



TOWN OF HANOVER

NEW HAMPSHIRE

ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2018 & 2019 TOWN MEETING



Photo Credit: Michael Hinsley

ANNUAL TOWN MEETING

Tuesday, May 14, 2019

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

Business Meeting: 7:00 p.m.

Hanover High School Gymnasium

41 Lebanon Street

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TOWN OF HANOVER DIRECTORY

<u>Department</u>	<u>Phone</u>	<u>Address</u>	<u>Email</u>	<u>Hours</u>
Ambulance, Fire, Police..... EMERGENCY	911			24 hours/day --- 7 days/week
Animal Control - Police	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Assessing Department (Town Offices)	640-3207	41 South Main St	assessor@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Cemetery Department (lot maintenance and sales)	640-3376	194 Lebanon St Route 120	asa.metcalf@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Cemetery Department (deed administration, historic records)	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 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 Closed on Sundays
Fire Department (Non-Emergency)	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 (Town Offices)	640-3208	41 South Main St	humanresources@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Information Technology (Town Offices)	640-3222	41 South Main St	corey.stevens@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parking Division (Town Offices)	640-3220	41 South Main St	parking@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parks & Recreation Department (Richard W. Black Center)	643-5315	48 Lebanon St	recdept@hanovernh.org	Monday - 9:00am - 5:00pm Tuesday – Friday 9:00am – 6:00pm Saturday 10:00am - 6:00pm; Closed Saturdays in July & August. Open by appointment Sundays and summer Saturdays.
Planning & Zoning (Town Offices)	643-0708	41 South Main St	planning@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Police Department/Dispatch (Non-Emergency)	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Public Works/ Highway	643-3327	194 Lebanon St Route 120	dpw@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Senior Center (Richard W. Black Center)	643-5531	48 Lebanon St	liz.burdette@hanovernh.org	Monday – Friday 12:30pm - 4:30pm

TOWN OF HANOVER DIRECTORY (CONTINUED)

Town Clerk & Tax Collector (Town Offices)	640-3201	41 South Main St	townclerk@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Town Manager (Town Offices)	643-0701	41 South Main St	townmgr@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Trees & Public Gardens (Parks and Recreation)	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 (Town Offices)	jen.gantrish@hanovernh.org	Monday - Friday 8:30am - 4:30pm (by appointment)

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

Alexandra Corwin	5/2019
Elizabeth Marden Marshall	5/2020
Elizabeth Cornell	5/2021

Moderator

2 year term - Ballot Vote

Jeremy Eggleton	5/2020
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Selectboard

3 year term - Ballot Vote

<i>VChr</i>	Athos J. Rassias	5/2019
	William V. Geraghty	5/2020
<i>Chr</i>	Peter L. Christie	5/2020
	Nancy A. Carter	5/2021
<i>Sec</i>	Joanna Whitcomb	5/2021

Supervisors of the Checklist

6 year term - Ballot Vote

Elaine Hawthorne	5/2020
Ann Bradley	5/2022
Arlene Mahler	5/2024

Town Clerk

3 year term - Ballot Vote

Elizabeth A. McClain	5/2019
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Trustees of Trust Funds

3 year term - Ballot Vote

<i>Chr</i>	Sally J. Boyle	5/2019
	Paul Gardent	5/2020
	Judson (Jay) Pierson	5/2021

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
H. McIntyre Gardner	5/2019
Joanna Whitcomb - Selectboard Rep	
Peter L. Christie - Selectboard Rep - ALT	

**Town Officials
Boards and Committees**

Fence Viewers

1 year term - Nominated at Town Mtg by Majority Vote

Robert Grabill	5/2019
Matt Marshall	5/2019
Sarah Packman	5/2019

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	5/2019
Robert Keene	5/2019

Appointed Officials (by the Selectboard)

Advanced Transit Board

Appointed by the Selectboard

Carolyn Radisch	*6/2019
Robert Houseman	*6/2020

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

Bike/Pedestrian Committee

Appointed by the Selectboard

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

Bike/Pedestrian Committee - Continued

Representatives & Others
Athos J. Rassias - Selectboard Rep
Carolyn Radisch - *Consultant*
Robert Houseman, P&Z Director
Scott Rathburn, HPD

**Town Officials
Boards and Committees**

Chamber of Commerce

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

Conservation Commission

3 year term - Appointed by the Selectboard

Full Members

Chr Jim Kennedy
VChr Whit Spaulding
Hugh Mellert

Vacancy

Vacancy

Alternate Members

Alt. John M. Trummel
Alt. Bill Mlacak
Alt. ***Vacancy***
Michael Mayor - *Plan. Bd. Rep*
Peter L. Christie - Selectboard Rep

Hanover Finance Committee

*3 year term - Appointed by Town Moderator (Jeremy Eggleton) &
Hanover School District Moderator (Jonathan Edwards)*

William Fischel
Jeff Ives
Michael Gonnerman
Chr Kari Asmus
Mary Hakken-Phillips
Carey Callaghan - *Hanover School Board Rep*
William Geraghty - Selectboard Rep
Peter L. Christie - Selectboard Rep - ALT

Hanover Improvement Society

Peter L. Christie - Selectboard Rep

Parks and Recreation Board

3 year term - Appointed by the Selectboard

Sec Vacancy
VChr Megan Sobel
Dean Lacy
Mariruth Graham
Chr Joe Montibello
Rick Salvatoriello
Vacancy
William V. Geraghty - Selectboard Rep

Planning Board

3 year term - Appointed by the Selectboard

**Town Officials
Boards and Committees**

Full Members

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

Alternate Members

Alt. Jenna Musco
Alt. Paul Simon
Alt. April Salas

Representatives

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

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
Barbara Calloway
Judith Colla
Jenna Musco, *DC Sustainability Program Manager*
Peter Kulbacki, *Director of Public Works*
Rob 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

Upper Valley Lake Sunapee Council

Representatives

Christopher Kennedy
Jonathan Edwards

Vacancy

**Town Officials
Boards and Committees**

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

Alt. Jeremy Eggleton

Alt. Richard Green

Alt. Arthur Gardiner

Alt. ***Vacancy***

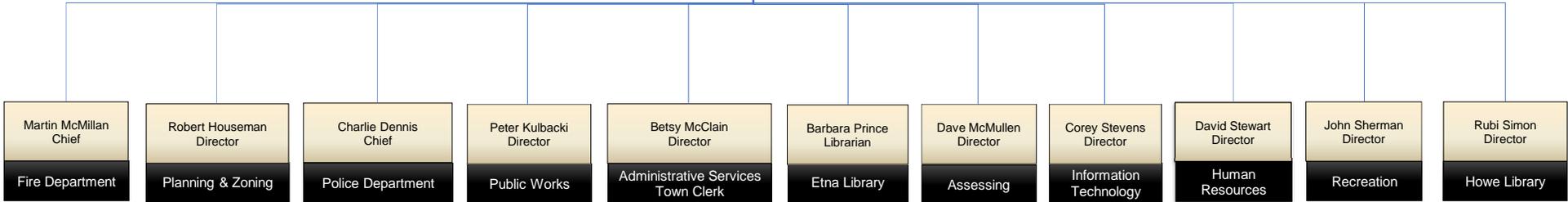
Alt. ***Vacancy***

Town of Hanover

Selectboard
Elected Officials
Peter L. Christie
William V. Geraghty
Nancy A. Carter
Athos J. Rassias
Joanna Whitcomb

Julia N. Griffin
Town Manager

Kerry Osgood
Executive Assistant



Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
TOWN MANAGER		
Julia Griffin	Town Manager	8/5/1996
Kerry Osgood	Executive Assistant to Town Manager	8/27/2018
ADMINISTRATIVE SERVICES		
Elizabeth McClain	Administrative Services Director	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
Joseph Amato	Firefighter/AEMT	5/24/2018
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
Michael Hinsley	Deputy Fire Chief	8/13/1987
Leif Jopek	Firefighter/Paramedic	8/2/2016
Jeremy Labombard	Firefighter/AEMT	2/14/2012
Troy Leatherman*	Firefighter/AEMT	5/28/2010
Scott Letson	Fire Lieutenant I	9/7/2008
Jeremiah Linehan	Firefighter/Paramedic	1/2/2005
Joshuah Lounsbury	Fire Lieutenant I	6/29/2009
Joshua Merriam	Captain/AEMT	10/3/2008
Robert Mousley	Firefighter/Paramedic	2/24/2003
Sheri Clifford	Administrative Assistant	5/31/2018
Christopher Sweitzer	Firefighter/AEMT	9/19/2013
Jeremy Thibeault	Captain/Paramedic	3/16/2003
Blair Weathers	Firefighter/Paramedic	11/16/2012
Ebben Whitehair	Firefighter/AEMT	3/12/2018
Jay Whitehair	Firefighter/AEMT	7/22/2006
Jon Wilkinson	Firefighter/AEMT	9/23/2013

HANOVER TOWN LIBRARY - ETNA LIBRARY

Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
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
Mary Ellen Rigby	Substitute Circulation Assistant - Part Time	2/4/2017
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	7/1/1992
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
Gail (Pat) Cook	Circulation Assistant - Part Time	7/30/2015
Rachel Donegan	Emerging Technologies Librarian	11/28/2018
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 Hinc	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	12/2/2011
Mary Ryan	Technical Services Librarian	8/8/1994
Ann Schofield	Library Assistant - Part Time	4/6/1984
Pamela Smith	Head of Technical Services/Systems Manager	1/10/1994
Amelia Talbert	Technical Services Library Assistant - Part Time	10/17/1994
Cynthia Taylor	Youth Services Assistant - Part Time	6/30/2003
Eric Ticehurst	Library Page - Part Time	4/1/2000
Sondra VanderPloeg	Head of Circulation	11/26/2018
Zuzana Woods	Circulation Assistant - Part Time	3/7/2011

HUMAN RESOURCES

David Stewart	Human Resources Director	12/3/2012
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Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
Kitty Thresher	Human Resources Coordinator	5/2/1988
INFORMATION TECHNOLOGY		
Corey Stevens	Information Technology Director	8/16/1999
Michael Hartell	Information Technology Technician	5/30/2017
PARKS & RECREATION		
John Sherman	Parks and Recreation Director	9/14/2015
Brianne Barnes	Athletics Program Manager	4/16/2018
Elizabeth Burdette	Parks and Recreation Assistant Director	3/21/2008
Amelia Clause	Out of School Time Program Coordinator	1/2/2018
Cassie Hutchinson	Out of School Time Program Coordinator	8/15/2016
Christopher Koloski	Grounds Crew Leader	8/15/2016
Nicole Leonard	Out of School Time Program Director	8/18/2008
Asa Metcalf	Arborist	11/12/2013
Daniel Morancy	Maintenance Worker	1/2/2019
Nicholas Quijano	Out of School Time Program Specialist - Part Time	8/20/2018
Camille Ricciardelli	Community Center Program Manager	7/31/2018
Samantha Ryals	Out of School Time Program Specialist	11/27/2017
Judith Stevens	Adult/Senior Program Manager - Part Time	1/2/1994
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
Catheryn Hembree	Planner	9/4/2018
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
Ethan Ball	Police Officer	12/17/2018
Jeffrey Ballard	Sergeant	5/15/2001
Michael Benson	Police Officer	11/14/2016
Mark Bodanza	Captain	6/30/2017
Jawara Conde	Police Officer	4/16/2018
Robert DePietro	Police Officer	8/7/2017
Daniel Fowler	Sergeant	5/31/2016
Alexander Garcia	Police Officer	11/27/2017
Ryan Kennett	Police Officer	6/1/2008
Shannon Kuehlwein	Police Officer	4/5/1998
POLICE - Continued		
Joseph Landry	Police Officer	4/11/2016

Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
Mary Magee	Police Officer	12/10/2018
Ethan Martin	Police Officer	4/16/2018
Timothy Meenagh	Police Officer	11/27/2017
Christopher O'Connor	LGCPA/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
 POLICE - COMMUNICATIONS		
E. Douglas Hackett	Communication Services Coordinator	7/26/1999
Michael Cahill	Communications Officer	2/14/2019
Lisa Camarra	Communications Officer	12/18/1991
Timothy Goodwin	Communications Officer	2/17/2000
Diana Marx	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
 POLICE - PARKING		
Christopher McEwen	Parking Control Operations Supervisor	12/8/1992
Lauren Chivell	Parking Control Officer	6/26/2017
Douglas Lantz	Parking Control Officer	11/28/2016
Richard Soroachak	Parking Facility Cashier - Part Time	4/30/2018
 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
 PUBLIC WORKS - BUILDING MAINTENANCE		
Ross Farnsworth	Facilities Maintenance Superintendent	7/12/2010
Mark Curulla	Building Crew Worker	9/10/2007
Wayne Piekarski	Building Crew Leader	1/20/2006
Robert Sumner	Building Crew Worker	6/21/2010
Edward Woodbury	Building Maintenance Technician	5/24/2012
 PUBLIC WORKS - FLEET MAINTENANCE		
Donald Foster	Fleet Maintenance Superintendent	5/11/1998
Mark Bean	Mechanic	2/13/2006

Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
Larry Holmes	Mechanic	3/31/2012
Michael Kidder	Mechanic	12/7/2015
PUBLIC WORKS - 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
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
PUBLIC WORKS - SEWER MAINTENANCE & CONSTRUCTION		
James Cray	Sewer Maintenance & Construction Supervisor	12/12/2011
Todd Bragg	Sewer Maintenance & Construction Worker	7/1/1988
PUBLIC WORKS - WATER		
Todd Cartier	Water Superintendent	8/2/2010
Dylan McDermott	Senior Water Technician	7/1/2015
Matthew Walker	Water Distribution Technician	7/17/2000
PUBLIC WORKS - 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 termed (resigned/retired) during 2018

TOWN OF HANOVER
2018 MILESTONES LIST
(as of December 31, 2018)
20+ YEARS OF TOWN SERVICE

# of years	Employee Name	Department	Hire Date
36	Bernard Hazlett	Public Works	9/16/1982
35	Michael Chase	Public Works	5/1/1983
34	Charlotte Bernini	Howe Library	1/1/1984
34	Ann Schofield	Howe Library	4/6/1984
31	Michael Hinsley	Fire	8/13/1987
30	Kitty Thresher	Human Resources	5/2/1988
30	Janice Grady	Howe Library	6/27/1988
30	Todd Bragg	Public Works	7/1/1988
27	Lisa Camarra	Police - Communications	12/18/1991
26	Joanne Blais	Howe Library	7/1/1992
26	Christopher McEwen	Police - Parking	12/8/1992
24	Judith Stevens	Parks & Recreation	1/02/1994
24	Pamela Soren Smith	Howe Library	1/10/1994
24	Sue Bragg Girouard	Assessing	5/23/1994
24	Mary Ryan	Howe Library	8/8/1994
24	Amelia Jane Talbert	Howe Library	10/17/1994
22	Julia Griffin	Town Manager	8/5/1996
22	*Kristina Burnett	Howe Library	8/20/1996
21	Randall MacDonald	Public Works	3/3/1997
21	Sheryl Tallman	Police	4/28/1997
21	Peter Kulbacki	Public Works	12/22/1997
20	*Jan Chapman	Howe Library	1/14/1998
20	David Saturley	Police	2/15/1998
20	Shannon Kuehlwein	Police	4/5/1998
20	Donald Foster	Public Works	5/11/1998
20	Denise Reitsma	Howe Library	9/8/1998
20	Michael Gilbert	Fire	9/10/1998

Assessing	1
Fire	2
Howe Library	10
Human Resources	1
Parks & Recreation	1
Police	5
Public Works	6
Town Manager	1

* Retired during 2018

TOWN OF HANOVER

TOWN MODERATOR'S
MESSAGE

&

2019
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.

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.

I would like to thank the Town and people of Hanover for making me your moderator. Growing up in the Lakes Region, I found myself inspired by the efforts of the many volunteers who stepped up to make the hard work of New England self-government happen. I am particularly indebted to Jerry Hopkins, the longtime moderator in Moultonborough, N.H. for conducting the affairs of my home town in such a democratic and gentlemanly manner. If I prove to be successful, it will be due to his model. If I prove not to be, I have been a poor student. My thanks as always to Betsy McClain, Town Clerk and the dedicated team of election staff and volunteers that make our elections run so smoothly.

Respectfully submitted,

Jeremy Eggleton, 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 14, 2019** 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 FOUR THROUGH SEVENTEEN WILL BE PRESENTED, DISCUSSED AND ACTED UPON BEGINNING AT 7:00PM IN THE GYMNASIUM OF THE HANOVER HIGH SCHOOL, 41 LEBANON STREET, HANOVER, NH.

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

- One Selectboard Member to serve for a term of three (3) years;
- One Etna Library Trustee to serve for a term of three (3) years;
- One Town Clerk to serve for a term of three (3) years;
- One Trustee of Trust Funds to serve for a term of three (3) years.

ARTICLE TWO (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 1:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 1 would:

- a) add a definition for “*persons with disabilities*”;
- b) amend the definition of *affordable senior housing* to include “persons with disabilities” in addition to “persons who are at least 62 years of age” as the income eligible population who may inhabit affordable senior housing;
- c) modify the definition of *senior housing development* to include inhabitants who are “at least” 62 years of age, instead of 62 years of age or older; and
- d) add a new paragraph c to Section 520.3 that enables the use of affordability standards established by US HUD, NH Housing Finance Authority, or US Department of Agriculture Rural Development, instead of solely the affordability standards set forth in the Zoning Ordinance currently to determine eligibility for occupancy of affordable senior housing.

At a public hearing held on March 5, 2019, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 2 would amend the Zoning Map to include the existing duplex at #59 and #61 Lyme Road, Tax Map 46, Lot 11, (currently in the SR-3 zoning district) in the RO zoning district.

At a public hearing held on March 5, 2019, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

BUSINESS MEETING AGENDA
7:00 p.m.

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

- Two members of the Advisory Board of Assessors, each for a term of three (3) years;
- Three Fence Viewers, each for a term of one (1) year;
- One Pine Park Commissioner for a term of three (3) years;
- Two Surveyors of Wood and Timber, each for a term of one (1) year;
- Such other Officers as the Town may judge necessary for managing its affairs.

ARTICLE FIVE: To see if the Town will vote to raise and appropriate \$40,610 for deposit into the Land and Capital Improvements Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2017-2018.

Selectboard For 5 Against 0 Absent 0

ARTICLE SIX: To see if the Town will vote to raise and appropriate \$40,610 for deposit into the Conservation Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2017-2018.

Selectboard For 5 Against 0 Absent 0

ARTICLE SEVEN To see if the Town will vote to raise and appropriate \$34,265 for deposit into the Municipal Transportation Improvement Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. 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 2017-2018.

Selectboard For 5 Against 0 Absent 0

ARTICLE EIGHT: To see if the Town will vote to raise and appropriate the sum of \$1,757,743 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	\$62,567
Bridge Replacement and Renovation Capital Reserve Fund	\$103,271
Building Maintenance and Improvement Capital Reserve Fund	\$146,737
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund	\$89,197
Fire Department Vehicle and Equipment Capital Reserve Fund	\$88,510
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$384,508
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$174,955
Police Vehicles and Equipment Capital Reserve Fund	\$88,766
Property Revaluation Capital Reserve Fund	\$10,000
Road Construction and Improvements Capital Reserve Fund	\$68,825
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$363,757
Water Treatment and Distribution Equipment and System Capital Reserve Fund	\$176,650

Selectboard For 5 Against 0 Absent 0

ARTICLE NINE: To see if the Town will vote to raise and appropriate \$1,314,060 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 (Rescue 1) and related equipment</i>	\$270,000
Building Maintenance and Improvement Capital Reserve Fund <i>Police Department HVAC replacement equipment</i>	\$42,000
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Thermal imaging camera; SCBA equipment replacement</i>	\$67,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Five truck replacements; compressor</i>	\$344,900
Police Vehicles and Equipment Capital Reserve Fund <i>Cruiser fleet replacement</i>	\$201,660
Road Construction and Improvements Capital Reserve Fund <i>Traffic signal cabinet replacement</i>	\$25,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Truck replacements; aeration blower replacement</i>	\$273,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>Meter reading heads; pressure reducing valve</i>	\$90,500

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, 2024, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

ARTICLE TEN: To see if the Town will vote to raise and appropriate \$32,000 for funding for two pedestrian crossings 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, 2024, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

ARTICLE ELEVEN: 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 Council 93, Local 1348 (Public Works Department employees) on April 1, 2019, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2019-2020	\$49,272
2020-2021	\$50,750

And further to raise and appropriate the sum of \$49,272 for the 2019-2020 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWELVE: 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 Council 93, Local 3657 (Police Department employees) on April 1, 2019, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2019-2020	\$40,272
2020-2021	\$41,480

And further to raise and appropriate the sum of \$40,272 for the 2019-2020 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTEEN: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the International Association of Fire Fighters, Local 3288 on April 1, 2019, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2019-2020	\$28,395
2020-2021	\$29,247

And further to raise and appropriate the sum of \$28,395 for the 2019-2020 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the

proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate \$26,607,662 to pay the operating expenses of the Town for the 2019-2020 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 FIFTEEN: To see if the town will vote to authorize the Selectboard to enter into electric power purchase agreements with solar installers, who will install, own and maintain one or more solar systems on Town owned buildings or land, and to grant leases and easements for access to the locations of these systems as required. The town will then purchase green power generated by the solar arrays located on Town property and will have the option to purchase any solar arrays located on Town property in the future.

Selectboard For 5 Against 0 Absent

ARTICLE SIXTEEN: To see if the Town will vote to adopt the provisions of RSA 72:62, an exemption from the assessed value for property tax purposes, for persons owning real property which is equipped with a solar energy system as defined in RSA 72:61. Such solar property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying equipment as defined in RSA 72:61 and as may be amended, but not until such equipment is demonstrated to add to the value of real property based on the determination of the Town Assessor.

Selectboard For 5 Against 0 Absent

ARTICLE SEVENTEEN: 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 1st day of April, 2019.

**TOWN OF HANOVER
SELECT BOARD**

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

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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 14, 2019**.

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 Three): Voting on Articles One through Three - which includes voting for candidates for office, for one amendment to the Hanover Zoning Ordinance and, this year, one article by petition - is conducted by ballot during the day of Town Meeting (Tuesday, May 14, 2019) 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 Four through Eighteen): Discussion of and voting on Articles Four through Eighteen – including the proposed budget in Article Fifteen - takes place at an open meeting, called the “Business Meeting,” which begins at 7:00 p.m. on Tuesday, May 14th, 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 14th; 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 – THREE

Voting on Articles One through Three will be conducted by official ballot on Tuesday, May 14, 2019 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. One position, currently held by Athos Rassias, is up for election in 2019 for a three-year term.

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, Alexandra Corwin, has decided not to seek re-election to another three-year term. Kathleen Chaimberg and George Stanger are seeking election to the position being vacated by Alexandra Corwin.

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

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

*Note: The following Articles Two through Three are Amendments No. 1 – 2 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. Amendment No. 1 to the Zoning Ordinance has been **approved** by the Planning Board. The full text of both amendments is included in the Appendix A that follows this section of the Town Report.*

Article Two: Amendment to the Definition of Affordable Senior Housing

At a public hearing held on March 5, 2019, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

In 2017, the Zoning Ordinance was amended to add affordable senior housing to the RO district with a provision that would allow up to a 50% density bonus. Along with the new definition, amendments were approved that added a new parking standard and one that allows multiple buildings on a lot.

