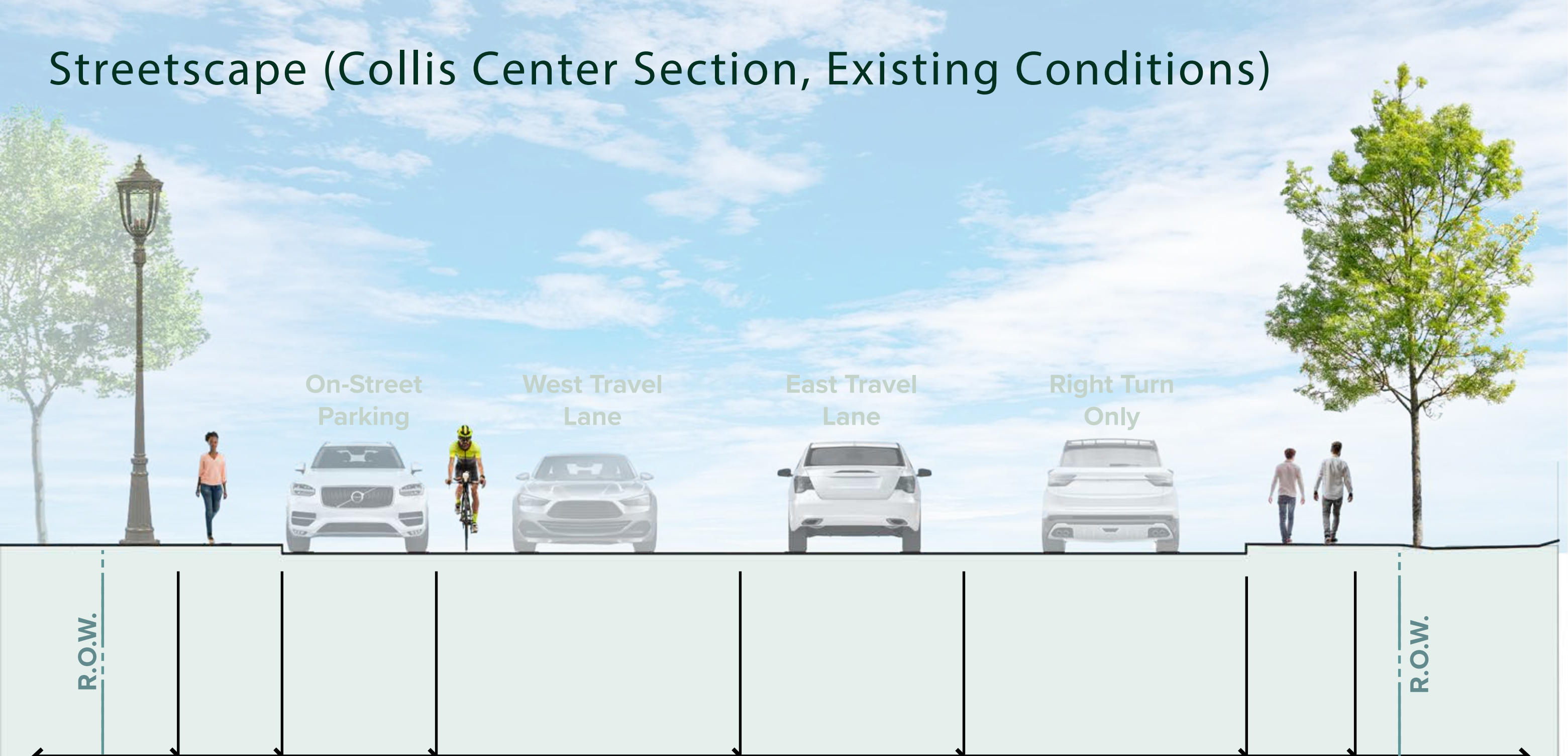


Appendix B
Concept and Construction Cost Estimate

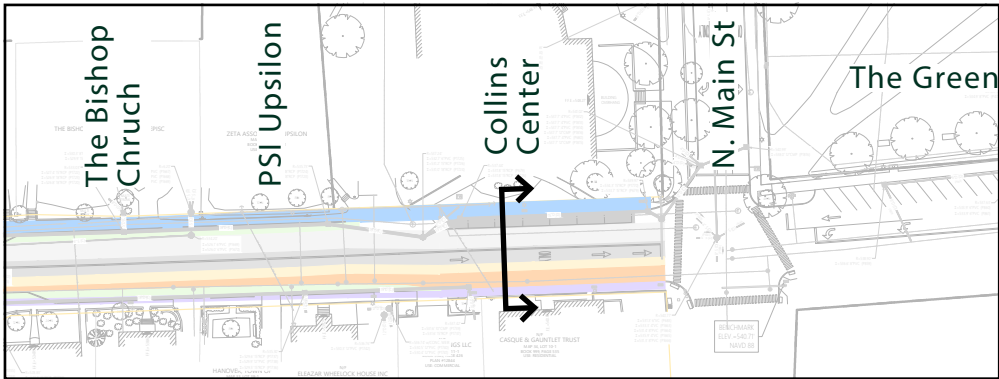
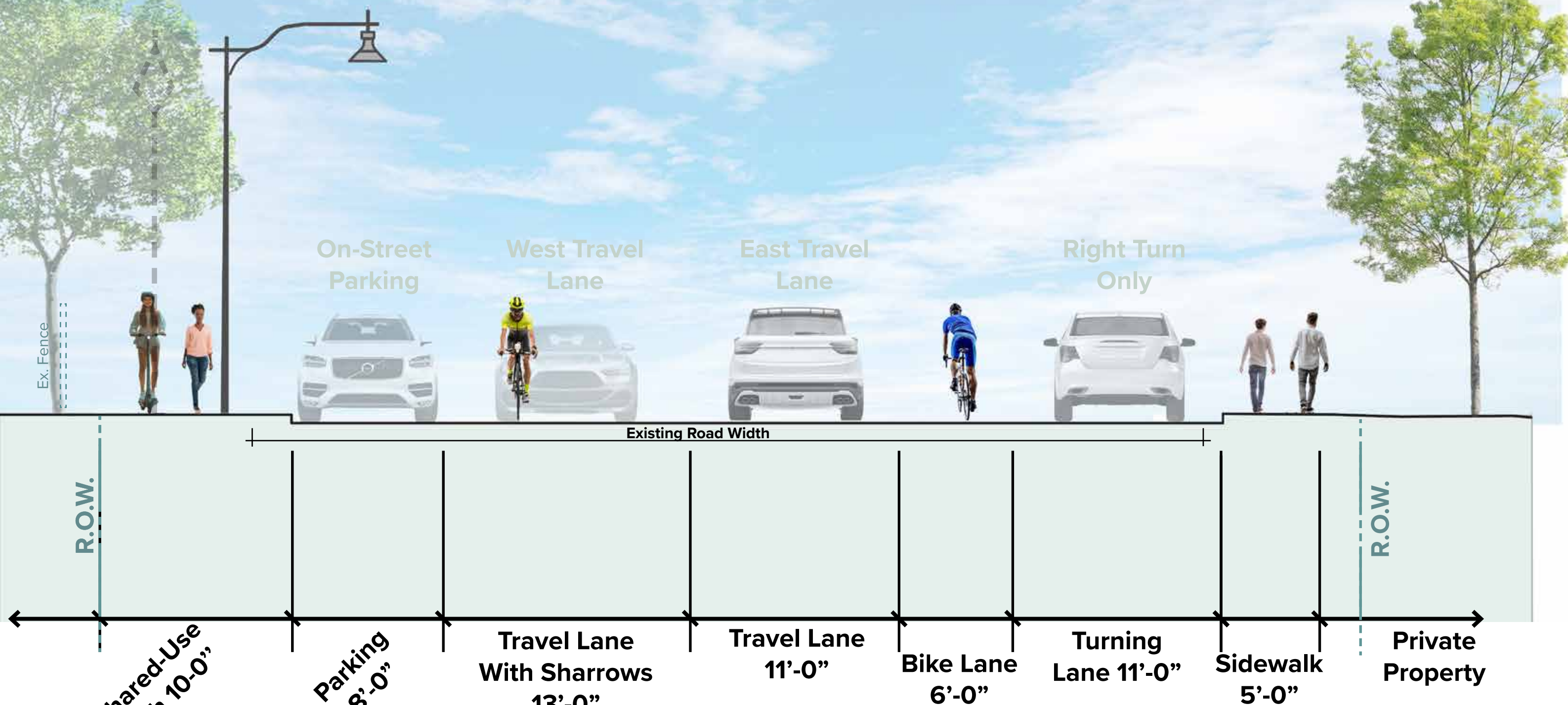




