

TOWN *of* HANOVER

NOTICE OF PUBLIC MEETING SELECTBOARD

Monday, May 19, 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 – 5 Minute

- a. None

3. Agenda Review – 1 Minutes

- a. Agenda Review

4. Announcements/recognition – 0 minutes

- a. None

5. Public Comment – 15 Minutes

- a. Public may address the Board

6. Business Requiring Discussion – 30 Minutes

- a. Organizational meeting for 2025-2026 Selectboard
- b. Statutory Boards and Committees Review
- c. Request for Proposals (RFP) – review consultant services and design, cost estimation, financing strategy, and public outreach for the West Wheelock and South Main Street corridor improvements
- d. Warrant Article 22, review and approve draft of Selectboard transmittal letter
- e. Warrant Article 23 review
- f. Warrant Article 24 review

7. Town Manager Monthly Report

- a. None

8. Business Requiring Action – 60 Minutes

- a. Recommendation to review the proposed Rate and Fee Schedule on Monday, June 2, and to Set Public Hearing on Monday, June 16, to approve the Proposed Rate and Fee Schedule for Fiscal Year 2026
- b. Approval of May 5, 2025, Selectboard Minutes
- c. Approval of item i to iii Consent
 - i. Donation - Police Department
 - ii. Donation - Fire Department
 - iii. Donation - Etna Library

9. Selectboard Reports – 15 Minutes

10. Adjournment – 1 minute

Hearing enhancement equipment is available for use by the public.

TOWN *of* HANOVER

MEMORANDUM

TO: Selectboard Members
FROM: Robert Houseman, Town Manager
DATE: May 19, 2025
SUBJECT: Information for the Selectboard for May 19, 2025

Business Requiring Discussion

- a. Organizational meeting for 2025-2026 Selectboard and committee assignments.**
 - Election of Officers
 - Chair
 - Vice Chair
 - Secretary
 - Board/Committee Assignments
 - See attached chart for board assignments.
- b. Statutory Boards and Committees Review**

As requested, a chart of all Town Boards is included in the packet for the Boards review.
- c. Request for Proposals (RFP) – Consultant services and design, cost estimation, financing strategy, and public outreach for the West Wheelock and South Main Street corridor improvements**

A draft RFP is included in the meeting packet for the Boards review.
- d. Review and approve draft of Selectboard transmittal letter for Article 22:**

“Reject any expansion of taxpayer funding for private education until we have full accountability, transparency, and a sustainable funding plan that ensures no further strain on public schools or local property taxpayers”.

A simple draft transmittal letter is included in the meeting packet for the Boards consideration.

- e. **Review Article 23:** *To call on the Hanover Town Manager and the Hanover Police Chief NOT to enter into or sign any agreements with Immigration and Customs Enforcement's (ICE) 287(g) program.*

Note that this warrant article is nonbinding guidance. A copy of Town Ordinance 38 is included in the meeting packet. If the Selectboard would like to consider moving forward with discussions on this warrant article, I am recommending that the Senior leadership team at the Police Department, the Town Attorney, and I be given 45 days to review Article 23 and Town Ordinance 38. The focus of the review is to determine if any changes to Ordinance 38 are warranted.

- f. **Review Article 24:** *"All meetings of the Selectboard be available for remote participation, either by video or audio, in real time, through the use of appropriate technology, including but not limited to conference calls, video conferencing, or online meeting platforms. This requirement will apply to all regular and special meetings, and it will ensure that town residents have the ability to participate in Selectboard proceedings remotely".*

Note that this warrant article is nonbinding guidance. If the Selectboard wishes to move in this direction, I am recommending that Staff be given 30 days to evaluate how best to transition to a hybrid meeting format.

Business Requiring Action

- a. **Recommendation to set a Public Hearing on Monday, June 16, 2025, to review and approve the proposed Rates and Fees**

Action Requested: Approve to set a Public Hearing on Monday, June 16, 2025, to review and approve the Proposed Rates and Fees

Suggested Motion: I move to set a Public Hearing on Monday, June 16, 2025, to review and approve the Proposed Rates and Fees.

- b. **Approval of May 5, 2025, Selectboard Minutes**

Action Requested: Approve May 5, 2025, Selectboard Minutes as written.

Suggested Motion: *I move to approve May 5, 2025, Selectboard minutes as written.*

c. Approval of Items i to iii by Consent

- i. Police Department
 - o \$500.00 was donated from a member of Dartmouth College's Class of 2010 who expressed remorse for the way he treated a Hanover Police Officer when he was a student. This donation was given as a form of amends.
- ii. Fire Department
 - o 2006 Chevy Silverado donated by Rob Sully for training purposes
- iii. Etna Library
 - o \$1,000.00 was donated to the Etna Library from Mr. and Mrs. Thomas P. Hall

Action Requested: Approve Consent Agenda as presented.

