



TOWN OF HANOVER

NEW HAMPSHIRE

ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2015 & 2016 TOWN MEETING



2016
Celebrating A Century Of Great Movies In Hanover
www.nugget-theaters.com 57 South Main Street Hanover, NH



ANNUAL TOWN MEETING

Tuesday, May 10, 2016

Voting: 7:00 a.m. to 7:00 p.m.

Business Meeting: 7:00 p.m.

Hanover High School Gymnasium

41 Lebanon Street

FIRE DEPARTMENT

IN REMEMBRANCE

JERYL L. FRANKENFIELD



Photo Credit: Joanne Sergeant

On September 13, 2015, the Town of Hanover lost a valued friend. Jerry was the cornerstone of the Fire Department, spending a 42 year career working in various positions for the department, most recently that of the Deputy Fire Chief / Hanover Fire Marshal.

Jerry was a thoughtful, passionate person who valued codes, rules and regulations. His goal was to make both the Town of Hanover and the Dartmouth campus a safer place for its citizens and students. His job required him to work with people of all walks of life and he earned the respect of professors, administrators, contractors and laborers alike. He had a valued, longstanding working relationship with Dartmouth College and he knew top to bottom every building on campus, as well as in the Town. As a tribute to Jerry for his service to their community,

on September 25-26, 2015, Dartmouth College lowered their flag to half-staff on the Green; a tradition reserved to honor deceased trustees, students, faculty and staff and one that speaks volumes.

Jerry was highly respected by those he worked with at the Hanover schools and he remained a volunteer for the high school's annual Project Graduation long after his children had graduated.

On a personal side, Jeryl was an avid collector of antique John

Deere tractors and a member of many clubs. He also shared his joy of deep sea fishing with many of his co-workers taking them on annual fishing trips to Maine.



Jerry, you were a "class act" who gave us so many cherished memories!

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2016 Hazardous Waste & Unwanted Medicine Collections	Inside back cover

Photo Credits:

- *Etna Library Double Rainbow: Eric Richardson..... Back cover*
- *Reading at Howe Library: Joanne Sergeant* Back cover

TOWN OF HANOVER DIRECTORY

<u>Department</u>	<u>Phone</u>	<u>Address</u>	<u>Email</u>	<u>Hours</u>
Ambulance, Fire, Police..... EMERGENCY	911			24 hours/day --- 7 days/week
Animal Control - Police	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Assessing Department (Town Offices)	640-3207	41 South Main St	assessor@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Cemetery Department (Public Works Department)	640-3376	194 Lebanon St Route 120	william.desch@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Etna Library	643-3116	130 Etna Rd Etna	etna.library@hanovernh.org	Monday & Thursday 2:00pm - 7:00pm; Tuesday 9:00am - 2:00pm; Wednesday 2:00pm - 6:00pm; Friday 9:00am - 4:00pm; Saturday 10:00am - 12:00pm <i>Closed on Sundays</i>
Finance and Administration (Town Offices)	640-3204	41 South Main St	townclerk@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Fire Department (Non-Emergency)	643-3424	48 Lyme Rd	firedept@hanovernh.org	24 hours/day --- 7 days/week
Health Officer (Town Offices)	643-0708	41 South Main St		Monday - Friday 8:30am - 4:30pm
Howe Library	643-4120	13 South St.	circulation@thehowe.org	Monday - Thursday 10:00am - 8:00pm; Friday 10:00am - 6:00pm; Saturday 10:00am - 5:00pm; Sunday 1:00pm - 5:00pm
Human Resources (Town Offices)	640-3208	41 South Main St	humanresources@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Information Technology (Town Offices)	640-3222	41 South Main St	corey.stevens@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parking Division (Town Offices)	640-3220	41 South Main St	parking@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parks & Recreation Department (Richard W. Black Center)	643-5315	48 Lebanon St	recdept@hanovernh.org	Monday - 9:00am - 5:00pm Tuesday – Friday 9:00am – 6:00pm Saturday 10:00am - 6:00pm; <i>Closed Saturdays in July & August. Open by appointment Sundays and summer Saturdays.</i>
Planning & Zoning (Town Offices)	643-0708	41 South Main St	planning@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Police Department/Dispatch (Non-Emergency)	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Public Works/ Highway	643-3327	194 Lebanon St Route 120	dpw@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Senior Center (Richard W. Black Center)	643-5531	48 Lebanon St	gail.schaal@hanovernh.org	Monday – Friday 12:30pm - 4:30pm

TOWN OF HANOVER DIRECTORY (CONTINUED)

Tax Collector (Town Offices)	640-3201	41 South Main St	townclerk@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Town Clerk (Town Offices)	640-3200	41 South Main St	townclerk@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Town Manager (Town Offices)	643-0701	41 South Main St	townmgr@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Trees & Public Gardens (Public Works Department)	640-3376	194 Lebanon St Route 120	william.desch@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Water Treatment Facility	640-3236	41 Grasse Rd	todd.cartier@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Water Reclamation Facility	643-2362	121 South Main St Route 10	kevin.maclean@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Welfare Assistance Coordinator	640-3209	41 South Main St (Town Offices)	jen.gantrish@hanovernh.org	Monday - Friday 8:30am - 4:30pm (by appointment)

TOWN MANAGEMENT STAFF

Administrative Services – Town Clerk	Betsy McClain	betsy.mcclain@hanovernh.org
Assessing Director	Michael Ryan	michael.ryan@hanovernh.org
Fire Chief	Martin McMillan	martin.mcmillan@hanovernh.org
Health Officer	Michael Hinsley	michael.hinsley@hanovernh.org
> Deputy Health Officer	Ryan Borkowski	ryan.borkowski@hanovernh.org
Human Resources Director	David Stewart	david.stewart@hanovernh.org
Information Technology	Corey Stevens	corey.stevens@hanovernh.org
Librarian – Etna Library	Barbara Prince	barbara.prince@hanovernh.org
Library Director – Howe	Mary White	mary.h.white@thehowe.org
Parks & Recreation Director	John Sherman	john.sherman@hanovernh.org
Planning & Zoning Director	<i>Position Currently Vacant</i>	
Police Chief	Charlie Dennis	charlie.dennis@hanovernh.org
Public Works Director	Peter Kulbacki	peter.kulbacki@hanovernh.org
Town Manager	Julia N. Griffin	townmgr@hanovernh.org

- For a complete list of Town staff with email, please go to the Town’s webpage at www.hanovernh.org and click on **Contacts/Directory** on the left side of the homepage under **Town Resources**.
- Sign up to receive E-News from the Town of Hanover at www.hanovernh.org/subscriber

Town Officials Boards and Committees

Elected Officials - Ballot Vote

Board of Selectmen

3 year term - Ballot Vote

<i>VChr</i>	Athos J. Rassias	5/2016
	William V. Geraghty	5/2017
<i>Chr</i>	Peter L. Christie	5/2017
	Nancy A. Carter	5/2018
<i>Sec</i>	Joanna Whitcomb	5/2018

Etna Library Board of Trustees

3 year term - Ballot Vote

	Elizabeth L. Cornell	5/2016
	Kim P. Wilson	5/2017
	Ginger E. Boitnott	5/2018

Moderator

2 year term - Ballot Vote

	Stephens Fowler	5/2016
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Supervisors of the Checklist

6 year term - Ballot Vote

	Linda McWilliams	5/2016
	Arlene Mahler	5/2018
	Elaine Hawthorne	5/2020

Town Clerk

3 year term - Ballot Vote

	Elizabeth A. McClain	5/2016
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Trustees of Trust Funds

3 year term - Ballot Vote

	Brian Doyle	5/2016
<i>Chr</i>	Paul Gardent	5/2017
	Judson (Jay) Pierson	5/2018

Elected Officials - Nominated at Town Meeting

Advisory Board of Assessors

3 year term - Nominated at Town Mtg by Majority Vote

	Judson (Jay) Pierson	5/2016
	Joe Roberto	5/2017
	Katherine S. Connolly	5/2018
	Joanna Whitcomb - <i>Select Board Rep</i>	
	Peter L. Christie - <i>Select Board Rep - ALT</i>	

Fence Viewers

1 year term - Nominated at Town Mtg by Majority Vote

	Robert Grabill	5/2016
	Matt Marshall	5/2016
	Sarah Packman	5/2016

Pine Park Commissioner

3 year term - Nominated at Town Mtg by Majority Vote

	Linda Fowler	5/2016
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Surveyors of Wood and Timber

1 year term - Nominated at Town Mtg by Majority Vote

	Ed Chamberlain	5/2016
	John Richardson	5/2016

Appointed Officials - Appointed by the Board of Selectmen

Advanced Transit Board

Appointed by the Board of Selectmen

	Carolyn Radisch	9/2016
	William R. Baschnagel	6/2017

Affordable Housing Commission

3 year term - Appointed by the Board of Selectmen

	Robert Chambers	9/2015
	Bob Strauss	9/2016
	Chip Brown	9/2016
	James Reynolds	9/2016
	Donald Derrick	9/2016
<i>Chr</i>	Bruce Altobelli	9/2018
<i>Alt.</i>	Joan Collison	9/2018
<i>Alt.</i>	<i>Vacancy</i>	

Bike/Pedestrian Committee

Appointed by the Board of Selectmen

- Tim Cox
- David Dostal
- Scot Drysdale
- Barbara McIlroy
- Hugh Mellert
- Sec* Joanna Whitcomb
- Erica Wygonic
- Chr* Bill Young
- Scott Hunt
- John Leigh
- Jonathan Schwartz
- Peter Clark

Representatives & Others

- VChr* Athos J. Rassias - *Select Board Rep*
- Joanna Whitcomb - *Select Board - ALT*
- Carolyn Radisch - *Consultant*
- Charlie Sullivan, *Ex Officio*

Building Code Advisory Board

3 year term - Appointed by the Board of Selectmen

- Bruce R. Williamson 9/2016
- Randy T. Mudge 9/2016
- Jack Wilson *tbd*

Chamber of Commerce

- Joanna Whitcomb - *Select Board Rep*
- Julia N. Griffin - *Town Manager, ex officio*

Conservation Commission

3 year term - Appointed by the Board of Selectmen

- Chr* Ed Chamberlain 9/2016
- VChr* Whit Spaulding 9/2017
- Hugh Mellert 9/2017
- Jim Kennedy 9/2018
- Vacancy - Full Member*
- Alt.* Bill Mlacak 9/2017
- Alt.* John M. Trummel 9/2017
- Alt.* *Vacancy - Alternate Member* 9/2017
- Michael Mayor - *Plan. Bd. Rep* 9/2017
- Peter L. Christie - *Select Board Rep*

Friendship/Sister Cities Advisory Committee

- Katherine S. Connolly

Hanover Finance Committee

3 year term - Appointed by Town Moderator & Hanover School District Moderator

- John Ruth 9/2016
- Chr* Heidi Postupack 9/2017
- Daryl Press 9/2017
- Kari Asmus 9/2018
- Nancy Marion 9/2018
- Leah Wheelan - *Hanover School Board Rep*
- William Geraghty - *Select Board Rep*
- Peter L. Christie - *Select Board Rep - ALT*

Hanover Improvement Society

- Peter L. Christie - *Select Board Rep*

Howe Library Board of Trustees

3 year term - Elected by Howe Corporation at Annual Meeting Held in October

- Ann Malenka 2015
- Chr* Bill Thomas 2015
- Andrew Bernard 2016
- Rich Brown 2016
- Sarah Buckey 2016
- Martha Robb 2016
- Treas* Rick Sayles 2016
- Jayne McLaughlin 2016
- VChr* Ginia Allsion 2017
- Laura Rice 2017
- Colleen Rozzi 2017
- Jenn Brown 2017
- Sec* Bill Mlacak 2017
- Rebecca Winter 2017
- Nancy A. Carter - *Select Board Rep*
- Mary White - *Director of Howe Library*

Parks and Recreation Board

3 year term - Appointed by the Board of Selectmen

- Chr* Dean Lacy 9/2016
- Mariruth Galbraith 9/2016
- Darlene Roach-Branche 9/2017
- VChr* Amy Vienna 9/2017
- Kathi Whitmore 9/2018
- Sec* Lesley Thompson 9/2018
- Eric Baughman 9/2018
- William V. Geraghty - *Select Board Rep*

Planning Board

3 year term - Appointed by the Board of Selectmen

<i>Chr</i>	Judith Esmay	9/2016
	Michael Mayor	9/2017
	Iain Sim	9/2018
	Katherine S. Connolly	9/2018
	Jon Criswell	9/2017
<i>VChr</i>	Kelly Dent	9/2017
Alt.	Brian Edwards	9/2017
Alt.	<i>Vacancy - Alternate Member</i>	
Alt.	<i>Vacancy - Alternate Member</i>	
	Nancy A. Carter - <i>Select Board Rep</i>	
	Peter L. Christie - <i>Select Board Rep - ALT</i>	

Senior Citizen Advisory Committee

3 year term - Appointed by the Board of Selectmen

- Marilyn Blodgett
- Marcie Ann Kennedy
- Shirley Montgomery
- Nancy C. Pierce
- Marilyn "Willy" Black
- Sue Matless
- Lee Monaco
- Gail Schaal - *Senior Center Coordinator*

Sustainable Hanover Committee

3 year term - Appointed by the Board of Selectmen

<i>Chr</i>	David McManus	9/2016
	Marjorie Rogalski	9/2016
	Chris Soderquist	9/2016
	Larry Litten	9/2017
	MaryAnn Cadwallader	9/2017
	Yolanda Baumgartner	9/2017
	Chris Kennedy	9/2018
	Susan Edwards	9/2018
	Mary Donin	9/2018
	Rosilie Kerr - <i>DC Sustainability Director</i>	
	Peter Kulbacki - <i>Director of Public Works</i>	

Trescott Company Board

<i>Pres</i>	Peter L. Christie - <i>Select Board</i>	
<i>Vpres</i>	Richard Mills	
<i>Treas</i>	Ellen Arnold - <i>Dartmouth College</i>	
<i>Sec</i>	Julia Griffin - <i>Town Manager</i>	
	Edward Gramp - <i>Dartmouth College</i>	
	Athos Rassias - <i>Select Board</i>	

Upper Valley Lake Sunapee Council

Representatives

Jonathan Edwards	9/2016
<i>Vacancy</i>	
Katherine S. Connolly	9/2018

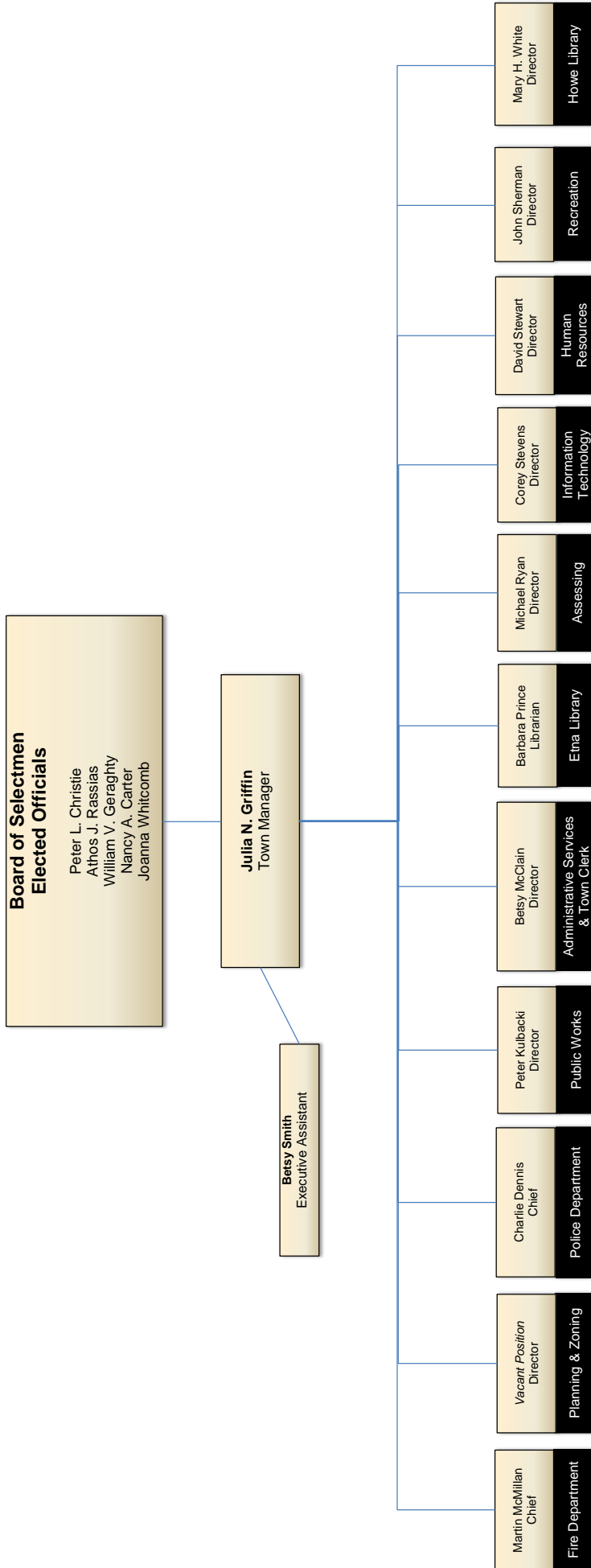
Zoning Board of Adjustment

3 year term - Appointed by the Board of Selectmen

5 members (per RSA 673:3) up to 5 alt members

	H. Bernard Waugh	9/2016
	Gert Assmus	9/2016
<i>Chr</i>	Carolyn Radisch	9/2017
<i>VChr</i>	Phil Harrison	9/2018
<i>Clerk</i>	Stephen R. Marion	9/2018
Alt.	Katherine S. Connolly	9/2017
Alt.	David Donegan	9/2017
Alt.	Arthur Gardiner	9/2017
Alt.	Jeremy Eggleton	9/2018
Alt.	<i>Vacancy</i>	

Town of Hanover



TOWN OF HANOVER EMPLOYEES

<u>Dept / Employee Name</u>	<u>Position Title</u>	<u>Date of Hire</u>
ADMINISTRATION – TOWN HALL		
Patricia Coutermarsh	Accounting Coordinator/Treasurer	9/30/2003
Sue Girouard	Financial & Information Analyst	5/23/1994
Julia Griffin	Town Manager	8/1/1996
Gloria LaCasse	Human Resources Coordinator	11/26/2007
Gerald Macy	Information Technology Technician	10/1/2004
Elizabeth McClain	Director of Administrative Services & Town Clerk	4/23/2001
Karen McCusker	Accounting Assistant	6/13/2005
Elizabeth Meade	Tax Collector/Associate Town Clerk	5/29/2000
Michael Ryan	Director of Assessing	9/1/1998
Betsy Smith	Executive Assistant	5/2/1988
Donna Stender	Deputy Tax Collector/Assistant Town Clerk	5/21/2007
Corey Stevens	Information Technology Director	8/16/1999
David Stewart	Human Resources Director	12/1/2012
FIRE DEPARTMENT		
Jesse Bieluch	Firefighter/AEMT	1/17/2016
Robert Diehm	Firefighter/AEMT	9/27/2007
Christopher Doolan	Lieutenant II	3/14/2004
Wayne Dunham	Firefighter/AEMT	8/15/2006
Jeryl Frankenfield**	Deputy Fire Chief/Hanover Fire Marshal	9/27/2004
Brian Ellstein	Firefighter/Paramedic	8/13/2006
John Emerson	Lieutenant I	2/7/2007
Michael Gilbert	Captain/Paramedic	9/10/1998
Bertram Hennessy	Captain/Paramedic	3/13/1994
Michael Hinsley	Deputy Fire Chief/Hanover Fire Marshal	8/13/1987
Jeremy LaBombard	Firefighter/AEMT	2/14/2012
Troy Leatherman	Firefighter/AEMT	5/28/2010
Scott Letson	Lieutenant I	9/7/2008
Jeremiah Linehan	Firefighter/Paramedic	1/2/2005
Joshuah Lounsbury	Lieutenant I	6/29/2009
Blair McClay	Firefighter/Paramedic	11/16/2012
Martin McMillan	Fire Chief	5/05/14
Joshua Merriam	Captain/AEMT	10/3/2008
Robert Mousley	Firefighter/Paramedic	2/24/2003
Judith Stevens	Administrative Assistant	1/2/1994
Christopher Sweitzer	Firefighter/AEMT	9/19/2013
Jeremy Thibeault	Captain/Paramedic	3/16/2003
Jay Whitehair	Firefighter/AEMT	7/22/2006
Jon Wilkinson	Firefighter/AEMT	9/23/2013
ETNA LIBRARY		
Jayne McLaughlin	Substitute/Circulation Asst. – Etna Library PT	11/3/2008
Heidi McPherson	Substitute/Circulation Asst. – Etna Library PT	7/01/2014
Sarah Johnson Molesworth	Substitute/Circulation Asst. – Etna Library PT	7/01/2014
Barbara Prince	Librarian, Etna Library – Part Time	3/3/2000
Stephanie Snelling	Substitute/Circulation Asst. – Etna Library PT	11/3/2008
Caroline Tischbein	Circulation Assistant II – Etna Library PT	6/20/2007

TOWN OF HANOVER EMPLOYEES

<u>Dept / Employee Name</u>	<u>Position Title</u>	<u>Date of Hire</u>
HOWE LIBRARY		
Peter Appleton	Adult Services Librarian	3/07/2011
Gary Barton	Youth Services Assistant – Part Time	7/5/2005
Charlotte Bernini	Circulation Assistant – Part Time	1/1/1984
Joanne Blais	Head of Adult Services	4/10/2000
Marilyn Blight	Reference Assistant – Part Time	7/5/2005
Kristina Burnett	Head of Circulation – Part Time	1/5/1998
Jan Chapman	Circulation Assistant- Part Time	1/14/1998
Megan Coleman	Public Relations Outreach Librarian – Part Time	9/7/2012
Jane Collins	Circulation Assistant – Part Time	6/1/2015
Patricia Gail Cook	Circulation Assistant – Part Time	7/20/15
Mary Gould	Reference Assistant – Part Time	1/5/2009
Samuel Glueck	Library Page – Part Time	8/25/2013
Janice Grady	Office Manager	6/27/1988
Jared Jenisch	Reference Assistant – Part Time	6/01/2015
Susan Leveret	Circulation Assistant – Part Time	8/14/2007
Mary Lockhart	Youth Services Librarian – Part Time	8/13/2009
Kathy Menard	Circulation Assistant – Part Time	7/21/2015
Michael Morris	Adult Services Librarian	2/22/2011
Celeste Pfeiffer	Circulation Assistant – Part Time	6/26/2012
Denise Reitsma	Head of Youth Services Librarian – Part Time	9/08/1998
Kate Root	Circulation & Youth Services Assistant – Part Time	12/02/2011
Mary Ryan	Technical Services Librarian	7/22/1996
Ann Schofield	Library Assistant - Part Time	4/6/1984
Susan Shadford	Adult Services Librarian – Part Time	8/5/2008
Pamela Smith	Head of Technical Services/Systems Manager	1/10/1994
Amelia Talbert	Technical Services Library Assistant – Part Time	9/21/1994
Cynthia Taylor	Youth Services Assistant – Part Time	6/30/2003
Eric Ticehurst	Library Page II – Part Time	4/1/2000
Mary White	Director, Howe Library	7/23/2007
Zuzana Woods	Circulation Assistant – Part Time	3/7/2011
PARKS & RECREATION DEPARTMENT		
Elizabeth Burdette	Assistant Director of Parks & Recreation	3/21/2008
Sherry Colfer	RWB Community Center Facility Manager	8/16/2005
Jennifer Field	Out of School Time Assistant Director	9/02/2014
Nicole Leonard	After School Program Director	8/18/2008
Gail Schaal	Senior Center Director	10/29/1990
Henry Tenney*	Director of Parks and Recreation	7/8/1974
John Sherman	Director of Parks and Recreation	9/14/2015
Jeanne Vieten	Parks & Recreation Center Program Assistant	8/18/2003
John Wilmot	Maintenance Worker	5/2/2007
PLANNING & ZONING DEPARTMENT		
Ryan Borkowski	Building Inspector	2/22/1999
Judith Brotman	Zoning Administrator	10/1/1998
Beth Rivard	Administrative Assistant	4/7/1999
Victoria Smith	Senior Planner	4/5/1999

TOWN OF HANOVER EMPLOYEES

<u>Dept / Employee Name</u>	<u>Position Title</u>	<u>Date of Hire</u>
POLICE DEPARTMENT		
Michael Alterisio	Police Officer	10/27/2015
Jeffrey Ballard	Police Officer	6/18/2001
Eric Bates	Sergeant	2/23/1998
Michael Cahill	Communication Officer	02/13/2011
Lisa Camarra	Communication Officer	11/18/1991
Mark Caruso	Parking Control Officer	10/26/1987
Nenia Corcoran	Police Officer	9/30/12
Bernard Cummings*	Communication Officer	8/2/2005
Charles Dennis	Police Chief	6/09/14
Jeffrey Fleury*	Police Officer	10/13/1994
Terry Lynn Follensbee	Parking Facility Cashier	11/3/2008
Daniel Gillis*	Sergeant	8/28/1995
Timothy Goodwin	Communication Officer	2/17/2000
E. Douglas Hackett	Communication Services Coordinator	7/22/1999
Todd G.A. Hutchinson	Communication Officer	12/07/2015
Ryan Kennett	Police Officer	5/28/2008
Shannon Kuehlwein	Police Officer	4/7/1998
Kevin LaHaye	Communication Officer	10/23/2006
Timothy Larrabee	Police Officer	3/02/2015
Amanda Lewis	Police Officer	1/11/2016
Gregory McEwan	Parking Control Officer	6/19/2014
Christopher McEwen	Parking Control Facility Supervisor	12/8/1992
Christopher O'Connor	Prosecutor	10/4/2004
Patrick O'Neill	Lieutenant Parking Division	1/4/1988
Brian Paine	Communication Officer	7/15/2013
Alan Patterson, Sr.*	Police Officer	3/19/2001
Elizabeth Rathburn	Administrative Secretary	9/4/2002
Mark Ridge	Police Officer	1/05/2015
Bradford Sargent	Lieutenant	5/8/2000
David Saturley	Communication Officer	2/15/1998
Christopher Swain	Sergeant	5/14/12
Sheryl Tallman	Records Coordinator	4/28/1997
Alexander Tucker*	Police Officer	8/20/2013
Matthew Ufford	Sergeant	3/13/2006
PUBLIC WORKS DEPARTMENT		
Seth Bean	Wastewater Treatment Assistant	8/13/2001
Mark Bean	Mechanic	2/13/2006
Christopher Berry	Equipment Operator/Highway Maintenance Worker	3/17/2003
Todd Bragg	Sewer Maintenance & Construction Worker	7/4/1988
William Brown	Equipment Operator/Highway Maintenance Worker	4/29/2013
Michael Burse	Equipment Operator/Highway Maintenance worker	9/09/2013
James Cadwell	Equipment Operator/Highway Maintenance Worker	4/21/2008
Todd Cartier	Water Assistant Superintendent	8/2/2010
James Cray	Sewer Maintenance Worker	12/12/2011
Michael Chase	Operations Manager	5/2/1983
Adriane Coutermarsh	Administrative Assistant	9/10/2007
Mark Curulla	Building Crew Worker	7/31/2006
Roger Darisse	Equipment Operator/Highway Maintenance Worker	8/13/2003
Eric Defelice*	Senior Water Technician	9/02/2014
Michael Kidder	Mechanic	12/07/2015

TOWN OF HANOVER EMPLOYEES

<u>Dept / Employee Name</u>	<u>Position Title</u>	<u>Date of Hire</u>
<i>(Public Works - Continued)</i>		
Moses Delphia	Equipment Operator/Highway Maintenance Worker	1/26/2004
William Desch	Urban Forester/Grounds Superintendent	1/1/1990
Ross Farnsworth	Facilities Superintendent	7/12/2010
David Field	Equipment Operator/Highway Maintenance Worker	4/21/2008
Donald Foster	Fleet Superintendent	5/11/1998
Jason Goodrich	Assistant Wastewater Treatment Technician	3/02/2015
Bernard Hazlett	Water Distribution Worker	9/16/1982
Robert Henry, Jr.	Equipment Operator/Highway Maintenance Worker	1/26/2004
Lawrence Holmes	Stock Room Clerk	3/30/2012
Peter Kulbacki	Director of Public Works	12/22/1997
John LaHaye	Equipment Operator/Highway Maintenance Worker	1/27/1997
Randall MacDonald	Highway Operations Supervisor	3/3/1997
Kevin MacLean	Wastewater Treatment Superintendent	8/18/2003
Jared McCusker	Grounds Crew Leader	4/29/2013
Dylan McDermott	Senior Water Technician	7/01/2015
Asa Metcalf	Arborist	11/12/2013
James Messier	Equipment Operator/Highway Maintenance Worker	8/14/2003
Steven Perry	Equipment Operator/Highway Maintenance Worker	5/29/2002
Wayne Piekarski	Building Crew Leader	1/17/2006
Mark Roper	Pretreatment Coordinator	8/28/2006
Bruce Sanborn	Equipment Operator/Highway Maintenance Worker	4/19/2008
Robert Saunders	Utility Engineer	2/29/2016
Richard Scheuer	Wastewater Treatment Technician	6/18/2007
Gary Searles	Administrative Coordinator	6/21/2010
Dennis Smith	Wastewater Treatment Technician	5/9/2000
Raymond Swift*	Sewer Maintenance & Construction Worker	6/15/1987
Robert Sumner	Building Crew Worker	5/07/2013
Matthew Walker	Water Distribution Worker	7/17/2000
Donald Ware*	Utility Engineer	11/13/2000
Edward Woodbury	Building Maintenance Technician	5/24/2012

*Indicates employee has left the Town's employment.

**Indicates employee is deceased-died during active employment servicing the Town.

EMPLOYEE MILESTONES LIST (20 PLUS YEARS)

# of years	Employee Name	Department	Hire Date	Department Head Date
41	Hank Tenney*	Recreation	7/8/1974	1974
33	Bernard Hazlett	Public Works	9/16/1982	
32	Michael Chase	Public Works	5/2/1983	
31	Charlotte Bernini	Howe Library	1/1/1984	
31	Ann Schofield	Howe Library	4/6/1984	
28	Raymond Swift*	Public Works	6/5/1987	
28	Michael Hinsley	Fire Department	8/13/1987	
28	Mark Caruso	Police-Parking Division	10/26/1987	
27	Patrick O'Neill	Police-Parking Division	1/4/1988	
27	Betsy Smith	Town Hall	5/2/1988	
27	Janice Grady	Howe Library	6/27/1988	
27	Todd Bragg	Public Works	7/1/1988	
25	William Desch	Public Works	1/1/1990	
25	Gail Schaal	Recreation/Senior Ctr.	10/29/1990	
24	Richard Paulsen*	Police Department	4/18/1991	
24	Lisa Camarra	Police Communications	12/18/1991	
23	Joanne Blais	Howe Library	7/1/1992	
23	Christopher McEwen	Police-Parking Division	12/8/1992	
21	Judith Stevens	Fire Department	1/02/1994	
21	Pamela Soren Smith	Howe Library	1/10/1994	
21	Bertram Hennessy	Fire Department	3/13/1994	
21	Sue Bragg Girouard	Town Hall	5/23/1994	
21	Mary Ryan	Howe Library	8/08/1994	
21	Jeffrey Fleury*	Police Department	10/13/1994	
21	Amelia Jane Talbert	Howe Library	10/17/1994	
20	Daniel Gillis*	Police Department	08/28/95	

** Indicates employee has retired/left the Town's employment*

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TOWN OF HANOVER

TOWN MODERATOR'S
MESSAGE

&

2016
TOWN MEETING
WARRANT

TOWN MODERATOR'S MESSAGE

Town Meeting, the oldest form of government in our country, is an expression of pure democracy in which the voters directly act as the legislative body which approves the Town's budget and determines its other major policies. Town citizens registered to vote can pass, amend, or defeat any of the warrant articles which have been put forward by the Select Board or by voter petition.

Though the limited attendance at Town Meeting raises concerns about the process remaining representative, the opportunity to attend and participate is open to all voters and that participation is the foundation of a democratic government. Hanover has an enviable history of conducting Town Meetings with civility and respect for the opinions of all voters. We aspire to encourage voter participation and respect the value of everyone's time by conducting the meeting with "all deliberate speed."

Rules for Town Meeting:

- Please wait for the microphone and state your name clearly before making your statement.
- No non-voters may participate, except those recognized by the Moderator to offer information or answer a question.
- All substantive motions and amendments must be in writing. In all motions or proposed amendments, try to avoid phrasing where a negative vote is needed to express a positive intent.
- Only one amendment at a time may be considered and voted upon before another is proposed.
- Votes may be manifest by: voice vote, show of hands (holding colored cards for visibility) or by secret (yes/no) paper ballot, of a specified color, or marked with a specified letter, for voter clarity.
- A request for secret ballot may be made in writing by at least five registered voters delivered to the Moderator before the voice vote is called for. The Moderator may call for a secret paper ballot at any time.
- Any ruling by the Moderator may be challenged by any registered voter. The Moderator will then poll the house, with a simple majority controlling the outcome.
- Voters should make their remarks as brief and non-repetitive as possible and keep them germane to the article under consideration, so as to allow time for a full discussion of the article. The Moderator should see that debate is not prematurely closed. A 2/3 vote is necessary to call the question, and a call itself is not debatable.
- All voters will have the opportunity to speak once, beginning with the presenter of the motion. The Moderator may give a voter a second chance to speak only after all others wishing to speak for the first time have spoken. The Moderator may use his discretion to move to a vote when in his opinion the discussion is becoming repetitive or unproductive; this exercise of discretion is open to challenge by the Meeting.
- All speakers must address their comments to the Moderator. If questions are raised by the Meeting, the Moderator shall call on the appropriate person to respond.
- Each article remains open for further action until the Moderator moves to the next Warrant Article. After that, the meeting must vote to reconsider a previous article.
- No substantive actions or decisions having costs not already budgeted may be taken under the "any other business" article. This final warrant is the place for votes of appreciation or recognition, and the Moderator will only call for "ayes."

The Town is incredibly well served by the skill and dedication of its elected officials, administrators, and citizen volunteers who devote so much time and energy to efficiently operate our Town government and maintain the integrity of our democratic election process. This hard work is performed in a manner which places a high value on civility, caring, open-mindedness, and good humor. Thank you for participating in this admirable process.

Respectfully submitted,

Steve Fowler, Town Moderator

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 10, 2016** IN THE GYMNASIUM OF THE 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 7:00AM AND CLOSE AT 7:00PM.**

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

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

- One Select Board Member to serve for a term of three (3) years;
- One Etna Library Trustee to serve for a term of three (3) years;
- One Moderator to serve for a term of two (2) years;
- One Supervisor of the Checklist to serve for a term of six (6) years;
- One Town Clerk to serve for a term of three (3) years;
- One Trustee of Trust Funds to serve for a term of three (3) years.

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?”

Amendment No. 1 would fully re-number and re-organize the zoning ordinance for the purpose of presenting to Town meeting an Ordinance in which material on a single subject is gathered to one section; scattering is corrected; materials are organized logically, with readable everyday language; and errors are corrected. Ambiguity is resolved in favor of established, accepted practice. Substantive changes occurring, as a result of the re-organization, are presented as zoning amendments 2 through 6 (articles 3-7). If these are not adopted by Town Meeting, the re-organized Ordinance will be changed to reflect the voter’s actions on these amendments. Similarly, the content of amendments 7 through 13 (articles 8-14) will be added or subtracted from the re-organized Ordinance depending upon the outcome of the votes at Town Meeting.

At a public hearing held on March 15, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** 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 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 2 would replace the word “inclusionary” with the word “affordable” in the titles of Section 212 in the Table of Contents and the text of the Ordinance, create a separate definition for “density bonus” using the words existing in the definition of “inclusionary housing” and replace the definition of “Inclusionary Housing” with a new definition for “Affordable Housing”.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** 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. 3 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 would, provided that Amendment No. 1 is approved for adoption by Town Meeting, modify Section 902, definition of “lot” to read: a parcel of land with defined boundaries and of sufficient size to meet the minimum zoning requirements for use, coverage and area.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE FIVE (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. 4:

The following question is on the official ballot:

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

Amendment No. 4 would eliminate Appendix A and references to it in the Table of Contents and in Section 209.4 E; eliminate from Section 902 the definitions of “available land area” and “related land area”; and amend the definition of “Open Space Ratio” to read: *The ratio of the total available land area to the building footprint.*

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE SIX (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. 5:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 5 would amend Section 323.1 Noise Standards Table of Restrictions to include the Goose Pond zoning district with the other residential zoning districts. When the Goose Pond district was created, this district was not added to the list of residential districts where exterior noise is permissible. Adoption of this amendment will allow exterior noise up to the noise levels permitted in other residential zoning districts.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE SEVEN (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. 6

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 6 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 6 would amend Accessory Uses Section 210.4 to include the Goose Pond zoning district. Adoption of this amendment would prohibit display of merchandise and advertising in that district. Professional announcement signs would still be permitted.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE EIGHT (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. 7

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 7 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 7 would modify the definition of “outdoor recreation” and makes it clear that buildings and structures associated with outdoor recreation are allowed as Special Exceptions. The proposed definition broadens the range of activities that could be considered “recreation” and clarifies that structures (such as tennis courts and zip lines) as well as buildings are treated as Special Exceptions. The new definition eliminates the need to show a proposed structure or building is “necessarily related” to the activity.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE NINE (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. 8:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 8 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 8 would amend Section 317, Signs, and Section 330, Athletic Scoreboards, to eliminate content type references to conform to the U.S. Supreme Court decision, Reed v. Town of Gilbert, and in Section 317.2, add “GP” to the list of districts.

At a public hearing held on March 15, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE TEN (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. 9:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 9 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 9 would amend Table 204.4 to modify building setbacks in the “I” zoning district adjoining GR-2 residential lots abutting NH Route 10A reducing the rear setback from 75 to 20 feet and reducing the side setback from 75 feet to 10 feet; and amend Table 204.4 to allow the maximum building height to be 60 feet in the “I” zoning district within 150 feet of a “GR-2” residential district abutting NH Route 10A.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE ELEVEN (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. 10:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 10 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 10 would change the way land in certain zoning districts can be combined with land in other zoning districts to create new lots. In particular, it provides that lots, or portions of lots, in the F, NP and RR zoning districts must be at least the minimum lot size for the relevant district if being annexed to land in another zoning district. It also clarifies that the only uses allowed on an underlying piece of land are those uses allowed in the zoning district in which the land is situated.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE TWELVE (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. 11

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 11 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 11 would add a new Section 331, Development in and Near Cemeteries which will allow construction, excavation or building within a known burial site or cemetery under certain circumstances.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE THIRTEEN (submitted by petition) (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by petition in Amendment No. 12:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 12 as proposed by petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 12 would add to Section 209.4, Height Regulations and Exceptions, a different method for calculating height in the “GR” and “SR” zoning districts.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **not adopt** this zoning amendment.

ARTICLE FOURTEEN (submitted by petition) (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by petition in Amendment No. 13:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 13 as proposed by petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 13 would modify Section 802, Change and Expansion of Non-Conforming Use, to increase the limit of allowed expansion of structures associated with non-conforming uses from 20% to 65%.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **not adopt** this zoning amendment.

BUSINESS MEETING AGENDA

7:00 p.m.

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

- One member of the Advisory Board of Assessors for a term of three (3) years;
- Three Fence Viewers, each for a term of one (1) year;
- One Pine Park Commissioner for a term of three (3) years;
- 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.

ARTICLE SIXTEEN: To receive reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers and to vote on any motion relating to these reports and to receive any special resolutions that may be appropriate and to vote thereon.

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$10,000 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, a designation of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2014-2015. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Select Board For 4 Against 0 Absent 1

ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$10,000 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.I, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, a sub-accounting of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2014-2015. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Select Board For 4 Against 0 Absent 1

ARTICLE NINETEEN: To see if the Town will vote to raise and appropriate \$34,260 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, a designation of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. 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 2014-2015.

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY: To see if the Town will vote to raise and appropriate the sum of \$1,183,418 for deposit into existing capital reserve funds:

Ambulance Equipment Capital Reserve Fund	\$61,028
Bridge Replacement and Renovation Capital Reserve Fund	\$15,000
Building Maintenance and Improvement Capital Reserve Fund	\$110,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund	\$25,000
Fire Department Vehicle and Equipment Capital Reserve Fund	\$143,090
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$392,000
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$105,000
Police Vehicles and Equipment Capital Reserve Fund	\$84,000
Road Construction and Improvements Capital Reserve Fund	\$24,000
Town Revaluation Capital Reserve Fund	\$10,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$130,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund	\$84,300

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY-ONE: To see if the Town will vote to raise and appropriate \$1,034,700 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Bridge Replacement and Renovation Capital Reserve Fund <i>Great Hollow Road Bridge #098/053</i>	\$25,000
Building Maintenance and Improvement Capital Reserve Fund <i>Police Station Boiler; Town Hall HVAC</i>	\$37,500

Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund <i>50% Town Match for Grant-Funded Police Department Simulcast Radio System</i>	\$80,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Truck #13; Roadside Mower Boom; Truck #6</i>	\$207,000
Police Vehicles and Equipment Capital Reserve Fund <i>Replace Unmarked Vehicles (Cruisers #7, #8) and Marked Sport Utility Vehicle (Cruiser #5)</i>	\$117,600
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Replace Fire Car #2; Etna Fire Station Building Capital Maintenance</i>	\$60,100
Parking Vehicles and Facilities Improvements Capital Reserve Fund <i>Replace Parking Operations Vehicle</i>	\$21,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Grit Removal System; Truck #27106; Replace Sport Utility Vehicle</i>	\$459,500
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>SCADA and Related Instrumentation Upgrades</i>	\$27,000

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, 2021, whichever is sooner.

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY-TWO: To see if the Town will vote to raise and appropriate \$42,000 for funding of a sidewalk at Hemlock Road and a mid-block pedestrian crossing on East Wheelock Street between Crosby and South Park Street, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until these improvements are complete or June 30, 2021, whichever is sooner.

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY-THREE: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Board of Selectmen on March 28 2016 between the Town of Hanover and the New England Police Benevolent Association, Local 27, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2016-2017	\$62,070

And further to raise and appropriate the sum of \$62,070 for 2016-2017 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.

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY-FOUR: To see if the Town will vote to raise and appropriate \$23,195,345 to pay the operating expenses of the Town for the 2016-2017 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.

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY-FIVE: To see if the Town will vote to authorize the Select Board to enter into a five (5) year lease agreement of property located at 9 Allen Street (map 33, lot 43). This action will enable the Town to operate a 16 space parking lot for public use, with revenue generated by the lot to be split between the Town and the property owner. The Town’s costs to operate the parking lot will be fully offset by the revenue shared with the Town.

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY-SIX: To see if the Town will vote to accept the donation of three parcels of property owned by Dartmouth College in Lebanon, NH, consisting of Lebanon Tax Map 8, Lot 27 (approximately 27,000 square feet), the northern portion of Lebanon Tax Map 8, Lot 28 (approximately 12,000 square feet), and a portion of Lebanon Tax Map 5, Lot 1 (approximately 137,000 square feet), and authorize the Hanover Select Board to negotiate and execute all related documents. All three parcels are located adjacent to the southwestern boundary of Sachem Field, which contains Champion Arena. The Town’s acceptance of the donated land from Dartmouth College will be contingent on the receipt of approvals of the proposed skating rink addition by the Lebanon Zoning Board, Lebanon Planning Board, and possibly other federal, state, or local government agencies having jurisdiction over the same.

Select Board For 4 Against 0 Abstain 1 Absent 1

ARTICLE TWENTY-SEVEN: To see if the Town will vote (a) to establish a Commercial Property Assessed Clean Energy (“C-PACE”) district pursuant to the provisions of RSA 53-F (the “Act”) for the purpose of financing energy conservation and efficiency and clean energy improvements; (2) to adopt the provision of the Act as is authorized by RSA 53-F:2(II); (3) to designate the Hanover Energy Efficiency and Clean Energy District as the entire area within the municipality; (4) to authorize the Town, pursuant to RSA 53-F:3(IX), to enter into a written agreement with the Jordan Institute, Inc., to administer such a program on its behalf in accordance with this Act; and (5) to authorize the Town to adopt any rules, procedures, guidelines or documents that are necessary and appropriate for the creation, implementation and administration of the purposes of the Act and this Article. This motion will have no impact on the municipal tax rate.

Select Board For 4 Against 0 Absent 1

ARTICLE TWENTY-EIGHT: 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 4th day of April, 2016.

**TOWN OF HANOVER
BOARD OF SELECTMEN**

Peter L. Christie, Chairman
Athos J. Rassias, Vice Chairman
Nancy A. Carter
William V. Geraghty
Joanna Whitcomb, Secretary

Part II

Explanatory Information

CHAPTER 1: INFORMATION FOR TOWN MEETING

PART II: EXPLANATORY INFORMATION

What is Town Meeting? All Hanover citizens are encouraged to participate in the yearly Town Meeting, a living example of direct democracy. Town Meeting is a meeting of citizens who come together to form the legislative body of the town. It is held yearly, the second Tuesday in May, to elect town officers, adopt the town budget, and consider other issues that require Town Meeting approval. This year, Town Meeting will be held on **Tuesday, May 10, 2016**.

What is the Warrant? The Town Meeting agenda is called “the Warrant”; each agenda item is called an “article”. The official Warrant precedes this document in Part I. The Warrant includes two sets of articles:

1. **Ballot voting** (Articles One through Fourteen): Voting on Articles One through Fourteen - which includes voting for candidates for office and for amendments to the Hanover Zoning Ordinance - is conducted by ballot during the day of Town Meeting (Tuesday, May 10, 2016) from 7:00 a.m. to 7:00 p.m., in the Hanover High School Gymnasium. The daytime ballot voting is held by secret ballot, referred to as the “Australian Ballot” or the “Official Ballot”.
2. **Business meeting** (Articles Fifteen through Twenty-Eight): Discussion of and voting on Articles Fifteen through Twenty-Eight – including the proposed budget in Article Twenty-Four - takes place at an open meeting, called the “Business Meeting”, which begins at 7:00 p.m. on Tuesday, May 10th, in the Hanover High School Gymnasium. At the Business Meeting portion of Town Meeting, citizens sit down together and discuss, modify, and vote.

What if you cannot attend? *If you cannot attend Town Meeting ...*

1. **Ballot items:** You may vote by absentee ballot on the items decided by Australian or Official Ballot voting by requesting an absentee ballot from the Town Clerk’s office at Town Hall, and delivering it in person by 5:00 p.m. the day before Town Meeting or postmarked by mail by 5:00 p.m. on the day of Town Meeting.
2. **Business Meeting items:** You must be present, however, to vote on or contribute to discussion of any Warrant items to be discussed at the Business Meeting. By state law, no absentee balloting is allowed on these items.

How can you register to vote? To become a registered voter, you must be a U.S. citizen, eighteen years or older, and a Hanover resident. Information that must be provided at registration includes name, address (mailing and legal residence), place and date of birth, and proof of citizenship. You may register: (1) at the polls on Town Meeting day, May 10th; or (2) in advance at the Town Clerk’s Office in Town Hall up to ten days before the election; or (3) with the Supervisors of the Checklist whose public voter registration sessions are advertised before any election.

What is explained in the rest of this chapter? The rest of this chapter, prepared by the Town staff, provides an explanation of all of the articles in the Warrant. The official Warrant precedes this document.

BALLOT VOTING **ARTICLES ONE – FOURTEEN**

Voting on Articles One through Fourteen will be conducted by official ballot on Tuesday, May 10, 2016 from 7:00 a.m. to 7:00 p.m. in the Gymnasium of Hanover High School.

Article One: Election of Town Officers

The **Select Board**, so named because members are selected on Town Meeting day, govern the Town and perform most of the Town's legislative functions as prescribed in the Town Charter, outside the legislative role granted voters at Town Meeting by state law. One position, currently held by Athos Rassias, is up for election in 2016 for a three-year term. Athos Rassias is seeking re-election. Brian Chen is also seeking election to this position.

Both the Howe Library and the Etna Library are Town-supported. Each has a Board of Trustees that governs the respective library in areas of fundraising and some program functions, but they are elected differently based on the type of organization originally established. The **Howe Library Trustees** are elected by members of the Howe Corporation, which is a private, non-profit corporation. The Etna Library, which is the original Town Library, is governed by the **Etna Library Trustees**, elected by Town Meeting for a three-year term. One Etna Library Trustee is up for election and the incumbent, Elizabeth Cornell, has chosen not to run for re-election. Abigail Fellows, Sharry Baker, and Alexander Corwin are all seeking election to the position being vacated by Elizabeth Cornell.

The **Town Moderator** oversees all elections and also presides over the business portion of Town Meeting. The term of the Moderator expires this year and the incumbent, Stephens Fowler, has filed for the position for a two year term.

The **Supervisors of the Checklist** are legally responsible for overseeing the voter registration and certification process and for maintaining the updated voter checklist. The term of one Supervisor position expires this year and the incumbent, Linda McWilliams, is seeking re-election to another six year term.

The **Town Clerk** is responsible for overseeing the implementation of all elections and also performs in an official legal capacity, responsible for several areas of Town administration. Elizabeth A. (Betsy) McClain, the current Town Clerk and the Town's Administrative Services Director, is seeking re-election to a three-year term.

The **Trustees of Trust Funds** oversee the funds reserved for special purposes, and their responsibilities are governed by state statute. One Trustee position is up for election and the incumbent, Brian Doyle, has decided not to seek re-election to another three year term. Sally Boyle has filed to fill the position.

*Note: The following Articles Two through Fourteen are Amendments No. 1 – 13 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. Amendments No. 1-11 to the Zoning Ordinance have been **approved** by the Planning Board. Amendments No. 12-13 to the Zoning Ordinance are **not approved** by the Planning Board. The full text of all amendments is included in the Appendix A that follows this section of the Town Report.*

Article Two: Amendment No. 1: Re-organize and Re-number the Zoning Ordinance:

At a public hearing held on March 15, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

The current Zoning Ordinance was adopted in 1976. It has been amended, edited, revised and updated continually since that time, growing from 88 pages (6” by 9” in size) to 112 pages (8 ½ “ x 11” in size). Over the years, there have developed inconsistencies and internal conflicts within the Ordinance.

The Planning Board’s original multi-year residential project involving a number of neighborhood meetings with Hanover residents “spawned” the technical review committee, which met almost weekly from May, 2013 until January, 2015, to review every word, sentence and paragraph, every Article, Section and Subsection, every space, dash, comma, and period of the Zoning Ordinance – all to ensure that the Ordinance follows established conventions, consistency of formatting, clarity of wording and logical organization.

The drafters understand that the purpose of the technical review of the Hanover Zoning Ordinance is to present to Town meeting an Ordinance in which material on a single subject is gathered in one place; scattering is corrected; materials are organized logically; confusing or inconsistent language is replaced with clear, concise, consistent, and readable language; and errors are corrected. It is not the purpose of the technical review to make substantive changes to the Hanover Zoning ordinance. An ambiguity is resolved in favor of established, accepted practice.

In 2015, the Planning Board took over careful reading of the re-organized Ordinance and met to review over 250 changes in the document to decide if those changes resulted in a landowner being able to do something that he or she *could not* do prior to the re-organization, or if a landowner would be prevented from doing something he or she *would be able to do* prior to the re-organization. The Planning Board also considered whether a change was substantive. There are in fact five substantive changes that have been brought forth for Town Meeting consideration. These are amendments 2-6 (Articles 3-7). If these are not adopted by Town Meeting, the re-organized Ordinance will be changed to reflect the voter’s actions on these amendments. Similarly, the content of amendments 7 through 13 (Articles 8-14) will be added or subtracted from the re-organized Ordinance depending upon the outcome of the votes at Town Meeting.

In preparing the revision, the drafters have been governed by recognized drafting guidelines. Our reference for capitalization and punctuation is *The Chicago Manual of Style (16th ed.)*. Rules of style are drawn from a list published in the *Municipal Advocate* (vol. 20, #4), a publication of the Massachusetts Municipal Association. We follow the outline format established for the present Hanover Zoning Ordinance.

Article Three: Amendment No. 2: Replace the term “inclusionary housing” with a term with a more precise meaning, “affordable housing”.

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

Changes to the Ordinance by Section are:

- Replace the word “inclusionary” with the word “affordable” in the titles of Section 212 in the Table of Contents and the text of the Ordinance.
- Create a separate definition for “density bonus” using the words existing in the current definition of “inclusionary housing”.
- Replace the definition of “Inclusionary Housing” with a new definition for “Affordable Housing.”

Article Four: Amendment No. 3: Adopt a new definition for the term “lot”

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

The existing definition of “lot” includes a number of regulatory provisions. Two of the goals of the re-organization of the Zoning Ordinance are to include only definitions in the definition section and to gather regulatory items into a single section to make it easier for the user to find all of the relevant regulations related to a use or structure.

If approved by the voters, the proposed definition will only be effective if Zoning Amendment No. 1 is adopted, since the regulatory provisions of the current definition of lot have been distributed to other parts of the re-organized ordinance only. The existing Zoning Ordinance is not structured to accommodate the regulatory aspects of the current lot definition, so if the re-organized Zoning Ordinance is not adopted, the existing definition with all of its regulatory features will remain unchanged and in the definition section.

Article 5: Amendment No. 4: Eliminate Appendix A and all references to it

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

Appendix A is not used and therefore the Planning Board determined that it should be eliminated. The changes necessary to affect this change are:

- Eliminate Appendix A and references to it in the Table of Contents and in Section 209.4 E;
- Eliminate from Section 902 the definitions of “available land area” and “related land area”; and
- In Section 902, amend the definition of “Open Space Ratio” to read: *The ratio of the total available land area to the building footprint.*

Article Six: Amendment No. 5: Add Goose Pond to the districts to which noise standards apply

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

When the Goose Pond zoning district was created, Section 323 was not amended so does not address noise standards for the Goose Pond district. This amendment remedies this situation by modifying Section 323.1 Noise Standards Table of Restrictions to include the Goose Pond zoning district along with the other residential zoning districts.

Article Seven: Amendment No. 6: Add Goose Pond to the districts to which accessory building or use standards apply

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

Amendment No. 6 would amend Accessory Uses Section 210.4 to include the Goose Pond zoning district with the other zoning districts to which are applied restrictions regarding maintenance of stock in trade exposed to public view, the use of show windows or displays, or advertising visible outside the premises.

Article Eight: Amendment No. 7: Modify the definition of ‘Outdoor Recreation’

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

This amendment changes the definition of “outdoor recreation” and makes it clear that buildings and structures associated with outdoor recreation are allowed as Special Exceptions and adds structures associated with Outdoor Recreation to the list of Special Exceptions in districts where Outdoor Recreation is an allowed use.

Article Nine: Amendment No. 8: Revise the sign section of the Ordinance to make it content neutral

At a public hearing held on March 15, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

This year the U. S. Supreme Court issued a decision that has significantly altered how sign regulations are administered. In order to be compliant with the ruling, which was based on First Amendment issues, all content-type references must be eliminated. The ruling does leave municipalities with the ability to regulate size, location, lighting, duration, and number of signs.

If interested, the citation is Reed v. Town of Gilbert, U.S. Supreme Court, 135 S. Ct. 2218 (June 18, 2015).

Article Ten: Amendment No. 9: Modification of height and setback standards in the “I” district adjoining lots in the GR-2 district abutting NH Route 10A

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

In planning to accommodate the expansion of the Thayer School of Engineering and a new formalized West Campus entrance, modifications to the height and setback regulations in the “I” zoning district are proposed, but only where the “I” zoning district adjoins lots in the GR-2 zoning district abutting NH Route 10A. The modification would allow buildings as high as 60 feet in an 150 foot wide “I” district area where the current height limit is 35 feet. The 60 foot height limit is already in effect in other portions of the “I” district. This change would only apply to the 150 foot area adjoining GR-2 district lots abutting NH Route 10A.

In this same 150 foot wide “I” district area adjoining GR-2 district lots abutting NH Route 10A, the side setback is proposed to be 10 feet and the rear setback is proposed to be 20 feet. The side and rear setbacks in this area currently are 75 feet.

A map depicting the proposed zoning with expansion is attached as Appendix B.

Article Eleven: Amendment No. 10: Lots in two zoning districts

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

Amendment No. 10 would ensure that parcels of land in the “F”, “NP” or “RR” zoning district designated for specific low density uses are not subsumed into other lots with different, and maybe more intense use that may result, either intentionally or by accident or by oversight, in the degradation or elimination of the value of the subsumed land.

Article Twelve: Amendment No. 11: Development in and near cemeteries

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

New Hampshire RSA 289:3 prohibits construction, excavation or building of non-essential services within 25’ of a known burial site or within the boundaries of an established burial ground or cemetery, unless it complies with local zoning regulations. The amendment adds a new section 331 so that the Zoning Ordinance includes regulations regarding development near and within a burial ground or cemetery.

Article Thirteen: Amendment No. 12: Change measurement of height in the SR and GR zoning districts (proposed by petition)

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **not adopt** this zoning amendment.

The current method of measuring height (from the average finished grade along the building front to the highest point of the building roof for flat and mansard roofs, not including any parapet less than 2 feet high, and to the average height between the eaves and the ridge for other types of roofs including the

upper slope of gambrel roofs), results in buildings higher than the stated maximum height for the zoning district. The proposal would change the measurement of height in the “SR” and “GR” zoning districts so that the measurement is from the average finished grade along the building front to the highest point of the building roof, except as otherwise permitted in section 209.4. The existing method of measurement would continue to be used in all other zoning districts.

Article Fourteen: Amendment No. 13: Increase the limit of expansion of non-conforming uses (proposed by petition)

At a public hearing held on March 1, 2016, the Hanover Planning Board voted to recommend that Town Meeting **not adopt** this zoning amendment.

This proposal would increase the limit established for expansion of structures associated with non-conforming uses from 20 percent to 65 percent.

BUSINESS MEETING VOTING
ARTICLES FIFTEEN THROUGH TWENTY-EIGHT

Article Fifteen: Election of Additional Town Officers

This article includes election of additional Town Officers that do not need to be elected by official ballot. The officials are:

Two members of the **Advisory Board of Assessors**, each for a term of three (3) years. The Advisory Board of Assessors reviews requests for property abatements and makes recommendations for resolution to the Board of Selectmen.

Three **Fence Viewers**, each for a term of one (1) year. The Fence Viewers, dating back to the colonial era, are available to adjudicate property line disputes.

One **Pine Park Commissioner** for a term of three years, to participate in overseeing and use of Pine Park.

Two **Surveyors of Wood and Timber**, each for a term of one (1) year. The Surveyors of Wood and Timber also date back to the colonial era, and are elected to adjudicate disputes regarding the sufficiency of a delivered cord of wood. While no longer utilized, many New Hampshire towns still elect Surveyors to maintain this colonial tradition.

Article Sixteen: Resolutions

During consideration of this article, the Parks and Recreation Board will read a resolution honoring the Recreation Volunteer of the Year. Several additional citizens will also be honored during this phase of the meeting.

Article Seventeen: Distribution of Revenue into the Land and Capital Improvements Fund

The 1999 Town Meeting voted to create a Land and Capital Improvements Fund and a Conservation Fund, and then annually to consider taking the proceeds from the preceding fiscal year's Land Use Change Tax and distributing one-half to the Land and Capital Improvements Fund and one-half to the Conservation Fund. This article distributes \$10,000 equal to one-half of the Land Use Change Tax revenue from the fiscal year 2014-2015 (total of \$20,000) into the Land and Capital Improvements Fund. The Land and Capital Improvements Fund can be utilized to purchase land for Town facilities or to assist in the construction or renovation of Town facilities, and has a current balance of roughly \$61,921, prior to action on this or any other article on this warrant.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Eighteen: Distribution of Revenue into the Conservation Fund

Mirroring the action in the preceding warrant article, this article distributes one-half of the fiscal year 2014-2015 Land Use Change Tax revenue (\$20,000) into the Conservation Fund. This fund can be utilized to purchase conservation land, conservation easements, or to implement land conservation-related activities. The current balance in this Fund is approximately \$270,138, prior to action on this or any other article on this warrant.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Nineteen: Transfer of Funds Collected into the Municipal Transportation Improvement Fund

State statute enables New Hampshire communities to establish a Municipal Transportation Improvement Fund, pursuant to RSA 261:153 VI. Such a fund is created by adopting a motor vehicle registration surcharge of up to \$5.00, which is collected each time a motor vehicle is registered within the municipality. Town Meeting voted to collect the additional \$5.00 surcharge at the May 2000 Town Meeting, as well as to establish the Municipal Transportation Improvement Fund. Proceeds from the Fund are to be used to support eligible local transportation improvement projects such as public transportation initiatives, roadway improvements, signal upgrades, and the development of bicycle and pedestrian paths. This article authorizes the transfer of this surcharge collected in fiscal year 2014-2015 totaling \$34,260 into the Municipal Transportation Improvement Fund. The current unencumbered balance in this Fund is roughly \$40,275, prior to action on this or any other article on this warrant.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty: Payment into Capital Reserve Funds

The Town of Hanover has made a serious commitment to properly funding the capital budget on an annual basis to insure that the facilities, infrastructure and equipment is properly maintained, replaced and improved as required by the needs of the community. Maintaining the discipline to contribute to the Town's various capital reserve funds annually helps to insure a stable growth in the tax rate over time. This article appropriates and authorizes the payment of monies into various Capital Reserve

Funds. All of these actions are taken as part of the recommended budget for fiscal year 2016-2017. The Town has a history of making regular, annual contributions to these various funds and then, as required, expending monies from the funds to replace vehicles and equipment, or for other stipulated purposes of the fund.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-One: Withdrawals from Capital Reserve Funds

There are several Capital Reserve Funds established to smooth out the budget impact of purchases of significant pieces of equipment and vehicles. Over the past year, Town staff has made significant progress on the Capital Improvement Plan which now provides a more comprehensive view of future Town capital needs. These purchases are recommended as part of this Capital Improvement Plan. The previous warrant article authorizes the deposit into these several funds; this warrant article authorizes the withdrawal of \$1,034,700 from the specified Capital Reserve Funds for purchases of equipment and vehicles, or for other stipulated purposes of the Fund.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-Two: Withdrawal from Municipal Transportation Improvement Fund

There are several mid-block and intersection locations that have been identified by Public Works and the Police Departments that require additional strategies to alert motorist of pedestrian crossings. These strategies change depending upon vehicle and pedestrian volumes, lighting in the area and site distance.

