



TOWN OF HANOVER

NEW HAMPSHIRE

ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2016 & 2017 TOWN MEETING

Hudson Farm - The Trust for Public Land



Photo Credit: Mim Adkins

ANNUAL TOWN MEETING

Tuesday, May 9, 2017

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

Business Meeting: 7:00 p.m.

Hanover High School Gymnasium

41 Lebanon Street

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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 3:00pm - 7:00pm; Tuesday 9:00am - 2:00pm; Wednesday 2:00pm - 6:00pm; Friday 9:00am - 3:00pm; Saturday 10:00am - 4:00pm <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	Dave McMullen	dave.mcmullen@hanovernh.org
Fire Chief	Martin McMillan	martin.mcmillan@hanovernh.org
Deputy Fire Chief / 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	Rubi Simon	rubi.simon@thehowe.org
Parks & Recreation Director	John Sherman	john.sherman@hanovernh.org
Planning & Zoning Director	Rob Houseman	robert.houseman@hanovernh.org
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, go to www.hanovernh.org and click on the **Contact Us** tab.
- Don't forget to sign up and receive Town E-News and/or your choice of various Board & Committee minutes and agendas at <http://www.hanovernh.org/subscribe>

**Town Officials
Boards and Committees**

Elected Officials (by ballot vote)

Etna Library Board of Trustees

3 year term - Ballot Vote

Kim P. Wilson	5/2017
Ginger E. Boitnott	5/2018
Alexandra Corwin	5/2019

Moderator

2 year term - Ballot Vote

Stephens Fowler	5/2018
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Selectboard

3 year term - Ballot Vote

	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
<i>VChr</i>	Athos J. Rassias	5/2019

Supervisors of the Checklist

6 year term - Ballot Vote

Arlene Mahler	5/2018
Elaine Hawthorne	5/2020
Linda McWilliams	*5/2022

(*resigned effective 5/2017)

Town Clerk

3 year term - Ballot Vote

Elizabeth A. McClain	5/2019
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Trustees of Trust Funds

3 year term - Ballot Vote

<i>Chr</i>	Paul Gardent	5/2017
	Judson (Jay) Pierson	5/2018
	Sally J. Boyle	5/2019

Elected Officials (nominated at Town Meeting)

Advisory Board of Assessors

3 year term - Nominated at Town Mtg by Majority Vote

Joe Roberto	5/2017
Judson (Jay) Pierson	5/2019

Vacancy

Joanna Whitcomb - Selectboard Rep
Peter L. Christie - Selectboard Rep - ALT

**Town Officials
Boards and Committees**

Fence Viewers

1 year term - Nominated at Town Mtg by Majority Vote

Robert Grabill	5/2017
Matt Marshall	5/2017
Sarah Packman	5/2017

Pine Park Commissioner

3 year term - Nominated at Town Mtg by Majority Vote

Linda Fowler	5/2019
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Surveyors of Wood and Timber

1 year term - Nominated at Town Mtg by Majority Vote

Ed Chamberlain	5/2017
John Richardson	5/2017

Appointed Officials (by the Selectboard)

Advanced Transit Board

Appointed by the Selectboard

William R. Baschnagel	*6/2017
Carolyn Radisch	*6/2019

**to align with fiscal year of the Advance Transit Board*

Affordable Housing Commission

3 year term - Appointed by the Selectboard

Bob Strauss	9/2016
Chip Brown	9/2016
Donald Derrick	9/2016
<i>Vacancy</i>	
<i>Vacancy</i>	
<i>Chr</i> Bruce Altobelli	9/2018
	<u>Alternates</u>
<i>Alt.</i> Joan Collison	9/2018
<i>Alt.</i> <i>Vacancy</i>	

Bike/Pedestrian Committee

Appointed by the Selectboard

Tim Cox	
David Dostal	
Scot Drysdale	
Barbara McIlroy	
Hugh Mellert	
<i>Sec</i> Joanna Whitcomb	
Erica Wygonic	
<i>Chr</i> Bill Young	
Scott Hunt	
John Leigh	

**Town Officials
Boards and Committees**

Bike/Pedestrian Committee - Continued

Jonathan Schwartz
Peter Clark
Representatives & Others
VChr Athos J. Rassias - Selectboard Rep
Joanna Whitcomb - Selectboard - ALT
Carolyn Radisch - *Consultant*
Charlie Sullivan, Ex Officio

Building Code Advisory Board

3 year term - Appointed by the Selectboard

Bruce R. Williamson	9/2016
Randy T. Mudge	9/2016
Jack Wilson	<i>tbd</i>

Chamber of Commerce

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

Conservation Commission

3 year term - Appointed by the Selectboard

Full Members

VChr	Whit Spaulding	9/2017
	Hugh Mellert	9/2017
	Jim Kennedy	9/2018
Chr	Ed Chamberlain	9/2019
	<i>Vacancy - Full Member</i>	

Alternates

Alt.	Bill Mlacak	9/2017
Alt.	John M. Trummel	9/2017
Alt.	<i>Vacancy - Alternate Member</i>	9/2017

Representatives

Michael Mayor - *Plan. Bd. Rep* 9/2017
Peter L. Christie - Selectboard Rep

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
	<i>Carey Callaghan - Hanover School Board Rep</i>	
	William Geraghty - Selectboard Rep	
	Peter L. Christie - Selectboard Rep - ALT	

**Town Officials
Boards and Committees**

Hanover Improvement Society

Peter L. Christie - Selectboard Rep

Parks and Recreation Board

3 year term - Appointed by the Selectboard

	Joe Montibello	9/2017
<i>VChr</i>	Amy Vienna	9/2017
	Kathi Whitmore	9/2018
<i>Sec</i>	Megan Sobel	9/2018
	Eric Baughman	9/2018
<i>Chr</i>	Dean Lacy	9/2019
	Mariruth Graham	9/2019

William V. Geraghty - Selectboard Rep

Planning Board

3 year term - Appointed by the Selectboard

Full Members

	Michael Mayor	9/2017
	Jon Criswell	9/2017
<i>VChr</i>	Kelly Dent	9/2017
	Iain Sim	9/2018
	Brian Edwards	9/2017
<i>Chr</i>	Judith Esmay	9/2019

Alternates

- Alt. *Vacancy - Alternate Member*
- Alt. *Vacancy - Alternate Member*
- Alt. *Vacancy - Alternate Member*

Representatives

Nancy A. Carter - Selectboard Rep
Peter L. Christie - Selectboard Rep - ALT

Sustainable Hanover Committee

3 year term - Appointed by the Selectboard

	Larry Litten	9/2017
	MaryAnn Cadwallader	9/2017
<i>Co-Chr</i>	Yolanda Baumgartner	9/2017
	Chris Kennedy	9/2018
	Susan Edwards	9/2018
	Mary Donin	9/2018
	Stowe Beam	9/2019
	David McManus	9/2019
<i>Co-Chr</i>	Marjorie Rogalski	9/2019
	April Salas	9/2019
	Rosilie Kerr - <i>DC Sustainability Director</i>	
	Jenna Musco - <i>DC Sustainability Program Manager</i>	
	Peter Kulbacki - <i>Director of Public Works</i>	

**Town Officials
Boards and Committees**

Trescott Company Board

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

Upper Valley Lake Sunapee Council

Representatives

Christopher Kennedy	9/2018
Jonathan Edwards	9/2019
<i>Vacancy</i>	

Zoning Board of Adjustment

3 year term - Appointed by the Selectboard
5 members (per RSA 673:3) up to 5 alt members

Full Members

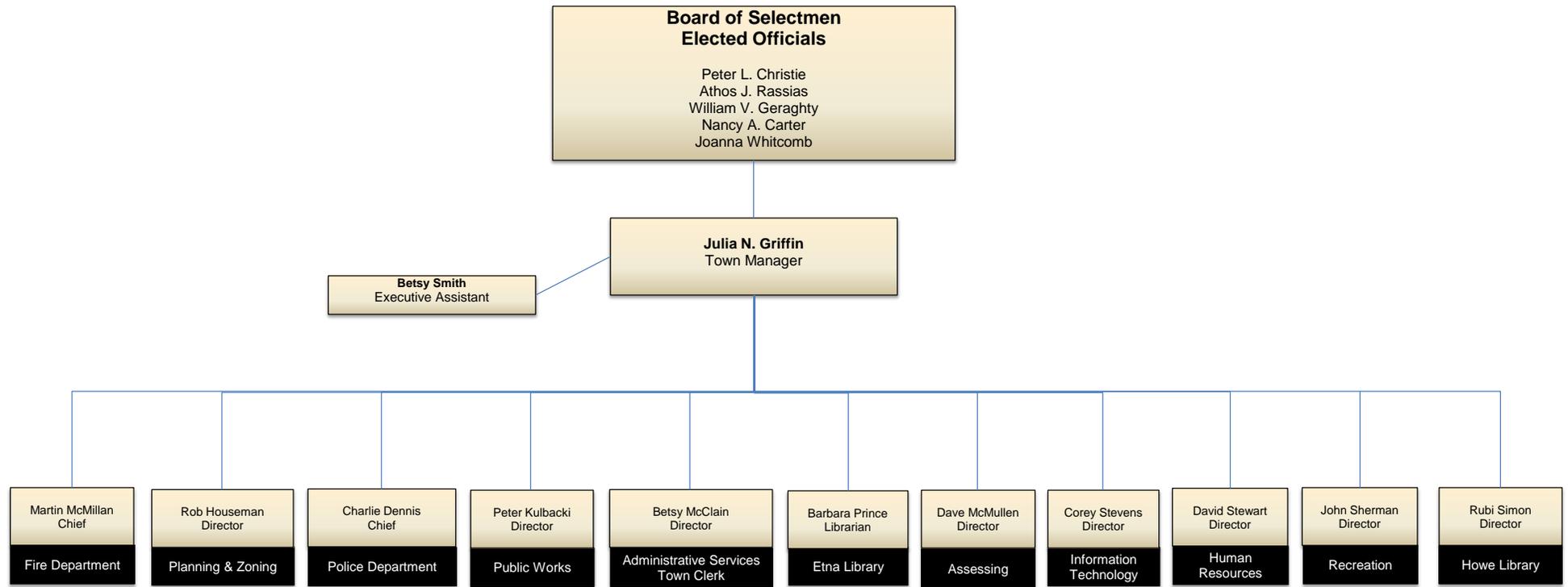
<i>Chr</i>	Carolyn Radisch	9/2017
<i>VChr</i>	<i>Vacancy</i>	9/2018
<i>Clerk</i>	Stephen R. Marion	9/2018
	H. Bernard Waugh	9/2019
	<i>Vacancy</i>	

Alternates

Alt.	David Donegan	9/2017
Alt.	Arthur Gardiner	9/2017
Alt.	Jeremy Eggleton	9/2018
Alt.	<i>Vacancy</i>	
Alt.	<i>Vacancy</i>	

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Town of Hanover



TOWN OF HANOVER EMPLOYEES

EMPLOYEE NAME	JOB TITLE	DATE OF HIRE
TOWN HALL ADMINISTRATION		
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	4/23/2001
Karen McCusker	Accounting Assistant	6/13/2005
David McMullen	Director of Assessing	9/6/2016
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	12/3/2012
FIRE DEPARTMENT		
Jesse Bieluch	Firefighter/Paramedic	1/17/2016
Robert Diehm	Fire Lieutenant I	9/27/2007
Christopher Doolan	Captain/Paramedic	3/14/2004
Wayne Dunham	Firefighter/AEMT	8/15/2006
Brian Ellstein	Firefighter/Paramedic	8/13/2006
John Emerson	Fire 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
Leif Jopek	Firefighter/Paramedic	8/2/2016
Jeremy Labombard	Firefighter/AEMT	2/14/2012
Troy Leatherman	Firefighter/AEMT	5/28/2010
Scott Letson	Fire Lieutenant I	9/7/2008
Jeremiah Linehan	Firefighter/Paramedic	1/2/2005
Joshuah Lounsbury	Fire Lieutenant I	6/29/2009
Martin McMillan	Fire Chief	5/5/2014
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
Blair Weathers	Firefighter/Paramedic	11/16/2012
Jay Whitehair	Firefighter/AEMT	7/22/2006
Jon Wilkinson	Firefighter/AEMT	9/23/2013
ETNA LIBRARY		
Jayne Costello	Substitute/Circulation Asst. PT	11/3/2008
Heidi McPherson	Substitute/Circulation Asst. PT	7/1/2014
Sarah Johnson Molesworth	Substitute/Circulation Asst. PT	7/1/2014
Barbara Prince	Librarian, Etna Library – Part Time	3/3/2000
Stephanie Snelling	Substitute/Circulation Asst. PT	11/3/2008
Caroline Tischbein	Circulation Assistant II PT	6/20/2007

HOWE LIBRARY

Peter Appleton	Adult Services Librarian	10/20/2014
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
Susan Borotz	Circulation Assistant - Part Time	8/14/2007
Burnett, Kristina	Head of Circulation - Part Time	8/20/1996
Jan Chapman	Circulation Assistant- Part Time	1/14/1998
Megan Coleman	Public Relations Outreach Librarian – PT	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	6/1/2015
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 PT	9/8/1998
Kate Root	Circulation 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 Mgr.	1/10/1994
Amelia Talbert	Technical Services Library Assistant – PT	9/21/1994
Cynthia Taylor	Youth Services Assistant – Part Time	6/30/2003
Eric Ticehurst	Library Page II – Part Time	4/1/2000
Rubi Simon	Director, Howe Library	9/19/2016
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 and Recreation	3/21/2008
Amelia Clause	Out of School Time Program Coordinator	1/1/2017
Sherry Colfer	RWB Center Facility Manager	8/16/2005
Jennifer Fitzgerald*	Out of School Time Assistant Director	12/1/2014
Cassie Hutchinson	Out of School Time Program Coordinator	8/15/2016
Nicole Leonard	Out of School Time Director.	8/18/2008
Gail Schaal	Senior Center Director - Part Time	12/29/1990
John Sherman	Parks & Recreation Director	9/14/2015
Jeanne Vieten	Community 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
Robert Houseman	Director of Planning & Zoning	9/8/2016
Beth Rivard	Administrative Assistant	4/8/1999
Victoria Smith	Senior Planner	4/5/1999

POLICE DEPARTMENT

Michael Alterisio	Police Officer	10/27/2014
Jeffrey Ballard	Sergeant	10/27/2014
Eric Bates	Sergeant	6/18/2001
Michael Benson	Police Officer	11/14/2016
Nenia Burns	Police Officer	9/30/2012
Gordon V. Cunningham	Police Officer	10/1/2016
Charles Dennis	Police Chief	6/9/2014
Daniel Fowler	Police Officer	5/12/2016
Ryan Kennett	Police Officer	5/28/2008
Shannon Kuehlwein	Police Officer	4/5/1998
Joseph Landry	Police Officer	4/11/2016
Timothy Larrabee	Police Officer	3/2/2015
Amanda Lewis	Police Officer	1/11/2016
Christopher O'Connor	LGCPA/Prosecutor	10/4/2004
Elizabeth Rathburn	Administrative Secretary	9/4/2002
Scott Rathburn	Interim Lieutenant	5/25/2016
Tyler Reidy	Police Officer	4/18/2016
Mark Ridge	Police Officer	1/5/2015
Bradford Sargent	Lieutenant	5/8/2000
Timothy Scott	Police Officer	11/28/2016
Christopher Swain	Sergeant	5/14/2012
Sheryl Tallman	Records Coordinator	4/28/1997
Matthew Ufford	Sergeant	3/13/2006

COMMUNICATIONS

E. Douglas Hackett	Communication Services Coordinator	7/26/1999
Michael Cahill	Communications Officer	2/13/2011
Lisa Camarra	Communications Officer	12/18/1991
Timothy Goodwin	Communications Officer	2/17/2000
Diana Guillette	Communications Officer	2/27/2017
Kevin LaHaye	Communications Officer	7/15/2013
Brian Paine	Communications Officer	2/15/1998
David Saturley	Communications Officer	7/26/1999

PARKING

Mark Caruso*	Parking Control Officer	10/26/1987
Terry Lynn Follensbee	Parking Facility Cashier - Part Time	11/3/2008
Shoshana Kleiner	Parking Control Officer	9/6/2016
Douglas Lantz	Parking Control Officer	11/28/2016
Christopher McEwen	Parking Control Operations Supervisor	12/8/1992
Patrick O'Neill*	Lieutenant Parking Division	1/4/1988

PUBLIC WORKS DEPARTMENT - ADMINISTRATION

Michael Chase	Operations Manager	5/1/1983
Adriane Coutermarsh	Administrative Assistant	9/10/2007
Peter Kulbacki	Director of Public Works	12/22/1997
Gary Searles	Administrative Coordinator	6/21/2010

BUILDING MAINTENANCE

Mark Curulla	Building Crew Worker	9/10/2007
Ross Farnsworth	Facilities Maintenance Superintendent	12/22/1997

Building Maintenance - Continued

Wayne Piekarski	Building Crew Leader	1/20/2006
Robert Sumner	Building Crew Worker	6/21/2010
Edward Woodbury	Building Maintenance Technician	5/24/2012

FLEET MAINTENANCE

Donald Foster	Fleet Maintenance Superintendent	5/11/1998
Mark Bean	Mechanic	2/13/2006
Larry Holmes	Mechanic	3/31/2012
Michael Kidder	Mechanic	12/7/2015

GROUNDS

William Desch	Urban Forester/Grounds Superintendent	1/1/1990
Asa Metcalf	Arborist	11/12/2013
Christopher Koloski	Grounds Crew Leader	8/15/2016

HIGHWAY

Christopher Berry	Heavy Equipment Operator/Highway Maint.	3/17/2003
William Brown	Heavy Equipment Operator/Highway Maint.	4/29/2013
Michael Burse	Heavy Equipment Operator/Highway Maint.	9/9/2013
James Cadwell	Heavy Equipment Operator/Highway Maint.	4/21/2008
Roger Darisse	Heavy Equipment Operator/Highway Maint.	8/13/2003
Moses Delphia	Heavy Equipment Operator/Highway Maint.	1/26/2004
David Field	Heavy Equipment Operator/Highway Maint.	4/21/2008
Robert Henry, Jr.	Heavy Equipment Operator/Highway Maint.	1/26/2004
John LaHaye	Heavy Equipment Operator/Highway Maint.	1/27/1997
Randall MacDonald	Highway Operations Supervisor	3/3/1997
James Messier	Heavy Equipment Operator/Highway Maint.	8/14/2003
Steve Perry	Sr. Heavy Equipment Operator/Highway	5/29/2002
Bruce Sanborn	Heavy Equipment Operator/Highway Maint.	4/18/2008

SEWER MAINTENANCE & CONSTRUCTION (HIGHWAY)

Todd Bragg	Sewer Maintenance & Construction	7/4/1988
James Cray	Sewer Maintenance & Construction Super.	12/12/2011

WATER

Todd Cartier	Water Superintendent	8/2/2010
Bernie Hazlett	Water Distribution Technician	9/16/1982
Dylan McDermott	Senior Water Technician	7/1/2015
Matthew Walker	Water Distribution Technician	7/17/2000

WATER RECLAMATION

Seth Bean	Wastewater Treatment Technician	8/6/2001
Jason Goodrich	Wastewater Treatment Technician Asst.	3/2/2015
Kevin MacLean	Wastewater Treatment Superintendent	8/18/2003
Mark Roper	Pretreatment Coordinator	8/28/2006
Richard Scheuer	Laboratory Technician	6/18/2007
Dennis Smith	Wastewater Maintenance Technician	5/9/2000

* Indicates employee has retired

EMPLOYEE MILESTONES LIST (20 PLUS YEARS)

# of years	Employee Name	Department	Hire Date	Dept. Head Date
34	Bernard Hazlett	Public Works	9/16/1982	
33	Michael Chase	Public Works	5/2/1983	
32	Charlotte Bernini	Howe Library	1/1/1984	
32	Ann Schofield	Howe Library	4/6/1984	
29	Michael Hinsley	Fire Department	8/13/1987	
29	Mark Caruso*	Police-Parking Division	10/26/1987	
28	Patrick O'Neill*	Police-Parking Division	1/4/1988	
28	Betsy Smith	Town Hall	5/2/1988	
28	Janice Grady	Howe Library	6/27/1988	
28	Todd Bragg	Public Works	7/1/1988	
26	William Desch	Public Works	1/1/1990	
26	Gail Schaal	Recreation/Senior Ctr.	10/29/1990	
25	Lisa Camarra	Police Communications	12/18/1991	
24	Joanne Blais	Howe Library	7/1/1992	
24	Christopher McEwen	Police-Parking Division	12/8/1992	
22	Judith Stevens	Fire Department	1/02/1994	
22	Pamela Soren Smith	Howe Library	1/10/1994	
22	Bertram Hennessy*	Fire Department	3/13/1994	
22	Sue Bragg Girouard	Town Hall	5/23/1994	
22	Mary Ryan	Howe Library	8/08/1994	
22	Amelia Jane Talbert	Howe Library	10/17/1994	
20	Julia Griffin	Town Hall	8/5/1996	8/5/1996
20	Kristina Burnett	Howe Library	8/20/1996	

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

TOWN OF HANOVER

TOWN MODERATOR'S
MESSAGE

&

2017
TOWN MEETING
WARRANT

TOWN MODERATOR'S MESSAGE

Town Meeting 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. Registered voters meeting as a body have the power to pass, amend, or defeat any of the warrant articles which have been put forward by the Selectboard or by voter petition. In a time when there is anxiety on all sides regarding the process and style of political decision-making in our country, it seems more important than ever to keep our traditional Town Meeting vital, representative, and effective.

Hanover has an enviable history of conducting Town Meetings with civility and respect for the opinions of all voters. We will endeavor to continue that tradition this year and to also respect the voters' time by completing the Town business as expeditiously as possible consistent with a full consideration of the matters before the Meeting.

Moderator's 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 it must be 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 reserves the right to establish a time limitation for individual comments and to rule non-germane comments as out of order. A 2/3 vote is necessary to call the question, and a call itself is not debatable. The Moderator may himself call the question, subject to the right of the Meeting to vote to continue discussion.
- Voters will have the opportunity to speak once on a particular article, 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 format is not a debate, and there is no right of "rebuttal".
- All speakers must address their comments to the Moderator, not to the Meeting. If administrative 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 final "any other business" article. This final warrant is the place for votes of appreciation or recognition.

It has been an honor to work with the 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. All of 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 important 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 9, 2017** 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 7:00 AM AND CLOSE AT 7:00 PM.**

ARTICLES TEN THROUGH TWENTY-FIVE 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:

- Two Selectboard Members to serve for a term of three (3) years;
- One Etna Library Trustee to serve for a term of three (3) years;
- One Supervisor of the Checklist to serve for a term of five (5) 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 clarify and make consistent the six definitions in Section 302 related to dwelling unit.

At a public hearing held on February 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 2 would eliminate hotel from the list of special exceptions in the GR district, Section 405.7 and delete Section 405.7 C(4) regarding area and dimensional standards for hotels.

At a public hearing held on February 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

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

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 would modify the definitions of sawmill and temporary sawmill in Section 302 and the regulations that guide those uses in Section 611.

At a public hearing held on February 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **approve** 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 amend 302 by adding definitions for convalescent home, nursing home, and senior housing development; eliminating the definition of continuing care retirement community (CCRC); and modifying the definition of hospital. Add senior housing development as a permitted use in the GR-3 and GR-4 districts and replace CCRC with senior housing development as a special exception in the GR-1 and GR-2 districts. Add convalescent home and nursing home to the list of special exceptions in the GR district. Amend 405.7C by replacing family with dwelling unit in the table and add a method for determining the dwelling unit equivalent of an assisted living bedroom. In 904 and 1002.1, replace CCRC with senior housing development. Reduce the minimum lot size in 904.2A from 50 acres to 5 acres. Amend 904.2B to establish minimum setbacks for senior housing as set forth in dimensional tables in Article IV for the perimeter of the lot and remove the setbacks listed in (1) and (2). Amend 904.2C to remove the setbacks for the interior of the senior development. Delete the dimensional and density requirements in 904.3 as they are addressed by other modifications. Amend 904.4 by eliminating (b) which sets a requirement for number of buildings and renumber the remaining paragraphs in that section. Add to 904 new sections (2) regarding compliance with NH Barrier-Free Design Code and reference to licensing and (3) regarding the types of affiliated uses and flexible living space composition that may be part of senior housing development. Renumber the following sections. In 1002.1 under senior housing development add an off-street parking requirement for independent living and for assisted living and eliminate the parking standard for CCRC.

At a public meeting held on March 21, 2017, following a public hearing on March 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **approve** 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 eliminate student residence from the uses allowed by special exception in the RO district.

At a public meeting held on March 21, 2017, following a public hearing on March 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **approve** 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 302 to add definitions for affordable senior housing and senior housing development and to modify the existing affordable housing definition to more specifically reference the income level established by USHUD. Add senior housing development to the list of development types in 520.1 and add a new section F requiring compliance with NH Barrier-Free Design Code. Add a new section 520.2 that makes available a density bonus to increase the number of additional affordable senior housing units that might be developed in the RO district limited to not more than 50% of the number of units otherwise allowed with the requirement that at least half of the affordable units be reserved for low and/or very low income households as defined by USHUD. Renumber the other paragraphs of 520 to accommodate the new section. Add affordable senior housing to the list of permitted uses in Table 405.4. Amend 1002 Schedule of minimum requirements for off-street parking spaces by adding the use, affordable senior housing, and the parking requirement, .75 per dwelling unit.

At a public hearing held on March 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **approve** 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 702 Accessory dwelling unit by adding a section on purposes and renumbering the following sections to accommodate this new section. Enable attached accessory dwelling units to be established in the D, RO, I, GR and RR districts in addition to the SR district where the use is currently permitted as long as the unit and lot conform to requirements set forth in the section. Amend these requirements to eliminate a minimum lot size different from what would be otherwise required, to increase the number of bedrooms from one to two, and to include design standards related to the placement of entrances, fire escapes, exterior stairs and exterior finish materials, roof pitch, windows and eaves. Enable detached accessory dwelling units to be established in the D, RO, I, GR and SR districts in addition to the RR district where the use is currently permitted as long as the unit and lot conform to the requirements set forth in this section. These requirements include all of the requirements set forth for the attached dwelling units, plus a maximum height, and guidelines for the conversion of an existing accessory structure and for new construction.

At a public hearing held on March 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE NINE (submitted by petition) (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 delete from 302 both the existing definition for student residence, Institution district and student residence, residential districts and add a new definition that applies both in the institutional and residential districts as follows: a building designed for residential student occupancy, which may include individual living units with social rooms and kitchen facilities for any number of students.

At a public meeting held on March 21, 2017, following a public hearing on March 7, 2017, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

BUSINESS MEETING AGENDA

7:00 p.m.

ARTICLE TEN: 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 ELEVEN: To receive reports from the Selectboard, 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 TWELVE: To see if the Town will vote to raise and appropriate \$32,180 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 2015-2016. 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.

Selectboard For 4 Against 0 Absent 1

ARTICLE THIRTEEN: To see if the Town will vote to raise and appropriate \$32,180 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 2015-2016. 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.

Selectboard For 4 Against 0 Absent 1

ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate \$34,700 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 2015-2016.

Selectboard For 4 Against 0 Absent 1

ARTICLE FIFTEEN: To see if the Town will vote to raise and appropriate the sum of \$1,174,418 for deposit into existing capital reserve funds:

Ambulance Equipment Capital Reserve Fund	\$61,028
Bridge Replacement and Renovation Capital Reserve Fund	\$57,500
Building Maintenance and Improvement Capital Reserve Fund	\$80,000
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	\$385,500
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$105,000
Police Vehicles and Equipment Capital Reserve Fund	\$58,000
Road Construction and Improvements Capital Reserve Fund	\$35,000
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

Selectboard For 4 Against 0 Absent 1

ARTICLE SIXTEEN: To see if the Town will vote to raise and appropriate \$1,153,300 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>RW Black Community Center HVAC; Town Hall Roof</i>	\$99,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Truck 7, Truck 17, Truck 19, Grounds RTV, Sidewalk Tractor #3, ZD221 Zero Turn Mowers</i>	\$495,750
Police Vehicles and Equipment Capital Reserve Fund <i>Firearms and related equipment</i>	\$27,300
Town Revaluation Capital Reserve Fund <i>Software, equipment, and other services for Tax Year 2018 Valuation Update</i>	\$15,000
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Portable radio replacement, insulation and AC replacement in Lyme Road Fire Station</i>	\$157,250
Parking Vehicles and Facilities Improvements Capital Reserve Fund <i>Flooring membrane replacement for 7 Lebanon Street Parking Facility</i>	\$300,500
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Air compressor</i>	\$17,000

Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>Treatment module phase 2</i>	\$41,500
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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, 2022, whichever occurs sooner.

Selectboard For 4 Against 0 Absent 1

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$73,055 for partial funding for (1) a portion of sidewalk on Lebanon Street from Storrs Road to the Tanzi Tract Entrance (\$64,400) and (2) a traffic diverter on Dresden Road (\$8,655); 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, 2022, whichever occurs sooner.

Selectboard For 4 Against 0 Absent 1

ARTICLE EIGHTEEN: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the New England Police Benevolent Association, Local 27 on April 3, 2017, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2017-2018	\$39,824
2018-2019	\$40,975

And further to raise and appropriate the sum of \$39,824 for 2017-2018 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 4 Against 0 Absent 1

ARTICLE NINETEEN: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the American Federation of State, County and Municipal Employees, Local 1348 on April 3, 2017, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2017-2018	\$43,774
2018-2019	\$45,189

And further to raise and appropriate the sum of \$43,774 for 2017-2018 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 4 Against 0 Absent 1

ARTICLE TWENTY: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the International Association of

Fire Fighters, Local 3288 on April 3, 2017, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2017-2018	\$25,982
2018-2019	\$26,815

And further to raise and appropriate the sum of \$25,982 for 2017-2018 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 4 Against 0 Absent 1

ARTICLE TWENTY-ONE: To see if the Town will vote to raise and appropriate \$23,872,364 to pay the operating expenses of the Town for the 2017-2018 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

Selectboard For 4 Against 0 Absent 1

ARTICLE TWENTY-TWO: To see if the Town will permanently protect the 14 acre South Esker Natural Area through the establishment of a conservation easement and management plan to be approved by the Conservation Commission, the Selectboard, and the Hanover Conservancy, with the conservation easement to be conveyed to the Hanover Conservancy.

Selectboard For 4 Against 0 Absent 1

ARTICLE TWENTY-THREE: To see if the Town will vote to join the “Ready for 100 Action” campaign, thereby committing to a goal of 100% reliance on renewable sources of electricity by 2030 and renewable sources of fuel for heating and transportation by 2050. Joining the “Ready for 100 Action” campaign implies that the Town of Hanover will lead the community in initiatives designed to help local institutions, businesses and residents transition to 100% renewable sources of electricity and fuel oil. The Town has begun by investing in energy efficiency and renewable electricity generation for Town facilities and will follow by transitioning to vehicles and heating systems fueled by renewable sources.

Selectboard For 4 Against 0 Absent 1

ARTICLE TWENTY-FOUR: To see if the Town will vote to resolve that the operation of the Wilder Dam on the Connecticut River may result in the deterioration of the riverbank and adjacent lands and roads upstream and downstream of the Dam. Therefore, it is recommended that the Town of Hanover, through the Federal Energy Regulatory Commission (FERC) re-licensing process, formally request that TransCanada Corporation or subsequent owners of Wilder Dam modify current dam operations, and create a mitigation fund to reimburse towns and landowners for the repair and stabilization of riverbanks.

Selectboard For 4 Against 0 Absent 1

ARTICLE TWENTY-FIVE: 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 3rd day of April, 2017.

**TOWN OF HANOVER
SELECTBOARD**

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 9, 2017**.

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 Nine): Voting on Articles One through Nine - 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 9, 2017) 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 Ten through Twenty-Five): Discussion of and voting on Articles Ten through Twenty-Five – including the proposed budget in Article Twenty-One - takes place at an open meeting, called the “Business Meeting,” which begins at 7:00 p.m. on Tuesday, May 9th, 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 9th; 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 – NINE

Voting on Articles One through Nine will be conducted by official ballot on Tuesday, May 9, 2017 from 7:00 a.m. to 7:00 p.m. in the Gymnasium of Hanover High School.

Article One: Election of Town Officers

The **Selectboard**, 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. Two positions, currently held by Peter Christie and Bill Geraghty, are up for election in 2017 for a three-year term. Both Peter Christie and Bill Geraghty are seeking re-election.

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, Kim Wilson, has served two three-year terms and cannot run for a third term. Margarethe (Mitsu) Chobanian and Elizabeth Marshall are seeking election to the single position being vacated by Kim Wilson.

The **Supervisors of the Checklist** are legally responsible for overseeing the voter registration and certification process and for maintaining the updated voter checklist. One Supervisor, Linda McWilliams, has opted to resign before the completion of her six year term. Ann Bradley has filed to fill the unexpired term which will continue until May, 2022.

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, Paul Gardent, is seeking re-election to another three year term.

*Note: The following Articles Two through Nine are Amendments No. 1 – 8 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. Amendments No. 1-7 to the Zoning Ordinance have been **approved** by the Planning Board. Amendment No. 8 to the Zoning Ordinance is **disapproved** 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: Clarify and make consistent the six definitions in Section 302 related to dwelling unit

The purposes of these amendments are to clarify and make consistent the definitions related to dwelling unit. Inconsistencies about our definitions related to dwelling units were identified during the Planning Board's technical review work in 2015. This amendment addresses those by making modifications to the current definitions of one-family dwelling, two-family dwelling, multi-family dwelling, seasonal dwelling, dwelling unit and owner-occupied dwelling unit.

For the one-family, two-family and multi-family dwelling unit definitions, the words “designed for or occupied by” and the description “each family living independently” are removed. The seasonal dwelling definition is modified to clarify the occupancy limit for a seasonal dwelling. The definition of dwelling unit is modified to include manufactured housing and by replacing the words “one or more persons” with “an individual or a family”.

Article Three: Amendment No. 2: Eliminate hotel from the list of special exceptions in the GR district, Section 405.7 and delete Section 405.7 C(4).

The purpose of this change is to remove hotel from the list of allowed uses in the GR zoning district since there are no longer any hotels in the GR district and the district focus is residential, rather than commercial. There is no need for hotel-specific area and dimensional standards if hotel is not a permitted use in district, so these standards are proposed to be eliminated also.

Article Four: Amendment No. 3: Modify the definitions of sawmill and temporary sawmill in Section 302 and the regulations that guide those uses in Sections 611 and 611.2.

One of the goals of the 2015 technical review of the Zoning Ordinance was to separate regulatory language from the definition of a use. The purpose of this amendment is to do just that for sawmill and temporary sawmill. The amendment also proposes a modification to 611 Sawmill operations to incorporate the regulatory elements that are now contained in the definitions.

Article Five: Amendment No. 4: Updating rules regarding housing for families with at least one member 62 years old or older and clarifying types of interim housing for people unable to care for themselves

In the Planning Board’s 2016 review of housing, the differences in rules governing senior housing and housing for everyone else in town were analyzed. The purposes of these amendments are to update our rules regarding housing for families with at least one member 62 years old or older and to clarify types of interim housing for people unable to care for themselves.

This amendment regularizes senior housing to be no different in terms of land use regulation from housing for others, but for the age of the resident, the barrier-free design of the dwelling units and the ability to incorporate support services to the senior housing. The term “continuing care retirement community” is eliminated and replaced with the term “senior housing development” and definitions for convalescent home and nursing home are added while separating them from the definition of hospital.

Two results of this amendment are: the ability to establish a senior housing development on a lot no smaller than 5 acres in the GR district and to adjust the density and setbacks in senior developments to those that are allowed for other types of housing.

Article Six: Amendment No. 5: Eliminate student residence from the uses allowed by special exception in the RO district.

Hanover housing includes both residences that are occupied by students and a building such as a fraternity, sorority or affinity house that is known in our zoning ordinance as a “student residence”. Most of the student residences in Town are located in the “I” district along with the Dartmouth College campus. The Planning Board thinks it is a good idea to concentrate these types of student residences close to campus. Currently no student residence is located in the RO district. This amendment proposes to remove student residence from the RO district. Students will still be able to reside in the RO district in homes rented to three or fewer unrelated individuals and in homes with their families,

but if this amendment is adopted, student residences such as fraternities would no longer be permitted in the district.

Article Seven: Amendment No. 6: Allow more density in the RO district for affordable senior housing.

The purposes of these amendments are to provide for more density in the RO district for a new use, affordable senior housing, to allow affordable senior housing in a single building or multiple buildings on a lot, to define affordable senior housing, and to assign a parking standard for the use. There are already 24 units of affordable senior housing in the RO district. This amendment would allow more units to be developed on any given lot in that district than can be permitted under our current regulations.

Article Eight: Amendment No. 7: Expand the number of zoning districts where attached and detached accessory dwelling units can be located to bring the Zoning Ordinance in conformance with recently amended state law.

In their 2016 review of Hanover housing, the Planning Board was watchful for ways to incorporate more housing without changing the look of the town. In the same year, the State legislature made it a right for any owner of a single family dwelling to add an attached accessory dwelling unit. Hanover's current zoning allows accessory dwelling units only in the SR and RR zoning districts. As noted in the description above, the proposed amendment will expand the number of zoning districts where attached and detached accessory dwelling units can be located. The result proposed for Hanover is that attached or detached accessory dwelling units would be permitted in the D, RO, I, GR, SR and RR districts in conjunction with a single family dwelling, but only if one of the units is owner-occupied; thus the owner could live in the single family dwelling or the accessory dwelling unit. The amendment limits the size of an accessory dwelling unit, and institutes parking and design standards.

Article Nine: Amendment No. 8: From 302 delete both the existing definition for student residence, Institution district and student residence, residential districts and add a new definition that applies both in the institutional and residential districts as follows: a building designed for residential student occupancy, which may include individual living units with social rooms and kitchen facilities for any number of students. (Submitted by petition)

This amendment is proposed by 25 or more registered voters of the Town. The proponents state that *“the present definition of “Student Residence” is vague and does not allow a land owner to understand if they are compliant with the Ordinance or not. This has caused substantial litigation between landowners and the Town, and created substantial impediments to investment and property upgrades because people are hesitant to commit money to improve property in uncertain environments.”*

The Hanover Planning Board recommends that Town Meeting **disapprove** this zoning amendment for the following reasons:

- The Zoning Board of Adjustment has issued two rulings that provide clarity to the current definition
- The ZBA rulings are being litigated and the Planning Board believes that it is prudent to wait until the courts issue a decision on these cases before consideration of an amendment to the current definition
- The proposed petitioned amendment would eliminate direct health and safety oversight of student residences currently provided by an affiliation with an institution

BUSINESS MEETING VOTING

ARTICLES TEN THROUGH TWENTY-FIVE

Article Ten: 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 Selectboard.

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.

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 Eleven: 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 Twelve: 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 \$32,180, equal to one-half of the Land Use Change Tax revenue from the fiscal year 2015-2016 (total of \$64,360) 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 \$22,110, prior to action on this or any other article on this warrant.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Thirteen: Distribution of Revenue into the Conservation Fund

Mirroring the action in the preceding warrant article, this article distributes one-half of the fiscal year 2015-2016 Land Use Change Tax revenue (\$32,180) 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 \$274,673, prior to action on this or any other article on this warrant.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Fourteen: 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 2015-2016 totaling \$34,700 into the Municipal Transportation Improvement Fund. The current unencumbered balance in this Fund is roughly \$11,149, prior to action on this or any other article on this warrant.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Fifteen: 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 \$1,174,418 into various Capital Reserve Funds. All of these actions are taken as part of the recommended budget for fiscal year 2017-2018. 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 Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Sixteen: 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 few years, 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 \$1,153,300 from the specified Capital Reserve Funds for purchases of equipment and vehicles, or for other stipulated purposes of the Fund.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Seventeen: Withdrawal from Municipal Transportation Improvement Fund

Funds totaling \$73,055 are proposed to be withdrawn from the fund in FY 2017-18 for: 1) partial funding for construction of a sidewalk segment on the south side of Lebanon Street between Storrs Road and the entrance to the Tanzi Tract (\$64,400) and, 2) for replacement of the chain link gate with

a traffic diverter at the entrance to the Dresden Road neighborhood on the easterly end of the Richmond Middle School southern access driveway (\$8,655).

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Articles Eighteen, Nineteen and Twenty: Contracts with Public Works, Police and Fire Union Employees

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 Police Department by Local 27 of the New England Police Benevolent Association (NEPBA), and the Fire Department by Local 3288 of the International Association of Fire Fighters (IAFF).

This year, the Town reached agreement with AFSCME, IAFF, and NEPBA on two year collective bargaining agreements for the period beginning July 1, 2017 and ending June 30, 2019, subject to voter approval. The proposed contracts include a 1% cost-of-living adjustment in year one and year two, and authorize the Town to transition from a weekly to a bi-weekly payroll as a long-term cost savings measure.

Increased health insurance costs loomed large at the bargaining table this year, as did upcoming increases to the Town's contributions to the New Hampshire Retirement System (NHRS) (as mandated by state law). Premiums for each of the Town's health plan options (Point of Service, HMO, and High Deductible) will increase by 12.5% effective July 1, 2017. The Town's NHRS contributions are slated to increase by 1.85% for Group I employees, 11.56% for Group II (Police), and 9.36% for Group II (Fire), starting July 1st.

The parties ultimately agreed to keep the current health plan cost share structure and the current HMO plan "driver," i.e., the plan the Town references to budget for health insurance each year and to credit employees who purchase insurance under the Town's flexible benefit plan. We gave serious consideration to again changing the plan driver in order to lower premiums, but the fact is that the Town just recently changed its plan driver (from Point of Service to HMO), effective July 1st of last year. That change substantially reduced the Town's annual contribution to employee health insurance by requiring employees to shoulder more of the annual premium and increasing their out of pocket costs for prescription drugs and doctor visits.

It should be noted that the proposed contracts include language authorizing the Town to re-open and re-negotiate the entire wage and benefit package in the event that FY 2018-19 health insurance premiums are to increase by 10% or more. Both the Town and its employees recognize that double digit premium increases are not sustainable, and that the health insurance market remains highly volatile.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Twenty-One: Proposed Municipal Budget for Fiscal Year 2017-2018

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 2017-2018.

Appropriation for the Proposed Municipal Budget for FY 2017-2018	\$23,872,364
Appropriation for Payment into Various Capital Reserve Funds (Warrant Article #15)	\$1,174,418
Appropriation for Purchases to be Funded from Withdrawals from Various Capital Reserve Funds (Warrant Article #16)	\$1,153,300
Appropriation for Purchases to be Funded from Municipal Transportation Improvements Fund (Warrant Article #17)	\$73,055
Contract with Police Union Employees (Warrant Article #18)	\$39,824
Contract with Public Works Union Employees (Warrant Article #19)	\$43,774
Contract with Fire Union Employees (Warrant Article #20)	\$25,982
Grand Total of All Funds – See Budget Overview on page 64)	\$26,382,717

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Twenty-Two: Conservation Easement for 14 Acre South Esker Natural Area

Permanently protecting the 14 acre South Esker Natural Area means that the use will be limited to conservation and low impact recreation. The South Esker Natural Area was acquired in 1971 and the Town’s acquisition costs for the Property were provided by the Hanover Conservancy’s predecessor, Hanover Conservation Council, and a federal matching grant. The granting of conservation easements by towns and municipalities was not a common land protection practice in 1971.

Consistent with the recommendation in the *Open Space Priorities Plan* and *Master Plan* that the Town work with a land trust to devise a conservation easement to permanently protect each Town-owned conservation parcel, the Town has begun work with the Hanover Conservancy, a local nonprofit conservation organization founded in 1961. The purpose of this article is to replace the current private enforcement rights for the Restrictions with a permanent conservation easement held by the Hanover Conservancy. This will assure the permanent protection of the Property and the effective management and enforcement of the general intentions of the Granting Deed. The granting of a Conservation Easement will also provide for preparing appropriate baseline documentation for the Property, examining existing land management policies, and focusing public attention on this important natural and recreational resource very close to the downtown area of Hanover. The Conservation Commission, the Selectboard, and the Hanover Conservancy will jointly approve both the Management Plan and the conservation easement.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Twenty-Three: “Ready for 100 Action” Campaign

The goal of the “Ready for 100 Action” campaign is to commit Hanover to use 100% renewable energy. The campaign targets three energy sectors: electric power, heating, and transportation. The goal is to move to 100% renewable electric power by 2030 and to have 100% renewable heating and transportation by 2050, focusing on the municipal, institutional, commercial and residential sectors.

These are ambitious but achievable goals, even with existing and emerging technology. Studies out of Stanford University have outlined a path for each state to reach this goal. The biggest impediment is political will and that is the target of this campaign.

The warrant article was developed by a partnership of Sustainable Hanover, Sierra Club, and other local energy committees. It is based on Sierra Club's nationwide "Ready for 100 Action" campaign. At this time twenty-five cities, including San Diego and Salt Lake City, have already adopted ambitious 100% clean energy goals and six cities in the U.S. have already hit their targets.

The targets for residential users are voluntary. We hope the town can set an example and also create the infrastructure that will help Hanover residents move to renewable energy. This would include creating community solar opportunities, offering incentives for electric vehicles, and planning future building codes to embrace the latest energy efficiency innovations.

There are no specific costs tied to this proposal. Instead it establishes a framework for future growth that emphasizes sustainability and energy efficiency. The town will be tasked with balancing energy innovation with fiscal responsibility. As the prices of solar and wind continue to decrease and the costs of fossil fuels become increasingly volatile, the sustainable and the fiscally-responsible paths will merge.

As the largest energy user in the town, the college has an outsized role in achieving these goals. They are also reassessing their long-term energy needs and the preliminary outline of their goals is consistent with this article.

The campaign began in early 2016 but it has gained increased relevance with the changes in Washington. The responsibility for progress on climate and energy has now moved to the local level. While towns like Hanover are in the forefront, more conservative communities like St. Petersburg Florida, Abita Louisiana, and Pueblo Colorado are also committing to a goal of 100% renewable energy. The stakes are high but the momentum is building. It is time to make a statement.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Twenty-Four: Modification of Wilder Dam Operations and Mitigation Fund Creation

The Wilder Hydroelectric Dam is currently in the process of seeking its Federal Energy Regulatory Commission (FERC) license renewal. The Hanover Conservation Commission is seeking approval of the resolution to request a modification in the current dam operations to reduce the fluctuation in the river level in order to reduce bank erosion. In addition, the resolution proposes the establishment of a mitigation fund to reimburse towns for the repair and stabilization of damaged river bank in order to restore eroding river or stream banks. Many communities along the Connecticut River upstream of the Wilder Dam have experienced significant shoreline erosion and undermining of riverfront road bed as a result of the continual raising and lowering of the river level depending on flow and electricity generation needs. Traditionally the dam operator has not been as responsive to the repair needs of property owners as communities would like to see, hence the request to establish a mitigation fund.

The Selectboard voted 4-0 with one member absent to support this warrant article during the Pre-Town Meeting public hearing held on April 3, 2017.

