

Selectboard
August 21, 2023
FINAL

SELECTBOARD MEETING
August 21, 2023
7PM - MUNICIPAL OFFICE BUILDING - HANOVER, NH

The meeting of the Selectboard was called to order at 7p.m. by Chair Athos Rassias. Also present were: Joanna Whitcomb, Vice Chair, Nancy Carter, Selectboard Member, Carey Callaghan, Secretary, Jennie Chamberlain, Selectboard Member, Alex Torpey, Town Manager
Absent: None,

1. Opening of Meeting

a. Call to Order

Chair Rassias called the meeting to order.

4. Public Comment

a. Public may address the Board

Chair Rassias explained the process for public comment.

1. Dena Romaro, Spencer Road, wanted to make the board aware of a meeting or hearing in Lebanon on September 6th regarding Lebanon's plan to build a seasonal shelter for persons who are unhoused. She is concerned about housing and hopes this Selectboard will treat this topic as a priority and that someone will attend the hearing in Lebanon and support their efforts. This is a regional issue.

She also asked that housing be a topic on the selectboard agendas and committees look into ways to prioritize housing for all.

Town Manager noted he believes he has an invitation to that meeting which he can forward to the board members.

2. David Vincelette, 93 Lebanon Street noted he had a hard time finding the agenda on the new website. He listened to a podcast where the Town Manager interviewed Ms. Wolfe, a new employee at Dartmouth.

He noted Hanover previously had a homeless shelter- on his property. He mentioned topics he as mentioned before regarding asphalt waste and Town logo.

Mr. Vincelette left when Mr. Rassias mentioned he had been speaking for more than five minutes.

2. Public Hearing

a. None scheduled

3. Agenda Review

a. Agenda Review

Chair Rassias asked the public which items they were here to speak to, and traffic safety was mentioned a few times. Item 5C would be heard next followed by 5A and 5B.

5. Business Requiring Discussion

c. Traffic Safety Updates

Town Manager reviewed the following:

1. For the Dunster/Wyeth Crosswalk.

a. Budget. Working with Public Works, we have identified \$28,000 in the FY23-24 budget that could be swapped for expediting the installation of a crosswalk at this location (pending additional steps and NHDOT approval). This is the entire budget for sidewalk repairs for FY23-24, so we would be unable to do any significant sidewalk repairs this year,

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though we could still asphalt patch a couple of the highest safety priorities. The cost needed for the crosswalk is up to approximately \$30,000.

i. We are only comfortable recommending this solution because staff are proposing to bond for the amount needed to reconstruct the entirety of Main Street road/sidewalk in FY24-25. If we were not planning to do that, we would be hesitant to suggest this plan, as it would only push the expense of doing needed repairs for some of our crumbling sidewalk sections into the following year, and we typically are not advocates of “kicking the can down the road” (or sidewalk).

b. Ped counts. We’d like to know if the RPC has the ability to provide any pedestrian count assistance for September if Jennie (our rep) can reach out to them and help update us.

2. Crosswalk policy proposed update. After discussing internally, we are recommending that we update our policy regarding crosswalk treatments with:

a. In Section 2.2.1 Criteria for Installation. Add:

i. Any neighborhood with 10 or more residential units whose road intersects a street with a sidewalk that requests a pedestrian connection, and does not currently have one, shall be provided one at a safe location.

ii. The full policy as-is is attached.

3. Lowering speed limit on Lyme Road. We are requesting a public hearing on 9/11 Selectboard meeting to lower the speed limit from 30 mph to 25mph and the school zone limit from 20 mph to 15 mph

4. Etna Road. Based on additional speed monitoring, we feel as though one of the options to consider is placing a speed feedback sign at one or key areas. Looking for any initial feedback. It does not appear we have any money budgeted for that in FY 23-24, so we would need outside funds or to wait until FY 24-25.

5. Lyme Road:

a. We are able to move the centerline over to slightly to help widen the northbound bike lane

b. The merge lane will be improved to the traffic circle and made 100 feet out

Discussion occurred regarding southbound bike riding in the road, sidewalk maintenance delays and consequences, bonding and sidewalk maintenance priorities, language and commitment regarding crosswalk policy updates. The board suggested it should be researched how many neighborhoods are affected by this language of 10+ homes without access to the sidewalk connection so it is known what amount of resources would be needed rectify it. Perhaps the Bike/Walk committee or CIPC could look into it and provide the board with a priority list.

Public Comment

Michael McGillen spoke previously to bring light to this issue and thanked the board for spending the time to look into this. He questioned why a pedestrian count was scheduled for September when the policy change indicates the neighborhood will meet the standard. Why would we use the resources if not needed? After watching the meeting, it seemed the consensus of the board was that the pedestrian count would not be helpful.