Funds totaling \$42,000 are proposed to be withdrawn from the fund in FY 2016-17 for two projects. The first project will target the Hemlock Road intersection with Reservoir Road which was identified in the Safe Routes to School report as a priority intersection requiring an upgraded crosswalk and installation of a short sidewalk segment. Improvements will include a sidewalk from Rip Road to Reservoir Road on Hemlock Road, tightening of the southern road radius to slow vehicle traffic as well as a realignment of the existing crosswalk from diagonal to a more perpendicular crossing. A portion of these improvements are to come from the Municipal Transportation Improvement Fund.

The second project will fund the installation of a mid-block crosswalk on East Wheelock between Crosby and South Park Streets immediately in front of the main entrance to Alumni Gym. The location of the main entrance funnels many pedestrians to this crossing location which is currently not established for crossing use.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-Three: Contract with Police Union Employees

Members of the New England Police Benevolent Association (NEPBA), Local 27, have been operating without a current contract since July 1, 2015. A new contract has been agreed to for a one year period beginning July 1, 2016 and expiring June 30, 2017, subject to voter approval. Under the terms of the contract, the Town plans on July 1, 2016 to implement market wage adjustments for each NEPBA

position using the analysis from the Condrey and Associations Classification and Compensation Study implemented for all other staff effective July 1, 2015. The contract also calls for the Condrey salary levels to be adjusted to reflect a 1.50% cost-of-living adjustment prior to implementation.

To fund these wage increases, the contract authorizes certain cost-saving changes to the point of service (POS) and HMO health insurance plan options currently available to NEPBA employees. Employee co-pays for doctor visits and for certain prescription drugs purchase by mail will increase. The Town will also eliminate the indemnity health plan currently available to NEPBA employees, and instead will offer a low premium, high deductible health plan (HDHP) option. In addition, under its cafeteria benefits plan, the Town will use the cost of the Town’s HMO plan as the driver to determine the amount of benefits dollars to spend, instead of basing these credits on the more expensive POS plan.

The cost item of \$62,070 for the NEPBA represents the projected FY2016-2017 cost of agreed upon wage increases above the status quo wages (if no contract were in place), plus the associated cost of employer-paid benefits (social security, Medicaid, New Hampshire Retirement System contribution) for NEPBA members, net of the savings to be realized from the change in health insurance plans.

The NEPBA contract terms mirror those terms included in the Town’s two year contracts with its AFSCME and IAFF bargaining units which were approved by Town Meeting in May, 2015.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-Four: Proposed Municipal Budget for Fiscal Year 2016-2017

The table below outlines the net appropriation required by this warrant article, which when added to all of the additional appropriation warrant articles outlined above, funds the Town’s total budget for the fiscal year 2016-2017.

Appropriation for the Proposed Municipal Budget for FY 2016-2017	\$23,195,345
Appropriation for Payment into Various Capital Reserve Funds (Warrant Article #20)	\$1,183,418
Appropriation for Purchases to be Funded from Withdrawals from Various Capital Reserve Funds (Warrant Article #21)	\$1,034,700
Appropriation for Purchases to be Funded from Municipal Transportation Improvements Fund (Warrant Article #22)	\$42,000
Contract with Police Union Employees (Warrant Article #22)	\$62,070
Grand Total of All Funds – See Budget Overview on page 64 (off by \$1 due to rounding)	\$25,517,533

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-Five: Lease Agreement to Operate 9 Allen Street as Public Parking Lot

Property owner Stephen Buskey recently acquired 9 Allen Street, former home of College Cleaners. After demolishing the building, Mr. Buskey opted to seek site plan approval to construct a 16 space parking lot while he determines his longer-term use of the property. Wanting to make this parking available for public use, Mr. Buskey approached the Town to gauge our interest in installing a parking pay station, collecting parking fees, enforcing public parking rules and plowing the parking lot. The Town agreed with the understanding that we would not subsidize the operation of the parking lot but would return excess revenue collected from public parking to the property owner. The Town has reached a five year agreement to operate the parking lot for parking use; such agreement requires Town Meeting approval as a formal lease. A map depicting the location is included as Appendix C.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-Six: Acceptance of Donation of Three Parcels Owned by Dartmouth College

The Lebanon Community Arena Association (“LCAA”), a/k/a Campion Sports & Rec Project, hopes to renovate and expand Campion Rink by upgrading the current arena and constructing a second arena and related parking and amenities. The project will provide expanded facilities to allow more use by local groups and individuals, and will upgrade the existing rink to make it energy efficient and available for multi-purpose (i.e., field house use), year round use. To construct the project without encroaching on the playing fields or displacing the current public parking adjacent to the Town’s Sagem Field playing fields, the proposed configuration would construct the second arena in an “L” shape south and east of the existing arena.

The Town of Hanover, which owns Sagem Field including the land under the current arena, does not own enough land adjacent to the existing arena to accommodate the expansion. To meet the City of Lebanon’s current zoning requirements, including setbacks and parking requirements, additional land is needed. Dartmouth College has entered into an agreement with LCAA to convey enough land to the Town to allow the project to be built. The amount of land to be conveyed was determined based on the proposed project layout. The agreement is subject to receipt of all necessary permits for the construction of the project from the City of Lebanon. If approvals and/or permits are not received, the College will not donate the required property to the Town of Hanover.

A map depicting the three properties in question and the proposed configuration of the arena addition is attached at Appendix D.

The Board of Selectmen voted 3-1-1 with one member abstaining and one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-Seven: To Establish a Commercial Property Assessed Clean Energy (“C-Pace”) Special Assessment District

The Town of Hanover has pursued a number of initiatives designed to increase the community’s energy efficiency and to reduce our collective carbon footprint. Commercial Property Assessed Clean Energy (C-PACE) is an innovative program in NH that enables municipalities to makes it possible for owners of commercial properties (including non-profits) to obtain affordable, long-term financing for energy-efficiency and renewable energy projects, by repaying their loan through a Special Assessment Tax from their municipality. Municipalities can benefit from improved commercial, industrial, and

multifamily (5 or more units) buildings with lower operating costs and a reduced energy footprint. Energy upgrades and improvements to building comfort can result in increased property value, employee productivity, and business attraction and retention. The first step in being able to offer this program in our community is to see whether Town Meeting will vote to establish a C-PACE Special Assessment District.

The Special Assessment Lien placed on the property is immediately assigned to the lender, and this lien is junior to taxes, other municipal assessments, and existing mortgages. NH C-PACE will not require any public money. The project financing is provided by an external entity, and the municipality is the conduit through which repayments are made. As part of the overall program, the Town will receive a reasonable fee to offset the administrative costs of billing and collecting the Special Assessment and forwarding these payments to the NH Community Development Finance Authority (CDFA). If the Special Assessment is delinquent or not paid in full, the Town will notify CDFA and will record the lien with the Grafton County Registry of Deeds. The Town's responsibilities are already incorporated into our existing Tax Collection process.

For building owners, no upfront costs are required, projects are cash flow positive (annual energy savings exceed annual costs), and loans are tied to the property - the repayment obligation transfers automatically to the next owner if the property is sold. In 2015 the NH House and Senate unanimously adopted RSA-53-F which enables municipalities to adopt the program by establishing their town as an Energy Efficiency and Clean Energy District. The Jordan Institute (The NH C-PACE statewide administrator) is launching the program in 2016 with a first-year goal of adoption in 3-5 municipalities.

Town staff has had an initial meeting with the C-Pace Program Manager who stands ready to further discuss possible local commercial opportunities with our Sustainability Committee and local commercial developers. This program is an innovative way to finance energy conservation improvements for privately-owned, existing commercial buildings leading to a reduction in the amount of energy used in commercial buildings and the associated greenhouse gas emissions.

The Board of Selectmen voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 4, 2016.

Article Twenty-Eight: Other Items

This warrant article allows attendees at Town Meeting to raise any other items for consideration.

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APPENDIX A

FULL TEXT OF PROPOSED AMENDMENTS TO THE HANOVER ZONING ORDINANCE

Key Guide:

- Additions to existing text are indicated by *bold italics*
- Deletions to existing text are indicated by ~~stricken through~~.

FULL TEXT OF ARTICLE TWO: ZONING AMENDMENT NO. 1

Fully Re-number and Re-organize the Zoning Ordinance:

The full text of the re-organized and re-numbered Zoning Ordinance cannot be printed here but copies are available on the Town website and in hard copy at the Planning & Zoning Office. The re-organization is as follows:

Authority, Purpose and Applicability; Administration and Enforcement and Definitions have been moved to the beginning of the document.

Present Articles I and XI, X and II, IX
Become Articles I, II, III

Zoning Districts

Present Article II
Becomes Article IV

General Provisions

Present Articles III and IX
Becomes Article V

Principal Uses

Present Articles II, III, VI and IX
Becomes Article VI

Accessory Uses

Present Article II, Section 210; Article III, Section 317
Becomes Article VII

Non-Conforming Uses and Structures

Present Article VIII
New Article VIII

Self-Contained Residential Developments

Present Articles V and VI
Becomes Article IX

Off-Street Parking

Present Article IV
Becomes Article X

Flood Plain, Waterbodies, Intermittent Streams, and Wetlands

Present Article VII
Becomes Article XI

FULL TEXT OF ARTICLE THREE: ZONING AMENDMENT NO. 2

Replace the word “inclusionary” with the word “affordable” in the titles of Section 212 in the Table of Contents and the text of the Ordinance, create a separate definition for “density bonus” using the words existing in the definition of “inclusionary housing” and replace the definition of “Inclusionary Housing” with a new definition for “Affordable Housing”.

Table of Contents

Section 212 ~~Inclusionary~~ *Affordable* Housing

Section 212 Title

Section 212 ~~Inclusionary~~ *Affordable* Housing

Section 902

~~Inclusionary~~ *Affordable* Housing:

- ~~– Affordable: For a unit which will be sold, “affordable” at a certain income level means that the total of mortgage payment or rent, real estate tax, and homeowners insurance for the dwelling unit is no greater than 30% of that income level.~~
- ~~– For a unit which will be rented, “affordable” at a certain income level means that the rent plus any mandatory fees for the dwelling unit are no greater than 30% of that income level.~~
- ~~– Density Bonus: A density bonus allows a developer to produce more units in a development than the base number of units which would otherwise be allowable under the zoning applicable to that development.~~
- ~~– Median Family Income (MFI): The median income level for families in Grafton County as defined and published periodically by the United States Department of Housing and Urban Development (HUD) and used to determine the eligibility of applicants for HUD's assisted housing programs. Very low income families are those earning less than 50% of MFI. Low-income families are those whose earnings do not exceed 80% of the MFI. Moderate income families are those earning more than 80% but less than 120% of the MFI. The MFI applicable to a proposed development shall be the most recent such publication prior to the submission of application for the approval of the development. The MFI applicable to the resale of an affordable dwelling unit in such development shall be the most recent such publication prior to the resale.~~

Housing for which the occupant(s), whether owner or tenant, pays gross housing costs that do not exceed a percentage of the occupant's income that has been duly established by the United States Department of Housing and Urban Development (HUD) for the area in which the property is located. “Gross housing costs” may include mortgage payment, rent, real estate tax, homeowners insurance, and utilities.

Density Bonus:

A density bonus allows a developer to produce more units in a development than the base number of units which would otherwise be allowable under the zoning applicable to that development.

FULL TEXT OF ARTICLE FOUR: ZONING AMENDMENT NO. 3

Provided that Amendment No. 1 is approved for adoption by Town Meeting, modify Section 902, definition of “lot” to read: a parcel of land with defined boundaries and of sufficient size to meet the minimum zoning requirements for use, coverage and area.

Lot:

A parcel of land occupied or to be occupied by only one principal building and the accessory buildings or uses customarily incidental to it, except as provided in Section 303 (Principal Buildings Including Dwellings on Lots), Section 502 (Planned Residential Development) and as approved in Section 503 (Continuing Care Retirement Community). A lot shall be of sufficient size to meet minimum zoning requirements for use, coverage, and area, and to provide such setbacks and other open spaces as are herein required except as provided below. Such lot shall have frontage on an improved public street, or other means of access approved in accordance with RSA 674:41, provided that in no case of division or combination shall any residual lot or parcel be created which does not meet the requirement of these Regulations. A lawful lot may be used for any use permitted or allowed in the zoning district in which it is located as approved in this Ordinance or any amendment thereto, provided, however, that in the "GR" General Residence district, residential use of a lawful lot shall be limited to one family and uses accessory thereto, unless the lot meets the "Area per Additional Family" requirements set forth in Table 204.5. A lawful lot is a lot which meets the minimum requirements of the Zoning Ordinance in effect at the time the lot was created. All lots shown on a subdivision plan which has received Final Plat approval from the Planning Board shall be separate lots regardless of whether there is separate ownership or common ownership of contiguous lots.

a parcel of land with defined boundaries and of sufficient size to meet the minimum zoning requirements for use, coverage and area.

FULL TEXT OF ARTICLE FIVE: ZONING AMENDMENT NO. 4

Eliminate Appendix A and references to it in the Table of Contents and in Section 209.4 E; eliminate from Section 902 the definitions of "available land area" and "related land area"; and amend the definition of "Open Space Ratio" to read: *The ratio of the total available land area to the building footprint.*

From the Table of Contents, delete:

APPENDIX A

—————Special Exception for Height (Sec. 209.4 E)————— 110

From 209.4 E 3, delete the reference to Appendix A, as follows:

(3) Appropriate open space is maintained in association with the excepted building. The floor area ratio shall not exceed 3, and the open space ratio shall not be less than 4. Of the open space, not more than one-third may be used for walks, drives and parking areas. (See Appendix A for example of floor area ratio and open space ratio.)

From Section 902, delete the following definitions:

Available Land Area:

For the purposes of Section 209.4 E, the area of an individual lot or parcel of land on which a building is to be situated, plus its related land area, if any; used for the purposes of determining Floor Area Ratio and Open Space Ratio (see Appendix A).

Related Land Area:

For the purposes of Section 209.4 E (3), any contiguous open land having a common boundary with a lot or parcel of land on which a building is to be situated, and which shall be shown to have been removed permanently from construction, present and future, by legal means, but which need not be held under single ownership, or under the same ownership (in part or in

whole) as the said lot or parcel (see Appendix A). The following additional areas may be considered as part of the Related Land Area, when approved by the Zoning Board as being in the best interest of the Town of Hanover:

- (1) Permanently open space within 500 feet of the proposed building(s), or visually related to the proposed building(s).
- (2) In no case may the open space be counted as part of the related land area if it has been previously designated or is obviously more appropriately part of the related land area of another building. For calculation purposes, an open space may be divided between several buildings.

Amend the definition of Open Space Ratio in Section 902, as follows:

Open Space Ratio (O.S.R.):

The ratio of the total available land area to the largest plan area of the building(s) as defined by the outside dimensions of the building(s) (see Appendix A) *building footprint*.

Delete Appendix A

APPENDIX A. Special Exception for Height (Sec.209.4 E)

In the B-1, D-1, BM, OL, and I districts, a Special Exception for height in excess of the normal permitted height of a building within the district may be granted by the ZBA when two special conditions are met in addition to all other pertinent requirements as set forth elsewhere in this Ordinance. However, in no case may the height allowed be in excess of the stated maximum height limitation for that district, or of that listed separately for lots adjacent to residential districts. The conditions for excess height are a limitation on the size of the ground floor in proportion to the available land area, together with a limitation on gross floor area (counting all stories) in proportion to the available land area. These limitations are expressed in terms of two ratios, namely, the Open Space Ratio and the Gross Floor Area Ratio.

In applying the area limitations, "available land area" is considered to be the area of the individual lot or parcel of land on which the building is to be situated, plus any contiguous open land area ("related land area") having a common boundary with the said parcel or lot and which may be shown to have been removed permanently from construction, present and future, by legal means. Related land area, for the purposes of this requirement, need not be held under single ownership, or under the same ownership (in part or in whole) as the said parcel or lot. The related land area must be in the same zoning district as the actual lot area.

Application of Open Space Ratio of 4; (Condition I):

Ground floor area (B_1) may be equal to or less than, but shall not exceed, $1/4$ the available land area ($A+A_1$)

Application of Gross Floor Area Ratio of 3; (Condition II):

Gross Floor Area ($B_1+B_2+\dots+B_N$) may be equal to or less than, but shall not exceed, 3 times the available land area ($A+A_1$).

Example 1:

Lot Area (A) = 6,000 sq. ft. No Related Land Area

($A_1 = 0$). ($A+A_1$) = 6,000 sq. ft.

(a) Apply Condition I: Ground Floor Area (B_1) may not exceed $1/4 \times (A+A_1) = 1/4 \times 6,000 = 1,500$ sq. ft.

(b) Choose N = number of stories for $H = 60$ ft. at 10 ft./story. $N = H/10 = 6$.

(c) Calculate Gross Floor Area (approximate): Assuming all floors have equal area, ($B_1+B_2+\dots+B_6$) = $6(B_1) = 6 \times 1,500 = 9,000$ sq. ft.

(d) Apply Condition II: Gross Floor Area ($B_1+B_2+\dots+B_6$) may not exceed $3 \times (A+A_1) = 3 \times 6,000 = 18,000$ sq. ft.

Therefore a ground floor area of 1,500 sq. ft. and a Gross Floor Area of approximately 9,000 sq. ft. satisfy Conditions I and II for a lot size of 6,000 sq. ft., and would be grounds for a Special Exception on a height of 60 ft.

Example 2:

Lot Area (A) = 6,000 sq. ft. Related Land Area = 4,000 sq. ft.

$(A + A_1) = 10,000$ sq. ft.

(a) Apply Condition I. B may not exceed $1/4 \times (A + A_1) = 1/4 \times 10,000 = 2,500$ sq. ft.

(b) Choose N = 6 stories.

(c) Calculate approximate Gross Floor Area = $6 \times 2,500 = 15,000$ sq. ft.

(d) Check Condition II. $(B_1 + B_2 + \dots + B_6)$ may not exceed $3 \times (A + A_1) = 3 \times 10,000 = 30,000$ sq. ft.

Therefore a ground floor area of 2,500 sq. ft. and a Gross Floor Area of 15,000 sq. ft. (approximately) would be grounds for a Special Exception on a height of 60 ft.

~~Note: In general, it may be anticipated that Condition I will control the limitation on Gross Floor Area so long as N, the number of stories, is less than 12 x (the product of the Open Space Ratio and the Gross Floor Area Ratio). However, both Condition I and Condition II should be checked in the final computation.~~

FULL TEXT OF ARTICLE SIX: ZONING AMENDMENT NO. 5

Amend Section 323, Noise Standards, by adding “GP” to Use District A.

Section 323 Noise Standards

323.1 Table of Restrictions:

Noise beyond the limits set forth in this section shall be prohibited:

A. Use Districts:

Use District A represents the RO, **GP**, GR-1, GR-2, GR-3, SR-1, SR-2, SR-3, RR, F and NP Zoning Districts.

B. Use District B represents the BM, B, D-1, D-2, OL, and I Zoning Districts.

Maximum Permissible A-weighted Sound Level Measured In Decibels:

Use District	Day	Night
A	60	50
B	70	55

For the purpose of this table, “day” shall be defined as 7:00 a.m. to 7:00 p.m., and “night” shall be defined as 7:00 p.m. to 7:00 a.m.

FULL TEXT OF ARTICLE SEVEN: ZONING AMENDMENT NO. 6

Amend Accessory Uses, Section 210.4 by adding “GP” to the list of districts in the first sentence.

Section 210 Accessory Uses

Subsections 210.1-210.3 are not copied here as they are not changed.

210.4 No accessory building or use is permitted in the NP, F, **GP**, RR, SR, GR and I district which involves the maintenance of stock in trade exposed to public view or the use of show windows, displays or advertising visible outside the premises to attract customers or clients, other than professional announcement signs. In the “I” district this restriction shall not apply when such displays are visible only from the “I” or “D” districts.

FULL TEXT OF ARTICLE EIGHT: ZONING AMENDMENT NO. 7

In Section 902, replace the definition of “outdoor recreation” with a new definition and makes clear that buildings and structures associated with outdoor recreation are allowed special exceptions by adding “Structure Associated with Outdoor Recreation” to the lists of Special Exceptions in tables 204.3, 204.4, 204.7 and 204.8.

Add to the list of Special Exceptions in Table 204.3, Table 204.4, Table 204.7 and Table 204.8:
Structure associated with Outdoor Recreation

Section 902 Recreation, Outdoor

Replace the existing definition:

~~Outdoor recreation activities which shall include such facilities as outdoor tennis courts, swimming pool, golf courses, play fields, and similar uses. No buildings shall be allowed except for the necessary related uses such as restrooms and maintenance facilities. In all cases, any building shall be treated as a Special Exception.~~

with:

Activities conducted in the outdoor environment either by individuals or in groups for purposes of relaxation or as a sport. Any building or structure proposed in support of such activities shall be treated as a Special Exception.

FULL TEXT OF ARTICLE NINE: ZONING AMENDMENT NO. 8

Amend Section 317, Signs, and Section 330, Athletic Scoreboards, to eliminate content type references to conform to the U.S. Supreme Court decision, Reed v. Town of Gilbert, and in Section 317.2, add “GP” to the list of districts.

Section 317 Signs

317.1 In all districts, signs or advertising devices shall conform to the following regulations:

- A. No sign other than official street signs or traffic directions shall be erected or maintained within the street right-of-way without approval of the Board of Selectmen or the New Hampshire Department of Transportation as appropriate.
- B. No sign shall be placed in such a position as to endanger motor vehicle or pedestrian traffic or obscure or otherwise cause confusion with official street or highway signs or signals.
- C. ~~Signs shall refer only to a use or activity carried on the lot upon which they are situated.~~ **Only ‘on-lot’ signs are permitted.**
- D. ~~except that~~ The Board of Adjustment may grant permission as a Special Exception for **the** erection, ~~off the premises,~~ of a limited number of **off-lot** signs, ~~provided the following conditions are met:~~ **Each sign does not exceeding** two square feet in area on each of two sides.
 - (1) ~~Each sign not exceeding two square feet in area on each of two sides~~
 - (2) ~~Intended solely to give directional information.~~
- E. Signs may be illuminated only by continuous indirect white light. ~~Such indirect lighting~~ **, which** may include an opaque, reverse channel back-lit halo-type lamp.
- F. Any sign whose face, or any portion thereof, is illuminated from within regardless of accompanying refracting or diffusing devices, whether attached to a building, freestanding, or placed upon an awning, will be considered directly lit and **is** not permitted.

- G. The light sources ~~shall~~ **must** be so placed that they will not constitute a hazard to street or highway driving by glare.
- H. ~~No flashing or animated signs with visible moving parts or intermittent lighting to create the visual effect of movement are permitted.~~ **No sign may emit flashing light or display animated images with visible moving parts or intermittent lighting to create the visual effect of movement.** Animation will be permitted on athletic scoreboards subject to the restrictions stated in Section 330 and as permitted by the Zoning Board of Adjustment as a Special Exception under Section 206.
- I. No sign ~~shall~~ **may** project more than six inches above the roof or parapet line of a building, nor more than sixteen inches out from the wall to which it is attached. Signs which project more than four inches out from the building shall be no less than 8'-6" above the finished grade in front of the building below the sign.
- J. Signs on awnings are limited to either ~~the name of the enterprise with~~ a maximum of eight-inch high letters, ~~or the logo of the enterprise~~ **a graphic** with a maximum dimension of twelve inches.
- K. Signs ~~shall~~ **must** be constructed of durable materials and ~~shall~~ **must** be maintained in good condition and repair.
- L. Posting of land shall conform to state law.
- M. The above regulations ~~shall~~ **do** not apply to non-illuminated signs and window posters that are displayed from within a building, **ordinary directory panels and information signs maintained within a building, or signs not intended for view from outside the property.**
- ~~L. The restrictions of this section shall not apply to ordinary directory panels and information signs maintained within a building, or not intended for view from outside the property.~~

317.2 In NP, F, **GP**, RR, RO, SR, GR and I districts, signs or advertising devices ~~pertaining to the use of the premises on which they are placed~~ are permitted only as follows:

- A. ~~One sign~~ **Two signs**, displaying the street number and name of the occupant of a dwelling not exceeding one square foot in area on each of two sides. ~~Such sign may identify an accessory professional office.~~ **These signs may be erected without a zoning permit.**
- B. ~~In addition,~~ **A commercial use** in the RO, GR, and RR districts **may display** a sign for multi-family dwellings, ~~or PRD's,~~ ~~or professional offices~~ shall be **that is** no more than 12 square feet on each of two sides and not located nearer to the street than one-half the depth of the required front setback.

~~A property containing professional offices or other non-residential uses in the RO district may display one sign which shall identify such uses, not be larger than 12 square feet on each of two sides, and not be located nearer to the street than one-half the depth of the required front setback.~~

~~One bulletin or announcement board or identification sign for a permitted non-residential building or use, or for a lawful non-conforming building use, not exceeding twelve square feet in area on each of two sides and not located nearer to the street lot line than one-half the depth of the required front setback.~~
- C. For churches and institutional buildings not more than two ~~bulletin or announcement boards or identification~~ signs are permitted, none of which may exceed thirty square feet in area on each of two sides, nor may be located nearer to a street lot-line than one-

half the depth of the required front setback.

- D. ~~For all real property for sale or for rent, a sign, A "For Sale" or "For Rent" sign not exceeding four square feet in area on each of two sides and not located nearer to a street lot-line than one-half of the depth of the required front setback ten feet. These signs may be erected without a zoning permit.~~
- E. ~~For recreational uses, any number of directional signs, not exceeding one square foot in area on each of two sides, may be located on the lot. In addition to the signs allowed above, an unlimited number of signs, not exceeding one square foot in area on each of two sides, may be located on any lot provided only that none of the additional signs is visible either from a public right-of-way or from an abutting lot. These signs may be erected without a zoning permit.~~

317.3 In B and D Districts, signs or advertising devices ~~pertaining to the use of the premises on which they are placed~~ are permitted only as follows:

- A. Any sign permitted in Section 317.2 above, or the following as an alternative:
- B. One or more signs not to exceed 25 square feet of total area per sign attached to a building and/or a permanently extended awning the sum of which shall not exceed a total area of one square foot for each foot of building frontage upon a public street or highway. The area of the sign or signs shall not exceed two hundred square feet of total area on each street upon which the building has frontage. For buildings with frontage of less than fifty feet on a public street or highway, the total area of signs for that frontage shall not exceed seventy-five square feet. For buildings with frontage greater than or equal to fifty and less than one hundred feet on a public street or highway, the total area of signs for that frontage shall not exceed one hundred square feet. The total size of signs on any building front shall not exceed that calculated using the dimensions of that building frontage. The total area of signs having more than one surface shall not exceed the limits in this paragraph.
- C. A non-illuminated ~~directory sign, bearing the name or type of business of the principal tenants,~~ **attached to the building** provided it is located at the principal entrance or access to such ~~rented business areas,~~ **and** the area of such sign devoted to each ~~tenant occupant~~ shall not exceed 72 square inches, and the total area of such a sign does not exceed eight square feet.
- D. Each business building located 50 feet or more from the street line and having this setback in open land may display one free-standing sign, not to exceed 30 square feet on each of two sides nor to be located nearer to the street lot-line than one-half the depth of the required front setback.

~~One menu sign bearing the name and type of offering of each restaurant not to exceed six square feet in area. The sign may be attached to the restaurant building, or may be free-standing, provided it is located at or near the principal entrance to the restaurant and is set back at least one foot from all lot lines.~~

- E. One temporary sign per business. ~~not to exceed five per building.~~ The temporary sign(s) may be attached to the building or displayed on the lot containing the building in which the business is located, **at or within fifteen feet of the principal entrance to the business** that lot and so as not to impede pedestrian or vehicular access. ~~and shall not be subject to the restrictions of Section 317.1 F.~~ Each temporary sign, ~~such as, but not limited to, sandwich boards, banners, flags, mannequins, or other advertising devices, must be strictly pertinent to the business operated on the premises and shall~~ **may** be displayed only during the actual hours of that business' operation. The total area of any temporary sign shall not exceed six square feet on each of two sides. No

temporary sign ~~shall~~ *may* be erected without first obtaining a Zoning Permit from the Zoning Administrator as provided in Article X. Permits shall be issued for a period not to exceed one year *and are renewable*.

- F. *For a business or businesses with principal entrance(s) from a private access way, the placement of one sign over ~~the~~ a private access way between two buildings ~~for a business or businesses with principal entrance(s) from the private access way shall be is~~ allowed, provided that the sign ~~shall~~ *does* not exceed a total area of fifteen square feet for each of two sides per business and twenty square feet for each of two sides in total area. The sign shall be a minimum of 8'-6" above finished grade, except that if the access way is used by vehicles, the sign shall be a minimum of 13'-6" above finished grade.*

317.4 In OL and BM districts, signs or advertising devices ~~pertaining to the use of the premises on which they are placed~~ are permitted only as follows:

- A. Any sign permitted in Section 317.3 above, or the following as an alternative:
- B. Not more than two signs not attached to a building, provided that the total area of any one side of such a sign shall not exceed 30 square feet and the area of each sign counted separately, shall not exceed 60 square feet. Any such sign or signs shall not be located nearer to a street lot-line than one-half the depth of the required front setback.

317.5 Temporary Signs for Construction Purposes:

In any district, signs which exceed the limitations of Sections 317.2, 317.3, and 317.4 above, will be allowed as follows:

- A. *Signs accompanying construction* ~~The signs shall not exceed 12 square feet in area on each of two sides., shall be used only incidental to construction projects., and shall refer to a use or activity occurring on the lot on which they are situated.~~
- B. It shall be a condition of the zoning permit issued for such a sign that the sign be removed at the end of the construction period of up to one year. Such permits may be renewed for one year if construction continues for that period.
- C. Such signs shall comply with Section 317.1 A, B, ~~D~~, E, *F, G, H* and *J* of this Ordinance.

317.6 Banners:

- A. In the "I" district, Institutional building owners are permitted, in addition to signs and banners otherwise permitted, to install banners on private property ~~related to institutional activities.~~ Banners may be affixed to standards, lamp posts, or buildings and may be posted throughout the year for up to twelve (12) weeks at a time for each installation at each location. ~~or for the period of time commensurate with the term of the institutional activity reflected in the banner.~~ Not more than three banners may be posted at one time on any building facade visible from a public street. Banners shall not exceed one hundred and fifty square feet in area on each of two sides. *These signs may be erected without a zoning permit.*

Section 330 Athletic Scoreboards

Athletic scoreboards will be a permitted use in any district, must be located on the same lot as the athletic facility served, and are subject to review and approval by the Zoning Board of Adjustment as a Special Exception pursuant to Section 206 of the Zoning Ordinance. ~~Athletic scoreboards may display:~~

- A. ~~Information pertinent to the event and facility~~
- B. ~~Recognition of donors and sponsors by name only~~
- C. ~~Other general athletic or institutional information~~

D. ~~Any other information customarily displayed on contemporary scoreboards, but not to include commercial advertising.~~

FULL TEXT OF ARTICLE TEN: ZONING AMENDMENT NO. 9 – (See map in Appendix B)

Amend Table 204.4 to modify building setbacks in the “I” zoning district adjoining GR-2 residential lots abutting NH Route 10A reducing the rear setback from 75 to 20 feet and reducing the side setback from 75 feet to 10 feet; and amend Table 204.4 to allow the maximum building height to be 60 feet in the “I” zoning district within 150 feet of a “GR-2” residential district abutting NH Route 10A.

Amend the following sections of Table 204.4, Area and Dimensions: Setback Requirements and Maximum Height:

Setback Requirements:

For Buildings on lots adjoining residential districts the minimum side and rear setbacks adjoining the districts shall be 75 feet, *except for Buildings on lots adjoining GR-2 residential districts abutting New Hampshire 10A, where the rear setback shall be 20 feet and the side setback shall be 10 feet.*

Maximum Height:

Sixty (60) feet, except that the maximum height shall be 35 feet within 150 feet of a residential district *other than the GR-2 residential districts abutting New Hampshire 10A.*

FULL TEXT OF ARTICLE ELEVEN: ZONING AMENDMENT NO. 10

Ensure that parcels of land in the “F”, “NP”, or “RR” zoning district designated for specific low density uses are not subsumed into other lots with different, and maybe more intense use that may result, either intentionally or by accident or by oversight, in the degradation or elimination of the value of the subsumed land.

Amend Section 302, paragraph 2 as follows:

Section 302 Lots in Two Zoning Districts:

Where a district boundary line divides a lot of record at the time such line is adopted, the regulations for the less restrictive part of such lot shall extend not more than 30 feet (100 feet in the Rural Districts) into the more restricted part, provided the lot has frontage on a street in the less restricted district.

A new lot may be created, whether by subdivision, lot line adjustment or by merger, with land in more than one zoning district provided only that the portions of land in each zoning district within the new lot separately meet the area requirement for that zoning district, as defined in Article II, in which they reside. This applies only when part of the land used to create a new lot is located in the F, NP or RR district. The land in each district will be used only for those uses permitted, or allowed by Special Exception, for that district. Where a lot is in two zoning districts, in order to use the land in either district, the minimum lot area requirement for that district must be satisfied.

FULL TEXT OF ARTICLE TWELVE: ZONING AMENDMENT NO. 11

Add a new Section 331, Development in and Near Cemeteries which will allow construction, excavation or building within a known burial site or cemetery under certain circumstances.

Add a new *Section 331 Development In and Near Cemeteries*

Construction, excavation or building within a known burial site or cemetery or within 25 feet of the boundary of a known burial site or cemetery may be permitted by the Zoning Administrator, provided that:

- A. The proposal complies with all relevant requirements of this Ordinance.*
- B. The Zoning Administrator has determined that the proposed construction, excavation, or building will not:
 - 1) disturb a grave, burial site or deeded lot;*
 - 2) render a burial site or deeded lot inaccessible;*
 - 3) adversely affect Town services and facilities;*
 - 4) adversely affect the character of the area where the proposed construction, excavation, or building is located; and*
 - 5) adversely affect the highways and sidewalks located in the area and the uses thereof.**
- C. The Hanover Director of Public Works and the Hanover Board of Selectmen have each set forth in writing their determination that the proposed construction, excavation, or building will not endanger public health and safety.*

FULL TEXT OF ARTICLE THIRTEEN: ZONING AMENDMENT NO. 12

Add to Section 209.4, Height Regulations and Exceptions, a different method for calculating height in the “GR” and “SR” zoning districts.

209.4 Height Regulations and Exceptions:

- A. The height of any building shall be measured *as follows*: ~~from the average finished grade along the building front, and shall not exceed the height specified in Section 204. See also Section 209.4F.~~
 - (1) In the GR (General Residence) and SR (Single Residence) zoning districts the height of any building shall be measured from the average finished grade along the building front to the highest point of the building roof, and except as may be otherwise provided in Section 209.4, shall not exceed the height specified in Section 204.*
 - (2) In zoning districts other than GR (General Residence) and SR (Single Residence), the height shall be measured from the average finished grade along the building front to the highest point of the building roof for flat and mansard roofs, not including any parapet less than 2 feet high, and to the average height between the eaves and the ridge for other types of roofs including the upper slope of gambrel roofs. Except as may be otherwise provided in Section 209.4, the height of any building shall not exceed the height specified in Section 204.*

FULL TEXT OF ARTICLE FOURTEEN: ZONING AMENDMENT NO. 13

Modify Section 802, Change and Expansion of Non-Conforming Use, to increase the limit of allowed expansion of structures associated with non-conforming uses from 20% to 65%.

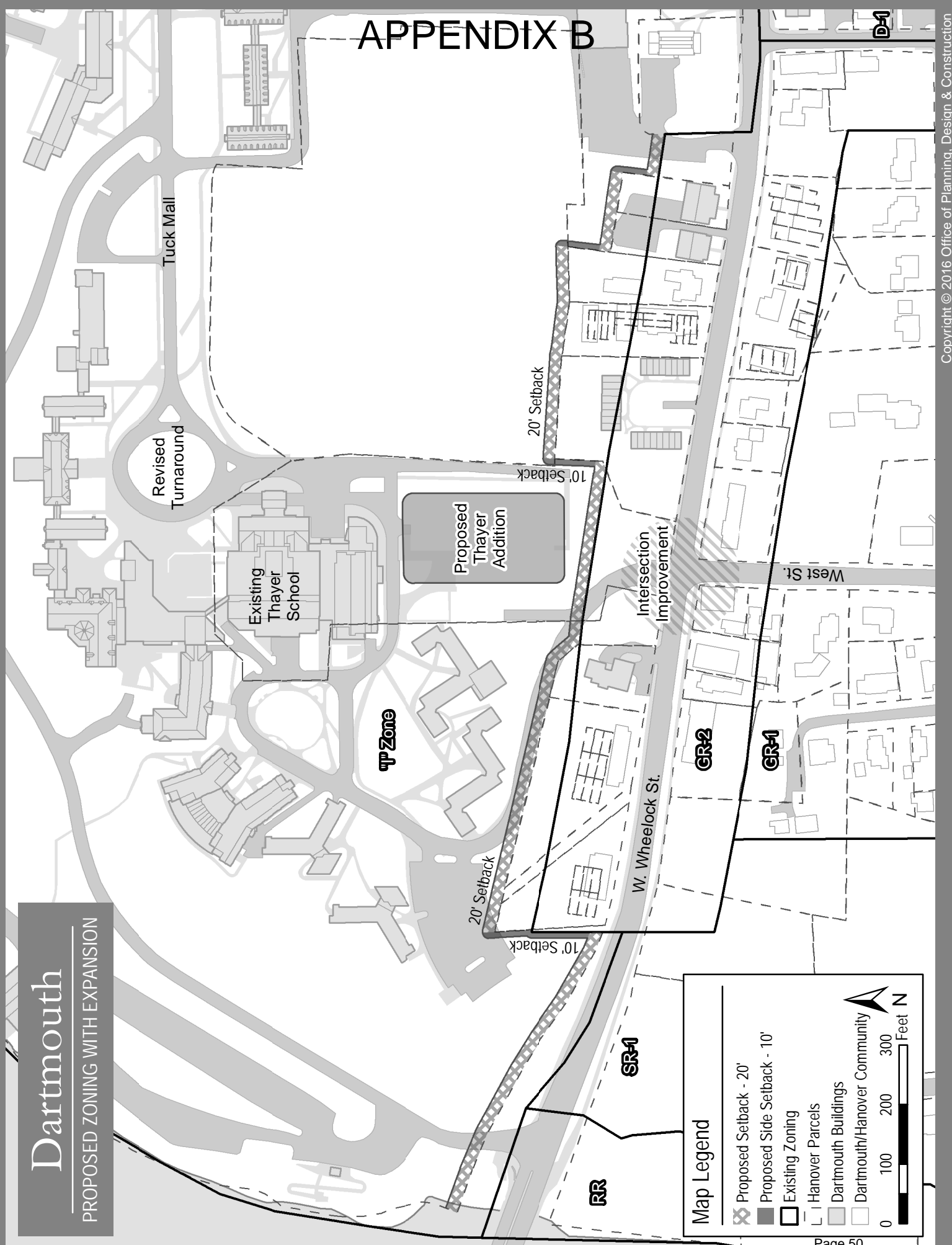
Section 802 Change and Expansion of Non-Conforming Use

Unless a Variance is obtained under Article X, no non-conforming use shall be changed to another non-conforming use and no such non-conforming use shall be enlarged or extended, except that any building or structure associated with a non-conforming use may be expanded up to ~~20~~ **60** percent of the gross floor area of the principal building existing at the time of adoption of the Ordinance, providing the other provisions are complied with.

Dartmouth

PROPOSED ZONING WITH EXPANSION

APPENDIX B



Map Legend

- Proposed Setback - 20'
- Proposed Side Setback - 10'
- Existing Zoning
- Hanover Parcels
- Dartmouth Buildings
- Dartmouth/Hanover Community

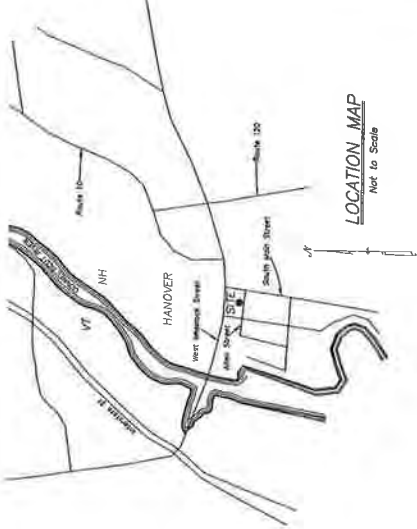
0 100 200 300 Feet N

APPENDIX C

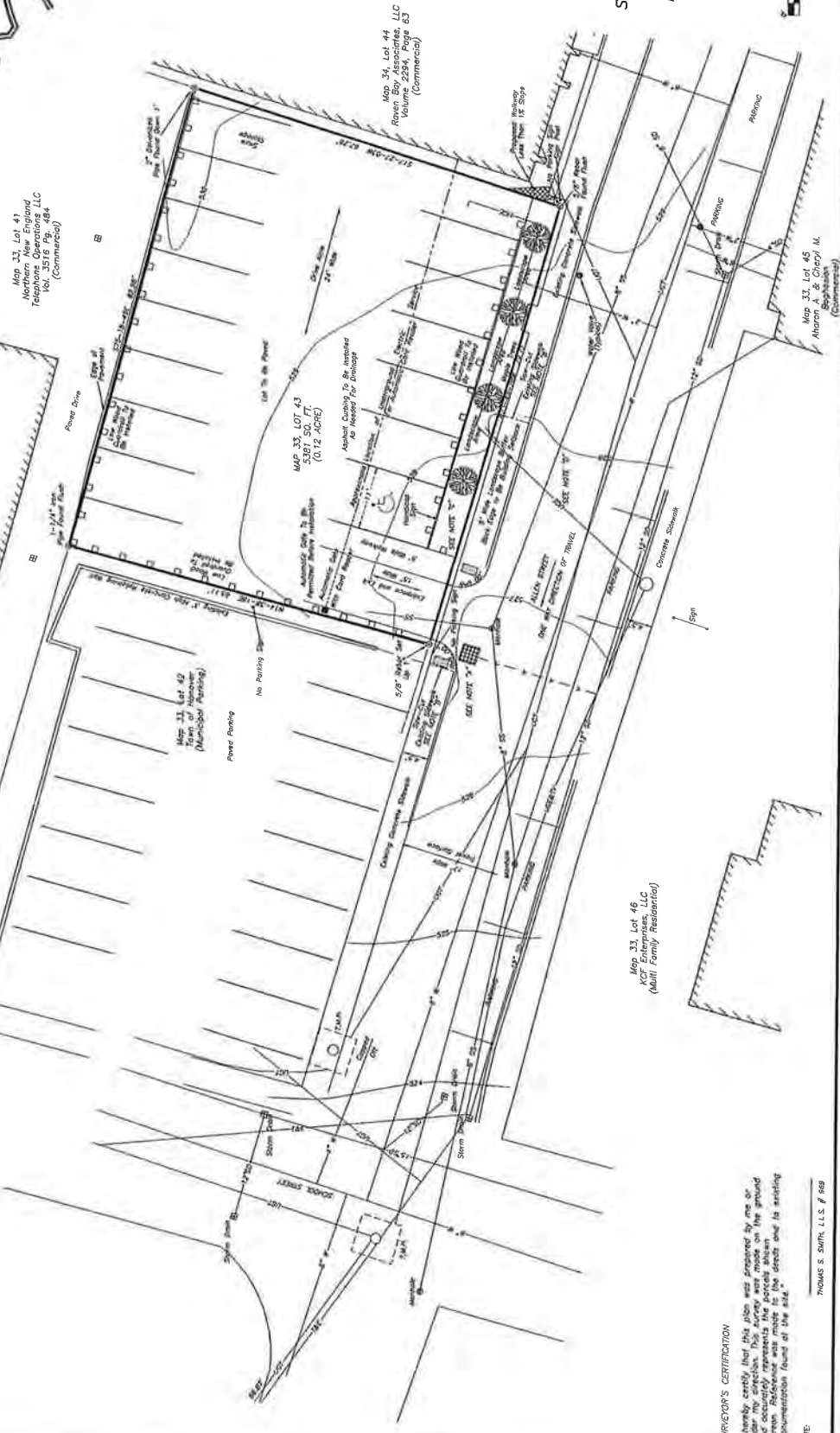
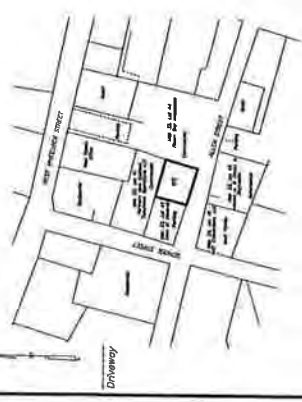
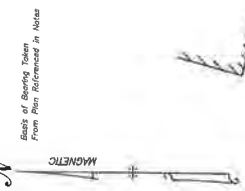
**SITE PLAN REVIEW MAJOR PROJECT
FOR THE PROPERTY OF
RAVEN BAY ASSOCIATES, LLC
TAX MAP 33, LOT 43
HANOVER, NEW HAMPSHIRE**

THOMAS S. SMITH, LICENSED LAND SURVEYOR
240 QUEBEC ROAD, LYMAN, N.H. 03855
SEPTEMBER 2014

Scale: 1 inch = 10 feet

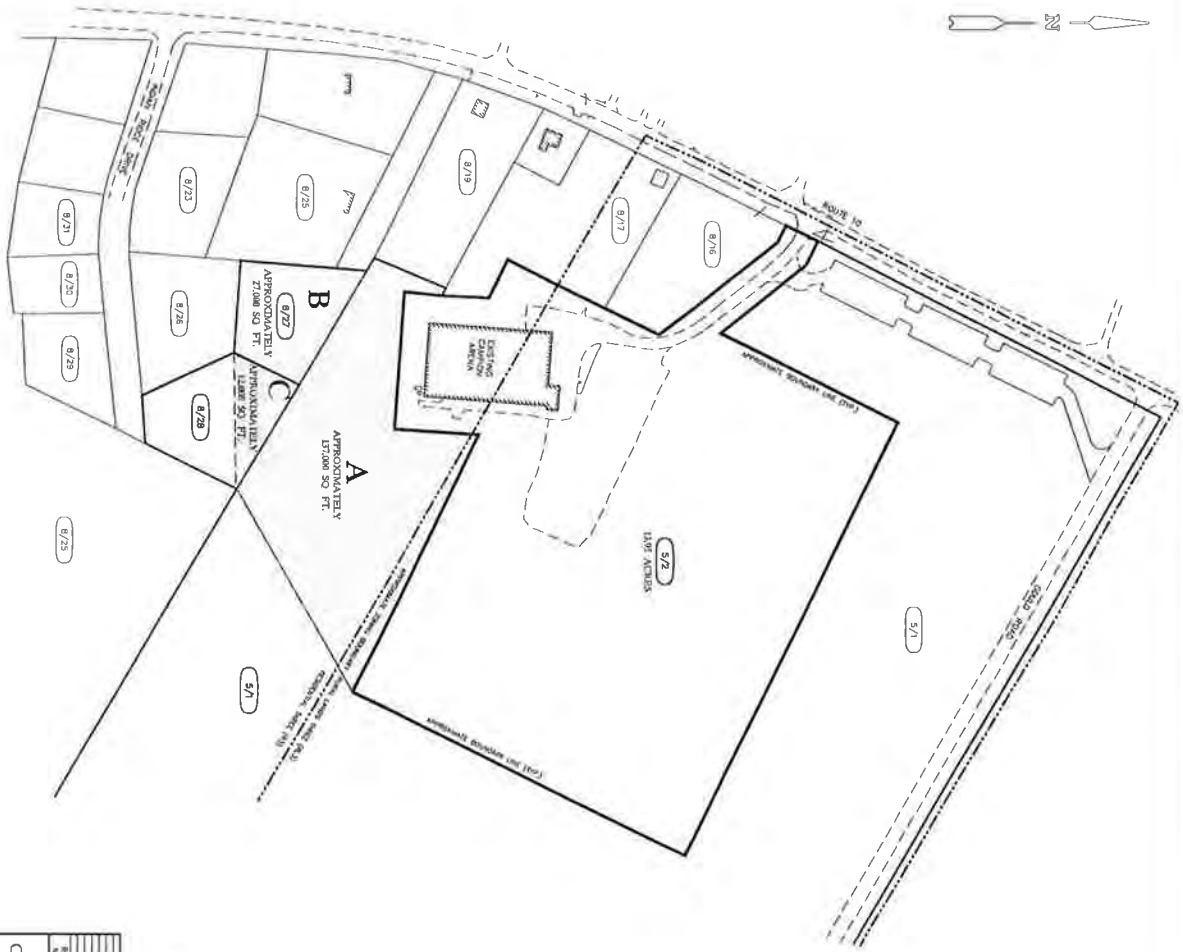


Zoning District: D-1
Building Subclass: Single-Family Residential, Single-Family Commercial, Office, Retail, and Professional Services
Reference Date: Map 33, Lot 44, Vol. 4021 Page 946
Reference Plans: "Plan of the Incorporated Town of Hanover, New Hampshire, as Amended, 1997" and "Plan of the Incorporated Town of Hanover, New Hampshire, as Amended, 2011"
Town of Hanover Central Business Area" By L.A. Leclair Associates, Inc. Dated March 31, 1978
NOTE A: New 317' Curb Run with 12" Diameter Line Cured And Balled And Bound 12" Storm Pipe Laid, As Agreed By Hanover
NOTE B: Retaining Wall Structure, Etc., to be Installed in the Area of the Storm Pipe Laid, As Agreed By Hanover
NOTE C: High Mast Installed with Sign To Allow Street, Private Access
NOTE D: USE HAS BEEN DISCONNECTED AT TRANSFORMER ACROSS ALLEN STREET.



SURVEYOR'S CERTIFICATION
I hereby certify that this plan was prepared by me or under my direction. This survey was made on the ground shown. Below represents the parcel shown in the accompanying map. I have observed the monumentation found at the site.
DATE: _____
THOMAS S. SMITH, L.L.S. # 889

APPENDIX D



- EXISTING TOWN OF HANOVER PROPERTY
- RECORD OWNER: TOWN OF HANOVER, TOWN MANAGER (map 1 lot 2)
 - JULIA M. GERRARD, REAL ESTATE OFFICE HANOVER, NEW HAMPSHIRE 03755
 - DARTMOUTH COLLEGE PROPERTIES
 - A RECORD OWNER: DARTMOUTH COLLEGE TRUSTEES (portion of map 1 lot 1)
 - REAL ESTATE OFFICE HANOVER, NEW HAMPSHIRE 03755
 - B RECORD OWNER: DARTMOUTH COLLEGE TRUSTEES (map 1 lot 2)
 - REAL ESTATE OFFICE HANOVER, NEW HAMPSHIRE 03755
 - C RECORD OWNER: DARTMOUTH COLLEGE TRUSTEES (portion of map 1 lot 2)
 - REAL ESTATE OFFICE HANOVER, NEW HAMPSHIRE 03755



REV	DATE	DESCRIPTION	MADE BY	CHECKED BY	APP'D BY

PATHWAYS CONSULTING, LLC
 240 MECHANIC STREET, SUITE 100
 LEBANON, NH 03766
 (603) 448-2200

SHEET 1 OF 1
 SCALE: AS SHOWN
 DRAWN BY: PWS
 DATE: 07/25/16

REPORT OF THE SELECT BOARD AND TOWN MANAGER

Trescott Property Now Open to the Public

The Town and College jointly own all of the watershed land that surrounds the three water supply reservoirs while the Town owns the three reservoirs themselves along with a 250 foot perimeter around each reservoir. Prior to the construction of the water treatment facility which both filters and treats the reservoir water, the Town was granted a filtration waiver by the NH Department of Environmental Services as a result of the well protected, large watershed property owned by the Water Company. The Water Company Board opted to maximize the viability of that waiver by barring public access to the watershed property. Barring public access is no longer required, however, based on the construction of the water filtration and treatment facility.

As a result, the Trescott Board convened a special working group to review options for opening the property up to the public and in the fall of 2015 the Trustees of the Trescott Company (three College representatives and three Town representatives) voted to open the property to non-motorized public access. Working in collaboration with the Hanover Conservancy, the Upper Valley Trails Alliance, the Conservation Commission and Public Works Department staff, a committee of volunteers has worked on all aspects of welcoming the public to hike, mountain bike, ski, and snowshoe on the property. Trail kiosks with informational signage have been installed, two parking lots have been prepared, trail signage is currently being installed and trail work is underway. Dogs are allowed but must be leashed at all times and owners are expected to clean-up after their canines. Horseback riding is also allowed. No motorized vehicles are allowed other than those used by Public Works Department staff and the Trescott Company's foresters and loggers. The property is a 'pack-it-in, pack-it-out' location so no trash receptacles are provided. Buffers of 250 feet around each reservoir have been signed as well with no public access allowed within the buffer areas to insure appropriate protection of the public water supply. The property is open to the public from sunrise to sunset. The Trescott Board and Selectboard hope that this location becomes a public recreation jewel for the community.

Enhanced Winter Operations

In May of 2015, Town Meeting authorized the construction of a new sand and salt storage facility located within the Town's Public Works Department complex. This building, completed in November of 2015, now enables the Town to purchase almost a full season's worth of sand and salt each summer when pricing is comparatively low and supplies are abundant, thereby insuring that the Public Works Department will have sufficient materials for an average winter's snowfall. Previously, the Town was forced to purchase sand and salt supplies in small quantities every two to three storms, resulting in higher costs as each winter progressed and often leaving the Town vulnerable to shortages during severe winter conditions.

In the fall of 2015 the Town purchased salt brine preparation and application equipment. This technology enables the Town to mix its own salt and water brine mix, which uses 75% less salt than the simple application of road salt. The brine is applied to Town roads and sidewalks prior to a storm and does a better job of preventing snow and ice build-up once a storm has commenced. We anticipate a significant reduction in road salt usage, thereby reducing cost and representing a better environmental approach to ice management.

Bicycle and Pedestrian Improvements

Town staff continues to work with the Bicycle and Pedestrian Committee on a number of bicycle and pedestrian improvements around Town. During the summer of 2016 Town staff will install a sidewalk segment along Hemlock Road from Rip to Reservoir Road and an improved crosswalk at Hemlock and

Reservoir Road to insure a safer crossing for elementary and middle school students. A new mid-block crosswalk will be installed on East Wheelock in front of the entrance to Alumni Gym to insure safer crossing by students and staff who use the gym regularly. In addition, Town staff will construct a new sidewalk on the west side of Route 120 from Buck Road to Greensboro Road along with a crosswalk signal at the Greensboro Road intersection to make it safer for pedestrians from Gile Hill to cross the street to access the sidewalk on the east side of Route 120. The AT bus stop will also be relocated from in front of the Public Works Department to just north of this new intersection crosswalk. Finally, Town staff has identified and prioritized the Town's many crosswalks with an eye toward properly lighting as many of them as possible to insure that drivers can more easily identify walkers in the crosswalks, particularly at night. Funds are budgeted to make a few of these improvements each year.

Police Chief Charlie Dennis has also focused on the problem of jaywalking around the campus and in the downtown area by partnering with the Public Works Department on several initiatives designed to reduce this activity. The split rail fence installed in front of Collis and Robinson Hall on North Main Street, signage around the downtown area warning pedestrians to take the time to cross safely, and a new crosswalk design that will be implemented by the Town and College this summer, in conjunction with the renovation and expansion of the Hood Museum are all examples of ongoing work focused on increasing pedestrian safety around the campus and downtown area.

Arrival of New Town Department Heads

In August of 2015, Parks and Recreation Director Hank Tenney retired after 41 years with the Town of Hanover. Hank was the Town's first Director and watched the department grow from a single person operation to six staff, multiple playing field and park facilities and the Richard W. Black Community and Senior Center. John Sherman stepped into the position of Parks and Recreation Director in September of 2015 after more than a decade as Assistant Director in Saco, Maine. John has hit the ground running and is already busy managing several new department initiatives on behalf of Hanover residents.

Three new Department Heads will join Town staff over the next six months. The Town is finalizing its search for a new Planning and Zoning Director and hopes to have a new leader selected by late April of this year. This position, vacated when Jonathan Edwards retired in 2012, has been vacant for the past three years as the Town waited for building permit activity and the related revenue generated to rebound. Town Assessor Michael Ryan will retire on June 30th of this year after 18 years with the Town (and 24 total years working with Town Manager Julia Griffin as colleagues working for the City of Concord between 1990 and 1996). The Town Manager hopes to fill this position by mid-May. And last but not least, Howe Library Director Mary White will retire in late August after 9 years with the Town. It is hoped that her replacement will be on board by no later than early July. Both Mike Ryan and Mary White have set the bar very high in their careers with the Town. They will both be missed.

The FY 2016-2017 Budget

The combined totals for the seven funds included in the Proposed Budget for FY 2016-17 recommend expenditures of \$25,517,534 which is a decrease of \$660,073 or 2.5% below the total appropriations approved for FY 2015-16. The overall decrease is the result of a reduction in the requested capital project funding level for the upcoming fiscal year. Of this total appropriation, \$1,302,675 represents capital reserve and other reserve fund purchases which are fully offset by the appropriation of revenue to finance the purchases from their respective reserves. As such, capital reserve purchases do not impact the tax rate. The total capital reserve expenditure recommendations represent a \$968,348 or 42.6% decrease over the FY 2015-16 Budget, reflecting decreased capital expenditures in the General and Fire Funds.

The actual expenditures for all funds net of capital projects funded from capital reserves and other reserve funds represent a total \$24,214,859 or 1.3% above the FY 2015-16 Budget. The expenditure details are outlined in detail below, by fund.

Current Fiscal Climate

In last year's Town Report, we opined that, "It would seem we have entered a transitional phase in the U.S. economy, and the local economy is also improving, showing some signs that the downturn is over, but several potential problems still loom. Whether or not all of these potential problems come to pass will likely determine the angle of ascent on the recovery curve." Suffice it to say, this past year has been an interesting study in mixed signals – while we have seen some trends that are heartening, others are less so. In general, we see a mixture of optimism and worry at the national political and economic level as well as at the state level. The upcoming presidential election – characterized by some of the worst political acrimony our nation has seen in our lifetime; the state of extreme volatility in the stock market; rapidly falling oil prices; sluggish economic recovery that has remained difficult to forecast accurately; significant political instability on the world scene; and a faltering Chinese economy combined with the shaky state of the Eurozone -- all promise to make the upcoming fiscal year one that will be very hard to predict. "Cautious optimism" was the thinking this time last year; this year optimism and pessimism hang precariously in the balance.

On the plus side of the column, we continue to see signs of positive economic activity and modest revenue growth at the local level. As we witnessed beginning last year, continually falling gas prices support an increase in local new car purchases, including larger vehicles, which have boosted our motor vehicle revenue. Residential and commercial construction activity are up somewhat, with a healthy increase in building permit revenues after several years of revenue shrinkage. Dartmouth is preparing to launch another major capital campaign and on the campus several major construction projects loom, with new construction or renovation of six new faculty homes associated with the residential cluster project first in line, followed closely by the renovation and expansion of the Hood Museum and the construction of two cluster related student social spaces. Given all of the other campus projects on various front and rear burners, staff expects the next decade to be another busy one in terms of College-related construction. While vacancies currently exist in Downtown Hanover, the significant number of retail vacancies that opened up last spring are all well on their way to being filled with several new and relocated businesses due to open this spring/summer. Overall the downtown rental market remains relatively robust. Spring will reveal whether or not the residential real estate market continues to lead the local real estate market out of post-recession recovery. Inventory is low and demand appears very strong.