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

Statutory Boards and Committees

Board / Committee	Type	Selectboard Member Assignment
Selectboard	Statutory	
Advisory Board of Assessors	Statutory	
Capital Improvement Program Committee	Statutory	
Conservation Commission	Statutory	
Planning Board	Statutory	
Howe Library Board of Trustees	Independent	
Sustainable Hanover Committee	Advisory	
• <i>Energy Subcommittee</i>	Advisory	
• <i>Recycling Subcommittee</i>	Advisory	
• <i>Sustaining Landscapes Subcommittee</i>	Advisory	
Hanover Walk/Bike Committee	Advisory	

Board / Committee	Type	Selectboard Member Assignment
Hanover Finance Committee	Advisory	
Trails Committee <i>(Conservation Commission subcommittee)</i>	Advisory (Subcommittee)	
Biodiversity Committee <i>(Conservation Commission subcommittee)</i>	Advisory (Subcommittee)	

Statutory Boards and Committees

Board / Committee	Type	Selectboard Role
Selectboard	Statutory	Full voting member
Advisory Board of Assessors	Statutory	Liaison – One Selectboard member liaison and a Selectboard alternate (statute).
Capital Improvement Program Committee	Statutory	Two Selectboard members serve as full voting members of the committee (bylaws and statute).
Conservation Commission	Statutory	One Selectboard member serves as a full voting member (bylaws).
Etna Library Board of Trustees	Statutory	None – it is composed of elected Library Trustees.
Planning Board	Statutory	Ex Officio Voting Member – One Selectboard member serves as a full voting member ex officio, with another as alternate to the ex officio member (statute).
Supervisors of the Checklist	Statutory	None – Supervisors are independently elected officials (statute).
Trustees of Trust Funds	Statutory	Liaison – No Selectboard on this elected Board (statute).
Zoning Board of Adjustment	Statutory	None – Selectboard members do not serve on the ZBA (statute).
Cemetery Trustees (Board of Cemetery Trustees)	Statutory	None – it is composed of elected Cemetery Trustees.

Non-statutory Board

Board / Committee	Type	Selectboard Role
Howe Library Board of Trustees	Independent	Liaison – One Selectboard member liaison and one Selectboard alternate Liaison.

Advisory Boards, Committees, and Subcommittees

Board / Committee	Type	Selectboard Role
Sustainable Hanover Committee	Advisory	Selectboard Representatives (voting members) – One Selectboard members serve as a full member of the committee (no bylaws posted).
• <i>Energy Subcommittee</i>	Advisory	The Selectboard Representative can be a member. This subcommittee is also responsible for approving electric rates and is appointed by the Selectboard.
• <i>Recycling Subcommittee</i>	Advisory	The Selectboard Representative can be a member.
• <i>Sustaining Landscapes Subcommittee</i>	Advisory	The Selectboard Representative can be a member.
Building Code Advisory Committee	Advisory	The committee is composed of residents and experts.
Hanover Walk/Bike Committee	Advisory	Up to two <i>ex officio</i> Selectboard representatives (bylaws).

Board / Committee	Type	Selectboard Role
Hanover Community Nursing Advisory Committee	Advisory	The committee includes Town staff and community representatives; there is no Selectboard liaison.
Hanover Finance Committee	Advisory	Selectboard Representative (voting member) – One Selectboard member serves on the committee, with another as an alternate representative.
Minor Projects Review Committee	Advisory	The committee comprises Town staff, delegated by the Planning Board.
Trails Committee (Conservation Commission subcommittee)	Advisory (Subcommittee)	The Selectboard Representative can be a member.
Biodiversity Committee (Conservation Commission subcommittee)	Advisory (Subcommittee)	The Selectboard Representative can be a member.

TOWN *of* HANOVER

Request for Proposals (RFP)

Consultant Services for Design, Cost Estimation, Financing Strategy, and Public Outreach for the West Wheelock and South Main Street Corridor Improvements

Issue Date: May 19, 2025
Proposals Due: June 20, 2025

I. Introduction

The Town of Hanover is soliciting proposals from qualified consulting firms to provide planning, design, financial, and public outreach services in support of proposed improvements to the West Wheelock and South Main Street corridors. These improvements aim to support multi-modal transportation, pedestrian accessibility, safety, and future development while aligning with community sustainability and livability goals.

The selected consultant will develop preliminary designs, construction cost estimates, and a comprehensive analysis of funding and financing options, including, but not limited to, General Fund Bonds, Tax Increment Finance (TIF) Districts, and municipal Impact Fees. A key element of the scope is an analysis of the financial implications of a TIF District on local school funding. The consultant will also create and help implement a robust public education and outreach strategy.

II. Scope of Work

The consultant will be responsible for the following:

1. Preliminary Design & Cost Estimation

- Develop preliminary concept plans for streetscape, utility, and transportation improvements on West Wheelock and South Main Streets.
- Identify potential phasing of improvements.
- Provide itemized construction cost estimates for each phase and the overall project.

2. Funding and Financing Options

- Identify and evaluate potential funding sources and financing mechanisms, including:
 - General Fund bonds
 - Tax Increment Financing (TIF) Districts
 - Municipal impact fees
 - State and federal grants

- For each option, provide pros/cons, legal considerations, and estimated fiscal capacity.

3. TIF Financial Impact Analysis

- Model TIF revenue generation is based on current and anticipated property developments.
- Provide a comprehensive analysis of TIF's potential impact on school district funding under various revenue allocation scenarios (e.g., 50% tax revenue retention).
- Estimate opportunity costs to the general fund and the schools if a TIF is adopted.

4. Public Outreach and Education Program

- Develop and help implement a community outreach plan, including:
 - Public presentations and open houses
 - Stakeholder meetings (e.g., school district, residents, business owners, Dartmouth College)
 - Communication tools (web, print, and social media)
 - Visualizations and simplified summaries to convey tradeoffs and options
- Provide regular updates to the Town Manager and Selectboard throughout the process.