Article Twenty-Five: Other Items

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

APPENDIX A

Full Text of Proposed Amendments to the Hanover Zoning Ordinance, Reflecting the Actions of the Hanover Planning Board at Public Hearings Held on February 7 and March 7, 2017

(text proposed to be amended is shown *in bold italic* and ~~deletions are crossed-out.~~)

Full Text of Article Two, Amendment No. 1:

Amend Section 302 Definitions

dwelling, one-family

A single residential building containing a *only one principal* dwelling unit ~~designed for and intended to be occupied occupancy by only one family~~

dwelling, two-family

A single residential building ~~designed for or occupied by only two families, each family living independently of the other in a separate~~ *containing only two* dwelling unit ~~units~~

dwelling, multi-family

A single residential building ~~designed for or occupied occupancy by three or more families, each family living independently in a separate dwelling unit~~ *containing three or more dwelling units*

dwelling, seasonal

A one-family dwelling ~~occupied by owners or lessees intermittently for not more than a total of 183 days~~ *that is unoccupied at least 182 days* in any 365 day period, including, but not limited to, a vacation home, summer cottage, or hunting ~~or and~~ fishing camp

dwelling unit

A single room or group of connected rooms constituting a separate and independent housekeeping establishment for occupancy by ~~one or more persons~~, **an individual or a family**, physically separated from any other rooms or dwelling units that may be in the same structure and containing independent and dedicated cooking, sanitary, and sleeping facilities, including prefabricated and modular units that meet all pertinent building code standards and excluding ~~manufactured housing and~~ housing for transient occupancy such as a motel, hotel, tourist home, or rooming house

dwelling unit, owner-occupied

A dwelling unit that is the actual and primary residence of ~~the~~ **its** owner, who is ~~regularly~~ *continuously* present ~~at~~ *in* the dwelling unit

Full Text of Article Three, Amendment No. 2

Amend Table 405.7

405.7 General Residence (GR)

B. Uses are permitted only if all area and dimensional requirements in the table below are met.

Permitted uses:

1. One-family dwelling
2. Two-family dwelling
3. PRD, which may include multi-family dwelling, in GR-3 and GR-4 only
4. Use accessory to permitted use

Uses allowed by special exception:

1. Child day care agency
2. Church
3. Continuing care retirement community (CCRC)
4. Essential service
5. Forestry
6. Government use: limited to public safety, education, recreation, service

- 7. ~~Hotel in GR-4 only, limited to hotel with 50 guest accommodations, served by public water and sewer, located north of Lot 1 on Assessor's Map 8~~
- 7. 8. Multi-family dwelling
- 8. 9. Parking and ride facility on a lot that fronts on a state-numbered highway
- 9. ~~10.~~ Passenger station
- 10. ~~11.~~ PRD, in GR-1 and GR-2 only
- 11. ~~12.~~ Private club
- 12. ~~13.~~ Produce stand
- 13. ~~14.~~ Recreation, outdoor
- 14. ~~15.~~ Residential institution
- 15. ~~16.~~ Use accessory to special exception

C. Area and dimensions (for Class description see Section 509):

- (1) Minimum lot dimensions:

District and Class		Minimum lot area	Area per additional family	Minimum frontage ¹	Minimum front setback	Minimum side setback	Minimum rear setback
GR-1	Class 1	10,000 sf	5,000 sf	80 feet	30 feet ²	15 feet	20 feet
	Class 2	15,000 sf	10,000 sf	125 feet	30 feet ²	15 feet	30 feet
GR-2	Class 1	10,000 sf	3,000 sf for second family; 2,000 sf each additional family	80 feet	20 feet ²	10 feet	20 feet
GR-3	Class 1	21,780 sf	21,780 sf	80 feet	20 feet	10 feet	20 feet
GR-4	Class 1	5,000 sf	5,000 sf	60 feet	25 feet	15 feet	20 feet

¹For lots on the turnaround portion of cul-de-sacs, see Section 503.2.

²For lots in West End Neighborhood overlay district, see Section 406.2.

- (2) Maximum building height: 35 feet, except that maximum building height for a PRD in GR-4 may be increased to 45 feet subject to the limitations stated in Section 903.2 B(3); or as specified in Section 505.1.
- (3) Maximum building footprint and lot coverage:
 - a. For lots of 30,000 square feet or less, building footprint may not exceed 25% and lot coverage may not exceed 50%.
 - b. For lots of more than 30,000 square feet and GR properties fronting on West Wheelock Street or South Park Street the building footprint may not exceed 35% and lot coverage may not exceed 65%.
- (4) ~~For hotels in GR-4, the following area and dimensional standards apply instead of the above:~~
 - (1) ~~Minimum lot area: 10 acres~~
 - (2) ~~Minimum frontage: 200 feet~~
 - (3) ~~Minimum front, side, and rear setbacks: 50 feet~~
 - (4) ~~Maximum height: 35 feet~~
 - (5) ~~Floor area ratio: 0.2~~

Full Text of Article Four, Amendment No. 3

Amend Section 302 Definitions

sawmill

Structure for the milling of lumber and forest produce

~~Woodmilling operations or forest produce production in structures, provided they are not within 200 feet of any property line and provided that outdoor storage shall not be located within the required front setback or within 50 feet of any property line~~

sawmill, temporary

Equipment for the milling of lumber and forest produce that is not contained in a structure and may be moved from one location to another

~~Mobile woodmilling operations, not necessarily in structures, providing that no saw or other noisy equipment shall be operated within 50 feet of any highway or for more than 14 days of any calendar year within 300 feet of any residence. Such temporary sawmill may be limited as to hours of operation and duration of use.~~

Modify 611 Sawmill operations

611.1 A sawmill may not be located within 200 feet of any property line. Any outdoor storage associated with a sawmill ~~operation~~ may not be located within the required front setback or within 50 feet of any property line.

611.2 A temporary sawmill ~~operations, not necessarily in structures, may be allowed provided that no saw or other noisy equipment is~~ **may not be** operated within 50 feet of any highway or for more than 14 days of any calendar year within 300 feet of any residence. ~~Any such~~ **The operation of a** temporary sawmill ~~operation~~ may be limited as to hours of operation and duration of use.

Full Text of Article Five, Amendment No. 4

Amend Section 302 Definitions

~~continuing care retirement community~~

~~A community for the elderly which includes a contract for lifetime care of residents; a CCRC shall have common facilities, including licensed intermediate and skilled nursing facilities primarily for and adequate to meet the needs of the residents, and other services which are not accessory to other permitted uses; the community and all of its facilities shall be under one ownership~~

hospital

A place for the diagnosis, treatment or care of human ailments, including sanitarium **and** clinic ~~nursing home, convalescent home~~

nursing home

A place of short-term or long-term residence providing nursing care for persons who are unable to perform all the activities of daily living without assistance

senior housing development

Group housing provided for the use of individuals who are 62 years of age or older and families of not more than two persons, one of whom is 62 years of age or older.

Modify 405.7 General Residence (GR)

B. Uses are permitted only if all area and dimensional requirements in the table below are met.

Permitted uses:

1. One-family dwelling
2. Two-family dwelling
3. PRD, which may include multi-family dwelling, in GR-3 and GR-4 only
- 4. Senior housing development, in GR-3 and GR-4 only**
5. Use accessory to permitted use

Uses allowed by special exception:

1. Child day care agency
2. Church
- ~~3. Continuing care retirement community (CCRC)~~
- 3. Convalescent home**
- 4. Nursing home**
5. Essential service
6. Forestry
7. Government use: limited to public safety, education, recreation, service
8. Hotel in GR-4 only, limited to hotel with 50 guest accommodations, served by public water and sewer, located north of Lot 1 on Assessor's Map 8
9. Multi-family dwelling
10. Parking and ride facility on a lot that fronts on a state-numbered highway
11. Passenger station
12. PRD, in GR-1 and GR-2 only
- 13. Senior housing development, in GR-1 and GR-2 only**
14. Private club
15. Produce stand
16. Recreation, outdoor
17. Residential institution
18. Use accessory to special exception

C. Area and dimensions (for Class description see Section 509):

(1) Minimum lot dimensions:

District and Class		Minimum lot area	Area per Additional family dwelling unit	Minimum frontage ¹	Minimum front setback	Minimum side setback	Minimum rear setback
GR-1	Class 1	10,000 sf	5,000 sf	80 feet	30 feet ²	15 feet	20 feet
	Class 2	15,000 sf	10,000 sf	125 feet	30 feet ²	15 feet	30 feet
GR-2	Class 1	10,000 sf	3,000 sf for second family dwelling unit; 2,000 sf each additional family dwelling unit	80 feet	20 feet ²	10 feet	20 feet
GR-3	Class 1	21,780 sf	21,780 sf	80 feet	20 feet	10 feet	20 feet
GR-4	Class 1	5,000 sf	5,000 sf	60 feet	25 feet	15 feet	20 feet

¹For lots on the turnaround portion of cul-de-sacs, see Section 503.2.

²For lots in West End Neighborhood overlay district, see Section 406.2.

- (2) Maximum building height: 35 feet, except that maximum building height for a PRD in GR-4 may be increased to 45 feet subject to the limitations stated in Section 903.2 B(34); or as specified in Section 505.1.
- (3) Maximum building footprint and lot coverage:
 - c. For lots of 30,000 square feet or less, building footprint may not exceed 25% and lot coverage may not exceed 50%.
 - d. For lots of more than 30,000 square feet and GR properties fronting on West Wheelock Street or South Park Street the building footprint may not exceed 35% and lot coverage may not exceed 65%.
- (4) For hotels in GR-4, the following area and dimensional standards apply instead of the above:
 - (6) Minimum lot area: 10 acres
 - (7) Minimum frontage: 200 feet
 - (8) Minimum front, side, and rear setbacks: 50 feet
 - (9) Maximum height: 35 feet
 - (10) Floor area ratio: 0.2
- (5) ***For senior housing development – each assisted living bedroom shall be counted as one dwelling unit for the purposes of determining the minimum lot area and area per additional dwelling unit in (1) above.***

Modify 904

904 ~~Continuing care retirement community~~ ***Senior housing development***

904.1 The objectives of a ~~continuing care retirement community (CCRC)~~ ***senior housing development*** are to allow a more useful and flexible pattern of retirement and elderly housing so as to promote the most appropriate use of land for this purpose; to facilitate economical and efficient provisions of public services; to allow land use patterns that preserve trees, outstanding natural topography and geological features, and prevent soil erosion; and to preserve the natural and scenic qualities of the open land in the Town for conservation and recreation.

904.2 A senior housing development must comply with the design requirements of the Architectural Barrier-free Design Code for the State of New Hampshire, as amended, and must be licensed as may be required by appropriate state agencies.

904.3 A senior housing development may include recreational amenities and support services for independent living; such additional facilities as may be required for the health, wellness, and convenience of residents; assisted living for individuals unable to perform the activities of daily living without assistance; and skilled nursing services. Where communal services are provided in a shared space, private living quarters may not have all the facilities of a dwelling unit.

904. ~~24~~ A ~~CCRC subdivision~~ ***senior housing development*** must conform to the following area and setback requirements:

- A. The minimum area of land may not be less than 50 acres.
- B. Minimum setbacks for a ~~CCRC~~: ***senior housing development CCRC are as set forth in dimensional tables in Article IV for the perimeter of the lot.***
 - (1) ~~All structures in the CCRC must be set back from a public street existing at the time of initial application not less than 100 feet.~~
 - (2) ~~All buildings and parking in the CCRC must be set back from abutting property lot lines existing at the time of initial application not less than 100 feet.~~
- C. Within the ***senior housing development CCRC*** the setback requirements set forth in dimensional tables in Article IV do not apply. ~~and there are no fixed setback requirements for zoning purposes. The distances between buildings and distances between buildings and streets within the CCRC are determined under the Hanover Subdivision Regulations.~~

~~904.3 A CCRC subdivision must conform to the following dimensional and density requirements:~~

- ~~A. The maximum number of dwelling units may not exceed five units per acre in any district in which a CCRC is allowed.~~
- ~~B. There must be a minimum of 100 dwelling units, and the maximum number of dwelling units may not exceed 250 units. A unit used for staff dwelling is counted as a dwelling unit.~~
- ~~C. If any portion of a lot is located in a zoning district where a CCRC is not an allowable use, then such a lot area cannot be used to calculate density.~~

904.45 A *senior housing development* ~~CCRC subdivision~~ is subject to the following requirements:

- A. ~~All dwelling units~~ *The development* must be connected to the municipal sewer system and the Town's central water system.
- ~~B. Five or more residential buildings are required and may be interconnected by a covered walkway.~~
- B. A minimum of 35 percent of the area must be retained for open space and outdoor recreational activities.
- C. Open space must be protected from development unless otherwise permitted by the Planning Board. In addition, the Planning Board may require that all or some of the open space is protected by means such as by conveyance of the land or a conservation easement to a government entity, conservation organization or homeowner's association approved by the Planning Board. If a conservation easement is used to restrict development, it must prohibit activities that would diminish the open space benefit or function.

Full Text of Article Six, Amendment No. 5

Amend Table 405.4

405.4 Residence and Office (RO)

B. Uses:

Permitted uses:

1. One-family dwelling
2. Two-family dwelling
3. Multi-family dwelling
4. Mixed office and one-family, two-family, or multi-family dwelling
5. Professional office, pursuant to Section 510.1
6. Use accessory to permitted use

Uses allowed by special exception:

1. Child day care agency
2. Church
3. Essential service
4. Governmental use limited to: public safety, education, recreation, service
5. Private club
6. Produce stand
7. Recreation, outdoor
8. Residential institution
9. Restaurant containing no more than 100 seats, only if located on a lot any portion of which lies within 100 feet of the street line of Lyme Road
10. Retail sales, only if located on a lot any portion of which lies within 100 feet of Lyme Road
- ~~11. Student residence~~
11. Use accessory to special exception

Full Text of Article Seven, Amendment No. 6

Amend 302 Definitions

affordable housing

Housing for which the occupant(s), whether owner or tenant, *having a family income of less than 120 percent of the area median household income as published by the US Department of Housing and Urban Development (USHUD) for Grafton County.* ~~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.~~

affordable senior housing

Group housing provided for the use of individuals who are 62 years of age or older and families of not more than two persons, one of whom is 62 years of age or older and having a family income of less than 120 percent of the area median household income as published by the US Department of Housing and Urban Development (USHUD) for Grafton County.

senior housing development

Group housing provided for the use of individuals who are 62 years of age or older and families of not more than two persons, one of whom is 62 years of age or older.

520 Affordable housing

520.1 A major subdivision, open space subdivision, a multi-family residential development, *senior housing development* or a planned residential development may include, as a density bonus, more than the number of lots or dwelling units allowed by this Ordinance when a portion of those lots or units is permanently affordable.

- A. The density bonus, or increase in the number of additional lots or dwelling units, may not be greater than 20 percent of the number of lots or dwelling units as *otherwise* allowed by this Ordinance.
- B. The word "lot" in this section includes any subsequent development of a lot so that the lot and all fixed improvements on the lot comply with the applicable affordability standards set forth below.
- C. The calculation of the number of additional lots or units allowed is:
 - (1) For each two lots or units designated affordable at the 120 percent median family income (MFI) level, the developer will be entitled to one additional lot or unit with no affordability restrictions.
 - (2) For each lot or unit designated affordable at the 80 percent MFI level, the developer will be entitled to one additional lot or unit with no affordability restrictions.
 - (3) For each lot or unit designated affordable at the 50 percent MFI level, the developer will be entitled to two additional lots or units with no affordability restrictions.
 - (4) In cases where the above calculation results in a number of additional lots or dwelling units that is a fraction, the number will be rounded down to the nearest lesser integer.
- D. The minimum area and frontage of each lot may be reduced from those areas and lengths specified in this Ordinance in direct proportion, not to exceed 20 percent, to the increase in the number of lots permitted in a major or open space subdivision as allowed by this section.
- E. All lot dimensional requirements for front, side, and rear setbacks and building height and all parking space allowance requirements are as required by this Ordinance.
- F. *An affordable senior housing development must comply with the design requirements of the Architectural Barrier-free Design Code for the State of New Hampshire, as amended, and must be licensed as may be required by appropriate state agencies.*

520.2 *Sections 520.1A and 604 notwithstanding, in the RO district, affordable senior housing may be developed using a density bonus to increase the number of affordable senior housing units and may have more than one principal building on a single lot. The additional number of units may not be greater than 50 percent of the number of dwelling units otherwise allowed by this Ordinance. A development using this density bonus must reserve a minimum of 50 percent of their affordable units for low- and/or very-low-income households as defined by the USHUD.*

520.2 **3** Each lot or dwelling unit designated as affordable in the major subdivision, open space subdivision, multi-family residential development, or planned residential development must remain affordable in perpetuity.

- A. There will be a limitation of the resale price of the affordable lot or unit, and, in every transfer of the lot's or unit's ownership, a restriction of its resale to an income-eligible buyer, by means of a deed covenant or other suitable method specified in a legally enforceable document, applicable to the development and to each affordable lot or dwelling unit found by the Planning Board with the advice of the Hanover Affordable Housing Commission to be appropriate and effective for ensuring such perpetual affordability. In approving such lots or dwelling units, the Planning Board may specify that the applicant provide the means and methods sufficient, in the Planning Board's sole judgment, to guarantee continued affordability throughout the duration of the development.
- B. Such deed covenant or other legally enforceable document will specify that the Town of Hanover has legal right on its own volition, or through its duly designated agent, to monitor and ensure the continuing validity of such covenant or document and to renew or cause renewal of such covenant or document for the purpose of extending indefinitely and for as many times as necessary the continuing affordability of lots or dwelling units as originally approved by the Planning Board.

520.3 **4** For any developments claiming lots or additional units on the basis of affordability, the Hanover Affordable Housing Commission will assess the proposed affordability calculations and the proposed method of perpetual affordability conveyance and will provide the results of this assessment to the Planning Board prior to the submission by the developer to the Planning Board for approval of a development application.

520.4 **5** The occupancy of an affordable rental lot or dwelling unit and the ownership and occupancy of an affordable owner-occupied lot or dwelling unit will be restricted to those households that, at the time of initial occupancy and/or ownership, are certified to meet but not exceed the median family income level appropriate to the affordable lot's or unit's income-level designation.

520.5 **6** Because the density bonus is permitted for a development only as commensurate with the provision of affordable lots or dwelling units in that development as specified above, such lots or units will remain affordable for as long as the development remains legally in existence.

Modify:

405.4 Residence and Office (RO)

Uses:

Permitted uses:

- 1. One-family dwelling
- 2. Two-family dwelling
- 3. Multi-family dwelling
- 4. Mixed office and one-family, two-family or multi-family dwelling
- 5. *Affordable senior housing*
- 6. Professional office, pursuant to Section 510.1
- 7. Use accessory to permitted use

Uses allowed by special exception:

- 1. Child day care agency
- 2. Church
- 3. Essential service
- 4. Governmental use limited to: public safety, education, recreation, service
- 5. Private club
- 6. Produce stand
- 7. Recreation, outdoor
- 8. Residential institution
- 9. Restaurant containing no more than 100 seats, only if located on a lot any portion of which lies within 100 feet of the street line of Lyme Road
- 10. Retail sales, only if located on a lot any portion of which lies within 100 feet of Lyme Road
- 11. Student residence
- 12. Use accessory to special exception

Full Text of Article Eight, Amendment No. 7

702 Accessory dwelling unit

702.1 ~~Accessory dwelling units are allowed in certain situations to:~~

- ~~(1) Create new housing units while respecting the look and scale of one-family dwelling development;~~
- ~~(2) Support more efficient use of existing housing stock and infrastructure; and~~
- ~~(3) Increase the housing stock responding to changing family needs, smaller households, and moderately priced housing options.~~

702.1 ~~2~~ An accessory dwelling unit is allowed as a permitted use in *the D, RO, I, GR, an SR and RR* districts if all of the following criteria are met and *after* a zoning permit, confirming compliance with the criteria is issued by the Zoning Administrator *confirming compliance with all of the following criteria:*

- A. An accessory dwelling unit may be located on a lot in an SR district that is not less than 13,000 square feet in size, *only if*
 - (1) *one of the units on the lot* is owner-occupied, and
 - (2) ~~on which the existing principal structure~~ *on the lot* is a one-family dwelling.
- B. A lot may contain only one accessory dwelling unit, *and the accessory* ~~which~~ dwelling unit must be subsidiary to the principal dwelling unit on the lot.
- C. An accessory dwelling unit ~~must be contained within the principal building on the lot and must be designed to allow for incorporation into the principal dwelling unit. Internal access from the principal dwelling to the accessory dwelling unit must be provided. D~~
 - (1) may have not more than *two* ~~one~~-bedrooms,
 - (2) ~~may~~ *must* have a *gross* floor area of not less than 350 square feet and not more 1000 square feet, and
 - (3) must meet all applicable building and sanitation codes.
- D. ~~E.~~ An accessory dwelling unit *is* ~~may not~~ *to* be considered ~~to be~~ an additional dwelling unit for the purposes of determining minimum lot size.
- E. ~~F.~~ Parking adequate for the accessory dwelling unit must be provided on site pursuant to Article X.
- F. *All attached accessory dwelling units must be designed as follows:*
 - (1) *Only one entrance may be located on the side(s) of the principal dwelling facing the street(s), unless the principal dwelling contained additional entrances before the accessory dwelling unit was created.*
 - (2) *Fire escapes or exterior stairs for access to an upper-level accessory dwelling unit must not be located on a side(s) of the principal dwelling facing a street(s).*
 - (3) *Exterior finish materials, roof pitch, windows, and eaves must maintain the aesthetic continuity of the principal dwelling.*
- G. ~~There may be no exterior alteration, enlargement, or extension of the building that alters its character or appearance as a one-family residence, and any necessary additional entrances or exits must be located to the side or rear of the building.~~

702.2 An accessory dwelling unit is allowed as a permitted use in the RR district if a of the following criteria are met and a zoning permit, confirming compliance with the criteria, is issued by the Zoning Administrator:

- A. ~~A detached accessory dwelling unit may be located on a lot in the RR district that meets or exceeds the minimum lot size for the RR district, is owner-occupied, and on which the existing principal structure is a one-family dwelling.~~

- ~~B. The detached accessory dwelling unit must be subsidiary to the principal dwelling unit on the lot and must be contained in an accessory structure existing on May 8, 2007.~~
- ~~C. No more than one detached accessory dwelling unit may exist on a lot.~~
- ~~D. A detached accessory dwelling unit may contain not more than two bedrooms.~~
- ~~E. A detached accessory dwelling unit is not considered to be an additional dwelling unit for the purposes of determining minimum lot size.~~
- ~~F. Parking for the detached accessory dwelling unit must be provided on site pursuant to Article X, Off Street Parking.~~
- ~~G. Both the principal building and the detached accessory dwelling unit must be served by a single driveway.~~
- ~~H. A detached accessory dwelling unit must be contained in an accessory structure that conforms to all setback and height requirements for residential uses and meets all applicable building and sanitation codes.~~

G.A detached accessory dwelling unit must meet the following additional requirements:

- 1. The maximum height allowed is the lesser of 25 feet or the height of the principal dwelling.***
- 2. For conversion of an existing accessory structure,***
 - a. the accessory structure must conform to all setback requirements for residential uses,***
 - b. the detached accessory structure must be existing as of May 9, 2017,***
 - c. fire escapes or exterior stairs for access to an upper-level accessory dwelling unit must not be located on a side(s) of the accessory structure facing a street(s), and***
 - d. the exterior finish materials, roof pitch, windows, and eaves must maintain the aesthetic continuity of the existing accessory structure or the principal dwelling.***
- 3. For new construction,***
 - a. Only one entrance may be located on the side(s) facing the street(s). Fire escapes or exterior stairs for access to an upper-level accessory dwelling unit must not be located on the side(s) of the accessory dwelling unit facing the street(s).***
 - b. Any accessory dwelling unit must be set back at least three feet from the building front line of the principal building.***
 - c. The exterior finish materials, roof pitch, windows, and eaves must maintain the aesthetic continuity of the principal dwelling.***

Full Text of Article Nine, Amendment No. 8

Amend 302 Definitions

~~student residence, Institution district~~

~~A building designed for and occupied by students and operated in conjunction with another institutional use, which may include individual living units with social rooms and kitchen facilities for any number of students. This definition applies only to those student residences located within the I district~~

~~student residence, residential districts~~

~~A building designed for and occupied by students including social rooms and a limited number of kitchens, operated in conjunction with another institutional use, and located in a district in which residential use is permitted~~

student residence (Institutional District and where allowed as a permitted use or by special exception)

A building designed for residential student occupancy, which may include individual living units with social rooms and kitchen facilities for any number of students.

REPORT OF THE SELECTBOARD AND TOWN MANAGER

Enhancement of Community Recreation Resources

During 2016 the Town made progress on a number of recreation resource fronts, all designed to enhance the recreational experience for our residents and visitors.

- We began the year by opening the long-closed **Trescott Property** for public use in January and the property rapidly became a popular place to hike, snowshoe, cross country ski and mountain bike. Working very closely with the Town's Trails Committee, the Conservation Commission, the Hanover Conservancy and the Upper Valley Trails Alliance, trails were upgraded, new trail construction mapped out, informational kiosks designed and installed, interpretive signs designed and ordered for installation in spring of 2017 and parking areas prepared on Trescott and Dogford Roads.
- In May, Town Meeting voted to accept the donation of land from Dartmouth College just south of Champion Arena in the Sachem Field complex to enable the construction of a **skating rink addition to Champion Arena**. As a result of this vote, the Town is poised to assist the Champion Arena project if the project's supporters can raise sufficient funds to move forward, thereby significantly enhancing a facility that is already heavily utilized.
- Shortly after Town Meeting, Hanover entered into a License Agreement with the First Baptist Church of Etna to enable construction of a **new playground on Costello Field**. An energetic team of community volunteers came together in late summer to construct the playground which was quickly embraced by the community.
- Over the second half of 2016, the Town and Kendal negotiated a license agreement enabling the Town to take over management of the **84 Lyme Road** property (former home of the Chieftain Motel). Effective January 1, 2017 the property became the Town's to oversee, and the beachfront with docks and the upper meadow will be open to the public later this spring.
- Over the past six years, the Town has worked closely with The Trust for Public Land (TPL) and Dartmouth College to facilitate acquisition of the 173 acre **Hudson Farm** located just south of Trescott Road and adjacent to the Appalachian Trail corridor for permanent conservation. Aided by the Hanover Conservancy's fundraising expertise, TPL closed on the Hudson Farm on March 22, 2017.
- Throughout 2016, the Town worked closely with Dartmouth College and the Ford Sayre Nordic Skiing Program to design a potential **Nordic ski trail complex and a combined Ford Sayre Nordic skiing, Dartmouth and Town recreation facility at the base of Oak Hill**. While still in an early conceptual phase, this project represents a wonderful example of what happens when a number of local recreation entities jointly plan for the development of new facilities, including the Hanover Improvement Society, the Hanover and Dresden School Districts, Ford Sayre, Dartmouth and the Town of Hanover.

Sustainability Initiatives – “Ready for 100 Action”

Thanks to initial prompting by the Sierra Club of the Upper Valley and support from Sustainable Hanover, Hanover was tapped to become a “Ready for 100 Action” community by the national Sierra Club in 2016. Communities that join the initiative pledge to actively pursue 100% reliance on renewable sources of electricity by 2030 and on renewable sources of fuel for transportation and heating by 2050. A delegation of Town staff and Sustainable Hanover representatives attended the Sierra Club's first “Ready for 100” organizing conference in San Francisco in July 2016. Town staff and local volunteers continue to focus on the many ways the Town can implement “Ready for 100 Action,” beginning with the Town's commitment to moving our own public facilities to 100% reliance

on renewably generated electricity as quickly as possible, thereby setting an example for the rest of the community.

Fire Department Focused on Regional Operations

In early October, 2016, Dartmouth's Morton Hall dormitory erupted in flames, set off by a barbecue grill left burning on a small parapet outside a dorm room. The region-wide response by a dozen fire departments to this stubborn and very challenging four alarm fire demonstrated the immense value of regional fire operations and the Upper Valley's mutual aid system. With the arrival of Hanover Fire Chief Marty McMillan in 2014, the Hanover Fire Department began working more closely with area departments on training, equipment purchases and operational planning to insure that the region can support a well-coordinated regional fire and EMS response. In the event of a large scale fire, literally dozens of firefighters and multiple pieces of equipment are required to effectively respond. The Morton Hall fire demonstrated that need. Given that none of the communities in the region can adequately staff a major fire ground singlehandedly, it is imperative that our local fire departments work together effectively. Significant progress has been made on the regional fire department operations front over the past 36 months and Hanover has helped to lead this initiative together with the City of Lebanon and the Town of Hartford.

Arrival of New Town Department Heads

Fall of 2016 brought three new Department Heads to the management team, each replacing long-time staff who retired after many years of dedicated public service.

In the Assessing Department, Assessor Mike Ryan retired after 18 years with the Town in late July, seeing the Town through three revaluations and recovery from the 2008 recession. Long-time New Hampshire Assessor Dave McMullen joined the Town in early September, making the move from the City of Lebanon's Director of Assessing position. Dave brings tremendous depth and breadth in the NH assessing world and a focus on technology tools that will enhance the work of the Assessing Department. Dave has hit the ground running and has very quickly adapted to Hanover's somewhat unique assessing environment.

Over at the Howe Library, Mary White retired in August after almost ten years as Library Director. The Town sent her off with a wonderful celebration Howe-style, complete with a scale model of the Howe Library's "Little Free Library". No sooner had Mary moved on to retirement in Brattleboro than Rubi Simon arrived from several years serving as Library Director for the Fletcher Free Library in Burlington to take over leadership of the Howe. The staff and community have welcomed Rubi and her family with open arms, loving the new approach and depth of experience she brings to work directing a very busy and much loved local library institution. We all look forward to watching Rubi lead the Howe's ongoing commitment to excellence.

In early September Rob Houseman joined the Town management team as Hanover's new Planning and Zoning Director after a 20 year career as Planning and Zoning Director and Assistant Town Manager for Wolfeboro, NH. With previous experience in Durham wearing a similar hat, working in a Town-Gown environment is nothing new for Rob. Rob immediately began tackling a number of projects which had been placed on a back burner over the past few years and was quickly and warmly welcomed by the planning and zoning community. There is no lack of interesting issues facing the community on the planning and zoning front and Rob will have significant opportunities to lead the Planning Board and the town as we look to update the Master Plan, refine the Zoning Ordinance, plan for smart and sustainable future growth, seek land conservation opportunities and enhance infrastructure for non-vehicular use.

The FY 2017-2018 Budget

The proposed budget detail reflects a municipal tax rate increase of 1.85%, which would take the current municipal tax rate of \$4.69 per \$1,000 of property valuation to \$4.78. This translated to a 2.62% increase in the overall tax levy, requiring the raising of an additional \$247,548 in General Fund tax revenue and \$77,982 in Fire Fund revenue.

The combined totals for the seven funds included in the Proposed Budget for FY 2017-18 recommend expenditures of \$26,382,717 which is an increase of \$865,185 or 3.4% over the total appropriations approved for FY 2016-17. The overall increase is largely the result of an increase in the Town's health insurance premium combined with an increase in the State-mandated employer contributions municipalities must make to the NH Retirement System on behalf of qualifying employees.

Of this total appropriation, \$1,584,620 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, the utilization of these reserved funds does not impact the tax rate. The total capital reserve expenditure recommendations represent a \$281,945 or 21.6% increase over the FY 2016-17 Budget, reflecting an increase in the planned capital expenditures in the General, Parking, Fire and Water Funds offset by a substantial decrease in planned expenditures in the Water Reclamation Facility Fund.

Current Fiscal Climate

In last year's budget transmittal message, we indicated that "optimism and pessimism hang precariously in the balance," noting that we were observing mixed signals in the local, state and national economy. You know things are not good when you admit to nostalgia for the feeling we had last March given that we are now attempting to "settle into" the most baffling, disturbing, nasty and unstable period in national politics any of us has ever seen. With leadership at the top of the new Trump administration so vindictive, dysfunctional, inexperienced and unpredictable, we do not even want to venture a guess as to where the U.S. is headed – which makes it very difficult to stride boldly out to promote significant projects and to feel financially secure at the local level. Piling U.S. political instability, which represents uncharted waters for our international partners, on top of an increasingly unstable world does not bode well for any of the conditions we depend upon for well-being at the national, state or local level. Clearly, only time will tell but at this writing, instability and deep uncertainty rules.

Balanced economic growth, stock market stability, robust demand for U.S. products, reliable pricing for goods and services, low unemployment and consumer confidence – all are now very tough to predict owing to the seismic shift in Washington. Suffice it to say, we have no expectation relative to an injection of any, much less any additional, federal funding in the proposed budget before Town Meeting. In fact, we are very concerned that the Trump Administration's proposed devastating funding cuts to the EPA, USDA, HUD, HHS, DOT, and the NPS for programs that benefit Hanover and the Upper Valley region spell the end of many wonderful funding sources for local projects and programs that have made a difference in the Upper Valley. From local and regional climate change initiatives, in the affordable housing arena, around rural development, alternative transportation initiatives, land conservation efforts and critical social service programs like Medicaid, fuel assistance and Meals on Wheels, the proposed deep cuts and literal wiping out of programs will likely result in far fewer lives benefitted, fewer needs met and more individuals seeking local assistance at the local level. Nor are we heartened when the current Trump Administration indicates they simply want to downsize government and turn many more responsibilities over to state and local government. This is anything but good news when you live in a state that regularly dodges the notion of embracing new programs and growing services if new funding sources are required, particularly on the tax front. In essence, loss of federal programs will not result in replacement programs developed by a state that is

anything but innovative or generous, and so increasingly, people will have to do without. In short, prosperity does not appear to be on our horizon in the near term.

In addition, we host a very large academic institution which has to be concerned about the prospects for continuation of so many federal programs that benefit colleges and universities. And our neighboring community to the south hosts a major medical center which exhibits significant stress as a leadership change approaches and the federal healthcare funding environment remains at considerable risk. As Dartmouth and DHMC are healthy, our region is healthier. Deterioration of funding opportunities for academic research, loss of international connections and continued uncertainty in the healthcare marketplace and particularly around Medicaid funding will quickly trickle down and further unsettle the state and local level.

On the State front, the combination of a new Republican governor and a Republican dominated House and Senate does not generally bode well for local municipalities. Previously, a more fiscally conservative Republican majority in the NH Legislature was counter-balanced by a somewhat more liberal Democrat in the Governor's Office over the last biennium; this dynamic tended to reduce the *downshifting* of costly State responsibilities to the local level and the further reduction or elimination of State shared revenue. We have now lost our counterweight to fiscal conservatism in the Governor's Office and, interestingly, even the dominant Republican members of the legislature are displaying signs of deep fracture. Already in this legislative session, the new, more politically conservative legislature seems prone to consider bills that attempt to undermine local control, significantly reduce the size of state government, call into question the ability of local communities to govern themselves effectively, and defund programs on which our own community relies for both technical and financial support.

We should also anticipate more State downshifting in one of two ways over the next two years if the Governor's vow to reduce State agency budget requests by \$500 million is adopted by the Legislature: either via a reduction in the level of State services provided to municipalities; or by a reduction in funding for the agencies who are our partners in caring for our citizens. For example, Governor Sununu has promised to "push for a true accounting of our Medicaid program, so we can reconcile estimated Medicaid payments to actual costs" which we translate to mean that substantial cuts in Medicaid funding for critical human service programs and for healthcare providers are in our future. The Selectboard's meeting with Hanover's social service agency partners on February 6th, revealed some very troubled organizations, worried about future loss of funding from federal and state sources with Medicaid being their principal source of funding. The Governor's February 9th budget address also emphasized that all State agencies were being required to operate with no increase in funding over their 2016-17 funding levels, resulting in a \$500 million savings. The end result of flat lining the State budget is that State-funded services will likely be reduced or eliminated as agencies grapple with last year's funding levels – all of which generally spells reduced resources available for and to local communities and our citizens. And when State resources are reduced or eliminated, our citizens wash up on our local shores for relief, whether by seeking local welfare assistance or inundating local agencies with requests for assistance.

At the local level we have continued to see signs of positive economic activity and modest revenue growth but, given the potential for extreme instability at the national and international level as demonstrated by the first highly volatile three months of the Trump Administration, we simply cannot count on much of anything going forward as the reality of a new way of doing the nation's business takes hold. As such, we are reluctant to predict the future with any sort of confidence and can only point to the current conditions which have been positive up until this point. As of March 1st, motor vehicle registrations continue to be a strong and growing source of revenue, although some of that revenue is the return in popularity of the higher value but environmentally less friendly SUV. Residential and commercial construction activity points to a healthy local real estate environment. Dartmouth has several major construction projects in various phases of planning including the new

Irving Energy Institute, expansion of the Thayer School, a significant overhaul of the west campus, renovation and expansion of the Hopkins Center, and substantial updates to the campus heating system. Renovation of the Hood Museum is well underway. No retail vacancies exist in Downtown Hanover and the downtown rental market remains relatively robust. Spring will reveal whether or not the residential real estate market continues to lead the local economy but, in general, inventory remains very low and demand remains very strong.

The Town also continues to move forward on many positive initiatives in spite of the general pessimism, instability and challenges we worry about on the international, national and state front. On so many levels, taking care of those ‘here at home’ is the best thing we all can do given the general instability swirling around us.

- Over the past year we continued to refine our need for a Town-owned gymnasium which has led us to seek a joint facilities use agreement with the School District to maximize the use of the community’s three current gyms before we move forward to recommend construction of a fourth facility.
- We also continue to plan for a potential shared use recreational facility at the base of Oak Hill in conjunction with Dartmouth College, the Ford Sayre Nordic program and the Hanover Improvement Society that would provide a home for our space limited after-school program and our short summer camp program as parents clamor for expansion of both services. The alternative to this facility, if the gym joint use agreement cannot be finalized with the School District, is the construction of a Town gym addition to the Community Center or in conjunction with a shared Oak Hill facility.
- We continue to explore with Twin Pines Housing Trust the potential for a new, expanded Summer Park affordable housing complex on Lebanon Street. Sadly, the proposed elimination of many HUD programs to support affordable housing may prevent this project from moving forward but Town and Twin Pines staff shall continue to mull over the options.
- Town staff and the Bicycle and Pedestrian Committee continue to plan for implementation of sidewalk and bike path construction and to support all things bike and pedestrian.
- The Selectboard adopted a “Ready for 100 Action” resolution in conjunction with Sustainable Hanover and the Sierra Club of the Upper Valley, focusing on 100% renewable energy generated electricity by 2030 and elimination of fossil fuel use by 2050 – and Town staff have committed to moving forward aggressively to recommend energy efficiency initiatives in the context of measuring progress as we can afford to invest in new technology. Budgeting \$50,000 per year, Town staff is continuing to implement energy efficiency improvements in all Town facilities, from solar panels to low temperature heat pumps to LED lighting installation, window replacement, insulation upgrades, etc.
- On the regional front, the Town is working closely with Hartford, Norwich, Lebanon, Lyme, and Thetford around fire and EMS mutual aid, shared use of apparatus and equipment and joint training. DPW staff is also working with Hartford, Lebanon and Norwich on a potential regional household hazardous waste drop-off facility and regional composting options. In short, there is no shortage of local energy around worthwhile projects, in spite of the prevailing mood all around us.

In conclusion, we have real concern about the future of the U.S. economy given the frightening shift in Washington, and we anticipate more pressure on municipal bottom lines in NH as the state looks to offload expenditures. While we are certainly not abandoning all hope, we continue to take a very conservative approach in proposing a budget to the Town for consideration. This budget necessitates a tax rate increase of no more than 1.85%, largely driven by significant increases in our health insurance premium and in our employer mandated contributions to the NH Retirement System resulting from the System’s decision to lower their assumed rate of return from 7.75% to 7.25%. The budget proposes to

maintain step increases and to grant a 1.0% cost-of-living adjustment effective July 1, 2017 to insure we maintain our commitment to the Town's classification and compensation system while also recognizing that the impact of health insurance and retirement system contribution increases on total compensation seriously impacts the Town's ability to fund a more generous COLA. The proposed budget continues to avoid 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 2017-18 recommends appropriations totaling \$15,231,750, which represents an increase of \$738,881 or 5.1% over the appropriation for FY 2016-17. Taking into account the benefit of the growth in total assessed valuation (projected to be \$15 million) and netting out the General Fund's capital reserve expenditures totaling \$1,068,370 which are fully offset by the transfer in of revenue from various reserves, a General Fund tax rate increase of 1.85% is required to fund this budget, taking the tax rate from the current \$4.69 to \$4.78.

Revenue

1. The Proposed Budget assumes an estimated \$15 million increase in total assessed valuation which generates an additional \$70,350 at the current tax rates above the tax revenues budgeted for FY 2016-17.
2. We continue to be challenged in maximizing our short-term interest earnings in this climate of 3-month Treasury bill rates although the recent interest rate hikes have helped to nudge our revenue up somewhat. Still well down from the \$300,000 in revenue we generated prior to 2008, we do anticipate an increase of \$25,000 to \$60,000 for FY 2017-18.
3. NH Rooms and Meals tax revenues are budgeted to increase by \$38,000 based on what was allocated in the current fiscal year. Sadly, the Governor's budget does not reflect an increase in the percentage of Rooms and Meals tax revenue shared by the State with municipalities even though a legislatively-adopted formula requires the State to increase the municipal allocation on a biennial basis to bring the percentage allocated to municipalities to 40%. Once again, the State denies local taxpayers this revenue source, in spite of their earlier commitment to increase this source of shared revenue simply because it is not politically convenient for the State to get its own revenue house in order.
4. Certain non-tax revenues are projected to continue performing at a stronger level, specifically, the budget-to-budget increase for Building Permit revenue (\$50,000), cable franchise fees (\$12,000) and motor vehicle registrations (\$37,335). These increases are borne out by the level of actual activity in FY 2016-17.
5. The Proposed Budget reflects use of \$193,265 in Undesignated Fund Balance (UDFB) for four capital projects - replacement of the multi-purpose room floor in the Community Center due to an ongoing problem with buckling (\$44,000); replacement of the first floor windows in the Police Department as the current windows are not energy efficient and tend to literally fall out of their frames when opened (\$62,500); installation of a pedestrian crossing signal at the east side of the Lebanon and Park Street intersection to address pedestrian safety concerns (\$27,765); and construction of a sidewalk segment on Lebanon Street between Storrs Road and the entrance to the Tanzi Tract, also to address pedestrian concerns (\$59,000) leaving a projected June 30, 2018 balance of \$1,641,245, or 12% of General Fund expenditures from the most recently completed fiscal year.

Expenditures

1. In FY 2017-18, the total increase in General Fund Salaries and Benefits, reflects a year-to-year increase of 5.6%, representing an additional **\$576,518** of General Fund expenditures. This increase includes the impact of: 1) a \$189,017 or 8.5% increase in health insurance costs; 2) a \$68,403 or 7.8% increase in Group I and Group II Police employer mandated retirement contributions to the NH Retirement System; 3) regular 2% step increases effective on each employee's anniversary based on satisfactory performance; and a proposed 1.0% annual cost-of-living adjustment effective July 1, 2017. This line-item also reflects a recommendation to elevate a .60 part-time, benefits-eligible Technology Technician position in the IT Department to full-time to address the increase in work demands of this internal service department.
 - a) The NHRS required increase in employer contributions resulted from a recent actuarial assessment of the System's members which pointed to increased lifespans (hence an average increase in the pay-out per employee over time) and a late 2016 decision of the System's Board of Trustees to reduce the assumed rate of return on investments from the previous 7.75% down to 7.25% (lower returns spells the need for higher contribution rates to insure the plan is fully funded by 2038 as required by statute).
 - b) An additional .4 FTE for the Information Technology Technician position is budgeted, converting this position to full-time at a total increased cost of **\$35,500** including benefits. The Town has been very fortunate over the past 13 years to have benefitted from the services of retired Hanover Police Officer Gerry Macy who moved into a part-time role as the IT Department's Technology Technician position. IT Director Corey Stevens and Gerry Macy have made this configuration work but now that Gerry has decided to fully retire and leave New England, we recognize that we will likely need to replace him with a full-time individual. Finding a part-time employee with Gerry's expertise will likely be impossible and, given the additional workload stemming from our ever-increasing reliance on information technology, we are budgeting for a full-time position.
2. The Assessing Department's budget includes **\$10,000** toward the replacement of the current Computer Assisted Mass Appraisal (CAMA) system (Vision) with the significantly improved Patriot system. This amount will be combined with other encumbered resources to replace this critical tool which is often used by the general public and is important tool for the Assessing Department.
3. In the Howe Library budget the IT allocation increases by **\$11,700** to reflect the replacement of 28 computers in FY 2017-18. Every four years the majority of the public terminals are replaced as part of our capital replacement plan and FY 2017-18 includes this replacement. The last significant replacement of public computers was in 2014.
4. Discussions are currently underway between the School and Selectboards to design a joint use agreement for the municipal gymnasium spaces. Our Parks & Recreation offerings have been constrained by the lack of adequate indoor recreation spaces in Town. Town Meeting authorized the purchase of 44 and 46 Lebanon Street for the potential construction of a gymnasium addition to the Richard W. Black Community Center but before proposing construction of a fourth gym facility in town, town staff are hoping to maximize the use of the three gyms currently serving the Ray, Richmond and Hanover High Schools. An expense item of **\$40,000** has been budgeted in the Parks & Recreation operating budget for this possible program expansion to enable the Town to contribute to additional maintenance of the gyms resulting from a substantial increase in utilization. An offsetting transfer in from reserve funds is also budgeted.
5. Funds are budgeted (**\$12,000**), offset by the receipt of grant funds and donations, to initiate a Community Nursing Program in Hanover. A number of our neighboring communities are working

to establish Community Nursing programs in an effort to improve health services to seniors and to help insure that more of our seniors can successfully ‘age-in-place’ rather than be forced into congregate care as they age. Town staff has convened a working group of local representatives including parish nurses, social service agency staff, caregivers and seniors who would like to see this important public health function implemented in Hanover.

6. On the capital projects front, funds are budgeted for the replacement of the Town Hall membrane roof (**\$48,000**) which is leaking in several locations and for updating of the now 14 year old HVAC system in the Richard Black Community Center (**\$51,000**). While we look to replace the Town Hall roof we are also exploring the possibility of installing solar panels on the building, made possible by the steel frame substructure under the membrane. In addition, we are currently obtaining pricing to install ultra-low temperature heat pumps in each room in the Community Center which would prevent the need to replace the rooftop AC units and would help us to move in the direction of reducing our fossil fuel consumption. Both of these expenditures will be offset by transfers in from the building reserve.
7. FY 2017-18 sees the recommended replacement of two six wheel dump trucks with plows (**\$163,200 per vehicle**) and 1 of the Town’s 3 sidewalk tractors (**\$97,800**). All three of these vehicles are workhorses for the Department and the replacement is planned for in our Capital Improvements Plan (CIP).
8. In response to a request from residents on Lebanon Street from Storrs Road east to the entrance to the Tanzi Tract, the Selectboard requested that staff plan to construct a sidewalk segment to enhance pedestrian and school bus stop safety. The total cost for construction of this segment is **\$123,400**. In addition, staff requests funds in the amount of **\$8,655** for construction of an enhanced Dresden Road diverter and sidewalk segment to enable removal of the chain link gate currently installed to prevent cars from accessing the Richmond Middle School from Curtiss and Dresden Roads.
9. Funds are budgeted (**\$27,765**) to install a pedestrian-activated crosswalk signal on the east end of the Lebanon and Park Street intersection, in front of the Co-op Service Center to enable safe crossing for pedestrians at this location. This signal will enable the Town to eliminate the crosswalk at Carter and Lebanon Streets which does not allow pedestrians to cross safely given the volume and speed of traffic at this location.
10. Funds are budgeted (**\$10,000**) for the maintenance of 84 Lyme Road which the Town is now operating via license with Kendal at Hanover. This riverfront park location will involve some minor improvements to the parking and lawn areas on the top of the property to better enable visitors to park and enjoy the view as well as grading of the driveway down to the beachfront and installation and removal of the low profile dock every spring and fall.

Fire Fund

The proposed FY 2017-18 Budget recommends Fire Fund expenditures of \$3,443,112, representing an increase of \$143,732 or 4.4% over the FY 2016-17 appropriations. Of this amount, \$157,250 is funded from the Fire Equipment Capital Reserve with no resulting impact on the Fire District tax rate.

Funding for the Fire Department is substantially drawn from property taxes assessed to three different fire districts: Fire District #1 serviced by fire hydrants; Fire District #2 not serviced by fire hydrants and west of Moose Mountain; and Fire District #3 not serviced by fire hydrants and east of Moose Mountain. The costs related to the fire hydrant system are borne only by those taxpayers in Fire District #1; all other costs are shared equitably among the property valuation in Fire Districts #1 and

#2; and Fire District #3 pays one-half of the Fire District #2 rate in recognition of the delay in service delivery given their remote location.

The proposed Fire District tax levy for FY 2017-18 is projected to increase by 3.0% (or \$90,869; from \$3,014,000 to \$3,104,869). 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 would be a 1.86% tax rate increase to fund the proposed Fire Fund budget.

There are several items of note in the Proposed Fire Fund Budget:

1. In FY 2017-18, the total increase in Fire Fund Salaries and Benefits, reflects a year-to-year increase of 5.4%, representing an additional **\$113,701** of Fire Fund expenditures. This increase includes the impact of: 1) a \$27,988 or 7.8% increase in health insurance costs; 2) a \$62,676 or 12.3% increase in Group II Fire employer mandated retirement contributions to the NH Retirement System; 3) regular 2% step increases effective on each employee's anniversary based on satisfactory performance; and a proposed 1.0% annual cost-of-living adjustment effective July 1, 2017.
2. 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 2017-18 the Department will continue to place significant emphasis on regional training, regional fire and EMS response coordination, 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. In addition, the Department has stepped up its training and response readiness for water rescue and dive search and recovery.
3. 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 but Public Works and Fire have begun addressing the problem. In 2016 the rear of the building was reinsulated and re-sided and new egress windows were installed on the second floor. In 2017, the plan is to reinsulate and re-side the front of the building and to upgrade the windows to insure maximum energy efficiency at a cost of **\$47,750**. Reserve funds have been proposed to cover this cost.
4. In 2017, energy inefficient window AC units in the second floor living quarters are budgeted to be replaced with energy efficient mini-split heat pumps (**\$17,500**) to reduce the Department's reliance on natural gas heat. The mini-splits generate both heat and cooling. Reserve funds will cover this cost.
5. In 2017, 25 of the Department's portable radios are budgeted for replacement (**\$92,000**). Reserve funds will be utilized for this acquisition.
6. Due to the Department's focus on specialty response training and equipment, two trailers have been purchased (utilizing grant funds) for the storage of rural remote rescue and water response. The Department also hosts the Dartmouth hazardous materials response trailer. In the proposed budget, **\$23,000** is budgeted to construct a rear shed roof for storage of the trailers to reduce the impact of the elements.