On the minus side, the shift in the NH Legislature does not bode particularly well in terms of a lessening of the negative revenue impact the most recent State budget had on New Hampshire's municipalities. While a more fiscally conservative Republican majority did not lead to draconian cuts in State funding that directly impacted municipalities during the most recent biennial state budget process, Hanover and several other communities did see the State renege on their earlier award of State Assistance Grants (SAG) to offset principal and interest payments on our most recent wastewater bond, resulting in a loss of \$140,000 in projected annual offsetting revenue for our most recent wastewater plant upgrades. (Note: at press time, the NH House had voted to reinstate funding for Hanover's project; now the bill moves on to the NH Senate). The State Legislature, initiated by a budget proposal made by Governor Hassan, also reneged on its earlier promise to increase bridge aid to municipalities as part of our support for the \$.04 increase in the gas tax that took effect in July of 2015. Fortunately, Hanover does not rely on this source of state revenue because our own Public Works Department staff can perform the work in-house at considerable savings, but this move by the Governor and NH Legislature is one more sign that state lawmakers think nothing of promising revenue to municipalities during one session and then promptly taking that revenue away shortly

thereafter. The impact of cuts in the Department of Health and Human Services (HHS) will continue to play out at the local level and the presentation by our social service agency partners on February 8th gave testament to those impacts. The current State Legislative session has also seen proposals to defund the State's Regional Greenhouse Gas Initiative (RGGI) program which would directly impact the Town's ability to seek offsetting grants for energy efficiency improvements.

On the federal front, political gridlock has most municipalities expecting fairly little positive momentum on the part of the U.S. Congress. Fortunately, we are not heavily dependent on federal revenue as part of the proposed budget. Hanover has done about all we can do to position ourselves for relative municipal self-reliance, having no expectation of receiving any significant federal highway aid, fire act grant or homeland security funding and fielding no projects that rely on outside grant funding sources other than funds already in hand within the Department of Safety. The Town will continue to benefit from savings in gasoline, diesel and heating fuel – although, sadly, fuel price drops have not translated to decreases in paving prices which consume a large portion of our Public Works Department's operating budget. We have realigned our health insurance benefits package offered to our employees so that we will not face a "Cadillac tax" if national health care reform survives the aftermath of the November elections.

At the local level, we continue to move forward on many positive initiatives in spite of the general pessimism and challenges faced on the international, national and state front. We continue to plan for a gymnasium addition to the Richard W. Black Community Center. We are working with Twin Pines Housing Trust on a potential replacement and expansion of the Summer Park affordable housing facility on Lebanon Street. We continue to plan for implementation of sidewalk and bike path construction with the Bicycle and Pedestrian Committee. Budgeting \$50,000 per year, Town staff is implementing energy efficiency improvements in all Town facilities, from solar panels to low temperature heat pumps to wood chip boilers, LED lighting installation, window replacement, insulation replacement and upgrades, etc. On the regional front, the Town is working closely with Hartford, Norwich and Lebanon around fire and EMS mutual aid, shared use of apparatus and equipment and joint training. The opportunity for a larger regional dispatch center is being explored by Hartford, Norwich and Hanover, designed to increase our effectiveness and reduce overhead costs currently associated with operating two separate regional dispatch centers. Finally, Town staff is working with Wide Open Networks on the design for a fiber extension project to include installation of underground conduit by Town staff which would then be utilized by NH FastRoads to extend open access fiber to Hanover residents, focusing specifically on under and unserved areas of Town. A town-wide assessment district would then be created to finance this build-out if Hanover residents are willing to support this method of financing. There is no shortage of local energy around worthwhile projects, in spite of the prevailing mood all around us.

In conclusion, as was the case last year, we continue to have a fair bit of hesitancy in anticipating a rosier political and economic future on which to build a more robust proposed operating budget including more confidently forecast significant revenue growth. As such, we have taken a fairly conservative approach in proposing a budget to the Town for consideration. This budget necessitates a tax rate increase of no more than 1.57%, avoids large, one-time expenditures unless funded by reserves and planned for in the CIP, and also avoids increases in service levels, focusing instead on expenditures designed to increase our energy and operational efficiency.

Highlights – Tax Supported Funds

General Fund

The General Fund Proposed Budget for FY 2016-17 recommends appropriations totaling \$14,492,870, which represents a decrease of \$968,626 or 6.3% below the appropriation for FY 2015-16. Taking into

account the benefit of the growth in total assessed valuation (projected to be \$20 million) and netting out the General Fund's capital reserve expenditures totaling \$692,100 which are offset by the transfer in of revenue from various reserves, a General Fund tax rate increase of 1.57% is required to fund this budget, taking the tax rate from the current \$4.65 to \$4.71.

Revenue

1. The Proposed Budget assumes an estimated \$20 million increase in total assessed valuation which generates an additional **\$93,000** at the current tax rates above the tax revenues budgeted for FY 2015-16.
2. As we are in the second year of the biennial State budget, we can relax knowing that there is not likely to be any budget downshifting occurring in the upcoming fiscal year. For FY 2016-17 we can anticipate an increase of \$30,000 in State Highway Aid resulting from the increase in the gas tax that went into effect in July of 2015.
3. Certain non-tax revenues are projected to continue performing at a stronger level, specifically, the budget-to-budget increase for Motor Vehicle Registration and Building Permit revenue is proposed at **\$64,565** and **\$40,000**, respectively. These increases are borne out by the level of actual activity in FY 2015-16.
4. Twin Pines Housing Trust will pay the Town **\$60,380** in the form of an offsite improvement fee to be utilized to build a section of sidewalk on west side of Route 120 between Buck and Greensboro Roads, to include a crosswalk at Greensboro Road and Route 120. Public Works Department staff will construct the project during the summer of 2016.

Expenditures

1. In FY 2016-17, the total increase in General Fund Salaries and Benefits, reflects a year-to-year increase of 2.6%, representing an additional **\$257,247** of General Fund expenditures. This increase includes full implementation of the Class and Comp Study for the Police bargaining unit (NEPBA Local 27 – Police Officers and Dispatchers) which was not implemented in FY 2015-16 when the recommendations of the study were implemented for all other Town staff as the result of a failure to reach agreement on a new NEPBA labor contract. In addition, this increase includes the regular 2% step increases effective on each employee's anniversary based on satisfactory performance and the 1.5% annual cost-of-living adjustment effective July 1, 2016, based on the two union contracts (AFSCME and IAFF) approved by Town Meeting in May of 2015.
2. The guaranteed maximum rate increase for the Town's FY 2016-17 health insurance premiums was set at 8.6% in October. However, given the negotiated change in the health insurance plan from a point-of-service plan to a managed-care plan used to determine the benefits dollars available to employees, leads to projecting a budget to budget decrease of 2.7% or **\$79,520**.
3. Per capita support for the provision of ambulance services to our participating communities is expected to increase from **\$30.45** to **\$34.78**, an increase of 14.23%. Accordingly, Hanover's community contribution from the General Fund to the Ambulance Fund increases by over **\$34,385** as the cost of providing emergency medical service continues to increase while the amount of revenues available through insurance and contractual obligations and Medicare stay relatively flat, or even decline. In addition, the percentage of unpaid and uncollectible bills continues to climb, which has led the Town to consider finding an alternate billing agent.

4. The Senior Planner position is increased to a full-time position (35 hours per week up from 28 hours per week) effective July 1, 2016 in recognition of the increasing workload currently faced by the Planning and Zoning Department as the pace of development activity increases in town. The role of the prior Assistant Building Inspector is filled by the Deputy Fire Chief with 50% of the salary of the position charged to the General Fund to reflect the portion of the Deputy Chief's time allocated to General Fund activities. Funding for a part-time administrative clerk is reduced by \$10,000 with the intention of contracting out the minutes-taking work for the Planning Board and ZBA.
5. Proposed in the FY 2016-2017 is a request for **\$61,140** for the initial funding to replace the Town's legacy accounting and budgeting system with cloud-based Enterprise Resource Planning (ERP) software. The Town was informed some time ago that our existing administrative software will not be further developed. We have begun talking with our vendor about a suitable migration path – a path that affords us new technology, excellent controls and reporting, and high value by leveraging our commitment to their product line. We have seen an initial demonstration of one of their products, MUNIS, and we see many opportunities for workflow improvement, enhanced transparency of financial and budgeting information, and improved overall management of our financial and personnel information. In the detail of the budget, there is **\$50,000** proposed in Administrative Services (accounting, HR, workflow, budget development), **\$5,500** in Planning and Zoning (for permit and code enforcement), and **\$5,640** in the Department of Public Works (for work order and research management). The investment in such forward-looking technology will be returned over time in more efficient administrative processes and better financial management reporting.
6. In IT, we propose to upgrade the Hosted Outlook Exchange program (**\$22,500**) to include office applications. The benefits of doing this are as follows: 1) an upgrade will enable the Town access to implement up-to-date versions of office applications (Town staff are currently two updates behind); 2) Office 365 lives in the cloud which means accessibility from anywhere with an Internet connection; 3) patches and maintenance are managed by service providers such as Google and Microsoft; 4) staff collaboration internally is enhanced by access to Office applications now in the cloud; 5) functionality will be brought to its fullest potential with implementation of updated versions.
7. During the summer of 2016, Town staff will construct a sidewalk segment on the west side of Route 120 between Buck Road and Greensboro Road utilizing off-site improvement fees paid to the Town by Twin Pines Housing Trust as part of the final phase of construction in the Gile Hill affordable and market rate housing development (**\$60,380**). The cost is fully offset by the developer fee.
8. Public Works Department staff will make modest repairs to the Great Hollow Road Bridge (**\$25,000**) which was damaged by State plow trucks. Full replacement of the bridge is very costly because the bridge is on the National Register of Historic Places. The Town is reserving bridge repair funds so that the bridge can be fully rebuilt in the future.
9. The Safe Routes to School Committee and ensuing report recommended a number of route safety improvements. The multi-use path (MUP) constructed on Lyme Road last summer was the first priority. The second priority is the construction of a sidewalk segment on Hemlock Road connecting the Ray School sidewalk with Rip Road, along with an improved crosswalk at the Hemlock and Reservoir Road location. Town staff will perform that work in the summer of 2016 (**\$19,000**). Funds for the project are recommended to be withdrawn from the Municipal Transportation Improvement Fund.

10. The Bike and Pedestrian Committee recommends funding of the construction of an enhanced crosswalk on East Wheelock Street between Crosby and Park Streets opposite the entrance to Alumni Gym (**\$25,000**), also to be constructed by Town staff. Funds for this project are also recommended to be withdrawn from the Municipal Transportation Improvement Fund.
11. Funds for the reconstruction of the Allen Street sidewalk on both the north and south sides from the Lot 1 entrance to School Street are requested (**\$15,750**). These two concrete sidewalk segments are in very poor condition and need full replacement, to be done in conjunction with the paving of the privately owned parking lot which will be implemented in the summer of 2016. The Town then proposes to operate this parking lot for public use and a portion of the revenue will then be shared with the owner in the form of annual lease payments.
12. In the fall of 2015, Casella notified the Town that they were forced to increase the Town's recycling contract cost from the current \$137,000 to \$196,000 upon the expiration of the current contract on June 30, 2016. This increase is ostensibly due to the severe softening that has occurred in the recycling market. With no other competitors to provide this curbside business in the Upper Valley, the Town is forced either to budget for the full increase or look to bring the service in-house. Town staff recommends budgeting for the full increase (**\$59,000**) for FY 2016-17 although we will take the time to fully explore whether or not we can save significant cost by bringing the curbside recycling service in house.
13. The replacement of the remainder of the Police Department fleet is proposed for FY 2016-17 (**\$117,600**). In FY 2015-16 the Town replaced the Department's four cruisers which are typically replaced every three years given the high mileage and heavy wear and tear associated with the patrol fleet. The three unmarked vehicles utilized by the command and investigations staff are not replaced as frequently due to their lower mileage. This purchase is fully funded by a transfer in from the Police Department vehicle reserve fund so has no impact on the municipal tax rate.
14. The Dispatch Division recommends funding for the purchase of a simulcast radio system. Funding of **\$80,000** is withdrawn from the Dispatch Equipment capital reserve fund, to be matched with the receipt of \$80,000 in State grant funds. This will replace the current 17 year old Police Radio Base system which is similar to the Fire Radio system which was replaced with grant funds in 2013. This system will provide much better radio coverage town-wide which will reduce a number of officer safety issues related to spotty coverage in several more remote areas of the community. The current radio bases are no longer being supported by the manufacturer, and we are relying on a supply of used parts to maintain the system.

Fire Fund

The proposed FY 2016-17 Budget recommends Fire Fund expenditures of \$3,299,380, representing a decrease of \$98,686 or 2.9% below the FY 2015-16 appropriations. Of this amount, \$103,075 is funded from the Fire Equipment Capital Reserve with no resulting impact on the Fire District tax rate.

The proposed Fire District tax levy for FY 2016-17 is projected to be \$1.57, up from the current year's levy of \$1.53. With projected growth in the Town's net assessed valuation, if the projected tax levy was recovered through one tax rate across all Town properties, there will be a 2.43% tax rate increase to fund the proposed Fire Fund budget.

1. On the Fire side, Chief McMillan continues to identify operational priorities that must be addressed. The Chief has already made great strides on the equipment replacement and upgrade front and has placed a strong emphasis on regional coordination with the Lebanon, Hartford and Norwich Fire Departments. In FY 2016-17 the Department will place significant emphasis on

regional training, an increase in the number of paramedics within the Department and on improving the Department's expertise in several technical areas. The Chief has also focused on the need for enhanced rural search and rescue operations given that the Town hosts a major section of the Appalachian Trail and many actively used trails in remote areas of Town. Funds are budgeted to enhance the rural fire and EMS response capabilities (\$14,400) including purchase of a forestry skid tank, forestry hose and multiple pieces of portable forestry fire and EMS equipment.

2. Chief McMillan has been able to transition a part-time a Deputy Fire Chief/ Safety Inspector position (formerly held by retired Hanover Fire Captain Jeryl Frankenfield who passed away in the fall of 2015) by combining the resources previously allocated to the Department's part-time Fire Inspector position in the Fire Fund and the former part-time Assistant Building Inspector position in the General Fund (vacated in early 2015). By creating the position, the Chief now has a full second-in-command and has enabled even closer coordination in inspection between the Fire and Planning and Zoning Departments. Half of the Deputy Chief's salary is charged to the General Fund-supported Planning and Zoning Department in recognition of the amount of time the position allocates to ongoing building and life safety code inspections.
3. A new vehicle is purchased for the Deputy Fire Chief (**\$35,000**) to replace the current vehicle which has high mileage and has required frequent repair. As a responder to many fire calls and a full range of daily inspections the Deputy Chief makes heavy use of the assigned vehicle. The purchase is funded from the Fire Equipment Reserve.
4. The Fire Department's main station facility, constructed in the early 1970's, presents some significant energy efficiency challenges. The building is woefully under-insulated and the Fire Fund's Undesignated Fund Balance is tapped in the proposed budget to pay for the removal of the exterior siding on a portion of the building, installation of insulation and replacement of the siding (**\$42,725**). Public Works and Fire Department staff will perform the work in order to reduce the cost of the project.
5. Repair of the shingle roof and replacement of the old, energy inefficient doors in the Etna Station are funded (**\$25,100**).

Parking Fund

The Parking Fund Budget for FY 2016-17 anticipates expenses and revenues of \$1,835,740 which is an increase of \$30,481 or 1.7% over the FY 2015-16 appropriation. The increase reflects minor expenditure increases in several accounts. Of the total, \$21,000 in capital reserve purchases is anticipated in FY 2016-17. No reinstatement of the Downtown Parking District Tax is required.

1. With the transfer of some of the remaining administrative responsibilities previously held by the former Parking Division Administrative Assistant to the staff of the Administrative Services Department, a portion of their General Fund salaries was allocated to the Parking Fund in FY 2014-15. While we charged a portion of the Assessing Financial and Information Analyst position plus related benefits (**\$15,699**) to the Parking Fund in FY 2015-16 as a result of providing front office support to the parking operation, in FY 2016-17 we throttle back that support in exchange for converting one of the parking enforcement positions to full-time, an action which was approved by the Selectboard and implemented in mid-2015. This individual has absorbed the administrative tasks formerly assigned to the staff of the Assessing Department.
2. Funds are budgeted to complete a Parking Facility Master Plan (**\$30,000**). As part of the Board's consideration of granting parking credits to new and expanding businesses in the

Parking District in exchange for receipt of parking construction fees, Town staff would like to work with Dartmouth College to plan for future parking facility expansion within the District.

3. The Town has agreed to rent the newly created parking lot located at 9 Allen Street from the owner so that we can make the lot available for public parking. Funds are budgeted for installation of a solar powered parking kiosk **(\$10,000)**. The revenue generated by public use of the lot will more than offset the cost of kiosk installation and parking lot enforcement and maintenance after the rental payment is netted out of the total lot income.
4. The small public parking lot located at 2 West Wheelock Street will be repaved in 2016 **(\$16,000)**.
5. The Parking Division’s small truck is proposed for replacement in 2016 **(\$21,000)**. Town staff hopes to purchase an electric vehicle now that the Town hosts two electric vehicle charging stations in the Parking Facility.

Highlights – Non-Tax Supported Funds

Ambulance Fund

The FY 2016-17 Budget for the Ambulance Fund recommends expenditures of \$886,871, which amounts to an increase of \$68,063 or 8.4% above the FY 2015-16 Budget. No major capital purchases are anticipated in the proposed budget.

1. Per capita support for the provision of ambulance services to our participating communities is expected to increase from \$30.45 to \$34.78, an increase of 14.23%. Accordingly, Hanover’s community contribution from the General Fund to the Ambulance Fund increases by \$34,385 as the cost of providing emergency medical service continues to increase while the amount of revenues available through insurance and contractual obligations and Medicare stay relatively flat or even decline. We have resisted increasing our rates and fees schedule to a significant degree, knowing the result would be a nominal increase in revenues and a larger increase in uncollected amounts and contractual obligations written off.
2. The Fire Department proposes elevating the training for two of the Department’s Firefighter-EMT’s to the Paramedic-level and funds are provided to provide for the training expense.
3. Several years ago the Town contracted out ambulance billing which resulted in a boost of revenue due to enhanced collections. Unfortunately, the Town’s current ambulance billing contractor, Comstar, has seen significant client acquisition in the past two years and we have seen a reduction in the quality of their service as a result of their growth, with a related reduction in revenue collection. As such, Town staff is now working to shift our billing business to another ambulance billing firm in the hopes that we can enhance our collections.

Town	FY2015-16 Contribution	Proposed FY2016-17 Contribution
Hanover	\$241,507	\$275,891
Lyme	\$ 52,248	\$ 59,686
Norwich	<u>\$107,052</u>	<u>\$122,294</u>
Totals	<u>\$400,807</u>	<u>\$457,871</u>

Water Reclamation Facility Fund

The recommended expenditures in the WRF Fund for FY 2016-17 are \$3,173,688 representing an increase of \$419,573, or 15.2%. The increase reflects the cost of replacing the facility's grit removal system, which is proposed to be funded by the Water Reclamation Facility Equipment and Plant capital reserve.

1. Sewer usage fees are billed quarterly to customers and include a fixed capacity charge and a variable flow charge. As our users have become more conscientious about conserving water, there has been strain on the revenue side of the equation; consequently, we are proposing more substantive increases in the flow charges for water and sewer.
2. Governor Hassan's proposed reinstatement of funding for the State's "delayed and deferred" State Aid Grant program in FY 2013-14, which was funded by the Legislature during the 2013 session, was welcome news indeed as Hanover was on the list to receive \$140,000 in annual State grant funds to offset the loan payments for the most recent wastewater upgrades. However, by the Governor's FY 2015-16 budget, funding for the "delayed and deferred" SAG program had been stripped. In mid-March the House voted to reinstate funding for the program in FY 2016-17 and now the bill moves on to the Senate.
3. One capital project is proposed for 2016-17 – replacement of the plant's grit removal system **(\$350,000)**. This machinery screens all of the incoming wastewater prior to treatment, removing sand, rocks, non-waste items such as rags, and other such material. In addition, two of the Division's vehicles are proposed for replacement (one utility vehicle and one truck with dump body - **\$119,500**). These purchases are funded by a transfer in from the Water Reclamation capital reserve fund.
4. The budget also includes funding for installation of two wastewater flow monitors at the Hanover-Lebanon town line in our two main transmission locations on Route 120 and Route 10. These devices will more closely measure the total wastewater flows received at our facility from the DHMC-Centerra and Sachem Village-Northwest Lebanon service areas so that we can insure that our wastewater customers in Lebanon are paying their full share of the treatment costs. The Town will finance the initial installation of these monitors and then back-charge the City of Lebanon for the cost.

Water Utility Fund

The recommended expenditures in the Water Utility Fund for FY 2016-17 are \$1,828,985 which represents a decrease of \$111,876%. Of the total, \$27,000 is proposed to be funded by the Water Utility capital reserve.

Since becoming municipalized in FY2011, the Town has made significant improvements to the management of the water utility system. These improvements have included investments in infrastructure, new meters, investment in invasive growth management on watershed property, and the establishment of a capital reserve fund. Unfortunately, the Town has not seen the capture of previously unmeasured flows that we anticipated. And, while applauding our citizens' water conservation efforts, there is now a real need to address the revenue side of the fund to make sure that there are adequate resources to responsibly manage the Water Utility Fund. Accordingly, a water rate increase of ~8.5% will be proposed to the Board in June.

HANOVER FINANCE COMMITTEE

Position Statement on Town of Hanover FY17 Proposed Budget

Summary:

During its public meeting on March 8, 2016, the Hanover Finance Committee (HFC) voted 3 to 1 to support the proposed FY17 Hanover town budget. The HFC is an appointed Town committee comprised of Hanover residents¹ charged with reviewing financial matters of the Town of Hanover and Hanover School District, and offering guidance on those matters to the Town and its officials. As part of its deliberations about the proposed Town budget, the HFC reviewed projected revenue and expenditure data and discussed details of the budget with town officials.

Majority Opinion:

After careful review, the majority of HFC members concluded that the proposed budget represented a modest increase in the tax rate and the tax levy while meeting the needs of administrators to conduct the business of the Town. We recommend that Hanover residents adopt this budget. In voting with the majority, the Committee members noted that the budget represents a tax rate increase, including the fire districts, of 1.57% and a tax levy increase of 2.63%. The final budget represents a lower tax rate increase than the original budget guideline of 2.5% set by the Select Board in December, and demonstrates an effort on their part to constrain the impact of increases on Hanover taxpayers.

It should be noted that the lower rate increase is primarily a result of significantly lower levels of spending in the current year than originally planned. This allowed for additional initiatives slated for FY17 to be funded in the current year. While a majority of the Finance Committee believes this to have been a responsible and responsive approach, Town officials cannot rely on similar circumstances every year. For this reason, HFC members remain concerned about the future trajectory of the tax rate and foresee an ongoing need for restraint and a reliance on sound fiscal policy in future budget development.

Minority Opinion:

The HFC minority found the proposed Town tax levy increase of 2.63% (\$319,000) to be unacceptable during a year when inflation was negative 0.4%. The proposed budget represents a tax levy increase of 3% above inflation. The minority finds this increase to be an unacceptable continuation of long-term tax levy increases of three times that of inflation. The minority concluded that the proposed budget should be rejected and recommends that the Town adopt a total tax levy equal to last fiscal year (i.e., level funding).

In looking at the long-term trends in Town taxes (i.e., excluding county and school taxes), the total Town tax levy has nearly doubled from \$6.55 million in FY03 to the proposed \$12.45 million in FY17 (a \$5.90 million increase). Over this 14-year period, the Town tax levy increased by 90% while inflation grew by only 31%. Stated differently, since FY03, the Town tax levy has increased by 4.7% per year, while inflation measured only 2.1% annually.

The minority urges the Town to shift to a path of sustainable long-term spending, and believes that with strong fiscal leadership the town can provide good services without increasing the tax levy for FY17.

¹ The members of the HFC are Heidi Postupack (Chair), Daryl Press, John Ruth, Kari Asmus, Nancy Marion, Bill Geraghty (Select Board representative), and Dan Rockmore (Hanover School Board representative)

Town of Hanover - Gross Appropriations Budget Overview

	2015-2016 Approved Budget	2016-2017 Proposed Budget	Incr/(Decr)	% Change
General Fund:				
General Government Administration	1,723,543	1,916,335	192,792	11.2%
Town Properties	1,635,615	843,016	(792,599)	-48.5%
Police Department	2,885,974	2,654,472	(231,502)	-8.0%
Public Works	3,564,968	3,863,827	298,859	8.4%
Health and Social Services	327,573	364,899	37,326	11.4%
Parks and Recreation	877,611	946,337	68,726	7.8%
Libraries	1,146,263	1,200,880	54,617	4.8%
Conservation Commission	21,800	31,800	10,000	45.9%
Unallocated - Pooled Expenditures	3,278,149	2,671,304	(606,845)	-18.5%
Total General Fund	15,461,496	14,492,870	(968,626)	-6.3%
Tax Supported Funds:				
General Fund	15,461,496	14,492,870	(968,626)	-6.3%
Fire Fund	3,398,066	3,299,380	(98,686)	-2.9%
Parking Operations*	1,805,260	1,835,740	30,481	1.7%
Total Expenditures-Tax Supptd. Funds	20,664,822	19,627,990	(1,036,832)	-5.0%
Tax Subsidy	12,205,498	12,533,000	327,502	2.7%
Tax Ratio	59.06%	63.85%		8.1%
<i>*The Parking Operations Fund is substantially self-funded from Parking fees and fines, receiving a fixed amount of 85,000 annually from Tax Increment Financing District taxes levied.</i>				
Non-Tax Supported Funds:				
Water Reclamation Facility	2,754,115	3,173,688	419,573	15.2%
Water Utility Fund	1,940,861	1,828,985	(111,876)	-5.8%
Hanover Ambulance Services	817,808	886,871	69,063	8.4%
Total Non-Tax Funds	5,512,784	5,889,544	376,760	6.8%
Grand Total Appropriations-All Funds	26,177,606	25,517,534	(660,073)	-2.5%
Capital Projects Funded from Capital Reserve and Other Reserve Funds:				
General Fund	1,885,869	692,100	(1,193,769)	-63.3%
Fire Fund	216,154	103,075	(113,079)	-52.3%
Parking Operations	44,000	21,000	(23,000)	-52.3%
Water Reclamation Facility	47,500	459,500	412,000	867.4%
Water Utility Fund	77,500	27,000	(50,500)	-65.2%
Total from Reserve Funds for Capital Projects	2,271,023	1,302,675	(968,348)	-42.6%
Grand Total All Funds <u>Less</u>				
Reserve Funded Capital Projects	23,906,583	24,214,859	308,275	1.3%

Town of Hanover Budget Departmental Summary

Budget Line-Item Detail available at www.hanovernh.org - follow links to May 2016 Town Meeting Budget Information

	<u>FY2013 Year- End Actuals</u>	<u>FY2014 Year- End Actuals</u>	<u>FY2015 Year- End Actuals</u>	<u>FY2016 Adopted Budget</u>	<u>FY2017 Proposed Budget</u>	<u>% Change FY16 Budget to FY17 Budget</u>	<u>\$ Change FY16 Budget to FY17 Budget</u>
<u>General Fund Revenues and Transfers from Reserve Funds</u>							
Administrative Svcs/Genl Govt	1,388,790	1,404,900	1,508,604	1,421,189	1,495,028	5.2%	73,839
Planning and Zoning	246,490	329,474	413,044	311,200	362,200	16.4%	51,000
Town Properties	62,495	204,533	119,520	512,080	61,895	-87.9%	(450,185)
Police	570,063	556,042	563,751	1,138,554	826,265	-27.4%	(312,289)
Public Works	675,563	780,296	702,678	887,504	705,199	-20.5%	(182,305)
Parks and Recreation	534,965	589,521	645,102	616,375	655,910	6.4%	39,535
Libraries	64,086	67,663	59,685	63,425	63,225	-0.3%	(200)
Conservation Commission	56,748	65,950	20,351	10,000	10,000	0.0%	-
Unallocated - Pooled Revenues	9,072,424	9,285,725	9,626,595	10,501,169	10,313,148	-1.8%	(188,021)
Total General Fund Revenues/Tsfrs	12,671,625	13,284,104	13,659,330	15,461,496	14,492,870	-6.3%	(968,626)
<u>General Fund Expenditures</u>							
Personnel Costs							
Administrative Svcs/Genl Govt	958,134	1,016,240	996,933	1,023,454	1,037,442	1.4%	13,988
Planning and Zoning	395,330	301,427	306,275	394,578	463,665	17.5%	69,087
Town Properties	234,967	236,851	246,098	258,177	270,401	4.7%	12,224
Police	1,945,784	1,956,127	1,994,258	2,120,680	2,164,801	2.1%	44,121
Public Works	1,454,321	1,500,940	1,540,389	1,652,400	1,705,017	3.2%	52,617
Health and Social Services	16,533	11,868	12,691	14,877	14,877	0.0%	(0)
Parks and Recreation	482,991	503,371	563,234	620,076	708,978	14.3%	88,902
Libraries	897,571	925,717	961,526	1,027,512	1,085,339	5.6%	57,827
Associated Employee Benefits	2,482,465	2,721,546	2,696,530	2,925,044	2,845,524	-2.7%	(79,520)
Total Personnel	8,868,096	9,174,089	9,317,935	10,036,798	10,296,045	2.6%	259,247

Town of Hanover Budget Departmental Summary

Budget Line-Item Detail available at www.hanovernh.org - follow links to May 2016 Town Meeting Budget Information

	<u>FY2013 Year- End Actuals</u>	<u>FY2014 Year- End Actuals</u>	<u>FY2015 Year- End Actuals</u>	<u>FY2016 Adopted Budget</u>	<u>FY2017 Proposed Budget</u>	<u>% Change FY16 Budget to FY17 Budget</u>	<u>\$ Change FY16 Budget to FY17 Budget</u>
Non-Personnel Costs							
Administrative Svcs/Genl Govt	306,250	326,843	309,106	269,479	370,277	37.4%	100,798
Planning and Zoning	78,469	60,057	60,079	36,032	44,950	24.8%	8,918
Town Properties	536,075	705,781	725,018	1,377,438	572,615	-58.4%	(804,823)
Police	133,786	280,258	279,151	765,294	489,671	-36.0%	(275,623)
Public Works	2,152,267	2,033,093	2,104,838	1,912,568	2,158,810	12.9%	246,242
Health and Social Services	247,968	276,715	286,925	312,696	350,022	11.9%	37,326
Parks and Recreation	259,165	299,535	304,905	257,535	237,359	-7.8%	(20,176)
Libraries	132,019	128,573	109,871	118,751	115,541	-2.7%	(3,210)
Conservation Commission	37,106	73,127	25,570	21,800	31,800	45.9%	10,000
Unallocated - Pooled Expenditures	(112,201)	(203,380)	(97,943)	353,105	(174,220)	-149.3%	(527,325)
Total Non-Personnel	3,770,903	3,980,601	4,107,520	5,424,698	4,196,825	-22.6%	(1,227,873)
Personnel and Non-Personnel							
Administrative Svcs/Genl Govt	1,264,384	1,343,083	1,306,039	1,292,933	1,407,720	8.9%	114,787
Planning and Zoning	473,798	361,483	366,354	430,610	508,615	18.1%	78,005
Town Properties	771,043	942,632	971,116	1,635,615	843,016	-48.5%	(792,599)
Police	2,079,570	2,236,386	2,273,409	2,885,974	2,654,472	-8.0%	(231,502)
Public Works	3,606,587	3,534,033	3,645,226	3,564,968	3,863,827	8.4%	298,859
Health and Social Services	264,501	288,583	299,616	327,573	364,899	11.4%	37,326
Parks and Recreation	742,157	802,906	868,140	877,611	946,337	7.8%	68,726
Libraries	1,029,590	1,054,291	1,071,397	1,146,263	1,200,880	4.8%	54,617
Conservation Commission	37,106	73,127	25,570	21,800	31,800	45.9%	10,000
Unallocated - Pooled Expenditures	2,370,263	2,518,166	2,598,587	3,278,149	2,671,304	-18.5%	(606,845)
Total General Fund Expenditures	12,638,999	13,154,691	13,425,454	15,461,496	14,492,870	-6.3%	(968,626)
General Fund Municipal Property Tax	8,329,334	8,665,194	8,931,903	9,215,719	9,434,000	2.4%	218,281
General Fund Tax Ratio	65.9%	65.9%	66.5%	59.6%	65.1%		

Percentage of General Fund Appropriations Paid for by Taxes

Town of Hanover Budget Departmental Summary

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	<u>FY2013 Year- End Actuals</u>	<u>FY2014 Year- End Actuals</u>	<u>FY2015 Year- End Actuals</u>	<u>FY2016 Adopted Budget</u>	<u>FY2017 Proposed Budget</u>	<u>% Change FY16 Budget to FY17 Budget</u>	<u>\$ Change FY16 Budget to FY17 Budget</u>
<u>Special Funds Revenues</u>							
Fire Department	2,957,889	3,237,128	3,022,648	3,398,066	3,299,380	-2.9%	(98,686)
Hanover Ambulance Services	701,312	807,065	709,457	817,807	886,871	8.4%	69,064
Water Reclamation Facility	2,441,936	2,697,037	2,557,805	2,754,116	3,173,688	15.2%	419,572
Water Utility Fund	1,452,838	1,876,908	1,680,116	1,940,861	1,828,985	-5.8%	(111,876)
Parking Operations	1,607,792	1,985,216	1,880,900	1,805,261	1,835,740	1.7%	30,479
Total Special Funds Revenues	9,161,768	10,603,355	9,850,925	10,716,111	11,024,665	2.9%	308,553
<u>Special Funds Expenditures</u>							
<u>Personnel Costs</u>							
Fire Department	1,825,761	1,873,608	1,863,072	1,983,191	2,105,157	6.1%	121,966
Hanover Ambulance Services	503,733	547,167	556,223	586,232	623,096	6.3%	36,864
Water Reclamation Facility	580,781	604,698	598,217	636,980	654,966	2.8%	17,986
Water Utility Fund	425,006	470,191	406,657	427,310	429,470	0.5%	2,160
Parking Operations	502,830	357,764	355,304	364,132	370,191	1.7%	6,059
Total Personnel	3,838,111	3,853,427	3,779,473	3,997,845	4,182,880	4.6%	185,035
<u>Non-Personnel Costs</u>							
Fire Department	1,132,128	1,331,905	1,279,066	1,414,875	1,194,223	-15.6%	(220,652)
Hanover Ambulance Services	197,579	273,757	202,924	231,575	263,774	13.9%	32,199
Water Reclamation Facility	1,654,679	1,917,284	1,910,520	2,117,136	2,518,722	19.0%	401,586
Water Utility Fund	1,192,252	1,641,966	1,420,186	1,513,551	1,399,515	-7.5%	(114,036)
Parking Operations	1,098,499	1,532,850	1,492,571	1,441,129	1,465,550	1.7%	24,421
Total Non-Personnel	5,275,136	6,697,761	6,305,266	6,718,266	6,841,784	1.8%	123,518

Town of Hanover Budget Departmental Summary

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	<u>FY2013 Year- End Actuals</u>	<u>FY2014 Year- End Actuals</u>	<u>FY2015 Year- End Actuals</u>	<u>FY2016 Adopted Budget</u>	<u>FY2017 Proposed Budget</u>	<u>% Change FY16 Budget to FY17 Budget</u>	<u>\$ Change FY16 Budget to FY17 Budget</u>
Personnel and Non-Personnel							
Fire Department	2,957,889	3,205,512	3,142,138	3,398,066	3,299,380	-2.9%	(98,686)
Hanover Ambulance Services	701,312	820,924	759,147	817,808	886,871	8.4%	69,063
Water Reclamation Facility	2,235,459	2,521,982	2,508,737	2,754,115	3,173,688	15.2%	419,573
Water Utility Fund	1,617,258	2,112,157	1,826,843	1,940,861	1,828,985	-5.8%	(111,876)
Parking Operations	1,601,329	1,890,614	1,847,875	1,805,260	1,835,740	1.7%	30,481
Total Special Funds Expenditures	9,113,248	10,551,189	10,084,740	10,716,110	11,024,665	2.9%	308,556
Special Funds Tax Support							
Fire District Taxes	2,688,932	2,745,312	2,833,996	2,904,779	3,014,000	3.8%	109,221
Fire Fund Tax Ratio	90.9%	85.6%	90.2%	85.5%	91.4%		
<i>Percentage of Fire Fund Appropriations Paid for by Taxes</i>							
Parking District and Tax Increment							
Financing District Taxes	86,903	86,895	90,135	85,000	85,000	0.0%	-
Parking Fund Tax Ratio	5.4%	4.6%	4.9%	4.7%	4.6%		
<i>Percentage of Parking Fund Appropriations Paid for by Taxes</i>							

Town of Hanover - Recast Budget Summary - Functional Presentation

	2014-15 YTD	2015-16	2016-17		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<u>General Fund</u>					
<i>Sources</i>					
Property Taxes - Town Portion Only	8,931,903	9,215,719	9,434,000	2.4%	218,281
Motor Vehicle and Other Town Clerk Fees	1,390,587	1,305,900	1,374,965	5.3%	69,065
Charges for Services and Participant Fees	1,219,033	1,196,270	1,205,745	0.8%	9,472
State Appropriations and Federal and Other Grants	793,897	842,725	826,139	-2.0%	(16,584)
Other Reserve Funds	476,171	1,572,233	515,525	-67.2%	(1,056,708)
Planning & Zoning Permits and Fees	413,044	311,200	362,200	16.4%	51,000
PILT, Yield Tax, Cable Franchise Fee)	251,961	224,523	231,860	3.3%	7,337
Other Miscellaneous Income	153,105	343,925	230,436	-33.0%	(113,489)
Transfer from General Fund Undesignated Fund Balanc	-	314,000	177,000	-43.6%	(137,000)
Outside Project Revenue/Other Project Support	3,377	100,000	100,000	0.0%	-
Investment Income	26,253	35,000	35,000	0.0%	-
Total General Fund Sources	13,659,330	15,461,496	14,492,870	-6.3%	(968,626)
<i>Uses (w/Allocation of Facilities, Fringe Benefits and Other Costs)</i>					
Public Works	4,606,969	5,058,560	4,812,599	-4.9%	(245,961)
Police Department	3,239,395	3,959,113	3,710,373	-6.3%	(248,740)
General Town Government	2,434,841	3,041,521	2,717,926	-10.6%	(323,595)
Libraries	1,804,671	1,942,428	1,831,775	-5.7%	(110,653)
Parks & Recreation	1,339,578	1,459,874	1,420,197	-2.7%	(39,677)
Total General Fund Uses	13,425,455	15,461,496	14,492,870	-6.3%	(968,626)
<u>Fire Fund</u>					
<i>Sources</i>					
Fire District Taxes	2,833,996	2,904,779	3,014,000	3.8%	109,221
Transfer from Fire Fund Undesignated Fund Balance	-	106,346	42,975	-59.6%	(63,371)
Hydrant Rentals (Pymts from Users of Private Hydrants)	75,839	78,536	85,888	9.4%	7,352
Charges for Services (e.g., Fire Alarms, Special Detail)	38,476	67,000	71,000	6.0%	4,000
Payment in Lieu of Taxes (former Water Co. Taxes)	24,752	25,251	25,417	0.7%	166
Transfers from Capital and Reserve Fund	-	216,154	60,100	-72.2%	(156,054)
Federal, State and Other Grants	49,585	-	-	-	-
Total Fire Fund Sources	3,022,648	3,398,066	3,299,380	-2.9%	(98,686)
<i>Uses</i>					
Salaries and Benefits	1,863,072	1,983,191	2,105,157	6.1%	121,966
Hydrant System Charges (transfer to Water Fund)	496,871	405,000	405,000	0.0%	(0)
Fire Suppression	307,874	382,459	373,955	-2.2%	(8,504)
Facilities Costs (Main and Etna Fire Stations)	173,215	78,566	133,521	69.9%	54,955
Fire Apparatus and Vehicle Replacement	236,776	476,326	203,190	-57.3%	(273,136)
Administration	31,467	35,809	35,890	0.2%	81
Hazardous Materials, Fire Prevention and Alarm Mtce.	11,575	21,388	21,352	-0.2%	(36)
Training and Professional Development	21,287	15,327	21,315	39.1%	5,988
Total Fire Fund Uses	3,142,138	3,398,066	3,299,380	-2.9%	(98,686)

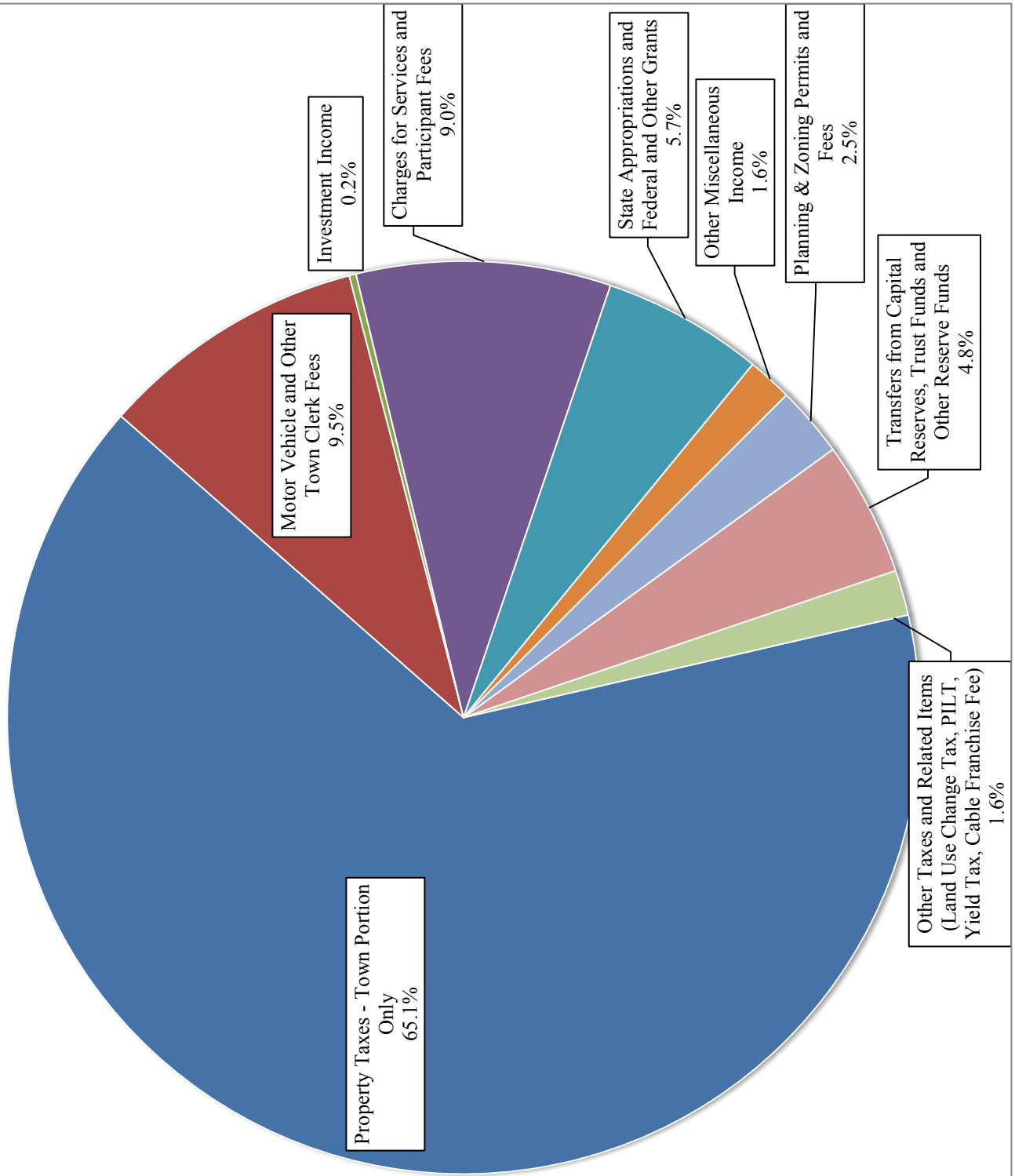
Town of Hanover - Recast Budget Summary - Functional Presentation

	2014-15 YTD	2015-16	2016-17		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<u>Ambulance Fund</u>					
<i>Sources</i>					
Service Charges (net of uncollectibles)	346,449	412,800	412,800	0.0%	-
Community Per Capita Contributions	353,965	400,807	457,871	14.2%	57,063
Other Income	9,043	4,200	16,200	285.7%	12,000
Total Ambulance Fund Sources	709,457	817,807	886,871	8.4%	69,063
<i>Uses</i>					
Salaries and Benefits	556,223	586,232	623,096	6.3%	36,863
Administration (includes G&A Overhead Allocation)	115,081	145,584	163,774	12.5%	18,190
Ambulance and Rescue Apparatus Replacement	51,000	51,000	61,028	19.7%	10,028
Operational Equipment and Supplies	36,843	34,991	38,973	11.4%	3,982
Total Ambulance Fund Uses	759,147	817,807	886,871	8.4%	69,063
<u>Water Reclamation Facility (Sewer) Fund</u>					
<i>Sources</i>					
Sewer Usage Billings	2,271,269	2,325,039	2,445,598	5.2%	120,559
Other Income	12,401	8,500	10,500	23.5%	2,000
Outside Projects	-	50,000	50,000	0.0%	-
NH DES Grant-in-Aid	152,334	153,703	152,688	-0.7%	(1,014)
Sewer Connection Fees	121,801	21,215	27,402	29.2%	6,187
Transfers from Capital Reserves	-	47,500	459,500	867.4%	412,000
Transfer from WRF Fund Undesignated Fund Balance	-	148,159	28,000	-81.1%	(120,159)
Total WRF Fund Sources	2,557,805	2,754,116	3,173,688	15.2%	419,573
<i>Uses</i>					
Plant Operations	984,738	1,173,823	1,251,578	6.6%	77,756
Plant Improvements-Capital Investment, Debt Svc	925,782	893,313	1,217,144	36.3%	323,831
Salaries and Benefits	598,217	636,980	654,966	2.8%	17,986
Outside Project Work	-	50,000	50,000	0.0%	-
Total WRF Fund Uses	2,508,737	2,754,116	3,173,688	15.2%	419,573
<u>Water Utility Fund</u>					
<i>Sources</i>					
Water Customer Billings	1,499,484	1,779,496	1,725,185	-3.1%	(54,310)
Outside Projects	8,582	75,000	50,000	-33.3%	(25,000)
Transfers from Capital Reserves	121,600	77,500	27,000	-65.2%	(50,500)
NH DES Grant-in-Aid	7,861	1,965	-	-100.0%	(1,965)
Water Connection Fees	15,328	6,300	15,300	142.9%	9,000
Other Income	27,261	600	11,500	1816.7%	10,900
Total Water Fund Sources	1,680,116	1,940,861	1,828,985	-5.8%	(111,876)
<i>Uses</i>					
Plant Improvements-Capital Investment, Debt Svc	1,130,616	1,050,800	1,000,552	-4.8%	(50,249)
Plant Operations	507,845	525,607	475,356	-9.6%	(50,251)
Salaries and Benefits	406,657	427,310	429,470	0.5%	2,160
Payment in Lieu of Taxes (former Water Co. Taxes)	251,677	262,144	273,607	4.4%	11,463
Outside Project Work	2,773	75,000	50,000	-33.3%	(25,000)
Hydrant System Charges (transfer from Fire Fund)	(472,725)	(400,000)	(400,000)	0.0%	-
Total Water Fund Uses	1,826,843	1,940,861	1,828,985	-5.8%	(111,876)

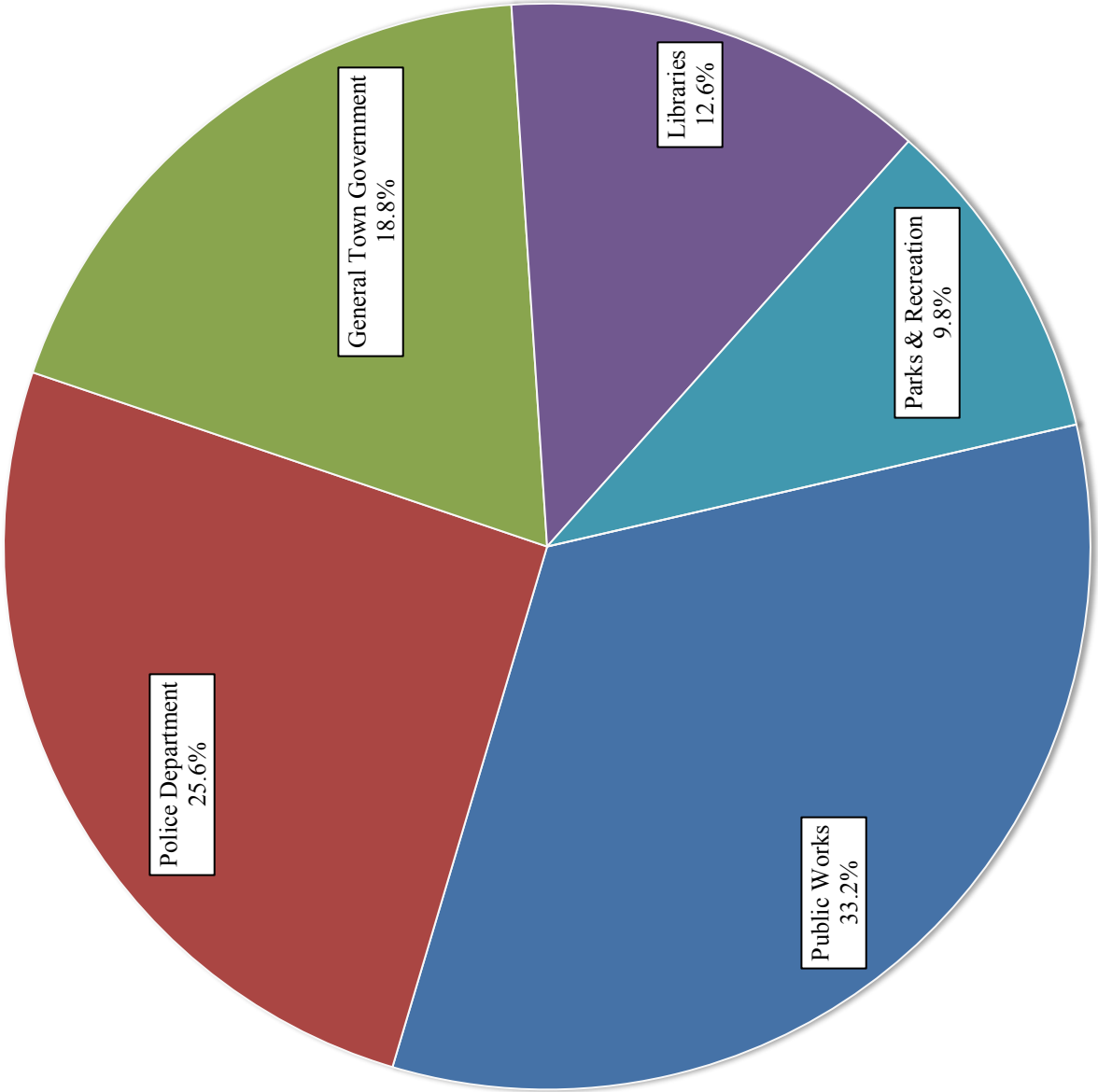
Town of Hanover - Recast Budget Summary - Functional Presentation

	2014-15 YTD	2015-16	2016-17		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<u>Parking Fund</u>					
<i>Sources</i>					
Surface Lot and Street Metered and Permit Parking	777,708	740,421	805,700	8.8%	65,280
Parking Facility Permit, Leased and Short Term Parking	574,944	559,840	568,040	1.5%	8,201
Parking Fines	395,556	370,000	350,000	-5.4%	(20,000)
Tax Increment Financing (TIF) District Levy	90,135	85,000	85,000	0.0%	-
Transfers from Capital Reserve Fund	30,000	44,000	21,000	-52.3%	(23,000)
Miscellaneous Revenues	12,557	6,000	6,000	0.0%	-
Total Parking Fund Sources	1,880,900	1,805,261	1,835,740	1.7%	30,481
<i>Uses</i>					
Parking Facility Capital Costs	452,462	474,336	446,474	-5.9%	(27,862)
Salaries and Benefits	355,304	364,132	370,191	1.7%	6,059
Administration (includes G&A Overhead Allocation)	341,549	390,557	360,430	-7.7%	(30,127)
Surface Lot and Street Parking Operating Costs	291,738	164,493	221,623	34.7%	57,130
Advance Transit Shuttle Service, Municipal Contributio	227,204	234,021	238,701	2.0%	4,680
Parking Facility Operating Costs	169,617	157,722	163,322	3.6%	5,600
Surface Lot and Street Parking Capital Costs	10,000	20,000	35,000	75.0%	15,000
Total Parking Fund Uses	1,847,875	1,805,261	1,835,740	1.7%	30,481

2015-16 Proposed Budget - Sources of General Fund Revenues



2015-16 Proposed Budget - Uses of General Fund Resources



Town of Hanover - Tax Rates Overseen by the Select Board

Note - the School and County Tax Rates are not Overseen by the Select Board

		PROPOSED 2016 Tax Rate (4/1/16-3/31/17)		2015 Tax Rate (4/1/15-3/31/16)			
Estimated Net		Tax Levy	Rate	% Incr	Net Valuation	Tax Levy	Rate
Town Funds							
General Municipal Tax Rate							
Fire District #1	2,003,688,000	9,434,000	4.71	1.25%	1,983,688,000	9,215,611	4.65
Fire District #2	1,460,179,418	2,286,168	1.57	1.96%	1,445,604,500	2,211,775	1.53
Fire District #3	529,900,653	718,605	1.36	2.27%	524,611,400	692,487	1.32
	13,607,929	9,227	0.68	1.52%	13,472,100	8,892	0.66
	Combined Fire District #1		6.27	1.52%			6.18
	Combined Fire District #2		6.06	1.58%			5.97
	Combined Fire District #3		5.39	1.44%			5.31

These tax rates are *ESTIMATES* only; the final tax rate will be set in early October 2016 by the NH Dept of Rev. Admin.

In budget adoption discussions, the Select Board considered a composite average property tax rate in an attempt to net out the impact of the three separate Fire Districts to arrive at a single tax rate increase number to discuss. If the total tax levy for the General Fund and the Fire Fund was recovered from all properties on the same basis (i.e., disregarding Fire Districts), this tax rate would be:

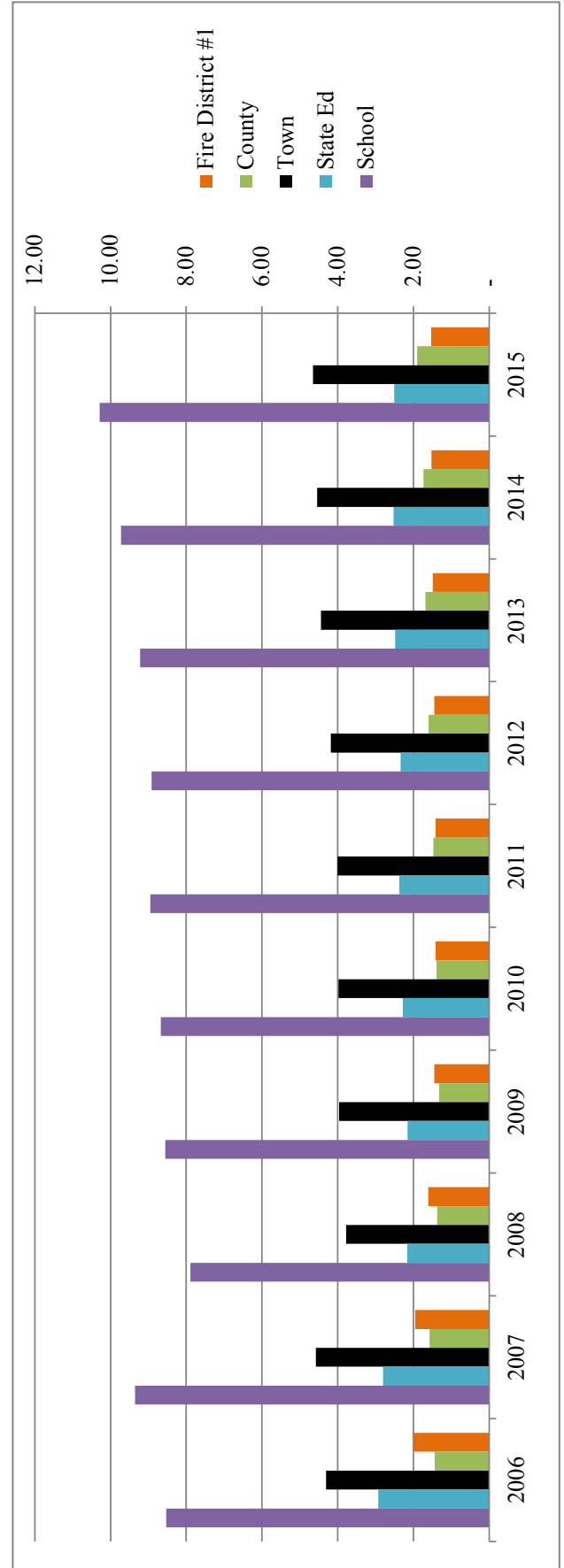
2016 Tax Year **6.21** 1.57% 2015 Tax Year **6.11**

Town of Hanover - Tax Rate History of Municipal, School and County Combined Tax Rates Fire District #1 (Properties w/in Hydrant System)

Year	Town-wide Taxable Valuation	Change in Valuation from Previous Year	Tax Rate (per \$1,000 Taxable Valuation) Breakdown					% Increase from Previous Year
			Town	County	School	State Ed	Fire District #1	
2015	1,983,688,000	18,743,400	4.65	1.90	10.29	2.51	4.2%	
2014	1,964,944,600	18,135,200	4.54	1.73	9.72	2.52	3.7%	
2013	1,946,809,400	(45,211,100) (*)	4.44	1.68	9.22	2.48	4.4%	
2012	1,992,020,500	17,255,400	4.18	1.60	8.92	2.34	1.6%	
2011	1,974,765,100	10,142,900	4.00	1.47	8.95	2.37	2.7%	
2010	1,964,622,200	27,281,600	3.98	1.39	8.67	2.28	1.7%	
2009	1,937,340,600	38,747,400	3.96	1.32	8.55	2.15	3.7%	
2008	1,898,593,200	366,842,500 (*)	3.78	1.37	7.89	2.16	-17.0%	
2007	1,531,750,700	37,983,000 (+)	4.58	1.57	9.35	2.80	5.4%	
2006	1,493,767,700	52,267,300	4.31	1.44	8.53	2.93	3.4%	
2005	1,441,500,400	19,594,500	3.76	1.51	8.44	2.94	2.8%	
2004	1,421,905,900	18,611,800	3.64	1.47	7.83	3.35	0.7%	
2003	1,403,294,100	557,544,300 (*)	3.50	1.52	7.08	4.11	-36.3%	
2002	845,749,800	22,401,000	5.54	2.13	10.92	6.86	3.2%	
2001	823,348,800	25,045,700	5.40	1.94	10.16	7.18	5.7%	
2000	798,303,100	21,617,000	5.22	1.74	9.15	7.17	10.5%	

(*) Revaluation Year

(+) Fire Districts Reconfigured

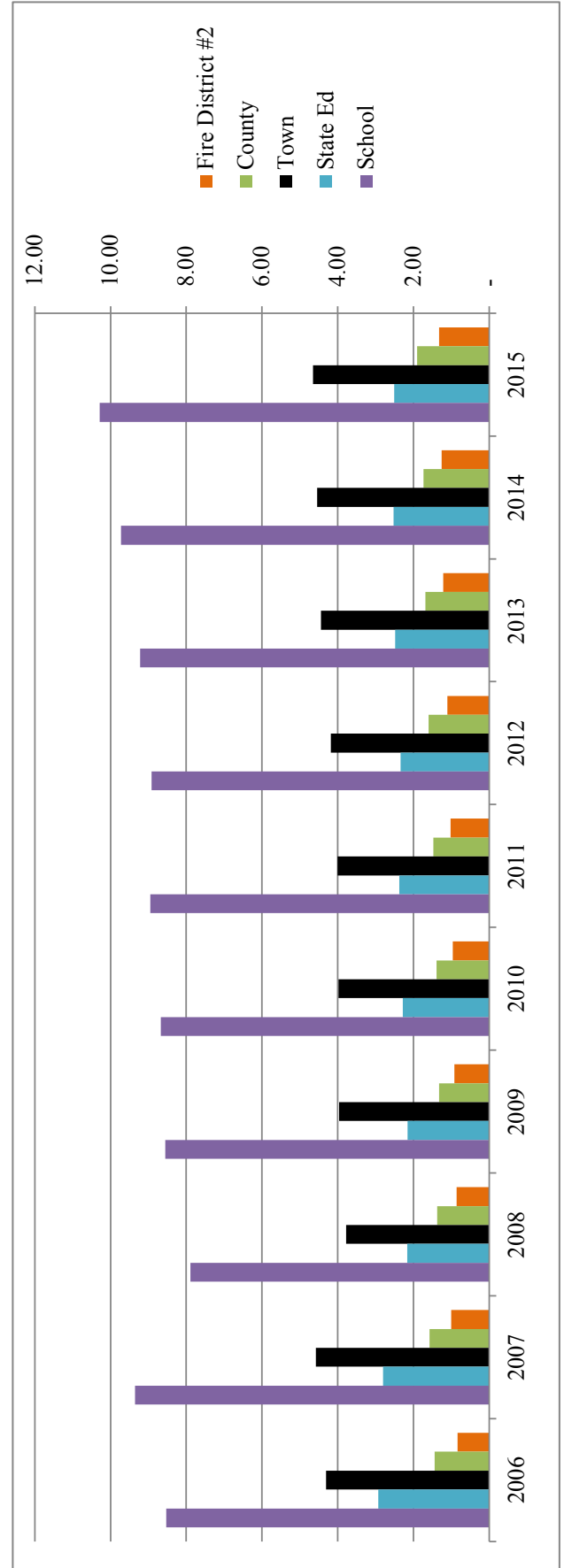


Town of Hanover - Tax Rate History of Municipal, School and County Combined Tax Rates Fire District #2 (Properties w/o Hydrant-West of Moose Mtn)

Year	Town-wide Taxable Valuation	Change in Valuation from Previous Year	Tax Rate (per \$1,000 Taxable Valuation) Breakdown						
			Tax Rate per \$1,000	% Increase from Previous Year	Town	Fire District #2	County	School	State Ed
2015	1,983,688,000	18,743,400	20.67	4.6%	4.65	1.32	1.90	10.29	2.51
2014	1,964,944,600	18,135,200	19.76	3.8%	4.54	1.25	1.73	9.72	2.52
2013	1,946,809,400 (*)	(45,211,100)	19.03	4.9%	4.44	1.21	1.68	9.22	2.48
2012	1,992,020,500	17,255,400	18.14	1.9%	4.18	1.10	1.60	8.92	2.34
2011	1,974,765,100	10,142,900	17.81	3.1%	4.00	1.02	1.47	8.95	2.37
2010	1,964,622,200	27,281,600	17.28	2.2%	3.98	0.96	1.39	8.67	2.28
2009	1,937,340,600	38,747,400	16.90	5.2%	3.96	0.92	1.32	8.55	2.15
2008	1,898,593,200 (*)	366,842,500	16.06	-16.8%	3.78	0.86	1.37	7.89	2.16
2007	1,531,750,700 (+)	37,983,000	19.30	7.0%	4.58	1.00	1.57	9.35	2.80
2006	1,493,767,700	52,267,300	18.04	3.6%	4.31	0.83	1.44	8.53	2.93
2005	1,441,500,400	19,594,500	17.41	2.4%	3.76	0.76	1.51	8.44	2.94
2004	1,421,905,900	18,611,800	17.00	0.8%	3.64	0.71	1.47	7.83	3.35
2003	1,403,294,100 (*)	557,544,300	16.86	-36.3%	3.50	0.65	1.52	7.08	4.11
2002	845,749,800	22,401,000	26.47	-3.0%	5.54	1.02	2.13	10.92	6.86
2001	823,348,800	25,045,700	27.30	5.7%	5.40	2.62	1.94	10.16	7.18
2000	798,303,100	21,617,000	25.84	10.5%	5.22	2.56	1.74	9.15	7.17

(*) Revaluation Year

(+) Fire Districts Reconfigured



Town of Hanover - Historical Tax Levies plus Projected*

	FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017*
Town Tax Levy	5,417,479	6,435,426	7,011,197	7,177,114	7,669,470	7,820,908	7,892,326	8,329,334	8,665,194	8,938,366	9,215,611	9,434,000
Fire District #1 (after reconfig)	-	-	2,110,985	2,184,756	2,018,997	1,997,490	2,009,763	2,091,677	2,100,509	2,165,363	2,211,775	2,286,168
Fire District #2 (after reconfig)	-	-	439,400	454,872	489,481	513,593	547,120	590,077	624,160	646,904	692,487	718,605
Fire District #3 (after reconfig)	-	-	4,897	5,453	5,927	6,225	6,635	7,178	7,417	7,751	8,892	9,227
Fire District #1 (before reconfig)	121,122	134,754	-	-	-	-	-	-	-	-	-	-
Fire District #2 (before reconfig)	110,100	121,507	-	-	-	-	-	-	-	-	-	-
Fire District #3 (before reconfig)	29,290	34,443	-	-	-	-	-	-	-	-	-	-
Fire District #4 (before reconfig)	1,911,218	2,078,806	-	-	-	-	-	-	-	-	-	-
Central Business Service District	50,119	50,014	50,991	50,502	25,239	25,683	-	-	-	-	-	-
Parking District	-	-	-	-	-	-	-	-	-	-	-	-
Total Town Tax Levies	7,639,328	8,854,950	9,617,470	9,872,697	10,209,114	10,363,899	10,455,844	11,018,266	11,397,280	11,758,384	12,128,765	12,448,000
	5.86%	15.91%	8.61%	2.65%	3.41%	1.52%	0.89%	5.38%	3.44%	3.17%	3.15%	2.63%
School Tax Levy	16,343,556	17,057,634	18,545,215	19,022,643	20,666,083	21,441,695	22,325,539	22,397,425	22,732,780	24,012,931	25,374,991	26,018,464
	3.28%	4.37%	8.72%	2.57%	8.64%	3.75%	4.12%	0.32%	1.50%	5.63%	5.67%	2.54%
County Tax Levy	2,180,727	2,151,498	2,406,570	2,598,719	2,562,776	2,734,681	2,909,051	3,187,711	3,264,175	3,393,236	3,764,130	
	4.12%	-1.34%	11.86%	7.98%	-1.38%	6.71%	6.38%	9.58%	2.40%	3.95%	10.93%	
GRAND TOTAL ALL TAX LEVIES	26,163,611	28,064,082	30,569,255	31,494,059	33,437,973	34,540,275	35,690,434	36,603,402	37,394,235	39,164,551	41,267,886	
	4.09%	7.26%	8.93%	3.03%	6.17%	3.30%	3.33%	2.56%	2.16%	4.73%	5.37%	

INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen and Town Manager
Town of Hanover, New Hampshire

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Schedule of Funding Progress, the Schedule of Proportionate Share of Net Pension Liability, and the Schedule of Contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with Government Auditing Standards, we have also issued our report dated October 23, 2015 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town's internal control over financial reporting and compliance.