As redevelopment of the Summer Park Senior Housing has begun, it was discovered that our existing Summer Park Senior Housing is home to both individuals at least 62 years old and individuals with disabilities. In order to continue to provide housing as the Town has in the past, an amendment to the

definition of affordable senior housing is proposed to enable older people and individuals with disabilities to live at Summer Park. A definition of persons with disabilities is proposed to be included in the list of definitions.

In addition, a new paragraph is added to enable affordability standards established by the US Department of Housing and Urban Development, the NH Housing Finance Authority, or the US Department of Agriculture Rural Development program, to be used to determine affordability instead of solely the affordability standards set forth in the Zoning Ordinance currently.

Article Three: Change of Zoning District for #59 and #62 Lyme Road (proposed by petition)

At a public hearing held on March 5, 2019, the Hanover Planning Board voted to recommend that Town Meeting **not approve** this zoning amendment.

The Town received a copy of a petitioned zoning amendment requesting that the zoning district including #59 and #61 Lyme Road be changed from SR-3 to RO. If approved by ballot vote at Town Meeting, the result would be a change in the zoning district boundary for that lot from SR-3 to RO and for all the uses allowed by both right and by special exception to be developed on that lot.

A map showing the lot proposed to be zoned from SR-3 to RO is shown in the Appendix immediately following this section.

BUSINESS MEETING VOTING **ARTICLES FOUR THROUGH EIGHTEEN**

Article Four: 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.

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 Five: 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 \$40,610, equal to one-half of the Land Use Change Tax revenue from the fiscal year 2017-2018 (total of \$81,220) 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 1, 2019.

Article Six: Distribution of Revenue into the Conservation Fund

Mirroring the action in the preceding warrant article, this article distributes one-half of the fiscal year 2017-2018 Land Use Change Tax revenue (\$40,610) 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 1, 2019.

Article Seven: 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 2017-2018 totaling \$34,265 into the Municipal Transportation Improvement Fund. The projected balance in this fund at June 30, 2019 is approximately \$7,200.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2019.

Article Eight: 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 \$1,757,743 into various Capital Reserve Funds. This action is taken as part of the recommended budget for fiscal year 2019-2020, 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 1, 2019.

Article Nine: 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 \$1,314,060 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 1, 2019.

Article Ten: Withdrawal from Municipal Transportation Improvement Fund

Funds totaling \$32,000 are proposed to be withdrawn from the fund in FY 2019-20 for the installation of two mid-block pedestrian crossings, including enhanced lighting.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2019.

Article Eleven, Twelve and Thirteen: Contract with Public Works, Police and Fire Union Employees

The Town has three collective bargaining units. Employees of the Public Works Department are represented by Local 1348 of the American Federation of State, County, and Municipal Employees (AFSCME), the Police Department by Local 3657 of the American Federation of State, County and Municipal Employees, and the Fire Department by Local 3288 of the International Association of Fire Fighters (IAFF).

This year, the Town reached agreement with AFSCME Local 1348, AFSCME Local 3657 and IAFF Local 3288 on two-year collective bargaining agreements for the period beginning July 1, 2019 and ending June 30, 2021, subject to voter approval. The proposed contracts include a 1% cost-of-living adjustment in year one and year two.

Increased health insurance costs continue to drive discussions about health care cost containment at the bargaining table, although the final announcement by HealthTrust of a 4.3% premium increase for each of the Town's health plan options was welcome news. Overall, given concerns about a potential looming recession and the worrisome volatility in the stock market combined with political turmoil at home and overseas led the Board to opt for a cautious and conservative approach with negotiations in this current cycle.

The parties ultimately agreed to keep the current health plan cost share structure and the current HMO plan "driver," i.e., the plan the Town references to budget for health insurance each year and to credit employees who purchase insurance under the Town's flexible benefit plan. We gave serious consideration to again changing the plan driver in order to lower premiums, but the fact is that the

Town just recently changed its plan driver (from Point of Service to HMO), effective July 1st of last year. That change substantially reduced the Town’s annual contribution to employee health insurance by requiring employees to shoulder more of the annual premium and increasing their out of pocket costs for prescription drugs and doctor visits.

It should be noted that the proposed contracts include language authorizing the Town to re-open and re-negotiate the entire wage and benefit package in the event FY 2020-21 health insurance premiums are to increase by 10% or more. Both the Town and its employees recognize that double digit premium increases are not sustainable, and that the health insurance market remains highly volatile.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2019.

Article Fourteen: Proposed Municipal Budget for Fiscal Year 2019-2020

The table below outlines the net appropriation required by this warrant article, which when added to all the additional appropriation warrant articles outlined above, funds the Town’s total budget for the fiscal year 2019-2020.

Appropriation for the Proposed Municipal Budget for FY 2019-2020	\$26,607,662
Appropriation for Payment into Various Capital Reserve Funds (Warrant Article #9)	\$1,757,743
Appropriation for Purchases to be Funded from Withdrawals from Various Capital Reserve Funds (Warrant Article #10)	\$1,314,060
Appropriation for Purchases to be Funded from Municipal Transportation Improvements Fund (Warrant Article #11)	\$32,000
Appropriation to cover impact of Public Works Department Union Contract (Warrant Article #12)	\$49,272
Appropriation to cover impact of Police Department Union Contract (Warrant Article #13)	\$40,272
Appropriation to cover impact of Fire Department Union Contract (Warrant Article #14)	\$28,395
Grand Total Appropriations of All Funds – See Budget Overview	\$29,829,404

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2019.

Article Fifteen: Authority to Enter into Power Purchase Agreements

The Town of Hanover is currently engaged in installation of rooftop solar panels on Town Hall and the Water Reclamation Facility as funded by Town Meeting in 2018. In 2015, the Town received Town Meeting approval to install solar panels on the roof of the Public Safety Building. Each of these arrays is owned by the Town.

In some cases, it is more cost effective for the Town to make Town-owned land or buildings available for installation of ground mounted or rooftop solar arrays owned by a third party. In this type of solar installation, the Town leases the site or grants an easement for use of the property to the solar array owner, agrees to purchase the electricity generated by the solar array at a fixed price over a period of several years and is then given the option to purchase the array for the remaining undepreciated value some 5-10 years after installation. The Town is currently considering this as an option for a possible

large ground-mounted installation on Town property adjacent to the Water Filtration Facility on Grasse Road and/or the salt shed roof at the Public Works facility. In order to consider such options, the Selectboard needs authorization from Town Meeting to negotiate and execute a lease for Town-owned land and to enter into long-term power purchase agreements to lock in pricing for the electricity generated by the solar panels.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2019.

Article Sixteen: Adoption of State Enabled Property Tax Exemption for Solar

RSA 72 enables communities to adopt an exemption from property taxation for the value of renewable energy equipment installed on a residential or commercial property, including solar panels. To date in Hanover, properties have not been selling at higher prices based on the presence of such renewable energy equipment and so current property assessments do not include the value of such equipment where it has been installed. However, in NH, 135 communities have adopted the provisions of RSA72:61, thereby providing an opportunity for property owners to apply for an exemption for the value of such equipment when assessments in a community do include the value of such improvements because they add to the sales price of residential or commercial property. Given Hanover's leading role as a Ready for 100 community, approved at Town Meeting in 2017, Sustainable Hanover recommends that Town Meeting adopt the provisions of RSA 72:61 so that property owners can apply for an exemption for the value of solar equipment when and if the presence of such improvements is seen as adding to the value of residential and/or commercial real estate.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2019.

Article Seventeen: 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 5, 2019

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

Full Text of Article Two, Amendment No 1:

A. Amend Section 302 Definitions as follows:

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

persons with disabilities *A person of any age who: (i) has a disability as defined in Section 223 of the Social Security Act (42 U.S.C. 423); (ii) is determined by USHUD regulations to have a physical, mental or emotional impairment that (a) is expected to be of long, continued, and indefinite duration; (b) substantially impedes his or her ability to live independently; and (c) is of such a nature that such ability could be improved by more suitable housing conditions; (iii) has a developmental disability as defined in the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 15002(8)); or (iv) has the disease acquired immunodeficiency syndrome (AIDS) or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome (HIV). For the purpose of qualifying for low income housing under HUD public housing and Section 8 programs, the definition does not include a person whose disability is based solely on any drug or alcohol dependence.*

senior housing development ~~Group **Housing**~~ provided for the use of individuals who are **at least** 62 years of age ~~or older~~ and families of not more than two persons, one of whom is **at least** 62 years of age ~~or older~~

B. Amend Section 520.3 by adding a new paragraph, c, as follows:

520 Affordable housing

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

A. The density bonus, or increase in the number of additional lots or dwelling units, may not be greater than 20 percent of the number of lots or dwelling units otherwise allowed by this Ordinance.

B. The word "lot" in this section includes any subsequent development of a lot so that the lot and all fixed improvements on the lot comply with the applicable affordability standards set forth below.

C. The calculation of the number of additional lots or units allowed is:

(1) For each two lots or units designated affordable at the 120 percent median family income (MFI) level, the developer will be entitled to one additional lot or unit with no affordability restrictions.

(2) For each lot or unit designated affordable at the 80 percent MFI level, the developer will be entitled to one additional lot or unit with no affordability restrictions.

(3) For each lot or unit designated affordable at the 50 percent MFI level, the developer will be entitled to two additional lots or units with no affordability restrictions.

(4) In cases where the above calculation results in a number of additional lots or dwelling units that is a fraction, the number will be rounded down to the nearest lesser integer.

D. The minimum area and frontage of each lot may be reduced from those areas and lengths specified in this Ordinance in direct proportion, not to exceed 20 percent, to the increase in the number of lots permitted in a major or open space subdivision as allowed by this section.

E. All lot dimensional requirements for front, side, and rear setbacks and building height and all parking space allowance requirements are as required by this Ordinance.

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

520.2 Sections 520.1 A and 604 notwithstanding, in the R0 district, affordable senior housing may be developed using a density bonus to increase the number of affordable senior housing units and may have more than one principal building on a single lot. The additional number of units may not be greater than 50 percent of the number of dwelling units otherwise allowed by this Ordinance. A development using this density bonus must reserve a minimum of 50 percent of their affordable units for low- and/or very-low income households as defined by the USHUD.

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

A. There will be a limitation of the resale price of the affordable lot or unit, and, in every transfer of the lot's or unit's ownership, a restriction of its resale to an income eligible-buyer, by means of a deed covenant or other suitable method specified in a legally enforceable document, applicable to the development and to each affordable lot or dwelling unit found by the Planning Board with the advice of the Hanover Affordable Housing Commission to be appropriate and effective for ensuring such perpetual affordability. In approving such lots or dwelling units, the Planning Board may specify that the applicant provide the means and methods sufficient, in the Planning Board's sole judgment, to guarantee continued affordability throughout the duration of the development.

B. Such deed covenant or other legally enforceable document will specify that the Town of Hanover has legal right on its own volition, or through its duly designated agent, to monitor and ensure the continuing validity of such covenant or document and to renew or cause renewal of such covenant or document for the purpose of extending indefinitely and for as many times as necessary the continuing affordability of lots or dwelling units as originally approved by the Planning Board.

C. Notwithstanding the above, the Town of Hanover agrees to subordinate its deed covenant or other legally enforceable document provided for in Section 520.3.A and B above to any and all agreements and documents from USHUD, the New Hampshire Housing Finance Authority or the US Department of Agriculture Rural Development, so long as said entities' agreements impose affordability requirements that are reasonably similar in scope to those proposed by the Town of Hanover.

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

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

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

Explanation of Amendment No. 1

In 2017, the Zoning Ordinance was amended to add affordable senior housing to the RO district with a provision that would allow up to a 50% density bonus. Along with the new definition, amendments were approved that added a new parking standard and one that allows multiple buildings on a lot.

As redevelopment of the Summer Park Senior Housing has begun, it was discovered that our existing Summer Park Senior Housing is home to both individuals at least 62 years old and individuals with disabilities. In order to continue to provide housing as the Town has in the past, an amendment to the definition of affordable senior housing is proposed to enable older people and individuals with disabilities to live at Summer Park. A definition of persons with disabilities is proposed to be included in the list of definitions.

In addition, a new paragraph is added to enable affordability standards established by US HUD, NH Housing Finance Authority, or US Department of Agriculture Rural Development, to

be used to determine affordability instead of solely the affordability standards set forth in the Zoning Ordinance currently.

Full Text of Article Three, Amendment No 2:

The Town of Hanover shall zone the existing duplex at #59 & #61 Lyme Road as a duplex in the Residential/Office category.

Explanation of Amendment No. 2

The Town received a copy of a petitioned zoning amendment requesting that the zoning district including #59 and #61 Lyme Road be changed from SR-3 to RO. If approved by ballot vote at Town Meeting, the result would be a change in the zoning district boundary for that lot from SR-3 to RO and for all of the uses and uses allowed by special exception to be developed on that lot.

A map showing the lot proposed to be zoned from SR-3 to RO is shown on the next page.



Proposed Zoning District Change

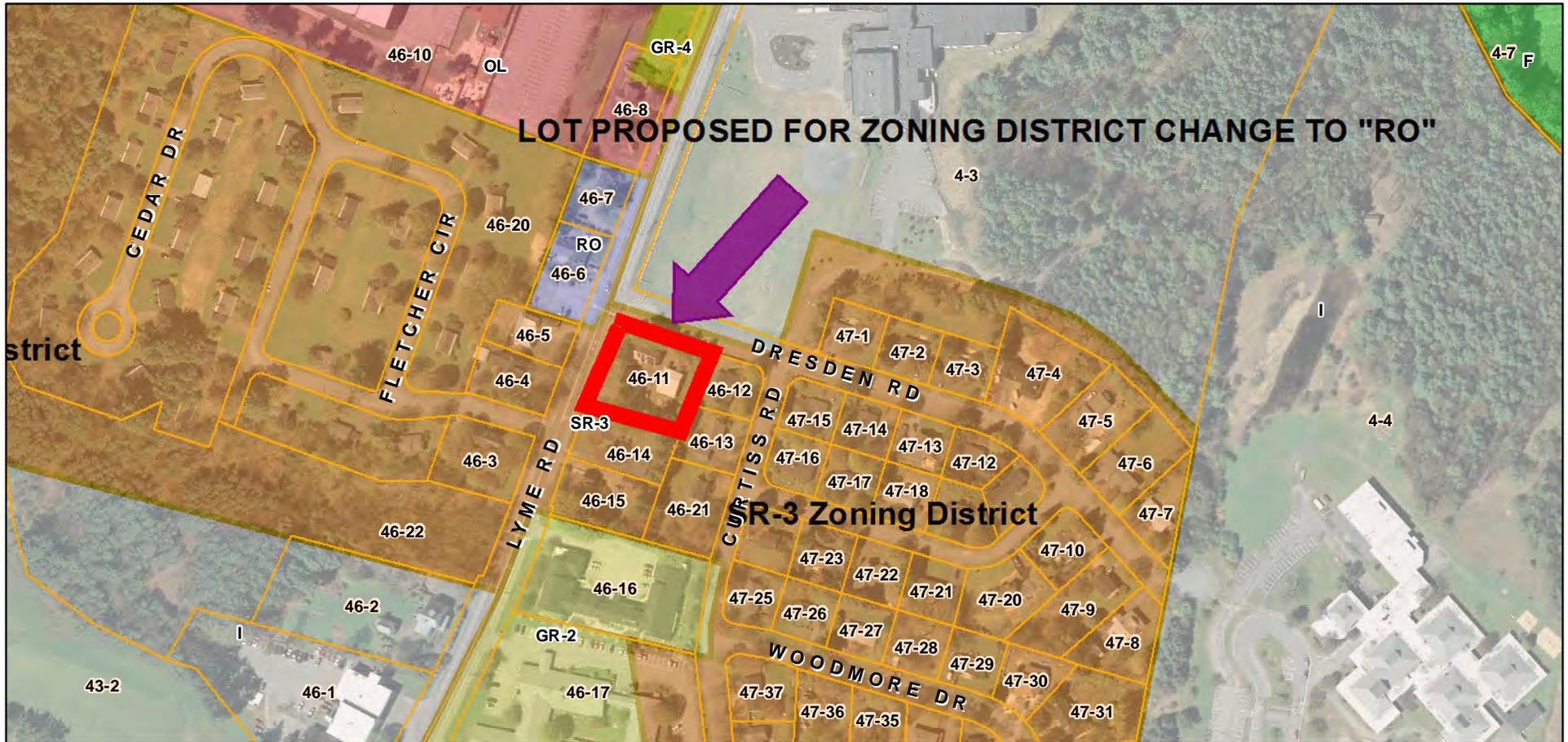
Hanover, NH



February 15, 2019

1 inch = 268 Feet

www.cai-tech.com



	Street Names		General Residence, Four		Single Residence, Three
	Parcel Lines - Ortho		Institution		Office & Laboratory
	Forestry and Recreation		Residence & Office		
	General Residence, Two				

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.

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REPORT OF THE SELECTBOARD AND TOWN MANAGER

Redevelopment of Summer Park

Over the past four years, the Town and Twin Pines Housing Trust have collaborated to plan for the replacement of Summer Park's three 1970's era garden apartment buildings that have housed Section 8 eligible senior and disabled residents. The complex is owned and maintained by the Town while the Section 8 process has been managed for the Town by the Lebanon Housing Authority over the past 20 years. The three residential buildings, consisting of 12 efficiency and 12 one-bedroom apartments, have reached the end of their useful life, suffering from original substandard construction design and materials, lacking elevators, served by outdated electric heating systems, lacking full insulation and troubled by air quality and mold issues. Rather than continuing to invest in these buildings, Town staff approached Twin Pines Housing Trust in the hopes of enlisting their assistance in replacing the older buildings given their expertise in securing federal, state and private financing, designing energy efficient and fully accessible housing and operating and maintaining housing for the benefit of tenants who are supported by federal and state housing programs. All of the planning culminated in a Town Meeting vote in 2018 authorizing the Town to donate the Summer Park property along with the adjacent 42 and 44 Lebanon Street parcels to Twin Pines, thereby enabling the construction of 24 replacement affordable housing units, a second phase to include 18 additional affordable units and the demolition of the original three Summer Park garden apartment buildings.

One year later, Twin Pines has secured all the funding required to move forward with Phase One – construction of a new 24-unit apartment building on the 44 Lebanon Street parcel. The Town implemented the demolition of the former old farmhouse on 44 Lebanon Street in August of 2018 and the Hewitt home, formerly located on the 46 Lebanon Street parcel, in February of this year. Beginning in the summer of 2019, the Town's Public Works Department staff will construct a new, combined Community Center parking lot on the adjoining 46 and 48 Lebanon Street parcels, providing the Community Center with one large parking lot rather than the two current smaller parking lots situated at either end of the center. Shortly thereafter, Twin Pines will begin construction of the new 24-unit apartment building, using the 42 Lebanon Street parcel – currently a secondary parking lot for the Community Center – as a staging location for the construction. The new apartment building should be completed in the early fall of 2020, at which point the tenants currently residing in the three Summer Park apartment buildings will be relocated to the new Summer Park building.

Once the tenants have been relocated, the three original Summer Park buildings will be demolished by the Town of Hanover. Twin Pines will then commence construction of the second phase housing component – 18 one-bedroom affordable apartments in one building on the 42 Lebanon Street parcel. They will also complete all the remaining parking, walkway and landscaping on the Summer Park property. Both buildings will be designed as "passive house" which translates to highly energy efficient. The Town will also be exploring how to insure both buildings are fully solarized in addition to their passive house designation.

Twin Pines will take over ownership of the Summer Park, 42 and 44 Lebanon Street parcels on or around July 1, 2019. As part of that ownership change, Twin Pines will also take over ownership and operation of the Summer Park buildings including administration of the Section 8 program for the property. The transfer of the property will also include execution of an agreement which will insure that the new housing units planned for the property remain permanently affordable to insure that the Town's desire to maintain affordable housing on this site remains in place. The Town is immensely grateful to Twin Pines for their willingness to undertake this project and to steward this housing on behalf of its residents and in support of its mission.

Sustainability Initiatives – Ready for 100

Since the adoption of the “Ready for 100” commitment at Town Meeting in May of 2017, focused on fostering community reliance on 100% renewably generated electricity by 2030 and elimination of fossil fuel use for heating and transportation by 2050, members of Sustainable Hanover and Town staff have been working with our renewable energy consultants, 3Degrees, to finalize the community’s comprehensive renewable energy strategy. That strategy can be broken down into several key components:

1. Committed to leading by walking the talk, Town staff is continuing to implement energy efficiency and renewable energy improvements in all Town facilities. Solar panels will be installed on the roof of Town Hall and the Water Reclamation Facility prior to the end of June 2019. All of Town Hall is now served by a networked air source heat pump system while the building’s older oil furnace remains simply as back-up. Requested in the FY 2019-20 Budget are funds to finish tightening up the envelope of the Fire Department’s main station and replacing the roof, which will then enable the installation of solar on that portion of the Public Safety Building roof in 2020. Funding is also requested to replace the Community Center’s oil furnace with a central air source heat pump system and for initial installation of some air source heat pumps in the Police Department. The Town will also work with solar partners on the potential installation of solar panels on the Community Center roof and the Public Works Salt Shed. Next up will be tackling energy efficiency and renewable energy improvements in the Howe Library and the Public Works facility.
2. Sustainable Hanover and Town staff are working with our consultants at 3Degrees to finalize a Green Power Purchasing Co-op to enable local residents and small businesses to purchase Green-E certified electricity at a community-wide level rather than simply settling for the brown power electricity mix sold by Liberty. Several other partner Ready for 100 communities in NH have indicated a desire to expand the co-op to their communities as well. With luck, this program will be ready to unveil just before Town Meeting and will enable residents and businesses to lock in to an attractive green power-generated electricity rate for 12 months.
3. Hanover staff is preparing to brief Dartmouth and large business users on options for joint negotiation of a Power Purchase Agreement (PPA) with a renewable energy provider, enabling the community’s large electricity consumers to lock into very competitive green power electricity rates for up to 20 years. One very promising project that might make sense for Hanover’s large users to support via green electricity purchases through a longer-term PPA is the Vineyard Wind project, currently finalizing permits to construct 2,400 MW of offshore wind 14 miles south of Martha’s Vineyard. This would be the first large-scale offshore wind project constructed in New England.
4. A Tuck School student with extensive experience in the solar industry has worked with Sustainable Hanover and Town staff to develop a plan for installation of a 3 MW ground-mounted solar field at the Town’s Water Filtration Plant on Grasse Road. Staff is working with Clean Energy NH on legislation that would enable the Town to net meter more than the current 1 MW limitation and is also exploring options to open the facility to community investment.
5. Vital Communities has announced that in the fall of 2020, Hanover will be included as one of their Weatherize Upper Valley participating communities. Anything the Town can do to encourage residents and businesses to “button up” their homes and commercial buildings will reduce overall reliance on home heating fuels and reduce electricity consumption.