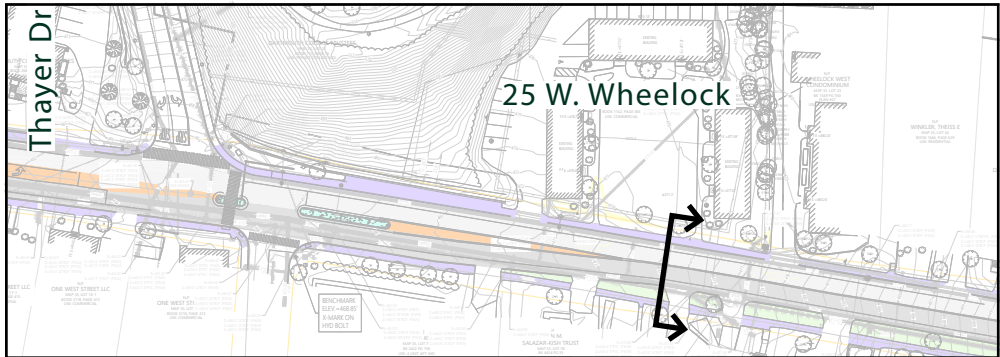
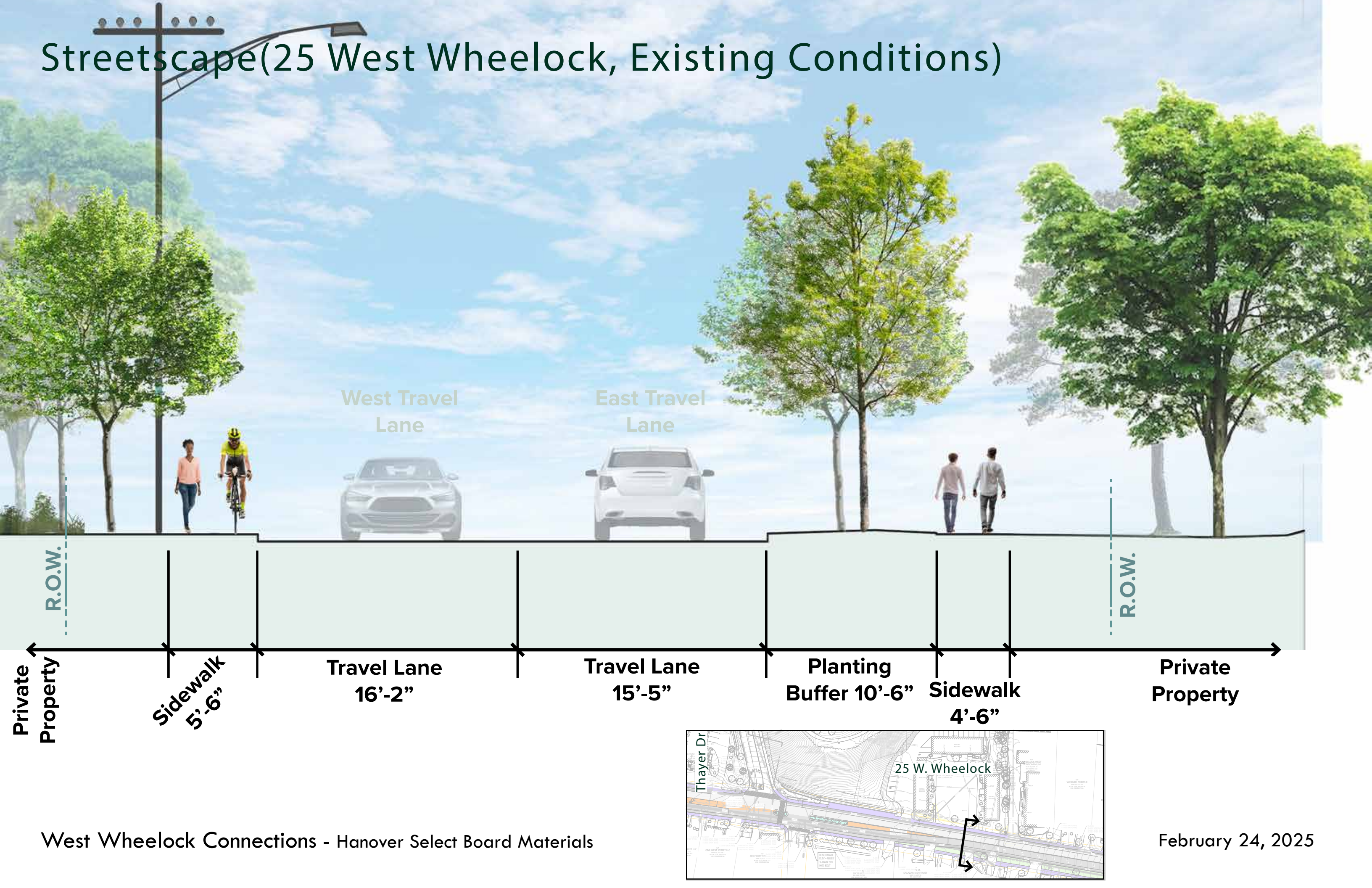
Streetscape (Collis Center Section, Existing Conditions)



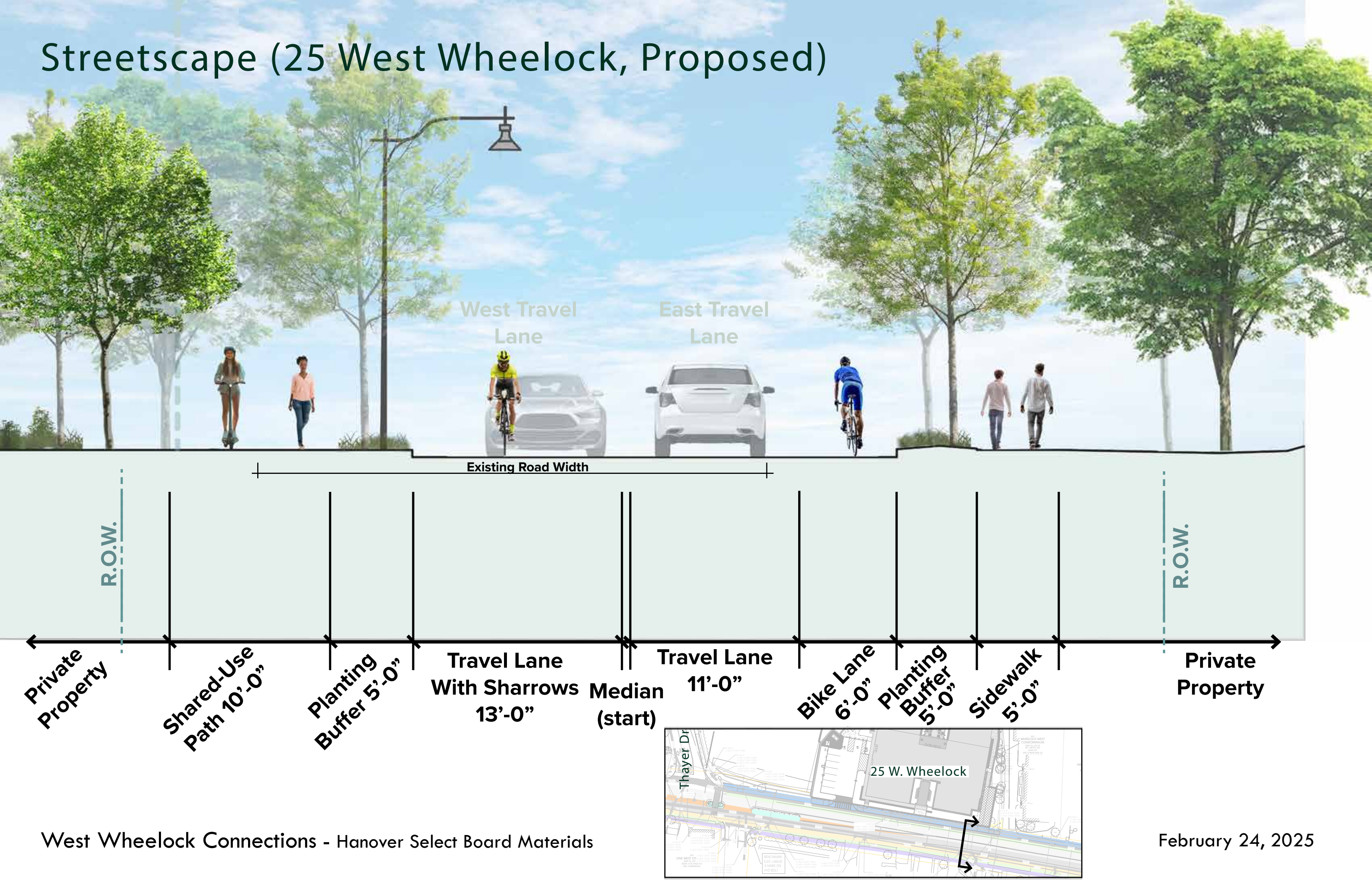
Streetscape (Collis Center Section, Proposed)