Parking Fund

The Parking Fund budget for FY 2017-18 anticipates expenses and revenues of \$2,168,485 which is an increase of \$332,745 or 18.1% over the FY 2016-17 appropriation. The increase reflects a CIP expenditure totaling \$300,500 to replace the membrane surface on the upper two floors of the Parking Facility. This expenditure will be fully offset by a transfer in from the Parking Facility Capital Reserve Fund and the Operations Capital Reserve Fund. 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 and continue to be charged. In FY 2017-18 we also return to charging **\$16,707** to the Parking Fund to reflect the portion of the Assessing Department's Financial and Information Analyst position's salary and related benefits as a result of providing front office support to the parking operation.
2. Increased expenditures for health insurance (**\$10,249**) and the Group II NHRS contribution (**\$18,600**) reflect the need to pay full benefits for the Parking Division Supervisory Sergeant. Previously, Lt. Patrick O'Neill worked in a post-retirement capacity for no more than 32 hours per week which did not require the Town to continue to make a retirement contribution on his behalf. With Lt. O'Neill's move to a position with Dartmouth College in the summer of 2016, the Police Chief opted to begin a rotational supervisory opportunity for the Department's four Sergeants so that all of the supervisory staff could become better acquainted with the parking system. As such, we return to budgeting for full benefits and NHRS contributions for this position in the Parking Fund.
3. Funds to replace the Parking Division server (**\$8,000**) are budgeted as part of the IT Department's regularly scheduled replacement program.
4. Funds are also budgeted in FY 2017-18 (**\$300,500**) to replace the deck membrane on the upper two decks of the Parking Facility. The membrane surface protects the concrete parking decks from the ravages of weather and must be replaced on a fairly regular basis due to wear-and-tear caused by vehicles and exposure to the elements. The expenditure is fully offset by a transfer in from the Parking Facility CRF.

Highlights – Non-Tax Supported Funds

Ambulance Fund

The FY 2017-18 budget for the Ambulance Fund recommends expenditures of \$923,301, which amounts to an increase of \$36,430 or 4.1% above the FY 2016-17 Budget. No major capital purchases are anticipated in the proposed budget.

Per capita support for the provision of ambulance services to our participating communities is expected to increase from \$34.78 to \$35.86, an increase of 3.1%. Accordingly, Hanover's community contribution from the General Fund to the Ambulance Fund increases by 3.1% or \$8,574.

Town	FY2017 Contribution	Proposed FY2018 Contribution
Hanover	\$275,892	\$284,466
Lyme	\$ 59,686	\$ 61,541
Norwich	\$122,294	\$126,095
Totals	\$457,872	\$472,101

Water Reclamation Facility Fund

The recommended expenditures in the WRF Fund for FY 2017-18 are \$2,713,035 representing a decrease of \$460,653 or 14.5%. The decrease reflects the lack of a significant CIP project planned for the facility in 2017 after funding a \$350,000 grit removal system in 2016. There are no significant increases in expenditure or significant capital projects planned for the WRF in FY 2017-18.

Sewer usage fees are billed quarterly to customers and include a fixed capacity charge and a variable flow charge. We are proposing ~2.0% increase in the flow charges for sewer treatment services to provide funding for the proposed budget.

One issue we will be watching very closely is the status of the EPA’s position on nitrogen and phosphorus removal through the wastewater treatment process. The Town’s most recent NPDES permit, issued last year, requires Hanover to test for nitrogen and phosphorous which we believe is a precursor to the EPA requiring the Town to implement nitrogen and phosphorous removal technology as part of issuance of our next NPDES permit in four years. This removal technology can be very expensive and municipalities in both the Great Bay and Connecticut River watersheds have argued that the main contributor to nitrogen and phosphorous consists of “non-point sources” (storm drain and riverside run-off from private property, brooks and streams resulting from agricultural and residential use of fertilizers). Given the high cost of removal, very little nitrogen and phosphorous will be removed through implementation of WRF removal technology. The communities in the Great Bay are looking at over \$100 million in removal technology they are now mandated to install. Given the changes in the approach of the EPA signaled by the Trump Administration, it is anyone’s guess what position the agency will take on nitrogen and phosphorous removal going forward.

Water Utility Fund

The recommended expenditures in the Water Utility Fund for FY 2017-18 are \$1,903,034 which represents an increase of \$74,049 or 4.0%. Of the total, \$41,500 is proposed to be funded by the Water Utility capital reserve.

Since municipalizing 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.

In FY 2017-18, \$26,000 is budgeted to perform a breach analysis for Reservoir #3 as part of the Town’s dam safety program.

In addition, \$46,000 is recommended for expenditure from reserves for the Phase 2 replacement of the water treatment modules.

Town staff completed a water distribution system CIP analysis in 2016. The next step will be to develop a replacement schedule for older secondary distribution lines, ideally in conjunction with scheduled repaving. Water rates, which were raised in 2016 to generate additional revenue for capital replacement, will continue to be reviewed in 2017 with an eye toward increasing the Water Fund's undesignated fund balance, now at only 2.24% of total expenditures. A ~7.0% increase in the water utility rates has been assumed for this budget presentation. Beefing up the fund will enable the Town to set aside funding for a focused replacement plan.

HANOVER FINANCE COMMITTEE

Position Statement on Town of Hanover FY18 Proposed Budget

Summary:

During its public meeting on March 13, 2017, the Hanover Finance Committee (HFC) voted 3 to 2 to support the proposed FY18 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 1.86% and a tax levy increase of 2.62%. The final budget represents a lower tax rate increase than the original budget guideline cap of 2.5% set by the Selectboard in November, and demonstrates an effort on their part to constrain the impact of increases on Hanover taxpayers.

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. The historical pace of healthcare and retirement cost increases, coupled with contractually imposed wage and salary increases, has led to tax levies that have significantly outpaced inflationary benchmarks, which could present a hardship for those on a fixed income or whose income has grown at a more limited rate than taxes.

It should also be noted that the relatively lower increase in the tax rate was achieved in part through the use of the Undesignated Fund Balance for one-time expenses.

Minority Opinion:

The HFC minority sees the proposed Town budget as a continuation of excessive growth in Town spending. Over the past decade (FY07-17), the Town's tax levy has increased by 40% -- more than twice the rate of inflation of 19%. A key driver of the Town's excessive tax levy growth is employee wages and benefits, which have increased by 44% since FY07, significantly higher than either inflation or the national average for state and local government employees (the latter being 28% over that period). The proposed budget for FY18 would increase employee compensation by another 5.6%, well in excess of inflation of 1.8% and trends in state and local government employee compensation.

The minority recommends that the Town reject the proposed budget and adopt a total tax levy equal to last budget plus inflation of 1.8%. The minority further recommends that future contract agreements with Town employees keep total compensation growth at or below national averages.

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

Town of Hanover - Gross Appropriations Budget Overview

	2016-2017 Approved Budget	2017-2018 Proposed Budget	Incr/(Decr)	% Change
General Fund:				
General Government Administration	1,916,333	1,955,377	39,044	2.0%
Town Properties	843,017	970,524	127,507	15.1%
Police Department	2,654,472	2,437,962	(216,510)	-8.2%
Public Works	3,863,826	4,203,909	340,083	8.8%
Health and Social Services	364,899	384,742	19,843	5.4%
Parks and Recreation	946,338	1,053,591	107,253	11.3%
Libraries	1,200,880	1,255,764	54,884	4.6%
Conservation Commission	31,800	30,700	(1,100)	-3.5%
Unallocated - Pooled Expenditures	2,671,304	2,939,181	267,877	10.0%
Total General Fund	14,492,869	15,231,750	738,881	5.1%
Tax Supported Funds:				
General Fund	14,492,869	15,231,750	738,881	5.1%
Fire Fund	3,299,380	3,443,112	143,732	4.4%
Parking Operations*	1,835,740	2,168,485	332,745	18.1%
Total Expenditures-Tax Supptd. Funds	19,627,989	20,843,347	1,215,359	6.2%
Tax Subsidy	12,533,000	12,830,194	297,194	2.4%
Tax Ratio	63.85%	61.56%		
<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	3,173,688	2,713,035	(460,653)	-14.5%
Water Utility Fund	1,828,985	1,903,034	74,049	4.0%
Hanover Ambulance Services	886,871	923,301	36,430	4.1%
Total Non-Tax Funds	5,889,544	5,539,370	(350,174)	-5.9%
Grand Total Appropriations-All Funds	25,517,533	26,382,717	865,185	3.4%
Capital Projects Funded from Capital Reserve and Other Reserve Funds:				
General Fund	692,100	1,068,370	376,270	54.4%
Fire Fund	103,075	157,250	54,175	52.6%
Parking Operations	21,000	300,500	279,500	1331.0%
Water Reclamation Facility	459,500	17,000	(442,500)	-96.3%
Water Utility Fund	27,000	41,500	14,500	53.7%
Total from Reserve Funds for Capital Projects	1,302,675	1,584,620	281,945	21.6%
Grand Total All Funds <u>Less</u>				
Reserve Funded Capital Projects	24,214,858	24,798,097	583,240	2.4%

Town of Hanover Budget Departmental Summary

	<u>FY2014 Year- End Actuals</u>	<u>FY2015 Year- End Actuals</u>	<u>FY2016 Year- End Actuals</u>	<u>FY2017 Adopted Budget</u>	<u>FY2018 Proposed Budget</u>	<u>% Change FY17 Budget to FY18 Budget</u>	<u>\$ Change FY17 Budget to FY18 Budget</u>
<u>General Fund Revenues and Transfers from Reserve Funds</u>							
Administrative Svcs/Genl Govt	1,404,900	1,508,604	1,529,206	1,495,028	1,575,988	5.4%	80,960
Planning and Zoning	329,474	413,044	442,036	362,200	420,700	16.2%	58,500
Town Properties	204,533	119,520	99,442	61,895	122,500	97.9%	60,605
Police	556,042	563,751	1,092,791	826,265	588,341	-28.8%	(237,924)
Public Works	780,296	702,678	837,632	705,199	999,917	41.8%	294,718
Parks and Recreation	589,521	645,102	658,919	655,910	702,574	7.1%	46,664
Libraries	67,663	59,685	63,721	63,225	58,129	-8.1%	(5,096)
Conservation Commission	65,950	20,351	64,360	10,000	10,000	0.0%	-
Unallocated - Pooled Revenues	9,285,725	9,626,595	9,911,129	10,313,147	10,753,600	4.3%	440,453
Total General Fund Revenues/Tsfrs	13,284,104	13,659,330	14,699,236	14,492,869	15,231,750	5.1%	738,881
<u>General Fund Expenditures</u>							
Personnel Costs							
Administrative Svcs/Genl Govt	1,016,240	996,933	1,061,906	1,037,441	1,092,562	5.3%	55,121
Planning and Zoning	301,427	306,275	316,834	463,665	479,007	3.3%	15,342
Town Properties	236,851	246,098	258,796	270,401	278,592	3.0%	8,191
Police	1,956,127	1,994,258	1,841,953	2,164,801	2,248,716	3.9%	83,915
Public Works	1,500,940	1,540,389	1,556,252	1,705,017	1,727,497	1.3%	22,480
Health and Social Services	11,868	12,691	11,786	14,877	25,000	68.0%	10,123
Parks and Recreation	503,371	563,234	663,633	708,979	765,667	8.0%	56,688
Libraries	925,717	961,526	1,029,037	1,085,339	1,127,323	3.9%	41,984
Associated Employee Benefits	2,721,546	2,696,530	2,609,490	2,845,524	3,128,198	9.9%	282,674
Total Personnel	9,174,089	9,317,935	9,349,689	10,296,044	10,872,562	5.6%	576,518

Town of Hanover Budget Departmental Summary

	<u>FY2014 Year- End Actuals</u>	<u>FY2015 Year- End Actuals</u>	<u>FY2016 Year- End Actuals</u>	<u>FY2017 Adopted Budget</u>	<u>FY2018 Proposed Budget</u>	<u>% Change FY17 Budget to FY18 Budget</u>	<u>\$ Change FY17 Budget to FY18 Budget</u>
Non-Personnel Costs							
Administrative Svcs/Genl Govt	326,843	309,106	270,382	370,277	328,863	-11.2%	(41,414)
Planning and Zoning	60,057	60,079	38,457	44,950	54,945	22.2%	9,995
Town Properties	705,781	725,018	975,304	572,616	691,932	20.8%	119,316
Police	280,258	279,151	895,212	489,671	189,246	-61.4%	(300,425)
Public Works	2,033,093	2,104,838	1,818,257	2,158,809	2,476,412	14.7%	317,604
Health and Social Services	276,715	286,925	307,132	350,022	359,742	2.8%	9,720
Parks and Recreation	299,535	304,905	294,889	237,359	287,924	21.3%	50,565
Libraries	128,573	109,871	123,489	115,541	128,441	11.2%	12,900
Conservation Commission	73,127	25,570	76,645	31,800	30,700	-3.5%	(1,100)
Unallocated - Pooled Expenditures	(203,380)	(97,943)	(154,161)	(174,220)	(189,017)	8.5%	(14,797)
Total Non-Personnel	3,980,601	4,107,520	4,645,606	4,196,825	4,359,188	3.9%	162,364
Personnel and Non-Personnel							
Administrative Svcs/Genl Govt	1,343,083	1,306,039	1,332,288	1,407,718	1,421,425	1.0%	13,707
Planning and Zoning	361,483	366,354	355,292	508,615	533,952	5.0%	25,337
Town Properties	942,632	971,116	1,234,100	843,017	970,524	15.1%	127,507
Police	2,236,386	2,273,409	2,737,166	2,654,472	2,437,962	-8.2%	(216,510)
Public Works	3,534,033	3,645,226	3,374,509	3,863,826	4,203,909	8.8%	340,083
Health and Social Services	288,583	299,616	318,918	364,899	384,742	5.4%	19,843
Parks and Recreation	802,906	868,140	958,522	946,338	1,053,591	11.3%	107,253
Libraries	1,054,291	1,071,397	1,152,525	1,200,880	1,255,764	4.6%	54,884
Conservation Commission	73,127	25,570	76,645	31,800	30,700	-3.5%	(1,100)
Unallocated - Pooled Expenditures	2,518,166	2,598,587	2,455,329	2,671,304	2,939,181	10.0%	267,877
Total General Fund Expenditures	13,154,690	13,425,454	13,995,294	14,492,869	15,231,750	5.1%	738,881
General Fund Municipal Property Tax	8,665,194	8,931,903	9,215,611	9,434,000	9,640,325	2.2%	206,325
General Fund Tax Ratio	65.9%	66.5%	65.8%	65.1%	63.3%		

Percentage of General Fund Appropriations Paid for by Taxes

Town of Hanover Budget Departmental Summary

	<u>FY2014 Year- End Actuals</u>	<u>FY2015 Year- End Actuals</u>	<u>FY2016 Year- End Actuals</u>	<u>FY2017 Adopted Budget</u>	<u>FY2018 Proposed Budget</u>	<u>% Change FY17 Budget to FY18 Budget</u>	<u>\$ Change FY17 Budget to FY18 Budget</u>
<u>Special Funds Revenues</u>							
Fire Department	3,237,128	3,142,138	3,504,316	3,299,380	3,443,112	4.4%	143,732
Hanover Ambulance Services	807,065	709,457	840,720	886,871	923,301	4.1%	36,430
Water Reclamation Facility	2,697,037	2,557,805	2,745,653	3,173,688	2,713,035	-14.5%	(460,653)
Water Utility Fund	1,876,908	1,680,116	1,708,239	1,828,985	1,903,034	4.0%	74,049
Parking Operations	1,985,216	1,880,900	1,838,957	1,835,740	2,168,485	18.1%	332,745
Total Special Funds Revenues	10,603,355	9,970,415	10,637,886	11,024,664	11,150,967	1.1%	126,303
<u>Special Funds Expenditures</u>							
Personnel Costs							
Fire Department	1,873,608	1,863,072	2,180,153	2,105,156	2,218,857	5.4%	113,701
Hanover Ambulance Services	547,167	556,223	597,146	623,096	645,646	3.6%	22,550
Water Reclamation Facility	604,698	598,217	607,636	654,966	676,259	3.3%	21,293
Water Utility Fund	470,191	406,657	422,770	429,470	444,673	3.5%	15,203
Parking Operations	357,764	355,304	373,555	370,190	410,467	10.9%	40,277
Total Personnel	3,853,427	3,779,473	4,181,259	4,182,878	4,395,903	5.1%	213,024
Non-Personnel Costs							
Fire Department	1,331,905	1,279,066	1,314,997	1,194,224	1,224,256	2.5%	30,032
Hanover Ambulance Services	273,757	202,924	210,135	263,775	277,656	5.3%	13,881
Water Reclamation Facility	1,917,284	1,910,520	2,053,369	2,518,722	2,036,776	-19.1%	(481,946)
Water Utility Fund	1,641,966	1,420,186	1,395,078	1,399,515	1,458,360	4.2%	58,845
Parking Operations	1,532,850	1,492,571	1,461,321	1,465,550	1,758,018	20.0%	292,468
Total Non-Personnel	6,697,761	6,305,266	6,434,900	6,841,786	6,755,066	-1.3%	(86,720)

Town of Hanover Budget Departmental Summary

	<u>FY2014 Year-</u> <u>End Actuals</u>	<u>FY2015 Year-</u> <u>End Actuals</u>	<u>FY2016 Year-</u> <u>End Actuals</u>	<u>FY2017</u> <u>Adopted</u> <u>Budget</u>	<u>FY2018</u> <u>Proposed</u> <u>Budget</u>	<u>% Change</u> <u>FY17</u> <u>Budget to</u> <u>FY18</u> <u>Budget</u>	<u>\$ Change</u> <u>FY17 Budget</u> <u>to FY18</u> <u>Budget</u>
Personnel and Non-Personnel							
Fire Department	3,205,512	3,142,138	3,495,150	3,299,380	3,443,112	4.4%	143,732
Hanover Ambulance Services	820,924	759,147	807,281	886,871	923,301	4.1%	36,430
Water Reclamation Facility	2,521,982	2,508,737	2,661,004	3,173,688	2,713,035	-14.5%	(460,653)
Water Utility Fund	2,112,157	1,826,843	1,817,848	1,828,985	1,903,034	4.0%	74,049
Parking Operations	1,890,614	1,847,875	1,834,876	1,835,740	2,168,485	18.1%	332,745
Total Special Funds Expenditures	10,551,189	10,084,740	10,616,160	11,024,664	11,150,967	1.1%	126,303
Special Funds Tax Support							
Fire District Taxes	2,745,312	2,833,996	2,913,154	3,014,000	3,104,869	3.0%	90,869
Fire Fund Tax Ratio	85.6%	90.2%	83.3%	91.4%	90.2%		
<i>Percentage of Fire Fund Appropriations Paid for by Taxes</i>							
Parking District and Tax Increment							
Financing District Taxes	86,895	90,135	88,740	85,000	85,000	0.0%	-
Parking Fund Tax Ratio	4.6%	4.9%	4.8%	4.6%	3.9%		
<i>Percentage of Parking Fund Appropriations Paid for by Taxes</i>							

Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2016 Year- End Actuals</u>	<u>FY2018 Adopted Budget</u>	<u>FY2018 Proposed Budget</u>	<u>% Incr</u>	<u>\$ Incr</u>
<u>General Fund</u>					
<i>Sources</i>					
Property Taxes - Town Portion Only	9,215,611	9,434,000	9,640,325	2.2%	206,325
Motor Vehicle and Other Town Clerk Fees	1,403,388	1,374,965	1,415,300	2.9%	40,335
Charges for Services and Participant Fees	1,199,652	1,205,744	1,264,434	4.9%	58,690
State Appropriations and Federal and Other Grants	829,545	826,139	873,247	5.7%	47,108
Reserve Funds	958,385	515,525	875,655	69.9%	360,130
Planning & Zoning Permits and Fees	442,036	362,200	420,700	16.2%	58,500
PILT, Yield Tax, Cable Franchise Fee)	272,553	231,860	243,223	4.9%	11,363
Other Miscellaneous Income	339,245	230,436	145,601	-36.8%	(84,835)
Transfer from General Fund Undesignated Fund Balance	-	177,000	193,265	9.2%	16,265
Outside Project Revenue/Other Project Support	1,542	100,000	100,000	0.0%	-
Investment Income	37,279	35,000	60,000	71.4%	25,000
Total General Fund Sources	14,699,236	14,492,869	15,231,750	5.1%	738,881
<i>Uses (w/Allocation of Facilities, Fringe Benefits and Other Costs)</i>					
Public Works	4,381,057	4,792,859	5,213,238	8.8%	420,379
Police Department	3,708,469	3,685,954	3,547,451	-3.8%	(138,503)
General Town Government	2,483,626	2,720,102	2,861,111	5.2%	141,010
Libraries	1,889,615	1,844,041	1,936,529	5.0%	92,488
Parks & Recreation	1,532,528	1,449,913	1,673,420	15.4%	223,507
Total General Fund Uses	13,995,295	14,492,869	15,231,750	5.1%	738,881
<u>Fire Fund</u>					
<i>Sources</i>					
Fire District Taxes	2,913,154	3,014,000	3,104,869	3.0%	90,869
Transfer from Fire Fund Undesignated Fund Balance	216,154	60,100	157,250	161.6%	97,150
Hydrant Rentals (Pymts from Users of Private Hydrants)	82,220	85,888	90,112	4.9%	4,224
Charges for Services (e.g., Fire Alarms, Special Detail)	138,343	60,400	54,200	-10.3%	(6,200)
Payment in Lieu of Taxes (former Water Co. Taxes)	25,251	25,417	26,081	2.6%	664
Transfer from Fire Fund Capital Reserve Fund	106,346	42,975	-	-100.0%	(42,975)
Miscellaneous Income	22,849	10,600	10,600	0.0%	-
Total Fire Fund Sources	3,504,316	3,299,380	3,443,112	4.4%	143,732
<i>Uses</i>					
Salaries and Benefits	2,180,153	2,105,156	2,218,857	5.4%	113,701
Hydrant System Charges (transfer to Water Fund)	410,000	405,000	405,000	0.0%	-
Fire Suppression	365,582	373,956	365,247	-2.3%	(8,709)
Facilities Costs (Main and Etna Fire Stations)	69,417	133,521	141,271	5.8%	7,750
Fire Apparatus and Vehicle Replacement	408,554	203,190	235,090	15.7%	31,900
Administration	30,624	35,890	35,534	-1.0%	(356)
Hazardous Materials, Fire Prevention and Alarm Mtce.	13,890	21,352	20,798	-2.6%	(554)
Training and Professional Development	16,932	21,315	21,315	0.0%	-
Total Fire Fund Uses	3,495,150	3,299,380	3,443,112	4.4%	143,732

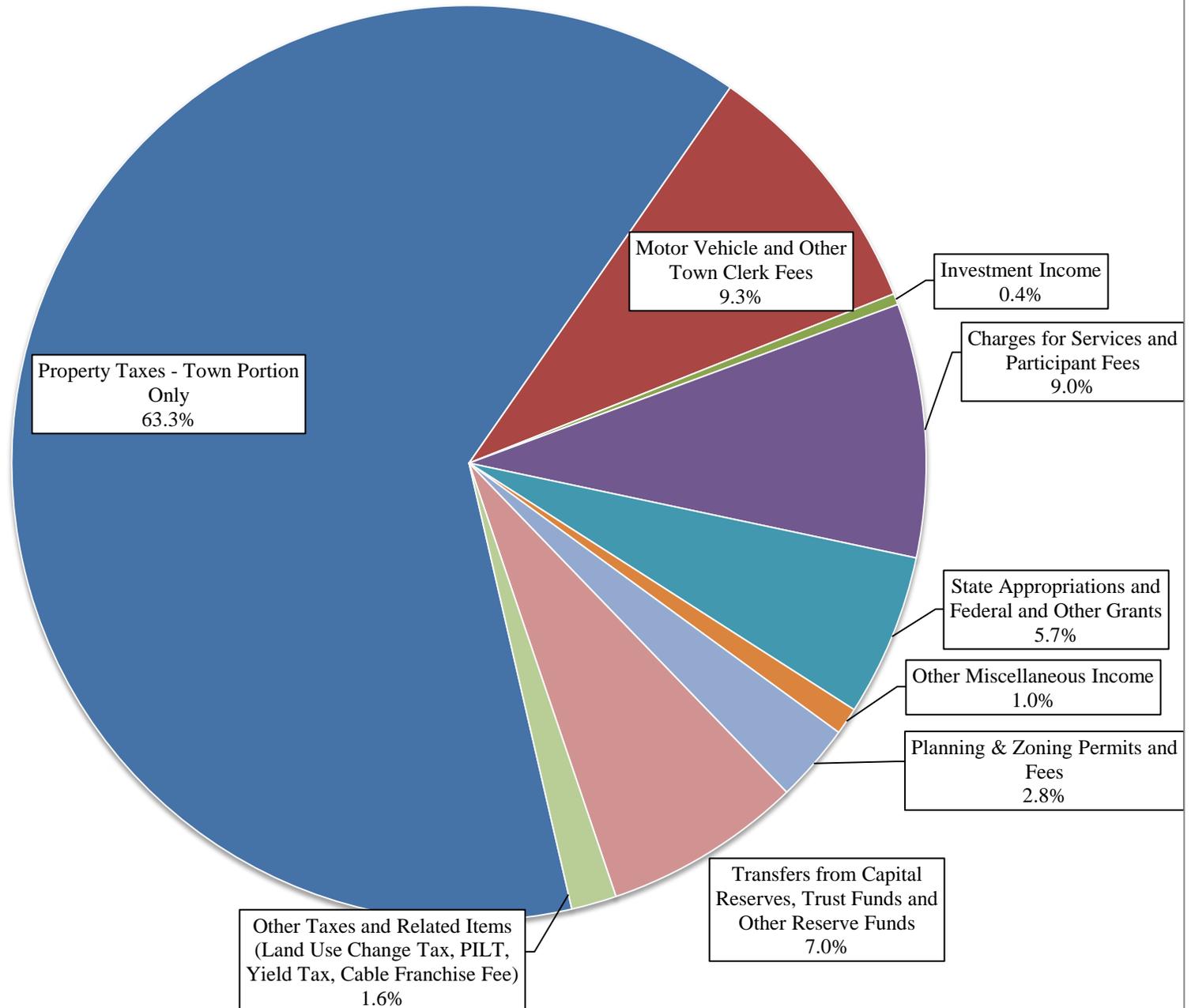
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2016 Year- End Actuals</u>	<u>FY2018 Adopted Budget</u>	<u>FY2018 Proposed Budget</u>	<u>% Incr</u>	<u>\$ Incr</u>
<u>Ambulance Fund</u>					
<i>Sources</i>					
Service Charges (net of uncollectibles)	428,992	422,800	435,000	2.9%	12,200
Community Per Capita Contributions	400,821	457,871	472,101	3.1%	14,230
Other Income	10,907	6,200	16,200	161.3%	10,000
Total Ambulance Fund Sources	840,720	886,871	923,301	4.1%	36,430
<i>Uses</i>					
Salaries and Benefits	597,146	623,096	645,646	3.6%	22,549
Administration (includes G&A Overhead Allocation)	120,977	163,774	170,950	4.4%	7,176
Ambulance and Rescue Apparatus Replacement	51,000	61,028	61,028	0.0%	(1)
Operational Equipment and Supplies	38,159	38,973	45,678	17.2%	6,705
Total Ambulance Fund Uses	807,281	886,871	923,301	4.1%	36,430
<u>Water Reclamation Facility (Sewer) Fund</u>					
<i>Sources</i>					
Sewer Usage Billings	2,338,746	2,445,598	2,465,000	0.8%	19,402
Other Income	11,554	10,500	10,500	0.0%	-
Outside Projects	4,500	50,000	50,000	0.0%	-
NH DES Grant-in-Aid	151,320	152,688	149,320	-2.2%	(3,368)
Sewer Connection Fees	43,874	27,402	21,215	-22.6%	(6,187)
Transfers from Capital Reserves	47,500	459,500	17,000	-96.3%	(442,500)
Transfer from WRF Fund Undesignated Fund Balance	148,159	28,000	-	-100.0%	(28,000)
Total WRF Fund Sources	2,745,653	3,173,688	2,713,035	-14.5%	(460,653)
<i>Uses</i>					
Plant Operations	1,158,470	1,251,578	1,217,302	-2.7%	(34,276)
Plant Improvements-Capital Investment, Debt Svc	893,313	1,217,144	769,475	-36.8%	(447,669)
Salaries and Benefits	607,636	654,966	676,259	3.3%	21,293
Outside Project Work	1,586	50,000	50,000	0.0%	-
Total WRF Fund Uses	2,661,004	3,173,688	2,713,035	-14.5%	(460,653)
<u>Water Utility Fund</u>					
<i>Sources</i>					
Water Customer Billings	1,605,110	1,725,185	1,784,734	3.5%	59,550
Outside Projects	5,245	50,000	50,000	0.0%	-
Transfers from Capital Reserves	77,500	27,000	41,500	53.7%	14,500
NH DES Grant-in-Aid	1,965	-	-	-	-
Water Connection Fees	8,465	15,300	15,300	0.0%	-
Other Income	9,954	11,500	11,500	0.0%	-
Total Water Fund Sources	1,708,239	1,828,985	1,903,034	4.0%	74,049
<i>Uses</i>					
Plant Improvements-Capital Investment, Debt Svc	1,056,519	1,000,551	1,015,052	1.4%	14,500
Plant Operations	494,469	475,357	516,546	8.7%	41,189
Salaries and Benefits	422,770	429,470	444,673	3.5%	15,203
Payment in Lieu of Taxes (former Water Co. Taxes)	262,144	273,607	276,762	1.2%	3,155
Outside Project Work	6,265	50,000	50,000	0.0%	-
Hydrant System Charges (transfer from Fire Fund)	(424,318)	(400,000)	(400,000)	0.0%	-
Total Water Fund Uses	1,817,848	1,828,985	1,903,034	4.0%	74,049

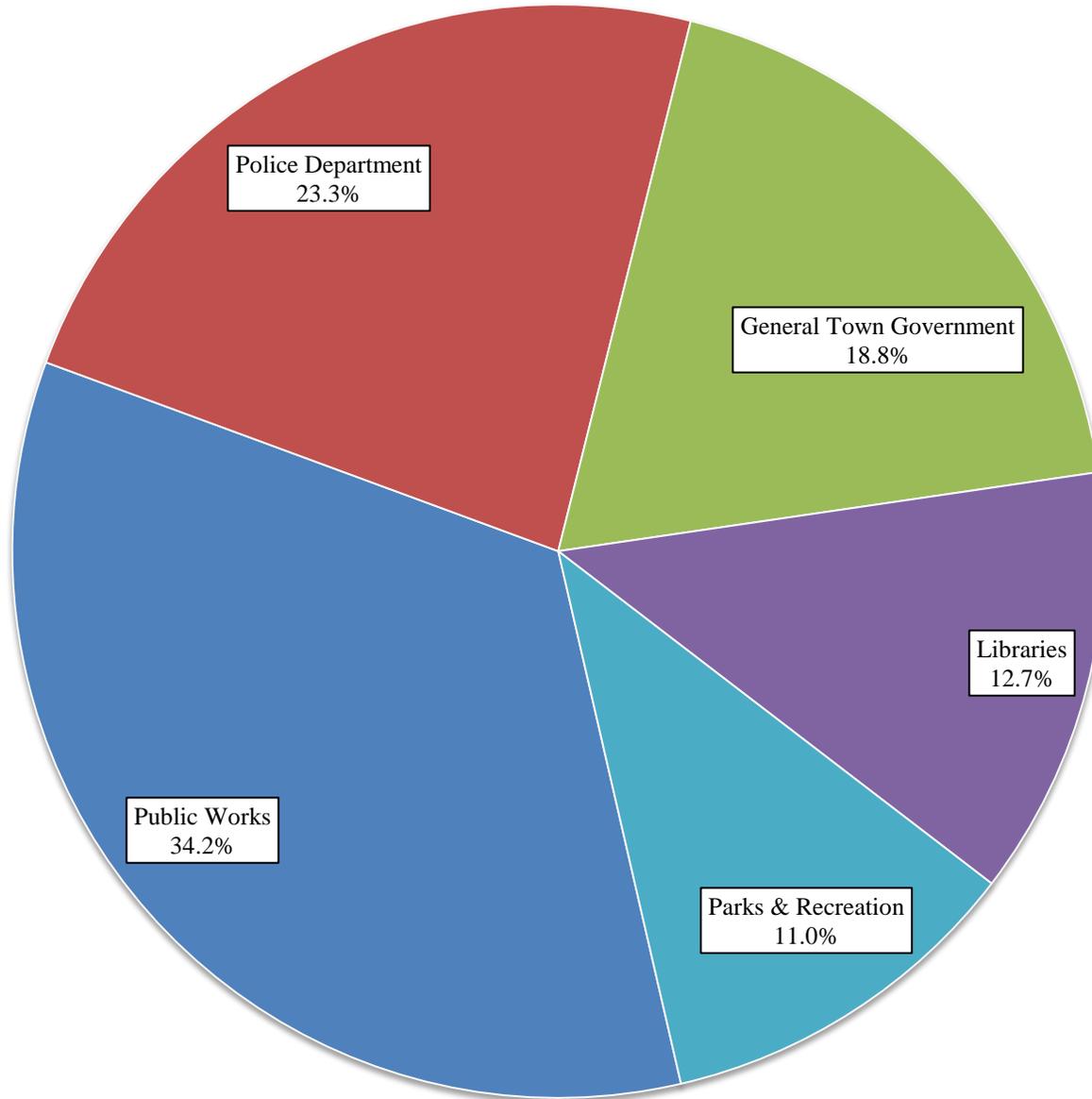
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2016 Year-</u> <u>End Actuals</u>	<u>FY2018</u> <u>Adopted Budget</u>	<u>FY2018</u> <u>Proposed</u> <u>Budget</u>	<u>% Incr</u>	<u>\$ Incr</u>
<u>Parking Fund</u>					
<i>Sources</i>					
Surface Lot and Street Metered and Permit Parking	813,116	805,700	829,700	3.0%	24,000
Parking Facility Permit, Leased and Short Term Parking	575,652	568,040	574,040	1.1%	6,000
Parking Fines	310,176	350,000	373,245	6.6%	23,245
Tax Increment Financing (TIF) District Levy	88,740	85,000	85,000	0.0%	-
Transfers from Capital Reserve Fund	44,000	21,000	300,500	1331.0%	279,500
Miscellaneous Revenues	7,273	6,000	6,000	0.0%	-
<i>Total Parking Fund Sources</i>	<u>1,838,957</u>	<u>1,835,740</u>	<u>2,168,485</u>	<u>18.1%</u>	<u>332,745</u>
<i>Uses</i>					
Parking Facility Capital Costs	471,636	446,474	713,662	59.8%	267,188
Salaries and Benefits	373,555	370,190	410,467	10.9%	40,277
Administration (includes G&A Overhead Allocation)	388,084	360,430	432,315	19.9%	71,885
Surface Lot and Street Parking Operating Costs	181,989	221,623	171,852	-22.5%	(49,771)
Advance Transit Shuttle Service, Municipal Contribution	234,020	238,701	243,234	1.9%	4,533
Parking Facility Operating Costs	165,591	163,322	176,955	8.3%	13,633
Surface Lot and Street Parking Capital Costs	20,000	35,000	20,000	-42.9%	(15,000)
<i>Total Parking Fund Uses</i>	<u>1,834,876</u>	<u>1,835,740</u>	<u>2,168,485</u>	<u>18.1%</u>	<u>332,745</u>

2017-18 Proposed Budget - Sources of General Fund Revenues



2017-18 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 2017 Tax Rate (4/1/17-3/31/18)				2016 Tax Rate (4/1/16-3/31/17)		
<u>Town Funds</u>		Estimated Net Valuation	Tax Levy	Rate	% Incr	Net Valuation	Tax Levy	Rate
General Municipal Tax Rate		2,018,222,200	9,640,325	4.78	1.85%	2,003,222,200	9,392,777	4.69
Fire District #1		1,470,648,275	2,351,313	1.60	1.27%	1,459,718,000	2,291,757	1.57
Fire District #2		533,746,052	743,920	1.39	1.46%	529,779,100	725,797	1.37
Fire District #3		13,827,873	9,636	0.70	1.47%	13,725,100	9,333	0.68
				<i>Combined Fire District #1</i>	6.38	1.84%		6.26
				<i>Combined Fire District #2</i>	6.17	1.82%		6.06
				<i>Combined Fire District #3</i>	5.47	1.93%		5.37

These tax rates are *ESTIMATES* only; the final tax rate will be set in early October 2017 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:

2017 Tax Year 6.32 1.86% 2016 Tax Year 6.20

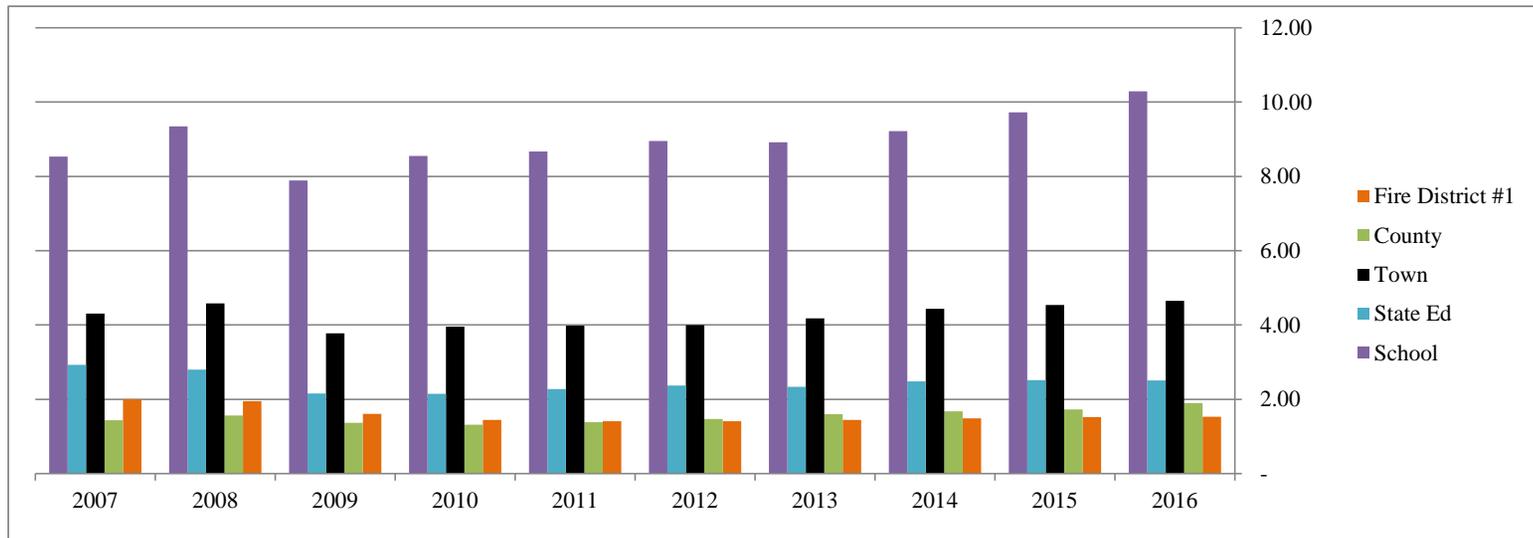
**Town of Hanover - Tax Rate History of Municipal, School and County Combined Tax Rates
Fire District #1 (Properties w/in Hydrant System)**

Tax Rate (per \$1,000 Taxable Valuation) Breakdown

Year	Town-wide Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Fire District				
					Town	#1	County	School	State Ed
2016	2,003,222,200	19,534,200	21.29	2.0%	4.69	1.57	2.01	10.40	2.62
2015	1,983,688,000	18,743,400	20.88	4.2%	4.65	1.53	1.90	10.29	2.51
2014	1,964,944,600	18,135,200	20.03	3.7%	4.54	1.52	1.73	9.72	2.52
2013	1,946,809,400	(45,211,100) (*)	19.31	4.4%	4.44	1.49	1.68	9.22	2.48
2012	1,992,020,500	17,255,400	18.49	1.6%	4.18	1.45	1.60	8.92	2.34
2011	1,974,765,100	10,142,900	18.20	2.7%	4.00	1.41	1.47	8.95	2.37
2010	1,964,622,200	27,281,600	17.73	1.7%	3.98	1.41	1.39	8.67	2.28
2009	1,937,340,600	38,747,400	17.43	3.7%	3.96	1.45	1.32	8.55	2.15
2008	1,898,593,200	366,842,500 (*)	16.81	-17.0%	3.78	1.61	1.37	7.89	2.16
2007	1,531,750,700	37,983,000 (+)	20.25	5.4%	4.58	1.95	1.57	9.35	2.80
2006	1,493,767,700	52,267,300	19.21	3.4%	4.31	2.00	1.44	8.53	2.93
2005	1,441,500,400	19,594,500	18.57	2.8%	3.76	1.92	1.51	8.44	2.94
2004	1,421,905,900	18,611,800	18.07	0.7%	3.64	1.78	1.47	7.83	3.35
2003	1,403,294,100	557,544,300 (*)	17.94	-36.3%	3.50	1.73	1.52	7.08	4.11
2002	845,749,800	22,401,000	28.16	3.2%	5.54	2.71	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 - Tax Rate History of Municipal, School and County Combined Tax Rates

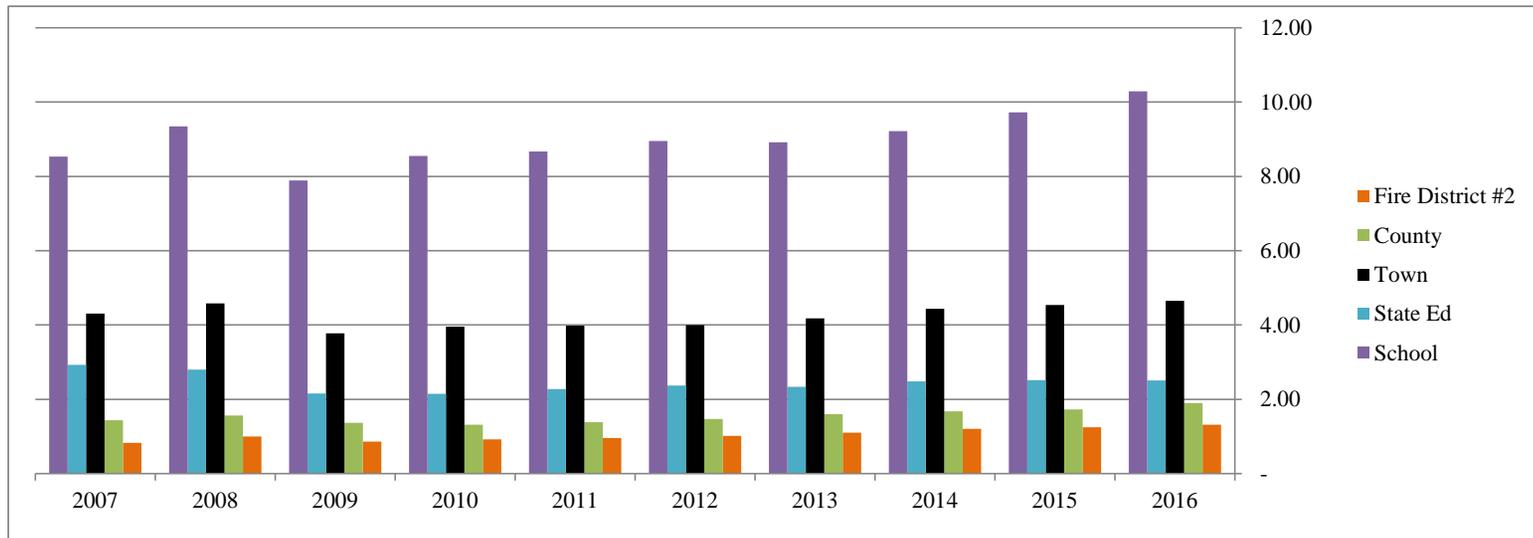
Fire District #2 (Properties w/o Hydrant-West of Moose Mtn)

Tax Rate (per \$1,000 Taxable Valuation) Breakdown

Year	Town-wide Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Fire District				
					Town	#2	County	School	State Ed
2016	2,003,222,200	19,534,200	21.09	2.0%	4.69	1.37	2.01	10.40	2.62
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	FY2018*
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	9,392,777	9,640,325
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	2,291,757	2,351,313
Fire District #2 (after reconfig)	-	-	439,400	454,872	489,481	513,593	547,120	590,077	624,160	646,904	692,487	725,797	743,920
Fire District #3 (after reconfig)	-	-	4,897	5,453	5,927	6,225	6,635	7,178	7,417	7,751	8,892	9,333	9,636
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	12,419,664	12,745,194
	<i>5.86%</i>	<i>15.91%</i>	<i>8.61%</i>	<i>2.65%</i>	<i>3.41%</i>	<i>1.52%</i>	<i>0.89%</i>	<i>5.38%</i>	<i>3.44%</i>	<i>3.17%</i>	<i>3.15%</i>	<i>2.40%</i>	<i>2.62%</i>
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	26,051,191	
	<i>3.28%</i>	<i>4.37%</i>	<i>8.72%</i>	<i>2.57%</i>	<i>8.64%</i>	<i>3.75%</i>	<i>4.12%</i>	<i>0.32%</i>	<i>1.50%</i>	<i>5.63%</i>	<i>5.67%</i>	<i>2.66%</i>	
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	4,028,704	
	<i>4.12%</i>	<i>-1.34%</i>	<i>11.86%</i>	<i>7.98%</i>	<i>-1.38%</i>	<i>6.71%</i>	<i>6.38%</i>	<i>9.58%</i>	<i>2.40%</i>	<i>3.95%</i>	<i>10.93%</i>	<i>7.03%</i>	
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	42,499,559	
	<i>4.09%</i>	<i>7.26%</i>	<i>8.93%</i>	<i>3.03%</i>	<i>6.17%</i>	<i>3.30%</i>	<i>3.33%</i>	<i>2.56%</i>	<i>2.16%</i>	<i>4.73%</i>	<i>5.37%</i>	<i>2.98%</i>	



INDEPENDENT AUDITORS' REPORT

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

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

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, 2016, 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.

Auditors' 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. 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 auditors' 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, 2016, 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 OPEB Funding Progress, the Schedule of Proportionate Share of Net Pension Liability, and the Schedule of Pension 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.

Melanson Heath

January 27, 2017

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, 2016.

