

## Ordinance 19

# **TOWN OF HANOVER** ORDINANCE OF THE BOARD OF SELECTMEN The Board of Selectmen of Hanover, New Hampshire, ordain as follows: **REGULATION OF PRIVATE ALARM SYSTEMS** *Link to [Ordinance 19 Appendix B \(Alarm Permit Application Form\)](#)*

1. Declaration of Purpose: An increasing number of persons have installed individual alarm systems which are connected to equipment in the Hanover Police Department. This has resulted in additional services being provided to such persons by the Police Department. In order to continue to provide these services, the following Alarm Ordinance is hereby adopted to regulate alarms monitored by the Hanover Dispatch Center.
2. Title: This Ordinance shall be known and may be cited as the "Regulation of Private Alarm Systems Ordinance of the Town of Hanover."
3. Authority: RSA 47:17.
4. Definitions: For the purpose of this Ordinance, the following terms shall be interpreted as set forth below:
  - A. Chief: Shall mean the Chief of the Hanover Police Department except in matters pertaining to fire alarms, in which case Chief shall mean the Chief of the Hanover Fire Department.
  - B. False Alarm: Any alarm signal eliciting a response by Police, Ambulance, or Fire personnel when the situation requiring such a response does not in fact exist. An alarm signal caused by violent conditions of nature or other extraordinary circumstances beyond the control of the User does not constitute a false alarm.
  - C. Master Fire Box: A special call box which allows a number of interior alarms to connect into that single box which is part of the municipal fire alarm system.
  - D. User: A person who has a private alarm system installed in a residence, business, institutional facility, or other structure which connects to an alarm board or an alarm print-out at the Hanover Police Department.
5. User Connection to Town Equipment: A User shall be granted permission by the Chief to connect the alarm system of the User to the equipment in the Hanover Police Department upon accepting and satisfying the following terms and conditions:
  - A. The connection shall be made in such manner and at such times as directed by the Town.
  - B. Each User shall furnish to the Town information on the alarm system and its location and such other relevant information as may be required by the Chief.
  - C. Prior to making a connection between the equipment in the Hanover Police

Department and the alarm system of the User, each user shall be required to sign a waiver releasing the Town of Hanover from any liability occurring because of a malfunction of the alarm system.

D. Each User shall pay all fees and charges as described in section 7 of this Ordinance when due.

E. The Town agrees to provide at a minimum, an annual test of each alarm which is subject to this Ordinance to determine that the alarm is in proper working order.

#### 6. USER Connected to a Private Alarm Monitoring Service:

A. Each user shall furnish the Town information on the alarm system and its location and such other relevant information as may be required by the Chief. See Appendix B. (Alarm Permit Application Form). B. Each user shall pay all fees and charges as described in section 7 (3) (b) of this ordinance when due.

#### 7. Fees and Charges:

A. Each User shall pay to the Town the following fees when due:

(1) Connection Fee: A connection fee shall be due and payable upon the connection of the alarm system of the User to the equipment in the Hanover Police Department. The connection fee shall be determined by the Selectmen and shall be in the amount as set forth in Appendix A to this Ordinance.

(2) Annual Monitoring Fee: An annual monitoring fee shall be due and payable within ten days after the Town has performed the annual test of the User's alarm system. The annual monitoring fee shall be determined by the Selectmen and shall be in the amount as set forth in Appendix A to this Ordinance.

#### (3) Special Equipment Fees:

(a) Master Fire Box Annual Fee: An annual fee shall be paid to the Town by each User whose alarm system is connected to the Master Fire Box. This fee shall be determined by the Selectmen and shall be in the amount as set forth in Appendix A to this Ordinance.

(b) False Alarm Charges: The Hanover Police and Fire Departments shall maintain a record of all False Alarms received from the alarm system of each User. A User shall pay a false alarm charge for each False Alarm from the alarm system of the User that is in excess of three (3) False Alarms during any one billing year. The False Alarm charge shall be determined by the Selectmen and shall be in the amount as set forth in Appendix A to this Ordinance.

