



TOWN OF HANOVER

NEW HAMPSHIRE

ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2017 & 2018 TOWN MEETING

Solar Panels at Hanover Police Department



Photo Credit: Norwich Solar Technologies

ANNUAL TOWN MEETING

Tuesday, May 8, 2018

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

Business Meeting: 7:00 p.m.

Hanover High School Gymnasium

41 Lebanon Street

TABLE OF CONTENTS

Town Directory, Phone, Office Location, Email and Hours	5
➤ Mission Statement & Town Management Staff	6
Town Elected & Appointed Officials, Boards & Committees	7
Town Organizational Chart	13
Town Employees & Employee Milestones List	14
WARRANT FOR 2018 TOWN MEETING & TOWN MODERATOR’S MESSAGE – (Yellow pages)	19
WARRANT BACKGROUND INFORMATION AND ZONING AMENDMENTS – (Green pages)	27
➤ Appendix A	37
➤ Appendix B	40
<u>BUDGET & FINANCIAL REPORTS</u>	
Report of the Selectboard and Town Manager	41
Finance Committee Statement on Proposed FY 2019 Budget	52
Budget Overview FY 2018-2019	53
Budget Departmental Summary	54
Budget Functional Presentation	58
Pie Charts: Proposed Budget Uses of General Fund Resources & Sources of General Fund Resources	61
Projected Property Tax Rates (for tax rates overseen by the Board of Selectmen)	63
Ten-Year Tax Rate History – Fire Districts 1 & 2	64
Independent Auditor’s Report & Balance Sheet for Fiscal Year ending June 30, 2017	67
Statement of General Indebtedness for Fiscal Year ending June 30, 2017	80
Trust Fund Report for Fiscal Year ending June 30, 2017	81
Treasurer Report for Fiscal Year ending June 30, 2017	82
Tax Collector’s Report for Fiscal Year ending June 30, 2017	83
Town Clerk’s Report for Fiscal Year ending June 30, 2017	84
Town Clerk’s Office	85
➤ Supervisors of the Checklist	86
<u>REPORTS OF DEPARTMENTS</u>	
Assessing Department	87
➤ Town Owned Property	89
➤ Advisory Board of Assessors	91
Etna Library & Hanover Town Library Trustees	92
➤ Hanover Town Library (Etna) Trustees	96
Fire Department	97
Howe Library	102
➤ Howe Library Corporation	105
Human Resources Department	108
Parks & Recreation Department	109

TABLE OF CONTENTS

REPORTS OF DEPARTMENTS – *Continued*

Planning & Zoning Department.....	112
➤ Building Inspections & Code Enforcement.....	112
➤ Zoning Administration & Enforcement.....	113
➤ Health Officer	113
➤ Rental Housing	114
➤ Planning Board	114
➤ Zoning Board.....	115
➤ Conservation Commission.....	116
(Includes Trails Committee, Stewardship Committee and Biodiversity Committee Reports)	
Police Department	122
➤ Parking Division	127
Public Works Department.....	130
➤ Water	140
➤ Water Reclamation	142

REPORTS OF BOARDS & COMMITTEES

Hanover Bicycle/Pedestrian Committee (HBPC).....	146
Sustainable Hanover Committee	147

REPORTS FROM OTHER ORGANIZATIONS

Advance Transit.....	150
Connecticut River Joint Commissions.....	151
➤ Upper Valley Subcommittee.....	152
District One, State of New Hampshire	153
Hanover Improvement Society	155
Public Health Council of the Upper Valley.....	156
Upper Valley Lake Sunapee Regional Planning Commission	157
Department of Veterans Affairs.....	158
Town Meeting Minutes for 2017	159
Town Rate & Fee Schedule	182
➤ Parking Rates	189
➤ Parks & Recreation Rates	191
➤ Water Rates.....	193
➤ Sewer Rates	193
2018 Hazardous Waste & Unwanted Medicine Collections	196

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 <i>(Town Offices)</i>	640-3207	41 South Main St	assessor@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Cemetery Department <i>(lot maintenance and sales)</i>	640-3376	194 Lebanon St Route 120	asa.metcalf@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Cemetery Department <i>(deed administration, historic records)</i>	640-3202	41 South Main St	donna.stender@hanovernh.org	Monday – Friday 8:30am – 4:30pm
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; Thursday 2:00pm – 7:00pm; Friday 9:00am - 3:00pm; Saturday 10:00am - 4:00pm <i>Closed on Sundays</i>
Fire Department <i>(Non-Emergency)</i>	643-3424	48 Lyme Rd	firedept@hanovernh.org	24 hours/day --- 7 days/week
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 <i>(Town Offices)</i>	640-3208	41 South Main St	humanresources@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Information Technology <i>(Town Offices)</i>	640-3222	41 South Main St	corey.stevens@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parking Division <i>(Town Offices)</i>	640-3220	41 South Main St	parking@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parks & Recreation Department <i>(Richard W. Black Center)</i>	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 <i>(Town Offices)</i>	643-0708	41 South Main St	planning@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Police Department/Dispatch <i>(Non-Emergency)</i>	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 <i>(Richard W. Black Center)</i>	643-5531	48 Lebanon St	liz.burdette@hanovernh.org	Monday – Friday 12:30pm - 4:30pm

TOWN OF HANOVER DIRECTORY (CONTINUED)

Town Clerk & Tax Collector <i>(Town Offices)</i>	640-3201	41 South Main St	townclerk@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Town Manager <i>(Town Offices)</i>	643-0701	41 South Main St	townmgr@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Trees & Public Gardens <i>(Parks and Recreation)</i>	640-3376	194 Lebanon St Route 120	asa.metcalf@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 <i>(Town Offices)</i>	jen.gantrish@hanovernh.org	Monday - Friday 8:30am - 4:30pm <i>(by appointment)</i>

MISSION STATEMENT & TOWN MANAGEMENT STAFF

The government of the Town of Hanover exists to provide public services for all the citizens of Hanover. To this end, the mission of the management of the Town of Hanover is to provide guidance and direction to all town employees to:

- Provide responsive, friendly, and courteous service to the public and encourage open communication between all citizens and all public employees and officials.
- Encourage them to regularly improve their professional skills to enable them to provide efficient, high quality, and fiscally responsible service.
- Dedicate themselves to the highest standards of ethical behavior in all dealings with the public and each other.

Administrative Services - Town Clerk and Finance Director	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

Town Officials Boards and Committees

Elected Officials (by ballot vote)

Etna Library Board of Trustees

3 year term - Ballot Vote

Ginger E. Boitnott	5/2018
Alexandra Corwin	5/2019
Elizabeth Marden Marshall	5/2020

Moderator

2 year term - Ballot Vote

Stephens Fowler	5/2018
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Selectboard

3 year term - Ballot Vote

Nancy A. Carter	5/2018
<i>Sec</i> Joanna Whitcomb	5/2018
<i>VChr</i> Athos J. Rassias	5/2019
William V. Geraghty	5/2020
<i>Chr</i> Peter L. Christie	5/2020

Supervisors of the Checklist

6 year term - Ballot Vote

Arlene Mahler	5/2018
Elaine Hawthorne	5/2020
Ann Bradley	5/2022

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

Judson (Jay) Pierson	5/2018
Sally J. Boyle	5/2019
<i>Chr</i> Paul Gardent	5/2020

Elected Officials (nominated at Town Meeting)

Advisory Board of Assessors

3 year term - Nominated at Town Mtg by Majority Vote

Judson (Jay) Pierson	5/2019
Joe Roberto	5/2020

Vacancy

Joanna Whitcomb - Selectboard
Peter L. Christie - Selectboard/Alternate

Town Officials Boards and Committees

Fence Viewers

1 year term - Nominated at Town Mtg by Majority Vote

Robert Grabill	5/2018
Matt Marshall	5/2018
Sarah Packman	5/2018

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

John Richardson	5/2018
<i>Vacancy</i>	

Appointed Officials (by the Selectboard)

Advanced Transit Board

Appointed by the Selectboard

Carolyn Radisch
Robert Houseman

Affordable Housing Commission

3 year term - Appointed by the Selectboard

Bob Strauss
Donald Derrick
Bruce Altobelli
Jim Matthews
Joan Collison
Julia Griffin, Town Manager

Bike/Pedestrian Committee

Appointed by the Selectboard

	Tim Cox
	David Dostal
	Scot Drysdale
	Barbara McIlroy
	Hugh Mellert
	Joanna Whitcomb - Selectboard
<i>Chr</i>	Bill Young
	Scott Hunt
	Peter Clark
<i>Sec</i>	Gretchen Stokes

Town Officials Boards and Committees

Bike/Pedestrian Committee - Continued

Athos J. Rassias - Selectboard
Carolyn Radisch - Consultant
Robert Houseman, Director of Planning, Zoning & Codes
Scott Rathburn, Lieutenant/Hanover Police Department
Charlie Sullivan, Ex Officio

Chamber of Commerce

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

Conservation Commission

3 year term - Appointed by the Selectboard

Full Members

Chr Jim Kennedy
VChr Whit Spaulding
Hugh Mellert
Vacancy
Vacancy

Alternate Members

John M. Trummel
Bill Mlacak
Vacancy
Michael Mayor - Planning Board
Peter L. Christie - Selectboard

Hanover Finance Committee

3 year term - Appointed by Town Moderator (Steve Fowler) &

Hanover School District Moderator (Jonathan Edwards)

Chr Kari Asmus
William Fischel
Jeffrey Ives
Michael Gonnerman
Vacancy
Carey Callaghan - Hanover School Board
William Geraghty - Selectboard
Peter L. Christie - Selectboard /Alternate

Hanover Improvement Society

Peter L. Christie - Selectboard

Parks and Recreation Board

3 year term - Appointed by the Selectboard

Sec Kathi Whitmore
VChr Megan Sobel
Dean Lacy

Town Officials Boards and Committees

Parks and Recreation Board - Continued

Mariruth Graham
Chr Joe Montibello
Rick Salvatoriello
Maria Topel
William V. Geraghty - Selectboard

Planning Board

3 year term - Appointed by the Selectboard

Full Members

Michael Mayor
Iain Sim
Clerk Brian Edwards
Chr Judith Esmay
VChr Kelly Dent
Jon Criswell

Alternate Members

Jenna Musco
Paul Simon
April Salas

Representatives

Nancy A. Carter - Selectboard
Peter L. Christie - Selectboard/Alternate

Sustainable Hanover Committee

3 year term - Appointed by the Selectboard

Chris Kennedy
Susan Edwards
Mary Donin
Stowe Beam
David McManus
Co-Chr Marjorie Rogalski
April Salas
Mary Ann Cadwallader
Co-Chr Yolanda Baumgartner
Jenna Musco, Dartmouth College Sustainability Program Manager
Peter Kulbacki, Director of Public Works
Robert Houseman, Director of Planning, Zoning & Codes

Trescott Company Board

Pres Peter L. Christie - Selectboard
Vpres Richard Mills
Treas Ellen Arnold - Dartmouth College
Sec Julia Griffin - Town Manager
Steven Moore - Dartmouth College
Athos Rassias - Selectboard

Town Officials Boards and Committees

Upper Valley Lake Sunapee Regional Planning Commission

Christopher Kennedy

Jonathan Edwards

Vacancy

Zoning Board of Adjustment

3 year term - Appointed by the Selectboard

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

Full Members

Clerk Stephen R. Marion

H. Bernard Waugh

Chr Carolyn Radisch

Vacancy

Vacancy

Alternate Members

Jeremy Eggleton

Richard Green

Arthur Gardiner

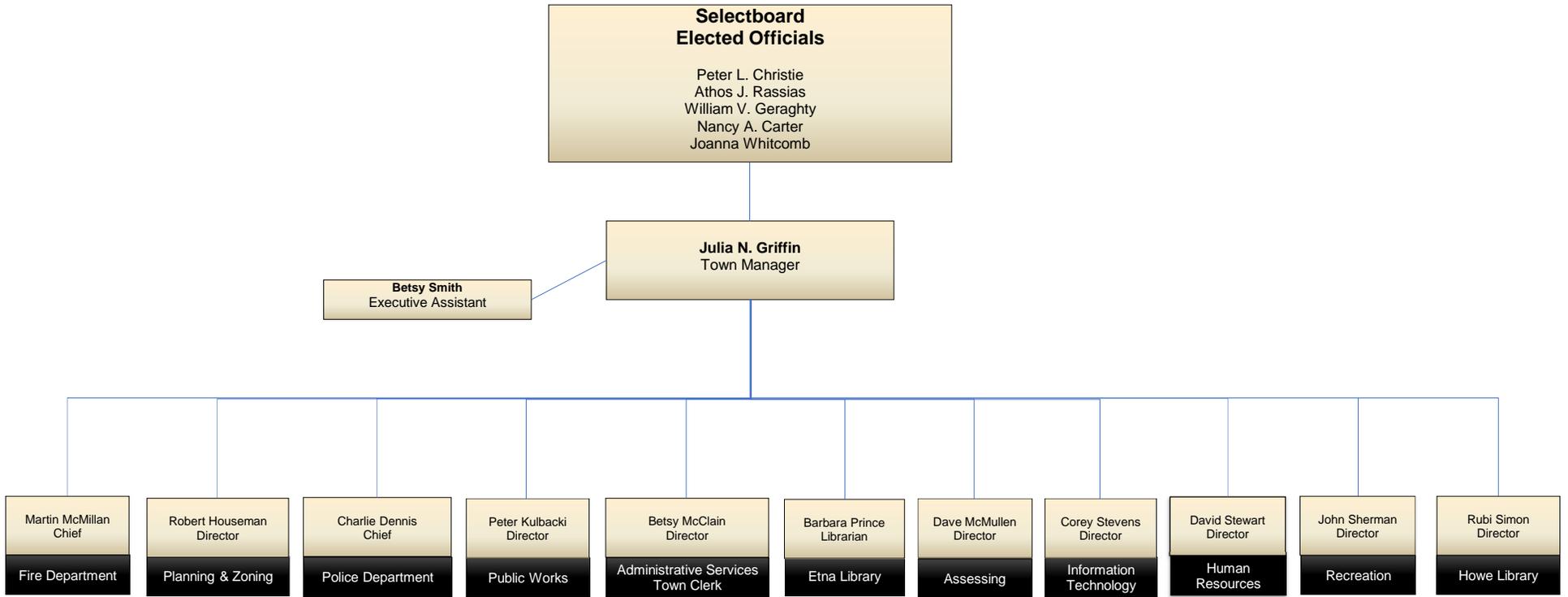
Vacancy

Vacancy



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Town of Hanover



TOWN OF HANOVER EMPLOYEES

<u>EMPLOYEE NAME</u>	<u>JOB TITLE</u>	<u>DATE OF HIRE</u>
TOWN MANAGER		
Julia Griffin	Town Manager	8/1/1996
Betsy Smith	Executive Assistant to Town Manager	5/2/1988
ADMINISTRATIVE SERVICES		
Elizabeth McClain	Administrative Services Director/Town Clerk	4/23/2001
Patricia Coutermarsh	Accounting Coordinator/Treasurer	9/30/2003
Karen McCusker	Accounting Assistant	6/13/2005
Elizabeth Meade	Tax Collector/Associate Town Clerk	5/29/2000
Donna Stender	Deputy Tax Collector/Assistant Town Clerk	5/21/2007
ASSESSING		
David McMullen	Assessing Director	9/6/2016
Sue Girouard	Financial & Information Analyst	5/23/1994
FIRE		
Martin McMillan	Fire Chief	5/5/2014
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
Michael Gilbert	Captain/Paramedic	9/10/1998
John Emerson	Fire Lieutenant I	2/7/2007
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
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	7/18/2006
Jon Wilkinson	Firefighter/AEMT	9/23/2013
ETNA LIBRARY		
Barbara Prince	Etna Librarian - Part Time	3/3/2000
Caroline Tischbein	Circulation Assistant - Part Time	6/20/2007
Jayne Costello	Substitute Circulation Assistant - Part Time	11/3/2008
Heidi McPherson	Substitute Circulation Assistant - Part Time	7/1/2014
Sarah Johnson Molesworth	Substitute Circulation Assistant - Part Time	7/1/2014
Stephanie Snelling	Substitute/Circulation Assistant - Part Time	11/3/2008
HOWE LIBRARY		
Rubi Simon	Howe Library Director	9/19/2016
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 - Part Time	9/7/2012
Jane Collins	Circulation Assistant - Part Time	6/1/2015
Patricia Gail Cook	Circulation Assistant - Part Time	7/20/2015
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
Frances Hinck	Library Page – Part Time	6/19/2017
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 - Part Time	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 Manager	1/10/1994
Amelia Talbert	Technical Services Library Assistant - Part Time	9/21/1994
Cynthia Taylor	Youth Services Assistant - Part Time	6/30/2003
Eric Ticehurst	Library Page - Part Time	4/1/2000
Zuzana Woods	Circulation Assistant - Part Time	3/7/2011

HUMAN RESOURCES

David Stewart	Human Resources Director	12/3/2012
Gloria LaCasse	Human Resources Coordinator	11/26/2007

INFORMATION TECHNOLOGY

Corey Stevens	Information Technology Director	8/16/1999
Michael Hartell	Information Technology Technician	5/30/2017
Gerald Macy*	Information Technology Technician	10/1/2004

PARKS & RECREATION

John Sherman	Parks and Recreation Director	9/14/2015
Elizabeth Burdette	Parks and Recreation Assistant Director	3/21/2008
Sherry Colfer	RWB Center Facility Manager	8/16/2005
Cassie Hutchinson	Out of School Time Program Coordinator	8/15/2016
Nicole Leonard	Out of School Time Director	8/18/2008
Samantha Ryals	Out of School Time Program Specialist	11/27/2017
Gail Schaal*	Senior Center Director - Part Time	12/29/1990
Jeanne Vieten	Community Center Program Assistant	8/18/2003
John Wilmot	Maintenance Worker	5/2/2007

PLANNING & ZONING

Robert Houseman	Planning and Zoning Director	9/8/2016
Ryan Borkowski	Building Inspector	2/22/1999
Judith Brotman	Zoning Administrator	10/1/1998
Beth Rivard	Administrative Assistant	4/8/1999
Victoria Smith	Senior Planner	4/5/1999

POLICE

Charles Dennis	Police Chief	6/9/2014
Michael Alterisio	Police Officer	10/27/2014
Jeffrey Ballard	Sergeant	5/15/2001
Michael Benson	Police Officer	11/14/2016
Mark Bodanza	Captain	6/30/2017
Nenia Corcoran	Police Officer	9/30/2012
Robert DePietro	Police Officer	8/7/2017
Daniel Fowler	Sergeant	5/31/2016
Alexander Garcia	Police Officer	11/27/2017
Ryan Kennett	Police Officer	5/28/2008
Shannon Kuehlwein	Police Officer	4/5/1998
Joseph Landry	Police Officer	4/11/2016
Timothy Meenagh	Police Officer	11/27/2017
Christopher O'Connor	UVPA/Prosecutor	10/4/2004
Elizabeth Rathburn	Administrative Secretary	9/4/2002
Scott Rathburn	Lieutenant - Part Time	5/25/2016
Tyler Reidy	Police Officer	4/18/2016
Mark Ridge	Police Officer	1/5/2015
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	1/28/2011
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	10/23/2006
Brian Paine	Communications Officer	7/15/2013
David Saturley	Communications Officer	2/15/1998

PARKING

Christopher McEwen	Parking Control Operations Supervisor	12/8/1992
Lauren Chivell	Parking Control Officer	6/26/2017
Terry Lynn Follensbee	Parking Facility Cashier - Part Time	11/3/2008
Douglas Lantz	Parking Control Officer	11/28/2016

PUBLIC WORKS – ADMINISTRATION

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

BUILDING MAINTENANCE

Ross Farnsworth	Facilities Maintenance Superintendent	7/12/2010
Mark Curulla	Building Crew Worker	7/31/2006
Wayne Piekarski	Building Crew Leader	1/20/2006
Robert Sumner	Building Crew Worker	5/7/2013
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

Randall MacDonald	Highway Operations Supervisor	3/3/1997
Christopher Berry	Heavy Equipment Operator/Hwy Maintenance	3/17/2003
William Brown	Heavy Equipment Operator/Hwy Maintenance	4/29/2013
Michael Burse	Heavy Equipment Operator/Hwy Maintenance	9/9/2013
James Cadwell	Heavy Equipment Operator/Hwy Maintenance	4/21/2008
Roger Darisse	Heavy Equipment Operator/Hwy Maintenance	8/13/2003
Moses Delphia	Heavy Equipment Operator/Hwy Maintenance	1/26/2004
David Field	Heavy Equipment Operator/Hwy Maintenance	4/21/2008
Bernie Hazlett	Heavy Equipment Operator/Hwy Maintenance	9/16/1982
Robert Henry, Jr.	Heavy Equipment Operator/Hwy Maintenance	1/26/2004
John LaHaye*	Heavy Equipment Operator/Hwy Maintenance	1/27/1997
James Messier	Heavy Equipment Operator/Hwy Maintenance	8/14/2003
Steve Perry	Sr. Heavy Equipment Operator/Hwy Maintenance	5/29/2002
Bruce Sanborn	Heavy Equipment Operator/Hwy Maintenance	4/18/2008

SEWER MAINTENANCE & CONSTRUCTION

James Cray	Sewer Maintenance & Construction Supervisor	12/12/2011
Todd Bragg	Sewer Maintenance & Construction Worker	7/4/1988

WATER

Todd Cartier	Water Superintendent	8/2/2010
Dylan McDermott	Senior Water Technician	7/1/2015
Matthew Walker	Water Distribution Technician	7/17/2000
Joshua Potter	Water Distribution Technician	2/12/2018

WATER RECLAMATION

Kevin MacLean	Wastewater Treatment Superintendent	8/18/2003
Jason Goodrich	Wastewater Treatment Technician	3/2/2015
Mark Roper	Pretreatment Coordinator	8/28/2006
Richard Scheuer	Laboratory Technician	6/18/2007
Dennis Smith	Wastewater Maintenance Technician	5/9/2000
Wyatt Ullman	Wastewater Treatment Technician Assistant	9/5/2017

* Indicates employee retired in 2017

EMPLOYEE MILESTONES LIST (20 PLUS YEARS)

# of years	Employee Name	Department	Hire Date
35	Bernard Hazlett	Public Works	9/16/1982
34	Michael Chase	Public Works	5/2/1983
33	Charlotte Bernini	Howe Library	1/1/1984
33	Ann Schofield	Howe Library	4/6/1984
30	Michael Hinsley	Fire Department	8/13/1987
29	Betsy Smith	Town Hall	5/2/1988
29	Janice Grady	Howe Library	6/27/1988
29	Todd Bragg	Public Works	7/1/1988
27	William Desch*	Public Works	1/1/1990
27	Gail Schaal*	Recreation/Senior Ctr.	10/29/1990
26	Lisa Camarra	Police Communications	12/18/1991
25	Joanne Blais	Howe Library	7/1/1992
25	Christopher McEwen	Police–Parking Division	12/8/1992
23	Judith Stevens	Fire Department	1/02/1994
23	Pamela Soren Smith	Howe Library	1/10/1994
23	Sue Bragg Girouard	Town Hall	5/23/1994
23	Mary Ryan	Howe Library	8/08/1994
23	Amelia Jane Talbert	Howe Library	10/17/1994
21	Julia Griffin	Town Hall	8/5/1996
21	Kristina Burnett	Howe Library	8/20/1996
20	Randall MacDonald	Public Works	3/3/1997
20	Sheryl Tallman	Police	4/28/1997
20	Peter Kulbacki	Public Works	12/22/1997

TOWN OF HANOVER

TOWN MODERATOR'S
MESSAGE

&

2018
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 Select Board 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. This traditional process even has the advantage of being "hack-proof."

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, but 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 for me to serve as Moderator for the past five years and to work with Betsy McClain and the other election staff and volunteers who work so tirelessly to protect the efficiency and integrity of our 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.

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 8, 2018** 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 EIGHT THROUGH NINETEEN 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 Moderator to serve for a term of two (2) years;
- One Supervisor of the Checklist to serve for a term of six (6) years;
- One 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 eliminate Section 1005.4 and with it the requirement for 270 square feet to be set aside for each required off-street parking space. This allows parking arrangements, such as stacking systems, that might function differently from typical surface parking lots.

At a public hearing held on March 6, 2018, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 2 would remove from Section 1004.7 the word “residential” in order to clarify where recreational equipment may be parked or stored on all lots.

At a public hearing held on March 6, 2018, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 3 would add a new paragraph to Section 715.2 to permit for recreational uses not more than two signs at each point of entry from a public street, establish the setback from the street line for those signs and set a limit on the size of such signs.

At a public hearing held on March 6, 2018, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE FIVE (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No.4:

The following question is on the official ballot:

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

Amendment No. 4 would remove from Section 504.2 C (7) the requirement that the Planning Board review elements that project into an existing or proposed ten-foot sidewalk located within the required front setback in the “D” and “I” zoning districts. The criteria that guide the Planning Board’s review of such intrusions would also be removed from the Zoning Ordinance.

At a public hearing held on March 6, 2018, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE SIX (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No.5:

The following question is on the official ballot:

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

Amendment No. 5 would modify several sections of the Zoning Ordinance to be clear regarding the permitting required for solar systems. Definitions of solar energy systems would be added to Section 302. The definition of lot coverage would be amended to exclude any portion of a solar energy system. Ground-mounted solar installations would be allowed as principal uses by special exception in certain districts (BM, OL, I, RR and F), and accessory uses in all districts, except “NP”. Section 505.2 would be amended to allow building mounted solar systems to extend no more than 20 feet above the building height limit established for the “D” and “I” zoning districts. In all districts except the “D” and “I” zoning districts, ground-mounted solar systems would not exceed the maximum building height established for

the district. A new section 718 would be added to enable building mounted solar systems as accessory uses in every district and ground mounted solar systems as accessory uses in the SR, GR, RR, GP, I, F, OL and BM zoning districts, but not in setback areas.

At a public hearing on March 6, 2018, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.

ARTICLE SEVEN (submitted by petition) (to vote by ballot):

The following question is on the official ballot:

“Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Town of Hanover on the second Tuesday of May?”

(3/5 ballot vote required for approval.)

At a public hearing on April 2, 2018, the Hanover Selectboard voted to recommend that Town Meeting **not adopt** this article.

BUSINESS MEETING AGENDA

7:00 p.m.

ARTICLE EIGHT: 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;

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 NINE: 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 TEN: To see if the Town will vote to raise and appropriate \$22,750 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 2016-2017. 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 5 Against 0 Absent 0

ARTICLE ELEVEN: To see if the Town will vote to raise and appropriate \$22,750 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 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 2016-2017. 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 5 Against 0 Absent 0

ARTICLE TWELVE: To see if the Town will vote to raise and appropriate \$33,985 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 2016-2017.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTEEN: To see if the Town will vote to raise and appropriate the sum of \$1,433,375 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	\$91,029
Bridge Replacement and Renovation Capital Reserve Fund	\$100,000
Building Maintenance and Improvement Capital Reserve Fund	\$114,500
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund	\$22,000
Fire Department Vehicle and Equipment Capital Reserve Fund	\$175,000
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$331,500
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$105,000
Police Vehicles and Equipment Capital Reserve Fund	\$68,000
Road Construction and Improvements Capital Reserve Fund	\$68,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$222,817
Water Treatment and Distribution Equipment and System Capital Reserve Fund	\$135,529

Selectboard For 5 Against 0 Absent 0

ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate \$1,810,793 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Ambulance Equipment Capital Reserve Fund <i>Ambulance replacement and related equipment</i>	\$260,950
Bridge Replacement and Renovation Capital Reserve Fund <i>Reservoir Road bridge 056/089</i>	\$118,000
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Installment payment for Engine-1 replacement</i>	\$248,943
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Three truck replacements and various highway maintenance equipment purchases and/or refurbishments</i>	\$176,900
Parking Vehicles and Facilities Improvements Capital Reserve Fund <i>Control access equipment and security improvements for 7 Lebanon Street Parking Facility; replacement of pay and display meter kiosks</i>	\$220,000
Road Construction and Improvements Capital Reserve Fund <i>Traffic signal head replacement</i>	\$15,500

Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Methane boiler and primary clarifier rehabilitation; energy improvements</i>	\$632,500
Town Revaluation Capital Reserve Fund <i>Software, contracted labor, and other services or equipment for Tax Year 2018 Valuation Update</i>	\$15,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>Treatment module phase 3; replace truck; install pressure reducing valve</i>	\$123,000

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, 2023, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

ARTICLE FIFTEEN: To see if the Town will vote to raise and appropriate \$40,500 for funding for construction of a sidewalk segment on Route 120 (Lebanon Street) from the Tanzi Tract entrance to Greensboro Road and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2023, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

ARTICLE SIXTEEN: To see if the Town will vote to raise and appropriate \$25,036,137 to pay the operating expenses of the Town for the 2018-2019 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 5 Against 0 Absent 0

ARTICLE SEVENTEEN: To see if the Town will vote to transfer two adjacent town-owned parcels to Twin Pines Housing Trust for the construction of new and replacement affordable housing units for senior and disabled residents to be owned and managed by Twin Pines. The first property is located at 42 Lebanon Street and currently includes three Town-owned garden apartment buildings serving senior and disabled residents and a secondary parking lot that serves the Richard W. Black Community Center (map 34, lot 80). The second adjacent property is located at 44 Lebanon Street (map 34, block 82) and contains a vacant house and garage structure. The final property transfer will be contingent on receipt of project funding by Twin Pines and Planning Board approval. The project will also include construction of replacement town-owned parking to serve the Community Center on either 46 Lebanon Street or elsewhere on the Summer Park property.

Selectboard For 5 Against 0 Absent 0

ARTICLE EIGHTEEN: To see if the Town will vote to declare the Trillium as the official Town flower.

Selectboard For 5 Against 0 Absent 0

ARTICLE NINETEEN: 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 2nd day of April, 2018.

**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 8, 2018**.

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 Seven): Voting on Articles One through Seven - which includes voting for candidates for office, for amendments to the Hanover Zoning Ordinance and, this year, one article by petition - is conducted by ballot during the day of Town Meeting (Tuesday, May 8, 2018) 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 Eight through Nineteen): Discussion of and voting on Articles Eight through Nineteen – including the proposed budget in Article Sixteen - takes place at an open meeting, called the “Business Meeting,” which begins at 7:00 p.m. on Tuesday, May 8th, 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 8th; 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 – SEVEN

Voting on Articles One through Seven will be conducted by official ballot on Tuesday, May 8, 2018 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 Nancy Carter and Joanna Whitcomb, are up for election in 2018 for a three-year term. Both Nancy Carter and Joanna Whitcomb 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, Ginger Boitnott, has served two three-year terms and cannot run for a third term. Elizabeth Cornell is seeking election to the position being vacated by Ginger Boitnott.

The **Town Moderator** oversees all elections and presides over the business portion of Town Meeting. The term of the Moderator expires this year and the incumbent, Stephens Fowler, has decided not to seek re-election to another two-year term. Jeremy Eggleton has filed to fill the position.

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

The **Trustees of Trust Funds** oversee the funds reserved for special purposes, and their responsibilities are governed by state statute. One Trustee position is up for election and the incumbent, Jay Pierson, is seeking re-election to another three-year term.

*Note: The following Articles Two through Six are Amendments No. 1 – 5 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. Amendments No. 1-5 to the Zoning Ordinance have been **approved** by the Planning Board. The full text of all amendments is included in the Appendix A that follows this section of the Town Report.*

Article Two: Amendment No. 1: More Flexible Parking Lot Design

The Zoning Board of Adjustment has recently deemed a so-called “puzzle parking” (an automated vehicle stacking system) as an acceptable method of meeting the off-street parking requirement. Puzzle parking by its nature eliminates the need for access and maneuvering space for each space as an automated car stacking system is utilized reducing the need for conventional surface parking aisles.

This proposal removes the requirement for 270 square feet to be set aside for each required off-street parking space. All parking lot design must still be functional in terms of access and maneuvering, and the minimum size for a parking space (8' x 18') remains unchanged.

Article Three: Amendment No. 2: Clarifying Where Recreational Equipment May be Parked or Stored

The Zoning Ordinance does not address occupancy of a recreational vehicle on all lots. A change is proposed to clarify where recreational equipment may be parked or stored and where they can be occupied. By removing the word “residential” the provisions of Section 1004.7 would apply to any lot, not just residential lots.

Article Four: Amendment No. 3: Allow Better Signage to Identify Recreational Areas from the Road

Currently, recreational signs are limited to 1' x 1' sized signs which are not visible from the road. This amendment proposes allowing larger signs for recreational uses to be visible from the road.

Article Five: Amendment No. 4: Review of Front Setback Intrusions in the “D” and “I” Districts to be Undertaken by the Zoning Administrator, Rather than the Planning Board

The Zoning Ordinance currently requires the Planning Board to review small intrusions (such as railings) into the front setback in the “D” Downtown and the “I” Institution zoning districts. Depending upon the type of intrusion, this requirement may conflict with the Site Plan Regulations which specifically exempt improvements for barrier free access from Planning Board review. The amendment would substitute the Zoning Administrator for the Planning Board as the reviewing authority for this section and removes the standards which the Planning Board would use to review the intrusion.

Article Six: Amendment No. 5: Permitting Required for Solar Installations

The Zoning Ordinance did not contemplate the installation of solar power systems. The 2017 Town Meeting endorsed the policy for the Town to be Ready for 100, that is 100% town-wide utilization of renewable electricity by 2030 and renewable heating and transportation fuel by 2050. To facilitate accomplishment of this goal, our Ordinance needs to be clear regarding what permitting is required for solar installations and that such installations may be principal or accessory uses.

The amendment proposes that definitions be added to the Ordinance and that solar installations be allowed as principal uses by special exception in certain zoning districts and accessory uses in all districts, except “NP” Nature Preserve.

The amendment establishes location standards for ground-mounted installations and makes clear that such installations are not included in the calculation of lot coverage. Roof mounted installations may not exceed the height limits set for the district except in the case of the “D” Downtown and “I” Institution zoning districts where a limit of 20 feet above the building height would be permitted.

Lastly, the amendment allows solar installations to share lots with other principal uses or as accessory uses.

Article Seven (by petition - three-fifth's vote required): Request to Eliminate Traditional Town Meeting and Replace it with SB2 (Official Ballot Referendum) Form of Town Meeting

In New Hampshire state law allows for two forms of Town Meeting: namely "Traditional" and "SB2". In both forms, Town Meeting is the annual meeting of the Town's legislative body.

Hanover has utilized the Traditional form since the Precinct of Hanover and the Village of Etna merged in the early 1960's. SB2 as an alternate form was established by the State Legislature in 1995. Twice in the past 22 years the Town has considered adopting SB2 to replace Traditional Town Meeting. In the first case, in 1996, Town Meeting did not approve a warrant article to implement SB2 and in the second case, in 2004, a Town Meeting Taskforce took up the issue and did not recommend changing to SB2.

The primary difference between these two is the process by which warrant articles are presented, discussed and amended prior to a final vote, and the method of the final vote.

In the Traditional form, warrant articles are developed by the Selectboard. Some of those articles are voted on during the all-day portion of the Traditional Town Meeting, and other articles are debated and voted on during the "Business" portion of the Traditional Town Meeting. Voters must be present to vote during the Business portion. Hanover has historically held the Business portion at night on Town Meeting day.

In the SB2 form of Town Meeting, warrant articles are still developed by the Selectboard, but are presented for discussion and amendment at a "Deliberative" session held several weeks before Town Meeting day and then the resulting articles are all voted on between 7:00 am and 7:00 pm on Town Meeting day. In the SB2 form of Town Meeting, the Business portion of the Traditional Town Meeting is eliminated.

Under both forms of local government, the Selectboard and Town Manager hold certain responsibilities as outlined in the Town Charter and in state statute. The authority to elect public officials, to amend the Zoning Ordinance, to adopt an annual budget, to purchase and sell land and buildings, to borrow funds via issuance of bonds for major construction projects, and the authority to engage in municipal activities which are not expressly delegated to the Selectboard via state statute are all subject to approval at Town Meeting.

Traditional Town Meeting

Under the Traditional Town Meeting form of government, as prescribed by state statute, certain items subject to Town Meeting approval must be placed on the ballot and considered by voters during daytime voting. These items include election of most officers (Selectperson, Trustee of Trust Fund, Library Trustee, Town Clerk, and Supervisor of the Checklist) and amendment of the Zoning Ordinance. Other items, including adoption of the Town budget and approval of bond issues must be placed on the ballot for discussion during the Business meeting.

Specifically, as it relates to the budget, in the Traditional Town Meeting form of government, Town staff propose a budget for review and consideration by the Selectboard. The Selectboard then holds a series of three to four public hearings in late February to review, revise and ultimately approve a proposed budget. The proposed budget is then presented at the Business portion of Traditional Town Meeting for review, amendment, and final approval. By state law, the budget must be discussed, amended and ultimately approved by voters who are present during the Business portion of Traditional Town Meeting.

SB2 or Official Ballot Form of Town Meeting

Senate Bill (SB) 2 was adopted by the State Legislature in 1995. Under SB2, warrant articles are still prepared by the Selectboard, but they are presented to Town voters at a Deliberative session which must be held several weeks before the Town Meeting date. At this Deliberative session, warrant articles, including budget articles, may be amended by attendees. The final amended warrant articles coming out of the Deliberative session become the official ballot which is put before the voters during the all-day voting. Town Meeting contains only one part which is all-day voting on the ballot. A Business meeting is no longer held.

SB2 requires that each community develop a “Default Budget” which becomes the official budget of the town in the event a budget fails to be adopted by Town Meeting.

Under SB2, as an alternative to accepting the Default Budget, the Selectboard has the authority to set a second Deliberative session, present a new budget to Town voters, seek to get that budget approved and then set a new date for a second vote via a second Town Meeting.

The Selectboard voted 5-0 to **not** support the warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

BUSINESS MEETING VOTING **ARTICLES EIGHT THROUGH NINETEEN**

Article Eight: 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:

One member of the **Advisory Board of Assessors**, 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 Nine: 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 Ten: 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 \$22,750, equal to one-half of the Land Use Change Tax revenue from the fiscal year 2016-2017 (total of \$45,500) 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 \$54,450, prior to action on this or any other article on this warrant.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Eleven: Distribution of Revenue into the Conservation Fund

Mirroring the action in the preceding warrant article, this article distributes one-half of the fiscal year 2016-2017 Land Use Change Tax revenue (\$22,750) 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 \$311,400, prior to action on this or any other article on this warrant.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Twelve: 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 2016-2017 totaling \$33,985 into the Municipal Transportation Improvement Fund. The projected balance in this fund at June 30, 2018 is approximately \$7,200.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Thirteen: 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 ensure 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 \$1,433,375 into various Capital Reserve Funds. This action is taken as part of the recommended budget for fiscal year 2018-2019, after a careful review of the current funding status and the projected disbursements from each of the capital reserve funds.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Fourteen: Withdrawals from Capital Reserve Funds

As noted above, 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 \$1,810,793 from the specified Capital Reserve Funds for purchases of equipment and vehicles, or for other stipulated purposes of the Fund.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Fifteen: Withdrawal from Municipal Transportation Improvement Fund

Funds totaling \$40,500 are proposed to be withdrawn from the fund in FY 2018-19 for the sidewalk segment along Lebanon Street from the Tanzi trail access to Greensboro Road. The Sidewalk Policy identified the missing sidewalk on the west side of Lebanon Street between Storrs and Greensboro Road as a high priority section.

In the spring of 2016 a group of residents that live on Lebanon Street advocated completing the section between Storrs Road and the entrance to the Tanzi Tract due to the large numbers of children and young families who live along this stretch. The proposed project to be funded by this withdrawal completes the sidewalk section from the Tanzi Tract to Greensboro Road sidewalk along Route 120 which the Town recently received permission to construct.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Sixteen: Proposed Municipal Budget for Fiscal Year 2018-2019

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 2018-2019.

Appropriation for the Proposed Municipal Budget for FY 2018-2019	\$25,036,137
Appropriation for Payment into Various Capital Reserve Funds (Warrant Article #12)	\$1,433,375
Appropriation for Purchases to be Funded from Withdrawals from Various Capital Reserve Funds (Warrant Article #13)	\$1,810,793
Appropriation for Purchases to be Funded from Municipal Transportation Improvements Fund (Warrant Article #14)	\$40,500
Grand Total Appropriations of All Funds – See Budget Overview on page 53)	<u>\$28,320,805</u>

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Seventeen: Transfer of 42 and 44 Lebanon Street to Twin Pines Housing Trust for Construction of Replacement and New Senior and Disabled Affordable Housing

Town staff approached Twin Pines Housing Trust four years ago to help redevelop the Town-owned Summer Park affordable housing complex located at 42 Lebanon Street. Summer Park consists of three (3) garden style apartment buildings, each containing four (4) efficiency and four (4) 1-bedroom apartments. These three buildings are maintained by Town staff and their tenancy is maintained via a contract with the Lebanon Housing Authority.

Summer Park was constructed with HUD funds in the early 1970's and over the years these 24 apartments have provided homes for many senior and disabled individuals in need of subsidized housing. Now almost 50 years old, all three buildings are seriously showing their age and have significant limitations. None of the buildings have elevators and retrofitting them with elevators would be very expensive. The buildings are served by electric heat which is highly energy inefficient. Poor original quality construction has resulted in ongoing problems with each building's exterior envelope. Bathroom designs limit some accessibility modifications. Ultimately, it has been determined by both Town staff and the New Hampshire Housing Finance Authority (NHHFA) that it is time to replace the buildings.

After working with a team of architects and planners funded by a grant provided by NHHFA, Twin Pines determined that it would be possible to build a minimum of 24 new units of affordable housing for senior and disabled residents in one building to be constructed along Lebanon Street if they could also utilize the Town-owned property located at 44 Lebanon Street. The 44 Lebanon Street property currently includes the old white farmhouse, associated open garage and a small parking area which the Town purchased in 2013 as part of a possible addition of a gymnasium to the Community Center, located at 48 Lebanon Street. Twin Pines would construct the 24-unit building straddling these two lots, move the current 24 tenants of Summer Park into the new building, and demolish the three garden style apartment buildings.

Upon completion, Twin Pines and the Town will begin planning a possible Phase 2. Phase 2 might still include a gym addition to the west end of the Community Center building with associated parking or could feature construction of additional affordable or workforce housing units.

The Community Center parking lot which is currently located on the Lebanon Street side of 42 Lebanon Street will be relocated to the Town-owned property on 46 Lebanon Street, immediately adjacent to the Community Center main parking lot. This project will be completed by Town staff in conjunction with construction of Phase I by Twin Pines.

This article authorizes the transfer of 42 and 44 Lebanon Street to Twin Pines if they are successful in securing the financing that would be needed to construct the 24 replacement units of senior and disabled housing. Twin Pines would, in turn, own and operate the new rental housing development, removing the Town from the role of doing so. Given Twin Pines demonstrated expertise in planning, securing financing, developing and operating affordable housing, the Town looks forward to turning this housing complex over to our valued affordable housing partner.

A map depicting the location of 42 and 44 Lebanon Street is attached as Appendix B.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Eighteen: Declare the Trillium as the Official Town Flower

Trillium in Hanover are under stress from habitat loss, invasive species, and consumption by deer. This is noticeable by the reduced size of the plant and its failure to produce flowers. *Trillium* are widely distributed, long-lived and easy to identify. The Conservation Commission plans to use this plant for assessing biodiversity and recommends adopting these beautiful wildflowers as symbols of the town's commitment to a sustainable environment.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 2, 2018.