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, liabilities, and deferred outflows/inflows of resources, with the difference 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 \$35,544,834 (i.e., net position), a change of \$1,582,080 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$5,953,049, a change of \$(133,657) in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$1,440,343, a change of \$170,143 in comparison to the prior year.
- Bonds payable at the close of the current fiscal year was \$15,365,552, a change of \$(1,252,390) 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 Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>
Current and other assets	\$ 30,106,724	\$ 28,092,740	\$ 3,304,162	\$ 2,899,724	\$ 33,410,886	\$ 30,992,464
Deferred outflows	2,024,346	1,087,676	125,659	75,738	2,150,005	1,163,414
Capital assets	<u>35,719,941</u>	<u>34,554,585</u>	<u>26,255,844</u>	<u>27,247,869</u>	<u>61,975,785</u>	<u>61,802,454</u>
Total assets	67,851,011	63,735,001	29,685,665	30,223,331	97,536,676	93,958,332
Current liabilities	19,365,073	17,488,694	2,246,471	1,708,597	21,611,544	19,197,291
Noncurrent liabilities	20,468,043	20,205,950	12,165,901	13,284,700	32,633,944	33,490,650
Deferred inflows	<u>7,588,751</u>	<u>7,151,399</u>	<u>157,603</u>	<u>156,248</u>	<u>7,746,354</u>	<u>7,307,637</u>
Total liabilities	47,421,867	44,846,033	14,569,975	15,149,545	61,991,842	59,995,578
Net position:						
Net investment in capital assets	32,483,519	30,888,042	13,972,064	13,976,184	46,455,583	44,864,226
Restricted	2,171,591	2,151,231	-	-	2,171,591	2,151,231
Unrestricted	<u>(14,225,966)</u>	<u>(14,150,305)</u>	<u>1,143,626</u>	<u>1,097,602</u>	<u>(13,082,340)</u>	<u>(13,052,703)</u>
Total net position	<u>\$ 20,429,144</u>	<u>\$ 18,888,968</u>	<u>\$ 15,115,690</u>	<u>\$ 15,073,786</u>	<u>\$ 35,544,834</u>	<u>\$ 33,962,754</u>

CHANGES IN NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2016	2015	2016	2015	2016	2015
Revenues:						
Program revenues:						
Charges for services	\$ 4,956,680	\$ 4,578,960	\$ 4,445,025	\$ 4,429,785	\$ 9,401,705	\$ 9,008,745
Operating grants and contributions	396,063	259,408	122,214	123,228	518,277	382,636
Capital grants and contributions	169,486	289,144	12,500	-	181,986	289,144
General revenues:						
Property taxes	12,008,034	11,728,750	-	-	12,008,034	11,728,750
Motor vehicle permit fees	1,481,692	1,405,499	-	-	1,481,692	1,405,499
Penalties and interest on taxes	305,221	246,545	-	-	305,221	246,545
Grants and contributions not restricted to specific programs	829,545	793,897	1,965	7,861	831,510	801,758
Investment income	46,476	19,667	2,727	97	49,203	19,764
Other	207,661	79,871	6,742	13,227	214,403	93,098
Total revenues	20,400,858	19,401,741	4,591,173	4,574,198	24,992,031	23,975,939
Expenses:						
General government	4,921,432	5,067,084	-	-	4,921,432	5,067,084
Public safety	7,562,336	7,773,508	-	-	7,562,336	7,773,508
Highway and streets	2,800,375	3,203,480	-	-	2,800,375	3,203,480
Sanitation	921,321	353,212	-	-	921,321	353,212
Health and human services	365,166	318,615	-	-	365,166	318,615
Culture and recreation	2,116,551	1,918,024	-	-	2,116,551	1,918,024
Interest on long-term debt	173,501	184,180	-	-	173,501	184,180
Water	-	-	1,628,085	1,705,194	1,628,085	1,705,194
Water reclamation	-	-	2,921,184	2,807,556	2,921,184	2,807,556
Total expenses	18,860,682	18,818,103	4,549,269	4,512,750	23,409,951	23,330,853
Change in net position before permanent fund contributions	1,540,176	583,638	41,904	61,448	1,582,080	645,086
Permanent fund contributions	-	319,439	-	-	-	319,439
Change in net position	1,540,176	903,077	41,904	61,448	1,582,080	964,525
Net position - beginning of year	18,888,968	17,985,891	15,073,786	15,012,338	33,962,754	32,998,229
Net position - end of year	\$ 20,429,144	\$ 18,888,968	\$ 15,115,690	\$ 15,073,786	\$ 35,544,834	\$ 33,962,754

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 \$35,544,834, a change of \$1,582,079 from the prior year.

The largest portion of net position, \$46,455,583, 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, \$2,171,591, 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 \$ 1,540,176. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ (204,239)
Fire fund activity	(164,084)
Parking fund activity	(33,719)
Nonmajor fund activity	268,385
Depreciation, which is not budgeted or funded, over principal maturities, a budgeted expense	(1,959,775)
Capital asset additions, net of disposals	3,370,130
Other	263,478
Total	<u>\$ 1,540,176</u>

Business-type activities. Business-type activities for the year resulted in a change in net position of \$41,904. Key elements of this change are as follows:

Water operations	\$ 427,407
Water reclamation operations	(385,503)
Total	<u>\$ 41,904</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 \$5,953,049, a change of \$133,657 in comparison to the prior year. Key elements of this change are as follows:

General fund operations	\$	(204,239)
Fire fund activity		(164,084)
Parking fund activity		(33,719)
Nonmajor fund activity		<u>268,385</u>
Total	\$	<u><u>(133,657)</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 \$1,440,343, while total fund balance was \$3,388,194. 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>6/30/16</u>	<u>6/30/15</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 1,440,343	\$ 1,447,200	\$ (6,857)	11.1%
Total fund balance	\$ 3,388,194	\$ 3,592,433	\$ (204,239)	26.1%

The total fund balance of the general fund changed by \$(204,239) during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	\$	356,825
Expenditures less than budget		423,732
Expenditures of prior year encumbrance over current year encumbrance		249,538
Change in capital reserves		(533,320)
Use of fund balance as a funding source		(551,800)
Excess of tax collections as compared to budget		<u>(149,214)</u>
Total	\$	<u><u>(204,239)</u></u>

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

	<u>6/30/16</u>	<u>6/30/15</u>	<u>Change</u>
Capital reserves	\$ <u>1,074,238</u>	\$ <u>1,607,558</u>	\$ <u>(533,320)</u>
Total	\$ <u><u>1,074,238</u></u>	\$ <u><u>1,607,558</u></u>	\$ <u><u>(533,320)</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 \$1,143,626.

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 \$61,975,785 (net of accumulated depreciation), a change of \$173,331 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	\$ 574,479
Transit Mobility Hub	\$ 543,761
DPW Salt Storage Shed	\$ 429,781
46 Lebanon Street Housing	\$ 297,520
2016 Ford Police Cruisers	\$ 291,794
Motorola Radio Console	\$ 246,000

Business-type Activities:

CAT Backhoe	\$ 133,000
Water Distribution System	\$ 67,421
Downing St Sewer Capital Improvements	\$ 66,060
CIP/ Down payment on Boiler	\$ 50,000

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 \$15,365,552, 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, 2016

	General	Fire Fund	Parking Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and short-term investments	\$ 23,231,488	\$ -	\$ -	\$ 559,519	\$ 23,791,007
Investments	-	-	-	329,273	329,273
Restricted cash	1,324,136	-	-	-	1,324,136
Receivables:					
Property taxes	4,260,929	-	-	-	4,260,929
User fees	12,187	1,180	-	70,516	83,883
Due from other funds	3,506,252	1,961,233	825,181	568,993	6,861,659
Other assets	271,543	-	-	1,316	272,859
TOTAL ASSETS	\$ 32,606,535	\$ 1,962,413	\$ 825,181	\$ 1,529,617	\$ 36,923,746
LIABILITIES					
Accounts payable	\$ 1,397,435	\$ 54,008	\$ 28,606	\$ 16,902	\$ 1,496,951
Accrued liabilities	300,668	-	-	-	300,668
Due to other governments	15,793,592	-	-	-	15,793,592
Tax refunds payable	185,679	-	-	-	185,679
Due to other funds	5,734,089	1,589,158	11,100	-	7,334,347
Deposits held in custody	-	-	-	3,956	3,956
Other liabilities	478,347	-	-	1,962	480,309
TOTAL LIABILITIES	23,889,810	1,643,166	39,706	22,820	25,595,502
DEFERRED INFLOWS OF RESOURCES	5,328,531	-	42,804	3,860	5,375,195
FUND BALANCES					
Nonspendable	252,234	-	-	329,273	581,507
Restricted	-	319,247	742,671	780,400	1,842,318
Committed	1,251,238	-	-	393,264	1,644,502
Assigned	444,379	-	-	-	444,379
Unassigned	1,440,343	-	-	-	1,440,343
TOTAL FUND BALANCES	3,388,194	319,247	742,671	1,502,937	5,953,049
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 32,606,535	\$ 1,962,413	\$ 825,181	\$ 1,529,617	\$ 36,923,746

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

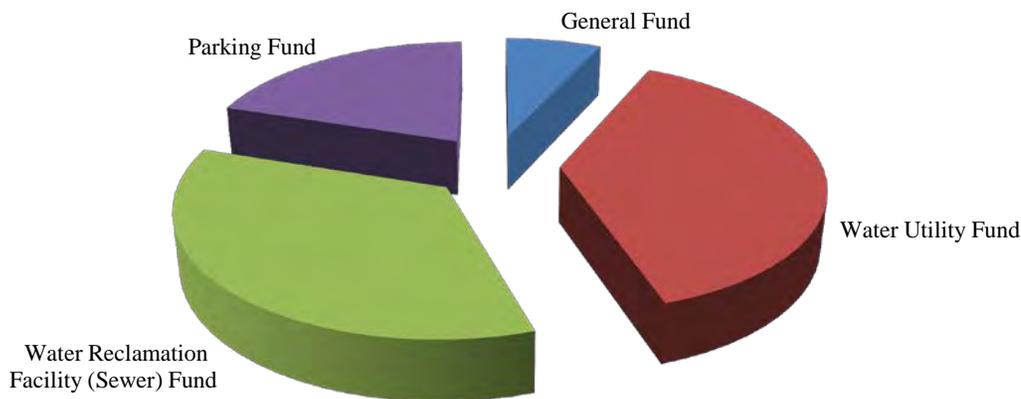
JUNE 30, 2016

Total governmental fund balances	\$ 5,953,049
▪ 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.	35,719,941
▪ Revenues are reported on the accrual basis of accounting and are not deferred until collection.	244,629
▪ In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	(80,191)
▪ Long-term liabilities, including bonds payable, capital leases, landfill closure, accrued compensated absences and net OPEB obligation are not due and payable in the current period and, therefore, are not reported in the governmental funds.	<u>(21,481,484)</u>
Net position of governmental activities	<u>\$ 20,429,144</u>

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

**Town of Hanover Statement of General Indebtedness FY 2015-16
Projected Debt Service Balances Due - including Principal and Interest**

		FY2015-16 Debt		FY2015-16 Debt	
	Matures	Balance Due @ 7/1/2015	Service Payments	Incurred or (Refinanced)	Balance Due @ 6/30/2016
General Fund					
2003 Community Center Bond	1/15/2023	\$ 704,214	\$ (100,614)	\$ -	\$ 603,600
2004 Dresden Note for HHS Property Option	8/15/2023	900,000	(100,000)	-	800,000
2012 Wide Format Plotter - Public Works	9/1/2016	4,088	(3,504)	-	584
2015 Telephone System Upgrade	2/1/2017	26,294	(16,607)	-	9,687
Total General Fund		\$ 1,634,596	\$ (220,725)	\$ -	\$ 1,413,871
Fire Fund					
2007 E-1 Aerial Tower - Fire Department	10/3/2015	42,236	(42,236)	-	-
Total Fire Fund		\$ 42,236	\$ (42,236)	\$ -	\$ -
Water Utility Fund					
2002 Hanover Water Works SRF#1071010	7/1/2021	2,132,953	(304,708)	-	1,828,245
2007 Hanover Water Works SRF#1071010-04	7/1/2027	5,927,194	(455,938)	-	5,471,256
2011 Citizens Loan Refinancing	7/15/2015	27,747	(27,747)	-	-
2013 Water Meter Replacement Project	10/14/2021	550,240	(78,606)	-	471,634
Total Water Utility Fund		\$ 8,638,134	\$ (866,998)	\$ -	\$ 7,771,136
Water Reclamation Facility (Sewer) Fund					
2008 Hanover Sewer Plant SRF#CS-330197-03	12/1/2027	2,396,962	(215,397)	-	2,181,566
2011 Dump Trailer (for sludge hauling)	7/15/2015	9,239	(9,239)	-	-
2013 Hanover Sewer Plant SRF#CS-333197-05	8/1/2026	889,334	(74,111)	-	815,223
2013 Hanover Sewer Plant SRF#CS-330197-04	7/1/2027	4,462,969	(343,305)	-	4,119,664
Total Water Reclamation Facility Fund		\$ 7,758,504	\$ (642,052)	\$ -	\$ 7,116,452
Parking Fund					
1999 Parking Facility Bond	1/15/2029	4,410,023	(324,336)	-	4,085,687
Total Parking Fund		\$ 4,410,023	\$ (324,336)	\$ -	\$ 4,085,687
Total Outstanding Indebtedness All Funds		\$ 22,483,493	\$ (2,096,346)	\$ -	\$ 20,387,146



Town of Hanover Trust Funds

	7/1/2015 Market Value Balance	Income Net of Mgmt Fees	Change in Market Value	Deposits	Withdrawals	Authorized but not yet Disbursed	6/30/2016 Market Value Balance
Common Trust Funds							
Cemeteries	\$ 169,268	\$ 4,246	\$ (4,744)	\$ -	\$ (4,573)	\$ -	\$ 164,197
Library	2,089	52	(59)	-	(56)	-	2,026
Residents in Need	319	8	(9)	-	(9)	-	309
Subtotal Common Trust Funds	\$ 171,676	\$ 4,306	\$ (4,812)	\$ -	\$ (4,638)	\$ -	\$ 166,532
Capital Reserve Funds							
Ambulance Equipment	\$ 198,820	\$ 618	\$ -	\$ 51,000	\$ -	\$ -	\$ 250,438
Bridge Replacement and Renovations	163,276	503	-	-	-	(130,000)	33,779
Building Maintenance and Improvements	37,220	134	-	438,883	(435,912)	(40,000)	325
Dispatch Center Eqpt. and Renovations	141,003	432	-	25,000	(90,000)	-	76,435
Fire Department Vehicle and Equipment	251,162	776	-	143,090	(216,154)	-	178,874
Highway Construction and Mtce. Eqpt.	40,616	326	-	95,000	(122,339)	(12,861)	742
Parking Vehicles and Facility Improvements	327,593	1,020	-	135,000	(44,000)	-	419,613
Police Vehicles and Equipment	244,228	747	-	103,000	(278,498)	(22,117)	47,360
Property Revaluation	13,110	40	-	-	-	-	13,150
Road Construction and Improvements	82,895	253	-	47,500	(130,000)	-	648
Sewer Eqpt. and Facilities Improvements	740,590	2,292	-	130,000	(47,500)	-	825,382
Municipal Transportation Improvement Fund	107,636	332	-	34,260	(44,434)	(44,920)	52,874
Water Treatment and Distrib Eqpt. & System	82,040	435	-	56,300	(77,500)	-	61,275
Subtotal Capital Reserve Funds	\$ 2,430,189	\$ 7,908	\$ -	\$ 1,259,033	\$ (1,486,337)	\$ (249,898)	\$ 1,960,895
Restricted Purpose Funds							
Bridgman Trust Fund (*)	\$ 1,330,269	\$ 32,581	\$ (35,882)	\$ -	\$ (40,000)	\$ -	\$ 1,286,968
Bruce Essay Prize (+)	1,517	38	(43)	-	-	-	1,512
Dagmar's Place Fund	16,736	415	(474)	-	(179)	-	16,498
Ernest B. Dana Trust	72,062	1,808	(2,020)	-	-	-	71,850
Dartmouth '58 Clock Maintenance Fund	1,883	6	-	-	-	-	1,889
Education of Persons with Disabilities Fd. (*)	100,309	414	-	60,000	(100,000)	-	60,723
Etna Library Expendable Fund	17,936	69	-	9,348	(6,734)	-	20,619
Adelaide Hardy Trust for Etna Library	40,183	1,008	(1,126)	-	-	-	40,065
Jeremiah Ice Hockey Fund (+)	7,908	198	(222)	-	-	-	7,884
Land & Capital Improvements Fund	61,921	189	-	10,000	(50,000)	-	22,110
Murphy Lamp of Learning Prize Fund (+)	6,383	160	(179)	-	-	-	6,364
Norris Dartmouth Cemetery Fund	1,060	3	-	-	-	-	1,063
Pleasant St. View and Slope Mtce. Fund	27,830	702	(760)	500	-	-	28,272
Recreation Camp Scholarship Fund	390	4	-	1,929	-	-	2,323
Rueb Photography Prize Fund (+)	14,214	354	(413)	-	(390)	-	13,765
Sawyer Trust Fund	16,813	422	(471)	-	(454)	-	16,310
School Building Maintenance Fund (*)	99,431	352	-	25,000	-	-	124,783
Sixth Grade Tuition Fund (*)	945	3	-	-	-	-	948
Frank B. and Edith R. Tenney Trust	58,892	1,472	(1,659)	-	(975)	-	57,730
Termination Benefits Fund	89,493	276	-	-	-	-	89,769
Welfare Assistance Fund	-	-	-	-	-	-	-
Wicker Fdn. Cemetery Improvements Fd.	1,986	6	-	-	-	-	1,992
Subtotal Restricted Purpose Funds	\$ 1,968,161	\$ 40,480	\$ (43,249)	\$ 106,777	\$ (198,732)	\$ -	\$ 1,873,437
<i>*Hanover School District Funds, +Dresden School District Funds</i>							
Grand Total Trust Funds	\$ 4,570,026	\$ 52,694	\$ (48,061)	\$ 1,365,810	\$ (1,689,707)	\$ (249,898)	\$ 4,000,864

**TOWN TREASURER'S REPORT
GENERAL FUND
for Fiscal Year 2016 (July 1, 2015 - June 30, 2016)**

General Fund Cash Balances at July 1, 2015	\$ 4,769,347
Plus: Receipts from all sources	58,241,776
Plus: Transfers from Investment Account	20,018,827
Plus: Interest earned	5,262
Plus: Change in Year-End Deposits in Transit	4,520,159
Less: Authorized Disbursements	(65,279,181)
Less: Transfers to Investment Account	(10,997,890)
General Fund Cash Balances at June 30, 2016	<u>\$ 11,278,300</u>

Investment Account Balance at July 1, 2015	\$ 12,002,494
Plus: Transfers from Operating Account	10,997,891
Plus: Interest earned	18,442
Less: Transfers to Operating Account	(20,018,827)
Investment Account Balance at June 30, 2016	<u>\$ 3,000,000</u>

NH PDIP(*) General Fund Balance at July 1, 2015	\$ 166,918
Plus: Transfers In	9,000,000
Plus: Interest earned	10,081
Less: Transfers out	(424,950)
NH PDIP General Fund Balance at June 30, 2016	<u>\$ 8,752,049</u>

Respectfully Submitted,
Patricia B. Coutermarsh
Town of Hanover Treasurer

(*) New Hampshire Public Deposit Investment Pool



Pat Coutermarsh, Town Treasurer, and Retired Police Lt. Patrick O'Neill

Tax Collector's Report for the Fiscal Year Ended June 30, 2016

	2015 Tax Year	2016 Tax Year
Uncollected Taxes at July 1, 2015		
Property Taxes	\$ 2,904,928	\$ -
Yield Taxes	44	-
Property Tax Credit Balances	(13,293)	-
Taxes Committed During Fiscal Year 2016		
Property Taxes	21,504,903	20,829,749
Land Use Change Taxes	37,780	26,580
Yield Taxes	431	26,538
Overpayments (to be Refunded)	14,023	2,430
Interest on Delinquent Taxes	59,122	-
	\$ 24,507,938	\$ 20,885,297
Collections During Fiscal Year 2016		
Property Taxes	\$ 24,222,882	\$ 16,865,028
Land Use Change Taxes	36,180	2,900
Yield Taxes	475	26,217
Liens Executed (Principal Only)	178,029	-
Property Tax Abatements	11,250	-
Interest on Delinquent Taxes	59,122	-
Uncollected Taxes at June 30, 2016		
Property Taxes	-	3,987,738
Land Use Change Taxes	-	25,280
Yield Taxes	-	321
Property Tax Credit Balances	-	(22,187)
	\$ 24,507,938	\$ 20,885,297

Summary of Tax Lien Amounts for the Fiscal Year Ended June 30, 2016

	Prior Years	2015 Tax Year
Unredeemed Liens July 1, 2015	\$ 251,445	\$ -
Liens Executed in Fiscal Year 2016 (incl. interest and fees)	-	194,756
Abatements of Unredeemed Liens	(15,802)	-
Redemptions Collected During FY2016	(141,430)	(41,379)
Unredeemed Liens June 30, 2016	\$ 94,213	\$ 153,377

2016 - Ten Largest Taxpayers

Trustees of Dartmouth College	\$ 7,159,159
Kendal at Hanover	\$ 1,392,743
South Street Downtown Holdings Inc.	\$ 409,159
Hypertherm Inc.	\$ 366,011
Red Barn Trust	\$ 262,207
Bayson Hanover Properties, LLC	\$ 231,468
Seven Lebanon Street, Inc.	\$ 227,309
The Sheridan Group, Inc.	\$ 220,656
Granite State Electric Company	\$ 190,305
Hanover Hospitality, LLC	\$ 177,503

REPORT OF THE TOWN CLERK

for Fiscal Year Ending June 30, 2016

MOTOR VEHICLE REGISTRATIONS:

7,529 Motor Vehicle Permits Issued July 1, 2015 - June 30, 2016	\$	1,345,222
Motor Vehicle Title Fees		2,678
Municipal Agent and Related Fees		42,966
Municipal Transportation Improvement Fund		34,695
State Fees Collected Locally and Remitted to State of NH		379,612
PAYMENTS TO TREASURER	\$	<u>1,805,173</u>

DOG LICENSES:

873 Dog Licenses Issued July 1, 2015 - June 30, 2016	\$	4,278
State Fees Collected Locally and Remitted to State of NH		1,955
PAYMENTS TO TREASURER	\$	<u>6,233</u>

ALL OTHER FEES:

Town Clerk Fees	\$	12,908
Landfill Tickets and Recycling Bin Sales		6,412
Notary Fees		2,020
Parking Operations Collections		250,702
Trail Map Sales to benefit Conservation Commission		427
State Fees Collected Locally for Vital Record Copies		14,595
Summer Park Rent Payments		104,077
Unlicensed and Other Dog Fines		25
Vendor Permits		5,662
Water and Sewer Utility Collections		2,949,203
PAYMENTS TO TREASURER	\$	<u>3,346,031</u>

TOTAL RECEIPTS COLLECTED BY TOWN CLERK'S OFFICE

REMITTED TO TREASURER \$ 5,157,436



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 cashiering 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 Newport.

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: 1935 – present (except 1949 and 1950)
- Death Records: 1965 - present
- Marriage Records: 1960 - present
- Divorce Records: 1979 - present
- 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.

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 2016 there were five elections during which the Supervisors were present as directed by New Hampshire State Law. Here are the statistics:

Presidential Primary Election (Feb. 9, 2016)

- ✓9,094-the number of registered voters on the checklist
- ✓5,972-the number of voters who cast a ballot
- ✓1,372-the number of Election Day voter registrations

Hanover/Dresden School Meeting Vote (Mar. 1, 2016)

- ✓10,305-the number of registered voters on the checklist
- ✓422-the number of voters who cast a ballot
- ✓1-the number of Election Day voter registrations

Hanover Town Meeting Vote (May 10, 2016)

- ✓10,292-the number of registered voters on the checklist
- ✓921-the number of voters who cast a ballot
- ✓11-the number of Election Day voter registrations

NH State Primary Election (Sept. 13, 2016)

- ✓9,691-the number of registered voters on the checklist
- ✓1,277-the number of voters who cast a ballot
- ✓26-the number of Election Day voter registrations

Presidential General Election (Nov. 8, 2016)

- ✓10,501-the number of registered voters on the checklist
- ✓7,726-the number of voters who cast a ballot
- ✓1,236-the number of Election Day voter registrations



The success of these busy state and federal election cycles is made possible through the cooperation of the Office of Residential Life at Dartmouth College who provides verification of student domiciles at the polling place, and the help of other volunteers who assist us with same day registration and other duties during the high-traffic elections. Their help is greatly appreciated!

Total Registered Voters as of March 20, 2017 = 11,604

No Party Affiliation Declared 5,351; Registered Democrats 5,022; Registered Republicans 1,231; Registered Libertarians, 0

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).

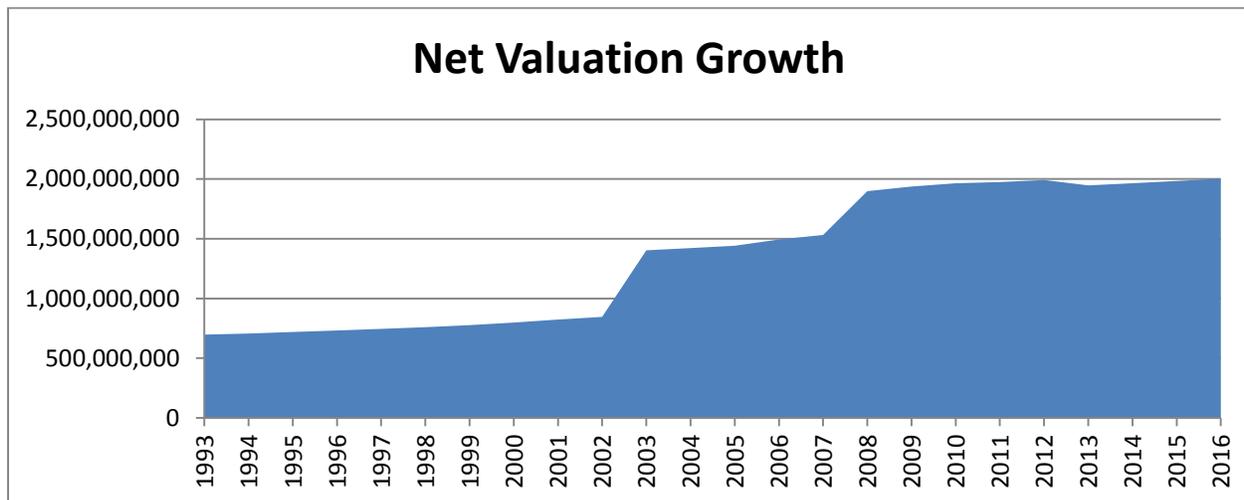
ASSESSING DEPARTMENT REPORT

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 2017. 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 2016 is expected to be 84%, which means the average assessment in Hanover is at 84% of market value as of April 1, 2016. The equalization ratio for tax year 2015 was 87%; which would suggest that the local real estate market has improved and appreciation, though modest, is a factor.

Property revaluation program: The Assessing Department recommended, and Selectboard concurred, that the town proceeds toward 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 involves 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 implements 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 requires 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 2016 SUMMARY OF ASSESSMENTS

Taxable Value

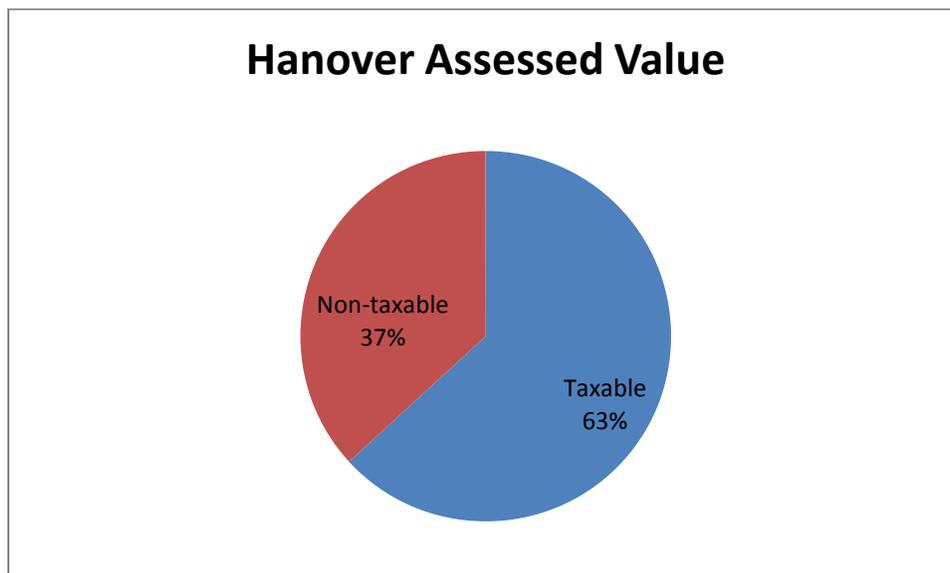
Land	Current Use (19,349 Acres)	\$ 983,400
	Conservation Restriction	7,900
	Residential	511,924,900
	Commercial/Industrial	<u>105,323,200</u>
	Total Taxable Land	\$ 618,239,400
Buildings	Residential	\$ 941,663,900
	Commercial/Industrial	<u>433,026,300</u>
	Total Taxable Buildings	\$1,374,690,200
Public Utilities	Electric	<u>\$ 11,782,600</u>
	Total Taxable Assess Value	<u>\$2,004,712,200</u>

The Hanover Water Works Company was municipalized in July 2010; the Water Department makes a PILOT (Payment In Lieu of Taxes) each year to the general fund based on its current assessment and is no longer tabulated above under taxable Public Utilities.

Non-Taxable Value

Land		\$ 359,128,300
Buildings		\$ 809,240,900
Total Non-Taxable Assess Value		<u>\$1,168,369,200</u>
Total Town Assessed Value (Taxable and Non-Taxable)		<u>\$3,173,081,400</u>

Staff: David M. McMullen, Director of Assessing; Sue Girouard, Financial & Information Analyst.



TOWN OWNED PROPERTY

Map	Block	Lot	Owner Name	Location	Assessed Value
9	106	1	HANOVER, TOWN OF	1 ALGONQUIN TRL	\$ 5,300
33	91	1	HANOVER, TOWN OF	3 ALLEN ST	\$ 31,300
34	40	1	HANOVER, TOWN OF	1 CURRIER PL	\$ 6,737,200
23	52	1	HANOVER, TOWN OF	16 CURRIER PL	\$ 25,000
2	31	1	HANOVER, TOWN OF	20 ETNA HIGHLANDS RD	\$ 35,000
31	1	1	HANOVER, TOWN OF	130 ETNA RD	\$ 697,600
31	13	1	HANOVER, TOWN OF	137 ETNA RD	\$ 37,100
31	3	1	HANOVER, TOWN OF	150 ETNA RD	\$ 377,000
5	116	1	HANOVER, TOWN OF	226 ETNA RD	\$ 137,000
39	142	1	HANOVER, TOWN OF	10 FREEMAN RD	\$ 19,200
51	23	1	HANOVER, TOWN OF	33 GOOSE POND RD	\$ 4,600
14	26	1	HANOVER, TOWN OF	39 GOOSE POND RD	\$ 76,800
14	36	1	HANOVER, TOWN OF	40 GOOSE POND RD	\$ 35,600
14	34	1	HANOVER, TOWN OF	42 GOOSE POND RD	\$ 4,400
14	28	1	HANOVER, TOWN OF	60 GOOSE POND RD	\$ 5,800
17	23	1	HANOVER, TOWN OF	61 GOOSE POND RD	\$ 15,900
4	18	1	HANOVER, TOWN OF	39 GRASSE RD	\$ 349,400
1	22	1	HANOVER, TOWN OF	55 GREAT HOLLOW RD	\$ 11,400
25	7	1	HANOVER, TOWN OF	6 GREENSBORO RD	\$ 117,100
1	15	1	HANOVER, TOWN OF	161 GREENSBORO RD	\$ 88,700
27	3	1	HANOVER, TOWN OF	181 GREENSBORO RD	\$ 428,100
9	69	1	HANOVER, TOWN OF	388 HANOVER CENTER RD	\$ 145,400
39	148	1	HANOVER, TOWN OF	15.5 HASKINS RD	\$ 15,900
45	7	1	HANOVER, TOWN OF	27 HEMLOCK RD	\$ 120,000
39	50	1	HANOVER, TOWN OF	9.5 KINGSFORD RD	\$ 21,500
2	80	1	HANOVER, TOWN OF	11 LAUREL ST	\$ 12,400
34	80	1	HANOVER, TOWN OF	42 LEBANON ST	\$ 2,097,100
34	82	1	HANOVER, TOWN OF	44 LEBANON ST	\$ 440,100
34	83	1	HANOVER, TOWN OF	46 LEBANON ST	\$ 393,900
34	84	1	HANOVER, TOWN OF	48 LEBANON ST	\$ 3,258,400
24	43	1	HANOVER, TOWN OF	87.5 LEBANON ST	\$ 12,800
24	49	1	HANOVER, TOWN OF	87.5 LEBANON ST	\$ 78,000
25	31	1	HANOVER, TOWN OF	190 LEBANON ST	\$ 82,600
21	3	1	HANOVER, TOWN OF	194 LEBANON ST	\$ 4,017,600
20	2	1	HANOVER, TOWN OF	221 LEBANON ST	\$ 754,600
39	109	1	HANOVER, TOWN OF	19.5 LOW RD	\$ 17,200
46	1	1	HANOVER, TOWN OF	46 LYME RD	\$ 3,241,900
8	2	1	HANOVER, TOWN OF	81 LYME RD	\$ 78,600
8	4	1	HANOVER, TOWN OF	85 LYME RD	\$ 66,900
8	39	1	HANOVER, TOWN OF	103 LYME RD	\$ 105,200
8	20	1	HANOVER, TOWN OF	110 LYME RD	\$ 196,700
23	18	1	HANOVER, TOWN OF	4 MAPLE ST	\$ 1,030,800
25	52	1	HANOVER, TOWN OF	8 MARTIN LN	\$ 14,400

Town Owned Property (Continued)

12	112	1	HANOVER, TOWN OF	2.5 MONTVIEW DR	\$	64,900
6	44	2	HANOVER, TOWN OF	41 MOOSE MOUNTAIN RD	\$	105,600
10	28	1	HANOVER, TOWN OF	47 MOOSE MOUNTAIN RD	\$	14,000
10	29	1	HANOVER, TOWN OF	51 MOOSE MOUNTAIN RD	\$	23,800
33	85	1	HANOVER, TOWN OF	33 N MAIN ST	\$	4,832,500
6	45	1	HANOVER, TOWN OF	3 OLD DANA RD	\$	94,300
6	38	1	HANOVER, TOWN OF	31 OLD DANA RD	\$	237,500
9	70	1	HANOVER, TOWN OF	1 PARADE GROUND RD	\$	206,200
9	104	1	HANOVER, TOWN OF	61 PINNEO HILL RD	\$	13,300
12	7	1	HANOVER, TOWN OF	13 PIPERS LN	\$	117,500
39	70	1	HANOVER, TOWN OF	19.5 RAYTON RD	\$	17,900
48	3	1	HANOVER, TOWN OF	81 RESERVOIR RD	\$	181,200
44	57	1	HANOVER, TOWN OF	23.5 RIP RD	\$	4,700
6	14	1	HANOVER, TOWN OF	40 RUDDSBORO RD	\$	34,400
6	51	1	HANOVER, TOWN OF	79 RUDDSBORO RD	\$	541,600
6	8	1	HANOVER, TOWN OF	100 RUDDSBORO RD	\$	395,300
34	4	1	HANOVER, TOWN OF	41 S MAIN ST	\$	4,547,900
23	69	1	HANOVER, TOWN OF	96 S MAIN ST	\$	140,400
23	2	1	HANOVER, TOWN OF	111 S MAIN ST	\$	150,000
19	33	1	HANOVER, TOWN OF	114 S MAIN ST	\$	459,400
19	15	1	HANOVER, TOWN OF	121 S MAIN ST	\$	13,918,500
33	42	1	HANOVER, TOWN OF	6 SCHOOL ST	\$	341,400
33	47	1	HANOVER, TOWN OF	10 SCHOOL ST	\$	164,000
34	62	1	HANOVER, TOWN OF	13 SOUTH ST	\$	6,213,300
19	13	1	HANOVER, TOWN OF	1.25 SPENCER RD	\$	211,100
16	10	1	HANOVER, TOWN OF	5 THOMPSON RD	\$	1,800
16	14	1	HANOVER, TOWN OF	34 THOMPSON RD	\$	31,900
19	28	1	HANOVER, TOWN OF	4 THOMPSON TER	\$	890,900
20	1	1	HANOVER, TOWN OF	64 TRAILHEAD LN	\$	1,004,400
14	8	1	HANOVER, TOWN OF	56 TUNIS RD	\$	700
14	12	1	HANOVER, TOWN OF	57 TUNIS RD	\$	9,600
14	9	1	HANOVER, TOWN OF	66 TUNIS RD	\$	306,500
41	55	1	HANOVER, TOWN OF	12 VERONA AVE	\$	24,700
34	11	2	HANOVER, TOWN OF	2 W WHEELOCK ST	\$	138,700
33	38	1	HANOVER, TOWN OF	6 W WHEELOCK ST	\$	309,300
14	35	1	HANOVER, TOWN OF	83 WOLFEBORO RD	\$	36,500
14	41	1	HANOVER, TOWN OF	146 WOLFEBORO RD	\$	125,000
5	46	1	HANOVER, TOWN OF	11 WOODCOCK LN	\$	13,900
47	32	1	HANOVER, TOWN OF	11.5 WOODMORE DR	\$	189,600
Parcel Count		82			\$	61,555,700

Town Owned Property (Continued)

0	0	4	WATER DEPARTMENT	DISTRIBUTION SYS & ROW	\$	7,256,800	
42	51	1	WATER DEPARTMENT	82 E WHEELOCK ST	\$	5,600	
4	15	1	WATER DEPARTMENT	110 E WHEELOCK ST	\$	315,200	
4	9	1	WATER DEPARTMENT	41 GRASSE RD	\$	6,995,200	
1	12	1	WATER DEPARTMENT	130 GREENSBORO RD	\$	236,300	
9	53	1	WATER DEPARTMENT	319 HANOVER CENTER RD	\$	26,500	
9	52	1	WATER DEPARTMENT	331 HANOVER CENTER RD	\$	778,500	
24	25	1	WATER DEPARTMENT	90 LEBANON ST	\$	40,300	
24	62	2	WATER DEPARTMENT	92 LEBANON ST	\$	958,000	
Parcel Count						9	\$ 16,612,400
Grand Total Town Owned Property							\$ 78,168,100

ADVISORY BOARD OF ASSESSORS REPORT

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

Activities: In calendar year 2016, the Advisory Board of Assessors met two (2) times and heard eleven (11) Tax Year 2015 abatement requests. Seven (7) abatement recommendations were forwarded to the Selectboard. The deadline for filing an abatement application for Tax Year 2016 was March 1, 2017.



Katherine Connolly receiving an award upon retirement from the Board of the Upper Valley Lake Sunapee Regional Planning Commission

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

Advisory Board Members: Joe Roberto, Chair, Jay Pierson and Katherine Connolly*

Selectboard Representatives: Joanna Whitcomb, Peter Christie (Alternate)

* Katherine Connolly resigned from the Advisory Board of Assessors on May 6, 2016.

ETNA LIBRARY

Built in 1905 and included on the National Register of Historic Places, the Hanover Town Library, also known as the Etna Library, aims to “maintain an active presence in the community, providing services in a personal manner and preserving its historic building for future generations.” In 2016, the Etna Library expanded its Saturday hours. Now that the library is open on Saturday afternoons, it is easier for residents and their families to take out books and to participate in programs. Current hours are Monday from 3 to 7, Tuesday from 9 to 2, Wednesday from 2 to 6, Thursday from 2 to 7, Friday from 9 to 3 and Saturday from 10 to 4.

The library holds a collection of approximately 10,000 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 other states. Through the New Hampshire Downloadable Book Consortium, audios and e-books can be downloaded either at home or at the library.

The library is located next to Hayes Farm Park and at the head of the path to the Nan and Allen King Bird Sanctuary, a partnership of the Hanover Conservancy and the Town of Hanover. The sanctuary is open to the public and provides the opportunity for a pleasant hike. Field guides and binoculars can be borrowed from the library.

During the past few years, the library has benefitted greatly from the efforts of the Hanover Garden Club. Its members have planted flowers in front of the library, along the building and in the reading garden. Seating in the reading garden provides a place to relax and enjoy the beautiful view of the Hayes Farm Park.



*Winter Arrangement
by Susan Weeks*

Ongoing children’s programs include regular story times and crafts programs as well as enjoyable summer events. Story times for preschoolers are offered on Tuesdays and Fridays at 10. *Crafts with Caroline* programs are given once a month on a Wednesday afternoon from 2:30 to 4:30. Recent craft programs have included *Sewing for Beginners*, *Pumpkin Decorating*, *Thanksgiving Decoration*, *Cinnamon Ornaments*, *Felt Needle Holder*, *Valentines for Veterans*, *Mod Podge Madness* and *Decorate a Wooden Bird House*. The pumpkin decorating program was made possible through a generous donation from the Hanover Co-op.



Pumpkin Decorating & Cinnamon Playdough Programs

Summer programs for children included *Meet Clyde the Box Turtle* with Caroline Tischbein, *God’s Eye Yarn Weavings* with Judy Anderson, *The Endangered Rhinoceros* with Wes Stocken, *Birdhouses and Drawing Birds* with Sherry Colfer, *Collage Art* with Vicky Drucker and *Weaving on Floor and Table Looms* with Jennifer Manwell, Jann Block and Anne James. In a star gazing program co-sponsored with the Hanover Conservancy, Dartmouth astronomy graduate students Erek Alper and Mackenzie Jones led a group into the Hayes Farm Park to view constellations and the rings of Saturn using telescopes.

Ongoing adult programs include a needlecrafts group, a monthly book group and book discussions. The needlecrafts group meets from 3 to 5 on the first and last Wednesday of the month and welcomes newcomers of all abilities. The monthly book group meets at 7:30 on the fourth Wednesday of the month. Recent books chosen by its members include *Out of Africa*, *To Kill a Mockingbird*, *Go Set A Watchman*, *Eligible* and *My Brilliant Friend*. The newly formed book discussion program began with *The Book of Joy* by the Dalai Lama and Archbishop Desmond Tutu, led by Ginger Boitnott and Barbara Prince.

Other programs included a *Laura Ingalls Wilder Celebration* with Jean Keene and Caroline Tishbein, *German Straw Stars* with Caroline Tischbein, *The Natural History of the Coconut Crab* with Dartmouth Biologist Mark Laidre and a second *Weaving on Floor and Table Looms* for all ages with Jennifer Manwell and Jann Block. The library was also an active participant in community events. As in past years, the library had a display at the Hanover Center Fair and entered a float in its parade. At the Hanover Fall Fest, the library provided an opportunity for children to create paper birds.

Volunteers play an important part in providing Etna Library services. Besides maintaining the thriving gardens, they staff the library on Saturday mornings, shelve items and deliver books between the two Hanover libraries. In addition, along with the Etna Ladies Aid, library supporters contribute to the very successful annual Thanksgiving Pie Sale fundraising event.

For more information, please call the library at 643-3116 or e-mail etna.library@hanovernh.org. Library programs are listed on its website – www.hanovernh.org/etna-library.

Barbara Prince, Librarian



Fox Craft Program



Weaving Program



Valentine's Program



Paper Quilt Program

Hanover Town Library, Etna
Performance Indicators - FY2006 through FY2016

	<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>	<u>FY2016</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	4,682
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	3,476
Circulation by Owning Library - Total	<u>9,922</u>	<u>9,745</u>	<u>8,696</u>	<u>9,168</u>	<u>8,792</u>	<u>7,311</u>	<u>7,433</u>	<u>6,973</u>	<u>6,991</u>	<u>7,779</u>	<u>8,158</u>
Circulation by Circulating Library - Adult						3,724	3,687	3,772	3,565	3,662	4,280
Circulation by Circulating Library - Youth						3,577	3,851	3,039	3,017	3,623	3,271
Circulation by Circulating Library - Total						<u>7,301</u>	<u>7,538</u>	<u>6,811</u>	<u>6,582</u>	<u>7,285</u>	<u>7,551</u>
Holdings Filled						1,383	1,027	609	663	1,112	881
Downloaded e-books and audios (25% of Overdrive downloads)											4,230
Use of Ancestry database (25% of Ancestry usage)											3,052
Use of Heritage database (25% of Heritage usage)											1,097
Patron Visits - Adult	2,901	2,730	2,771	3,281	3,363	3,282	3,270	3,511	3,066	3,178	3,199
Patron Visits - Youth	1,667	1,615	1,615	1,657	1,439	1,320	1,326	1,306	1,185	1,172	1,302
Patron Visits - Total	<u>4,568</u>	<u>4,345</u>	<u>4,386</u>	<u>4,938</u>	<u>4,802</u>	<u>4,602</u>	<u>4,596</u>	<u>4,817</u>	<u>4,251</u>	<u>4,350</u>	<u>4,493</u>
Library Programs	107	126	122	121	114	117	132	125	134	122	136
Program Attendance	1,393	1,433	1,466	1,452	1,085	926	1,199	1,283	1,267	1,186	1,265
Volunteer Hours	138	165	134	131	123	123	134	152	138	168	207
Hours Open Weekly	24	24	24	28	28	28	28	28	28	28	30

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

Etna Library Hours: Monday 3:00-7:00; Tuesday 9:00-2:00; Wednesday 2:00-6:00; Thursday 2:00-7:00; Friday 9:00-3:00;
 Saturday 10:00-4:00; closed Sunday

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

HANOVER TOWN LIBRARY TRUSTEES REPORT

The Hanover Town Library is housed in a charming, old New England architectural style building in Etna. The Hanover Town Library mission statement reads: "The Hanover Town Library will maintain an active presence in the community, providing services in a personal manner and preserving its historic building for future generations." Librarian Barbara Prince, Library Assistant Caroline Tischbein, library substitutes, volunteers and the Trustees support this mission. Trustees of the Hanover Town Library are elected by voters in Hanover and serve for three-year terms; they meet with Head Librarian, Barbara Prince, monthly.

The library expanded its hours on Saturdays this year to 10:00 a.m. – 4:00 p.m. This time extension came after the study and consideration of the library's weekly, monthly and yearly statistics that included library visits, circulation and program attendance, compiled by Barbara Prince and reviewed monthly by the trustees. Longer Saturday hours allow patrons more flexibility and the ability to participate in programs now offered during these times.

The library collection, well selected by library staff, can be accessed on KnowHowe, the online catalog of the Howe Library. Items can be borrowed from other libraries as well and picked up at either location through a courier service. The Etna Library also takes advantage of the New Hampshire Downloadable Book Consortium, which allows audio and e-books to be downloaded at home or at the library.

Programs offered at the library continue to be interesting and varied. Programs for children continue throughout the year, include a morning story time for preschoolers twice a week and craft programs once a month on Wednesday afternoons. *Stargazing*, the co-sponsored program with the Hanover Conservancy, was especially popular with a mix of ages participating. Programs for adults are also offered; for example, making German straw stars was well liked. An adult book discussion was started this past January and another is scheduled for April.

The trustees appreciate the volunteers who help staff the library on Saturdays, present and support programs, assist with the courier service, make delicious pies for the annual pie sale fundraiser in November, and provide many other services.

The beautiful stone building, built in 1905 and on the National Register of Historic Places, as well as the surrounding lands of the Hayes Farm Park and Nan and Allen King Bird Sanctuary, make this library a local landmark. The comfortable chairs and lovely garden outside have been appreciated as a window into nature and our collection and programs have grown with these in mind.

Respectfully submitted,
Kim Wilson, Ginger Boitnott, and Alexandra Corwin
Hanover Town Library Board of Trustees

FIRE DEPARTMENT

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 eight paid on-call members working out of two 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 staff of four officers/firefighters/EMTs. The Etna Station is staffed with paid on-call personnel and is located in the Village of Etna at 150 Etna Road.

Promotions/Retirements

Captain Bertram Hennessy retired after serving the Town of Hanover for 22 years. Following Captain Hennessy's retirement, two members of the department were promoted – Lieutenant Christopher Doolan was promoted to the rank of Captain and Firefighter Robert Diehm to the rank of Lieutenant.

On August 2, 2016, FF Leif Jopek, an experienced firefighter/paramedic, joined the department. Leif is an outdoor enthusiast with a passion for wilderness emergency response. He resides in Canaan, NH and is a member of the Canaan Volunteer Fire Department.

Training

We have continued training with our mutual aid partners (Lebanon, Lyme, Hartford, and Norwich). This regional training approach has proven to be extremely beneficial in increasing our fire suppression capabilities and enhancing the safety of our firefighters.

The department continues to focus on special operation disciplines – High Angle Rope Rescue, Wilderness Search and Rescue, Ice and Swift Water Rescue, Vehicle Extrication, Hazardous Materials response, and Confined Space/Trench Collapse Rescue. Each year we place emphasis on one or two of these disciplines. This year we invested a significant amount of time improving our under water rescue capabilities (SCUBA). The



department's dive team was instrumental in the successful recovery of a drowning victim in the Connecticut River in Cornish, NH and also responded to an incident at Sumner Falls in Cornish involving the successful rescue of a fisherman trapped on rocks in the middle of the river by rising water.

The Upper Valley career departments (Hanover, Hartford, and Lebanon) are frequently dispatched together to special operation incidents occurring in their response districts and have many members logging countless

hours honing their skills in these unique rescue disciplines. Many of the smaller fire departments in the Upper Valley lack sufficient manpower and equipment to safely respond to these incidents as a single entity. Several times a year, the three career departments respond to mutual aid requests for special operation emergencies that occur in the Upper Valley.