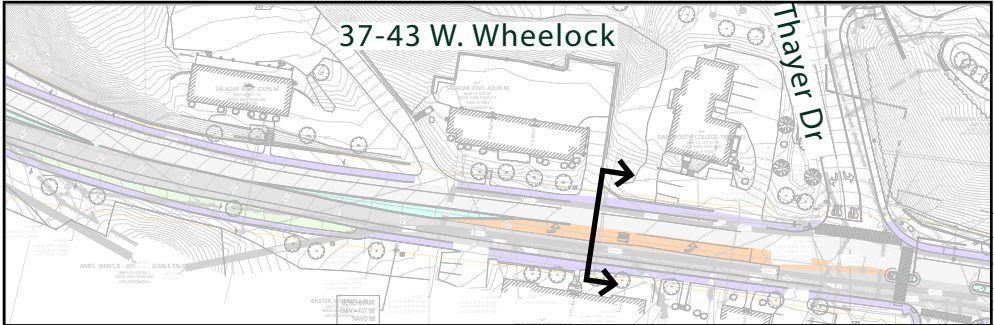
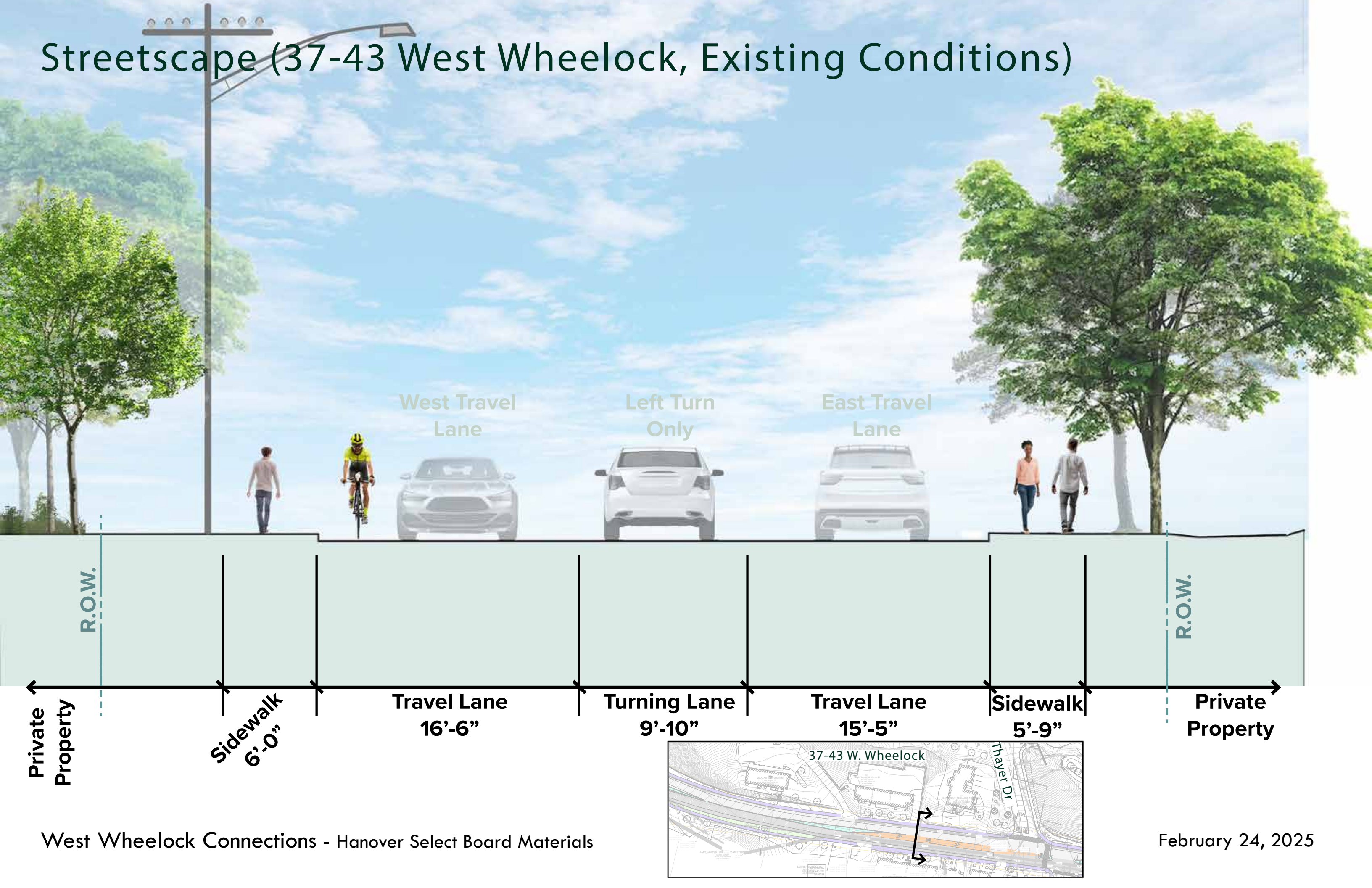
Streetscape(25 West Wheelock, Existing Conditions)



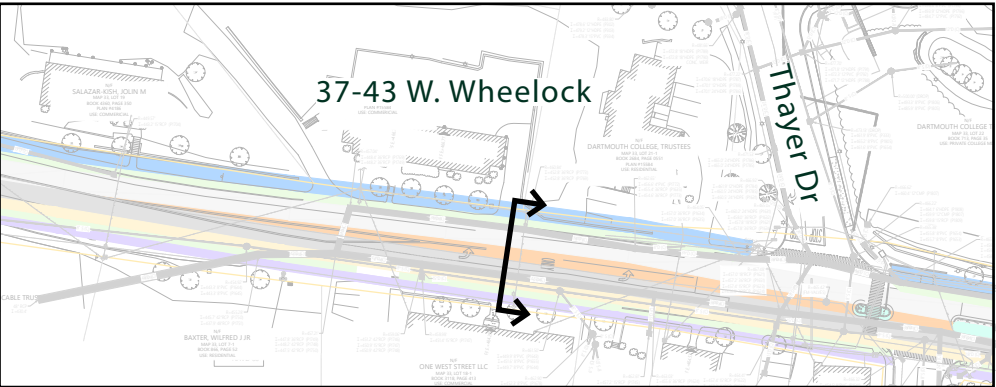
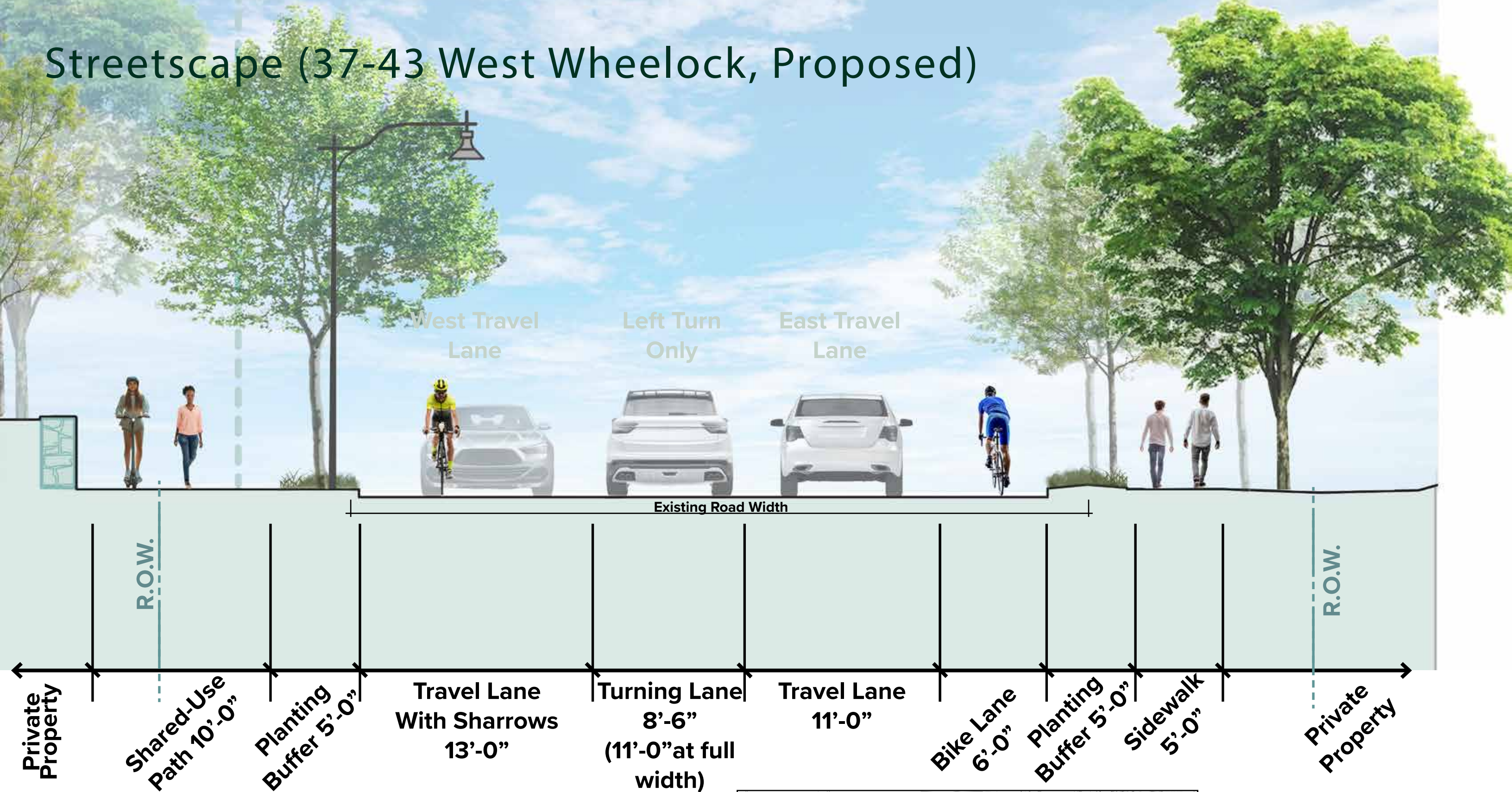
Streetscape (25 West Wheelock, Proposed)



Streetscape (37-43 West Wheelock, Existing Conditions)



Streetscape (37-43 West Wheelock, Proposed)



West Wheelock Streetscape Cost Assumptions

February 24, 2025

VHB provided material take-offs based on the concept design and their survey data from the area. This information was shared with Lee Kennedy Construction to enable them to develop a very high-level estimate. Lee Kennedy was asked to participate because they have the closest knowledge about market conditions and accurate pricing. The Lee Kennedy estimate of \$13,060,000 made the following assumptions:

Schedule:

Phase 1: April 15, 2027 to November 30, 2027

Phase 2: April 15, 2028 to November 30, 2028

Phase 3: April 15, 2029 to November 30, 2029

Phase Direction:

Work in westerly direction from the center of town toward the Connecticut River.