Article Nineteen: 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 March 6, 2018

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

Full Text of Article Two, Amendment No. 1:

Delete Section 1005.4

~~For purposes of rough computation, an off-street parking space with necessary access and maneuvering room may be estimated to be 270 square feet, but off-street parking requirements will be considered to be met only when actual spaces meeting the requirements above are provided and maintained in a manner appropriate to the circumstances of the case, and in accordance with all ordinances and regulations of the Town.~~

Full Text of Article Three, Amendment No. 2:

1004.7 The outdoor parking or storage of major recreational equipment including travel trailers, pick-up coaches, camper trailers, motor homes, boats and boat trailers, snowmobiles; combinations thereof and other similar equipment and cases and boxes used for transporting recreational equipment, whether occupied by such equipment or not, is allowed as an accessory use only in the side or rear yard of any ~~residential~~ lot and only where it is located farther from the street than the nearest portion of any building to the street.

- A. No such recreational equipment may be parked or stored if it exceeds ten feet in height above the ground, except that masts, antennae, vent stacks, windshields or other minor accessories may exceed this height limit.
- B. No such recreational equipment may be used in such location for living, sleeping, housekeeping or business purposes.
- C. If otherwise lawful, parking is permitted anywhere on the premises or on an adjacent street for a period not to exceed 24 hours during loading or unloading.

Full Text of Article Four, Amendment No. 3:

715.2 In the NP, F, GP, RR, RO, SR, GR and I districts, signs or advertising devices are permitted only as follows:

- A. Two signs, displaying the street number not exceeding one square foot in area on each of two sides. These signs may be erected without a zoning permit.
- B. A commercial use in the RO, GR, and RR districts may display a sign that is no more than 12 square feet on each of two sides and not located nearer to the street line than one-half the depth of the required front set back.
- C. For churches and institutional buildings not more than two signs are permitted, none of which may exceed thirty square feet in area on each of two sides and not located nearer to a street line than one-half the depth of the required front setback.
- D. For all real property for sale or for rent, a sign not exceeding four square feet in area on each of two sides and not located nearer to the street line than ten feet. These signs may be erected without a zoning permit.

E. For recreation use not more than two signs may be displayed at each point of entry into the recreational area from a public street, neither of which may exceed more than 12 square feet on each of two sides and not located nearer to the street line than one-half the depth of the required front set back.

F E. In addition to the signs allowed above, an unlimited number of signs, not exceeding one square foot in area on each of two sides, may be located on any lot provided only that none of the additional signs is visible either from a public right-of-way or from an abutting lot. These signs may be erected without a zoning permit.

Full Text of Article Five, Amendment No. 4:

Amend Section 504.2 C (7)

(7) In the D and I districts, additional elements that project into the required front setback are on properties to which the Downtown Area Setback Map pertains, provided that such elements do not intrude upon an existing or future ten-foot sidewalk located within the setback., and provided that the Planning Board, as part of site plan review finds that such projection:

~~a. Would be reasonable with respect to the considerations of design, appearance, and use of the property and the adjacent public right-of-way;~~

~~b. Would not alter the essential character of the neighborhood or district in which the property is located;~~

~~c. Would not substantially or permanently impair the appropriate use or development of adjacent property or the public right-of-way; and~~

~~d. would not be detrimental to the public welfare.~~

Full Text of Article Six, Amendment No. 5:

Amend a number of Sections of the Zoning Ordinance as follows:

1. Add to Section 302 Definitions:

solar energy system

a device or number of individual devices that provides for the collection, storage, and distribution of solar energy for space heating or cooling, electricity generation, or water heating, including associated transformers, inverters, battery storage, wiring, pumps, piping, mounting apparatus, and support structures.

solar energy system, building-mounted

a system whose principal solar energy-capture components are mounted on a building.

solar energy system, ground-mounted

a system whose principal solar energy-capture components are fixed to support structures that are directly anchored on or in the ground.

2. Amend the definition of lot coverage as follows:

lot coverage

The portion of a lot covered by structures and improvements including but not limited to decks, porches without roofs, driveways, parking areas or facilities, or impervious surfaces, ordinarily expressed as a percentage. When lot coverage is not specified, coverage is defined by the setbacks. Lot coverage excludes the portion of any structure located underground *and any portion of a solar energy system.*

3. Amend Section 405.1 B ((Service, Business, and Limited Manufacturing District), Section 405.5 B (Office and Laboratory District), 405.6 B (Institution District), 405.9 B (Rural Residence District) and 405.10 B(Forestry and Recreation District) by adding Ground-Mounted Solar Energy System to the list of uses allowed by special exception.

4. Amend Section 505.2 as follows:

505.2 The height of structures other than buildings is the vertical distance measured from the ground level at the base of the structure to the highest point of the structure, including any antenna on the structure.

- A. Flagpoles may extend no more than 20 feet above the building height limit established for the district.
- B. Chimneys, spires, and lightning rods located on a principal structure may extend above the building height limit established for the district, but may not extend more than 20 feet above the roof of the principal structure.
- C. The total area of all towers, theatrical stage houses, mechanical penthouses or like superstructures not used for human occupancy, located on a principal structure, may not exceed 80 percent of the area of the floor immediately beneath and may not extend more than 20 feet above the building height limit established for the district.
- D. Free-standing chimneys over 15 feet in height are permitted only by special exception.
- E. Radio or TV antennae for private, non-commercial reception may extend above the building height limit established for the district and may be located on the roof of a principal structure, but not be located in the required front, side, or rear setback.
- F. *In the D and I zoning districts, building-mounted solar energy systems may extend no more than 20 feet above the building height limit established for the district.***
- G. *In all districts except the D and I zoning districts, ground-mounted solar energy systems may not exceed the maximum building height established for the district.***

5. Add a new Section 718 Solar Energy Systems

718 Solar energy systems

718.1 *Building-mounted solar energy systems are permitted as accessory uses in every district subject to the height standards established for each zoning district as may be modified by Section 505.2 F.*

718.2 *Ground-mounted solar energy systems are permitted as accessory uses in the SR, GR, RR, GP, RO, I, F, OL, and BM zoning districts and may not be installed in the front, side, or rear setback.*



Summer Park Senior Housing

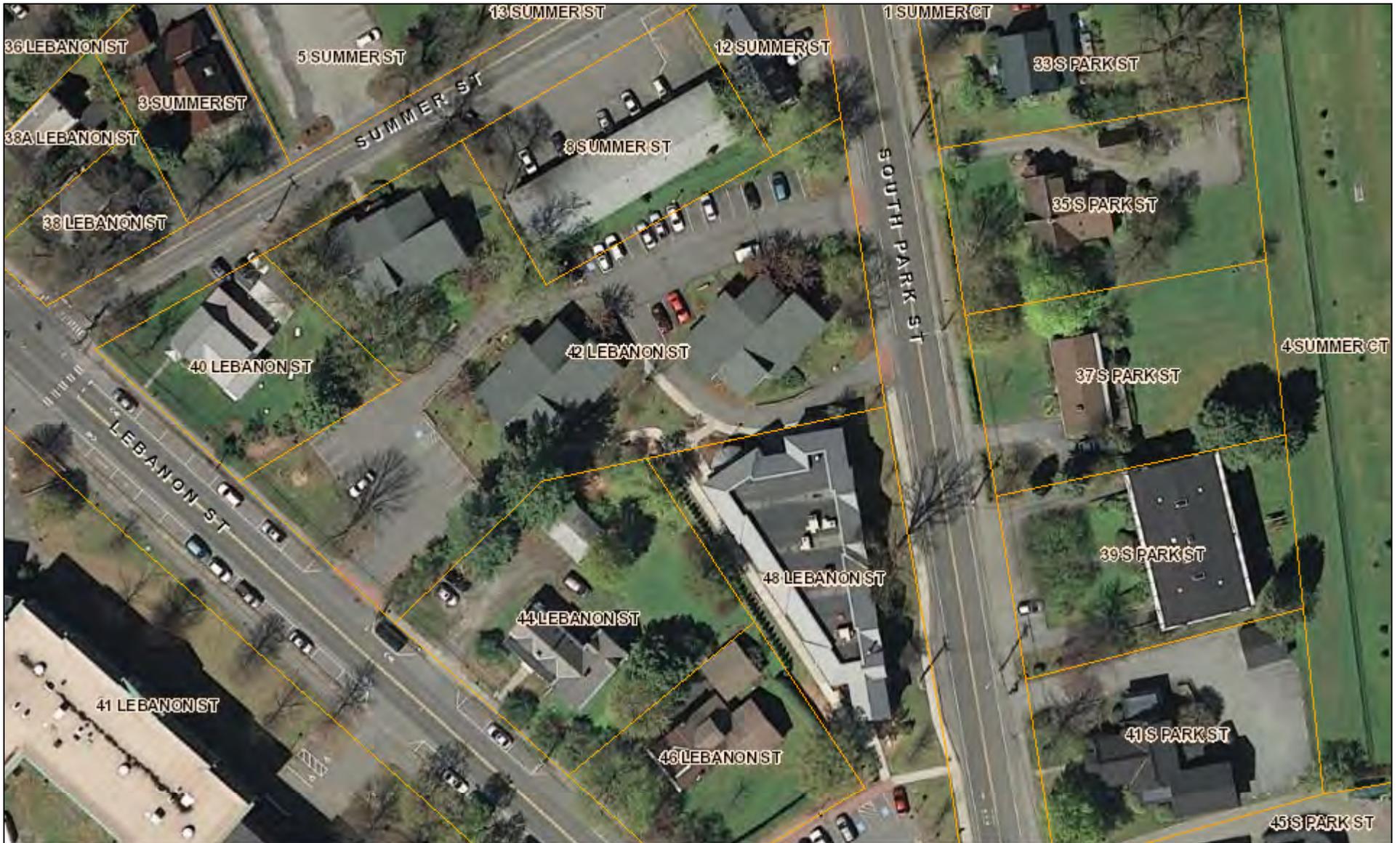
Hanover, NH



April 13, 2018

1 inch = 75 Feet

www.cai-tech.com



APPENDIX B

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

REPORT OF THE SELECTBOARD AND TOWN MANAGER

Sustainability Initiatives – “Ready for 100”

At Town Meeting on May 9, 2017, attendees voted overwhelmingly to declare Hanover a “Ready for 100” community. Without losing a beat, members of Sustainable Hanover and our partners with the Sierra Club of the Upper Valley began planning for the community’s transition to 100% reliance on renewably generated electricity by 2030 and transportation and heating fuel by 2050. Several Sustainable Hanover subcommittees are stewarding multiple initiatives including developing benchmarking tools to help us assess progress, construction of a community solar facility, comprehensive review of municipal aggregation of electricity purchases, review of several related energy efficiency and renewable energy project options, development of a business program to foster energy efficiency, and development of a neighborhood network to begin rolling out renewable energy initiatives for homeowners.

In the meantime, Town staff is focusing on moving municipal facilities to 100% reliance on renewably-generated electricity as quickly as possible, thereby setting an example for the rest of the community. In addition to the rooftop solar installation on the Police Department in 2016, solar installations are proposed for Town Hall and the Water Reclamation Facility in 2018 and are in the planning stages for the Salt Storage Facility and the Fire Department in 2019. The Town is also reviewing installation of a large ground-mounted solar array just east and adjacent to the Water Filtration Facility on Grasse Road, designed to generate sufficient electricity to fully support the filtration operations. Town buildings are gradually being outfitted with low-temperature heat pumps as an alternative to traditional oil and propane heating. The building envelope on the Public Safety complex is gradually being upgraded with heavy duty insulation, energy efficient windows and improved siding. As roofs are replaced, heavy duty insulation is being added to attics and under membrane roofs as well. Facilities maintenance staff continue to explore options for replacing light fixtures with the latest in LED bulb technology. Town-owned ornamental streetlights and traffic signals have all been switched to LED lamps and bulbs and the Town is also working closely with Liberty in the hopes of replacing all the Liberty-owned streetlight bulbs, swapping out high pressure sodium with LED bulbs.

Town staff is also working closely with Dartmouth College staff on coordinated implementation of several College projects including design of several new net-zero and near-net-zero buildings, solar installation on several buildings, potential off-campus large ground mounted solar array, review of options around conversion of campus-wide steam heating to hot water heating, and ongoing work around all aspects of energy efficiency. Dartmouth is a critically important partner with the town as we move toward 100% reliance on renewable sources of electricity and fuel and Town staff is excited to be working on a number of very important projects with the College.

Enhancement of Community Recreation Resources

During 2017 the Town continued to make progress on several recreation resource fronts. All the projects are designed to enhance the recreational experience for our residents and visitors.

- Working very closely with the Town’s Trails Committee, the Conservation Commission, the Hanover Conservancy and the Upper Valley Trails Alliance, trails have been upgraded on the **Trescott Property** and consultants have been hired to develop a trail master plan taking into consideration all the recreation user groups that have identified a desire to have access to trails on the property.
- **Kendal Riverfront Park** was opened by the Town in April. Improvements have been made to the parking areas on the upper and lower level, landscaping has been enhanced and major dock repairs were funded. Over time Town staff will continue to make modest improvements to this park which the Town now manages under a license agreement with Kendal.
- Over the past six years, the Town has worked closely with the Trust for Public Land 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. Town staff provided a small parking lot just off Trescott Road and an informational kiosk has now been installed by the ATC.
- Public Works Department staff designed, constructed and installed a footbridge over Mink Brook to connect the north and south side portions of the **Farr Field** off Greensboro Road. This bridge now allows hikers to access the trail network that has been established behind Hypertherm off Great Hollow Road. Town staff also constructed an impressively sturdy picnic table near the bridge using a tree they removed to make room for the bridge.
- Town and School District staff have developed a Joint Use Agreement for use of the school gymnasiums which will give the Town’s Parks and Recreation Department greater access to these three community resources when they are not in use by the Hanover or Dresden School Districts on weekday evenings, Saturday afternoon and all-day Sunday. It is hoped that enabling increased access may forestall the need to construct a fourth gymnasium.

Loss of Dedicated Town Volunteers

Over this past winter the Town lost three long-time volunteers who collectively contributed thousands of hours to thoughtful leadership of our community. In part, Hanover is a wonderful community because of the incredible dedication of so many people who contribute in so many ways to help make this a very special place. All three of these individuals were examples of that dedication.

Ed Chamberlain passed away on October 18, 2017. Senior Planner Vicki Smith honored Ed’s memory by sharing the following with our many Town staff and volunteers who worked so closely with him over the years:

“Yesterday, Ed Chamberlin died. Ed leaves a huge void in the conservation community. He was a long-time member of the Hanover Conservation Council. My records for the Council go back to 1998 when Ed was on the Council Board. From the Council, he became the liaison between the Council and Commission and transitioned to the Hanover Conservation Commission stepping up to the chairmanship in 2009. As a Commission member, he served on the Open Space (now Stewardship) Committee, the Trails Committee and the Biodiversity Sub-Committee. At the time of his death, he chaired the Town’s Hayes Farm Park Stewardship Committee, Conservation Commission and Stewardship Committee. He

also served on the Balch Hill Stewardship Committee. I am not sure even Ed could count how many meetings, trail projects, bridge building projects, and land protection projects to which he gave his time.

Ed was a soil scientist with a long career at CRREL, farmer, shepherd and friend. Ed leaves a wide circle of friends. He kept in touch with high school and college friends, his neighbors, his church, rail trail bike riders, a men's breakfast group, conservation-minded folks and an international slide rule community. Ed cared deeply for his friends and helped many through difficult times.

I will miss seeing his Prius sporting his bike, knowing that he fit his rail trail ride into his busy schedule. I will miss hearing about his gas mileage, his solar project, his sheep and what he saw in his field. I will miss savoring something he harvested and/or cooked up from his garden.

Stewardship is a legacy Ed leaves us. Not only for his service to the Town and Hanover Conservancy, but also to his home. His beloved Alswell Farm on Wolfeboro Road was conserved with the Upper Valley Land Trust in 2013. His good friend Bob Keene was witness to this transaction. Elizabeth Parkhill's Trust was stewarded by Ed. Ed also stewarded vivid histories of people. After his wife, Ingrid's death, he worked diligently on a story about her life. He also delved deep into the life of the notorious Stephen Burroughs, a former resident of Ed's house and pastor of the Hanover Center Church. He regaled us all with stories about Ingrid's and Stephen's lives.

When we think of Ed, what hat will he be wearing on his head? It might be a knit cap with wool from his sheep, or a visor cap with an Upper Valley Land Trust logo on the forehead, or the one with the Hanover Conservancy logo.”

Bill Baschnagel died on December 14, 2017. Bill lived and breathed Hanover and Dartmouth. His passions were transportation, transit, all things parking, land use and planning, conservation and supporting active Town-Gown collaboration. How many countless meetings did Bill attend over the years, sitting quietly in the audience, taking it all in and often waiting until the end of the discussion to lend his own thoughtful insights. He never complained about tackling a new issue on behalf of the Town; rather, he relished the opportunity to “noodle over” an issue. And he was always ready with advice on how to proceed with research and involving residents from the community in deliberation and in important decision-making.

Here is just a sampling of the boards, commissions and committees he served on over the years:

- Building Code Advisory Board: 1984-1998
- Parking and Transportation Board: 1990-1993, 2000-2009
- Parking Facility Taskforce: 1998-2000
- Conservation Commission: 2000-2009
- Hanover Improvement Society: 2000-2010
- Hanover Selectboard: 2000-2009
- Upper Valley-Lake Sunapee Regional Planning Commission – Transportation Advisory Committee: 2000-2009
- Affordable Housing Commission: 2003-2007
- Advance Transit Board of Directors: 2001-2017
- Vital Communities – Transportation Management Advisory Committee: 2005-2009

Marilyn “Willy” Black died on February 20, 2018. Marilyn “Willy” Black helped thousands of youngsters and their communities thrive for her entire professional and volunteer career. Teacher, recreation leader, camp counselor, camp director, artist, musician, community leader – Willy was quite simply the “whole package” when it comes to a committed member of the Upper Valley community.

Willy served as a Physical Education instructor at UNH, and Assistant Dean of Women at Penn State, a teacher at the Cardigan Mountain School in Canaan, NH and then moved into her role as Kindergarten teacher and later the School’s Art teacher at the Bernice A. Ray School beginning in 1969, a position from which she retired in 1992 after 23 years. Willy did all of this while she raised two wonderful daughters. Legions of Hanover residents and returning alums regularly sidled up to Willy on the street to see if she remembered when they graced her kindergarten or art classroom...and the chances were great that she did, in fact, remember them as she regaled them with stories about their youthful endeavors under her watchful teacher’s eye.

In recognition of Willy’s teaching prowess and accomplishments, in 1978 she was named the New Hampshire Teacher of the Year and in 1979, Willy was named the National Teacher of the Year, bringing her to the White House. Willy also received a Doctor of Humane Letters from Dartmouth College and a Distinguished Alumni Award from Penn State, both in 1980.

And while enjoying a busy career, teaching legions of children, Willy also served on the Hanover Conservation Commission, the Hanover Parks and Recreation Board, the Howe Library Board of Trustees, the Hanover Recycling Committee, the Senior Center Advisory Board, the Hanover Water Works Board, and the Hanover Improvement Society. In 1985 Willy was elected to the Hanover Board of Selectmen – a position she held for 21 years, including 6 years as the Board Chair. Of all her accomplishments, construction of the Town’s Richard W. Black Community and Senior Center in 2005 most directly reflects her unwavering commitment to community recreation whether on the soccer field, in the pottery studio or the exercise class. The Hanover Chamber of Commerce named her Citizen of the Year in 1994.

As if these activities were not enough, Willy also served on the Board of the Upper Valley public access channel, CATV, for many years. She was a Board member and served as President of the Upper Valley Haven and was a member of the New Hampshire Municipal Association Board for 9 years, serving as its Vice President and President. NHMA named her their Outstanding Municipal Volunteer in 2003, in recognition of all she has done to foster community in New Hampshire.

When Willy was not busy serving this region, one could always find her playing either the trombone or bassoon for the Upper Valley Community Band, the Lyme Town Band, the Newmont Military Band, the Dartmouth Wind Symphony, the Vermont Philharmonic or in the orchestra pit for a steady stream of local theatre productions. She was a 26-year member of the Bach Study Group.

And then there was Willy’s chainsaw carving hobby. From Hanover’s now famous Pig and Wolf to a myriad of people, small and not-so-small creatures - anything but bears - Willy’s carvings grace many a front yard, porch and mantle. Electric chainsaw in hand, Willy could often be found in her driveway, turning wood blocks into whimsical creations. She was also known to produce wonderful ice carvings, many of which have stood over thousands of residents in attendance at Hanover’s annual Pond Party.

In so many ways, large and small, Willy Black carved her mark into the Upper Valley and so many of us are the better for her presence among us.

The FY 2018-2019 Budget

The proposed budget detail reflects a combined municipal General Fund tax rate increase of 2.33%, which would take the current municipal General Fund tax rate of \$4.78 per \$1,000 of property valuation to \$4.89. This General Fund tax rate increase necessitates raising an additional \$259,922 in General Fund tax revenue above what is budgeted in the current fiscal year.

The combined totals for the seven funds included in the Proposed Budget for FY 2018-19 recommend expenditures of \$28,320,805 which is an increase of 7.3% over the total appropriations approved for FY 2017-18. Of the total appropriation, \$2,269,143 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 \$684,523 or 43.2% increase over the FY 2017-18 Budget – **solely the result of recommended implementation of several priority capital projects, particularly in the Water Reclamation Facility, designed to maintain treatment facility operations and to enhance the sustainability and renewable energy capabilities of Town buildings via the installation of solar panels on the Water Reclamation Facility and Town Hall designed to largely offset electricity use and installation of enhanced insulation, energy efficient windows and new siding for the 1980’s era Public Safety building.**

The actual expenditures for all funds net of capital projects funded from capital reserves and other reserve funds represent a total \$26,051,662 or 5.1% above the FY 2017-18 Budget. A portion of that expense is funded by increased non-tax revenues from several sources, a growth in the Town’s total assessed valuation resulting from new construction, and the 2.44% increase in the combined General Fund and Fire Fund property tax rate.

Highlights – Tax Supported Funds

General Fund

The General Fund Proposed Budget for FY 2018-19 recommends appropriations totaling \$15,428,887, which represents an increase of \$197,138 or 1.3% above the appropriation for FY 2017-18. After taking into account benefit of the growth in total assessed valuation (projected to be \$12 million) and netting out the General Fund’s capital reserve expenditures totaling \$573,750 which are fully offset by the transfer in of revenue from various capital reserve funds set aside expressly for this purpose, **a General Fund tax rate increase of 2.33% is required to fund this budget, taking the tax rate from the current \$4.78 to \$4.89.**

Revenue

1. The Proposed Budget assumes an estimated \$12 million increase in total assessed valuation which generates an additional \$57,360 at the current tax rates above the tax revenues budgeted for FY 2017-18.
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 and it would appear the incoming Fed chair will support continued interest rate hikes over the next year. Still well down from the \$300,000 in revenue we generated prior to 2008, we do

anticipate an increase of \$80,000 to \$140,000 for FY 2018-19. The recent comments by the new Fed Chairman indicates that we might anticipate quarterly increases in the interest rate over 2018.

3. NH Rooms and Meals tax revenues are budgeted to increase by only \$3,000 based on what was allocated in the current fiscal year. Sadly, the Governor's budget does not reflect any 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 in motor vehicle registration revenue (\$83,100). These increases are borne out by the level of actual activity in FY 2017-18.
5. Net cable franchise fee revenues decrease by **\$30,000** to: 1) reflect the proposed shift of \$25,000 to Comcast each year over the next ten years toward construction of cable service on Hanover Center, Dogford Road and surrounding side roads, and: 2) transfer an additional \$5,000 to CATV to support the PEG channel's continued growth and development.
6. The Proposed Budget reflects use of \$156,850 in Undesignated Fund Balance (UDFB) for three capital projects – replacement of a portion of the Town's central vehicle fuel island which serves Public Works, Fire and Police (\$38,000), installation of solar panels on the newly replaced roof of Town Hall (\$40,000), and replacement of building envelope insulation and siding along with installation of energy efficient windows for the Police Department side of the Public Safety complex, leaving a projected June 30, 2019 balance of \$1,699,285, or 12% of General Fund expenditures (net of reserved spending) in the most recently completed fiscal year.
7. The Bressett Fund is tapped for \$190,000 to allow the Town to continue to provide seed funding for the Hanover Community Nursing program (**\$12,000**), to consider adding two positions that will advance innovation in the community while not tapping the General Fund, and for funding the first year of the Joint Use Agreement for use of the Hanover and Dresden gyms by the Parks and Recreation Department (**\$40,000**). Of the total funding for the potential two positions, **\$69,000** is set aside to fund the possible addition of an Emerging Technologies Librarian to the Howe Library. This position will only be considered after the Howe Corporation and Hanover Selectboard have an opportunity to thoroughly discuss the proposal and a long-term, non-General fund funding source can be identified. In addition, **\$69,000** is also set aside to fund a part-time Sustainability Director who will assist Town staff and Sustainable Hanover in managing the many renewable energy and energy efficiency projects currently being contemplated for implementation by the Town as well as helping to lead outreach to local residents and businesses. Under current initial guidelines for use of the Bressett Fund monies, programs will be considered 'new' initiatives eligible for funding for 3-5 years.

Expenditures

1. In FY 2018-19, the total increase in General Fund Salaries and Benefits, reflects a year-to-year increase of 5.0%, representing an additional **\$545,990** of General Fund expenditures. This increase includes the impact of: 1) a \$128,648 or 4.1% increase in health insurance costs, and 2) 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, 2018 based on the Town's three adopted labor contracts adopted by the May 2017 Town Meeting, and 3) a net increase of \$99,740 in Howe library staff costs as the Department transitions from fewer very part-time positions to

increasing the hours of one part-time key member of the management team to full-time (**\$21,900**); reclassifying another position to reflect actual job duties (**\$2,340**); adding some additional hours as the Howe staffing model is retooled (**\$6,500**); and the proposed addition of an Emerging Technologies Librarian position to meet the increasing technology needs of Howe Library users (**\$69,000**). The Emerging Technologies Librarian position is proposed to be funded via the Bressett Fund, not the General Fund and the Town has indicated its expectation that over the long-term, the position be funded by the Howe Corporation and not the Town. This position will only be added if the Selectboard and Howe Board of Trustees agree that the funding of this position will not fall to the General Fund.

2. 2018 brings not one but three elections to oversee (Town Meeting, State Primary, State election) which requires three times the amount of expense to support the election process, leading to an increase of **\$4,000** in the Town Clerk's budget.
3. In the Human Resources Department, funds are budgeted so that Hanover Fire can provide flu vaccines for Town staff (**\$3,000**) as part of our wellness program. It is our hoped that we will be able to secure partial reimbursement from HealthTrust for this expense but that is not yet guaranteed. In addition, annual software maintenance funds are added to support the Department's new applicant tracking and onboarding program provided by NEOGOV (**\$7,065**) which should greatly reduce the amount of paperwork administered by the Department.
4. In the Police Department, revenue from court fines is reduced by **\$17,000** to reflect the move of the drug and alcohol diversion program out of the Department. Additional funds for training are budgeted, including **\$3,000** to enable our new Sergeants to attend command training and **\$3,600** to enable staff to participate in the Department-sponsored FETI (Forensic Experiential Trauma Interview) training program designed to train law enforcement staff in proper sexual assault interview techniques which have been shown to benefit victims and decrease case attrition. HPD is one of a small number of police agencies that have participated in this national training program and will now be hosting a large training session together with Dartmouth College in Hanover later this spring.
5. The cost of the curbside recycling program increases by **\$7,687**, reflecting a 2.5% CPI increase allowed by our contract with Casella. A group of Town staff and Sustainable Hanover volunteers recently toured Casella's Materials Recycling Facility (MRF) in Rutland so that we could discuss the potential future impact of the Chinese government's recent decision to stop the shipping of plastics and mixed paper/box board from the U.S. into China for processing, which could lead to higher prices for recycling handling in the future. While the proposed budget does not factor in a cost increase beyond the CPI, we should all be prepared for potential future cost increases depending on what happens in the international recycling market over time.
6. Highway Capital Reserve Fund purchases total **\$176,900**, offset by a transfer in from reserve of that amount. The expenditure is substantially lower than the FY17-18 expenditure (\$495,750) based on the CIP schedule for the upcoming year.
7. Funds are budgeted for construction of a sidewalk segment on Route 120 from the Tanzi Tract end of the newly constructed Sand Hill sidewalk segment to the Greensboro Road intersection (**\$40,500**). This reflects the net amount of money required to construct a sidewalk and bicycle lane beyond the cost of repaving this segment of Route 120 which is scheduled for repaving in FY18-19 and which is reflected in the Highway Division's pavement materials line item. This sidewalk segment will then be extended to the intersection of Route 120 and Buck Road, which will be funded by developer fees provided by Twin Pines as part of the Gile Hill project.

8. The increased frequency of winter thaw events, resulting in the equivalent of one or more additional “mud season” cycles on our rural roads has resulted in a recommendation to add funding for gravel road repairs (**\$15,500**) given the number of times the Department must haul gravel to effectively manage muddy rural road conditions.
9. A reduction in current vehicle fuel prices enables the Department to reduce the fuel budget by **\$36,000**. Staff is somewhat concerned about potential implementation of a federal vehicle fuel tax to fund the announced Trump Administration \$1.5 trillion infrastructure program, but we have no way of anticipating when or what type of fuel surcharge may be implemented.
10. With the retirement of our Grounds Superintendent/Urban Forester in July of 2017, the salary for this position is eliminated from the Grounds Division budget (**\$81,385**). This reflects the first step in moving the Grounds Division from the Public Works Department to the Parks and Recreation Department. In place of the Superintendent position, an Athletics Coordinator position is added to the Parks and Recreation Department (**\$58,453**) to reduce the workload of the current Parks and Recreation Director, thereby freeing him up to add direct supervision of the Grounds Division to his role. The net savings from this shift is **\$22,932** plus reduced benefits expense.
11. An increase in Kids After School Time (KAST) salary and benefits expenses of **\$67,286** reflects the need to add staff to the program to manage the increased number of participating students. These costs are fully offset by a matching increase in revenue resulting from fees paid by participating families. This program is fully self-supporting and continues to grow based on demand for our program. The Town is largely prevented from growing this program to fully meet the demand due to lack of available space in the schools and the challenge of hiring staff who are willing to work the after-school time slot.
12. Phase 1 of a plan to install enhanced crosswalk lighting at each crosswalk location is implemented in the upcoming year with a recommended expenditure of **\$51,000** to light the highest priority crosswalks. Monies for this project are provided from a Supplemental Highway Block Grant payment of \$254,000 received from the State in FY 2017 which can only be used to supplement highway maintenance spending in each community in the state. The Town set aside that money and will spend it on eligible new projects going forward until the funds are exhausted.

Fire Fund

The proposed FY 2018-19 Budget recommends Fire Fund expenditures of \$3,779,734, representing an increase of \$336,622 or 9.8% over the FY 2017-18 appropriations, reflecting the impact of a recommended replacement of one fire engine and a recommendation to boost the annual Fire Equipment Capital Reserve contribution annually by \$31,910 to insure the Department can replace fire apparatus going forward based on the planned apparatus replacement schedule. The cost of the engine is fully offset by funds available in the Fire Equipment Capital Reserve. The Fire District blended tax rate increases from \$1.55 to \$1.59, which reflects a 2.49% increase over FY 2017-18.

Funding for the Fire Department is substantially provided by 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.

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

1. In FY 2018-19, the total increase in Fire Fund Salaries and Benefits, reflects a year-to-year increase of 8.7%, representing an additional **\$192,667** of Fire Fund expenditures. This increase includes the impact of: 1) 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, 2018 based on the two year contract approved at Town Meeting in May of 2017, and; 2) the proposed addition of one full-time Fire Inspector to help implement a more comprehensive rental housing inspection program which will be proposed via adoption of a more comprehensive rental housing ordinance later this spring (**\$75,000, plus benefits**). The addition of this position is fully offset by the receipt of revenue to be paid by rental housing owners as part a comprehensive rental housing inspection program, which is being recommended based on some recent incidents requiring Fire Department response over the course of the past year. The Department along with our Building Inspector, have seen many student rentals in deplorable condition, fully lacking in life safety code compliance in addition to being overcrowded, in violation of the Hanover Zoning Ordinance.
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 2018-19 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 beefing up the Department's rural search and rescue role 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. Several areas in the budget reflect the Department's commitment to procuring equipment to aid in these readiness and training efforts.
3. The Fire Department's master box system has become obsolete and the Department has begun the removal process, having notified several businesses that hosted master boxes of their need to transition to IP technology. Resulting from the elimination of the master box system, the Department will no longer be able to charge for this service (**\$4,200**) and the revenue budget reflects this reduction accordingly.
4. The Department is working toward insuring they have enough protective clothing replacement pieces on hand to handle both staff turnover and replace damaged turn-out gear and station wear. An additional **\$11,952** is budgeted to enable the Department to create an adequate store of clothing pieces.
5. The Fire Department's main station facility, constructed in the early 1970's, presents some significant energy efficiency challenges. The building was woefully under-insulated but Public Works and Fire have begun addressing the problem. In 2016 the rear of the building, including the rear exit stairwell, were reinsulated and new egress windows were installed on the second floor; in 2017, the front of the building was reinsulated, re-sided and front windows were replaced. Still remaining is the insulation of the apparatus bay, 50% of the cost (**\$23,875**) has been budgeted to move this project towards completion.
6. The annual Fire Equipment Capital Reserve contribution is increased by **\$31,910** based on a comprehensive capital replacement schedule which has been updated by Fire Department staff in conjunction with Administrative Services and the Public Works Department. Chief McMillan has initiated a revised replacement schedule which would ultimately save the Town money by reducing

the overall size of the apparatus fleet by two engines, in large part due to the availability of some specialty apparatus owned by neighboring communities as part of the Department's increased regionalization efforts. To downsize the fleet, Chief McMillan is recommending acceleration of the replacement schedule for the remaining engines, thereby allowing the Department to employ a 20-year replacement cycle, allowing an engine to be used as a frontline piece of apparatus for the first ten years and then revert to a secondary piece. This will necessitate additional funding up front but will ultimately smooth out and lead to overall reduced expenditures going forward.

Parking Fund

The Parking Fund Budget for FY 2018-19 anticipates expenses and revenues of \$2,254,330 which is an increase of \$85,854 or 4.0% over the FY 2017-18 appropriation. There are CIP expenditures totaling \$250,000 to replace several payment kiosks in our parking lots due to age and outdated technology (**\$27,000**); replacement of the access control equipment in the parking facility due to age-related malfunctions (**\$125,000**); installation of additional cameras and lighting in the parking facility to enhance safety (**\$40,000**); installation of two electronic message boards near each parking facility entrance to communicate space availability (**\$10,000**); and replacement of the inefficient and often non-operational HVAC in the parking facility booth (**\$5,000**). 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. After eliminating the Parking Division's Administrative Assistant three years ago in hopes we could absorb the responsibilities between the front office staff in the Administrative Services and Assessor's Office, the Police Department has requested reinstatement of the position. The current supervising Sergeant for the Parking Division, Jeff Ballard, has found that he simply has not had the ability to get on top of several high priority projects for the Parking operation given the amount of time he must spend on clerical tasks, even with some tasks distributed to staff outside the Department. As such, the proposed budget includes reinstatement of this clerical position, at a total cost of approximately **\$80,000** including benefits. This position will not be added until Desman, our parking consultant, has completed their update of our five-year-old Parking Study which included several recommendations to better rationalize our parking system, almost all of which were implemented. Desman will do a reassessment and make recommendations to the staff and Board regarding current fees and fines as well as the potential realignment of parking facility and parking space pricing options. Once that report is completed, we will discuss these options to revise parking fees with the Board. An increase in parking revenue will be required to fund the additional clerical position so we cannot move forward to add the staff member until we determine the revenue generation feasibility. In FY 2018-19 we will also charge **\$38,659** to the Parking Fund to reflect the portion of the Assessing and Administrative Services Department staff time that will continue to support parking operations, largely via the collection of parking fees and fines.
2. Funds to support additional parking consultant services (**\$30,000**) are budgeted to help support the parking planning effort, particularly in conjunction with Dartmouth College as we look toward options to expand parking facilities.

Highlights: Non-Tax Supported Funds

Ambulance Fund

The FY 2018-19 Budget for the Ambulance Fund recommends expenditures of \$1,269,306, which amounts to an increase of \$346,005 or 37.5% above the FY 2017-18 Budget. The scheduled replacement of Ambulance 1 is the largest contributor to this increased expenditure and is **fully funded** by a transfer in from the Ambulance Equipment Capital Reserve Fund. As a result, per capita support for the provision of ambulance services to our participating communities (Hanover, Lyme and Norwich) is **not** expected to increase in FY 2018-19.

Town	FY2018 Contribution	Proposed FY2019 Contribution
Hanover	\$284,466	\$284,466
Lyme	\$ 61,541	\$ 61,541
Norwich	\$126,095	\$126,095
Totals	\$472,101	\$472,101

The Department recommends increasing the Ambulance Equipment Capital Reserve annual contribution by **\$30,000** to insure the Department can maintain its commitment to the CIP plan for replacement of EMS-related equipment.

Water Reclamation Facility Fund

The recommended expenditures in the WRF Fund for FY 2018-19 are \$3,541,041 representing an increase of \$828,006 or 30.5%. Of that total, \$632,500 is proposed to be funded by the Water Reclamation Facility Capital Reserve Fund. The increase is almost completely driven by the number of ongoing facility maintenance and energy efficiency capital improvement projects recommended for implementation including: rehabilitation of the methane boiler (**\$50,000**), rehabilitation of one primary clarifier (**\$487,500**), implementation of energy audit recommendations (**\$95,000**) and installation of solar panels on the plant roof (**\$150,000**).

Water Utility Fund

The recommended expenditures in the Water Utility Fund for FY 2018-19 are \$2,047,498 which represents an increase of \$144,464 or 7.6% over the FY 2017-18 appropriation. Of the total, \$123,000 or 85% of the total increase in expenditures is proposed to be funded by the Water Utility Capital Reserve Fund.

In FY 2018-19, \$30,600 is budgeted to replace one of the Division’s pick-up trucks. In addition, \$42,400 is recommended for expenditure from reserves for the Phase 3 replacement of the water treatment modules. \$50,000 is budgeted to install a pressure reducing valve to serve the East Wheelock/Haskins/Rayton/Low Road neighborhood

The Town has just issued an RFP for implementation of a water rate study. Staff has identified several priority focal areas for the study, including a potential restructuring of water rates, incorporating in the new rates sufficient revenue so that the Fund can begin to accumulate a healthier capital reserve, and to assess the viability of eliminating the fire districts and shifting the cost of the hydrant system into water rates rather than funding this expense through the Fire Fund. Once the rate study is completed, Town staff and the consultant will begin working with the Board to review options going forward – likely in the fall of 2018.

HANOVER FINANCE COMMITTEE

Position Statement on the Proposed Town of Hanover FY 19 Budget

The Hanover Finance Committee (HFC) is an appointed Town committee composed of Hanover residents¹ charged with reviewing financial matters of the Town, and offering guidance on those matters to the Hanover Selectboard, Hanover School Board, Town officials and residents. As part of its deliberations on the proposed Town budget, members of the HFC reviewed projected revenue and expenditure data, attended all public budget meetings of the Town, and discussed the details of the budget with Hanover Selectboard members and town administrators.

During a public meeting on March 5, 2018, the Hanover Finance Committee voted unanimously (6-0) to approve the following motion: “The Hanover Finance Committee recommends that Hanover residents approve the Town budget in the amount of \$28,320,805, representing a 2.44% (or 16 cents) increase in the combined Town General Fund and “blended” Fire Fund tax rates which currently stand at \$6.34 per \$1,000 of taxable assessed property value prior to this increase.”

Members of the Finance Committee noted the thoughtful and rigorous budget process undertaken by the Selectboard and town officials. Sensitivity to the financial impact on taxpayers was balanced against community needs and initiatives — the latter including efforts in sustainability, health and youth services, and technology. Use of alternative funding sources to fund initiatives, coupled with a balanced approach to tapping capital reserve funds for capital needs, has lessened tax increases. Replacement of the Fire Department’s aging Engine #1, for instance, will be accomplished through a combination of upfront capital from a reserve fund and lease payments structured to minimize the interest paid. The HFC supports prudent utilization and consistent, adequate funding of capital reserve funds.

Although funded by non-taxpayer sources, the proposed addition of a net four town positions in FY 2019, to a total of 146 town staff, nevertheless represents a notable step-up from the 138-142 range seen over the last ten years. Two of these, the rental housing inspector and parking clerk positions, are offset by related fees. The Bressett Fund will provide short term for the new Sustainability and Emerging Technologies Director positions. The Committee applauds the use of alternative funding sources, but urges vigilance in monitoring fee income, the development of on-going funding streams, and consideration of substituting new expenses for existing items to avoid reliance on tax support when short term funding options are exhausted.

HFC members remain concerned about the trajectory of the tax rate and foresee an ongoing need for restraint and a reliance on sound fiscal policy in future budget development. The 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 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 and may result in a net reduction of this fund.

¹ The members of the Hanover Finance Committee are Kari Asmus (Chair), William A. Fischel (Vice-Chair), Jeffrey N. Ives (Secretary), Michael Gonnerman, Carey Callaghan (Hanover School Board member), and William V. Geraghty (Hanover Selectboard member).