III. Proposal Requirements

All proposals must include:

- Firm qualifications and relevant project experience
- Names and qualifications of project team members
- Approach to the scope of work and timeline
- Examples of similar corridor or downtown revitalization efforts
- References from past municipal clients
- Cost proposal and fee schedule (lump sum or hourly, by task)

IV. Selection Criteria

Proposals will be evaluated based on:

- Demonstrated experience with corridor planning, municipal finance, and public outreach
- Understanding of New Hampshire municipal law and TIF regulations
- Approach to addressing the project goals
- Clarity and completeness of the proposal
- Cost competitiveness

V. Submission Instructions

Submit proposals electronically (PDF format) to:

Robert Houseman, Town Manager
Email: Robert.Houseman@hanovernh.org
Phone: 1-603-643-0701

Submissions must be received no later than 2:00 PM on June 20, 2025.

VI. Questions

All questions regarding this RFP must be submitted in writing to the Town Manager in the email above no later than 2:00 PM on June 6, 2025.

VII. Reservation of Rights

The Town of Hanover reserves the right to reject any or all proposals, waive minor irregularities, and negotiate scope or cost modifications with any qualified consultant.

DRAFT

TOWN *of* HANOVER

Wednesday, May 14, 2025

The Honorable Governor Kelly Ayotte

Office of the Governor
107 North Main Street
Concord, NH 03301

Members of the New Hampshire State Legislature

State House
107 North Main Street
Concord, NH 03301

Dear Governor Ayotte and Members of the Legislature:

The following article was adopted at the Hanover Town Meeting held on May 13, 2025, and is being transmitted to you as set forth in the article.

ARTICLE TWENTY-TWO: (By Petition)

To see if the Town will vote to: reject any expansion of taxpayer funding for private education until we have full accountability, transparency, and a sustainable funding plan that ensures no further strain on public schools or local property taxpayers:

Whereas, taxpayers have a right to know how their money is spent and deserve clear, verifiable evidence that it is being spent wisely and delivering results; and Whereas, taxpayer dollars are being diverted from public schools to private and religious education through Education Freedom Accounts (vouchers), and this shift does NOT reduce public school expenses, leaving local taxpayers to cover the difference through higher property taxes; and

Whereas, unlike public schools, private education funded by taxpayers through vouchers lacks key accountability measures, such as reporting how funds are used, tracking student performance, ensuring services for students with disabilities, conducting background checks for staff, and adherence to minimum standards.

Therefore, we, the voters of Hanover, New Hampshire, call on our state elected officials to uphold their duty to fiscal responsibility by rejecting any expansion of taxpayer funding for private education until we have full accountability, transparency, and a sustainable funding plan that ensures no further strain on public schools or local property taxpayers. We further direct the Town of Hanover's Selectboard to deliver this warrant article and the results in writing to

New Hampshire's Governor and members of the State Legislature within thirty days of this vote.

Submitted by petition with signatures of twenty-five (25) or more registered voters in the Town of Hanover. (RSA 675:4).

Respectfully,

Hanover Selectboard



PETITION FOR SUBMISSION ON THE TOWN MEETING WARRANT

On the petition of Susan Holcombe (unless stated, the first name on the list will be used), and others, to see if the Town will vote to: reject any expansion of taxpayer funding for private education until we have full accountability, transparency and a sustainable funding plan that ensures no further strain on public schools or local property taxpayers:

Whereas, taxpayers have a right to know how their money is spent and deserve clear, verifiable evidence that it is being spent wisely and delivering results; and

Whereas, taxpayer dollars are being diverted from public schools to private and religious education through Education Freedom Accounts (vouchers), and this shift does NOT reduce public school expenses, leaving local taxpayers to cover the difference through higher property taxes; and

Whereas, unlike public schools, private education funded by taxpayers through vouchers lacks key accountability measures, such as reporting how funds are used, tracking student performance, ensuring services for students with disabilities, conducting background checks for staff, and adherence to minimum standards;

Therefore, we, the voters of Hanover New Hampshire, call on our state elected officials to uphold their duty to fiscal responsibility by rejecting any expansion of taxpayer funding for private education until we have full accountability, transparency, and a sustainable funding plan that ensures no further strain on public schools or local property taxpayers. We further direct the Town of Hanover's Selectboard to deliver this warrant article and the results in writing to New Hampshire's Governor and members of the State Legislature within thirty days of this vote.

Below are the required signatures of twenty-five (25) or more registered voters in the Town of Hanover. (RSA 675:4).

Date Submitted to Hanover Town Clerk's Office: March 25, 2025

Petition must be received, and Signatures must be confirmed as registered Hanover voters by the Town Clerk's Office no later than Tuesday, April 8, 2025 for the May 13, 2025 Town Meeting.

PRINT NAME	STREET ADDRESS	SIGNATURE
✓ Susan Holcombe	35 Cummings Rd #166	Susan Holcombe
✓ Arthur N. Holcombe	35 Cummings Rd #166	Arthur N. Holcombe
✓ Perry F. Williamson Perry F. Williamson	32 Penn Rd #321	Perry F. Williamson

PETITION TO THE HANOVER SELECTBOARD TO INSERT A WARRANT ARTICLE

We, the undersigned registered voters of the Town of Hanover, New Hampshire, request that the Hanover Selectboard insert the following article in the warrant of the 2025 Town Meeting:

By petition of 25 or more eligible voters, we call on the Hanover Town Manager and the Hanover Police Chief NOT to enter into or sign any agreements with Immigration and Customs Enforcement's (ICE) 287(g) program.