#### 8. Faulty Alarm System: Notwithstanding the permitted number of false alarms

described in section 7 (3)(b) above, the Chief may order a faulty alarm system disconnected until repaired. Notice of the proposed disconnection in writing shall be sent by the Chief to the User at least seven (7) days prior to the disconnection. If the Chief has reason to believe that a faulty alarm is causing a problem which jeopardizes the functioning of other alarms which are connected to the Dispatch Center, he may order immediate disconnection of the faulty alarm.

9. Failure to Pay Fees and Charges: If an User fails to pay any fee or charge described in section 7 of this Ordinance, written notice shall be sent to the User requesting immediate payment. If payment is not received by the Town within seven (7) days from the date of mailing of the notice, then the alarm system of the User, if connected to the equipment in the Hanover Police Department, shall be disconnected from the equipment in the Hanover Police Department. In the event legal action is required for collection of payment due, the User shall pay all reasonable attorney's fees and collection costs.

10. Appeal Procedure: Any User shall have the right to appeal to the Chief with respect to any matter relating to service, fees, charges, penalties, connection or disconnection. The Chief shall act upon the appeal no more than ten (10) days after its receipt. Upon such appeal, the Chief may reverse, affirm or modify in any regard any determination with respect to payments due and connections of alarm systems to the Hanover Police Department.

11. Exclusion: This Ordinance shall not regulate any alarm system installed in a local municipal building (in Hanover).

**\*\*Effective 7/1/83 - All other municipal buildings in other communities will PAY A ONE TIME \$25.00 INSTALLATION CHARGE, AND A YEARLY FEE OF \$400.00 to monitor alarms; this fee is for one or more alarms.**

Adopted June 21, 1982

Amended 04/26/91, 07/10/00

This ordinance was amended 09/27/93

EFFECTIVE DATE

Having held a public hearing, the Board of Selectmen voted to adopt this Ordinance on the \_\_\_10th \_\_\_ day of \_\_\_July\_\_\_, 2000, which shall be the effective date hereof.

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

TOWN OF HANOVER  
BOARD OF SELECTMEN

\_\_\_\_\_  
Brian F. Walsh, Chair

\_\_\_\_\_  
Katherine S. Connolly, Vice Chair

\_\_\_\_\_  
Marilyn W. Black

\_\_\_\_\_  
William R. Baschnagel

\_\_\_\_\_  
Judson T. Pierson, Jr.

TOWN OF HANOVER

ORDINANCE #19

REGULATION OF PRIVATE ALARM SYSTEMS

Date of Notice as to Posting and Publication: \_\_\_\_\_

Date of Public Hearing: \_\_\_ July 10, 2000 \_\_\_\_\_

Date of Adoption: \_\_\_ July 10, 2000 \_\_\_\_\_

Date of Notice of Adoption and Effective Date: \_\_\_\_\_ July 10, 2000 \_

Date of Recording in the Town Records: \_\_\_\_\_

\_\_\_\_\_  
Sallie Johnson, Deputy Town Clerk

Date of Approval by Town Legal Counsel as to Form and Authority: \_\_\_\_\_

\_\_\_\_\_

H:/Documents/OrdinancesUpdated/Ordinance-19  
07/10/00

#### APPENDIX A

The following is adopted for the purpose of establishing fees for the services regulating private alarm systems. These fees shall take effect after approval by the Board of Selectmen.

#### ALARM ORDINANCE FEE SCHEDULE

##### ITEM FEE

Connection Fee \$ 75.00 (one time)

Annual Monitoring Fee - Resident of Hanover 325.00 /yr.

Annual Monitoring Fee - Non-Resident 425.00 /yr.

Annual Monitoring Fee - Master Fire Box 300.00 /box/yr.

Prorated Monthly Monitoring Fee 33.00 /mo.

False Alarm Charge

A) Fire Service Alarm

First false fire alarm - Free

Second false fire alarm - \$100.00

Third false fire alarm - \$200.00

Fourth and beyond false fire alarms \$300.00 /per response

B) Police Service Alarm

After three false police alarms

- Residential 50.00 /ea.

- Commercial 50.00 /ea.

Penalty Charge for inaccurate call list 10.00

Adopted June 21, 1982

Revised 07/01/88, 07/10/00

This Appendix was amended 09/27/93, 07/10/00, 07/01/07

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