Town of Hanover - Gross Appropriations Budget Overview

	2017-2018 Approved Budget	2018-2019 Proposed Budget	Incr/(Decr)	% Change
General Fund:				
General Government Administration	1,955,375	2,100,370	144,996	7.4%
Town Properties	970,524	923,596	(46,928)	-4.8%
Police Department	2,437,961	2,461,033	23,072	0.9%
Public Works	4,203,910	3,909,264	(294,646)	-7.0%
Health and Social Services	384,743	385,474	731	0.2%
Parks and Recreation	1,053,590	1,193,977	140,387	13.3%
Libraries	1,255,764	1,371,568	115,804	9.2%
Conservation Commission	30,700	30,500	(200)	-0.7%
Unallocated - Pooled Expenditures	2,939,183	3,053,105	113,922	3.9%
Total General Fund	15,231,750	15,428,887	197,138	1.3%
Tax Supported Funds:				
General Fund	15,231,750	15,428,887	197,138	1.3%
Fire Fund	3,443,112	3,779,734	336,622	9.8%
Parking Operations*	2,168,485	2,254,339	85,854	4.0%
Total Expenditures-Tax Supptd. Funds	20,843,347	21,462,960	619,613	3.0%
Tax Subsidy	12,830,194	13,222,539	392,345	3.1%
Tax Ratio	61.56%	61.61%		
<i>*The Parking Operations Fund is substantially self-funded from Parking fees and fines, receiving a fixed amount of \$85,000 annually from Tax Increment Financing District taxes levied.</i>				
Non-Tax Supported Funds:				
Water Reclamation Facility	2,713,035	3,541,041	828,006	30.5%
Water Utility Fund	1,903,034	2,047,498	144,464	7.6%
Hanover Ambulance Services	923,301	1,269,306	346,005	37.5%
Total Non-Tax Funds	5,539,370	6,857,845	1,318,475	23.8%
Grand Total Appropriations-All Funds	26,382,717	28,320,805	1,938,089	7.3%
Capital Projects Funded from Capital Reserve and Other Reserve Funds:				
General Fund	1,068,370	573,750	(494,620)	-46.3%
Fire Fund	157,250	248,943	91,693	58.3%
Parking Operations	300,500	280,000	(20,500)	-6.8%
Water Reclamation Facility	17,000	782,500	765,500	4502.9%
Water Utility Fund	41,500	123,000	81,500	196.4%
Hanover Ambulance Services	-	260,950	260,950	-
Total from Reserve Funds for Capital Projects	1,584,620	2,269,143	684,523	43.2%
Grand Total All Funds <u>Less</u>				
Reserve Funded Capital Projects	24,798,097	26,051,662	1,253,566	5.1%

Town of Hanover Budget Departmental Summary

	<u>FY15ACT</u>	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18BUDG</u>	<u>Proposed FY19BUDG</u>	<u>% Change FY18 Budget to FY19 Budget</u>	<u>\$ Change FY18 Budget to FY19 Budget</u>
<u>General Fund Revenues and Transfers from Reserve Funds</u>							
Administrative Svcs/Genl Govt	1,508,604	1,529,206	1,632,211	1,575,988	1,633,088	3.6%	57,100
Planning and Zoning	413,044	442,036	269,654	420,700	494,700	17.6%	74,000
Town Properties	119,520	99,442	73,910	122,500	23,500	-80.8%	(99,000)
Police	563,751	1,092,791	963,304	588,342	574,071	-2.4%	(14,271)
Public Works	702,678	837,632	659,562	999,917	789,012	-21.1%	(210,905)
Parks and Recreation	645,102	658,919	570,869	702,573	788,500	12.2%	85,927
Libraries	59,685	63,721	65,429	58,129	129,625	123.0%	71,496
Conservation Commission	20,351	64,360	45,500	10,000	10,000	0.0%	-
Unallocated - Pooled Revenues	9,626,595	9,911,129	10,192,906	10,753,601	10,986,391	2.2%	232,790
Total General Fund Revenues/Tsfrs	13,659,330	14,699,236	14,473,345	15,231,750	15,428,887	1.3%	197,137
<u>General Fund Expenditures</u>							
Personnel Costs							
Administrative Svcs/Genl Govt	996,933	1,061,906	1,053,386	1,092,561	1,133,904	3.8%	41,343
Planning and Zoning	306,275	316,834	435,259	479,007	554,012	15.7%	75,005
Town Properties	246,098	258,796	261,841	278,592	286,414	2.8%	7,822
Police	1,994,258	1,841,953	2,108,176	2,248,717	2,301,847	2.4%	53,130
Public Works	1,540,389	1,556,252	1,651,409	1,727,496	1,692,111	-2.0%	(35,385)
Health and Social Services	12,691	11,786	12,737	25,000	23,000	-8.0%	(2,000)
Parks and Recreation	563,234	663,633	628,381	765,667	909,587	18.8%	143,920
Libraries	961,526	1,029,037	1,055,081	1,127,323	1,260,827	11.8%	133,504
Associated Employee Benefits	2,696,530	2,609,490	2,827,213	3,128,200	3,256,851	4.1%	128,651
Total Personnel	9,317,935	9,349,689	10,033,484	10,872,563	11,418,553	5.0%	545,990

Town of Hanover Budget Departmental Summary

	<u>FY15ACT</u>	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18BUDG</u>	<u>Proposed FY19BUDG</u>	<u>% Change FY18 Budget to FY19 Budget</u>	<u>\$ Change FY18 Budget to FY19 Budget</u>
Non-Personnel Costs							
Administrative Svcs/Genl Govt	309,106	270,382	396,970	328,862	353,562	7.5%	24,700
Planning and Zoning	60,079	38,457	61,808	54,945	58,892	7.2%	3,947
Town Properties	725,018	975,304	566,855	691,932	637,182	-7.9%	(54,750)
Police	279,151	895,212	608,013	189,244	159,186	-15.9%	(30,058)
Public Works	2,104,838	1,818,257	2,044,934	2,476,414	2,217,153	-10.5%	(259,261)
Health and Social Services	286,925	307,132	341,748	359,743	362,474	0.8%	2,731
Parks and Recreation	304,905	294,889	314,022	287,923	284,390	-1.2%	(3,533)
Libraries	109,871	123,489	120,507	128,441	110,741	-13.8%	(17,700)
Conservation Commission	25,570	76,645	81,783	30,700	30,500	-0.7%	(200)
Unallocated - Pooled Expenditures	(97,943)	(154,161)	(157,305)	(189,017)	(203,745)	7.8%	(14,728)
Total Non-Personnel	4,107,520	4,645,606	4,379,336	4,359,187	4,010,334	-8.0%	(348,852)
Personnel and Non-Personnel							
Administrative Svcs/Genl Govt	1,306,039	1,332,288	1,450,356	1,421,423	1,487,466	4.6%	66,043
Planning and Zoning	366,354	355,292	497,068	533,952	612,905	14.8%	78,953
Town Properties	971,116	1,234,100	828,696	970,524	923,596	-4.8%	(46,928)
Police	2,273,409	2,737,166	2,716,189	2,437,961	2,461,033	0.9%	23,072
Public Works	3,645,226	3,374,509	3,696,343	4,203,910	3,909,264	-7.0%	(294,646)
Health and Social Services	299,616	318,918	354,485	384,743	385,474	0.2%	731
Parks and Recreation	868,140	958,522	942,403	1,053,590	1,193,977	13.3%	140,387
Libraries	1,071,397	1,152,525	1,175,588	1,255,764	1,371,568	9.2%	115,804
Conservation Commission	25,570	76,645	81,783	30,700	30,500	-0.7%	(200)
Unallocated - Pooled Expenditures	2,598,587	2,455,329	2,669,908	2,939,183	3,053,105	3.9%	113,922
Total General Fund Expenditures	13,425,454	13,995,294	14,412,820	15,231,750	15,428,887	1.3%	197,138
General Fund Municipal Property Tax	8,931,903	9,215,611	9,392,792	9,640,325	9,890,444	2.6%	250,119
General Fund Tax Ratio	66.5%	65.8%	65.2%	63.3%	64.1%		

Percentage of General Fund Appropriations Paid for by Taxes

Town of Hanover Budget Departmental Summary

	<u>FY15ACT</u>	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18BUDG</u>	<u>Proposed FY19BUDG</u>	<u>% Change FY18 Budget to FY19 Budget</u>	<u>\$ Change FY18 Budget to FY19 Budget</u>
<u>Special Funds Revenues</u>							
Fire Department	3,142,138	3,504,316	3,281,134	3,443,112	3,779,734	9.8%	336,622
Hanover Ambulance Services	709,457	840,720	970,846	923,301	1,269,306	37.5%	346,005
Water Reclamation Facility	2,557,805	2,745,653	3,405,945	2,713,035	3,541,041	30.5%	828,006
Water Utility Fund	1,680,116	1,708,239	1,790,041	1,903,034	2,047,498	7.6%	144,464
Parking Operations	1,880,900	1,838,957	1,915,224	2,168,485	2,254,339	4.0%	85,854
Total Special Funds Revenues	9,970,415	10,637,886	11,363,189	11,150,967	12,891,917	15.6%	1,740,950
<u>Special Funds Expenditures</u>							
Personnel Costs							
Fire Department	1,863,072	2,180,153	2,050,420	2,218,856	2,411,523	8.7%	192,667
Hanover Ambulance Services	556,223	597,146	623,096	645,646	693,727	7.4%	48,081
Water Reclamation Facility	598,217	607,636	595,370	676,259	667,150	-1.3%	(9,109)
Water Utility Fund	406,657	422,770	416,603	444,674	449,436	1.1%	4,762
Parking Operations	355,304	373,555	301,106	410,467	485,988	18.4%	75,521
Total Personnel	3,779,473	4,181,259	3,986,595	4,395,902	4,707,824	7.1%	311,921
Non-Personnel Costs							
Fire Department	1,279,066	1,314,997	1,209,334	1,224,256	1,368,210	11.8%	143,954
Hanover Ambulance Services	202,924	210,135	242,451	277,655	575,579	107.3%	297,924
Water Reclamation Facility	1,910,520	2,053,369	2,307,112	2,036,776	2,873,892	41.1%	837,116
Water Utility Fund	1,420,186	1,395,078	1,354,335	1,458,360	1,598,062	9.6%	139,702
Parking Operations	1,492,571	1,461,321	1,531,512	1,758,018	1,768,352	0.6%	10,334
Total Non-Personnel	6,305,266	6,434,900	6,644,744	6,755,065	8,184,095	21.2%	1,429,030

Town of Hanover Budget Departmental Summary

	<u>FY15ACT</u>	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18BUDG</u>	<u>Proposed FY19BUDG</u>	<u>% Change FY18 Budget to FY19 Budget</u>	<u>\$ Change FY18 Budget to FY19 Budget</u>
Personnel and Non-Personnel							
Fire Department	3,142,138	3,495,150	3,259,754	3,443,112	3,779,734	9.8%	336,622
Hanover Ambulance Services	759,147	807,281	865,547	923,301	1,269,306	37.5%	346,005
Water Reclamation Facility	2,508,737	2,661,004	2,902,482	2,713,035	3,541,041	30.5%	828,006
Water Utility Fund	1,826,843	1,817,848	1,770,938	1,903,034	2,047,498	7.6%	144,464
Parking Operations	1,847,875	1,834,876	1,832,619	2,168,485	2,254,339	4.0%	85,854
Total Special Funds Expenditures	10,084,740	10,616,160	10,631,340	11,150,967	12,891,917	15.6%	1,740,951
Special Funds Tax Support							
Fire District Taxes	2,833,996	2,913,154	3,026,887	3,104,869	3,247,095	4.6%	142,226
Fire Fund Tax Ratio	90.2%	83.3%	92.9%	90.2%	85.9%		
<i>Percentage of Fire Fund Appropriations Paid for by Taxes</i>							
Parking District and Tax Increment							
Financing District Taxes	90,135	88,740	87,289	85,000	85,000	0.0%	-
Parking Fund Tax Ratio	4.9%	4.8%	4.8%	3.9%	3.8%		
<i>Percentage of Parking Fund Appropriations Paid for by Taxes</i>							

Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2017 Year- End Actuals</u>	<u>FY2018 Adopted Budget</u>	<u>FY2019 Proposed Budget</u>	<u>% Incr Budget to Budget</u>	<u>\$ Incr Budget to Budget</u>
<u>General Fund</u>					
<i>Sources</i>					
Property Taxes - Town Portion Only	9,392,792	9,640,325	9,890,444	2.6%	250,119
Motor Vehicle and Other Town Clerk Fees	1,497,428	1,415,300	1,498,900	5.9%	83,600
Charges for Services and Participant Fees	1,190,804	1,264,433	1,382,579	9.3%	118,146
State Appropriations and Federal and Other Grants	873,024	873,247	884,597	1.3%	11,350
Other Reserve Funds	505,224	875,655	608,950	-30.5%	(266,705)
Planning & Zoning Permits and Fees	269,654	420,700	425,700	1.2%	5,000
PILT, Yield Tax, Cable Franchise Fee)	294,577	243,224	226,810	-6.7%	(16,414)
Other Miscellaneous Income	332,307	145,601	114,056	-21.7%	(31,545)
Transfer from General Fund Undesignated Fund Balance	-	193,265	156,850	-18.8%	(36,415)
Outside Project Revenue/Other Project Support	35,748	100,000	100,000	0.0%	-
Investment Income	81,786	60,000	140,000	133.3%	80,000
Total General Fund Sources	14,473,345	15,231,750	15,428,887	1.3%	197,136
<i>Uses (w/Allocation of Facilities, Fringe Benefits and Other Costs)</i>					
Public Works	4,637,251	5,193,113	4,944,056	-4.8%	(249,058)
Police Department	3,716,065	3,552,235	3,632,265	2.3%	80,030
General Town Government	2,812,032	2,859,719	3,016,764	5.5%	157,046
Libraries	1,805,792	1,928,065	2,078,908	7.8%	150,843
Parks & Recreation	1,441,680	1,698,617	1,756,895	3.4%	58,277
Total General Fund Uses	14,412,820	15,231,750	15,428,887	1.3%	197,138
<u>Fire Fund</u>					
<i>Sources</i>					
Fire District Taxes	3,026,887	3,104,869	3,247,095	4.6%	142,226
Transfer from Fire Fund Undesignated Fund Balance	60,100	157,250	248,943	58.3%	91,693
Hydrant Rentals (Pymts from Users of Private Hydrants)	85,844	90,112	102,214	13.4%	12,102
Charges for Services (e.g., Fire Alarms, Special Detail)	26,425	54,200	144,136	165.9%	89,936
Payment in Lieu of Taxes (former Water Co. Taxes)	25,417	26,081	26,746	2.5%	665
Transfer from Fire Fund Capital Reserve Fund	-	-	-	-	-
Miscellaneous Income	56,461	10,600	10,600	0.0%	-
Total Fire Fund Sources	3,281,134	3,443,112	3,779,734	9.8%	336,622
<i>Uses</i>					
Salaries and Benefits	2,050,420	2,218,856	2,411,523	8.7%	192,667
Hydrant System Charges (transfer to Water Fund)	400,967	405,000	405,000	0.0%	-
Fire Suppression	352,019	365,248	395,897	8.4%	30,649
Facilities Costs (Main and Etna Fire Stations)	169,217	141,271	72,401	-48.8%	(68,870)
Fire Apparatus and Vehicle Replacement	223,122	235,090	423,943	80.3%	188,853
Administration	35,736	35,534	32,860	-7.5%	(2,674)
Hazardous Materials, Fire Prevention and Alarm Mtce.	16,314	20,798	20,039	-3.6%	(759)
Training and Professional Development	11,959	21,315	18,070	-15.2%	(3,245)
Total Fire Fund Uses	3,259,754	3,443,112	3,779,734	9.8%	336,622

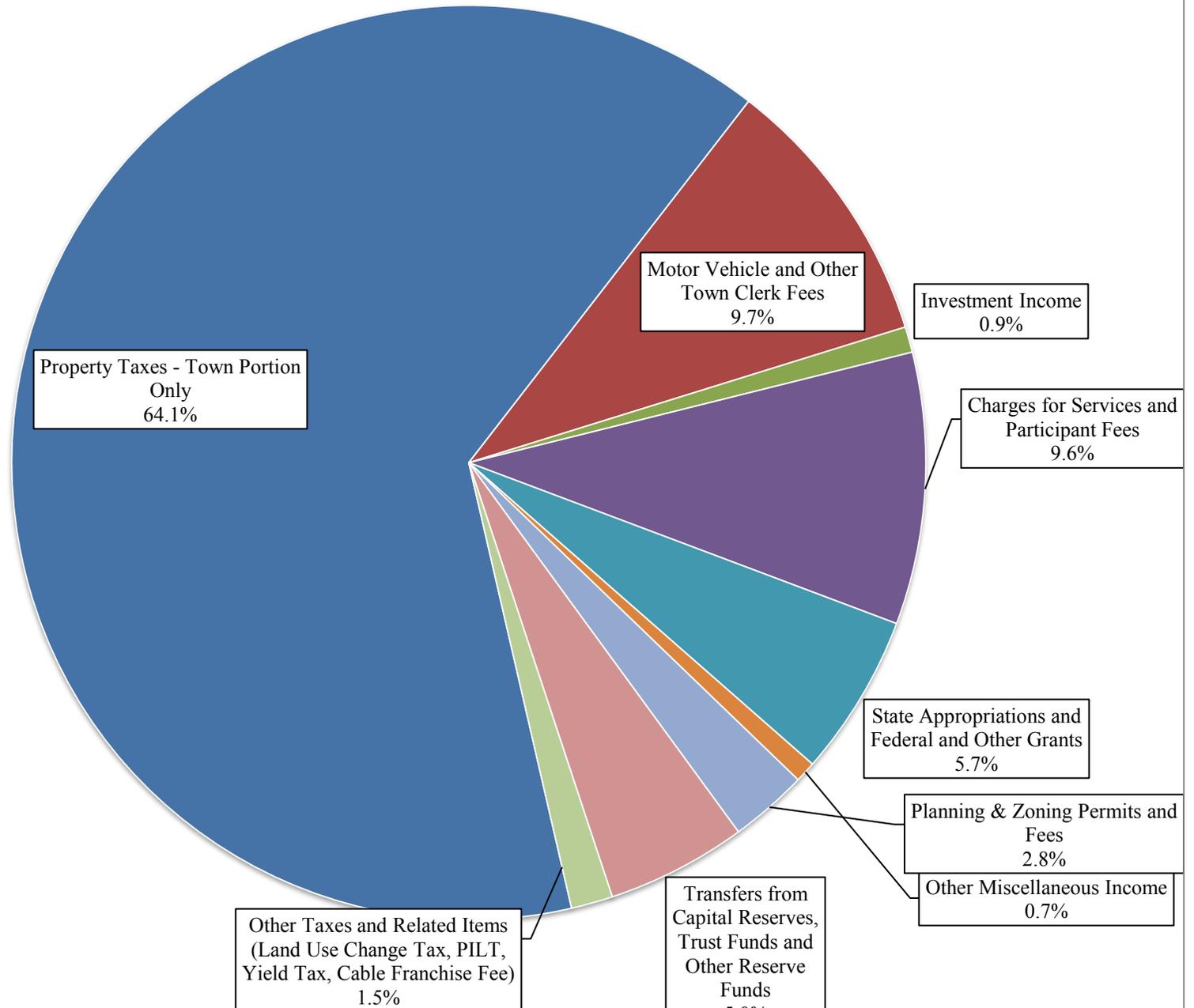
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2017 Year- End Actuals</u>	<u>FY2018 Adopted Budget</u>	<u>FY2019 Proposed Budget</u>	% Incr Budget to Budget	\$ Incr Budget to Budget
<u>Ambulance Fund</u>					
<i>Sources</i>					
Service Charges (net of uncollectibles)	487,042	445,000	460,000	3.4%	15,000
Community Per Capita Contributions	457,859	472,101	472,101	0.0%	0
Other Income	25,944	6,200	16,200	161.3%	10,000
Total Ambulance Fund Sources	970,846	923,301	1,269,306	37.5%	346,005
<i>Uses</i>					
Salaries and Benefits	623,096	645,646	693,727	7.4%	48,080
Administration (includes G&A Overhead Allocation)	146,277	170,950	174,574	2.1%	3,624
Ambulance and Rescue Apparatus Replacement	61,028	61,028	351,979	476.7%	290,951
Operational Equipment and Supplies	35,146	45,677	49,027	7.3%	3,350
Total Ambulance Fund Uses	865,547	923,301	1,269,306	37.5%	346,005
<u>Water Reclamation Facility (Sewer) Fund</u>					
<i>Sources</i>					
Sewer Usage Billings	2,469,503	2,465,000	2,505,000	1.6%	40,000
Other Income	11,389	10,500	10,000	-4.8%	(500)
Outside Projects	165	50,000	50,000	0.0%	-
NH DES Grant-in-Aid	434,356	149,320	178,626	19.6%	29,306
Sewer Connection Fees	31,032	21,215	14,915	-29.7%	(6,300)
Transfers from Capital Reserves	459,500	17,000	632,500	3620.6%	615,500
Transfer from WRF Fund Undesignated Fund Balance	-	-	150,000	-	150,000
Total WRF Fund Sources	3,405,945	2,713,035	3,541,041	30.5%	828,006
<i>Uses</i>					
Plant Operations	1,095,735	1,217,301	1,201,266	-1.3%	(16,035)
Plant Improvements-Capital Investment, Debt Svc	1,210,546	769,475	1,622,627	110.9%	853,152
Salaries and Benefits	595,370	676,259	667,150	-1.3%	(9,109)
Outside Project Work	832	50,000	50,000	0.0%	-
Total WRF Fund Uses	2,902,482	2,713,035	3,541,041	30.5%	828,006
<u>Water Utility Fund</u>					
<i>Sources</i>					
Water Customer Billings	1,730,939	1,784,734	1,849,269	3.6%	64,535
Outside Projects	8,117	50,000	50,000	0.0%	-
Transfers from Capital Reserves	27,000	41,500	123,000	196.4%	81,500
Water Connection Fees	15,305	15,300	16,529	8.0%	1,229
Other Income	8,679	11,500	8,700	-24.3%	(2,800)
Total Water Fund Sources	1,790,041	1,903,034	2,047,498	7.6%	144,464
<i>Uses</i>					
Plant Improvements-Capital Investment, Debt Svc	992,757	1,015,052	1,147,781	13.1%	132,728
Plant Operations	478,957	516,546	519,033	0.5%	2,487
Salaries and Benefits	416,603	444,674	449,436	1.1%	4,762
Payment in Lieu of Taxes (former Water Co. Taxes)	273,607	276,762	281,248	1.6%	4,486
Outside Project Work	9,013	50,000	50,000	0.0%	-
Hydrant System Charges (transfer from Fire Fund)	(400,000)	(400,000)	(400,000)	0.0%	-
Total Water Fund Uses	1,770,938	1,903,034	2,047,498	7.6%	144,464

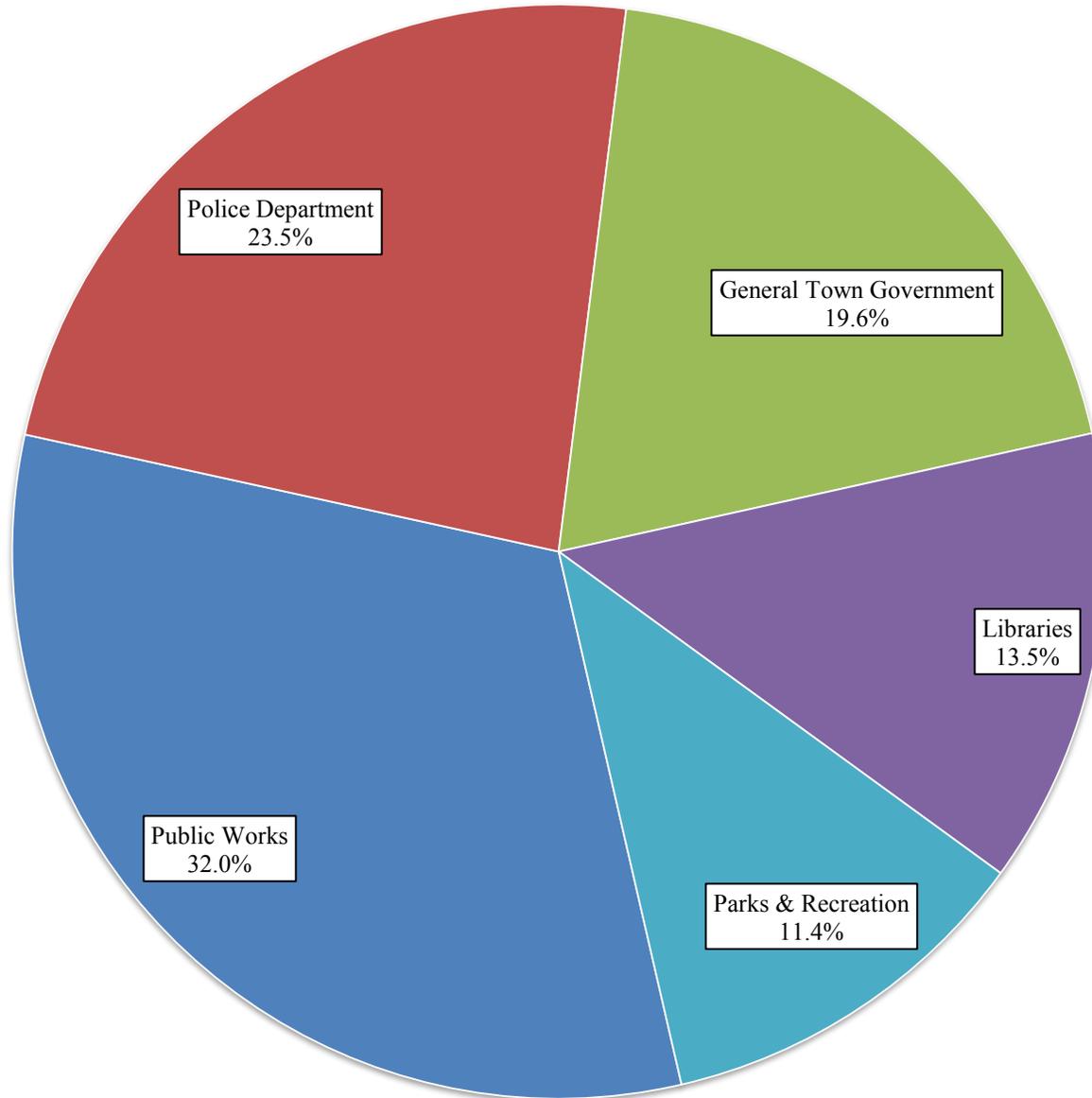
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2017 Year- End Actuals</u>	<u>FY2018 Adopted Budget</u>	<u>FY2019 Proposed Budget</u>	<u>% Incr Budget to Budget</u>	<u>\$ Incr Budget to Budget</u>
<u>Parking Fund</u>					
<i>Sources</i>					
Surface Lot and Street Metered and Permit Parking	871,328	835,700	876,000	4.8%	40,300
Parking Facility Permit, Leased and Short Term Parking	589,881	574,040	583,338	1.6%	9,298
Parking Fines	345,726	373,245	350,000	-6.2%	(23,245)
Tax Increment Financing (TIF) District Levy	87,289	85,000	85,000	0.0%	-
Transfers from Capital and Other Reserve Funds	21,000	300,500	280,000	-6.8%	(20,500)
Miscellaneous Revenues	-	-	80,000	-	80,000
<i>Total Parking Fund Sources</i>	<u>1,915,224</u>	<u>2,168,485</u>	<u>2,254,338</u>	<u>4.0%</u>	<u>85,853</u>
<i>Uses</i>					
Parking Facility Capital Costs	511,474	713,662	653,874	-8.4%	(59,788)
Salaries and Benefits	301,106	410,467	485,988	18.4%	75,521
Administration (includes G&A Overhead Allocation)	354,836	432,315	432,337	0.0%	22
Surface Lot and Street Parking Operating Costs	221,640	171,852	249,090	44.9%	77,238
Advance Transit Shuttle Service, Municipal Contributio	238,495	243,234	235,729	-3.1%	(7,505)
Parking Facility Operating Costs	170,108	176,955	177,322	0.2%	367
Surface Lot and Street Parking Capital Costs	34,960	20,000	20,000	0.0%	-
<i>Total Parking Fund Uses</i>	<u>1,832,619</u>	<u>2,168,485</u>	<u>2,254,339</u>	<u>4.0%</u>	<u>85,854</u>

2018-19 Proposed Budget - Sources of General Fund Revenues



2018-19 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 2018 Tax Rate (4/1/18-3/31/19)				2017 Tax Rate (4/1/17-3/31/18)		
		Estimated Net						
<u>Town Funds</u>		Valuation	Tax Levy	Rate	% Incr	Net Valuation	Tax Levy	Rate
General Municipal Tax Rate		2,021,997,700	9,890,444	4.89	2.33%	2,009,997,700	9,630,522	4.78
Fire District #1		1,473,697,791	2,452,477	1.66	3.36%	1,469,051,800	2,365,173	1.61
Fire District #2		534,366,719	784,392	1.47	4.85%	531,195,400	743,674	1.40
Fire District #3		13,933,190	10,226	0.73	4.85%	13,850,500	9,695	0.70
		<i>Combined Fire District #1</i>		6.56	2.59%			6.39
		<i>Combined Fire District #2</i>		6.36	2.90%			6.18
		<i>Combined Fire District #3</i>		5.63	2.65%			5.48

These tax rates are *ESTIMATES* only; the final tax rate will be set in early October 2018 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:

2018 Tax Year 6.50 2.44% 2017 Tax Year 6.34

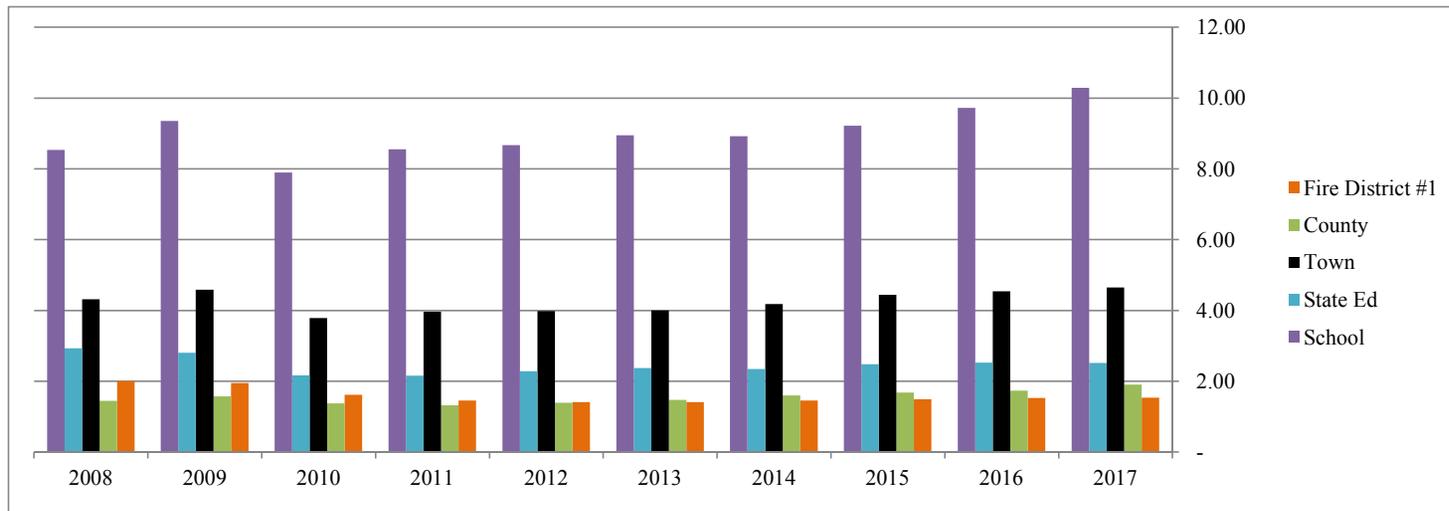
**Town of Hanover - Tax Rate History of Municipal, School and County Combined Tax Rates
Fire District #1 (Properties w/in Hydrant System)**

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
2017	2,014,097,700	10,875,500	21.69	1.9%	4.78	1.61	2.19	10.54	2.57
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

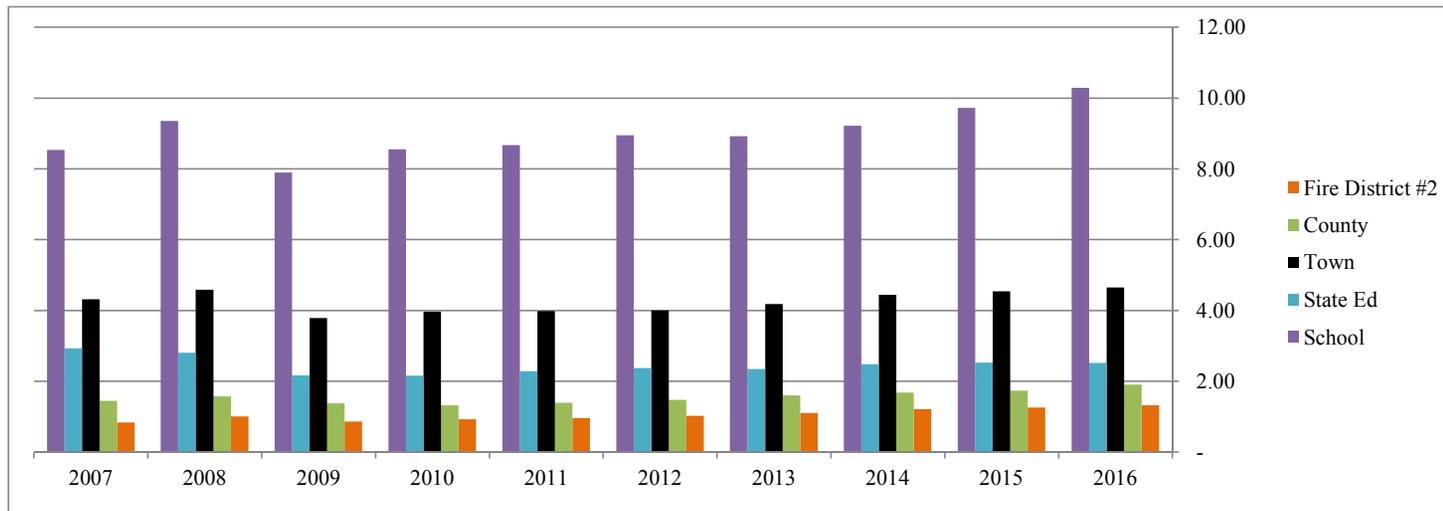
Fire District #2 (Properties w/o Hydrant-West of Moose Mtn)

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
2017	2,014,097,700	10,875,500	21.48	1.8%	4.78	1.40	2.19	10.54	2.57
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	FY2019*
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	9,630,522	9,890,444
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	2,365,173	2,452,477
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	743,674	784,392
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	9,695	10,226
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	12,749,064	13,137,539
	5.86%	15.91%	8.61%	2.65%	3.41%	1.52%	0.89%	5.38%	3.44%	3.17%	3.15%	2.40%	2.65%	3.05%
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	26,370,263	
	3.28%	4.37%	8.72%	2.57%	8.64%	3.75%	4.12%	0.32%	1.50%	5.63%	5.67%	2.66%	1.22%	
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	4,412,016	
	4.12%	-1.34%	11.86%	7.98%	-1.38%	6.71%	6.38%	9.58%	2.40%	3.95%	10.93%	7.03%	9.51%	
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	43,531,343	
	4.09%	7.26%	8.93%	3.03%	6.17%	3.30%	3.33%	2.56%	2.16%	4.73%	5.37%	2.98%	2.43%	



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, 2017, 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 opin-

ion 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, 2017, 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, and the Pension and OPEB schedules appearing on pages 53 to 55 be presented to supplement the basic financial statements. Such information, although not 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

December 5, 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, 2017.

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 fund reporting focuses on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. The proprietary fund category includes enterprise and internal service funds.

Enterprise funds are used to report activity for which a fee is charged to external users, and must be used when one of the following criteria are met: (1) activity is financed with debt that is secured solely by a pledge of the net revenues from fees and charges, (2) laws or regulations require the activity's costs of providing services be recovered with fees and charges, and (3) the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs such as depreciation or debt service. The primary focus on these criteria is on fees charged to external users. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements, only in more detail. Specifically, enterprise funds are used to account for water and water reclamation operations, 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 and deferred outflows exceeded liabilities and deferred inflows by \$40,165,719 (i.e., net position), a change of \$4,620,885 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$11,250,956, a change of \$5,297,907 in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$1,717,290, a change of \$276,947 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.

	NET POSITION					
	Governmental Activities		Business-Type Activities		Total	
	2017	2016	2017	2016	2017	2016
Current and other assets	\$ 34,641,621	\$ 30,106,724	\$ 4,369,339	\$ 3,304,162	\$ 39,010,960	\$ 33,410,886
Capital assets	35,264,410	35,719,941	25,296,547	26,255,844	60,560,957	61,975,785
Total assets	69,906,031	65,826,665	29,665,886	29,560,006	99,571,917	95,386,671
Deferred outflows	4,639,816	2,024,346	634,740	125,659	5,274,556	2,150,005
Current liabilities	18,555,887	19,365,073	2,912,196	2,246,471	21,468,083	21,611,544
Noncurrent liabilities	24,448,407	20,468,043	12,562,306	12,165,901	37,010,713	32,633,944
Total liabilities	43,004,294	39,833,116	15,474,502	14,412,372	58,478,796	54,245,488
Deferred inflows	6,074,363	7,588,751	127,595	157,603	6,201,958	7,746,354
Net position:						
Net investment in capital assets	32,139,806	32,483,519	14,248,022	13,972,064	46,387,828	46,455,583
Restricted	6,700,501	2,171,591	-	-	6,700,501	2,171,591
Unrestricted	(13,373,117)	(14,225,966)	450,507	1,143,626	(12,922,610)	(13,082,340)
Total net position	\$ 25,467,190	\$ 20,429,144	\$ 14,698,529	\$ 15,115,690	\$ 40,165,719	\$ 35,544,834

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 \$40,165,719, a change of \$4,620,885 from the prior year.

The largest portion of net position, \$46,387,828, 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, \$6,700,501, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, \$(12,922,610), is a deficit, primarily resulting from the Town's unfunded net pension liability.

CHANGES IN NET POSITION

	<u>Governmental</u> <u>Activities</u>		<u>Business-Type</u> <u>Activities</u>		<u>Total</u>	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Revenues:						
Program revenues:						
Charges for services	\$ 4,843,318	\$ 4,956,680	\$ 4,716,612	\$ 4,445,025	\$ 9,559,930	\$ 9,401,705
Operating grants and contributions	420,346	396,063	405,250	122,214	825,596	518,277
Capital grants and contributions	5,000	169,486	38,800	12,500	43,800	181,986
General revenues:						
Property taxes	12,518,621	12,008,034	-	-	12,518,621	12,008,034
Motor vehicle permit fees	1,504,266	1,481,692	-	-	1,504,266	1,481,692
Penalties and interest on taxes	277,215	305,221	-	-	277,215	305,221
Grants and contributions not restricted to specific programs	873,024	829,545	-	1,965	873,024	831,510
Investment income	459,302	46,476	5,962	2,727	465,264	49,203
Other	3,838,251	207,661	13,206	6,742	3,851,457	214,403
Total revenues	24,739,343	20,400,858	5,179,830	4,591,173	29,919,173	24,992,031
Expenses:						
General government	4,993,686	4,921,432	-	-	4,993,686	4,921,432
Public safety	8,093,265	7,562,336	-	-	8,093,265	7,562,336
Highway and streets	3,411,879	2,800,375	-	-	3,411,879	2,800,375
Sanitation	242,370	921,321	-	-	242,370	921,321
Health and human services	455,506	365,166	-	-	455,506	365,166
Culture and recreation	2,273,442	2,116,551	-	-	2,273,442	2,116,551
Interest on long-term debt	163,431	173,501	-	-	163,431	173,501
Water	-	-	2,136,407	1,628,085	2,136,407	1,628,085
Water reclamation	-	-	3,528,302	2,921,184	3,528,302	2,921,184
Total expenses	19,633,579	18,860,682	5,664,709	4,549,269	25,298,288	23,409,951
Change in net position before permanent fund contributions	5,105,764	1,540,176	(484,879)	41,904	4,620,885	1,582,080
Transfers in (out)	(67,718)	-	67,718	-	-	-
Change in net position	5,038,046	1,540,176	(417,161)	41,904	4,620,885	1,582,080
Net position - beginning of year	20,429,144	18,888,968	15,115,690	15,073,786	35,544,834	33,962,754
Net position - end of year	\$ 25,467,190	\$ 20,429,144	\$ 14,698,529	\$ 15,115,690	\$ 40,165,719	\$ 35,544,834

Governmental activities. Governmental activities for the year resulted in a change in net position of \$5,038,046. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ 898,952
Fire fund activity	41,999
Parking fund activity	232,624
Nonmajor fund activity	4,124,332
Depreciation expense in excess of principal debt service	(2,132,596)
Change in long-term liabilities	(4,360,090)
Other	6,232,825
Total	<u>\$ 5,038,046</u>

Business-type activities. Business-type activities for the year resulted in a change in net position of \$(417,161). Key elements of this change are as follows:

Water operations	\$ 149,402
Water reclamation operations	<u>(566,563)</u>
Total	<u>\$ (417,161)</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 \$11,250,956, a change of \$5,297,907 in comparison to the prior year. Key elements of this change are as follows:

General fund operating results	\$ 898,952
Fire fund operating results	41,999
Parking fund operating results	232,624
Nonmajor fund operating results	4,124,332
Total	<u>\$ 5,297,907</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 \$1,717,290, while total fund balance was \$4,287,146. 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>6/30/17</u>	<u>6/30/16</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 1,717,290	\$ 1,440,343	\$ 276,947	12.9%
Total fund balance	\$ 4,287,146	\$ 3,388,194	\$ 898,952	32.2%

The total fund balance of the general fund changed by \$898,952 during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	\$ 184,553
Expenditures less than budget	36,969
Expenditures of current year encumbrance over prior year encumbrance	321,637
Change in capital reserves	489,230
Use of fund balance as a funding source	(177,000)
Excess of tax collections as compared to budget	43,563
Total	\$ 898,952

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

	<u>6/30/17</u>	<u>6/30/16</u>	<u>Change</u>
Capital reserves	\$ 1,563,468	\$ 1,074,238	\$ 489,230
Total	\$ 1,563,468	\$ 1,074,238	\$ 489,230

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 \$450,507.