- The 287(g) is an expensive program that has been criticized for civil rights abuses since it launched in 2006.
- It has long been criticized for perpetuating and legalizing widespread racial profiling.
- Studies have shown that communities with 287(g) agreements spend *more* money on *less* effective policing. 287(g) agreements often target people who pose no risk to public safety and those with no criminal record and this type of enforcement creates distrust—and fear—between police and the communities they serve.¹
- Additionally, the Department of Homeland Security is now allowed to track, surveil, and target people based on assumptions about their sexual orientation and gender identity. This compounds the risk for some people with informal status, and adds new risks for Queer Transgender folks traveling across borders.

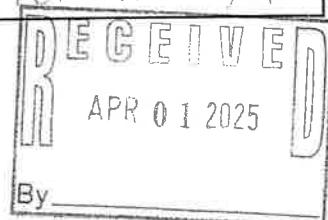
*287(g) should not be used in the place of a federal immigration policy.

*This resolution will act as an amendment to the Hanover Welcoming Ordinance² of 2020.

Legal Name (please print legibly)	Signature	Hanover/Etna Voting Domicile Address
Susan Linsen	Linsen	21 School St.
Erica Hiller	Erica Hiller	38 Reservoir Rd.
Maylene Chaviano	Maylene Chaviano	40 College St
Phyllis Z Whitney	Phyllis Z Whitney	85 S Main St #4 Hanover
Lynn Schwartz	Lynn Schwartz	8 Wren Lane, Hanover NH 03755
Diane Boston	Diane Boston	11 Ledge Rd, Hanover
Jean E Brown	Jean E Brown	4 Storrs Rd, Hanover 03755
Mary Waugh	Mary Waugh	16 Pinneahill Rd. 03755
U. Bro and Waugh	U. Bro and Waugh	" " "
Carolyn Gordon	Carolyn Gordon	2 Butternut Ln, Hanover

¹ Why cities & towns should not sign 287(g) agreements with ICE
<https://immigrationimpact.com/2020/09/21/287g-agreement-ice/>

² Hanover Welcoming Ordinance 2020
<https://drive.google.com/file/d/15rbfOHYUkETQRSVfk9FL6uSL1srcEGiV/view?usp=sharing>



WARRANT ARTICLE PETITION TO THE SELECTBOARD
OF THE TOWN OF HANOVER, NEW HAMPSHIRE

We the undersigned registered voters of the Town of Hanover, New Hampshire, hereby petition the Board to include as a Warrant Article at the Annual Town Meeting on May 13th, 2025 the following article:

REMOTE PARTICIPATION AT SELECTBOARD MEETINGS

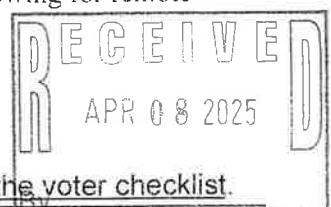
To see if the Town will vote to require that all meetings of the Selectboard be available for remote participation, either by video or audio, in real time, through the use of appropriate technology, including but not limited to conference calls, video conferencing, or online meeting platforms. This requirement will apply to all regular and special meetings, and it will ensure that town residents have the ability to participate in Selectboard proceedings remotely.

The Selectboard shall ensure that the necessary technology and support are available for remote participation, and that remote participants are provided the opportunity to comment and ask questions during public comment periods and other appropriate segments of the meetings.

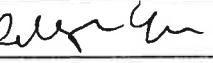
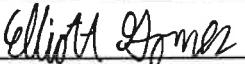
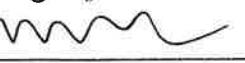
Proponents: Evan Gerson (14 Massachusetts Row) and Nicolás Macri (18 Kingsford Road) and Rai-Ching Yu (3 Ivy Lane)

Explanation:

This article ensures that the Town's Selectboard meetings are more inclusive by allowing for remote participation and not requiring people to show up in person to participate.



Please sign and legibly print your name and legal address as it appears on the voter checklist.

PRINTED NAME	SIGNATURE	STREET ADDRESS	
1. Evan Gerson		14 Mass Row	1
2. Nicolás Macri		18 Kingsford Rd	2
3. Rai-Ching Yu		3 Ivy Lane	3
4. Elliott Gomes		1 Chaote Rd	4
5. Ellery Harris		9 Prospect St	5
6. Marin Hadley		9 Webster	6
7. Eric Sander		45 Lebanon St.	7
8. Piper Edwards		8 Currier Pl	8
9. Hannah Maccarone		12 E Wheelock St	9
10. Clark Parlini		23 E Wheelock St	10

ORDINANCE #38

TOWN OF HANOVER ORDINANCE OF THE SELECTBOARD

The Selectboard of Hanover, New Hampshire, ordains as follows:

Fair and Impartial Policing

Declaration of Purpose:

The purpose of this Ordinance is to prevent biased policing and other discriminatory practices in any law enforcement-related activity involving an officer of the Hanover Police Department. This Ordinance is intended to ensure that Department members honor the human and constitutional rights of those with whom they come into contact. Nothing herein shall be construed to prevent Department members from engaging in lawful police activity, including ascertaining the identity of persons lawfully detained or arrested for criminal conduct, or to confirm or dispel reasonable suspicion of criminal conduct concerning any violation of state or federal law.

Title:

This Ordinance shall be known and may be cited as the “Fair and Impartial Policing Ordinance of the Town of Hanover.”

Authority:

NH RSA 39:3 and RSA 47:17.