Melanson Heath

October 23, 2015

To the Board of Selectmen
Town of Hanover, New Hampshire

This letter is to advise you that there was no formal management letter issued related to the fiscal 2015 audit.

In planning and performing our audit of the basic financial statements of the Town of Hanover, New Hampshire as of and for the year ended June 30, 2015, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, Board of Selectmen, others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Melanson Heath

October 23, 2015

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Hanover, we offer readers this narrative overview and analysis of the financial activities of the Town of Hanover for the fiscal year ended June 30, 2015.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, sanitation, health and human services and culture and recreation. The business-type activities include water and water reclamation activities.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for water and water reclamation operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and water reclamation operations, both of which are considered to be major funds.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$33,962,754 (i.e., net position), a change of \$964,525 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$6,088,179, a change of \$435,202 in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$1,447,200, a change of \$440,470 in comparison to the prior year.
- Bonds payable at the close of the current fiscal year was \$16,617,942, a change of \$(1,299,026) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current fiscal year.

	<u>NET POSITION</u>					
	<u>Governmental</u>		<u>Business-Type</u>		<u>Total</u>	
	<u>Activities</u>		<u>Activities</u>			
	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>	<u>2015</u>	<u>2014</u>
Current and other assets	\$ 28,092,740	\$ 26,548,721	\$ 2,899,724	\$ 2,743,716	\$ 30,992,464	\$ 29,292,437
Deferred outflows	1,087,676	-	75,738	-	1,163,414	-
Capital assets	<u>34,554,585</u>	<u>34,304,543</u>	<u>27,247,869</u>	<u>28,268,595</u>	<u>61,802,454</u>	<u>62,573,138</u>
Total assets	63,735,001	60,853,264	30,223,331	31,012,311	93,958,332	91,865,575
Current liabilities	17,488,694	16,179,972	1,708,597	1,570,830	19,197,291	17,750,802
Noncurrent liabilities	20,205,950	7,345,213	13,284,700	13,436,227	33,490,650	20,781,440
Deferred inflows	<u>7,151,389</u>	<u>5,082,933</u>	<u>156,248</u>	<u>-</u>	<u>7,307,637</u>	<u>5,082,933</u>
Total liabilities	44,846,033	28,608,118	15,149,545	15,007,057	59,995,578	43,615,175
Net position:						
Net investment in capital assets	30,888,042	30,400,909	13,976,184	13,872,887	44,864,226	44,273,796
Restricted	2,151,231	2,135,517	-	-	2,151,231	2,135,517
Unrestricted	<u>(14,150,305)</u>	<u>(291,280)</u>	<u>1,097,602</u>	<u>2,132,367</u>	<u>(13,052,703)</u>	<u>1,841,087</u>
Total net position	<u>\$ 18,888,968</u>	<u>\$ 32,245,146</u>	<u>\$ 15,073,786</u>	<u>\$ 16,005,254</u>	<u>\$ 33,962,754</u>	<u>\$ 48,250,400</u>

CHANGES IN NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2015	2014	2015	2014	2015	2014
Revenues:						
Program revenues:						
Charges for services	\$ 4,578,960	\$ 4,212,432	\$ 4,429,785	\$ 4,212,831	\$ 9,008,745	\$ 8,425,263
Operating grants and contributions	259,408	335,783	123,228	139,343	382,636	475,126
Capital grants and contributions	289,144	358,681	-	-	289,144	358,681
General revenues:						
Property taxes	11,728,750	11,408,133	-	-	11,728,750	11,408,133
Motor vehicle permit fees	1,405,499	1,323,304	-	-	1,405,499	1,323,304
Penalties and interest on taxes	246,545	283,924	-	-	246,545	283,924
Grants and contributions not restricted to specific programs	793,897	746,784	7,861	7,861	801,758	754,645
Investment income	19,667	66,959	97	279	19,764	67,238
Other	79,871	287,522	13,227	17,419	93,098	304,941
Total revenues	<u>19,401,741</u>	<u>19,023,522</u>	<u>4,574,198</u>	<u>4,377,733</u>	<u>23,975,939</u>	<u>23,401,255</u>
Expenses:						
General government	5,067,084	4,778,919	-	-	5,067,084	4,778,919
Public safety	7,773,508	7,528,845	-	-	7,773,508	7,528,845
Highway and streets	3,203,480	2,979,890	-	-	3,203,480	2,979,890
Sanitation	353,212	315,344	-	-	353,212	315,344
Health and human services	318,615	315,083	-	-	318,615	315,083
Culture and recreation	1,918,024	2,262,585	-	-	1,918,024	2,262,585
Interest on long-term debt	184,180	140,256	-	-	184,180	140,256
Water	-	-	1,705,194	1,913,029	1,705,194	1,913,029
Water reclamation	-	-	2,807,556	2,735,417	2,807,556	2,735,417
Total expenses	<u>18,818,103</u>	<u>18,320,922</u>	<u>4,512,750</u>	<u>4,648,446</u>	<u>23,330,853</u>	<u>22,969,368</u>
Change in net position before permanent fund contributions	583,638	702,600	61,448	(270,713)	645,086	431,887
Permanent fund contributions	<u>319,439</u>	<u>26,250</u>	<u>-</u>	<u>-</u>	<u>319,439</u>	<u>26,250</u>
Change in net position	903,077	728,850	61,448	(270,713)	964,525	458,137
Net position - beginning of year, as restated *	<u>17,985,891</u>	<u>31,516,296</u>	<u>15,012,338</u>	<u>16,275,967</u>	<u>32,998,229</u>	<u>47,792,263</u>
Net position - end of year	<u>\$ 18,888,968</u>	<u>\$ 32,245,146</u>	<u>\$ 15,073,786</u>	<u>\$ 16,005,254</u>	<u>\$ 33,962,754</u>	<u>\$ 48,250,400</u>

* Beginning net position has been restated for the implementation of Governmental Accounting Standards Board statement 68, *Accounting and Financial Reporting for Pensions*. The Town's basic financial statements now recognize the net pension liability and expense for the Town's applicable portion of the New Hampshire Retirement System's actuarially accrued liability.

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net position was \$33,962,754, a change of \$964,525 from the prior year.

The largest portion of net position, \$44,864,226, reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to

repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position, \$2,151,231, represents resources that are subject to external restrictions on how they may be used.

Governmental activities. Governmental activities for the year resulted in a change in net position of \$903,077. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ 427,693
Fire fund activity	(50,902)
Parking fund activity	31,425
Nonmajor fund activity	26,986
Depreciation, which is not budgeted or funded, over principal maturities, a budgeted expense	(1,985,565)
Capital asset additions, net of disposals	2,570,607
Other	<u>(117,167)</u>
Total	<u>\$ 903,077</u>

Business-type activities. Business-type activities for the year resulted in a change in net position of \$61,448. Key elements of this change are as follows:

Water operations	\$ 324,579
Water reclamation operations	<u>(263,131)</u>
Total	<u>\$ 61,448</u>

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$6,088,179, a change of \$435,202 in comparison to the prior year. Key elements of this change are as follows:

General fund operations	\$	427,693
Fire fund activity		(50,902)
Parking fund activity		31,425
Nonmajor fund activity		<u>26,986</u>
Total	\$	<u><u>435,202</u></u>

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$1,447,200, while total fund balance was \$3,593,906. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

<u>General Fund</u>	<u>6/30/15</u>	<u>6/30/14</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 1,447,200	\$ 1,006,730	\$ 440,470	11.4%
Total fund balance	\$ 3,593,906	\$ 3,166,213	\$ 427,693	28.2%

The total fund balance of the general fund changed by \$427,693 during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	\$	261,150
Expenditures less than budget		107,380
Expenditures of prior year encumbrance over current year encumbrance		(172,230)
Change in capital reserves		456,097
Use of fund balance as a funding source		(185,000)
Excess of tax collections as compared to budget		(74,602)
Other		<u>34,898</u>
Total	\$	<u><u>427,693</u></u>

Included in the total general fund balance are the Town's capital reserve accounts with the following balances:

	<u>6/30/15</u>	<u>6/30/14</u>	<u>Change</u>
Capital reserves	\$ <u>1,607,558</u>	\$ <u>1,151,461</u>	\$ <u>456,097</u>
Total	\$ <u><u>1,607,558</u></u>	\$ <u><u>1,151,461</u></u>	\$ <u><u>456,097</u></u>

Proprietary funds. Proprietary funds provide the same type of information found in the business-type activities reported in the government-wide financial statements, but in more detail.

Unrestricted net position of the enterprise funds at the end of the year amounted to \$1,097,602.

Other factors concerning the finances of proprietary funds have already been addressed in the entity-wide discussion of business-type activities.

E. GENERAL FUND BUDGETARY HIGHLIGHTS

There were no differences between the original budget and the final budget.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental and business-type activities at year end amounted to \$61,802,454 (net of accumulated depreciation), a change of \$(770,684) from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital asset events during the current fiscal year included the following:

Governmental Activities:

SHIM Overlay Paving Program	\$ 796,908
Transit Mobility Hub	\$ 266,007
Parking Meters	\$ 169,933
Sidewalk Tractor Holder	\$ 158,445
Sidewalk Tractor	\$ 131,705
Howe Library Roof Replacement	\$ 106,750

Business-type Activities:

Wastewater Plant Re-roofing	\$ 157,800
Wastewater Pneumatic HVAC System	\$ 70,519
Sewer Line Sliplining	\$ 60,729
2015 Ford F350	\$ 54,750

Additional information on capital assets can be found in the Notes to the Financial Statements.

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was \$16,617,942, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Hanover's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Director of Administrative Services
Town of Hanover
P.O. Box 483
Hanover, New Hampshire 03755
(603) 640-3203

TOWN OF HANOVER, NEW HAMPSHIRE
GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2015

	General	Fire Fund	Parking Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and short-term investments	\$ 22,236,212	\$ -	\$ -	\$ 737,740	\$ 22,973,952
Investments	-	-	-	172,789	172,789
Restricted cash	1,673,294	-	-	-	1,673,294
Receivables:					
Property taxes	3,136,912	-	-	-	3,136,912
User fees	25,582	3,200	604	5,951	35,337
Due from other funds	3,844,401	2,172,513	847,306	1,637,070	8,501,290
Other assets	54,254	-	-	-	54,254
TOTAL ASSETS	\$ 30,970,655	\$ 2,175,713	\$ 847,910	\$ 2,553,550	\$ 36,547,828
LIABILITIES					
Accounts payable	\$ 973,242	\$ 103,224	\$ 7,220	\$ 40,696	\$ 1,124,382
Accrued liabilities	73,516	-	-	-	73,516
Due to other governments	15,062,303	-	-	-	15,062,303
Tax refunds payable	185,679	-	-	-	185,679
Due to other funds	5,524,142	1,589,158	11,110	1,268,269	8,392,679
Deposits held in custody	-	-	-	4,368	4,368
Other liabilities	473,566	-	-	3,665	477,231
TOTAL LIABILITIES	22,292,448	1,692,382	18,330	1,316,998	25,320,158
DEFERRED INFLOWS OF RESOURCES	5,084,301	-	53,190	2,000	5,139,491
FUND BALANCES					
Nonspendable	30,307	-	-	334,552	364,859
Restricted	-	483,331	776,390	724,329	1,984,050
Committed	1,921,558	-	-	287,033	2,208,591
Assigned	194,841	-	-	-	194,841
Unassigned	1,447,200	-	-	(111,362)	1,335,838
TOTAL FUND BALANCES	3,593,906	483,331	776,390	1,234,552	6,088,179
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 30,970,655	\$ 2,175,713	\$ 847,910	\$ 2,553,550	\$ 36,547,828

The accompanying notes are an integral part of these financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

RECONCILIATION OF TOTAL GOVERNMENTAL FUND
BALANCES TO NET POSITION OF GOVERNMENTAL
ACTIVITIES IN THE STATEMENT OF NET POSITION

JUNE 30, 2015

Total governmental fund balances	\$ 6,088,179
• Investment in Trescott Company is not a financial resource and, therefore, is not reported in the funds.	73,200
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	34,554,585
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	204,986
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	(86,640)
• Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.	<u>(21,945,342)</u>
Net position of governmental activities	<u><u>\$ 18,888,968</u></u>

The accompanying notes are an integral part of these financial statements.

REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY OMB CIRCULAR A-133

Additional Offices:
Nashua, NH
Andover, MA
Greenfield, MA
Ellsworth, ME

Independent Auditors' Report

To the Board of Selectmen and Town Manager
Town of Hanover, New Hampshire

Report on Compliance for Each Major Federal Program

We have audited the Town's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Town's major federal programs for the year ended June 30, 2015. The Town's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Town's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB

Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Town's compliance.

Opinion on Each Major Federal Program

In our opinion, the Town of Hanover complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015.

Report on Internal Control Over Compliance

Management of the Town is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements. We issued our report thereon dated October 23, 2015, which contained qualified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditure of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Melanson Heath

Manchester, New Hampshire
December 1, 2015

Town of Hanover, New Hampshire
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2015

Federal Grantor/ Pass-Through Grantor <u>Program Name</u>	State Identification <u>Number</u>	Federal Catalog <u>Number</u>	Federal <u>Expenditures</u>
<u>U.S. Department of Housing and Urban Development</u>			
Passed Through New Hampshire Department of Housing and Urban Development Section 8 Housing Assistance Payments Program	*	14.195	\$ <u>173,437</u>
Total U.S. Department of Housing and Urban Development			<u>173,437</u>
<u>U.S. Department of Transportation</u>			
Passed Through New Hampshire Department of Transportation Federal Highway Administration	*	20.205	<u>266,007</u>
Total U.S. Department of Transportation			<u>266,007</u>
<u>U.S. Department of Homeland Security</u>			
Direct from Department of Homeland Security Assistance to Fire Fighters	EMW-2013-FO-05405	97.044	43,605
Passed Through New Hampshire Department of Safety FEMA - Assistance for Rain Event July 2013 Emergency Management	FEMA-4139-DR-NH EMW-2014-EP-APP-00061	97.036 97.042	19,711 3,072
Emergency Management for Preparedness Training Department of Homeland Security - CI/KR Allocation	* E-2008-BUSP-0843	97.067 97.067	5,980 <u>12,500</u>
Total U.S. Department of Homeland Security			<u>41,263</u>
Total All Programs			<u>\$ 524,312</u>

The accompanying notes are an integral part of this schedule.

This schedule was prepared on a modified accrual basis of accounting.
See Independent Auditor's Report on Schedule of Expenditures of Federal Awards.
* Identifying numbers were not assigned for the pass-through grants listed above.

Town of Hanover, New Hampshire
 Schedule of Findings and Questioned Costs
 For the Year Ended June 30, 2015

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ___ yes no
- Significant deficiency(ies) identified? ___ yes none reported

Noncompliance material to financial statements noted? ___ yes no

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? ___ yes no
- Significant deficiency(ies) identified? ___ yes none reported

Type of auditors' report issued on compliance for major programs:

Highway Planning and Construction Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? ___ yes no

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
20.205	Highway Planning and Construction

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? ___ yes no

SECTION II - FINANCIAL STATEMENT FINDINGS

None.

SECTION III - FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

None.

SECTION IV - SCHEDULE OF PRIOR YEAR FINDINGS

None.

Town of Hanover Statement of General Indebtedness FY 2014-15
Projected Balances Due - including Principal and Interest

		FY2014-15 Debt Service			
		Payments (and Principal Forgiveness)	FY2014-15 Debt Incurred or (Refinanced)		
General Fund	Matures	Balance Due @ 7/1/2014		Balance Due @ 6/30/2015	
2003 Community Center Bond	1/15/2023	\$ 808,052	\$ (103,838)	\$ -	\$ 704,214
2004 Dresden Note for HHS Property Option	8/15/2023	1,000,000	(100,000)	-	900,000
2012 Wide Format Plotter - Public Works	9/1/2016	7,592	(3,504)	-	4,088
2015 Telephone System Upgrade	2/1/2017	-	(6,966)	33,260	26,294
Total General Fund		<u>\$ 1,815,644</u>	<u>\$ (214,308)</u>	<u>\$ 33,260</u>	<u>\$ 1,634,596</u>
Fire Fund					
2007 E-1 Aerial Tower - Fire Department	10/3/2015	84,470	(42,236)	-	42,234
Total Fire Fund		<u>\$ 84,470</u>	<u>\$ (42,236)</u>	<u>\$ -</u>	<u>\$ 42,234</u>
Water Utility Fund					
2002 Hanover Water Works SRF#1071010	7/1/2021	2,437,661	(304,708)	-	2,132,953
2007 Hanover Water Works SRF#1071010-04	7/1/2027	6,383,132	(455,938)	-	5,927,194
2011 Citizens Loan Refinancing	7/15/2015	141,212	(113,465)	-	27,747
2013 Water Meter Replacement Project	10/14/2021	628,846	(78,606)	-	550,240
Total Water Utility Fund		<u>\$ 9,590,851</u>	<u>\$ (952,716)</u>	<u>\$ -</u>	<u>\$ 8,638,135</u>
Water Reclamation Facility (Sewer) Fund					
2008 Hanover Sewer Plant SRF#1071010-04	12/1/2027	2,617,528	(225,735)	-	2,391,793
2011 Dump Trailer (for sludge hauling)	7/15/2015	18,477	(9,239)	-	9,238
2013 Hanover Sewer Plant SRF#CS-333197-05	8/1/2026	963,445	(74,111)	-	889,334
2013 Hanover Sewer Plant SRF#CS-330197-04	7/1/2027	4,806,274	(343,305)	-	4,462,969
Total Water Reclamation Facility Fund		<u>\$ 8,405,724</u>	<u>\$ (652,390)</u>	<u>\$ -</u>	<u>\$ 7,753,334</u>
Parking Fund					
1999 Parking Facility Bond	1/15/2029	4,731,717	(321,696)	-	4,410,021
2011 Video Surveillance Eqpt (Garage, Lot#1)	12/15/2014	10,162	(10,162)	-	-
Total Parking Fund		<u>\$ 4,741,879</u>	<u>\$ (331,858)</u>	<u>\$ -</u>	<u>\$ 4,410,021</u>
Total Outstanding Indebtedness All Funds		<u><u>\$ 24,628,406</u></u>	<u><u>\$ (2,183,346)</u></u>	<u><u>\$ 33,260</u></u>	<u><u>\$ 22,478,320</u></u>

Town of Hanover Trust Funds

	6/30/2014 Market Value Balance	Income Net of Mgmt Fees	Change in Market Value	Deposits	Withdrawals	Authorized but not yet Disbursed	6/30/2015 Market Value Balance
Common Trust Funds							
Cemeteries	\$ 178,388	\$ 4,573	\$ (12,743)	\$ 2,580	\$ (3,530)	\$ -	\$ 169,268
Library	2,201	56	(157)	32	(44)	-	2,088
Poor	336	9	(24)	5	(7)	-	319
Subtotal Common Trust Funds	\$ 180,925	\$ 4,638	\$ (12,924)	\$ 2,617	\$ (3,581)	\$ -	\$ 171,675
Capital Reserve Funds							
Ambulance Equipment	\$ 147,805	\$ 15	\$ -	\$ 51,000	\$ -	\$ -	\$ 198,820
Bridge Replacement and Renovations	62,768	8	-	100,500	-	-	163,276
Building Maintenance and Improvements	23,221	19	-	110,000	(96,020)	-	37,220
Dispatch Center Eqpt. and Renovations	95,992	11	-	45,000	-	-	141,003
Fire Department Vehicle and Equipment	150,606	15	-	100,540	-	-	251,161
Highway Construction and Mtce. Eqpt.	131,601	15	-	286,000	(311,264)	(65,736)	40,616
Parking Vehicles and Facility Improvements	307,563	30	-	50,000	(30,000)	-	327,593
Police Vehicles and Equipment	145,213	15	-	99,000	-	-	244,228
Property Revaluation	11,610	-	-	1,500	-	-	13,110
Road Construction and Improvements (^)	21,381	15	-	61,500	-	-	82,896
Sewer Eqpt. and Facilities Improvements	610,508	82	-	130,000	-	-	740,590
Municipal Transportation Improvement Fund	73,758	8	-	33,870	-	-	107,636
Water Treatment and Distrib Eqpt. & System	147,325	15	-	56,300	(61,600)	(60,000)	82,040
Subtotal Capital Reserve Funds	\$ 1,929,351	\$ 248	\$ -	\$ 1,125,210	\$ (498,884)	\$ (125,736)	\$ 2,430,189
Restricted Purpose Funds							
Bridgman Trust Fund (*)	\$ 1,410,145	\$ 55,122	\$ (114,881)	\$ 19,882	\$ (40,000)	\$ -	\$ 1,330,268
Bruce Essay Prize (+)	1,592	41	(114)	23	(25)	-	1,517
Dagmar's Place Fund	17,278	443	(1,234)	250	-	-	16,737
Ernest B. Dana Trust	-	1,743	(3,364)	73,684	-	-	72,063
Dartmouth '58 Clock Maintenance Fund	1,883	-	-	-	-	-	1,883
Education of Persons with Disabilities Fd. (*)	180,288	21	-	60,000	(140,000)	-	100,309
Etna Library Expendable Fund	5,535	-	-	15,142	(2,741)	-	17,936
Fierro Fire Department Memorial Fund	2,645	-	-	-	(2,645)	-	-
Adelaide Hardy Trust for Etna Library	41,483	1,064	(2,963)	600	-	-	40,184
Jeremiah Ice Hockey Fund (+)	8,163	209	(583)	118	-	-	7,907
Land & Capital Improvements Fund	53,992	4	-	32,925	(25,000)	-	61,921
Murphy Lamp of Learning Prize Fund (+)	6,693	172	(478)	97	(100)	-	6,384
Norris Dartmouth Cemetery Fund	1,060	-	-	-	-	-	1,060
Pleasant St. View and Slope Mtce. Fund	28,730	737	(2,052)	415	-	-	27,830
Recreation Camp Scholarship Fund	-	-	-	390	-	-	390
Rueb Photography Prize Fund (+)	14,984	384	(1,070)	217	(300)	-	14,215
Sawyer Trust Fund	17,719	454	(1,266)	256	(351)	-	16,812
School Building Maintenance Fund (*)	129,417	15	-	-	(30,000)	-	99,432
Sixth Grade Tuition Fund (*)	945	-	-	-	-	-	945
Frank B. and Edith R. Tenney Trust	62,568	1,595	(4,415)	904	(1,761)	-	58,891
Termination Benefits Fund	89,486	8	-	-	-	-	89,494
Welfare Assistance Fund	359	-	-	-	(359)	-	-
Wicker Fdn. Cemetery Improvements Fd.	1,986	-	-	-	-	-	1,986
Subtotal Restricted Purpose Funds	\$ 2,076,951	\$ 62,012	\$ (132,420)	\$ 204,903	\$ (243,282)	\$ -	\$ 1,968,164
<i>*Hanover School District Funds, +Dresden School District Funds, ^ Beginning Balance Restated</i>							
Grand Total Trust Funds	\$ 4,187,227	\$ 66,898	\$ (145,344)	\$ 1,332,730	\$ (745,747)	\$ (125,736)	\$ 4,570,028

TOWN TREASURER'S REPORT
GENERAL FUND
for Fiscal Year 2015 (July 1, 2014 - June 30, 2015)

General Fund Cash Balances at July 1, 2014	\$ 9,398,465
Plus: Receipts from all sources	55,221,584
Plus: Transfers from Investment Account	11,014,141
Plus: Interest earned	2,331
Plus: Change in Year-End Deposits in Transit	170,000
Less: Authorized Disbursements	(54,041,777)
Less: Transfers to Investment Account	<u>(16,995,396)</u>
General Fund Cash Balances at June 30, 2015	<u><u>\$ 4,769,348</u></u>

Investment Account Balance at July 1, 2014	\$ 6,002,301
Plus: Transfers from Operating Account	16,995,396
Plus: Interest earned	18,938
Less: Transfers to Operating Account	<u>(11,014,141)</u>
Investment Account Balance at June 30, 2015	<u><u>\$ 12,002,494</u></u>

NH PDIP(*) General Fund Balance at July 1, 2014	\$ 258,432
Plus: Transfers In	334,000
Plus: Interest earned	20
Less: Transfers out	<u>(425,534)</u>
NH PDIP General Fund Balance at June 30, 2015	<u><u>\$ 166,918</u></u>

Respectfully Submitted,
Patricia B. Coutermarsh
Town of Hanover Treasurer

(*) New Hampshire Public Deposit Investment Pool

Tax Collector's Report for the Fiscal Year Ended June 30, 2015

	2014 Tax Year	2015 Tax Year
Uncollected Taxes at July 1, 2014		
Property Taxes	\$ 2,552,874	\$ -
Yield Taxes	3,948	-
Property Tax Credit Balances	(9,437)	-
Taxes Committed During Fiscal Year 2015		
Property Taxes	20,319,357	19,768,339
Land Use Change Taxes	20,000	-
Yield Taxes	5,537	11,249
Overpayments (to be Refunded)	14,839	3,019
Interest on Delinquent Taxes	29,819	-
	\$ 22,936,937	\$ 19,782,607
Collections During Fiscal Year 2015		
Property Taxes	\$ 22,750,531	\$ 16,880,623
Land Use Change Taxes	20,000	-
Yield Taxes	9,440	11,249
Liens Executed (Principal Only)	127,102	-
Interest on Delinquent Taxes	29,819	-
Uncollected Taxes at June 30, 2015		
Property Taxes	-	2,904,927
Yield Taxes	45	-
Property Tax Credit Balances	-	(14,192)
	\$ 22,936,937	\$ 19,782,607

Summary of Tax Lien Amounts for the Fiscal Year Ended June 30, 2015

	Prior Years	2014 Tax Year
Unredeemed Liens July 1, 2014	\$ 225,661	\$ -
Liens Executed in Fiscal Year 2015 (incl. interest and fees)	-	141,508
Redemptions Collected During FY2015	(130,677)	(552)
Unredeemed Liens June 30, 2014	\$ 94,984	\$ 140,956

2015 - Ten Largest Taxpayers

Trustees of Dartmouth College	\$ 6,981,875
Kendal at Hanover	\$ 1,345,842
South Street Downtown Holdings Inc.	\$ 400,211
Hypertherm Inc.	\$ 346,162
Bayson Hanover Properties, LLC	\$ 227,012
Byrne, Dorothy	\$ 224,225
Seven Lebanon Street, Inc.	\$ 222,932
The Sheridan Group, Inc.	\$ 207,538
Granite State Electric Company	\$ 186,658
Hanover Hospitality, LLC	\$ 174,085

REPORT OF THE TOWN CLERK

for Fiscal Year Ending June 30, 2015

MOTOR VEHICLE REGISTRATIONS:

7,489 Motor Vehicle Permits Issued July 1, 2014 - June 30, 2015	\$	1,294,817
Motor Vehicle Title Fees		2,642
Municipal Agent and Related Fees		35,492
Municipal Transportation Improvement Fund		34,310
State Fees Collected Locally and Remitted to State of NH		376,396
PAYMENTS TO TREASURER	\$	<u>1,743,657</u>

DOG LICENSES:

874 Dog Licenses Issued July 1, 2014 - June 30, 2015	\$	3,959
State Fees Collected Locally and Remitted to State of NH		2,130
PAYMENTS TO TREASURER	\$	<u>6,088</u>

ALL OTHER FEES:

Town Clerk Fees	\$	14,014
Landfill Tickets		5,850
Notary Fees		1,615
Parking Operations Collections		261,669
State Fees Collected Locally for Vital Record Copies		13,330
Summer Park Rent Payments		102,451
Unlicensed and Other Dog Fines		600
Vendor Permits		3,644
Water and Sewer Utility Collections		3,036,889
PAYMENTS TO TREASURER	\$	<u>3,440,062</u>

TOTAL RECEIPTS COLLECTED BY TOWN CLERK'S OFFICE

REMITTED TO TREASURER \$ 5,189,807

SUPERVISORS OF THE CHECKLIST

Duties of the Supervisors: The Supervisors of the Checklist are elected and given the responsibility of registering the voters of Hanover and maintaining the voter checklist that is used at all elections. They serve in this capacity for the Town of Hanover, the Hanover School District, and the Hanover voters in the Dresden School District.

Elections: In 2015 there were two elections during which the Supervisors were present as directed by New Hampshire State Law. Here are the statistics:

Hanover/Dresden School Meeting Vote (March 2015)

- ✓9,317-the number of registered voters on the checklist
- ✓473-the number of voters who cast a ballot
- ✓11-the number of Election Day voter registrations

Hanover Town Meeting Vote (May 2015)

- ✓9,160-the number of registered voters on the checklist
- ✓1,196-the number of voters who cast a ballot
- ✓6-the number of Election Day voter registrations

Total Registered Voters as of March 9, 2016 = 10,305

No Party Affiliation Declared 4,176; Registered Democrats 4,859; Registered Republicans 1,270

VOTER REGISTRATION

Every Hanover citizen who is a resident of the Town, who is a citizen of the United States, and who is 18 years of age may register to vote in Hanover. A resident is someone who has a domicile in Hanover on a continuing basis for a significant portion of the year. A person can have only one domicile for the purpose of voting. There is no minimum period of time you are required to have lived in the state before being allowed to register. You may register as soon as you move into your new community.

- *Where and how do I register to vote?*
 - ~ You may register with the Town Clerk's Office at the Town Office at 41 South Main Street during office hours (M-F 8:30 a.m. – 4:30 p.m.). Applications may be made at any point throughout the year, except for 10 days immediately prior to an election. You will be required to fill out a standard voter registration form.
 - ~ You may also register with the Supervisors of the Checklist who conduct special registration sessions throughout the year and are required by law to meet on the Saturday 10 days prior to each election. Check the local newspaper(s) or call the Town Clerk's Office for the date and time of such meeting.
 - ~ Qualified individuals may also register to vote at the polling place on Election Day at all elections.
 - ~ No matter when or where you register to vote, you will be required to fill out a standard voter registration form, and you will be asked to show proof of identity, age, citizenship, and domicile. These qualifications may be established by signing affidavit(s).
- *Can I register absentee?*
 - ~ If you are unable to register in person because of physical disability, religious beliefs, military service, or because of temporary absence, you may register by mail. You should request an absentee voter registration affidavit and a standard voter registration form from the Town Clerk's Office. The absentee voter registration affidavit must be witnessed and then **both** the affidavit and the voter registration form are to be returned to the Hanover Town Clerk's Office.





STATE OF NEW HAMPSHIRE - VOTER ID LAW
RSA 659:13

[effective September 1, 2015]

EXPLANATORY DOCUMENT (RSA 652:26)
PROOF OF VOTER IDENTITY INSTRUCTIONS (RSA 658:29-a)

What type of ID will I need to vote?

- Driver's license issued by any state or federal government;
- Non-driver ID card issued by NH DMV or motor vehicle agency of another state;
- Photo ID card for "voting identification only" issued by NH DMV (RSA 260:21);
- United States armed services identification card;
- United States passport or passcard;
- NH student ID card (see more information below);
- A photo ID not mentioned above, but determined to be legitimate by the moderator, supervisors of the checklist, or clerk of a town, ward or city. If any person authorized to challenge a voter does so under this provision, the voter shall be required to fill out a challenged voter affidavit before obtaining a ballot.
- Verification of the voter's identity by a moderator or supervisor of the checklist or clerk of a town, ward or city (not a ballot clerk). If any person authorized to challenge a voter does so under this provision, the voter shall be required to fill out a challenged voter affidavit before obtaining a ballot.

An acceptable photo ID must have an expiration date or date of issuance. The ID will remain valid 5 years beyond the expiration date unless the voter is 65 or older in which case an acceptable photo ID may be used without regard to expiration date. The name on the ID shall substantially conform to the name on the checklist.

More on student ID cards:

Acceptable student photo ID cards must be issued by:

- A college, university, or career school approved or licensed to operate in New Hampshire
- A public high school in New Hampshire
- A non-public high school in New Hampshire accredited by a private school accrediting agency that is recognized by the NH Department of Education
- Dartmouth College
- A college or university operated by the university system of New Hampshire or the community college system of New Hampshire

Beginning in 2014 all colleges or universities operated by the university system or community college system of New Hampshire must include the date of issuance on the student ID card. Student ID cards without a date of issuance will be accepted until September 1, 2018. Each August the Commissioner of the Department of Education will provide to the Secretary of State a list of all approved, licensed, and accredited schools from which a student ID is acceptable.

What if I do not have an approved photo ID?

Any voter who does not present an approved photo ID will be permitted to vote after executing a challenged voter affidavit. In addition, the voter shall have their photograph taken by the moderator or assistant moderator, which shall be attached to the challenged voter affidavit. If the voter objects to the photograph requirement because of religious beliefs, the voter may execute an affidavit of religious exemption that will be attached to the challenged voter affidavit instead of the photograph. A voter who does not have an approved photo ID may obtain a free photo ID for voting purposes only by presenting a voucher from their town/city clerk or the Secretary of State to any NH DMV office that issues identification.

Is there any post-election action required by me after I vote without an approved photo ID?

If you filled out a challenged voter affidavit in order to vote on Election Day, you will receive a verification letter from the Secretary of State requesting confirmation that you voted in the election. If you do not respond in writing to the Secretary of State within 90 days of the date it was mailed, the Attorney General will conduct an investigation to determine whether fraudulent voting occurred.

Where can I get more information?

Your town or city clerk or the Secretary of State.

Secretary of State: Website: www.sos.nh.gov elections@sos.nh.gov

August, 2015

TOWN CLERK'S OFFICE

Our office is open Monday through Friday, 8:30 a.m. to 4:30 p.m. We're here to help with a wide variety of services, including processing motor vehicle registrations, issuing certified copies of vital records, dog licenses, vendor permits and collecting tax and utility payments, to name a few. Our staff is committed to providing helpful, efficient and friendly customer service---our citizens deserve nothing less!

The Town accepts online payments for property taxes, water and sewer bills, and motor vehicle registration renewals through an online bill presentment and payment utility integrated with our municipal cashing and billing software. There is no fee for paying bills with an electronic check from a checking or a savings account. The use of a credit or debit card will incur a convenience fee that will be added to the transaction and flows directly to our online payment partner.

Motor Vehicle Registration: The Town of Hanover processes all motor vehicle registration through M.A.A.P. (the State's Municipal Agent Automation Project). Vehicle registrations are entered directly into the state's DMV system and are processed instantaneously. Hanover is a "single-payer" municipality so that our residents remit a single payment to cover both the local and State portion of their registrations. Our office can process and provide vanity plates, conservation plates, and survivorship transfers.

Vehicle owners must begin the registration process for their new vehicles at the Town Clerk's office. To re-register, owners may renew their registration online, use the mail-in procedure or come into the Municipal Office with your renewal notice or previous registration. Renewals, decals, transfers and plates are available. Residents may save \$3.00 (the local municipal agent fee) if they choose to complete the final state portion of your registration at the nearest State of Motor Vehicle sub-station located in Claremont.

Vital Records: The town is a part of the New Hampshire Vital Records Information Network (NHVRIN), a statewide database developed and maintained by the Secretary of State's Division of Vital Records Administration. This system allows us to produce copies of birth, marriage, divorce, and death certificates for activities occurring in any New Hampshire municipality. The following records are available through our office:

- Birth Records: 1987 - present
- Death Records: 1990 - present
- Marriage Records: 1989 - present
- Divorce Records: 1990 to within 6 months from the present date
- In addition to records accessible through the State-wide data base, we have records that go back to the 1800's for events that occurred in Hanover.

New Hampshire vital records are considered to be private, and access to them is restricted by statute to those individuals who have a "direct and tangible interest" in the record. Certain older records are exempt from these access restrictions. Birth records older than 100 years, and deaths, marriages and divorce records older than 50 years are available to the general public.

Dog Licensing: The State of New Hampshire requires that all dogs four months and older be licensed in the Town in which they reside. Regardless of when during the year the license is originally issued, the license is valid from May 1 to the following April 30. You must provide proof of current rabies and proof of neutering or spaying when registering or renewing your dog's license.

Other Services:

- Vendor permits are available at the Town Clerk's office; information about vendor spots and the vending ordinance is available on the Town's website.
- Recycling bins are available at \$7.00 each.
- We provide notary services at no charge for Hanover residents; there is a \$5.00 fee per signature for nonresidents.
- Trail maps (for sale) and Hanover town maps are available in the front office of Town Hall.
- Landfill tickets for the Lebanon Regional Solid Waste Facility, in which the Town of Hanover is a partner, may be purchased through our office. They are sold in a punch card of 10 punches for \$15.00. Each punch is equal to approximately 25 lbs. Residents should be advised that they may also purchase these landfill tickets directly from the City of Lebanon (either at City Hall or at the Kilton Library) for \$10.00.

ASSESSING DEPARTMENT REPORT

The Assessing Department is responsible for maintaining the Town's property assessment records, and providing the property owners of Hanover with a cost effective, property tax system that is both fair and equitable. Information on the assessment of property, the abatement process, exemptions, and a printable copy of your property record card and a complete set of the town's tax maps are available on the website at www.hanovernh.org or at the Assessing Office on the first floor of Town Hall.

Local real estate market: The local residential real estate market continues to improve and over the past twelve months appreciation, though slight, has been a factor. Demand for residential homes and condominiums in the downtown area last spring and summer remained strong; in rural Hanover and Etna demand was up but not at the same level. This trend has continued for the past 12 to 24 months and there is no reason to think it will stop. One important change that has taken place is that the supply of residential properties for sale in certain price ranges cannot keep up with demand. Whenever demand exceeds supply, appreciation becomes a factor in the market and we will continue to monitor this trend very closely in 2016. Further improvement in the residential real estate market over the next twelve months will have a positive effect on all segments of the market.

Average assessment: The Town's estimated median equalization ratio for tax year 2015 is 87.6%, which means the average assessment in Hanover is at 87% of market value as of April 1, 2015. The equalization ratio for tax year 2014 was 90%; which would suggest that the local real estate market has improved and appreciation, though modest, is a factor.

Property revaluation program: I recommended, and Board of Selectmen concurred, that the town move towards a more cost effective and increasingly common, assessment program that spreads the cost of revaluations over ten years, rather than the current practice of five years. It will involve two steps. First, in tax year 2018, the next valuation update year, the department will conduct a statistical update involving the same steps as a full revaluation, except without town-wide property inspections. Second, the department would implement a plan going into the following full revaluation year (2023), to conduct property inspections over a two-to-four year period, prior to tax year 2023. The department would require outside support for the statistical update and the revaluation, with most of the additional funds earmarked for property inspections leading up to 2023. Using this plan, the town could save one third of the projected costs of two full revaluations, over the ten-year cycle.

Tax Year 2015 Summary of Assessments

Land	Current Use (19,326 Acres)	915,100
	Conservation Restriction	7,900
	Residential	510,487,600
	Commercial/Industrial	<u>105,251,400</u>
	Total Taxable Land:	\$616,662,000
Buildings	Residential	928,861,500
	Commercial/Industrial	<u>428,124,200</u>
	Total Taxable Buildings:	\$1,356,985,700
Public Utilities*	Electric	11,805,300
	GRAND TOTAL	<u><u>\$1,985,453,000</u></u>

* The Hanover Water Works Company was municipalized in July 2010; the Water Department makes a pilot payment each year to the general fund based on its current assessment and is no longer tabulated above under taxable Public Utilities.

Assessing Department Staff: Michael J. Ryan, Director of Assessing; Sue Girouard, Financial & Information Analyst.

ADVISORY BOARD OF ASSESSORS REPORT

The Advisory Board of Assessors hears property tax abatement requests and makes abatement recommendations to the Board of Selectmen. Three members are elected and each serves a three-year term. The Board of Selectmen appoints one Selectmen's representative and one alternate to serve on the Advisory Board.

Activities: In calendar year 2015, the Advisory Board of Assessors met two times and heard eight Tax Year 2014 abatement requests. Three abatement recommendations were forwarded to the Selectmen. Deadline for filing an abatement application for Tax Year 2015 was March 2, 2015.

Meeting Times: The Board schedules its meetings as the yearly abatement caseload demands.

Advisory Board Members: Joe Roberto, Jay Pierson and Katherine Connolly
Select Board Representative: Joanna Whitcomb



Wishing you an enjoyable and happy retirement, Mike!

(L-R: Nancy Carter, Select Board Member, Michael Ryan, Director of Assessing, Joan Garipay, Hanover Resident

ETNA LIBRARY



Double Rainbow - Photo Credit: Eric Richardson

The Hanover Town Library in Etna is located next to Hayes Farm Park and at the head of the path to the Nan and Allen King Bird Sanctuary, a project of the Hanover Conservancy in partnership with the Town of Hanover. Built in 1905 and included on the National Register of Historic Places, the library aims to “maintain an active presence in the community, providing services in a personal manner and preserving its historic building for future generations.” The historic original library and the high ceilinged sunny addition provide space for comfortable reading, computer use, programs and meetings.

The library holds a collection of approximately 9,900 books, audios, videos and magazines. All of the library’s materials are included on KnowHowe, the online catalog of the Howe Library. Internet access is provided on a public computer and through wireless connection. A courier service allows patrons to reserve an item at either the Etna or Howe Library and to choose where to pick it up. Items may also be borrowed from other libraries in New Hampshire or elsewhere in the United States. Through the New Hampshire Downloadable Book Consortium, audios and e-books can be downloaded either at home or at the library.

Seating outside the library provides a beautiful view of Hayes Farm Park. On the porch are three Adirondack chairs, two donated by Geraldine North and one in memory of Kay Olsen. Next to the library, a bench donated in memory of volunteer Caroline Henderson provides a place to relax in the reading garden. The area is circled by lilacs planted in memory of Nan and Allen King. Last summer, flowers were planted around the garden’s sugar maple tree and along the library building by the Hanover Garden Club.

The library is developing a focus on nature in its collection and programs. For those who would like to take a walk through the fields up to the bird sanctuary, adult and children’s binoculars are available. The library’s conservation collection contains books for adults and children, including animal and plant field guides.

Last year the library hosted programs on nature and local history, facilitated a reading group, and promoted craft making. Gail McPeck of the Hanover Conservancy led a bird walk through the Hayes fields and the King Bird Sanctuary. The library and the Hanover Conservancy co-sponsored a stargazing program with Dartmouth astronomy graduate students Erek Alper and Mackenzie Jones. Susan Morse of *Keeping Track* presented *Animals of the North: What will Global Climate Change Mean for Them?* co-sponsored by the Hanover Conservancy, the Upper Valley Sierra Club and the library. In a local history program, Ed Chamberlain presented *The Seven Foster Brothers of Hanover Center*.



Stargazing Program

The library's book group met monthly to discuss both classic and contemporary titles. In the *Spring Reading Program*, reader reviews were displayed and then placed in a raffle for prizes supplied by the Etna Store, King Arthur Flour, Morano Gelato, Blue Sky Restaurants and the Nugget Theatre. In December, assistant librarian Caroline Tischbein led participants in making ribbon stars. On the last Wednesday of each month, a knitting group met to share ideas and work on projects.

Children's programs at the Etna Library included story times, crafts programs, summer programs and a winter stargazing program. A morning story time for preschoolers is offered on Tuesdays and Fridays at 10. An evening story time for children of all ages is held once a month.

Craft programs are given once a month on a Wednesday afternoon from 3 to 5. Last year, programs included *A Saint Patrick's Day Craft*, *Beautiful Bird Mobile*, *A Tasty Mother's Day Gift*, *Summer in a Jar*, *Leaf Lantern for Your Thanksgiving Table*, *3-D Snowflakes*, *Best Bean Soup Mix*, *Valentines* and a pumpkin decorating program made possible through a generous donation from the Hanover Co-op. At the third annual Fall Fest, parents and children made pinecone creatures at the Etna Library table.



Ribbon Stars Program

Summer programs for children included *Nature Power Pouches* with Ellen Haun, *Decorate a Pot and Plant Radishes* with Carmen Rentel, *Are You a Superhero? Make Your Own Logo* with Sherry Colfer and *Origami Birds and Animals* with Judy Anderson. Hosted by the library, teen students of Tuck's Rock Dojo performed at Trumbull Hall.

Volunteers play an important part in providing Etna Library services. They staff the library on Saturday mornings and deliver books between the Howe and Etna Libraries throughout the week. Along with the Etna Ladies Aid, library supporters contribute to the very successful annual Thanksgiving Pie Sale fundraising event.

Library hours are Monday from 2 to 7, Tuesday from 9 to 2, Wednesday from 2 to 6, Thursday from 2 to 7, Friday from 9 to 4 and Saturday from 10 to noon. For more information, please call the library at 643-3116 or e-mail etna.library@hanovernh.org. Library programs are listed on its website – Click on *Etna Library* under *Departments* at www.hanovernh.org.

Barbara Prince, Librarian



Etna Library Book Group



Thanksgiving Pie Sale

**Hanover Town Library, Etna
Performance Indicators - FY2006 through FY2015**

	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011(*)</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>
Circulation by Owning Library - Adult	4,780	4,505	4,197	4,421	4,748	3,864	3,884	4,093	3,963	4,085
Circulation by Owning Library - Youth	5,142	5,240	4,499	4,747	4,044	3,447	3,549	2,880	3,028	3,694
Circulation by Owning Library - Total	9,922	9,745	8,696	9,168	8,792	7,311	7,433	6,973	6,991	7,779
Circulation by Circulating Library - Adult						3,724	3,687	3,772	3,565	3,662
Circulation by Circulating Library - Youth						3,577	3,851	3,039	3,017	3,623
Circulation by Circulating Library - Total						7,301	7,538	6,811	6,582	7,285
Holdings Filled				1,383	1,027	609			663	1,112
Patron Visits - Adult	2,901	2,730	2,771	3,281	3,363	3,282	3,270	3,511	3,066	3,178
Patron Visits - Youth	1,667	1,615	1,615	1,657	1,439	1,320	1,326	1,306	1,185	1,172
Patron Visits - Total	4,568	4,345	4,386	4,938	4,802	4,602	4,596	4,817	4,251	4,350
Library Programs	107	126	122	121	114	117	132	125	134	122
Program Attendance	1,393	1,433	1,466	1,452	1,085	926	1,199	1,283	1,267	1,186
Volunteer Hours	138	165	134	131	123	123	134	152	138	168
Hours Open Weekly	24	24	24	28	28	28	28	28	28	28

(*) Change in ILS resulting in difference in circulation data collection.

Etna Library Hours: Monday 2:00-7:00; Tuesday 9:00-2:00; Wednesday 2:00-6:00; Thursday 2:00-7:00; Friday 9:00-4:00; Saturday 10:00-noon; closed Sunday

Staff: Barbara Prince, Librarian; Caroline Tischbein, Library Assistant

HANOVER TOWN LIBRARY (ETNA)
REPORT OF THE TRUSTEES

The three Trustees of the Hanover Town Library are elected by Hanover voters to serve three-year terms. Meeting monthly to advise Head Librarian Barbara Prince, we consider programs, purchases, staffing needs and property improvements.

During 2015, three main themes surfaced in meeting agendas: Circulation, Community and Conservation. These themes overlap and connect through the Library's various programs and purchases.

A detailed Librarian's Report at the start of each meeting charts circulation and library visits, allowing us to analyze trends in usage and plan ways to further engage the community in reading and events. With juvenile and young adult circulation a target for improvement, for example, the Library collaborated with a local music school in the summer of 2015 to host a creative color fashmob and concert showcasing teen talent.

Circulation and patron visits remain steady. This is encouraging given national trends in library book circulation. Children are central to the library's programming, including Barbara's endearing story hour for preschoolers and the clever crafts led by Assistant Librarian Caroline Tischbein. Using generous gift funds from community members, the library has acquired educational toys among new items that make the space inviting and comfortable. Also in 2015 we designed a limited run book bag featuring our 1905 building. Bags were given in gratitude to our many volunteers and are available for sale in the library.

An emphasis on Conservation came in part from town and community stewardship of the open lands that surround our building. A significant library expansion completed in 2013 allows Barbara to designate and enlarge collections pertaining to rural life and nature. In a rural setting where patrons might be greeted at the door by neighboring chickens, Etna Library is a fitting home base for archiving rural history, hosting planning meetings and dispersing pertinent resources. In addition to showcasing Conservation themed books, the library now holds a circulating collection of field guides and binoculars for adults and children.

The flip-side of conservation is planning for a changing future. Etna Trustees attending the 2015 NH Library Trustee Association conference in Concord shared new ideas regarding the role of a local library in building community and addressing changes in information technology. This dovetailed with Barbara's ongoing efforts and collaboration with regional librarians to remain current with the needs of an appreciative community here in rural Hanover.

Respectfully submitted,
Elizabeth Cornell (chair), Ginger Boitnott and Kim Wilson

FIRE DEPARTMENT

On behalf of the men and women who proudly serve this diverse community, I invite you to come and explore the Hanover Fire Department. Our *house is your house* and you are always welcome to pay us a visit.

Chief Martin McMillan

Mission Statement

The Hanover Fire Department is a public safety organization providing fire, rescue, and emergency medical services to residents, visitors, and the Dartmouth College community. The department is committed to preserving life, property, and the environment. Through education and public safety awareness programs, we strive to enhance the quality and safety of the lives of the citizens we proudly serve.

Department Staffing

The Fire Department is a combination department with 22 career and 8 paid on-call members working out of 2 fire stations. The main station, located within the Public Safety Building at 46-48 Lyme Road, houses the department's administrative staff and operates 24/7 with a minimum of 4 officers/firefighters/EMTs. The Etna Station, staffed with paid on-call personnel, is in the Village of Etna at 150 Etna Road.

Promotions

The department promoted several of its members in the fall of 2015. Captain Michael Hinsley was promoted to Deputy Fire Chief/Fire Marshal; Firefighter Joshua Merriam was promoted to Fire Captain; and the following firefighters were promoted to the rank of Fire Lieutenant – Christopher Doolan, John Emerson, Scott Letson, and Joshuah Lounsbury.

Operations

Throughout FY '15-16, the department placed a significant training emphasis on the *special operation* disciplines of the fire service which include High Angle Rope



Rescue, Wilderness Search and Rescue, and Ice and Swift Water Rescue. The department continues to improve its response capabilities to emergencies on the Connecticut River and routinely responds with Dartmouth College staff to river emergencies that affect college students and the public at large. The department will continue to foster its long-standing relationship with Dartmouth College as it pertains to emergency response on college property, as well as working collaboratively with local fire departments on regional responses. These cooperative efforts have significantly enhanced public safety across the entire Upper Valley.



In the fall of 2015, the department placed a new Special Operations trailer in service. Department members spent hundreds of man hours customizing this valuable resource. The trailer was designed to carry the department's cache of specialized water and ice rescue equipment, scuba diving gear, and a newly purchased rescue raft. The trailer can be utilized as an incident command center for special operation responses.



UVWRT Partnership

The department has developed a partnership with the Upper Valley Wilderness Response Team (UVWRT). This premier search and rescue group began utilizing the Hanover Fire Station as their base of operation in 2015. They typically conduct 40-50 searches per year and work very closely with the New Hampshire Fish and Game Department and the Vermont State Police.

The team is available 24 hours a day, 7 days a week. Their typical response area includes the Upper Connecticut River Valley region, the White Mountains, as well as most of New Hampshire and Vermont. We are very fortunate to have this highly respected team based in Hanover. Officials from the New Hampshire Fish and Game Department are expecting a significant increase in the number of hikers using the Appalachian Trail this season. Upper Valley emergency service organizations may see an increased demand for wilderness rescue services. The Hanover Fire Department will continue to partner and assist the state and local organizations that are tasked with the responsibility of performing these difficult rescues.

Emergency Medicine

The provision of pre-hospital emergency medical care is a large part of the department's emergency incident response. Dr. Thomas Trimarco of Dartmouth-Hitchcock Medical Center's Emergency Department and a call firefighter with the Fire Department, along with his staff, provides realistic simulation training for high risk pediatric emergencies through a CREST program. He also provides continuous feedback and educational training to help make sure that the highest quality of pre-hospital care is given to those in need.

In collaboration with the Hanover Police Department, we have worked to make sure that we are ready to respond effectively to Active Shooter scenarios.

In 2015, Deputy Chief Michael Hinsley was awarded the Lifetime Achievement Award from the New Hampshire Police, Fire and EMS Foundation. The Foundation was established in 2007 to be a resource for the needs of Police, Fire and EMS personnel and their families in dealing with crisis or catastrophes not covered by insurance.

Mutual Aid Fire Response

Last year's department-wide training focused on back-to-basics firefighting with an emphasis on working with our regional partners. Hanover firefighters routinely train and respond to structure fires and special operation emergencies in the Upper Valley. Cross training with our neighboring departments has increased fire ground safety and performance. We have several large scale training evolutions planned for this summer.



Community Service

The Etna Fire Station community, particularly FF Glenn Elder, Lt. Tim Bent and Lt. John Hochreiter have been instrumental in constructing and maintaining the skating rink located behind the Etna station for many years. Full-time members, FF Troy Leatherman and Capt. Jeremy Thibeault flood the rink at the start of winter. The rink is open to the public and has lights available for evening skating.



The Professional Firefighters of Hanover, Local 3288, with the Hanover Fire Department, routinely engage in volunteer activities in our community. They support several of the region's largest fundraising efforts, e.g. The Prouty, the CHAD Hero Half Marathon and Paddle Power. They also joined local area departments in supporting Operation Warm (a nationwide program that provides winter coats for children), the MDA, and Toys for Tots, as well as providing food for veterans and local food banks.



Fire Safety Education

National Fire Prevention Week is observed during the month of October. The Hanover Fire Department, along with the Ray School educational staff, offer an interactive fire safety workshop for the students providing instruction on what to do in the case of a fire; reminding them to check the batteries in their home detectors and encouraging them to set up a family escape route.

Photo Credit: Clare Brauch



Photo Credit: Joanne Sergeant

On behalf of the men and women of the Hanover Fire Department, I would like to convey a very special thank you for the overwhelming support that the Hanover community extends to our members. We are dedicated to serving you.

*Martin W. McMillan
Fire Chief*



Photo Credit: Joanne Sergeant

FIRE SERVICES

	<u>FY'13-14</u>	<u>FY'14-15</u>	<u>FY'15-16 – 12/31/15</u>
Structure Fires	18	13	12
Vehicle Fires	3	2	0
Brush Fires	2	4	0
Trash/Dumpster	1	1	2
Spills or Leaks	18	17	5
Electrical Problems	30	22	18
Water Evacuations	17	20	5
Smoke Removal	1	3	0
Smoke Odor	9	18	5
Malicious False Alarms	4	9	2
Mutual Aid Provided	39	54	35
Alarm Malfunctions	132	99	50
Unintentional Alarms	303	278	152
Other*	116	158	52
Total	<u>693</u>	<u>698</u>	<u>338</u>

* Includes: Salvage, Police Assistance, Steam Leaks, Elevator Malfunctions, Service Calls, Rescue Calls and Extrication

EMERGENCY MEDICAL SERVICES

	<u>FY'13-14</u>	<u>FY'14-15</u>	<u>FY'15-16 – 12/31/15</u>
Hanover	840	822	413
Lyme	96	136	56
Norwich	143	126	57
Mutual Aid	39	61	46
Total	<u>1,118</u>	<u>1,145</u>	<u>572</u>

Full-time Staff

Fire Chief: Martin W. McMillan
Deputy Chief: Michael Hinsley
Administrative Assistant: Judy Stevens
Fire Captains: Michael Gilbert, Bertram Hennessy, Joshua Merriam, and Jeremy Thibeault
Fire Lieutenants: Christopher Doolan, John Emerson, Scott Letson, and Joshuah Lounsbury
Firefighter/Paramedics: Jesse Bieluch, Brian Ellstein, Jeremiah Linehan, Blair McClay, Robert Mousley
Firefighter/AEMTs: Robert Diehm, Wayne Dunham, Jeremy LaBombard, Troy Leatherman, Christopher Sweitzer, Jay Whitehair, Jon Wilkinson

Call Firefighters

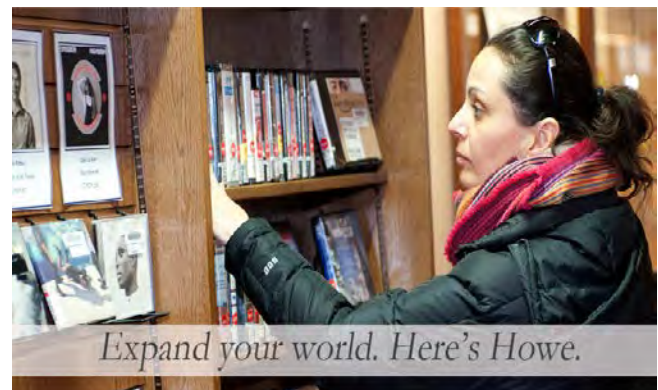
Julie Bean, Timothy Bent, Glenn Elder, John Hochreiter, Genevieve Lauria, Michael Lauria, Kenneth Pelton, Thomas Trimarco.