6. The Town is providing free office space to a consultant on loan from the Resilient Buildings Group to the State's NHSaves program and Liberty Utilities. His role is to network with as many local businesses as possible, alerting them to the direct funding and technical assistance available to them through NHSaves to make energy efficiency improvements to their business buildings. Frequently these funds remain unused. Hanover wants to help insure the funds are distributed for energy efficiency investments around the Hanover-Lebanon area by supporting this program's local outreach efforts.
7. Dartmouth remains a superb partner on renewable energy and sustainability. We meet monthly as a Town-Gown Energy Team, collaborate with the College on projects and find opportunities to work with students and benefit from their time and expertise. During the summer of 2019, the Town will benefit from the work of Laura Hutchinson who is a graduating senior at Dartmouth. Laura will work extensively on several aspects of a proposed community solar project. Her internship will be largely funded via the UNH Sustainability Internship program.
8. Sustainability Director April Salas (working part-time and funded by the Bressett Fund) along with Planning and Zoning Director Rob Houseman, Public Works Director Peter Kulbacki and Town Manager Julia Griffin continue to remain very active in several in-state and national level organizations that support community efforts including Clean Energy NH and the Urban Sustainability Directors Network. We continue to receive excellent technical resource assistance from the Sierra Club's Ready for 100 program staff as well as the staff of the National Renewable Energy Lab and the Rocky Mountain Institute. Given all that we are doing, Hanover is frequently sought after by other NH communities looking for guidance as to how they can move forward on the renewable energy front.

The Bressett Fund Helps the Community Move Forward on New Initiatives and Improvements

Before her death, Ann Bressett reached out to the Town, seeking to determine how her estate could benefit the community she and her husband Lou Bressett loved so much after she was gone. The Bressett Fund grew out of those initial conversations. Ann established the Fund, seeding it with \$3.6 million. Upon Ann's death in 2017, the Fund was given to the Town and is under the careful investment stewardship of the Trustees of Trust Funds. To date, that Fund has grown to over \$4.1 million and conservatively yields approximately \$250,000 per year which is available to the Town to support new initiatives that will benefit the community. To date, the Bressett Fund has supported the following new programs and amenities:

- The Hanover Community Nurse Program was launched in 2018 and is designed to help insure that those Hanover residents in need, particularly seniors, are connected with the services they require and assisted in whatever way possible. Hanover Community Nurse Doris Yates currently works 15 hours per week and is doing a wonderful job of weaving a supportive tapestry for many of our senior residents in need of support.
- The Howe Library created the Emerging Technologies Librarian position in 2018, largely in response to the ever-changing technology interests of Howe patrons. Libraries all over the world are moving to offer services in new ways and to create new programs based on their patrons evolving needs and interests on the technology front. Rachel Donegan joined the Howe Library staff in 2018, bringing many wonderful program ideas with her from her many years working as part of the Montshire Museum staff team.
- The Town created the part-time Sustainability Director position in the summer of 2018 in an effort both to stay ahead of the demand for sustainability project implementation on the part of the Town as well as to enable Hanover to play a larger role in the sustainability efforts taking place at the regional, state and national level. April Salas fills the role for the Town while also

overseeing the work of the Revers Center for Energy at Tuck. Straddling both the College and the Town, April has also enabled the Town to work more collaboratively with Tuck and the Irving Institute on multiple sustainability initiatives.

- The Bressett Fund has been tapped to help replace aging recreation equipment in the Town including the old play structure at the Valley Road pocket park and two heavily used backstops at our RMS and Sachem Field ballfield complexes.
- The Town's Trails Committee and their trail partners, the Upper Valley Trails Alliance, will receive \$12,000 from the Bressett Fund for implementation of several new trail amenities on the Trescott Property, based on a prioritized set of trail improvements recommendations made by the Company's Trail Master Plan consulting team.
- A \$25,000 allocation from the Bressett Fund will help the Town support a Storrs Pond improvement initiative spearheaded by the Hanover Improvement Society and will serve as valuable match to a pending generous donation to the Improvement Society from the Byrne Foundation.

The FY 2019-2020 Budget

The proposed budget detail reflects a municipal tax rate increase of 1.98%, which would take the current municipal tax rate of \$4.26 per \$1,000 of property valuation up to \$4.34. This translates to a 2.2% increase in the tax levy and necessitates raising an additional \$215,016 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 2019-20 recommend expenditures of \$29,829,404 which is an increase of 5.3% over the total appropriations approved for FY 2018-19. Of the total appropriation, \$2,885,735 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 proposed FY 2019-2020 tax rate. The total capital reserve expenditure recommendations represent a \$616,592 or 27.2% increase over the FY 2018-19 Budget, reflecting considerable additional emphasis on reserve-funded capital projects implementation during the upcoming fiscal year.

The actual expenditures for all funds net of capital projects funded from capital reserves and other reserve funds represent a total \$26,943,669 or 3.4% above the FY 2018-19 Budget. The expenditure details are outlined in detail below, by fund.

Highlights-Tax Supported Funds

General Fund

The General Fund Proposed Budget for FY 2019-20 recommends appropriations totaling \$16,848,406, which represents an increase of \$1,419,520 over the appropriation for FY 2018-19. After taking into account the benefit of growth in total assessed valuation (projected to be \$10 million) and netting out the General Fund's capital reserve expenditures totaling \$1,383,816 which are fully offset by the transfer in of revenue from various reserves, a General Fund tax rate increase of 1.88% is required to fund this budget, taking the tax rate from the current \$4.26 to \$4.34, an increase of 8 cents per thousand dollars of valuation.

Revenue

1. The Proposed Budget assumes an estimated \$10 million increase in total assessed valuation which generates an additional \$42,600 if no change were made in the municipal tax rate proposed for FY 2019-20.
2. For FY 2019-20 we anticipate returning to short term interest revenue of \$318,000 which harkens back to the amount we were earning prior to the 2008 recession.
3. NH Rooms and Meals tax revenues are budgeted to hold steady at \$591,000. 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, despite 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 other non-tax revenues are projected to continue performing at a stronger level, specifically, the budget-to-budget increase in motor vehicle registration revenue (\$55,000). These increases are borne out by the level of actual activity in FY 2018-19.
5. The Proposed Budget reflects use of \$281,256 in Undesignated Fund Balance (UDFB) for two capital projects – a portion of the cost to install heat pumps in the Community Center and a portion of the cost to construct a 5 car parking garage for the Police Department cruiser fleet behind the Public Safety Building, leaving a projected June 30, 2020 fund balance of \$ 2,013.268 or 14.21% of General Fund expenditures (net of reserved spending) in the most recently completed fiscal year.
6. One-time revenue flowed into the UDFB in the current year in the form of a Worker's Compensation "holiday" payment (resulting from savings generated by PRIMEX, the state's municipal property and liability insurer, beyond their expectations which they chose to return to their members) and we propose to use these one-time funds (\$74,998) to help pay for the cost of building the Police Department cruiser fleet garage. Currently, the Police Department fleet is the only Town fleet which is not garaged and given the amount of expensive electronic equipment in each cruiser, which requires that the engine be left on all winter long to prevent freezing, we believe this move is both better for our vehicles and also reduces our carbon footprint.
6. The Bressett Fund is tapped for \$307,000 to allow the Town to continue to provide seed funding for the Hanover Community Nursing program (\$12,000); to support the second year of an Emerging Technologies Librarian for the Howe Library (\$80,000 for salary and benefits) and a part-time Sustainability Director to 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 (\$86,000 for salary and benefits); for one-time support of the Hanover Improvement Society's Storrs Pond community initiative (\$25,000); for one-time support of trails work to be completed by the Hanover Trails Committee and the Upper Valley Trails Alliance on the Trescott Property for enhanced public trail access (\$12,000), for funding use of the school gyms under a possible Joint Use Agreement, for replacement of playground equipment in the pocket park on Valley Road (\$40,000) and for replacement of baseball backstops at the Town owned playing fields at Richmond Middle School and Sachem Field (\$12,000). Under current guidelines for use of the Bressett Fund monies, programs will be considered 'new' initiatives eligible for funding for three years.

Expenditures

1. In FY 2019-20, the total increase in General Fund Salaries and Benefits, reflects a year-to-year increase of 2.2%, representing an additional \$246,339 of General Fund expenditures. This increase includes the impact of a modest 4.3% increase in our health insurance premiums; the budgeted schedule of 2% step increases and assumption of a 1% cost-of-living adjustment for all employees effective July 1, 2019; a modest increase in our budgeted NHRS employer contributions to reflect proposed wage increases offset by actual rate decreases for Group I and Group II Fire and Police employees; the addition of one additional full-time Dispatcher for the Hanover Police Department (which is offset by increased fee revenue from all the Towns we service); and the combining of several very part-time Library position into one 20 hour per week position which is benefits eligible, which aids in scheduling desk coverage. The actual increase in General Fund salaries and benefits is relatively small in comparison with previous years, in part due to the retirement of several senior staff in the Police Department and Library, all of whom were replaced with more junior staff who are paid at a lower step in grade. As a result, both the salary and benefits costs are lower for more junior employees.
2. In FY 2019-20 we budget \$150,000 for the construction of a new, combined parking lot for the Richard W. Black Community and Senior Center to be co-located on 46 and 48 Lebanon Street. A lot merger will be required in addition to site plan review. Funds for the construction are proposed to be withdrawn from Housing Fund Undesignated Fund Balance, given that the need to relocate and rebuild the parking lot is related to the loss of 42 Lebanon Street as part of the Summer Park construction project.
3. Highway Capital Reserve Fund purchases total \$349,900, offset by a transfer in from reserve of that amount. The expenditure is substantially higher than the FY18-19 expenditure (\$176,900) based on the CIP schedule for the upcoming year.
4. Funds are withdrawn from the Road Improvements Capital Reserve Fund for the replacement of the signal controller at the Park and Lebanon Street intersection (\$25,000).
5. Funds are withdrawn from the Municipal Transportation Improvement Fund to install two signalized crosswalks (\$32,000). In addition, in the coming year, Town stall will ask the Board to consider using the SB38 additional Highway Block Grant Funds (\$248,393.81) received in July 2017 for eligible highway projects to install crosswalk lighting at 16 additional priority crosswalks in the downtown and campus area. This supplemental non-lapsing Highway Block Grant does not require an appropriation by Town Meeting to be expended; the Selectboard must simply hold a public hearing.
6. Funds are budgeted in the Police Department toward the installation of heat pumps (\$42,000). Additional funds will likely need to be funded in FY 2020-21 to fully fund this installation.
7. One (1) additional Dispatcher is added to the Police Department, based on the recommendations outlined by Mission Critical, the dispatch consulting firm which evaluated our current operation. The full cost of this position was factored into the proposed budget for the Dispatch Division and each of the communities served by the operation will pay a pro-rated share of the increased staff cost.
8. The marked Police cruiser fleet vehicles are proposed to be replaced in FY 2019-20 as part of the regular cruiser replacement schedule (\$201,660). Ford is now offering an Explorer hybrid model with the police package which will enable the Department to transition half of the fleet to more

fuel- efficient vehicles. The cost of the vehicles includes the purchase of the base Explorer model plus police package components, light bars, and radios. The Department last replaced vehicles in 2016-17 when the 3 vehicles in the unmarked fleet were replaced.

9. Contributions to the Police Vehicles and Equipment Capital Reserve and the Dispatch Equipment and Dispatch Center Enhancements Capital Reserve are proposed to be increased in FY 2019-20 to reflect anticipated future vehicle and equipment costs. The Police Vehicle Reserve contribution increases to \$83,400 (from \$68,000 in FY 2018-19) and the Police Dispatch Reserve contribution increases to \$60,000 (from \$22,000 in FY 2018-19).

Fire Fund

The proposed FY 2019-20 Budget recommends Fire Fund expenditures of \$3,800,809, representing an increase of \$21,075 or 0.6% over the FY 2018-19 appropriations.

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.

The proposed Fire District tax levy for FY 2019-20 is projected to increase by 1.95% (or \$77,817; from \$3,255,466 to \$3,333,283). With a \$10 million projected growth in the Town's net assessed valuation, if the projected tax levy was recovered through one tax rate across all Town properties, there would be a 1.95% tax rate increase to fund the proposed Fire Fund budget, taking the blended Fire District rate up from the current \$1.40 to \$1.43.

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

1. In FY 2019-20, there is a very small decrease in total Fire Fund Salaries and Benefits, reflecting annual step increases, a 1% cost-of-living adjustment and a 4.3% increase in health insurance premiums, offset by the hiring of two new firefighters at a lower step in grade as compares with their predecessors as well as a level-funding the employer mandated retirement contribution required by the NHRS, reflecting the modestly reduced rates provided by stronger than anticipated NHRS investment performance in FY 2017-18.
2. Two expenditures are proposed to be funded by a withdrawal from the Fire Capital Reserve Fund in FY 2019-20. First, the Department is working toward regularly scheduled replacement of self-contained breathing apparatus (SCBA) and recommends withdrawing \$56,000 to replace approximately 50% of the Department's air packs. In addition, the Departments recommends withdrawing \$11,000 to fund the replacement of one thermal imaging camera.
3. For the third consecutive year, the Fire Fund focuses expenditure attention on the Department's main station facility which was constructed in the early 1970's and has limited reinvestment over the years. The building was woefully under-insulated but Public Works and Fire have begun addressing the problem. In 2017-18 the rear of the building, including the rear exit stairwell, were reinsulated and new egress windows were installed on the second floor; in 20182019, the front of the building was reinsulated, re-sided and front windows were replaced and proposed for FY 2019-20 is completion of the work to include re-insulation of the apparatus bay (\$23,000). In addition, \$18,000 is budgeted to replace the 6 exterior doors and frames in the main station to further tighten up the building envelope and funds are withdrawn from the Fire Fund

Undesignated Fund Balance (\$127,500) to replace the main station roof. Replacement of the roof will also enable the installation of rooftop solar panels in 2020 if approved at a subsequent Town Meeting. Finally, funds are budgeted to do some interior renovations to address some indoor air quality issues that surfaced once the building had been better insulated and windows replaced. Removal of original building carpeting, removal of a section of damaged ceiling and replacing with a drop ceiling and replacement of a large janitors sink which was one source of plumbing leak which led to the first-floor ceiling damage all will be implemented at a cost of \$19,500.

Parking Fund

The Parking Fund Budget for FY 2019-20 anticipates expenses and revenues of \$2,346,271 which is an increase of \$91,932 or 4.1% over the FY 2018-19 appropriation.

There are several recommended CIP expenditures totaling \$400,162 focusing specifically on repairs and enhancements for the Parking Facility, including several repairs recommended by the Town’s parking consultants related to masonry, concrete and drainage (total cost of \$355,500, but after netting out \$164,293 currently budgeted and encumbered toward this work, this leaves the need to withdraw an additional \$191,207); installation of glass surrounding the upper, open atrium of the north stair tower to reduce precipitation within the stairwell itself (\$24,000), and increased lighting throughout the structure and concrete repairs to the north side stairwell connector to the League of NH Craftsmen building and the alley entrance off Currier Street (\$184,955).

Highlights: Non-Tax Supported Funds

Ambulance Fund

The FY 2019-20 Budget for the Ambulance Fund recommends expenditures of \$1,390,655, which amounts to an increase of \$121,349 or 9.6% above the FY 2018-19 Budget. The scheduled replacement of Rescue 1 (which is a heavier truck body with an ambulance box, originally designed to carry more rescue-related equipment) with a lower cost ambulance (\$322,000) is the largest contributor to this increased expenditure and is almost fully funded by a transfer in from the Ambulance Equipment Capital Reserve Fund coupled with a supplemental one-time appropriation of \$52,500 from the Ambulance Fund Undesignated Fund Balance. In addition, \$22,500 to partially fund the purchase of an ambulance stretcher power loader (to reduce fire personnel injuries related to loading heavy stretchers) and \$35,000 for purchase of a replacement extrication tool (“Jaws of Life”) are budgeted as withdrawals from UFDFB. Finally, a straight appropriation of \$20,000 is budgeted to fully fund the cost of the stretcher power loader.

Per capita support for the provision of ambulance services to our participating communities is not expected to increase in FY 2018-19.

Town	FY2018-19 Contribution	Proposed FY2019-20 Contribution
Hanover	\$284,466	\$292,975
Lyme	\$ 61,541	\$ 63,382
Norwich	\$126,095	\$126,009
Totals	\$472,101	\$482,455

The Department reduces the recently increased Ambulance Equipment Capital Reserve annual contribution by \$30,000 to provide funds toward the outfitting of the new ambulance in FY 2019-20 but will return to the \$90,000 reserving contribution level in FY 2020-21.

Water Reclamation Facility Fund

The recommended expenditures in the WRF Fund for FY 2019-20 are \$3,342,415 representing a decrease of \$198,626 or 5.6%. Of that total, \$418,757 is proposed to be funded by the Water Reclamation Facility Capital Reserve Fund. The decrease is the result of a smaller number of ongoing facility maintenance and energy efficiency capital improvement projects recommended for implementation. FY 2018-20 called for significant capital improvement projects totaling \$632,500; in the proposed budget there are 2 projects: replacement of the plant's aeration blowers which have been problematic due to an original design flaw (\$200,000) and scheduled replacement of two plant trucks (\$73,000).

One issue we continue to watch very closely is the status of the EPA's position on nitrogen and phosphorus removal through the wastewater treatment process. The Town's most recent NPDES permit, issued three years ago and good for five years, requires the facility to test for nitrogen and phosphorous. This move was viewed as a precursor to the EPA requiring the Town to implement removal technology as part of issuance of our next NPDES permit in three years. This removal technology can be very expensive and municipalities in both the Great Bay and Connecticut River watersheds have argued that the main contributor to nitrogen and phosphorous consists of "nonpoint sources" (storm drain run-off, brooks and streams resulting from agricultural and residential use of fertilizers, etc.). Given the high cost of removal, very little nitrogen and phosphorous will be removed through implementation of very costly WRF removal technology. The communities in the Great Bay are looking at over \$100 million in removal technology they are now mandated to install. Now, other communities in the Connecticut River corridor have seen new NPDES permits issued with a nitrogen and phosphorous removal requirement. As such, this budget recommends the expenditure of \$50,000 in FY 2019-20 to enable our consulting engineers, Wright Pierce, to provide a preliminary design cost estimate for removal.

It should be noted that in FY 2026-27, the Water Reclamation budget will see the completion of bond principle and interest payments on the past plant upgrade, which will result in an additional \$500,000 expenditure savings. This may occur just in time to begin funding payments on a bond to install nitrogen and phosphorous removal technology at the plant if required by the EPA. In addition, the WRF Undesignated Fund Balance is very healthy, providing an additional cushion for future upgrades if required. Finally, the current Water Rate Study recommends modification of Wastewater rates which should be determined in conjunction with consideration of likely future system improvements.

One impact of the Trump Administration tariffs has been a significant increase in the cost of wastewater treatment plant chemicals. The proposed budget requests an additional \$15,000 in FY 2019-20 to cover these increased costs.

The installation this spring of solar panels on the roof of the Water Reclamation Facility will go a long way toward offsetting the current \$130,000 budgeted on electricity costs for the plant, which is the Town's largest electricity consuming facility. In FY 2019-20 we continue to budget the \$130,000 we have budgeted in FY 2018-19 for electricity consumption simply because we do not have any data yet to confirm our actual electricity output, but by the end of next fiscal year, we will be able to significantly reduce this utility line item.

The Water Reclamation Capital Reserve Fund contribution is increased by \$30,000 beginning in FY 2019-20 to more accurately reflect the money which will be required in future years to maintain sufficient funds on the reserve for planned future projects and acquisition of equipment.

Water Utility Fund

The recommended expenditures in the Water Utility Fund for FY 2019-20 are \$2,100,849 which represents an increase of \$53,351 or 2.6% over the FY 2018-19 appropriation. Of these total appropriations, \$108,500 is proposed to be funded by the Water Utility Capital Reserve Fund.

One impact of the Trump Administration tariffs has been a significant increase in the cost of water softening chemicals. Staff requests an additional \$10,000 in FY 2019-20 to cover these increased costs.

In FY 2019-20, \$10,500 is budgeted to replace a pressure reducing valve on the Balch Hill side of East Wheelock, \$80,000 for replacement meter reading heads as part of the remote water meter reading capability of the Division, both offset by a transfer in from the Water Capital Reserve Fund, and \$18,000 for installation for the new water service connection as part of the Town's contribution toward construction of the new Summer Park housing complex by Twin Pines Housing Trust.

Town staff spent the better part of 2018 working with consultants to assess the current water rate structure – a structure that remains from before the water utility was municipalized, based on a model preferred by the NH Public Utilities Commission but which does not adequately consider the need to build the accumulation of sufficient funds in a capital reserve fund for water infrastructure. That study was completed in January of this year and, as part of the analysis, staff identified several priority focal areas 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. The same study provides recommendations on a new rate structure as well as adjusted rates for water reclamation. The report should provide food for thought for potential implementation in either FY 2019-20 or 2020-21.

In FY 2021-22 the Water Fund will make final principle and interest payments totaling \$300,000 for replacement of a water tank and in FY 2027-28 will make final principle and interest payments on the Water Filtration Plant totaling \$500,000. Expiration of both bonds will free up additional expenditure capacity which will enable the Fund to begin planning for replacement of old secondary water distribution lines, combined with any additional funds we may be able to collect via revised water rates to boost up funds available from the Water Capital Reserve Fund.

Staff and Sustainable Hanover volunteers continue to explore the construction of a large ground-mounted solar facility on the land immediately east and south of the Water Filtration Facility. The property contains sufficient acreage to construct a solar facility which would completely offset the \$63,600 annual facility electricity bill – in fact, the sight is large enough to host a 3 MW solar farm which would completely offset the electricity consumed by all municipal operations.

HANOVER FINANCE COMMITTEE

Position Statement on the Proposed Town of Hanover FY2020 Budget

During a public meeting on March 4, 2019, the Hanover Finance Committee¹ voted unanimously (6-0) to support the proposed town budget in the amount of \$29,829,404, representing a 1.75% (or 10 cents) increase in the combined Town General Fund and “blended” Fire Fund tax rates which currently stand at \$5.67 per \$1,000 of taxable assessed property value prior to this increase.

In addition to reviewing proposed budgets, the Finance Committee is charged with educating residents on the financial implications. The Committee has noted with concern the impact of tax increases on property owners whose share of the tax burden grew due to the 2018 town-wide revaluation. The shift in valuation for some properties was dramatic and caused a significant jump in the tax burden. While the Advisory Board of Assessors has reviewed and adjusted many property values, questions remain regarding the methodology used to determine the assessments. It is important that the Committee and the community understand the basis for the new values. Such an understanding enhances confidence that the system is fair and helps safeguard the Town’s foundation of financial stability. Given the financial implications for individual property owners, the Finance Committee would like to see the Selectboard initiate a task force or other mechanism to answer the questions that have risen in regards to the accuracy and fairness of the revaluation by involving both community members and town officials in the effort, and further, arrange for a public presentation of the conclusions and any continuing concerns at a Selectboard meeting prior to the Town’s submission of information to the State for the 2019 tax rates.

Members of the Finance Committee would like to commend the thoughtful and rigorous process that was undertaken to develop the FY2020 operating budget for the Town of Hanover. We appreciate the thoroughness of the departmental budget presentations and the time taken by the Town Manager and the Director of Administrative Services to meet with us. The budget represents a balance between near-term needs, such as funding 2% step increases and a 1% cost-of-living adjustment for town employees, capital replacement costs and other new personnel resources, and long-term planning, such as funding “ideal” contribution levels for certain capital accounts. This balance is achieved with a modest tax rate increase of less than 2%, made possible in part because of strong one-time revenue expected from charges for services and building permit fee revenue. The Town should continue to ensure that ongoing expenses are funded with ongoing sources of revenue and not one-time sources.