Work Sequence:

- 1. Mill road in sections.*
- 2. Install underground utilities and drainage structures.*
- 3. Install asphalt binder*
- 4. Install curbing*
- 5. Install sidewalks / hardscape*
- 6. Install electrical/phone connections to residences and developments*
- 7. Remove overhead utilities*
- 8. Complete landscaping and trees*
- 9. Finish pave*
- 10. Line stripe*

Phasing and OT Allowance

Premium time and off-hours / weekend work are anticipated through the duration of the project because the road is expected to remain in use and passable. Phasing and sequencing will be refined with the Town of Hanover.

Exclusions

New sewer piping and connections are not included.

The estimate does not include owner costs such as consultant fees, owner's construction administration and owner's contingency. This estimate of \$13,060,000 is for hard construction costs.

TECHNICAL MEMORANDUM

REF: NEX-2020044.00

DATE: July 23, 2020

TO: Town of Hanover
Mr. Robert Houseman – Director of Planning, Zoning and Codes
41 South Main Street
Hanover, New Hampshire 03755

REF: Draft Multimodal Conceptual Alternatives Summary
South Main Street – Hanover, New Hampshire

Greenman-Pedersen Inc. (GPI) has prepared this memorandum to accompany three concepts for South Main Street which have been developed to explore alternative street design configurations for South Main Street that respond to the desire for better accommodations for pedestrians and bicyclists. The three alternatives represent a range in terms of the level of change contemplated for South Main Street, from modest changes to the existing layout to more comprehensive changes that involve moving curblines and changing the allocation of space between vehicles, pedestrians and bicyclists.

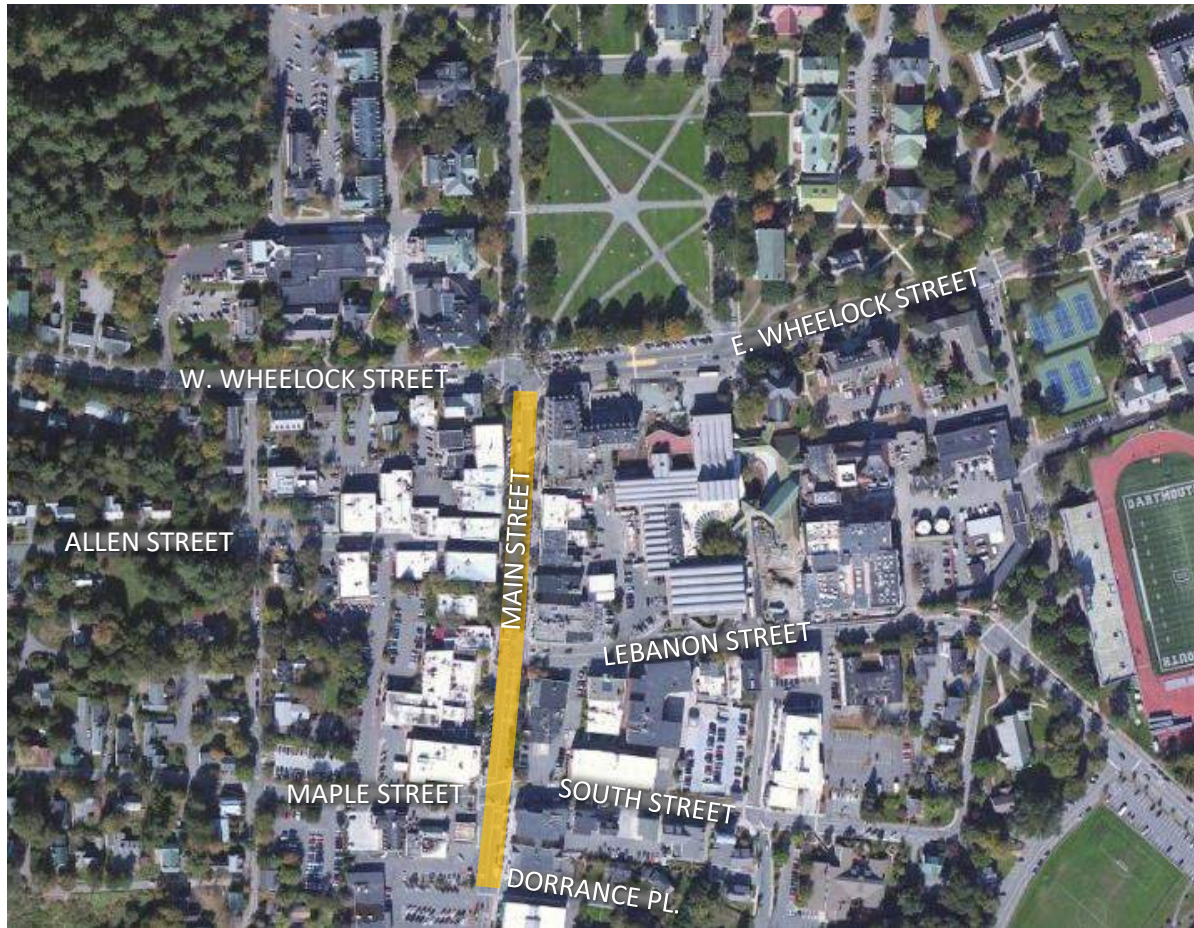
These configurations were developed on a GIS base map with an aerial photo and represent the first step in identifying potential changes to the street geometry and the allocation of space between sidewalks, vehicle lanes, parking and bicycle lanes. The base information is not sufficient to answer detailed questions about street design at this point nor the feasibility. In addition, the Town is collecting traffic data which will help understand the implication on intersection operations.

OVERVIEW OF THREE DESIGN CONCEPTS

GPI has prepared this *Technical Memorandum* to provide a brief summary of three multimodal conceptual alternatives along South Main Street. The study area on Main Street extends from Wheelock Street at the north limit, southerly to Dorrance Place. The study area is depicted in Figure 1.

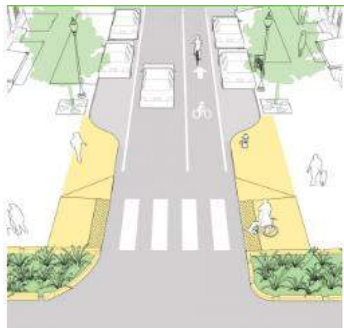
Three conceptual plans have been developed, all of which incorporate improved pedestrian and bicycle accommodations, provide opportunities for landscaping and street appeal, address accessibility issues, and implement various traffic calming measures. Prior to delving into each of the three alternatives, treatments used throughout the various concepts are described on the following pages in more detail with respect to their role/function within the corridor.

Figure 01. Study Area



TREATMENTS USED

- **Curb Extensions or “Bump-Outs”**- These are physical devices that extend sidewalk space at specific locations to enhance pedestrian safety and movement. Specifically curb extensions allow pedestrians to be seen by motorists at crossing locations, they reduce the distance that pedestrians need to cross, slowing vehicles as they maneuver through narrow points along the roadway and force vehicles to slow down as they turn corners. In addition to safety benefits, curb extensions create areas suitable for placemaking, seating and landscaping opportunities. Several different kinds of curb extensions were implemented in the street design concepts including gateways, mid-block crossing pinch point, and bus bulbs as depicted in the following graphic.



Gateway



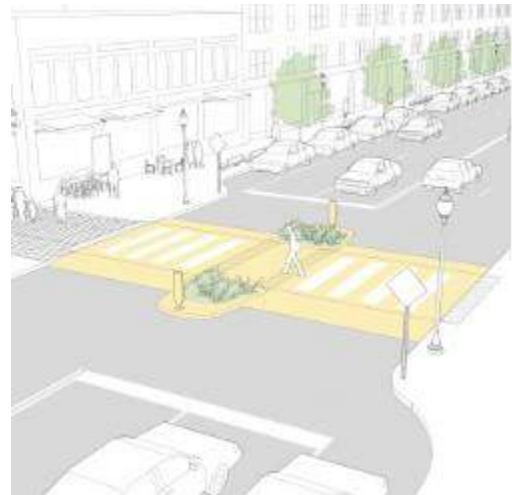
Pinch Point



Bus Bulb

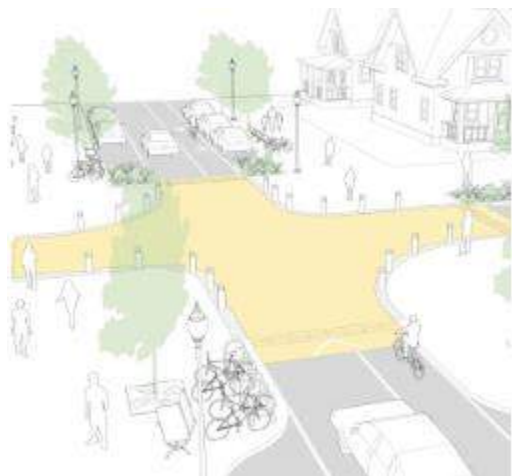
Source: National Association of City Transportation Officials – *Urban Street Design Guide*

- **Raised Crosswalks** - Speed tables are gently raised areas that provide vertical deflection to calm vehicle speeds. When used in conjunction with a crosswalk, speed tables are considered raised crosswalks. Speed tables are typically 3 to 3.5 inches in height but are generally 22 feet long (10-foot plateau and two 6 foot ramps). The flat top is typically long enough for the entire wheelbase of a passenger car to rest on and the ramps are sloped gently for a more gradual slowing of vehicles than speed humps. Speed tables are more desirable for emergency vehicles than speed humps as they are less jarring. They also contribute to a more pedestrian friendly and accessible environment by removing curbs and curb ramps making the vehicles the 'guest' in the pedestrian environment.