Operations

This year, the department's number of fire related responses to incidents both within and outside our community was exceptional.

July

- A fire at the Tuck School of Business destroyed an audio visual room and adjacent lecture hall. With the help of our neighboring fire departments, this second alarm fire was quickly extinguished.
- Our assistance was requested at a second alarm brush fire in Lyme involving the line-of-duty death of Orford Firefighter, Charles Waterbury. Firefighter Waterbury was an active member of his community and his loss was deeply felt by all members of the Upper Valley fire community. The Hanover Fire Department assisted Lyme and Orford during the trying times after the incident.



August

- Fire in a multi-unit apartment building on West Street displaced a number of Dartmouth students (*see below*).



- An early morning garage fire on Downing Road was quickly extinguished and protected the house from becoming fully involved. Unfortunately, the two-bay garage was destroyed.

October

- Dartmouth College suffered a devastating dormitory fire (Morton Hall). This four-alarm fire was an extremely challenging fire to extinguish and involved firefighters from eleven different departments (*see below*).



December

- A two-alarm residential fire in Lyme involved an 18th century farmhouse that suffered significant second floor damage.
- We responded to a three-alarm fire at the Baptist Church in Lebanon. This historic church was an anchor of the community for more than 145 years. At the time of this fire, we responded (along with other mutual aid departments) to a second fire in Lebanon involving an occupied multi-unit apartment. Both of these Lebanon fires were ruled arson.

February

- We responded to a fully involved fire involving a single-family residence in Etna. The home was destroyed by the fire; however, firefighters were able to save the nearby two-story garage.
- A massive, two-alarm early morning fire destroyed three buildings and heavily damaged a fourth in a small industrial park in Hartford, VT.

In the fall of 2016, the department placed a new off-road rescue vehicle (UTV) in service. The UTV is equipped with tracks that improve performance in both snow and muddy conditions. This rescue vehicle was funded by a generous donation from a Town of Hanover resident. The department purchased a small forestry skid unit that slides into the rear cargo area of the vehicle (a feature that significantly enhances our ability to respond to brush and forest fires).



Wilderness Search and Rescue

The department continues to partner with the Upper Valley Wilderness Response Team (UVWRT). This premier search and rescue group began using the Hanover Fire Station as their base of operation in 2015 and are available 24 hours a day, seven 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. 2016 was the team's busiest season in their 22 year history.



In addition to working with the Upper Valley Wilderness Response Team, the Hanover Fire Department has created a collaborative response with the Orford, Lyme and Thetford Fire Departments for wilderness response incidents that occur in our towns. To date we have responded to six wilderness incidents that required extensive man-power for carry-outs of injured people. One of these incidents involved a carry-out off the summit of Mount Cube in Orford and another from the North Peak of Moose Mountain.

Emergency Access Trail

To facilitate emergency access to the summits of Moose Mountain and the Appalachian Trail, the Town of Hanover made improvements to the western section of the old class six Wolfeboro Road that passes over the "saddle" of the mountain. The Town designated this section of the road as an "emergency access trail".

Town of Hanover resident, Keith Quinton, donated his time and equipment to work with Michael Chase (DPW) and Vicki Smith (Planning & Zoning) to reopen the road and make it passable for emergency use.



Emergency Medicine

The provision of pre-hospital emergency medical care at the Advanced Life Support level is a large part of the department's emergency incident response. Dr. Thomas Trimarco of Dartmouth-Hitchcock Medical Center's Emergency Department and his staff provide realistic simulation training for high risk pediatric emergencies through a CREST program. He also provides continuous feedback and educational training to ensure that the highest quality of pre-hospital care is given to those in need. Dr. Trimarco responds to incidents to assist the department with direct emergent medical care at the scene.

The department continues to play an active role in supporting the Public Access Automated Defibrillator program. This highly successful program has been instrumental in saving lives in our community.

Community Service Response

The Professional Firefighters of Hanover, Local 3288, with the Hanover Fire Department non-union members, 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 Muscular Dystrophy Association and Toys for Tots, as well as providing food for veterans and local food banks. The department also participates in several *touch-a-truck* community events every year.

Hanover firefighters are responsible for the Town's banner program and can be frequently observed (most often on Sunday evenings) changing the large banners that hang across Main Street.

Fire Safety Education

National Fire Prevention Week is observed during the month of October. The Hanover Fire Department and the Ray School educational staff offer an interactive fire safety workshop. The students are given instruction on what to do in the case of a fire. They are also reminded to check the batteries in their home detectors and are encouraged to discuss setting up a home escape route with their family members.

Hazardous Material Response

This past fall, the department received a very generous donation from JPS Industries of Bristol, NH. JPS Industries is an environmental company that manufactures spill response products for chemical and oil spills. The company donated 1,000 feet of oil containment boom to the Town (a retail value of \$25,000). Through the State of New Hampshire, the department applied for and was awarded a grant to buy a trailer to carry the donated oil boom. This equipment, coupled with our current spill trailer (*right*) will enhance our ability to respond to environmental emergencies.



On behalf of the men and women of the Hanover Fire Department who proudly serve their community, thank you for your overwhelming support. I graciously extend an open invitation to the entire community to visit and explore the Hanover Fire Department.

Martin W. McMillan
Fire Chief

FIRE SERVICES

	<u>FY' 14-15</u>	<u>FY' 15-16</u>	<u>FY' 16-17 – 12/31/16</u>
Structure Fires	13	23	14
Vehicle Fires	2	0	2
Brush Fires	4	11	2
Trash/Dumpster	1	5	0
Spills or Leaks	17	16	9
Electrical Problems	22	35	22
Water Evacuations	20	13	2
Smoke Removal	3	4	0
Smoke Odor	18	15	3
Malicious False Alarms	9	7	3
Mutual Aid Provided	54	35	34
Alarm Malfunctions	99	99	95
Unintentional Alarms	278	268	158
Other*	158	159	61
Total	<u>698</u>	<u>690</u>	<u>405</u>

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

EMERGENCY MEDICAL SERVICES

	<u>FY' 14-15</u>	<u>FY' 15-16</u>	<u>FY' 16-17 – 12/31/16</u>
Hanover	822	817	474
Lyme	136	134	58
Norwich	126	120	62
Mutual Aid	61	93	50
Total	<u>1,145</u>	<u>1,164</u>	<u>644</u>

Full-time Staff

Fire Chief: Martin W. McMillan

Deputy Chief: Michael Hinsley

Administrative Assistant: Judy Stevens

Fire Captains: Michael Gilbert, Jeremy Thibeault, Joshua Merriam, and Christopher Doolan

Fire Lieutenants: Robert Diehm, John Emerson, Scott Letson, and Joshuah Lounsbury

Firefighter/Paramedics: Jesse Bieluch, Brian Ellstein, Leif Jopek, Jeremiah Linehan, Robert Mousley, and Blair Weathers

Firefighter/AEMTs: Wayne Dunham, Jeremy LaBombard, Troy Leatherman, Christopher Sweitzer, Jay Whitehair, and Jon Wilkinson

Call Firefighters

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



LOOKING AHEAD- HOWE LIBRARY GOALS: 2017-2022



In 2016, the Howe board and staff launched a new strategic planning process to chart a vision and create goals that will guide us for the next five years. The first step of our process was to engage the community in conveying their own hopes, needs, and visions. More than 650 people of all ages shared their insights through a community survey. We also engaged many individuals in focus groups, including representatives from the Town of Hanover, community organizations, frequent library users in the region, and librarians from nearby towns.

INTERIOR AND EXTERIOR SPACES:

- Assess our current use of space and examine opportunities to provide flexible/multi-use rooms, quiet vs. active areas, and a light and welcoming environment.
- Develop a long-range Master Plan to guide facility and grounds decisions and budgeting, including evaluating the potential to improve parking and outdoor spaces.
- Explore strategies to ‘green’ Howe’s facilities and practices.



PROGRAMS, SERVICES, AND COLLECTIONS:

- Continue to evaluate and respond to evolving patron needs for our physical and online/virtual collections.
- Maintain a vibrant array of programs and services to meet the needs of our diverse audiences.



TECHNOLOGY:

- Improve patron experiences with the use of Howe Library’s online resources.
- Position Howe Library to be at the forefront of supporting our staff, patrons, and community in adapting to rapidly emerging technologies.

ENGAGING THE COMMUNITY:

- Strengthen Howe as a local asset by broadening our outreach to area libraries and regional organizations in the Upper Valley in order to share resources and enhance the quality of life in our communities.
- Expand collaborations with other Town of Hanover departments and Hanover organizations to leverage our mutual resources more effectively.



HOWE PROGRAMS & INITIATIVE HIGHLIGHTS:

HOWE EVERGREEN PROJECT:

The Howe Library formed the Howe/Evergreen Consortium in 2012, partnering with the Meriden Library and Piermont Libraries. The Howe Library has a long-supported resource sharing collaboration with neighboring libraries. Initiating and supporting an automated library system that is affordable, scalable, and customizable was a perfect way to fulfill this goal. Thus, the Howe/Evergreen Consortium was formed and its membership has grown steadily.

Today the Howe Library oversees and manages the Evergreen Integrated Library System for seven New Hampshire libraries which include: Howe, Etna, Meriden, Piermont, Philip Reid (Plainfield), Westmoreland, and the Pease (Plymouth). The Orford Free and Orford Social Libraries are in the process of adding their catalog records to the consortium. This cooperative arrangement has made it possible for libraries with limited resources to automate and offer a broader range of information services to their communities.

ADULT SERVICES:



Howe Library offered 156 programs, attended by 2,004 patrons in FY16. We aim to offer enriching and engaging programs that meet our community's needs and patrons' intellectual curiosity. Offerings include book groups, language conversation groups, author talks, wildlife and hiking lectures, films, technology programs, and our annual community reading program, Everyone is Reading.

We have seen a rise in interest for hands-on events or programs that help build a sense of community. Partnering with local businesses and nonprofit organizations has helped us not only meet patron demand, but also has added more variety and relevant topics to our events calendar. Groups we have partnered with include:

- Hood Museum of Art (POV on PBS film screening with discussion)
- Hanover Conservancy (Family-friendly hike)
- Upper Valley Trails Alliance (Hiking 101)
- Bill Young and the Hanover Recreation Department (Howe 2.0 on snow/ice sculpture)
- Appalachian Trail Alliance, Hanover Conservancy, and Sierra Club (program on Appalachian Trail stewardship)
- Mascoma Chapter of NH Audubon (wildlife program)
- Hanover Bicycle and Pedestrian Committee (Howe 2.0 on bike maintenance and repair)
- Aging Resource Center (3-part series on Alzheimer's Disease)
- Northern Stage (Northern Stage Library Partnership Program)
- Roberts Flowers (floral arrangement workshop)



YOUTH SERVICES:

We are seeing many families with babies and toddlers coming to the library and they are eager for programs and activities, evident in our attendance statistics. We added a monthly **Signing Story Time** with a certified Baby Signing Time instructor and a **Music and Movement** hour. Our **Spanish Playgroup** continues to be popular and we are looking ahead to adding more Spanish programming to build on the Spanish program in the schools. During the summer we partner with the Department of Parks and Recreation, sponsoring special programs at the summer camp and providing books and story times.

As we move into the upcoming fiscal year we will continue to build our local collaborations and offer successful programs such as:

Telling Tales: in June, 8 tweens ages 10-12 attended 4 days of theater arts workshops with Kate Schaefer. On the fifth day, they performed stories for an enthusiastic audience (41) of adults and kids.

Screenagers: The Howe Library collaborated with Richmond Middle School, Circle UP! And Crossroads Academy to offer a screening of the film "Screenagers" with an attendance of 200 (a mix of adults, teens and preteens) came to the screening at RMS.

We have offered several tech toy workshops for all ages and middle schoolers and plan to continue to add to our materials and offerings. The monthly Sunday **Howe 2.0 series** has been a fun mix of making things and discovery, including everything from bike repair to needle felting to SCRATCH animation.



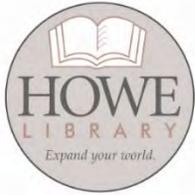
New Leadership: Rubi Simon came to The Howe in September, after serving four years as Director of the Fletcher Free Library in Burlington, VT. She began her library career as a children's librarian working at the Boston Public Library system, later taking on positions of branch librarian and Assistant Manager of Neighborhood library services for the city of Boston. She then spent several years as Library Director in Colchester, VT before taking the reins of the Fletcher Free Library in 2013. Rubi, her husband, and three daughters will be moving into the community and living in Etna.



Thank You for Nine Marvelous Years!

It was a difficult decision to make, but by the time you read this I will be lying in my hammock reading books or driving around the back roads of Vermont in my 1971 MG. I am extremely fortunate to have worked for nine years in this wonderful community that cherishes its extraordinary library. Thank you for your help in making Howe such a great place – from your many kind words about our hard-working staff, your financial support with tax dollars and contributions to The Howe Library Corporation, and your frequent visits to enjoy our excellent programs and services. 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 greet the next library director, Rubi Simon, with the same kindness and warmth.

Sincerely,
Mary White
Library Director



THE HOWE LIBRARY CORPORATION Board of Trustees

The Mission of the Howe Library Corporation is to enhance the library facilities and collections beyond what can be expected from tax revenues from the Town of Hanover consistent with the intent of the donors and in ways which will encourage other gifts. The Howe Library continues its partnership between The Howe Library Corporation and the Town of Hanover. The town manages and funds the day-to-day operations of the library, whereas the corporation undertakes projects beyond the scope of the town's budget including building renovations, programming, literacy, and technology initiatives.



*Left to right: Ginia Allison, Sarah Buckey, Rick Sayles, Kerri Craft, Bill Mlacak, Michele Sacerdote, Wayne Gersen, Mary King, Rich Brown, Colleen Rozzi
Not pictured: Rebecca Winters, Jennifer Brown, Laura Rice, Andrew Bernard, Nancy Carter*



We extend a fond farewell and sincere appreciation to outgoing trustee **Board Chair, Bill Thomas**. The Howe is very grateful for his great leadership and humor. Thank you! We also extend a warm welcome to our new members **Michele Sacerdote, Wayne Gersen, and Kerri Craft**.



FUNDING:

The year ending June 30, 2016 was a successful year for The Howe Library Corporation. Fundraising activities continue to be well received and loyal patrons have remembered The Corporation in their planned giving bequests and special annual donations. The endowment performed well and Corporation expenses were well-controlled and maintained within budget. The town appropriated \$1,013,867 and The Corporation contributed \$183,800 exclusive of depreciation on capital assets.

The **Annual Fund** was again successful, raising more than \$93,000 from 469 donors.

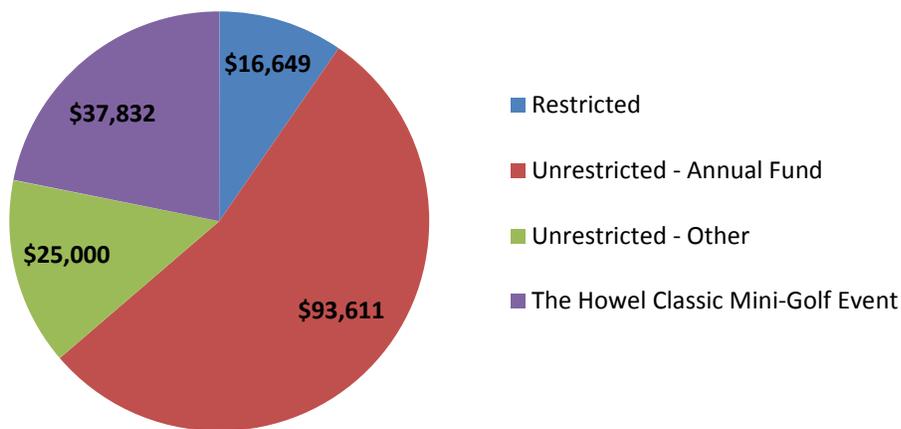
The Howel Classic: A Mini-Golf Extravaganza, the primary fundraising event, grossed almost \$38,000 in fiscal 2016, an increase from the prior year. This event continues to be very popular for The Corporation and is fun for all. More than 540 people attended the Saturday evening and Sunday festivities.

Gifts to the Endowment included a legacy gift of \$5,000. In addition, a bequest of \$25,000 was given through Emily’s Legacy Society. Restricted gifts from other sources added \$11,649 to help fund museum passes, summer Sundays, library materials, and advertising.



FY16 Gifts to Howe Library Corporation

Total \$173,092



OPERATING EXPENSES:

The Corporation makes a contribution to the library's collection and to programs and services for adults, teens, and children. In fiscal 2016 the total for these purposes was \$60,472 compared to \$66,137 in the preceding year. This contribution pays for library materials not covered in the Town's funding.

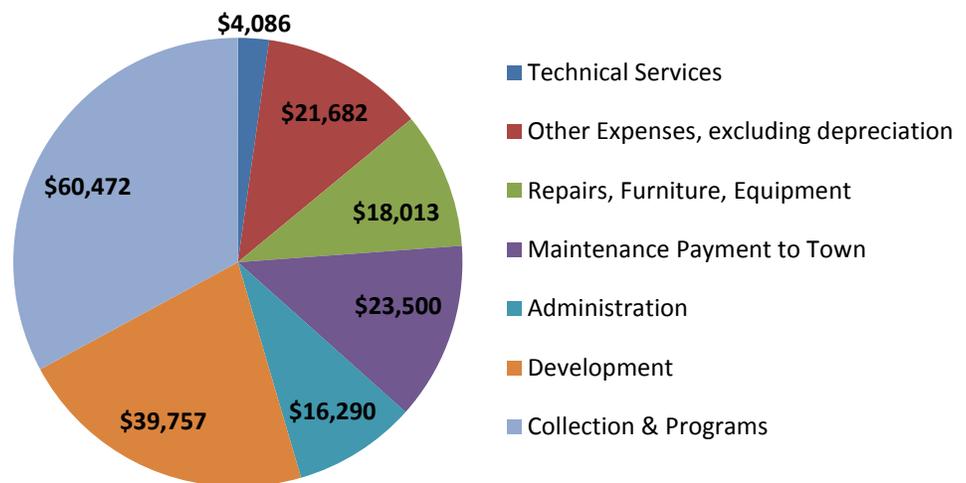
For the year, the Corporation paid the Town \$23,500 towards the increased maintenance costs of the enlarged and renovated building according to an agreement between the Town and The Corporation.



The remaining expenses are largely in line with prior years and budget and are summarized in the attached pie chart. The staff does an excellent job budgeting for the year and keeping the actual expenses in line with the budget. In summary, The Howe Library Corporation in fiscal 2016 had another strong financial year.

FY16 Corporation Operating Expenses

Total \$183,800



NOTE FROM THE CHAIR

As 2016 comes to a close, The Howe Library Corporation is in a position unique in its history. The Corporation is in a financial position that allows it to re-examine the ways our patrons access and utilize the many services of the Howe and to evaluate opportunities for making improvements. We have reached out to Howe Library's many constituents -- patrons, Corporation members, Town officials, staff, community and educational leaders, and others to solicit feedback about the services we currently provide and to ask about numerous areas of opportunity. The result is our new five-year strategic plan that will serve as a framework for the new library director and The Howe Library Corporation and will lead the Howe to even greater heights.

The Corporation is proud to play a major part in helping the library and staff make The Howe Library one of the best libraries in the country. We are especially thankful for your commitment of time, effort, and financial support.

Sincerely,

Bill Thomas, Chair

The Howe Library Corporation

HUMAN RESOURCES

Recruitment and Staffing:

The Town of Hanover received and processed over 700 employment applications for 50 job vacancies (seasonal/temporary, part-time, and full-time) during calendar year 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 a variety of health-related events in 2016, including a biometric screening, and a flu shot clinic. We significantly exceeded last year's event participation rates, with attendance levels at or near maximum for each event. 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.

In addition, the Town in 2016 offered a CPR certification course to Town employees. As a result, we now have 30 staff (excluding Public Safety personnel) certified in CPR and AED use.

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



HUMAN RESOURCES – STAFFING REPORT

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY 2015	FY 2016	FY 2017	FY 2018
Executive	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Human Resources	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Administrative Services	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
MIS	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	2.0
Assessing	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Planning & Zoning	5.5	5.6	5.6	5.6	5.4	5.4	5.4	3.7	4.2	3.9	3.9
Town Clerk	3.0	3.0	3.0	3.0	3.0	2.6	2.6	2.0	2.0	2.0	2.0
General Government Administration	19.1	19.2	19.2	19.2	19.0	18.6	18.6	16.3	16.8	16.5	16.9
Etna Library	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9
Howe Library	13.4	13.4	14.0	14.0	14.2	14.3	15.3	15.3	15.3	15.3	15.3
Libraries	14.2	14.2	14.9	14.9	15.1	15.2	16.2	16.2	16.2	16.2	16.2
Parks & Recreation	6.5	7.5	7.5	7.5	7.5						
Public Works Fleet & Facilities	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0
Public Works Operations	21.0	21.0	21.0	21.0	21.0	22.0	21.0	21.0	21.0	21.0	21.0
Water Reclamation Facility	6.5	6.5	6.5	6.5	7.0	6.5	6.5	6.5	6.5	6.5	6.5
Water Utility Fund	6.5	5.5	5.5	5.5	5.0	4.5	4.5	4.5	4.5	4.5	4.5
Department of Public Works	43.0	42.0	42.0	42.0	42.0	42.0	41.0	41.0	41.0	41.0	41.0
Emergency Communications	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0
Parking Operations	6.6	6.6	6.7	6.9	6.9	6.9	6.9	5.51	6.0	6.0	6.0
Police Department	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4
Police Department	36.0	36.0	36.1	36.3	36.3	36.3	36.3	34.9	35.4	35.4	35.4
Fire & Ambulance	22.5	22.4	22.4	22.4	22.4						
TOTAL REPORTED FTEs	141.4	140.4	141.2	141.3	141.3	141.0	141.0	138.3	139.3	139.0	139.4
Year-to-Year FTE Increase/(Decrease)	0.6	(0.9)	0.7	0.2	(0.0)	(0.3)	(0.0)	(2.7)	1.0	(0.3)	0.4
Year-to-Year % Increase/(Decrease)	0.41%	-0.64%	0.51%	0.13%	-0.02%	-0.21%	-0.03%	-1.9%	0.72%	-0.21%	0.28%

PARKS AND RECREATION DEPARTMENT



We at Hanover Parks & Recreation, “HPR”, are pleased to present our annual report. This year we have been very excited about unveiling our new logo, as can be seen above. Representing Hanover Parks & Recreation

- Surrounded by mountains
- Bordered by the Connecticut River
- Crossing the Ledyard Bridge connecting Hanover to area communities
- Creating programs with the philosophy to EXPLORE▲ENRICH▲EXPAND

Programs: Hanover Parks & Recreation, located in the Richard W. Black Community Center, offers a variety of age specific non-athletic programming for tots through adults. Children enjoy open playtime at Bounce House, being creative at clay classes and exploring a variety of exciting hands-on art classes, as well as being introduced to archery & golf instruction. HPR also offers a Red Cross Babysitter Training class twice a year



Women’s Mountain Bike Ride

HPR’s athletic programs include the traditional team sports for ages ranging from kindergarten through High School. During the last year we had over 800 students participate in youth athletics. Fall soccer continues to have our largest numbers followed by basketball. Lacrosse and running sports are both picking up interest and the expectation is we will see our numbers grow in the upcoming years for these two sports.



3/4 Girls Basketball



KAST Snowshoeing

OST Programs: The Out of School Time Programs “OST Programs” include the afterschool program, Kids After School Time, “KAST”, and all minicamps and summer camps. KAST is an afterschool program run out of the Ray Elementary School and the Richmond Middle School for grades K-5. The program runs directly after school until 5:30pm. Activities include arts & crafts, STEM projects, special events, Wednesday field trips & homework help for grades 3-5 plus much more. The kids and staff look forward to and enjoy our “End of the Year Celebration” which takes place at Storrs Pond. We spend the afternoon playing in the sand and water, going on hikes, with the main event being a large inflatable obstacle course!

HPR’s camp programs include three Minicamps and Camp Quest which are run at the RWB Community Center, Circle H and Dragonfly housed at the Ray Elementary School, and ‘Tween Camp located at the Richmond Middle School.

KAST and all 3 minicamps fill each year and collect waitlists. Camp Dragonfly has expanded with the addition of classrooms for grades 1 and 2 due to high demand for care for that age group. HPR continues to work to meet the year-round childcare needs of the community within the locations which are available. Programs are unfortunately limited in size by the space constraints within the schools in which they operate.

Senior Center: The Hanover Senior Center, which is housed in the Richard W. Black Community Center, offers programs for area seniors. Programs keep seniors fit in mind and body by offering a variety of exercise and movement classes as well as classes in Quilting, Computers, i-pad, i-phone, and different crafts. Line dancing each Tuesday is taught by Jamie Orr and Tai Ji Quan meets on Mondays and Wednesdays in 12 week sessions sponsored by the Aging Resource Center. A Bridge group meets in the Senior Lounge on Tuesday and Thursday afternoons giving seniors a chance to play for fun in a very friendly atmosphere. Twice a month current or requested movies are shown.



Holiday Luncheon at the Senior Center

Exercise classes are offered on Monday, Tuesday, Thursday and Friday. Monday class is a chair class using weights for strength training and movement for coordination and stretching. The Tuesday and Thursday classes are for more active seniors focusing on an aerobic workout combined with strength training. The Friday class is a strengthen and stretch class. These classes are very popular and are always full!

Monthly lunches are provided by area churches as well as Meals on Wheels lunches the first and third Wednesday of the month. A birthday luncheon is provided on the second Wednesday of the month for all seniors and on the last Wednesday of the month the Senior Center hosts a “potluck” lunch. It is always fun and exciting to see and sample what others contribute to this lunch. Karolyn Wiebe volunteers to play the piano during the potluck.

The Senior Center is lucky to have very talented and dedicated volunteers that provide ceramics, art, quilting and a variety of craft classes. There is an active knitting group who are busy knitting scarves to donate to the VA hospital in White River Junction and the quilting group has been making quilts to donate to the Parkinson’s Foundation. The Visiting Nurse is at the Center once a month to provide a foot care clinic for the seniors. The Senior Center also provides opportunities for seniors to travel by offering several day trips during the year as well as overnight trips on occasion.

The Advisory Committee always welcomes new and different ideas to offer through the Senior Center. Please feel free to contact us if you wish to volunteer or have an idea that you think would be enjoyed by the senior community.

Outdoor Facilities: HPR offers a variety of multi-use athletic fields, baseball and softball fields, open field space for seasonal practices, playgrounds, and a pavilion. New for this year was the rental of the picnic pavilion at Tenney Park. With the combination of open fields, playground and the pavilion, this has proven to be a popular spot for outdoor birthday parties along with family and neighborhood events.



Park Picnic Pavilion

Special Activities: Each year the Hanover Parks & Recreation Department is proud to host a variety of special events for the community. These events range from huge community festivities, like the Old Fashioned 4th of July Celebration and the Occom Pond Party, to intimate family night entertainment presented at the RWB Community Center. HPR strives to provide a variety of activities to appeal to the diverse population it serves. These events are made possible by community business’ and civic group’s financial support along with 100s of volunteers to staff these celebrations. Thank you to those who have helped enrich the Hanover community through your support.

Each season HPR hosts a community event. In the spring, Muster Day is held on the Hanover Center Green to remember the sacrifices which have been made by many to ensure our country's liberties. Muster Day takes place on Memorial Day and draws a crowd of about 150 people. The day includes a guest speaker, reading of the Gettysburg Address, live music, replacing flags on the graves of veterans, and food.

The summer welcomes the Old Fashioned 4th of July Celebration! This patriotic event features a hometown parade which steps off at Hanover High School and finishes on the Dartmouth Green. The parade is followed by live entertainment, games for the kids, touch-a-truck activities, food, pony rides, and an apple pie eating contest. This celebration always takes place on the 4th of July and draws 500 to 800 people to downtown Hanover.

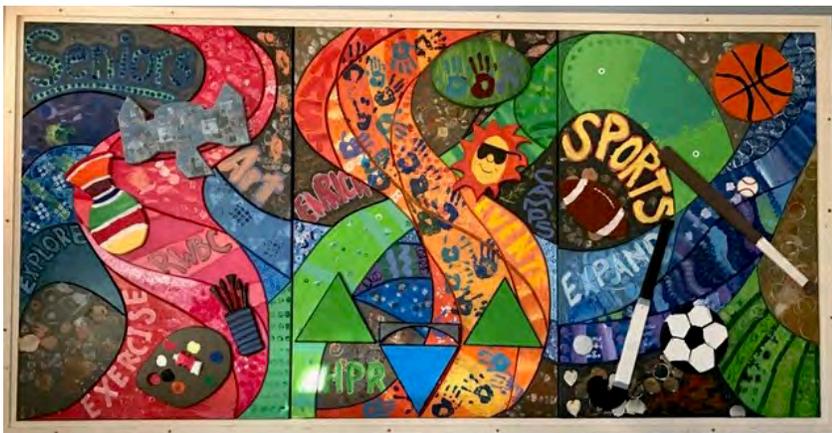
Fall is celebrated at Storrs Pond with HPR's newest event, Fallfest. This event features employees from each Town Department, as well as civic groups, running activities. Town Hall staff challenge kids to eat donuts on a string, Hanover Police show off their gear and let kids check out the inside of a cruiser, Hanover Fire of course bring trucks and an ambulance but also give kids a chance to tryout a firehose, and not to be out done the Department of Public Works comes with all their heavy equipment. Both the Etna and Howe Libraries also join in by brings books and crafts to enjoy. There is also live entertainment, cider making, craft activities and food provided by HPR.



FallFest at Storrs Pond

Winter marks HPR's largest event, the Occom Pond Party! Each year 2,500 to 3,000 people from across the Upper Valley come to Occom Pond for an afternoon of fun. There are activities for all ages. The event boasts a six to seven foot high ice castle with an ice slide for little ones. The zany fun begins with the midway games, which are popular with the pre-k age group, and include "ice fishing", penguin bowling, and building colored ice block sculptures. Unique games begin immediately after the ticker tape parade. These games are popular with elementary kids through adults! Teams compete in the Coach Potato Race, the Human Dog Sled Race, and the Bananthalon. Other activities at the Pond Party include a DJ, Sugar-on-Snow, Sleigh Rides, a variety of food, Snow Sculptures, a Tube Run and Marshmallow Roasting.

In between hosting these large community events HPR keeps busy with special programs like the Annual 10K Turkey Trot and Tiny Turkey Trot races, the Make & Take Party, the Egg-Stravaganza Egg Hunt, quarterly family nights, the Trail's Hike Challenge, and four middle school dances. HPR staff are always looking and open to new program and event ideas or ways to expand existing offerings. If you have an idea let HPR know!



New mural in the RWB lobby painted by children in the camp program.

RWB Community Center: Use of the Center continues to grow as our programs increase and our "fun" reputation spreads throughout the Upper Valley making the RWB Community Center a sought after birthday party location. During 2015-16, 188 clients confirmed 403 reservations for space in the Center, some being for a single time event and others for multiple uses. Those transactions totaled 4,332 reserved hours, averaging 80+ hours per week.

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, with 92 celebrations held during 2015-16. There are also a number of repeat renters who include Hanover Boy Scouts, Hanover Cub Scouts, Hanover Girl Scouts, Hanover Blue Wave Tae Kwon Do, Upper Valley Dance Club, OSHER, Middle Eastern Dance, Christ Redeemer Church, and BNI Twin State Chapter, as well as a variety of area and Hanover High School clubs and teams.

The OSHER Lifelong Learning Institute at Dartmouth is the biggest volume client holding 36 classes, four to eight weeks each, at the Center during the 2015-16 year. The increase in numbers has also been boosted by area professionals using our facility to offer single and multiple day workshops and meetings. The RWB Community Center is available for Town of Hanover sponsored organizations and Town affiliated clubs to hold meetings and events. These users include Town of Hanover committees, Hanover Lion's Club and Youth-In-Action. Hanover residents also use the facility to informally meet, practice exercise routines, dance steps or shoot hoops in the Multi.



Summer Campers in the 4th of July Parade

HPR looks forward to reporting this continuing growth pattern in the 2016-17 fiscal year.

Since 2011, Appalachian Trail hikers have been able to shower and do laundry at the RWB Community Center. While making use of this service hikers can store their belongings at the Center and enjoy Hanover, get caught up with their family through the use of the building's Wi-Fi system or just sit back and relax in the lounge area. The shower and laundry services continue to grow as word of the availability spreads with over 400 hikers signing in each season.

Website: HPR 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 connected to the public on what we have to offer.

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

PLANNING, ZONING AND CODE ENFORCEMENT DEPARTMENT

It is with great pleasure that I participate in the submittal of the Department's annual report as the new Director of Planning, Zoning, and Code Enforcement. I would like to thank all the volunteers on our land use boards and the citizens that have made me feel very welcomed. I am amazed by the commitment and involvement of the citizenry of Hanover. In addition, I would like to thank my colleagues in the Department for all their support and assistance during this transition.

Please feel free to email, call, or stop in to talk with me anytime. Questions, comments, and suggestions for improving the service that the department provides are always welcome.

Robert Houseman, Director

Tel. 640-3212

Robert.Houseman@HanoverNH.org



*Front row: Beth Rivard, Vicki Smith, Judith Brotman
Back row: Rob Houseman, Ryan Borkowski, Michael Hinsley*

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, Administrative Assistant Beth Rivard and Director Robert Houseman.

HEALTH OFFICER

The duties of the Town Health Officer are typically coordinated through the Planning and Zoning Department. The staff responsible for the duties of the health officer are Deputy Fire Chief/Health Officer/Assistant Building Inspector Michael Hinsley and Building Inspector/Deputy Health Officer Ryan Borkowski.

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

HEALTH OFFICER ACTIVITY			
	FY 2016	FY 2015	FY 2014
Air Quality Inspections Reports	0	0	3
Asbestos Abatements	19	10	26
Complaints	5	10	13
Dept of Health/Human Svcs Cases	0	0	18
DES cases	9	8	10
Inspections	5	4	3
Property Evaluations	0	0	0
Restaurant Inspection Reports	28	30	25
MISC	0	1	0
TOTAL	66	63	98

RENTAL HOUSING

The Rental Housing Ordinance was adopted by the Town on July 1, 2013. The stated purpose of the Ordinance is to monitor that rental housing complies with RSA 48-A:14, 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://www.hanovernh.org/rental-housing>.

It is the property owner’s responsibility to ensure that each of their rental units is properly registered code compliant 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 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 has 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 code appeals filed in the fiscal year 2016.

The Building Code Advisory Committee will be reviewing the Hanover Building Code Adopting Ordinance for any required updates to conform with anticipated changes to the State Building Code adoption of the 2015 International codes.

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

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 legislation pending proposing adoption of the 2015 International Codes at the State level to be effective sometime in 2017.

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/>.

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://www.hanovernh.org/building-code/pages/building-code-general-information>.

BUILDING PERMIT ACTIVITY			
	FY 2016	FY 2015	FY 2014
New One- and Two-Family Residences	11	2	12
Additions and Renovations- 1&2-Family	204	235	191
New Multi-Family, & Additions and Alterations	1	19	35
New Institutional Buildings	1	0	1
Additions and Alterations - Existing Institutional Bldings	66	59	36
New Commercial Buildings, Additions, Alterations	114	88	48
Demolition Permits	10	2	5
Blanket Permits	169	201	91
MISC Permits (Re-Instate, Extend, temp controls)	113	61	79
Total Permits	689	667	498
Code Inspections Conducted	841	907	1040
Total Fees Collected	\$481,778.00	\$360,707.36	\$274,290.04
Value of Permits issued			
New One- and Two-Family Residences	\$8,270,000	\$634,362.00	\$7,034,195.00
Additions and Renovations - 1&2-Family	\$12,627,708	\$13,438,910.91	\$10,348,847.07
New Multi-Family, & Additions and Alterations	\$2,049,008	\$591,351.00	\$1,033,115.70
New Institutional Buildings	\$2,750,000	\$0	\$3,250,000.00
Additions and Alterations - Existing Institutional Bldings	\$41,980,164	\$8,686,784.00	\$15,082,757.00
New Commercial Buildings, Additions, Alterations	\$12,675,075	\$23,463,667.94	\$2,970,645.55
Total Value of Permits	\$80,351,955	\$46,815,075.85	\$39,719,560.32

ZONING PERMIT ACTIVITY			
	FY 2016	FY 2015	FY 2014
Residential	320	324	263
Commercial / Multi-family	166	113	139
Institutional	91	71	59
Miscellaneous (DES, Violation, Inquiries, etc.)	61	54	83
Wetland Administrative Permits	2	1	0
Total Zoning & Use Permits	640	563	544
Total Fees Collected	\$27,175.00	\$24,991.00	\$21,546.00

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 Town trails (part of the 108 miles of trail in Town), 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, waterbodies, 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 everyday 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 2016 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.

Volunteer Assistance

Trails Committee: For 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 special appreciation goes to Joe Danna Jr., Rory Gawler, Craig Sanborn, volunteers from King Arthur Flour, Hypertherm, and Outdoor Odyssey (high-school students organized by UVTA), and all other trail volunteers.

Stewardship Committee: Thanks also to Open Space Committee members, Anne Morris, Ed Chamberlain and especially Jim Kennedy. Jim continues his work on the management plan for Hayes Farm Park in Etna Village. Jim’s ideas were the foundation of our work at Wilson's Landing. Please take a look at the transformation that has occurred there. It is a great place for a picnic, to watch the boats and dock activity and to observe the birds that love the riverside. The Stewardship Committee offers special thanks to Judith Reeve who resigned from the Committee this year. Her knowledge of the Town and its open spaces was always a benefit for the Committee’s work.

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), Don Lacey (Lebanon Conservation Commission), Michael Lunter, Barbara McIlroy, Elizabeth Tobiaasson, Vicki Smith (Town of Hanover), Ed Chamberlain (Conservation Commission), Courtney Dragiff (Hanover Conservancy).

Others: Kari Asmus, Willy Black, Len and Mary Ann Cadwallader, Mike Chase (DPW), Susan Cohen, Linda and Steve Fowler, Karen Geiling, Liz Gould, Jeannie Kornfeld (HHS), Glenn and Pat Johnson, Larry Litten, Rob Oden, HHS student Caroline Tally, and the many individuals who took a leadership role for the garlic mustard campaign in their neighborhoods.

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 2016:

Meetings

- Commissioners met 12 times for regular monthly meetings
- Three sub-committees, Trails, Stewardship and Biodiversity, met regularly
- Commission members also participate on other town committees including the Trescott Lands Recreation Committee, Pine Park Association, Balch Hill Stewardship Committee, Hayes Farm Park Stewardship Committee, Hanover Deer Team and Hanover Planning Board

Regulatory

- Sixteen site visits to locations requiring wetlands permitting and town properties
- Commented on fifteen wetlands applications to Hanover ZBA and/or NH DES

Land conservation

- Reviewed a proposal for a use change to a conservation easement area
- Monitored 23 conservation easements, and followed up as needed

Land and trail management

- Held management planning meetings for Hayes Farm Park and the Town Forest
- Improvements to Wilson's Landing including invasive removal, re-organization of parking, installation of new signage and seating, seeding and view enhancement
- Initiated Town Forest management plan by holding first neighborhood gathering and contracting with consulting forester
- Hired professional and organized volunteer work groups to clear invasives at Hayes Farm Park, Rinker Steele Natural Area, Wilson's Landing, and Balch Hill Natural Area
- Supported management of deer herd at Balch Hill and Trescott Lands with Hanover Conservancy and Dartmouth College
- Developed and adopted a new Trail Committee mission statement
- Revised and adopted the Trail Maintenance Policy
- Reviewed the re-classification of Wolfeboro Road as an emergency lane
- Reviewed the proposed use of mountain bikes on Old Highway 38
- Coordinated with other trail maintainers, Hanover Conservancy, Appalachian Trail Conservancy, UV Trails Alliance, and Dartmouth Outing Club to keep the Town's trails open for your enjoyment
- Created new Steele Trail thanks to the generosity of the Hanover Improvement Society
- Held two site visits involving trails and held two trail work days

Education/outreach

- Garlic Mustard control initiative- neighborhood organizing, continued work with landowners and providing information on garlic mustard at our Biodiversity website
- 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, and membership in the Upper Valley Trails Alliance, NH Association of Natural Resource Scientists, and the New Hampshire Association of Conservation Commissions.

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

- Coordination of trail work at the Trescott Lands, participation in the Trescott Recreation Committee, the adoption of a Recreation Management Plan for the Trescott Lands, and installation of a new pedestrian bridge. National Trails Day work included trail clearing, re-routing, and flagging.
- Revised the Trails Committee mission statement
- Improvements at the Maple Trail with the support of Hanover DPW
- Supported mountain bike use of Old Highway 38 Trail which was ultimately not implemented
- Participated in the effort to formalize the trail on the Moose Mountain Ridge in the context of a project funded by the Quabbin to Cardigan Partnership Grant, providing matching funds for the work and assisting with landowner research.
- 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 Tuck School to work on the Tanzi Tract trail to install two bog bridges and accomplished River Trail improvements
- Roughed out the new Steele Trail
- Harris Trail improvements were a special project undertaken by Joe Danna Jr.
- Bridge design and planning for installation over Slade Brook on land owned by the Lubranos

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 to develop educational materials and engage in restoration efforts and invasive plant control in Hanover.

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 in April 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 16 33-gallon garbage bags, down from previous years. In 2016, extensive effort was made in the Girl Brook watershed to remove the plant in April, well before it bloomed and native plants emerged.

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 By using the town list-serve to reach folks, the website encourages landowners to open their lands to hunters and encourages hunters to take doe. The Biodiversity Committee initiated an ad-hoc town committee to expand control efforts and work with NH F&G.

Workdays in 2016

Rinker Steele Natural Area A spring workday was held to pull glossy buckthorn saplings. A fall workday was held to chemically treat large buckthorn saplings, honeysuckle and barberry, all invasive plants.

Tanzi Tract Trillium were monitored and severe deer impacted most of them; few flowers were observed before being eaten. Several neighbors have helped to monitor specific sites for Trillium. A caged *Clintonia* colony has spread dramatically after two years of protection.

Balch Hill The Committee helped protect several silky dogwood shrubs from deer browse and had professional help to chemically treat more than 50 buckthorn plants that were too large to pull. Native bunch-grass seeds were collected and distributed at the edge of the summit.



*Hayes Farm Canada Lily patch –
now protected from deer.*

Hayes Farm With help from neighbors and members of the Hanover Garden Club, we located a large stand of Canada Lilies that had been destroyed by deer in 2015. We fenced these; the plants had more than 100 stems with blooms this year.

Mink Brook West Using a canoe, two volunteers removed six gallons of yellow iris seed-heads on Mink Brook, where this aggressive plant is spreading at the edge of the brook.

Outreach Efforts

Update for Biological Inventories:

Girl Brook Survey The Committee organized two Girl Brook botanical trips with Alice Schori, one of which included neighbors. The previously incomplete list from 2001 has grown from less than twenty to nearly 100 plants.

Pipers Lane With help of Alice Schori, we monitored for rare plants and did an update of the botanical inventory.

Native Pollinators Understanding their decline and how to support them has been a focus with the result that a special committee was established, with representation from several towns and conservation groups; a series of workshops and field trips will be held in 2017. A goal of establishing 100 new pollinator gardens in the Upper Valley has been set by this Upper Valley Pollinator Partnership. Find out more by attending a workshop. More information is provided on the Town website under Biodiversity Committee.

Plant Nursery The Biodiversity Committee also maintains a nursery for native replacement plants adjacent to the Town's water reclamation plant; ten of these shrubs were moved to the Rinker Tract in spring of 2016.

Website The Town's Biodiversity website now features materials about how to support Native Pollinators, 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; the Trails Committee on the 2nd Tuesday of the month at 4 pm at the Howe Library; 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 FY2016, in addition to the review of a number of site plan projects and minor subdivisions that created two new lots, the Planning Board concentrated on improving the zoning ordinance by considering neighborhood characteristics and housing topics.

The Planning Board met 11 times to review and clarify certain ambiguities identified in the technical review of the zoning ordinance in the previous fiscal year. The housing types reviewed and discussed included senior housing development, affordable housing, student residence, and accessory dwelling units. Neighborhood character topics evaluated building size, height, setback, and porches. The results of much of this work appear as zoning amendments prepared for Town Meeting 2017.

During its 22 meetings in FY 2016, the Planning Board's work included:

- Reviewing and approving site plans for: a new Town salt shed; Hypertherm's parking lot restoration project; Kendal at Hanover's Wellness Center addition, new chiller and propane tank; and Dartmouth College's Hood Museum, two student House Centers, new maintenance shed and building at Oak Hill, and new lighting of Baker Tower.
- Reviewing and approving the creation of new lots on Rope Ferry and Hanover Center roads.
- Reviewing and approving modifications to the site plans for Dartmouth College Memorial Field, Eighty Five South Main Street Housing, and two for the Gile Community.
- Reviewing and approving proposals to cut and trim trees and brush as part of routine utility line maintenance on Ferson, Goodfellow, King, Moose Mountain Lodge, Pinneo Hill, River, Ruddsboro and Three Mile roads.
- Beginning site plan review for a multi-family dwelling on West Wheelock Street, an expansion of Dartmouth College's athletic pavilion near Burnham Field, the development of Dartmouth College's indoor practice facility, Creare's parking lot on Great Hollow Road, and a new 33 space parking lot at Kendal at Hanover.
- Visiting Dartmouth College's sunken garden to review the proposed plans for a new athletic facility building.
- Reviewing and approving seven lot line adjustments.
- Reviewing ten projects in Lebanon that were deemed by the Lebanon Planning Board to be developments of regional impact.
- Convening a zoning amendment outreach committee that met nine times and produced and distributed an informational DVD, a show broadcast on CATV and a flyer regarding proposed zoning changes. This committee also held an outreach event at Kendal and staffed tables with information at a local grocery store.
- Preparing zoning amendments that were considered at three public hearings and adopted at the Annual Town Meeting in May 2016.

Smaller projects are now reviewed by the Minor Project Review Committee (MPRC), this committee is comprised Town employees. Four minor projects were reviewed and approved by the Minor Project Committee: Dartmouth College's expansion of the patio at the West Stands at Memorial Field; Kappa-Kappa-Kappa's exterior light fixtures; Hanover Improvement Society's bathhouse at Storrs Pond; and a small addition to the Davison Building on South Main Street.

The current members of the Planning Board, as of December 31, 2016, are Judith Esmay, Chair, Iain Sim, Michael Mayor, Brian Edwards, Kelly Dent, Vice Chair, and Jonathan Criswell. Nancy Carter and Peter Christie serve as Selectboard Representative and Alternate Representative, respectively. Planning Board members are appointed by the Selectboard. Michael Mayor serves on the Conservation Commission to provide coordination between the Commission and Planning Board. Kate Connolly, a longtime Planning Board, Zoning Board and Selectboard member and representative to the Upper Valley Lake Sunapee Regional Planning Commission, retired from public service in Hanover. She was very protective of Hanover's in-town neighborhoods and a veritable encyclopedia of the history of Hanover's land use laws.

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 the 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.

PLANNING BOARD ACTIVITY			
	FY 2016	FY 2015	FY 2014
Site Plan Review - Major Projects	12	11	10
Minor Subdivisions	2	4	2
Modifications	4	3	6
Lot Line Adjustments/Voluntary Mergers	7	5	5
Preliminary Plans, Revocations, Scenic Roads, Other	7	2	8
Projects of Regional Impact	10	0	6
Minor Project Review Committee			
Site Plan Review - Minor Projects	4	3	5
Field Changes	7	12	11
Meetings	22	26	19
Site Visit	1	1	1
Minor Project Review Committee Meetings	4	3	5
Total Fees Collected	\$33,797.00	\$12,942.47	\$19,592.24

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; Steve Marion, Clerk; and H. Bernard Waugh. Alternate members are: Arthur Gardiner, Jeremy Eggleton and David Donegan. There are currently four vacancies.

After many years of faithful service to the Board, Phil Harrison resigned following his move to Lyme, Gert Assmus stepped off the Board at the end of his most recent term, and Kate Connolly resigned from the Board when she relocated to West Lebanon.

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 full complement of board members.

The Zoning Ordinance may be viewed at <http://www.hanovernh.org/sites/hanovernh/files/uploads/2016zo.pdf>.