Preamble:

As a community dedicated to welcoming diversity, the Town of Hanover affirms the human and civil rights of all people.

Within that context, it is the policy of the Hanover Police Department to respect and protect the constitutional rights of all individuals during law enforcement contacts and/or enforcement actions. In addition to respect for those human rights prescribed by law, Department members will treat all persons with the courtesy and dignity that is inherently due every person. Department members will act, speak and conduct themselves in a professional manner, and, whenever possible, maintain a courteous, professional attitude in all contacts with the public.

In the absence of any specific report of criminal conduct or reasonable suspicion of criminal conduct, the actual or perceived race, ethnic background, color, spoken language, age, gender, sexual orientation, gender identity or expression, religion, economic status, cultural group or any other identifiable group of any person will not be the basis for the detention, interdiction or other disparate treatment of any individual by any member of the Department.

The Town of Hanover and its law enforcement officers recognize and affirm that:

1. If an individual is undocumented in the United States, this is not a crime; immigration is a civil matter.
2. Department officers may not stop, detain, arrest, or otherwise hold an undocumented individual, absent reasonable suspicion of criminal conduct.
3. If an undocumented individual is stopped, detained, arrested, or otherwise held based on reasonable suspicion of criminal conduct, the individual shall be processed in the ordinary course of the law enforcement conduct and the criminal judicial system; and the individual shall not be detained or otherwise held any longer than otherwise necessary in the ordinary course of law enforcement conduct and the criminal judicial system.
4. If an undocumented individual is stopped, detained, arrested, or otherwise held based on reasonable suspicion of criminal conduct, Department officers must treat that individual in the same manner as any other individual would be treated for similar criminal process.
5. Department officers may not contact, or otherwise notify, ICE about the undocumented individual based solely on an individual's undocumented status.

Definitions:

Biased Policing: The arrest, detention, interdiction, or other disparate treatment of an individual, without reasonable suspicion of criminal conduct, on the basis of the race, ethnic background, color, spoken language, age, gender, sexual orientation, gender identity or expression, religion, economic status, cultural group or other identifiable group of such individual, except when such status is used in combination with other identifying factors in seeking to apprehend a specific criminal suspect whose racial or ethnic status is part of the description of the suspect.

Reasonable Suspicion of Criminal Conduct: Also known as “articulable suspicion” of criminal conduct. Suspicion that is more than a mere hunch, but is based on a set of articulable facts and circumstances that would warrant a person of reasonable caution in believing that an infraction of the law has been committed, is about to be committed, or is in the process of being committed, by the person or persons under suspicion. This can be based on the observations of a police officer combined with his or her training and experience, and/or reliable information received from credible outside sources.

Police Procedures:

I. Prohibition of Biased Policing

- A. Biased policing of individuals by officers of this department is prohibited.
- B. Stops or detentions based solely on race, ethnic background, color, language, age, gender, sexual orientation, gender identity or expression, religion, economic status, cultural group, or any other prejudicial basis by any officer of this department are prohibited.
- C. The detention of any individual, which is not based on factors related to reasonable

suspicion of a violation of state and/or federal criminal law, or any combination thereof, is prohibited.

D. Officers will not use actual or perceived race, ethnic background, color, language, age, gender, sexual orientation, gender identity or expression, religion, economic status, cultural group or other identifiable group of such individual as the sole basis for developing reasonable suspicion or grounds for a traffic or street stop, or in deciding upon the scope and substance of post-stop action.

E. Officers must be able to clearly articulate the specific law enforcement or public safety purpose of any traffic stop or other contact.

F. When determining if reasonable suspicion exists for a stop, search or detention, or when developing probable cause for an arrest, officers may consider the factors above, when one or more of those factors are part of the description of a known or suspected criminal offender wanted in connection with a specific criminal or suspicious incident based on a credible report.

G. Asset seizure and forfeiture efforts will be based on violations of state and/or federal law, or any combination thereof; and shall not be motivated by race, color, language, ethnicity, age, gender, sexual orientation, gender identity or expression, religion, economic status or cultural group.

II. Matters Relating to Immigration and Citizenship Status:

A. The Hanover Police Department presently lacks the legal authority to enforce non-criminal civil violations of federal immigration law.

B. An individual's presence in the United States without proper documentation or authority, standing alone, is not a criminal violation.

C. Officers may not stop, investigate, detain or question an individual solely for the purpose of determining whether the individual is in the United States without authorization and proper documentation.

D. Officers may not initiate an investigation, stop, or detention, or extend an existing stop or detention, based solely on information or suspicion that an individual is in the United States without authorization and proper documentation.

III. Department Inquiries Concerning Citizenship Status

A. *When ID is Needed and Not Provided:* If a Department officer needs to identify an individual who has been lawfully detained or arrested regarding criminal conduct, and that individual does not have identification, then the Department officer may use whatever tools are reasonably necessary, including federal databases, to identify the individual under the circumstances. Department officers should not ask passengers for identification, including for the purpose of determining their immigration status, when

the passengers themselves are not suspected of a crime or motor vehicle violation, unless the passenger(s) is a witness to criminal activity.

B. When ID Provided: Valid identification may include a foreign passport, consular identification, or other acceptable identification issued by a person's nation of origin or government-issued documents that are reasonably reliable, subject to the same reasonable scrutiny and follow-up for authentication as any other forms of identification. However, an officer should not call any federal immigration authority simply because a person presents foreign identification, absent a reasonable suspicion that the identification is invalid or fraudulent.