Source: National Association of City Transportation Officials – *Urban Street Design Guide*

- **Raised Intersections** - A raised intersection is a raised plateau implemented throughout an entire intersection with ramps along all approaches. While considered to be the most expensive of traffic calming options, these devices have the benefit of calming two roadways at one location, where the potential for conflicts is highest. These devices also increase pedestrian safety throughout the entire intersection. Raised intersections are flush with the sidewalk and ensure that drivers traverse the crossing slowly. Bollards along corners keep motorists from crossing into the pedestrian space. Bollards can also be used to protect pedestrians from errant vehicles.



Source: National Association of City Transportation Officials – *Urban Street Design Guide*

- **Sharrows** – Shared Lane Markings (SLMs), or “sharrows,” are road markings used to indicate a shared lane environment for bicycles and automobiles. Among other benefits shared lane markings depict to both bicyclists and motorists where bicyclists should be positioned and expected to ride, reinforce the legitimacy of bicycle traffic on the street, and may be configured to offer directional and wayfinding guidance. Green-backed ‘Super Sharrows’ are more visible. In general, Sharrows are typically appropriate for low-volume, low speed streets. On South Main Street they would not create a high-comfort bicycling environment that is suitable for all ages and abilities of riders but would signal to motorists and bicyclist where they are expected to ride.



Source: National Association of City Transportation Officials – *Urban Bikeway Design Guide*

- **Conventional Bike Lanes** – A Bike Lane is defined as a portion of the roadway that has been designated by striping, signage, and pavement markings for the preferential or exclusive use of bicyclists. Bike lanes enable bicyclists to ride at their preferred speed without interference from prevailing traffic conditions and facilitate predictable behavior and movements between bicyclists and motorists. A bike lane is distinguished from a cycle track in that it has no physical barrier (bollards, medians, raised curbs, etc.) that restricts the encroachment of motorized traffic.



Source: National Association of City Transportation Officials – *Urban Bikeway Design Guide*

- **Cycle Tracks** - A cycle track is an exclusive bike facility that combines the user experience of a separated path with the on-street infrastructure of a conventional bike lane. A cycle track is physically separated from motor traffic and distinct from the sidewalk. Cycle tracks have different forms but all share common elements—they provide space that is intended to be exclusively or primarily used for bicycles, and are separated from motor vehicle travel lanes, parking lanes, and sidewalks. In situations where on-street parking is allowed cycle tracks are located on the curb-side of the parking (in contrast to bike lanes). Cycle tracks may be one-way or two-way, and may be at street level, at sidewalk level, or at an intermediate level. Buffers may come in several different forms (as depicted below), all of which are a consideration for the facility's design.



At street grade with painted buffer



At street grade with painted buffer in conjunction with planters



Raised curb with parking median

Source: National Association of City Transportation Officials – *Urban Bikeway Design Guide*

ALTERNATIVE 1 - TRAFFIC CALMING WITH SHARROWS

Alternative 1 provides accommodation of bicycles in a mixed-flow configuration with vehicles using traffic calming features such as curb extensions and raised intersections and crossings to improve pedestrian conditions. This alternative represents minimal change in terms of revising the existing curblines.

Scope of Work

- Implement 'super-sharrows' along the corridor in both travel directions.
- Expand curb extensions at intersections and the mid-block crossing at Allen Street.
- Implement a raised intersection at S. Main St./Lebanon St.
- Maintain existing conditions for parking stalls / back -out space. Note: existing 60-degree parking stalls and receiving lane widths do not meet current ITE recommended dimensions. We maintained existing dimensions where there is angled parking in Alternative 1 as it appears to function well currently.

Pros

- Enhances awareness of bicyclists
- Improves crossings and pedestrian safety
- Slows vehicle turning speeds
- Addresses accessibility issues
- Minimal reduction to the number of on-street parking spaces
- Minimal curb work
- Least expensive alternative

Cons

- Does not provide a high level of comfort for all 'ages and abilities' bicyclists
- Parking loss of 2 spaces (3%)
- Little opportunity to widen sidewalks and incorporate additional streetscape elements

- Angled head-in parking occupies a lot of space within the ROW. Angled back-out parking is considered less safe compared to parallel parking with respect to bicyclist safety.

ALTERNATIVE 2 - CYCLE TRACK / WIDER SIDEWALKS

Alternative 2 represents the greatest enhancement of bicycle and pedestrian accommodations with parking reconfigured to parallel, protected bike lanes/cycle tracks in both directions and increased sidewalk width in some areas. For South Main Street we assume that the cycle tracks are developed at sidewalk level similar to this photo from Cambridge, MA:



Scope of Work

- Implement cycle track in both travel directions with 3-foot parking buffer
- Convert all on-street parking to parallel parking
- Implement curb extensions
- Implement raised intersections at S. Main/Lebanon
- Widen sidewalks
- Implement streetscape elements where space permits
- Provide bike boxes at signalized intersections

Pros

- Provides enhanced pedestrian accommodations and high comfort bicycle accommodations in both directions
- Provides designated space for exclusive bicycle use in both directions
- Improves crossings and pedestrian safety
- Slows vehicle turning speeds
- Addresses accessibility issues
- Gain sidewalk width in several locations
- Provides several opportunities for streetscape elements to be implemented
- Removes angled, head-in parking which allows for better space allocation for other modes and improves bicycle safety

Cons

- Loss of 31 parking spaces
- Involves more construction/expense
- Removes northbound exclusive right turn lane at Lebanon Street intersection which requires a modification to the lane use at the Maple/South intersection in the NB direction. This may result in additional vehicle delay/queuing. Traffic counts are needed to understand how signal operations/capacity would be impacted by this concept.

ALTERNATIVE 3 - SHARED LANES / WIDER SIDEWALKS / SOUTHERN CYCLE TRACK

Alternative 3 represents the greatest enhancement of sidewalk space with ample room for sidewalk dining, walking, seating and landscaping. In this alternative, parking is reconfigured to parallel and shared lanes in both directions are provided for bicycles on the block between Wheelock Street and Lebanon Street. Bike lanes and bike boxes are provided at intersection approaches with left turning lanes to help facilitate bike turning movements. South of Lebanon Street the one-way cycle tracks are similar to those shown in Alternative 2.

One possible option for the block between Wheelock Street and Lebanon Street would be to develop it as a curbsless, shared street which provides flexibility for the use of the street for festivals and street events. Examples of similar street designs are shown below:



Argyle Street, Halifax

A video explaining the Halifax street design can be found through this link:

<https://www.youtube.com/watch?v=feW5RycribU>



Argyle Street, Chicago

<https://www.site-design.com/argyle-streetscape/>



Bell Street, Seattle



Union Street, Boston.

Scope of Work

- Convert all on-street parking to parallel parking
- Install sharrows for shared use travel (Wheelock Street to Lebanon Street)
- Install raised cycle track south of Lebanon Street to southern limits
- Implement bike lane and bike boxes at S. Main/Wheelock, S. Main / Lebanon and S. Main/Maple
- Implement curb extensions
- Implement raised crosswalk just south of Allen Street
- Implement raised intersections at S. Main/Lebanon
- Widen sidewalks
- Implement streetscape elements where space permits

Pros

- Provides enhanced pedestrian accommodations
- Enhances awareness of bicyclists
- Provides designated space for exclusive bicycle lane/bike box at intersections with left turning maneuvers
- Improves crossings and pedestrian safety
- Slows vehicle turning speeds
- Addresses accessibility issues
- Significant gain in sidewalk width in most locations
- Provides several opportunities for streetscape elements to be implemented
- Removes angled head-in parking which allows for better space allocation for other modes and improves bicycle safety

Cons

- Loss of 31 parking spaces
- Involves more construction/expense

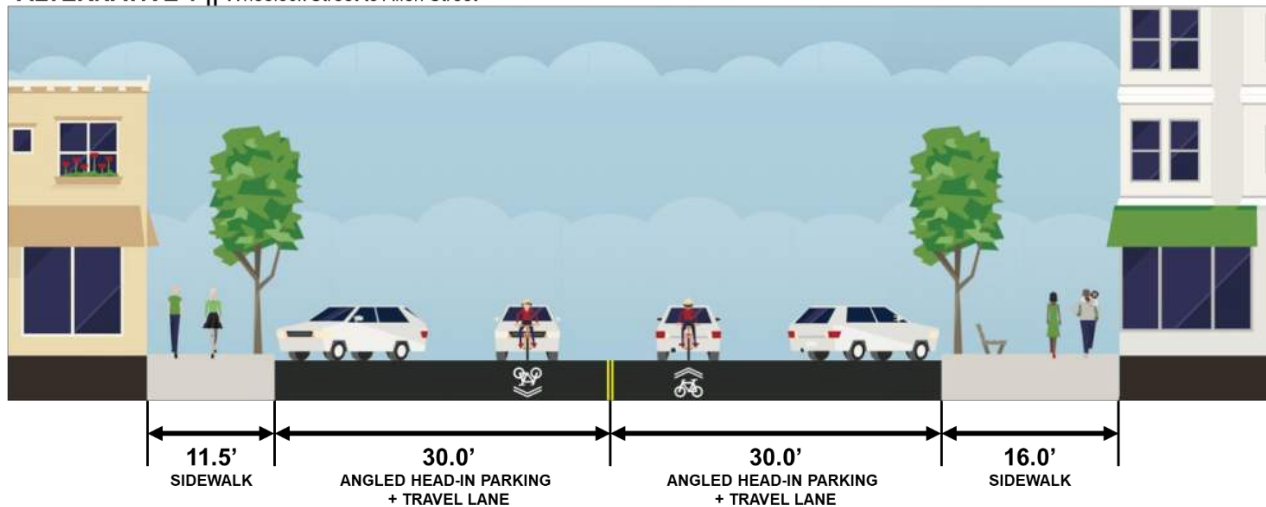
- Removes northbound exclusive right turn lane at Lebanon Street intersection which requires a modification to the lane use at the Maple/South intersection in the NB direction. This may result in additional vehicle delay/queuing. Traffic counts are needed to understand how signal operations/capacity would be impacted by this concept.
- Does not provide a high level of comfort for all 'ages and abilities' bicyclists