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 \$60,560,957 (net of accumulated depreciation). 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	\$ 644,647
Western Star Dump Truck	\$ 176,320
Sno Go Hydrostatic Drive Loader	\$ 128,427
Traffic Signal Equipment	\$ 82,170

Business-type Activities:

OVIVO Grit Removal System	\$ 351,175
Gas Fired Buderus Boiler	\$ 85,456
Water Distribution System	\$ 63,900

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 \$14,108,950, 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

STATEMENT OF NET POSITION

JUNE 30, 2017

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Current:			
Cash and short-term investments	\$ 22,958,213	\$ 620,471	\$ 23,578,684
Investments	4,313,863	-	4,313,863
Restricted cash	1,594,366	-	1,594,366
Receivables, net of allowance for uncollectibles:			
Property taxes	4,907,696	-	4,907,696
User fees	246,497	1,099,304	1,345,801
Intergovernmental	-	320,166	320,166
Internal balances	83,393	(167,730)	(84,337)
Other assets	273,172	1,138,659	1,411,831
Noncurrent:			
Property taxes	264,421	-	264,421
Capital Assets:			
Land and construction in progress	4,624,499	390,582	5,015,081
Other assets, net of accumulated depreciation	30,639,911	24,905,965	55,545,876
DEFERRED OUTFLOWS OF RESOURCES			
Related to pensions	4,639,816	634,740	5,274,556
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES			
	74,545,847	28,942,157	103,488,004
LIABILITIES			
Current:			
Accounts payable	680,228	105,360	785,588
Accrued liabilities	324,005	319,386	643,391
Due to other governments	16,175,444	-	16,175,444
Other liabilities	668,226	-	668,226
Current portion of long-term liabilities:			
Bonds payable	260,000	1,034,193	1,294,193
Other	320,765	83,878	404,643
Noncurrent:			
Bonds payable, net of current portion	3,110,000	9,704,757	12,814,757
Net pension liability	16,677,575	2,281,540	18,959,115
Net OPEB obligation	2,143,130	148,595	2,291,725
Other, net of current portion	2,517,702	427,414	2,945,116
DEFERRED INFLOWS OF RESOURCES			
Related to pensions	932,695	127,595	1,060,290
Unearned revenues	5,268,887	10,910	5,279,797
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES			
	49,078,657	14,243,628	63,322,285
NET POSITION			
Net investment in capital assets	32,139,806	14,248,022	46,387,828
Restricted for:			
Grants and other statutory restrictions	2,208,183	-	2,208,183
Permanent funds:			
Nonexpendable	4,319,745	-	4,319,745
Expendable	172,573	-	172,573
Unrestricted	(13,373,117)	450,507	(12,922,610)
TOTAL NET POSITION	\$ 25,467,190	\$ 14,698,529	\$ 40,165,719

TOWN OF HANOVER, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2017

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expenses) Revenues and Changes in Net Position</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Governmental Activities:							
General government	\$ 4,993,686	\$ 510,387	\$ 189,477	\$ -	\$ (4,293,822)	\$ -	\$ (4,293,822)
Public safety	8,093,265	3,693,569	222,793	-	(4,176,903)	-	(4,176,903)
Highway and streets	3,411,879	35,748	-	5,000	(3,371,131)	-	(3,371,131)
Sanitation	242,370	7,493	-	-	(234,877)	-	(234,877)
Health and human services	455,506	1,673	2,576	-	(451,257)	-	(451,257)
Culture and recreation	2,273,442	594,448	5,500	-	(1,673,494)	-	(1,673,494)
Interest	163,431	-	-	-	(163,431)	-	(163,431)
Total Governmental Activities	19,633,579	4,843,318	420,346	5,000	(14,364,915)	-	(14,364,915)
Business-Type Activities:							
Water operations	2,136,407	2,208,523	-	-	-	72,116	72,116
Water reclamation operations	3,528,302	2,508,089	405,250	38,800	-	(576,163)	(576,163)
Total Business-Type Activities	5,664,709	4,716,612	405,250	38,800	-	(504,047)	(504,047)
Total	\$ 25,298,288	\$ 9,559,930	\$ 825,596	\$ 43,800	(14,364,915)	(504,047)	(14,868,962)
General Revenues:							
Property taxes					12,518,621	-	12,518,621
Motor vehicle permit fees					1,504,266	-	1,504,266
Penalties, interest, and other taxes					277,215	-	277,215
Grants and contributions not restricted to specific programs					873,024	-	873,024
Investment income					459,302	5,962	465,264
Miscellaneous					3,838,251	13,206	3,851,457
Transfers, net					(67,718)	67,718	-
Total general revenues					19,402,961	86,886	19,489,847
Change in Net Position					5,038,046	(417,161)	4,620,885
Net Position:							
Beginning of year					20,429,144	15,115,690	35,544,834
End of year					\$ 25,467,190	\$ 14,698,529	\$ 40,165,719

TOWN OF HANOVER, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2017

	<u>General</u>	<u>Fire Fund</u>	<u>Parking Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS					
Cash and short-term investments	\$ 22,282,491	\$ -	\$ -	\$ 675,722	\$ 22,958,213
Investments	-	-	-	4,313,863	4,313,863
Restricted cash	1,594,366	-	-	-	1,594,366
Receivables:					
Property taxes	5,205,724	-	-	-	5,205,724
User fees	69,594	3,460	88,913	104,530	246,497
Due from other funds	1,641,477	1,974,094	986,371	1,841,396	6,443,338
Other assets	159,741	25,679	3,822	1,652	190,894
TOTAL ASSETS	\$ 30,953,393	\$ 2,003,233	\$ 1,059,106	\$ 6,937,163	\$ 40,952,895
LIABILITIES					
Accounts payable	\$ 587,166	\$ 48,611	\$ 25,223	\$ 19,227	\$ 680,227
Accrued liabilities	249,171	-	-	-	249,171
Due to other governments	16,175,444	-	-	-	16,175,444
Tax refunds payable	185,679	-	-	-	185,679
Due to other funds	3,497,814	1,567,697	11,101	1,283,333	6,359,945
Deposits held in custody	-	-	-	4,249	4,249
Other liabilities	478,298	-	-	-	478,298
TOTAL LIABILITIES	21,173,572	1,616,308	36,324	1,306,809	24,133,013
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenues	5,492,675	25,679	47,487	3,085	5,568,926
FUND BALANCES					
Nonspendable	46,747	-	-	4,319,745	4,366,492
Restricted	-	361,246	975,295	1,044,215	2,380,756
Committed	1,757,093	-	-	263,309	2,020,402
Assigned	766,016	-	-	-	766,016
Unassigned	1,717,290	-	-	-	1,717,290
TOTAL FUND BALANCES	4,287,146	361,246	975,295	5,627,269	11,250,956
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 30,953,393	\$ 2,003,233	\$ 1,059,106	\$ 6,937,163	\$ 40,952,895

TOWN OF HANOVER, NEW HAMPSHIRE

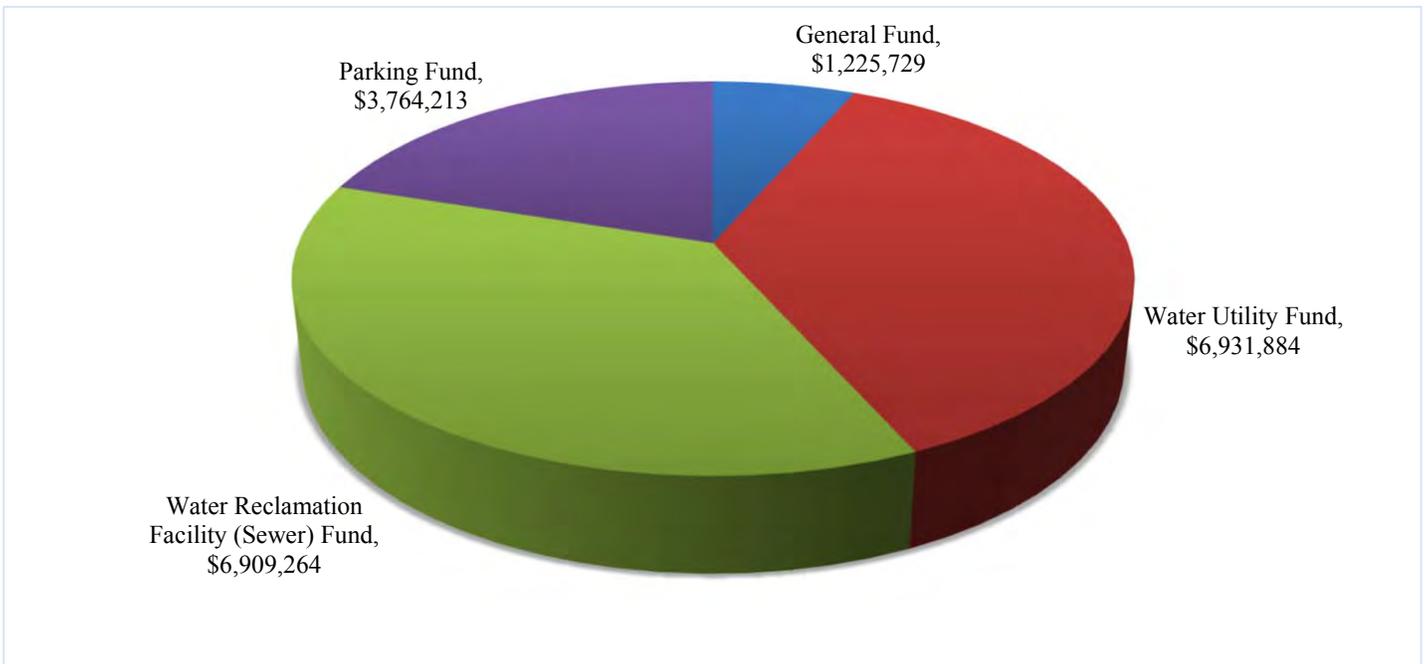
RECONCILIATION OF TOTAL GOVERNMENTAL FUND
BALANCES TO NET POSITION OF GOVERNMENTAL
ACTIVITIES IN THE STATEMENT OF NET POSITION

JUNE 30, 2017

Total governmental fund balances	\$	11,250,956
• 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.		35,264,410
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.		275,510
• Long-term liabilities, including bonds payable, net pension liability, and net OPEB liability are not due and payable in the current period and, therefore, are not reported in the governmental funds.		(25,029,172)
• Other		<u>3,632,286</u>
Net position of governmental activities	\$	<u><u>25,467,190</u></u>

Town of Hanover Statement of General Indebtedness FY 2016-17 Projected Debt Service Balances Due - Principal and Interest

	Matures	FY2016-17 Debt		FY2016-17 Debt	
		Balance Due @ 7/1/2016	Service Payments	Incurred or (Refinanced)	Balance Due @ 6/30/2017
General Fund					
2003 Community Center Bond	1/15/2023	\$ 603,600	\$ (97,314)	\$ -	\$ 506,287
2004 Dresden Note for HHS Property Option	8/15/2023	800,000	(100,000)	-	700,000
2012 Wide Format Plotter - Public Works	9/1/2016	584	(584)	-	-
2015 Telephone System Upgrade	2/1/2017	9,687	(9,687)	-	-
2017 Electronic Fingerprinting Systems	6/30/2019	-	(13,500)	32,942	19,442
Total General Fund		\$ 1,413,871	\$ (221,085)	\$ 32,942	\$ 1,225,729
Water Utility Fund					
2002 Hanover Water Works SRF#1071010	7/1/2021	1,828,245	(304,708)	-	1,523,537
2007 Hanover Water Works SRF#1071010-04	7/1/2027	5,471,256	(455,938)	-	5,015,318
2013 Water Meter Replacement Project	10/14/2021	471,634	(78,606)	-	393,028
Total Water Utility Fund		\$ 7,771,135	\$ (839,251)	\$ -	\$ 6,931,884
Water Reclamation Facility (Sewer) Fund					
2008 Hanover Sewer Plant SRF#CS-330197-03	12/1/2027	2,181,566	210,227	-	2,391,793
2013 Hanover Sewer Plant SRF#CS-333197-05	8/1/2026	815,223	(74,111)	-	741,112
2013 Hanover Sewer Plant SRF#CS-330197-04	7/1/2027	4,119,664	(343,305)	-	3,776,359
Total Water Reclamation Facility Fund		\$ 7,116,453	\$ (207,189)	\$ -	\$ 6,909,264
Parking Fund					
1999 Parking Facility Bond	1/15/2029	4,085,687	(321,474)	-	3,764,213
Total Parking Fund		\$ 4,085,687	\$ (321,474)	\$ -	\$ 3,764,213
Total Outstanding Indebtedness All Funds		\$ 20,387,146	\$ (1,588,999)	\$ 32,942	\$ 18,831,090



Town of Hanover Trust Funds

	7/1/2016					6/30/2017	
	Market Value	Income Net	Change in	Deposits	Withdrawals	Authorized	Market Value
	Balance	of Mgmt Fees	Market Value			but not yet	Balance
						Disbursed	
Common Trust Funds							
Cemeteries	\$ 164,197	\$ 4,086	\$ 11,577	\$ 909	\$ (4,246)	\$ -	\$ 176,523
Library	2,026	50	143	11	(52)	-	2,178
Residents in Need	309	8	22	2	(8)	-	333
Subtotal Common Trust Funds	<u>\$ 166,532</u>	<u>\$ 4,144</u>	<u>\$ 11,742</u>	<u>\$ 922</u>	<u>\$ (4,306)</u>	<u>\$ -</u>	<u>\$ 179,034</u>
Capital Reserve Funds							
Ambulance Equipment	\$ 250,438	\$ 1,720	\$ -	\$ 61,028	\$ -	\$ -	\$ 313,186
Bridge Replace. and Renov. (note 1)	87,409	1,078	-	15,000	(24,914)	-	78,573
Building Maintenance and Improvements	325	293	-	110,000	(37,500)	-	73,118
Dispatch Center Eqpt. and Renovations	76,435	508	-	25,000	(80,000)	-	21,943
Fire Department Vehicle and Equipment	178,874	1,239	-	143,090	(60,100)	-	263,103
Hwy. Construction and Mtce. Eqpt. (note 1)	13,603	151	-	392,000	(184,589)	(22,411)	198,754
Parking Vehicles and Facility Improvements	419,613	2,877	-	105,000	(21,000)	-	506,490
Police Vehicles and Equipment	47,360	467	-	84,000	(117,600)	-	14,227
Property Revaluation	13,150	92	-	10,000	-	-	23,242
Road Construction and Improvements	648	11	-	24,000	-	-	24,659
Sewer Eqpt. and Facilities Improvements	825,382	5,530	-	130,000	(459,500)	-	501,412
Municipal Transportation Improvement Fund	52,874	652	-	34,700	(42,000)	-	46,226
Water Treatment and Distrib Eqpt. & System	61,275	432	-	84,300	(27,000)	-	119,007
Subtotal Capital Reserve Funds	<u>\$ 2,027,386</u>	<u>\$ 15,050</u>	<u>\$ -</u>	<u>\$ 1,218,118</u>	<u>\$ (1,054,203)</u>	<u>\$ (22,411)</u>	<u>\$ 2,183,940</u>
Restricted Purpose Funds							
Lou and Ann Bressett Memorial Endowment Fund	\$ -	\$ 153,503	\$ 140,466	\$ 3,671,877	\$ -	\$ -	\$ 3,965,846
Bridgman Trust Fund (*)	1,286,968	31,910	91,413	5,390	-	-	1,415,681
Bruce Essay Prize (+)	1,512	38	107	8	-	-	1,665
Dagmar's Place Fund	16,498	411	1,163	91	-	-	18,163
Ernest B. Dana Trust	71,850	1,788	5,066	398	(3,551)	-	75,551
Dartmouth '58 Clock Maintenance Fund	1,889	13	-	-	-	-	1,902
Education of Persons with Disabilities Fd. (*)	60,723	724	-	100,000	-	-	161,447
Etna Library Expendable Fund	20,619	135	-	5,973	(2,138)	-	24,589
Adelaide Hardy Trust for Etna Library	40,065	997	2,825	222	-	-	44,109
Jeremiah Ice Hockey Fund (+)	7,884	196	556	44	-	-	8,680
Land & Capital Improvements Fund	22,110	159	-	32,180	-	-	54,449
Murphy Lamp of Learning Prize Fund (+)	6,364	158	449	35	(100)	-	6,906
Norris Dartmouth Cemetery Fund	1,063	7	-	-	-	-	1,070
Pleasant St. View and Slope Mtce. Fund	28,272	687	1,955	353	(800)	-	30,467
Recreation Camp Scholarship Fund	2,323	16	-	639	-	-	2,978
Rueb Photography Prize Fund (+)	13,765	343	971	76	(110)	-	15,045
Sawyer Trust Fund	16,310	406	1,150	90	(422)	-	17,534
School Building Maintenance Fund (*)	124,783	927	-	25,000	-	-	150,710
Sixth Grade Tuition Fund (*)	948	6	-	-	-	-	954
Frank B. and Edith R. Tenney Trust	57,730	1,435	4,065	319	(177)	-	63,372
Termination Benefits Fund	89,769	611	-	-	-	-	90,380
Wicker Fdn. Cemetery Improvements Fd.	1,992	14	-	-	-	-	2,006
Subtotal Restricted Purpose Funds	<u>\$ 1,873,437</u>	<u>\$ 194,484</u>	<u>\$ 250,186</u>	<u>\$ 3,842,695</u>	<u>\$ (7,298)</u>	<u>\$ -</u>	<u>\$ 6,153,504</u>
Grand Total Trust Funds	<u>\$ 4,067,355</u>	<u>\$ 213,678</u>	<u>\$ 261,928</u>	<u>\$ 5,061,735</u>	<u>\$ (1,065,807)</u>	<u>\$ (22,411)</u>	<u>\$ 8,516,478</u>

Note 1: Beginning balance has been restated to reflect the addition of monies authorized to be spent but not ultimately utilized.

*Hanover School District Funds, +Dresden School District Funds

TOWN TREASURER'S REPORT
GENERAL FUND
for Fiscal Year 2017 (July 1, 2016 - June 30, 2017)

General Fund Cash Balances at July 1, 2016	\$ 11,278,300
Plus: Receipts from all sources	73,923,357
Plus: Transfers from Investment Account	8,495,769
Plus: Interest earned	9,815
Plus: Change in Year-End Deposits in Transit	139,626
Less: Authorized Disbursements	(74,970,236)
Less: Transfers to Investment Account	(5,500,000)
General Fund Cash Balances at June 30, 2017	<u>\$ 13,376,631</u>
Investment Account Balance at July 1, 2016	\$ 3,000,000
Plus: Transfers from Operating Account	5,500,000
Plus: Interest earned	5,777
Less: Transfers to Operating Account	(8,495,769)
Investment Account Balance at June 30, 2017	<u>\$ 10,008</u>
NH PDIP(*) General Fund Balance at July 1, 2016	\$ 8,752,049
Plus: Transfers In	8,000,000
Plus: Interest earned	68,152
Less: Transfers out	(8,168,788)
NH PDIP General Fund Balance at June 30, 2017	<u>\$ 8,651,413</u>

Respectfully Submitted,
Patricia B. Coutermarsh

Town of Hanover Treasurer

(*) New Hampshire Public Deposit Investment Pool

Tax Collector's Report for the Fiscal Year Ended June 30, 2017

	2016 Tax Year	2017 Tax Year
Uncollected Taxes at July 1, 2016		
Property Taxes	\$ 3,987,738	\$ -
Land Use Change Taxes	\$ 25,280	
Yield Taxes	321	-
Property Tax Credit Balances	(22,186)	-
Taxes Committed During Fiscal Year 2017		
Property Taxes	21,677,561	21,262,258
Land Use Change Taxes	45,500	-
Yield Taxes	468	9,802
Overpayments (to be Refunded)	11,105	6,934
Interest on Delinquent Taxes	45,027	-
	<u>\$ 25,770,813</u>	<u>\$ 21,278,994</u>
Collections During Fiscal Year 2017		
Property Taxes	\$ 25,500,110	\$ 16,377,431
Land Use Change Taxes	70,780	-
Yield Taxes	788	7,791
Liens Executed (Principal Only)	154,108	-
Property Tax Abatements	-	-
Interest on Delinquent Taxes	45,027	-
Uncollected Taxes at June 30, 2017		
Property Taxes	-	4,905,685
Land Use Change Taxes	-	-
Yield Taxes	-	2,011
Property Tax Credit Balances	-	(13,923)
	<u>\$ 25,770,813</u>	<u>\$ 21,278,994</u>

Summary of Tax Lien Amounts for the Fiscal Year Ended June 30, 2017

	Prior Years	2016 Tax Year
Unredeemed Liens July 1, 2016	\$ 278,423	\$ -
Liens Executed in Fiscal Year 2017 (incl. interest and fees)	-	171,147
Abatements of Unredeemed Liens	-	-
Redemptions Collected During FY2017	(133,301)	(18,241)
Unredeemed Liens June 30, 2017	<u>\$ 145,122</u>	<u>\$ 152,906</u>

2017 - Ten Largest Taxpayers

Trustees of Dartmouth College	\$ 7,347,278
Kendal at Hanover	\$ 1,410,848
South Street Downtown Holdings Inc.	\$ 418,043
Hypertherm Inc.	\$ 373,163
Red Barn Trust	\$ 254,850
Bayson Hanover Properties, LLC	\$ 238,683
Seven Lebanon Street, Inc.	\$ 235,917
The Sheridan Group, Inc.	\$ 224,802
Granite State Electric Company	\$ 194,892
Hanover Hospitality, LLC	\$ 180,838

REPORT OF THE TOWN CLERK

for Fiscal Year Ending June 30, 2017

MOTOR VEHICLE REGISTRATIONS:

7,443 Motor Vehicle Permits Issued July 1, 2016 - June 30, 2017	\$	1,389,458
State Fees Collected Locally and Remitted to State of NH		373,936
Municipal Agent and Related Fees		42,987
Municipal Transportation Improvement Fund		33,985
Motor Vehicle Title Fees		<u>2,792</u>
PAYMENTS TO TREASURER	\$	<u>1,843,158</u>

DOG LICENSES AND RELATED FEES:

911 Dog Licenses Issued July 1, 2016 - June 30, 2017	\$	4,439
State Fees Collected Locally and Remitted to State of NH		2,028
Unlicensed and Other Dog Fines		<u>150</u>
PAYMENTS TO TREASURER	\$	<u>6,617</u>

ALL OTHER FEES:

Water and Sewer Utility Collections	\$	3,598,156
Parking Operations Collections		384,769
Summer Park Rent Payments		94,316
State Fees Collected Locally for Vital Record Copies		15,129
Town Clerk Fees		14,541
Landfill Tickets and Recycling Bin Sales		5,983
Vendor Permits		5,556
Notary Fees		2,630
Trail Map Sales to benefit Conservation Commission		<u>455</u>
PAYMENTS TO TREASURER	\$	<u>4,121,535</u>

TOTAL RECEIPTS COLLECTED BY TOWN CLERK'S OFFICE

REMITTED TO TREASURER	\$	<u><u>5,971,309</u></u>
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TOWN CLERK'S OFFICE

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

The Town accepts online payments for property taxes, water and sewer bills, and motor vehicle registration renewals through an online bill presentment and payment utility integrated with our municipal cashing and billing software. There is no fee for paying bills with an electronic check from a checking or a savings account. The use of a credit or debit card will incur a convenience fee that will be added to the transaction and is not collected by the Town but 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 (within 6 months of the present search date)
- In addition to records accessible through the State-wide data base, we have records that go back to the 1800's for events that occurred in Hanover.

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

Dog Licensing: The State of New Hampshire requires that all dogs four months and older be licensed in the Town in which they reside. Regardless of when during the year the license is initially 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 (if paying lower neutered dog fee) 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 \$8.00 each.
- We provide notary services at no charge for Hanover residents; there is a \$7.50 fee per signature for nonresidents.
- Hanover trail maps are available for sale 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 2017 there were two elections during which the Supervisors were present as directed by New Hampshire State Law. Here are the statistics:

Hanover/Dresden School Meeting Vote (March 7, 2017)

- ✓ 11,602-the number of registered voters on the checklist
- ✓ 435-the number of voters who cast a ballot
- ✓ 5-the number of Election Day voter registrations

Hanover Town Meeting Vote (May 9, 2017)

- ✓ 11,636-the number of registered voters on the checklist
- ✓ 3,503-the number of voters who cast a ballot
- ✓ 236-the number of Election Day voter registrations

Total Registered Voters as of March 27, 2018 = 11,051 ~ No Party Affiliation Declared 5,130; Registered Democrats 4,781; Registered Libertarians 1; Registered Republicans 1,139

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, and citizenship. These qualifications may be established by signing an affidavit. You must also show verifiable proof that you are domiciled in Hanover. If you do NOT have proof of Hanover domicile when you appear at the Town Clerk's Office to register more than 30 days prior to any election, you will be asked to come back at a later time with proof. If you do NOT have proof of Hanover domicile when register to vote 30 days or less, including Election Day registration, you will be allowed to register and vote; however, you will be required to submit proof of your Hanover domicile to the Town Clerk at a later date. You may contact the Town Clerk's Office at townclerk@hanovernh.org for more information about what qualifies of evidence of Hanover domicile.



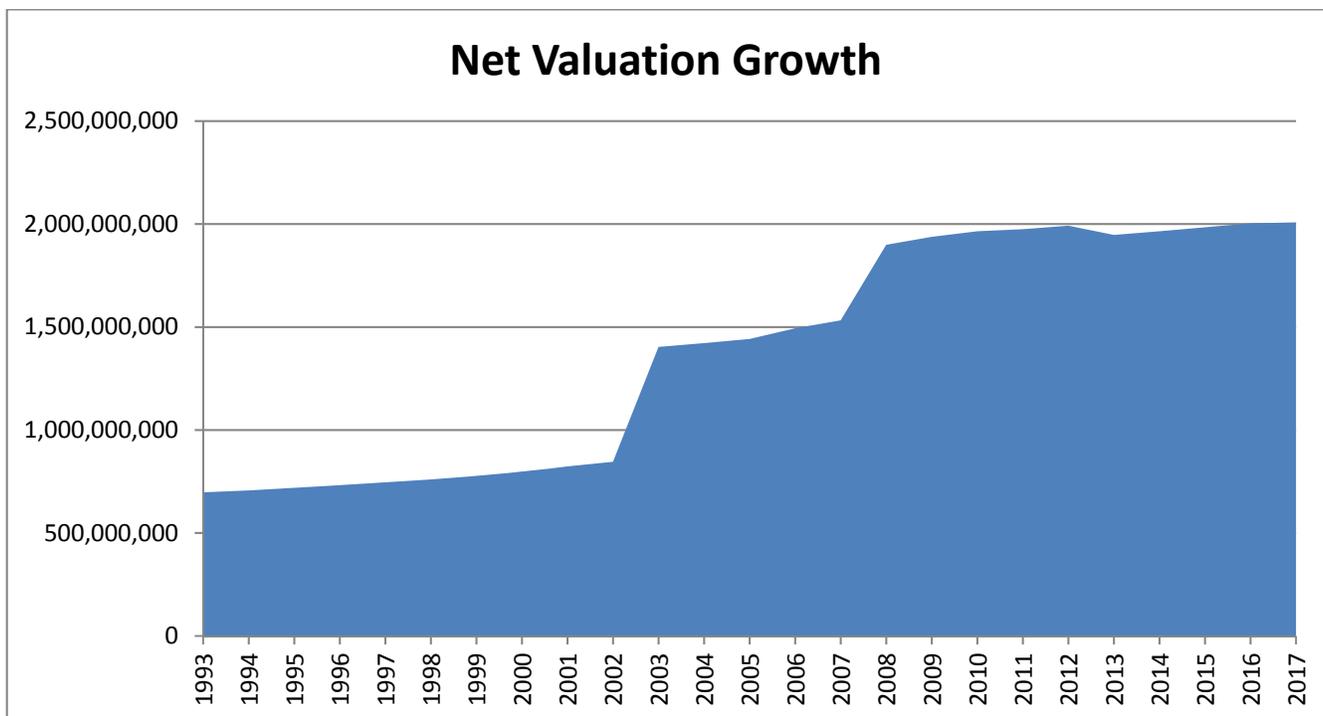
ASSESSING DEPARTMENT REPORT

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 2018. 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 2017 is expected to be 85%, which means the average assessment in Hanover is at 85% of market value as of April 1, 2017. The equalization ratio for tax year 2016 was 84%; which would suggest that the local real estate market has stabilized for the present.

Property revaluation program: The Assessing Department recommended, and Board of Selectmen 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.



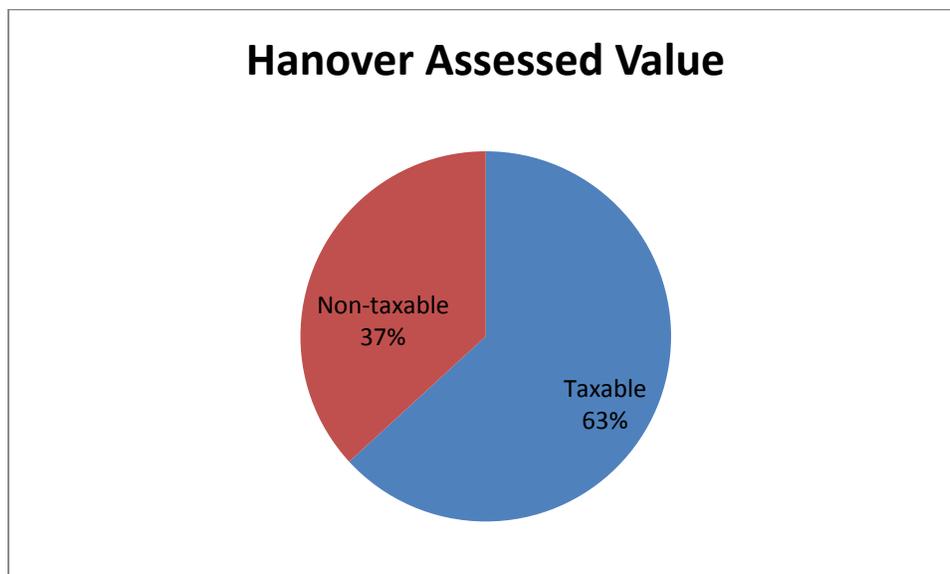
TAX YEAR 2017 SUMMARY OF ASSESSMENTS

Taxable Value	
Land	
Current Use	\$ 960,900
Conservation Restriction	3,200
Discretionary Preservation	4,700
Residential	512,488,000
Commercial/Industrial	<u>103,638,000</u>
Total Taxable Land	\$ 617,094,800
Buildings	
Residential	\$ 946,937,600
Commercial/Industrial	439,816,100
Discretionary Preservation	<u>36,600</u>
Total Taxable Buildings	\$1,386,790,300
Public Utilities	
Electric	<u>\$ 11,782,600</u>
Total Taxable Assess Value	<u>\$2,015,667,700</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	\$ 361,014,100
Buildings	\$ 815,082,800
Total Non-Taxable Assess Value	<u>\$1,176,096,900</u>
Total Town Assessed Value (Taxable and Non-Taxable)	<u>\$3,191,764,600</u>

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



TOWN OWNED PROPERTY

Map	Block	Lot	Owner Name	No	Street	Assessed Value	Description
9	106	1	HANOVER, TOWN OF	1	ALGONQUIN TRL	\$ 5,300	Vacant Land
33	91	1	HANOVER, TOWN OF	3	ALLEN ST	\$ 31,300	Vacant Land
34	40	1	HANOVER, TOWN OF	1	CURRIER PL	\$ 6,737,200	Parking Garage
23	52	1	HANOVER, TOWN OF	16	CURRIER PL	\$ 25,000	Vacant Land
2	31	1	HANOVER, TOWN OF	20	ETNA HIGHLANDS RD	\$ 35,000	Vacant Land
31	1	1	HANOVER, TOWN OF	130	ETNA RD	\$ 697,600	Library
31	13	1	HANOVER, TOWN OF	137	ETNA RD	\$ 37,100	Accessory Bldg
31	3	1	HANOVER, TOWN OF	150	ETNA RD	\$ 377,000	Fire Station
5	116	1	HANOVER, TOWN OF	226	ETNA RD	\$ 137,000	Vacant Land
39	142	1	HANOVER, TOWN OF	10	FREEMAN RD	\$ 19,200	Vacant Land
51	23	1	HANOVER, TOWN OF	33	GOOSE POND RD	\$ 4,600	Vacant Land
14	26	1	HANOVER, TOWN OF	39	GOOSE POND RD	\$ 76,800	Vacant Land
14	36	1	HANOVER, TOWN OF	40	GOOSE POND RD	\$ 35,600	Vacant Land
14	34	1	HANOVER, TOWN OF	42	GOOSE POND RD	\$ 4,400	Vacant Land
14	28	1	HANOVER, TOWN OF	60	GOOSE POND RD	\$ 5,800	Vacant Land
17	23	1	HANOVER, TOWN OF	61	GOOSE POND RD	\$ 15,900	Vacant Land
4	18	1	HANOVER, TOWN OF	39	GRASSE RD	\$ 349,400	Vacant Land
1	22	1	HANOVER, TOWN OF	55	GREAT HOLLOW RD	\$ 11,400	Vacant Land
25	7	1	HANOVER, TOWN OF	6	GREENSBORO RD	\$ 117,100	Vacant Land
1	15	1	HANOVER, TOWN OF	161	GREENSBORO RD	\$ 88,700	Vacant Land
27	3	1	HANOVER, TOWN OF	181	GREENSBORO RD	\$ 428,100	Service Shops
9	69	1	HANOVER, TOWN OF	388	HANOVER CENTER RD	\$ 145,400	Vacant Land
39	148	1	HANOVER, TOWN OF	16	HASKINS RD	\$ 15,900	Vacant Land
45	7	1	HANOVER, TOWN OF	27	HEMLOCK RD	\$ 120,000	Vacant Land
39	50	1	HANOVER, TOWN OF	10	KINGSFORD RD	\$ 21,500	Vacant Land
2	80	1	HANOVER, TOWN OF	11	LAUREL ST	\$ 12,400	Vacant Land
34	80	1	HANOVER, TOWN OF	42	LEBANON ST	\$ 2,097,100	Apartments
34	82	1	HANOVER, TOWN OF	44	LEBANON ST	\$ 440,100	Family Conver.
34	83	1	HANOVER, TOWN OF	46	LEBANON ST	\$ 393,900	Bungalow
34	84	1	HANOVER, TOWN OF	48	LEBANON ST	\$ 3,258,400	Other Municip
24	43	1	HANOVER, TOWN OF	88	LEBANON ST	\$ 12,800	Vacant Land
24	49	1	HANOVER, TOWN OF	88	LEBANON ST	\$ 78,000	Vacant Land
24	48	1	HANOVER, TOWN OF	91	LEBANON ST	\$ 100,100	Camp
25	31	1	HANOVER, TOWN OF	190	LEBANON ST	\$ 82,600	Accessory Bldg
21	3	1	HANOVER, TOWN OF	194	LEBANON ST	\$ 4,017,600	Other Municip
20	2	1	HANOVER, TOWN OF	221	LEBANON ST	\$ 754,600	Vacant Land
39	109	1	HANOVER, TOWN OF	20	LOW RD	\$ 17,200	Vacant Land
46	1	1	HANOVER, TOWN OF	46	LYME RD	\$ 3,241,900	Other Municip
8	2	1	HANOVER, TOWN OF	81	LYME RD	\$ 78,600	Vacant Land
8	4	1	HANOVER, TOWN OF	85	LYME RD	\$ 66,900	Vacant Land
8	39	1	HANOVER, TOWN OF	103	LYME RD	\$ 105,200	Vacant Land
8	20	1	HANOVER, TOWN OF	110	LYME RD	\$ 196,700	Accessory Bldg
23	18	1	HANOVER, TOWN OF	4	MAPLE ST	\$ 1,030,800	Accessory Bldg
25	52	1	HANOVER, TOWN OF	8	MARTIN LN	\$ 14,400	Vacant Land
12	112	1	HANOVER, TOWN OF	3	MONTVIEW DR	\$ 64,900	Vacant Land
6	40	1	HANOVER, TOWN OF	15	MOOSE MOUNTAIN RD	\$ 10,600	Accessory Bldg

6	44	2	HANOVER, TOWN OF	41	MOOSE MOUNTAIN RD	\$	105,600	Vacant Land
10	28	1	HANOVER, TOWN OF	47	MOOSE MOUNTAIN RD	\$	14,000	Vacant Land
10	29	1	HANOVER, TOWN OF	51	MOOSE MOUNTAIN RD	\$	23,800	Vacant Land
33	85	1	HANOVER, TOWN OF	20	N MAIN ST	\$	4,832,500	Vacant Land
6	45	1	HANOVER, TOWN OF	3	OLD DANA RD	\$	94,300	Vacant Land
6	38	1	HANOVER, TOWN OF	31	OLD DANA RD	\$	237,500	Vacant Land
6	37	1	HANOVER, TOWN OF	35	OLD DANA RD	\$	9,700	Vacant Land
9	70	1	HANOVER, TOWN OF	1	PARADE GROUND RD	\$	206,200	Vacant Land
9	104	1	HANOVER, TOWN OF	61	PINNEO HILL RD	\$	13,300	Vacant Land
12	7	1	HANOVER, TOWN OF	13	PIPERS LN	\$	117,500	Vacant Land
39	70	1	HANOVER, TOWN OF	20	RAYTON RD	\$	17,900	Vacant Land
48	3	1	HANOVER, TOWN OF	81	RESERVOIR RD	\$	181,200	Vacant Land
44	57	1	HANOVER, TOWN OF	24	RIP RD	\$	4,700	Vacant Land
6	14	1	HANOVER, TOWN OF	40	RUDDSBORO RD	\$	34,400	Vacant Land
6	51	1	HANOVER, TOWN OF	79	RUDDSBORO RD	\$	541,600	Vacant Land
6	8	1	HANOVER, TOWN OF	100	RUDDSBORO RD	\$	395,300	Vacant Land
34	4	1	HANOVER, TOWN OF	41	S MAIN ST	\$	4,547,900	City/Town Hall
23	69	1	HANOVER, TOWN OF	96	S MAIN ST	\$	140,400	Vacant Land
23	2	1	HANOVER, TOWN OF	111	S MAIN ST	\$	150,000	Vacant Land
19	33	1	HANOVER, TOWN OF	114	S MAIN ST	\$	459,400	Vacant Land
19	15	1	HANOVER, TOWN OF	121	S MAIN ST	\$	13,919,600	Other Municip
33	42	1	HANOVER, TOWN OF	6	SCHOOL ST	\$	341,400	Accessory Bldg
33	47	1	HANOVER, TOWN OF	10	SCHOOL ST	\$	164,000	Vacant Land
34	62	1	HANOVER, TOWN OF	13	SOUTH ST	\$	6,213,300	Library
19	13	1	HANOVER, TOWN OF	1	SPENCER RD	\$	211,100	Vacant Land
16	10	1	HANOVER, TOWN OF	5	THOMPSON RD	\$	1,800	Vacant Land
16	14	1	HANOVER, TOWN OF	34	THOMPSON RD	\$	31,900	Vacant Land
19	28	1	HANOVER, TOWN OF	4	THOMPSON TER		\$890,900	Other Municip
20	1	1	HANOVER, TOWN OF	64	TRAILHEAD LN	\$	1,004,400	Warehousing
14	8	1	HANOVER, TOWN OF	56	TUNIS RD	\$	700	Vacant Land
14	12	1	HANOVER, TOWN OF	57	TUNIS RD	\$	9,600	Vacant Land
14	9	1	HANOVER, TOWN OF	66	TUNIS RD	\$	306,500	Vacant Land
41	55	1	HANOVER, TOWN OF	12	VERONA AVE	\$	24,700	Vacant Land
34	11	2	HANOVER, TOWN OF	2	W WHEELLOCK ST	\$	138,700	Vacant Land
33	38	1	HANOVER, TOWN OF	6	W WHEELLOCK ST	\$	309,300	Accessory Bldg
14	35	1	HANOVER, TOWN OF	83	WOLFEBORO RD	\$	36,500	Vacant Land
14	41	1	HANOVER, TOWN OF	146	WOLFEBORO RD	\$	125,000	Vacant Land
5	46	1	HANOVER, TOWN OF	11	WOODCOCK LN	\$	13,900	Vacant Land
47	32	1	HANOVER, TOWN OF	12	WOODMORE DR	\$	189,600	Vacant Land
8	3	1	KENDAL AT HANOVER	84	LYME RD	\$	1,819,000	Vacant Land
34	11	3	TURTLE SPRINGS LLC	2	W WHEELLOCK ST	\$	257,500	Vacant Land
Parcel Count				87		\$	63,753,700	

0	0	4	WATER DEPARTMENT	0	DISTRIBUTION SYS & ROW	\$	7,256,800	Accessory Bldg
42	51	1	WATER DEPARTMENT	82	E WHEELLOCK ST	\$	5,600	Accessory Bldg
4	15	1	WATER DEPARTMENT	110	E WHEELLOCK ST	\$	315,200	Accessory Bldg
4	9	1	WATER DEPARTMENT	41	GRASSE RD	\$	6,995,200	Garage/Office
1	12	1	WATER DEPARTMENT	130	GREENSBORO RD	\$	236,300	Accessory Bldg
9	53	1	WATER DEPARTMENT	319	HANOVER CENTER RD	\$	26,500	Vacant Land
9	52	1	WATER DEPARTMENT	331	HANOVER CENTER RD	\$	778,500	Vacant Land
24	25	1	WATER DEPARTMENT	90	LEBANON ST	\$	40,300	Accessory Bldg
24	62	2	WATER DEPARTMENT	92	LEBANON ST	\$	958,000	Accessory Bldg
				Parcel Count	9	\$	16,612,400	
34	68	1	HANOVER SCHOOL DISTRICT	41	LEBANON ST	\$	30,114,000	Schools-Public
4	3	1	DRESDEN SCHOOL DISTRICT	63	LYME RD	\$	14,555,400	Schools-Public
4	4	1	HANOVER SCHOOL DISTRICT	26	RESERVOIR RD	\$	14,178,400	Schools-Public
				Parcel Count	3	\$	58,847,800	
				Grand Total	99	\$	139,213,900	

ADVISORY BOARD OF ASSESSORS REPORT

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

Activities: In calendar year 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 Selectmen. The deadline for filing an abatement application for Tax Year 2016 was March 1, 2017.

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

Advisory Board Members: Joe Roberto, Chair, Jay Pierson, Vacant*

Select Board Representative: 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.” This year, the Board of Trustees updated the long-range plan that can be viewed on the library’s webpage at hanovernh.org/etna-library. Library 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. Seating in the reading garden provides a place to relax and enjoy the beautiful view of the adjacent fields.

Ongoing children’s programs include regular story times and crafts programs for school-age children. *Stories and Art* is 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. During the past year, programs included *Yarn Art*, *Thanksgiving Decorations*, *Winter Lanterns*, *Laura Ingalls Wilder*, *Terrariums*, a pumpkin decorating program (made possible through a generous donation from the Hanover Co-op) and a *Heart-to-Heart* program that produced numerous valentines for hospitalized veterans and nursing home residents. Additional children’s programs included *Meet Clyde the Box Turtle* with Caroline Tischbein, *Meet Magic the Miniature Donkey* with Anna King, *Creative Writing* with Sarah McPeek, and *Weaving* with Jennifer Manwell.



Miniature Donkey Program

Ongoing adult programs include a needlecrafts group, a monthly book group and book discussions. The needlecrafts group meets from 2:30 to 4:30 on the first, fourth and fifth 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. Additional book discussions included *I Am Malala* by Malala Yousafzai and *Code Girls: The Untold Story of the American Women Codebreakers of World War II* by Liza Mundy. In an author visit, Felicity Vaughn Swayze talked about *War Torn: A Family Story* and the writing of memoir.



Historic Wolfeboro Road – Photo by Jim Block

Programs co-sponsored with the Hanover Conservancy included a *Spring Photo Walk* with Jim Block, a *Bird Walk* and a *Winter Walk* with Gail McPeek, *Stargazing* with Dartmouth astronomy graduate students Erik Alper and Christine Black and *Old Wolfeboro Road* including a hike over Moose Mountain to the Tunis Schoolhouse. The late Ed Chamberlain introduced the Old Wolfeboro Road program with a presentation on its history. Ed was known for his talks on the infamous Stephen Burroughs and the seven Foster brothers, who were Dartmouth graduates, preachers, abolitionists and Civil War heroes. We will greatly miss Ed’s enthusiastic study of this Hanover family and his entertaining, well-researched programs.

Additional programs included a *Moravian Star* program with Caroline Tischbein, *History of the Etna School House* with schoolhouse alumni, a *Writers' Café*, *Making Chinese Dumplings* with Ling Chai, a *Tech Drop-In* with Peter Appleton of the Howe Library, and *Seeds of Spring: a Poetry Reading* with Catherine O'Brian and the Fourth Friday Poets.

Volunteers play an important part in providing Etna Library services. Hanover Garden Club members faithfully maintain the beautiful library gardens. The annual Thanksgiving Pie Sale, stocked by the Etna Ladies Aid and library supporters, is a highlight of the year. Volunteers often give programs, donating their time and knowledge. They also staff the library on Saturday mornings, shelve books, and deliver between the Howe and Etna libraries.



Chinese Dumplings Program

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



Bird Walk Program



Chinese New Year Craft

Hanover Town Library, Etna
Performance Indicators - FY2007 through FY2017

	<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>	<u>FY2017</u>
Circulation by Owning Library - Adult	4,505	4,197	4,421	4,748	3,864	3,884	4,093	3,963	4,085	4,682	4,732
Circulation by Owning Library - Youth	5,240	4,499	4,747	4,044	3,447	3,549	2,880	3,028	3,694	3,476	4,491
Circulation by Owning Library - Total	<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>	<u>9,223</u>
Circulation by Circulating Library - Adult					3,724	3,687	3,772	3,565	3,662	4,280	4,341
Circulation by Circulating Library - Youth					3,577	3,851	3,039	3,017	3,623	3,271	4,273
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>	<u>8,614</u>
Holdings Filled					1,383	1,027	609	663	1,112	881	986
Downloaded e-books and audios (25% of Overdrive downloads)										4,230	4,400
Use of Ancestry database (25% of Ancestry usage)										3,052	2,542
Use of Heritage database (25% of Heritage usage)										1,097	633
Patron Visits - Adult	2,730	2,771	3,281	3,363	3,282	3,270	3,511	3,066	3,178	3,199	3,960
Patron Visits - Youth	1,615	1,615	1,657	1,439	1,320	1,326	1,306	1,185	1,172	1,302	1,604
Patron Visits - Total	<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>	<u>5,564</u>
Library Programs	126	122	121	114	117	132	125	134	122	136	166
Program Attendance	1,433	1,466	1,452	1,085	926	1,199	1,283	1,267	1,186	1,265	1,816
Volunteer Hours	165	134	131	123	123	134	152	138	168	207	176
Hours Open Weekly	24	24	28	28	28	28	28	28	28	30	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

Circulation of Etna Library Collection



	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
◆ Circulation	9,745	8,696	9,168	8,792	7,311	7,433	6,973	6,991	7,779	8,158	9,223
■ Patron Visits	4,345	4,386	4,938	4,802	4,602	4,596	4,817	4,251	4,350	4,493	5,564

HANOVER TOWN LIBRARY 2017 ANNUAL REPORT OF THE TRUSTEES



Circulation Desk

The Hanover Town Library, located in rural Etna, is your much loved and well used local library. It is here for you, the residents of Hanover. Your library trustees encourage you to stop in, browse the extensive collection, check out some books, enjoy a cup of tea while reading a good book in the sunny reading room, or participate in one of the many special programs. The library was built in 1905 and early in 2014 we celebrated the opening of a handicap accessible addition. The building is listed on the National Register of Historic Places.