He also sent suggestions for amendments to the meeting minutes to the board and Town Manager. He also suggested that the addendum (he provided) to the safety committee’s review of the crosswalk be made public.

Discussion occurred among the board regarding their thoughts on the pedestrian crossing count.

Whitcomb suggested to update the policy to revise the language so we can move forward with this crosswalk without doing the pedestrian count. Then send the revised document to the Bike/Walk committee for thorough review and update.

Mr. Torpey was against sending the policy for review now as a thorough review of all of these policies is in the plans for next year. Rather than pull this one out separately, do them all together.

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Mr. Torpey also informed the board that he doesn't anticipate this project will get done this year as it will likely involve contracted staffing which needs to get booked far in advance and we're coming to the end of the construction season. He will ask Peter Kulbacki specifically about the projected timeline.

Etna Road speed sign:

Chamberlain noted it is important to preserve the village feel.

Public Comment

Don Stacy lives diagonally across the street from the Etna Library. Every day they see pedestrians nearly hit in that spot. He is in favor of a speed feedback sign at this dangerous spot. These signs help communicate to drivers that this is a neighborhood and to be alert. He offered to fund one of these signs but is not aware of the current rate. As conditions of his offer, he would want to fund the sign facing the traffic coming down the hill and that the data be published publicly. (car count and speeds) He would not want it placed up where the speed limit changes, that's too far away. He read a letter which he sent to the Planning Board last November regarding gravel footpaths on Etna road and his offer to allow them on his two abutting properties.

The board thanked him for his offers.

The board discussed reducing the speed limit there and that NHDOT was not supportive. Mr. Torpey noted this is in the plans for the CIPC to discuss. He will also discuss it with staff next month and find out the cost of the sign.

6. Business Requiring Action

a. To set a public hearing at the September 11th 2023 Selectboard meeting to consider lowering the speed limit and school zone speed limit on Lyme Road

Chamberlain noted there is a mismatch between speeds in school zones. Speed limits in school zones are 10MPH lower than the posted speed limit during school time. (30/20 or 25/15) There are other school zones in town that list 25MPH and 20MPH during school times. This should be fixed to comply with the RSA.

Rich Menge is no longer a Hanover resident but is in Lyme. He read an article which brought him here today. He is unaware of a significant speeding problem on Lyme rd so there may not be an issue. He cautioned against lowering the speed limit on routes leading to downtown Hanover as it may hinder the commercial businesses if people think it takes too long to get there.

He also bikes in the area discussed earlier and noted the pedestrians do not respect cyclists using the 'MUP'.

At 8:15pm Rassias MOVED to set a public hearing for the September 11th 2023 Selectboard meeting to consider lowering the speed limit and school zone speed limit on Lyme Road. Whitcomb SECONDED. All in favor

5a. FY 24/25 Goal setting, budget process, Selectboard retreat, and fall meeting dates

Proposed ideas from Town Manager and staff:

- New process of soliciting feedback from the community and Selectboard prior to budget requests
- Identifying ARPA spending priorities through a public process
- Creating a FY 24 | 25 high-level priorities plan
- Holding a Selectboard retreat
- Setting various Selectboard meeting dates in October
- Outlining the beginning steps of the budget process.

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Current early timeline thinking:

1) FY 24/25 Community Goal-Setting Fair- Saturday October 14th from 10am- 4pm

- Different rooms for different topics staffed with boards/ staff/ stakeholders to receive public ideas and goals
- Consolidate information into documents for staff review and board discussions

2) Selectboard retreat -Wednesday October 18th from 9am -1pm

- a. A half-day morning workshop for the Selectboard, looking at Wednesday October 18th.
- b. This will include team-building activities that we'd like to do annually.
- c. This will include a summary of public and stakeholder feedback from the Fair put together by the Town Manager.
- d. Selectboard members will also be asked to bring in high-level goals/priority items.
- e. All of those priorities will be discussed and organized into one set of draft high-level priorities.

3) Internal/Department Meetings - Thursday October 19th

- a. Town Manager will provide draft of high-level goals for discussion with Department Heads on October 19th.

4) Selectboard review and approval of FY 24/25 priorities - Monday October 23rd SB Meeting

- a. For the October 23rd SB meeting, Town Manager will bring in a one/ two page document outlining high-level goals and priorities for FY24/25. This should be discussed and voted on.
- b. These priorities will then be communicated to department heads to begin the budget request process.

Board discussion about the proposal: Could we use the master plan feedback and documents for the basis of our goal setting? This work has all been done in the past year or two and lots of engagement has been done to bring in creative ideas. Concerns were expressed about the timeline of having the fair so soon.