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

ZONING BOARD OF ADJUSTMENT ACTIVITY			
	FY 2016	FY 2015	FY 2014
Appeals of Administrative Decision	2	5	4
Equitable Waiver	0	0	1
Rehearing requests	5	0	7
Rehearings	2	2	0
RSA 674:41	0	0	0
Special Exceptions	11	10	17
Special Exception - Wetlands	7	8	7
Variances	2	7	9
Total Applications	29	32	45
Public Hearings / Deliberations	12 / 15	13 / 12	11 / 11
Site Visits	0	0	1
Total Fees Collected	\$8,405.00	\$12,136.31	\$13,011.85

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 spent a great deal of time working to fill vacancies that carried over from 2015. The Department was successful in hiring 8 officers; 7 were hired as patrol officers and 1 was hired as a Lieutenant to fill a vacancy in the Administration. We were fortunate that 5 of the new hires were already NH State Certified which meant that they would not need to go to the Police Academy and could begin field training right away.

In 2016, members of the Police Department also received enhanced training in several areas including Crisis Intervention Training (CIT); Mental Health Training (Psychological First Aid); Active Shooter; De-Escalation and Verbal Command Training.

Introducing the new members of the Hanover Police Department:



Officer Dan Fowler & Lt. Scott Rathburn



Ofc. Tyler Reidy, Ofc. Amanda Lewis & Ofc. Joe Landry



Officer G. Vince Cunningham

Officer Fowler left the Hanover Police Department in 2013 to work for the Grafton County Sheriffs' Department but returned to fill one of our vacancies in 2016. Lt. Rathburn retired from the Lebanon Police Department after 26 years of service and was hired as the Administrative Lieutenant. Officer Reidy was hired in April and graduated from the NH Police Academy in 2016. Officer Lewis previously worked for the Enfield Police Department and joined our ranks in January, 2016. Officer Landry previously worked for the Charlestown Police Department and was hired in April, 2016. Officer Cunningham had 15 years of service with the Lebanon PD before he was hired in October, 2016.

Officer Tim Scott and Officer Michael Benson were both hired in November of 2016 and will complete the 16 week Police Academy in 2017.

The following employees retired in 2016: Lt. Patrick O'Neill, (28 years); Parking Enforcement Technician Mark Caruso (28 years), and Officer Alan Patterson (15 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.

Community Outreach:

The Hanover Police Department continues to offer R.A.D. classes which is the Rape Aggression Defense (R.A.D.) Systems Program; a basic self-defense program specifically designed for women.

For information relating to R.A.D. or to schedule a R.A.D class, please contact Lt. Scott Rathburn at (603) 643-2222 or Scott.Rathburn@HanoverNH.org.

Members of the Hanover Police Department participated in the 2nd Annual Kids and Community Program at the Ray School. This program, which is organized by Ray School Teacher Beth Phillips-Whitehair, includes the involvement of officers, dispatchers, town and school staff, as well as Hanover High School students. Members of the Hanover Police Department spend time reading to students, interacting with them at recess while handing out their Kids and Community cards and ultimately participating in a grand celebration as the program came to a close at the end of October. This event provided an opportunity for school children to get to know some of our officers in a more relaxed atmosphere.

The Hanover Police Department continues outreach to the community through *Coffee with a Cop* events. *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.

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 provides a unique opportunity for community members to ask questions and learn more about the department's work in Hanover's neighborhoods and allows for a relaxed, one-on-one conversation between community members and members of our Department.



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. 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.

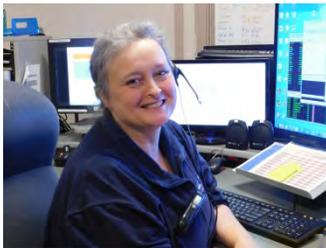
- ❖ Drug Take Back Program. The Hanover Police Department hosts an anonymous drop box for anyone to dispose of used or out-of-date medications so that they can be disposed of properly. This is available 24 hours a day, 7 days a week. In 2016, Hanover collected and disposed of 377.8 lbs. worth of medications.
- ❖ 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.
- ❖ In 2016, a “soft interview” room was created at the Police Department headquarters in order to provide a more comfortable environment for victims of sexual assault to meet with investigators. The other spaces in the building provided a more sterile and less inviting environment which could create further anxiety for victims.

Police Activity:	2012	2013	2014	2015	2016	% Change 2015-16
Murder	0	0	0	0	0	0%
Sexual Assault	11	14	21	17	12	-29.4%
Robbery	0	1	1	2	1	-100%
Burglary	14	14	13	7	12	71.4%
Theft	218	158	164	113	120	6.2%
Motor Vehicle Theft	0	0	0	0	1	100%
Arson	2	1	0	0	1	100%
UCR Stolen	254,707	232,820	224,711	77,310	108,412	40.2%
UCR Recovered	27,825	22,232	8,819	3,948	8,287	109.%
Recovery Ratio	11%	10%	4%	5%	8%	60.0%
Assault	37	56	81	47	27	-42.5%
Forgery	2	3	0	1	5	400.0%
Fraud	34	30	38	78	20	-74.3%
Vandalism	82	49	48	32	30	-6.3%
Possession of Stolen Property	9	7	1	1	2	100%
Indecent Exposure	1	1	5	1	3	200%
Drug Violations	46	44	68	38	47	23.7%
DUI	10	14	16	11	6	-45.4%
Liquor Violations	115	112	137	67	93	38.8%
Intoxication (PC)	111	104	87	16	16	0.0%
Disorderly Conduct	20	27	26	7	23	228.5%
Harassment	12	10	7	5	6	20.0%
Domestics	4	7	9	6	11	83.3%
Facilitate Underage Drinking Party	0	2	2	3	0	-100.0%
Open Container-Public	0	1	0	0	0	0%
Tobacco Violations	0	0	1	0	0	0.0%
Land Violations (Zoning)	0	15	0	0	0	0%

MV Unlocks	379	259	227	212	174	-17.9%
Total Arrests All Categories	406	427	464	221	237	7.2%
Accidents-Total	224	231	214	221	162	-26.6%
Accidents-Fatalities	0	0	0	0	1	100%
Accidents-Injury	24	30	29	23	34	47.8%
Accidents-Pedestrian	1	0	4	6	5	-16.6%
Accidents-Hit and Run	62	70	61	45	22	-51.1%
Accidents-Bicycle	4	3	5	3	1	-66.6%
Accidents-Reportable	166	172	141	162	115	-29.0%
Total MV Stops	2,329	2,596	2,104	1,876	3,609	92.4%
MV Citations	160	184	143	78	244	212.8%
Speeding	55	68	50	47	44	-6.4%
Towed Vehicles	189	104	73	66	80	21.2%
Patrol Mileage	163,483	136,530	124,432	*109,733	144,024	31.3%
Patrol Fuel	12,876	10,589	10,211	*8,789	10,616	20.9%
* Tracking of fuel was affected when pumps were out of service.						

Communications Division:

The Hanover Communications Center (HCC) consists of the division's supervisor, seven (7) full-time and (4) part-time Communications Officers. The HCC spent half of the year short one full-time employee. It continues to be difficult to find employees that possess the skill sets required to do this very demanding job.



Lisa Camarra, Comm. Officer

Lisa Camarra recently completed 25 years as a Communications Officer serving not only Hanover but also the many communities across the region that the Communications Center serves. We thank her for her continued dedication and service.



During this year, the department completed the radio console update that was fully funded by a Homeland Security Grant. The consoles now share a connection with Grafton County Dispatch to allow us to provide redundant back up communications to each other.

The HCC was again successful in procuring a grant to fund the replacement of our 17 year old police radio base system. This 6 site simulcast system is being funded by both a grant and funds from our capital reserve program.

The HCC is currently working with Mission Critical Partners, a consulting firm, to review the Center's staffing levels, best practices, as well as funding formulas used to provide services to the other communities served by the Center.

Communications Statistics	2012	2013	2014	2015	2016	% Change 15-16
Total Incidents	48,619	50,098	47,341	45,946	47,372	3.1%
Hanover Incidents	14,910	16,479	16,853	15,694	17,832	13.6%
All Incoming Calls	178,796	196,659	166,096	182,456	191,023	4.7%
Handled by Dispatcher	70,081	68,894	65,100	69,142	73,247	5.9%
Calls Transferred	108,715	127,695	100,993	113,314	117,776	3.9%
911 Calls	3,434	3,432	3,142	3,336	3,524	5.6%
7 am-3 pm Calls	111,028	129,795	105,558	113,324	115,213	1.6%
3 pm-11 pm Calls	59,900	56,098	51,865	60,490	64,013	5.8%
11 pm-7 am Calls	17,699	8,569	8,670	8,642	11,797	36.5%
SPOTS-Dispatch	280,794	312,958	277,231	326,011	343,702	5.4%
SPOTS-Mobile Data	302,897	402,066	341,590	336,971	376,660	11.7%
Police Calls-All Depts.	45,986	47,191	44,245	42,382	43,458	2.5%
Fire Calls-All Departments	3,312	3,164	3,345	3,383	3,687	8.9%
Ambulance Calls-All Depts.	3,690	3,610	3,652	3,569	3,851	7.9%
Fast Squad-All Depts.	1,208	1,012	1,187	1,222	1,248	2.1%
Public Works-All Depts.	802	916	775	714	574	-19.6%
Bank Alarms	37	39	19	21	23	9.5%
All Other Alarms	1,151	1,070	999	957	1,145	19.6%

Parking Division



Lt. Patrick O'Neill and Chief Charles Dennis

The Parking Division experienced significant staffing changes in 2016. Lt. Patrick O'Neill retired after 28 years with the Hanover Police Department. Parking Enforcement Technician Mark Caruso also retired after 28 years of service. Lt. O'Neill helped build the current Parking Division from the ground up with many changes in technology including parking meters that accept credit cards as well as the installation of the parking garage during his time with the Division.

During the transition of Lt. O'Neill's departure, the entire operation was re-evaluated and restructured with more oversight from the Police Chief, the Administrative Lieutenant with assistance from the Parking Facility Supervisor to ensure that systems continued to run smoothly. Two new Parking Enforcement Technicians were also hired: Shoshana Kleiner and Doug Lantz.

The Parking Enforcement Division (as well as Patrol Officers) issue 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 cards (some transactions can be processed on-line).

Revenue generated through parking related activities flows into a separate Parking Fund that is overseen by the Selectboard. 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 manage 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.

In 2016, the Town was able to create additional parking on Allen Street through an agreement with the landowner. This resulted in 15 additional parking spaces in the downtown area with a 2 hour time-limit.

Parking Division Statistics	2011	2012	2013	2014	2015	2016
Total Tickets	30,366	29,763	24,727	24,680	21,883	18,576
Handicap	48	47	43	39	24	20
Loading - Bus	20	18	9	3	3	6
Left Wheels to Curb	101	86	85	119	67	51
Expired Meter	27,624	27,275	21,578	21,175	19,005	16,109
Winter/Summer Parking Ban	729	663	1,251	784	562	399
2-Hour Zone	8	0	3	14	8	12
Improper Parking	243	198	155	367	340	309
Meter Feeding	8	11	55	389	284	164
2&3 Expired Meter Violation	621	672	454	788	737	435
Prohibited Zone	510	438	545	383	237	238
Towing Charge	24	11	9	33	4	11
No Town Permit	367	263	485	500	468	423
Restricted Area	37	52	30	64	134	70
Sidewalk	19	13	18	22	9	44
Ticket Appeals	3,289	2,834	2,416	2,159	2,103	2,140
Meter Revenue	421,958	402,008	468,979	615,145	701,142	735,234
Fine Revenue	409,721	429,070	356,437	392,563	344,071	272,967

Full-Time Staff at Year End

Administration: Chief Charles Dennis; Lt. Bradford Sargent; Lt. Scott Rathburn; **Sergeants:** Matthew Ufford, Eric Bates, Christopher Swain and Jeffrey Ballard. **Patrol Officers:** Shannon Kuehlwein, Ryan Kennett, Nenia Corcoran, Michael Alterisio, Mark Ridge, Tim Larrabee, Amanda Lewis, Joe Landry, Tyler Reidy, Dan Fowler, G. Vince Cunningham and Michael Benson and Tim Scott. **Communications:** Coordinator E. Douglas Hackett; Lisa Camarra, David Saturley, Tim Goodwin, Kevin Lahaye, Michael Cahill, and Brian Paine. **Parking Enforcement:** Parking Control/Facility Supervisor Christopher McEwen; Parking Enforcement Technicians: Shoshana Kleiner and Doug Lantz. Administrative Assistant Elizabeth Rathburn; Prosecutor Christopher O'Connor; and Records Coordinator Sheryl Tallman.

Public Works Department

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

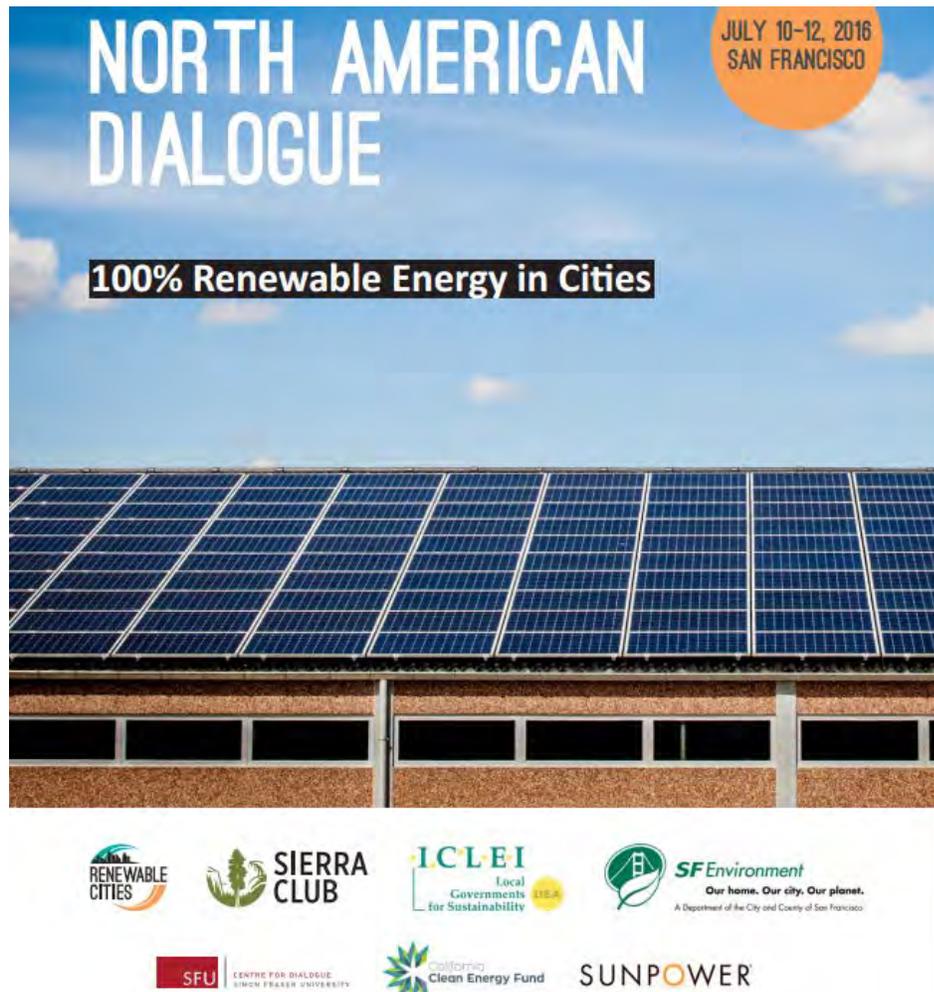
- Administration
- Buildings
- Grounds
- Highway
- Fleet Maintenance
- Sanitary Line Maintenance & Construction
- Water Distribution and Treatment
- Water Reclamation

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.

- The Town continues to purchase power directly from the New England Power Pool at wholesale rates. Over the past 18 months the Town has paid an average of \$0.046/kWh compared to the average default rate of \$0.083/kWh. Staff has been working with the Lebanon Energy committee on a pilot Aggregation tariff which would allow consumers to take advantage of real time market prices. The goal would be to eventually expand to other customers with hopes of developing local renewable power with savings is a lower rate. There is much work to do including approval of a tariff by the NHPUC which is expected by June of 2017.

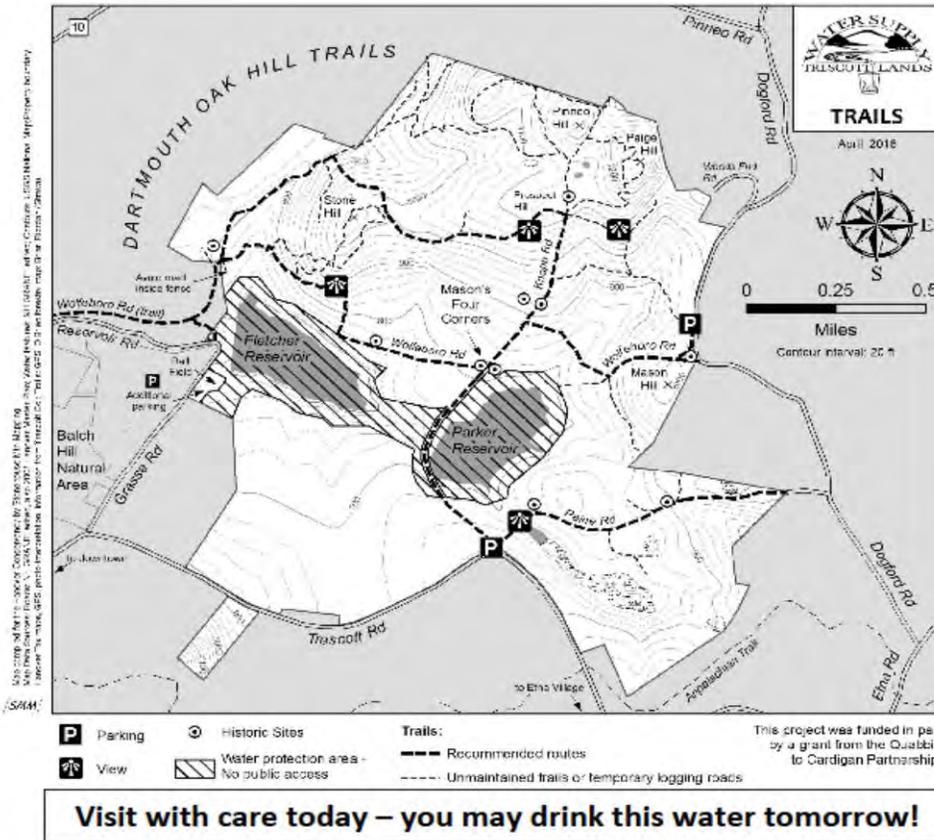


- In early July 2016, Peter Kulbacki attended the North American Dialog on 100% Renewable Energy in Cities along with Robert Houseman, the new Planning & Zoning Director. The gathering included 20 communities from throughout North America and provided a forum on how to transition towns and cities to 100% renewable energy. Communities shared their experiences, successes and failures and large companies such as Google and Apple as well as technical experts on viability of renewable energy. The take-aways were:
 - Leadership to transition to 100% renewable will not come from the state and federal level, it will come from local level
 - Develop a plan
 - Start with the easy low hanging fruit
 - Don't let the perfect be the enemy of the good
 - Build on success
 - Network with other communities
 - The upset technology that will get us there hasn't been developed

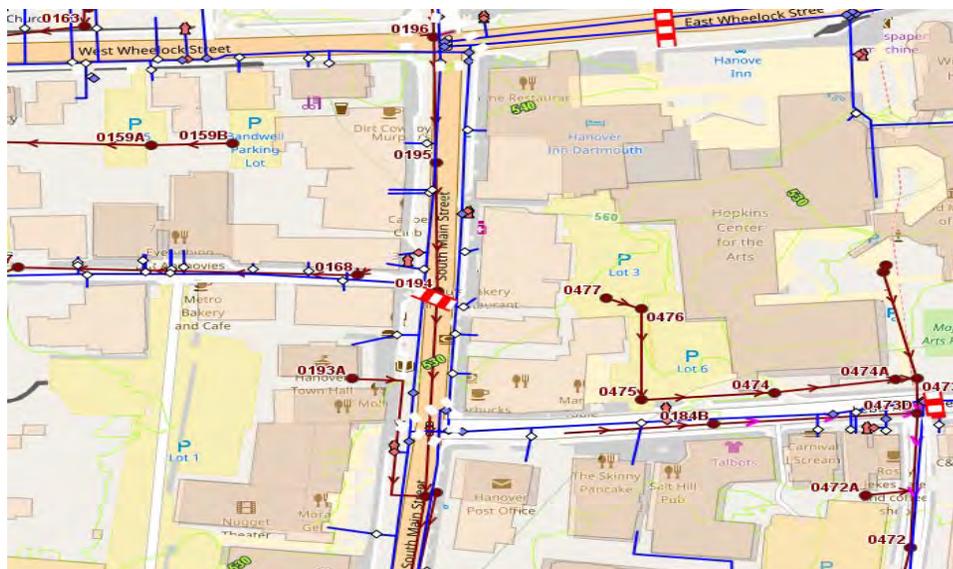


- Staff worked with the Hanover Sustainability Committee in a successful Green-e certified power supply for residents and small businesses. The program signed up 253 customers for Green-e certified power. The Committee will continue to work to offer this program to residents who desire to obtain their electricity from renewable sources that aren't able to produce it themselves. Staff will continue to work to develop other options including community solar as the opportunities arise.

- Staff worked with a committee appointed by the Trescott Company (former Hanover Water Works watershed lands) Board of Directors to open the land to passive recreation. The committee developed a Recreation Management Plan that was endorsed by the Board of Directors. The Plan provides a framework for managing recreational activities that are consistent with clean safe drinking water to our community.



- Staff continues to collect data and update layers on our on-line GIS program. There has been considerable work done to identify information of Town infrastructure including water, sewer, drainage, roadway, sidewalk systems as well as buildings. Town staff has begun to use handheld devices in the field to perform everyday work, reducing errors and conflicts and increasing access to vital information. DPW and P&Z Departments have a goal of providing public access to selected layers of the GIS system through a web portal as early as July 2017.



- Two notable projects were constructed in the past summer, the addition of a sidewalk on Hemlock between Rip and Reservoirs Roads and a rebuild of South Balch Street. Both projects included street improvements as well as utility upgrades, using staff from Administrative, Highway, LM&C and Water divisions to completed work. Projects in the coming year will include the construction of additional sidewalks on Route 120 and Lebanon Street as well as rebuilding of the diverter on Dresden Road to provide better pedestrian and emergency vehicle access.

Administrative Staff: Peter Kulbacki, P.E., Director; Michael Chase, Operations Manager; 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 (24 apartments) located at 42 Lebanon Street;
- the Parking Garage located at 7 Lebanon Street;
- the Department of Public Works (DPW) Facility located at 194 Lebanon Street;
- Shed 2 Storage Facility at 153 Greensboro Road;
- Grounds Buildings at Pine Knolls;
- Buildings located at Tenney Park on Thompson Terrace;
- and the apartment buildings located at 44 & 46 Lebanon Street.

Major projects completed during 2016 were installation of heat pumps in the Board Room and Town Clerk's Office area at the Municipal Building; a roof top air conditioner replaced and first floor carpet tiles installed in the common area at the R.W. Black Recreation Center; a new roof-top air conditioner installed and four more outside doors replaced at DPW, leaving one to be done this year; repaired both upper and lower entryways and replaced hall and all round lights with LED fixtures at the Howe Library—all new fixtures are capable of providing emergency lighting as needed; a new 2' x 2' drop ceiling installed on the ground floor and 2' x 2' LED lights installed into the new ceiling grid at the Police Department—the new lights have smart light technology that allows them to dim or shut off if no motion is sensed; and new high-efficiency windows were installed at the Etna Library—care has been taken to keep the library's nostalgic look as much as feasible (we understand they are a rave).

Several mid-sized projects include re-facing of the ramp and side stair entry to the Municipal Building; DPW's sign shed had trim replaced and was painted along with the wood shop; the DPW equipment storage building had the remaining light fixtures replaced with LED bulbs and also had the air compressor replaced due to failure of the old one; the Howe Library had a rain gutter system installed on the southwest side—this was done by the request of the Joint Loss Management Committee to prevent ice from forming on the handicap sidewalk and parking area; LED lights were also added to the Howe in the main entry way; at the Hanover Police Department we had to replace and increase the air conditioning units due to new equipment installed for dispatch; and the Hanover Fire Department had LED lighting installed in the rear entry soffit area.

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; the Water Department and Water Reclamation Facility also had floors stripped and waxed; the signs at Town Hall were refurbished and a fence was installed around the propane tanks, and ceiling repair and painting was done due to roof leaks; also at Town Hall, we repurposed a desk, built a book shelf and added a white board for the Planning and Zoning Director. Normal service and preventive maintenance was done on town equipment and buildings as needed or scheduled.

This year's energy-efficiency project is to replace as many light fixtures and bulbs as we can at the Howe Library and Town Hall. Most of the bulbs replaced will be T-8 4' fluorescent. The Howe has a little over 1,100 of these bulbs, and each bulb requires 32 watts. The new LED drop-in bulbs will use no more than 16 watts per bulb and we will only need 800 bulbs. This is a 63% savings on just the T-8 bulbs.

I would like to say that 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 Town's 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 and 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

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

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 112 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.

In 2016, we completed our first full year of the personnel restructuring in the Fleet division. We were able to successfully perform the preventative maintenance on the Town's (12) remote standby generators with a higher level of service at a 50% reduction in cost. It is our vision to increase these cost savings with training and diagnostic tools to perform in-house repairs on the increasing number of emission controlled vehicles and equipment.

Highlights of 2016:

- Liquidated (7) surplus items through an online bid process for revenue.
- Upgraded the shop vehicle lift to a 12,000 lb. lift.
- Purchased and installed a 10x40 storage container for tire storage.
- Installed (1) backup camera and (2) backup sensor kits on plow trucks to avoid backing accidents.
- Refurbished one dump truck body.

- Sandblast, prime and touchup paint on the Cat loader.
- Staff training included: Confined Space, Johnston Sweeper, Air systems, ABS systems, NH State Inspection, Underground Storage Tank – Recertification, and CDL training.
- Prepared specifications for, took delivery of, or set up the following equipment for the departments listed below:

Highway Division:

- (1) 2016 Ford F550 2wd dump truck used for Salt Brine and Long Line Painting
- (1) 2016 Ford Escape - DPW Director
- (1) 2016 Diamond 22' Boom mower
- (1) 2017 Ford F550 4wd dump truck, plow, and sander
- (1) 2016 SnoGo loader mounted snow blower

LM&C/Highway Division:

- (1) 2017 Ford Escape - LM&C / Highway Manager
- (1) 2017 Western Star 10 wheel dump truck, plow, and sander

Police Department:

- (2) 2017 Ford Police Utility vehicles
- (1) 2017 Toyota RAV4 Hybrid

Parking Division:

- (1) 2017 Toyota Tacoma pickup truck

Fire Department:

- (1) 2017 Ford Expedition (Fire Chief)

Fleet Maintenance Division Staff: Donald Foster, Fleet Superintendent (& Fleet Parts); Mark Bean, Mechanic; Larry Holmes, Mechanic; Mike Kidder, Mechanic.

GROUNDS DIVISION: The 2016 growing season was challenging. Infrequent rainfall made watering the town gardens and trees a full time job for the grounds crew. Thirty-one new trees were planted on the multi-use path (MUP) in the spring on Lyme Road to separate the street from the walkway. These trees were regularly watered throughout the season and are doing well at this writing.

New and replacement trees were also planted near Shed 2, on Gibson Road, South Main Street, Rope Ferry Road, East Wheelock Street, and in Pine Knolls Cemetery. The Arbor Day celebration took place at the ribbon cutting ceremony for the MUP.

Several tours and meetings took place with Dartmouth College officials to discuss a proposed sky bridge walkway over the old section of Dartmouth Cemetery. Mapping of existing and hidden monuments and burials was done to help discern a feasible route over the cemetery. Dartmouth plans to make the cemetery more park-like.

Several thousand spring flowering bulbs were planted at the Town Hall, Co-op triangle and in front of the Hanover Inn.

The north section of the Hanover Center Cemetery fence was replaced. Plans are in place to remove and replace the street-side section next season. Many old monuments were repaired in several cemeteries, but there are many more to do.

Grounds Division Staff: William E. Desch, Urban Forester; Asa Metcalf, Arborist; Chris Koloski, Grounds Crew Leader; Len Bolduc, Pine Knolls Groundskeeper; Hunter Grace, Landscape and Turf Assistant.

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 2015-2016:

- We continue to improve heavily-used crosswalks in town. Another set of rapid flasher lights have been added to the South Main and Currier crosswalk. Flashing crosswalk signs have been added to three other crosswalks in town. These include the intersections of Lebanon and Hovey, Lebanon and Crosby and East Wheelock and Crosby.
- Highway staff completely rebuilt South Balch Street. This street had 11 inches of asphalt on top of a very poor clay base material. During the winter months we would see significant heaving and cracking of the asphalt. This made it very difficult for winter maintenance. The street was completely excavated to a depth of 30 inches. New gravel and drainage were installed. The street also received new asphalt curbing. With better draining material the street should hold up much better for the years to come.
- The last red-listed bridge in town was replaced on Ruddsborro Road. Highway staff removed the old bridge along with both headwalls. A new bridge was installed by Highway staff. New headwalls along with new guardrail installation was also completed during this time.
- One mile of Ruddsborro Road was reclaimed this year. During this period culverts were inspected and replaced as necessary. Roadside ditching was also completed at this time. Existing asphalt was ground together with existing gravel to a depth of 12 inches. Once material conformity was complete, one more grinding pass was done while injecting emulsion into the base material. This process results in a very sturdy road base. Finish grading and three inches of new asphalt make for a tough and durable road.
- East Wheelock Street saw the reconfiguration of the crosswalks in front of the Hopkins Center. This involved installing bump-outs on the College Street entrance and on the Hopkins Center side. Granite curbing was installed along with ADA-compliant tip-downs. Crosswalks had to be ground off and moved for a safer pedestrian crossing.
- Milling of Webster, Crosby and East Wheelock took place this year. The milling smoothed out wheel ruts and utility cuts, reestablishing the profile of the road. This process involved lowering all in-street structures before milling. After shim paving all structures had to be cut out and rebuilt and raised. This ensures the integrity of our structures. The Highway, Sewer and Water departments work together during this time. Finally a wear course of asphalt is applied.
- 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. Our road marking responsibilities continue to increase with added pedestrian warning symbols.

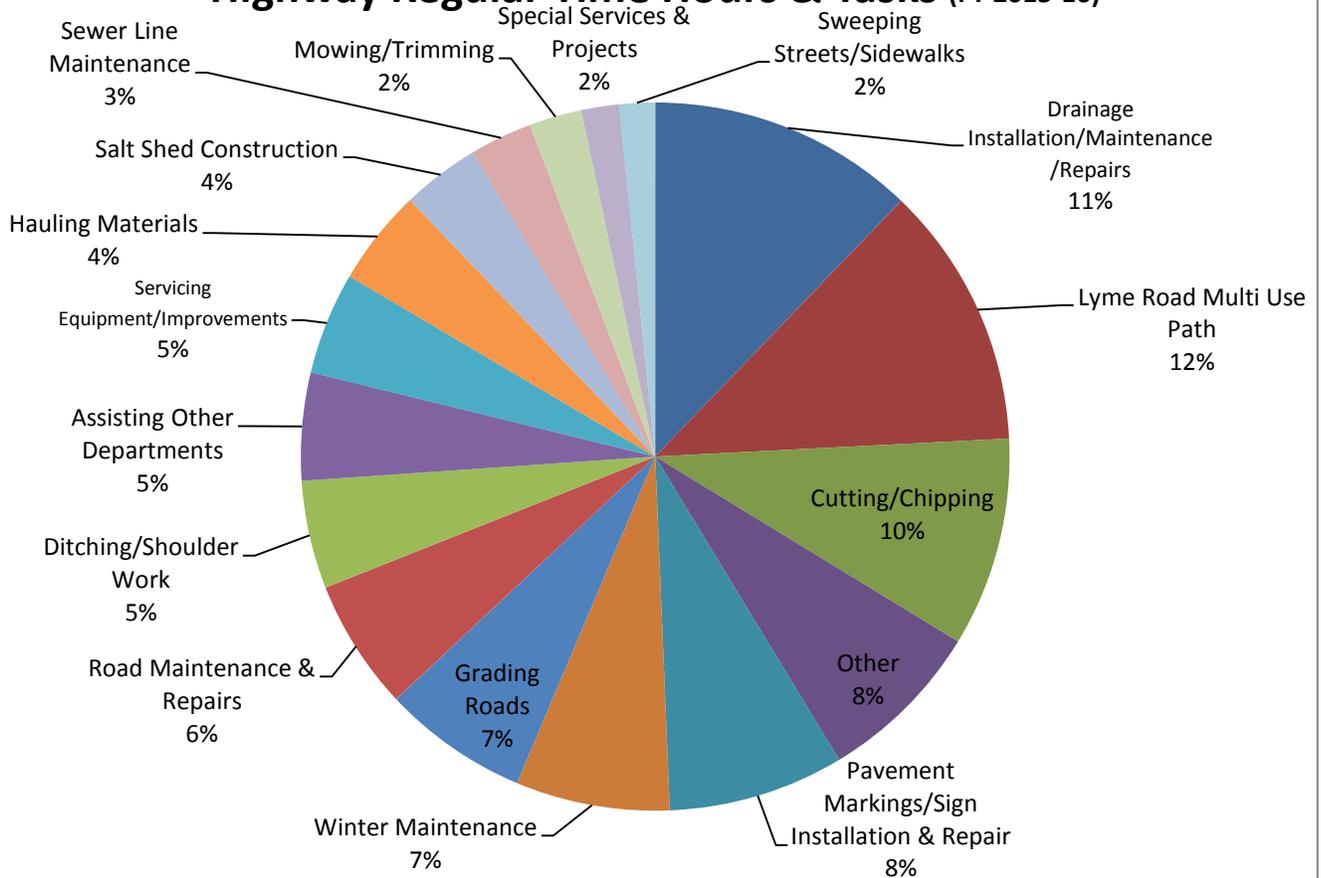
- Town crews also did a fair amount of ditching this year. Approximately a mile and a half of roadway received ditch maintenance. This process removes unwanted material from our ditch lines and aids in storm water control during rainfall and spring melt. Adequate ditches are critical for pavement preservation as well as the reduction of erosion.
- During the fall months Highway staff work aggressively to clean all town ditches of leaves and fallen debris. This takes countless hours to accomplish. This limits our exposure to road washouts caused by bunched up leaves and sticks or leaf-choked culverts. It also helps with spring runoff and grading.
- 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.
- A considerable amount of time (162.25 regular and 45.5 OT) was spent cleaning up Town-owned conservation land. A large amount of debris had to be removed. This involved several days and most of the Public Works staff. As a result of this clean up the public can now enjoy this conservation land in its natural state.
- Highway, Water, and Line Maintenance department personnel worked jointly replacing of a section of water line on Hemlock Road. A new section of sidewalk was constructed from the intersection with Reservoir Road to the intersection with Rip Road. The approach with Reservoir was also realigned. This improved the sight line and slowed approaching traffic along and increased pedestrian safety.

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

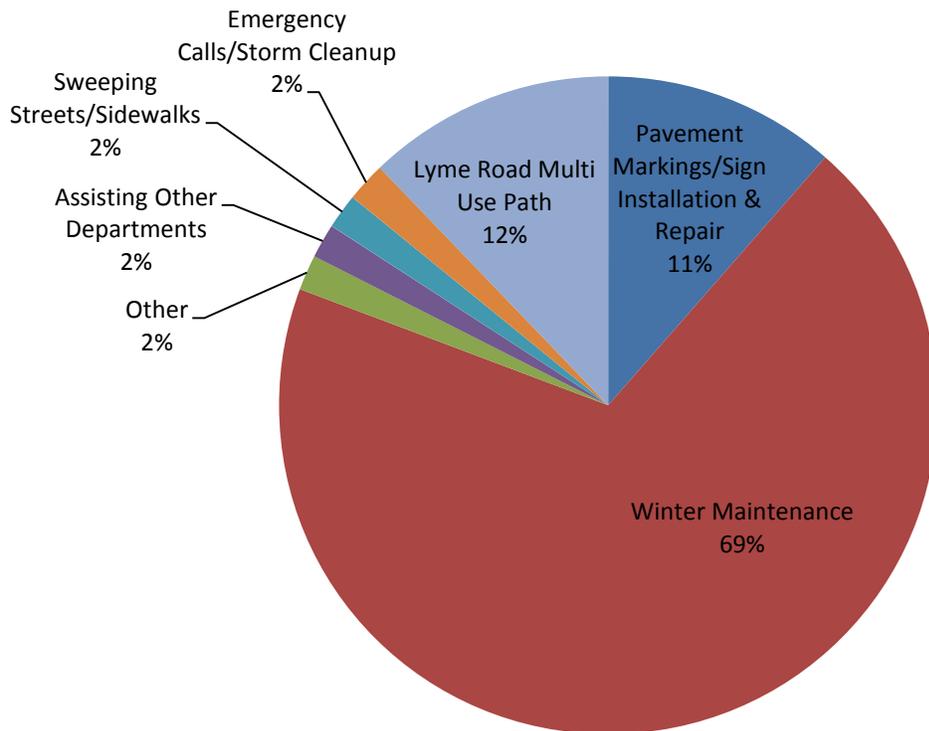
<u>Assisting Other Departments</u>	<u>Regular Hours</u>	<u>OT Hours</u>
Grounds	42.25	
Fleet	618.75	1
Police	70.75	
Water Dept.	65.5	3
Fire Dept.	527.5	14
Parking Enforcement	69.75	17
Building Dept.	295.75	4
Recreation	28.5	10.5
School	9	
Water Reclamation	3	
TOTAL - Assisting Other Departments	1198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

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

Highway Regular Time Hours & Tasks (FY 2015-16)



Highway Overtime Hours & Tasks (FY 2015-16)



SANITARY LINE MAINTENANCE & CONSTRUCTION DIVISION: The Line Maintenance crew (LM&C) 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.

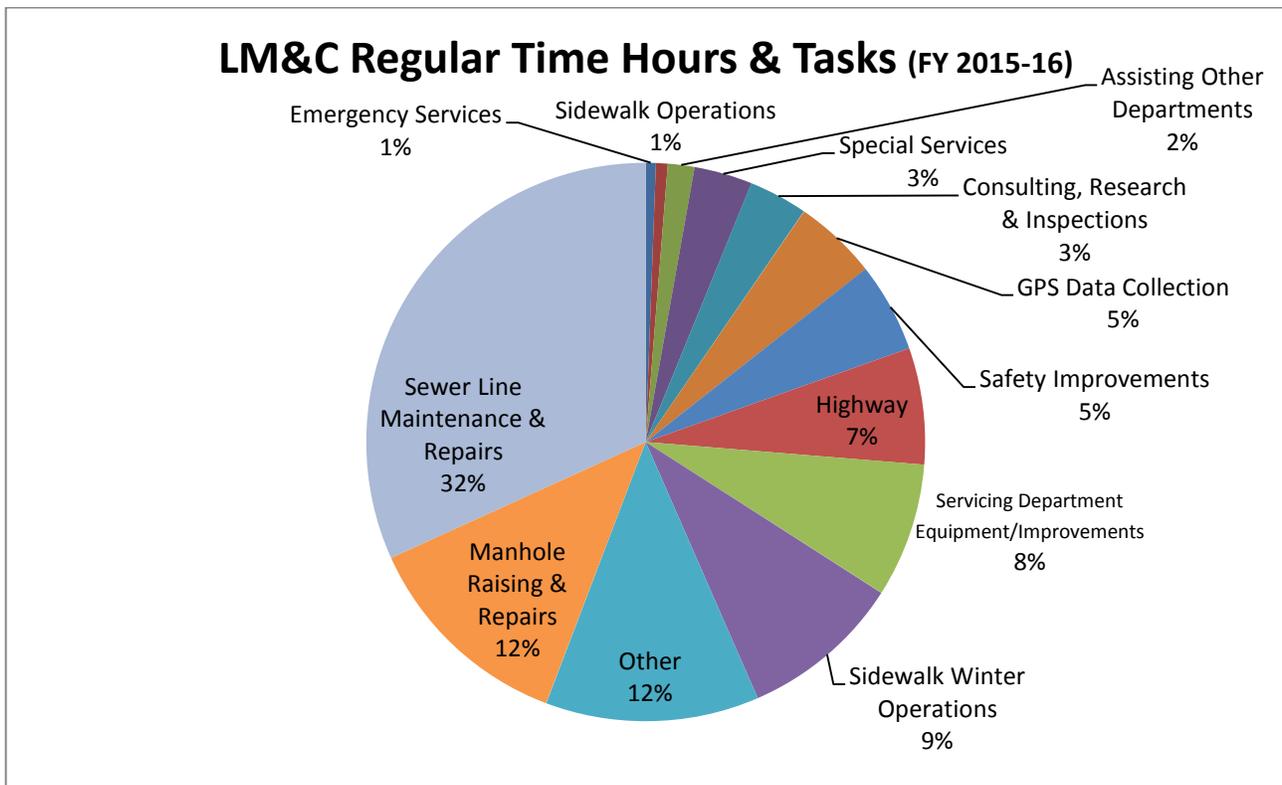
- The Line Maintenance crew is responsible for the preventive maintenance of over forty-four miles of collection system pipe, using a high-pressure flushing unit, a manual rodding unit, and an assortment of specialty tools and small equipment. Approximately four thousand, five hundred (4,500) feet of 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: 150 linear feet of 8" pipe on Crosby Street, 140 linear feet of 8" pipe on Wren Ln, and 1,116 linear feet of 8" pipe along Occom Pond.
- There have been four new manholes installed in the system and two existing manholes have been replaced and upgraded to the newer-style precast structures.
- 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. This data collection is approximately ninety percent complete but will always be a continuing effort to keep and maintain real-time information and updates to the collection system. These are requirements of the Capacity Management and Maintenance (CMOM) our National Pollution Discharge Elimination system (NPDES) permit.
- The Crew provided the mowing and maintenance of approximately five to six miles of sewer line rights-of-way. Several of these rights-of-way and easements have been trimmed of brush, trees and debris that can potentially hamper the crew's ability to maintain the system. Most of these easements and rights-of-way are also used as walking paths for the public. Along with the regular maintenance of these areas, the crew also considerably maintains two pocket parks in town.
- 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. Reconditioning includes disassembly of the benches, scraping and sanding the components and repainting metal parts, refinishing wood parts and then reassembly.
- The crew continues to diligently take on the responsibility of maintaining the Town's sidewalks. The crew also continues with help and support of the snow removal in town.

- Throughout the year, the crew has assisted other departments with projects, repairs, and emergencies wherever needed.
- A bench was installed on Main Street across from Allen Street commending “**Dick & Dan’s**” many years of service making sidewalk repairs, decorative wall repairs, structure rehabilitation and most notably the stone work restoration to the Great Hollow Bridge. Thank you Dick & Dan!

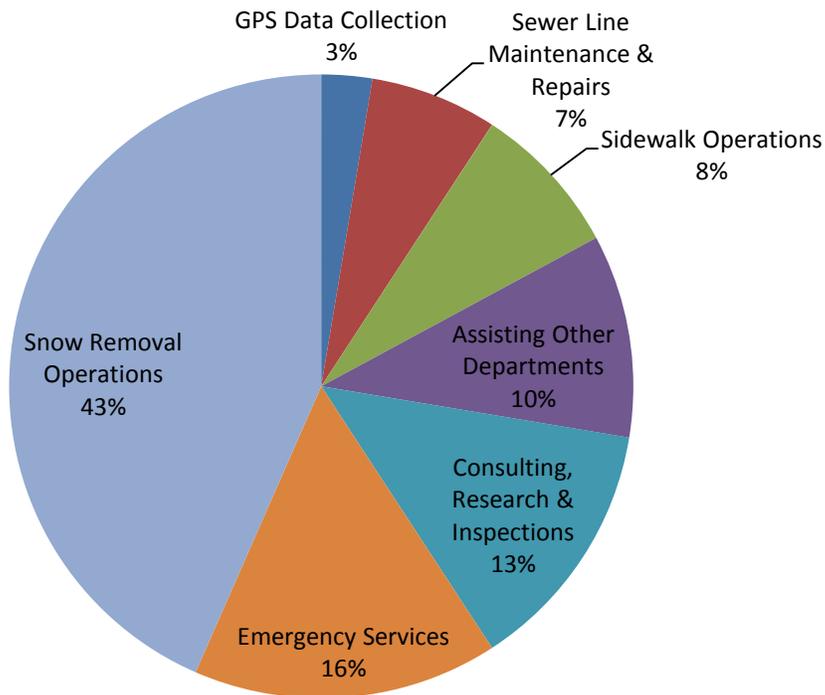


- The Line Maintenance Crew does have personnel from other departments who have been cross-trained to respond and assist in any emergency that may require additional people. These employees are Chris Berry, Jim Messier, Bill Brown, and David Field.

Sanitary Line Maintenance & Construction Staff: James Cray, Sanitary Line Maintenance & Construction Crew Supervisor; Todd Bragg, Sanitary 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 Overtime Hours & Tasks (FY 2015-16)



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, 855,000 gallons of drinking water per day in 2016. 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 upkeep as well. We also maintain 3 reservoirs and 4 storage tanks as well as 1,927 water meters and a network that allows us to read these meters remotely. Water Department personnel take tremendous pride in their efforts. We have a goal of providing clean and safe water as well as uninterrupted service to all customers.

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 = 417.5 million gallons
- Number of storage tanks = 4
- Total volume in storage = 2.38 million gallons
- Total volume of water processed in 2016 = 313 million gallons
- Average daily volume processed in 2016 = 0.85 million gallons

2016 Projects

- Balch Hill storage tank was cleaned and inspected and reservoir intake inspected by LiquiVision Technology, commercial divers using remotely operated vehicles (ROV).
- Treatment facility diaphragm chemical feed pumps were replaced with more efficient peristaltic ones.
- Responded to 5 water main breaks and 3 leaking service lines.
- Assisted the Highway Department with snow removal operations.
- Replaced over 500 feet of old 6" CI water main on South Balch St with new 8" DI.
- Rebuilt all pumps and motors at the Raw Water Pump Station.
- Hosted a Chainsaw Safety Course.



Chainsaw Safety Training



Water Main Replacement on South Balch Street

Water Department Staff: Todd Cartier, Superintendent; Dylan McDermott, Senior Water Technician; Matt Walker and Bernard Hazlett, Water Distribution Workers.