While the Town’s financial health appears strong at the present time with robust increases in a number of revenue sources, the Committee remains concerned about several items that could impact the tax rate in the future and cautions that sound fiscal policy will be needed in future budget development. These concerns include the pace of healthcare and retirement cost increases (both NH Retirement System and Other Post-Employment Benefits) as well as contractually imposed wage and salary increases--all of which have been above inflationary benchmarks. The long-term funding of Bresset Fund financed initiatives such as the community nurse, the emerging technologies librarian and the sustainability director have yet to be defined. A potential step-up in the budget to absorb these positions and programs is of concern in future budget years. It should also be noted that a relatively lower increase in the tax rate was again achieved through the use of the Undesignated Fund Balance. In addition to \$161,000 for one-time expenses, \$120,000 will be taken from this account to shore up reserve accounts, a recurring expense. Finally, pending water/sewer permits required by the EPA are a concern though those costs would be primarily passed through to water rate payers rather than through the property tax rate.

Looking forward, the Committee believes that all town boards should be mindful of the local impact of the Federal “Tax Cuts and Jobs Act” (TCJA) that came into effect in 2018. Many taxpayers in high-income, high-property tax locales like Hanover will be affected. The TCJA limits state and local tax deductions to a maximum of \$10,000, and it generally discourages itemizing by increasing the standard deduction for all taxpayers. For many property-tax payers, local increases will no longer be cushioned by the Federal income tax deduction.

¹ Members this year have been Kari Asmus (Chair), William A. Fischel (Vice-Chair), Jeffrey N. Ives (Secretary), Michael Gonnerman, Mary Hakken-Phillips, Carey Callaghan (Hanover School Board member), and William V. Geraghty (Hanover Selectboard member).

Town of Hanover - Gross Appropriations Budget Overview

	2018-2019 Approved Budget	2019-2020 Proposed Budget	Incr/(Deer)	% Change
General Fund:				
General Government Administration	2,100,369	2,225,538	125,169	6.0%
Town Properties	904,875	1,411,771	506,896	56.0%
Police Department	2,461,034	2,892,812	431,778	17.5%
Public Works	3,740,447	3,860,506	120,059	3.2%
Health and Social Services	385,474	399,017	13,543	3.5%
Parks and Recreation	1,381,516	1,452,078	70,562	5.1%
Libraries	1,371,568	1,416,869	45,301	3.3%
Conservation Commission	30,500	42,500	12,000	39.3%
Unallocated - Pooled Expenditures	3,053,103	3,147,315	94,212	3.1%
Total General Fund	15,428,886	16,848,406	1,419,520	9.2%
Tax Supported Funds:				
General Fund	15,428,886	16,848,406	1,419,520	9.2%
Fire Fund	3,779,734	3,800,809	21,075	0.6%
Parking Operations*	2,254,339	2,346,271	91,932	4.1%
Total Expenditures-Tax Supptd. Funds	21,462,959	22,995,485	1,532,527	7.1%
Tax Subsidy	9,890,445	10,105,461	215,016	2.2%
Tax Ratio	46.08%	43.95%		
<i>*The Parking Operations Fund is substantially self-funded from Parking fees and fines, receiving a fixed amount of \$85,000 annually from Tax Increment Financing District taxes levied.</i>				
Non-Tax Supported Funds:				
Water Reclamation Facility	3,541,041	3,342,415	(198,626)	-5.6%
Water Utility Fund	2,047,498	2,100,849	53,351	2.6%
Hanover Ambulance Services	1,269,306	1,390,655	121,349	9.6%
Total Non-Tax Funds	6,857,845	6,833,919	(23,926)	-0.3%
Grand Total Appropriations-All Funds	28,320,804	29,829,404	1,508,601	5.3%
Capital Projects Funded from Capital Reserve and Other Reserve Funds:				
General Fund	573,750	1,383,816	810,066	141.2%
Fire Fund	248,943	194,500	(54,443)	-21.9%
Parking Operations	280,000	400,162	120,162	42.9%
Water Reclamation Facility	782,500	418,757	(363,743)	-46.5%
Water Utility Fund	123,000	108,500	(14,500)	-11.8%
Hanover Ambulance Services	260,950	380,000	119,050	45.6%
Total from Reserve Funds for Capital Projects	2,269,143	2,885,735	616,592	27.2%
Grand Total All Funds <u>Less</u>				
Reserve Funded Capital Projects	26,051,661	26,943,669	892,009	3.4%

Town of Hanover Budget Departmental Summary

	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18ACT</u>	<u>FY19BUDG</u>	<u>Proposed FY20BUDG</u>	<u>% Change FY19 Budget to FY20 Budget</u>	<u>\$ Change FY19 Budget to FY20 Budget</u>
<u>General Fund Revenues and Transfers from Reserve Funds</u>							
Administrative Svcs/Genl Govt	1,529,206	1,632,211	1,715,274	1,633,088	1,676,376	2.7%	43,288
Planning and Zoning	442,036	269,654	426,105	494,700	653,057	32.0%	158,357
Town Properties	99,442	73,910	123,469	23,500	215,500	817.0%	192,000
Police	1,092,791	963,304	638,009	574,070	937,149	63.2%	363,079
Public Works	780,334	604,513	874,095	757,312	806,185	6.5%	48,873
Parks and Recreation	717,881	627,655	797,794	820,200	843,200	2.8%	23,000
Libraries	63,721	65,429	62,595	129,625	120,911	-6.7%	(8,714)
Conservation Commission	64,360	45,500	81,220	10,000	10,000	0.0%	-
Unallocated - Pooled Revenues	9,911,129	10,192,906	10,494,301	10,986,391	11,586,028	5.5%	599,637
Total General Fund Revenues/Tsfrs	14,700,900	14,475,082	15,212,863	15,428,886	16,848,406	9.2%	1,419,521
<u>General Fund Expenditures</u>							
Personnel Costs							
Administrative Svcs/Genl Govt	1,061,906	1,053,386	1,096,540	1,133,903	1,142,822	0.8%	8,919
Planning and Zoning	316,834	435,259	494,787	554,012	541,617	-2.2%	(12,395)
Town Properties	258,796	261,841	271,222	286,414	294,057	2.7%	7,643
Police	1,841,953	2,108,176	2,179,711	2,301,848	2,389,284	3.8%	87,436
Public Works	1,332,998	1,430,528	1,478,030	1,545,048	1,585,814	2.6%	40,766
Health and Social Services	11,786	12,737	18,839	23,000	23,000	0.0%	-
Parks and Recreation	886,888	849,262	877,515	1,056,652	1,034,326	-2.1%	(22,326)
Libraries	1,029,037	1,055,081	1,089,021	1,260,827	1,301,544	3.2%	40,717
Associated Employee Benefits	2,609,490	2,827,213	2,968,822	3,256,848	3,352,427	2.9%	95,579
Total Personnel	9,349,689	10,033,484	10,474,487	11,418,552	11,664,891	2.2%	246,339

Town of Hanover Budget Departmental Summary

	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18ACT</u>	<u>FY19BUDG</u>	<u>Proposed FY20BUDG</u>	<u>% Change FY19 Budget to FY20 Budget</u>	<u>\$ Change FY19 Budget to FY20 Budget</u>
Non-Personnel Costs							
Administrative Svcs/Genl Govt	270,382	396,970	329,402	353,562	381,579	7.9%	28,017
Planning and Zoning	38,457	61,808	42,279	58,892	159,520	170.9%	100,628
Town Properties	929,261	538,896	799,473	618,461	1,117,714	80.7%	499,253
Police	895,212	608,013	299,473	159,186	503,528	216.3%	344,342
Public Works	1,787,844	2,023,711	2,400,347	2,195,399	2,274,692	3.6%	79,293
Health and Social Services	307,132	341,748	349,363	362,474	376,017	3.7%	13,543
Parks and Recreation	371,346	363,203	327,271	324,864	417,752	28.6%	92,888
Libraries	123,489	120,507	131,192	110,741	115,325	4.1%	4,584
Conservation Commission	76,645	81,783	104,556	30,500	42,500	39.3%	12,000
Unallocated - Pooled Expenditures	(154,161)	(157,305)	(209,945)	(203,745)	(205,112)	0.7%	(1,367)
Total Non-Personnel	4,645,606	4,379,336	4,573,411	4,010,334	5,183,515	29.3%	1,173,181
Personnel and Non-Personnel							
Administrative Svcs/Genl Govt	1,332,288	1,450,356	1,425,942	1,487,465	1,524,401	2.5%	36,936
Planning and Zoning	355,292	497,068	537,066	612,904	701,137	14.4%	88,233
Town Properties	1,188,058	800,737	1,070,694	904,875	1,411,771	56.0%	506,896
Police	2,737,166	2,716,189	2,479,184	2,461,034	2,892,812	17.5%	431,778
Public Works	3,120,841	3,454,239	3,878,377	3,740,447	3,860,506	3.2%	120,059
Health and Social Services	318,918	354,485	368,202	385,474	399,017	3.5%	13,543
Parks and Recreation	1,258,234	1,212,465	1,204,786	1,381,516	1,452,078	5.1%	70,562
Libraries	1,152,525	1,175,588	1,220,213	1,371,568	1,416,869	3.3%	45,301
Conservation Commission	76,645	81,783	104,556	30,500	42,500	39.3%	12,000
Unallocated - Pooled Expenditures	2,455,329	2,669,908	2,758,877	3,053,103	3,147,315	3.1%	94,212
Total General Fund Expenditures	13,995,295	14,412,820	15,047,898	15,428,886	16,848,406	9.2%	1,419,520
General Fund Municipal Property Tax	9,215,611	9,392,792	9,630,522	9,890,444	10,105,460	2.2%	215,016
General Fund Tax Ratio	65.8%	65.2%	64.0%	64.1%	60.0%		
<i>Percentage of General Fund Appropriations Paid for by Taxes</i>							

Town of Hanover Budget Departmental Summary

	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18ACT</u>	<u>FY19BUDG</u>	<u>Proposed FY20BUDG</u>	<u>% Change FY19 Budget to FY20 Budget</u>	<u>\$ Change FY19 Budget to FY20 Budget</u>
<u>Special Funds Revenues</u>							
Fire Department	3,504,316	3,281,134	3,440,540	3,779,734	3,800,809	0.6%	21,075
Hanover Ambulance Services	840,720	970,846	1,021,848	1,269,306	1,390,655	9.6%	121,349
Water Reclamation Facility	2,745,653	3,405,945	2,895,637	3,541,041	3,342,415	-5.6%	(198,626)
Water Utility Fund	1,708,239	1,790,041	1,911,200	2,047,498	2,100,849	2.6%	53,351
Parking Operations	1,838,957	1,915,224	2,080,610	2,254,339	2,346,271	4.1%	91,932
Total Special Funds Revenues	10,637,886	11,363,189	11,349,835	12,891,918	12,980,999	0.7%	89,081
<u>Special Funds Expenditures</u>							
<u>Personnel Costs</u>							
Fire Department	2,180,153	2,050,420	2,192,224	2,411,524	2,407,735	-0.2%	(3,789)
Hanover Ambulance Services	597,146	623,096	645,646	693,727	702,367	1.2%	8,640
Water Reclamation Facility	607,636	595,370	563,818	667,149	679,647	1.9%	12,498
Water Utility Fund	422,770	416,603	377,041	449,437	450,017	0.1%	580
Parking Operations	373,555	301,106	400,543	485,990	495,368	1.9%	9,378
Total Personnel	4,181,259	3,986,595	4,179,272	4,707,827	4,735,135	0.6%	27,307
<u>Non-Personnel Costs</u>							
Fire Department	1,314,997	1,209,334	1,152,444	1,368,210	1,393,074	1.8%	24,864
Hanover Ambulance Services	210,135	242,451	267,838	575,579	688,289	19.6%	112,710
Water Reclamation Facility	2,053,369	2,307,112	2,028,289	2,873,892	2,662,767	-7.3%	(211,125)
Water Utility Fund	1,395,078	1,354,335	1,426,324	1,598,061	1,650,832	3.3%	52,771
Parking Operations	1,461,321	1,531,512	1,574,421	1,768,349	1,850,903	4.7%	82,554
Total Non-Personnel	6,434,900	6,644,744	6,449,317	8,184,091	8,245,865	0.8%	61,774

Town of Hanover Budget Departmental Summary

	<u>FY16ACT</u>	<u>FY17ACT</u>	<u>FY18ACT</u>	<u>FY19BUDG</u>	<u>Proposed FY20BUDG</u>	<u>% Change FY19 Budget to FY20 Budget</u>	<u>\$ Change FY19 Budget to FY20 Budget</u>
Personnel and Non-Personnel							
Fire Department	3,495,150	3,259,754	3,344,669	3,779,734	3,800,809	0.6%	21,075
Hanover Ambulance Services	807,281	865,547	913,484	1,269,306	1,390,655	9.6%	121,349
Water Reclamation Facility	2,661,004	2,902,482	2,592,107	3,541,041	3,342,415	-5.6%	(198,626)
Water Utility Fund	1,817,848	1,770,938	1,803,365	2,047,498	2,100,849	2.6%	53,351
Parking Operations	1,834,876	1,832,619	1,974,964	2,254,339	2,346,271	4.1%	91,932
Total Special Funds Expenditures	10,616,160	10,631,340	10,628,589	12,891,918	12,980,999	0.7%	89,080
<u>Special Funds Tax Support</u>							
Fire District Taxes	2,913,154	3,026,887	3,118,542	3,247,095	3,333,282	2.7%	86,187
Fire Fund Tax Ratio	83.3%	92.9%	93.2%	85.9%	87.7%		
<i>Percentage of Fire Fund Appropriations Paid for by Taxes</i>							
<u>Parking District and Tax Increment</u>							
Financing District Taxes	88,740	87,289	88,929	85,000	85,000	0.0%	-
Parking Fund Tax Ratio	4.8%	4.8%	4.5%	3.8%	3.6%		
<i>Percentage of Parking Fund Appropriations Paid for by Taxes</i>							

Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2018 Year-</u> <u>End Actuals</u>	<u>FY2019</u> <u>Adopted Budget</u>	<u>FY2020</u> <u>Proposed</u> <u>Budget</u>	% Incr Budget to	\$ Incr Budget to
				Budget	Budget
General Fund					
Sources					
Property Taxes - Town Portion Only	9,630,522	9,890,444	10,105,460	2.2%	215,016
Motor Vehicle and Other Town Clerk Fees	1,559,715	1,498,900	1,555,900	3.8%	57,000
Charges for Services and Participant Fees	1,386,837	1,383,579	1,548,758	11.9%	165,179
State Appropriations and Federal and Other Grants	884,522	884,597	885,260	0.1%	663
Reserve Funds	695,964	613,150	1,108,810	80.8%	495,660
Planning & Zoning Permits and Fees	426,105	425,700	579,450	36.1%	153,750
Other Taxes and Related Items (Land Use Change Tax, PILT, Yield Tax, Cable Franchise Fee)	271,166	226,810	215,374	-5.0%	(11,436)
Other Miscellaneous Income	144,260	108,856	150,137	37.9%	41,281
Transfer from General Fund Undesignated Fund Balance	-	156,850	281,256	79.3%	124,406
Outside Project Revenue/Other Project Support	10,511	100,000	100,000	0.0%	-
Investment Income	203,260	140,000	318,000	127.1%	178,000
Total General Fund Sources	15,212,863	15,428,886	16,848,406	9.2%	1,419,519
Uses (w/Allocation of Facilities, Fringe Benefits and Other Costs)					
Public Works	4,795,004	4,706,040	4,870,388	3.5%	164,348
Police Department	3,552,380	3,594,241	4,228,658	17.7%	634,416
General Town Government	2,927,674	3,032,774	3,174,601	4.7%	141,827
Libraries	1,912,307	2,114,960	2,200,101	4.0%	85,141
Parks & Recreation	1,860,533	1,980,871	2,374,659	19.9%	393,788
Total General Fund Uses	15,047,898	15,428,886	16,848,406	9.2%	1,419,521
Fire Fund					
Sources					
Fire District Taxes	3,118,542	3,247,095	3,333,282	2.7%	86,187
Transfer from Fire Fund Undesignated Fund Balance	157,250	248,943	67,000	-73.1%	(181,943)
Hydrant Rentals (Pymts from Users of Private Hydrants)	94,642	102,214	102,356	0.1%	142
Charges for Services (e.g., Fire Alarms, Special Detail)	31,592	144,136	135,500	-6.0%	(8,636)
Payment in Lieu of Taxes (former Water Co. Taxes)	26,081	26,746	24,570	-8.1%	(2,176)
Transfer from Fire Fund Capital Reserve Fund	-	-	127,500	-	127,500
Miscellaneous Income	12,433	10,600	10,600	0.0%	-
Total Fire Fund Sources	3,440,540	3,779,734	3,800,809	0.6%	21,075
Uses					
Salaries and Benefits	2,192,224	2,411,524	2,407,735	-0.2%	(3,789)
Hydrant System Charges (transfer to Water Fund)	405,011	405,000	405,000	0.0%	-
Fire Suppression	315,703	395,898	389,566	-1.6%	(6,332)
Facilities Costs (Main and Etna Fire Stations)	143,827	72,401	238,876	229.9%	166,475
Fire Apparatus and Vehicle Replacement	235,090	423,943	288,043	-32.1%	(135,900)
Administration	35,049	32,860	33,309	1.4%	449
Hazardous Materials, Fire Prevention and Alarm Mtce.	11,118	20,038	26,463	32.1%	6,425
Training and Professional Development	6,646	18,070	11,817	-34.6%	(6,253)
Total Fire Fund Uses	3,344,669	3,779,734	3,800,809	0.6%	21,075

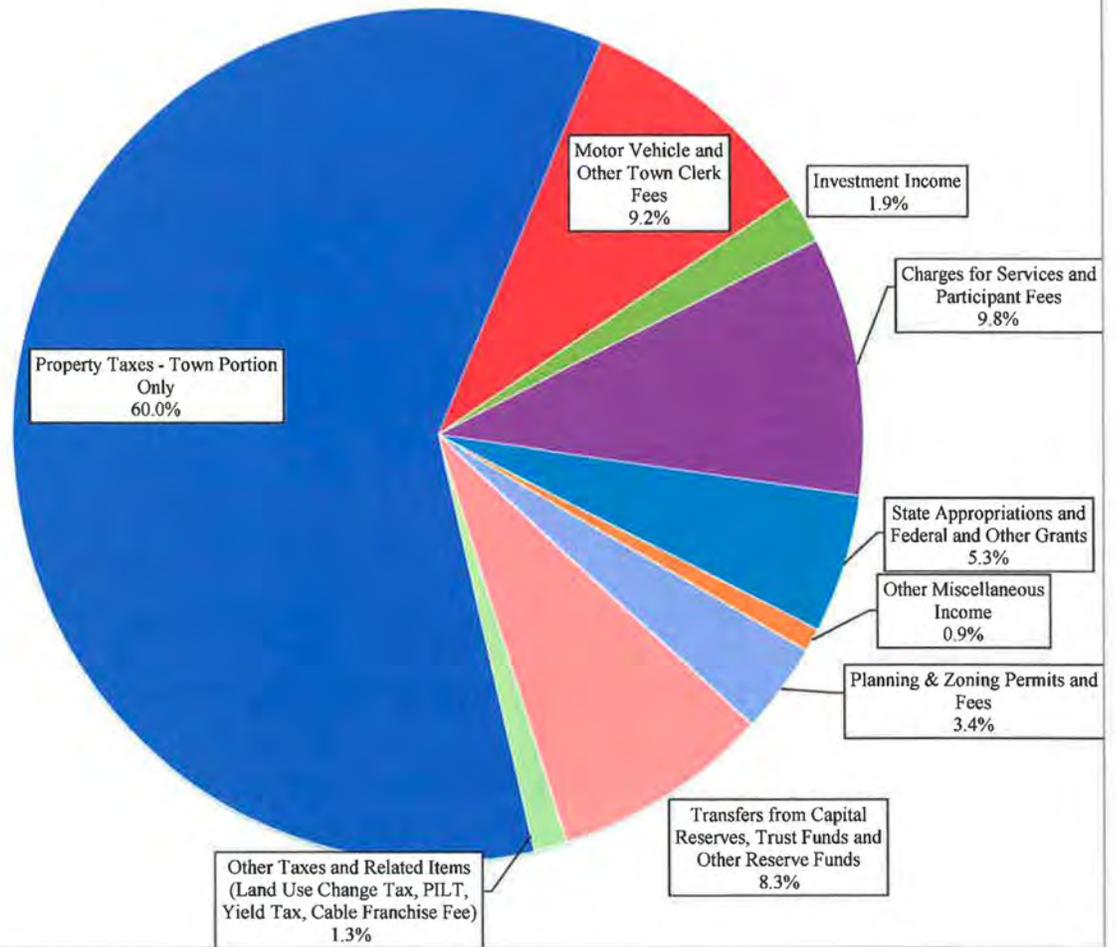
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2018 Year-</u> <u>End Actuals</u>	<u>FY2019</u> <u>Adopted Budget</u>	<u>FY2020</u> <u>Proposed</u> <u>Budget</u>	% Incr Budget to	\$ Incr Budget to
				Budget	Budget
<u>Ambulance Fund</u>					
<i>Sources</i>					
Service Charges (net of uncollectibles)	523,567	460,000	510,000	10.9%	50,000
Community Per Capita Contributions	468,428	472,101	482,455	2.2%	10,354
Transfer from Ambulance Fund Undesig. Fund Balance	-	60,055	110,000	83.2%	49,945
Other Income	29,854	16,200	18,200	12.3%	2,000
Transfers from Capital Reserve Fund	-	260,950	270,000	3.5%	9,050
<i>Total Ambulance Fund Sources</i>	1,021,848	1,269,306	1,390,655	9.6%	121,349
<i>Uses</i>					
Salaries and Benefits	645,646	693,727	702,367	1.2%	8,639
Administration (includes G&A Overhead Allocation)	170,043	174,574	177,089	1.4%	2,515
Ambulance and Rescue Apparatus Replacement	61,028	351,979	462,567	31.4%	110,588
Operational Equipment and Supplies	36,768	49,026	48,633	-0.8%	(393)
<i>Total Ambulance Fund Uses</i>	913,484	1,269,306	1,390,655	9.6%	121,349
<u>Water Reclamation Facility (Sewer) Fund</u>					
<i>Sources</i>					
Sewer Usage Billings	2,537,594	2,505,000	2,671,364	6.6%	166,364
Other Income	10,071	10,000	10,000	0.0%	-
Outside Projects	3,025	50,000	50,000	0.0%	-
NH DES Grant-in-Aid	288,658	178,625	177,378	-0.7%	(1,247)
Sewer Connection Fees	39,289	14,916	14,916	0.0%	-
Transfers from Capital Reserves	17,000	632,500	273,000	-56.8%	(359,500)
Transfer from WRF Fund Undesignated Fund Balance	-	150,000	145,757	-2.8%	(4,243)
<i>Total WRF Fund Sources</i>	2,895,637	3,541,041	3,342,415	-5.6%	(198,626)
<i>Uses</i>					
Plant Operations	1,274,260	1,201,266	1,331,874	10.9%	130,608
Plant Improvements-Capital Investment, Debt Svc	752,475	1,622,626	1,280,893	-21.1%	(341,733)
Salaries and Benefits	563,818	667,149	679,647	1.9%	12,498
Outside Project Work	1,555	50,000	50,000	0.0%	-
<i>Total WRF Fund Uses</i>	2,592,107	3,541,041	3,342,415	-5.6%	(198,626)
<u>Water Utility Fund</u>					
<i>Sources</i>					
Water Customer Billings	1,847,625	1,849,269	1,917,120	3.7%	67,851
Transfer from Water Fund Undesig. Fund Balance	-	-	18,000	-	18,000
Outside Projects	7,374	50,000	50,000	0.0%	-
Transfers from Capital Reserves	41,500	123,000	90,500	-26.4%	(32,500)
Water Connection Fees	-	16,529	16,529	0.0%	0
Other Income	14,701	8,700	8,700	0.0%	-
<i>Total Water Fund Sources</i>	1,911,200	2,047,498	2,100,849	2.6%	53,351
<i>Uses</i>					
Plant Improvements-Capital Investment, Debt Svc	1,018,071	1,147,781	1,124,402	-2.0%	(23,380)
Plant Operations	527,872	519,033	673,050	29.7%	154,017
Salaries and Benefits	377,041	449,437	450,017	0.1%	580
Payment in Lieu of Taxes (former Water Co. Taxes)	276,762	281,247	253,380	-9.9%	(27,867)
Outside Project Work	3,620	50,000	-	-100.0%	(50,000)
Hydrant System Charges (transfer from Fire Fund)	(400,000)	(400,000)	(400,000)	0.0%	-
<i>Total Water Fund Uses</i>	1,803,365	2,047,498	2,100,849	2.6%	53,351