There are three trustees of the Hanover Town Library, each elected by Hanover voters to serve a three-year term. The trustees oversee the operations of the library and meet monthly with the Head Librarian, Barbara Prince. The trustees, librarian, support staff, and volunteers work together to support the library's mission statement: "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."

Throughout the year the trustees focused on the circulation of library materials, program offerings, enhancements to the library, and an update to the library's long-range plan.

While assessing circulation, it became apparent that new release books are in demand. In response, more newly published books have been added to the collection, many of which circulate continuously. Also popular are audio books, and the library is well stocked with these. The electronic circulation of materials is clearly significant.

We are very pleased that not only were more library programs offered this year, but that they were clearly popular as overall attendance increased. The programs chosen by Barbara appeal to all ages and interests. Many have themes relating to conservation, community, and history.

The trustees fully supported the librarian's efforts at enhancing the appearance of the library. This year, lighting as well as book display racks were installed on the bookshelves. These additions significantly improve book visibility. The children's area has been made more child friendly by the addition of an area rug and some play items. Native plants, generously planted by a volunteer, added to the beauty of our historic library. The trustees wish to thank the many volunteers, who contribute to the beauty of the library in countless ways.

In an effort to remain relevant to the needs of our community, we have updated the library's long-range plan. In it we propose to continue doing what the library does best: promote learning, offer programs, and be a welcoming presence in the community of Etna. We will keep current with technology while maintaining the charm of our unique library.



Tree Walk Program

Respectfully submitted,
Ginger Boitnott, Alexandra Corwin, and Liz Marshall

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 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

After serving the Town of Hanover for 7.5 years, Firefighter Troy Leatherman resigned from the department in early January to take a position with the Lebanon Fire Department. Firefighter/Paramedic Jesse Bieluch has accepted a position with the Portland, Maine Fire Department and will be leaving the department in early April. We were extremely fortunate to have both firefighters on staff and their expertise and professionalism will be missed.

On March 12, 2018, Ebben Whitehair joined the department as a Firefighter/AEMT. Ebben is an outdoor enthusiast with a passion for wilderness emergency response. He is a volunteer member of the Upper Valley Wilderness Search and Rescue Team, as well as a member of the Norwich Fire Department. Prior to accepting the position with our department, Ebben was employed by a local ambulance company. He currently resides in Norwich, Vermont.

We are in the final stages of the interview process for the position being vacated by FF Bieluch and hope to have a new hire in place late spring/early summer.

Training

The department annually trains with our local mutual aid partners (Lebanon, Lyme, Hartford, and Norwich). This regional training approach has significantly improved our response capabilities at major fire incidents, as well as low frequency, high risk special operation responses. The special operation disciplines include High Angle Rope Rescue, Wilderness Search and Rescue, Ice and Swift Water Rescue, Underwater Recovery (Scuba), 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 are focused on swift water rescue and high angle rope rescues.



The Hanover, Hartford, and Lebanon career fire departments are routinely dispatched together to special operation incidents that occur in the Upper Valley, as many of the smaller fire departments in the area lack sufficient manpower and equipment to safely respond to these incidents as a single entity. Several times a year these career departments combine their resources and respond to mutual aid requests. Some of the high profile and unusual responses are listed in the Operations Section (see below).

Operations (2017 Calendar Year)

Every year, the department responds to several multiple alarm fires and special operations related responses.

January

- Performed a high angle rope rescue for a Kendal resident that was injured when she fell on an ice-covered trail and slid down a 150 ft. slope near the Connecticut river.
- Assisted the NH Fish and Game with a missing person search/recovery operation in the Connecticut River.

February

- Assisted the Lebanon Fire Department with locating a reported missing person near DHMC.

April

- Assisted the Thetford Fire Department with a rescue and recovery operation involving a person who was pinned under a large tree on the ice.
- Assisted the Springfield, NH Fire Department at the scene of a multi-alarm power plant fire.
- Responded with other local area fire departments to Sumner Falls for a report of people in the water and an overturned kayak.

May

- Responded to Lyme for an injured mountain biker on a trail.
- Responded to a first alarm structure fire in Hartford.

June

- Responded to Bradford, VT for a report of a house explosion and assisted the Bradford Fire Department and the Urban Search and Rescue team (USAR VT-TF1) with search and rescue efforts.
- Responded to an injured hiker on the Appalachian Trail in Orford.
- Responded to a report of an injured homeowner who had fallen into Mink Brook.

July

- July 1 storm response (FEMA Declaration).
- Assisted the HPD with locating an Alzheimer's patient in the Hanover area.
- Located a lost college student (after dark) on a trail near Mink Brook.
- Rescued an ill person from Gilman Island via Marine 1.
- Rescued an injured hiker on the Appalachian Trail (Etna).

August

- Rescued an injured hiker at the top of Smarts Mountain (Lyme).
- Rescued an injured hiker off the Appalachian Trail (Etna).

- Assisted the HPD with locating an individual on the Appalachian Trail near the Velvet Rocks shelter.

September

- Assisted the Lebanon Fire and Police departments with an active shooter at Dartmouth-Hitchcock Medical Center.
- Assisted Lebanon Fire Department with a first alarm structure fire.
- Rescued an injured hiker from Balch Hill.
- Assisted the Hartford Fire Department for a vehicle submerged in the river in Woodstock, VT.

October

- Assisted the Canaan Fire Department at the scene of a fully involved structure fire.
- Responded to Norwich, VT for an injured construction worker buried in a trench collapse.
- Responded with Marine 1 to Mascoma Lake to assist the Enfield Fire Department with a water rescue.

November

- Responded to a reported structure fire in Hartford, VT.
- Responded to a reported structure fire in Quechee, VT.

December

- Assisted the Thetford Fire Department with removing an injured construction worker from a 25' trench.

Wilderness Search and Rescue

The department continues to partner with the New Hampshire Fish and Game Department and the Upper Valley Wilderness Response Team (UVWRT). In 2015, the Hanover Fire Department created a collaborative response with the Orford, Lyme and Thetford Fire Departments for wilderness response incidents that occur in our towns. These incidents require a significant number of rescuers to be properly equipped to safely function in all types of weather conditions and nighttime operations. Wilderness rescue personnel must be physically fit and capable of carrying heavy loads for extended periods of time. A common mountain carry-out requires a minimum of eighteen rescuers. In a typical year, the department can respond to anywhere from 12 to 16 trail related incidents.

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 continuing education opportunities throughout the calendar year. 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. He is also a member of the department's call force.

We continue 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.

New this year is a program called "Take 10 Upper Valley," a free training program in hands only CPR. Bystander CPR and AED usage is a critical component in improving the



survivability of cardiac arrest and the department is excited to be able to offer this program to the community together with Dartmouth-Hitchcock's Office of EMS and Dr. Thomas Trimarco.

Community Service

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. The Hanover Rotary Club hosts its annual pancake breakfast at the firehouse every spring.

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 every year. 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.

On behalf of the men and women of the Hanover Fire Department, I would like to thank you for your overwhelming support. I encourage you to visit the fire station and explore the Hanover Fire Department and all it has to offer.

Martin W. McMillan
Fire Chief

FIRE SERVICES

	<u>FY'15-16</u>	<u>FY'16-17</u>	<u>FY'17-18 – 12/31/17</u>
Structure Fires	23	15	7
Vehicle Fires	0	3	0
Brush Fires	11	3	0
Trash/Dumpster	5	1	0
Spills or Leaks	16	20	5
Electrical Problems	35	48	13
Water Evacuations	13	8	9
Smoke Removal	4	0	0
Smoke Odor	15	9	11
Malicious False Alarms	7	5	3
Mutual Aid Provided	35	50	27
Alarm Malfunctions	99	154	89
Unintentional Alarms	268	264	133
Other*	159	188	123
Total	<u>690</u>	<u>768</u>	<u>420</u>

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

EMERGENCY MEDICAL SERVICES

	<u>FY'15-16</u>	<u>FY'16-17</u>	<u>FY'17-18 – 12/31/17</u>
Hanover	817	855	419
Lyme	134	117	54
Norwich	120	123	85
Mutual Aid	93	79	42
Total	<u>1,164</u>	<u>1,174</u>	<u>600</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, Christopher Sweitzer, Ebben Whitehair, Jay Whitehair, and Jon Wilkinson

Call Firefighters

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

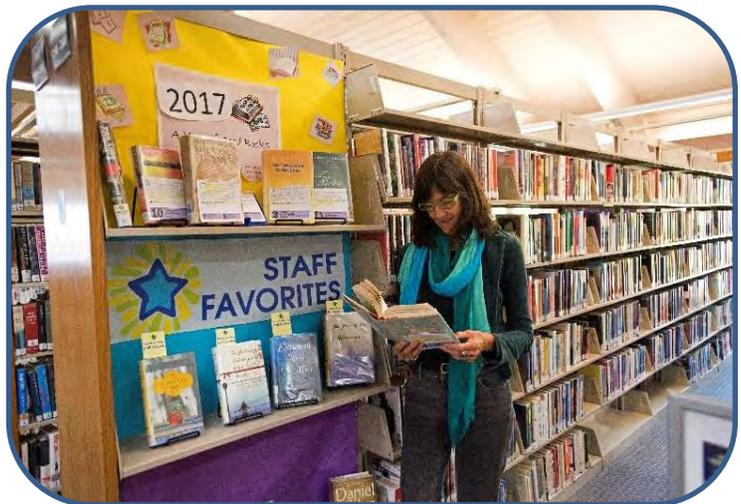
Mission Statement Howe Library brings together people, resources and information to engage our minds and to strengthen connections to our community and the world.

The Howe Library was established in 1900 through a gift from Emily Howe to The Howe Library Corporation. Since then the library has grown to be a vital and highly-used resource of the community. The Howe library serves a total of 11,4160 residents (which include 3,600 Dartmouth students), as well as Upper Valley patrons who pay for non-resident memberships. The Howe Library is open seven days per week, year-round.

Wow, Howe!

In 2017, we began moving forward on our strategic plan focusing on the five primary objectives: Library space, Technology, Programs, Services and Collections, and Engaging the Community. Highlights include:

- New and improved website
- Continued expansion of our array of online resources, like 24-hour FREE access to Consumer Reports
- FREE online class on a multitude of topics taught by experts in their field through **Lynda.com**
- Addition of new downloadable eBooks collection through, Overdrive Advantage program reducing wait time for our popular downloadable books.



Programs, Services, and Collections:

Howe Library offered 211 **programs for adults** with 3,985 people attending in FY17. “Everyone is Reading”, our annual community reading program, had people thinking about our connections to nature, wildlife, and the environment thanks to Sy Montgomery’s *The Soul of an Octopus*. Thanks to a new community member with a passion for chess, we resumed an all ages drop-in chess program that has proven extremely popular. We collaborated with youth services on intergenerational programs which include Howe 2.0 and art workshops. We tried to have fun promoting the library – Collections, services, or programs – on social media or displays in the library. We always strive to offer enriching and engaging programs that meet our community's needs and patrons’ intellectual curiosity.





Our **youth services** had another exciting year, with a total of 339 teen and kids' programs 6,161 people attending for the year. From our Summer Outdoor Exploration Children's garden space to our always entertaining Music and Movement. We hosted a vibrant array of craft programs, story times, and even Stop-Motion Animation workshops. For the Howe 2.0 Tech Toy Discovery, we invited parents, children and teens to experiment with building circuits using a variety of STEM toys and tools including our Makey Makey, LittleBits and Squishy Circuits sets. We added to our new language programming and now offer a Chinese story time. Our Tech Toy programs were a huge hit! The Howe had a variety of **teen** program options this year from building a solar oven to drawing comics. Teens were able to participate in programs that were offered exclusively for their age group as well as multi-age programs.

Engaging the Community:

As libraries re-envision their role in our communities, we are continuously providing opportunities to gain access to variety of resources to discover and create new knowledge. One of our key advantages at the Howe is the vibrant Upper Valley community which allows us to leverage and expand our library services. Partnering with local businesses and nonprofit organizations has helped us not only meet patron demand, but also allows us to bring and create more variety and relevant topics to add to our events calendar. Some of the groups that have helped in this mission include:



- AVA Gallery
- Dartmouth's Dept. Of Music, Film and Media Studies
- Film Video Digital
- Hanover Conservancy
- Hood Museum of Art
- Main Street Museum
- Hanover Parks & Rec
- Ray School/PTO
- Young Writer's Project
- Upper Valley Jewish Community
- Rauner Special Collections, Dartmouth Library
- UPNE (University Press of New England)
- NH Fish & Game
- NHPTV
- UNH SeaTrek
- Richmond Middle School
- Dartmouth College
- Upper Valley
- Vermont Archive Movie Project
- Vermont International Film Foundation
- White River Indie Films
- POV on PBS / AmDoc
- The Hopkins Center
- CATV
- Crossroads Academy
- Hanover Garden Club

HOWE EVERGREEN PROJECT:

The Howe Library formed the Howe/Evergreen project in 2012. 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 Library (Plymouth). The Orford free and Orford Social Libraries are in 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.



YEAR IN REVIEW 2017:



10,146 total program attendees



7,614 reference transactions



246,604 total items checked out



10,156 Howe library card holders



176,403 total visits to the library



The Howe library continues to be a vibrant hub where people come to pursue community engagement. Public libraries play a leading role in helping our communities adapt to the changing world. In 2017, we invested in our staff development, ensuring that the Howe would continue to stay ahead of the changes. We continue to provide opportunities for our community to gain access to a variety of resources, information management, programs and community engagements. We are thankful to our incredibly supporting community and The Howe Corporation for their support.
Sincerely,

Rubi O. Simon
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.



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



FUNDING:

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.

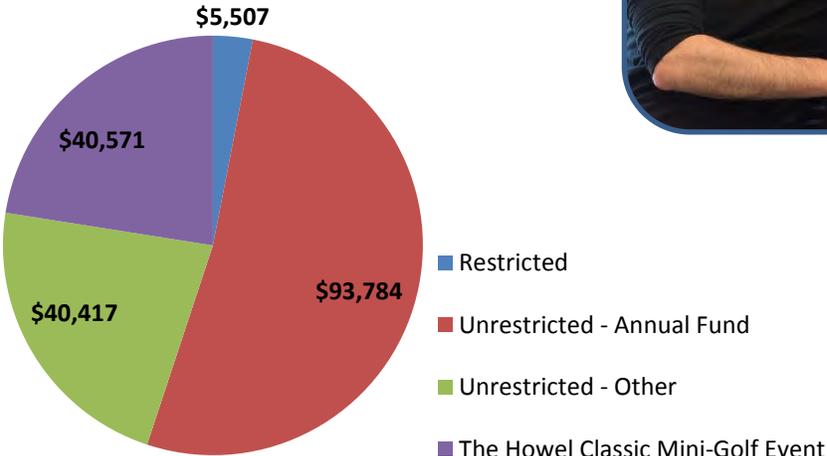
The year ending June 30, 2017 was another successful year for The Howe Library Corporation. The Corporation exceeded their fundraising goals and activities. The endowment performed well and Corporation expenses were well-controlled and maintained within budget. The town appropriated \$1,370,359 and The Corporation contributed \$183,800 exclusive of depreciation on capital assets.

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

The Howel Classic: Our ever popular Mini-Golf Extravaganza, the primary fundraising event, grossed over \$40,500 in fiscal year 2017, a \$2,000 increase from the prior year. More than 550 people attended the Saturday evening and Sunday festivities. Thanks to all who attended for making the Howel Classic a wonderful success! This event could not have been done without the support of The Board of Trustees, staff, as well as numerous volunteers who came together to produce a seamless festive event in support of the Howe library.

Gifts to the Endowment included two legacy gifts through Emily’s Legacy Society totaling \$40,417. Restricted gifts from other sources added \$5,500 to help fund museum passes and library materials.

FY16 Gifts to Howe Library Corporation
Total \$180,279



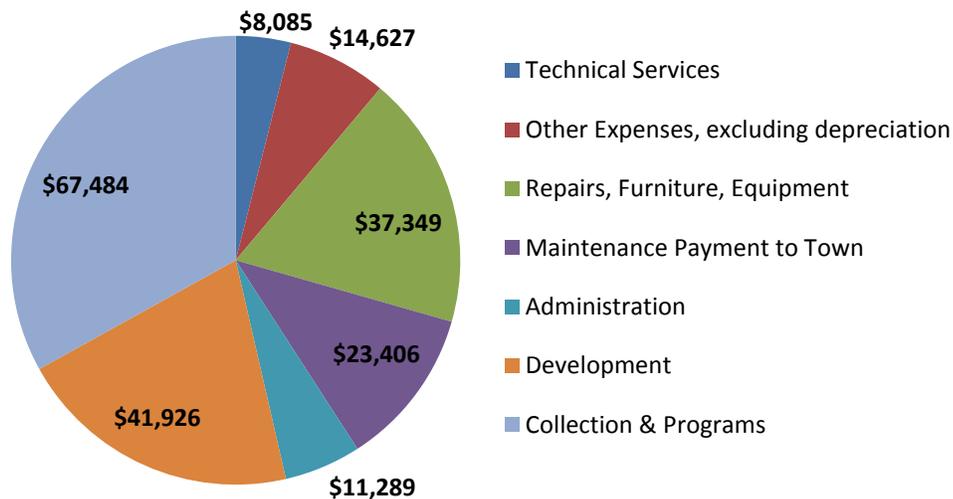
OPERATING EXPENSES:

The Corporation makes a contribution to the library's collection and funds a diverse range of programs and services for adults, teens, and children. The support and contributions from the Howe Corporation pays for library materials and services not covered in the Town's funding.

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 2017 had another strong financial year.

FY16 Corporation Operating Expenses

Total \$204,166



NOTE FROM THE CHAIR

“Wow, Howe” a phrase to use when reflecting on:



- The unique collaboration that exists between the Town of Hanover and The Howe Corporation, working together to ensure that the space and resources are well cared for, while meeting emerging needs.
- The library as a special place for visitors to create, learn, listen, read, research and play.
- The new director, who continues to build upon the foundation created by her predecessor and under whose leadership, the staff is evaluating resources, engaging in new opportunities, and supporting visitors.
- The generous donations of time and dollars given to the Corporation by community members.

Now is a nice time to think of your own special times at the library this past year. Please join me in the year ahead to build more wonderful “Wow, Howe” moments. Thank you for your support of The Howe Library Corporation!

Sincerely,

Rebecca Winter, Chair
The Howe Library Corporation

HUMAN RESOURCES

Recruitment and Staffing

The Town of Hanover received and processed approximately 500 employment applications to fill 45 job openings (seasonal/temporary, part-time, and full-time) during calendar year 2017.

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 2017, including a biometric screening, and an in-house flu clinic administered by the Hanover Fire Department. Attendance levels continue to be at or near maximum for wellness-related events. Employees who complete an annual on-line health assessment and biometric screening and participate in fitness activities are eligible for incentives and rewards offered through HealthTrust and its affiliated services.

Employee Flex Benefits

The Town is pleased to offer a competitive employee benefits package. Both non-union and union employees participate in the same broad-menu flexible benefits program that includes options for health, dental, and life insurance, short and long term disability, medical and dependent care reimbursement accounts, and voluntary supplemental insurances. Employees also participate in the New Hampshire Retirement System, as required by law, and have the option of enrolling in supplemental retirement plans funded by their own contributions (aka "457 Plans").

Labor Relations

The Town has three collective bargaining units. Employees of the Public Works Department are represented by Local 1348 of the American Federation of State, County, and Municipal Employees (AFSCME), the Fire Department by Local 3288 of the International Association of Fire Fighters (IAFF), and the Police Department by Local 27 of the New England Police Benevolent Association (NEPBA). Current collective bargaining agreements will expire June 30, 2019. Negotiations for successor agreements are expected to begin in late fall of 2018.

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



PARKS AND RECREATION DEPARTMENT



We at Hanover Parks & Recreation, “HPR”, are pleased to present our annual report. Over the past year we have been busy implementing new programs and growing those we already offered. We have seen increases in enrollment for both our After School KAST program and Summer Camps. This year also marked the culmination of years of hard work by the Etna Playground Committee with a successful fundraising campaign and community build of a new playground in Etna at Costello Field. On a crisp fall morning in October 50 volunteers came together to build the new playground in a single day!



Costello Field Community Playground Build



Quilt made in our Adult/Senior quilting class

Enrichment Programs: Our programs in this category range from activities for tots through adults. The biggest draw for children is our twice weekly open playtime at the Bounce House. Supervised by parents, children under the age of 5 can play in the Bounce House and climb on our soft furniture and through our collapsible tunnels. This past year we have offered children clay classes, baking, golf, archery, and Take apART. We also continue to offer the Red Cross Babysitter Training class, certifying 20 students per year. For the adult population HPR offered Qigong, Pilates, Zumba, Yoga, Tai Chi, Bike Clinics & Rides, Painting, Line Dance, Tai Ji Quan & General Mobility classes.

Sports Programs: HPR’s athletic programs include the traditional team sports for ages ranging from kindergarten thru High School. New athletic offerings for this year included middle school cross country with more than 40 runners, NFL Flag Football, and K-4 field hockey, which we ran in conjunction with Lebanon Recreation & Parks.



NFL Flag Football



KAST Snow Sculpture

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 and special outdoor programming, Wednesday field trips & homework help for grades 3-5 plus much more. The program staff do their best to meet the needs of working parents by partnering with Ford Sayre Ski Program and the

Ray School for school sponsored programs and events so that participants are able to participate in other programs that they may not otherwise have the opportunity to.



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. HPR continues to work to meet the year-round childcare needs of the community within the locations which are available.

RWB Community Center: The RWB continues to be a prime location for area families to host birthday parties & family get togethers, organizations to hold events and meetings and area businesses to use the facility for a variety of purposes. During the 2016-17 fiscal year 156 clients confirmed 340 reservations totaling 3,720 hours. Those transactions totaled an average of 72 hours per week. These figures include a variety of users.

In 2016-17, 113 families rented space for parties and get togethers with the majority renting the Multi-Purpose Room and the Bounce House. Repeat renters include Hanover Boy Scouts, Hanover Cub Scouts, Hanover Lions Club, Hanover Girl Scouts, OSHER, Hanover Blue Wave Tae Kwon Do, Upper Valley Dance Club, Middle Eastern Dance, Christ Redeemer Church, Cantabile, Youth In Action, Dartmouth Organizations, Hanover Co-Op, BNI Twin State Chapter, as well as a variety of Town of Hanover committees and other civic organizations.

The OSHER Lifelong Learning Institute at Dartmouth is again the biggest volume client holding 33 mostly two-hour classes, four to eight weeks each. When space allows, Hanover residents are always welcome to use the facility to informally meet, exercise, practice dance or piano, and shoot hoops in the Multi. Appalachian Trail hikers again topped 400 in number stopping at the Center to use the shower/laundry facilities, the Wi-Fi system, the temporary storage room and just to sit back and relax before starting on the next leg of their journey.

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. 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!



Raptor Show by VINS for the Seniors

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.

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.



4th of July Pie Eating Contest

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.

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 Bananathon. 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.



Occom Pond Party Couch Potato Race

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!



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 AND ZONING DEPARTMENT

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

Staff: Robert Houseman, Director; Judith Brotman, Zoning Administrator; Vicki Smith, Senior Planner; Ryan Borkowski, Building Inspector and Deputy Health Officer; Michael Hinsley, Assistant Building Inspector; Beth Rivard, Administrative Assistant

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 New Hampshire on April 1, 2010. The 2017 National Electrical Code went into effect on January 1, 2018. A complete list of Building codes adopted in New Hampshire, along with state amendments, are available at: <http://www.nh.gov/safety/boardsandcommissions/bldgcode/nhstatebldgcode.html>. Information on the adopted State Fire Code is available at: <http://www.nh.gov/safety/divisions/firesafety/>. Please check with the Building Inspector about any additional local amendments, or for assistance with the various building codes applicable to your project.

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.

Building permit applications are available at: <https://www.hanovernh.org/planning-zoning-codes/pages/applications>.

FY2017 Building Permits / Code Reviews	(07/01/16-06/30/17)
New One- and Two-Family Residences	3 permits
Total Value of All Permits	\$1,335,000
Average Permit Value	\$445,000
Additions & Alterations to One- and Two-Family Residences	225 permits
Total Value of All Permits	\$12,327,561
Average Permit Value	\$54,789
New Institutional Buildings	-
Additions and Alterations to Institutional Buildings	43 permits
Total Value of All Permits	\$20,104,785
Average Permit Value	\$467,553
New, Additions and Alterations to Commercial/Multi-family Buildings	110 permits
Total Value of All Permits	\$4,358,655
Average Permit Value	\$39,624
Total Number of Permits with construction cost value	381
Total Value of Permits	\$38,126,002
Average Permit Value	\$100,068
Demolition Permits	3
Blanket Permits	110
MISC Permits (reinstate, extend, temp controls, etc.)	40
Total Number of All Permits	534
Total Fees Collected	\$231,409
Code Inspections Conducted	781 (~ 65/month)

ZONING ADMINISTRATION & ENFORCEMENT

FY2017 Zoning & Use permits	(07/01/16-06/30/17)
Residential	266
Commercial / Multi-family	116
Institutional	56
MISC (DES, violation inquiries, public inquiries, etc.)	68
Wetland Administrative Permits	5
Total Number of All Permits	506
Total Fees Collected	\$21,831
FY2017 Violations	(07/01/16-06/30/17)
>3 Unrelated Tenants	2
Parking	4
Signs	2
Use/occupancy without Certificate of Occupancy	50
Work without permits	4
Uses (illegal or without approval)	4
ZBA conditions	1
Permits Reinstated to Rectify Violations	13

HEALTH OFFICER'S REPORT

The duties of the Town Health Officer are typically coordinated through the Planning and Zoning Department. 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	603-640-3342
Deputy Health Officer:	Ryan Borkowski	603 640-3216
Deputy Health Officer:	Carolyn Murray, MD	603-643-0708

FY2017 Health Cases	(07/01/16-06/30/17)
Asbestos Abatements	17
Complaints	5
DES Cases	4
Inspections	6
Restaurant inspection reports	63

RENTAL HOUSING

The Rental Housing Ordinance, adopted by the Town July 1, 2013, is administered by the Planning & Zoning staff. The stated purpose of the Ordinance is to ensure that rental housing complies with RSA 48-A:14, all applicable building and life safety codes, and the Hanover Zoning Ordinance.

The Rental Housing Ordinance, forms to register rental units or file complaints, and RSA 48-A:14 are available at: <https://www.hanovernh.org/rental-housing>.

It is the property owner's responsibility to ensure that each of their rental units is properly registered and that the required information is accurate and up to date. New rental housing units that become available after September 1, 2013 must be registered no later than ten (10) business days prior to tenant occupancy.

FY2017 Rental Housing Activity	(07/01/2016-06/30/2017)
Rental Properties registrations	29
Complaints	10
Violations (units not registered)	4
Fees Collected	\$0.00

PLANNING BOARD

In FY2017, the Planning Board welcomed Rob Houseman as the Town's new director of Planning, Zoning and Codes. Board members spent many meetings reviewing of a number of site plan projects in order to have thorough understanding of the implications of those development projects on their sites and in their neighborhoods.

The Planning Board met 28 times to review projects and work on town regulations.

During its 28 meetings in FY2017, the Planning Board's work included:

- Reviewing and approving site plans for: new pole lighting at Dartmouth College Child Care Center and new building-mounted lighting at Tuck Hall, Woodbury Hall and Buchanan Hall on Tuck Mall; sidewalks and lighting around Baker Library; Dartmouth College's expansion of a pavilion at the Chase Field athletic complex off Summer Court; construction of a pavilion at Dartmouth College's Organic Farm; Dartmouth College's landscape, sidewalk and drainage improvements along the south side of the "Gold Coast" dormitories; the extension of Gros Ventre's site plan approval for development of Pod 3 of the Silent Brook development off Greensboro Road; and new Town sheds and an addition at the Emergency Services Building on Lyme Road.
- After twelve meetings, declining approval for Dartmouth College's proposal for an indoor practice facility at the Chase Field athletic complex.
- Reviewing and approving the creation of new lots on Hanover Center and Dogford Roads.
- Reviewing and approving modifications to the site plan for the size and location of the pavilion at Dartmouth College's Organic Farm on Lyme Road.
- Reviewing and approving proposals to cut and trim trees and brush as part of routine utility line maintenance on Clement, Hilton Field, Occom Ridge, Pleasant, Rope Ferry and Goss roads.
- Beginning site plan review for the proposed replacement of the Etna Store (four meetings) and construction of Christ Redeemer Church (two meetings).
- Visiting Dartmouth College's sunken garden to review the proposed plans for a new athletic facility building at 10 pm to listen to the sound quality at night in the Tyler Road neighborhood; the Town's water reclamation facility on South Main Street to learn about the water reclamation process; Etna and Greensboro Road to review proposed plans for the Etna Store and Christ Redeemer Church, respectively; and the Taylor property to review plans for a subdivision on Goodfellow Road .
- Commissioning a sound consultant to establish ambient sound levels along Tyler Road and a protocol for measuring sound there in the future.
- Considering the revocation of approval for the Boss Tennis Center site plan (P97-35).
- Reviewing and approving three lot line adjustments.

- Holding four meetings to discuss zoning amendments and three public hearings on zoning amendments.
- Convening a zoning amendment outreach committee that produced and distributed an informational DVD, a show broadcast on CATV and a flyer regarding eight proposed zoning changes. This committee also held an outreach event at Kendal.
- Preparing zoning amendments most of which were identified to address inconsistencies in our Ordinance as a result of the omnibus Ordinance review in FY 2016 and holding public hearings on these amendments which were adopted at the Annual Town Meeting in May 2017.
- Creating an Institutional/Residential Working Group to consider issues at the intersection of those zoning districts. This Group met and reported in FY18.
- Considering amendments to the Site Plan Regulations' outdoor lighting standards.
- Reviewing recommendations from a Planning Board subcommittee on housing and neighborhood character.

Smaller projects are now reviewed by the Minor Project Review Committee (MPRC), comprising Town employees. Three minor projects were reviewed and approved by the Minor Projects Committee: Dartmouth College's installation of solar panels at the Organic Farm on Lyme Road, covered bike racks at Memorial Field and Floren Varsity House, and a photo-voltaic tracking array off North College Street.

The current members of the Planning Board, as of December 31, 2017, are Judith Esmay, Chair, Iain Sim, Michael Mayor, Brian Edwards, Kelly Dent, Vice Chair, and Jonathan Criswell. Nancy Carter and Peter Christie serve as Board of Selectmen Representative and Alternate Representative, respectively. The Board welcomes alternate members, Jenna Musco, April Salas and Paul Simon, who attend all meetings and are at the ready to fill in for members who cannot sit on a particular case or attend a meeting. Planning Board members and alternates are appointed by the Board of Selectmen. Michael Mayor serves on the Conservation Commission to provide coordination between the Commission and Planning Board.

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

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

ZONING BOARD OF ADJUSTMENT

State Statute allows up to ten Zoning Board of Adjustment (ZBA) members consisting of not more than five full members and five alternate members appointed by the Board of Selectmen. The current full members are: Carolyn Radisch, Chair; Steve Marion, Clerk; H. Bernard Waugh, Jeremy Eggleton and Arthur Gardiner. Alternate member is: Richard Green.

Generally, the ZBA holds one public hearing each month, usually on the fourth Thursday of the month. 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.

The Zoning Ordinance may be viewed at: <https://www.hanovernh.org/sites/hanovernh/files/uploads/2017-zo.pdf>. Copies of the Ordinance may also be purchased at the Planning and Zoning Office. ZBA applications are available at: <https://www.hanovernh.org/planning-zoning-codes/pages/applications>.

FY 2017 ZBA Cases		(07/2016 - 06/2017)	
Appeals of an Administrative Decision	2	Special Exceptions	6
Rehearing requests	3	Special Exception - Wetlands	12
Rehearings	-	Variances	7
Public Hearings / Deliberations	10 / 11		
Total Fees collected:	\$10,022		

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

The Commission gets its funding for its 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.

Our long-time Commissioner, Ed Chamberlain, died in November. Ed's passing leaves a huge void in the conservation community. He was a member of the Hanover Conservation Council at least as far back as 1998 when Ed was on the Council Board. From the Council, he became the liaison between the Council and Commission and transitioned to the Hanover Conservation Commission stepping up to the chairmanship in 2009. As a Commission member, he served on the Open Space (now Stewardship) Committee, and the Trails Committee. At the time of his death, he chaired the Town's Hayes Farm Park Stewardship Committee, Conservation Commission and Stewardship Committee. He also served on the Balch Hill Stewardship Committee. I am not sure even Ed could count how many meetings, trail projects, bridge building projects, and land protection projects to which he gave his time.

Stewardship is a legacy Ed leaves us. Not only for his service to the Town and Hanover Conservancy, but also to his home. His beloved Alswell Farm on Wolfeboro Road was conserved with the Upper Valley Land Trust in 2013.

Members of the Commission at year-end 2017 are James Kennedy, Chair; Whit Spaulding, Vice-Chair; 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 Committee members, Anne Morris, Kaye Shumway, Ed Chamberlain and especially Jim Kennedy. Jim continues his work on the management plan for Hayes Farm Park in Etna Village. The Stewardship Committee is also overseeing the update of the Town Forest Management Plan with consultant, Forester Jeff Smith.

Biodiversity Subcommittee: This was another busy year for the Biodiversity Subcommittee and its volunteers. The Subcommittee's members are: Nina Banwell, Doug Brown (Upper Valley Land Trust), Courtney Dragiff (Hanover Conservancy), Jim Kennedy (Hanover Conservation Commission), Michael Lunter, Barbara McIlroy, Joyce Noll (Hanover Garden Club), Vicki Smith (Hanover Planning Dept) and Elizabeth Tobiasson.

Supporting biodiversity in Hanover are many volunteers including: Kari Asmus, Len and Mary Ann Cadwallader, Ed Chamberlain, Mike Chase (DPW), Susan Cohen, Karen Douville (Hartford), Linda and Steve Fowler, Karen Geiling, Liz Gould, Jen Goulet (Norwich), Erin Graf (Claremont), Hanover High School students (Mae Butler and Greta Bollinger) and teachers (Jeannie Kornfield and Patricia Murray), Craig Layne (Norwich), Pat Johnson, Larry Litten, Rob Oden, David Peart and the many other individuals who took a leadership role for the garlic mustard campaign in their neighborhoods.

Thanks also to our partners in projects the Hanover Garden Club and the Hanover Conservancy.

Conservation Commission Activities in FY17:

Meetings

- Commissioners met 14 times for regular business meetings
- Three sub-committees, Trails, Stewardship and Water Resources met regularly
- Our Biodiversity Group meets as needed
- 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

- Fourteen site visits to locations requiring water resource permitting:
 - 104 Blueberry Hill Drive- septic system replacement
 - 11 Mulherrin Farm- septic system replacement
 - Etna Store- building replacement and drainage improvements
 - Dartmouth College Dewey Field- maintenance work on parking area and drainage structures
 - Hanover Country Club- drainage improvements at Hole #6
 - Dartmouth College Brophy Rugby House- drainage improvements
 - 14 Kingsford Road- drainage improvements and propane tank burial
 - 62 Stevens Road- driveway and septic system
 - Chandler Road- driveway creation
 - Class of 66 Cabin Access- access improvement
 - Class of 66 and Shumway- new bridge
 - Dartmouth College and Pine Park Association- new low bridge
 - 120 Lyme Road- septic system replacement
 - Wolfeboro Road- new wildlife pond
- Commented on thirteen wetlands applications to Hanover ZBA and/or NH DES on the projects listed above

Land conservation

- Monitored 23 conservation easements, and followed up as needed
- Sponsored a Town Meeting warrant article to give a conservation easement to the Hanover Conservancy to protect South Esker Natural Area
- Contributed \$1320 to the Hanover Conservancy for a South Esker Stewardship Fund

Resource protection and advocacy

- Sponsored a Town Meeting warrant article to modify operations at Wilder Dam to reduce fluctuation of the river level to reduce bank erosion and create a mitigation fund to reimburse towns for the repair and stabilization of damaged river and stream banks
- Supported Aquatic Resource Mitigation funding for protection of Shumway Forest on Moose Mountain
- Prepared revisions to Town Ordinance #20
- Reached out to the Lebanon Conservation Commission to take over the conservation easements and trails maintained by the Town of Hanover

Land and trail management

- Gathered neighbors of the Town Forest to give input for the resource management plan and to hear Forester's report about the Forest after his reconnaissance visits to the Town Forest
- Decided not to approve a request to trap mammals at the Town Forest and Marshall Pressey Natural Area
- Old Highway 38 Site visit with neighbors to assess suitability for mountain bike use and reviewed the proposed use of mountain bikes on the trail
- Installed fencing to separate the Tanzi Tract from adjacent residential use
- Coordinated with Department of Public Works to install a new bridge across Mink Brook at Farr Field
- Held management planning meetings for Hayes Farm Park
- Protected Canada lilies at Hayes Farm Park
- Experimented with non-chemical removal of poison ivy on the north shore of Mink Brook
- Supported private removal of invasive Norway maples on town land off School Street and of invasive plants on the town-owned slope below Pleasant Street
- Hired professional and organized volunteer work groups to clear invasives at Hayes Farm Park, Rinker Steele Natural Area, and Balch Hill Natural Area
- Supported management of deer herd at Balch Hill and Trescott Lands with Hanover Conservancy and Dartmouth College
- Revised and adopted the Trail Maintenance Policy
- 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

Education/outreach

- Garlic Mustard control initiative- neighborhood organizing, continued work with landowners and providing information on garlic mustard at our Biodiversity website
- Supported a series of meetings and workshops focused on creating native pollinator habitat and created web presence with information about pollinators and pollinator gardens
- Joined the Upper Valley-wide effort to create 100 new pollinator gardens
- Held neighborhood gatherings concerning use of Old Highway 38 for mountain bikes and input for the Town Forest Resource Management Plan
- 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 over 100 miles of town trails.

Projects this past year included:

- Mason Trail with new bridge in the Trescott Lands
- Girl Brook bridge repair near Verona avenue
- many new trail signs at trailheads
- Audrey McCollum Trail dedicated on Sept. 24
- new yellow blazing
- Indian Ridge trail improvements and bridge repair
- new Steele Trail
- clean up of Upper Mink Brook trail
- clean up of Velvet Rocks dump site
- new volunteer T-shirts and caps



Bridge on the Mason Trail

Other trail-related projects of interest:

- new Slade Brook Bridge - public/private partnership
- conservation of the Shumway Forest with its numerous trails
- Hudson Farm conservation with ATC
- Sinuosity hired to for design assistance with Trescott Lands trails
- new Farr Bridge over Mink Brook
- Hanover Conservancy's excellent Hike of the Month series



Audrey McCollum Trail bog bridge



Slade Brook Bridge

Upcoming projects:

- new trails map, working with the Town's new GIS system
- Indian Ridge overlook viewshed restoration
- Old Spencer Road drainage repair
- bog bridges on Highway 38 trail
- new Slade Brook bridge

In Memoriam: Three members of the Trails Committee passed away recently:

- Ed Chamberlain – a long-time Committee member and chair of the Hanover Conservation Commission. Ed undertook many projects on behalf of the Town and Conservation. He provided inspiration and leadership in so many ways.
- Peter Shumway – a long-time Committee member and staunch advocate for conservation and trails, as demonstrated with the Shumway Forest.
- Tom Linell - a long-time Committee member and dedicated trail volunteer in Hanover and Lebanon. The Tom Linell Ridge Trail has been dedicated in his memory.



New trail signs



Building the Slade Brook bridge



Farr Bridge over Mink Brook

For keeping our trails safe and open to the public, we thank Trail Committee members: Ron Bailey, Doug McIlroy, Rory Gawler, Hugh Mellert, Bill Mlacak, Sean Ogle, Peter Shumway, and John Trummel. Our special appreciation goes to Joe Danna Jr., Craig Sanborn, volunteers from King Arthur Flour, Hypertherm, and the UVTA High School Trail Corps. Thanks also to the following volunteers: Laurie Albert, Dwight Aspinwall, Abigail Barman, Miles Blencowe, Heather Buckner, Len Cadwallader, Josh Canaan, Catherine Charnov, John Collier, Steve Cutter, Julian der Ven, Courtney Dragiff, Ross Farnsworth, Christopher Fontana, Paul Goundrey, Nancy Horton, Rob Houseman, Bob Humphrey, Tom Jack, Ryan Johnson, Ernst Kling, Steve Lubrano, Scott MacFaden, Matt Mainer, Colin McCarthy, Gail McPeek, Jim Morgan, Marcus Morgan, Adair Mulligan, Passow Family, Randy Richardson, Katie Robbins, Taylor Shannon, Vicki Smith, Jeff Smith, Rob Taylor, Joanna Whitcomb, Grant Woods, and Bill Young.

Hanover Biodiversity Committee, a subcommittee of the town's Stewardship Committee, undertakes projects to educate the public and develop actions to help protect / restore the town's natural communities. Accomplishments for 2017:

- **UPPER VALLEY POLLINATOR PARTNERS:** During the calendar year of 2017, the Biodiversity Committee built an Upper Valley coalition of 48 organizations: towns, conservation groups and schools. The Pollinator Partners sponsored or co-sponsored a dozen public meetings and field trips; the series of events was titled *Why Native Pollinators Matter*. Fourteen area schools (in 9 districts) nurtured seedlings provided by the Biodiversity committee and installed pollinator gardens at their schools. With a goal of 100 **new** pollinator gardens in the Upper Valley, the coalition will work to encourage more gardens installed by end of 2018. New webpages about pollinator matters are now up on the Hanover town website. The Biodiversity Committee was supported in this regional project by members of the Hanover Garden Club, the Hanover Conservancy staff, the Montshire Museum staff, the Upper Valley Land Trust staff as well as the town's Conservation Commission.
- **GARLIC MUSTARD INFESTATIONS DIMINISHED:** In many neighborhoods, garlic mustard was reduced by volunteer efforts. Girl Brook, Brook Road, Huntley neighborhood, Mink Brook West, Rip Road neighborhood, Balch Hill Lane, Webster Rd neighborhood. Displays of the plant and handout bookmarks were on display in Town Hall, local schools, Black Community Center and Etna and Howe Libraries.



Invasive Yellow Iris at Mink Brook



Native Blue Iris at Mink Brook West

- **YELLOW IRIS AND POISON IVY at Mink Brook West:** One large clump of beautiful but highly invasive yellow iris was removed from N shore of Mink Brook. Weighing in at about 50 pounds, this was a huge effort to remove by hand. The plant has spread, and a significant colony exists on the S edge of the stream, that would be problematic for volunteer hand-removal. We discovered two blooming stands of the native blue iris.

Also, a small colony of poison ivy has been smothered by cardboard; the efficacy of this approach remains to be seen; the problem is significant on some sections of the trail system in this preserve. The area is heavily infested with other invasive plants that threaten biodiversity in the neighborhood.

- **TRILLIUM SURVEY** In May of 2017, 10 volunteers inventoried red Trillium at three locations. The plant is favored by deer; biologists have found that the plant will fade away if the blossom rate is under 33%. We found in one site .8 miles from the Dartmouth Green a blossom rate of 3%; at Hayes farm (3.5 miles from the green) a blossom rate of 12% and at Hanover Center (5.3 miles from Green) a blossom rate of 4%. The implications here are that deer density is very high, even far from the town center and that the town suffers a major loss in native plant diversity. Only sheltered plants bloomed.



Red Trillium
(*T. erectum*)

Photo credit:
US Forest Service / Ken Thomas

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 Stewardship and Trails committees meet regularly once a month; Stewardship 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 Jim Kennedy(795-4633 or James.Kennedy@valley.net) for more information on how you can join in with the work of the Hanover Conservation Commission.

POLICE DEPARTMENT



On behalf of the dedicated men and women of the Hanover Police Department, I welcome you to our annual report. 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.