Howe Library serves a total of 11,260 residents (which includes 3,600 Dartmouth College students), as well as the more than 2,700 people from other New Hampshire and Vermont towns who pay for non-resident cards. Howe Library is open seven days per week, year round.

Planning Ahead:

In January 2016 we began work on our next strategic plan for FY2017 through FY2022. Howe staff has worked diligently these past few months brainstorming numerous creative ideas for expanding and improving our services. We appreciate the helpful feedback from the 650+ survey responses from Hanover and Upper Valley residents. Four focus groups (Frequent Library Users; Teens; Hanover Organizations; Area Libraries) were held in March to further develop and fine-tune our plan. Work will continue throughout this spring so that, by August, we will have a realistic and manageable document to guide us for the next five years. We look forward to sharing the new strategic plan with you in the fall.



Partnerships and Outreach:

We continue to collaborate with many area organizations and offered 50 programs off-site in FY15. Our partnerships include Hanover Recreation Department (summer camp programs at Richmond Middle School, Ray School Kids After-School Time, and the annual Fall Fest), presenting *Rapid Reviews: 30 Books in 30 Minutes* at Hanover Rotary and Kendal at Hanover, organizing the ever popular Costume Swap just before Halloween with the Ray School PTO, hosting Northern Stage and Hampstead Stage performances at Howe, displaying Upper Valley artists' work in our Ledyard Gallery, showing special films at The Nugget in partnership with the Hanover Improvement Society, visiting all Hanover and Norwich Schools for book talks and library card registrations, hosting the annual Elden Murray Photographic Exhibition and Competition with the Quechee Area Camera Club, exhibiting Hanover High School artwork in our Ledyard Gallery, offering children's programs with the Squam Lake Science Center, and hosting Home Movie Day and Cine Salon with Bruce Posner.

Programs:

Thanks to generous funding from The Howe Library Corporation, we continue to offer a variety of programs that enhance community interaction and engagement. In fiscal year 2014-2015, 7,928 people attended 562 library-sponsored programs for all ages. A sampler of popular programs includes The Secrets of Cellar Holes, Exploring Watercolors, Teen Improv Workshop, E-Books for Kindles, Summer Writing Workshops for Teens, Get Your Bike Ready for Summer, French Conversation Club, Cool Doodling, Managing Your Digital Photos, Hero Stories Comic Workshop, Juggling with Bill Hammond, Appalachian Trail Stewardship, Demystifying College Applications, Magician BJ Hickman, Digitizing Music and Analog Video, Ben Kilham’s program on bears, and Duct Tape Extravaganza.



The board’s Literacy Committee continued its work collecting children’s books for six area non-profits --- Everybody Wins, Vermont!, Southwestern Community Services, Good Beginnings, West Central Behavioral Health, Upper Valley Haven, and WISE. The generosity of our Upper Valley neighbors continuously amazes me and we thank you for making these book drives so successful. More than 2,000 books were collected.



The Buena Gente Social Club donated Spanish books to Howe.



The Howe Library Board of Trustees’ Literacy Committee collected more than 2,000 books for six area non-profits.

Howe Staff:

We said our fond farewells to **Jeanette Fadul** who, after working at Howe for five years, has moved to Charlottesville, VA with her husband. We will miss her poise, cheerfulness, and kindness. At the same time, we welcomed **Kathy Menard** and **Pat Cook** as our newest Circulation Assistants. Kathy has an MBA from Babson College (MA) and served as a trustee of the Norwich (VT) Public Library. Pat recently retired as a school librarian in the Hartford (VT) School District and serves as a JP and on the Board of Civil Authority in Hartford.



Jeanette Fadul



Kathy Menard



Pat Cook

Technology:

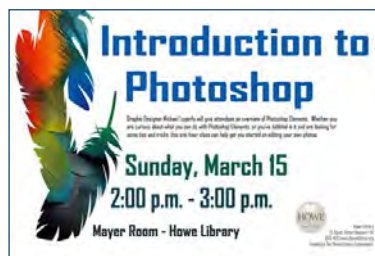
The 185-member New Hampshire Downloadable Books Consortium now has 25,803 e-books and audiobooks in its collection. Each year Howe Library’s circulation of these popular items is one of the highest in the state.

Use of our many databases, which can be accessed 24/7, continues to hold steady. Resources owned include Biography Resource Center, Business Source Premier, Consumer Health Complete, Consumer Reports, Contemporary Authors, EBSCO Host, Encyclopaedia Britannica, HeritageQuest, Mango Languages, Morningstar, NoveList Plus, and Oxford English Dictionary.



We continue to offer one-on-one technology training sessions by appointment, present a wide variety of technology workshops, and hold drop-in sessions on Thursday mornings. Our patrons are very appreciative of these services.

The Howe Library Corporation funded the cost for doubling our bandwidth in FY15 so that patrons were no longer inconvenienced by slow response time. This improvement has been very successful.



Thank you for the memories!

I will be retiring the end of August 2016 so this will be my last annual report to you. I consider myself extremely fortunate to have worked in this wonderful community that cherishes its extraordinary library. Thank you for your help in making Howe such a special place – from your many kind words about our hard-working staff, your financial support with tax dollars and contributions to The Howe Library Corporation’s annual appeal, and your frequent visits to enjoy our excellent programs and services. It has been an honor to serve as your library director these past nine years.

One of the many things I love about Hanover is how welcoming all of you were when I first walked in the door in July 2007. I have every confidence that you will welcome the next library director with the same kindness and warmth.



Respectfully submitted,

Mary H. White, Director



Performance Indicators – FY12 - FY15

	2011-12	2012-13	2013-14	2014-2015	Notes
Items owned	99,491	104,320	113,730	117,846	
Circulation, total	258,196	250,932	248,177	238,939	FY11 / new system
Holds/reserves placed	8,196	8,392	9,798	10,303	
Registered patrons	8,740	9,832	10,043	9,956	
Resident patrons	6,290	7,016	7,555	7,188	
Days open	348	347	350	350	FY11 / summer Sundays
Hours open, weekly average	59	59	59	59	
Visitors, estimated	246,000	175,800	188,174	182,834	PeopleCounters installed, more accurate
Reference questions	9,562	9,957	10,583	10,299	
Interlibrary loan transactions	2,987	3,140	2,746	3,160	
Library sponsored programs	585	560	570	562	
Attendance/library programs	10,126	8,672	9,180	7,928	
Public meeting room use	737	801	811	839	
Total meeting room use	948	1,005	1,034	1,084	
Volunteer hours	1,391	1,504	1,503	1,515	Excludes trustee hours
Electronic database use	*14,996	*51,440	*69,421	65,217	*now counts sessions, not searches
Howe website & catalog access	200,000	300,000	360,000	375,000	estimate



Howe Library – a partnership of The Howe Library Corporation and the Town of Hanover
 13 South Street Hanover, New Hampshire 03755 603.643.4120 www.howelibrary.org



THE HOWE LIBRARY CORPORATION Board of Trustees



Left to right: Andy Bernard, Nancy Carter (Select Board representative), Jenn Brown, Rich Brown, Colleen Rozzi, Ginia Allison (vice chair), Rick Sayles (treasurer), Rebecca Winter, Mary King, Martha Robb, Sarah Buckey, Bill Thomas (chair).

Not pictured: Bill Mlacak (secretary), Jayne McLaughlin, Laura Rice

Howe is funded from two sources: Town of Hanover tax revenues and The Howe Library Corporation, which is supported by your donations to the annual fund, fundraising events, and investment income. The Town funds day-to-day operations which include salaries, utilities, routine building maintenance, and expansion of the collections. The Howe Library Corporation funds additional collection enhancements, all adult and youth programs, some technology enhancements, and other services beyond those funded by the Town. It is this special partnership between the Town and the Corporation that makes the library such a vibrant part of our community. If you have not yet seen the Corporation's 2015 Annual Report, you may obtain a print copy at the Howe or view it online: <http://bit.ly/2015AnnualReportHoweLibraryCorporation>.

The Howel Classic Mini-Golf Extravaganza:

Our sixth annual *Howel Classic* was held on March 19 & 20, 2016. This popular event nets approximately \$30,000 each year to support Howe Library programs and services. We extend our sincere appreciation to the many volunteers, corporate donors, and ticket purchasers for making this such a fun and successful occasion.



Annual Appeal/Corporation Finances:

The Corporation continues to supplement library services and programs through your annual giving and the endowment spending. The 2015-2016 annual fund goal is \$100,000. As of the end of February, 384 donors have contributed a total of \$71,310 towards our goal. We appreciate your strong support for this well-loved and well-used community treasure.

Trustee and Member Engagement:

The Howe Library Corporation board initiated a Literacy Committee two years ago. Their efforts have included purchasing adult books in Spanish, French, and Chinese and holding book drives (*Help Howe Spread the Word*) for six area nonprofits. Their two book drives in 2015 collected more than 2,000 exciting, new children’s books and we will have just completed our spring book drive as you read this. Thank you for your thoughtfulness.



Mary King



Jayne McLaughlin



Martha Robb

Our newest board member, **Mary King**, began her term in September 2015. Many of you might already know Mary because she lives in Etna and was formerly employed at the Etna Library. She is currently director of the Meriden Public Library. Two board members will be stepping down this fall – **Jayne McLaughlin**, who happens to be our chef

extraordinaire for *The Howel Classic*, and **Martha Robb**, who has been instrumental in soliciting corporate sponsors for *The Howel Classic* and working tirelessly on the Literacy Committee. These two women have done yeoman’s work for The Howe Library Corporation. We are grateful for their generosity and will miss their energy and their humor.



The board continues communications with Corporation members by holding a spring *Breakfast with the Board*. This casual get-together offers an excellent opportunity for board members to hear your suggestions for improving and enhancing our services. It’s nice to carve a few minutes from our busy schedules to become better acquainted with our 400 Corporation members.



Respectfully submitted,
Bill Thomas, Chair, Board of Trustees,
The Howe Library Corporation

HUMAN RESOURCES

Recruitment and Staffing:

The Town of Hanover received and processed 550 employment applications for 36 vacant positions (full-time, part-time, and seasonal) during calendar year 2015.

Labor Relations:

The Town has three collective bargaining units. Employees of the Public Works Department are represented by Local 1348 of the American Federation of State, County, and Municipal Employees (AFSCME), the Fire Department by Local 3288 of the International Association of Fire Fighters (IAFF), and the Police Department by Local 27 of the New England Police Benevolent Association (NEPBA).

This year, the Town reached agreement with NEPBA on a one year collective bargaining agreement for the period beginning July 1, 2016 and ending June 30, 2017, subject to voter approval. The terms are essentially the same as for the IAFF and AFSCME contracts approved at last year's Town Meeting, except that the NEPBA contract is for a one year period only. The agreed upon market wage adjustments, cost of living adjustment, and benefit changes for NEPBA employees would take effect July 1, 2016

The proposed NEPBA contract, like the IAFF and AFSCME contracts approved last year, includes market wage adjustments for each position/incumbent as recommended by the consulting firm of Condrey and Associates. These adjustments stem from the firm's comprehensive external review of the Town's classification and compensation system, and are designed to help the Town continue to attract and retain a high quality workforce by ensuring that employees remain competitively compensated within the regional job market for municipalities. As with the IAFF and AFSCME contracts, the proposed NEPBA contract also includes a 1.5% cost-of-living adjustment, effective July 1, 2016. Non-union employees also will be eligible for this adjustment.

In order to fund the above wage increases within budget targets, the proposed NEPBA contract authorizes certain changes to the Town's employee health plan options, designed to contain the cost of premiums and reduce the Town's annual expenditures on health insurance. The same changes were adopted in the IAFF and AFSCME contracts last year, and also apply to the Town's non-union workforce. These include significantly increasing employee co-pays for those enrolled in our point of service (POS) and HMO plans, specifically for doctor visits, emergency room visits, and prescription drugs purchased by mail. Other changes include eliminating the Town's indemnity plan option and instead offering a low premium, high deductible health plan (HDHP) option, which employees can pair with a health savings account to fund their out of pocket medical expenses.

Furthermore, the NEPBA contract calls for the Town to begin crediting employees for the Town's share of health insurance premiums based on the cost of the Town's HMO plan, instead of on the more expensive POS plan. This change, which is effective July 1, 2016 and also applies to IAFF, AFSCME, and non-union staff, means that most employees will receive substantially fewer employer credits toward the purchase of health insurance, and will begin paying a greater portion of their annual premiums themselves. To help staff transition to paying more for their health insurance, the Town will issue a one-time payment of \$750.00 to each employee, in December of 2016.

Health and Wellness:

The Town is committed to the health, fitness, and overall wellbeing of its workforce, and in helping employees attain their health, fitness and wellness goals. The Human Resources Department, in coordination with NH HealthTrust, sponsored well-attended health-related events in 2015, including a biometric screening, and a flu shot clinic. Employees who complete an annual on-line health assessment and biometric screening and participate in fitness activities are eligible for incentives and rewards offered through HealthTrust and its affiliated services.

Employee Flex Benefits:

The Town continues to offer excellent employee benefits. Both union and non-union employees participate in the same broad-menu flexible benefits package that includes health insurance, dental insurance, short and long term disability, life insurance, medical and dependent care reimbursement accounts and voluntary supplemental insurances. Employees also participate in the New Hampshire Retirement System and have the option to participate in supplemental retirement programs.

Staff: David Stewart, HR Director
Gloria LaCasse, HR Coordinator



Nihonmatsu Students – Annual Visit to Hanover – Cherry Tree Planting

2015 was the 100th Anniversary of the Portsmouth Peace Treaty.

The Hanover connection to the Portsmouth Peace Treaty is that Japanese student Kan'ichi Asakawa attended Dartmouth College and subsequently wrote "[The Causes of the Russo-Japanese War.](#)" In 1905, Dartmouth President William Tucker paid the expenses for Asakawa to travel to Portsmouth to observe the peace conference. Asakawa's hometown of Nihonmatsu, Japan is now Hanover's Sister City and each year the town welcomes a group of schoolchildren to tour Hanover during the summer.

For more information about the Portsmouth Peace Treaty and the cherry trees planted around the state, visit www.portsmouthpeacetreaty.org

PARKS AND RECREATION DEPARTMENT

We at Hanover Parks & Recreation, “HPR”, are pleased to present our annual report. Over the course of the year the department’s programs encompassed a total of 255 activities that accounted for 8,039 individual registrations. Of this total, 556 individuals registered for one of our programs for the first time. Our recreational offerings ranged from youth sport programs to adult enrichment classes such as oil painting. As many of our programs continue to grow and remain strong others have seen a decline. Nationally participation in youth sports has declined and Hanover has mirrored this trend over the last few years. This was particularly evident in our football program which did not have enough registrations to field a team. On the other end of the spectrum the after school program continues to have a perpetual waiting list and our summer camp sold out in record time. Although both programs were expanded they are unfortunately limited in size by the space constraints within the schools in which we operate.

Notable changes for this year include the retiring of Hank Tenney. With his retirement, August 2015 marked the end of a distinguished 41 year career with the Hanover Parks and Recreation Department. Hank, thank you for your dedication to sports, special events, and educational programming in the Town of Hanover and in the Upper Valley. Enjoy your retirement and good luck with future endeavors!



Hank Tenney



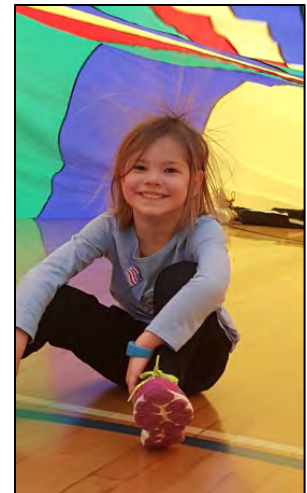
Joining the Department as the new Director is John Sherman. John has 20 years of experience in the Parks & Recreation field having worked at the federal, state and municipal levels of government during his career. Before coming to Hanover he was the Parks & Recreation Deputy Director in Saco, Maine for ten years. In addition John has been active on the national level serving on a committee for the National Parks & Recreation Association as well as locally as a former member of the school board in his hometown in Maine.

John Sherman, Director

Programs: The Richard W. Black Recreation & Senior Center offers a variety of age specific programming for tots through adults. These include Bounce House days, clay classes, woodworking, a variety of drawing and creative hands-on art classes for children, Line Dancing, drop-in volleyball, Yoga, Tai Chi, Pilates, Zumba, Babysitter Training, and still life painting. There are several successful camps run by the Recreation Department which include Vacation Mini-Camps, ‘Tween Camp, Camp Dragonfly, Camp Circle H, and Camp Quest. Since 2011, Appalachian Trail hikers have been able to shower and do laundry at the community center. The shower and laundry services continue to grow as word of the availability spreads.

Camp Programs: There are several successful camps run by the Recreation Department which include 3 Mini-Camps, Circle H, Dragonfly, ‘Tween Camp, and Camp Quest (we are expanding Camp Quest to two buses and doubling available space in 2016). All of our camp programs were full in 2015 with waitlists.

KAST (Kids After School Time): KAST is an after school program for Hanover students in grades K-5 and is located on site at the Ray Elementary School and the Richmond Middle School. KAST runs directly after school on all days school is in session. Activities include theme days, special events, indoor and outdoor sports, arts & crafts, homework help and much more. KASS (Kids After School Study) did not meet the minimum number of participants to run for the 2015-16 school year. The program has provided homework help to students in grades 6-8 in the past and will be located at the Richard W. Black Recreation & Senior Center during the 2016-17 school year if we meet the minimum number of participants.



Senior Center: Within the RW Black Center we have a dedicated space for our seniors to meet and socialize. In addition we offer a variety of programs for area seniors. Line dancing, exercise, and bridge are offered weekly. Monthly lunches are provided by area churches, as well as meals on wheels lunches the first and third Wednesday of the month. We also celebrate monthly birthdays, show current movies, provide ceramics classes and have a potluck lunch once a month with piano entertainment. There is an active knitting group that is busy knitting scarves to donate to the VA hospital in White River Jct. and the Visiting Nurse is at the center once a month to provide a foot care clinic for seniors.

Special Activities: The Hanover Parks and Recreation Department once again offered a large number of special events and activities including Hanover FallFest, Make 'N Take, Muster Day, Annual Hanover Old Fashioned Fourth of July Celebration, Occom Pond Party, Egg-stravaganza Egg Hunt, Mini-Vacation Camps, Annual 10K Turkey Trot & Tiny Turkey Trot, Quarterly Family Nights, Adult Drop-In Volleyball Night, Annual Hanover Basketball Invitational Tournament, and themed dances for middle school aged children.

Facilities: The Parks and Recreation Department is located in the Richard W. Black Recreation and Senior Center, which is located at 48 Lebanon Street. The RW Black Center, which is fully handicapped accessible, is open to the public Mondays 9 am to 5 pm, Tuesday through Friday 9 am through 6 pm, and Saturdays 10 am – 6 pm. At other times the building may be accessed by reservation which may be made through the Facility Manager by calling (603) 643-5315.

Outdoor Facilities: The Departments offers a variety of athletic fields. Tenney Park has a baseball field, open field space for seasonal practices, bathrooms, a playground, and a pavilion. Field space at Richmond Middle School includes a softball field and flexible field space. Sachem has a high school sized baseball field and houses the majority of the department's field space. At Grasse Road there is a baseball field as well as at Farr Field. In Etna there is flexible field space that is used primarily for K-2 athletics as well as a playground. Also in Etna there is an outdoor skating rink that has seen recent upgrades and is maintained by volunteers from the community



RW Black Center: The center continues to be well used. During 2014-15, 135 clients confirmed 368 reservations for space in the Center for a total of 3,871 reserved hours. These figures included a variety of users. One of the biggest draws to the Center is families renting the Multi-Purpose Room and our Bounce House for birthday parties. Other renters include the Hanover Boy Scouts, Hanover Cub Scouts, Hanover Girl Scouts, Hanover Jr. Girl Scouts, Hanover Coop, Hanover Lion's Club, OSHER (formerly the Institute for Lifelong Education at Dartmouth), Hanover Blue Wave Tae Kwon Do, Upper Valley Dance Club, Norwich Bridge Club, Youth In Action, Middle Eastern Dance Classes, Christ Redeemer Church, and Hanover Church of God, as well as a variety of Hanover High School clubs and teams and Town of Hanover sponsored organizations

Website: Our Department has an in-depth website (www.hanoverrec.com) which continuously keeps the community in the loop on all that we do. Not only is our site the place to visit for online registrations but it is also the place to go for community information, field use policy and reservations, game schedules, birthday party rentals, special event announcements and so much more. In addition we have a Facebook page to help keep us all connected on what we have to offer.

Staff: John Sherman, Director; Liz Burdette, Assistant Director; Nicole Leonard, Out of School Time Program Director; Jennifer Fitzgerald, OST Assistant; Sherry Colfer, Facility Manager; Jeanne Vieten, Receptionist; Gail Schaal, Senior Center Coordinator; John Wilmot, Building & Grounds Maintenance.

PLANNING AND ZONING DEPARTMENT

The Planning and Zoning Department serves the Planning Board, Zoning Board of Adjustment, Conservation Commission, Building Code Advisory Committee, and Affordable Housing Commission. It is responsible for planning the Town's future in such areas as land use, economic development, housing policy, transportation, natural resource protection, public health, and maintenance and enhancement of Hanover's special character and quality of life as identified in the Town's 2003 Master Plan. It is also responsible for zoning administration and enforcement, conservation administration, health inspections, rental housing administration and building inspections and code enforcement.

Staff comprises Senior Planner Vicki Smith, Zoning Administrator Judith Brotman, Building Inspector/Deputy Health Officer Ryan Borkowski, Deputy Fire Chief/Health Officer/Assistant Building Inspector Michael Hinsley, and Administrative Assistant Beth Rivard.

BUILDING INSPECTIONS & CODE ENFORCEMENT

Building codes help to protect the community from disasters such as fires, weather-related events, and structural collapse as well as promote energy conservation. Codes are subject to changes and amendments. The 2009 edition of the International Building Codes, with amendments, became effective in NH on April 1, 2010. The 2014 edition of the National Electrical Code, with amendments, became effective on January 1, 2015. There is current legislation proposing adoption of the 2015 International Codes at the State level to be effective sometime in 2016.

A complete list of the current building codes adopted in NH, along with state amendments, can be found at: <http://www.nh.gov/safety/boardsandcommissions/bldgcode/index.html>. Please check with the Building Inspector about any additional local amendments or for assistance with the various building codes applicable to your project.

NH also has an adopted State Fire Code in effect. Information on the Fire Code is available at: <http://www.nh.gov/safety/divisions/firesafety/>.

In 2015 the position of Assistant Building Inspector was combined with the Deputy Fire Chief/Fire Inspector position. This combined position benefits the community by increasing the efficiency and effectiveness of fire and code inspections. Additionally, training resources can be shared rather than duplicated.

The building inspector reviews building permit applications and construction documents for general conformity to the codes, issues building permits and related orders, and performs inspections at various stages of construction. Town staff wants you to have a successful, safe and compliant project and are available to assist you with any aspect of the permitting and inspection process.

Application forms, and other important information needed for your project, can be found at: http://hanovernh.virtualtownhall.net/Pages/HanoverNH_Planning/Inspections/index.

HEALTH OFFICER

The duties of the Town Health Officer are typically coordinated through the Planning and Zoning Department. In 2015, Michael Hinsley was appointed as Town Health Officer, replacing Julia Griffin.

Regular responsibilities of the Health Officer and Deputy Officers include:

- Inspections as required/requested of failed private subsurface sewage disposal systems
- Rental housing health-related complaints (RSA 48-A)
- Daycare licensing and license renewal inspections
- School health inspections
- Food protection (complaint-based and assist NH Food Protection with inspections as required)
- Education of proper handling and disposal of lead and asbestos materials typically found in construction
- Assisting with dispersal of information vital to community health such as outbreaks of disease or other public health advisories and warnings

For public health-related concerns, please contact:

Health Officer:	Michael Hinsley	603 643-0708
Deputy Health Officer:	Ryan Borkowski	603 640-3216
Deputy Health Officer:	Carolyn Murray, MD	603-643-0708

RENTAL HOUSING

We are now in our second year of administering the Rental Housing Ordinance (adopted by the Town July 1, 2013). The stated purpose of the Ordinance is to ensure that rental housing complies with RSA 48-A:14, all applicable building and life safety codes, and the Hanover Zoning Ordinance.

The Rental Housing Ordinance, forms to register rental units or file complaints, and RSA 48-A:14 are available at: http://hanovernh.virtualtownhall.net/Pages/HanoverNH_Planning/rental/index.

It is the property owner's responsibility to ensure that each of their rental units is properly registered and that the required information is accurate and up to date. New rental housing units are required to be registered no later than ten business days prior to tenant occupancy.

BUILDING CODE ADVISORY COMMITTEE

The Building Code Advisory Committee advises the Building Inspector and local Fire Inspector on matters pertaining to building construction, safety, codes, and technological changes. The Committee also acts in the capacity of a building and fire codes appeals committee. Their combined expertise in construction is a valuable asset to the Zoning Board of Adjustment in matters of appeals.

674:34 Powers of Building Code Board of Appeals. – The building code board of appeals shall hear and decide appeals of orders, decisions, or determinations made by the building official or fire official relative to the application and interpretation of the state building code or state fire code as defined in RSA 155-A:1. An application for appeal shall be based on a claim that the true intent of the code or the rules adopted thereunder have been incorrectly interpreted, the provisions of the code do not fully apply, or an equally good or better form of construction is proposed. The board shall have no authority to waive requirements of the state building code or the state fire code.

There were no appeals filed in fiscal year 2015.

The Building Code Advisory Committee will begin a review of the Hanover Building Code Adopting Ordinance for any required updates and to ensure it is in line with the current NH State Building Code.

The Building Code Advisory Committee consists of the following members: Bruce Williamson, Chair; Randy Mudge, Secretary; and Jack Wilson. Currently, there are also two vacancies. If you are interested in serving on this committee please send a written request to the Town Manager's office.

CONSERVATION COMMISSION

Being able to enjoy Hanover's public open spaces and trails is one of the most appreciated features of life in Hanover. The Conservation Commission, along with other local, regional, statewide and federal partners, has worked to make open space available not only as a backdrop to our built environment and a source of daily inspiration, but also for hiking, skiing, snowshoeing, dog walking, wildlife habitat, protection of water quality, and being close to nature. The Commission maintains nearly 50 miles of trails, stewards 38 Town-owned conservation properties and monitors 23 conservation easements.

The Conservation Commission was established by the 1966 Hanover Town Meeting "for the proper utilization and protection of the natural resources and for the protection of watershed resources of Hanover." Important natural resources include wetlands, water bodies and groundwater, all critical for our water supplies. Hanover's natural resources also include Town Forests and other conserved lands, and trails. Protecting open space, scenic views, and wildlife habitat are all important to the Commission's goals. The Commission is responsible for educating the public about natural resource topics, monitoring conservation easements, and coordinating our efforts with other public and private conservation agencies. The Commission supports and advises the Board of Selectmen, the Planning Board, and the Zoning Board of Adjustment regarding policies and projects involving conservation issues.

The Commission gets its funding for its every day activities from the Hanover Town budget; for managing its forest lands from timber harvest revenues; and for land conservation projects from its Conservation Fund and

public fund raising projects. The Commission's Conservation Fund receives its funds from a 50% share of the Current Use Change tax that is received by the Town from all projects where land use is changed from an open space use to a development use, or when lots are subdivided and are no longer large enough to qualify for current use tax consideration. A portion of the Conservation Fund is also set aside for any legal expenses necessary to protect conserved lands from violations of their conservation easements.

Members of the Commission at year-end 2015 are Ed Chamberlain, Chair; Whit Spaulding, Vice-Chair; James Kennedy; Michael Mayor; Bill Mlacak; Hugh Mellert and John Trummel. Our representative from the Board of Selectmen is Peter Christie. Doug McIlroy, a long time commissioner and very active Trails Committee chair, retired from the Commission this year. We are grateful to still have the benefit of his knowledge and expertise about Hanover's trail system, maintenance and building available to our Trails Committee. Thanks Doug!

Volunteer Assistance

Trails Committee: For their tireless work keeping our trails safe and open to the public, we thank Trail Committee members, Ron Bailey, Ed Chamberlain, Tom Linell, Hugh Mellert, Doug McIlroy, Bill Mlacak, Peter Shumway, John Taylor and John Trummel. Our appreciation goes to Craig Sanborn, Ridge Trail volunteers and volunteers from King Arthur Flour, Hypertherm, and Outdoor Odyssey (high-school students organized by UVTA).

Stewardship Committee: Thanks also to Open Space Committee members, Judith Reeve, Anne Morris, Ed Chamberlain and especially Jim Kennedy. Jim continues his work on the draft management plan for Hayes Farm Park in Etna Village. Jim also continues to modify our plans to make Wilson's landing a more efficient and friendly park-like place, and coordinated his plans with the NH DES office, Hanover Public Works and neighbors of Wilson's Landing.

Biodiversity Committee: This was another busy year for the Biodiversity Committee and its volunteers. Committee members: Nina Banwell, Doug Brown (Upper Valley Land Trust), Helene Hickey (Hanover Garden Club), Michael Lunter, Barbara McIlroy, Eliz Tobiasson, Vicki Smith (Town of Hanover), Ed Chamberlain (Conservation Commission), Courtney Dragett (Hanover Conservancy).

Others: Kari Asmus, Willy Black, Len and Mary Ann Cadwallader, Mike Chase (DPW), Mary Erdei, Linda and Steve Fowler, Karen Geiling, Liz Gould, Jeannie Kornfeld (HHS), Glenn and Pat Johnson, Larry Litten, Betsy McGean, Robin Nuse, Gail McPeck, Rob Oden, Judy Reeve, Bill Young, HHS students Brendan Amos and Siobhan Seigne, and many others.

Thanks also to our partners in projects: To the Hanover Garden Club and the Hanover Conservancy for financial support, to many individuals who took a leadership role for the garlic mustard campaign in their neighborhoods and to Ellen Snyder (UNH extension) our contact with the Stewardship Network.

Conservation Commission Activities in 2015:

Meetings

- Commissioners met 13 times for regular monthly meetings plus one emergency meeting
- Three committees, Trails, Stewardship and BioDiversity, met a total of 18 times

Regulatory

- Ten site visits to locations requiring wetlands permitting and town properties
- Commented on eight wetlands applications to Hanover ZBA and four to NH DES

Land conservation

- Worked with landowner to amend and update conservation easement
- Reviewed proposals for use or forestry practice changes to two conservation easement areas
- Monitored 23 conservation easements, and followed up problems as needed

Land and trail management

- Maintained Town trail system
- Held management planning meetings for Wilson's Landing and Hayes Farm Park; including a neighbor walk about and hot dog picnic at Hayes Farm Park in collaboration with the Etna Fire Department
- Hayes Farm Park Management Plan and Wilson's Landing Management Plan are being developed
- Reviewed a proposal to exchange a Class VI road section for a trail (included a site visit)
- Partnered with UVTA to continue work on improving the Moose Mtn. Ridge Trail
- Monitored work of forester and logger during timber cut at Marshall Pressey Brook Natural Area

- Hired professional and organized volunteer work groups to clear invasives at Hayes Farm Park and Balch Hill Natural Area
- Supported management of deer herd at Balch Hill with Hanover Conservancy and Dartmouth College
- Reviewed and suggested changes to Balch Hill Management Plan

Education/outreach

- Garlic Mustard control initiative- neighborhood organizing, continued work with landowners and website
- Held *Deer Management and Forest Health* workshop and posted relevant materials on the Commission website
- Sponsored workshop on *Grasslands and Meadows*
- Supported Pine Park Trustees in their management of Pine Park
- Continued collaboration with and support of the Hanover Conservancy, Hanover Garden Club, Boy Scout Troop 45, Pine Park Association, Youth in Action, Upper Valley Mountain Bike Association, Upper Valley Land Trust, the Mascoma Watershed Conservation Council, the Goose Pond Lake Association and their Lake Host Program, the Appalachian Trail Conservancy, the Lebanon Conservation Commission, Upper Valley Trails Alliance with \$50 support for dues, NH Association of Natural Resource Scientists, and the New Hampshire Association of Conservation Commissions.

Administrative

- Adopted revised by-laws and created a new committee structure
- Amended the *Vegetation Management Policy on Town Conservation Lands*

Through its Trails Committee, the Commission:

The Trails Committee continues to monitor and maintain town trails. Projects this past year include:

- Oversaw a trail maintenance contract with the Upper Valley Trails Alliance (UVTA). In addition to his own work under the contract, John Taylor secured volunteer help from King Arthur Flour, Hypertherm, and Outdoor Odyssey (high-school students organized by UVTA).
- Arranged for the building of small trail bridges in the Rinker Tract by the Upper Valley Mountain Bike Association and by Outdoor Odyssey on Highway 38.
- Ordered and installed 20 trail signs of a new design on plastic posts.
- Approved two trail relocations on Balch Hill: the Fire Trail (with concurrence of Fire Chief Martin McMillan) and the lower part of the Maple Trail.
- Participated in consideration of rerouting Elm Road so as to preserve foot-travel continuity with Class 6 Wolfeboro Road.
- Laid the groundwork for restoring a bridge across Slade Brook, with UVTA, landowner Steve Lubrano, and Craig Sanborn of the Cardigan Highlanders trail volunteers, all coordinated by Hugh Mellert.
- Bill Mlacak discussed renovation of the Cliffside Trail with the Occom Ridge Homeowners' association. This is envisioned as part of a trail along the river from Mink Brook to Wilsons Landing.
- Encouraged the UVTA to seek a grant from the Quabbin-to-Cardigan Partnership for planning action to complete the protection the Moose Mountain Ridge Trail and extend it into a continuous corridor from the Appalachian Trail to the Northern Rail Trail. Other supporting parties are the Enfield Conservation Commission and the Hanover Conservancy. Paul Gagnon of the Society for the Protection of New Hampshire forests contributed important survey data. The UVTA did obtain the grant and work will proceed in 2016.
- A hike on the Ridge Trail was organized for National Trails Day, co-sponsored with the Hanover Conservancy. The Conservancy obtained a conservation easement that includes the trailhead and much of the beaver pond near Moose Mountain Lodge.
- Eighteen volunteers turned out for a major work day on November 7 that cleared most of the Ridge Trail plus some stretches on side trails.
- Thorough and ongoing maintenance of the Ridge Trail by Tom Linell.
- Site walk of Marshall Brook to plan trail connections.

Special thanks go to Doug McIlroy who stepped down from chairmanship of the committee in 2015. We are grateful for his leadership and his many years of service. We are lucky that he has stayed on the committee and continues to contribute his wisdom and experience.

Through its Biodiversity Committee, now a subcommittee of the Stewardship Committee, the Commission: has worked with many volunteers developed and shared educational materials, and engaged in restoration

efforts and invasive plant control in Hanover. Barbara McIlroy deserves special thanks for taking the lead in our efforts to remove invasive plants from our conservation (and public) lands, and for leading efforts to control the deer population. We also need to make a special recognition to Gail McPeck for all the work that she has done to make our protected lands special places.

Garlic mustard

High priority This plant is concentrated in our downtown neighborhoods, with few outposts. We want to keep it from invading nearby forests. Control efforts include hand pulling, mowing efforts before flowers form, and limited use of herbicide before other plants emerge.

Specific efforts Various neighborhoods organize control efforts. After several years, some areas are seeing real progress. Users of several roads and trails near town, invited to pull garlic mustard as they passed, filled a total of 25 large garbage bags. The Biodiversity Committee supported the Upper Valley Land Trust in a one-day blitz with help from the Lebanon Girl Scouts. Result: 30 garbage bags.

Outreach The committee maintains a website at hanovernh.org with a slide presentation about this plant, and related information. Displays of the plant, a map of known colonies, posters and bookmark handouts were placed in Town hall, Hanover and Etna Libraries, Black Community Center, all schools, Hanover Garden Club plant sale and at Town Meeting. Our efforts have been cited in the new guide *Picking Our Battles* from the New England Stewardship Network.

Deer

Website The Committee's website contains detail on deer management in other states, effective hunting methods and policies, the impacts of deer on forest health, signs of deer over-browse and lists of plants that deer resist and native plants that deer love and the Lyme Disease connection.

Outreach The website encourages landowners to open their lands to hunters and encourages hunters to take doe. We published a letter to the editor in the Valley News, and helped initiate an ad-hoc town committee to expand control efforts.

Workdays in 2015

Rinker Fall workday to pull glossy buckthorn saplings, spread deer deterrent and plant winterberry shrubs in wetland.

Tanzi Tract In the Tanzi Tract, counts of Trillium identified severe deer impact. We worked with two HHS students to install plant study exclosures and posters about deer problems. For the fourth year, we worked with HHS students on Earth Day to remove invasives on school grounds. We also worked with two students on removing yellow iris and garlic mustard on our Mink Brook West natural area.



Students' sign for Trillium cages

Outreach Efforts

Forest Health and Deer Management Organized by the Biodiversity Committee, the Commission hosted two sessions, one for natural resource professionals and the second for landowners, featuring federal, county and state officials and resource manager, to highlight the interaction between forest health and deer management and to find ways Hanover can promote biodiversity by managing deer. Over 150 people from 23 towns in the Upper Valley attended. The panels included experts from New Hampshire, Vermont and New York. An important takeaway is: Our measure of success is the health and biodiversity of the vegetation, not the number of deer taken.

Grasslands and Meadows was the theme for the Commission's workshop about how this habitat benefits wildlife, especially pollinators, water quality and the rural landscape.

Plant Nursery The Biodiversity Committee also maintains a nursery for native replacement plants adjacent to the Town's water reclamation plant.

Website The Town website now features materials about Forest Health and Deer Management, Garlic Mustard and an extensive website on Lyme Disease and related information. The homepage has also been redesigned.

Meetings The Conservation Commission's regularly scheduled monthly meetings are held on the second Wednesday of each month at 7:00 PM, in the Town Hall. The Open Space and Trails committees meet regularly once a month; Open Space on the first Thursday while the other committees of the Commission meet as necessary for project needs. The Commission and its committees are always eager for wider participation. The public is welcome to attend its meetings. Town citizens are encouraged to attend its meetings and join in on the work of the Commission and its committees. **We are in need of a few new conservation commissioners to support our work and bring in fresh ideas. Volunteers are welcome.** Please contact the Planning and Zoning Office for these meeting schedules. Contact Vicki Smith (640-3214 or Vicki.Smith@Hanovernh.org) or Ed Chamberlain (643-4150 or edwin_chamberlain@valley.net) for more information on how you can join in with the work of the Hanover Conservation Commission.

PLANNING BOARD

In FY2015, the Planning Board was busy with both development review and a major re-organization of the zoning ordinance. Minor subdivisions created three new building lots. In addition to the review of a number of site plan projects, the Planning Board has concentrated on listening to residents at neighborhood planning parties and worked on re-organizing the zoning ordinance.

A major planning emphasis in the past few years has been to ask and hear from people what plans should be for Hanover's residential neighborhoods and what makes them such great places to live. The Board began this work in 2009 by inviting landowners and residents to three public forums held at the Ray School. Beginning in 2010, the Board's Residential Project Committee held 47 meetings, some of which included site walks, to better understand Hanover's residential areas and to develop policies upon which zoning proposals can be based. The amendment proposed for the Goose Pond area was adopted by Town Meeting in 2011. In 2012, following a well-attended community forum on zoning in the residential areas of Hanover, what started as a re-write of the residential sections of the Zoning Ordinance metamorphosed into a commitment to engaging with the community neighborhood by neighborhood. We have developed a neighborhood planning party format and met with neighbors from the Hovey/Ledyard Buell, East of Moose Mountain, Middle Mink Brook Watershed, Etna, Lyme Road, between East Wheelock and Park Street, West Wheelock Street and Valley Road neighborhoods.

The planning parties give neighbors an opportunity to gather and interact in a low pressure, informal "non-crisis" setting to talk about what they love about their neighborhood and what they would like changed. The Planning Board has gained a more in-depth appreciation about what is special about each neighborhood and most highly valued by its residents. This information will be used to develop a plan for the neighborhood, revise the town Master Plan, and guide land use regulations and infrastructure improvements. Neighbors get to know each other, learn more about the planning and land use regulatory process and be empowered to guide their neighborhood's future. Each participant is asked to reflect on his/her relationship with the place they call home and take part in making it even better. This is exciting work often results in working groups taking on changes identified at the planning party.

In a parallel effort, a small but dedicated group of Planning Board members has been meeting almost weekly with our affable Zoning Administrator, Judith Brotman, to technically review our Zoning Ordinance. Their work focused on clarifying definitions and addressing inconsistencies in the Ordinance and culminated in a re-organized draft zoning ordinance. In FY 15, the Planning Board met 16 times to thoroughly review the clarifications, new definitions and re-organization. A few of the inconsistencies were brought forward for consideration and adopted at Town Meeting 2015. The re-organized ordinance and the few substantive zoning amendments that result from the re-organization will be considered at Town Meeting 2016.

During its 26 meetings in FY 2015, the Planning Board's work included:

- Reviewing and approving site plans for: Hanover School District's expansion and renovations at the Ray School parking lot; Hanover Consumer Cooperative Society's expansion and renovation on Park Street; New Hampshire Public Broadcasting broadcast tower replacement and associated structures off Moose Mountain Lodge Road; Town of Hanover's parking lot expansion at the Police and Fire Station; Raven Bay Associates' 16 space parking lot on Allen Street; Dartmouth College's storage shed at the Organic Farm and erosion controls at the Hanover Country Club bridge over Girl Brook; and Hanover High School's greenhouse.
- Reviewing and approving the creation of new lots on Rope Ferry Road, Allen Street and Pinneo Hill Road.

- Reviewing and approving modifications to the site plans for the Hanover Consumer Cooperative's parking lot; Dartmouth College's street lighting on Crosby Street; and Gros Ventre's extension of approval for the former Simpson development off Greensboro Road.
- Reviewing and approving a proposal to cut and trim trees and brush as part of routine utility line maintenance on Goose Pond and River roads.
- A site visit to Ray School to review the proposed parking lot improvements.
- Reviewing and approving five lot line adjustments or voluntary mergers.
- Holding one neighborhood planning party.
- Preparing zoning amendments that were considered at three public hearings and adopted at the Annual Town Meeting in May 2015.
- Amending the site plan regulations to include a new section on stormwater management.

Smaller projects are now reviewed by the Minor Project Review Committee (MPRC), comprising Town employees. Three minor projects were reviewed and approved by the Minor Projects Committee: renovations at Tri-Kap Fraternity on Webster Avenue, Dartmouth College golf course fairway and tee repairs and fish research shed at the Organic Farm.

The current members of the Planning Board, as of December 31, 2015, are Judith Esmay, Chair, Iain Sim, Michael Mayor, Kate Connolly, Kelly Dent, Vice Chair, and Jonathan Criswell. Our alternate member is Brian Edwards. Nancy Carter and Peter Christie serve as Board of Selectmen Representative and Alternate Representative, respectively. Planning Board members are appointed by the Board of Selectmen. Michael Mayor serves on the Conservation Commission to provide coordination between the Commission and Planning Board. Kate Connolly is an alternate member of the Zoning Board of Adjustment and an active representative to the Upper Valley Lake Sunapee Regional Planning Commission and serves the Commission as Secretary/Assistant Treasurer. With Joan Garipay's resignation from the Board, we offer appreciation for Joan's service to the Town. We will miss her insightful comments on development plans and knowledge about the Town.

Generally, the Planning Board hears applications for subdivision and site plan review on the first and third Tuesdays of each month. The Board holds planning workshop sessions to focus on Master Plan implementation and policy development on the second Tuesday of each month. The public is cordially invited to attend and participate in all meetings of the Planning Board. Neighborhood planning parties are held at a time and place convenient to the neighborhood. The public is welcome to attend and observe, but conversation is limited to residents and landowners of the neighborhood. The Planning Board welcomes your comments in writing or by email at planning@HanoverNH.org.

The Master Plan and land use regulations may be viewed on the Town's website, HanoverNH.org. Copies may also be purchased at the Planning and Zoning Office.

ZONING BOARD OF ADJUSTMENT

State Statute allows up to ten Zoning Board of Adjustment (ZBA) members consisting of not more than five full members and five alternate members appointed by the Board of Selectmen. The current full members are: Carolyn Radisch, Chair; Phil Harrison, Vice Chair; Steve Marion, Clerk; H. Bernard Waugh and Gert Assmus. Alternate members are: Arthur Gardiner, Kate Connolly, Jeremy Eggleton and David Donegan. There is currently one vacancy.

After serving more than 18 years on the Board, Ruth Lappin retired in September.

Generally, the ZBA holds one Public Hearing each month, usually on the fourth Thursday of the month. At this Public Hearing session Special Exception requests, Appeals of Administrative Decision and Variance requests are heard. No decisions are made at the Public Hearing. A deliberative session is scheduled separately, often on the following Thursday evening, at which time a decision is drafted. Both Public Hearings and deliberation meetings are open to the public, however no additional testimony is allowed during deliberations. Interested individuals should check the hearing and deliberation schedule, especially around the holidays, as meetings are apt to be rescheduled in order to accommodate the fullest compliment of board members.

The Zoning Ordinance may be viewed at:

http://hanovernh.virtualtownhall.net/Pages/HanoverNH_BComm/zba/Zoning-ORDINANCE.pdf

Copies of the Ordinance may also be purchased at the Planning and Zoning Office.

PLANNING & ZONING PERFORMANCE INDICATORS (FY2015 07/2014-06/2015):

<u>Building Permits</u>	
New One- and Two-Family Residences	
Number of Permits Issued	2
Total Value of All Permits	\$634,362
Average Permit Value	\$317,181
Additions, Alterations, & Maintenance to 1&2-Family Residences	
Number of Permits Issued	235
Total Value of All Permits	\$13,438,911
Average Permit Value	\$57,187
New Multi-Family, & Additions and Alterations	
Number of Permits Issued	19
Total Value of All Permits	\$591,351
Average Permit Value	\$31,124
New Institutional Buildings	
Number of Permits Issued	-
Total Value of All Permits	-
Average Permit Value	-
Additions and Alterations to Existing Institutional Buildings	
Number of Permits Issued	59
Total Value of All Permits	\$8,686,784
Average Permit Value	\$147,234
New Commercial Buildings and Additions and Alterations	
Number of Permits Issued	88
Total Value of All Permits	\$23,463,668
Average Permit Value	\$266,633
Total Value of Permits (applies to 403 of the permits issued)	\$46,815,076
Average Permit Value	\$116,166
Demolition Permits	2
Blanket Permits	201
MISC Permits (reinstate, extend, temp controls, etc.)	61
Fees Collected	\$360,707
Code Inspections Conducted	907

<u>Zoning Administration & Enforcement</u>	
Zoning & Use Permits	
Residential	324
Commercial / Multi-family	113
Institutional	71
MISC (DES, violation inquiries, public inquiries, etc.)	54
Wetland Administrative Permits	1
Fees Collected	\$24,991

<u>Rental Housing</u>	
Rental Property registrations	56
Properties Unregistered	1
Complaints	8
Violations (units not registered)	7
Fees Collected	-
TOTAL number of rental units registered in Hanover	933

<u>Planning Board Performance Indicators</u>	
Site Plan Review – Major Projects	11
Planned Residential Developments and Continuing Care Retirement Communities	-
Major Subdivisions	-
Minor Subdivisions	4
Modifications	3
Lot Line Adjustments/Voluntary Mergers	5
Prelim Plans, Revocations, Scenic Rds, etc	2
Projects of Regional Impact	-
Site Plan Review – Minor Projects	3
Field Changes	12
Fees Collected	\$12,942
Other Business	
Master Planning	1
Neighborhood Planning Party	1
Residential Zoning Project	2
Zoning Ordinance Technical Review	9
Zoning Amendments	9
Meetings	26
Site Visits	1
Minor Project Review Committee meetings	3

<u>Zoning Board of Adjustment</u>	
Appeals of an Administrative Decision	5
Building Code Appeals	-
Equitable Waiver	-
Rehearing requests	-
Rehearings (requests to rehear granted FY2014)	2
RSA 674:41	-
Special Exceptions	10
Special Exception - Wetlands	8
Variances	7
Other	-
Fees Collected	\$12,136
Public Hearings / Deliberations	13 / 12
Site Visits	-

<u>Health Officer</u>			
Air Quality Inspection Reports	-	Inspections	4
Asbestos Abatements	10	Restaurant inspection reports	30
Complaints	10	Septic system (replace privy)	1
DES Cases	8	Violations	-

POLICE DEPARTMENT



On behalf of the dedicated men and women of the Hanover Police Department, I welcome you to our annual report. As we view ourselves as your police, we view each of you, each resident and visitor, as part of our community. Our Department's mission is to provide professional and compassionate police services through partnerships that build trust, reduce crime, create a safe environment and enhance the quality of life in our community. To fulfill this mission we will have an uncompromising insistence on quality people who believe in the following core values: Integrity, Respect, Fairness, and Excellence.

We are committed to continuous improvement and understand that in order for improvement to take place, honest feedback and strong community partnerships, along with dedication from our staff, must all converge to ensure success. We would like to thank our community for supporting us as we continue to serve you and make Hanover a great place to live, work, learn, and enjoy life.

The Police Department includes the following divisions: Administration, Patrol, Investigations, Communications and Parking.

The Hanover Police Department experienced a lot of change with regard to staffing in 2015. There were multiple retirements of long-term officers which also resulted in promotional opportunities for the first time in 12 years. Sgt. Brad Sargent was promoted to Lieutenant; Officer Matt Ufford and Officer Eric Bates were promoted to Sergeant.



The Department was successful in attempting to fill some of the vacancies with the hiring of Tim Larrabee and Mark Ridge.

Officer Ridge came to our agency after retiring with the New York City Police Department and brings over 21 years of experience.

Officer Larrabee served our country as a United States Marine and was a full-time student in Connecticut before joining the Hanover Police force.

Officer Tim Larrabee and Officer Mark Ridge

The following officers retired in 2015: Lt. Michael Evans (23 years); Master Patrol Officer Jeffrey Fleury (20 years); and Master Patrol Officer Richard Paulsen (23 years).

Patrol Division:

The Patrol Division is committed to the community policing philosophy and actively works with our community members in seeking solutions to neighborhood problems. Patrol officers provide home and business owners with crime prevention tips and actively patrol through neighborhoods and business districts in an effort to reduce and/or prevent crime in these areas.

A major function of the Patrol Division is the enforcement of New Hampshire criminal and motor vehicle laws, as well as Hanover town ordinances. This is achieved through routine patrol observation, speed enforcement, deployment of the department's radar trailer and the investigation of vehicle crashes.

The Patrol Division also answers numerous calls for service each day. These calls include, but are not limited to, the following: completion of incident reports involving criminal/suspicious activity, conducting follow-up investigations which often results in the apprehension of criminals, serving warrants, processing crime scenes, investigating vehicle crashes, performing first responder duties, providing residential and commercial security checks, and providing traffic and security control at large community events or during weather-related incidents.

This year the fleet of marked cruisers were replaced with 2016 Ford Police Interceptor Utility Vehicles. These vehicles are not only more comfortable for our officers but they also provide much needed space for equipment.



Officer Mike Alterisio, Sgt. Matt Ufford and Officer Tim Larrabee

The Hanover Police Department continued its R.A.D. program which is the Rape Aggression Defense (R.A.D.) Systems Program; a basic self-defense program specifically designed for women. Officer Nenia Burns became a certified instructor in 2015 and classes were offered as part of Hanover High School's March Intensive.

For information relating to R.A.D. or to schedule a R.A.D class, please contact Lt. Sargent at (603) 643-2222 or brad.sargent@hanovernh.org



In the fall of 2015, Ray School Teacher Beth Phillips-Whitehair spent many hours organizing the Kids and Community Program which included the involvement of officers and dispatchers, town and school staff, as well as Hanover High School students. Members of the Hanover Police Department spent time reading to students, spending time with them at recess handing out their Kids and Community cards and ultimately participating in a grand celebration as the program came to a close on October 30th. This event provided an opportunity for school children to get to know some of our officers in a more relaxed atmosphere.

*Photo Credit: Joanne Sergeant
Chief Dennis/Kids and Community Program*

There were three *Coffee with a Cop* events held in 2015 in various areas around town. One event was held at the Collis Center at Dartmouth College to encourage engagement with the Dartmouth College students as well as community members; one was held at Kendal at Hanover to provide an additional opportunity for residents who might not find travelling into town as convenient; and another event was held in Etna at Costello Field where families were treated to coffee and light refreshments.

Coffee with a Cop provides a unique opportunity for community members to ask questions and learn more about the department's work in Hanover's neighborhoods.



The majority of contacts law enforcement has with the public happen during emergencies or emotional situations. Those situations are not always the most effective times for relationship building with the community, and some community members may feel that officers are unapproachable on the street. *Coffee with a Cop* breaks down barriers and allows for a relaxed, one-on-one interaction.

Coffee with a Cop is a national initiative supported by the United States Department of Justice, Office of Community Oriented Policing Services. Similar events are being held across the country, as local police departments strive to make lasting connections with the communities they serve. The program aims to advance the practice of community policing through improving relationships between police officers and community members one cup of coffee at a time.

In 2015, all Diversion cases were referred to Valley Court Diversion through a partnership that began in the fall of 2014. The Department continues to work with Dartmouth College as they work to provide early intervention through their *Moving Dartmouth Forward* initiatives. In the past, only those individuals that were intoxicated or in possession of alcohol were referred to Diversion. The partnership with Valley Court Diversion opened the door for our agency to offer Diversion referrals for other offenses including marijuana, false identification & misrepresenting age, and theft (shoplifting).

Detective Division:

The role of the Detective Division at the Hanover Police Department has always been dynamic and adaptive to whatever the current needs and responsibilities of the entire agency might be during any given year. Primarily, responsibilities of the Detective Division have been to provide the Patrol Division with investigative support, guidance and added oversight. This is not to imply that the Detective Division is reactive. The office has always strived to be proactive by offering safety tips and warnings about current criminal trends to residents, businesses and assorted organizations that make up the diverse and unique community that is Hanover.

- ❖ Drug Take Back Program. The Hanover Police Department hosts an anonymous drop box for anyone to dispose of used or out-of-date medications so that they can be disposed of properly. This is available 24 hours a day, 7 days a week. In 2015, Hanover collected and disposed of 243.5 lbs. worth of medications.
- ❖ You Have Options Program. All of the employees of the Hanover Police Department received training on the “You Have Options Program” which is a victim-centered and offender-focused response by law enforcement officers to reports of sexual violence. The department continues to move toward becoming certified with this organization with the goal of making the reporting process easier and more victim oriented for all reported cases.

Police Activity:	2011	2012	2013	2014	2015	% Change 2014-15
Murder	0	0	0	0	0	0%
Sexual Assault	8	11	14	21	17	-19.0%
Robbery	0	0	1	1	1	0%
Burglary	17	14	14	13	7	-46.1%
Theft	152	218	158	164	113	-31.1%
Motor Vehicle Theft	0	0	0	0	0	0%
Arson	1	2	1	0	0	0%
UCR Stolen	236,855	254,707	232,820	224,711	77310	-66.0%
UCR Recovered	12,498	27,825	22,232	8,819	3948	-55.0%
Recovery Ratio	5%	11%	10%	4%	5%	25.0%
Assault	44	37	56	81	47	-42.0%
Forgery	5	2	3	0	1	100.0%
Fraud	26	34	30	38	78	105.0%
Vandalism	70	82	49	48	32	-33.3%

Possession of Stolen Property	5	9	7	1	1	0%
Indecent Exposure	2	1	1	5	1	-80.0%
Drug Violations	40	46	44	68	38	-44.1%
DUI	16	10	14	16	11	-31.3%
Liquor Violations	131	115	112	137	67	-51.1%
Intoxication (PC)	88	111	104	87	16	-82.0%
Disorderly Conduct	24	20	27	26	7	-73.0%
Harassment	13	12	10	7	5	-29.0%
Domestics	3	4	7	9	6	-33.3%
Facilitate Underage Drinking Party	3	0	2	2	3	50.0%
Open Container-Public	0	0	1	0	0	0%
Tobacco Violations	3	0	0	1	0	-100.0%
Land Violations (Zoning)	15	0	15	0	0	0%
MV Unlocks	349	379	259	227	212	-6.6%
Total Arrests All Categories	406	406	427	464	221	-52.3%
Accidents-Total	247	224	231	214	221	3.3%
Accidents-Fatalities	1	0	0	0	0	0%
Accidents-Injury	37	24	30	29	23	-20.6%
Accidents-Pedestrian	4	1	0	4	6	50.0%
Accidents-Hit and Run	69	62	70	61	45	-26.2%
Accidents-Bicycle	3	4	3	5	3	-40.0%
Accidents-Reportable	183	166	172	141	162	14.8%
Total MV Stops	2,912	2,329	2,596	2,104	1,876	-10.8%
MV Citations	253	160	184	143	78	-45.5%
Speeding	107	55	68	50	47	-6.0%
Towed Vehicles	74	189	104	73	66	-9.6%
Patrol Mileage	156,229	163,483	136,530	124,432	*109,733	-11.8%
Patrol Fuel	13,437	12,876	10,589	10,211	*8,789	-13.9%
* Tracking of fuel was affected when pumps were out of service.						

Communications Division:

The Hanover Communications Center (HCC) consists of the division's supervisor and seven (7) full time dispatchers. Three part-time employees also supplement the center. The HCC spent half of the year short one employee after Fred Cummings accepted a job as the Communications Supervisor for Montpelier Police Department. Late in the year we welcomed Todd Hutchinson to our team. Todd has several years of experience and comes to us from the Florida Highway Patrol.

This year we were able to select a new radio console which will be funded in part by a Homeland Security Grant. Our selected vendor, Burlington Communications, traveled to the Motorola Staging Center in November to oversee the "staging" of our new equipment, with installation at our center in the first quarter of 2016. These consoles will replace the consoles installed in 2002.

The HCC is actively seeking grants in 2016 to fund the replacement of our 17 year old Police Radio Base System. We are seeking to replace it with a four site simulcast repeater radio system, similar to the new Fire System purchased in 2012.



Communications Statistics	2011	2012	2013	2014	2015	% Change 14-15
Total Incidents	45,167	48,619	50,098	47,341	45,946	-2.9%
Hanover Incidents	15,551	14,910	16,479	16,853	15,694	-6.8%
All Incoming Calls	124,035	178,796	196,659	166,096	182,456	9.8%
Handled by Dispatcher	66,094	70,081	68,894	65,100	69,142	6.2%
Calls Transferred	57,941	108,715	127,695	100,993	113,314	12.2%
911 Calls	3,518	3,434	3,432	3,142	3,336	6.2%
7 am-3 pm Calls	75,859	111,028	129,795	105,558	113,324	7.4%
3 pm-11 pm Calls	39,740	59,900	56,098	51,865	60,490	16.6%
11 pm-7 am Calls	8,436	17,699	8,569	8,670	8,642	-0.3%
SPOTS-Dispatch	241,161	280,794	312,958	277,231	326,011	17.5%
SPOTS-Mobile Data	322,632	302,897	402,066	341,590	336,971	-1.3%
Police Calls-All Depts.	42,441	45,986	47,191	44,245	42,382	-4.2%
Fire Calls-All Departments	3,260	3,312	3,164	3,345	3,383	1.1%
Ambulance Calls-All Depts.	3,241	3,690	3,610	3,652	3,569	-2.3%
Fast Squad-All Depts.	1,137	1,208	1,012	1,187	1,222	2.9%
Public Works-All Depts.	816	802	916	775	714	-7.8%
Bank Alarms	45	37	39	19	21	10.5%
All Other Alarms	1,715	1,151	1,070	999	957	-4.2%

Parking Operations

Staff of the Police Department and Parking Enforcement Division writes improper parking notices for violations of the Hanover parking ordinance, to include expired meters, parking in handicap zones without a permit, parking in prohibited areas and for parking on streets and lots after midnight during the winter.

Parking enforcement offices are located in Town Hall on the first floor, where staff accepts payments, answers questions and processes ticket payments through the use of their computer based violation tracking system. Parking accepts payments in several forms, to include cash, check and credit card on-line.