HANOVER, NH WATER RECLAMATION FACILITY



Facility aerial view

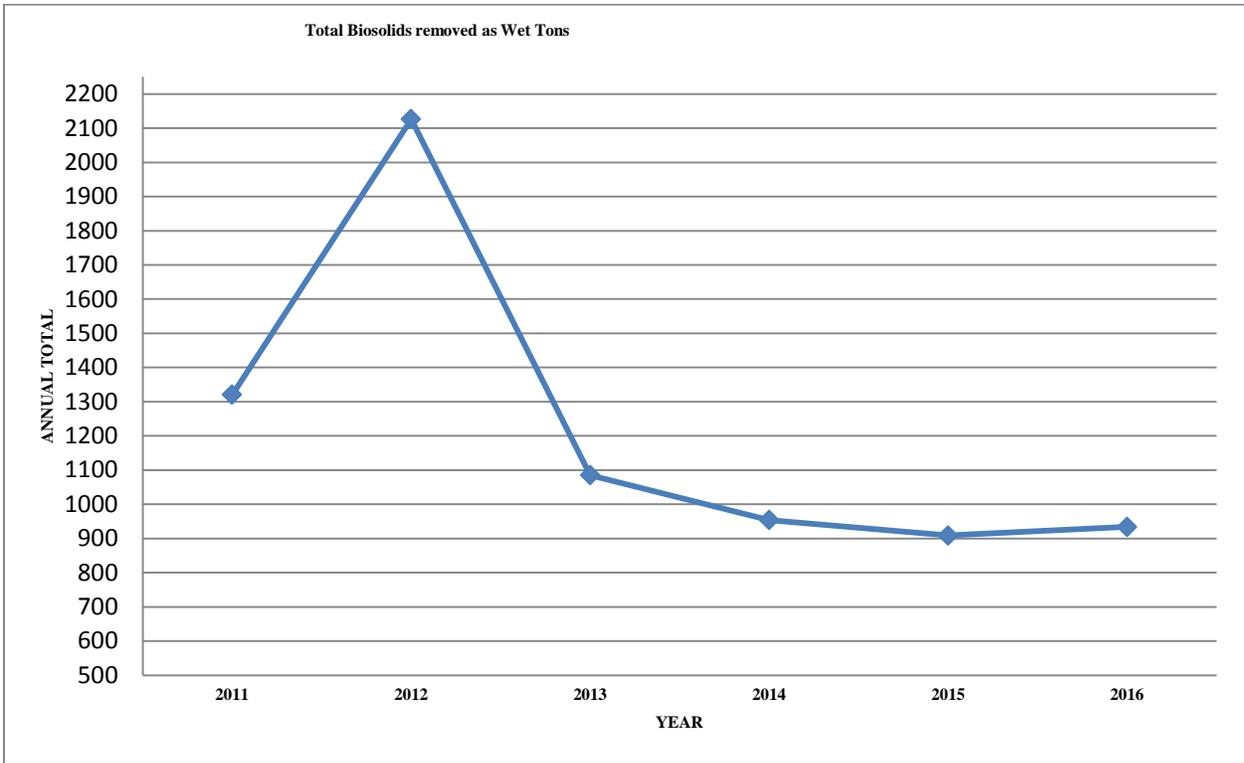
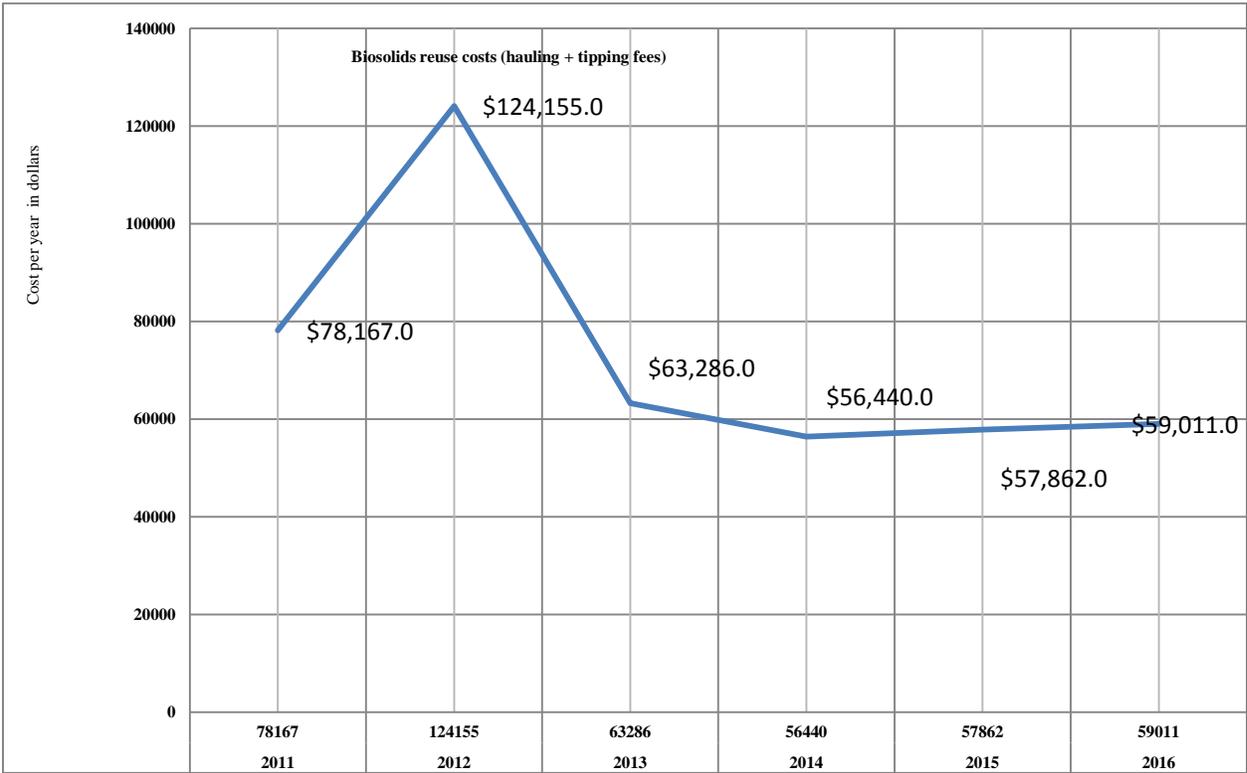
Water Reclamation Facility staff:

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

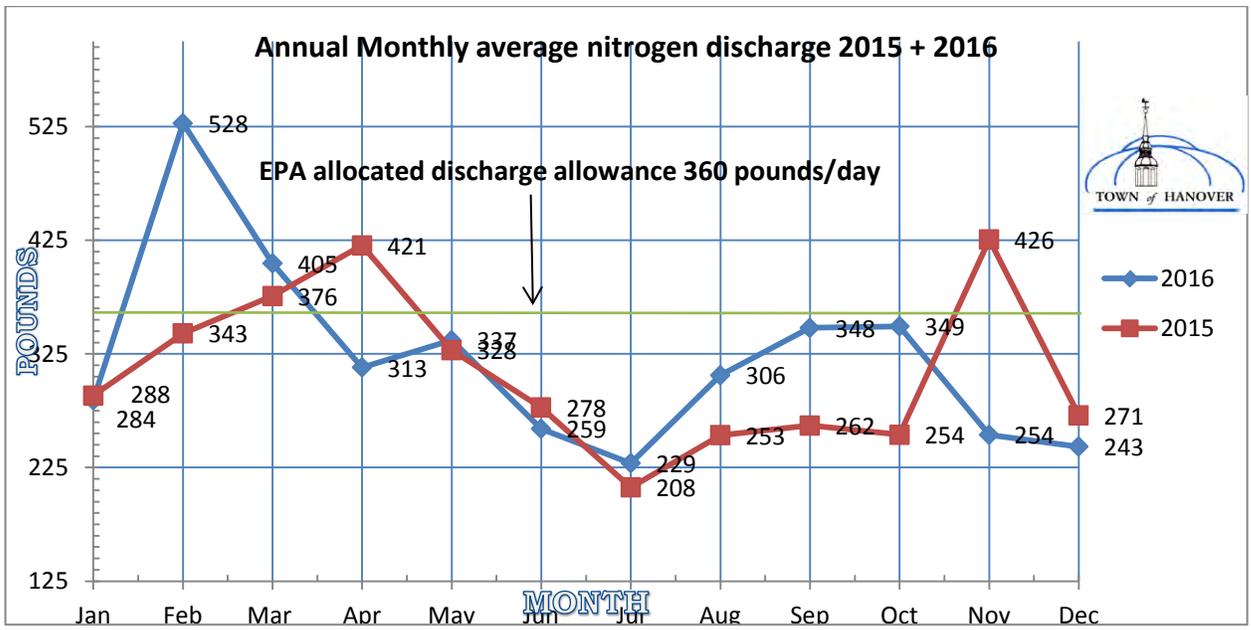
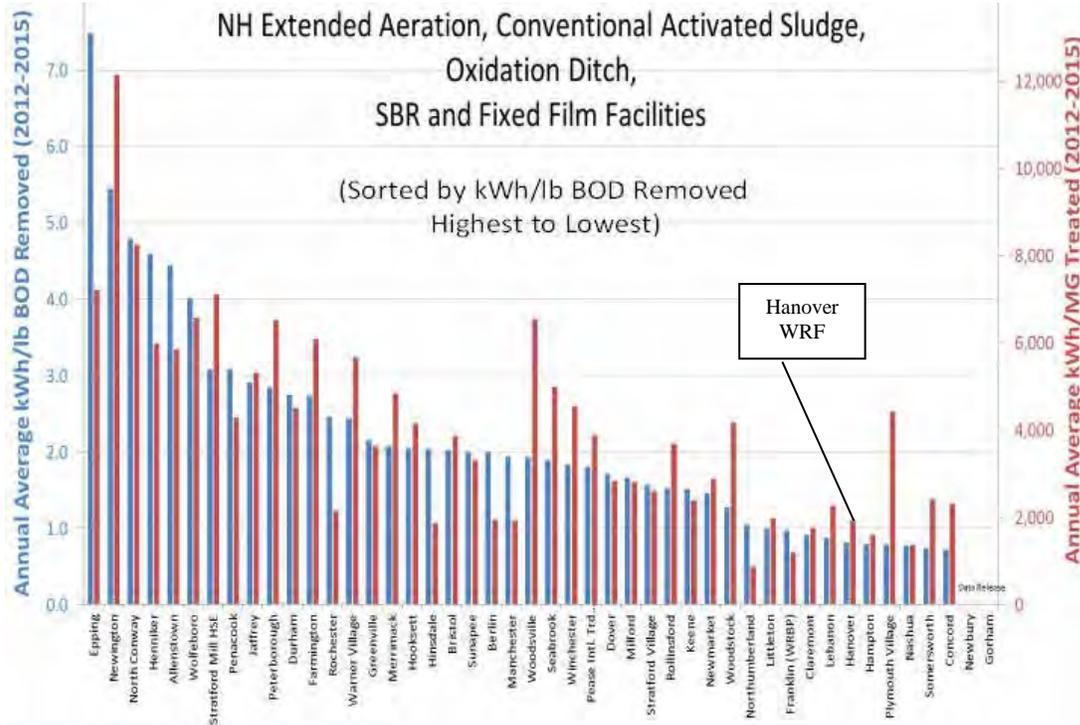
General statistics for 2016 include:

- Treatment of approximately 452 million gallons of raw wastewater to secondary treatment levels. This is a decrease of approximately 9 million gallons or 2.0% from 2015 levels. The minimal change may be attributed to an exceptionally dry year. Total precipitation recorded for 2016 was 73.2” as opposed to 96.8” in 2015.
- The Water Reclamation Facility received 292,638 pounds of Total Settleable Solids {TSS} and 325,256 pounds of Biochemical Oxygen Demand {BOD}-*these are measureable parameters established in our permit.* In 2016 the WRF had an annual average of **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 4.8 % decrease in TSS loadings and a 0.6 % decrease of loading for BOD.
- In 2016 the WRF had one reportable violation of our effluent limit for an exceedance for E.coli.
- Production of approximately 906 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 2.8 % from 2015. This decrease can be attributed to the facility upgrade project and improvements made to the two anaerobic digesters. This is the fourth consecutive year that our disposal volume and associated costs have dropped.
- 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.

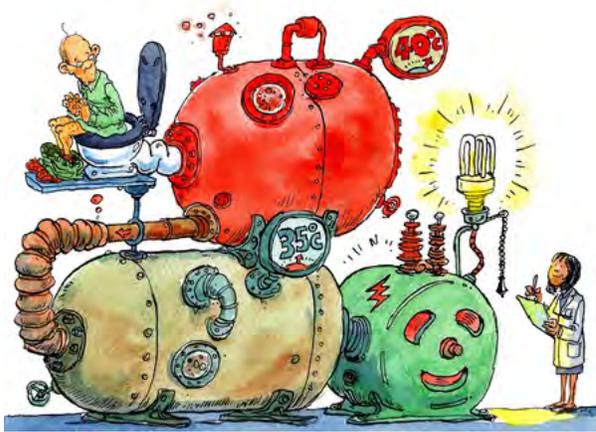
- Jason Goodrich has upgraded his wastewater certification to a Grade II from the NH Department of Environmental Services.
- A graphical representation of the anaerobic digester improvements below:



- The WRF underwent an energy audit that will be wrapping up in mid-2017. Early findings showed that the Hanover is very efficient in regards to comparative facilities in NH.



- 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.

Sincerely,

Kevin MacLean – Superintendent
Hanover Water Reclamation Facility



REPORTS FROM
BOARDS,
COMMITTEES,
AND
OTHER AGENCIES

BIKE PEDESTRIAN COMMITTEE



Committee Members: Peter Clark, Tim Cox, David Dostal, Scot Drysdale, Scott Hunt, Barbara McIlroy, Hugh Mellert, Athos Rassias, Carolyn Radisch, Joanna Whitcomb, Erica Wygonik, Bill Young (Chair)

Thank you to Town of Hanover Select Board, Planning, DPW, Police, Hanover Improvement Society, Dartmouth College, DHMC and many others for their active partnering on bike and pedestrian improvement programs in Hanover.

These are the highlights of a busy year for the Committee:

Hanover Achieves Bike Friendly Community – Bronze! Hanover was recognized as a Bike-Friendly Community at the Bronze Level by the League of American Bicyclists! In addition, Dartmouth College was recognized as a Bike –Friendly University at the Gold Level. The Bike Friendly Community program helps communities become more bikeable by providing an assessment of their bicycling programs and facilities as well as guidance on how to continue to improve bicycling.

Route 120 Walking and Bicycling Connection Under Study: The Committee is working with the Town and DHMC to study and identify ways to improve pedestrian and bicycle connections between the Town and DHMC along Route 120. The Committee hosted two public workshops in June to get community input for improving walking and bicycling. A sidewalk from Storrs to the Tanzi Tract is slated for construction in the summer of 2017. Improvements at Dresden Road to improve walking and bicycling to the Richmond School are also slated for 2017.

Bike Rodeo a Huge Success! The Committee has been working with Hanover Parks and Recreation and the Ray School on bicycling education. Committee member Scott Hunt, a League certified bicycling instructor, led a successful and well-attended bike rodeo at the Ray School in May 2016. A Bike Rodeo has been scheduled for May 6th, 2017. Scott will also participate in Ray School PE classes to present safe and smart bicycling tips for students.

Pedestrian and Bicycle Master Plan Update Coming in 2017 – 2018: In 2017 and 2018, the Committee will be working on an update to the Pedestrian and Bicycle Master Plan. We look forward to working with the community to continue to improve walking and bicycling in Hanover! Stay tuned for details and opportunities to provide input and ideas.

The Bike/Pedestrian Committee meets on the first Thursday of the month (September through June) in the Mayer Room of the Howe Library. All are welcome! Find us on Facebook—Hanover Bicycle and Pedestrian Committee—for Committee events and news.

Sincerely,

Bill Young, Chair

SUSTAINABLE HANOVER COMMITTEE

In June, the Sustainable Hanover Committee (SHC) thanked David McManus for four years of exceptional leadership as SHC Chair. David's thoughtful and encouraging support has been a key component of the committee's work since 2012. In September we welcomed Stowe Beam as a new SHC member.

1. Focus on Energy



Ready for 100%

In January, SHC co-sponsored a panel discussion held at Dartmouth College entitled "What Does a 100% Renewable Energy Future Look Like?" In July, Planning Director Rob Houseman, Public Works Director Peter Kulbacki, and SHC Co-Chair Yolanda Baumgartner attended the North American Renewable Cities Dialogue to learn about the "Ready for 100" movement to transition to 100 percent renewables. The Dialogue included representatives from 20 cities and towns at varying stages of committing to this energy goal. Following many discussions about the necessity and feasibility of a clean energy future, SHC voted to endorse a transition to 100% renewable energy by 2050.

2016 is the third year that Hanover has been recognized by the EPA as a Green Power Community. Hanover now has over 80 rooftop and ground mounted solar panel systems. 210 other residents and businesses in Hanover and Etna (in addition to 120 from other Upper Valley towns) purchase green-e certified electricity through the Green Power Challenge purchasing group. Dartmouth College, Hypertherm, Kendal-at-Hanover, and the Town of Hanover continue their leadership roles as Green Power Partners.

The first contract for the Green Power Challenge ended in October. Challenge group members used an annual total of 2.5 million kilowatt hours of electricity with green-e certification from wind sources, half of which was NH wind from Coos County. SHC's renewal campaign for the group starting in November 2016 produced a total of 330 new and continuing members. Their annual usage is projected to be 2.9 million kilowatt hours.

Since 2013, there has been a small but consistent reduction in total kilowatt hours used each year town-wide. The total reduction from 2013 to 2016 is 5.3 percent. This is no small accomplishment given that the number of tools and equipment we all use keeps increasing (think, for example, all the new gadgets that need daily charging, electric cars, more automation such as new processing equipment at the town's water treatment plant, etc. etc.). We congratulate residents and businesses for consuming less power by conserving and implementing efficiencies. As green energy pundits like to say, the cheapest and greenest kWh is the one that is not used.

Finally, thanks to Hanover voters at the 2016 town meeting, Hanover became New Hampshire's first C-PACE energy-efficiency district. C-PACE has the ability to provide Hanover businesses and non-profits a way to lower operating costs by installing efficiencies and renewables to their property. While still working to finalize a deployment plan, Hanover continues to support this worthwhile initiative.



Sustainable Hanover Committee Members

2. Focus on Reduction and Recycling

Hanover's curbside recycling program collected 721 TN or 5,500 CY of material in 2016. That is the equivalent of 5 feet of material covering a football field that was kept out of the landfill.

The 4 members of recycling 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'.

The Plant Pot Collections were discontinued this year as we had no market for the plastic. We will continue to plan for future collections if the market picks up.

The 7th 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 added \$1400 for Sustainable Hanover projects. It is such a pleasure to work with the College and the Town on this event which is much appreciated by us and the public. Youth in Action's help is also invaluable. The following comments come from a few of the 'sellers' ...

... Thank you and your committee for creating this opportunity for us to not only move "stuff" along, but to have a great place to raise money for our various organizations.

... I would never do a yard sale of my own but it was actually fun.

... A huge thanks to Susan and crew for all you do leading up to the day of the sale and on the big day. Appreciate the patience and humor as you direct us and help us out. You get a huge round of applause for the weather you arranged

... Living out in the country, this is really the only way for me to do a yard sale and give my stuff a second life which I love!

... It was a great motivator for us to clean out the house!

... This was the first time that we, as a school, participated as a fund-raiser, and it was a huge success!

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. Focus on Sustaining Landscaping

The SHC Landscapes Sub-committee created a long list of possible initiatives that would improve the environment of Hanover and educate residents about landscape problems and their solutions. After considerable discussion, the group elected to create some demonstration sites on public lands and to partner with some private landowners for a few additional sites. The initiative is called Sustaining Landscapes. The plan for the initiative includes the creation of SWAT teams (Sustainable Works Around Town) to help with the development of these sites, and "friends" groups to help with the on-going maintenance.

The first site selected is the former community center property on School Street, where a model sustainability park will be created that demonstrates storm water retention, pollinator habitat, native plants, and areas for human play and contemplation. Judith Reeve, landscape designer, and Kelly Dent, landscape architect, have drawn plans for the park and selected appropriate plants. Douglas Harp and Jen Fisher of Harp and Company Graphic Design, with assistance from Susan Slater Reynolds, produced a brochure that presents both the initiative and the School Street Park project. All services have been contributed pro bono. In consultation with the Department of Public Works, the sub-committee has developed a budget, and will begin fundraising this spring. A public presentation of the initiative and the park design will occur at the Howe Library on May 2, 2017.

Respectfully Submitted,
Yolanda Baumgartner, Co-Chair
Marjorie Rogalski, Co-Chair

Sustainable Hanover Committee Active Members: Yolanda Baumgartner (Co-Chair), Stowe Beam, Mary Ann Cadwallader, Mary Donin, Susan Edwards, Julia Griffin (Town Manager), Rob Houseman (Director, Planning and Zoning), Larry Litten (Secretary), Chris Kennedy, Peter Kulbacki (Director, Public Works), David McManus, Jenna Musco, Marjorie Rogalski (Co-Chair), April Salas.

Waste Reduction Sub-Committee: Susan Edwards (Chair), Mary Donin, Carolyn Frye, Joyce Noll, Theresa Odin.

Sustaining Landscape Working Group: MaryAnn Cadwallader, Kelly Dent, William Desch, Mary Donin, Susan Edwards, Chris Kennedy, Larry Litten (Chair), Lyn Swett Miller, Judith Reeves, Susan Salter Reynolds.



7th Annual Town of Hanover/Dartmouth College Community Yard Sale

ADVANCE TRANSIT

Advance Transit, Inc. is a bi-state regional nonprofit 501c3 public transportation system headquartered in Wilder. Our services include FREE regularly scheduled fixed-route bus service, park-and-ride shuttles, and the Upper Valley Rideshare carpool matching service. Information on routes and schedules, as well as the Upper Valley Rideshare program, can be obtained at the Town offices and many other locations or by phone 8-4:30 Monday through Friday. Call 802-295-1824 or visit our website at www.advancetransit.com for more information.



Hanover Mobility Hub Dedicated

Partners on the Hanover Mobility Hub took a moment to celebrate the completion of this facility in June, 2016. Representatives from the FTA, NHDOT, and Hanover's state and federal representatives made the trip to Hanover to celebrate the completion of the Hub. This marks the completion of a collaborative process between the Town, Dartmouth College and Advance Transit that began with a sketch in 2008. The handsome shelter, kiosk, pedestrian improvements and expanded bus loading area have greatly improved the environment for transit riders and bus operations. We think it is a model for other communities. Thanks to all involved!

Advance Transit App for Smartphones Available Now

A smartphone app which allows riders to 'see' where buses are and get real time arrival information was rolled out in 2016. The app was developed by Dartmouth College students for Advance Transit and the app is FREE! For iPhones search 'Advance Transit' at the App Store. For Android phones search 'Advance Transit' on the Google Play store.

Ridership Trends: Green Route Going Gangbusters!

Annual ridership on the fixed route service topped 600,000 for the first time in Fiscal Year 2016! Between July 1, 2015 and June 30, 2016 total fixed-route ridership on the Advance Transit system increased 1.8% over the previous year to 604,209. Boardings in Hanover also experienced a slight increase (0.5%) to 127,125. These ridership trends are very significant given fuel prices have generally been low (ridership tends to decrease with lower fuel prices). Ridership on the Green Route (Hartford/West Lebanon to Hanover via Route 5) has increased 75% in the two years since the service frequency was increased from hourly to every half-hour.

Bill Baschnagel, Hanover Representative to AT Board
Carolyn Radisch, Hanover Representative to AT Board



Connecticut River Joint Commissions

10 Water Street, Suite 225

Lebanon, NH 03766

(603) 727-9484

<http://www.crjc.org>

Upper Valley Subcommittee Annual Report - 2016

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 on average to discuss and act on a variety of river-related issues. Meetings are usually held in Thetford.

The Subcommittee reviewed and commented on a wide range of regulatory applications this year, including river shoreline stabilization, wetlands activity, and stormwater management at several private and public sites. Subcommittee members continued to bring a valuable contribution of expertise and local knowledge to the table for the assistance of landowners, municipalities and state agencies.

This year Subcommittee members volunteered a great deal of extra time to represent the interests of the River and its resources, as well as landowners and local municipalities, in the federal relicensing process for TransCanada's Wilder Dam hydroelectric facility. Study reports commissioned by the applicant were reviewed and comments submitted to the Federal Energy Regulatory Commission (FERC) regarding bank erosion and water quality. The CRJC Subcommittee joined with other advocates for municipalities and other property owners in requesting financial assistance from the dam owners for damage caused by erosion, since the operation of the dams is one of the contributors to the bank erosion problem.

The Subcommittee also reviewed New Hampshire's boat accesses and boat access maps for the N.H. Public Water Access Advisory Board. In addition, members assisted with an inventory of boat launch speed limit signs, which resulted in the production and installation of signs with New Hampshire speed limits at Vermont Fish & Wildlife and TransCanada launches (N.H. laws govern activities on the river.)

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.

For more information or to become involved in the work of the CRJC Upper Valley Subcommittee, please contact Chairman Jim Kennedy (james.kennedy@valley.net) or our Planning Coordinator Tara Bamford (tara.bamford@crjc.org).

STATE OF NEW HAMPSHIRE
Executive Council

JOSEPH D. KENNEY
EXECUTIVE COUNCILOR
DISTRICT ONE



STATE HOUSE ROOM 207
107 NORTH MAIN STREET
CONCORD, NH 03301
(603) 271-3632

ANNUAL REPORT FROM EXECUTIVE COUNCILOR KENNEY, DISTRICT ONE

As I start my 4th year of service to you and the State of New Hampshire in Council District 1, I am grateful, committed 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 Council has supported over \$25 million in contracts for prevention, treatment and recovery programs. In addition, the Council supported several millions of dollars for Law Enforcement Operation of Granite Hammer to interdict and prevent drug smuggling.

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 worked to form a nine member Laconia State Property Committee to support the Executive Branch with the future sale of that property. Good news stories include the expansion of Vermont NSA manufacturing into Groveton to create over 70 jobs, the expansion of River Valley Community College into the old Lebanon College building in Lebanon and the new addition of the \$7 million Marine Patrol Headquarters Building in Gilford.

I join with the NH Congressional Delegation - Senator Jeanne Shaheen, Senator Maggie Hassan, Congresswoman Annie Kuster and Congresswoman Carol Shea-Porter 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 was completed upon passage by the Legislature and signature of the Governor in June. 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 2017 session of the NH House and Senate will address legislation that deals with the heroin and opioid crisis, sustainment of Medicaid expansion, federal health care opportunities and funding, business and workforce development. Again, I'll 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 Chris Sununu, State House, 107 North Main Street, Concord, NH 03301 attention Meagan Rose Director of Appointments/Liaison or at (603) 271-8787. 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 to be added to the list if you would like 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

Tel. 603-643-2408

www.hanoverimprovement.org

It has been another exciting year at the Hanover Improvement Society as we look to continue our facility upgrades while also continuing to identify opportunities to help improve the community.

With the Nugget 100th Anniversary now complete, we will continue to show award winning films while looking for creative ways to utilize our building with special event rentals becoming an increasingly popular attraction.

At Storrs Pond, the bathhouse and splash pad projects are both complete and we are looking forward to a hot summer filled with swimming, tennis, disc golf and creating wonderful family memories. As the host of the town's Green Up day on May 6th, our goal is to extend the season, opening early in the spring and staying open later into the fall for all to enjoy.

As we look for ways to make Hanover a better place, we also provide assistance to the entire Upper Valley. The Hanover Garden Club, Occom Pond Party, the weekly Farmer's Market, and the brand new Costello Field in Etna are just a few of the projects we are proud to support.

While we continue to support several local endeavors, we hope you will have the opportunity to go public skating at Champion Rink, see a movie at the Nugget or enjoy the beauty of Storrs Pond. We are proud to serve the community and do our part to make the Upper Valley such a wonderful place to live.

Jeff Graham
General Manager



Tulips in front of Town Hall
Public Works Grounds Division



Thank you to the residents of Hanover for supporting Mascoma Valley Health Initiative (MVHI) in 2016. Our biggest news is that in October 2016, MVHI became part of the Public Health Council of the Upper Valley (PHC). We have the same Board of Directors, the same staff, and the same mission to protect and promote the health of our community. PHC is still the nonprofit public health organization which has served the towns of Canaan, Dorchester, Enfield, Grafton, Grantham, Hanover, Lebanon, Lyme, Orange, Orford, Piermont, and Plainfield since 2004. We recently expanded our PHC region to cover 22 towns in Vermont.

As one of the State of New Hampshire's thirteen regional public health networks, PHC has quickly become the largest and broadest coalition of advocates on public health issues in the greater Upper Valley region. The PHC is a dynamic organization with the flexibility to forge solutions that respond to the needs of its grassroots members with backing from governmental, philanthropic, and health care institutions. Through regular meetings and ongoing initiatives, the PHC empowers organizations, professionals, and citizens, who together make our communities healthier and better places.

In 2016, PHC staff and partners developed working groups and strategies to address substance misuse, mental illness, and other concerns for the region. The PHC supported a number of collaborative initiatives such as:

- Trained Recovery Coaches to assist people in early stages of addiction recovery;
- Provided supportive housing for pregnant and parenting women in early recovery from opioid addiction;
- Brought Crisis Intervention Team training to law enforcement partners. CIT improves law enforcement responses to people with mental illness;
- Launched a Heat and Older Adults initiative to raise awareness of the health risks of extreme heat and ways to stay safe;
- Facilitated quarterly gatherings of aging in community volunteer groups and community nursing projects;
- Published a guide book to help people find assistance paying for prescription medications;
- Disseminated information about free flu vaccines to the public. PHC hosted four flu vaccine clinics that provided 836 free flu vaccines to residents aged 10 and older. These clinics were held in Canaan, Enfield, Plainfield, and Orford.

PHC greatly appreciates the support we receive from Hanover and will continue to work hard to meet your needs in 2017. For more information about PHC, visit us at www.uvpublichealth.org.



UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

ANNUAL REPORT TO MEMBER COMMUNITIES 2016

Serving 27 communities in Grafton, Sullivan and Merrimack Counties since 1963, the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) has been providing professional planning assistance to municipal boards, along with inter-municipal planning, liaison between local and state/federal agencies, and assistance on development, public health, and environmental issues.

In 2016 Executive Director Nate Miller became the Transportation Planner at Southern New Hampshire Regional Planning Commission, and Senior Planner Mike McCrory joined the City of Claremont as their new City Planner. We appreciate their contributions, and we do miss them.

Highlights of our work and accomplishments in 2016 include:

- Responded to more than 150 requests from our towns and cities for technical assistance.
- Provided five Household Hazardous Waste Collections that served approximately 1,000 households.
- Performed Community Readiness health assessments with Enfield, Lebanon, and Newbury.
- Initiated a regional Brownfields identification, assessment, and remediation planning program.
- Trained local staff about environmentally responsible transfer station practices.
- Conducted eleven school chemical site evaluations.
- Updated local Hazard Mitigation Plans with Claremont, Cornish, and Lebanon.
- Helped Unity, Washington, and Claremont update their Local Emergency Operations Plans.
- Assisted efforts toward a Sullivan County Comprehensive Economic Development Strategy.
- Began the 2019-2028 Ten-Year Transportation Improvement Plan to identify and prioritize regional infrastructure improvements to be funded and constructed by NHDOT.
- Helped to identify transit and paratransit issues in Sullivan County, to restore needed mobility services, and to coordinate planning for improved public and human services transportation.
- Conducted more than 110 traffic counts across the region.
- Developed Acworth's Road Surface Management System.
- Led transit feasibility study along the I-89 corridor linking New London, Lebanon, and Hanover.
- Assisted Lebanon, Hanover, and Advance Transit with public transit signal prioritization analysis.
- Helped Lebanon with funding requests for Route 120 pedestrian and bicycle improvements.
- Provided assistance to Enfield Shaker Village and Lake Sunapee Scenic Byway committees.
- Provided Circuit Rider planning staff assistance to Orford, Springfield, Claremont, and Wilmot.
- Helped Unity, Springfield, Newport, and Claremont to comply with new Accessory Dwelling law.
- Began the Wilmot Master Plan with completion of the Community Survey.
- Began the Transportation Chapter of Claremont's Master Plan; resumed the city's Rail Trail study.
- Helped Planning Boards to evaluate Projects of Regional Impact.
- Provided administrative and staffing assistance to the Connecticut River Joint Commissions.

Please contact us at (603) 448-1680 or jedwards@uvlsrpc.org, to share your thoughts and suggestions. It is a pleasure to serve the municipalities of this region. Thank you for your support over the decades.

Jonathan Edwards, Interim Director



2016 Town Report – Hanover, NH

WISE leads the Upper Valley to end gender-based violence through survivor-centered advocacy. WISE is the Upper Valley's only provider of crisis intervention services to victims of domestic and sexual violence. Every day of the year, WISE provides a free confidential crisis line, a confidential emergency shelter, and victim in-person advocacy at emergency rooms, police stations, and courthouses. WISE works with over 1,000 victims each year on crucial safety planning, transitional housing, legal aid, and provides healing support through writing groups; yoga classes; sobriety meetings; and therapeutic riding experiences.

The WISE Safe Home houses victims fleeing domestic or sexual violence and remains consistently full. The peaceful environment protects women and children, promoting concentration on legal and logistical issues, regaining independence, and on healthy parenting. WISE's website (www.WISEuv.org) has important resources identifying intimate partner violence, how to increase personal safety, and guidance in supporting a loved one experiencing domestic violence, sexual abuse, or stalking.

WISE teaches law enforcement and medical professionals to identify victims at high risk for intimate partner homicide; those so identified are immediately referred to WISE. WISE's prevention education program is taught to Hanover students at the Ray School, the Richmond Middle School and at Hanover High School through their health and guidance classes, and to community adults, interested groups, and others.

Supporting individuals in crisis, in confidence, and educating citizens is crucial to eliminating domestic violence and abuse. WISE remains grateful for financial support as it helps to assure WISE services are available to every resident 24 hours of each day.

**2016 TOWN MEETING
TOWN OF HANOVER
TUESDAY, MAY 10, 2016
HANOVER HIGH SCHOOL AUDITORIUM**

The annual Town Meeting of Hanover, New Hampshire convened on May 12, 2015 at 7 a.m. by Town Moderator, Stephens Fowler, at the Hanover High Auditorium. 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 all other articles requiring vote by official ballot as set forth in Articles One through Fourteen of Town Meeting Warrant.

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;

Athos J. Rassias	619
Brian Chen	43

One Etna Library Trustee to serve for a term of three (3) years;

Alexandra H. Corwin	212
Abigail M. Fellows	169
Sharry Baker	89

One Moderator to serve for a term of two (2) years;

Stephens M. Fowler	678
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One Supervisors of the Checklist to serve for a term of six (6) years;

Linda Giles McWilliams	674
------------------------	-----

One Town Clerk to serve for a term of three (3) years;

Elizabeth (Betsy) McClain	727
---------------------------	-----

One Trustee of Trust Funds to serve for a term of three (3) years.

Sally Boyle	686
-------------	-----

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.

RESULTS: YES 829 NO 40 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 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.

RESULTS: YES 795 NO 72 ARTICLE PASSED

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.

RESULTS: YES 801 NO 55 ARTICLE PASSED

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.

RESULTS: YES 799 NO 52 ARTICLE PASSED

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

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

RESULTS: YES 775 NO 80 ARTICLE PASSED

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 by adding “GP” to the list of districts in the first sentence.

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

RESULTS: YES 784 NO 69 ARTICLE PASSED

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 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.

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

RESULTS: YES 766 NO 102 ARTICLE PASSED

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.

RESULTS: YES 791 NO 53 ARTICLE PASSED

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.

RESULTS: YES 601 NO 272 ARTICLE PASSED

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 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.

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

RESULTS: YES 751 NO 102 ARTICLE PASSED

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.

RESULTS: YES 636 NO 217 ARTICLE PASSED

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 the Hanover Planning Board 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 the Planning Board 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.

RESULTS: YES 388 NO 461 ARTICLE FAILED

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 the Hanover Planning Board 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 the Planning Board 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.

RESULTS: YES 296 NO 583 ARTICLE FAILED

BUSINESS MEETING

Moderator Fowler called the meeting to order at 7:04 p.m. and asked Select Board Member Carter to lead the audience in the Pledge of Allegiance.

Mr. Fowler noted that several elected State officials were present at Town Meeting, including Patricia Higgins, Martha Hennessy, and Sharon Nordgren.

Mr. Fowler reviewed the rules of the meeting with the audience and stated that cookies and refreshments would be available at the end of the meeting.

Mr. Fowler introduced the Select Board Members to the audience: Peter Christie, Select Board Chair; Athos Rassias, Select Board Vice Chair; Bill Geraghty, Select Board Member; Nancy Carter, Select Board Member; and Joanna Whitcomb, Select Board Member. He also introduced Town Manager Julia Griffin, who introduced her staff to the audience: Charlie Dennis, Police Chief; Marty McMillan, Fire Chief; Dave Stewart, Human Resources Director; Corey Stevens, IT Director; Mary White, Howe Library Director; John Sherman, Parks and Recreation Director; Peter Kulbacki, Public Works Director; Barbara Prince, Etna Librarian; Betsy McClain, Administrative Services Director; and Mike Ryan, Assessing Director. Ms. Griffin stated that Mary White will be retiring in August of this year and Mike Ryan will be retiring in June.

Mr. Fowler wished to express gratitude to Assistant Superintendent Jonathan Brush and Hanover High School Principal Justin Campbell for their flexibility and cooperation in making it possible for Town Meeting to be held in the Hanover High School gymnasium despite some recent challenges.

Moderator Fowler MOVED to Dispense with Reading the Warrant Articles Twice. The Floor Voted Unanimously in Favor of the Motion.

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.

Select Board Member Carter 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;

Judson (Jay) Pierson

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

Robert Grabill

Matt Marshall

Sarah Packman

One Pine Park Commissioner for a term of three (3) years;

Linda Fowler

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.

Mr. Fowler expressed his appreciation to the candidates for their hard work.

Select Board Member Carter noted for the audience that there are seats available for other Town Offices and interested registered voters should contact the Town.

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.

Select Board Member Carter MOVED that the Reports from the Select Board Members, Town Clerk, Treasurer, Collector of Taxes and Other Town Officers as Printed in the 2015 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 Volunteer of the Year award:

“Each year, we give the Volunteer of the Year Award to a citizen of a neighboring area who has helped with a number of events and activities that the Hanover Parks and Recreation Department sponsors.

“This year’s recipient might hold the record for the number of events worked over the course of the past eight years. She has worked at eight Fourth of July Celebrations, eight Turkey Trots, seven Pond Parties, five Make and Take Parties, three FallFests (though we’ve had only three FallFests), and countless middle school dances and family nights. Karen Burdette, or ‘Liz’s Mom’ as she’s known by many, can be found setting up, leading an activity and taking down at just about every Parks and Recreation event in Hanover. After thirty-plus years of working at the Norwich Child Care Center, she enjoys interacting and catching up with the kids and families she taught as toddlers or infants in the classroom. Karen has become a fixture at all HPR events. She is so dedicated that she has even altered her travel plans to be available to help. This dedication has earned Karen this year’s Volunteer of the Year Award.”

Mr. Lacey invited Ms. Burdette to the floor to present her with the award.

Chair Christie read a proclamation congratulating Kendal at Hanover as the community celebrates its twenty-fifth anniversary:

“Whereas Kendal at Hanover opened its doors of residency in July of 1991; Whereas, since opening, Kendal has been home to 1,053 Hanover residents, enjoying life at a 215 independent living apartments and a full-service nursing home facility; Whereas Kendal residents are vital members of the Hanover community, volunteering thousands of hours every year to dozens of area organizations, including supporting a partnership with neighboring Richmond Middle School; Whereas Kendal’s Intergenerational Program with residents, staff and children and the Children’s Center is considered a model for other retirement communities throughout the country; Whereas Kendal’s Inner Light Program, a resident-oriented continuous improvement process received a regional award from LeadingAge Maine and New Hampshire; Whereas Kendal at Hanover is accredited by the Commission of Accreditation for Rehabilitation Facilities and has been awarded a five-star overall rating by Medicare’s Nursing Home Compare; Whereas Kendal has played a significant role in Hanover’s EPA Green Power Community designation, representing the second-largest one-hundred percent green power user in the State of New Hampshire; Whereas Kendal is a major employer in the region, providing jobs to 321 staff members; Whereas Kendal continues to provide a wonderful retirement living option for many Hanover residents as well as many people from around the country that are attracted to this region and contribute to the intellectual, philanthropic and volunteer spirit of the Upper Valley; Now, therefore, be it proclaimed by the Town of Hanover Select Board that July 2016 will mark

the twenty-fifth anniversary of Kendal in our community. The Town of Hanover is immensely grateful for Kendal's presence in our midst and the invaluable contributions made by so many of its residents on behalf of our region. Proclaimed this tenth day of May, 2016."

Chair Christie invited representatives of Kendal forward and presented them with a commemorative clock.

Ms. Griffin invited Barbara McIlroy to step forward and presented her with a vernal witch hazel plant. She made the following proclamation to Mrs. McIlroy and her husband, Doug:

"Whereas the Town of Hanover has enjoyed and benefited from the many contributions made by Barbara and Doug McIlroy, over twenty-plus years; Whereas Doug and Barbara McIlroy continue to display an indefatigable commitment to assisting the Town and its residents in many ways big and small; Whereas Barbara and Doug's names show up on so many community advisory committees and volunteer efforts that your colleagues were overwhelmed by the task of attempting to corral the list of accomplishments and activities; Whereas Doug and Barbara have been involved as 'Garlic Mustard Busters,' Trail Days leaders, Rain Garden champions, Conservation Commission Vice Chair, Biodiversity Committee Chair, Trail Committee Chair, Bike and Pedestrian Committee member, Hanover Garden Club member, Invasive Species Manager and school liaison, Champion of Pedestrians, Crosswalk Quality Control Inspectors, Plant and Nursery Keepers, Beetle Farmers, Stormwater Management Czars, GPS Mapping and Signage advocates, Balch Hill Stewardship Committee members, Greensboro Ridge Stewardship Committee members, Hanover Trails Coordinators in conjunction with DOC, Tuck, ATC, Youth in Action, Hypertherm, Ledyard and others, a Deer Team member, and the author of History Hikes, and the list goes on and on; Whereas the Town of Hanover runs on the backs of many dedicated and talented volunteers who lend thousands of hours and significant expertise on the activities of the Town, and Barbara and Doug exemplify this commitment and generosity; Whereas Hanover is fortunate to have Doug and Barbara McIlroy as our citizens, now, therefore, the Hanover Select Board does hereby thank Doug and Barbara McIlroy for their unwavering dedication to the community we all love and for the gift of their time, support and energy."

The Motion PASSED and Article Sixteen was ADOPTED.

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 Member Whitcomb MOVED that the Town 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. The Motion was SECONDED from the Floor.

A resident commented that this amount isn't much. Select Board Member Whitcomb replied that there has not been much land use change tax activity this past year.

The Motion PASSED and Article Seventeen was ADOPTED.

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 Member Whitcomb MOVED that the Town 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. The Motion was SECONDED from the Floor.

The Motion PASSED and Article Eighteen was ADOPTED.

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.

Vice Chair Rassias MOVED that the Town 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. The MOTION was SECONDED from the Floor.

Vice Chair Rassias noted that this fund was established at Town Meeting in May, 2010. A surcharge of \$5.00 is collected each time a motor vehicle is registered in Hanover to be placed into this fund. The current unencumbered balance in this fund is \$40,275 prior to action at this moment.

The Motion PASSED and Article Nineteen was ADOPTED.

ARTICLE TWENTY: To see if the Town will vote to raise and appropriate \$1,183,418 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	\$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 Member Carter MOVED that the Town Vote to Raise and Appropriate \$1,183,418 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	\$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

The Motion was SECONDED from the Floor.

Select Board Member Carter brought the audience’s attention to page thirty-three of the background information as explanation of this Warrant Article.

Resident Jim Reynolds asked why these numbers are so materially different than last year’s numbers. Ms. Griffin replied that we have a very detailed capital improvement program and we plan for this program in ten-year increments. We map out replacement schedules for all equipment each year, which dictates how much money we are looking to put into the fund each year based on how much we think the budget can sustain given the tax rate target set by the Board, as well as looking at our equipment replacement schedule for the upcoming year. This means that some years we put more in reserves than other years.

The Motion PASSED and Article Twenty was ADOPTED.

Moderator Fowler presented the results of the ballot voting and thanked voters for the time spent on the ballot.

Select Board Member Carter thanked Judith Esmay of the Planning Board for all of her guidance in reorganization of the Zoning Articles.

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 Member Carter **MOVED** that the Town 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. The Motion was **SECONDED** from the Floor.

Resident Marjorie Rogalski noted that, at last year's Town Meeting, we appropriated \$300,615 for the Police Vehicles and Equipment Capital Reserve Fund for six police vehicles. She asked how many police vehicles we have and whether Cruiser #5 was one of the vehicles replaced last year, as it seems like we have many police vehicles. Ms. Griffin explained that there are nine vehicles in the Police Department. Last year we replaced six of the vehicles and are planning to replace the remaining three this year. Cruisers are not all replaced at the same time because we put more mileage on our cruisers than we do on the three other vehicles. The three we plan to replace now were due to be replaced nearly eighteen months ago. One of these three vehicles is used as a utility vehicle to transport equipment.

Resident John Souther asked what the time frame is for replacing the cruisers and the rationale behind that timeframe as it seems the turnover is quick. Ms. Griffin stated that we usually replace the cruisers every three years and are able to get about 125,000 miles out of them. In the

past, when we have stretched the replacement schedule out to four years, we ended up losing money by replacing transmissions. The unmarked cars and the utility vehicle are replaced every five years. We were delayed in replacing the sixth vehicle due to a change in manufacturing specifications. We put lower mileage on these vehicles than the cruisers and our goal is to get to 125,000 on the vehicles and avoid having to replace transmissions.

Mr. Reynolds asked what is wrong with replacing transmissions. Ms. Griffin explained that when we have to replace a transmission, it is very expensive and we actually find that we make more money for the Town by selling the used vehicles and putting those funds into the cruiser replacement fund. The economics work out for us by using a three-year replacement schedule and selling the used ones. A lot of communities in New Hampshire defer replacing cruisers until they are four years old, resulting in a horrendous amount of down-time for the cruisers.

Mr. Souther asked for further explanation of the \$459,000 item for the Sewer Equipment and Facilities Improvements Capital Reserve Fund. Ms. Griffin first stated that all residents should take a tour of the Wastewater Treatment Plant if they have not yet done so. Without this experience, it's difficult to appreciate what is involved in a grit removal system, which is a major part of this line item. The grit removal system is the "work-horse" of our Wastewater Treatment Plant and screens out everything that should not be put through treatment. When we did the last three-phase upgrade at the Plant, we opted not to replace the grit removal system, thinking we could get another four or five years out of the system. At this point, it is not working well and it is time to replace it. She reminded the audience that the Water Reclamation Facility is fully funded by the user fees paid by those on Town sewer.

The Motion PASSED and Article Twenty-One was ADOPTED.

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.

Vice Chair Rassias MOVED that the Town 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. The Motion was SECONDED from the Floor.

Vice Chair Rassias explained that this is the follow-up Warrant Article to number Nineteen. The Municipal Transportation Improvement Fund allows us to make worthwhile improvements to public transportation initiatives, rotary improvements, signal upgrades and the development of bicycle and pedestrian paths. The first project of this Warrant Article relates to the sidewalk project from Hemlock to Rip Road and is described in further detail on page thirty-four of the

background information. This project was highlighted by the Safe Routes to School project. This project was a community effort concluded about three years ago and evaluated safe ways for children to get to school. This is a very difficult intersection for pedestrians.

The second project relates to a mid-block crosswalk in front of Dartmouth's Alumni Gym. The intent is to funnel pedestrians crossing to and from the gym in that section, improving safety for both the pedestrians and motor vehicles in that area.

Ms. Rogalski asked for more details about the construction of the crosswalk at the gym and stated that it is difficult to see pedestrians crossing the road there. Vice Chair Rassias stated that it would be similar to the crosswalk on South Park Street at Valley Road, which is lit from above. It does not have the rapidly-flashing lights as we have found that motorists find a lit crosswalk better than the flashing lights. The lights are more of a distraction.

Bill Young, Chair of the Bike and Pedestrian Committee, wished to thank Barbara McIlroy for her role on the Committee for her role in improving pedestrian safety. He also stated that they are working very hard, especially with Dartmouth students, in making pedestrians and vehicles more visible and making them aware of the hazards low visibility causes to both them and motor vehicle drivers. He encouraged residents to attend Green Key weekend, and on Saturday, May 21 from 6 to 8 p.m. on the Dartmouth Green, the Bike and Pedestrian Committee would be holding a few events. One of them addresses visibility, one is a Monty-Python Silly-Walk Contest, and the other is a Jaywalkers Anonymous meeting. They will have questionnaires and everyone who fills one out will receive a blinking light to be attached to themselves to become more visible.

Resident Jed Williamson asked if there was any data on collisions between vehicles and pedestrians and/or bicyclists in Hanover. Ms. Griffin stated that we do have this kind of data and the Bike and Pedestrian Committee has mapped collisions between vehicles and pedestrians on an assessment map, done in conjunction with the Police Department. This map is helping to prioritize improvements to crosswalks. The Bike and Pedestrian Committee tackles these projects with the Department of Public Works as funds become available.

The Motion PASSED and Article Twenty-Two was ADOPTED.

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 Member Geraghty MOVED that the Town 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. The Motion was SECONDED from the Floor.

Select Board Member Geraghty explained that there is detailed information about this Warrant Article in the background information starting on page 34. There are three Unions for Town of Hanover employees. The other two reached agreement with the Town last year. This agreement would be for one year only and would expire at the same time as the other two, which will be June 30 of next year.

The Motion PASSED and Article Twenty-Three was ADOPTED.

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.

Chair Christie MOVED that the Town 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. The Motion was SECONDED from the Floor.

Chair Christie made the following budget presentation:

“Each budget year seems to present its own challenges and opportunities, and this year was no exception.

“But before getting into some of the budget highlights, let me first bring you up to speed on some changes in financial policy that the Board adopted this year involving our Budget Guidelines and Operating Reserves targets.

“As to budget guidelines, the Board has historically relied heavily on matching our tax rate increases to the Consumer Price Index. As I have often mentioned in past presentations, while the CPI has the advantage of being a familiar metric, it really gave little guidance for town

spending. With seventy percent of our budget determined by salaries and benefits, which are not a part of the CPI bucket, and the town not being a significant buyer of food, clothing, housing, etc., the Town's bucket of goods and services has very little in common with the CPI bucket.