Milestone Anniversary

Sheryl Tallman, the Records Coordinator/Assistant to the Prosecutor, completed 20 years of service with the Hanover Police Department in 2017. Sheryl handles records requests for our agency and assists with preparing cases headed through the court process for the Upper Valley Prosecutorial Association.

Retirements

Lt. Brad Sargent retired after 17 years with the Hanover Police Department and 22 years in Law Enforcement. Sgt. Eric Bates retired after serving 19 years with the Department. This resulted in the need to hire additional officers as well as provided an opportunity for promotion.

Hiring



Captain Mark Bodanza



Officer Michael Benson



Officer Tim Scott

Last summer the Department was fortunate to hire Captain Mark Bodanza as the second in command. Captain Bodanza hit the ground running and has recently been named one of the Union Leader's 40 under Forty for 2018 as one of NH's brightest young achievers. Since starting here at Hanover PD, Mark has been helpful in working to move the Department forward with initiatives that promote our core values.

Officer Michael Benson and Officer Tim Scott both attended and graduated from the NH Police Academy in 2017. Officer Benson grew up in Haverhill, NH and is a current member of the United States Marine Corps Reserve Unit. He previously worked as a Corrections Officer for the Grafton County House of Corrections. Officer Tim Scott grew up in Massachusetts and also serves as a Military Police Officer in the U.S. Army Reserves. Officer Tim Scott and Officer Michael Benson were both hired in November of 2016 and completed the 16-week Police Academy in 2017.



Officer Tim Meenagh

Officer Alex Garcia

Officer Robert DePietro

Officer Tim Meenagh, Officer Alex Garcia and Officer Robert DePietro were all hired in 2017.

Officer Tim Meenagh is originally from New York and was previously a patrol officer with the Kauai Police Department in Lihue, Hawaii. Officer Meenagh will complete the law package for the Police Academy in April 2018. Officer Garcia is originally from New Jersey and is a U.S. Marine Corps Veteran. He will graduate from the full-time Police Academy in April 2018. Officer Robert DePietro is originally from Connecticut and previously retired as a Battalion Chief/Shift Commander for the Manchester CT Fire Department. Officer DePietro graduated from the Police Academy in December 2017.



Sgt. Dan Fowler and Chief Dennis

Daniel Fowler was promoted to Sergeant on December 31, 2017. Sgt. Fowler has served as a full-time law enforcement officer in New Hampshire since 2004 and is also a U.S. Navy Veteran. Prior to being re-hired by the Hanover Police Department, Sgt. Fowler worked for the Grafton County Sheriff's Department.

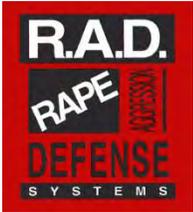
Patrol Division:

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 3rd 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 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.

In 2017, Hanover PD launched its HPD C.A.R.E.S. campaign; Compassion And Respect in Every Situation. We have increased our presence on social media through Twitter. Captain Bodanza pushes timely information out through Twitter which reinforces that Hanover PD does indeed care about its residents and community members. We have also started using the Daily UV to provide important updates in addition to using the Hanover Regional Communications Center's Facebook page.



In 2017, we launched our Citizen Response to Active Shooter Events (C.R.A.S.E.) training. The training is 1.5 hours in length. We started with Town Hall and have done additional trainings at the Howe Library, Kendal, and local banks. We have recently been contacted by local churches, schools, and other businesses inquiring about scheduling this training. The goal of C.R.A.S.E. is to increase the survivability of victims by providing civilians with pre-planned response options they can easily remember and initiate under extreme stress.

We launched our Blue Courage training this year for all members of our staff. Today's law enforcement professionals are highly trained and highly skilled operationally. While skill training is essential, it is incomplete. The behaviors that tarnish police agencies and place officers at risk are rarely due to a lack of skills.

Through Blue Courage our members will:

- Go beyond learning tactical and critical incident survival and ensure officers' readiness to both prevent and recover in the aftermath.
 - Re-ignite a sense of passion, purpose, and commitment to policing.
 - Awaken their moral compass and the courage to do what is right
 - Improve decision making skills under pressure
 - Understand how to build relationships and trust with the community
 - Develop an organizational culture of learning, critical thinking, tolerance, and curiosity.
- ❖ 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 2017, Hanover collected and disposed of 299.9 lbs. worth of medications.
- ❖ You Have Options Program. All employees of the Hanover Police Department received training on the "You Have Options Program" which is a victim-centered and offender-focused response by law enforcement officers to reports of sexual violence. The department continues to move toward becoming certified with this organization with the goal of making the reporting process easier and more victim oriented for all reported cases.



Police Activity:	2013	2014	2015	2016	2017	% Change 2016-17
Murder	0	0	0	0	0	0%
Sexual Assault	14	21	17	12	12	0%
Robbery	1	1	2	1	0	-25%
Burglary	14	13	7	12	9	71.4%
Theft	158	164	113	120	109	-9.2%
Motor Vehicle Theft	0	0	0	1	1	0%
Arson	1	0	0	1	3	200.0%
UCR Stolen	232,820	224,711	77,310	108,412	151,484	39.7%
UCR Recovered	22,232	8,819	3,948	8,287	6,469	-21.9%
Recovery Ratio	10%	4%	5%	8%	8%	0%
Assault	56	81	47	27	34	25.9%
Forgery	3	0	1	5	2	-60.0%
Fraud	30	38	78	20	23	15.0%
Vandalism	49	48	32	30	38	26.6%
Possession of Stolen Property	7	1	1	2	0	-100.0%
Indecent Exposure	1	5	1	3	3	0.0%
Drug Violations	44	68	38	47	40	-14.9%
DUI	14	16	11	6	7	16.6%
Liquor Violations	112	137	67	93	65	-30.1%
Intoxication (PC)	104	87	16	16	11	-31.3%
Disorderly Conduct	27	26	7	23	15	-34.7%
Harassment	10	7	5	6	3	-50.0%
Domestics	7	9	6	11	6	-45.4%
Facilitate Underage Drinking Party	2	2	3	0	0	0.0%
Open Container-Public	1	0	0	0	0	0.0%
Tobacco Violations	0	1	0	0	0	0.0%
Land Violations (Zoning)	15	0	0	0	0	0.0%
MV Unlocks	259	227	212	174	177	1.7%
Total Arrests All Categories	427	464	221	237	203	-14.3%
Accidents-Total	231	214	221	162	171	5.6%
Accidents-Fatalities	0	0	0	1	0	-100.0%
Accidents-Injury	30	29	23	34	20	-41.0%
Accidents-Pedestrian	0	4	6	5	3	-40.0%
Accidents-Hit and Run	70	61	45	22	40	81.0%
Accidents-Bicycle	3	5	3	1	2	100.0%
Accidents-Reportable	172	141	162	115	128	11.3%
Total MV Stops	2,596	2,104	1,876	3,609	3,801	5.3%
MV Citations	184	143	78	244	281	15.1%
Speeding	68	50	47	44	82	86.3%
Towed Vehicles	104	73	66	80	72	-10.0%
Patrol Mileage	136,530	124,432	*109,733	144,024	155,499	8.0%
Patrol Fuel	10,589	10,211	*8,789	10,616	11,763	10.8%
* 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 the first part of the year short one full-time employee. For the first time in a long time, the Center is now at full staff.



Diana Guillette, Comm. Officer

Diana Guillette joined our staff in February of 2017. Diana is an Upper Valley Native, and previously worked for an energy supplier in the Upper Valley. Diana has been a welcome addition to the Communications Center Team.



The HCC spent the past 12 months working on the specification, procurement and implementation of a new 6-site simulcast radio system for our police subscribers. This 6-site simulcast system is being funded by both a federal grant and funds from our capital reserve program. The simulcast system will enhance communication for the police agencies that the Center serves. We anticipate this system will be functional by late June 2018.

Communications Statistics	2013	2014	2015	2016	2017	% Change 16-17
Total Incidents	50,098	47,341	45,946	47,372	46,837	-1.1%
Hanover Incidents	16,479	16,853	15,694	17,832	18,825	5.6%
All Incoming Calls	196,659	166,096	182,456	191,023	196,213	2.7%
Handled by Dispatcher	68,894	65,100	69,142	73,247	77,810	6.2%
Calls Transferred	127,695	100,993	113,314	117,776	118,403	0.5%
911 Calls	3,432	3,142	3,336	3,524	3,511	-0.3%
7 am-3 pm Calls	129,795	105,558	113,324	115,213	116,001	0.6%
3 pm-11 pm Calls	56,098	51,865	60,490	64,013	65,098	1.6%
11 pm-7 am Calls	8,569	8,670	8,642	11,797	15,114	28.1%
SPOTS-Dispatch	312,958	277,231	326,011	343,702	316,729	-7.8%
SPOTS-Mobile Data	402,066	341,590	336,971	376,660	401,101	6.4%
Police Calls-All Depts.	47,191	44,245	42,382	43,458	42,974	-1.1%
Fire Calls-All Departments	3,164	3,345	3,383	3,687	3,591	-2.6%
Ambulance Calls-All Depts.	3,610	3,652	3,569	3,851	3,755	-2.4%
Fast Squad-All Depts.	1,012	1,187	1,222	1,248	861	-31.0%
Public Works-All Depts.	916	775	714	574	989	72.2%
Bank Alarms	39	19	21	23	32	39.1%
All Other Alarms	1,070	999	957	1,145	1,289	12.5%

Parking Division



In January of 2017, Sgt. Jeff Ballard was assigned to oversee the Parking Division. Sgt. Ballard spent an enormous amount of time exploring the capabilities of the current AIMS Parking software that is used to manage tickets, permits and payment for the Division. He was able to begin the process of merging accounts, institute payments for permits on-line and work to collect overdue balances owed to the Town.

In the proposed budget for FY2019, the Parking Division is preparing for the hiring of a Parking Assistant to help with the increasing demand of clerical duties that is currently being handled by multiple people in multiple Divisions. There will be a proposal coming forward to increase rates that were originally recommended over 5 years ago that will cover the majority of this position.

The Parking Enforcement Division (as well as Patrol Officers) issue 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.

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

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

Milestone Anniversary

Christopher McEwen, Parking Control Operations Supervisor, completed 25 years of service to the Town’s Parking Division. Chris started as a Parking Control Officer before being promoted to Supervisor. Chris oversees the parking facility staff and assists with maintenance of the parking kiosks and meters.



Chris McEwen, Parking Supv.

Lauren Chivell was hired in 2017 as a full-time Parking Enforcement Officer and Jodi Lenning was hired to work part-time on Saturdays.

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.

Parking Division Statistics	2012	2013	2014	2015	2016	2017
Total Tickets	29,763	24,727	24,680	21,883	18,576	22,591
Handicap	47	43	39	24	20	31
Loading - Bus	18	9	3	3	6	12
Left Wheels to Curb	86	85	119	67	51	130
Expired Meter	27,275	21,578	21,175	19,005	16,109	19,252
Winter/Summer Parking Ban	663	1,251	784	562	399	1,322
2-Hour Zone	0	3	14	8	12	0
Improper Parking	198	155	367	340	309	300
Meter Feeding	11	55	389	284	164	22
2&3 Expired Meter Violation	672	454	788	737	435	103

Prohibited Zone	438	545	383	237	238	320
Towing Charge	11	9	33	4	11	28
No Town Permit	263	485	500	468	423	543
Restricted Area	52	30	64	134	70	52
Sidewalk	13	18	22	9	44	6
Ticket Appeals	2,834	2,416	2,159	2,103	2,140	1,034
Meter Revenue	402,008	468,979	615,145	701,142	735,234	732,522
Fine Revenue	429,070	356,437	392,563	344,071	272,967	377,807

Full-Time Staff at Year End

Administration: Chief Charles Dennis; Captain Mark Bodanza, Lt. Scott Rathburn; **Sergeants:** Matthew Ufford, Christopher Swain, Jeff Ballard and Daniel Fowler. **Patrol Officers:** Shannon Kuehlwein, Ryan Kennett, Nenia Corcoran, Michael Alterisio, Mark Ridge, Joe Landry, Tyler Reidy, Michael Benson, Tim Scott, Robert DePietro, Alex Garcia and Tim Meenagh. **Communications:** Coordinator E. Douglas Hackett; Lisa Camarra, David Saturley, Tim Goodwin, Kevin Lahaye, Michael Cahill, Brian Paine and Diana Guillette. **Parking Enforcement:** Parking Control/Facility Supervisor Christopher McEwen; Parking Enforcement Technicians: Doug Lantz and Lauren Chivell. Administrative Assistant Elizabeth Rathburn; Prosecutor Christopher O'Connor; and Records Coordinator Sheryl Tallman.

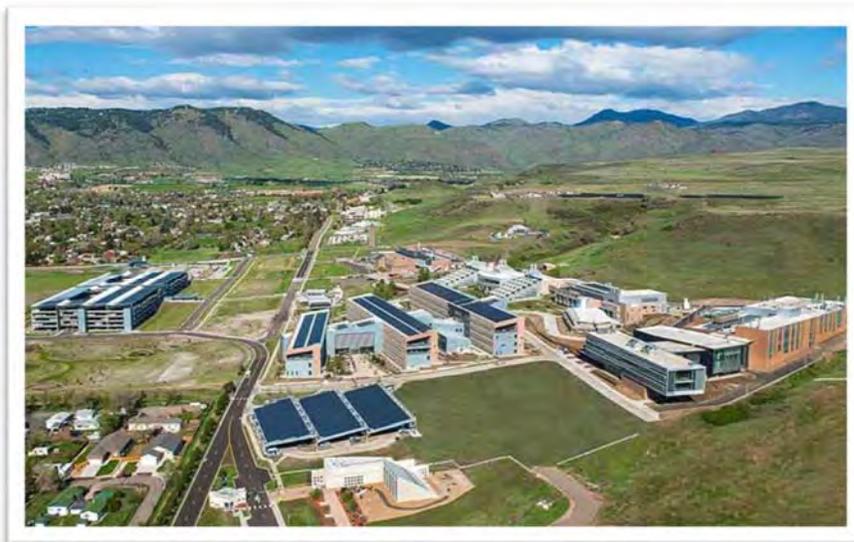
DEPARTMENT OF PUBLIC WORKS

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

- Administration
- Facilities
- 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.

- With the Town's vote to commit to 100% renewable electricity by 2030 and renewable sources for heating and transportation by 2050, the staff have been busy with Town projects and supporting Sustainable Hanover initiatives. Staff continue to pursue energy efficiency and production projects for Town facilities as well as investigate potential community possibilities. Groundwork has begun to develop pathways to achieve the community's goals.
- In late July 2017, Peter Kulbacki, Robert Houseman and Julia Griffin along with several Dartmouth representatives attended the second North American Dialogue on 100% Renewable Energy in Cities held at the National Renewable Energy Laboratory (NREL) in Golden, Colorado, where we observed emerging technology, met with leaders from other communities throughout North America, attended seminars and met with NREL engineers. Some of what we learned, in spite of the current political climate:
 - Renewable technology has become competitive enough in the market that it will continue to displace fossil fuels.
 - Battery and micro grid technology will be a force in the grid modernization and resiliency.
 - Renewable prices will continue to fall.
 - Transitioning will involve various financial tools, such as direct purchasing, contract for differences and subtractionality (building renewables where the grid is dirtier).
 - Utilities are beginning to be more accepting of a diversified grid (this may take a little longer in NH).



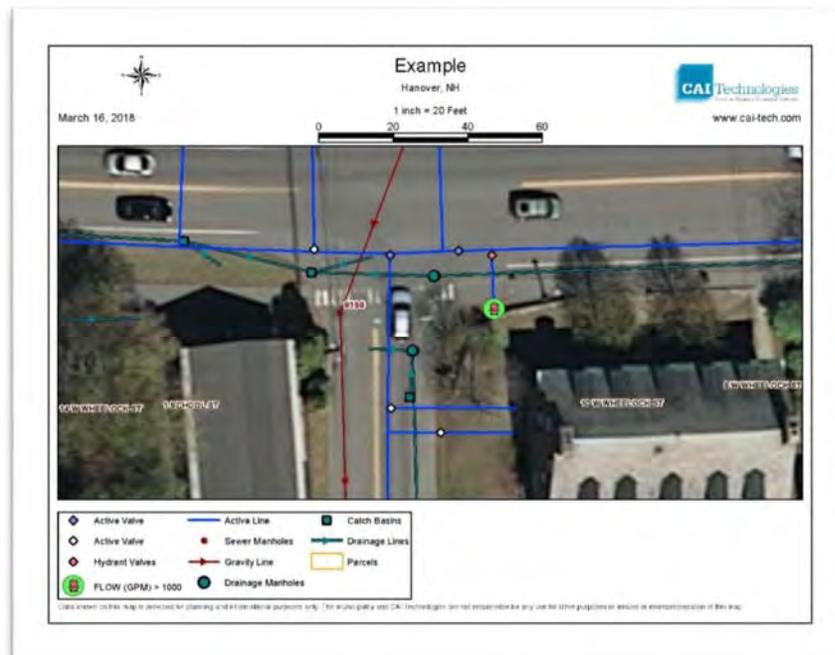
- Staff designed and constructed a new sidewalk section from Storrs Road to the Tanzi Tract, which involved moving the road centerline and replacing the sidewalk on the eastern side to accommodate the sidewalk on the west side. With the road shift we were able to eliminate two costly retaining walls, relocate guardrail, and had to negotiate easements.



Construction was slowed by the storm on July 1st which caused damage to several our roads. Repairs took until late August with some damage awaiting FEMA funding to complete.



- Staff continue to collect data and update layers on our online GIS program which is now available to the public through the Town website. There has been considerable work done to identify water, sewer, drainage, roadway, sidewalk and building information.



- Projects in the coming year will include the construction of additional sidewalks on Route 120/Lebanon Street from the Tanzi Tract to Greensboro Road and a section between Greensboro and Buck Road. In addition, rebuilding of the diverter on Dresden Road will provide better pedestrian and emergency vehicle access.

Administrative Staff: Peter Kulbacki, P.E., Director; Michael Chase, Operations Manager; (Vacant), Utility Engineer.; Gary Searles, Administrative Coordinator; and Adriane Coutermarsh, Administrative Assistant.

FACILITIES DIVISION: The Facilities Division is responsible for the maintenance, custodial services, and facilities management for all Town-owned buildings. These buildings include: the Municipal Building located at 41 South Main Street; the RW Black Recreation and Senior Center located at 48 Lebanon Street; the Public Safety Building (which houses both the Police and Fire Departments) located at 46 and 48 Lyme Road, respectively; the Howe Library located at 13 South Street; the Etna Library and the Etna Fire House located in Etna, the Water Reclamation Facility located at Pine Knolls Drive; the Water Treatment Facility on Grasse Road; the Summer Park Subsidized Housing Units (three units) located at 42 Lebanon Street; the Parking Garage located at 7 Lebanon Street; the Department of Public Works (DPW) Facility located at 194 Lebanon Street; the Shed 2 storage facility located at 153 Greensboro Road; the Grounds buildings at Pine Knolls; the apartment building located at 44 Lebanon Street and the Hewitt home at 46 Lebanon Street. Maintenance of these last two buildings has been minimal since all utilities have been shut off.

Work completed at Town Hall during 2017-2018 include a new roof with added insulation, replacement of old basement doors, replacement of the carpet in the Board Room, installation of heat pumps for heat and cooling in the Town Clerk’s office, refurbishing of Town Hall entry signs, and building of a fence to hide the propane tank.

RW Black has a new compost Multipurpose Room floor and most of the Senior Center has been repainted. We installed a secured fenced-in area in the basement to store uniforms and added a water filter for the drinking fountains in the building.

At Public Works we have a new auto transfer switch for the generator to keep vital Town communication and radio equipment running. We installed high-efficiency windows in the Administrative Assistant and Director's offices. Three failing automatic garage door openers have been replaced this year and the remaining ones will be budgeted for next year.

The Howe Library had some serious rot holding the bank of windows above the entryway, which required immediate attention. The audio-visual area had new carpet installed and we repaired the main and lower entrances using a composite material to prevent decay. A hand rail was installed on the stairway to the mezzanine in the old part of the Library. Repairs were done to the cooling coil in an air handler and recharged with refrigerant. We also installed a gutter system to prevent ice by directing the water away from the sidewalks and driveway.

At the Police Station, the booking area has received a much-needed update with a new cage, custom-made stand-up desk, fingerprinting area, and LED lights. We removed a wall in the upstairs hallway to make room for an evidence log-in area and prepared a wall for a drop box in the evidence storage area. Air conditioning was installed in the evidence storage area and in the server room in Dispatch. This spring, new windows will be installed on the ground floor of the Police Station.

The Fire Station received a facelift with new windows and siding. We also had the walls insulated with closed-cell foam. An open storage area has been built on the backside of the building to house trailers and other apparatus. Upstairs in the living area, two heat pumps were installed. The Fire Station will also receive new windows this spring on the ground floor.

The Water Reclamation Facility had its heating system updated by removing the original heat plant and circulators and replacing them with three high-efficiency condensing propane boilers and Grundfos VFD circulators.

Due to leaks at Summer Park, two of the three buildings received a new roof.

This year's energy-efficiency project is to install heat pumps at Town Hall, which will be done this spring.

Between July 1st, 2017 and March of this year, the Facilities Division received and responded to about 560 work order requests from other departments. We expect to receive about 750 requests this year.

As the Facilities Division Superintendent, I am proud of the amount and quality of work that gets done every year from my small staff. Ed Woodbury does a great job keeping the 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 on others. They work hard and take great pride in doing their job. Thank you.

Ross H Farnsworth
Facilities Superintendent

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

GROUNDS DIVISION: Lots of new changes have taken place in the Grounds Division in 2017/2018. After 28 years of service, William Desch retired. Thank you, William for your dedication and hard work for the Town of Hanover.

Under William's tutelage the Cemetery crew became responsible for establishing and managing an urban tree program, town and community gardens, Town building landscapes, reviewing site plans to ensure species specified would survive, managing the cemeteries, ensuring the Town remained a Tree City (35 years and

counting!), completed all planting in Town projects, managed the election setup and dismantling and countless other things we are only now discovering.

To keep the robust commitment to our urban forests, in February of 2018, the Grounds Division was transferred to the Parks and Recreation Department and will be under the supervision of John Sherman. John arrived with extensive parks and urban tree experience to go along with his recreation program skills.

New and replacement trees were planted at Wilson's Landing, on Granger Circle, Ridge Road, West Wheelock Street, Occom Ridge, College Street, Lebanon Street, and Pine Knolls Cemetery. The Arbor Day celebration took place at the newly created Kendal Riverfront Park. Five swamp white oaks were planted. At the time of this writing all the newly planted trees are happy and healthy.

In 2018, we are planning to start a tree inventory and develop a cemetery layer in our GIS system. The inventory will help us track the maintenance and health of our many urban trees and manage our cemeteries more effectively.



Grounds Division Staff: William Desch, Urban Forester; Asa Metcalf, Arborist; Chris Koloski, Grounds Crew Leader; Len Bolduc, Pine Knolls Groundskeeper; Hunter Grace, Landscape and Turf Assistant; and Garrett LaFlam, 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 2016-2017:

- A sidewalk expansion was completed on Lebanon Street. Approximately 1200 feet of new sidewalk was added to the west side starting at Storrs Road. This involved removing the existing sidewalk on the east side and rebuilding it farther back from the center line. Drainage structures needed to be relocated also. This enabled road realignment allowing for a sidewalk on both sides of the road along with two bike lanes.

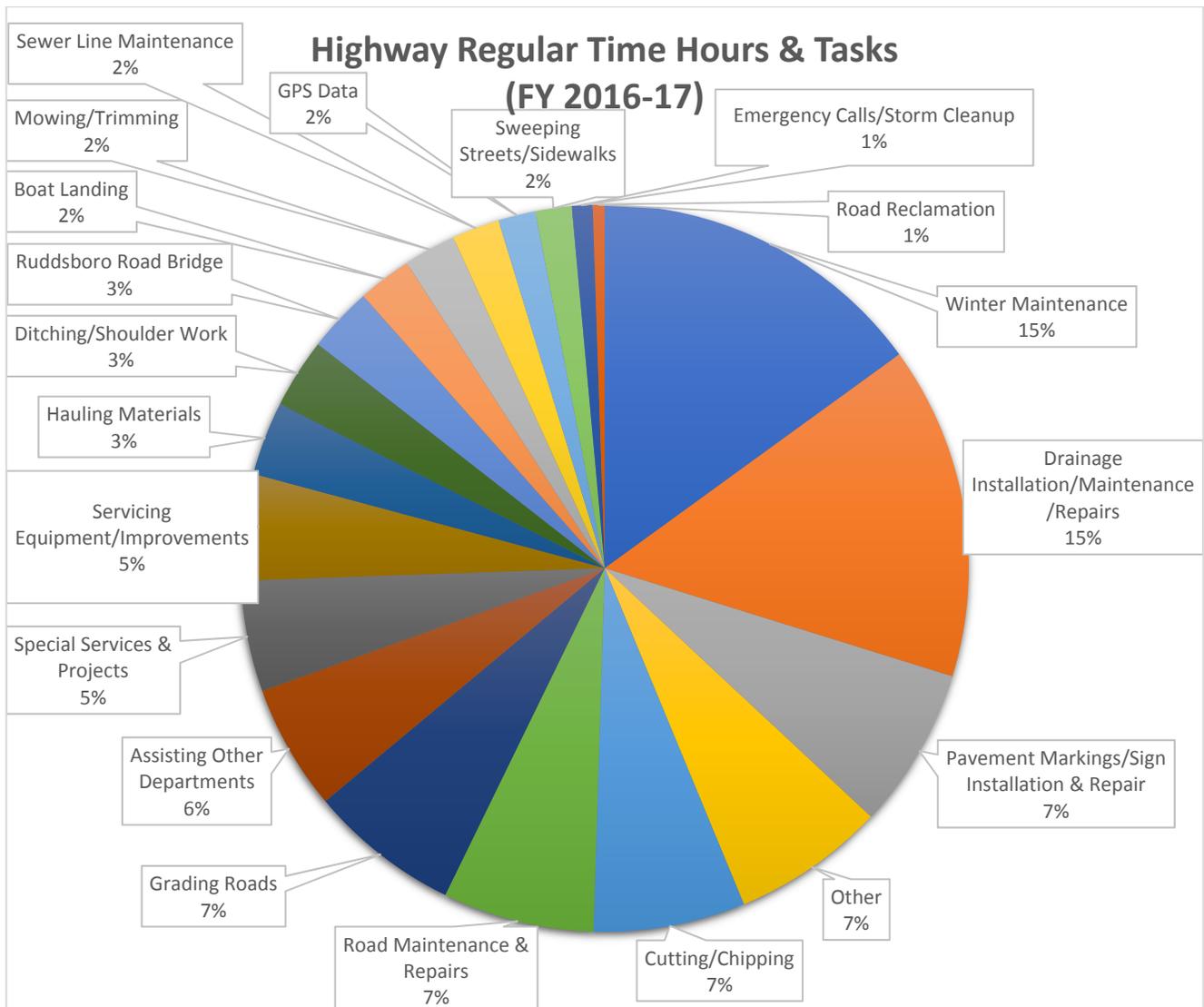
A mile of Trescott Road was prepped for reclamation scheduled for the summer of 2018.

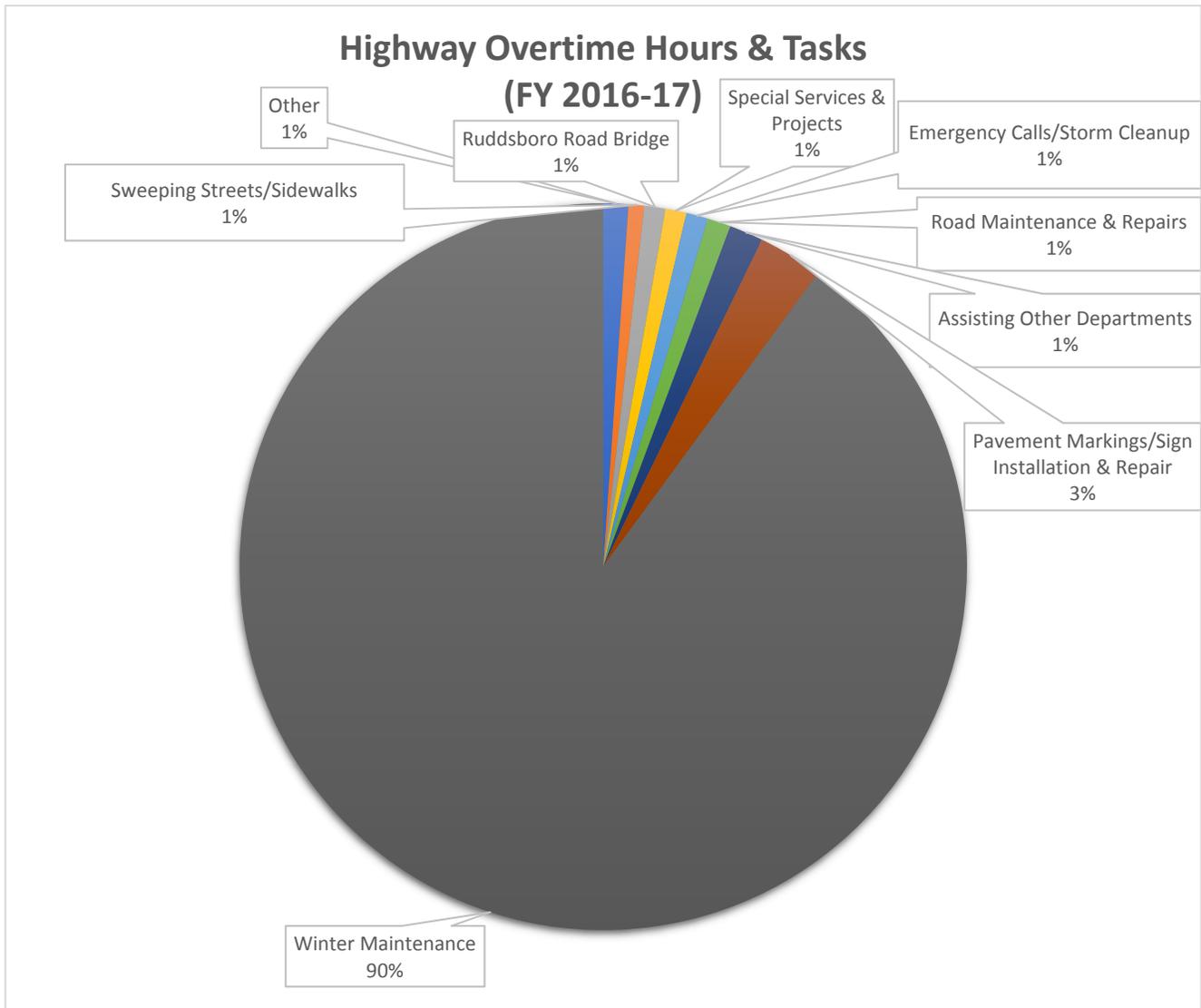
- Another mile of Ruddsborro Road was reclaimed this year. During this period culverts were inspected and replaced as necessary. Roadside ditching was also completed at this time. Existing asphalt was ground together with existing gravel to a depth of 12 inches. Once material conformity was complete, one more grinding pass was done while injecting emulsion into the base material. This process results in a very strong road base. Finish grading and three inches of new asphalt make for a new and stronger road.
- All crosswalk tip-downs were upgraded in the milling area to conform to ADA specifications.
- Milling of Lebanon, West Wheelock and the Co-op intersection took place this year. The milling smoothed out wheel ruts and utility cuts, renewing 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. Upgrading of street name signs began this year and will continue though out the year. This will help emergency vehicles locate streets more easily.
- 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.
- Ditching continues to be an ongoing process. We continually try to ditch areas that will be paved the following year. This maintenance also is continually performed in known problem areas.
- 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.
- Due to the July 1st rain storm several Town roads received moderate damage. Town staff was able to repair and upgrade damaged areas in a relatively short period of time. Hanover did not experience the amount of damage other towns received. We contribute this to our aggressive drainage maintenance and our pre-storm procedures.
- Two-hundred feet of Barrett Road was rebuilt. This area was prone to severe heaving in the winter. Old material was dug out and new gravel and pavement were installed. Drainage improvements were also completed at this time.
- The crosswalk at Brockway and Carter was moved to the Co-op intersection. New pedestrian crosswalk lights also were added. This is a much safer location and allows for pedestrian crossings to be coordinated with traffic.

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	53	
Fleet	490	0.5
Police	4	
Water Dept.	340.5	59.25
Fire Dept.	48.5	5
Parking Enforcement	148.75	
Building Dept.	17.75	
Recreation	84.5	10.5
School		
Water Reclamation	16.5	
TOTAL	1203.5	75.25

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





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

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

The Line Maintenance Crew is also responsible for providing inspection of all new and replacement lines connecting to the existing sewer line system. This not only protects the Town of Hanover, but also ensures that the customer receives a high-quality service.

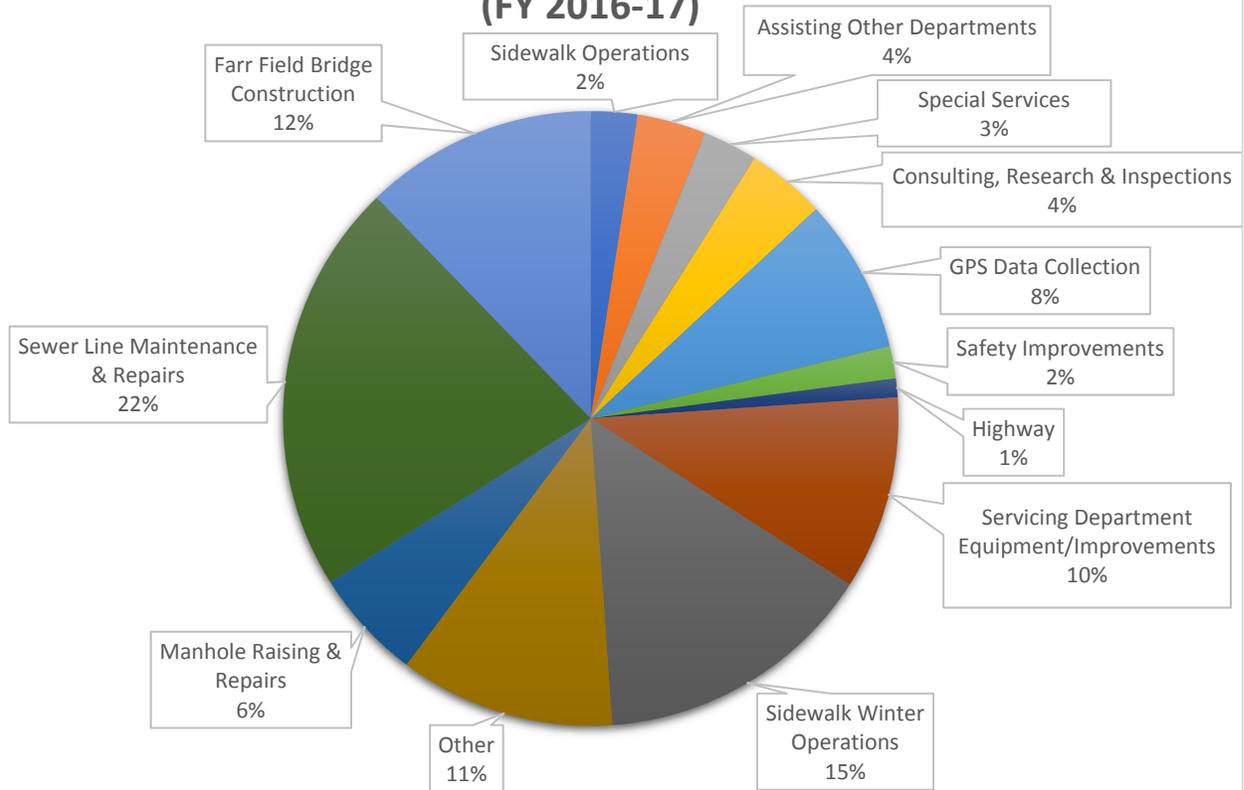
- The Line Maintenance crew is responsible for the preventive maintenance of over forty-four miles of collection system pipe, using a high-pressure flushing unit, a manual rodding unit, and an assortment of specialty tools and small equipment. Approximately four thousand, five hundred (4,500) feet of 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 forty two hundred (4,200) 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 we were able to line 755 linear feet of sewer line.
- 7,000 feet of line has been jetted and cleaned aside from monthly routine cleanings.
- 21,939 feet of line has been cleaned, observed and documented using CCTV (closed circuit tv recording)
- There have been two new manholes installed in the system and several manholes have been repaired.
- 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.
- 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 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.

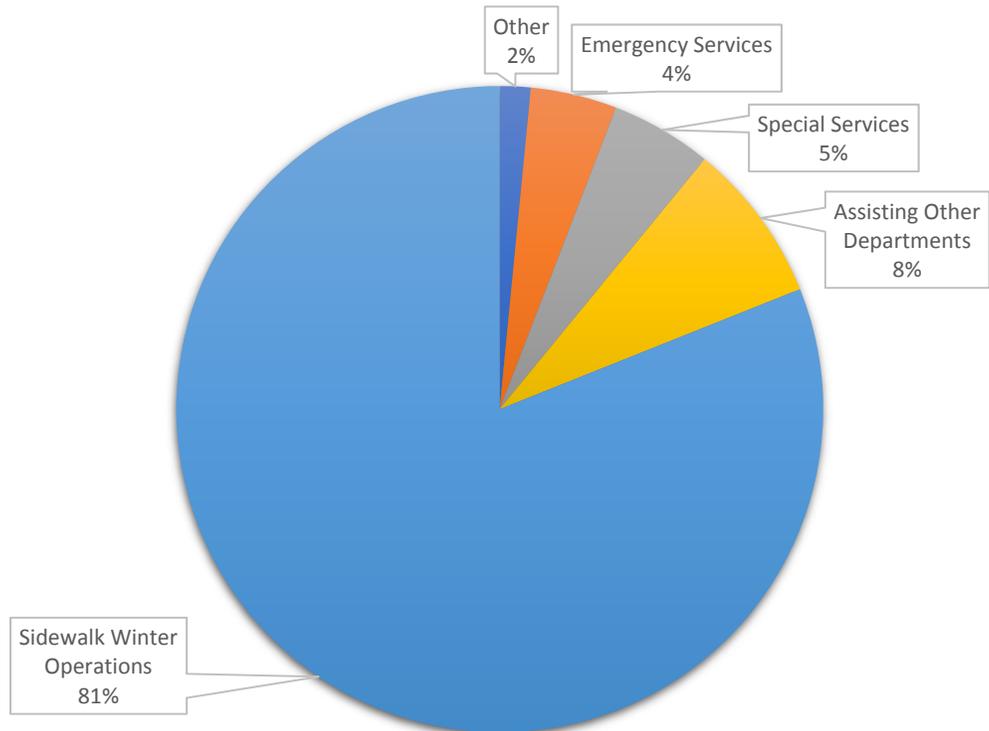
Sanitary Line Maintenance & Construction Staff: James Cray, Sewer Line Maintenance Crew Supervisor and Todd Bragg, Sewer Line Maintenance Worker. In addition, during peak construction time and winter operations of sidewalks, the crew is assisted by other cross-trained DPW workers.

Sanitary Line Maintenance & Construction Regular Hours & Tasks

(FY 2016-17)



Sanitary Line Maintenance & Construction Overtime Hours & Tasks



WATER DEPARTMENT: The Water Department is responsible for the operation and maintenance of the treatment facility located at 41 Grasse Road, where we produced, on average, 817,317 gallons of water per day in 2017. The distribution system includes nearly 41 miles of distribution lines throughout the town, 325 fire hydrants that require year-round maintenance and approximately 975 gate valves that require ongoing maintenance as well. We also maintain 3 reservoirs and 4 storage tanks as well as 1,927 water meters and the network that allows us to read these meters remotely.

Water Department personnel take a lot of pride in their work and it is our goal to provide the best quality uninterrupted service possible to all customers while providing clean, safe and reliable water.

Statistics

- Length of distribution lines	= 40.8 miles
- Number of Metered Accounts	= 1,927
Water Accounts	= 1,820
Sewer Only Accounts	= 107
- Number of hydrants	= 325
- Number of meters	= 1,927
- Number of reservoirs	= 3
- Total Impounded Volume	= 415.6 million gallons
- Number of storage tanks	= 4
- Total volume in storage	= 2.38 million gallons
- Total volume of water processed in 2017	= 298 million gallons
- Average daily volume processed in 2017	= 0.817 million gallons

2017 Projects

- The clearwell at the treatment facility was cleaned and inspected and reservoir intake inspected by Liquivision Technology.
- Completed substantial repairs to the spillway at the Hanover Center Reservoir.
- Responded to 6 water main breaks and 3 leaking service lines.
- Assisted the Highway Department with snow removal operations.
- Replaced over 500 feet of old 6" cast iron water main on Hemlock Road with new 8" ductile iron.
- Rebuilt several pumps and motors at the treatment facility.
- Replaced 40 membrane modules in the treatment facility.



Spillway at Hanover Center Reservoir



Water Main Replacement on Hemlock Road



Failed Treatment Module

Water Department Staff: Todd Cartier, Superintendent; Dylan McDermott, Senior Water Technician; Matt Walker, Water Distribution Worker; and Joshua Potter, Water Distribution Worker

WATER RECLAMATION FACILITY:

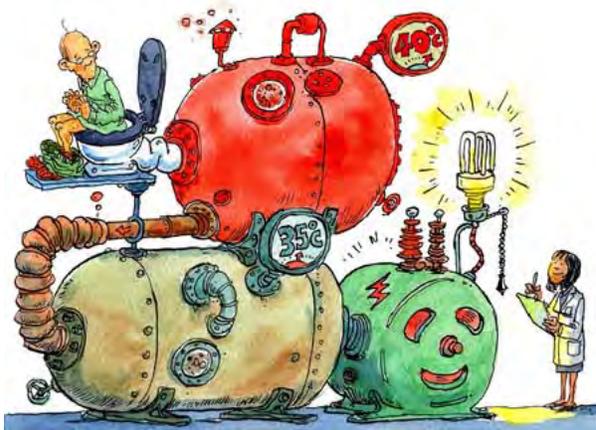


Facility aerial view

General statistics for 2017 include:

- Treatment of approximately 480 million gallons of raw wastewater to secondary treatment levels. This is an increase of approximately 28 million gallons or 6.0% from 2016 levels. The change may be attributed to an exceptionally wet year. Total precipitation recorded for 2017 was 102” as opposed to 73.2” in 2016.
- The Water Reclamation Facility received 294,892 pounds of Total Settleable Solids {TSS} and 315,866 pounds of Biochemical Oxygen Demand {BOD}-*these are measurable parameters established in our permit.* In 2017 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 0.8% increase in TSS loadings and a 2.9% decrease of loading for BOD.
- In 2017 the WRF had one reportable violation, a Sanitary Sewer Overflow [SSO] from the privately held Kendal of Hanover pump station.
- Production of approximately 865 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 4.5% from 2016. This decrease can be attributed to the facility upgrade project and improvements made to the two anaerobic digesters. This is the fifth 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.
- In September, Wyatt Ulman was hired in as a Treatment Technician Assistant. This allowed Jason Goodrich to advance to the Treatment Technician vacancy.
- Industrial Pre-Treatment Coordinator Mark Roper has been extensively involved in the public outreach effort to curb illicit disposal methods of Fats, Oils and Greases [FOG] into storm drains from cooking establishment grease hood cleaning operations. He has given various presentations throughout NH on this subject and has work with the NH Department of Environmental Services Pollution Prevention [P2] program in developing a handout to educate owners of the issues at hand.
- Kevin MacLean has completed his tenure as the NH Water Pollution Control Association’s President.