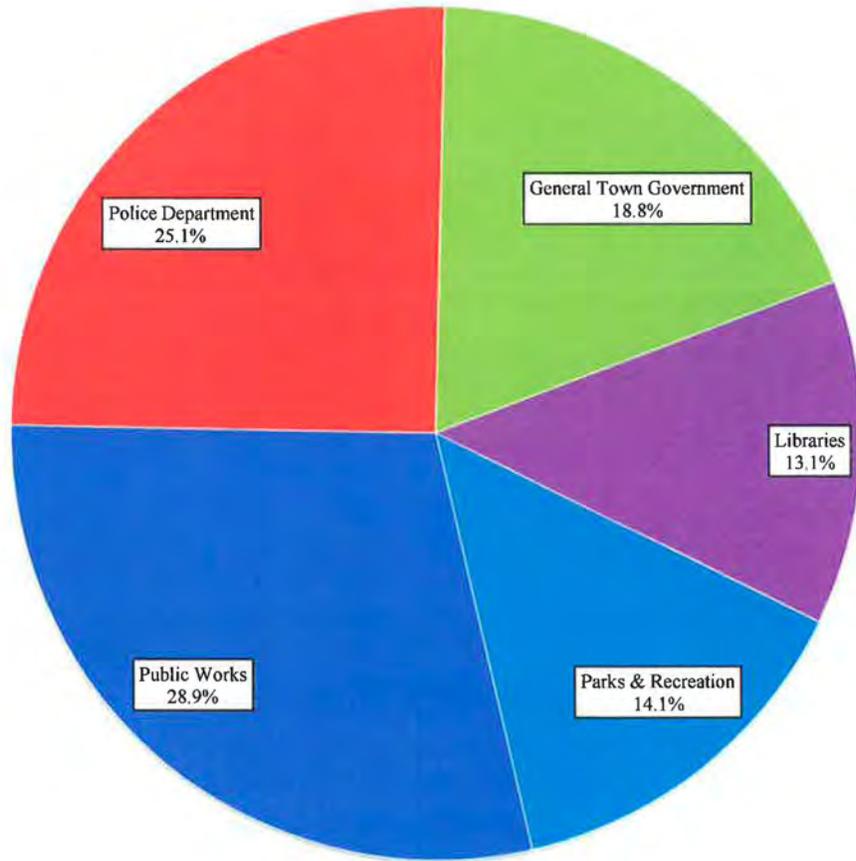
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2018 Year-</u> <u>End Actuals</u>	<u>FY2019</u> <u>Adopted Budget</u>	<u>FY2020</u> <u>Proposed</u> <u>Budget</u>	% Incr Budget to	\$ Incr Budget to Budget
<u>Parking Fund</u>					
<i>Sources</i>					
Surface Lot and Street Metered and Permit Parking	826,054	876,000	897,000	2.4%	21,000
Parking Facility Permit, Leased and Short Term Parking	503,282	581,840	566,849	-2.6%	(14,991)
Parking Fines	359,699	350,000	350,000	0.0%	-
Tax Increment Financing (TIF) District Levy	88,929	85,000	85,000	0.0%	-
Transfers from Capital and Other Reserve Funds	300,500	220,000	-	-100.0%	(220,000)
Miscellaneous Revenues	2,145	141,499	47,260	-66.6%	(94,239)
Fund Balance and Designated Reserve Balance Used	-	-	400,162	-	400,162
<i>Total Parking Fund Sources</i>	<u>2,080,610</u>	<u>2,254,339</u>	<u>2,346,271</u>	<u>4.1%</u>	<u>91,932</u>
<i>Uses</i>					
Parking Facility Capital Costs	559,905	673,874	835,176	23.9%	161,302
Salaries and Benefits	400,543	485,990	495,368	1.9%	9,378
Administration (includes G&A Overhead Allocation)	316,102	312,025	203,864	-34.7%	(108,161)
Surface Lot and Street Parking Operating Costs	288,705	369,399	376,733	2.0%	7,334
Advance Transit Shuttle Service, Municipal Contributor	232,728	235,729	242,801	3.0%	7,072
Parking Facility Operating Costs	176,981	177,322	192,329	8.5%	15,007
<i>Total Parking Fund Uses</i>	<u>1,974,964</u>	<u>2,254,339</u>	<u>2,346,271</u>	<u>4.1%</u>	<u>91,932</u>

2019-20 Proposed Budget - Sources of General Fund Revenues



2019-20 Proposed Budget - Uses of General Fund Resources



Town of Hanover - Tax Rate History of Municipal, School and County Combined Tax Rates

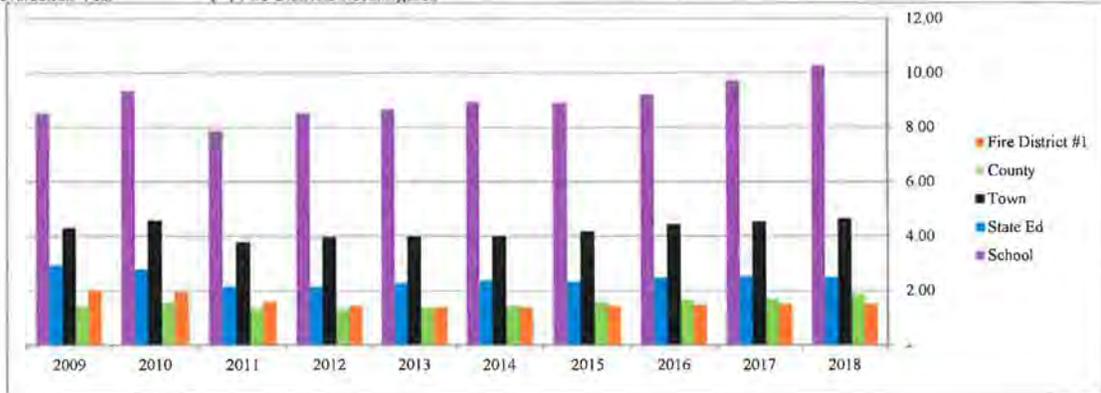
Fire District #1 (Properties w/in Hydrant System)

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
2018	2,320,401,418	310,403,718 (*)	19.23	-11.3%	4.26	1.45	1.93	9.27	2.32
2017	2,009,997,700	6,775,500	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

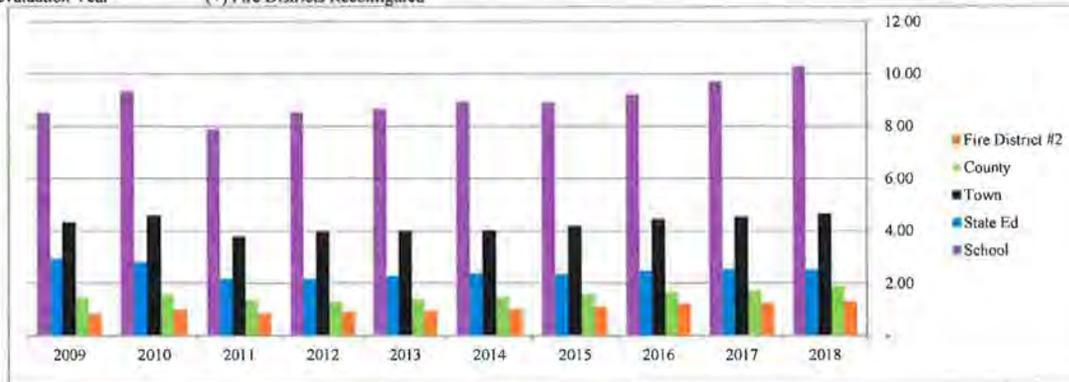
Fire District #2 (Properties w/o Hydrant-West of Moose Mtn)

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
2018	2,320,401,418	310,403,718 (*)	19.06	-11.3%	4.26	1.28	1.93	9.27	2.32
2017	2,009,997,700	6,775,500	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 - Historic Tax Levies plus Projected*

	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020*
Town Tax Levy	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	9,894,974	10,105,460
Fire District #1	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	2,475,862	2,531,559
Fire District #2	489,481	513,593	547,120	590,077	624,160	646,904	692,487	725,797	743,674	768,999	790,818
Fire District #3	5,927	6,225	6,635	7,178	7,417	7,751	8,892	9,333	9,695	10,605	10,906
Central Business Svc. District	25,239	25,683	-	-	-	-	-	-	-	-	-
Total Town Tax Levies	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	13,150,440	13,438,743
	3.41%	1.52%	0.89%	5.38%	3.44%	3.17%	3.15%	2.40%	2.65%	3.15%	2.19%
School Tax Levy	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	26,861,911	
	8.64%	3.75%	4.12%	0.32%	1.50%	5.63%	5.67%	2.66%	1.22%	1.86%	
County Tax Levy	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	4,468,371	
	-1.38%	6.71%	6.38%	9.58%	2.40%	3.95%	10.93%	7.03%	9.51%	1.28%	
GRAND TOTAL ALL TAX LEVIES	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	44,480,722	
	6.17%	3.30%	3.33%	2.56%	2.16%	4.73%	5.37%	2.98%	2.43%	2.18%	

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, 2018, 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, 2018, 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 58 to 61 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

January 8, 2019

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, 2018.

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 \$40,606,960 (i.e., net position), a change of \$1,686,089 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$12,511,631, a change of \$1,260,675 in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$1,682,167, a change of \$(35,123) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

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

	<u>NET POSITION</u>					
	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Current and other assets	\$ 38,924,707	\$ 34,641,621	\$ 2,733,983	\$ 4,369,339	\$ 41,658,690	\$ 39,010,960
Capital assets	<u>35,423,043</u>	<u>35,264,410</u>	<u>23,956,044</u>	<u>25,296,547</u>	<u>59,379,087</u>	<u>60,560,957</u>
Total assets	74,347,750	69,906,031	26,690,027	29,665,886	101,037,777	99,571,917
Deferred outflows of resources	3,956,490	4,639,816	467,430	634,740	4,423,920	5,274,556
Current liabilities	20,305,542	18,555,887	628,505	2,912,196	20,934,047	21,468,083
Noncurrent liabilities	<u>24,825,516</u>	<u>24,448,407</u>	<u>11,290,127</u>	<u>12,562,306</u>	<u>36,115,643</u>	<u>37,010,713</u>
Total liabilities	45,131,058	43,004,294	11,918,632	15,474,502	57,049,690	58,478,796
Deferred inflows of resources	7,667,742	6,074,363	137,305	127,595	7,805,047	6,201,958
Net position:						
Net investment in capital assets	32,790,872	32,139,806	13,989,601	14,248,022	46,780,473	45,387,828
Restricted	7,777,069	6,700,501	-	-	7,777,069	6,700,501
Unrestricted	<u>(15,062,501)</u>	<u>(13,373,117)</u>	<u>1,111,919</u>	<u>450,507</u>	<u>(13,950,582)</u>	<u>(12,922,610)</u>
Total net position	<u>\$ 25,505,440</u>	<u>\$ 25,467,190</u>	<u>\$ 15,101,520</u>	<u>\$ 14,698,529</u>	<u>\$ 40,606,950</u>	<u>\$ 40,165,719</u>

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 \$40,606,960, a change of \$1,686,089 from the prior year.

The largest portion of net position, \$46,780,473, 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, \$7,777,069, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, \$(13,950,582), is a deficit, primarily resulting from the Town's unfunded net pension liability.

CHANGES IN NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2018	2017	2018	2017	2018	2017
Revenues:						
Program revenues:						
Charges for services	\$ 4,557,833	\$ 4,843,318	\$ 4,851,176	\$ 4,716,612	\$ 9,409,009	\$ 9,559,930
Operating grants and contributions	222,914	420,346	259,552	405,250	482,466	825,596
Capital grants and contributions	256,117	5,000	-	38,800	256,117	43,800
General revenues:						
Property taxes	12,372,667	12,518,621	-	-	12,372,667	12,518,621
Motor vehicle permit fees	2,103,226	1,504,266	-	-	2,103,226	1,504,266
Penalties and interest on taxes	369,346	277,215	-	-	369,346	277,215
Grants and contributions not restricted to specific programs	884,522	873,024	-	-	884,522	873,024
Investment income	518,904	459,302	8,345	5,962	527,249	465,264
Other	741,857	3,838,251	8,504	13,206	750,361	3,851,457
Total revenues	22,027,386	24,739,343	5,127,577	5,179,830	27,154,963	29,919,173
Expenses:						
General government	5,264,138	4,993,686	-	-	5,264,138	4,993,686
Public safety	8,879,413	8,093,265	-	-	8,879,413	8,093,265
Highway and streets	3,469,123	3,411,879	-	-	3,469,123	3,411,879
Sanitation	517,738	242,370	-	-	517,738	242,370
Health and human services	382,702	455,506	-	-	382,702	455,506
Culture and recreation	2,333,141	2,273,442	-	-	2,333,141	2,273,442
Conservation	23,503	-	-	-	23,503	-
Interest on long-term debt	151,526	163,431	-	-	151,526	163,431
Water	-	-	1,556,995	2,136,407	1,556,995	2,136,407
Water reclamation	-	-	2,890,595	3,528,302	2,890,595	3,528,302
Total expenses	21,021,284	19,833,579	4,447,590	5,664,709	25,468,874	25,298,288
Change in net position before transfers	1,006,102	5,105,764	679,987	(484,879)	1,686,089	4,620,885
Transfers in (out)	-	(67,718)	-	67,718	-	-
Change in net position	1,006,102	5,038,046	679,987	(417,161)	1,686,089	4,620,885
Net position - beginning of year, as restated	24,499,338	20,428,144	14,421,533	15,115,690	38,920,871	35,544,834
Net position - end of year	\$ 25,505,440	\$ 25,467,190	\$ 15,101,520	\$ 14,698,529	\$ 40,606,960	\$ 40,165,719

Governmental activities. Governmental activities for the year resulted in a change in net position of \$1,006,102. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ (39,616)
Other governmental funds operations	1,300,291
Depreciation expense in excess of principal debt service	(2,354,995)
Change in long-term liabilities	304,937
Other	<u>1,795,485</u>
Total	<u>\$ 1,006,102</u>

Business-type activities. Business-type activities for the year resulted in a change in net position of \$679,987. Key elements of this change are as follows:

Water operations	\$ 714,322
Water reclamation operations	<u>(34,335)</u>
Total	<u>\$ 679,987</u>

D. FINANCIAL ANALYSIS OF 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 \$12,511,631, a change of \$1,260,675 in comparison to the prior year. Key elements of this change are as follows:

General fund operating results	\$ (39,616)
Fire fund operating results	88,216
Parking fund operating results	20,690
Nonmajor fund operating results	<u>1,191,385</u>
Total	<u>\$ 1,260,675</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 \$1,682,167, while total fund balance was \$4,247,530. 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>6/30/18</u>	<u>6/30/17</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 1,682,167	\$ 1,717,290	\$ (35,123)	11.9%
Total fund balance	\$ 4,247,530	\$ 4,287,146	\$ (39,616)	30.0%

The total fund balance of the general fund changed by \$(39,616) during the current fiscal year. Key factors in this change are as follows:

Use of fund balance as a funding source	\$ (193,265)
Revenues in excess of budget	228,816
Expenditures less than budget	135,952
Tax collections as compared to budget	(36,576)
Change in capital reserves	(95,637)
Other	<u>(78,906)</u>
Total	\$ <u>(39,616)</u>

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

	<u>6/30/18</u>	<u>6/30/17</u>	<u>Change</u>
Capital reserves	\$ <u>1,467,831</u>	\$ <u>1,563,468</u>	\$ <u>(95,637)</u>
Total	\$ <u>1,467,831</u>	\$ <u>1,563,468</u>	\$ <u>(95,637)</u>

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

Unrestricted net position of the enterprise funds at the end of the year amounted to \$1,111,919.

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 \$59,379,087 (net of accumulated depre-

ciation). 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	\$ 590,914
Western Star Trucks	\$ 351,692
Gates Road Deeded Property	\$ 219,909

Business-type Activities:

Mack Truck	\$ 47,944
Water Distribution System	\$ 37,566
Pressurized Ultra Filter	\$ 31,000
Tapping Machine & Adapter	\$ 21,741

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 \$12,814,757, 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, 2018

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Current:			
Cash and short-term investments	\$ 27,753,140	\$ 812,116	\$ 28,565,256
Investments	5,046,897	-	5,046,897
Restricted cash	1,904,130	-	1,904,130
Receivables, net of allowance for uncollectibles:			
Property taxes	3,435,902	-	3,435,902
User fees	347,967	492,148	840,115
Intergovernmental	-	291,060	291,060
Other assets	348,633	1,138,659	1,487,292
Noncurrent:			
Property taxes	88,038	-	88,038
Capital Assets:			
Land and construction in progress	5,002,573	411,721	5,414,294
Other assets, net of accumulated depreciation	30,420,470	23,544,323	53,964,793
DEFERRED OUTFLOWS OF RESOURCES			
Related to pensions	3,800,552	449,008	4,249,560
Related to OPEB	155,938	18,422	174,360
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	78,304,240	27,157,457	105,461,697
LIABILITIES			
Current:			
Accounts payable	1,054,641	100,044	1,154,685
Accrued liabilities	403,433	246,349	649,782
Internal balances	1,024,149	(864,320)	159,829
Due to other governments	16,559,478	-	16,559,478
Other liabilities	669,182	-	669,182
Current portion of long-term liabilities:			
Bonds payable	270,000	1,062,692	1,332,692
Other	324,659	83,740	408,399
Noncurrent:			
Bonds payable, net of current portion	2,840,000	8,642,065	11,482,065
Net pension liability	16,369,152	1,933,900	18,303,052
Net OPEB liability	3,177,257	375,370	3,552,627
Other, net of current portion	2,439,107	338,792	2,777,899
DEFERRED INFLOWS OF RESOURCES			
Related to pensions	905,162	106,938	1,012,100
Related to OPEB	164,684	19,457	184,141
Unearned revenues	6,597,896	10,910	6,608,806
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	52,798,800	12,055,937	64,854,737
NET POSITION			
Net investment in capital assets	32,780,872	13,989,601	46,780,473
Restricted for:			
Grants and other statutory restrictions	2,517,519	-	2,517,519
Permanent funds:			
Nonexpendable	5,058,816	-	5,058,816
Expendable	200,734	-	200,734
Unrestricted	(15,062,501)	1,111,919	(13,950,582)
TOTAL NET POSITION	\$ 25,505,440	\$ 15,101,520	\$ 40,606,960

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

TOWN OF HANOVER, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2018

	General	Fire Fund	Parking Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and short-term investments	\$ 27,006,792	\$ -	\$ -	\$ 746,348	\$ 27,753,140
Investments	-	-	-	5,046,897	5,046,897
Restricted cash	1,904,130	-	-	-	1,904,130
Receivables:					
Property taxes	3,536,903	-	-	-	3,536,903
User fees	257,595	1,390	-	86,982	347,967
Due from other funds	659,120	461,473	1,084,278	1,075,846	3,290,717
Other assets	212,802	25,679	26,222	1,652	266,355
TOTAL ASSETS	\$ 33,587,332	\$ 488,542	\$ 1,110,500	\$ 6,959,735	\$ 42,146,109
LIABILITIES					
Accounts payable	\$ 845,576	\$ 13,401	\$ 66,208	\$ 129,456	\$ 1,054,641
Accrued liabilities	334,173	-	-	-	334,173
Due to other governments	16,559,478	-	-	-	16,559,478
Tax refunds payable	185,679	-	-	-	185,679
Due to other funds	4,311,290	-	-	3,576	4,314,866
Deposits held in custody	-	-	-	5,204	5,204
Other liabilities	478,299	-	-	-	478,299
TOTAL LIABILITIES	22,714,495	13,401	66,208	138,236	22,932,340
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenues	6,625,307	25,679	48,307	2,845	6,702,138
FUND BALANCES					
Nonspendable	53,672	-	-	5,058,816	5,112,488
Restricted	-	449,462	995,985	1,272,806	2,718,253
Committed	1,624,681	-	-	487,032	2,111,713
Assigned	887,010	-	-	-	887,010
Unassigned	1,682,167	-	-	-	1,682,167
TOTAL FUND BALANCES	4,247,530	449,462	995,985	6,818,654	12,511,631
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 33,587,332	\$ 488,542	\$ 1,110,500	\$ 6,959,735	\$ 42,146,109