Revenue generated through parking related activities flows into a separate Parking Fund that is overseen by the Board of Selectmen. Funds are used to support on-street and parking facility operations, maintenance of parking areas, the Advance Transit shuttle service for commuters and future improvements to the parking system.

There are over 500 parking meters in Hanover, mostly offering two or three hour parking to customers and visitors of the Central Business District, accepting payment by coin and credit card. Downtown employees can park in the following areas: Long-term metered areas located in the Marshall Lot, on the top deck behind the Bank of America and along School Street, in one of the Town's long-term non-metered public permit spaces situated on the periphery of the Business District, or for free in Thompson Arena. Related permits are available at the parking office in Town Hall.

Parking operations also manages parking in the 289 space facility at 7 Lebanon Street, where both short-term and long-term parking is available for customers. The facility is open 24/7, with cashiers on-duty between 7:00 a.m. and approximately 9:00 p.m. every day except Sunday. A validation program is in effect where merchants may purchase \$.50 off stickers at the parking office to then distribute to their customers that park in the facility. The covered sections of the facility are a good option for overnight parking during the winter parking ban. The parking ban is in effect November 15 through April 30 each year, between the hours of 12:01am – 7:00am.

Parking Division notables during 2015 include:

- In early 2015 two dual-port electric vehicle (EV) charging stations were installed on level 2A of the parking facility.

- Chip and PIN credit card terminals were installed at town hall to meet new security requirements. These terminals have improved customer service and efficiency.
- Both stair towers at the parking facility received makeovers last fall, with repairs to concrete stairs, application of waterproof coatings, handrail painting and lighting upgrades to LED.

Parking Division Statistics	2010	2011	2012	2013	2014	2015
Total Tickets	29,005	30,366	29,763	24,727	24,680	21,883
Handicap	39	48	47	43	39	24
Loading - Bus	18	20	18	9	3	3
Left Wheels to Curb	97	101	86	85	119	67
Expired Meter	26,039	27,624	27,275	21,578	21,175	19,005
Winter/Summer Parking Ban	979	729	663	1,251	784	562
2-Hour Zone	4	8	0	3	14	8
Improper Parking	191	243	198	155	367	340
Meter Feeding	162	8	11	55	389	284
2&3 Expired Meter Violation	556	621	672	454	788	737
Prohibited Zone	466	510	438	545	383	237
Towing Charge	2	24	11	9	33	4
No Town Permit	438	367	263	485	500	468
Restricted Area	n/a	37	52	30	64	134
Sidewalk	13	19	13	18	22	9
Other	1	7	16	7	0	1
Ticket Appeals	3,158	3,289	2,834	2,416	2,159	2,103
Meter Revenue	421,523	421,958	402,008	468,979	615,145	701,142
Fine Revenue	389,239	409,721	429,070	356,437	392,563	344,071

Full Time Staff at year end: Chief Charles Dennis; Lt. Bradford Sargent; Sergeants: Matthew Ufford and Eric Bates. Patrol Officers: Shannon Kuehlwein, Alan Patterson, Jeffrey Ballard, Ryan Kennett, Christopher Swain, Nenia Burns, Alex Tucker, Michael Alterisio, Mark Ridge and Timothy Larrabee. Administrative Assistant Elizabeth Rathburn; Prosecutor Christopher O'Connor; Records Coordinator Sheryl Tallman; Communications Coordinator E. Douglas Hackett; Dispatchers: Lisa Camarra, David Saturley, Tim Goodwin, Kevin Lahaye, Michael Cahill, Brian Paine and Todd Hutchinson. Parking Enforcement: Lt. Patrick O'Neill (Part-Time); Parking Enforcement Technicians Mark Caruso and Greg McEwan; and Parking Control/Facility Supervisor Christopher McEwen.

PUBLIC WORKS DEPARTMENT

The Public Works Department is comprised of eight (8) operating divisions:

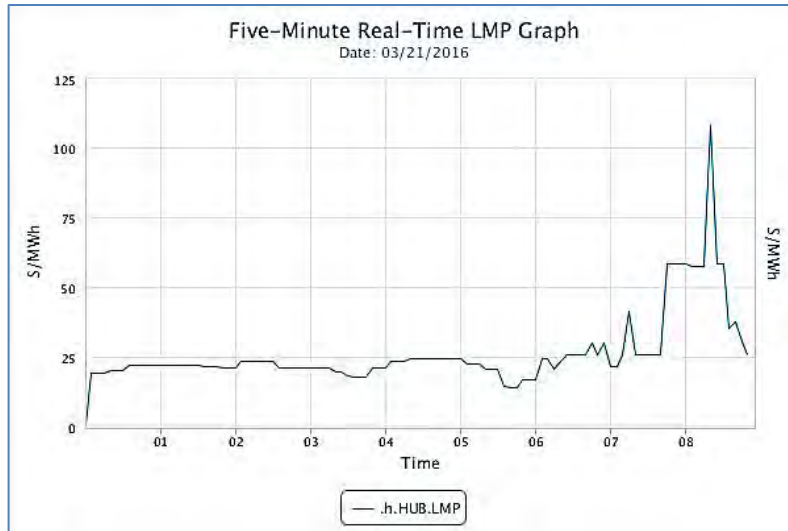
- Administration
- Facilities
- Fleet
- Grounds
- Highway
- Sanitary Line Maintenance & Construction
- Water Distribution and Treatment
- Water Reclamation

ADMINISTRATION DIVISION: The Administration Division provides long range planning, processing invoices, engineering designs, mapping, construction project inspections, issuing of permits, and the overseeing of the daily operations.

- With the continued participation assistance of Hypertherm, Kendal of Hanover, Dartmouth College Dartmouth Printing, Dresden School District and the Town of Hanover, Hanover remains an EPA Green Power Community offsetting over 22% of the communities electrical usage with Renewable Energy Credits (REC). To be designated a Green Power Community a portion of the community power usage, 5% for a community of Hanover's size, must be offset by renewable energy either through power generation or by investing in Renewable Energy with the purchase of Renewal Energy Credits (REC).



- The Town continues to be only one of two communities in New England to purchase power directly from the New England Power Pool at wholesale rates. During the summer months the Town is able to purchase power as low as 2¢ - 5¢ per kWh, compared to the utility default rate which is closer to 9¢/kWh. In the winter months the Town entered into a “sleeve contract” at a fixed rate lower than the utility rate to protect against electrical rate spikes which was over 22¢ per kWh for. The cause of electrical price spiking is due to the limited pipe line capacity of the natural gas supply system. New England's major energy generation (>55%) is from natural gas facilities which compete against heating needs. These spikes will continue in high energy use months (winter) until larger or additional natural gas pipe lines are constructed into New England. Unfortunately, there are few new pipe line projects on the horizon. Customers should expect winter electrical spiking trends to continue for the foreseeable future.



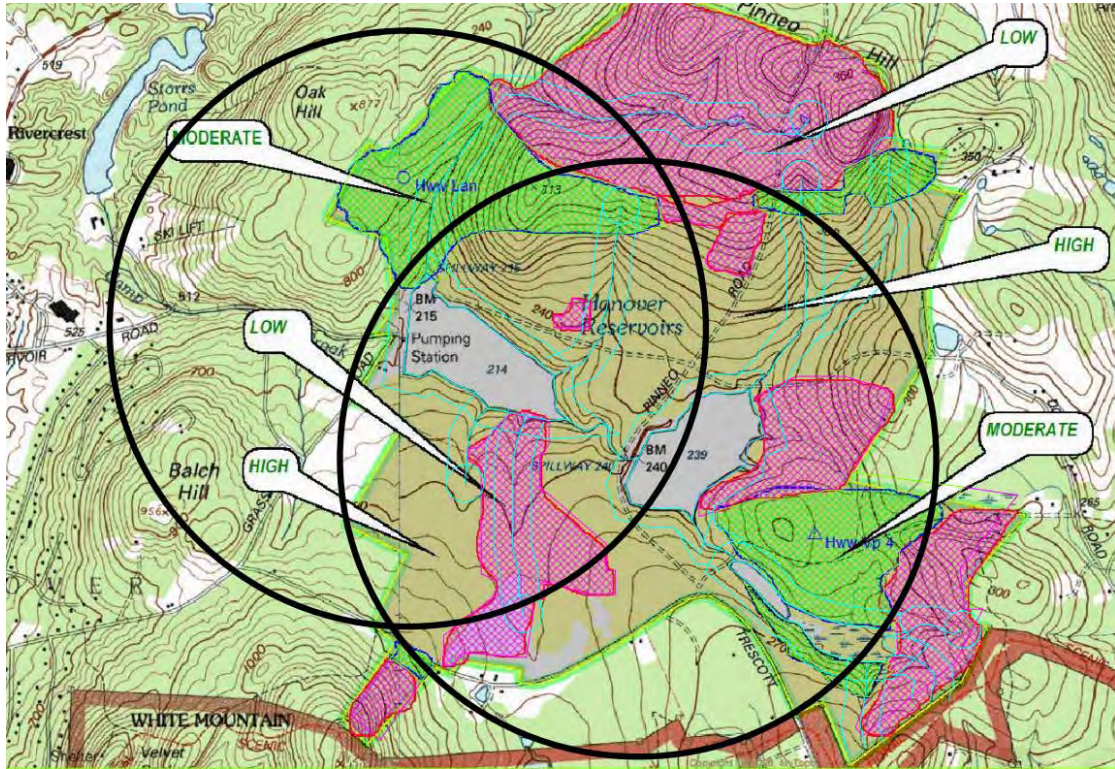
- Staff worked with the Hanover Sustainability Committee in a successful Solarize Program where 56 new homes (and the Police Department) added solar arrays in the New Hampshire Net Metering program. Providing customers with a degree of energy independence while providing grid energy during the night and cloudy days. Staff continues to pursue the possibility of additional arrays which could serve not only other Town facilities by provide community solar opportunities for residents who were not able to implement their own system due to fiscal and environmental constraints. One of the big hurdles is the NetMetering cap which must be raise to allow for additional systems to take advantage of a grid connected arrangement.



Solar Array on Police Department Roof

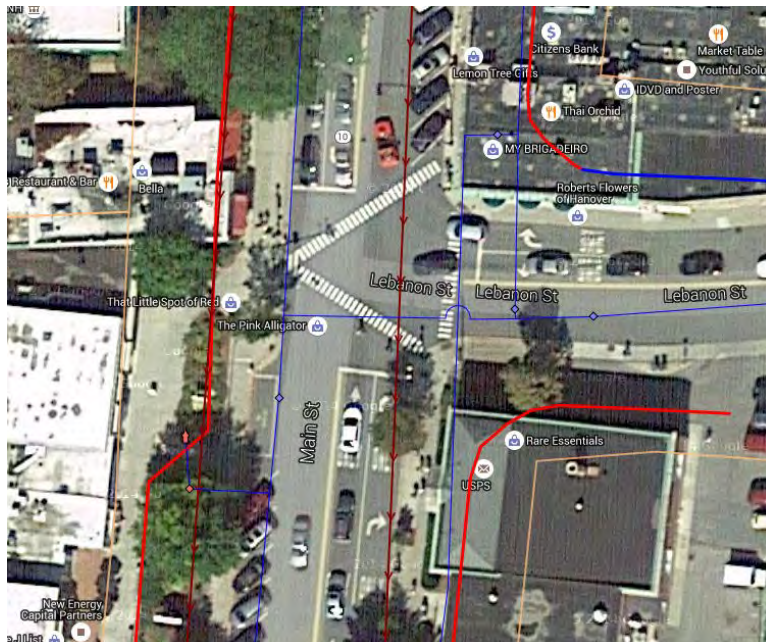
- Staff continues to work with the Trescott Company, managing the forestry program and Invasive Mitigation Program study has begun which will direct replanting efforts based on the climate, soils and resiliency. With a goal of developing a sustainable forest which protects our drinking water supply. Invasive plants and a large deer herd prevent native forests from returning. Native plants are necessary in the maintenance of water quality by provide root mass and leaf litter providing which aid in the

removal of potential contaminants, soil retention, food and habitat for native wildlife, control in the release of water, and flood moderation.



Invasive Glossy Buckthorn Concentrations

- Work continues in the collection of collect data for an on-line GIS program. Over the coming years, staff will continue to collect and update data to populate layer information. As various layers are completed, maps will be updated internally and will be available to the general public as they become complete.



- The Hanover Transit Hub which planning began for in 2009 was completed in early fall. The project included a modified sidewalk to allow, channeling islands to improve pedestrian safety, enhanced bus loading and unloading area a larger shelter with enclosed waiting area (heated seats below 40°), and an electronic kiosk.



Before Improvements



New Mobility Hub

- The construction of a Winter Maintenance Storage Facility (salt shed) replacement was accomplished in the late fall.



Old Salt Storage Facility



New Winter Maintenance Storage Facility

Administrative Staff: Peter Kulbacki, P.E., Director; Michael Chase, Operations Manager; Don Ware, P.E., Utility Engineer; Gary Searles, Data and Financial Specialist; Adriane Coutermarsh, Administrative Assistant.

FACILITIES DIVISION: The Facilities Division is responsible for the maintenance, custodial services, and facilities management for all Town-owned buildings. These buildings include: the Municipal Building located at 41 South Main Street; the RW Black Recreation and Senior Center located at 48 Lebanon Street; the Public Safety Building (which houses both the Police and Fire Departments) located at 46 and 48 Lyme Road, respectively; the Howe Library located at 13 South Street; the Etna Library and the Etna Fire House located in Etna, the Water Reclamation Facility located at Pine Knolls Drive; the Water Treatment Facility on Grasse Road; the Summer Park Subsidized Housing Units (three units) located at 42 Lebanon Street; the Parking Garage located at 7 Lebanon Street; the Department Public Works (DPW) Facility is located at 194 Lebanon Street; Shed 2 Storage Facility 153 Greensboro Road; Ground's Building's at Pine Knolls, also the apartment

building located at 44 Lebanon Street. New this year is the home at 46 Lebanon Street. Maintenance of this building has been fairly easy-going since the transition of utilities.

This last fiscal year has been exciting, fun, and very busy.

Major projects completed during 2015-2016 were: the reconfiguration of the Town Clerk's work area at Town Hall, which was requested by the NH Department of Labor for prevention of workplace violence; the construction of a new winter maintenance materials storage facility ("Salt Shed") at DPW; the grounding and resurfacing of parking lot at the Public Safety Building; and the relocation of the Director's office at the Water Treatment Facility to make way for a Town Hall document-storage area. Additionally, the stock room and break areas at the Water Treatment Facility were switched to allow installation of a stairway to the attic for more document storage.

Several mid-sized projects include installation of a new overhang off the back of Town Hall to cover the rear egress, which was recommended by the Joint Loss Management Committee (JLMC) to keep the stairs clear of leaves and snow for easy emergency exit; sanding and refinishing of the Multipurpose Room floor at the R.W. Black Recreation Center; installation of a new solar-powered scoreboard for the Little League field at Hank Tenney Park; replacement of half of the doors at the DPW buildings, with the rest to be replaced this coming year; replacement and relocation of the 1,000-gallon in-ground propane tank for Fleet to allow for construction of the new Salt Shed; replacement of the waste-oil furnace for the Fleet bays, which allows heating of that area with free fuel, results in a lot less down-time compared to the old unit, and eliminates the cost of waste-oil disposal; resurfacing of the floors in the Fleet bays as well as installation of walkways and driving lanes to increase safety; and, due to a code change, relocation of the water meter and backflow preventer at DPW's "Cold Storage" garage, which had been installed in a manhole in the driveway. They were re-installed inside the building with pipe running to the East end of the building. Additional mid-sized projects include installation of new flooring at the Police Department to replace the old vinyl tile on the ground floor and upstairs hallway as well as installation of four electric car charging stations at the Parking Garage. The stairwells in the Parking Garage were improved with resurfacing of the steps, sanding and painting of the railings, sealing and painting of the walls, and installation of new LED lights.

Small projects include stripping and waxing all of the Town's tile floors, most of which must be done by the custodial crew on weekends; installation of new office desks and countertops in the Human Resources and Planning & Zoning offices; installation of an automated stainless roll-up door for the kitchen area at the R.W. Black Recreation Center as well as interior wall painting as needed; and installation of transmitters and remotes on the garage doors at DPW's Cold Storage garage. Numerous small projects were done at the Howe Library, including moving the inland work space in Tech Services and preparation for new up-down desks; installation of a new countertop in the café area; installation of a door to the reference office area; changing the door in the Mayer Room; and installation of an automatic door opener for the mural door for ADA access to the larger elevator. At the Etna Fire Station, the old air compressor failed and was replaced with a new one. There were a number of small projects done at the Police Department, including squad room reconfiguration; updates to the evidence room to meet code; installation of a Mitsubishi P-series mini split AC system to cool the data room; installation of magnetic door holders; addition of a room to conduct interviews related to sexual violence; removal of a wall to make a new Sergeant's office; ran electricity to the storage garage; and removal of a wall to make an evidence-booking area in the upstairs hall. The Water Treatment Facility had snow rakes installed on the roof to prevent snow from falling. At the 44 Lebanon Street apartment building, the oil-fired water heater was replaced.

This year's energy-efficiency project was the installation of a 17.67kW Solar PV system at the Police Department. Since its start of operation at the end of December, 2015 through mid-March, this system has created 2.08 Mwh and saved 1400.99kg in CO₂ emissions. This is equal to the planting of 80 trees and the ability to power 6,900 bulbs for a 24-hour day. Annual utility savings are anticipated to average \$6,715, which amounts to a savings of \$167,878 over 25 years.

Currently the Facilities division is working on replacing the boiler at the Water Reclamation Facility. Removing the old cast iron boiler and replacing it with multiple condensing propane boilers will be a major project. The new system will be able to stage its output to match the load needed to keep the facility comfortable and use less fuel. At the Etna Library, new high efficiency windows will be replaced this spring. Care has been taken to

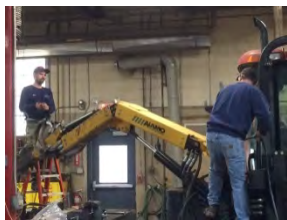
keep the library's nostalgic look as much as possible. At the Parking Garage, the bricks will be sealed as soon as whether permits and wall caps will be caulked and sealed this spring.

Buildings Division Staff: Ross Farnsworth, Facilities Superintendent; Ed Woodbury, Facilities Maintenance & Operations Technician; Wayne Piekarski, Head Custodian; Mark Curulla, Custodian; Robert Sumner, Custodian

I would like to say as the Facilities Superintendent, I am proud of the amount and quality of work that gets done every year from my small staff. Ed Woodbury does a great job keeping the towns buildings looking good, and running well. Wayne Piekarski along with Mark Curulla, and Robert Sumner keep the buildings clean and safe. These men understand that we are a support group for all other town departments. They try to do what's needed to make life easier. They work hard and take great pride in doing their job. Thank You

Sincerely,
Ross H Farnsworth
Facilities Superintendent

FLEET MAINTENANCE DIVISION: The Fleet Maintenance Division is responsible for all Town of Hanover vehicles, standby generators, operational equipment and the centralized fuel systems. The Division provides regularly scheduled maintenance on over 100 pieces of registered equipment and approximately 60 additional pieces of small equipment.



The Fleet Division prides itself on many years of Fleet Maintenance experience to effectively maintain and provide the Town of Hanover with efficient and quality service. The Division provides an on-call mechanic 24/7 for emergency breakdowns. Town-wide departments experience minimal downtime and personalized service on their operational equipment which increases productivity throughout.

The year 2015 presented some challenges and opportunities for the Fleet Maintenance Division. With the increasing need for added operational equipment throughout the Town, we took steps to restructure our existing personnel to have three mechanics on the floor, instead of a parts room clerk.

With this change, it is our goal to expand our preventative maintenance schedule into a fourth tier to cover the longer service intervals that took place five years ago. This will give us the opportunity to inspect and prevent unscheduled downtime on a more frequent basis. We will also look to bring the preventative maintenance of our standby generators, in-house, for cost savings.

Highlights of 2015:

- Completion of the Highway Operations Ford F550 with plow-wing, dump body and sander.
- Worked with other departments to develop a policy for liquidating surplus equipment and vehicles.
- Assisted in the process of recoating the entire Fleet maintenance bay floors.
- Liquidated several pieces of equipment and vehicles through an online bid process for revenue.
- Redecked and painted the Highway Operations equipment trailer.
- Performed paint and body repair to five of our Fire Department vehicles, in house.
- Performed paint and body repair to six of our Public Works vehicles, in house.
- Performed extensive repairs on our fuel island.
- Staff training included: First Aid, Bucket Truck, Safe Work Environment

- Prepared specifications for, took delivery of, or set up the following equipment for the departments listed below:
 - Highway Operations:
 - (1) 2016 Ford F550 truck with stainless steel dump body
 - (1) 2015 Graco long line paint machine
 - Grounds Division:
 - (2) 2015 Kubota ZD221 zero turn mowers
 - LM&C/Water Division:
 - (1) 2015 Cat 420F2 Loader/Backhoe
 - Recreation Department:
 - (1) 2015 New Rider field line painter
 - Fire Department:
 - (1) 2016 Ford Explorer (Fire Chief)
 - Police Department:
 - (4) 2016 Ford Police Utility vehicles

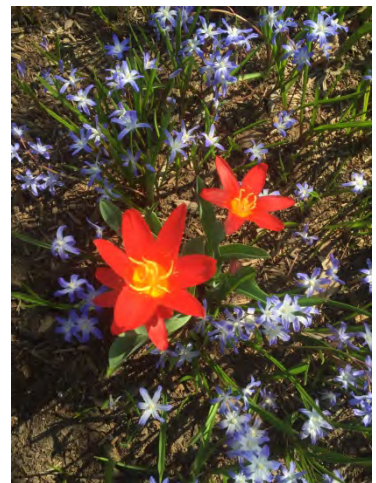
Fleet Maintenance Division Staff: Donald Foster, Fleet Superintendent; Mark Bean, Mechanic; Larry Holmes, Mechanic; Mike Kidder, Mechanic

GROUNDS DIVISION: Grounds Division maintains all Town street trees, landscaped areas, parks, playing fields and cemeteries. New specimen trees were planted in the Pine Knolls Cemetery in 2015. The plant diversity there is up to 129 different species of cultivated plants. The town nursery is full of trees that will be used throughout town in the spring of 2016. Many of them will be planted along the new multi-use path (MUP) on Lyme Road. This planting was deferred until 2016 to give the trees a full season to get used to their new locations.

The Grounds Crew continues to remove and replace trees including ones on Main Street, Maple Street, Lyme Road, Woodmore neighborhood, Brook Road neighborhood, Valley Road, Wheelock Street and elsewhere. Fruit bearing trees are interspersed in the Hanover streetscape. The fall of 2015 was a season of abundant apples. The magnolia trees were treated for scale insects which were prevalent this year. All of the new trees were fertilized by soil injection.

Garden restoration took place in front the Nugget Theater and Arcade. New specimen conifers and thousands of spring flowering bulbs completed the landscapes.

On the cemetery front, many stones were repaired and straightened, and there are many more to do. Plans were initiated to correct the erosion issues in Dartmouth Cemetery. Four hundred flags were put out to memorialize the service of our veterans. Seven large white pines were pruned in the center of Pine Knolls.



Grounds Division Staff: William E. Desch-Urban Forester, Asa Metcalf-Arborist, Jared McCusker-Grounds Crew Leader, Hannah LaRochelle-Town Gardener

HIGHWAY DIVISION: The Highway Division is responsible for the infrastructure of the Town of Hanover. It is our mission to not only maintain the roads, sidewalks, parking lots, and drainage systems, but to improve them as well. During the winter season the highway personnel accept the challenge of getting everybody to his or her destination safely and back again. Summer is a very busy season of making improvements to the infrastructure such as, but not limited to, pavement overlays (67 miles), upgrading of our gravel roads (33 miles), culvert & drainage upgrades, sidewalk reconstruction, special projects as assigned, and ongoing right-of-way maintenance.

Accomplishments for 2014-2015

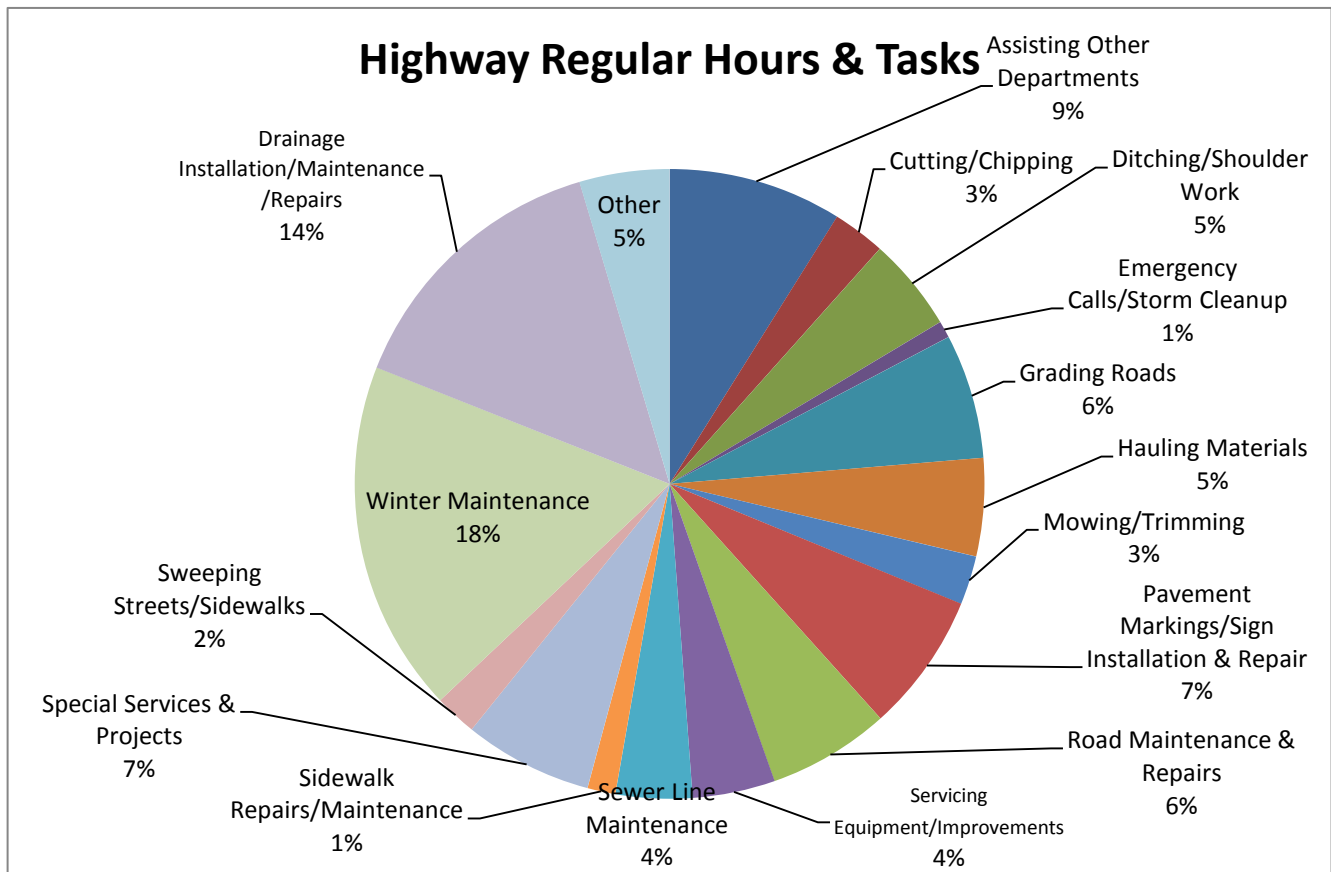
- We continue to improve heavily-used crosswalks in town. Last year we added a new set of rapid pedestrian flashers on Park Street in front of Leverone field house. This allows pedestrians to push a button to activate flashing yellow lights. We have a few other areas we would like to add these lights to. As money becomes available we hope to do this.
- A fence was installed in front of the Collis building. The fence starts at the intersection of North Main and Wheelock and continues up North Main to Cemetery Lane. The purpose of this is to encourage pedestrians to use the crosswalk at the intersection instead of crossing between cars mid-street.
- New traffic lights were installed at Lebanon and Summer Street. This only leaves one more intersection to be upgraded. Now most of our traffic lights are using LED bulbs along with camera-aided detection. Camera-aided detection does away with trip wires being installed in the pavement. This allows for less maintenance and better traffic control.
- Over 100 catch basins were cleaned and inspected this year. This is an annual project which limits storm sediment run-off.
- Lyme Road received a considerable amount of work. The travel lanes were shifted between Park Street and the first roundabout. This allowed for a five-foot bike lane heading north and a ten-foot multi-use path heading south. Along with this a five foot grass strip was added between the Multi Use Path and the travel way. All drainage structures on the southbound side needed to be moved to the new curb line to accept water. The road was milled down to accept a new wear course of asphalt. Line stripping and hydro seeding finished out this project.
- Milling of South Main Street took place this year. The milling smoothed out wheel ruts and utility cuts, renewing the profile of the road. The sidewalk and curb from Huntley Road to Brook Road was removed and rebuilt. A new crosswalk was added at the Brook Road intersection allowing for easier access to the Mink Brook trail. For added safety, a five-foot bike lane was added to the northbound travel way.
- Highway staff continues to repair and replace road signs throughout town. This could be anything from updating signs for reflectivity or repairing signs that have been inadvertently damaged. This continues to be an ongoing process.
- Town crews painted all road markings, consisting of 39.5 miles of double-yellow line, 75 miles of fog line, 3,984 feet of crosswalk, 79 yield symbols, 81 pedestrian symbols, 2,400 feet of stop bars, and all parking areas in town.
- Town crews also did a fair amount of ditching this year. Over two miles of roadway received ditch maintenance. This process removes unwanted material from our ditch lines and aids in water control during rainfall and winter melting.
- We continue to crush asphalt that we accumulate from various jobs throughout the year. We use this on all of our gravel roads. Doing this gives a very durable product at an economical price.
- Roadside mowing happens throughout the summer and fall months. This helps keep unwanted brush from growing in our ditches and the Town right-of-way. This also helps maintain sight lines for safer traffic flows.
- The Highway Department had a new salt shed built this summer. Town staff was able to do all the excavation for this project, saving a considerable amount of money on construction. The new shed allows us to store almost a full year's worth of salt. Now the town is not as exposed to salt shortages or price hikes.

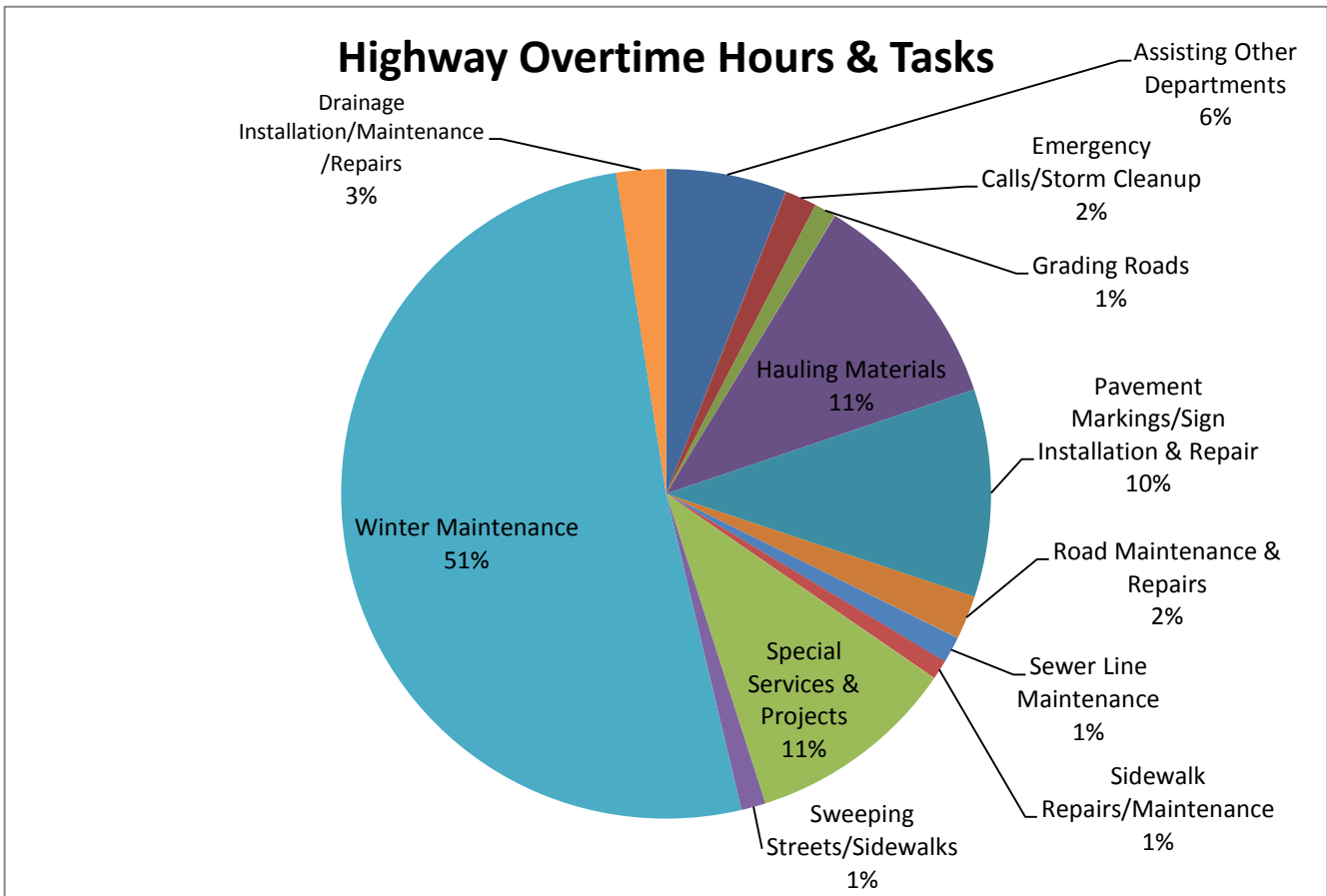
- Town staff completely rebuilt the Public Safety Building parking lots. This involved removing all existing blacktop and curbing along with adding new gravel. Drainage structures were rebuilt and the parking lots received new grades and curb alignments. New asphalt curbing and surface was installed. Landscaping and line striping completed this project.

Highway Division personnel have gone beyond their normal tasks to provide additional services to other divisions of the Town. Here is a breakdown:

<u>Assisting Other Departments</u>	<u>Regular Hours</u>	<u>OT Hours</u>
Grounds	42.25	
Fleet	618.75	1
Police	70.75	
Water Dept.	65.5	3
Fire Dept.	527.5	14
Parking Enforcement	69.75	17
Building Dept.	295.75	4
Recreation	28.5	10.5
School	9	
Water Reclamation	3	
TOTAL - Assisting Other Departments	1198	22.5

Highway Division Staff: Randy MacDonald—Operations Supervisor; John LaHaye, Steve Perry, Chris Berry, Roger Darisse, James Messier, Robert Henry, Jr., Moses Delphia, Bill Brown, Bruce Sanborn, James Cadwell, David Field, Mike Burse—Equipment Operators/Highway Maintenance Workers





SANITARY LINE MAINTENANCE & CONSTRUCTION DIVISION: The Line Maintenance crew is responsible for the safe and uninterrupted flow of wastewater from the source to the treatment facility. They maintain and improve forty-four (44) miles of the gravity sewer lines and over twelve-hundred (1,200) sewer manhole structures.

The crew consists of James Cray, the Line Maintenance Supervisor, and Todd Bragg, the Line Maintenance Worker, to provide the services and work required to keep the collection system serviceable and up-to-date.

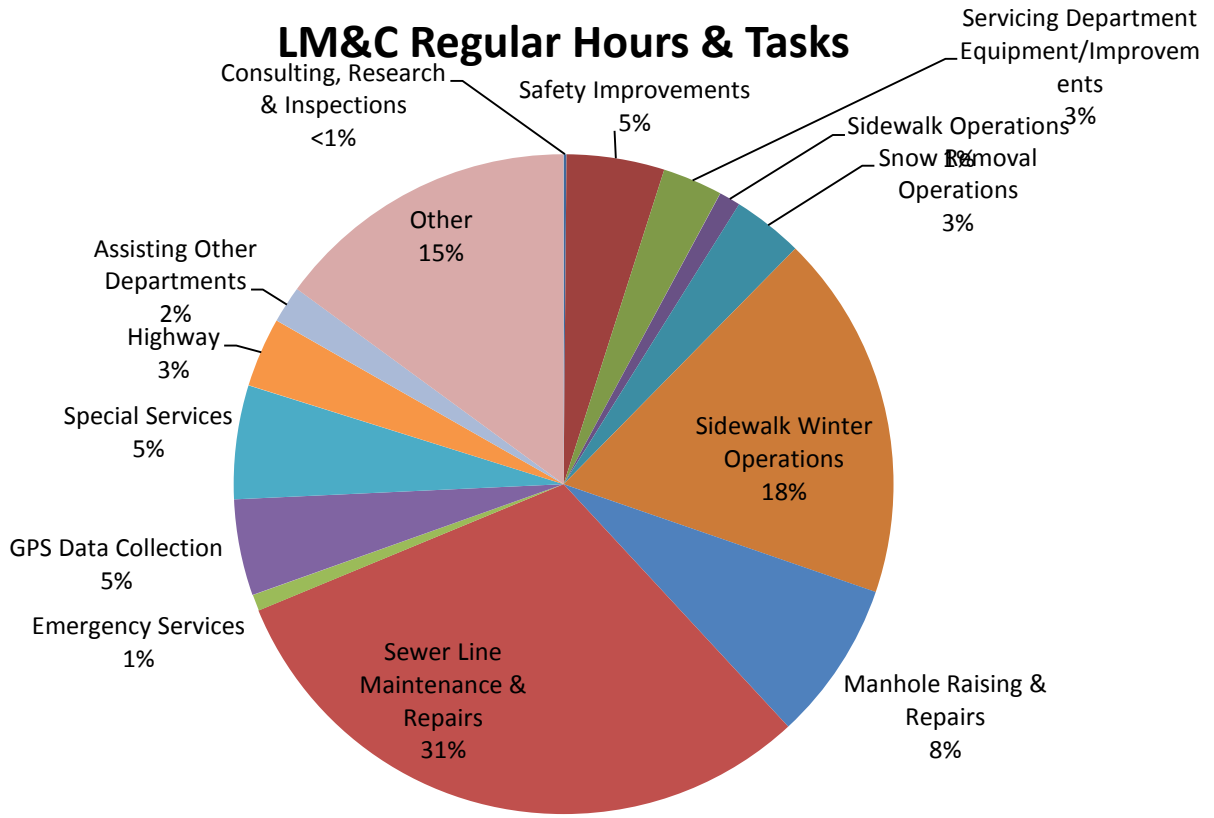
The Line Maintenance Crew is also responsible for providing inspection of all new and replacement lines connecting to the existing sewer line system. This not only protects the Town of Hanover, but also ensures that the customer receives a high-quality service.

- The Line Maintenance crew is responsible for the preventive maintenance of over forty-four miles of collection system pipe, using a high-pressure flushing unit. Approximately four thousand, five hundred (4,500) feet of sewer line are flushed on a monthly basis to prevent any back-ups and maintain uninterrupted flow from the Town’s collection system to the treatment facility. This number will continue to go down because of the aggressive Slip-lining Program. Other lines are done annually and semi-annually.
- The Line Maintenance crew continues with their annual root-cutting program. This year the crew serviced more than thirty-eight hundred (3,852) feet of line. Root cutting is now done with the high-pressure flushing unit that has a special nozzle. This number also was reduced due to the Slip-lining efforts of the Department. It is faster and does a better job than the older root cutting machine.

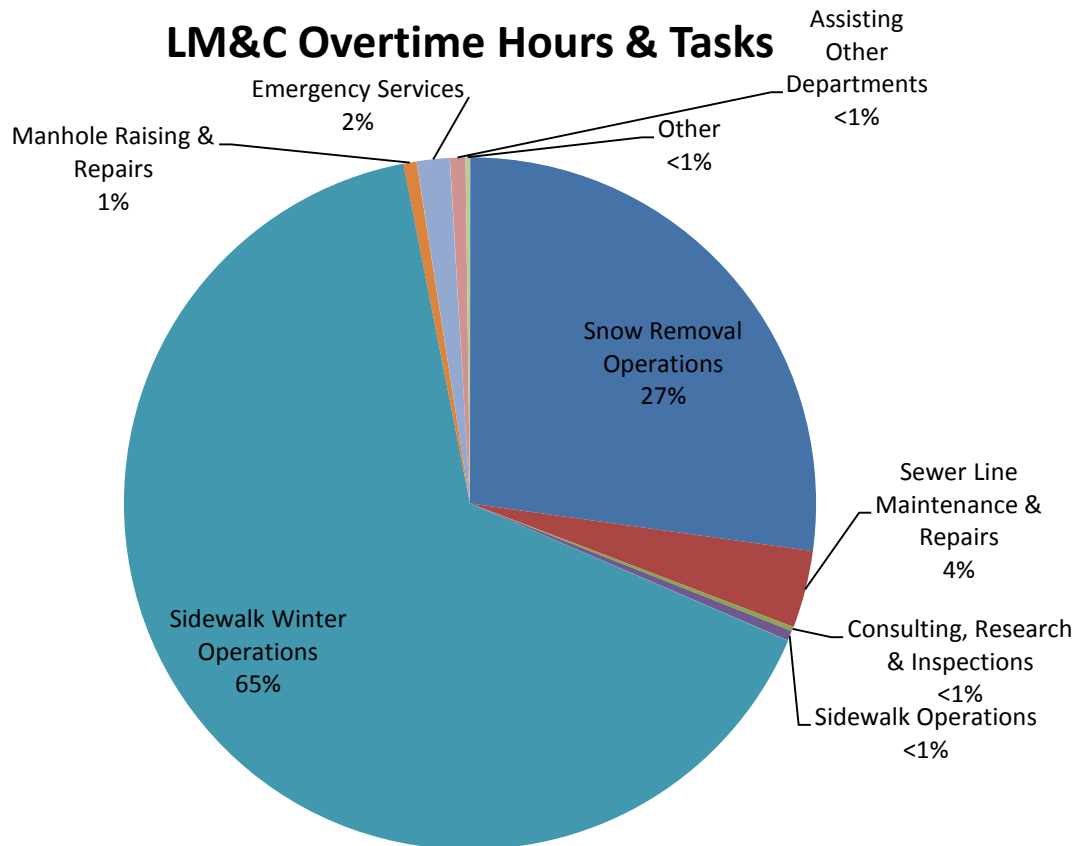
- The Sewer Line Division has started using some of the new trenchless technology referred to as “Slip Lining.” Slip-lining involves lining an old clay tile pipe with new PVC pipe, without digging up the road or any other invasive excavation on private or Town property.
- This year’s slip-lining consisted of: 256 feet on Ridge Road, 292 feet on Rope Ferry Road, 240 feet on Highland Ave and 633 feet From Dresden Road to Reservoir Road.
- Approximately 4 sewer manhole frames and covers were upgraded. Several other sewer manholes were upgraded with new frames and covers to combat infiltration.
- The Line Maintenance Crew is continuing its efforts in the collection of data from the wastewater collection system so it can be digitized into the computerized data and maps.
- The Crew provided the mowing and maintenance of approximately five to six miles of sewer line rights-of-way, which also double as nature walk paths. The crew also mows two pocket parks.
- The crew is working on re-conditioning the sidewalk benches on Main Street. Two to three benches are done each year. This work is done during the winter months when the benches are removed from Main Street.
- The crew is also responsible for the winter maintenance of fourteen miles of sidewalks. This is done with the Town’s three sidewalk tractors. The crew continues to be an important and reliable asset to the snow removal process after harsh winter storms.
- In the spring, crews perform sweeping of the walks as well as some highway culvert flushing.
- The Line Maintenance Crew does have personnel from other departments who have been cross-trained to respond and assist in any emergency that may require additional people. These employees are Chris Berry, Jim Messier, Bill Brown, and David Field.

Sanitary Collection System Staff: James Cray, Sewer Line Maintenance Crew Supervisor; Todd Bragg, Line Maintenance Worker. In addition, during peak construction time and winter operations of sidewalks, the crew is assisted by other cross-trained DPW workers.

LM&C Regular Hours & Tasks



LM&C Overtime Hours & Tasks



WATER DEPARTMENT: The Water Department is responsible for the operation and maintenance of the treatment facility located at 41 Grasse Road, where we produced, on average, 873,000 gallons of water per day in 2015. The distribution system includes nearly 41 miles of distribution lines throughout the town, 325 fire hydrants that require year-round maintenance and approximately 975 gate valves that require ongoing maintenance as well. We also maintain 3 reservoirs and 4 storage tanks as well as 1,927 water meters and the network that allows us to read these meters remotely.

Water Department personnel take a lot of pride in their work and it is our goal to provide the best quality uninterrupted service possible to all customers while providing clean, safe and reliable water.

Statistics

- Length of distribution lines = 40.8 miles
- Number of Metered Accounts = 1,927
 - Water Accounts = 1,820
 - Sewer Only Accounts = 107
- Number of hydrants = 325
- Number of meters = 1,927
- Number of reservoirs = 3
- Total Impounded Volume = 437.5 million gallons
- Number of storage tanks = 4
- Total volume in storage = 2.38 million gallons
- Total volume of water processed in 2015 = 319 million gallons
- Average daily volume processed in 2015 = 0.87 million gallons

2015 Projects

- Sand Hill and Greensboro storage tanks were cleaned and inspected by Liquivision Technology.
- Treatment facility air compressors were replaced with more energy-efficient Variable Speed Drive ones.
- Responded to 10 water main breaks, 10 frozen service lines and 2 leaking service lines.
- Assisted the Highway Department with snow removal operations.
- Sponsored Thayer School of Engineering students with a project that looked at the water quality in the town’s distribution system.



Divers cleaning Sand Hill Tank



VSD air compressor



New service truck with crane

Water Department Staff: Todd Cartier-Superintendent, Dylan McDermott- Senior Water Technician, Matt Walker-Water Distribution Worker, Bernard Hazlett-Water Distribution Worker

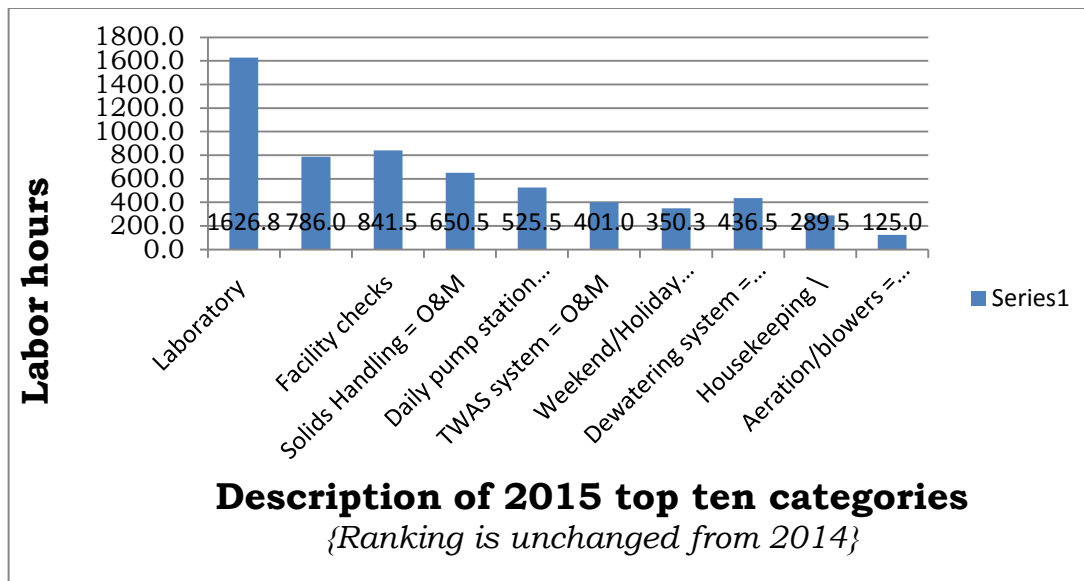
HANOVER, NH WATER RECLAMATION FACILITY



Facility aerial view

General statistics for 2015 include:

- Treatment of approximately 461 million gallons of raw wastewater to secondary treatment levels. This is a decrease of approximately 3 million gallons or 0.7% from 2014 levels. The minimal change may be attributed to the reduced precipitation. Total precipitation recorded for 2015 was 96.8” as opposed to 99.0” in 2014. It also indicates that the Inflow and Infiltration mitigation work may be realizing some results.
- The Water Reclamation Facility received 307,584 pounds of Total Settleable Solids {TSS} and 325,445 pounds of Biochemical Oxygen Demand {BOD}-*these are measureable parameters established in our permit*. Of these loading measurements, we removed **98%** of the TSS and **98%** of the BOD from the wastewater last year. *Our permit mandates that we achieve a minimum of 85%*. These figures represent a 4.4 % increase in TSS loadings and a 0.5 % increase of loading for BOD.
- In 2015 the WRF had two reportable violations of our effluent limit for E.coli.
- Production of approximately 932 wet tons of bio-solids which were hauled to the Lebanon Landfill for onsite composting to be used for slope stabilization and vegetative cover establishment. This reveals a decrease of approximately 1% from 2014. This decrease can be attributed to the facility upgrade project and improvements made to the two anaerobic digesters. This is the third consecutive year that our disposal volume and associated costs have dropped. Time will tell if this is the plateau given the marginal change this year.
- Ongoing Sludge Quality Certification with NHDES. *This program quantifies the quality of the dewatered residuals from this facility to be safely managed through all available options*. We continue to meet NH “Low metals” certification of our biosolids, largely due to the effectiveness of the Industrial pretreatment program.
- Jason Goodrich has obtained his Grade I wastewater certification from the NH department of Environmental Services.
- Our largest pump station within the system – Pump Station #5, located off Route 10 transferred over 138 million gallons last year or 30% of the total flow received at the facility. The catchment area for this pump station is scheduled for a comprehensive Inflow and Infiltration study in the future.



- Tours at the facility still remain a popular option for local entities – if you ever want to take part in such a tour, please call 603-643-2362 and ask for Kevin.
- Receipt and treatment of approximately 31,140 gallons of portable toilet waste. This denotes an increase of 4.2 % from 2014.
- Staff has held discussions with LYSTEK[®] corporation regarding the feasibility of either a full scale pilot or other options for their post-anaerobic digestion enhancements. The immediate benefits are claimed to be reduced polymer costs, reduced tipping fees for reuse and enhanced methane production. Discussions will be carried out into the spring of 2016.
- The National Pollutant Discharge Elimination System (NPDES) permit co-authored by USEPA and NHDES was issued in mid-November. It took effect on February first of 2016. Although no drastic permit limits were drafted into the new permit, there were requirements to monitor and report for several “new” parameters. The additions were, Total Nitrogen {a combination of nitrite + nitrate and total kjeldahl nitrogen} and total recoverable aluminum. This monitor and report requirement will most likely set the stage for actual limits in the next permit cycle – 5 years from now. Prior to that timeframe, we will be looking at our options for a potential upgrade project.
- *A kind reminder from “the plant” – your toilets, sinks, showers and tubs are for personal care and hygiene, and they are not trash receptacles. Please refrain from disposing of cooking grease/oil, harsh cleaners/solvents, paints, medications, chemicals, pesticides, dental floss, plastics, reinforced paper towels, etc into your system. IF IT IS NOT TOILET PAPER OR RELEASED FROM YOUR BODY – IT BELONGS IN THE TRASH CAN.*

My sincerest thanks and appreciation go out to all the fine educators in the area for introducing their students to the wastewater field. Faculty from the Hanover High School, Ray Elementary School, Richmond Middle School, Dartmouth College and various private groups give us the chance to explain and educate young minds on the largely unknown and vastly important role that wastewater treatment plays into the everyday quality of life and environment.

Water Reclamation Facility staff: Kevin MacLean, Superintendent; Mark Roper, Industrial Pre Treatment Coordinator/Compliance Manager; Dennis Smith, Maintenance Technician; Seth Bean, Treatment Technician; Richard Scheuer, Treatment Technician; Jason Goodrich, Treatment Technician Assistant

Sincerely,
Kevin MacLean – Superintendent
Hanover Water Reclamation Facility

BOARDS & COMMITTEES

HANOVER BICYCLE AND PEDESTRIAN COMMITTEE (HBPC)

Annual Report

Don't forget to Vote for "Walk" or "Bike."

"Of all exercises, walk is best." Thomas Jefferson

"Nothing compares with the simple pleasure of a bike ride." John Kennedy

Members: Peter Clark, Tim Cox, David Dostal, Scot Drysdale, Scott Hunt, Barbara McIlroy, Hugh Mellert, Athos Rassias, Jonathan Schwartz, Joanna Whitcomb, Erica Wygonik, Bill Young (Chair)

The HBPC wheels were turning and feet were moving in 2015. We list here the many improvements made in 2015 for bicyclist and pedestrian safety and increased access for all ages. They were all achieved due to much appreciated collaboration with many organizations. It is our goal that more people take up walking and biking for pleasure and transit. The five "E's" of the American League of Cyclists will be used to frame our Report.

Engineering

- Lyme Road Mixed Use Path (MUP) completed. The MUP was proposed in the Safer Routes to School plan, designed and built by the DPW while Lyme Road was resurfaced, and cost an extra \$44,000. A May 4, 2016 ribbon cutting celebration is planned for Bike to School day.
- South Main Street resurfaced, Mink Brook crosswalk was built, and uphill bike lane was improved.
- Sachem crosswalk improvements were completed. The HBPC assisted the NH Department of Transportation (NH DOT) and Lebanon in the planning.
- Pedestrian controlled Rapid Flashing Beacon (RFB) placed on Park Street between Field House and Hockey Rink.
- Transportation Shelter installed at Hopkins Center. A computer kiosk repeats bike/pedestrian safety messages and schedules. The shelter was proposed in Bus Feasibility Study of 2008.
- A pedestrian refuge crosswalk was installed on Wheelock Street near Hopkins Center.
- Medical Center Drive North mixed use path was plowed by DHMC, following a coordinated appeal by the HBPC and Gile Hill community. For the first time, pedestrian and bike access to DHMC from Gile Hill and to Advance Transit was made accessible during winter months.

Education

- 500 Reflective Slap bands and safety flyers were distributed by the HBPC at two events: Night visibility (Dartmouth VIZ) in May and Dartmouth Freshmen Expo in October. Thank you Dartmouth Wellness Center and Hanover Improvement Society for the support.
- "Stall Street Journal" safety bulletins, Vox Bulletins and Dartmouth D safety messages were published.
- Howe2 Bike Repair workshop was held at Howe Library on June 28, 2015 before the Prouty Bike Ride.

Encouragement:

- The Sand Hill neighborhood was encouraged to organize and join the HBPC in developing a sidewalk proposal to encourage walking and improve safety. The Select Board recommended budgeting to extend the sidewalk from Storrs Road to the Tanzi Preserve Drive in 2017.
- Sidewalk construction is planned from Buck Road to Greensboro Road on Route 120 south. The HBPC collaborated with the DPW, DHMC and the Gile Hill community. Pedestrian and bicyclist improvements will be made to Greensboro Road intersection and the Advance Transit Bus stop will be changed. With the new Buck-Greensboro sidewalk, a new pedestrian crosswalk and Gile Hill path, it will be possible to walk on sidewalks from town to DHMC. If NH DOT approves, this work will be done in 2016.

- Public input was invited and welcomed: Lebanon Bike and Pedestrian Committee, Great Hollow Road cyclists, cycle groups regarding Lyme MUP, Dartmouth skiing, Dartmouth cross country and residents of Valley Road, Rip Road, Gile Hill and Sand Hill neighborhoods.

Evaluation

- Bike Count on Dartmouth Campus (1052 bicycles).
- Hanover Inn Corner 2 Hour Bike Pedestrian Good and Bad Behavior Count: jaywalking, distracted walking, riding bikes on sidewalk, helmet use, etc. The data was considered by Hanover Police in placing split rail fence in front of Collis and Robinson Halls to deter flagrant jay walking.
- Tuck Mall Night Count for Visibility. Nearly all students were in the dark.
- Advisory Lane on Valley Road – Responded to requests for information about this design from numerous US and Canadian cities.
- Route 120 South Sand Hill Traffic Data. Vehicle Count 17,500 per day with 400 in 15 minutes of school bus loading. Speed-30-35 posted and average 44 mph. Traffic accidents (2010-15)-Total 51. Most due to distracted driving.
- American League of Cyclists and NH Bike Walk Alliance bike tour and town meeting (9/21). The HBPC, Lyme MUP, Valley Road advisory lanes and Dartmouth initiatives received high marks.

Enforcement

- Chief Charlie Dennis and Lt. Brad Sargent of the HPD met with the committee.
- Scott Hunt, Dartmouth Security bicycle officer joined the HBPC.
- “Walk Your Bike” signs were placed on Main Street. Bulletins sent to Dartmouth Community.

Upcoming 2016 Events:

- Wednesday, May 4, 2016 - Walk-Bike to School Day
- 7:39 AM Safe Routes to School Lyme Road MUP Ribbon Cutting
- Saturday, May 7, 2016 - Bicycle Rodeo at Ray School for elementary school students.
- Saturday, May 14, 2016 - Traffic Safety 101 Course for experienced bicyclists.
Limited registration and fee.

Sincerely,
William Young, Chair

SUSTAINABLE HANOVER COMMITTEE - 2015 REPORT

In 2015 the Sustainable Hanover Committee continued to engage in initiatives whereby it could make the most impact relative to the day-to-day activities of the town of Hanover's community at large by this year centering around the 3 main focus areas listed below:

1. Building on Hanover's Green Power Community Effort

In 2015 Sustainable Hanover invited town residents to reduce our community's carbon footprint through two programs, Solarize Hanover and the Green Power Challenge. The community's response exceeded all expectations. 53 PV solar systems were installed by our Solarize Hanover partner, the Energy Emporium, by October, with several more systems pending roof and other site preparations.

Solarize Photos below

- Left - Inauguration of Jane Bedford's solar install project. Pictured from left are SHC Committee member Yolanda Baumgartner, Energy Emporium's Bryan Muenzer, Peter Kulbacki - Director of Public Works and SHC Committee Member, Jane Bedford, and Julia Griffin - Town Manager and SHC Committee Member
- Right - 17.67kW Solar installation in progress at Hanover Police Station



Through the Green Power Challenge, 253 Hanover residents and small businesses switched their electricity supply to 100% Green-E certified power offered through a special agreement with electricity provider ENH Power. (In addition 108 other residents of the Upper Valley who do not live in Hanover also joined the Hanover Challenge.) Solarize Hanover and Hanover Green Power Challenge participants represent 2.3 million kilowatt hours of 100% renewable power.

The Green Power Community program for large business and institutional users of electricity grew in 2015 when the school district SAU #70 joined Dartmouth College, Dartmouth Printing, Hypertherm, Kendal, and the Town of Hanover as Green Power partners. These six large power users have purchased 100% Green-E certified green power for a total of 27 million kilowatt hours of renewable energy.

The results of the above efforts put Hanover at 22.3 percent green, up from 17 percent in 2014. Hanover is the highest ranked EPA Green Power Community in New England. See Hanover's listing on the EPA's website [here](#).

Recognizing also the importance of reducing energy use, Sustainable Hanover conducted a Button Up workshop at the Black Center in October. Certified Building Professional Andy Duncan advised residents on ways to improve the efficiency and effectiveness of their home heating and other energy using systems. Staff from Liberty Utility provided additional information and sample LED bulbs.

According to usage data from Liberty Utility, there was a small decrease (1.3 percent) in electricity consumption for the Hanover community between 2013 and 2014. **Sustainable Hanover applauds residents and businesses who are making a difference by using less energy and switching to green.**

2. Continuing To Push Waste Reduction & Recycling

The 4 members of this committee (Joyce Noll, Carolyn Frye, Teresa Odin and Susan Edwards) have worked throughout the year to keep the community educated about 'what can be recycled'. In April a successful 'Gear-to-go' Sale was held at Tracy Hall, Norwich. Sporting /camping equipment of all kinds changed hands.

One Saturday a month in June, July, August and September volunteers received thousands of plastic plant pots at Longacre's Nursery in Lebanon keeping this plastic out of the waste stream. Many thanks go to Longacre's Nursery for hosting and supporting these collections

The annual Town of Hanover/Dartmouth College Community Yard Sale took place in early September at the Dewey Field Parking Lot in Hanover. This was totally sold out well ahead of time by people in the community and the college wishing to clean out their extra stuff. The day of the Sale was sunny and warm and attended by thousands. It was considered an unqualified success by sellers and buyers alike, and over \$1400 of net proceeds.

When not organizing and volunteering at the various events, members of the committee continued to look at other ways to help the community with recycling efforts and monitoring the SHC recycling website.

3. Starting up the Sustainable Landscape Working Group

Members of the SHC joined with other members of the community to address sustainability in landscape policies, design, and practices. The working group identified a large number of issues related to sustainable landscapes and requested suggestions from the community via the Hanover town e-mail list.