- Staff are monitoring the frequent shifts in the regulatory arena to try and stay ahead of the ever-changing requirements added to the National Pollutant Discharge Elimination System [NPDES] which governs the allowable discharges from such utilities.
- *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.*



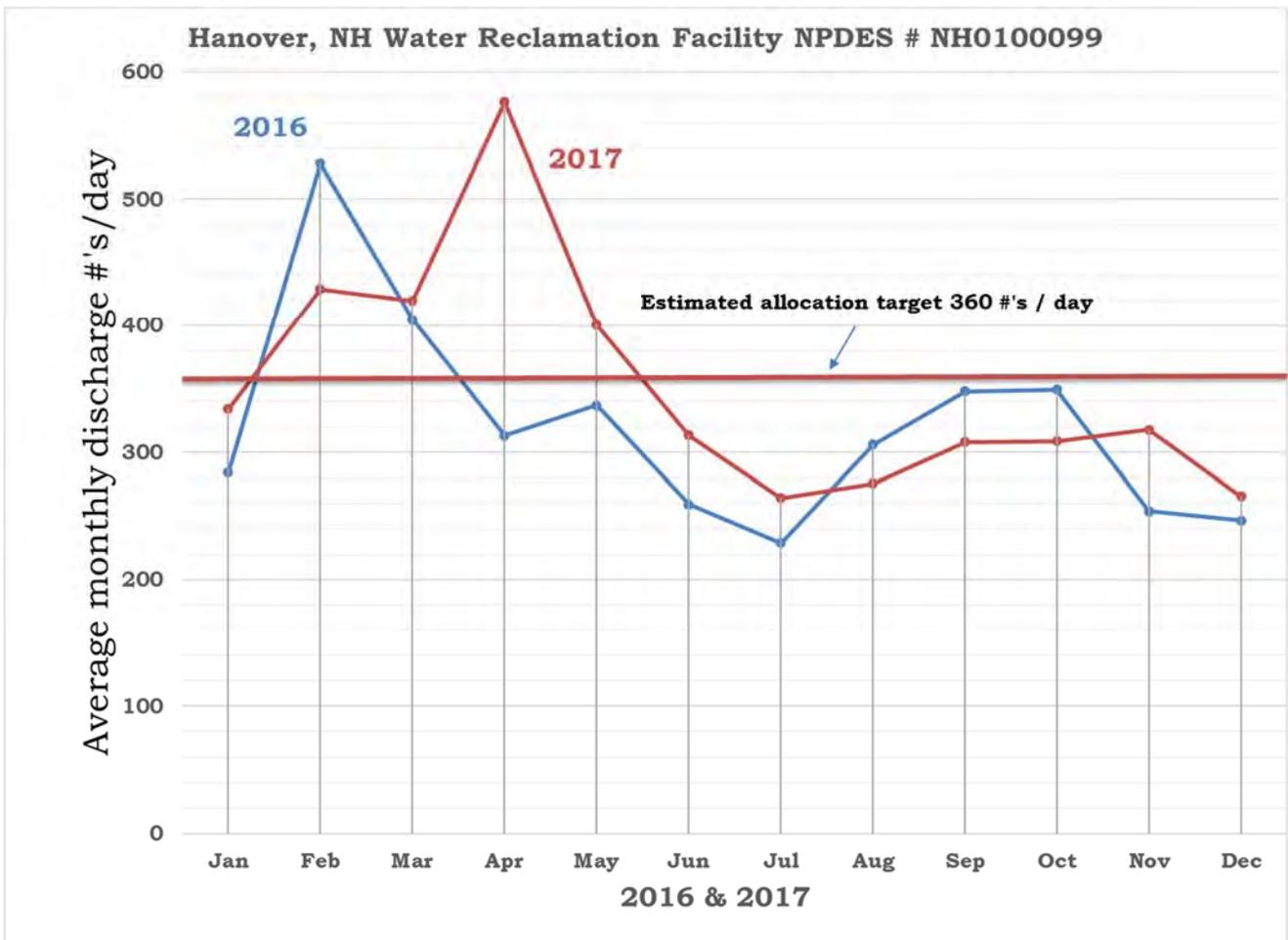
My sincerest thanks and appreciation go out to all the fine educators in the area for introducing their students to the wastewater field. Faculty from the Hanover High School, Ray Elementary School, Richmond Middle School, Dartmouth College and various private groups give us the chance to explain and 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

Water Reclamation Facility staff: Kevin MacLean, Superintendent; Mark Roper, Industrial Pre-Treatment Coordinator/Compliance Manager; Dennis Smith, Maintenance Technician; Jason Goodrich, Treatment Technician; Richard Scheuer, Lab Technician; and Wyatt Ulman; Treatment Technician Assistant.







REPORTS FROM
BOARDS,
COMMITTEES,
AND
OTHER AGENCIES

HANOVER BICYCLE AND PEDESTRIAN COMMITTEE



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

Many thanks to Town of Hanover Select Board, Planning, Public Works, Police, Dartmouth College, Hanover schools, CHaD and many others for their active partnering on bike and pedestrian improvement programs in Hanover.

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

New Sidewalk on Route 120 South - Storrs Drive to Tanzi Preserve Road. A new sidewalk on the west side of Lebanon Street/Route 120 was constructed in the summer, the first phase of walking and bicycling improvements between Hanover and DHMC. Residents and dozens of children along this busy corridor now have a sidewalk to get to town and to board school buses more safely. Thanks to the Sand Hill neighbors for coordination, the DPW for the frugal engineering and the town for funding this.

Planned Sidewalk on Route 120 South-Greensboro to Buck Road - West Side. The Town has been negotiating with NHDOT for pedestrian and bicyclist accommodations between Greensboro and Buck Road, and approval is almost complete for a sidewalk on the west side, a pedestrian signal phase at Greensboro Road and striped bike lanes. The connection between Tanzi and Greensboro will be constructed as well creating a link from town to DHMC. Construction is planned for this year.

Bicycle Rodeos and Bike/Walk to School Days. Valuable lessons were taught, parents were engaged and we all had fun at these events. A special thanks to lead Rodeo wranglers Scott Hunt and Clare Brauch. *This year's bike rodeo will be held on Sunday May 6 –noon to 2 at Ray School.* Thank you to CHaD (Children's Hospital at Dartmouth) for donating bicycle helmets.

Safe Walking and Cycling Education and Enforcement. The college and town collaborated to educate and encourage safe street crossing, night- time visibility, and not riding bicycles on the sidewalk.

Did you know? Bike Sharing is Here! In late 2016 Dartmouth rolled out Zagster, its bike sharing program. Fifty bikes at eight stations are available for use by the Dartmouth community and Hanover residents. For information: zagster.com/Dartmouth

Hanover and Bicycle Pedestrian Master Plan Updates. We prioritized our long wish list of road, sidewalk, crosswalk, mixed use path and other improvements. We will continue to solicit community input, work with town planners and the DPW and chip away at the jobs.

The Bike/Pedestrian Committee meets on the first Thursday of the month (September through June) in the Mayer Room of the Howe Library. The public is welcome to attend. Thank you! Bill Young, Chairman

SUSTAINABLE HANOVER COMMITTEE

What a year it's been for Sustainable Hanover as our members work to stay abreast of the on-going changes in energy technology and recycling markets, as well as the associated regulations and incentives. In February, Ms. April Salas brought her past and current expertise in the field of energy as a new member of SHC. We're especially appreciative of new members as founding member and past chairman Larry Litten stepped down this year.

Larry has donated thousands of hours over the years to SHC and recycling efforts; indeed, his long-term efforts were a major contributor to Sustainable Hanover becoming an official Town Committee. We're extremely grateful for years of his quiet guidance and perseverance. While Larry's no longer officially on SHC, he continues to contribute through his efforts on Sustaining Landscape education. See Section 3 below for a report on his work.

1. Focus on Energy

Last year's unanimous vote by Hanover residents to become a "Ready for 100 Action" community, brought phenomenal challenge and wonderful opportunity. In July, Town officials, accompanied by Dartmouth staff and SHC members, attended the "2nd Annual North American Dialogue on 100% Renewable Cities" held in Golden, CO, at the National Renewable Energy Lab; we were the only Town-Gown team in attendance.

Responding to the challenge of receiving all our electricity from renewable sources by 2030 and the longer-range goal of fueling our vehicles and heating by clean energy in 2050, SHC formed a new Energy Sub-Committee. Included in this group are Town staff, a Dartmouth representative, and members of the *Ready for 100 movement*. We welcomed numerous new volunteers with interest and experience in energy-related fields.

The Energy group will focus on the areas of

- Energy Efficiency –Education, Outreach and Facilitation
- Data Collection and Analysis to benchmark and measure progress
- Community Solar
- Energy Planning and purchase option from renewable sources

Their guiding principles and key strategies are to reduce consumption from all fuel sources, lessen dependence on fossil fuels, and expand the use of renewable energy. Residents can view their Vision Statement on the Town website at <https://www.hanovernh.org/sustainable-hanover-committee>

We recognize that Hanover's 100% goals can only be achieved through support and participation from all segments of our community. Therefore, in addition to regular communication with Dartmouth College, we have hosted roundtables with leading businesses and organizations such as Kendal, the Hanover Coop, SAU #70, Hypertherm, and CRREL. We're working with the Chamber of Commerce and Liberty Utilities to encourage cost-saving, energy efficiency improvements. Additionally, SHC is supporting the effort of local volunteers who have created Neighborhood Action Groups to enable and coordinate grass roots efforts on energy projects.



2017 marks the 4th year that Hanover has been recognized as an EPA Green Power Community. The town now hosts 105 rooftop and ground mounted solar installations totaling 894 kW production capacity. This includes residential, College and Town arrays. We look forward to an increase in solar power with new arrays planned on Municipal property and the Dartmouth campus.

Our Community Solar planning group is conducting a feasibility study of 4 sites within Hanover, taking into consideration topography, utility infrastructure, development costs, etc. The Town has identified at least 2 possible sites that could accommodate over 1000 kW of ground mounted solar.



More good news-- we continued to see a small reduction in total kilowatt hours used town-wide. The total reduction from 2013 to 2017 is 7.1 percent. Seemingly small, this is significant when one considers the ever-increasing use of technology, including electric vehicles, a growing population and larger homes. Thank you to the residents and businesses for consuming less power through conservation and efficiency.

2. Focus on Reduction and Recycling

The Sustainable Hanover Recycling Sub-committee focused on adding a Spring yard sale to our repertoire. The first “Hanover Spring Cleans” yard sale took place at over 30 homes throughout town. It was well attended and allowed us to explore on-line technology with a map showing all locations and listing goods for sale, many with photos.

The 8th annual Fall yard sale, held in the Dewey Field parking lot and sponsored by the Town and Dartmouth College, was again a huge success with 130 spots rented out and a waiting list of people who hoping to sell their useable items rather than send them to the landfill. The sale generated \$1,407 in profits as well.

With high participation rates for both events, we look forward to hosting the Spring and Fall sales again in 2018.

The committee continues to explore ways to make recycling more effective. Overseas markets are drying up for contaminated loads, so education about and compliance with ‘what can be recycled’ needs to improve. Zero sort (single stream) does not mean any and all items can be tossed in the bin.

Composting is another effort we are working to encourage and it’s available to all now that Hanover has a private contractor that provides pick-up service for residential compost. Everyone who uses the pick-up service or composts at home finds that their trash load is significantly reduced and this, in turn, extends the life of the local landfill.

We are also seeking alternative ways to dispose of plastic plant pots (other than the trash) as our previous program ended when we couldn’t find an appropriate processor.

Are you interested in these topics? Would you like to contribute? Please consider joining us.

3. Focus on Sustaining Landscape

The Sustaining Landscapes sub-committee has raised sufficient funds to construct the first of its planned *Sustaining Works Around Town* (SWAT) sites—the School Street Park--where means of addressing environmental issues associated with landscape practices will be demonstrated. Conversations have been held with and letters sent to many businesses, institutions, and residents.

Starting with a very generous donation from the Jack and Dorothy Byrne Foundation, 37 other donors have contributed to the funding of the park. The Mascoma Bank Foundation, Mascoma Bank and the Hanover Improvement Society made substantial donations. Many donors, and others, have expressed an interest in participating in the SWAT teams that will help build and maintain the park.

Additional volunteers are welcome and announcements of opportunities to work in the park will be made via the Hanover listserv as they occur. The Department of Public Works will include the initial site work for School Street Park in their summer/fall schedule. The sub-committee also welcomes suggestions for additional SWAT sites.

Respectfully submitted,

Yolanda Baumgartner, Co-chair
Marjorie Rogalski, Co-chair



School Street Park - BEFORE



School Street Park – Conceptual Design

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), Chris Kennedy, Peter Kulbacki (Director, Public Works), David McManus, Jenna Musco, Marjorie Rogalski (Co-Chair), April Salas.

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

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.

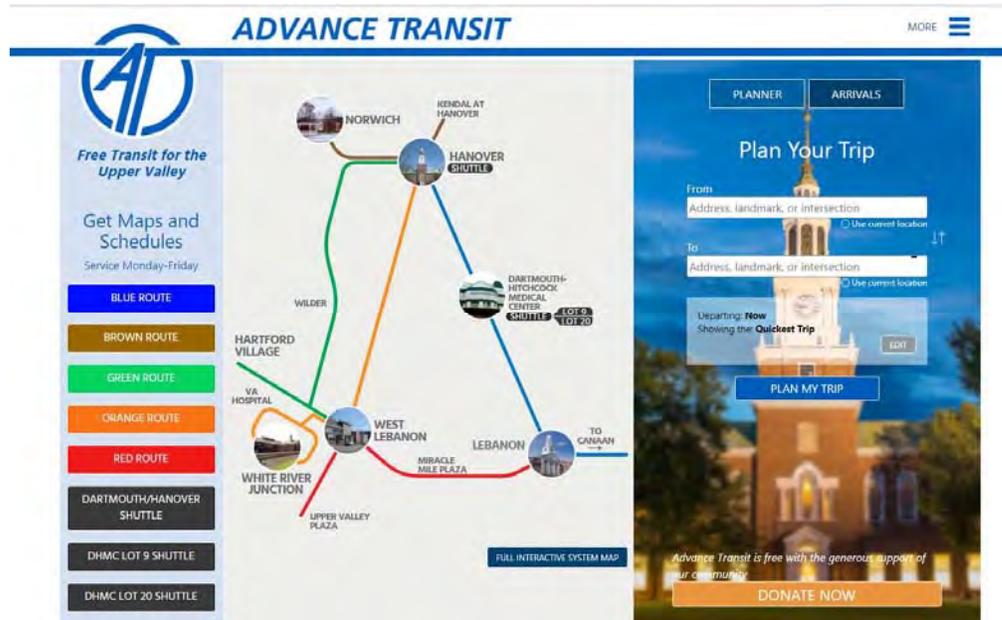
Energy Sub-Committee: Yolanda Baumgartner (chair), Stowe Beam, Judith Colla, Julia Griffin, Michael Hillinger, Rob Houseman, Peter Kulback David McManus, Honor Passow, Ian Marcus, Jackie Richter-Menge, Marjorie Rogalski, April Salas, Ally Samuell

ADVANCE TRANSIT

Advance Transit, Inc. (AT) is a bi-state regional nonprofit 501©3 public transportation system headquartered in Wilder. Our services include FREE regularly scheduled fixed-route bus service and park-and-ride shuttles. Information on routes and schedules can be obtained on our website www.advancetransit.com, at the Town offices, on the bus and at many other locations. We can also be reached by phone 8-4:30 Monday through Friday at 802-295-1824

New Website

AT rolled out a new website this year that contains route and schedule information, a trip planner application, and a new design made to make finding information fast and easy. The website is compatible with both desktop computers and smart phones. Rider information and information about the AT organization can now be found in one place. We



are very pleased with the new website and hope you will be too! If you have ideas for improvement you can send them to us...via the website!

Ridership Trends

Ridership on AT's fixed-route service dipped slightly (approximately 2%) over the past year. This reflects national trends in transit ridership primarily attributed to lower fuel prices. Despite the national trends, boardings in Hanover experienced a slight increase (0.7%) to 128,028 for the year.

Transit Development Plan

AT is currently preparing its Transit Development Plan which evaluates the current service, identifies service needs, prioritizes improvements and determines resources needed to make improvements. Transit development plans are typically updated every five years to respond to changing transportation needs. Passenger surveys and a first round of public and stakeholder meetings were held in the fall and a second round of public meetings are anticipated this spring. Check the website for announcements of future public meetings.

Bill Baschnagel

It is with a heavy heart that the AT community received news of the passing of Bill Baschnagel. Bill was a long time and active Board member, past President of the Board, and pillar of the AT and Hanover community. His dedication was instrumental in influencing the success of our organization. We will miss his involvement and remember him fondly.

Carolyn Radisch and Robert Houseman, Hanover Representatives to the AT Board



Connecticut River Joint Commissions – 2017 Town Report

Suite 225, 10 Water St., Lebanon, NH 03766.

Website at <http://www.crjc.org>

CRJC continues its mission to preserve the visual and ecological integrity and working landscape of the Connecticut River Valley. With five local subcommittees and over 100 volunteers, it is guiding the watershed's growth by reviewing and commenting on proposed actions, from large scale development projects including the Northern Pass and Hydro-Electric Dam Relicensing, to proposed regulatory changes, such as the NH shoreland protection rules.

During FY 17 CRJC convened a meeting on the Conte Wildlife Refuge with the US Fish and Wildlife Service to learn about their Water-on-Wheels Express and to develop a partnership to bring this educational exhibit to Connecticut River communities. CRJC was a sponsor of the 20th Annual Source-to-Sea Cleanup with the Connecticut River Conservancy and partnered with them on an analysis of erosion studies as part of the FERC relicensing process of hydro-electric dams. As a result, FERC requested the dams' owner to provide additional information on erosion along the river.

CRJC emphasized the Vermont Clean Water Initiative with a focus on best agricultural practices to reduce impacts on surface waters. CRJC continues to bring public policy decision makers to our meetings to keep them abreast of the issues facing the Connecticut River. Finally, CRJC worked with the students of the Rockefeller Center at Dartmouth to conduct a valuation of the Connecticut River to the New Hampshire Economy. Read or download the study here: <http://www.crjc.org/news-and-events/>.

The current officers of the Joint Commissions are *Jason Rasmussen, President (VT)*; *James McClammer, Vice President (NH)*; *Jennifer Griffin, Treasurer (NH)*; *Steven Lembke, Secretary (VT)*. For a full list of Commissioners see the following website: <http://www.crjc.org/about-crjc/commissioners/>.



*Headwaters of the Connecticut River,
Fourth Connecticut Lake, Pittsburg, NH*



Upper Valley Subcommittee Annual Report - 2017

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 to discuss and act on river-related issues.

The subcommittee reviewed and commented on a wide range of regulatory applications, including river shoreline stabilization, wetlands activity, bridges over tributaries, stormwater management, wastewater projects, and private waterfront structures.

We actively participated in the Wilder Dam federal re-licensing process, by submitting a detailed analysis of the Preliminary Licensing Proposal (PLP), and continuing comments on Erosion Studies #2 and #3. In response to our comments and those of others, these studies are currently being revised to include more data on river velocities and erosive soils. We continue to assert that the fluctuations in the river levels by the normal and storm operations of Wilder Dam are exacerbating erosion of the riverbank.

The Upper Valley Subcommittee held a joint meeting with the Mascoma River Local Advisory Committee to discuss restoration of eroding banks by the K-Mart Plaza in Lebanon.

We will continue our coordination with other river conservation and planning organizations, such as the Connecticut River Conservancy, 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 Subcommittee, please contact Chairman Jim Kennedy (james.kennedy@valley.net).

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 OF DISTRICT ONE EXECUTIVE COUNCILOR JOSEPH KENNEY
JANUARY 8, 2018

2018 will begin my fifth year serving as your District 1 Executive Councilor. I have had the opportunity to work with many great local, county and state officials, but most importantly with the citizens of District 1. I am once again grateful and honored for the opportunity to serve you.

I continue to work with the Governor, Executive Council and Legislature on the important issues impacting the State. The heroin, fentanyl and opioid crisis continues to hit the state hard and the Executive Council continues to support funding for prevention, treatment and recovery programs. The expansion of Friendship House in Bethlehem, the only residential drug-treatment facility in the North Country, will be dedicated in 2018. This will increase the number of beds from 18 to 32 for a 28-day stay for treatment.

Economic development will continue to be a top priority for my office in District 1 and I will work with community and business leaders to assist in the creation of jobs and economic opportunity. I am committed to the redevelopment of the Balsams project in Dixville Notch and I am working with the new Lakeshore Redevelopment Planning Commission in the development of the old State property in Laconia. I will continue to work with the Town of Enfield on the transfer of State property at the Mascoma Beach area as well as the Town of Conway on its 2.8 mile Pathway Project and the Town of Laconia on its Colonial Theatre Project.

Presently, there are over a thousand volunteers who served on 163 boards and commissions in state government. In 2017, 7 new commissioners were nominated and confirmed. Of the 348 nominations and confirmations to boards and commissions, 68 of them were from District 1. The Council confirmed 5 Circuit Court Judges (2 from District 1), 1 part-time Circuit Court Judge and 1 Supreme Court Associate Judge. In 2017 there were \$1.34 billion in expenditures, \$5.7 billion in working capital and the Council passed 1776 contracts.

I join with the NH Congressional Delegation – Senator Jeanne Sheehan, Senator Maggie Hassan, Congresswoman Annie Kuster and Congresswoman Carol Shea-Porter in working with them on critical issues and projects to benefit the State of New Hampshire and the Region.

The Ten Year Transportation Improvement Plan, working with the Department of Transportation and the Regional Planning Commissions, was completed by the Legislature and signed by the Governor in June. The plan focuses on preservation, maintenance and safety of existing pavement and bridge infrastructure throughout the state. Over \$16 million in federal funds was provided to NH for the Congestion, Mitigation, and Air Quality (CMAQ) program of which 16 grant applications were accepted and funded. Contact William Watson at NH DOT for any additional details at 271-3344.

The 2018 sessions of the NH House and Senate will address legislation that deals with the heroin, fentanyl and opioid crisis, sustainment of Medicaid expansion, business and workforce development, voting and drinking water safety. Again, I will be watchful of the legislation that impacts my district. 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 state 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 Eliot Gault Director of Appointments/Liaison or at (603) 271-8790. A complete list of all state boards and commissions is available at the NH Secretary of State website at www.sos.nh.gov/redbook/index.htm

My office has available the following informational items: NH Constitutions, tourist maps, consumer handbooks, etc. I periodically email my weekly schedule and other items of note. If you would like to be included on this list, contact me at joseph.kenney@nh.gov. I also have an internship program for college students and other interested ages so please contact my office to discuss this opportunity anytime. My office number is 271-3632. Please stay in touch!

Serving You,
Joe

Entire Counties of Coos and Grafton, the incorporated place of Hale's Location, the towns of Albany, Alton, Andover, Bartlett, Brookfield, Center Harbor, Chatham, Conway, Cornish, Croydon, Danbury, Eaton, Effingham, Freedom, Gilford, Grantham, Hart's Location, Hill, Jackson, Madison, Meredith, Middleton, Milton, Moultonborough, New Durham, New Hampton, New London, Newport, Ossipee, Plainfield, Sanbornton, Sandwich, Springfield, Sunapee, Tamworth, Tilton, Tuftonboro, Wakefield, Wilmot, and Wolfeboro, and the cities of Claremont and Laconia.

THE HANOVER IMPROVEMENT SOCIETY

57 South Main Street Hanover NH 03755 603-643-2408

WWW.HANOVERIMPROVEMENT.ORG

We are embarking on exciting times at The Hanover Improvement Society. With several endeavors on the horizon coupled with an active and enthusiastic membership, we are working hard to make the community a better place to live and raise a family.

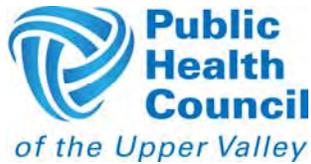
We continue to be supporters of The Hanover Garden Club, The Farmer's Market, The Haven, Lebanon Opera House, The Howel Classic and several other local organizations we are proud to offer our support to.

Improving our infrastructure and upgrading all our facilities remain a major focus at Storrs Pond Recreation Area while we entertain creative ideas to expand the seasons. Champion Rink continues to be the busiest rink in the area as we accommodate over thirty user groups and host 70,000 visitors annually. The Nugget Theater continues to be the area's preferred choice to see award winning films as it maintains its tradition of being a main street cornerstone.

We hope you have a chance to enjoy one of our locations this year, whether it is public skating at the rink, enjoying a film at the theater or enjoying the beauty of Storrs Pond. We Thank You for supporting The Hanover Improvement Society as we support the community.

Jeff Graham
General Manager





Thank you to the residents of Hanover for supporting the Public Health Council of the Upper Valley (PHC) in 2017.

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 2017, PHC staff and partners developed working groups and strategies to address substance misuse, healthy eating, oral health, and other concerns for the region. The PHC supported a number of collaborative initiatives such as:

- Providing supportive housing for pregnant and parenting women in early recovery from opioid addiction.
- Expanding availability of summer meal programs for children in the region.
- Hosting a forum for school personnel and area service providers to better match student needs with resources available in the community.
- Piloting an oral health screening project in New Hampshire communities, modeled on the Ottauquechee Health Foundation's (OHF) Smiles Project. As a result, the OHF has agreed to expand their program to serve both sides of the Connecticut River.
- Hosting five flu clinics in rural communities across our region, providing over 1,100 free vaccines.

PHC greatly appreciates the support we receive from Hanover and will continue to work hard to meet your needs in 2018. For more information about PHC, visit us at www.uvpublichealth.org.



UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

ANNUAL REPORT TO MEMBER COMMUNITIES 2017

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 2017 UVLSRPC welcomed new Executive Director Steven Schneider and said goodbye to Interim Director Jonathan Edwards. We appreciated his contributions, and we do miss him.

Highlights of our work and accomplishments in 2017 include:

- Responded to more than 150 requests from our towns and cities for technical assistance.
- Provided Household Hazardous Waste Collections that served approximately 1,000 households.
- Worked with Sullivan County on developing an Economic Development Profile
- Established a regional Brownfields identification, assessment, and remediation planning program.
- Trained local staff about environmentally responsible transfer station practices.
- Conducted eleven school chemical site evaluations.
- Assisted school districts with green cleaning practices
- Assisted communities in updating their Local Hazard Mitigation Plans and Local Emergency Operations Plans.
- Worked on and help develop the 2019-2028 Ten-Year Transportation Improvement Plan.
- 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.
- Helped Claremont with digitizing their stormwater system and created a distinct GIS layer
- Assisted Lebanon, Hanover, and Advance Transit with public transit signal prioritization analysis.
- Assisted Enfield Shaker Village and Lake Sunapee Scenic Byway committees.
- Provided Circuit Rider planning staff assistance to Orford, Springfield, Claremont, Wilmot, and New London.
- Assisted on the Wilmot Master Plan with the completion of the Community Survey.
- Assisted on the Unity Master Plan
- Helped Planning Boards to evaluate Projects of Regional Impact.
- Provided administrative and staffing assistance to the Connecticut River Joint Commissions.

Our goals for 2018 include developing a comprehensive regional housing needs assessment, facilitate workforce development training, help our region become age-friendly, and establish a non-profit to support regional planning efforts.

Please contact us at (603) 448-1680 or sschneider@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.

Steven Schneider



DEPARTMENT OF VETERANS AFFAIRS
Veterans Affairs Medical Center
215 North Main Street
White River Junction, VT 05009
866-687-8387 (Toll Free in New England)
802-295-9363 (Commercial)

January 29, 2018

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans. We are able to help those who are homeless or unemployed, and also offer high quality healthcare for both primary care and a variety of specialty care options. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans! Please do not hesitate to contact us, if for no other reason than to register/enroll with us, in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363, extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time Service Officers that are knowledgeable about our programs. These independent organizations serve all Veterans, including nonmembers, in processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Sincerely,

Matthew J. Mulcahy
 Acting Medical Center Director

Bennington CBOC
186 North Street
Bennington, VT 05201
(802) 440-3300

Brattleboro CBOC
71 GSP Drive
Brattleboro, VT 05301
(802) 251-2200

Burlington CBOC
128 Lakeside Avenue
Burlington, VT 05401
(802) 657-7000

Littleton CBOC
264 Cottage Street
Littleton, NH 03561
(603) 575-6701

Rutland CBOC
232 West St
Rutland, VT 05701
(802) 772-2300

FINAL

**2017 TOWN MEETING
TOWN OF HANOVER
TUESDAY, MAY 9, 2017
HANOVER HIGH SCHOOL AUDITORIUM**

The annual Town Meeting of Hanover, New Hampshire convened on May 9, 2017 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 Offices and all other articles requiring vote by official ballot as set forth in Articles One through Nine of Town Meeting Warrant. As required by RSA 675:5, Moderator Fowler also announced at the opening of the Town Meeting that a protest petition had been duly received requiring a two-thirds favorable vote of the legislative body to enact Warrant Article Nine.

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

Two Selectboard Members to serve for a term of three (3) years;
Peter L. Christie 1,928
William V. Geraghty 1,804

One Etna Library Trustee to serve for a term of three (3) years;
Elizabeth Marden Marshall 1,029
Margarethe Mitsu Chobanian 711

One Supervisor of the Checklist to serve for a term of five (5) years;
Ann D. Bradley 2,270

One Trustee of Trust Funds to serve for a term of three (3) years.
Paul B. Gardent 2,225

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.

RESULTS: YES 2,328 NO 329 ARTICLE PASSED

FINAL

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.

RESULTS: YES 2,199 NO 448 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 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.

RESULTS: YES 2,240 NO 328 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 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.

FINAL

Amend 904.4 by eliminating (b) which sets a requirement for number of buildings and re-number 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.

RESULTS: YES 2,221 NO 722 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 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.

RESULTS: YES 1,783 NO 997 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. 7 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.

RESULTS: YES 2,625 NO 441 ARTICLE PASSED

FINAL

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.

RESULTS: YES 2,148 NO 490 ARTICLE PASSED

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 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.

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 **not approve** this zoning amendment.

RESULTS: YES 1,471 NO 1,993 ARTICLE FAILED

FINAL

BUSINESS MEETING

Moderator Fowler convened the meeting just after 7:00 p.m. and asked for the indulgence of the Meeting to delay the proceedings for a short period to permit the completion of the ballot voting which was still underway for a significant group of voters who were in line when the polls closed at 7:00 p.m. Moderator Fowler began the Business Meeting deliberations at 7:27 p.m. and reviewed the rules of Town Meeting. He also reiterated that a protest petition had been duly received requiring a two-thirds favorable vote of the legislative body to enact Warrant Article Nine.

Moderator Fowler introduced State Senator Martha Hennessey, Representative Patricia Higgins, Representative Sharon Nordgren, Representative Polly Campion, and Representative Mary Jane Mulligan and thanked them for their service. He also introduced Selectboard Members Peter Christie, Athos Rassias, Nancy Carter, Joanna Whitcomb, and Bill Geraghty. He also introduced Town Manager Julia Griffin.

Ms. Griffin introduced her staff to the audience: Peter Kulbacki, Public Works Director; Charlie Dennis, Police Chief; Corey Stevens, IT Director; Marty McMillan, Fire Chief; Barbara Prince, Etna Library Director; Dave Stewart, Human Resources Director; John Sherman, Parks and Recreation Director; and Betsy McClain, Director of Administrative Services. She also introduced the three newest department heads: Rubi Simon, Howe Library Director; Dave McMullen, Town Assessor; and Rob Houseman, Planning and Zoning Director.

Moderator Fowler stated that voter turnout was unprecedented today and expressed appreciation for Betsy McClain and the volunteers for counting of the ballots. He also apologized to the voters for the slower-moving lines today and thanked them for their patience. Ballot votes will not be announced during the business portion of the meeting due to the number of ballots that will need to be hand-counted.

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

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.

Vice Chair Rassias MOVED to Nominate the Following Persons for the Following Offices:

- One member of the Advisory Board of Assessors for a term of three (3) years;**
 - Joe Roberto**
- Three Fence Viewers, each for a term of one (1) year;**
 - Robert Grabill**
 - Matt Marshall**
 - Sarah Packman**

FINAL

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.

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.

Vice Chair Rassias MOVED that the Reports from the Selectboard, Town Clerk, Treasurer, Collector of Taxes and Other Town Officers as Printed in the 2016 Town Report be Accepted, as well as any Special Resolutions. The Motion was Seconded from the Floor.

Ms. Griffin invited Marjorie Rogalski, Yolanda Baumgartner, Judy Colla, Susan Edwards, and Larry Litten to the floor and expressed her thanks to these members of the Sustainable Hanover Committee. Ms. Griffin thanked the Committee for the hundreds of hours they have committed on behalf of the Town.

Ms. Griffin invited Gert Asmus and Bill Baschnagel to the floor. She expressed her thanks to Gert Asmus for all of his years on the Zoning Board and to Mr. Baschnagel for the several years he served on the Advance Transit Board.

Ms. Griffin invited Linda McWilliams of the Supervisors of the Checklist to the floor and thanked her for running wonderfully smooth elections for the Town of Hanover.

Amy Vienna of the Parks and Recreation Board gave the following presentation:

“Hanover Parks and Recreation has a long history of honoring a volunteer every year who has devoted a significant amount of their time in helping out in our programs or at one of our many special events. Over the years we have bestowed this honor to 38 individuals and only one organization. This year I am proud to announce PHI DELTA ALPHA as the second organization to be recognized with the Volunteer Service Award.

“We have many students help out every year but PHI DELTA ALPHA’s strong tradition of volunteerism stands out among them all. For many years this fraternity has coached our 7th & 8th grade baseball teams. Although the faces change every few years the excitement and enthusiasm these young men bring remains a constant. They are not only coaches but role models and someone to look up to for our young middle school students. Here to accept the Volunteer Service Award on behalf of PHI DELTA ALPHA is this year’s coach, Tim Hannon.

Mr. Hannon accepted the award on behalf of PHI DELTA ALPHA.

FINAL

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

The Motion PASSED and Article Twelve was ADOPTED.

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 Member Whitcomb MOVED that the Town 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 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 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 Thirteen was ADOPTED.

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.

FINAL

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

The Motion PASSED and Article Fourteen was ADOPTED.

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 Member Carter MOVED that the Town 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

FINAL

The Motion was **SECONDED** from the Floor.

The Motion **PASSED** and Article Fifteen was **ADOPTED**.

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 RW Black Community Center HVAC; Town Hall Roof	\$99,000
Highway Construction and Maintenance Equipment Capital Reserve Fund Truck 7, Truck 17, Truck 19, Grounds RTV, Sidewalk Tractor #3, ZD221 Zero Turn Mowers	\$495,750
Police Vehicles and Equipment Capital Reserve Fund Firearms and related equipment	\$27,300
Town Revaluation Capital Reserve Fund Software, equipment, and other services for Tax Year 2018 Valuation Update	\$15,000
Fire Department Vehicle and Equipment Capital Reserve Fund Portable radio replacement, insulation and AC replacement in Lyme Road Fire Station	\$157,250
Parking Vehicles and Facilities Improvements Capital Reserve Fund Flooring membrane replacement for 7 Lebanon Street Parking Facility	\$300,500
Sewer Equipment and Facilities Improvements Capital Reserve Fund Air compressor	\$17,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund Treatment module phase 2	\$41,500

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2022, whichever is sooner.

Selectboard Member Carter MOVED that the Town 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 RW Black Community Center HVAC; Town Hall Roof	\$99,000
Highway Construction and Maintenance Equipment Capital Reserve Fund Truck 7, Truck 17, Truck 19, Grounds RTV, Sidewalk Tractor #3, ZD221 Zero Turn Mowers	\$495,750
Police Vehicles and Equipment Capital Reserve Fund Firearms and related equipment	\$27,300
Town Revaluation Capital Reserve Fund Software, equipment, and other services for Tax Year 2018 Valuation Update	\$15,000

FINAL

Fire Department Vehicle and Equipment Capital Reserve Fund Portable radio replacement, insulation and AC replacement in Lyme Road Fire Station	\$157,250
Parking Vehicles and Facilities Improvements Capital Reserve Fund Flooring membrane replacement for 7 Lebanon Street Parking Facility	\$300,500
Sewer Equipment and Facilities Improvements Capital Reserve Fund Air compressor	\$17,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund Treatment module phase 2	\$41,500

This will be a Non-Lapsing Appropriation per RSA 32:7, VI and will not Lapse until these Specified Purchases are Complete or June 30, 2022, whichever is Sooner. The Motion was SECONDED from the Floor.

The Motion PASSED and Article Sixteen was ADOPTED.

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 Rd. 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 is sooner.

Selectboard Member Geraghty MOVED that the Town Vote to Raise and Appropriate \$73,055 for Partial Funding for (1) a Portion of Sidewalk on Lebanon Street from Storrs Rd. 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 is Sooner. The Motion was SECONDED from the Floor.

Resident Kari Asmus noted that the amount proposed for funding a portion of the sidewalk on Lebanon Street is only the partial amount needed to construct the sidewalk and asked where the remainder was being funded and how much that was. Ms. Griffin explained that the total cost for the two projects is \$126,500, and the net amount is coming from the Undesignated Fund Balance.

Ms. Asmus asked for further explanation on what the Undesignated Fund Balance is. Ms. Griffin stated that it is money that is set aside from savings that have been realized through the year to year operational budget. The goal range for Undesignated Fund Balance ranges from ten to fifteen percent of total fund expenditures, and funds in excess of the minimum ten percent are only to be used for one-time expenditures.

Resident Erika Wygonik thanked the audience for considering approval of this Warrant Article, stating that the neighborhood has been working for the last three years to advance this project. There are seventeen children who walk on Route 120 to reach the bus stop, and there are numerous people who access Mink Brook and the Tanzi Natural Preserve from Route 120. This project would improve the lives of the community.

FINAL

Resident Randy Mudge stated that he feels that it is a mistake not to extend the sidewalk all the way to Buck Road in one phase. Construction of only the first phase will result in a dead-end sidewalk, and the area beyond that section is dangerous and in need of a sidewalk as well. Ms. Griffin stated that Town officials agree with Mr. Mudge and have requested state grant funding to continue the sidewalk all the way to Buck Road. They are working on plans for construction of a sidewalk from Greensboro Road to Buck Road with money received from the Gile Tract, and are hoping to raise additional funds to create the link between the Tanzi tract and Greensboro Road. A complete sidewalk is a priority for Town staff. Mr. Mudge clarified that he is concerned about people having to cross Route 120 and a gap in sidewalk sections would not alleviate that.

William Young, Chair of the Bike and Pedestrian Committee, stated that the Committee is in agreement with Mr. Mudge and has recommended exactly what he has suggested. The Town is working with the State of New Hampshire to negotiate plans, as that section of road belongs to them, not the Town. The Committee's ultimate vision is a sidewalk coming all the way from Lebanon to Kendal on Lyme Road, but they are working on it in phases.

The Motion PASSED and Article Seventeen was ADOPTED.

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:

Year	Estimated Increase
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 Member Geraghty MOVED that the Town 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:

Year	Estimated Increase
2017-2018	\$39,824
2018-2019	\$40,975

And Further to Raise and Appropriate the Sum of \$39,824 for the 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. The Motion was SECONDED from the Floor.

The Motion PASSED and Article Eighteen was ADOPTED.

FINAL

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:

Year	Estimated Increase
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 Member Geraghty MOVED that the Town 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:

Year	Estimated Increase
2017-2018	\$43,774
2018-2019	\$45,189

And Further to Raise and Appropriate the Sum of \$43,774 for the 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. The Motion was SECONDED from the Floor.

The Motion PASSED and Article Nineteen was ADOPTED.

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

Year	Estimated Increase
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 Member Geraghty MOVED that the Town Vote to Approve the Cost Items Included in the Collective Bargaining Agreement Reached between the Selectboard and the International Association of Firefighters, Local 3288 on April 3, 2017, which Calls for the Following Increases in Salaries and Benefits at the Current Staffing Level:

FINAL

Year	Estimated Increase
2017-2018	\$25,982
2018-2019	\$26,815

And Further to Raise and Appropriate the Sum of \$25,982 for the 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. The Motion was SECONDED from the Floor.

Resident Roger Masters stated that he lives across from the Fire Department and wished to thank the department for their hard work at all hours.

Resident David Vincelette stated that the Town Report is missing a page which previously displayed the Mission Statement and asked whether it was omitted intentionally. He also asked whether Town officials were aware of that Mission Statement and alleged they do not follow it. Ms. Griffin stated that omission of the Mission Statement in the Town Report was an oversight, but it has not changed in the twenty-one years she has been here.

Mr. Vincelette alleged that Town staff have testified in court that there either was no such statement or were unaware of one.

The Motion PASSED and Article Twenty was ADOPTED.

Selectboard Member Geraghty expressed his thanks to employees of the three bargaining units for their cooperation in coming up with agreements that are beneficial to both the employees and the Town.

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.

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

Chair Christie gave the following presentation:

“As I have often maintained, creating a Town Budget is an art, not a science, and this year was no exception. It is like a dance.

“The result of this year’s dance is a proposed general fund budget increase of 2.6 percent and a municipal tax rate increase of 1.85 percent.

“When we first started working on the budget in November, Betsy McClain delivered her package which showed that a ‘steady as you go budget’ would result in over a five percent tax rate increase. With the CPI running around two percent we knew that that magnitude of increase was not in the cards. Going from a forecasted five percent tax rate increase to one under two percent was not easy. It required significant priority setting and making many hard choices.

FINAL

“There are many moving pieces in the budget. Let’s see how they played out this year. I will focus primarily on the General Fund, as it is the largest.

“As I rattle off these numbers, please keep in mind that the magic number this year is \$95,000. Every increase of \$95,000 in the tax levy requires a one percent tax rate increase.

“Let’s do the numbers. First, on the expense side:

“Approximately seventy percent of our budget is for salaries and benefits. In addition to the regular step and COLA increases, this budget needed to absorb approximately \$135,000 in health benefit increases and \$68,000 in retirement fund mandatory contributions. Those are big numbers.

“This budget adds an additional .4 FTE for the Information Technology group at a cost of \$35,000. It is amazing that Corey has been able to meet the Town’s expanding tech needs for so long without additional staff. This increased staffing is overdue.

“Also included is improved software for the Assessing Department costing \$10,000. This tool is often used by the public and is used on a daily basis by the Assessing Department.

“A place holder of \$40,000 to fund additional Recreation Department use of school gyms is included.

“In response to the request of residents, we are proposing the construction of a sidewalk along Lebanon Street from Storrs Road to the entrance of the Tanzi tract at a cost of \$124,000. This improvement will address significant safety issues for school age children and seniors needing to cross Lebanon Street in this high traffic area.

“Also included is the installation of a pedestrian activated crosswalk signal in front of the Co-op Service Center at a cost of \$28,000. This signal will enable the Town to eliminate the crosswalk at Carter and Lebanon Street and provide safer crossing for pedestrians at this location.

“Funding for maintenance at 84 Lyme Road at a cost of \$10,000 is included. This is the former site of the Chieftain Motel and will provide improved parking and lawn area at the top of the hill overlooking the newly licensed river front park location.

“I hope that these examples give you a flavor for the major projects that made the cut and are funded in this budget.

“On the income side, these expenses are partially offset by forecasted increases in: Short term interest earnings of \$25,000; New Hampshire rooms and meals tax revenues of \$38,000; building permit fees of \$50,000; and Cable franchise fees and motor vehicle registration fees totaling almost \$50,000.

“The forecasted increase of \$15 million in total Town assessed valuation provides additional tax revenue of approximately \$70,000 without impacting the tax rate.

“The Board also opted to use \$194,000 of Undesignated Fund Balance. Our budget guidelines give us the flexibility to use these funds for ‘one-time’ expenditures if the balance is above ten percent. Projects supported in this way this year include replacing the floor at the Black Center, replacing windows at the Police Department, improving crosswalks, and the partial funding of the Lebanon Street sidewalk.

FINAL

“In summary, the proposed budget represents a 1.85 percent increase in the tax rate, or approximately \$48.00 for a home assessed at \$400,000.