C. Asking about Immigration Status: Department officers should not ask an individual about his or her immigration status when investigating a crime or civil violation, like a stop for traffic violation or a violation of a municipal ordinance. An officer may ask an individual about his or her immigration status only if the department officer is conducting a criminal investigation or an investigation of criminal activity based on reasonable suspicion AND the immigration status of the suspect is relevant to the investigation, provided that the investigation is initiated for a reason or reasons independent of information or suspicion that an individual is (or individuals are) in the United States without proper authorization in violation of the civil provisions of federal immigration law.

IV. Qualified Language Interpretation Services:

Under federal law, law enforcement agencies that receive federal funds are required to provide qualified interpretation services, either in person or telephonically, to any person in need of such services. However, Department officers may not contact federal immigration authorities for interpretation services. The officer shall not ask about the immigration status of the person for whom interpretation services are sought.

V. Detention and Search:

A. No motorist, once cited or warned, shall continue to be detained if there is no reasonable suspicion of further criminal activity, and no person or vehicle shall be searched in the absence of consent, a warrant, or a legally recognized exception to the warrant requirement.

B. It is strongly recommended that consent searches only be conducted with written consent, using the proper department form. If the individual indicates that they will consent to a search but are refusing to sign the form, the officer may nevertheless fill out the form and indicate "consented to search but refused to sign," inserting initials and the signature of any witness in the signature block.

C. If an officer reasonably believes, based on a totality of the circumstances, that an individual does not comprehend or understand the basis for providing consent for a valid search, including disability, incapacity, or language, the officer should not conduct a

search, absent exigent circumstances.

VI. ICE Detainers:

A. One purpose of an ICE detainer is to notify a law enforcement agency that ICE is interested in that person who is in that agency's custody, and to request that the agency hold that person after the person is otherwise entitled to be released from the criminal justice system, giving ICE extra time to decide whether or not they should take the person into federal custody for administrative proceedings in immigration court.

B. *ICE detainers are not criminal arrest warrants.* Unlike criminal warrants, which are supported by a judicial determination of probable cause, ICE detainers are issued by ICE enforcement agents without any authorization by a judge. An ICE detainer is not an indication that probable cause exists that the individual in question has committed a crime; ICE detainers are mere requests, not commands. Under federal law, local law enforcement agencies are not required to hold anyone based on an ICE detainer. Accordingly, many courts have ruled that local law enforcement officials violate the Fourth Amendment of the United States Constitution when they temporarily detain individuals for immigration violations, without probable cause of criminal conduct, based on ICE detainers.

C. Because an ICE detainer is not based upon probable cause that a crime has been committed, if an officer in the Department receives an ICE detainer for an individual who has been detained or arrested, the officer shall not prolong the individual's detention based on the ICE detainer.

VII. Response to Federal Immigration Inquiries:

Department officers do not have authority to enforce federal civil immigration law. In the absence of any criminal conduct, no department officer shall aid or participate in civil immigration enforcement activities carried out by the Federal or State government.

Accordingly, no law enforcement officer of the Town of Hanover, or any informants or volunteers assisting in their efforts, may:

1. Disclose information regarding the citizenship or immigration status of any person unless required to do so by legal process, or such disclosure has been authorized in writing by the individual to whom such information pertains, or if such individual is a minor or is otherwise not legally competent, by such individual's parent or guardian.
2. Accept requests by Federal immigration authorities to support or assist in operations that are for only non-criminal immigration civil enforcement.
3. Permit Federal immigration authorities' access to a person unless required by law.
4. Expend Department time responding to Federal immigration authorities' inquiries or communication with immigration agents regarding a person's custody, unless required by law.
5. Respond to federal immigration authorities' inquiries or share information

about an individual with federal immigration authorities, unless required by law.

VIII. Duties of Department Officers:

- A. Any employee who believes there is or is made aware of any violation of this Ordinance shall immediately inform his/her immediate supervisor.
- B. All complaints of bias policing or discriminatory practices will be investigated in accordance with established internal affairs procedures.
- C. Each supervisor is responsible for continually monitoring and examining all officers under their direct supervision to ensure that officers' actions and activities adhere to this Ordinance and to discover any indications of bias or discriminatory practices.
- D. Traffic enforcement, detention, and search procedures will be accompanied by consistent, ongoing supervisory oversight to ensure that officers do not go beyond the parameters of reasonableness and lawfulness in conducting such activities.

IX. Complaints of Bias and/or Discrimination:

- A. The process for making a complaint shall be readily available to the public. Reasonable efforts should be made to accommodate language barriers.
- B. Any person may file a complaint with the Department if they believe they have been stopped or searched based on any alleged act of biased policing.
- C. Any person who tells a Department officer that they wish to file such a complaint shall be provided with the name of the officer's immediate supervisor. Any officer who is accused on scene of discrimination, racial profiling, an illegal stop, frisk, and/or search by any person, shall report the incident to their immediate supervisor as soon as practicable at the conclusion of the contact.
- D. Supervisors who receive official complaints shall follow Department procedures. Supervisors shall review bias/profiling accusations and complaints, formal or informal.

X. Accountability:

Failure to report any observed or known violations of this order by any officer of the Department may result in disciplinary action as outlined in the Department's General Order and as prescribed in the Town's Employment Policies.

XI. Severability Clause:

This Ordinance, or any section or provision, may not override, conflict, or supersede any State and/or Federal laws, including but not limited to, employment law (as it relates to employees of

the Town of Hanover), state law related to RSA, 91-A (the Right-to-Know Law), or freedoms of speech, religion, association, or any other individual rights.