Ultimately, the working group decided to create demonstration sites on public and private land that would exemplify effective means of addressing key landscape issues—storm water retention, native plants, pollinator habitat, edible landscaping, lawn reduction. SWAT teams (Sustainable Works Around Town) will be recruited via the town and garden club e-mail lists to build such sites, and to maintain the public sites.

Three town sites have been identified for sustainable landscape development—the former community center plot on School Street, west of the parking lot by Gilbert's; Dagmar's Place on Valley Road; and the bank by the Howe Library parking lot. The sites will be developed with signage that explains the various aspects of sustainable landscape design. Private sites will be recruited and the owners will commit to assisting with the development of additional sites.

Also under consideration are a sustainable landscapes Web site, a map of sustainable landscapes sites in Hanover, a tour of such sites, and workshops on the various aspects of sustainable landscapes.

Respectfully submitted,
David McManus, Chair

Sustainable Hanover Committee Active Members: Yolanda Baumgartner, Mary Ann Cadwallader, Mary Donin, Susan Edwards, Julia Griffin (Hanover Town Manager), Larry Litten (Secretary), Chris Kennedy, Peter Kulbacki (Director, Public Works), David McManus (Chair), Jenna Musco, Marjorie Rogalski.

Waste Reduction Sub-Committee: Susan Edwards (Chair), Carolyn Frye, Joyce Noll, Theresa Odin,
Sustainable Landscape Working Group: MaryAnn Cadwallader, Kelly Dent, William Desch, Mary Donin, Susan Edwards, Chris Kennedy, Larry Litten (Chair), Lyn Swett Miller, Judith Reeve, Susan Salter Reynolds.

OTHER REPORTS

CONNECTICUT RIVER JOINT COMMISSIONS



Connecticut River Joint Commissions – 2015 Town Report

Suite 225, 10 Water St., Lebanon, NH 03766.

Website at <http://www.cric.org>

CRJC's mission is to preserve the visual and ecological integrity and sustainable working landscape of the Connecticut River Valley, and guide its growth and development through grassroots leadership. Five local river subcommittees carry out this work with a corps of over 100 volunteers.

Education and Engagement

The Connecticut River Joint Commissions have continued to educate and engage citizens about the River and the economic and environmental health of the entire region in Vermont and New Hampshire.

During FY 15 the CRJC meetings offered a series of educational presentations:



- Misha Cetner and Kevin Burke of the Vermont Agency of Natural Resources briefed Commissioners and the public on the new Vermont Shoreland Protection Act.
- In February of 2015 Commissioners engaged in a day-long retreat facilitated by Michele Tremblay of Naturesource Communications to up-date the Joint Commissions Strategic Plan.
- Glenn English of the Connecticut River Byways Council presented that organizations new tourism brochure and website at <http://www.ctriverbyways.org>. The Byways Council and Joint Commissions explored opportunities for additional collaboration in the future.
- Ann Ingerson, Program Coordinator with Watersheds United Vermont (WUV) briefed Commissioners on the work of the WUV including water quality monitoring, river cleanup, and riparian buffer plantings in the watershed.
- The Commission held its annual meeting and elected the following officers to serve during the FY 16: *Jason Rasmussen, President (VT); Rick Walling, Vice President (NH); Mary Sloat, Treasurer (NH); Kurt Staudter, Secretary (VT).*

UPPER VALLEY SUBCOMMITTEE OF THE CONNECTICUT RIVER JOINT COMMISSIONS



Upper Valley Subcommittee Annual Report - 2015

The Upper Valley Subcommittee of the Connecticut River Joint Commissions consists of appointed volunteers from the Vermont towns of Hartford, Norwich, Thetford, Fairlee, and Bradford, and the New Hampshire towns of Lebanon, Hanover, Lyme, Orford, and Piermont. We meet every two months in Thetford to discuss and act on a variety of river-related issues.

The subcommittee reviewed and commented on a wide range of regulatory applications, including river shoreline stabilization, wetlands activity, stormwater management, utility and solar projects, and private waterfront structures. We also participated in the Wilder Dam federal re-licensing process.

We issued the Update of the Connecticut River Recreation Management Plan for the Upper Valley Region. This publication reports on existing and future recreation opportunities in the valley.

The subcommittee reviewed the proposed Conservation Management Plan for the Silvio O. Conte National Fish and Wildlife Refuge, which encompasses the entire Connecticut River Watershed. In the Upper Valley area, we commented to the U.S. Fish and Wildlife Service on proposed conservation areas in the Mascoma and Ompompanoosuc river watersheds.

The Upper Valley Subcommittee held a joint meeting with the Mascoma River Local Advisory Committee. We discussed issues of mutual concern, including the restoration of the eroding banks by the K-Mart Plaza in Lebanon. Our current chair Jim Kennedy, and our planning coordinator Tara Bamford, attended the CRJC Retreat in Wilder. Goals discussed were strong and active membership, implementation of the Connecticut River Management Plan, and community outreach and education.

We will continue our coordination with other river conservation and planning organizations, such as the Connecticut River Watershed Council, the New Hampshire Rivers Council, the Connecticut River Paddlers, the White River Partnership, the Two Rivers-Ottawaquechee Regional Commission, and the Upper Valley Lake Sunapee Regional Planning Commission.

ANNUAL REPORT FROM EXECUTIVE COUNCILOR JOSEPH KENNEY

DISTRICT ONE



January 2016

As I start my 3rd year of service to you and the State of New Hampshire in Council District 1, I am grateful and honored to serve you.

I continue to work with the Governor, Council and Legislature on the important issues impacting the State. The Heroin and Opioid epidemic has been the number one issue. The Governor and Council called for a Special Legislative Session on November 18th to address the statewide heroin and opioid crisis. A Joint Legislative Task Force on Heroin and Opioid Epidemic was formed and will make recommendations to the Governor and Legislature in the upcoming session.

Economic development is still my top priority for the Northern most Council District and I will work with community and business leaders to assist in the creation of jobs and economic opportunity. I am committed to the Balsams project in Dixville Notch and I will continue to work with the various public and private partners to move this project forward. Additionally, I continue to work with the county and regional economic development councils and executive directors on present and future economic opportunities to grow businesses in the District.

I join with the NH Congressional Delegation - Senator Jeanne Shaheen, Senator Kelly Ayotte, Congresswoman Annie Kuster and Congressman Frank Guinta in working with other New England states and our northern Canadian friends to seek economic opportunities and relationships.

The Ten Year Transportation Improvement Plan process working with the Department of Transportation and the Regional Planning Commissions has been completed. The Executive Council approved the final draft and submitted it to the Governor on December 16th. The plan focuses on preservation, maintenance and safety of existing pavement and bridge infrastructure throughout the State. The US Congress passed the Fixing America's Surface Transportation (FAST) Act, which provides increased federal funding to the State of New Hampshire over the next five years. Contact William Watson at NH DOT for any additional details at 271-3344 or bwatson@dot.state.nh.us.

The 2016 session of the NH House and Senate will address legislation that deals with the heroin and opioid crisis, Medicaid expansion, and maintaining a good business climate. Again, be watchful of proposed legislation passing costs on to the county and local levels of government. Stay close to your local state senator and house members.

The Governor and Council are always looking for volunteers to serve on the dozens of boards and commissions. If you are interested, please send your resume to Governor Maggie Hassan, State House, 107 North Main Street, Concord, NH 03301 attention Jennifer Kuzma Director of Appointments/Liaison or at (603) 271-2121. A complete list is available at the NH Secretary of State website at www.sos.nh.gov/redbook/index.htm.

My office has available informational items: NH Constitutions, tourist maps, consumer handbooks, etc. I periodically send, via email, a list of my schedule for the week. Send me your email address if you'd like to added to the list at Joseph.Kenney@nh.gov.

Contact my office any time I can be of assistance to you.

Serving you,

Joe

THE HANOVER IMPROVEMENT SOCIETY

57 South Main Street Hanover NH 03755 603-643-2408

WWW.HANOVERIMPROVEMENT.ORG

The Nugget Theater is celebrating its **100th Anniversary** in 2016 with a major event in the planning stages for September 16th ... be sure to keep checking our webpage for more information about this exciting event as we get closer to September!

Continuing to show Award winning films, the Nugget is also offering the Centennial Film series celebrating one Great film from each decade dating back to the 1920's as the Theater continues to be a pillar on Main Street.

Storrs Pond is currently undergoing a complete bathhouse renovation and the new Splash Pad opening this summer will be a welcome addition to the facility. General Manager Jeff Graham oversees the day to day operation of the Improvement Society along with M. Kaufman the Nugget Manager, and Dick Dodds who runs both the James Campion Rink and the Storrs Pond Recreation Area.

The charge of the Society is to help make Hanover a better place by providing assistance to benefit the entire community. The Hanover Garden Club, the Farmer's Market, Occom Pond Party, the 4th of July Celebration, and the Hanover High Scholarship Fund are just a few of the many endeavors the Improvement Society proudly supports.

Annually, we look at how best to improve our facilities and are currently focusing on energy costs and how to improve our environmental efficiency. We will continue to support worthwhile projects which will continue to enhance the Town of Hanover and the surrounding community.

Jeff Graham

General Manager





MVHI is a nonprofit public health organization serving the Upper Valley towns of Canaan, Dorchester, Enfield, Grafton, Grantham, Hanover, Lebanon, Lyme, Orange, Orford, Piermont, and Plainfield. Our goal is to protect and promote the health of our community.



In 2015, appropriations from Hanover and nine other towns in the Upper Valley Region supported the Public Health Council of Upper Valley (PHC), a regional collaborative working to leverage the diverse capabilities of our communities, health and human services providers, schools, and businesses to improve our regional response to public health needs. Over the course of the year, members developed a Community Health Improvement Plan for addressing substance misuse, obesity, older adult falls, and other concerns for the region. The PHC supported a number of initiatives by fostering new partnerships and investing in pilot projects. Some of these include:

- Bringing dental health care services to people in community settings;
- Bringing Crisis Intervention Team training to law enforcement partners. CIT improves law enforcement responses to people with mental illness.
- Increasing our community and individual awareness of how changes in our climate can affect our health

For more information about the PHC, please visit us at www.uvpublichealth.org.

Also in 2015, MVHI contributed to regional efforts to increase the number of residents receiving flu vaccines. We disseminated information about free flu vaccines to the public. We hosted four flu vaccine clinics in the region that provided 1,120 free flu vaccines to residents aged 10 and older. These clinics were held in Plainfield, Enfield, and Orford and were open to all.

MVHI greatly appreciates the support we receive from Hanover and will continue to work hard to meet your needs in 2016.



UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

The Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) has been providing professional planning assistance to municipal boards since 1963. The UVLSRPC coordinates inter-municipal planning, acts as a liaison between local and state/federal agencies, and provides advisory technical assistance on development issues. The Commission serves 27 communities in Grafton, Sullivan, and Merrimack Counties.

The Commission's highlight of 2015 was the adoption of the UVLSRPC Regional Plan (available online at regionalplan.uvlsrpc.org). This plan is based on the most extensive public engagement process in the Commission's history and presents a bold vision for the future development of our region over the next twenty years. In addition to the adoption of the Regional Plan, UVLSRPC highlights for 2015 included:

- Responding to more than 150 municipal requests for technical assistance.
- Coordinating four Household Hazardous Waste Collections that served over 1,000 households in the region.
- Coordinating with the NH Department of Transportation to develop the 2017-2026 Ten-Year Transportation Improvement Plan with approved projects totaling more than \$125 million over the next ten years in the UVLSRPC region.
- Completing more than 110 traffic counts across the region.
- Securing funding to conduct a feasibility study for a new transit service along the I-89 corridor linking New London and Grantham to Lebanon and Hanover.
- Assisting five communities in the region (Claremont, Newbury, Orford, Springfield, and Wilmot) with circuit rider planning services.
- Assisting five communities (Washington, Newport, Grantham, Sunapee, and Goshen) in updating their local Hazard Mitigation Plans.
- Assisting seven communities in the Sugar River watershed (Claremont, Cornish, Croydon, Goshen, Grantham, Newport, and Sunapee) in developing Fluvial Erosion Hazard appendices for their local Hazard Mitigation Plans.
- Assisting three communities (Unity, Washington, and Claremont) in updating their Local Emergency Operations Plan.
- Assisting two communities (Grantham and Lebanon) in developing local culvert inventories.
- Providing administrative and staffing assistance to the Connecticut River Joint Commissions.

Please feel free to contact me at (603) 448-1680 or e-mail me at nmiller@uvlsrpc.org to share your thoughts. It is a pleasure to serve the municipalities of this region!

Sincerely,

Nathan Miller, AICP
Executive Director

**2015 TOWN MEETING
TOWN OF HANOVER
Tuesday, May 12, 2015
Hanover High School Gymnasium**

The annual Town Meeting of Hanover, New Hampshire convened on May 12, 2015 at 7 a.m. by the Town Moderator, Stephens Fowler, at the Hanover High Gymnasium. Moderator Fowler explained that the polls would be open from 7 a.m. to 7 p.m. for the purpose of voting for candidates for Town Meeting and for all other articles requiring vote by official ballot as set forth in Articles One through Five of the Town Meeting Warrant.

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

Two Selectmen, each to serve for a term of three (3) years;

Nancy A. Carter	970
Joanna L. Whitcomb	988

One Library Trustee to serve for a term of three (3) years;

Ginger Boitnott	1,008
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One Trustee of Trust Funds to serve for a term of three (3) years.

Judson (Jay) T. Pierson	996
Write-in	3

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?”

Amendment No. 1 would clarify four parts of the Zoning Ordinance:

With the passage of the Downtown zoning district, the “B-1” and “B-2” zoning districts were eliminated, resulting in a single “B” zoning district. This amendment proposes to designate any of the references to the “B” district as “B” and to eliminate any remaining references to “B-1” and “B-2”.

There is no provision for a Manufactured Housing Sales Lot as either a Permitted Use or a Use Permitted by Special Exception. In order to establish a Manufactured Housing Sales Lot, a Variance would need to be granted for that use. This amendment proposes the elimination of section 601.2 that refers to Manufactured Housing Sales Lot and renumbering section 601.3.

The definition of “Setback, Front” appears to have an internal conflict. This amendment proposes the revision of the definition to eliminate any perceived conflict in the language.

Section 1002 refers to a “Use Permit”. For many years there has been no separate use permit utilized by the Planning and Zoning Department. This is because over the years the original “Zoning and Use Permit” was eliminated as a separate permit form and the zoning permitting application form was combined with the building code application form to be a “Zoning and Building Permit Application.” The proposal is to add to Section 1001 those sections of Section 1002 that describe situations in which a permit is required, eliminate Section 1002 and renumber the list in Section 1001 to accommodate the two parts of Section 1002 moved to Section 1001.

At a public hearing held on March 10, 2015, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

RESULTS: YES 864 NO 236 ARTICLE PASSED

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 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 2 would:

Adjust Section 503 to remove the cap on the number of dwelling units in a Continuing Care Retirement Community (CCRC); and clarify the CCRC definition and development criteria. Changes to the Ordinance by Section are:

404.1 Add employee parking requirements mirroring requirements for “Hospitals, Nursing and Convalescent homes”.

503.1 Eliminate all references to “RR” District that are made null and void by a previously adopted amendment. Provide an updated definition for CCRC.

503.3.A Eliminate all references to “RR” District that were made null and void by previously adopted amendment.

503.4.B Eliminate all references to a maximum dwelling unit cap.

503.5.B Add the words “gross site” to clarify the area to be set aside for open space and recreation.

503.5.E Add requirements regarding a CCRC’s services, facilities, and amenities.

Section 902 Definition:

Revise the definition of Continuing Care Retirement Community to provide a definition less dated and more consistent with the industry definition.

At a public hearing held on March 10, 2015, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

RESULTS: YES 548 NO 637 ARTICLE FAILED

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. 3 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 would create a new zoning district which allows for higher density residential development. To accommodate the new district, the West Wheelock Gateway District (WWG) along West Wheelock Street, the following sections of the Zoning Ordinance are proposed for amendment:

New table 204.11 West Wheelock Gateway District to be added

Section 201 Establishment of Districts

Table 204.4 Institution

Section 303 Principal Buildings Including Dwellings on Lots

Section 309 Location of Driveways

Section 313 Obstruction of Vision

Section 323 Noise Standards

Section 404 Off-Street Parking Requirements

Article IX Definitions:

Amend “Family, Unrelated”

Amend “Neighborhood Retail Sales”

Add a new definition of “Build-to Area”

Add a new definition of “Laundromat”

Add a new definition of “Property Management Office”

Add a new definition of “Story”

Add a new definition of “Yard”

Modify the zoning maps to show the new boundaries of the SR-1, GR-1, GR-2, I and WWG districts.

At a public hearing held on March 24, 2015, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

RESULTS: YES 453 NO 719 ARTICLE FAILED

ARTICLE FIVE (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. 4:

The following question is on the official ballot:

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

Amendment No. 4 would:

Delete Section 209.4 A.

Add a new section 209.4 A 1 which changes the current method of measuring height in the “GR” and “SR” zoning districts.

Add a new section 209.4 A 2 which specifies how height will be measured in other zoning districts.

Add a new section 209.4 G which establishes for the “GR-1”, “GR-2” and “GR-3” zoning districts circumstances when the maximum height for multi-family buildings may be permissible by Special Exception.

Add a new section 209.4 H which establishes for the “RR” and “F” zoning districts circumstances permissible by Special Exception when the maximum height of accessory buildings used for agricultural purposes may exceed the maximum height permitted otherwise in Section 204.

Delete the definition of building height in Section 902.

At a public hearing held on March 10, 2015, the Hanover Planning Board voted to recommend that Town Meeting **not adopt** this zoning amendment.

RESULTS: YES 502 NO 649 ARTICLE FAILED

BUSINESS MEETING

Moderator Fowler called the meeting to order at 7:00 p.m. and asked Selectman Carter to lead the audience in The Pledge of Allegiance. Moderator Fowler reviewed the rules of the meeting with the audience.

Moderator Fowler noted the State Representatives that were present: Patricia Higgins, Martha Hennessey, and Sharon Nordgren. Moderator Fowler then introduced the Board of Selectmen; Chairman Peter Christie, Vice Chairman Athos Rassias, Selectman Nancy Carter, Selectman Jay Buckey and Selectman Bill Geraghty. Moderator Fowler introduced Julia Griffin, Town Manager.

Julia Griffin, Town Manager, introduced the Department Heads that were present: Peter Kulbacki, Director of Public Works; Martin McMillan, Fire Chief; Charlie Dennis, Police Chief; David Stewart, Human Resources Director; Corey Stevens, IT Director; Mary White, Howe

Library Director; Barbara Prince, Etna Librarian; Hank Tenney, Parks and Recreation Director, Betsy McClain, Administrative Services Director/Town Clerk; and Mike Ryan, Assessor.

Moderator Fowler MOVED to dispense with reading the Warrant Articles twice. The floor voted unanimously in favor of the Motion.

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

Vice Chairman Rassias MOVED to Nominate the Following Persons for the Following offices:

One member of the Advisory Board of Assessors for a term of three (3) years;

Joe Roberto

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

Robert Grabill

Matt Marshall

Sarah Packman

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

John Richardson

Ed Chamberlain

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

The Motion was SECONDED from the Floor.

The Motion PASSED and the Nominees were ELECTED.

ARTICLE SEVEN: To receive reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers and to vote on any motion relating to these reports and to receive any special resolutions that may be appropriate and to vote thereon.

Vice Chairman Rassias MOVED that the reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers as printed in the 2014 Town Report be accepted, as well as any Special Resolutions. The Motion was SECONDED from the Floor.

Dean Lacey made the following presentation for the Parks and Recreation Co-Volunteer of the Year Award for Mark Lindberg:

“Each year, when spring comes around, you can always find a familiar face waiting to start the baseball season. Mark Lindberg’s love for coaching baseball started in Norwich before coming to the Hanover 7-8 baseball program where he worked with kids from Hanover and Norwich for the past 16 years.

Each season Hank looks to the community for coaches, but in the spring he was always thankful that Mark was ready to return to the diamond to lead and teach skills and sportsmanship to the 7th

and 8th grade boy's baseball team. Mark's commitment to the sport of baseball is also evident by the amount of time spent helping youth baseball as an umpire. He was only a phone call away when someone was needed at the last second to umpire.

Mark's community involvement continues beyond baseball as he has been involved with many non-profits, serving on various boards sharing his accounting background. He served as treasurer of the Ford Sayre's Ski Program and for 3 years served as their Council Chair. Mark spent 23 years as treasurer for Youth-in-Action, 22 years as treasurer of the Friends of the Hanover-Norwich Schools, and was Treasurer of the "Willing Hands Enterprises" for 6 years. If that was not enough, he helped coordinate the purchase of Whaleback Mountain for the "Upper Valley Snowsports Foundation".

Given Mark's life time of dedication to the community this year it was an easy choice to recognize Mark Lindberg as the Parks and Recreation Department's Co-Volunteer of the Year. Mark will be retiring from coaching after this season and he will be missed as he has contributed so much time and energy to the Town of Hanover and to the kids of the Upper Valley."

Dean Lacey made the following presentation for the Parks and Recreation Co-Volunteer of the Year Award for Rick Ferrell:

"Rick Ferrell has been working with the youth of our community for the past 33 years as a coach and mentor for the Norwich and Hanover Parks and Recreation Departments. Rick worked in Norwich for 5 years with the youth basketball program before crossing the river 28 Years ago to coach the 7-8 Grade Girls Basketball program in Hanover.

Rick takes coaching seriously. Over the years in order to continue to develop his coaching skills and philosophy Rick has attended college practices to observe and talk with coaches. He has attended shooting clinics at various colleges and took a course in "Teaching Character". This course allowed Rick to become a better coach by teaching him how to relate to players on an in-depth level. Rick even traveled as far as DePauw University, in Indiana, to spend time with their Women's Basketball Coach, Kris Huffman. There he gained an understanding of the total approach to coaching girls. Coach Huffman taught him that there is more to being a good coach than knowing about the x's and o's.

For the past 6 years Rick has taught shooting on Tuesday mornings before school at the Richmond Middle School. The 6:30 am to 7:30 am practices are open to boys and girls and are well attended. This past winter was Rick's last season as the 7/8 Girls Basketball Coach. He is leaving the coaching ranks but not ending his love for the game and eagerness to continue to teach. Rick has offered to continue to run morning practices if athletes are interested in attending.

Many Recreation Department coaches come and go as their children age out of the programs. But with Rick it was never a question if he would continue to coach. His love for the game and teaching made him want to continue to coach beyond his children's tenure with Recreation programs.

Hank and the Recreation Board feel that Rick's departure will leave a void in the program not only as a coach, but as a friend and someone who really likes to teach and see the development of young players. As he retires from coaching at Hanover it is my pleasure to Award Rick Ferrell as this year's Hanover Parks & Recreation's Co-Volunteer of the Year."

Ms. Griffin made the following presentation in honor of Hank Tenney's upcoming retirement:

"Hank Tenney will retire from his position as Hanover's Parks and Recreation Director on August 29th of this year.....which will be his 72nd birthday and a mere 41 years and 7 weeks after he was hired as the Town's very first Parks and Recreation Parks Director. He has now attended 40 Town Meetings in his capacity as Director and my how things have changed over the years.

Hank began his operation from a tiny office in Town Hall as a one-person operation. As he grew the program he moved to a two person operation in our former "Community Center" (aka, the old house on School Street) to a 7 person operation in our very own Richard W. Black Community and Senior Center. Every step of the way, Hank has hatched, nurtured, nudged, shoved and dragged the Hanover Recreation Department into a busy, family, adult and senior-centered operation. And talk about one of those guys who is generally busier than a one armed paper hanger.....literally late yesterday afternoon Hank was trying to meet with a replacement coach for our high school track program; find softball umpires for several regional games with a potential need to sub as one of the officials himself, and staff the Recreation Board meeting....and that was for just one three hour time period last night. Welcome to Hank's life.

Hank loves nothing more than a "to do" list (a person after my own heart). Whether he is literally in the field marking out a lacrosse field, visiting our outdoor facilities to make sure everything is shipshape, fussing over the final details for some new improvement to one of our facilities, raising money to fund those new improvements, inspecting every inch of the Community Center to make sure nothing looks under-maintained, running along the sidelines of a local soccer, basketball or softball game as either a coach or an official, or generally harassing his Town Department Head Colleagues – Hank is always on the go on behalf of Hanover. He has that absolutely sixth sense about what it takes to find a coach, settle a dispute, mentor local teens, soothe say local seniors and ride herd on parents who can sometimes be a handful when it comes to their own children. His mind and memory are like a steel trap....nothing is forgotten (at least not for very long) and his historical understanding of issues comes in handy time and time again. Hank Tenney is Mr. Recreation in this community and in NH (and VT). And to think he wants to throw in the towel and retire to his beloved Villages in Florida where he will be able to play at least 18 holes of golf seven days a week. Go figure.

I also happen to know that over the years, lots of small and not-so-small things have been funded for the Department and for those in need by none other than Hank Tenney himself. And you thought he was a tough guy! Underneath that gruff exterior is a heart of absolute gold....generous to a fault and a real sucker for anyone in need.

When Hank has not been busy taking care of Hanover recreating, he has served on the Lebanon School Board for countless years; he has coached hundreds of girls playing soccer, basketball and softball for Lebanon High, Hanover High, Rivendell Academy and Sunapee High. His

Stateline Jammers AAU girls' basketball teams have given countless numbers of girls an opportunity to improve their basketball skills playing with teammates from all over the Upper Valley. He has coached numerous teams to state and tournament championships and I suspect there are lots of female athletes out there who will credit Hank for their skill, their commitment and their toughness as athletes. Here's one sample voice - the voice of Sue Johnson Bower, who grew up in Hanover and is currently the Head Women's Golf Coach at Tulane University, a position she has held for 12 years. Sue was responding to the question posed to her by a journalist---"what was your experience in youth athletics? Were there opportunities available to you?"

She said: 'It's really interesting, I have an 8 1/2-year-old here in New Orleans and he has been playing organized sports since he was four. We really didn't have a Parks and Recreation Department in Hanover that was in full swing until my seventh grade year. A gentleman named Hank Tenney, who's still there today running the Hanover Parks and Recreation Department, and a couple of moms including mine went down and said hey we need to start a basketball program we've got a lot of good athletes in this town and so Hank said heck whatever I'll do it and I'll coach them! I was a competitive swimmer; I started when I was seven years old. Really I was just a jock with nowhere to go and so I swam because it gave me a competitive outlet. Then when Hank came into town, basketball became the thing to do. I was interviewed locally here and they asked me who was one of the most influential coaches I've ever had the good pleasure of being around and Hank Tenney is still number one on my list. He was my seventh grade basketball coach he was just a great coach. He taught me now as a current coach so many good things about how to deal with young women and how to get some competitive fire with women and all that good stuff.'

Along the way Hank has garnered a few honors: National Soccer Coaches Association of America National Coach of the Year for Girl's Division II Programs in 2001; one of six coaches named to coach the All American soccer games in 2002 in Charleston, SC., named to the New Hampshire Softball Umpires Association Hall of Fame in 2001; National High School Coaches Association Coach of the Year in 2011 for coaching girl's soccer at Rivendell Academy; and named one of fifty distinguished alumni by Greenfield Community College as the college celebrated its 50th anniversary in 2013.

Oh, and by the way, Hank raised two wonderful daughters. Amy and Meg, and is now loving trying to keep up with his grandchildren.

Watch for information about Hank's retirement party to be scheduled later this summer There are some very big and busy shoes to fill as you retire in August, Hank. Your long-time loyalty and commitment to Hanover and to our Recreation program is wonderful and this community is so grateful for your dedication, your commitment and your vision. Godspeed.....the Upper Valley's loss will be the Villages gain!"

The Motion was SECONDED from the Floor.

THE Motion PASSED and Article Seven was ADOPTED.

ARTICLE EIGHT: To see if the Town will vote to raise and appropriate \$32,925 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, a sub-accounting of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2013-2014. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Selectman Buckey MOVED that the Town vote to raise and appropriate \$32,925 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, a sub-accounting of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2013-2014. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. The Motion was SECONDED from the Floor.

Mr. Richard Howarth, Hanover Center, noted that money has been set aside for the past 15 years and part of it goes into the Conservation Fund and part of it goes into improvements. He asked whether the Town has set aside enough to achieve the needs and objectives in this area.

Ms. Griffin stated that they can always use more money in both the Conservation Fund and the Capital Improvements Fund. There are always things that the Town would like to do but there hasn't been a lot of development in the past few years. When development was happening more frequently they were able to save more in the reserves. She stated that between the charitable donations to the Commission and the Conservancy and using some undesignated fund balance, they have been able to make things work. She stated that short of looking to grow the budget by an annual appropriation – she's not sure what more they can do.

The Motion PASSED and Article Eight was ADOPTED.

ARTICLE NINE: To see if the Town will vote to raise and appropriate \$32,925 for deposit into the Conservation Fund created as authorized by RSA 36-A: 5.I, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, a sub-accounting of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2013-2014. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Selectman Buckey MOVED that the Town vote to raise and appropriate \$32,925 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.I, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, a sub-accounting of the General Fund Undesignated Fund Balance, with no funds being

raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2013-2014. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use. The Motion was **SECONDED** from the Floor.

The Motion PASSED and Article Nine was ADOPTED.

ARTICLE TEN: To see if the Town will vote to raise and appropriate \$33,870 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, a sub-accounting of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. 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 2013-2014.

Selectman Carter **MOVED** that the Town vote to raise and appropriate \$33,870 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, a sub-accounting of the General Fund Undesignated Fund Balance, with no funds being raised by taxation. 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 2013-2014. The Motion was **SECONDED** from the Floor.

The Motion PASSED and Article Ten was ADOPTED.

ARTICLE ELEVEN: To see if the Town will vote to raise and appropriate \$1,224,773 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	\$51,000
Building Maintenance and Improvement Capital Reserve Fund	\$438,883
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund	\$25,000
Fire Department Vehicle and Equipment Capital Reserve Fund	\$143,090
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$95,000
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$135,000
Police Vehicles and Equipment Capital Reserve Fund	\$103,000
Road Construction and Improvements Capital Reserve Fund	\$47,500
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$130,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund	\$56,300

Selectman Carter MOVED that the Town vote to raise and appropriate \$1,224,773 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established. The Motion was SECONDED from the Floor.

Bill Baschnagel asked the Select Board to explain the process of the money going in and out of the funds.

Chairman Christie stated that the Town has reserved money each year into the reserve for equipment replacements. The money that comes out of the reserve does not affect the tax rate year to year because the money has been set aside in previous years. The purpose of this is to avoid large tax swings year to year when purchases need to be made.

Doug McIlroy asked about the typical lifetime of the capital facilities that need to be replaced. Mr. Kulbacki stated that it is a minimum of 3 years and a maximum of 150 years.

Mr. John Ruth asked why the reserve accounts for parking aren't coming out of the parking fund. Ms. Griffin reported that all of the parking purchases come out of the parking fund.

The Motion PASSED and Article Eleven was ADOPTED.

ARTICLE TWELVE: To see if the Town will vote to raise and appropriate \$1,647,669 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 <i>Renovations at Public Works Facility (HVAC, flooring); Salt Storage Shed; Howe Library Carpet Replacement</i>	\$476,700
Bridge Replacement and Renovation Capital Reserve Fund <i>Ruddsboro Road Bridge 144/85</i>	\$130,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund <i>Town Match for Grant-Funded Console Replacement</i>	\$90,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Truck and Line Painter; Mowers and Mowerhead</i>	\$135,200
Police Vehicles and Equipment Capital Reserve Fund <i>Cruiser Fleet Replacement (6 fully equipped vehicles); cruiser laptops, cruiser videos, ballistic vests)</i>	\$300,615
Road Construction and Improvements Capital Reserve Fund <i>Traffic Signal Replacement at Lebanon and Summer Streets</i>	\$130,000
Fire Department Vehicle and Equipment Capital Reserve Fund <i>SUV and Replacement of Self-Contained Breathing Apparatus</i>	\$216,154

Parking Vehicles and Facilities Improvements Capital Reserve Fund <i>Brick Sealing in the Parking Garage and Replacement of Pay and Display Kiosks</i>	\$44,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Backhoe for Line Maintenance Work</i>	\$47,500
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>Ranger Truck and Backhoe for Line Maintenance Work</i>	\$77,500

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, 2020, whichever is sooner.

Selectman Carter MOVED that the Town vote to raise and appropriate \$1,647,669 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts. The Motion was SECONDED from the Floor.

Marjorie Rogalski asked about the criteria for the replacement of cruiser fleet and how this is determined. Ms. Griffin reported that they replace the cruisers every 3 years. She noted that once the police cruisers reach 3 years of use, they have over 100,000 miles on them which results in problems with transmissions, etc. This replacement cycle is standard for police municipalities. There are 4 main cruisers in the police department fleet and 2 administrative vehicles. Ms. Griffin noted that part of the cost of the replacement of the vehicles is the equipment that is needed as well. She reported that this year the department will purchase 2 SUV type vehicles which will help accommodate the bigger officers.

Kevin Canuti, Etna, noted that the dispatch center serves multiple communities and he asked how the funding from the other communities factors in. Ms. Griffin stated that they serve 22 communities and there are 3 more that would like to join. The Town charges back to the communities a pro rata costs including allocating to the capital reserve. All of the towns that they serve pay a portion of to the capital reserve contribution.

Danielle Goodwin asked what happens to the used police cruisers and whether the Town would consider donating them.

Ms. Griffin stated that the used police cruisers used to be purchased by the New Jersey taxicab companies. The Town is now using a couple of municipal bid websites as they try to get as much money as they can out of the used vehicles. Ms. Griffin noted that anyone could make an offer to the Town with regard to the used cruisers.

Michael Tsapakos asked about ballistic vests and whether the Police Department currently uses them and what the lifespan would be and if they don't use them, why they are getting them.

Ms. Griffin noted that the department does use ballistic vests and have for many years. The ballistic vests have a 5 year lifespan. The technology is changing and it is about updating the equipment.

Hilary Pridgen, Etna, asked if the \$300,000 expense will recur every year for 3 years on a staggered basis. Ms. Griffin stated that the Town does reserve money each year which remains the same each year and then the appropriation comes out every 3 years.

A resident asked if the vehicles are purchased locally. Ms. Griffin noted that the Town does purchase the vehicles locally.

Justin Moffatt, Dartmouth Student, asked why the Town wouldn't stagger their investment for cruisers instead of investing every three years. Ms. Griffin stated that the Town saves money by buying the equipment all at the same time. She noted that this makes it easier for the Town's fleet staff if they have vehicles that are all of the same vintage. She noted that they make yearly contributions into the reserve so that the impact on the tax rate year to year is not as great.

A resident from the floor asked if one disagrees with the process or the way the money is being used to fund a particular activity and they think it's too high for a specific item, could they vote no on this article or on the previous article. For example, if they felt that they only needed 5 cruisers would the impact on the tax rate be lower.

Ms. Griffin stated that if a resident is concerned about the level of expense, this warrant article doesn't impact the tax rate. This is an appropriation of money out of the capital reserve funds. When money is appropriated out of the capital reserve the savings already exist. Ms. Griffin stated that the earlier warrant article could have been voted down.

Moderator Fowler noted that the entire budget is created during a series of detailed budget hearings which are open to the public.

Robin Carpenter noted that an amendment could be added to change the number of cruisers being purchased. Ms. Griffin confirmed that this could be done.

John Ruth noted that this won't impact the tax rate this year but the money would stay in the bank and they would need less money going forward.

Mr. Howarth asked if the previous amendment can be made to reconsider the previous article. Moderator Fowler stated that a motion could be made to reconsider with an article but would require a 2/3rd vote.

The Motion PASSED and Article Twelve was ADOPTED.

ARTICLE THIRTEEN: To see if the Town will vote to authorize the purchase of a .25 acre parcel located at 46 Lebanon Street, Tax Map 34, Lot 83, for the purchase price of \$500,000, and to raise and appropriate that sum for this purpose by the utilization of \$280,000 of General Fund Undesignated Fund Balance, the utilization of \$170,000 from the accumulated HealthTrust

return of surplus (a sub-accounting of the General Fund Undesignated Fund Balance), and a withdrawal of \$50,000 from the Land and Capital Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this work is complete or June 30, 2020, whichever is sooner.

Selectman Geraghty MOVED that the Town vote to authorize the purchase of a .25 acre parcel located at 46 Lebanon Street, Tax Map 34, Lot 83, for the purchase price of \$500,000, and to raise and appropriate that sum for this purpose by the utilization of \$280,000 of General Fund Undesignated Fund Balance, the utilization of \$170,000 from the accumulated HealthTrust return of surplus (a sub-accounting of the General Fund Undesignated Fund Balance), and a withdrawal of \$50,000 from the Land and Capital Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this work is complete or June 30, 2020, whichever is sooner. The Motion was SECONDED from the Floor.

Selectman Geraghty noted that this property is adjacent to 44 Lebanon Street that the Town already owns. He noted that if this property is purchased, there will be many public meetings to discuss the draft proposal of an expanded community center. He clarified that this vote is to determine whether to purchase the land.

Elsa Garmeyer stated that she originally wondered why money was being taken out of the Health Trust Fund to purchase the land but she stated that when she realized that this was to build a gymnasium she fully supports it.

Ellis Rollett stated that he noted that the purchase price was set by the seller's appraisal and asked if there was any ability to negotiate. Ms. Griffin stated that the original asking price was \$100,000 more and when the appraisal came in at \$496,000 the seller's agreed to sell at that price.

Robert Chambers asked what the assessed value of the home is at this time. Ms. Griffin stated that the assessed value is lower than the appraised value by about \$100,000. The appraiser looked at the property and determined it could be commercial as well as residential which resulted in \$496,000.

Mr. Baschnagel is not against the acquisition but he has questions about the use. He noted that in Hanover, the Recreation Program *is* the elementary school sports program. He noted that Hank has done a great job of making a feeder organization for the high school teams. Mr. Baschnagel stated that there are 4 gyms in this town and he can't believe that the Town can't make arrangements with the school to make gym space available.

Mr. Baschnagel noted that there are a lot of needs in this town including elderly housing and affordable housing. He would like the Select Board to look at these as alternatives to the gym and determine how best to use this property.

Selectman Geraghty stated that he is the liaison to the Recreation Department and he noted that in addition to children involved in programs, there are also a lot of adults and the current

facilities are limiting the options. He noted that there has been a lot of coordination and cooperation with the schools and there are limits to the number of hours per day and the programs that they would like to offer.

Selectman Geraghty further stated that with regard to Summer Park next to the Community Center, there will be upgrades and Twin Pines Housing Trust has received a grant to address affordable housing. There is private property that they are keeping their eye on and all of these things are being discussed at meetings.

Mr. Baschnagel stated that the needs for affordable housing and elderly house are above the needs of the gym in this Town for recreation.

The Motion PASSED and Article Thirteen was ADOPTED.

ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate \$67,434 for substantial funding of a Lyme Road multi-use path and mid-block pedestrian crossing signage and/or lighting, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2020, whichever is sooner.

Vice Chairman Rassias MOVED that the Town vote to raise and appropriate \$67,434 for substantial funding of a Lyme Road multi-use path and mid-block pedestrian crossing signage and/or lighting, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2020, whichever is sooner. The Motion was SECONDED from the Floor.

Vice Chairman Rassias gave an overview of the Multi Use Path (MUP). It is a pathway separated from vehicular traffic to support human traffic such as bicyclists. He noted that a full description was available in the Town Report. He noted that this is the outgrowth of the Safe Routes to School group and noted that there is high speed traffic in the area of Route 10 to the Co-Op and parents feel it is unsafe for students to travel to the Richmond Middle School and Ray School.

Vice Chairman Rassias noted that he has been the Board representative to the Bike and Pedestrian Committee and he has been proud to serve on this committee as they work to make the community more bike and pedestrian friendly. Vice Chairman Rassias noted that as DPW planned to work in specific areas, it made sense to incorporate these improvements.

Brenda Knight noted that high speed cyclists on Route 10 travel approximately 25 mph and asked if there will be signs to indicate that the cyclists are allowed to use the roadway; when motorists see the paths they tend to push them toward using that path.

Vice Chairman Rassias noted that the Bike and Pedestrian Committee has been working with closely with the Department of Public Works and there will be signage in these areas. The intent is to have the bicyclists travelling at a slower speed use the Multi Use path.

Randy Mudge stated that he doesn't usually come to Town meeting but he found that there is a design flaw in this plan. As currently planned, kids would have to cross Lyme Road to get to the schools. He stated that this is not a safe area for kids to cross. He stated that the MUP should be on the east side of the road versus the west. The MUP could extend to Curtiss and cross at Curtiss and they could cross at Reservoir Road which has a lot less traffic. The only crossing would be at Park Street which is a controlled intersection. He felt that it would be a waste of money to put it on the west side of the road and it would not achieve what the Town is hoping to achieve.

Martha Solow stated that she raised 3 children and lived in Hanover for a number of years. She supports any efforts to make walking and biking better and easier and she is surprised that this is a separate article. She asked why this is not part of the Public Works budget. She is talking about the process versus the design.

Ms. Griffin stated that this is a separate warrant article because a portion of the funding is coming from the transportation improvements fund which requires a separate Town Meeting vote. This project is being done in conjunction with the upcoming paving project on Lyme Road. She stated that the bulk of the funding is coming out of the general fund budget but because some of the money is coming out of the transportation fund, this requires a special article at Town Meeting to appropriate money out of the reserve.

Ms. Solow asked if the transportation fund is a dedicated fund. Ms. Griffin stated that the Municipal Transportation Improvements Fund is provided for by its own RSA and general transportation improvements qualify so, paving, enhanced crosswalks, multi use paths, etc. are eligible expenses. Ms. Solow asked, if it is an eligible expense, why the funds are coming out of a special appropriation. Ms. Griffin stated that the Town collects about \$35,000/year from motor vehicle surcharges that get appropriated into that fund. When the Town expends the money from the fund for eligible projects, it requires a special article at Town Meeting.

Ms. Griffin stated that the reason that they designed the MUP on the west side of the road was done based on a study not only gearing up for the schools and also the potential construction of River Crest. There are buried power lines and other utilities on the east side. There is also the added challenge on the east side of the roundabout which has a ravine and a narrow entrance way. The crossing at the north side of the roundabout and the use of crossing guards during school hours were determined to be the safer options. Ms. Griffin was also asked recently if they are going to extend the sidewalk but currently there is no funding for this.

Peter Bean, Hanover, rides his bicycle in that area in both directions. Mr. Bean stated that on both the east and west sides, the bike lanes shrink and he noted that he is scared to travel near the school as well as CRREL. Mr. Bean stated that he has been riding on the sidewalk which he has now learned is illegal for adults. He noted that he crosses without any issues on Park Street when using the lights. He thanked the Board for proposing this project.

Fred Lappan, Kendal resident, rides his bicycle down Lyme Road frequently. He noted that the problem exists in front of the school. He noted that there is an adequate bike lane south of the school and the sidewalk is busy with runners; he can't imagine riding a bicycle while trying to avoid runners and pedestrians. Mr. Lappan noted that the State Law indicates that it is illegal to ride a bicycle on the pedestrian way.

Vice Chairman Rassias responded that the MUP is a 10 foot travel lane to accommodate a combination of cyclists and pedestrians. He stated that the area of Route 10 north is not part of this project.

Ms. Griffin stated that the bump outs in front of the school are set to keep the kids safe as they cross over and they convince drivers to slow down.

An Audience Member CALLED the Question from the Floor. A Majority Vote Supported the Question being called.

The Motion PASSED and Article Fourteen was ADOPTED.

ARTICLE FIFTEEN: To see if the Town will vote to raise and appropriate \$21,920 for substantial funding of improvements to the Wilson's Landing trail system and to fund this appropriation by authorizing the withdrawal of this sum from the Land and Capital Improvements Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2020, whichever is sooner.

Selectman Carter MOVED that the Town vote to raise and appropriate \$21,920 for substantial funding of improvements to the Wilson's Landing trail system and to fund this appropriation by authorizing the withdrawal of this sum from the Land and Capital Improvements Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2020, whichever is sooner.

Selectman Carter invited Jim Kennedy from the Conservation Commission as well as a landscape architect and wetland specialist.

Mr. Kennedy stated that the Warrant Article talks about improvements to the trails but they are actually looking at improving the landing itself. He noted that the plan is to make the area more friendly for a variety of users. He noted that they have reorganized the parking system and created a recreation area on the south end which will require some fill and improvements including a gazebo and picnic tables.

Mr. Kennedy stated that they would be putting some traffic calming measures in place including narrowing the road as it comes down the causeway with a new culvert. This would allow for aquatic passage through there and wildlife can't travel back and forth. Mr. Kennedy stated that they will be looking to remove the creosote bulk head that serves the Town dock which protrudes into the river. They will be replacing it with some low stones along the edge of the river and

make a place that is more appropriate for those who want to stand in the water and launch canoes and kayaks.

The Motion was SECONDED from the Floor.

Tom Csatari asked if this is the total cost for the project or if there are other funds that will be used. Ms. Griffin stated that this is the cost and the Town will use staff to provide the labor.

Barbara Munson stated that the Town gave away what was given to them by Mr. Fullington to people who like to row boats. She wanted to know whether anyone from the Crew group would be doing anything to help build this improvement.

Robin Carpenter stated that since the labor for the project will be provided by the Town employees, it would be helpful to include some labor costs for this project in the Town Report.

Mr. Kulbacki stated that the figure would include the equipment as well as manpower and he estimates the cost at \$20,000.

John Creagh, abutter to Wilson's Landing, stated that he was wondering about the Town dock. He noted that it is considerably closer to the shore than the rowing dock and for most boats it's not going to be a problem loading people onto a boat but there are some who have boats that are not quite as agile. He doesn't use the dock that often but he questioned whether Town's dock going to be far enough into the river to allow people to swing out into the river without damaging their boats and the dock. Ms. Griffin stated that they might want to do a dry run with Mr. Creagh's boat to make sure that this accommodates all boats.

Ellis Rollett stated that the dock was donated for recreational purposes which he assumes would include swimming. He noted that the small dock is used by swimmers from time to time. Will this restrict the ability for people to use the dock for swimming purposes?

Mr. Kennedy noted that they are not taking the dock away – they are removing the wall that supports the ramp and they will need to extend the ramp to accommodate the chain. If there needs to be another extension to the ramp, that could be done. He doesn't see a problem with the current uses of the dock.

Evelyn Weinstein noted that this study was conducted in conjunction with State officials. She asked about the passive recreation area that intrudes along the marsh and whether the activity near the rowing dock will have a negative impact on bird life. Mr. Kennedy stated that they have had discussions with the Department of Environmental Services with regard to the higher portion of the land in the wet meadow and not the lower marsh. They have discussed this for the past 6 months and there will be a permitting process which will go through more detail.

An Audience Member CALLED the Question. SECONDED from the Floor.

The Motion to Call the Question was APPROVED by a Majority Vote. The Motion PASSED and Article Fifteen is ADOPTED.

ARTICLE SIXTEEN: To see if the Town will vote to approve the cost items contained in a two year collective bargaining agreement which expires on June 30, 2017, approved by the Board of Selectmen on April 6, 2015, between the Town of Hanover and the American Federation of State and County Municipal Employees (AFSCME), Local 193, which calls for the following increase in salaries and benefits.

<u>Year</u>	<u>Estimated Increase</u>
2015-2016	\$32,237
2016-2017	\$47,106

And further to raise and appropriate the sum of \$32,237 for 2015-2016 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.

Selectman Geraghty MOVED that the Town vote to approve the cost items contained in a two year collective bargaining agreement which expires on June 30, 2017, approved by the Board of Selectmen on April 6, 2015, between the Town of Hanover and the American Federation of State and County Municipal Employees (AFSCME), Local 193, which calls for the following increase in salaries and benefits.

<u>Year</u>	<u>Estimated Increase</u>
2015-2016	\$32,237
2016-2017	\$47,106

And further to raise and appropriate the sum of \$32,237 for 2015-2016 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. The Motion was SECONDED from the Floor.

Selectman Geraghty noted additional information located on page 35. He noted that this contract was negotiated in good faith by both employees and management and he recommends approval.

The Motion PASSED and Article Sixteen was ADOPTED.

ARTICLE SEVENTEEN: To see if the Town will vote to approve the cost items contained in a two year collective bargaining agreement which expires on June 30, 2017, approved by the Board of Selectmen on April 6, 2015, between the Town of Hanover and the International Association of Firefighters (IAFF), Local 3288, which calls for the following increase in salaries and benefits.

<u>Year</u>	<u>Estimated Increase</u>
2015-2016	\$54,367
2016-2017	\$27,818

And further to raise and appropriate the sum of \$54,367 for 2015-2016 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.

Selectman Geraghty MOVED that the Town vote to approve the cost items contained in a two year collective bargaining agreement which expires on June 30, 2017, approved by the Board of Selectmen on April 6, 2015, between the Town of Hanover and the International Association of Firefighters (IAFF), Local 3288, which calls for the following increase in salaries and benefits.

<u>Year</u>	<u>Estimated Increase</u>
2015-2016	\$54,367
2016-2017	\$27,818

And further to raise and appropriate the sum of \$54,367 for 2015-2016 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. The Motion was SECONDED from the Floor.

Doug McIlroy asked why the Firefighters are getting more money than the DPW employees when there are fewer of them. Ms. Griffin stated that the Town did a classification and compensation study comparing the staff in Hanover with other comparable communities in Hanover. The study showed that the compensation level for the Firefighter and Paramedics and their library staff were not being paid at a comparable level.

Kari Assmus asked what a beginning firefighter makes, a mid career firefighter makes and someone at the end of their career and whether they were equally behind the competing towns. She also wanted to know if there were negotiations in place that helped them catch up.

Ms. Griffin stated that entry level firefighters come in at around \$42,000 and the upper level is up in the \$72,000 range and they work a lot of overtime. She noted that across the board, whether entry level or firefighter paramedic, all positions needed to be brought up.

Robin Carpenter suggested that the Town include information specific to these articles for example there is a 1.5% increase in year 2; it doesn't give a percentage increase for year 1. Ms. Griffin stated that because they are implementing the class and comp study there will be no COLA (cost of living adjustment) for year one. Mr. Carpenter stated that if they did the math for the first year, it comes to about 3 %. Ms. Griffin stated that they are funding the increase through savings in the health care benefits.

Mr. Ruth asked whether the Town had trouble retaining staff based on the level of funding. Ms. Griffin stated that they have had trouble keeping staff as a result of salary issues with one firefighter going to Lebanon and another transferring to Keene. When the class and comp study indicated that they were short, this was an area that the Town the need to address.

The Motion PASSED and Article Seventeen was ADOPTED.

ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$22,629,200 to pay the operating expenses of the Town for the 2015-2016 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.

Chairman Christie MOVED that the Town vote to raise and appropriate \$22,629,200 to pay the operating expenses of the Town for the 2015-2016 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. The Motion was SECONDED from the Floor.

Chairman Christie made the following budget presentation:

“I usually start my budget presentations by telling you what a tough budget year it was and how the Select Board had to sort through multiple options to come to a final budget.

While that is sometimes true, this year all the *heavy lifting* was done by the department heads, Betsy, and Julia.

I think the Board played its role this year by setting a budget guideline that was going to be a challenge but not impossible to meet - given all the high priority objectives that were on the table.

Let me explain. The budgeting process starts in November when the board takes its first look at projections prepared by Betsy. Those projections show the budget impact of past commitments and future objectives, and set the stage for establishing priorities.

Betsy’s first projections indicated that if we put the budget process on auto pilot the tax rate would go up by almost 7%. Not acceptable.

The Board eventually set the target tax rate increase at 2.5%. This was above the 0.5 % increase that would have reflected the CPI guideline that we like to follow, was near the 2.0% change in the Municipal Cost Index, and below the 3.0 % increase that the Board felt was the maximum that we wanted to bring to Town Meeting.

We thus sent Julia and Betsy off to develop an initial budget at a 2.5% tax rate increase. In their usual professional way, the department heads submitted their budget requests -- with Julia making the final decisions on what made it into the final budget. Over \$400,000 of cuts were made to the original requests as submitted by the department heads, *therein the heavy lifting*.

The budget as first presented to the Board pretty much stayed intact over the marathon budget hearings held in March.

So, what are the drivers in this year’s budget?

First and foremost is the implementation of the Job Classification and Compensation Plan developed by Condrey and Associates. As Bill discussed, periodically the Town has a professional, third party study done of towns similar to Hanover to make sure that our pay scales are in line. Our goal is to pay at approximately the 70th percentile to assure that we can hire and retain the best staff town wide. This budget includes the needed \$136,000 to implement the study.

Several large projects are funded, namely a replacement for our old and inadequate salt shed and the purchase of 46 Lebanon Street as we consolidate ownership of land around the community center. These and other expenses were accomplished by the use of various reserve funds and thus do not directly impact the tax rate.

The funding for a Planning and Zoning Director is included. For several years now, we have opted to *not* fill this position, but given the increased level of activity in that department driven by Dartmouth's building plans and the need to revisit the Master Plan, the time has come to fill this important position.

Once again the return on our invested cash is low by historical standards reflecting the continuation of low interest rates. Interest income is budgeted at just \$35,000 (the same as last year) and compares to \$350,000 just a few years ago.

The budget includes an increased Town contribution of \$59,000 to the New Hampshire Retirement System as mandated by the State.

Several cost savings also played a key part in allowing a 2.6% tax rate increase. These include the elimination of one full time parking clerk position thanks to our investment in electronic parking meters, anticipated savings in our electricity expense as a result of our 2014 membership in the New England Power Pool and the negotiate changes to our health plans.

Also on the positive side, this is the first year that I can remember, where we did not have surprises about the funding of the paving budget or for capital reserves. During the past five years we have avoided "kicking the can down the road" and the Town has been willing to properly fund these two big ticket items. That financial discipline paid off this year as the paving budget did not need to be increased significantly, and several large capital expenses were possible because those reserves were adequately funded even during the economic downturn.

So, what else is being planned?

The new configuration of Route 10 as it heads out of town towards Reservoir Road is very exciting. This improved passage for walkers and recreational bikers on their way to school or just out for some exercise, is the first step to making that part of town more pedestrian and bike friendly, especially for students heading for the Ray and Richmond School.

Improvements at Wilson's landing, initiated by your own Conservation Commission, will make this special asset even more of a gem.

The stage is being set for tremendous improvements to our Senior Housing, for perhaps additional affordable housing, and for a gymnasium in the vicinity of the Black Community Center.

Our new Chiefs of Fire and Police are off to a fast start. It has been fun to watch what a new set of eyes see and what new department priorities have already been put in place. Welcome Chief Dennis and Chief McMillan, we are very excited about your joining the team.

We continue to look for ways to collaborate with our neighbors to better utilize resources region wide. Hopefully this year we will be announcing a joint venture with Hartford and other Upper Valley towns relative to a new Household Hazardous Waste service.

Our fire and emergency services department continue to look for ways to enhance “mutual aide”. It is exciting to watch this grass roots effort in action, and paying off, as there is a lot more that we can and will be doing with the support of the department.

We continue to work closely with Dartmouth College as President Hanlon implements the “Moving Dartmouth Forward” initiative. We appreciate that President Hanlon has gone above and beyond to communicate with the Town and to include the Town in his ongoing planning. I can also report that you *want* Phil and Gail on your team in any yard games of ladder ball or horse shoes.

What would a budget presentation be without at least a reference to possible downshifting coming from Concord? Hold on to your hats as the State once again ups the ante relative to using the Town Property tax to pay Concord’s bills. This budget includes approximately \$40,000 in revenue from the state that is very much in jeopardy, and we expect even more downshifting come next year.

So, in wrapping up, I believe that this is a solid budget that addresses the town’s immediate and longer term needs in a responsible way, and that there are creative activities under way that will allow us to continue to deliver more and better services cost effectively.

As always, the Select Board thanks Julia, Betsy, and the department heads who work diligently, creatively, and with great pride, as is evidenced each year in their budget presentations.

We also thank the many volunteers who serve on boards, committees, task forces and make an essential contribution to Hanover being the special town that it is.”

Heidi Postupack, Chair Hanover Finance Committee, stated that it is an honor and a privilege to work on the Hanover Finance Committee. She stated that the Committee gets a chance to work with the School Board, Select Board members and Town administrators. She noted that the budget season starts in August for the Finance Committee. The School Board had some unexpected issues including increases in enrollment and dramatic increases in special education costs. She stated that everyone worked very hard together to find savings and cut costs while trying to save programs.

Ms. Postupack stated that the Town of Hanover is one big town working together to provide what is needed and necessary without a terrible impact on the taxpayers. She noted that the Town of Hanover runs like a fine Swiss watch because of all the work they do together. The job of the Hanover Finance Committee is not to criticize but their job is to take an overall look at the financials and try to look for trends and try to find areas of concern to share with the administrators. She stated that about a year and a half ago the Committee decided to look at the last 10 years of tax increases in the Town of Hanover. The tax levy had increased by 68% while the Consumer Price Index (CPI) increased by only 4%. The one difficulty is that the Town has a policy of talking about tax rates and the Finance Committee asked that the Town consider the tax levy when making budget decisions. The policy is in place by the Select Board to look at the tax rate. In reviewing this, the tax rate has increased by 59% in the past 10 years. She stated that this trend is worrisome to people looking at the long term effect of that type of growth.

Ms. Postupack reported that the CPI in November was at .5 and the general municipal tax rate increase is at 2.57%; that kind of growth year after year is unsustainable. The Finance Committee has urged people not to support this budget. They urge the voters to keep the increase in line with CPI at .5 percent. The Finance Committee doesn't determine how the savings are made or how the amounts should be shifted.

**Ms. Postupack MOVED that the Town vote to raise and appropriate \$22,397,200 to pay the operating expenses of the Town for the 2015-16 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. Further, that the \$232,000 reduction in this revised amount (from \$22,629,200 originally proposed in Article #18) be effected so that \$176,399 be reduced from appropriations funded by the General Fund Municipal Tax Levy, and \$55,601 be reduced from appropriations funded by the Combined Fire District Tax Levy.”
The Motion was SECONDED from the Floor.**

Chairman Christie provided the following response:

“First, let me acknowledge that there is a difference in approach to setting the tax rate target - the Finance Committee would use the “tax levy” while the Select Board has used the “tax rate” for as long as I can remember.

I will not give my ‘budget geek’ explanation of the difference as that was painful enough for you last year, but just let me say that there is an honest disagreement on the best approach, and we will just have to agree to disagree.

The Finance Committee points out correctly, as I also did in my budget presentation, that the Board’s target exceeded our budget policy guidelines. As I have often said, setting budget targets is an art and not a science, and that guidelines are just that guidelines and not set in stone. It made no sense for the Board to set too low a target, knowing that it could not be achieved without eliminating what we considered to be high priority objectives.

So, how much money are we talking about? The \$232,000 reduction proposed in this amendment represents a reduction of \$57.13 in the town taxes for a home valued at \$487,400, the value of the median single family home in Hanover.

If this amendment passes, the most likely way that the proposed cuts would be absorbed would be in the big ticket budgets like paving and equipment reserves. As I said in my budget presentation, we benefitted this year from not kicking the can down the road in prior years - let's *not* start now. We need look no further than our neighboring towns to see that a "pay me later" strategy does not work well in the long term.

The Finance Committee asserts that the proposed increase is not sustainable. We believe that a 2.6 % increase, or \$70.13 per year to the median tax payer, is sustainable and a good investment.

I urge you to NOT support this amendment, and to approve the budget as presented."

Bob Russell asked how much the Town has grown in the last 10 years because it has a direct reflection of the budget. Mr. Russell spoke against the amendment and noted that he has witnessed the deterioration of the road surfaces and the resulting wear and tear on vehicles; he noted that they cut the school budgets and end up raising prisons. He stated that he doesn't feel the Town should short change itself.

Ms. Griffin stated that between the 2000 census and the 2010 census the population increased by about 425 people; from just under 11,000 to 11,370 which includes Dartmouth students that respond to the census.

Elsa Garmeyer asked how much money the Town receives in exchange for all of the Dartmouth students. Ms. Griffin stated that the Town is very lucky because in New Hampshire private colleges and schools are taxable and they pay taxes on dormitories and dining halls. Dartmouth is the Town's largest taxpayer and they pay property taxes on all of its downtown properties.

Kari Assmus thanked the Finance Committee for their work and for offering the amendment but she is not going to vote for this amendment. She stated that to tie an increase to the existing tax rate is fraught with a lot of problems. She noted that the Fire District Tax rate has gone down over the years and it does not allow for the type of growth that the entire budget might need. She noted that every 5 years there is a reassessment. She said that in the past the Town has stated that the metric is simple and people understand it and this is not necessarily the best way to gauge whether this is the best approach. The question is whether the budget is sufficiently lean so that people can afford to pay their taxes. Ms. Assmus noted that other towns are failing to thrive now and Hanover is very lucky that Hanover has the goose that lays the golden egg but we need to take care of the Goose.

John Ruth, Hanover Finance Committee, stated that they consider the tax levy versus the tax rate because the tax levy is not affected by the change in housing valuations. He stated that the Select Board continues to try to keep the tax rate at the rate of inflation but he stated that this year they did not even look at that. He stated that the amended budget amount is \$232,000 less.

He stated that one way to get closer to hitting the target is to delay the implementation of the salary study. He would encourage a vote for the amendment.

Duncan Sim asked if there was a similar beyond the budget allocation into the capital reserve. He asked what the effective tax rate increase from last year to this year.