“Let me talk briefly about a few other things that will impact taxes in the future:

“No budget presentation would be complete without talking about State downshifting. We expect a resurgence of downshifting given the political climate in Concord and Washington.

“Adequately funding our Capital Improvement Plan is a challenge. With Peter Kulbacki leading the charge, the town now has a very comprehensive inventory of all of its major assets and their replacement schedule. We have been diligent in funding our CIP plan, but as we add overlooked items and try to build in an inflation factor, the goal of full funding is elusive. We are blessed with strong reserves, but yet even more is needed for them to be fully funded.

“In particular, we are falling behind in creating adequate reserves for the water filtration plant and the water distribution lines. When the Town voted to municipalize what had been the private Water Company, it was our plan to establish reserves from current operations to offset future capital expenses, primarily replacing aging water lines. That has not been possible within our current fee structure. Solving this problem will most likely require a combination of raising water fees as well as borrowing to meet our longer term needs.

“At the Water Reclamation Facility, new national wastewater specifications are being reviewed and could impact us as early as 2020. The potential regulations involving nitrogen and phosphorus, in particular, could cost tens of millions of dollars to meet. Hold on to your hats.

“On another front, I have mentioned before our efforts to look at providing more services regionally rather than town by town. This has been challenging. Each time that it seemed like we were making progress, there would be a shift in leadership in Lebanon, Hartford or Norwich that would cause us to almost have to start over again.

“One good news story here is that at the grass root level the local fire chiefs have been increasingly cooperating in many ways - from mutual aid to joint training exercises, and generally thinking holistically as a regional resource. We recently heard a presentation by the fire chiefs from Hanover, Lebanon, Hartford and Norwich which was a very encouraging display of regional thinking and action.

“Another good news story is that we are in discussion with the School Board to open up more gym time at the Richmond Middle School and Ray School for Recreational Department use. While this extra gym time may not meet all of our needs, it is a necessary first step.

“Yet another good news story is the beginning of the Hanover Community Nursing initiative. With grant and gift funding, this budget provides for the hiring of a part-time health care professional to coordinate eldercare for Hanover citizens. The program is an affirmation that we are committed to caring for our own and to forging a stronger regional service under the Upper Valley Community Nursing Project banner. Be on the lookout for more information about this new program.

“In closing I want to thank the many volunteers who serve on boards, committees, task forces and make an essential contribution to Hanover.

FINAL

“The Selectboard also wants to express our thanks to Julia, Betsy, and the department heads who work diligently, creatively, and with great pride in attacking the budget. This is evidenced each year in their budget presentations.

“Please also join me in thanking all of our Town staff who do a great job day in and day out. We can and should be proud of our excellent equipment, software and facilities, but they are nothing until someone with pride and professionalism gets behind the wheel to plow all that snow, climbs into that ambulance or fire truck, maintains and operates all that equipment at the water and water reclamation plants, keeps us safe, puts on that basketball tournament and after school program or greets us at Town Hall and at the library. We are blessed with a first rate team!

“Thank you.”

Heidi Postupack, Hanover resident and Chair of the Hanover Finance Committee (HFC), stated that the Committee has been invited to share its position on the proposed budget. Other members of the Committee include Daryl Press, John Ruth, Kari Asmus, and Nancy Marion. Bill Geraghty is the Selectboard representative and Carey Callaghan is the Hanover School Board Representative. She thanked all of the members for their hard work and dedication and for their thoughtful consideration and analysis of complex financial data, and for their many hours of service to the Town. Together, members of the Hanover Finance Committee have spent the last twelve months engaged in a budget development process with four entities: the Hanover School District, Dresden School District, SAU 70, and the Town of Hanover.

Ms. Postupack stated that the majority opinion of the Committee was established during its public meeting on March 13th, in which members voted 3 to 2 to support the proposed Town budget which represents a tax rate increase, including the fire districts, of 1.86 percent and a tax levy increase of 2.62 percent. The final budget represents a lower tax rate increase than the original budget guideline cap of 2.5 percent 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 Undesignated Fund Balance for one-time expenses.

The Committee minority sees the proposed Town budget as a continuation of excessive growth in Town spending. Over the past decade, the Town’s tax levy has increased by forty percent—more than twice the rate of inflation of nineteen percent. A key driver of the Town’s excessive tax levy growth is employee wages and benefits, which have increased by forty-four percent since 2007, significantly higher than either inflation or the national average for state and local government employees, the latter being twenty-eight percent over that period. The proposed budget would increase employee compensation by another 5.6 percent, well in excess of inflation of 1.8 percent 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 the last budget plus inflation of 1.8 percent. The minority further recommends that future contract agreements with Town employees keep total compensation growth at or below national averages.

FINAL

Nancy Marion of the Hanover Finance Committee is also an economist and faculty member in Dartmouth's Economics Department. Ms. Marion stated that she was unable to attend the Committee's meeting on March 13th, but would have voted in support of the proposed budget had she been present. She stated that it is useful to have some benchmark to ensure that Hanover is managing its expenses carefully, but she does not favor the benchmarks used by the minority to reject the proposed budget. Inflation is not a good benchmark, and the CPI computes price increases for a basket of consumer goods and services that is quite different from what the Town purchases. Moreover, the CPI is a national indicator that does not take into consideration cost of living increases in different geographical locations. The other benchmark referenced by the minority, the average national compensation for state and local government employees, isn't a good benchmark, either. It does include worker compensation from some high cost areas, but also from many low cost areas such as Mississippi and Alabama. Some regions, such as New Hampshire, face higher costs for health insurance benefits, and different regions face different constraints on collective bargaining. Moreover, this national benchmark is weighted heavily towards workers in the educational sector. Teachers account for sixty percent of the national compensation measure, while the Town of Hanover's budget excludes the school budget.

Over the last year, the Committee has discussed at length the merits of having a good benchmark in order to assess whether the Town is carefully controlling its expenditures. The Committee ended up creating a benchmark of ten towns that were similar to Hanover in terms of median family income and compared how well Hanover fared relative to this benchmark of ten New Hampshire towns. The Committee's findings were presented to the Selectboard last fall, and the takeaway was that Hanover's spending is not growing out of control. In fact, the dollar amount of taxes paid on assessed property and the growth in Hanover's tax levy per capita tracked perfectly with the ten-town comparison group over the period examined. The Committee also compared Hanover with two individual towns: Lebanon, because it is adjacent, and Durham, because it is another university town. Lebanon's tax levy per capita has grown more slowly than Hanover's but Durham's has grown more quickly. In summary, using the benchmark of ten New Hampshire towns that are similar to Hanover in terms of median family income, Hanover is managing its spending carefully and is managing its tax levy increase judiciously.

Ms. Marion recommended approval of the Town budget.

Selectboard Member Geraghty, who is the liaison to the Hanover Finance Committee, stated that he was also out of town on March 13th when the Committee's vote took place, but also would have voted in support of the proposed budget. Presence of both Ms. Marion and himself would have made the vote 5 to 2 in support of the proposed budget rather than 3 to 2.

Selectboard Member Geraghty stated that there has been much discussion about wages and benefits (which represent seventy percent of the budget) over the last few years. There has always been some confusion and misunderstanding about increases in wages and benefits, and he has prepared a presentation to help voters visualize the role of wages and benefits in the Town budget. Mr. Geraghty spent his career in Human Resources, dealing directly for several years with wages and benefits issues. Mr. Geraghty strongly disagrees with the minority opinion about wages and compensation. He referred to the minority's statement that wages and benefits have increased by forty-four percent. He does not dispute that number but wished to explain what is behind that number and what impact it has on taxes. Over the years, the Town has expanded programming, the biggest expansion of which has been the after school and summer programs. These programs are supported entirely by fees and do not impact taxes—but they are included in the budget. In addition, expanded Howe Library hours are funded by the Howe Corporation.

FINAL

Things that *do* affect the tax rate include other additional staff for the library, general assistance part-time staffing, and increases in fire safety and health officer duties. In addition, a study of wages and benefits done in 2014 showed that we were behind the market. This study was way overdue, and we need to be competitive for recruitment of top-notch staff.

Health insurance costs to both employers and employees have increased significantly over the last ten years. The cost of health insurance for family coverage has increased by fifty-five percent for a similar plan. Through negotiations with bargaining units, however, the Town has kept its increase to forty-five percent.

New Hampshire Retirement System costs have increased significantly for the Town. Beginning in 2010, the State walked away from its commitment to pay for the thirty-five percent of the cost towards New Hampshire Retirement System (NHRS) employer contributions for our fire and police employees. Since 2012, the State has contributed nothing towards the employer retirement costs for these public safety employees; if the original (and promised) thirty-five percent cost share was in effect today, the Town's annual 2017 contribution to the NHRS would be \$300,000 less than what is projected to be paid through June 30, 2017. The cost of this system has shifted from the State to the Town and to the employees. Employer contribution rates are set every two years, and have increased at rates above inflation in order to pay down the unfunded pension liability and to adjust what may have previously been unreasonable assumed rates of investment returns; NH employers will see the next uptick in NHRS employer contributions in 2020.

Mr. Geraghty also referred to the minority of the Committee's statement that the proposed budget would increase employee compensation by another 5.6 percent. This statement makes it sound like employees are receiving a 5.6 percent wage increase, which is not the case. Included in that 5.6 percent is the addition of .40 FTE in Information Technology to keep up with growth in hardware and software maintenance needs, an additional \$12,000 of grant/gift funded part-time salary budget for one-time initial seed funding of the Hanover Community Nurse Program, and the addition of 1.0 FTE (in order to have two full-time on-site program coordinators – one at Ray, one at RMS) in the Kids After School Time program. Of these increases, the only one impacting taxes is the addition of salaries and benefits for Information Technology.

Mr. Geraghty stated that, in summary, the numbers can be misleading. He hopes his presentation helped voters understand the facts and asked that they support the proposed budget.

He also wished to address the Dartmouth students, many of which were present. He suggested that they not turn down the proposed budget for economic reasons, as the only impact the proposed budget would have on them is an increase of room and board fees of less than \$1 for the year. He asked that they vote in support of the budget and in support of the Town employees who are essential to their safety and keeping other operations going smoothly.

Dartmouth student Ashwath Srikanth asked how the metric of ten towns used to compare with Hanover was developed. Ms. Marion stated that the census bureau data was used to look at median family income for every single New Hampshire town. Hanover was ranked fourth, and the other top nine towns as well as a comparison group of twenty towns was used.

FINAL

Resident Pete Murdza stated that he is a property casualty actuary, and that he is very happy with Selectboard Member Geraghty and Ms. Marion's explanations. Using the CPI is not appropriate because it relates to different goods and services. In addition, the CPI is fixed from year-to-year, whereas taxes expand with the population. He also noted that the services provided by the Town have helped increase the value of homes in Hanover. While taxes have increased over the years, the value of his home has increased by much more.

The Motion PASSED and Article Twenty-One was ADOPTED.

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.

Chair Christie MOVED that the Town Vote to 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. The Motion Was SECONDED From The Floor.

Kristine McDevitt, President of the Hanover Conservancy, stated that funds were raised to transfer the subject property to the Town from an abutting landowner in 1970. That landowner retained deed restrictions to ensure the property would be forever protected and open and accessible to the public. Times have changed since then, and Conservation practices dictate that to effectively protect property, conservation easements should be put in place. A conservation easement will allow the enforcement needed to ensure permanent protection of the property. While there is a cost associated with conservation easements, there is no net cost to the Town for this. The Hanover Conservancy as well as the Town's Conservation Commission have provided support. In addition, the Upper Connecticut River Mitigation Fund has awarded a \$5,000 matching grant, which has already been matched by South Esker neighbors and other residents to complete an easement and to establish a stewardship fund to ensure that monitoring of the easement can continue into the future. Equally important, the conservation easement requires a management plan which affords an opportunity for all residents to offer input and guidance, which is a wonderful way to get involved.

Mr. Vincelette stated that the Conservancy bought a piece of land from the Tanzi family and gave it to the Town with Memorandums of Understanding that have not been followed. He also alleged that the Conservancy is failing to protect waters, and that they used his property in Etna without permission to take people cross country skiing. Moderator Fowler asked Mr. Vincelette to keep his comments germane to the Warrant Article being discussed.

The Motion PASSED and Article Twenty-Two was ADOPTED.

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.

FINAL

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

Michael Hillinger, Hanover resident and Chair of the Upper Valley Sierra Club, stated that the Sierra Club has provided a comprehensive explanation of this Warrant Article in the explanatory section of the Town Report. He would like to address a number of questions that have been raised about the campaign:

Why?: The idea of reducing our dependence on fossil fuels is driven by many concerns, the biggest of which is the environmental effect on the atmosphere. There is also a strong financial case as the market for fossil fuels is increasingly volatile.

Is the goal feasible?: Mr. Hillinger explained studies that have looked at how to move away from fossil fuels, and showed that with a varying mix of energy sources and timelines, we can reduce carbon by eighty percent by 2050. He explained that other studies have outlined an even more aggressive timeline. The Sierra Club is advocating for the more aggressive response. Ultimately, everyone recognizes that 100 percent renewable energy is the future; we just want to be there sooner.

What’s sustainable and what’s renewable?: Mr. Hillinger stated that every energy source has an environmental cost, and the Sierra Club believes that the ultimate target should include a mix of on and offshore wind, industrial and residential solar generation, concentrated solar and geothermal sources. These sources are backed up by a variety of storage technologies and some major reduction in energy needs via conservation and demand management. They believe this mix provides the best path and the lowest environmental impact. More controversial is the role of other low-carbon sources such as biomass, biogas, and large-scale hydro. How these play out in contributing to the transition and the ideal solution remains controversial. More problematic still are the nuclear fusion and carbon capture storage, which they believe still have significant environmental and economic limitations and do not play into their proposed energy advances.

How much will this cost?: There are no costs attached to this Warrant Article. Future expenditures by the Town will be subject to the standard budgetary process that identifies the costs and benefits, both tangible and intangible.

How does this affect me?: The goal is for both the Town and residents to move to renewables. They expect the Town to continue on its path of prudent fiscal choices which will increasingly be with renewable energies. They also hope it leads by example for the residents and creates positive incentives for them to follow its path.

FINAL

How voluntary is this?: As noted in the explanatory information, the residential requirements are voluntary. However, the Sierra Club has received a number of concerns about the voluntary nature of this initiative. The Sierra Club's statement follows: "We wish to make clear that it is our intention that this article's efforts to promote increased use of renewable energy resources in Hanover is voluntary and should not be construed as future grounds for imposing regulations or other public requirements that have not been approved by the voters."

What happens if we fail?: If we reach 2050 and achieve, for example, only eighty percent, then we have achieved eighty percent, and we continue on the path to 100 percent as soon as possible.

We are on a path of momentum and are unique. There are a number of towns and cities in the United States that have already accepted this movement. Hanover would be the first town to do it by popular vote.

Resident Carson Smith urged voters to reject the Warrant Article because it doesn't go far enough. 2030 and 2050 are too far away, and even though some present tonight will not be here to see it, their children and grandchildren will be, and if we don't act sooner, they will all be dead. This Warrant Article has no concrete goals and no plans or steps to get there. He urged Town Meeting and the Board to come up with something more concrete.

Resident Jonathan Edwards stated that the Warrant Article's strikes him as an attempt to pursue the perfect at the expense of the better. He did encourage everyone to continue to enhance the Town and its citizens' track record with renewable and sustainable resources.

Jonathan Edwards MOVED to Amend the Motion as Follows: That the Town 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 Voluntarily 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. The Motion was Seconded from the Floor.

A resident stated that the amendment seems to clarify the original intent of the Warrant Article, and does not seem to be a substantive change—he therefore supports the amendment.

Another resident of Lebanon Street urged voting against the amendment as it weakens the intent. He feels that residents can do more.

Roger Masters stated that he is against the amendment as the word "voluntary" refers primarily to individual homeowners. Dartmouth College is a fairly large user of electricity, and he does not want the College to say that they won't participate. In addition, the original statements have been too weak in focusing on the technology of renewable energy. Solar energy omits zero CO2, and there is active research in lowering the cost of solar collectors. Lead batteries which are used in cars will be gone soon, and lithium batteries make a huge transformation in cost, and we can reach our target long before the goal set.

FINAL

Judy Colla urged voting against the amendment. The purpose of the Warrant Article is to galvanize political will and she doesn't want to weaken the Article further.

The Majority OPPOSED the Amendment. The Amendment was DEFEATED.

Resident Robert Hargraves is thankful for all those concerned about the environment, as he is also concerned. However, passing of this Warrant Article would be impractical and expensive. Solar panels are highly subsidized, and electric companies are forced to buy electricity from those solar panels at around fifteen cents per kilowatt hour when they could buy that same power from a provider such as a hydroelectric dam or gas power plant at five cents per kilowatt hour. Solar panels increase the cost to the utility providers, which are then relayed to other consumers. In addition, many utilities are required to get a certain percentage of electricity from renewable sources, resulting in bidding for those sources. The cost of bidding then gets passed on to the consumers. Also, the cost for batteries to store electricity is high. There needs to be a solution that will actually solve the problem. The goal is a feel-good answer, but we need real answers.

Resident Sol Diamond stated that he is fortunate enough to live in a net zero home, and insulation is key. His energy usage is about a third of that of a typical home. With better insulation, closing the gap with renewables to get to net zero was easy. In summary, energy conservation is key in making this happen.

Resident John Schumacher stated that we should start while we still have something to work with. What we are doing now is expensive, but we do have to start that way. Expenses will drop. He and his wife have been able to get ahead of the game by installing solar panels on their roof and using a hybrid car and electric car. They have personally set a goal of becoming completely reliant on renewable sources by 2020, which should be easy for them. It won't be as easy for everyone, but everyone can do little things. If we don't start, we'll never get there.

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

The Motion PASSED and Article Twenty-Three was ADOPTED.

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

FINAL

Resident Michael Balch stated that the Town just expressed its support to move toward renewable energy, and this Article attaches an external cost to a zero carbon source like hydropower and seems inconsistent with that goal. We should absolutely be concerned with our riverfront, but some erosion is inherently part of having a dam, particularly one that generates hydropower. As Mr. Hillinger previously stated, every energy source is going to have some cost. Trying to push that cost onto TransCanada is just going to make such projects less attractive to the utility. If we really want 100 percent renewable power to replace carbon, we need to accept some compromises in other areas, even in our own backyards. He encourages everyone to see the bigger picture. We shouldn't seek to punish zero carbon energy sources at a time when that goal is more important than ever.

Selectboard Member Whitcomb clarified that the motion is part of the FERC relicensing, which will hopefully include a mitigation fund. This Article would allow the Town to receive some of those funds. Mr. Balch thanked Selectboard Member Whitcomb for the clarification.

The Motion PASSED and Article Twenty-Four was ADOPTED.

Moderator Fowler stated that results from ballot voting are not yet available to release at the Business Meeting. Results will be posted on the Town website as soon as available.

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

Moderator Fowler MOVED that the Town Vote 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-Five was ADOPTED.

Town Meeting ADJOURNED at 9:43 p.m.

Respectfully Submitted,

/signature on file

Elizabeth A. McClain
Town Clerk

Minutes prepared by Adriane Coutermarsh.

Town of Hanover - Rate and Fee Schedule
Adopted by the Select Board: June 19, 2017

FIRE DEPARTMENT				
Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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	\$210.00/hour
Annual Monitoring Fee - Master Fire Box	\$300.00	\$310.00	\$310.00	\$310.00
False Alarm Charge - Fire Service	1st: Free	1st: Free	1st: Free	1st: Free
	2nd: \$100.00	2nd: \$110.00	2nd: \$110.00	2nd: \$110.00
	3rd: \$200.00	3rd: \$210.00	3rd: \$210.00	3rd: \$210.00
	4th and beyond: \$300 per response	4th and beyond: \$310 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	\$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	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction
Fire Alarm Review: new systems, additions, alterations	\$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	\$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	\$75.00/hour
Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not ready for test	\$500.00	\$510.00	\$510.00	\$510.00
Fire Permits: Stand-Alone Gas Installation and/or Replacement	\$55.00	\$60.00	\$60.00	\$60.00
Fire Permits: Additional Appliances (Gas) beyond Original Permit	\$15.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
Fire Permits: Stand-Alone Oil Installation and/or Replacement	\$55.00	\$60.00	\$60.00	\$60.00
Fire Permits: Additional Appliances (Oil) beyond Original Permit	\$15.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
Re-inspection Fee – Gas or Oil	\$100.00	\$110.00	\$110.00	\$110.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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	\$110.00	\$110.00	\$110.00
Fire Extinguisher Training (for 10 or more students)	\$10.00 per student	\$15.00 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	\$27.10	\$30.45	\$34.78	\$35.86
Per Capita - Lyme	\$27.10	\$30.45	\$34.78	\$35.86
Per Capita - Norwich	\$27.10	\$30.45	\$34.78	\$35.86
Community Contributions Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	Pro-Rated Share of Lost Revenues			
UVA Call Coverage Fee	n/a	n/a	\$382.00/call	\$382.00/call
Report Copy (Flat Fee)	\$20.00	\$25.00	\$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
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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

GENERAL ADMINISTRATION				
Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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
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
Customized Reports from Town Databases (e.g., Assessment and Town Clerk Databases)	\$75.00	\$75.00	\$75.00	\$75.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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	\$7.50
Notary Public Services – per signature for Hanover Residents (NH ID showing Hanover address must be presented)	No charge	No charge	No charge	No charge
Vendor Permit (Regular Size) - Daily	\$15.00	\$15.00	\$15.00	\$15.00
Vendor Permit for 9 Months beginning March 1 and ending November 30	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
Pole License	\$10.00	\$10.00	\$10.00	\$10.00
Articles of Agreement (Filing Fee)	\$5.00	\$5.00	\$5.00	\$5.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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	\$50.00	\$50.00	\$50.00
HIGHWAY				
Driveway Permits (DPW Review)	\$75.00	\$80.00	\$80.00	\$90.00
Private Construction - Class VI Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Excavation Permits	\$75.00	\$80.00	\$80.00	\$90.00
Obstruction Permits	\$25.00	\$30.00	\$30.00	\$35.00
PUBLIC GROUNDS				
Cemetery Lots - Hanover Residents	\$600.00	\$650.00	\$650.00	\$650.00
Cemetery Lots - Non-Residents	\$2,000.00	\$2,050.00	\$2,050.00	\$2,050.00
Interment	\$600.00	\$650.00	\$650.00	\$650.00
Cremation/Urn Interment	\$200.00	\$250.00	\$250.00	\$250.00
Gravesite Disinterment	\$1,000.00	\$1,050.00	\$1,050.00	\$1,050.00
Gravestone Foundation	\$500.00	\$550.00	\$550.00	\$550.00
Project Inspection	\$75.00/hr	\$80.00/hr	\$80.00/hr	\$80.00/hr
RECYCLING & SOLID WASTE				
Recycling Bins	\$7.00	\$7.00	\$7.00	\$8.00
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>				

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

HOWE LIBRARY & ETNA TOWN LIBRARY				
Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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
Out-of-State Inter-Library Loan Flat Fee	n/a	n/a	n/a	\$5.00
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	\$140.00	\$140.00	\$140.00
Non-Resident Family – 3 Month Membership	\$56.00	\$60.00	\$60.00	\$60.00
Non-Resident Senior Citizen – 12 Month Membership (65+)	\$90.00	\$95.00	\$95.00	\$95.00
Dresden Student Card; (Dresden Tuition Students – paid for by SAU, not by student)	\$15.00	\$20.00	\$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	Flat rate of \$30, plus \$10 for each extra classroom	Flat rate of \$30, plus \$10 for each extra classroom
Non-Resident Childcare Providers; borrowing limits apply	\$135.00	\$135.00	\$140.00	\$140.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

PLANNING BOARD				
Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
LCHIP fee* (Land & Community)	\$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	\$25.00	\$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 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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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
Modification of Approval				
Minor	\$200.00	\$200.00	\$200.00	\$200.00
Major	\$500.00	\$500.00	\$500.00	\$500.00
Site Plan Review				
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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
\$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
Modification of Approval	\$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
Minor Lot Line Adjustment and Boundary Agreements	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry			
Lot Merger	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry
Zoning Petitions	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

ZONING & BUILDING PERMITS				
Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
<u>Minimum Permit Fee</u>				
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
<u>One- and Two-Family Residential</u>	\$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	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
(Porch, garage, shed, fence, pool, temporary trailer, retaining wall, etc.)				
<u>Commercial, Institutional, Multi-Family Residential (ALL construction)</u>	\$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
<u>Sign, Awning, or Canopy</u>	\$80.00	\$80.00	\$80.00	\$100.00
<u>Moving or Demolition</u>	\$150.00	\$150.00	\$150.00	\$150.00
<u>Revision Plan Review and Partial Submissions</u>	\$75.00 per hour of review time	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)
<u>Projects Requiring Outside Consulting Assistance</u> (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.			
<u>Blanket Permit per Project</u> (Sec. IX of Building Code Adoption Ordinance)	\$50.00	\$50.00	\$50.00	\$50.00
<u>Application Resubmittal</u> (if filed 6 months or more after date of rejection, must file for new permitting)	\$100.00 for all projects	\$100.00 for all projects	\$100.00 for all projects	\$100.00 for all projects
<u>Permit Extension</u>	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Re-Inspection	\$50.00	\$50.00	\$50.00	\$75.00
Additional Inspection	\$50.00	\$50.00	\$50.00	\$75.00
Request for <u>Life Safety Inspection</u> 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 - please note that the reinstatement of a building permit also requires reinstatement of a zoning permit, which is an additional fee	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/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)
Administrative Fee for <u>Beginning Work w</u>	\$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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
ZONING BOARD OF ADJUSTMENT				
Legal Notice fee	\$80.00	\$25.00	\$25.00	\$25.00
Notification fee	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List
<u>Special Exception</u>	\$300.00 PLUS Legal Notice PLUS Notification			
<u>Variance</u>	\$300.00 PLUS Legal Notice PLUS Notification			
<u>Appeal of Administrative Decision</u>	\$300.00 PLUS Legal Notice PLUS Notification			
<u>Equitable Waiver</u>	\$300.00 PLUS Legal Notice PLUS Notification			
<u>Hearing Under RSA 674:41</u>	\$300.00 PLUS Legal Notice PLUS Notification			
<u>Rehearing</u>	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

POLICE DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>
Pistol Permits (4 year Permit)	\$10.00	\$10.00	\$10.00	\$10.00
Special Services Detail – Police	\$66.72	\$66.72	\$67.72	\$68.67
	<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	\$15.00/hour
Reports (Fixed Standard Fee; Additional General Administration Research/Redaction Charge of \$30/hour may also apply)	\$25.00	\$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	\$90.00	\$90.00	\$90.00
Annual Alarm Monitoring Fee	\$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	\$360.00 within Town; \$460.00 out-of-Town prorated monthly
Police Service in response to alarm – Residential	\$50.00	\$55.00	\$55.00	\$55.00
Police Service in response to alarm – Commercial	\$50.00	\$55.00	\$55.00	\$55.00
Penalty Charge for Inaccurate Call List related to alarm monitoring	\$10.00	\$15.00	\$15.00	\$15.00
Dog License – Neutered Male and Female; and Puppies Under 7 Mos.	\$7.50	\$7.50	\$7.50	\$7.50
Dog License – Unneutered Male and Female	\$10.00	\$10.00	\$10.00	\$10.00
Dog License – First Dog – Sr. Citizen Owner	\$3.00	\$3.00	\$3.00	\$3.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

<u>Type of Fee</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>
Dog License – Group License for 5 or more Dogs	\$21.00	\$21.00	\$21.00	\$21.00
Dog License – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
Dog License – Replacement Tag and License #	\$3.00	\$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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

PARKING DIVISION				
Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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	\$15.00/day	\$15.00/day	\$15.00/day	\$15.00/day
Hovey Lane and lower Lebanon Street Permit Parking - 2-Month Permit	varied	varied	varied	\$75.00
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 – Minimum Charge 10- to 30-Minutes	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25
Town Parking Garage – Short Term Rates – 2nd Half Hour	\$0.25 / \$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 of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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	\$1.00/hour	\$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 15-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
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	\$0.20	\$0.20	\$0.20	\$0.20
Meter Violations – Expired Meter	\$10.00	\$10.00	\$10.00	\$10.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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)	\$100.00	\$100.00	\$100.00	\$100.00
Meter Violations – Fine After 14 Days	\$200.00	\$200.00	\$200.00	\$200.00
Meter Violations – Fine After 28 Days	\$210.00	\$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
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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Loading/Bus Zone	\$75.00	\$75.00	\$75.00	\$75.00
Meter Violations – Fine After 14 Days	\$150.00	\$150.00	\$150.00	\$150.00
Meter Violations – Fine After 28 Days	\$160.00	\$160.00	\$160.00	\$160.00
Meter Violations – Improper Parking	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking on Sidewalk	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking in Restricted Area	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking in Violation of Site Plan Approval	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Boot Removal Fee	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017; Revised February 27, 2018

PARKS & RECREATION DEPARTMENT				
Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Athletic Programs Resident Fees	\$50.00	\$55.00	\$55.00	\$55.00
Athletic Programs NON-Resident Fees	\$60.00	\$65.00	\$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	\$65.00	\$70.00	\$70.00	\$80.00
Athletic Programs NON-Resident Fees – Football	\$75.00	\$80.00	\$80.00	\$90.00
Late Registration Fee for Registrations Received after Deadline	\$20.00	\$25.00	\$25.00	\$25.00
Instructional Athletic Programs Resident Fees	\$30.00	\$35.00	\$35.00	\$35.00
Instructional Athletic Programs Non-Resident Fees	\$40.00	\$45.00	\$45.00	\$45.00
Uniform Deposit Fee				\$65.00
OST KAST – 5 day enrollment	\$325/month	\$325/month	\$350/month	\$350/month
OST KAST – 4 day enrollment	\$260/month	\$260/month	\$285/month	\$285/month
OST KAST – 3 day enrollment	\$195/month	\$195/month	\$220/month	\$220/month
OST KAST – 2 day enrollment	\$130/month	\$130/month	\$155/month	\$155/month
OST KAST – Drop-In (if space is available)	\$20.00/day \$25.00/Wed.	\$20.00/day \$25.00/Wed.	\$25.00/day \$55.00/Wed.	\$25.00/day \$55.00/Wed.
OST (Out of School Time) Program – Late Pick-up Fee	\$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.	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.
KAST (Kids After School Time) – 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	\$25.00 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	1 st occurrence free; each additional \$10
KAST Membership Fee			\$25.00	\$25.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017; Revised February 27, 2018

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Summer Camp Membership Fee			\$25.00	\$25.00
Summer Camp Resident Fees - Circle H, Dragonfly, Tween	\$95.00/wk	\$95.00/wk	\$100.00/wk	\$110.00/wk <i>(adopted 2/27/2018)</i>
Summer Camp Non Resident Fees - Circle H, Dragonfly, Tween	\$150.00/wk	\$150.00/wk	\$155.00/wk	\$165.00/wk <i>(adopted 2/27/2018)</i>
Mini-Camps – Resident Fees	\$30.00/day	\$30.00/day	\$35.00/day	\$175.00/wk
Mini-Camps – Non-Resident Fees	\$40.00/day	\$40.00/day	\$45.00/day	\$225.00/wk
Camp Quest – Resident Fees	\$50.00/day or \$250.00/wk	\$250.00/wk	\$250.00/wk	\$275.00/wk
Camp Quest – Non-Resident Fees	\$60.00/day or \$300.00/wk	\$300.00/wk	\$300.00/wk	\$325.00/wk
Adult and Youth Instructional Programs – Fees Determined Based on Instructors’ Costs and Administrative and Materials Costs; Program Revenue is split 70/30 between the Instructor and the Recreation Department; Instructor may keep 70% of total income earned up to a maximum of \$75.00/hour after expenses.	varies	varies	varies	varies
Athletic Field Rental	Up to \$125.00 per field, per day	Up to \$150.00 per field, per day	Per Day: \$150 for Hanover Youth Organizations; \$500 for All Others	\$35/hour for Hanover Youth Activities; \$45/hour for Youth Activities; \$200/week for Hanover Youth Sports Seasons; \$75/hour for Adult Activities
Lining of Athletic Field			Per Field: \$150 for Hanover Youth Organizations \$300 for All Others	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 \$30.00 for use of Recreational Equipment	Up to \$30.00 for use of Recreational Equipment	Up to \$30.00 for use of Recreational Equipment

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017; Revised February 27, 2018

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Basketball Tournament Fees	\$30.00 per team	\$35.00 per team	\$65.00 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)	\$30.00/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)	\$40.00/hour (per room)	\$40.00/hour (per room)	\$40.00/hour (per room)
Category #5: Flat Fee (Multi-Purpose Room, Room 106-107-108 Only) (Prices based on 4 hour time slots)				
Residents (Hanover/Etna):	\$100.00	\$105.00	\$105.00	\$105.00
Non-Residents:	\$150.00	\$155.00	\$155.00	\$155.00
Banquets (Multi-Purpose Room):				
Hanover School:	\$125.00	\$130.00	\$130.00	\$130.00
Non-Hanover:	\$175.00	\$180.00	\$180.00	\$180.00
Fundraising Events:				
Hanover Based Groups:	\$175.00	\$180.00	\$180.00	\$180.00
Dresden School District Groups:	\$200.00	\$205.00	\$205.00	\$205.00
Non-Hanover Based Groups:	\$275.00	\$280.00	\$280.00	\$280.00
All Other Organizations (Multi-Purpose Room):	\$300.00	\$305.00	\$305.00	\$305.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017; Revised February 27, 2018

Type of Fee	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Merchandising Fee (in addition to rental fee)	n/a	\$150.00	\$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				
		Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Residents (Hanover/Etna):		\$25.00	\$25.00/hr	\$25.00/hr
Non-Residents:		\$40.00	\$40.00/hr	\$40.00/hr
<i>Fundraising Events</i>				
Hanover Based Groups:		\$45.00	\$45.00/hr	\$45.00/hr
Dresden School District Groups:		\$50.00	\$50.00/hr	\$50.00/hr
Non-Hanover Based Groups:		\$70.00	\$70.00/hr	\$70.00/hr
All Other Organizations:		\$75.00	\$75.00/hr	\$75.00/hr

Town of Hanover - Rate and Fee Schedule
Adopted by the Select Board: June 19, 2017

WATER DEPARTMENT						
Meter Size	Adopted FY2015-16		Adopted FY2016-17		Adopted FY2017-18	
	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"	\$54.00	\$31.20	\$58.00	\$34.00	\$61.00	\$35.50
3/4"	\$54.00	\$31.20	\$58.00	\$34.00	\$61.00	\$35.50
1"	\$54.00	\$31.20	\$58.00	\$34.00	\$61.00	\$35.50
1 1/2"	\$54.00	\$31.20	\$58.00	\$34.00	\$61.00	\$35.50
2"	\$83.00	\$31.20	\$90.00	\$34.00	\$95.00	\$35.50
3"	\$152.00	\$31.20	\$164.00	\$34.00	\$172.00	\$35.50
4"	\$264.00	\$31.20	\$285.00	\$34.00	\$299.00	\$35.50
6"	\$542.00	\$31.20	\$585.00	\$34.00	\$614.00	\$35.50
Average Annual Domestic Bill (185 gallons/day)		\$497.00		\$538.00		\$564.00
Unmetered Water Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$621.25		\$672.50		\$705.00
		<u>Adopted FY2013-14</u>	<u>Adopted FY2014-15</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</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)		\$1,769.60	\$1,858.08	\$1,950.98	\$2,048.53	\$2,150.96
Hose Outlet (each):		\$4.71	\$4.95	\$5.20	\$5.46	\$5.73
Sprinkler (per nozzle):		\$0.92	\$0.97	\$1.02	\$1.07	\$1.12
Hydrant - Flow Test: Flow test between November 15th and April 15th at Town's discretion				\$250.00/test	\$260.00/test	
Hydrant Meter - will be assessed a base charge, which includes the first 100 CF, plus actual water usage. Base charge shall be paid up front.		\$100.00 plus flow charge	\$100.00 plus flow charge	\$100.00 plus flow charge	\$105.00 plus flow charge	\$500.00 plus flow charge
Commercial Emergency Call-In		\$150.00	\$150.00	\$155.00	\$160.00	\$165.00
Residential (Single Family Home) Emergency Call-In: There is no charge for the first call-in; subsequent call-in charge:		\$120.00 (no charge for the first call-in)	\$120.00 (no charge for the first call-in)	\$125.00 (no charge for the first call-in)	\$130.00 (no charge for the first call-in)	\$135.00 (no charge for the first call-in)
Final Reading		\$25.00	\$25.00	\$30.00	\$35.00	\$35.00
Out-of-Cycle Reading		n/a	n/a	n/a	\$35.00	\$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	\$60.00
Subseq. inspections due to continued failures:		\$50.00	\$50.00	\$50.00	\$55.00	\$60.00
Inspection (per hour)		\$75.00	\$75.00	\$75.00	\$80.00	\$85.00
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 + \$1.34/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 + \$2.06/GPD plus Meter and Setters at-cost
Water Connection Tie-In Fee includes tap only, 3/4" and 1"						\$250.00
Water Connection Tie-In Fee includes tap only, 2" saddle tap						\$450.00
Water Connection Tie-In Fee includes tap only, 4" and larger						\$700.00

Town of Hanover - Rate and Fee Schedule
Adopted by the Select Board: June 19, 2017

SEWER DEPARTMENT						
Base Capacity Charge plus Flow Charge	Adopted FY2015-16		Adopted FY2016-17		Adopted FY2017-18	
	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**
Meter Size*						
5/8"	\$22.00	varies	\$23.00	varies	\$24.00	varies
3/4"	\$62.00	varies	\$65.00	varies	\$66.00	varies
1"	\$162.00	varies	\$170.00	varies	\$173.00	varies
1 1/2"	\$324.00	varies	\$340.00	varies	\$347.00	varies
2"	\$518.00	varies	\$544.00	varies	\$555.00	varies
3"	\$1,219.00	varies	\$1,280.00	varies	\$1,306.00	varies
4"	\$1,905.00	varies	\$2,000.00	varies	\$2,080.00	varies
6"	\$11,431.00	varies	\$12,003.00	varies	\$12,243.00	varies
Average Annual Domestic Bill (185 gallons/day)		\$365.00		\$383.00		\$393.00
Unmetered Sewer Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$456.25		\$478.75		\$491.25
Quarterly base charge for single family residence on a private well with a water treatment system installed prior to July 1, 2010 which discharges to the municipal wastewater system - Application of this fee to be determined in consultation with Public Works staff.					\$24.00	
* 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)				\$32.96	per kcf
	Category B BOD/TSS > 250 < 400 mg/l				\$37.15	per kcf
	Category C BOD/TSS > 400 mg/l				\$41.48	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>						

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

City of Lebanon - Base Capacity Charge		Adopted FY2016-17		Adopted FY2017-18		
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**	
5/8"		\$24.38	varies	\$25.00	varies	
3/4"		\$68.72	varies	\$70.00	varies	
1"		\$179.55	varies	\$185.00	varies	
1 1/2"		\$359.10	varies	\$370.00	varies	
2"		\$574.11	varies	\$580.00	varies	
3"		\$1,351.05	varies	\$1,375.00	varies	
4"		\$2,111.36	varies	\$2,150.00	varies	
6"		\$12,669.27	varies	\$13,000.00	varies	
* 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)		\$32.96	per kcf	
		Category B BOD/TSS > 250 < 400 mg/l		\$37.15	per kcf	
		Category C BOD/TSS > 400 mg/l		\$41.48	per kcf	
Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved						
Industrial Discharge Permit and Septage Disposal						
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
Industrial Discharge Permit Application:						
Class 1:	\$500.00	\$500.00	\$500.00	\$500.00	\$505.00	\$550.00
Class 2:	\$250.00	\$250.00	\$250.00	\$250.00	\$255.00	\$275.00
Class 3:	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00	\$55.00
Septage - Tipping Fee for Residents (fee is per 1,000 gallons)	\$110.00	\$110.00	\$110.00	\$115.00	\$115.00	\$115.00
Septage - Tipping Fee for Non-Residents (fee is per 1,000 gallons)	\$130.00	\$130.00	\$130.00	\$135.00	\$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	\$205.00	\$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	\$60.00	\$60.00	\$60.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Sewer Connection Fees						
	Adopted FY2012-13	Adopted FY2013-14	Adopted FY2014-15	Adopted FY2015-16	Adopted FY2016-17	Adopted FY2017-18
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 + \$4.93/ 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	\$200.00 + \$5.08/ gallon of GPD
Sewer Connection Tie-In Fee					\$1,500.00	\$1,525.00
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
	Campground w/comfort station			25	site	A
Camps:	Recreation Trailers			90	site	A
	Construction Sites			50	site	A
	Day Camp - no meals			15	site	A
	Resort Camp (night & day) limited			50	person	A
	Dining Facility only			25	person	B
Catering & Dining Facilities				12	patron	B
Church:	Sanctuary			5	seat	A
	Dining Room			10	seat	B
Country Club:	Snack Bar			10	seat	B
	Locker and Showers			20	locker	A
	Chair			200	each	A
Dentists:	Staff			35	employee	A
	Patient			10	each	A
Doctor's Office:	Staff			35	employee	A
				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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 19, 2017

Factories (excluding industrial waste):	Light industry with cafeteria no showers	25	employee	B
	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: Bed	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	20	employee	B
	Unspecified Office Space	15	100 SF	A
Picnic Parks:	Bathroom only	5	person	A
	Bath house, showers and toilets	10	person	A

Town of Hanover - Rate and Fee Schedule

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Restaurant or Cafeteria:	Eat-in with bathroom and kitchen waste	40	seat	B
	Eat-in paper service, plus toilet and	20	seat	B
	Kitchen waste only	3	seat	B
	Seasonal Outdoor seating	20	seat	B
	Bars and lounges		20	seat
Bars and lounges		35	employee	A
Function Rooms		12	seat	B
	Boarding	100	bed	B
Schools:	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	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
	With deli	3	meal	B
Small Dry Goods		100	each	A
	With deli	3	meal	B
Swimming Pools		1000	800 SF	A
Tennis Courts		250	per court	A
Theatres		5	seat	A
Workers:	Construction bathroom only	5	employee	A
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				
Food grinding is prohibited – period – if discovered, a notice to cease the activity within 30 days, or penalties of \$150.00/day				
Discharges of Fats Oil and Grease (F.O.G.) above 250 mg/L shall be assessed any line flushing charges. Any blockages or				

Household Hazardous Waste 2018 COLLECTION DAYS



All collections are Saturday, 9:00 am—Noon

May 12—Lebanon High School, 195 Hanover Street (off Route 120)

June 16—Claremont Highway Garage, 8 Grandview St (off North St)

August 18—Sunapee Highway Garage, 621 Route 11

October 13—Lebanon High School, 195 Hanover Street (off Route 120)

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
Rechargeable Batteries
Smoke Detectors

...And much more...give a call or visit <http://hhw.uvlsrc.org>



Alkaline batteries: Most non-rechargeable batteries (AA, AAA, C, D, and 9-volt) are trash in NH. If in doubt, just bring to collection. Tape 9-volt terminals before disposal.

Ammunition and explosives: State Police at 271-3636.

Asbestos: Get a licensed asbestos specialist. Asbestos is hazardous to your health—don't even think about removing it yourself!

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 (e.g. detergent bottle), 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 drop off at Lebanon Police Station.

Propane or helium tanks and fire extinguishers: Propane/helium tanks can be exchanged/refilled at a distributor; or contact town transfer station about empty tanks. Empty fire extinguishers can be recycled (NRRRA takes from towns).

Used motor oil: Take to town transfer station or a service station for recycling.



For information contact the

Upper Valley Lake Sunapee
Regional Planning Commission
at (603) 448-1680 or
vdavis@uvlsrc.org

CHECK OUT OUR WEBSITE FOR MORE INFO: <http://hhw.uvlsrc.org>



Around Town