PROPOSED CROSS SECTIONS

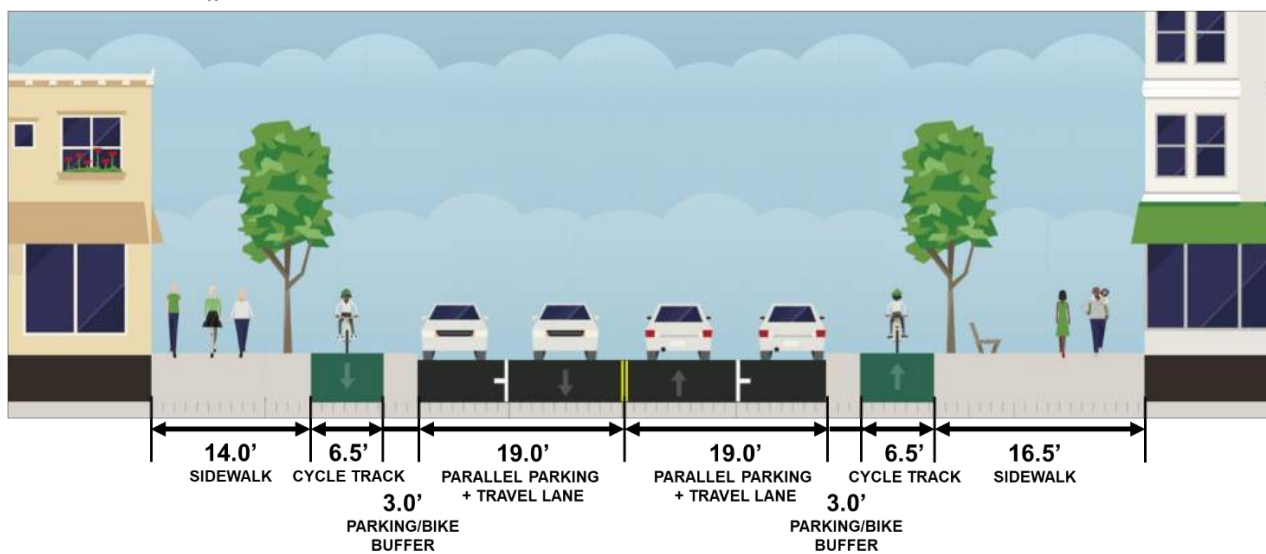
Available Right-Of-Way varies along the South Main Street corridor and as a result it was broken down into four segments to depict proposed cross sections.

Segment 01 – Wheelock Street to Allen Street (Building to Building Width = 87.5')

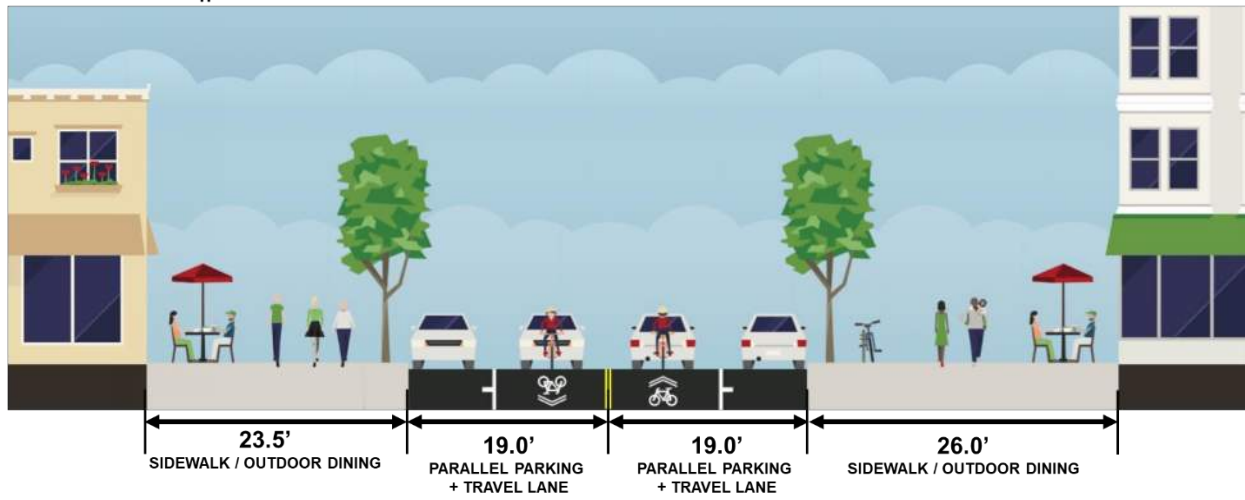
ALTERNATIVE 1 || Wheelock Street to Allen Street



ALTERNATIVE 2 || Wheelock Street to Allen Street

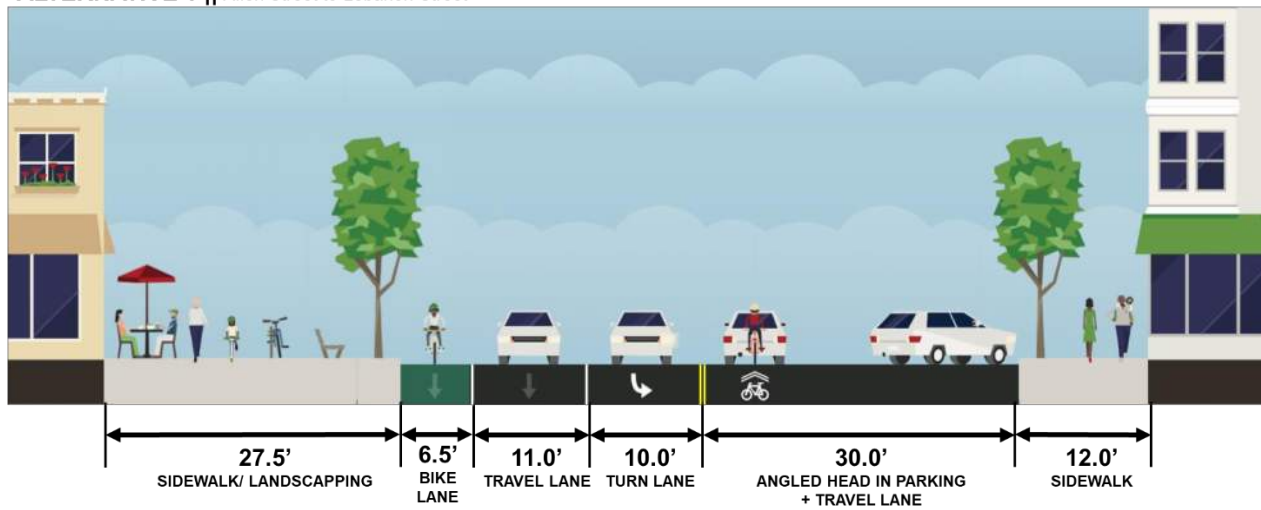


ALTERNATIVE 3 || Wheelock Street to Allen Street

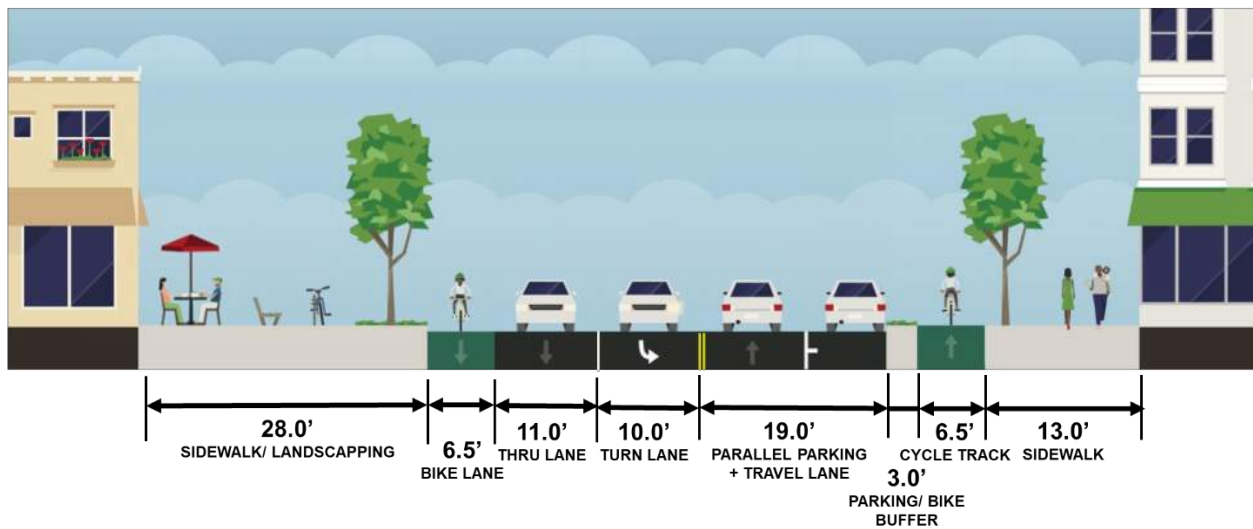


Segment 02 –Allen Street to Lebanon Street (Building to Building Width = 97')