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

TOWN OF HANOVER, NEW HAMPSHIRE

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

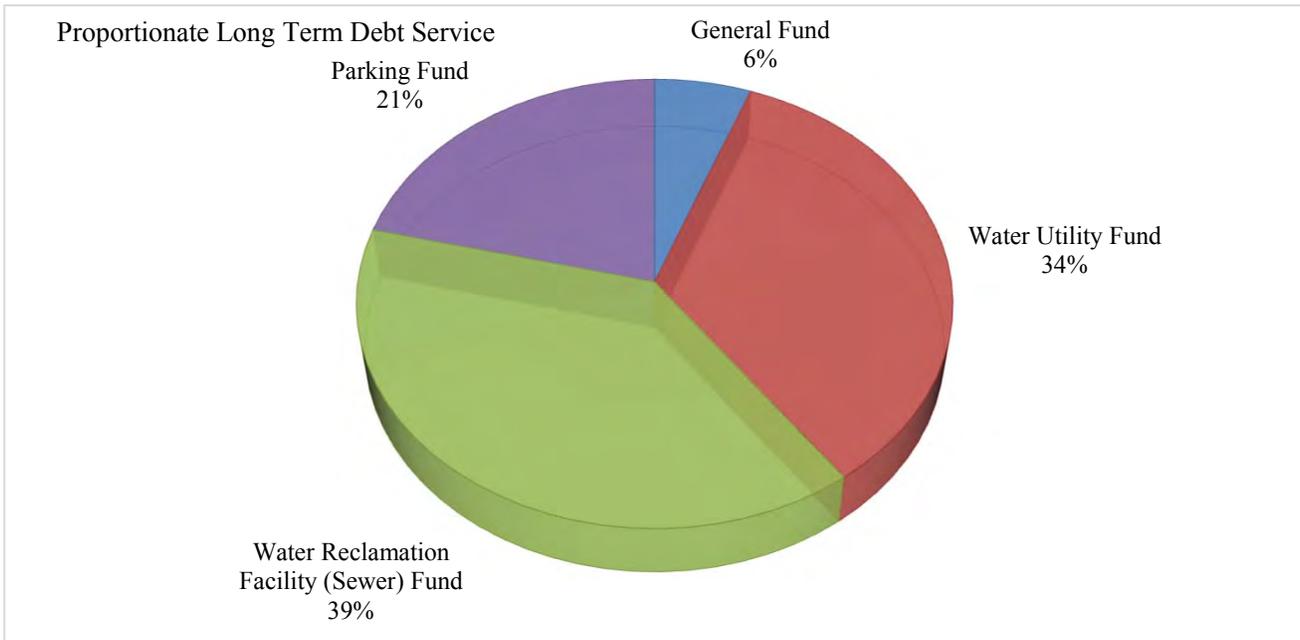
JUNE 30, 2018

Total governmental fund balances	\$ 12,511,631
• 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.	35,423,043
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	91,279
• 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.	(25,420,175)
• Other	<u>2,826,462</u>
Net position of governmental activities	<u>\$ 25,505,440</u>

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

Town of Hanover Statement of General Indebtedness FY 2017-18 Projected Balances Due - including Principal and Interest

	Matures	FY2017-18 Debt		FY2017-18 Debt	
		Balance Due @ 7/1/2017	Service Payments	Incurred or (Refinanced)	Balance Due @ 6/30/2018
General Fund					
2003 Community Center Bond	1/15/2023	\$ 506,287	\$ (93,939)	\$ -	\$ 412,349
2004 Dresden Note for HHS Property Option	8/15/2023	700,000	(100,000)	-	600,000
2017 Electronic Fingerprinting Systems	6/30/2019	19,442	(9,721)	-	9,721
Total General Fund		<u>\$ 1,225,729</u>	<u>\$ (203,660)</u>	<u>\$ -</u>	<u>\$ 1,022,069</u>
Water Utility Fund					
2002 Hanover Water Works SRF#1071010	7/1/2021	1,523,537	(304,708)	-	1,218,829
2007 Hanover Water Works SRF#1071010-04	7/1/2027	5,015,318	(455,938)	-	4,559,380
2013 Water Meter Replacement Project	10/14/2021	393,028	(78,606)	-	314,422
Total Water Utility Fund		<u>\$ 6,931,883</u>	<u>\$ (839,251)</u>	<u>\$ -</u>	<u>\$ 6,092,632</u>
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		<u>\$ 7,116,453</u>	<u>\$ (207,189)</u>	<u>\$ -</u>	<u>\$ 6,909,264</u>
Parking Fund					
1999 Parking Facility Bond	1/15/2029	4,085,687	(321,474)	-	3,764,213
Total Parking Fund		<u>\$ 4,085,687</u>	<u>\$ (321,474)</u>	<u>\$ -</u>	<u>\$ 3,764,213</u>
Total Outstanding Indebtedness All Funds		<u>\$ 19,359,752</u>	<u>\$ (1,571,574)</u>	<u>\$ -</u>	<u>\$ 17,788,178</u>



Town of Hanover Trust Funds

	7/1/2017 Market Value Balance	Income (net of mgmt fees)	Change in Market Value	Deposits (Includes Realized Capital Gains)	Withdrawals	Authorized --- not yet Disbursed	6/30/2018 Market Value Balance
Common Trust Funds							
Cemeteries	176,523	4,829	1,688	2,787	(4,086)	-	181,740
Library	2,178	60	16	34	(50)	-	2,238
Poor	332	9	3	5	(8)	-	342
Subtotal Common Trust Funds	179,033	4,898	1,707	2,826	(4,145)	-	184,320
Capital Reserve Funds							
Ambulance Equipment	313,186	4,186	-	61,028	-	-	378,399
Bridge Replacement and Renovation	78,572	997	-	57,500	-	-	137,069
Building Maintenance and Improvements	73,118	1,561	-	80,000	-	(99,000)	55,679
Dispatch Center Eqpt. And Renovations	21,942	311	-	25,000	-	-	47,253
Fire Department Vehicle and Equipment	263,102	3,461	-	143,090	(157,250)	-	252,403
Highway Construction and Mtce. Eqpt. (note1)	221,165	2,912	-	385,500	(484,104)	-	125,473
Municipal Transportation Improvement Fund	46,226	639	-	33,985	-	(73,055)	7,795
Parking Vehicles and Facility Improvements	506,491	6,687	-	105,000	(103,556)	(196,944)	317,678
Police Vehicles and Equipment (note2)	36,344	529	-	58,000	-	(27,300)	67,573
Property Revaluation	23,243	303	-	10,000	(15,000)	-	18,545
Road Construction and Improvements	24,659	355	-	35,000	-	-	60,014
Sewer Eqpt. And Facilities Improvements	501,412	6,729	-	130,000	-	(17,000)	621,141
Water Treatment and Distrib Eqpt.	119,007	1,616	-	84,300	(31,000)	(10,500)	163,423
Subtotal Capital Reserve Funds	2,228,467	30,286	-	1,208,403	(790,910)	(423,799)	2,252,446
Restricted Purpose Funds							
Lou and Ann Bressett Memorial Endowment Fund	3,965,846	121,712	(25,512)	643,824	(7,188)	-	4,698,681
Bridgman Trust Fund (*)	1,415,680	37,949	(119,506)	147,056	(36,217)	-	1,444,962
Bruce Essay Prize (+)	1,665	46	98	27	-	-	1,835
Dagmar's Place Fund	18,164	497	(1,819)	238	-	-	17,079
Ernest B. Dana Trust	75,551	2,067	4,536	1,253	(1,788)	-	81,619
Dartmouth '58 Clock Maintenance Fund	1,902	25	-	-	-	-	1,927
Education of Persons with Disabilities Fd.(*)	161,446	2,481	-	50,000	-	-	213,927
Etna Library Expendable Fund	24,590	291	-	7,909	(5,323)	-	27,466
Adelaide Hardy Trust for Etna Library	44,109	1,207	(10,397)	493	-	-	35,411
Jeremiah Ice Hockey Fund (+)	8,680	237	(3,100)	77	-	-	5,894
Land & Capital Improvements Fund	54,449	738	-	22,750	-	-	77,937
Murphy Lamp of Learning Prize Fund (+)	6,907	189	419	113	-	-	7,628
Norris Dartmouth Cemetery Fund	1,071	14	-	-	-	-	1,085
Pleasant St. View and Slope Mtce. Fund	30,467	836	2,374	696	-	-	34,372
Recreation Camp Scholarship Fund	2,977	42	-	1,095	-	-	4,114
Rueb Photography Prize Fund (+)	15,045	412	1,583	261	(340)	-	16,960
Sawyer Trust Fund	17,534	480	(903)	260	(406)	-	16,964
School Building Maintenance Fund (*)	150,710	1,989	-	-	-	-	152,700
Sixth Grade Tuition Fund (*)	955	712	-	100,000	-	-	101,667
Frank B. and Edith R. Tenney Trust	63,372	1,723	7,557	1,107	(613)	-	73,147
Termination Benefits Fund	90,380	1,193	-	-	-	-	91,573
Wicker Fdn. Cemetery Improvements Fd.	2,006	26	-	-	-	-	2,033
Subtotal Restricted Purpose Funds	6,153,505	174,865	(144,669)	977,157	(51,875)	-	7,108,983
<i>*Hanover School District Funds, +Dresden School District Funds</i>							
<i>^ Beginning Balance Restated</i>							
Grand Total Trust Funds	8,561,005	210,049	(142,962)	2,188,387	(846,930)	(423,799)	9,545,749

note1: Beginning Balance differs due to \$22,411 unspent funds for highway equipment released back into balance of fund.

note2: Beginning Balance differs due to \$22,117 unspent funds for cruiser fleet released back into balance of fund.

TOWN TREASURER'S REPORT
GENERAL FUND
for Fiscal Year 2018 (July 1, 2017 - June 30, 2018)

General Fund Cash Balances at July 1, 2017	\$ 13,376,631
Plus: Receipts from all sources	122,475,119
Plus: Transfers from Investment Account	10,700,000
Plus: Interest earned	52,819
Less: Authorized Disbursements	(117,661,606)
Less: Transfers to Investment Account	(16,500,000)
General Fund Cash Balances at June 30, 2018	<u>\$ 12,442,963</u>

Investment Account Balance at July 1, 2017	\$ 10,008
Plus: Transfers from Operating Account	5,000,000
Plus: Interest earned	21,957
Less: Transfers to Operating Account	(10,000)
Investment Account Balance at June 30, 2018	<u>\$ 5,021,965</u>

NH PDIP(*) General Fund Balance at July 1, 2017	\$ 8,651,413
Plus: Transfers In	16,500,000
Plus: Interest earned	123,194
Less: Transfers out	(16,117,100)
NH PDIP General Fund Balance at June 30, 2018	<u>\$ 9,157,507</u>

Respectfully Submitted,
Patricia B. Coutermarsh

Town of Hanover Treasurer

(*) New Hampshire Public Deposit Investment Pool



Raising the roof at the 2018 Fall Fest.

Tax Collector's Report for the Fiscal Year Ended June 30, 2018

	2017 Tax Year	2018 Tax Year
Uncollected Taxes at July 1, 2017		
Property Taxes	\$ 4,905,685	\$ -
Yield Taxes	2,011	-
Property Tax Credit Balances	(13,923)	-
Taxes Committed During Fiscal Year 2018		
Property Taxes	22,192,160	21,773,089
Land Use Change Taxes	53,910	27,310
Yield Taxes	2,227	19,743
Overpayments (to be Refunded)	133,460	-
Interest on Delinquent Taxes	32,095	-
	\$ 27,307,623	\$ 21,820,142
Collections During Fiscal Year 2018		
Property Taxes	\$ 27,070,589	\$ 19,439,110
Land Use Change Taxes	53,910	27,310
Yield Taxes	4,237	16,503
Liens Executed (Principal Only)	144,154	-
Property Tax Abatements	1,356	57
Current Levy for Property Deeded to Town	1,282	25,564
Interest on Delinquent Taxes	32,095	-
Uncollected Taxes at June 30, 2018		
Property Taxes	-	3,432,661
Yield Taxes	-	3,241
Property Tax Credit Balances	-	(1,124,303)
	\$ 27,307,623	\$ 21,820,142

Summary of Tax Lien Amounts for the Fiscal Year Ended June 30, 2019

	Prior Years	2017 Tax Year
Unredeemed Liens July 1, 2017	\$ 339,740	\$ -
Liens Executed in Fiscal Year 2018 (incl. interest and fees)	-	157,339
Liens on Property Deeded to Town	(114,418)	(54,633)
Redemptions Collected During FY2018	(200,228)	(26,799)
Unredeemed Liens June 30, 2018	\$ 25,094	\$ 75,907

2018 - Ten Largest Taxpayers

Trustees of Dartmouth College	\$ 7,137,267
Kendal at Hanover	\$ 1,277,049
South Street Downtown Holdings Inc.	\$ 571,007
Bayson Hanover Properties, LLC	\$ 292,860
Hypertherm Inc.	\$ 290,272
Salazar-Kish, Jolin	\$ 236,915
Red Barn Trust	\$ 236,536
Seven Lebanon Street, Inc.	\$ 230,424
Granite State Electric Company	\$ 199,306
Hanover Hospitality, LLC	\$ 163,792

REPORT OF THE TOWN CLERK

for Fiscal Year Ending June 30, 2018

MOTOR VEHICLE REGISTRATIONS:

7,501 Motor Vehicle Permits Issued July 1, 2017 - June 30, 2018	\$	1,451,361
State Fees Collected Locally and Remitted to State of NH		380,099
Municipal Agent and Related Fees		43,451
Municipal Transportation Improvement Fund		34,265
Motor Vehicle Title Fees		2,748
PAYMENTS TO TREASURER	\$	1,911,924

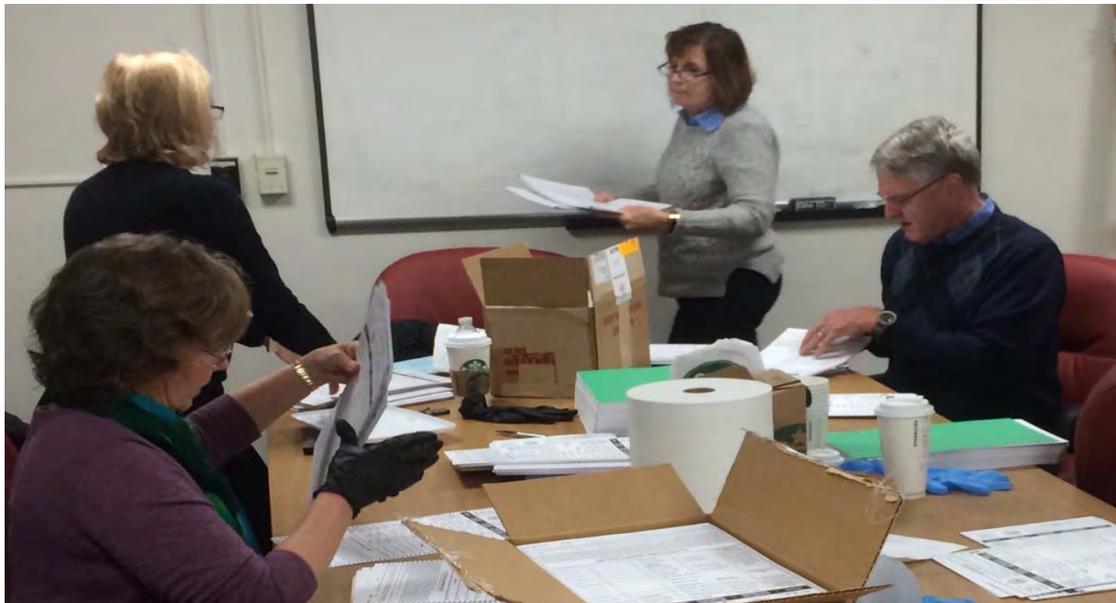
DOG LICENSES AND RELATED FEES:

918 Dog Licenses Issued July 1, 2017 - June 30, 2018	\$	4,449
State Fees Collected Locally and Remitted to State of NH		2,003
Unlicensed and Other Dog Fines		150
PAYMENTS TO TREASURER	\$	6,602

ALL OTHER FEES:

Water and Sewer Utility Collections	\$	4,201,369
Parking Operations Collections		327,230
Burial Fees and Cemetery Lot Payments		31,400
Summer Park Rent Payments		98,986
State Fees Collected Locally for Vital Record Copies		15,020
Town Clerk Fees		14,241
Landfill Tickets and Recycling Bin Sales		4,530
Vendor Permits		4,190
Notary Fees		3,967
Trail Map Sales to benefit Conservation Commission		238
PAYMENTS TO TREASURER	\$	4,701,169

TOTAL RECEIPTS COLLECTED BY TOWN CLERK'S OFFICE
 REMITTED TO TREASURER \$ 6,619,695



Election volunteers count ballots in preparation for the November 2018 mid-terms.

TOWN CLERK'S OFFICE

GENERAL SERVICES

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. Coming in 2019 – Hanover residents will be able to register their boats in our office. 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.

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 who are asked to provide their NH driver's license showing their Hanover address. There is a \$7.50 fee per signature for non-residents.
- Hanover trail maps are available for sale in the front office of Town Hall; these proceeds are directly added to the Conservation Fund.
- 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.

VOTER REGISTRATION

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

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

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 2018 there were four elections during which the Supervisors were present as directed by New Hampshire State Law. Here are the statistics:

Hanover/Dresden School Meeting Vote (Mar. 6, 2018)

- ✓ 11,065-the number of registered voters on the checklist
- ✓ 407-the number of voters who cast a ballot
- ✓ 18-the number of Election Day voter registrations

Hanover Town Meeting Vote (May 8, 2018)

- ✓ 10,907-the number of registered voters on the checklist
- ✓ 833-the number of voters who cast a ballot
- ✓ 51-the number of Election Day voter registrations

NH State Primary Election (Sept. 11, 2018)

- ✓ 10,057 -the number of registered voters on the checklist
- ✓ 1,581-the number of voters who cast a ballot
- ✓ 140-the number of Election Day voter registrations

NH State General Election (Nov. 6, 2018)

- ✓ 10,422-the number of registered voters on the checklist
- ✓ 6,174-the number of voters who cast a ballot
- ✓ 1,067-the number of Election Day voter registrations



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

Total Registered Voters as of March 22, 2018 = 11,332

No Party Affiliation Declared 5,627; Registered Democrats 4,707; Registered Republicans 998

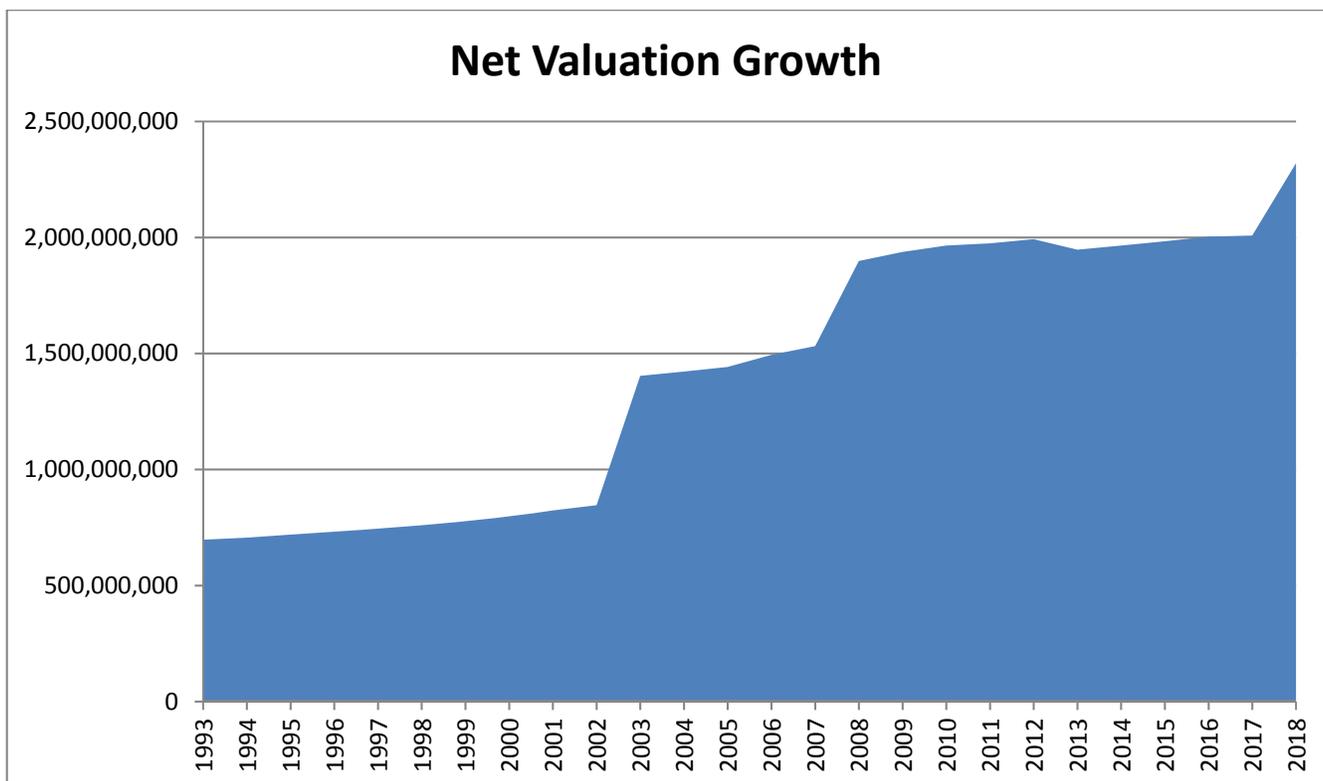
ASSESSING DEPARTMENT REPORT

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. Property record cards are now available online, updated nightly and can be found at <https://property.spatalest.com/nh/hanover/#/>.

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 2019. 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 median equalization ratio for tax year 2018 is 97.6%, which means the average assessment in Hanover is at 97.6% of market value as of April 1, 2018. The equalization ratio for tax year 2017 was 85.4%.