Whitcomb suggested the board read the master plan and then come together to discuss for a few hours as the retreat.

The board discussed meeting dates for September and October and whether Oct 9 is a holiday for town staff.

Revised Selectboard schedule:

September 11

September 18

October 9

October 23

Retreat October 18 11-2:30 – this will be a public meeting

Prior to the meeting, the board will read the master plan chapters and additional documents Mr. Torpey will send. Also send in priorities ahead of the meeting for discussion.

5b. Capital Improvement Plan Committee Appointments/Discussion

The board reviewed what they had discussed on this topic at the last meeting.

Some discussion about who will fill the available seats. Callaghan is in favor of having a school board member which is allowed by the RSA when coordinating finances. Carter and Chamberlain are in favor of having a younger member on the committee. One in particular has put forward their name for a seat.

This topic will be discussed in more detail at the September meeting.

6. Business Requiring Action

b. Approval of July 24, 2023 Minutes

At 9:08pm, Rassias MOVED to approve the minutes of July 24th as amended. Carter SECONDED the Motion. All in favor

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c. Approval of Items i to iv by Consent

i. Donations - Hanover Parks and Recreation; Hanover Fire Department

Donations- Hanover Parks and Recreation Department has received a donation in the amount of \$250.00 from Ramunto's to support their ultimate frisbee program.

The Hanover Fire Department received a donation in the amount of \$500.00 from Kathryn Smith in appreciation of services provided.

Action Requested: Accept the donation in the amount of \$250.00 to the Hanover Parks and Recreation Department for their ultimate frisbee program and the donation in the amount of \$500.00 to the Hanover Fire Department.

ii. Recommendation to Approve Issuance of 2023 Dog Warrant

2023 Dog Warrant was provided to the board and now must be issued by the Selectboard. This is the list of dogs whose owners have not obtained licenses for them within the time frame allowed. The issuance of the Warrant by the Board enables the Police Department to issue official notices to the owners, indicating they are in violation of state law and are required to obtain licenses immediately.

Action Requested: Approve the 2023 Dog Warrant

iii. Banner Request: Dartmouth College Inauguration Overhead Banner

Dartmouth College has requested an overhead banner advertising The Inauguration of Sian Leah Beilock from September 10, 2023 to September 16, 2023. Staff can accommodate this request.

Action Requested: Approve Dartmouth College's overhead banner for The Inauguration Sian Leah Beilock from September 10, 2023 to September 16, 2023.

iv. Administrative Correction

Centralarm Monitoring Inc. terminated their lease with New Hampshire Public Broadcasting prior to the issuance of the first half tax bill for 2023. This termination was not reported to the Town until after the first half tax bill was issued.

Therefore, an administrative correction of \$280.00 is necessary.

At 9:11pm, Callaghan MOVED to approve the consent agenda as submitted. Carter SECONDED the Motion. All in favor

7. Reports and Communications

a. Town Manager Report

- NEW Upcoming events
- The 12th Annual Town of Hanover/Dartmouth College Community Yard Sale promotes the ongoing adoption of the three "Rs"- renew, reuse and recycle. Saturday September 2nd from 10am -2pm lower Dewey Field Parking Lot (37 Dewey Road).
- HR/Staffing
- Traffic Safety Updates (already discussed)
- Parking Updates
- Budget discussion, goal-setting, Selectboard retreat, and fall dates (already discussed)
- Housing & Planning
- Downtown Hanover
- Other updates:
 - ICMA Leadership program
 - Dartmouth Civic Association event

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b. Selectboard and Committee Reports

Callaghan reported on the Board of Assessors and the Hanover Finance Committee meetings he attended.

Finance is looking for results of the compensation study. Mr. Torpey does not believe those results will be shared.

Finance is looking for the audit from last year and info on the capital assets survey. Discussion and goal of meeting Government Accounting Standards.

8. Non public Session

a. Move into Nonpublic Session

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

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

The board entered non-public session at 9:32pm.

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

Respectfully Submitted,

Carey Callaghan, Secretary

SUMMARY

Item 6a

At 8:15pm Rassias MOVED to set a public hearing for the September 11th 2023 Selectboard meeting to consider lowering the speed limit and school zone speed limit on Lyme Road. Whitcomb SECONDED. All in favor

Item 6b

At 9:08pm, Rassias MOVED to approve the minutes of July 24th as amended. Carter SECONDED the Motion. All in favor

Item 6c

At 9:11pm, Callaghan MOVED to approve the consent agenda as submitted. Carter SECONDED the Motion. All in favor

Item 8

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

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

The board entered non-public session at 9:32pm.