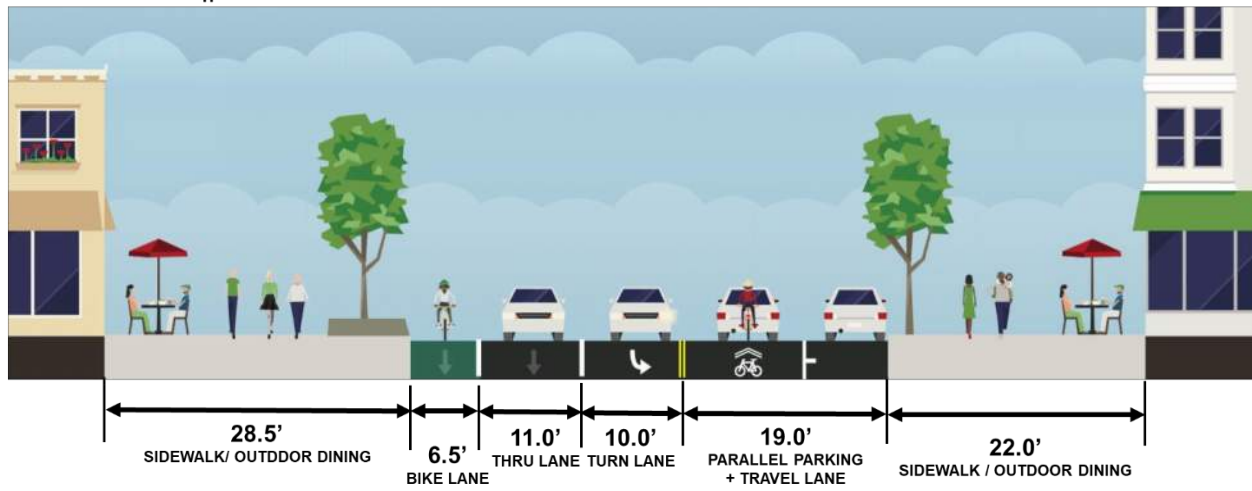
ALTERNATIVE 1 || Allen Street to Lebanon Street



ALTERNATIVE 2 || Allen Street to Lebanon Street

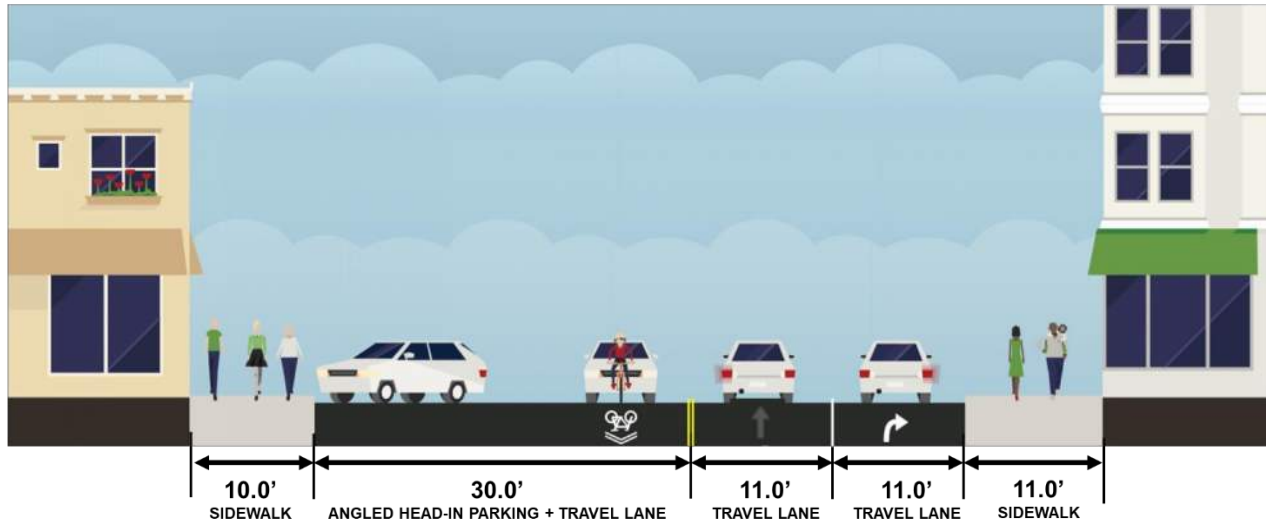


ALTERNATIVE 3 || Allen Street to Lebanon Street

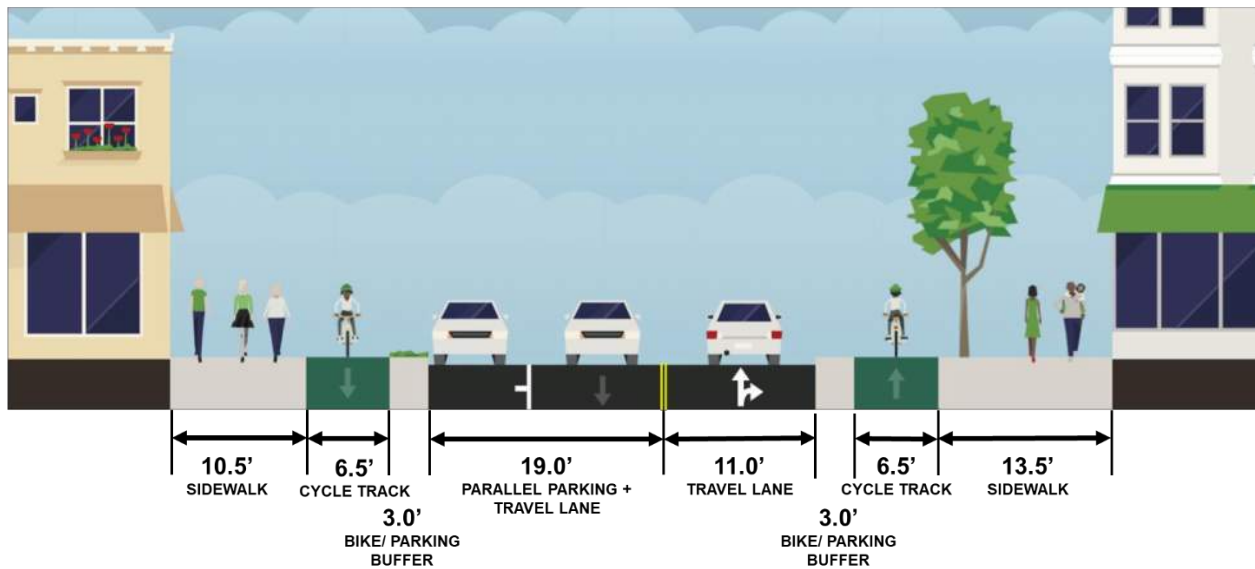


Segment 03 – Lebanon Street to Maple Street (Building to Building Width = 73')

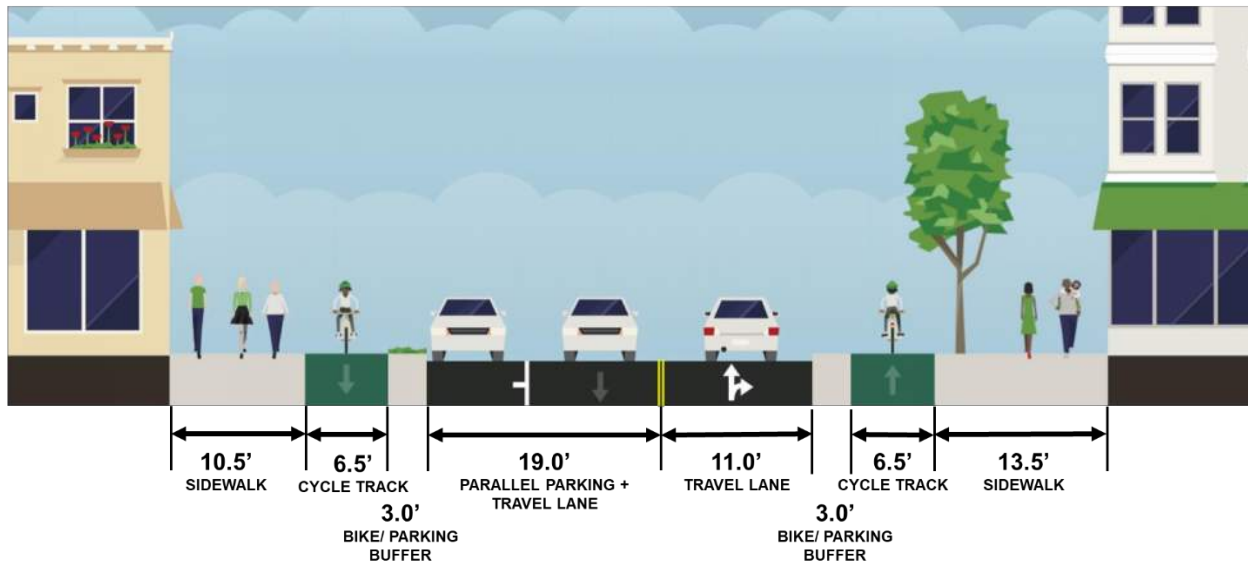
ALTERNATIVE 1 || Lebanon Street to Maple Street