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 was the statistical valuation update, which is complete. 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 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 2018 SUMMARY OF ASSESSMENTS

Taxable Value

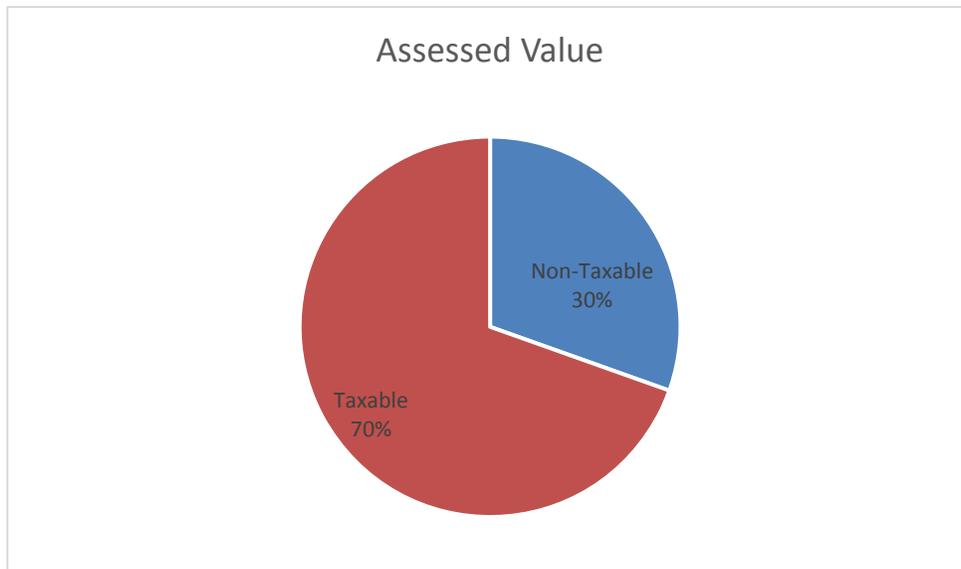
Land	Current Use	\$ 1,088,392
	Conservation Restriction	10,712
	Discretionary Preservation	26,780
	Residential	745,845,441
	Commercial/Industrial	<u>146,566,115</u>
	Total Taxable Land	\$ 893,537,440
Buildings	Residential	\$ 1,021,185,500
	Manufactured Housing	12,100
	Commercial/Industrial	393,134,320
	Discretionary Preservation	<u>19,800</u>
	Total Taxable Buildings	\$1,414,351,720
Public Utilities	Electric	<u>\$ 13,569,400</u>
	Total Taxable Assess Value	<u>\$2,321,458,560</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		\$ 334,391,210
Buildings		\$ 681,587,100
Total Non-Taxable Assess Value		<u>\$1,015,978,310</u>
Total Town Assessed Value (Taxable and Non-Taxable)		<u>\$3,337,436,870</u>

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



TOWN OWNED PROPERTY

Location	Owner1/Owner2	Parcel ID	Land Area	Total Value
1 ALGONQUIN TRL	HANOVER, TOWN OF	9-106-1	0.70	\$ 20,200
3 ALLEN ST	HANOVER, TOWN OF	33-91-1	0.02	\$ 8,600
1 CURRIER PL	HANOVER, TOWN OF	34-40-1	0.67	\$ 8,697,300
16 CURRIER PL	HANOVER, TOWN OF	23-52-1	0.58	\$ 30,800
20 ETNA HIGHLANDS RD	HANOVER, TOWN OF	2-31-1	12.50	\$ 196,100
130 ETNA RD	HANOVER, TOWN OF	31-1-1	5.50	\$ 677,800
137 ETNA RD	HANOVER, TOWN OF	31-13-1	0.03	\$ 34,200
150 ETNA RD	HANOVER, TOWN OF	31-3-1	0.48	\$ 475,500
226 ETNA RD	HANOVER, TOWN OF	5-116-1	1.90	\$ 187,700
10 FREEMAN RD	HANOVER, TOWN OF	39-142-1	0.14	\$ 11,800
5 GATES RD	HANOVER, TOWN OF	2-28-1	13.88	\$ 2,222,300
33 GOOSE POND RD	HANOVER, TOWN OF	51-23-1	0.23	\$ 3,400
39 GOOSE POND RD	HANOVER, TOWN OF	14-26-1	96.00	\$ 113,000
40 GOOSE POND RD	HANOVER, TOWN OF	14-36-1	0.11	\$ 25,200
42 GOOSE POND RD	HANOVER, TOWN OF	14-34-1	0.10	\$ 2,300
60 GOOSE POND RD	HANOVER, TOWN OF	14-28-1	1.08	\$ 3,400
61 GOOSE POND RD	HANOVER, TOWN OF	17-23-1	3.00	\$ 9,300
39 GRASSE RD	HANOVER, TOWN OF	4-18-1	11.10	\$ 194,700
55 GREAT HOLLOW RD	HANOVER, TOWN OF	1-22-1	11.40	\$ 19,800
6 GREENSBORO RD	HANOVER, TOWN OF	25-7-1	0.28	\$ 126,100
161 GREENSBORO RD	HANOVER, TOWN OF	1-15-1	21.90	\$ 102,300
181 GREENSBORO RD	HANOVER, TOWN OF	27-3-1	7.63	\$ 442,100
388 HANOVER CENTER RD	HANOVER, TOWN OF	9-69-1	3.00	\$ 198,600
15.5 HASKINS RD	HANOVER, TOWN OF	39-148-1	0.15	\$ 12,200
27 HEMLOCK RD	HANOVER, TOWN OF	45-7-1	30.00	\$ 122,200
9.5 KINGSFORD RD	HANOVER, TOWN OF	39-50-1	0.61	\$ 18,200
11 LAUREL ST	HANOVER, TOWN OF	2-80-1	3.10	\$ 10,000
42 LEBANON ST	HANOVER, TOWN OF	34-80-1	1.24	\$ 1,788,300
44 LEBANON ST	HANOVER, TOWN OF	34-82-1	0.40	\$ 818,000
46 LEBANON ST	HANOVER, TOWN OF	34-83-1	0.25	\$ 752,500
48 LEBANON ST	HANOVER, TOWN OF	34-84-1	0.68	\$ 3,356,100
87.5 LEBANON ST	HANOVER, TOWN OF	24-43-1	0.70	\$ 64,500
87.5 LEBANON ST	HANOVER, TOWN OF	24-49-1	19.50	\$ 162,800
91 LEBANON ST	HANOVER, TOWN OF	24-48-1	0.50	\$ 177,100
190 LEBANON ST	HANOVER, TOWN OF	25-31-1	2.50	\$ 152,300
194 LEBANON ST	HANOVER, TOWN OF	21-3-1	8.00	\$ 2,742,400
221 LEBANON ST	HANOVER, TOWN OF	20-2-1	21.10	\$ 946,300
19.5 LOW RD	HANOVER, TOWN OF	39-109-1	0.45	\$ 11,900
46 LYME RD	HANOVER, TOWN OF	46-1-1	2.00	\$ 4,705,800
81 LYME RD	HANOVER, TOWN OF	8-2-1	6.00	\$ 200,200
84 LYME RD	KENDAL AT HANOVER / C/O TOWN OF HANOVER	8-3-1	10.70	448,000
85 LYME RD	HANOVER, TOWN OF	8-4-1	17.60	\$ 204,300
103 LYME RD	HANOVER, TOWN OF	8-39-1	0.46	\$ 156,100

TOWN OWNED PROPERTY

110 LYME RD	HANOVER, TOWN OF	8-20-1	2.98	\$ 234,600
4 MAPLE ST	HANOVER, TOWN OF	23-18-1	0.64	\$ 2,603,500
8 MARTIN LN	HANOVER, TOWN OF	25-52-1	1.60	\$ 24,600
2.5 MONTVIEW DR	HANOVER, TOWN OF	12-112-1	0.17	\$ 78,500
15 MOOSE MOUNTAIN RD	HANOVER, TOWN OF	6-40-1	0.28	\$ 5,400
41 MOOSE MOUNTAIN RD	HANOVER, TOWN OF	6-44-2	66.00	\$ 113,400
47 MOOSE MOUNTAIN RD	HANOVER, TOWN OF	10-28-1	28.00	\$ 7,500
51 MOOSE MOUNTAIN RD	HANOVER, TOWN OF	10-29-1	34.00	\$ 21,100
20 NORTH MAIN ST	HANOVER, TOWN OF	33-85-1	8.88	\$ 5,119,200
3 OLD DANA RD	HANOVER, TOWN OF	6-45-1	0.30	\$ 171,900
31 OLD DANA RD	HANOVER, TOWN OF	6-38-1	36.50	\$ 88,600
35 OLD DANA RD	HANOVER, TOWN OF	6-37-1	0.60	\$ 3,400
1 PARADE GROUND RD	HANOVER, TOWN OF	9-70-1	2.40	\$ 289,000
61 PINNEO HILL RD	HANOVER, TOWN OF	9-104-1	7.00	\$ 22,000
13 PIPERS LN	HANOVER, TOWN OF	12-7-1	3.40	\$ 199,000
19.5 RAYTON RD	HANOVER, TOWN OF	39-70-1	0.71	\$ 15,100
81 RESERVOIR RD	HANOVER, TOWN OF	48-3-1	19.60	\$ 100,900
24 RIP RD	HANOVER, TOWN OF	44-57-1	1.30	\$ 26,800
40 RUDDSBORO RD	HANOVER, TOWN OF	6-14-1	1.00	\$ 71,500
79 RUDDSBORO RD	HANOVER, TOWN OF	6-51-1	97.90	\$ 297,000
100 RUDDSBORO RD	HANOVER, TOWN OF	6-8-1	94.00	\$ 274,100
6 SCHOOL ST	HANOVER, TOWN OF	33-42-1	0.11	\$ 1,187,500
10 SCHOOL ST	HANOVER, TOWN OF	33-47-1	0.28	\$ 422,000
41 SOUTH MAIN ST	HANOVER, TOWN OF	34-4-1	1.26	\$ 6,476,000
96 SOUTH MAIN ST	HANOVER, TOWN OF	23-69-1	0.31	\$ 392,300
111 SOUTH MAIN ST	HANOVER, TOWN OF	23-2-1	37.50	\$ 675,300
114 SOUTH MAIN ST	HANOVER, TOWN OF	19-33-1	5.80	\$ 831,400
121 SOUTH MAIN ST	HANOVER, TOWN OF	19-15-1	27.00	\$ 16,286,600
13 SOUTH ST	HANOVER, TOWN OF	34-62-1	1.10	\$ 7,442,700
1.25 SPENCER RD	HANOVER, TOWN OF	19-13-1	2.70	\$ 396,600
5 THOMPSON RD	HANOVER, TOWN OF	16-10-1	0.30	\$ 8,600
34 THOMPSON RD	HANOVER, TOWN OF	16-14-1	63.70	\$ 59,300
4 THOMPSON TER	HANOVER, TOWN OF	19-28-1	7.53	\$ 1,946,600
64 TRAILHEAD LN	HANOVER, TOWN OF / C/O REAL ESTATE OFFICE	20-1-1	10.60	\$ 1,486,400
56 TUNIS RD	HANOVER, TOWN OF	14-8-1	0.70	\$ 1,700
57 TUNIS RD	HANOVER, TOWN OF	14-12-1	16.00	\$ 10,700
66 TUNIS RD	HANOVER, TOWN OF	14-9-1	613.00	\$ 251,700
12 VERONA AVE	HANOVER, TOWN OF	41-55-1	0.48	\$ 20,200
2 WEST WHEELLOCK ST	HANOVER, TOWN OF	34-11-2	0.10	\$ 536,800
6 WEST WHEELLOCK ST	HANOVER, TOWN OF	33-38-1	0.19	\$ 1,890,700
83 WOLFEBORO RD	HANOVER, TOWN OF	14-35-1	0.18	\$ 26,400
146 WOLFEBORO RD	HANOVER, TOWN OF	14-41-1	125.00	\$ 161,600
11 WOODCOCK LN	HANOVER, TOWN OF	5-46-1	15.40	\$ 269,700
11.5 WOODMORE DR	HANOVER, TOWN OF	47-32-1	0.32	\$ 311,000
Parcel Count		87	1,654.99	\$ 81,510,600

TOWN OWNED PROPERTY

Location	Owner1/Owner2	Parcel ID	Land Area	Total Value
0 DIST, FLOWAGE, ROW	WATER DEPARTMENT / TOWN OF HANOVER	0-0-4	0.00	\$ 7,366,300
82 EAST WHEELOCK ST	WATER DEPARTMENT / TOWN OF HANOVER	42-51-1	0.00	\$ 12,400
110 EAST WHEELOCK ST	WATER DEPARTMENT / TOWN OF HANOVER	4-15-1	0.00	\$ 890,000
41 GRASSE RD	WATER DEPARTMENT / TOWN OF HANOVER	4-9-1	178.80	\$ 10,881,300
130 GREENSBORO RD	WATER DEPARTMENT / TOWN OF HANOVER	1-12-1	0.15	\$ 777,500
319 HANOVER CENTER RD	WATER DEPARTMENT / TOWN OF HANOVER	9-53-1	1.50	\$ 36,700
331 HANOVER CENTER RD	WATER DEPARTMENT / TOWN OF HANOVER	9-52-1	39.00	\$ 757,000
90 LEBANON ST	WATER DEPARTMENT / TOWN OF HANOVER	24-25-1	0.00	\$ 41,800
92 LEBANON ST	WATER DEPARTMENT / TOWN OF HANOVER	24-62-2	4.60	\$ 2,568,300
	Parcel Count	9	224.05	\$ 23,331,300

Location	Owner1/Owner2	Parcel ID	Land Area	Total Value
41 LEBANON ST	HANOVER SCHOOL DISTRICT	34-68-1	28.26	29,097,300
63 LYME RD	DRESDEN SCHOOL DISTRICT	4-3-1	22.85	16,099,300
26 RESERVOIR RD	HANOVER SCHOOL DISTRICT	4-4-1	35.00	12,839,100
	Parcel Count	3	86.11	58,035,700
	Grand Total	99	1,965.15	\$ 162,877,600

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 2018, the Advisory Board of Assessors met one (1) time and heard twelve (12) abatement requests. Five (5) abatement recommendations were forwarded to the Selectmen. The deadline for filing an abatement application for Tax Year 2017 was March 1, 2018.

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)

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." 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 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. Seating in the library's reading garden provides a place to relax and enjoy the beautiful view of the adjacent fields.

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 through the New Hampshire State Library interlibrary loan system. Through the New Hampshire Downloadable Book Consortium, audios and e-books can be downloaded either at home or at the library.

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. Ongoing adult programs include the *Etna Library Book Group* and a *Needlecrafts and Tea Group*. The book group meets at 7:30 on the fourth Wednesday of the month to discuss classic and contemporary titles. The needlecrafts group meets from 2:30 to 4:30 on the first, fourth and fifth Wednesday of the month. Both groups welcome newcomers.



During the past year, children's programs included *Beeswax Candles*, a pumpkin decorating program (made possible through a generous donation from the Hanover Co-op), *Thanksgiving Trivets*, *Winter Lanterns*, and *Terrariums*. Additional children's programs included *Eric Carle Collage Making* and *Blueberry Ink Painting* with Jannine Pizarro, *Meet Dudley, the Friendly Julian Pig* with Michelle Jenks, *A jugar! Game Days in Spanish* with Silvia Holman, and weaving and felting programs with Jennifer Manwell.

Other programs included *German Straw Stars* with Caroline Tischbein, *Seeing the Insides of Trees* with Dustin Coates, *Green Onion Pancakes* with Ling Chai, *History of the Town Gardens* with Sandra Johnson, *Four Seasons of Color* and *Planting Dear Resistant Bulbs* with Diane Guidone, *A Half Century of Skiing on Moose Mountain* with Kay Shumway and Adair Mulligan, co-sponsored with the Hanover Conservancy and the Hanover Historical Society and an *Etna History Contest*. The annual *Heart-to-Heart* program ran for several weeks in January and February, producing numerous valentines for hospitalized veterans and nursing home residents.

Programs held in Hayes Farm Park and the King Bird Sanctuary included a *Spring Photo Walk* with Jim Block, a *Butterfly Walk* with Bill Shepard, a *Mindful Winter Walk* with Lee Steppacher and two StoryWalk® programs – *Creeking: A True Story* by Jacqueline Briggs Martin and Claudia McGehee, led by Jessica Hunt, and *Water Rolls, Water Rises! El agua rueda, el agua sube* by Pat Mora and Meilo So, led by Silvia Holman. StoryWalk® was created by Anne Ferguson of Montpelier, VT and has developed with the help of Rachel Senechal of the Kellogg-Hubbard Library. An exhibit featuring historic photos of the Hayes Farm Park land and buildings along Etna Road is currently being shown in the library's beautiful new outdoors case built by volunteer Ted Frazer.

Volunteers play an important part in providing Etna Library services. They staff the library on Saturday mornings, shelve books, maintain the beautiful library gardens, bake for the annual Thanksgiving Pie Sale, present programs, and deliver items between the Howe and Etna libraries. This year the library trustees began a

series of brass plates recognizing volunteers. The initial set of honorees were Ted Frazer, Jean and Bob Keene, Alison North, Susan Weeks and the late Steve DenHartog.

For more information, please call the library at 643-3116 or e-mail etna.library@hanovernh.org. A listing of programs and information about Hayes Farm Park can be found on the library's website - hanovernh.org/etna-library.

Barbara Prince, Librarian



Hanover Town Library, Etna
Performance Indicators - FY2008 through FY2018

	<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>	<u>FY2018</u>
Circulation by Owning Library - Adult	4,197	4,421	4,748	3,864	3,884	4,093	3,963	4,085	4,682	4,732	4,858
Circulation by Owning Library - Youth	4,499	4,747	4,044	3,447	3,549	2,880	3,028	3,694	3,476	4,491	4,215
Circulation by Owning Library - Total	<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>	<u>9,073</u>
Circulation by Circulating Library - Adult				3,724	3,687	3,772	3,565	3,662	4,280	4,341	4,470
Circulation by Circulating Library - Youth				3,577	3,851	3,039	3,017	3,623	3,271	4,273	4,146
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>	<u>8,616</u>
Holds Filled				1,383	1,027	609	663	1,112	881	986	1,169
Downloaded e-books and audios (25% of Overdrive downloads)									4,230	4,400	4,798
Use of Ancestry database (25% of Ancestry usage)									3,052	2,542	1,895
Use of Heritage database (25% of Heritage usage)									1,097	633	915
Patron Visits - Adult	2,771	3,281	3,363	3,282	3,270	3,511	3,066	3,178	3,199	3,960	3,829
Patron Visits - Youth	1,615	1,657	1,439	1,320	1,326	1,306	1,185	1,172	1,302	1,604	1,239
Patron Visits - Total	<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>4,501</u>	<u>5,564</u>	<u>5,068</u>
Library Programs	122	121	114	117	132	125	134	122	136	166	169
Program Attendance	1,466	1,452	1,085	926	1,199	1,283	1,267	1,186	1,265	1,816	1,599
Volunteer Hours	134	131	123	123	134	152	138	168	207	176	168
Hours Open Weekly	24	28	28	28	28	28	28	28	30	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

HANOVER TOWN LIBRARY 2018 ANNUAL REPORT OF THE TRUSTEES

The “Etna Library” lives in a historic village hemmed by conserved forest trails and wetland, meadows and a bird sanctuary. Lowing cows serenade us from across protected pastureland. Location is indeed our greatest resource. It informs the library’s mission to collect, display, teach and celebrate the beauty of nature, conservation and history here in rural Hanover. And so we think of the Hanover Town Library as not only a needed hub for a rural community but also an alluring resource for all of Hanover.

While the National Register of Historic Places recognizes this tidy brick facade for looking much as it did when the mortar dried in 1905, we are tapping the luxury of new-found space and handicap accessibility made possible by the 2014 expansion. Head Librarian Barbara Prince’s programs are always of particular interest. They appeal to all ages, many with themes relating to conservation, community, and history.

The three Hanover Town Library trustees, each elected by Hanover voters to serve a three-year term, met with Barbara monthly this past year to help direct funds and shape policy, to brainstorm improvements and to plan events. A Trustee favorite in 2018 was a local history trivia night dessert potluck. We also enjoyed a talk by local wood carver Dustin Coates.

No monthly meeting agenda is complete without mention of our library volunteers. Volunteers shelve books and drive holds and returns between the Howe and Etna libraries. They bake for our annual Thanksgiving Pie fundraiser. Because of a revolving list of desk volunteers, our OPEN flag flaps an invitation every Saturday morning throughout the year for a cup of tea, a browse for the perfect downtime read, or an audio book for a family road trip. A volunteer gardener keeps our outdoors cheerful. This year a generous neighbor built a wall-mounted cabinet to create for the library entry a mini-museum with its rotating display of rural Hanover lore.

Together with Barbara, trustees host an annual tea to thank all of these delightful friends for giving their time and talents. This year we wanted to find a way to thank our most ardent volunteers in a visible, enduring way. We christened a door frame of fame, with honorees and their contributions chiseled in brass. In this way, the librarian and future trustees will honor those who serve the library in years to come.

Respectfully submitted,

Elizabeth Cornell, Alexandra Corwin, and Liz Marshall

FIRE DEPARTMENT

Mission Statement

The mission of the Hanover Fire Department is to protect life, property and the environment, and reduce pain and suffering encountered through fire, medical and environmental emergencies by providing education, prevention, suppression and medical services to the citizens and visitors of our community in a professional and fiscally responsible manner.

Department Staffing

The Fire Department is a combination department with twenty-two career and seven 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.



“Old Timers” Breakfast



Bear Cub Rescue

Promotions/Retirements

On May 24, 2018, Joseph Amato joined the department as a Firefighter/AEMT. Joe previously worked for DiLuzio Ambulance Service before joining the Hanover Fire Department. Joe is a Firefighter Level II with an advanced EMT Certification, and has successfully completed NH Department of Safety Division of Fire Standards & Training and Emergency Medical Services.

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.

In 2018 the Hanover Fire Department participated in nearly two thousand hours of all hazards training. We routinely work with our mutual aid partners throughout the region on Hazardous Materials, Technical Rescue, and Structural Firefighting. Some notable training achievements: Lt. Diehm completed a more than two-year program to become a Paramedic. Firefighter Ebben Whitehair achieved open water dive certification, and

Captain Gilbert, Lt. Letson, and Firefighter Jay Whitehair achieved advanced dive certifications. Firefighters Jon Wilkinson and Ebben Whitehair attended Rope Rescue Courses, Firefighter Linehan attended the Advanced Wilderness Life Support Program, and twelve members attended a forty-four-hour Wilderness Medicine Module.

Prior to the shooting incident that occurred at Dartmouth Hitchcock Hospital, the department was actively engaged in joint training exercises with Hanover Police Department and our local mutual aid. The department has continued to prioritize training that deals with responding to these traumatic events. During March of 2019 the department partnered with the Tuck School of Business the New Hampshire Fire Academy to train members of both Hanover Police and Fire departments in EMS in the Warm Zone Rescue Task Force technique. This training emphasizes proven techniques to rapidly respond to shooting victims in the event of a large-scale act of violence.

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

During Fiscal Year 2018 the department continued to see the positive benefits of the comprehensive regionalization within the emergency services in the Connecticut River Valley. This past year, Hanover Fire Department assisted with multiple mutual aid responses for structure fires. In addition to the traditional structure fire responses the Hanover Fire Department responded to a number of technical rescue incidents. Examples of these wide range responses include a hang glider trapped in a tree, water rescues, search for a missing Kendall resident, as well as numerous fire alarms, carbon monoxide alarms, and trees on powerlines associated with regional weather events. Hanover Fire Department continues to review the types of different emergencies that we face in Hanover as well our discussions with our regional partners to enable us to meet the emergent needs of the population we serve, and to more efficiently and safely respond to and meet their needs.





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.

The department continues to play an active role in supporting the Public Access Automated Defibrillator program. This highly successful program has been instrumental in saving lives in our community as well as the "Take 10 Upper Valley" program, this is a "compression only" CPR program that takes 10 minutes. If you are curious to learn more, please contact us.

The Hanover Ambulance Service acquired two new infusion pumps in 2018 and placed them in service after extensive training; this technology allows our paramedics to administer life-saving medications and provide a higher level of patient care by allowing us to administer drugs that were previously unable to administer. This is mirrored by our adjacent ambulances and in area hospitals thus improving patient care and safety.

We initiated a Continuous Quality Improvement Program that utilizes two departments paramedics and members of DHMC's Office of EMS. The goal of this program is to review emergency medical calls and continue to improve patient care and provide skill through training and education.

The Department has applied for Mission: Lifeline EMS Recognition, through the American Heart Association. This program brings recognition to our organization and its providers for excellent STEMI care, as we continue to strive for excellence with our pre-hospital care.

Community Service

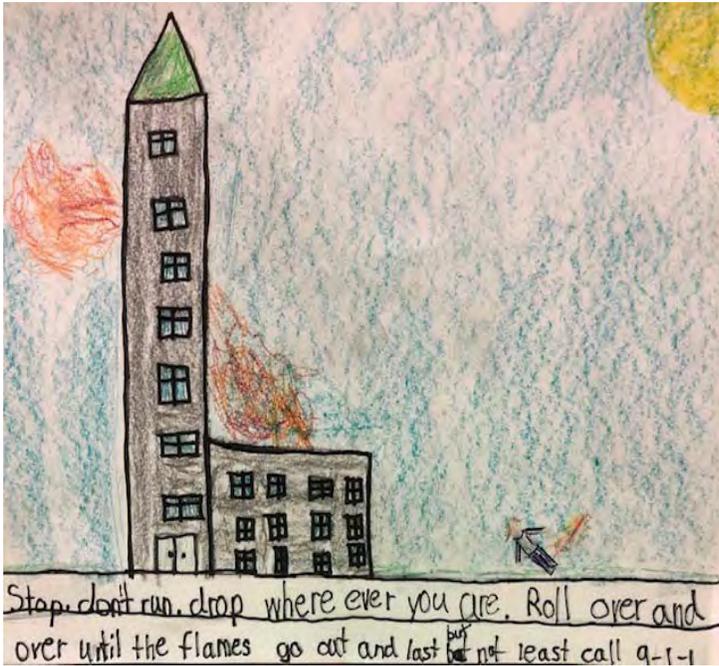
The Professional Firefighters of Hanover, Local 3288, with the Hanover Fire Department non-union members, routinely engage in volunteer activities in our community. They support several of the region's largest fundraising efforts, e.g. The Prouty, the CHaD Hero Half Marathon, and Paddle Power. They also 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.