This ordinance, or any section of provision, may not require any member of the Hanover Police Department or any employee or agent of the Town of Hanover to violate any State and/or Federal laws.

If a court of competent jurisdiction finds any provision of this Ordinance to be in conflict with any State and/or Federal laws, that Court may strike the conflicted provision from this Ordinance. However, should any section or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

XII. Good Faith Compliance:

This ordinance, or any section or provision thereof, need not be implemented by the Town, if the Selectboard for the Town reasonably believes in good faith, that the ordinance or any section or provision thereof, conflicts with any State and/or Federal laws.

Adopted April 20, 2020

EFFECTIVE DATE

Having held a public hearing, the Selectboard voted to adopt this Ordinance on the 20th day of April, 2020, which shall be the effective date hereof.

IN WITNESS WHEREOF, a majority of the Selectboard have hereunder set their hands.

TOWN OF HANOVER
SELECTBOARD

Peter L. Christie, Chair

Athos Rassias, Vice Chair

Nancy A. Carter

William V. Geraghty

Joanna Whitcomb

SELECTBOARD MEETING

May 5, 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, Rob Houseman, Town Manager, Jennie Chamberlain, Selectboard Member, Jarett Berke, Selectboard Member; Ellen Bullion, Finance Director

Absent: Athos Rassias, Selectboard Member

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 Vinclette, 93 Lebanon St asked if the monitors in the room are available to the public to present information. The Board noted they addressed this at the last meeting and confirmed again that if there is an item a resident wants to present it needs to be sent to the Town Manager's office to be reviewed and if appropriate, added to the agenda and public packet and forwarded to the Selectboard in advance of the meeting.

Mr. Vinclette addressed issues he brings to all Selectboard meetings claiming local government officials have broken state and federal laws against him and calling for their response and investigations into these matters. Additionally, he asked who authorized the dumping of asphalt waste into the water and how the public was notified of the dumping. How was Storrs Pond protected? How were reservoirs protected? He would like the Board to watch the YouTube video that shows him being held on his property.

R. Houseman introduced the newly hired Planning Director, Jennifer Murray, who introduced herself to the Board.

6. Business Requiring Discussion

a. FY 2025 Budget Overview

E. Bullion presented a Fiscal year 2025 financial performance update through the third quarter. She plans to provide quarterly updates moving forward. Documentation was provided.

The Chair moved item 6c to this slot.

c. Selectboard Warrant assignment and Selectboard Poll Coverage schedule

The Chair noted there had been a phone call with Kari Asmus, Carey Callaghan and Ellen Bullion relating to Warrant Articles 10, 11 and 13.

Selectboard

May 5, 2025

The Board addressed the issues with those articles first.

Article 10: Sewer and Water Treatment numbers. Based on discussions had by the board on April 7 and 14, the intended amount of funding reflected in the warrant article should be \$978,567, not \$357,000.

E. Bullion clarified that the correct numbers were presented, published in the budget documents, but not voted on by the board.

The recommendation to move forward is that whichever Selectboard member who introduces Article 10 at Town Meeting explains and clarifies the status and allows that an amendment can be made at Town Meeting.

Article 11: \$44,500 for municipal transportation improvement fund. These funds were added to the warrant article after the Selectboard voted on the item.

The recommendation to move forward is that whichever Selectboard member who introduces Article 11 at Town Meeting explains and clarifies the status and allows that an amendment can be made at Town Meeting.

Article 13: scriveners' error- The Board had previously agreed to strike a particular sentence that did not get removed prior to the printing of the warrant.

The recommendation to move forward is that whichever Selectboard member who introduces Article 13 at Town Meeting explains and clarifies the status and allows that an amendment can be made at Town Meeting.

The board discussed who will present each warrant article at Town Meeting.

Article 5	J. Berke
Article 6-9	J. Chamberlain
Article 10-11	J. Whitcomb
Article 12-14	J. Chamberlain
Article 15-16	J. Berke
Article 17	A. Rassias
Article 18	C. Callaghan
Article 19-21	A. Rassias

The board discussed other timing obligations on election day and who is available when.

C. Callaghan will follow up with the members to confirm their chosen slots of time and pro-tems (if any).

b. Review FY 2025 Selectboard OKR (Objectives and Key Results)

C. Callaghan noted he will create a slide which he will present with the budget item at Town Meeting. The slide will show what the board has and hasn't done from the list of objectives. He will send around the slide for review when it's ready.

The Board discussed key performance indicators and how over time they can be better identified and shared with the public.

7. Town Manager Report

Town Manager Rob Houseman submitted his report in writing which highlighted the following department updates:

- Fire
- Planning, Zoning, Codes
- DPW
- Police

8. Business Requiring Action

a. Approval of March 24, April 7, April 14, 2025, Selectboard Minutes

At 8:08 pm J. Whitcomb MOVED to Approve the minutes of March 24 as amended. J. Berke SECONDED. All in favor

At 8:09 pm C. Callaghan MOVED to Approve the minutes of April 7 as amended. J. Berke SECONDED. All in favor with J. Whitcomb abstaining

At 8:09 pm C. Callaghan MOVED to Approve the minutes of April 14 as amended. J. Berke SECONDED. All in favor

b. Donation Request – Storrs Pond Recreation Area on behalf of The Hanover Improvement Society from the Bressett Fund.