ALTERNATIVE 2 || Lebanon Street to Maple Street

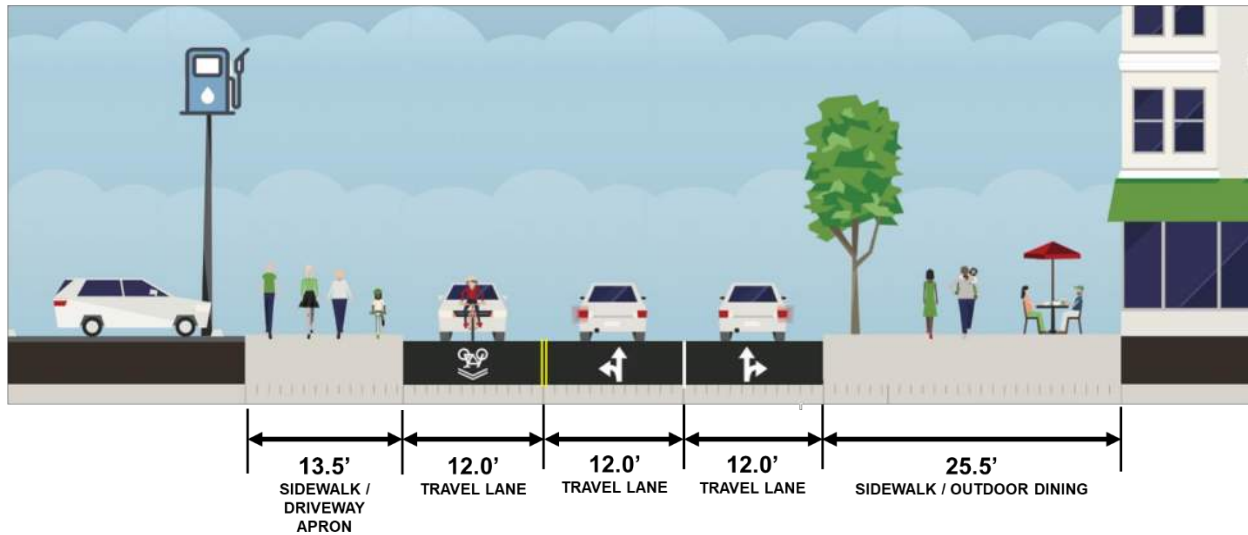


ALTERNATIVE 3 || Lebanon Street to Maple Street

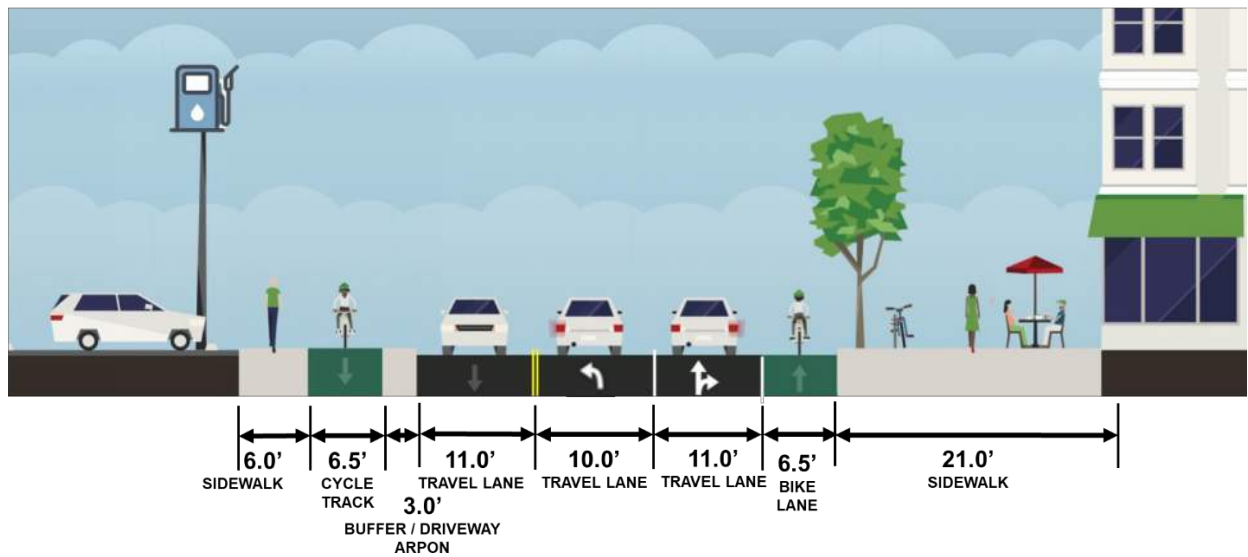


Segment 04 –Maple Street to Dorrance Place (ROW Width = 77')

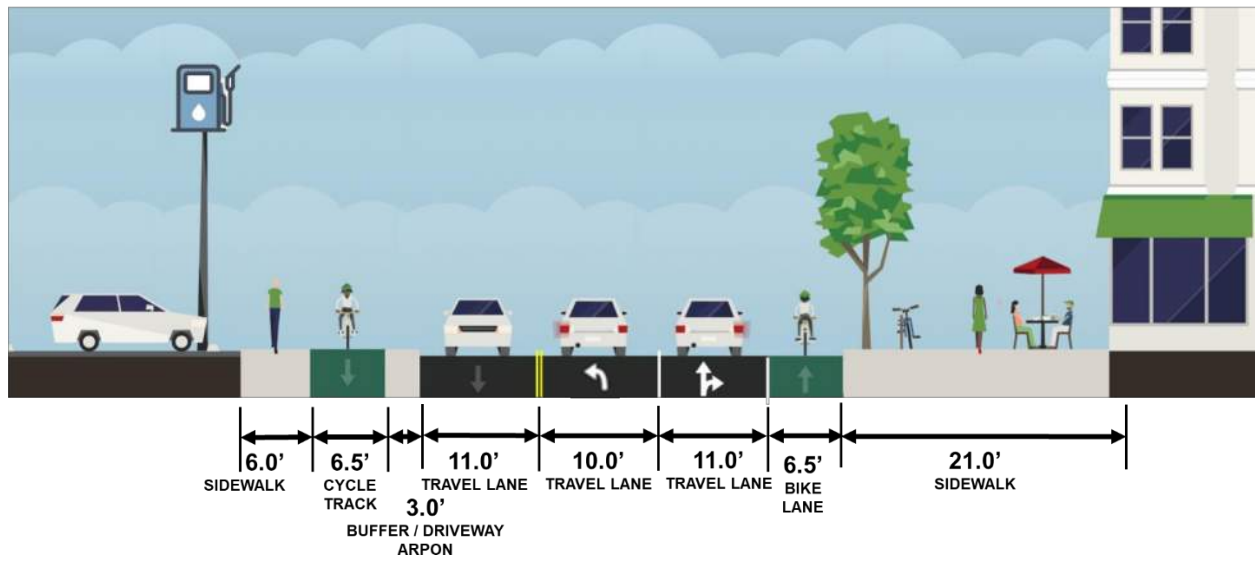
ALTERNATIVE 1 || Maple Street to Dorrance Place



ALTERNATIVE 2 || Maple Street to Dorrance Place



ALTERNATIVE 3 || Maple Street to Dorrance Place



Main & Lebanon Street reconstruction GPI concept #3

Description	Number	Units	Unit price	Total
Mobilization	1	LS	\$100,000	\$100,000
Concrete removal	5000	SY	\$50	\$250,000
curb removal	2000	LF	\$15	\$30,000
excavation and disposal of soils	8445	CY	\$55	\$464,475
Bank Run Gravel Base	7622	TN	\$85	\$647,870
Crushed Gravel	1906	TN	\$85	\$162,010
Asphalt Pavement	1761	TN	\$180	\$316,980
Markings	3500	LF	\$3	\$10,500
Curb replacement	2500		\$75	\$187,500
Sewer Manhole rehab	11	EA	\$20,000	\$220,000
Sewer main upgrade	1410	LF	\$350	\$493,500
Roof leader seperation	650	LF	\$150	\$97,500
Water main Replacement	2000	LF	\$500	\$1,000,000
Water Services	1275	LF	\$250	\$318,750
Hydrants	5	EA	\$10,000	\$50,000
Catch Basins	30	EA	\$5,500	\$165,000
Storm Drains	2000	LF	\$120	\$240,000
Tree Removal	19	EA	\$1,000	\$19,000
Lighting removal	1	LS	\$5,000	\$5,000
Sidewalk Base Gravel	8128	TN	\$45	\$365,760
Sidewalk crushed Gravel	2032	TN	\$60	\$121,920
Raised crosswalk	83	SY	\$150	\$12,450
Raised intersection	622	SY	\$150	\$93,300
Signal replacement	2	EA	\$500,000	\$1,000,000
conduit & lighting wires	3500	LF	\$40	\$140,000
pull boxes	6	EA	\$1,500	\$9,000
Lighting LED	20	EA	\$20,000	\$400,000
Concrete Sidewalk	6590	SY	\$120	\$790,800
Trees & grates & structural soil	50	EA	\$5,000	\$250,000
Hazardous soils allowance (near gas station)	1	LS	\$100,000	\$100,000
Banner raising system	1	LS	\$250,000	\$250,000
Temporary controls	1	LS	\$400,000	\$400,000
Construction Total				\$8,711,315
Insurance & Bonds 5%				\$304,896
Design & Construciton Inspection 15%				\$1,306,697
contingency 30%				\$2,613,395
Total				\$12,936,303

loan repayment

Rate 4.00%

Term 20

Appendix C
Adoption of RSA 162-K

Hanover Town Meeting
May 12, 1998
(excerpt of the minutes)

ARTICLE SEVEN: Shall we adopt the provisions of RSA 162-K, creating authority to establish municipal economic development and revitalization districts?

Selectman Walsh moved that the Town vote to adopt the provisions of RSA 162-K of the New Hampshire Revised Statutes Annotated creating authority to establish municipal economic development and revitalization districts. The motion was seconded by Selectman Connolly. Moderator Bird re-read the motion of Selectman Walsh. By a voice vote, the audience was in favor of proceeding to vote on Selectman Walsh's motion...

There being no further discussion, a voice vote was taken on Selectman Walsh's motion. The motion PASSED and Article Seven was ADOPTED