“Over the past three years, using the CPI as a primary driver of the Budget Guideline became more and more problematic, and was relied on less and less each year. The Board formally recognized this shift in its policy by changing the guideline to include some half-dozen variables thus reflecting what had become our practice.

“The other major change was to increase our operating reserve target range for the general fund to ten-to-fifteen percent from the previous five-to-ten percent. Given past weather events locally (some of which we ducked, others not), Julia and the Board had been looking for an opportunity to increase our Undesignated Fund Balances to protect against what seems like more frequent and more severe events. That opportunity came this year when projected budget surpluses allowed us to increase the reserves for the general fund to the higher range without raising additional taxes.

“While we are on the topic of reserves, one lesson I've learned over the years was reinforced this year: namely, that proper management of reserves is critical to our budgeting process and financial health. In addition to operating reserves, often referred to as “Undesignated Fund Balance” we are fortunate to also have substantial Capital Reserves that help us smooth out the tax impact of capital purchases such as police cruisers, trucks, snow plows and other large-ticket items. Properly managing these reserves tie into two other Budget Guidelines, namely: ‘Not kicking the can down the road’ and ‘Not using reserves to manage the tax rate’.

“In any year, the easiest short-term fix for that year's budget is to inappropriately use Undesignated Fund Balances or to inadequately fund Capital Reserves, followed quickly by underfunding road repair and maintenance. We try diligently to not do any of these as the long-term pain is always worse than the short-term pleasure.

“So with new guidelines in place, this year the Board set a budget guideline of a 2.5 percent increase in the tax rate. As always, staff came back with a draft budget at the target with a list of items that just made or missed the cut. During the budget hearings, the Board, with the help of the finance committee, found ways to reduce the proposed tax rate from 2.5 percent to 1.5 percent without violating (although we got pretty close) our guidelines.

“So what were the major drivers of this year's budget?

“As always, the largest driver is salaries and benefits, which are determined by contract. We are now in the second of a two-year contract and have fully implemented the compensation recommendations from the study that we did last year.

“This year's budget also includes funding for the first installment in what will be a \$200,000 investment in new accounting and budgeting software called Enterprise Resource Planning software. During the budget hearing Betsy and David presented this item to the Board. David in particular got all wound up and after about ten minutes I started nervously looking at my

watch, at which point Joanna chimed in, yelled uncle, and we moved on. Their arguments justifying this purchase were overwhelming and The Board was convinced that this investment will come back to us many fold.

“And then there is the fifty—yes, fifty- year-old snow blower that is now ready for snow blower heaven. This is a good example of how each piece of capital equipment is looked at on a case-by-case basis and replaced only when the cost of repair and loss of reliability make replacement the best option.

“We are in the late stages of hiring a Senior Planner to manage our Planning and Zoning Department. This position has been vacant for too long and now is the hour. In private sessions Joanna reminds Julia of this need about every five minutes.

“A new sidewalk is planned on the west side of Route 120 between Buck Road and Greensboro. This will be paid for by outside development fees from the Twin Pines Housing Trust. There are other significant sidewalk needs along 120 and elsewhere, however, they will be front and center in next year’s budget.

“Recycling has become more expensive as the market for recycled materials has gone down dramatically in recent years. This line item increased by \$59,000 to \$196,000 in this year’s proposed budget. The Town is looking at the option of bringing this service in-house, but we remain committed to providing recycling as a Town service.

“I think I will stop there, except to express the Select Board’s thanks to Julia, Betsy, and the department heads who work diligently, creatively, and with great pride, as is evidenced each year in their budget presentations. In fact, if you are interested, I strongly suggest that you attend the three nights of budget hearings. As part of their presentation, each department head tells the Board what they are most proud of from the preceding year, what are the drivers for their budget, and what keeps them up at night. It makes for informative and fun sessions.

“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. Knowing that there are many examples of this, let me tell you about just one. As many of you know, the Trescott Board made the decision to open up for public use the 1,200 acres of land adjacent to our reservoirs which are jointly owned by the Town and the College. This was welcome news to many, but a working group was still needed to establish the guidelines for use and make it happen. Almost magically, a Management Committee was created composed of representatives from the Town, the College, the Hanover Conservation Committee, the Hanover Conservancy, and the Upper Valley Trails Alliance. With grant money that they applied for and received from the Quabbin to Cardigan Partnership topped off by funding from the Trescott Company, there were kiosks in place, parking areas in place, trails marked and cleared, educational walks conducted, and thoughtful use guidelines created. I could not help but notice eight cars parked at the entry from Trescott Road as I went by early last Saturday morning.

“In closing, I have some more good news to share with you tonight. How many here knew Lou and Ann Bressett? How many here have enjoyed a breakfast or lunch at Lou’s restaurant?

Well, before the days of “right to know laws” and required “open meetings laws,” there was a time when most of Hanover’s Town business was conducted over breakfast by a wonderful group of citizens with names like Bressett, Campion, Gile, Cavaney, Cutter, LeClair, and Hawthorn, amongst others. We were all saddened by Lou’s death several years ago, and with Ann’s more recent passing. With their passing, however, the Town was the recipient of a wonderful three million dollar endowment, interest from which has been designated for special projects and programs. How generous of the Bressetts and what a wonderful testimonial to the importance of the Town in their lives.

“Only in Hanover!!!”

Heidi Postupack, Chair of Hanover Finance Committee, stated that during its public meeting on March 8, 2016, the Hanover Finance Committee voted three to one to support the proposed FY17 Hanover town budget. The HFC is an appointed Town committee comprised of Hanover residents 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.

After careful review, the majority of Hanover Finance Committee (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 percent and a tax levy increase of 2.63 percent. The final budget represents a lower tax rate increase than the original budget guideline of 2.5 percent 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 percent (\$319,000) to be unacceptable during a year when inflation was negative 0.4 percent. The proposed budget represents a tax levy increase of 3 percent 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 \$5.9

million increase). Over this fourteen-year period, the Town tax levy increased by ninety percent while inflation grew by only thirty-one percent. Stated differently, since FY03, the Town tax levy has increased by 4.7 percent per year, while inflation measured only 2.1 percent 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.

Ms. Postupack thanked everyone for their willingness to work with the Hanover Finance Committee

John Ruth stated that he represents the minority opinion of the Hanover Finance Committee. He reiterated Ms. Postupack's statement about the minority opinion and stated that it is his opinion that the tax levy is not sustainable in the long-term and that we are living beyond our means. He encourages the Town to rein in spending and consider a level budget. He added that the other fees residents pay (such as building permit fees and motor vehicle registrations) have increased over the last ten years by thirty percent. This is higher than the inflation rate, while many residents' incomes have not increased at the same rate. He added that seventy percent of the proposed budget is comprised of employee compensation. During the current fiscal year, total compensation was budgeted to increase 6.7 percent, and this year's proposed budget increases it further by 3.2 percent, or a ten percent increase in total employee compensation over two years. He therefore feels that there is room for a level budget.

Mr. Ruth stated that there was no material spending forgone in the budget reductions that Chair Christie and Ms. Postupack spoke about. Part of those budget reductions are the result of pulling money from this year because there was a mild climate with less overtime expenditures as a result. In addition, the snow blower was also funded fully with undesignated fund reserves.

John Ruth MOVED that the Town Vote to Raise and Appropriate \$22,876,110 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 any Amounts Voted in any of the Preceding or Succeeding Warrant Articles. Further, that the \$319,235 Reduction from the Originally Proposed Warrant Article Twenty-Four of \$23,195,345 be Affected so that \$218,389 be Reduced from Appropriations Funded by the General Fund Municipal Tax Levy and \$100,846 be Reduced from Appropriations Funded by the Combined Fire District Tax Levy. The Motion was SECONDED from the Floor.

Moderator Fowler asked Ms. Griffin to explain what the manner of implementation would be with adoption of a flat budget. Ms. Griffin explained that if a flat budget were adopted, she would work with Department Heads on making cuts to reduce General Fund expenditures. She would not likely look to make several smaller budget cuts, such as a percentage cut for each department, but rather, eliminating a service area. Curbside recycling represents an amount similar to what Mr. Ruth proposes to cut. Curbside recycling is only an example. Eliminating the amount proposed from the Fire Fund would likely involve at least one layoff. If that were to happen, she would consult with the Fire Chief and then the Board on how to proceed.

Mr. Ruth clarified that he does not care where the cuts are made, only that the tax levy be flat. Ms. Griffin clarified for the audience that the tax levy increase includes both the tax rate increase that taxpayers would experience in addition to the added taxing ability we earn from a growth in total assessed valuation, such as a new dormitory on the Dartmouth campus, several new homes and new commercial businesses. This adds tax bases to our tax roles. This enables us to do more with our money because we are now collecting more tax revenue. She wanted to make it clear to residents the difference between a tax rate and tax levy. Mr. Ruth stated that he understands this, but does not understand why the appreciation of his house or Dartmouth putting up another building should increase his tax bill.

John Ruth MOVED to Amend his Previous Motion as Follows: That the Town Vote to Raise and Appropriate \$22,876,110 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 any Amounts Voted in any of the Preceding or Succeeding Warrant Articles. The Motion was SECONDED from the Floor.

Resident Bill Fischel stated that he appreciates what the Finance Committee does. Nonetheless, he is not in favor of the amendment because the approach that the Finance Committee has taken hasn't given an appropriate benchmark. The idea that we should or should not keep up with the CPI or not raise tax rates seems overly-restrictive. An appropriate comparison that he would like from the Finance Committee is what other Towns similar to us do and what is happening with their tax rates and the services they offer. It could be that our spending is excessive, but without that comparison, he isn't confident in voting for a significant change from the budget as originally proposed. In addition, when new houses and buildings are erected, that, in turn, does require more services such as police and fire protection, road maintenance, etc. He thinks it would be appropriate to for the budget to go up with valuations.

Resident Pete Murdza stated that he is in agreement with Mr. Fischel. He asked if there was a response from the minority on the Finance Committee to Chair Christie's argument that the CPI is no longer an appropriate measure on which to base budgets. Ms. Postupack replied that the Finance Committee for several years has talked about the Board using some sort of metric to use as a guide year after year that isn't necessarily the CPI, but something to help decide what the increase should be as they build the future budget that is reasonable. She added that she liked Mr. Fischel's idea of coming up with a guideline based on what similar Towns do and what their increases have been. When the Finance Committee became aware that the Board planned to eliminate the CPI as a reference, they advocated for some other sort of reference. They will work on that again this year and make a recommendation to the Board.

Mr. Murdza also recalled an article in the *Valley News* regarding the shifting of services from the State to local communities about two or three years ago. We should bring this into account when comparing proposed budgets to previous budgets. We should expect local taxes to increase if the Town is taking on these services.

Ms. Griffin stated that one of the key pressure points on the Town's budget since the recession in 2008 is that the State legislature, being very fiscally conservative, has worked to avoid implementing an income or sales tax. One of the ways they did this was by downshifting a lot of

expenses onto cities and towns. We have seen hundreds of thousands of dollars placed on our backs and the State continues to do so. We are trying to get the State to restore a State-Assisted Grant they promised to us to offset the cost of our Wastewater Treatment Plant Upgrade, which they reneged on to us and five other communities in New Hampshire.

Mr. Reynolds stated that he is in support of Mr. Ruth's amendment. He said that he has been able to work with some very smart people in finance and Mr. Ruth is one of those people. He stated that Mr. Ruth is who the residents should listen to when talking about finance. Mr. Reynolds stated that he doesn't buy the point of divorcing ourselves from the CPI because the income of practically everyone in the room is geared to the CPI. If you are going to divorce yourselves from the people here and their income stream, then you're going to get out of touch with reality real quick. In other words, the professors at Dartmouth, doctors at DHMC, and the man on the street are all getting compensation geared to the CPI. The revenue stream of this town is therefore closely connected to the CPI and you have to take that into account or you will have an unsustainable situation. He thinks the Town is already in an unsustainable situation by raising the tax levy by three times the rate of the CPI over the last ten years. When you raise total compensation by a total of ten percent over two years, you're in an unsustainable situation. He stated that someone has to take a hard look at this budget and he doesn't think that has been done.

Chair Christie stated that Ms. McClain has done a study recently using twenty comparable communities in New Hampshire and evaluated tax levies for the last ten years. We were eleventh on that list, which was reassuring to the Board that we are not an outlier when it comes to increases in tax levies. Chair Christie read to the audience the first of the Objectives and Beliefs in the Budget Guidelines: *Our primary budget objective is to balance the needs/desires of our citizens with their willingness and ability to pay.* Discussion of this objective is as follows: *Given the unique service provided by a municipal government, pegging projected increases to standard market indexes is problematic. Truly, the development of a municipal budget is more an art than a science. In addition to considering the CPI and the MCI as context for setting the targeted tax rate change for the proposed budget year, The Board of Selectmen will also heavily weigh the following factors: Anticipated change in Grand List; Anticipated impacts on the local property tax from the State's downshifting of its budget responsibilities; Projects of high community priority to be taken on in the upcoming budget year(s); and Known increases in employee wages and benefits previously negotiated as part of the collective bargaining process.*

Chair Christie emphasized that the Board tries to look at many factors. The CPI is now one of six or seven factors considered in the budgeting process, which is an art, not a science.

Mr. Souther stated that he is in support of Mr. Ruth's amendment but would like some clarification on some of the response to it. He understands that about seventy percent of the budget is driven by labor costs. How is it that the Town determines what we pay for labor and how much it increases and where that stands relative to other towns. If this is what is driving our budget, we should have a good understanding of it. He also talked about Ms. Griffin's comments about eliminating service areas rather than making many more, though much smaller, cuts. We did not add services all at once, but, rather, incrementally, increasing the budget here and there. He also asked the Hanover Finance Committee why they are in approval of this year's

budget, which is even higher than last year's budget of \$11.8 million. He thanked the Town officials and volunteers for all of the time they dedicate to the Town.

Ms. Postupack stated that last year, the Finance Committee was unable to influence the Select Board to reduce the budgeted tax rate increase corridor they had set. This year, working with the Select Board during deliberative sessions, the Committee was able to work on reducing the increase from 2.5 percent to 1.5 percent. They were unable to influence the Select Board to reduce the increase last year. The Finance Committee then came to Town Meeting last year to propose an amended budget and lost. The difference is that the Committee was able to affect the budget this year, unlike last year. This year, they felt listened to and cooperated with, which is why the majority of the Finance Committee is in support of the budget.

Select Board Member Geraghty stated that he attends most of the Finance Committee meetings as he is the Select Board Member liaison. He has been in discussion with the Committee during the past year on many of the issues presented. He stated that budget increases are taken very seriously and he appreciates all of the work the Finance Committee does. He wants to make sure that some facts are straightened out for the residents, as statements can sometimes lead one down a path that isn't accurate.

First, revenues from fees *have* increased from year to year. One of the reasons that revenues from fees went up is that the size of the Kids After School Time and camp programs for children increased. This has increased revenues dramatically. At the same time, however, this means that expenses have also increased. Because fees such as this are paid by the user, it doesn't affect taxpayers not taking advantage of such services. His bigger concern is the difference in the compensation, or salaries and benefits, which represents about seventy percent of the budget. The number that has been mentioned is that there is a 6.7 percent increase. That number was determined by taking the actual budget results of twelve months (through June 30, 2015), compared to the current budget amount that was approved last year. However, we know that there have been vacancies, that this was a mild winter resulting in reduced overtime expenses, etc. When considering all of these variables, the increase will likely be closer to 4.5 to five percent. After fourteen years with no market survey data for our staff, we implemented a study comparing ourselves with similar towns and positions. As a result, we determined that adjustments were necessary. Staff received a two-percent merit increase, and many staff received about a five percent increase for market adjustments which were overdue. Human Resource professionals like him know that waiting fourteen years for such a study is not good management. The bottom line is that adjustments needed to be made to retain and recruit quality employees. We do have turnover, but relatively little. To be fair, all of this was implemented in the last year. He wanted to make it clear that Town employees did not get a 6.7 percent salary increase.

Ms. Griffin addressed Mr. Souther's comment related to the several small increases in the budget, which have added up over the years. She stated that the increases in the budget over the last ten years have been a combination of several small increases and new services. The Town has asked for, and we have added, many new services and programs. For example, the Etna Library was expanded, therefore increasing electricity and heating costs. Likewise, the size of the Howe Library almost doubled. This not only results in increased maintenance costs, but

increases for additional staff as well. The Recreation Center was also constructed. The Town works hard to assess fees to the users only to offset the costs, but it isn't wholly self-sufficient. There have been several new services and programs added as taxpayers have asked for them and as the Town saw a need for them. In addition, there have been increases in the cost of paving materials. As oil prices increased, so did the cost of paving materials. As oil prices have come down, sadly, the cost of paving materials has not. There are lots of little increases that we face each year, but there have also been programs added because this community has asked for them.

Resident Bob Russell stated that he is against the amendment. It seems to him, that in this stage of the budget, it is too late to get into changes now. He respects the time and the details that the Finance Committee has put in as well as listening to the Town Manager discuss the balances. Looking at the wealth of this community with Dartmouth College and Kendal, he doesn't think we are typical. He thinks it is well reasoned.

Resident Daryl Press of the Finance Committee stated that he was not present at the Hanover Finance Committee's Meeting on March 8th as he was out of town. However, had he been present, the vote would have been three in favor and two opposed. He explained that he strongly supports Mr. Ruth's amendment and feels that we would be better off with a flat tax levy. The role of the Finance Committee is to look at long-term trends in the budget, not at individual line items. Their role is to provide a second set of eyes and draw attention to long term trends that may be amiss. What he is hearing is that the Town could afford another year of slightly excessive spending, but what has been happening every single year over the course of fifteen years is that residents have felt that another hundred dollars per house or half a percent is reasonable, and the consequence is that over the course of fifteen years we have been outpacing inflation by a factor of three. He noted for those that have brought up the issue of State downshifting that, in the time period we are focusing on, the tax levy went up by about \$4.5 million per year. The downshifting expenses account for about ten percent of that. He stated that equating downshifting with the reason we are tripling that of inflation every single year for fifteen years doesn't make sense.

Mr. Press added that there are lots of different ways to look at how we think about inflation. When he looks at the different ways, he always gets to the same answer. Any way you look at it, we are over the inflation rate. He and Mr. Ruth feel that this is not sustainable. Mr. Press thanked the Select Board members for the volunteer service in running the Town.

Mr. Russell Called the Question from the Floor. A majority vote Supported the Question Being Called.

Moderator Fowler called for a vote on the amended amendment. The voting results were 71 in favor and 88 opposed.

The Majority OPPOSED the Amended Amendment. The Amended Amendment was DEFEATED.

Mr. Ruth stated that he would like to thank the seventy-one residents who voted in favor of his amended amendment. He stated that Select Board Member Geraghty was correct that the

numbers presented represent a budget-to actual amount since we do not yet have final numbers. However, next year, the total budgeted compensation to employees will be ten percent higher than in FY 15 if the budget is passed as originally proposed. He still believes that we could get to a flat tax levy without getting rid of a service such as recycling. He also stated that this is not the first time we have seen compensation increase like this. From FY 10 to FY 12, compensation increased by fifteen percent, so compensation was not overlooked for fourteen years.

Moderator Fowler called for a vote on the original motion related to Warrant Article Twenty-Four.

The Motion PASSED and Article Twenty-Four was ADOPTED.

ARTICLE TWENTY-FIVE: To see if the Town will vote to authorize the Select Board to enter into a five (5) year lease agreement for 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 Member Whitcomb MOVED that the Town Vote to Authorize the Select Board to Enter into a Five (5) Year Lease Agreement for 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. The Motion was SECONDED from the Floor.

Select Board Member Whitcomb noted that this particular parcel of land is located where the dry-cleaner used to be on Allen Street next to the Buskey building. Adoption of this Warrant Article will increase the number of public parking spaces. Spaces will be metered by a kiosk.

Resident Luke Dann asked if the Town would profit from this lease agreement. Ms. Griffin stated that we will make a little bit of profit from this, but we are splitting the proceeds with the property owner, who is allowing us to put this area to good use. He will construct the lot and we will install a pay station kiosk. We will make enough to cover our costs and the rest will go to him.

The Motion PASSED and Article Twenty-Five was ADOPTED.

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 Member Geraghty MOVED that the Town 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. The Motion was SECONDED from the Floor.

Select Board Member Geraghty noted that there is further explanation of this Warrant Article in the Background Information.

Mr. Souther asked for clarification that the parcel would be a donation and not a purchase. Select Board Member Geraghty confirmed that the parcel would be donated.

The Motion PASSED and Article Twenty-Six was ADOPTED.

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 Member Geraghty MOVED that the Town 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. The Motion was SECONDED from the Floor.

Select Board Member Geraghty explained that the background information on this Warrant Article can be found on page 36. He further explained that this would have no impact on the municipal tax rate and would be beneficial to promoting energy-efficiency projects.

Resident Kevin Cloutier asked if Number 5 of this Warrant Article Would affect zoning at all. Ms. Griffin replied that it would not and only relates to administration of the program.

Mr. Fischel stated that he is against this Warrant Article as he understands that the Town is “on-the-hook” if a property owner is to default on paying any amounts related to the improvements. Ms. Griffin stated that we are no way responsible for paying those amounts. We simply collect the payments and remit them to the Jordan Institute. The State and the Jordan Institute would seek payment from the property owners that default. She added that the program could eventually be extended to residential property owners and not just commercial property owners. Mr. Fischel stated that with this clarification, he does support the Warrant Article.

The Motion PASSED and Article Twenty-Seven was ADOPTED.

ARTICLE TWENTY-EIGHT: To transact any other business that may legally be brought before this Town Meeting.

Select Board Member Geraghty MOVED to Transact any other Business that may Legally be Brought Before this Town Meeting. The Motion was SECONDED from the Floor.

The Motion PASSED and Article Twenty-Eight was ADOPTED.

Town Meeting ADJOURNED at 9:16 p.m.

Respectfully Submitted,

Elizabeth A. McClain
Town Clerk

Minutes prepared by Adriane Coutermarsh.

FIRE DEPARTMENT				
Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
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	\$210.00/hour
Annual Monitoring Fee - Master Fire Box	\$300.00	\$300.00	\$310.00	\$310.00
False Alarm Charge - Fire Service	1st: Free	1st: Free	1st: Free	1st: Free
	2nd: \$100.00	2nd: \$100.00	2nd: \$110.00	2nd: \$110.00
	3rd: \$200.00	3rd: \$200.00	3rd: \$210.00	3rd: \$210.00
	4th and beyond: \$300 per response	4th and beyond: \$300 per response	4th and beyond: \$310 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	\$100 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 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	\$100 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 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	\$75.00/hour
Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not ready for test	\$500.00	\$500.00	\$510.00	\$510.00
Fire Permits: Stand-Alone Gas Installation and/or Replacement	\$55.00	\$55.00	\$60.00	\$60.00
Fire Permits: Additional Appliances (Gas) beyond Original Permit	\$15.00/per appliance	\$15.00/per appliance	\$20.00/per appliance	\$20.00/per appliance

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Fire Permits: Stand-Alone Oil Installation and/or Replacement	\$55.00	\$55.00	\$60.00	\$60.00
Fire Permits: Additional Appliances (Oil) beyond Original Permit	\$15.00/per appliance	\$15.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
Re-inspection Fee – Gas or Oil	\$100.00	\$100.00	\$110.00	\$110.00
Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	Full cost +10% admin charge			
Fire Extinguisher Training (for 1-10 students)	\$100.00	\$100.00	\$110.00	\$110.00
Fire Extinguisher Training (for 10 or more students)	\$10.00 per student	\$10.00 per student	\$15.00 per student	\$15.00 per student
Report Copy (Flat Fee)	\$15.00	\$20.00	\$25.00	\$25.00
AMBULANCE DIVISION				
Per Capita - Hanover	\$25.99	\$27.10	\$30.45	\$34.78
Per Capita - Lyme	\$25.99	\$27.10	\$30.45	\$34.78
Per Capita - Norwich	\$25.99	\$27.10	\$30.45	\$34.78
Community Contributions Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	Pro-Rated Share of Lost Revenues			
UVA Call Coverage Fee				\$382.00/call
Report Copy (Flat Fee)	\$15.00	\$20.00	\$25.00	\$25.00
<i>Effective 7/1/2015, treatment services are bundled with ambulance transport costs</i>				
Treatment with Transport - Basic Life Support – (plus mileage)	\$450.00	\$550.00	\$900.00	\$900.00
Treatment with Transport - Advanced Life Support Level 1 – (plus mileage)	\$550.00	\$550.00	\$900.00	\$900.00

<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
Treatment with Transport - Advanced Life Support Level 2 – (plus mileage)	\$770.00	\$775.00	\$1,300.00	\$1,300.00
Treatment with Transport - Special Care Transport	\$775.00	\$775.00	\$1,300.00	\$1,300.00
Mileage Rate	\$12.00/mile	\$13.00/mile	\$20.00/mile	\$20.00/mile
Treatment and Release Fee	\$100.00	\$100.00	\$150.00	\$150.00
Emergency Services Paramedic Intercept Charge	\$250.00	\$250.00	\$350.00	\$350.00
Ambulance - Special Event Standby	\$150.00/hour	\$200.00/hour	\$225.00/hour	\$225.00/hour

GENERAL ADMINISTRATION				
<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
Processing Fee for Returned Deposit Item (NSF Checks or Checks Drawn on Closed Accounts)	\$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			
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
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
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
Administrative Fee for Researching, Redacting, and Producing Public Records, including RSA 91-A Right-to-Know Requests	\$30.00/hour (min 1 hour)			
Copies of Appraisal Card for Property Owner	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
Copies of Warranty Deed	\$1.00/page	\$1.00/page	\$1.00/page	\$1.00/page
Copies of Tax Map	\$2.00	\$2.00	\$2.00	\$2.00
Copies of Tax Bills for Property Owner	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
Electronic Files from Town Databases – on flashdrive or via email (no data filtering a/o manipulation)	\$25.00	\$25.00	\$25.00	\$25.00

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Customized Reports from Town Databases (e.g., Assessment and Town Clerk Databases)	\$50.00	\$75.00	\$75.00	\$75.00
Public Voter Checklist – in any form (paper, e-mail, etc.)	\$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
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)	\$7.00	\$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

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Articles of Agreement (Filing Fee)	\$5.00	\$5.00	\$5.00	\$5.00
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	\$50.00	\$50.00
HIGHWAY				
Driveway Permits (DPW Review)	\$75.00	\$75.00	\$80.00	\$80.00
Private Construction - Class VI Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Excavation Permits	\$75.00	\$75.00	\$80.00	\$80.00
Obstruction Permits	\$25.00	\$25.00	\$30.00	\$30.00
PUBLIC GROUNDS				
Cemetery Lots - Hanover Residents	\$600.00	\$600.00	\$650.00	\$650.00
Cemetery Lots - Non-Residents	\$2,000.00	\$2,000.00	\$2,050.00	\$2,050.00
Interment	\$600.00	\$600.00	\$650.00	\$650.00
Cremation/URN Interment	\$100.00	\$200.00	\$250.00	\$250.00
Gravesite Disinterment	\$1,000.00	\$1,000.00	\$1,050.00	\$1,050.00
Gravestone Foundation	\$500.00	\$500.00	\$550.00	\$550.00
Project Inspection	\$75.00/hr	\$75.00/hr	\$80.00/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.
<i>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 support funding the curbside pick-up of recyclables.</i>				

HOWE LIBRARY & ETNA TOWN LIBRARY				
Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
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
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	\$140.00	\$140.00
Non-Resident Family – 3 Month Membership	\$56.00	\$56.00	\$60.00	\$60.00
Non-Resident Senior Citizen – 12 Month Membership (65+)	\$90.00	\$90.00	\$95.00	\$95.00
Dresden Student Card; (Dresden Tuition Students – paid for by SAU, not by student)	\$15.00	\$15.00	\$20.00	\$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	Flat rate of \$30, plus \$10 for each extra classroom
Non-Resident Childcare Providers; borrowing limits apply	\$135.00	\$135.00	\$135.00	\$140.00

PLANNING BOARD				
Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Consultation with Staff	\$75.00/hr	\$75.00/hr	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)
LCHIP fee* (<i>Land & Community</i>)	\$25.00	\$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	\$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	\$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			
Subdivision (payable at time of design review application submission)				
Minor	\$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	\$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

<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
Major	\$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	\$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
<u>Modification of Approval</u>				
Minor	\$200.00	\$200.00	\$200.00	\$200.00
Major	\$500.00	\$500.00	\$500.00	\$500.00
<u>Site Plan Review</u>				
Minor Projects	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC			
Major Projects	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:
\$0 to \$2,500,000 ECC	\$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
\$2,500,001 to \$5,000,000 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
\$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
\$10,000,001 to \$15,000,000 ECC	\$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

<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
\$15,000,001 to \$20,000,000 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
Over \$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
<u>Modification of Approval</u>	\$500.00	\$500.00	\$500.00	\$500.00
Certificate of Compliance Inspection	\$50.00 /inspection	\$50.00 /inspection	\$50.00 /inspection	\$50.00 /inspection
Field Change	\$50.00	\$50.00	\$50.00	\$50.00
<u>Minor Lot Line Adjustment and Boundary Agreements</u>	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry			
<u>Lot Merger</u>	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry
<u>Zoning Petitions</u>	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition

ZONING & BUILDING PERMITS				
Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
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)	\$75.00/hr (min 1 hour)
Minimum Permit Fee				
One- and Two-Family Residential	\$100.00	\$100.00	\$100.00	\$100.00
Commercial, Institutional, Multi-Family, and Other Non-One- and-Two-Family-residential construction	\$100.00	\$100.00	\$100.00	\$100.00
One- and Two-Family Residential	\$100 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
Finished dwellings & additions, etc.	\$0.75/sf	\$0.75/sf	\$0.75/sf	\$0.75/sf
Renovations, alterations, etc.	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
Non-Habitable Structures (Porch, garage, shed, fence, pool, temporary trailer, retaining wall, etc.)	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
Commercial, Institutional, Multi-Family Residential (ALL construction)	\$100 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
	\$6.00 per \$1,000 of Construction Cost	\$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	\$80.00	\$80.00	\$80.00	\$80.00
Moving or Demolition	\$150.00	\$150.00	\$150.00	\$150.00
Revision Plan Review and Partial Submissions	\$75.00 per hour of review time	\$75.00 per hour of review time	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)
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.			
Blanket Permit per Project (Sec. IX of Building Code Adoption Ordinance)	\$50.00	\$50.00	\$50.00	\$50.00

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Application Resubmittal (if filed 6 months or more after date of rejection, must file for new permitting)	\$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. insp	\$100.00	\$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	Half of the original Code Review fee or \$50.00, whichever is greater
Deferred Electrical/Plumbing/ Mechanical	\$75.00 per hour	\$75.00 per hour	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)
Administrative Fee for Beginning Work w	\$300.00	\$300.00	\$300.00	\$300.00
Health Inspection	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection
ZONING PERMIT ONLY	\$50.00	\$50.00	\$50.00	\$50.00
Wetlands Administrative Permit	\$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)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)
Septic Design Review (Prerequisite for DES Review)	\$50.00	\$50.00	\$50.00	\$50.00
Driveway Permit (Zoning Review)	\$50.00	\$50.00	\$50.00	\$50.00

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
ZONING BOARD OF ADJUSTMENT				
Legal Notice fee	\$80.00	\$80.00	\$25.00	\$25.00
Notification fee	\$5.00 PLUS USPS Certified mail rate per name on Notification List			
<u>Special Exception</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Variance</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$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>	\$300.00 PLUS Legal Notice PLUS Notification	\$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>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Hearing Under RSA 674:41</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Rehearing</u>	\$100.00 (PLUS Legal Notice & Notification, if granted)			

POLICE DEPARTMENT				
Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Pistol Permits (4 year Permit)	\$10.00	\$10.00	\$10.00	\$10.00
Special Services Detail – Police Personnel	\$66.06	\$66.72	\$66.72	\$67.72
				(\$45.15/hr for officer + 50% overhead to cover NHRS and Admin Charge); plus, if applicable, additional charge for signage and barricade rental
		<i>Note: Certain Non-Profits may qualify for reduction in the admin. chg. from 50% to 25%</i>		
Special Services Detail - Cruiser Fee (where cruiser is part of alert presence)			\$15.00/hour	\$15.00/hour
Reports (Fixed Standard Fee; Additional General Administration Research/Redaction Charge of \$30/hour may also apply)	\$20.00	\$25.00	\$25.00	\$25.00
Fingerprints - Residents and Non-Residents Charged Same Fee effective 7/1/2015	\$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	\$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	\$90.00	\$90.00
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	\$360.00 within Town; \$460.00 out-of-Town prorated monthly	\$360.00 within Town; \$460.00 out-of-Town prorated monthly

<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
Police Service in response to alarm – Residential	\$50.00	\$50.00	\$55.00	\$55.00
Police Service in response to alarm – Commercial	\$50.00	\$50.00	\$55.00	\$55.00
Penalty Charge for Inaccurate Call List related to alarm monitoring	\$10.00	\$10.00	\$15.00	\$15.00
<u>Dog License</u> – Neutered Male and Female; and Puppies Under 7 Mos.	\$6.50	\$7.50	\$7.50	\$7.50
<u>Dog License</u> – Unneutered Male and Female	\$9.00	\$10.00	\$10.00	\$10.00
<u>Dog License</u> – First Dog – Sr. Citizen Owner	\$2.00	\$3.00	\$3.00	\$3.00
<u>Dog License</u> – Group License for 5 or more Dogs	\$20.00	\$21.00	\$21.00	\$21.00
<u>Dog License</u> – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
<u>Dog License</u> – Replacement Tag and License #	n/a	\$3.00	\$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

PARKING DIVISION				
<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
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 Monthly Rentals Level 2	\$154.00	\$154.00	\$154.00	\$154.00
Lot Rentals (Lease w/6 mo. Commitment) – Facility Space Monthly Rentals Level 3	\$110.00	\$110.00	\$110.00	\$110.00
Lot Rentals (Lease w/6 mo. Commitment) – Facility Space Monthly Rentals Level 4	\$110.00	\$110.00	\$110.00	\$110.00
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	\$82.50/space	\$82.50/space	\$82.50/space
Temporary Parking Permits	\$7.50/day	\$15.00/day	\$15.00/day	\$15.00/day
30 Consecutive Day Parking Permit – Hovey Lane and lower Lebanon Street	\$35.00	\$35.00	\$35.00	\$35.00
90 Consecutive Day Parking Permit – Hovey Lane and lower Lebanon Street	n/a	\$105.00	\$105.00	\$105.00
180 Consecutive Day Parking Permit – Hovey Lane and lower Lebanon Street	n/a	\$210.00	\$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 \$			
Town Parking Garage – Short Term Rates – Grace Period Exit Before 10-Minutes	\$-0-	\$-0-	\$-0-	\$-0-
Town Parking Garage – Short Term Rates – <i>Minimum Charge 10- to 30-Minutes</i>	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Town Parking Garage – Short Term Rates – 2nd Half Hour	\$0.50 / \$0.50	\$0.25 / \$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 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
Town Parking Garage – Short Term Rates: Saturdays Only - Park Less than 3 Hours	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	\$1.00/hour	\$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	\$.05 = 4 min; \$.10 = 8 min; \$.25 = 20 min	\$.05 = 4 min; \$.10 = 8 min; \$.25 = 20 min	\$.05 = 4 min; \$.10 = 8 min; \$.25 = 20 min	\$.05 = 4 min; \$.10 = 8 min; \$.25 = 20 min
Meter Rates – for 45-Minute, 2-Hour and 3-Hour Limit Metered Areas In Municipal Lot 1 and South Main Street	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Meter Rates – for 10-Hour Limit Meter Areas	\$.05 = 9 min; \$.10 =17 min; \$.25 =43 min; \$1.00 coin = 2 hrs 52 min	\$.05 = 9 min; \$.10 =17 min; \$.25 =43 min; \$1.00 coin = 2 hrs 52 min	\$.05 = 9 min; \$.10 =17 min; \$.25 =43 min; \$1.00 coin = 2 hrs 52 min	\$.05 = 9 min; \$.10 =17 min; \$.25 =43 min; \$1.00 coin = 2 hrs 52 min
Meter Rates - Credit Card Per Transaction Fee at Parking Meters	n/a	\$0.20	\$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 Feeding	\$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 This Date	\$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 This Date	\$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	\$100.00	\$100.00	\$100.00
Meter Violations – Fine After 14 Days	\$100.00	\$200.00	\$200.00	\$200.00
Meter Violations – Fine After 28 Days	\$110.00	\$210.00	\$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

<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
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
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

PARKS & RECREATION DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
Athletic Programs Resident Fees – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track & Girls Lacrosse	\$50.00	\$50.00	\$55.00	\$55.00
Athletic Programs Non-Resident Fees – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track & Girls Lacrosse	\$60.00	\$60.00	\$65.00	\$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 – Football & Boys Lacrosse	\$65.00	\$65.00	\$70.00	\$70.00
Athletic Programs Non-Resident Fees – Football & Boys Lacrosse	\$75.00	\$75.00	\$80.00	\$80.00
Late Registration Fee for Registrations Received after Deadline	\$20.00	\$20.00	\$25.00	\$25.00
Instructional Athletic Programs Resident Fees	\$30.00	\$30.00	\$35.00	\$35.00
Instructional Athletic Programs Non- Resident Fees	\$40.00	\$40.00	\$45.00	\$45.00
After School Adventures – 5 day enrollment	\$325/month	\$325/month	\$325/month	\$350/month
After School Adventures – 4 day enrollment	\$260/month	\$260/month	\$260/month	\$285/month
After School Adventures – 3 day enrollment	\$195/month	\$195/month	\$195/month	\$220/month
After School Adventures – 2 day enrollment	\$130/month	\$130/month	\$130/month	\$155/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.	\$25.00/day \$55.00/Wed.

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
After School Adventures – Late Pick-up 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	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.
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	\$25.00 if payment not made by the 4th of the month
KAST Schedule Change Fee (after registration)				1 st occurrence free; each additional \$10
KAST Membership Fee				\$25.00
Summer Camp Membership Fee				\$25.00
Summer Camp Resident Fees - Circle H, Dragonfly, Tween	\$95.00/wk	\$95.00/wk	\$95.00/wk	\$100.00/wk
Summer Camp Non Resident Fees - Circle H, Dragonfly, Tween	\$150.00/wk	\$150.00/wk	\$150.00/wk	\$155.00/wk
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
Camp Quest – Resident Fees	\$50.00/day or \$200.00/wk	\$50.00/day or \$250.00/wk	\$250.00/wk	\$250.00/wk
Camp Quest – Non-Resident Fees	\$60.00/day or \$240.00/wk	\$60.00/day or \$300.00/wk	\$300.00/wk	\$300.00/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

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Athletic Field Rental	Up to \$125.00 per field, per day	Up to \$125.00 per field, per day	Up to \$150.00 per field, per day	Per Day: \$150 for Hanover Youth Organizations; \$500 for All Others
Lining of Athletic Field				Per Field: \$150 for Hanover Youth Organizations; \$300 for All Others
Rental of Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$30.00 for use of Recreational Equipment	Up to \$30.00 for use of Recreational Equipment
Basketball Tournament Fees	\$30.00 per team	\$30.00 per team	\$35.00 per team	\$65.00 per team
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)	\$30.00/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)	\$40.00/hour (per room)	\$40.00/hour (per room)

Type of Fee	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
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	\$105.00	\$105.00
Non-Residents:	\$150.00	\$150.00	\$155.00	\$155.00
Banquets (Multi-Purpose Room):				
Hanover School:	\$125.00	\$125.00	\$130.00	\$130.00
Non-Hanover:	\$175.00	\$175.00	\$180.00	\$180.00
Fundraising Events:				
Hanover Based Groups:	\$175.00	\$175.00	\$180.00	\$180.00
Dresden School District Groups:	\$200.00	\$200.00	\$205.00	\$205.00
Non-Hanover Based Groups:	\$275.00	\$275.00	\$280.00	\$280.00
All Other Organizations (Multi-Purpose Room):	\$300.00	\$300.00	\$305.00	\$305.00
Merchandising Fee (in addition to rental fee)	n/a	n/a	\$150.00	\$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				
1. The programs conducted by the Hanover Recreation Staff, Senior Center Staff, Town of Hanover				
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				
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				
			<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>
Residents (Hanover/Etna):			\$25.00	\$25.00/hr
Non-Residents:			\$40.00	\$40.00/hr
<i>Fundraising Events</i>				
Hanover Based Groups:			\$45.00	\$45.00/hr
Dresden School District Groups:			\$50.00	\$50.00/hr
Non-Hanover Based Groups:			\$70.00	\$70.00/hr
All Other Organizations:			\$75.00	\$75.00/hr

WATER DEPARTMENT						
	Adopted FY2014-15		Adopted FY2015-16		Adopted FY2016-17	
Meter Size	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used
5/8"	\$51.00	\$28.36	\$54.00	\$31.20	\$58.00	\$34.00
3/4"	\$51.00	\$28.36	\$54.00	\$31.20	\$58.00	\$34.00
1"	\$51.00	\$28.36	\$54.00	\$31.20	\$58.00	\$34.00
1 1/2"	\$51.00	\$28.36	\$54.00	\$31.20	\$58.00	\$34.00
2"	\$79.00	\$28.36	\$83.00	\$31.20	\$90.00	\$34.00
3"	\$145.00	\$28.36	\$152.00	\$31.20	\$164.00	\$34.00
4"	\$251.00	\$28.36	\$264.00	\$31.20	\$285.00	\$34.00
6"	\$516.00	\$28.36	\$542.00	\$31.20	\$585.00	\$34.00
Average Annual Domestic Bill (185 gallons/day)		\$459.00		\$497.00		\$538.00
Unmetered Water Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$573.75		\$621.25		\$672.50
		<u>Adopted FY2012-13</u>	<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Proposed FY2016-17</u>
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	\$1,858.08	\$1,950.98
Hose Outlet (each):		\$4.71	\$4.71	\$4.95	\$5.20	\$5.46
Sprinkler (per nozzle):		\$0.92	\$0.92	\$0.97	\$1.02	\$1.07
Hydrant - Flow Test: Flow test between November 15th and April 15th at Town's discretion						\$250.00/test
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	\$105.00 plus flow charge
Commercial Emergency Call-In Residential (Single Family Home) Emergency Call-In: There is no charge for the first call-in; subsequent call-in charge:			\$150.00 \$120.00 (no charge for the first call-in)	\$150.00 \$120.00 (no charge for the first call-in)	\$155.00 \$125.00 (no charge for the first call-in)	\$160.00 \$130.00 (no charge for the first call-in)
Final Reading		n/a	\$25.00	\$25.00	\$30.00	\$35.00
Out-of-Cycle Reading						\$35.00
Water On/Off (Note: this is a flat fee to be assessed for each action)		\$25.00	\$25.00	\$25.00	\$30.00	\$35.00
Backflow Device (Testable units only)						
Initial inspection and testing:		\$50.00	\$50.00	\$50.00	\$55.00	\$57.50
Subseq. inspections due to continued failures:		\$50.00	\$50.00	\$50.00	\$55.00	\$57.50
Inspection (per hour)		\$75.00	\$75.00	\$75.00	\$80.00	\$84.00
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 + \$1.23/ 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 + \$1.86/ GPD plus Meter and Setters at-cost	\$200.00 + \$1.86/ GPD plus Meter and Setters at-cost

SEWER DEPARTMENT						
Base Capacity Charge plus Flow Charge	Adopted FY2014-15		Adopted FY2015-16		Adopted FY2016-17	
Meter Size*	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**
5/8"	\$22.00	varies	\$22.00	varies	\$23.00	varies
3/4"	\$61.00	varies	\$62.00	varies	\$65.00	varies
1"	\$159.00	varies	\$162.00	varies	\$170.00	varies
1 1/2"	\$318.00	varies	\$324.00	varies	\$340.00	varies
2"	\$508.00	varies	\$518.00	varies	\$544.00	varies
3"	\$1,195.00	varies	\$1,219.00	varies	\$1,280.00	varies
4"	\$1,868.00	varies	\$1,905.00	varies	\$2,000.00	varies
6"	\$11,207.00	varies	\$11,431.00	varies	\$12,003.00	varies
Average Annual Domestic Bill (185 gallons/day)		\$360.00		\$365.00		\$383.00
Unmetered Sewer Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$450.00		\$456.25		\$478.75
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.				\$23.00		
* 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)					\$32.31	per kcf
Category B BOD/TSS > 250 < 400 mg/l					\$36.42	per kcf
Category C BOD/TSS > 400 mg/l					\$40.67	per kcf
<i>Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems</i>						
Industrial Discharge Permit and Septage Disposal						
	Adopted FY2011-12	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
Industrial Discharge Permit Application:						
Class 1:	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$505.00
Class 2:	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$255.00
Class 3:	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00
Septage - Tipping Fee for Residents (fee is per 1,000 gallons)	\$110.00	\$110.00	\$110.00	\$110.00	\$115.00	\$115.00
Septage - Tipping Fee for Non-Residents (fee is per 1,000 gallons)	\$130.00	\$130.00	\$130.00	\$130.00	\$135.00	\$135.00
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	\$200.00	\$205.00	\$205.00
Holding Tank with BOD/TSS < 400 mg/l. > 400 mg/l will be considered Septage	\$55.00	\$55.00	\$55.00	\$55.00	\$60.00	\$60.00

Sewer Connection Fees						
	Adopted FY2011-12	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17
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	\$200.00 + \$5.06/ gallon of GPD
Sewer Connection Tie-In Fee						\$1,500.00
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
Apartments:	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
Camps:	Campground w/comfort station			25	site	A
	Recreation Trailers			90	site	A
	Construction Sites			50	site	A
	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
Country Club:	Dining Room			10	seat	B
	Snack Bar			10	seat	B
	Locker and Showers			20	locker	A
	Chair			200	each	A
Dentists:	Staff			35	employee	A
Doctor's Office:	Patient			10	each	A
	Staff			35	employee	A
Dog Kennels				50	kennel	B
Dwellings:	(two bedroom minimum)			150	bedroom	A
	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

Factories (excluding industrial waste):	Light industry with cafeteria and showers	35	employee	B
	Warehouse	35	employee	A
	Assembly	20	employee	A
	Research Facilities	to be determined		B
Floor Drain	not allowed			
Fraternities & Sororities		150	bed	B
Hairdressers:		150	chair	A
		35	employee	A
Hospital:	Bed	250	bed	B
	Outpatient surgery:	200	bed	B
Hotel & Motel:	single bed*	100	bed	A
	double bed*	200	bed	A
	*with food services category B			
Laundromats, coin operated		500	machine	B
Maintenance Facility		to be determined		B
Nursing Homes & Assisted Living Facilities		125	bed	B
Office Building:	without cafeteria	15	employee	A
	with cafeteria			
	Unspecified Office Space	20	employee	B
Picnic Parks:	Bathroom only	5	person	A
	Bath house, showers and toilets	10	person	A
Restaurant or Cafeteria:	Eat-in with bathroom and kitchen waste	40	seat	B
	Eat-in paper service, plus toilet and kitchen waste	20	seat	B
	Kitchen waste only	3	seat	B
	Seasonal Outdoor seating	20	seat	B
Bars and lounges		20	seat	B
Bars and lounges		35	employee	A
Function Rooms		12	seat	B
Schools:	Boarding	100	bed	B
	Day Care & Nursery	15	person	A
	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
Schools (contined)	Post Secondary School / Dormitory with Cafeteria	125	bed	B
Service Stations		10	vehicle	B
Shopping Centers/Grocery/Convenience stores:	Large Dry Goods	5	100 SF	A
	With meat dept. with garbage grinder	NOT ALLOWED		
	With meat dept. w/o garbage grinder	11	100 SF	B
Small Dry Goods	With deli	3	meal	B
		100	each	A
Swimming Pools	With deli	3	meal	B
		1000	800 SF	A

Tennis Courts				250	per court	A
Theatres				5	seat	A
Workers:	Construction bathroom only			5	employee	A
Uses not listed will be determined from previous metered usage corrected for strength and a 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 reoccurrence 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.						

Household Hazardous Waste 2017 COLLECTION DAYS

WHEN



All collections are **Saturday, 9:00 am—Noon**

May 20—Lebanon Waste Facility, 370 Plainfield Rd (Rt 12A South)

June 17—New London Highway Garage, 184 S. Pleasant Street

August 19—Washington Highway Garage, 963 S. Main St (Rt. 31)

Oct 21—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 **3 WEEKS IN ADVANCE.**

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, Lithium, and Re-chargeable 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



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 or your transfer station

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 a garage for recycling.

CHECK OUT OUR WEBSITE FOR MORE INFO: <http://hhw.uvlsrc.org>



Occom Pond Party