Chairman Christie stated that the tax rate increases are all inclusive and include the entire budget.

Hilary Pridgen stated that it is very difficult for small businesses and people on fixed income in the era of ever changing taxes. She feels that there is discontinuity between many in the community and the increases. She stated that she has to cut her budget all the time and she loves the community and all of the amenities but she feels that they can do with less and she will support the Finance Committee's amendment.

Daryl Press, 15 year resident and also on the Finance Committee, stated that he wanted to add why he voted for the amendment. The purpose of the Finance Committee was to look at the overall picture and also to look at the 5, 10 and 20 year trends. Over the past decade in a period where there was 2 to 3% population growth, CPI has gone up by 24% and the tax rate has gone up by 59%. The people of Hanover can determine that they want to continue with the services and expansions but the job of the Finance Committee is to show that this \$57 increase is part of the trend. The Finance Committee deliberated and voted unanimously that the Town should pare back the budget this year to something in line with the rate of inflation.

John Creagh stated that if they are going to examine the difference between the CPI which is a national survey and the growth in Hanover's budget then they should look at the downshifting of costs from the Federal government and the State government which caused a good portion of that increase.

Selectman Buckey stated that there was a letter from the Finance Committee in the *Valley News* on Saturday. He is the Select Board liaison and he does not support with the Finance Committee's position. He stated that the Board of Selectmen carefully reviews the budget and this budget maintains the current services and does not create future long term liabilities. He stated that he thinks it's a useful exercise to look at the long term trends but there are a lot of things that go into them. The loss of interest income and the downshifting from the State, it's an academic exercise and year to year they need to look what the town needs to do.

An audience member noted that they've already talked about buying property and the expense of the MUPS project; he stated that he is in favor of the amendment and he hopes that they will think hard about this in the future.

Moderator Fowler called for a vote on the amendment. The voting results were 64 in favor and 99 opposed.

The Majority OPPOSED the Amendment. The Amendment was DEFEATED.

Moderator Fowler asked for discussions on the original budget.

Jerry Madden asked how the 2.5% tax rate target was determined. Chairman Christie stated that setting a tax target is an art not a science. He stated that the original estimate was 7% which was not acceptable and they knew the CPI was set at .5% and the MCI was at 2% in addition to all of the impacts to the budget. He stated that the Board wanted to bring a budget to Town Meeting that was below 3% and felt that this was a realistic expectation that the Department Heads could work with.

The Motion PASSED and Article Eighteen was ADOPTED.

Moderator Fowler thanked the Supervisors of the Checklist for their hand voting and provided the results for Articles One through Five.

ARTICLE NINETEEN: (By Petition) To see if the Town will raise and appropriate the sum of \$15,000 to support Project VetCare services provided for the residents of Hanover.

Robert Chambers MOVED that the Town vote to raise and appropriate the sum of \$15,000 to support Project VetCare services provided for the residents of Hanover. The Motion was SECONDED from the Floor.

Mr. Chambers stated that the Select Board voted unanimously on the other articles and he is hoping that the unanimous vote against Article Nineteen doesn't reflect their thoughts about veterans in this community. Mr. Chambers reported that Project VetCare was established 2 ½ years ago and they are the only local non-profit that supports veterans in the Town of Hanover. In 2014 they helped 17 veterans and 5 were in Hanover and required help with obtaining housing. The \$15,000 (and more) was spent out of Project Vet Care to help veterans in Hanover. He noted that the food bank helped feed 150 veterans in the Upper Valley in 2014.

Mr. Chambers noted that the Hanover Fire Department helped with food donations and the donations are stored at Bridgeman's furniture at no cost to Project VetCare. Mr. Chambers noted that Project VetCare delivers food to the veterans and determines their needs. Mr. Chambers reported that Project VetCare made direct cash grants of over \$30,000 to Upper Valley Veterans in 2014. Mr. Chambers reported that they helped over 217 veterans apply for benefits and have helped more veterans than any other agency in Vermont and he stated that this may be the same for New Hampshire as well.

Mr. Chambers reported that Project VetCare sponsors a series of dinners as well as an annual holiday party. He urges the voters to support this article.

Selectman Geraghty stated that the Select Board has great respect for all veterans and all of the programs that Project VetCare provides. He reported that the Select Board took a strong 5 – 0 position against this article. The Board takes no position against Project VetCare itself but feels strongly that using tax dollars to support any charity is inappropriate. The Town of Hanover does partner every year with several social service agencies that provide services to Hanover residents that would otherwise have to be provided by the Town itself. These wonderful agencies provide a required service at a much reduced cost that the Town could ever achieve on its own. These are not charitable contributions from the Town's perspective. All agencies are required to

provide an extensive application each year in order to be considered for taxpayer support. Project Vet Care did not submit the required application. He noted that there was a similar debate last year when Project VetCare asked for funding for a capital campaign to purchase a house in Hanover. The Board did not support a contribution from the taxes and several people stepped up afterwards to make private contributions. The Board suggests that private contributions are the appropriate way to support this initiative or any other charity. The Board urges residents to vote no on this article.

Danielle Goodwin, Executive Director of Project Vet Care, stated that she strongly disagrees with Selectman Geraghty's statement. She stated that they are currently helping a Town of Hanover employee who is a homeless veteran that is being housed at a hotel in Hanover using Project VetCare funds. She stated that they have completed every application that has been required and requested of the Town of Hanover. She noted that 2 years ago when they were instrumental in raising the veterans' tax credit from \$50 to \$500 all of the Select Board members voted against it. She stated that she feels that the Board is directly saying that veterans don't matter because time and time again Project VetCare are helping veterans in Hanover. She noted that 1,500 veterans have asked for assistance in the past 9 months in Hanover for services. She noted that their office is located right next door to the Town offices. She stated that if they want to know more about them, they can stop by to see them.

Martha Solow stated that she strongly supports the Select Board's position. She stated that no one here is against supporting veterans. She noted that her father and brother are veterans. She stated that veterans have done a wonderful thing but it is not for a Town to support veterans when there are national causes that support veterans. There are other agencies and services that are already supported by the Town that will not discriminate against veterans. To be exclusive may be discriminatory. She stated that the Town has to be willing to provide services to all people and not just Veterans. She noted that if she needed services, she would be excluded from receiving help by this agency. She feels the Select Board has made a wise decision to not support this Article.

Bill Baschnagel stated that he spoke against the petition last year and will speak against it this year. He noted that he is a veteran having spent 20 years in the Air Force, spent his time in Vietnam and still works with veterans. He stated that he doesn't have anything against Project VetCare and the services they provide but the Town has a process and Selectman Geraghty summarized this very well. As a former Selectman he appreciates the process. The Board focuses on supporting organizations that are essentially providing town services. He stated that the fact that they have not followed the process for the second year in a row makes him angry. He recommended that people make a private contribution but felt that it is not appropriate tonight to approve this petitioned article.

Bill Fischel stated that in 1968 when he was inducted into the United States Army, he was not asked to pledge to support the Town of Hanover or Bethlehem, Pennsylvania where he was from but the United States of America as a whole. The objective was to defend the United States of America against enemies and the US as a whole owes veterans not the Town of Hanover or Pennsylvania. He stated that veterans care should be paid for by the people who benefit it as a

whole. He hopes that they can get some government grants with an appropriate level of funding but Project VetCare should not receive funds from the Town of Hanover.

Kari Assmus asked how much money the Town appropriates to the other social service agencies. Ms. Griffin stated that it's about \$65,000 that they give to 9 different social service agencies. Ms. Assmus asked how many people in Hanover are being served. Ms. Griffin stated that it is around 1,500 people including seniors. She noted that they are providing funding to these agencies that the Town would otherwise be required to provide.

Dave Cioffi reported that he serves on the Work Force Opportunity Council which is a State Committee and there is money available to the State that give priority to veterans applying for jobs. He is disturbed about the way that this was handled including an ad in the *Valley News* requesting veterans to come to the meeting to vote for this amendment. He stated that he doesn't ever remember another agency coming in the back door like this. He stated that he has nothing against Veterans and he has put in 1200 to 1300 volunteer hours at the VA. He urges everyone to vote this down.

Mr. Robert Chambers stated that every one of the dollars spent were the obligation of the Town of Hanover under the State welfare laws and the veterans are ashamed to walk in the door. He noted that veterans have to wait days to speak to someone because they do not have someone available to deal with it. He stated that this is a welfare obligation of the Town of Hanover. It's not asking for donations or bonuses.

Moderator Fowler asked for a vote.

The Motion was Defeated and the Article FAILED.

Mr. Chambers expressed his frustration with the Board and left the meeting.

ARTICLE TWENTY: To transact any other business that may legally be brought before this Town Meeting.

Chairman Christie MOVED to transact any other business that may legally be brought before this Town Meeting. The Motion was SECONDED from the Floor.

Chairman Christie asked Elizabeth Rathburn to stand as he made the following presentation:

“Elizabeth has been our clerk since 2005 and will be stepping down for a little breather.

I don't know how many of you have ever been interviewed by the *Valley News*, but you quickly learn that the reporter can make you look like a blithering fool or a pretty reasonable person, independent of what you actually say or meant to say in the interview.

Elizabeth has had that same power twice a month in preparing our Select Board minutes as clerk for the past ten years.

For starters, we do not talk like we write. We talk in a bunch of incomplete, usually incoherent phrases that only have the slightest resemblance to sentences. We start with one thought, jump to the next, and then back again or off to another one with no apparent method to our madness. Elizabeth has a gift for making sense out of our ramblings and for authoring minutes that accurately catch the essence of the conversation; a valuable service to the Town. She also provided endless chocolates that got us through long meetings.

Elizabeth, we cannot thank you enough for the hours of minutes that made us look a lot better than we deserved, and for all the minutes that needed no “additions or corrections, while we will miss the chocolates, we will miss *you* even more!”

Chairman Christie asked Selectman Jay Buckey to stand as he made the following presentation:

“Jay Buckey joined the Board just three short years ago. He brought to the board a common sense approach to problem solving, a fresh set of questions about our historical approaches, and a keen eye for new areas that had not been on the radar. Perhaps what Jay added, that was most unique, was a real time, on-line information capability.

While some of my colleagues might sometimes be on-line during a Select Board meeting, the result would usually be an update to a ball score. When Jay went on-line, however, the result was often input on the issue being discussed – something to the effect “I see that New York and Texas did a study on XYZ back in 2012, they concluded....” at which point Jay would read from the relevant report and we would have new information to bring to the discussion. Jay, your good nature and keen mind will be missed.”

Chairman Christie thanked Selectman Carter for running for the Board of Selectmen for a second term. He welcomed Joanna Whitcomb to the Board.

Town Meeting ADJOURNED at 10:15 p.m.

Respectfully Submitted,

Elizabeth A. McClain
Town Clerk

Minutes prepared by Elizabeth S. Rathburn.

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	FIRE DEPARTMENT			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Fire Safety Crowd Control - Manpower	Cost +35%	Cost +35%	Cost +35%	Cost +35%
Fire Safety Crowd Control - Manned Apparatus			\$200.00/hour	\$210.00/hour
Annual Monitoring Fee - Master Fire Box	\$300.00	\$300.00	\$300.00	\$310.00
False Alarm Charge - Fire Service	1st: Free	1st: Free	1st: Free	
	2nd: \$100.00	2nd: \$100.00	2nd: \$100.00	2nd: \$110.00
	3rd: \$200.00	3rd: \$200.00	3rd: \$200.00	3rd: \$210.00
	4th and beyond: \$300 per response	4th and beyond: \$300 per response	4th and beyond: \$300 per response	4th and beyond: \$310 per response
Fire Building Systems Review Fee (payable at time of design review application submission)				
Fire Suppression System Review: new systems, additions, alterations	n/a	n/a	\$100 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction
Fire Alarm Review: new systems, additions, alterations	n/a	n/a	\$100 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction
Additional Fire Inspection Services			\$50.00/hour	\$75.00/hour
Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not ready for test	\$500.00	\$500.00	\$500.00	\$510.00
Fire Permits: Stand-Alone Gas Installation and/or Replacement	\$55.00	\$55.00	\$55.00	\$60.00
Fire Permits: Additional Appliances (Gas) beyond Original Permit	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance	\$20.00/per appliance
Fire Permits: Stand-Alone Oil Installation and/or Replacement	\$55.00	\$55.00	\$55.00	\$60.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
	Fire Permits: Additional Appliances (Oil) beyond Original Permit	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance
Re-inspection Fee - Gas or Oil	\$100.00	\$100.00	\$100.00	\$110.00
Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge
Fire Extinguisher Training (for 1-10 students)	\$100.00	\$100.00	\$100.00	\$110.00
Fire Extinguisher Training (for 10 or more students)	\$10.00 per student	\$10.00 per student	\$10.00 per student	\$15.00 per student
Report Copy (Flat Fee)	\$15.00	\$15.00	\$20.00	\$25.00
AMBULANCE DIVISION				
Per Capita - Hanover	\$23.12	\$25.99	\$27.10	\$30.45
Per Capita - Lyme	\$23.12	\$25.99	\$27.10	\$30.45
Per Capita - Norwich	\$23.12	\$25.99	\$27.10	\$30.45
Community Contributions Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues
Report Copy (Flat Fee)	\$15.00	\$15.00	\$20.00	\$25.00
<i>Effective 7/1/2015, treatment services are bundled with ambulance transport costs</i>				
Treatment with Transport - Basic Life Support - (plus mileage)	\$415.00	\$450.00	\$550.00	\$900.00
Treatment with Transport - Advanced Life Support Level 1 - (plus mileage)	\$500.00	\$550.00	\$550.00	\$900.00
Treatment with Transport - Advanced Life Support Level 2 - (plus mileage)	\$700.00	\$770.00	\$775.00	\$1,300.00
Treatment with Transport - Special Care Transport	\$775.00	\$775.00	\$775.00	\$1,300.00
Mileage Rate	\$11.00/mile	\$12.00/mile	\$13.00/mile	\$20.00/mile

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY 2012-13	Adopted FY 2013-14	Adopted FY 2014-15	Adopted FY 2015-16
Treatment and Release Fee	\$100.00	\$100.00	\$100.00	\$150.00
Emergency Services Paramedic Intercept Charge	\$250.00	\$250.00	\$250.00	\$350.00
Ambulance - Special Event Standby	\$150.00/hour	\$150.00/hour	\$200.00/hour	\$225.00/hour

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	GENERAL ADMINISTRATION				
	Adopted FY 2012-13	Adopted FY 2013-14	Adopted FY 2014-15	Adopted FY 2015-16	
Processing Fee for Returned Deposit Item (NSF Checks or Checks Drawn on Closed Accounts)	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Late Fee on Overdue Balances from General Service Invoices (billed through the Town's Accounting Office)	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest
General Photocopying, including RSA 91-A Right-to-Know Requests single page (8.5" x 11.0"); may include additional Administrative Fee for Research	\$.25/page	\$.25/page	\$.25/page	\$.25/page	\$.25/page
General Photocopying, including RSA 91-A Right-to-Know Requests - single page (8.5" x 14.0"); may include additional Administrative Fee for Research	\$.50/page	\$.50/page	\$.50/page	\$.50/page	\$.50/page
General Photocopying, including RSA 91-A Right-to-Know Requests - single page (11.0" x 17.0"); may include additional Administrative Fee for Research	\$.75/page	\$.75/page	\$.75/page	\$.75/page	\$.75/page
Administrative Fee for Researching, Redacting, and Producing Public Records, including RSA 91-A Right-to-Know Requests	\$30.00/hour (min 1 hour)	\$30.00/hour (min 1 hour)	\$30.00/hour (min 1 hour)	\$30.00/hour (min 1 hour)	\$30.00/hour (min 1 hour)
Copies of Appraisal Card for Property Owner	No charge	No charge	No charge	No charge	No charge
Copies of Appraisal Card for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Copies of Warranty Deed	\$1.00/page	\$1.00/page	\$1.00/page	\$1.00/page	\$1.00/page
Copies of Tax Map	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
Copies of Tax Bills for Property Owner	No charge	No charge	No charge	No charge	No charge
Copies of Tax Bills for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Electronic Files from Town Databases - on flashdrive or via email (no data filtering a/o manipulation)	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Customized Reports from Town Databases (e.g., Assessment and Town Clerk Databases)	\$50.00	\$50.00	\$75.00	\$75.00
	\$25.00 for first 2,500 names on checklist plus \$50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs
Public Voter Checklist – in any form (paper, e-mail, etc.)	\$50.00	\$50.00	\$75.00	\$75.00
Hanover Master Plan - 2003	\$25.00	\$25.00	\$25.00	\$25.00
Master Plan Land Use Concept Map	\$3.00	\$3.00	\$3.00	\$3.00
Zoning Ordinance with Map	\$10.00	\$10.00	\$10.00	\$10.00
Zoning Map	\$3.00	\$3.00	\$3.00	\$3.00
Subdivision Regulations	\$4.00	\$4.00	\$4.00	\$4.00
Copies of Recorded Tapes	\$5.00 each	\$5.00 each	\$5.00 each	\$5.00 each
Site Plan Regulations	\$4.00	\$4.00	\$4.00	\$4.00
Building Code Ordinance	\$3.00	\$3.00	\$3.00	\$3.00
Open Space, Water Resources, and Other One-Sided Color Maps	\$1.00	\$1.00	\$1.00	\$1.00
Trail Maps – Combined Area Trails (effective FY2014; proceeds go to Conservation Fund)	\$4.00	\$7.00	\$7.00	\$7.00
Landlord Agent Filing Fee (per RSA 540:1-b, effective January 1, 2011)	\$15.00	\$15.00	\$15.00	\$15.00
Notary Public Services – per signature – Non-Residents	\$5.00	\$5.00	\$5.00	\$5.00
Notary Public Services – per signature for Hanover Residents (NH ID showing Hanover address must be presented)	No charge	No charge	No charge	No charge
Vendor Permit (Regular Size) - Daily	\$15.00	\$15.00	\$15.00	\$15.00
Vendor Permit for 9 Months beginning March 1 and ending November 30	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
Pole License	\$10.00	\$10.00	\$10.00	\$10.00
Articles of Agreement (Filing Fee)	\$5.00	\$5.00	\$5.00	\$5.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Vital Statistics (e.g., Certified Copy of Birth Certificate)	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time
Marriage License Fees (set by State of NH)	\$45.00	\$45.00	\$45.00	\$50.00
HIGHWAY				
Driveway Permits (DPW Review)	\$75.00	\$75.00	\$75.00	\$80.00
Private Construction - Class VI				
Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Excavation Permits	\$75.00	\$75.00	\$75.00	\$80.00
Obstruction Permits	\$25.00	\$25.00	\$25.00	\$30.00
PUBLIC GROUNDS				
Cemetery Lots - Hanover Residents	\$600.00	\$600.00	\$600.00	\$650.00
Cemetery Lots - Non-Residents	\$2,000.00	\$2,000.00	\$2,000.00	\$2,050.00
Interment	\$600.00	\$600.00	\$600.00	\$650.00
Cremation/Urn Interment	\$100.00	\$100.00	\$200.00	\$250.00
Gravesite Disinterment	\$1,000.00	\$1,000.00	\$1,000.00	\$1,050.00
Gravestone Foundation	\$500.00	\$500.00	\$500.00	\$550.00
Project Inspection	\$75.00/hr	\$75.00/hr	\$75.00/hr	\$80.00/hr
RECYCLING & SOLID WASTE				
Recycling Bins	\$7.00	\$7.00	\$7.00	\$7.00
Dump Ticket to City of Lebanon Landfill (includes convenience fee levied to partially fund curbside recycling program)	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch

Note: These dump tickets are available directly from the City of Lebanon for Hanover residents at \$10.00 per punch-card; the Town of Hanover charges a \$5.00 convenience fee on top of the cost of the ticket to partially fund curbside pick-up of recyclables.

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	HOWE LIBRARY & ETNA TOWN LIBRARY			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Overdue Materials Fine (with exceptions below) – before 2nd Notice	\$.10/day	\$.10/day	\$.10/day	\$.10/day
Overdue Fine for videos, DVDs, CD-ROMs, art prints and reference books	\$ 1.00/day	\$ 1.00/day	\$ 1.00/day	\$ 1.00/day
Interlibrary Loan Fee – all fee payers per transaction	\$ 10.00	No charge – included in the non-resident card fee	No charge – included in the non-resident card fee	No charge – included in the non-resident card fee
Museum Pass Non-Pickup Fee	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Museum Pass Overdue Return Fee	\$ 5.00/day	\$ 5.00/day	\$ 5.00/day	\$ 5.00/day
"Expand Your World" Collection (telescope, ukuleles, bird watching kit, AV conversion kits) Overdue Fee	\$ 1.00/day	\$ 1.00/day	\$ 1.00/day	\$ 1.00/day
Non-Resident Family – 12 Month Membership	\$ 135.00	\$ 135.00	\$ 135.00	\$ 140.00
Non-Resident Family – 3 Month Membership	\$ 56.00	\$ 56.00	\$ 56.00	\$ 60.00
Non-Resident Senior Citizen – 12 Month Membership (65+)	\$ 90.00	\$ 90.00	\$ 90.00	\$ 95.00
Dresden Student Card; (Dresden Tuition Students – paid for by SAU, not by student)	\$ 15.00	\$ 15.00	\$ 15.00	\$ 20.00
Dresden Employee Card	No charge	No charge	No charge	No charge
Resident Childcare Providers – A proportion of the Non-Resident Family 12-Month Membership fee of \$140.00 based on percentage of non-resident children whose families do not have Howe Library non-resident memberships; borrowing limits apply	varies	varies	varies	varies
Non-Resident Childcare Providers; borrowing limits apply	\$ 20.00	\$ 135.00	\$ 135.00	\$ 135.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	PLANNING BOARD			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Consultation with Staff		\$ 75.00/hr	\$ 75.00/hr	\$ 75.00/hr (min 1 hour)
LCHIP fee* (<i>Land & Community Heritage Investment Program</i>)		\$ 25.00	\$ 25.00	\$ 25.00
*Mandate by the State to record all Plans or Plan Sets				
*Separate certified check or money order required.				
*made payable to "Grafton County Registry of Deeds"				
Legal Notice fee		\$ 50.00 / PB \$ 80.00 / ZBA	\$ 50.00 / PB \$ 80.00 / ZBA	\$ 25.00
Notification fee		\$ 5.00 PLUS USPS Certified Mail rate & Return Receipt fee per name on Notification List	\$ 5.00 PLUS USPS Certified Mail rate & Return Receipt fee per name on Notification List	\$ 5.00 PLUS USPS Certified Mail rate & Return Receipt fee per name on Notification List
Registry fee		\$ 25.00 processing fee PLUS charge from Registry of Deeds	\$ 25.00 processing fee PLUS charge from Registry of Deeds	\$ 25.00 processing fee PLUS charge from Registry of Deeds
Subdivision (payable at time of design review application submission)				
Minor	\$ 200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters	\$ 200 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$ 200 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$ 200 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, PLUS 672:14, plus actual costs of notifying abutters	\$500 base fee PLUS \$100/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$500 base fee PLUS \$100/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$500 base fee PLUS \$100/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry
Major				
Modification of Approval				
Minor	\$200.00	\$200.00	\$200.00	\$200.00
Major	\$200.00	\$500.00	\$500.00	\$500.00
Site Plan Review				
Minor Projects	\$50.00, plus actual costs of notifying abutters; plus \$5.00 per \$10,000 of ECC	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 of ECC	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 of ECC	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 of ECC
Major Projects	\$500.00, plus actual costs of notifying abutters, plus:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:
	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC
\$0 to \$2,500,000 ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC
\$2,500,001 to \$5,000,000 ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC
\$5,000,001 to \$10,000,000 ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC
\$10,000,001 to \$15,000,000 ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC
\$15,000,001 to \$20,000,000 ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC
Over \$20,000,000 ECC				
Modification of Approval	\$200.00	\$500.00	\$500.00	\$500.00
Certificate of Compliance Inspection		/inspection	/inspection	/inspection
Field Change		\$50.00	\$50.00	\$50.00
Minor Lot Line Adjustment and Boundary Agreements				
	\$100.00, plus actual costs of notifying abutters	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry
Lot Merger	\$50.00, includes fee for Registry of Deeds	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry
Zoning Petitions		\$100.00/petition	\$100.00/petition	\$100.00/petition

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	ZONING & BUILDING PERMITS			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Charge for review time beyond <u>typical review</u> (defined as 2 hours before application filing and 2 hours after application filing)		\$50.00 per hr	\$50.00 per hr	\$75.00/hr (min 1 hour)
<u>Minimum Permit Fee</u>				
One- and Two-Family Residential	\$60.00	\$100.00	\$100.00	\$100.00
Commercial, Institutional, Multi-Family, and Other Non-One- and-Two-Family-residential construction	\$85.00	\$100.00	\$100.00	\$100.00
One- and Two-Family Residential	\$60 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
Finished dwellings & additions, etc.	\$0.50/sf	\$0.75/sf	\$0.75/sf	\$0.75/sf
Renovations, alterations, etc.	\$0.25/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
Non-Habitable Structures (Porch, garage, shed, fence, pool, temporary trailer, retaining wall, etc.)	\$0.25/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
Commercial Institutional Multi-Family-Residential (ALL construction)	\$85 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
	\$5.50 per \$1,000 of Construction Cost *tiered fee	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost
Sign, Awning, or Canopy	\$35.00, plus \$30.00 for structural or electrical	\$80.00	\$80.00	\$80.00
Moving or Demolition	\$110.00	\$150.00	\$150.00	\$150.00
Revision Plan Review and Partial Submissions	\$50.00 per hour of review time	\$75.00 per hour of review time	\$75.00 per hour of review time	\$75.00/hr (min 1 hour)

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)				
The Town of Hanover has 30 days to review complete One- & Two-Family Project applications and 60 days to review complete Commercial & Multi-Family Projects & Properties under Condominium Ownership applications. In the event an applicant wants expedited review, or the Building Inspector deems the scope and complexity of the project to warrant outside review, the applicant shall, in addition to fees specified herein, pay costs of review by a third-party consultant selected by the Town.	\$30.00	\$50.00	\$50.00	\$50.00
Blanket Permit per Project (Sec. IX of Building Code Adoption Ordinance)				
Application Resubmittal (if filed 6 months or more after date of rejection, must file for new permitting)	Equal to minimum permit fee	\$100.00 for all projects	\$100.00 for all projects	\$100.00 for all projects
Permit Extension	\$50.00	\$50.00	\$50.00	\$50.00
Re-Inspection	\$50.00	\$50.00	\$50.00	\$50.00
Additional Inspection	\$50.00	\$50.00	\$50.00	\$50.00
Request for Life Safety Inspection to enable occupancy prior to C.O. issuance				
To be paid prior to scheduling C.O. inspection		\$100.00	\$100.00*	\$100.00*
Permit Reinstatement		Half of the original Code Review fee or \$50.00, whichever is greater	Half of the original Code Review fee or \$50.00, whichever is greater	Half of the original Code Review fee or \$50.00, whichever is greater
Deferred Electrical/Plumbing/ Mechanical Submission		\$75.00 per hour	\$75.00 per hour	\$75.00/hr (note: minimum \$75 1-hour fee)
Administrative Fee for Beginning Work w/o Permits/App		\$300.00	\$300.00	\$300.00
Health Inspection		\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection
ZONING PERMIT ONLY		\$35.00	\$50.00	\$50.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
<u>Hearing Under RSA 674:41</u>	\$150.00, plus actual costs of notifying abutters	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Rehearing</u>	\$50.00, plus actual costs of notifying abutters	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
<u>Wetlands Administrative Permit</u>	\$50.00 plus actual costs of notifying abutters	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)
<u>Septic Design Review</u> (Prerequisite for DES Review)	\$35.00	\$50.00	\$50.00	\$50.00
<u>Driveway Permit</u> (Zoning Review)		\$50.00	\$50.00	\$50.00
ZONING BOARD OF ADJUSTMENT				
Legal Notice fee		\$80.00	\$80.00	\$25.00
		\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List
<u>Special Exception</u>	\$150.00, plus actual costs of notifying abutters	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Variance</u>	\$150.00, plus actual costs of notifying abutters	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Appeal of Administrative Decision</u>	\$150.00, plus actual costs of notifying abutters	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Equitable Waiver</u>	\$150.00, plus actual costs of notifying abutters	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	POLICE DEPARTMENT			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Pistol Permits (4 year Permit)	\$10.00	\$10.00	\$10.00	\$10.00
Special Services Detail – Police Personnel	\$62.59	\$66.06	\$66.72	\$66.72
			(\$44.48/hr for officer + 50% overhead to cover NHRS and Admin Charge); plus, if applicable; additional charge for signage and barricade rental	
			Note: Certain Non-Profits may qualify for reduction in the admin. chg. from 50% to 25%	
Special Services Detail - Cruiser Fee (where cruiser is part of alert presence)			\$15.00/hour	
Reports (Fixed Standard Fee; Additional General Administration Research/Redaction Charge of \$30/hour may also apply)	\$20.00	\$20.00	\$25.00	\$25.00
Fingerprints - Residents and Non-Residents Charged Same Fee effective 7/1/2015	\$20.00 for first 2 cards and \$5.00 for each additional card	\$25.00 for first 2 cards and \$5.00 for each additional card	\$25.00 for first 2 cards and \$5.00 for each additional card	\$25.00 for first 2 cards and \$5.00 for each additional card
Digital Images from Police Reports (e.g., photos on CD, DVD of Cruiser Video used for Discovery)	\$25.00	\$25.00	\$25.00	\$25.00
Alarm Connection Fee – One-Time Charge	\$85.00	\$85.00	\$85.00	\$90.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
	Annual Alarm Monitoring Fee	\$355.00 within Town; \$450.00 out-of-Town prorated monthly	\$355.00 within Town; \$450.00 out-of-Town prorated monthly	\$355.00 within Town; \$450.00 out-of-Town prorated monthly
Police Service in response to alarm – Residential	\$50.00	\$50.00	\$50.00	\$55.00
Police Service in response to alarm – Commercial	\$50.00	\$50.00	\$50.00	\$55.00
Penalty Charge for Inaccurate Call List related to alarm monitoring	\$10.00	\$10.00	\$10.00	\$15.00
Dog License – Neutered Male and Female; and Puppies Under 7 Mos.	\$6.50	\$6.50	\$7.50	\$7.50
Dog License – Unneutered Male and Female	\$9.00	\$9.00	\$10.00	\$10.00
Dog License – First Dog – Sr. Citizen Owner	\$2.00	\$2.00	\$3.00	\$3.00
Dog License – Group License for 5 or more Dogs	\$20.00	\$20.00	\$21.00	\$21.00
Dog License – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
Dog License – Replacement; Tag and License #	n/a	n/a	\$3.00	\$3.00
Nuisance Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00
Menace Dog Fine	\$50.00	\$50.00	\$50.00	\$50.00
Vicious Dog Fine	\$100.00	\$100.00	\$100.00	\$100.00
Unlicensed Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	PARKING DIVISION			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Lot Rentals – Peripheral Space Monthly Rentals	\$35.00	\$35.00	\$35.00	\$35.00
Lot Rentals – CBD (Commercial Business District) Space Monthly Rentals	\$82.50	\$82.50	\$82.50	\$82.50
Lot Rentals (Lease w/6 mo. Commitment) – Facility Space	\$154.00	\$154.00	\$154.00	\$154.00
Monthly Rentals Level 2 Lot Rentals (Lease w/6 mo. Commitment) – Facility Space	\$110.00	\$110.00	\$110.00	\$110.00
Monthly Rentals Level 3 Lot Rentals (Lease w/6 mo. Commitment) – Facility Space	\$110.00	\$110.00	\$110.00	\$110.00
Monthly Rentals Level 4 Lot Rentals – Monthly Facility Pass	\$165.00	\$165.00	\$165.00	\$165.00
Lot Rentals – ZBA (Zoning Board of Adjustment) Required Monthly Lot Rentals	\$82.50/space \$7.50/day	\$82.50/space \$7.50/day	\$82.50/space \$15.00/day	\$82.50/space \$15.00/day
Temporary Parking Permits	\$35.00	\$35.00	\$35.00	\$35.00
30 Consecutive Day Parking Permit – Hovey Lane and lower Lebanon Street	n/a	n/a	\$105.00	\$105.00
180 Consecutive Day Parking Permit – Hovey Lane and lower Lebanon Street	n/a	n/a	\$210.00	\$210.00
Annual Parking Permits – Replacement of Misplaced Permits	\$10.00	\$10.00	\$10.00	\$10.00
Annual Parking Permits – Fee for Lost or Unreturned Parking Permits	\$10.00	\$10.00	\$10.00	\$10.00
Town Parking Garage Rates - Please Note: Total Parking Facility Charge Increases				
Hourly Rate / Total \$	Hourly Rate / Total \$	Hourly Rate / Total \$	Hourly Rate / Total \$	Hourly Rate / Total \$
Town Parking Garage – Short Term Rates – Grace Period Exit Before 10-Minutes	\$-0-	\$-0-	\$-0-	\$-0-
Town Parking Garage – Short Term Rates – Minimum Charge 10- to 30-Minutes	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25
Town Parking Garage – Short Term Rates – 2nd Half Hour	\$0.50 / \$0.50	\$0.50 / \$0.50	\$0.25 / \$0.50	\$0.25 / \$0.50
Town Parking Garage – Short Term Rates – 2nd Hour	\$0.75 / \$1.25	\$0.75 / \$1.25	\$0.75 / \$1.25	\$0.75 / \$1.25

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Town Parking Garage – Short Term Rates – 3rd Hour	\$1.00 / \$2.25	\$1.00 / \$2.25	\$1.00 / \$2.25	\$1.00 / \$2.25
Town Parking Garage – Short Term Rates – 4th Hour	\$2.00 / \$4.25	\$2.00 / \$4.25	\$2.00 / \$4.25	\$2.00 / \$4.25
Town Parking Garage – Short Term Rates – 5th Hour	\$2.50 / \$6.75	\$2.50 / \$6.75	\$2.50 / \$6.75	\$2.50 / \$6.75
Town Parking Garage – Short Term Rates – 6th Hour	\$2.50 / \$9.25	\$2.50 / \$9.25	\$2.50 / \$9.25	\$2.50 / \$9.25
Town Parking Garage – Short Term Rates – 7th Hour	\$3.75 / \$13.00	\$3.75 / \$13.00	\$3.75 / \$13.00	\$3.75 / \$13.00
Town Parking Garage – Short Term Rates – 8th Hour and Over	\$2.00 / \$15.00	\$2.00 / \$15.00	\$2.00 / \$15.00	\$2.00 / \$15.00
Town Parking Garage – Short Term Rates: Parking between 6:00PM and 9:00PM. Flat Rate Monday thru Saturday	\$1.00	\$1.00	\$1.00	\$1.00
Rates: Saturdays Only - Park Less than 3 Hours	Regular short-term rates apply	Regular short-term rates apply	Regular short-term rates apply	Regular short-term rates apply
Town Parking Garage – Validation Stickers: One Hour @ \$0.50 each (minimum purchase 96)	\$48.00	\$48.00	\$48.00	\$48.00
Town Parking Garage – Validation Stickers: One Hour Bulk @ \$0.35 each (minimum purchase 984)	\$344.40	\$344.40	\$344.40	\$344.40
Town Parking Garage – Validation Stickers: All-Day @ \$15.00 each (minimum purchase 10)	\$150.00	\$150.00	\$150.00	\$150.00
Town Parking Garage - Electric Car Charging Station Fee	n/a	n/a	\$1.00/hour	\$1.00/hour
Town Parking Garage – Gate Pass Card Reactivation Fee	\$10.00	\$10.00	\$10.00	\$10.00
Meter Rates – for 15-Minute, 2-Hour and 3-Hour Limit Metered Areas Except South Main Street and Municipal Lot 1	\$0.05 = 6 min; \$0.10 = 12 min; \$0.25 = 30 min	\$0.05 = 4 min; \$0.10 = 8 min; \$0.25 = 20 min	\$0.05 = 4 min; \$0.10 = 8 min; \$0.25 = 20 min	\$0.05 = 4 min; \$0.10 = 8 min; \$0.25 = 20 min
Meter Rates – for 15-Minute, 2-Hour and 3-Hour Limit Metered Areas In Municipal Lot 1 and South Main Street	\$0.05 = 6 min; \$0.10 = 12 min; \$0.25 = 30 min	\$0.05 = 3 min; \$0.10 = 6 min; \$0.25 = 15 min	\$0.05 = 3 min; \$0.10 = 6 min; \$0.25 = 15 min	\$0.05 = 3 min; \$0.10 = 6 min; \$0.25 = 15 min
Meter Rates – for 10-Hour Limit Meter Areas	\$0.05 = 12 min; \$0.10 = 24 min; \$0.25 = 1 hour	\$0.05 = 9 min; \$0.10 = 17 min; \$0.25 = 43 min	\$0.05 = 9 min; \$0.10 = 17 min; \$0.25 = 43 min	\$0.05 = 9 min; \$0.10 = 17 min; \$0.25 = 43 min

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Meter Rates - Credit Card Per Transaction Fee at Parking Meters	n/a	n/a	\$0.20	\$0.20
Meter Violations - Expired Meter	\$10.00	\$10.00	\$10.00	\$10.00
Meter Violations - Fine After 14 Days	\$20.00	\$20.00	\$20.00	\$20.00
Meter Violations - Fine After 28 Days	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Overtime Violation (2 Hr. Zone)	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Overtime Meter	\$20.00	\$20.00	\$20.00	\$20.00
Meter Violations - Fine After 14 Days	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations - Fine After 28 Days	\$50.00	\$50.00	\$50.00	\$50.00
Meter Violations - 2nd Meter Ticket	\$15.00	\$15.00	\$15.00	\$15.00
Meter Violations - Fine After 14 Days	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 28 Days	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations - 3rd Meter Ticket	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Towing Charge (Winter Parking Ban)	\$50.00	\$50.00	\$100.00	\$100.00
Meter Violations - Fine After 14 Days	\$100.00	\$100.00	\$200.00	\$200.00
Meter Violations - Fine After 28 Days	\$110.00	\$110.00	\$210.00	\$210.00
Meter Violations - Handicapped Space	\$500.00	\$500.00	\$500.00	\$500.00
Meter Violations - Fine After 14 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Meter Violations - Fine After 28 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Meter Violations - No Parking 12:01AM - 7:00AM; 2:00AM - 6:00AM	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Parking in Prohibited Zone	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Parking in Prohibited Zone *Enhanced Fine*	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations - Fine After 14 Days	\$80.00	\$80.00	\$80.00	\$80.00
Meter Violations - Fine After 28 Days	\$90.00	\$90.00	\$90.00	\$90.00
Meter Violations - No Town Permit	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00

Town of Hanover - Rate and Fee Schedule
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Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Meter Violations - Left Wheels to Curb	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Loading/Bus Zone	\$75.00	\$75.00	\$75.00	\$75.00
Meter Violations - Fine After 14 Days	\$150.00	\$150.00	\$150.00	\$150.00
Meter Violations - Fine After 28 Days	\$160.00	\$160.00	\$160.00	\$160.00
Meter Violations - Improper Parking	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Parking on Sidewalk	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Parking in Restricted Area	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations - Parking in Violation of Site Plan Approval	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations - Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations - Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Boot Removal Fee	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover - Rate and Fee Schedule
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Type of Fee	PARKS & RECREATION DEPARTMENT			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Athletic Programs Resident Fees – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track	\$50.00	\$50.00	\$50.00	\$55.00
Athletic Programs Non-Resident Fees – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track	\$60.00	\$60.00	\$60.00	\$65.00
Athletic Programs All Basketball Participants – Facilities Usage Fee Made Payable to SAU #70	\$40.00	\$40.00	\$40.00	\$40.00
Athletic Programs Resident Fees – Girls Lacrosse	\$50.00	\$50.00	\$50.00	\$55.00
Athletic Programs Non-Resident Fees – Girls Lacrosse	\$60.00	\$60.00	\$60.00	\$65.00
Athletic Programs Resident Fees – Boys Lacrosse	\$65.00	\$65.00	\$65.00	\$70.00
Athletic Programs Non-Resident Fees – Boys Lacrosse	\$75.00	\$75.00	\$75.00	\$80.00
Athletic Programs Resident Fees – Football	\$65.00	\$65.00	\$65.00	\$70.00
Athletic Programs Non-Resident Fees – Football	\$75.00	\$75.00	\$75.00	\$80.00
Late Registration Fee for Registrations Received after Deadline	\$20.00	\$20.00	\$20.00	\$25.00
Instructional Athletic Programs Resident Fees	\$30.00	\$30.00	\$30.00	\$35.00
Instructional Athletic Programs Non-Resident Fees	\$40.00	\$40.00	\$40.00	\$45.00
After School Adventures – 5 day enrollment	\$325/month	\$325/month	\$325/month	\$325/month
After School Adventures – 4 day enrollment	\$260/month	\$260/month	\$260/month	\$260/month
After School Adventures – 3 day enrollment	\$195/month	\$195/month	\$195/month	\$195/month
After School Adventures – 2 day enrollment	\$130/month	\$130/month	\$130/month	\$130/month
After School Adventures – Drop-In (if space is available)	\$20.00/day \$25.00/Wed	\$20.00/day \$25.00/Wed	\$20.00/day \$25.00/Wed	\$20.00/day \$25.00/Wed
After School Adventures – Late Pickup Fee	\$1.00 for each minute after 5:30PM	\$1.00 for each minute after 5:30PM	\$1.00 for each minute after 5:30PM	\$1.00 for each minute after 5:30PM

Town of Hanover - Rate and Fee Schedule
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Type of Fee	PARKS & RECREATION DEPARTMENT			
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
After School Adventures – Late Payment Fee	\$10.00 if payment not made by the 4th of the month	\$10.00 if payment not made by the 4th of the month	\$10.00 if payment not made by the 4th of the month	\$10.00 if payment not made by the 4th of the month
Dragonfly Summer Day Camp (Session of 1 wk) Resident Fees: Full Days Only	\$95.00	\$95.00	\$95.00	\$95.00
Dragonfly Summer Day Camp (Friday a.m. to Supplement Camp Coyote Attendance; families must have previously registered for the Friday p.m. session of Camp Dragonfly)	n/a	\$15.00/Friday a.m.	\$15.00/Friday a.m.	\$15.00/Friday a.m.
Dragonfly Summer Day Camp (Session of 1 wk) Non-Resident Fees: Full Days Only	\$150.00	\$150.00	\$150.00	\$150.00
Circle H Camp for Rising Kindergartners Camp (Session of 1 wk) Resident Fees: Full Days Only	\$95.00	\$95.00	\$95.00	\$95.00
Circle H Camp for Rising Kindergartners Camp (Session of 1 wk) Non-Resident Fees: Full Days Only	\$150.00	\$150.00	\$150.00	\$150.00
Mini-Camps – Resident Fees	\$30.00/day	\$30.00/day	\$30.00/day	\$30.00/day
Mini-Camps – Non-Resident Fees	\$40.00/day	\$40.00/day	\$40.00/day	\$40.00/day
Tween Camp – Resident Fees	\$100.00/wk	\$100.00/wk	\$100.00/wk	\$100.00/wk
Tween Camp – Non-Resident Fees	\$155.00/wk	\$155.00/wk	\$155.00/wk	\$155.00/wk
Camp Quest – Resident Fees	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk
Camp Quest – Non-Resident Fees	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk
Adult and Youth Instructional Programs – Fees Determined Based on Instructors' Costs and Administrative and Materials Costs; Program Revenue is split 70/30 between the Instructor and the Recreation Department; Instructor may keep 70% of total income earned up to a maximum of \$75.00/hour after expenses.	varies	varies	varies	varies
Athletic Field Rental	Up to \$125.00 per per field, per day	Up to \$125.00 per per field, per day	Up to \$125.00 per per field, per day	Up to \$150.00 per per field, per day

Town of Hanover - Rate and Fee Schedule
Adopted by the Board of Selectmen: July 6, 2015

Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Rental of Equipment	Up to \$25.00 for use of Recreational Equipment \$30.00 per team	Up to \$25.00 for use of Recreational Equipment \$30.00 per team	Up to \$25.00 for use of Recreational Equipment \$30.00 per team	Up to \$30.00 for use of Recreational Equipment \$35.00 per team
Basketball Tournament Fees	\$5.00	\$5.00	\$5.00	\$5.00
Middle School Dance Admission	\$5.00	\$5.00	\$5.00	\$5.00
RW BLACK & SENIOR CENTER FEES				
<i>Security and Key Deposits will be reviewed on an individual basis.</i>				
Category #1: Hanover Recreation Department programs, Town Functions, Programs run by the Senior Center, Youth-in-Action, or Town of Hanover After School Program.	no charge	no charge	no charge	no charge
Category #2: Hanover based organizations that are not charging admission, dues, participating fee or paying instructors through an organization to run a program and are serving Hanover Residents only.	no charge	no charge	no charge	no charge
Category #3: Hanover based organizations that are charging admission, dues, participation fees or paying instructors through an organization to run a program and are serving Hanover Residents only.	\$25.00/hour (per room)	\$25.00/hour (per room)	\$25.00/hour (per room)	\$30.00/hour (per room)
Category #4: Non-Hanover based organizations groups that are serving a regional area.	\$35.00/hour (per room)	\$35.00/hour (per room)	\$35.00/hour (per room)	\$40.00/hour (per room)
Category #5: Flat Fee (Multi-Purpose Room, Room 106-107-108 Only) (Prices based on 4 hour time slots)				
Residents (Hanover/Etna):	\$100.00	\$100.00	\$100.00	\$105.00
Non-Residents:	\$150.00	\$150.00	\$150.00	\$155.00
Banquets (Multi-Purpose Room):				
Hanover School:	\$125.00	\$125.00	\$125.00	\$130.00
Non-Hanover:	\$175.00	\$175.00	\$175.00	\$180.00
Fundraising Events:				
Hanover Based Groups:	\$175.00	\$175.00	\$175.00	\$180.00
Dresden School District Groups:	\$200.00	\$200.00	\$200.00	\$205.00
Non-Hanover Based Groups:	\$275.00	\$275.00	\$275.00	\$280.00
All Other Organizations (Multi-Purpose Room):	\$300.00	\$300.00	\$300.00	\$305.00

Town of Hanover - Rate and Fee Schedule
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Type of Fee	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Merchandising Fee (in addition to rental fee)	n/a	n/a	n/a	\$150.00
One-day Special Events, such as birthday parties, political events, service organizations, social events and banquets, to mention a few, will be charged a flat fee per four hours of usage. Special equipment is available for use during the events at an additional fee. Example: Bouncy Castle \$45 per 4 hour use.				
1. The programs conducted by the Hanover Recreation Staff, Senior Center Staff, Town of Hanover After School Program or any Town of Hanover government activities will be exempt from building fees.				
2. Special rooms such as craft, kitchen could include additional fees for supplies.				
3. Those activities that wish to store equipment while running programs will be charged a storage fee ranging from \$25-\$50 a month depending on quantity.				
4. PA system, along with other special equipment, is available and a fee could be charged.				
5. If any additional work needs to be done for set up an additional fee could be charged.				
THOMPSON TERRACE PAVILION				
Residents (Hanover/Etna):				Adopted FY2015-16 \$25.00
Non-Residents:				\$40.00
Fundraising Events				
Hanover Based Groups:				\$45.00
Dresden School District Groups:				\$50.00
Non-Hanover Based Groups:				\$70.00
All Other Organizations:				\$75.00

Town of Hanover - Rate and Fee Schedule
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WATER DEPARTMENT					
Meter Size	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used
5/8"	\$49.00	\$51.00	\$54.00	\$27.01	\$28.36
3/4"	\$49.00	\$51.00	\$54.00	\$27.01	\$28.36
1"	\$49.00	\$51.00	\$54.00	\$27.01	\$28.36
1 1/2"	\$75.00	\$79.00	\$83.00	\$27.01	\$28.36
2"	\$138.00	\$145.00	\$152.00	\$27.01	\$28.36
3"	\$239.00	\$251.00	\$264.00	\$27.01	\$28.36
4"	\$491.00	\$516.00	\$542.00	\$27.01	\$28.36
6"					
Average Annual Domestic Bill (185 gallons/day)	\$439.00	\$459.00		\$439.00	\$497.00
Unmetered Water Accounts - Include 25% Surcharge Above Average Annual Domestic Bill	\$548.75	\$573.75		\$548.75	\$621.25
Private Fire Suppression Rates: Hydrant (each – new in FY2012-2013; applicable only to those private hydrants on properties not already paying Fire District Taxes)	\$1,685.33	\$1,685.33	\$1,769.60	\$1,685.33	\$1,858.08
Hose Outlet (each):	\$4.71	\$4.71	\$4.95	\$4.71	\$5.20
Sprinkler (per nozzle):	\$0.92	\$0.92	\$0.97	\$0.92	\$1.02
Hydrant Meter - Hydrant meters will be assessed the flow charge based on actual usage plus a base fixed charge.		\$100.00 plus flow charge	\$100.00 plus flow charge	\$100.00 plus flow charge	\$100.00 plus flow charge
Commercial Emergency Call-In		\$150.00	\$150.00	\$150.00	\$155.00
Residential (Single Family Home) Emergency Call-In: There is no charge for the first call-in; subsequent call-in charge:		\$120.00 (no charge for the first call-in)	\$120.00 (no charge for the first call-in)	\$120.00 (no charge for the first call-in)	\$125.00 (no charge for the first call-in)
Final Reading	n/a	n/a	\$25.00	\$25.00	\$30.00
Water On/Off (Note: this is a flat fee to be assessed for each action)	\$25.00	\$25.00	\$25.00	\$25.00	\$30.00
Backflow Device (Testable units only)			\$50.00	\$50.00	\$55.00
Initial inspection and testing:	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Subsequent inspections due to continued failures:	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Inspection (per hour)	\$75.00	\$75.00	\$75.00	\$75.00	\$80.00

Town of Hanover - Rate and Fee Schedule
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Connection Fee for Hanover Water System: The Connection/Increase in Flow Fee includes (1) a fixed fee of \$200.00 to cover admin costs and up to one inspection and (2) a Recapture Fee assessed on GPD (Gallons per Day) as determined in the Sewer Recapture Fee table. Meters and setters will be charged at cost.					
\$200.00 + \$1.25/ GPD plus Meter and Setters at cost	\$200.00 + \$1.23/ GPD plus Meter and Setters at cost	\$200.00 + \$1.34/ GPD plus Meter and Setters at cost	\$200.00 + \$1.76/ GPD plus Meter and Setters at cost	\$200.00 + \$1.74/ GPD plus Meter and Setters at cost	\$200.00 + \$1.74/ GPD plus Meter and Setters at cost

Town of Hanover - Rate and Fee Schedule
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Base Capacity Charge plus Flow Charge	SEWER DEPARTMENT			
	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	
Quarterly Base Capacity Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge per 1000 Cubic Feet of Water Used - See Below**	
5/8"	\$22.00	varies	\$22.00	varies
3/4"	\$61.00	varies	\$62.00	varies
1"	\$159.00	varies	\$162.00	varies
1 1/2"	\$318.00	varies	\$324.00	varies
2"	\$508.00	varies	\$518.00	varies
3"	\$1,195.00	varies	\$1,219.00	varies
4"	\$1,868.00	varies	\$1,905.00	varies
6"	\$11,207.00	varies	\$11,431.00	varies
Average Annual Domestic Bill (185 gallons/day)	\$360.00		\$360.00	\$365.00
Unmetered Sewer Accounts - Include 25% Surcharge Above Average Annual Domestic Bill	\$450.00		\$450.00	\$456.25
Quarterly base charge for single family residence on a private well with a water treatment system installed prior to July 1, 2010 which discharges to the municipal wastewater system - Application of this fee to be determined in consultation with Public Works staff.			\$22.00	
* Meter Size: Meter Size is generally determined by fixture count.				
** Sewer Flow Charge per 1000 Cubic Feet of Water Used:				
Flow & Strength Charge per 1000 CF (kcf):				
Category A BOD/TSS < 250 mg/l (most residential accounts)			\$30.77	per kcf
Category B BOD/TSS > 250 < 400 mg/l			\$34.04	per kcf
Category C BOD/TSS > 400 mg/l			\$37.31	per kcf
Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems				
Industrial Discharge Permit and Septage Disposal				
	Adopted FY2011-12	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15
Industrial Discharge Permit Application:				
Class 1:	\$500.00	\$500.00	\$500.00	\$500.00
Class 2:	\$250.00	\$250.00	\$250.00	\$250.00
Class 3:	\$50.00	\$50.00	\$50.00	\$50.00
Septage - Tipping Fee for Residents (fee is per 1,000 gallons)	\$110.00	\$110.00	\$110.00	\$115.00
Septage - Tipping Fee for Non-Residents (fee is per 1,000 gallons)	\$130.00	\$130.00	\$130.00	\$135.00

Town of Hanover - Rate and Fee Schedule
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Septage - Tipping Fee for Non-Residents from Towns who have banned Land Application of Sludge (fee is per 1,000 gallons)	\$200.00	\$200.00	\$200.00	\$205.00
Holding Tank with BOD/TSS < 400 mg/l > 400 mg/l will be considered Septage	\$55.00	\$55.00	\$55.00	\$60.00

Town of Hanover - Rate and Fee Schedule
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		Sewer Connection Fees				
		Adopted FY2011-12	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16
Connection Fee for Hanover Sewer System - Includes Basic Fee of \$200.00 to Cover one inspection and a Recapture Fee rate assessed on GPD (Gallons per Day as determined below)		\$200.00 + \$4.82/gallon of GPD	\$200.00 + \$4.93/gallon of GPD	\$200.00 + \$5.15/gallon of GPD	\$200.00 + \$4.92/gallon of GPD	\$200.00 + \$4.88/gallon of GPD
Recapture Fee Table						
The Recapture Fee will be determined by multiplying the peak day flow in gallons by the GPD rate above. The following are flows which shall be used to determine the peak day flow from a sewer connection:						
		GPD	Units	Category		
Apartment:	Studio (one bedroom)	225		A		
	Per Bedroom	150	bedroom	A		
Athletic Facilities including Gyms and Stadiums:	Participant	15	person	A		
	Classroom	15	seat	A		
	Spectator	3	seat	A		
Bar / Lounge		20	seat	B		
Bed & Breakfast		60	bedroom	B		
	Campground w/comfort station	25	site	A		
	Recreation Trailers	90	site	A		
	Construction Sites	50	site	A		
Camps:	Day Camp - no meals	15	site	A		
	Resort Camp (night & day) limited plumbing	50	person	A		
	Dining Facility only	25	person	B		
Catering & Dining Facilities		12	patron	B		
Church:	Sanctuary	5	seat	A		
	Dining Room	10	seat	B		
Country Club:	Snack Bar	10	seat	B		
	Locker and Showers	20	locker	A		
Dentists:	Chair	200	each	A		
	Staff	35	employee	A		
Doctor's Office:	Patient	10	each	A		
	Staff	35	employee	A		
Dog Kennels		50	kennel	B		
	(two bedroom minimum)	150	bedroom	A		
Dwellings:	Rooming House with meals	60	bedroom	B		
	Rooming House without meals	40	bedroom	A		
	Light industry w/o cafeteria or showers	20	employee	A		
	Light industry with cafeteria no showers	25	employee	B		
	Light industry with cafeteria and showers	35	employee	B		
Factories (excluding industrial waste):	Warehouse	35	employee	A		

Town of Hanover - Rate and Fee Schedule
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	Assembly	20	employee	A
Floor Drain	Research Facilities	to be determined		B
Fraternities & Sororities	not allowed			
Hairdressers:		150	bed	B
		150	chair	A
Hospital:		35	employee	A
	Bed	250	bed	B
	Outpatient surgery	200	bed	B
	single bed*	100	bed	A
	double bed*	200	bed	A
Hotel & Motel:	*with food services category B			
Laundromats, coin operated		500	machine	B
Maintenance Facility		to be determined		
Nursing Homes & Assisted Living Facilities		125	bed	B
	without cafeteria	15	employee	A
	with cafeteria			
Office Building:		20	employee	B
	Unspecified Office Space	15	100 SF	A
	Bathroom only	5	person	A
Picnic Parks:		10	person	A
	Bath house, showers and toilets	40	seat	B
	Eat-in with bathroom and kitchen waste			
Restaurant or Cafeteria:		20	seat	B
	Eat-in paper service, plus toilet and kitchen waste	3	seat	B
	Kitchen waste only	20	seat	B
	Seasonal Outdoor seating	20	seat	B
Bars and lounges		35	employee	A
Bars and lounges		12	seat	B
Function Rooms		100	bed	B
	Boarding			
	Day Care & Nursery	15	person	A
Schools:	Day, without gym, cafeteria or showers	15	person	A
	Day, without gym, showers with cafeteria	20	person	B
	Day, with gyms, showers and cafeteria	35	person	B
	Post Secondary School / Classroom	15	seat	A
	Post Secondary School / Dormitory	85	bed	A
	Post Secondary School / Dormitory with Cafeteria	125	bed	B
Service Stations		10	vehicle	B
	Large Dry Goods	5	100 SF	A
Shopping Centers/Grocery/convenience stores:	With meat dept. with garbage grinder	NOT ALLOWED		
	With meat dept. w/o garbage grinder	11	100 SF	B
	With deli	3	meal	B
Small Dry Goods		100	each	A
	With deli	3	meal	B
Swimming Pools		1000	800 SF	A
Tennis Courts		250	per court	A
Theatres		5	seat	A
Workers:	Construction bathroom only	5	employee	A

Town of Hanover - Rate and Fee Schedule
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Uses not listed will be determined from previous metered usage corrected for strength and multiplied by a peaking factor of 2 and shall be approved by the Director of Public Works.									
Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems.									
Food grinding is prohibited – period – if discovered, a notice to cease the activity within 30 days, or penalties of \$150.00/day shall be instituted. A recurrence will be charged \$500.00, and then disconnection of service.									
Discharges of Fats Oil and Grease (F.O.G.) above 250 mg/L shall be assessed any line flushing charges. Any blockages or Sanitary Sewer Overflow's (SSO) attributed to F.O.G. shall warrant the discharger to be charged for all cleanup and administrative costs as well as an impact fee of \$500.00, with disconnection of service after 2 occurrences.									

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Household Hazardous Waste 2016 COLLECTION DAYS

WHEN



All collections are Saturday, 9:00 am—Noon

May 21—Lebanon Waste Facility, 370 Plainfield Rd (Rt 12A South)

June 18—Newbury Highway Garage, 50 South Road, Newbury, NH
(tricky location—watch for signs: Rt 103→Village Rd→South Rd)

August 20—Newport Highway Garage, 449 S. Main St (Rt 10 South)

Oct 15—Lebanon Waste Facility, 370 Plainfield Rd (Rt 12A South)

FREE to residents from Claremont, Cornish, Enfield, Goshen, Hanover, Lebanon, Lempster, Lyme, New London, Newbury, Newport, Orford, Piermont, Plainfield, Springfield, Sunapee, Unity, Washington, and Wilmot. Others residents and businesses welcome for a fee.

Businesses and anyone with 25 gallons or more must pre-register by calling 603-448-1680.

WHAT TO BRING:

Pesticides, Herbicides, Flea Powder
Antifreeze, Dirty Gas & Kerosene
Adhesives & Driveway Sealer
Mercury Thermostats & Thermometers
Household Cleaners & Polishes
Hobby & Pool Chemicals
Oil-Based Paint (not Latex!)
Solvents, Varnishes, Stains
Button, Ni-Cad, and Rechargeable
Batteries
Smoke Detectors

...And much more...give a call or
visit <http://hhw.uvlsrc.org>



For
information
contact the

Upper Valley Lake Sunapee
Regional Planning Commission
at (603) 448-1680 or
vdavis@uvlsrc.org



**WHAT NOT
TO BRING:**

Alkaline batteries: Most non-rechargeable batteries such as AA, AAA, C, D, and 9-volt batteries are trash in NH. If in doubt, just bring to collection.

Ammunition and explosives: Contact local police or fire.

Asbestos: Contact NH DES at 271-1370 for disposal info. Ask if a private hauler is working in your area who might take your asbestos.

Automotive batteries: Take to parts store for cash back.

Empty aerosol cans: Can be recycled with scrap metal. Talk to your town.

Fluorescent lights: May be taken at your town facility. Check with your town. Food Co-ops and Home Depot take may take CFLs (spiral bulbs), not tubes.

Latex paint: Use kitty litter, sawdust, or shredded paper to dry out latex paint, then throw in your trash. Empty, dry metal cans may be recycled as scrap metal at your recycling facility. If it says "clean up with soap and water," it's latex.

Medicine: See www.twinstatesafemeds.com for police stations taking meds.

Medical sharps: Place in a rigid container such as a detergent bottle with cap, seal cap with duct tape, and label container with marker, "Sharps, not for recycling." Dispose of with regular trash by handing to a waste collector. See www.nh.gov/medsafety. Can now drop off at Lebanon Police Station.

Propane or helium tanks and fire extinguishers: Propane can be exchanged or refilled at a distributor; or contact town transfer station about empty tanks.

Spray insulation tanks: Empty before taking to transfer station for scrap.

Used motor oil: Take to town transfer station or garage for recycling.

CHECK OUT OUR WEBSITE FOR MORE INFO: <http://hhw.uvlsrc.org>

ETNA LIBRARY

Double Rainbow



READING AT HOWE LIBRARY