Staff Analysis

Compliant with Bressett Fund Guidelines

- Swim lesson staffing, administration, and insurance – \$40,000
 - o Supports seasonal personnel delivering community youth swim instruction.
 - o Clearly benefits Hanover residents and is programmatic and operational.
- Tennis program staffing and supplies – \$8,000
 - o Covers wages for instructors and expendable program materials (balls, racquets).
 - o Directly tied to ongoing youth and adult educational programming.
- Family scholarships – \$10,000
 - o Promotes equitable access for underserved families.
 - o Aligns with Bressett's focus on broad community benefit and inclusion.

Eligible Program Equipment (not bricks and mortar)

- Watercraft replacement (kayaks, canoes, paddleboards, paddles) – \$5,100
 - o Acceptable as non-capital, seasonal-use gear essential to program delivery.
- Personal Flotation Devices (PFDs) – \$1,000
 - o Likely eligible as safety equipment used by participants.
 - o Consumable nature supports non-capital classification.
- Lifeguard chair and rescue board – \$3,500
 - o Are safety tools required for programming, not facility upgrades

If the Board approves the request, it will then go to the Trustees of the Trust Fund for approval.

The board discussed with the Town Manager other funding requests that have been or may be requested. They confirmed that no funds can be issued until after July 1, 2025 due to the budget already being prepared.

At 8:23 pm C. Callaghan MOVED to Approve the donation from the Bressett Fund on behalf of The Hanover Improvement Society in the amount of \$67,000 for the Storrs Pond Recreation area. J. Chamberlain SECONDED. All in favor

c. Approval of Items i to viii by Consent

i. Administrative Abatement – 16 Occom Ridge, Hanover, NH

ii. Appointments – Conservation Commission; alternate member, CIPC School Board Member, and Election Official

- o Ken McEnaney Conservation Commission alternate member
- o Renee Sullivan CIPC School Board member
- o Rob Starkey, Janet Starkey, Michelle Schembri, and Sandra Scheidt - Election Officials

iii. Grant – Etna Library

\$7,000 Grant from Dorothy Byrne for costs associated with building additional bookcases at Etna Library

iv. Donations – Etna Library

- \$20.00 from Jeremy Merritt and Emily Biolsi
- \$100.00 from Scott Hammond
- \$300.00 NH Humanities Council, Inc

v. Donations – Fire Department

- Vehicle from the Town of Lyme for training purposes
- Vehicle from Gary Tibbetts for training purposes
- Vehicle from Catherine Gibson for training purposes

vi. Donation – Parks and Recreation

Donation to Parks and Recreation in the amount of \$1,278.00 for “Welcome to Hanover” banner

vii. Light pole banner request – Hood Museum of Art

Light pole banner request from Hood Museum of Art for their 40th anniversary celebration

viii. Banner requests – Hanover Parks and Recreation, Hopkins Center, Crafts Fair

- Hanover Parks and Recreation for “Welcome to Hanover” banner
- Hopkins Center for the Arts reopening celebration
- “Pods for the Pulpit” crafts fair raising funds for The Haven

At 8:26 pm C. Callaghan MOVED to Approve the consent agenda items i, iii, iv, v, vi, vii, viii. J. Berke SECONDED.

All in favor

Donations were read into the record.

Item ii was discussed.

J. Whitcomb requested a list of all the members of the boards, commissions and committees, how many members each should have, whether the Selectboard liaison member is a voting member or not, and what the Selectboard roles are.

K. Asmus clarified information about the School Board appointee to the CIPC.

At 8:33 pm J. Whitcomb MOVED to Approve consent agenda items ii as presented. J. Chamberlain SECONDED.

All in favor

9. Selectboard Reports

- J. Berke
 - Trustees
- J. Whitcomb
 - No Report
- C. Callaghan
 - Nothing to Report
- A. Rassias
 - No Report
- J. Chamberlain
 - Sustainability
 - Earth Week Fair
 - Solid waste/ legislation

Selectboard

May 5, 2025

- Planning Board
- Bike Walk
 - Vision plan open house coming up May 12

Other Business

All are encouraged to come to Town Meeting and thanks to the staff and committees for the work put into the preparations.

10. Adjournment

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

J. Whitcomb MOVED to adjourn at 8:50pm. J. Berke SECONDED.

All in favor. The meeting adjourned at 8:50PM.

Respectfully Submitted,
Jarett Berke

SUMMARY

Item 8a

At 8:08 pm J. Whitcomb MOVED to Approve the minutes of March 24 as amended. J. Berke SECONDED. All in favor

At 8:09 pm C. Callaghan MOVED to Approve the minutes of April 7 as amended. J. Berke SECONDED. All in favor with J. Whitcomb abstaining

At 8:09 pm C. Callaghan MOVED to Approve the minutes of April 14 as amended. J. Berke SECONDED. All in favor

Item 8b

At 8:23 pm C. Callaghan MOVED to Approve the donation from the Bressett Fund on behalf of The Hanover Improvement Society in the amount of \$67,000 for the Storrs Pond Recreation area. J. Chamberlain SECONDED. All in favor

Item 8c

At 8:26 pm C. Callaghan MOVED to Approve the consent agenda items i, iii, iv, v, vi, vii, viii. J. Berke SECONDED.

All in favor

At 8:33 pm J. Whitcomb MOVED to Approve consent agenda items ii as presented. J. Chamberlain SECONDED.

All in favor

Item 10

J. Whitcomb MOVED to adjourn at 8:50pm. J. Berke SECONDED. All in favor.