STOP, DROP, ROLL

Artist: Declan Hall
Ray School, Hanover

Fire and Life Safety Poster Contest and Calendar

The Department of Safety, Office of the State Fire Marshal and the NH Fire Prevention Society believe that Fire Prevention and Life Safety should be a part of daily life throughout the year in every New Hampshire household. To help achieve this goal, the Public Educators at the Office of the State Fire Marshal organize a statewide 3rd grade fire and life safety poster contest every year. The winning posters will be the pictures for our 7th Annual **Fire and Life Safety School Year Calendar, 2019-2020**.

575 posters were submitted from schools and towns throughout the state.

The posters were judged by the District Chiefs and Fire Investigators at the Fire Marshal's Office.

On April 4, 2019 we will celebrate the poster contest winners with a ceremony and awards night. Sparky will be there to greet the students and families as they arrive. Special remarks will be given to the students and their families. The students will be presented with a certificate, Junior Fire Marshal specially designed plaque, and a children's book.

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</u>
Structure Fires	23	15	19
Vehicle Fires	0	3	2
Brush Fires	11	3	1
Trash/Dumpster	5	1	1
Spills or Leaks	16	20	9
Electrical Problems	35	48	27
Water Evacuations	13	8	16
Smoke Removal	4	0	1
Smoke Odor	15	9	21
Malicious False Alarms	7	5	4
Mutual Aid Provided	35	50	99
Alarm Malfunctions	99	154	150
Unintentional Alarms	268	264	254
Other*	159	188	208
Total	<u>690</u>	<u>768</u>	<u>812</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</u>
Hanover	817	855	863
Lyme	134	117	104
Norwich	120	123	150
Mutual Aid	93	79	86
Total	<u>1,164</u>	<u>1,174</u>	<u>1,203</u>

Full-time Staff

Fire Chief: Martin W. McMillan
Deputy Chief: Michael Hinsley
Administrative Assistant: Sheri Clifford
Fire Captains: Michael Gilbert, Jeremy Thibeault, Joshua Merriam, and Christopher Doolan
Fire Lieutenants: Robert Diehm, John Emerson, Scott Letson, and Joshuah Lounsbury
Firefighter/Paramedics: Brian Ellstein, Leif Jopek, Jeremiah Linehan, Robert Mousley, and Blair Weathers
Firefighter/AEMTs: Joseph Amato, Wayne Dunham, Jeremy LaBombard, Christopher Sweitzer, Ebben Whitehair, Jay Whitehair, and Jon Wilkinson

Call Firefighters

Timothy Bent, Glenn Elder, Cristina Hammond, John Hochreiter, Craig McKinney, 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 11,260 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 2018, we continue doing the work of our strategic plan and have focused on the five primary objectives: Library space, Technology, Programs, Services and Collections, and Engaging the Community. Highlights include:

Engaging the Community-Programs, Services, and Collections:

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 services and highlights that have helped in this mission include:



This year’s highlights include the Howe Library offered 214 **programs for adults** with 3,216 people attending in FY18. Popular programs included a visit from author and hiker Jennifer Pharr Davis, the weekly Bach Study Group, and a program about coyotes. In December 2017, we said goodbye to Susan Shadford, who retired after 9 years of working at the library. We continue offering our services and resources of assisting patrons at the reference desk, curate the library’s collection of books, newspapers, magazines, museum passes, and online databases. Our staff supports and assists with the New Hampshire Downloadable Book Consortium collection, facilitate interlibrary loans, offer one-on-one tech appointments to address a specific technology program, and plan programs for adults and collaborate with the children’s department for intergenerational and technology programming.



Youth Services staff continue to offer story times and playgroups, including programs in Spanish and Chinese, Legos and other hands-on programs for all ages. This year youth services offered a total of **346 programs** which included 132 programs for summer reading. New editions this year include a Saturday morning story time featuring American Sign Language for ages 0-4 that occurs twice a month and a very popular Music & Movement story time on Tuesday mornings. A collaboration with Ray and Richmond schools to host the writer and

illustrator of the best-selling Hazardous Tales series, Nathan Hale, was a special treat. His books are loved by many and everyone agreed he was the funniest presenter ever. All of the fourth graders came for a visit in June and we hope to make this an annual event. The library continues to work with the Parks & Recreation Department by bringing books and story times to the K-2 campers and jointly sponsoring special programs for the community at Ray School during the summer. Librarians put together batches of books for vacation camps at the Rec Center and for story times at Occum Pond sponsored by the Outing Club. Another highlight was our partnership with the Hanover Conservancy to offer some StoryWalks at Balch Hill and Storrs Pond. StoryWalk is a trademarked program in which pages of a picture book are mounted on stakes along a trail so families can read the story as they hike along.



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 2018:



11,016 total program attendees



9,677 reference transactions



250,483 total items checked out



9,725 Howe library card holders



180,457 total visits to the library





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.

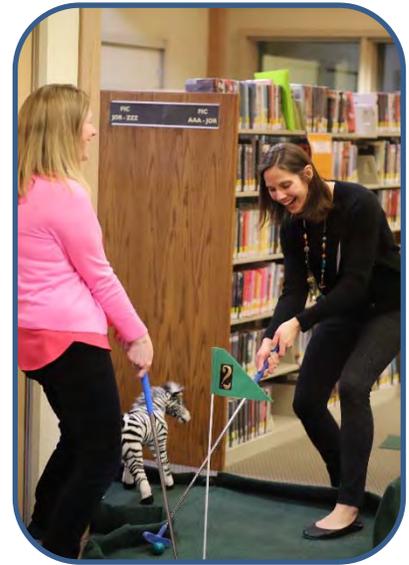


Left to right back: Rebecca Winter, Nancy Carter, Jennifer Rickards, Rick Sayles, Sarah Buckey, Jennifer Brown, Mary Donin, Mary Sullivan King Left to right front: Bill Mlacak, Kerri Craft, Rick LeMay, Michele Sacerdote, Not pictured: Andrew Bernard, Wayne Gersen, Rich Brown



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 Corporation makes a contribution to the library's collections, programs and services for adults, tweens, and children. In fiscal 2018 the total for these purposes was \$75,400 compared to \$67,485 in the preceding year. The year ending June 30, 2018 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 maintained within budget. The town appropriated \$1,116,259 and The Corporation contributed \$243,213 exclusive of depreciation on capital assets.



The Annual Fund was again successful, raising more than \$115,000 from 492 donors. **The Howel Classic:** A Mini Golf Extravaganza, our ever-popular fundraising event, grossed over \$43,000, a new record for this event. More than 600 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: Restricted gifts from other sources added over \$5,700 to help fund museum passes, library materials, special programs, and advertising. Two bequests totaling \$26,000 were given through Emily's Legacy Society. The society was formed in 1912 with a gift from Emily Howe, and patrons continue to join the society as they support Howe Library in their will.



HUMAN RESOURCES

Our Mission

The Human Resources Department promotes the morale and well-being of Town employees, ensures fair and equitable employment practices, and fosters collaborative work environments that inspire excellence in public service.

We partner with all Town departments to recruit a highly talented and diverse workforce, conduct sound employee and labor relations, and help coordinate education and training sessions that help employees maintain the knowledge base and skills required to perform at the highest level. The Human Resources Department also oversees employee compensation and benefits and workplace health and safety programs, and we advise on and make recommendations with respect to the Town's employment policies and practices.

Recruiting

The Town of Hanover received and processed over 600 applications during calendar year 2018 for 20 employment opportunities (including full-time, part-time, seasonal, and on call jobs).

Labor Relations

The Town has three collective bargaining units. Public Works employees are represented the American Federation of State, County, and Municipal Employees (AFSCME) Local 1348. (This unit also includes grounds maintenance employees transferred from Public Works to Parks and Recreation in 2018 as part of a divisional reorganization). Police employees are represented by AFSCME Local 3657 and Fire employees by the International Association of Fire Fighters (IAFF) Local 1388.

This year, we reached agreement with all three unions on new labor contracts for a two year period beginning July 1, 2019 and ending June 30, 2021, subject to voter approval. The contracts provide for a 1% cost-of-living adjustment to wages on July 1, 2019 and on July 1, 2020. These same wage adjustments will apply to non-union staff.

Premiums for the Town's health insurance plans will increase by 4.3%, effective July 1, 2019. The Town is authorized to re-open and re-negotiate the new collective bargaining agreements in their entirety if insurance premiums are projected to exceed 10% on July 1, 2020. Also, the contracts eliminate the 10% premium cost share band for employees earning less than \$45,000 per year. All new hires will be placed in one of the two remaining cost share bands, which are unchanged from prior contracts (12% or 15%, depending on annual wage). The same cost share provisions extend to non-union staff, except that high-earning employees in salaried (FLSA exempt) positions contribute 17%.

Health and Wellness Programs

The Town is committed to the health and wellness of its workforce and helping employees attain their personal health and fitness goals. The Human Resources Department, in coordination with NH HealthTrust, sponsored a variety of health-related events throughout calendar year 2018, including a biometric screening, and an in-house flu clinic administered by the Hanover Fire Department. 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. HR also partnered with newly designated wellness coordinators in each Town department to develop additional in-house initiatives. As a result of this effort, departments have started rolling out their own health and fitness events (or “challenges”), which are open to all Town employees.

Workplace Safety and Anti-Harassment Trainings

We are equally committed to the safety of our employees in every work setting. We continue to coordinate with our workers’ compensation and property liability carrier, Primex, to deliver regular workplace safety and injury prevention trainings Town-wide. These trainings are tailored to individual departments and specific types of work as required.

Our safety program also includes mandatory trainings for all staff on preventing sexual harassment and other forms of unlawful workplace discrimination. These trainings emphasize the Town’s strict enforcement of its anti-harassment and non-discrimination policies and ensure that employees are familiar with all available options for reporting inappropriate workplace behavior by a supervisor or co-worker. Attendance levels remain at or near maximum for all health and wellness and safety-related events.

Employee Benefits

The Town continues to offer a competitive flexible benefits package that helps us attract and retain top talent from within our region and across the country. Non-union and union employees participate in the same broad-menu of benefits options. In addition to health insurance, we offer short and long term disability, life, and dental coverage; medical and dependent care reimbursement accounts; and voluntary (employee paid) supplemental insurances. Our full-time employees participate in the New Hampshire Retirement System as required by law, and all benefits-eligible staff are encouraged to enroll in a supplemental (IRC 457) retirement plan funded exclusively by their own pre-tax contributions.

Staff: David Stewart, HR Director
Kitty Thresher, HR Coordinator

	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Executive	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Human Resources	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Administrative Services	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Information Technology/MIS	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	1.6	2.0	2.0	2.0
Assessing	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Planning & Zoning	5.6	5.6	5.6	5.4	5.4	5.4	5.4	4.8	5.6	5.6	6.1	6.1
Sustainability											0.6	0.6
Town Clerk	3.0	3.0	3.0	3.0	2.6	2.6	2.0	2.0	2.0	2.0	2.0	2.0
General Government Administration	19.2	19.2	19.2	19.0	18.6	18.6	18.0	17.4	18.2	18.6	19.7	19.7
Etna Library	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9
Howe Library	13.4	14.0	14.0	14.2	14.3	15.3	15.3	15.3	15.3	15.3	16.2	16.2
Libraries	14.3	14.9	14.9	15.1	15.2	16.2	16.2	16.2	16.2	16.2	17.1	17.1
Parks & Recreation	6.5	6.5	6.5	6.5	6.5	6.5	7.5	8.5	9.5	9.5	12.3	12.3
Public Works Fleet & Facilities	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0
Public Works Operations	21.0	21.0	21.0	21.0	22.0	21.0	21.0	21.0	21.0	21.0	19.0	19.0
Water Reclamation Facility	6.5	6.5	6.5	7.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Water Utility Fund	5.5	5.5	5.5	5.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Department of Public Works	42.0	42.0	42.0	42.0	42.0	41.0	41.0	41.0	41.0	41.0	39.0	39.0
Emergency Communications	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	9.0
Parking Operations	6.6	6.7	6.9	6.9	6.9	6.9	5.5	4.5	4.5	4.5	5.5	5.5
Police Department	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4
Police Department	36.0	36.1	36.3	36.3	36.3	36.3	34.9	33.9	33.9	33.9	34.9	35.9
Fire & Ambulance	22.5	22.5	22.5	22.5	22.5	22.5	22.4	22.4	22.4	22.4	22.4	22.4
TOTAL REPORTED FTEs	140.5	141.2	141.4	141.4	141.1	141.1	140.0	139.4	141.2	141.6	145.4	146.4
Year-to-Year FTE Increase/Decrease		0.7	0.2	0.0	-0.3	0.0	-1.1	-0.6	1.8	0.4	3.8	1.0
Year-to-Year % Increase/Decrease		0.5%	0.1%	0.0%	-0.2%	0.0%	-0.8%	-4%	1.3%	0.3%	2.7%	0.7%

PARKS AND RECREATION DEPARTMENT



We at Hanover Parks & Recreation, “HPR”, are pleased to present our annual report. Over the past year our Department has seen some of its biggest changes in recent years. With the retirement of William Desch; the DPW Grounds Superintendent, the Grounds Division of DPW merged with our Department in early 2018. This restructuring has proven to be not only more efficient but also a cost savings to the Town. In addition to these changes we also had two retirements. After 27 years of service to the community Gail Schaal retired as our Senior Program Coordinator. In June, after 12 year of service, Sherry Colfer retired from managing the Community Center. As a result, we have a lot of new faces around and have been excited for the new opportunities and ideas all these changes have brought about.



Willy Black reading a poem at Gail's retirement

Enrichment Programs: Our programs here range from activities for preschool through adults. The biggest draw for children is our twice weekly open playtime at the Bounce House. Supervised by caregivers, children under the age of 5 can play in the Bounce House and climb on our soft furniture and explore our collapsible tunnels. School age children's offerings included archery, Take apART, chess for beginners through advanced, and gingerbread house making. 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, Painting, Line Dance, Tai Ji Quan, Women's Mountain Biking clinics and rides & General Mobility classes. We have continued to partner with The Hanover Conservancy to offer family events such as The Trail Hike Challenge in the summer, Family Snowshoe in the winter and a Family Hike in the fall.



Cross Country Meet

Sports Programs: In April we hired Bri Barnes as our first Athletics Program Manager to focus on and expand our various sports programs for all ages. Bri has been in the sports field in both the recreation and education sides since graduating from Keene State in 2007 and most recently as the Athletic Director for Orange East Supervisory Union. The momentum of programs introduced last year is going strong with increased numbers in our youth sports.

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 2017-18 fiscal year 141 clients reservations totaled 5,104 hours. Those transactions totaled an average of 98 hours per week. These figures include a variety of users. The total number of hours rented increased from the previous year by 1,384.

Local families have continued to rent space for parties and get together with the majority renting the Multi-Purpose Room and the Bounce House. During the winter months the multi is rented all day all weekend. 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.

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. There were 352 Appalachian Trail hikers who stopped 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. A variety of new programs were offered including a Memoir Writing Course, felting craft class, health and safety programs with the Hanover Fire and Police Departments, VINS presentation, Tissue Paper Art, Book Club and cooking classes offered by the Co-Op. The birthday and potluck lunches remained strong as well as the popular exercise class taught by Gail. She remained on as an instructor to teach two days a week.

OST Programs: The Out of School Time Programs “OST Programs” include the afterschool program, Kids After School Time “KAST” for children in grades K-5, minicamps (February & April, Quest & Can’t Get Enough) and our traditional 6 week summer camp for grades K-7. KAST is run out of the Ray Elementary School and the Richmond Middle School during the school year. Activities include arts & crafts, STEM projects, special events and special outdoor programming (programming run by KAST staff as well as programming coordinated with the Hanover Conservancy), 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 kids can participate in other programs that they may not otherwise have the opportunity to attend. All of the OST Programs have been filling up and, in many cases, holding waitlists. HPR continues to work to meet the year-round childcare needs of the community within the locations which are available.



Grounds Division: The Grounds Division continues to be responsible for the maintenance of all the trees along our roads and within town properties, parks, playing fields, cemeteries (in which Grounds workers prepared 37 burials), and landscaped areas. Over the past year we have worked on diversifying our urban landscape by introducing several new species for street trees and moving away from the staples that have been used for several years. A diverse urban forest is healthier, and we are moving to species selection that can tolerate our changing climate while also providing benefits to wildlife. A total of 51 trees and shrubs were planted over the last year around town.

In July the landscape gardens around Town Hall were renovated. As a couple of trees were removed in previous years this opened them up and gave us a perfect opportunity to do something different. In addition, the garden beds along the sidewalk in front of the Howe Library received some much-needed attention. Arborvitae that had overgrown the tight space were removed and replaced with

a hedge of privet and pea shrubs along with two new redbud trees.

Special Activities: Each year the Hanover Parks & Recreation Department is proud to host a variety of special events for the community. These range from huge community festivals, 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 the army of volunteers to staff these celebrations. Thank you to those who have helped enrich the Hanover community through your support.



4th of July Parade Float

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

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

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



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

Potato Race, the Human Dog Sled Race, and the Bananthalon. Other activities at the Pond Party include a DJ, Sugar-on-Snow, Sleigh Rides, a variety of food, Snow Sculptures, a Tube Run and Marshmallow Roasting.

In between hosting these large community events HPR keeps busy with special programs like the Annual 5K & 10K Turkey Trot and Tiny Turkey Trot races, the Make & Take Party, the Egg-Stravaganza Egg Hunt, quarterly family nights, and two 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!



Staff: John Sherman, Director; Liz Burdette, Assistant Director; Nicole Leonard, Out of School Time Program Director; Asa Metcalf, Arborist; Camille Ricciardelli, RWB Program Manager; Bri Barnes, Athletics Program Manager; Cassie Hutchinson, OST Program Coordinator; Amelia Clause, OST Program Coordinator; Chris Koloski, Grounds Crew Leader; Sam Ryals, OST Program Specialist; Nick Quijano, OST Program Specialist; Jeanne Vieten, Communit Center Program Assistant; Judy Stevens, Adult & Senior Program Manager; Dan Morancy; Grounds Worker.

PLANNING, ZONING AND CODES DEPARTMENT

The Planning, Zoning and Codes Department serves the Planning Board, Zoning Board of Adjustment, Conservation Commission and Building Code Advisory Committee. 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 comprises Senior Planner Vicki Smith, Planner Catheryn Hembree, Zoning Administrator Judith Brotman (retired March 2018), Building Inspector/Deputy Health Officer Ryan Borkowski, Deputy Fire Chief/Health Officer/Assistant Building Inspector Michael Hinsley, Administrative Assistant Beth Rivard, Recording Secretary Sara Jane Murphy, and Director Robert Houseman.



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 Code, 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: nh.gov/safety/boardsandcommissions/bldgcode/nhstatebldgcode.html. Information on the adopted State Fire Code is available at: 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: hanovernh.org/planning-zoning-codes/pages/applications.

FY2018 Building Permits / Code Reviews (07/2017 – 06/2018)

One- & Two-Family Residences: NEW

Number of Permits Issued	5
Total Value of All Permits	\$6,230,000
Average Permit Value	\$1,246,000

One- & Two-Family Residences: Additions, Alterations

Number of Permits Issued	180
Total Value of All Permits	\$9,157,837
Average Permit Value	\$50,877

Multi-Family Structures: NEW, Additions, Alterations

Number of Permits Issued	2
Total Value of All Permits	\$5,500
Average Permit Value	\$2,750

Institutional Buildings: NEW

0

FY2018 Building Permits / Code Reviews (continued)

Institutional Buildings: Additions, Alterations	
Number of Permits Issued	28
Total Value of All Permits	\$11,646,696
Average Permit Value	\$415,953
Commercial Buildings: New, Additions, Alterations	
Number of Permits Issued	77
Total Value of All Permits	\$21,112,289
Average Permit Value	\$274,186
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Total Number of Permits with construction cost value	292
Total Value of Permits	\$48,152,322
Average Permit Value	\$164,905
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Demolition Permits	13
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Blanket Permits	124
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MISC Permits (reinstate, extend, temp controls, etc.)	77
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Total Number of All Permits	506
Total Fees Collected	\$357,208
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Code Inspections Conducted	593 (≈ 49/month)

HEALTH OFFICER’S REPORT

The duties of the Town Health Officer are typically coordinated through the Planning, Zoning & Codes 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	Gary Quackenbush	603-643-0708

FY2018 Health Cases (07/2017 – 06/2018)

Asbestos Abatements	9	MISC Health/Human Svcs	4
Child Care	3	Mobile Food Trucks	4
Complaints	3	Restaurant Inspection Reports	55
MISC DES	10		

RENTAL HOUSING

The Rental Housing Ordinance, adopted by the Town July 1, 2013, is administered by the Planning, Zoning & Codes 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: 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.

FY2018 Rental Housing (07/2017 - 06/2018)

Rental Property Registrations	52
Rental Property Unregistered	1
Complaints	2
Violations (units not registered)	1
Fees Collected	\$0.00

ZONING ADMINISTRATION & ENFORCEMENT

FY2018 Zoning & Use Permits (07/2017 – 06/2018)

Zoning Permits	457
Residential	265
Commercial / Multi-family	119 / 4
Institutional	35
MISC (DES, violation inquiries, public inquiries, etc.)	33
Wetland Administrative Permits	1
Total Fees Collected	\$21,338

The Zoning Ordinance may be viewed at: hanovernh.org/files (listed under Zoning Board of Adjustment). Copies may be purchased at the Planning, Zoning & Codes Office.

Zoning Permits applications are available at: hanovernh.org/planning-zoning-codes/pages/applications

FY2018 Violations (07/2017 – 06/2018)

>3 Unrelated Tenants	2
Parking	5
Use/occupancy Without Certificate of Occupancy	56
Work Without Permits	5
Uses (illegal or without approval)	5
Permits Reinstated to Rectify Violations	11

CONSERVATION COMMISSION

Hanover's public open spaces and trails are some 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 24 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 Selectboard, the Planning Board, and the Zoning Board of Adjustment regarding policies and projects involving conservation issues.

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

Members of the Commission at year-end 2018 are James Kennedy, Chair; Whit Spaulding, Vice-Chair; Michael Mayor; Bill Mlacak; Hugh Mellert and John Trummel. Our representative from the Selectboard is Peter Christie.

Volunteer Assistance

Trails Committee: For keeping our trails safe and open to the public, we thank Trail Committee members: Ron Bailey, Hugh Mellert, Doug McIlroy, Bill Mlacak, John Trummel, Tom Jack, Sean Ogle, Randy Richardson, Rory Gawler, Nancy Horton, Roger Gilmore, Virginia Dresser and Tedd Osgood. Our special appreciation goes to Joe Danna Jr., Bruce Lingelbach, Steve Lubrano, Scott Farr, Randy Richardson, Jason Densmore, Robert Taylor, Matt Wilson, Renee Dunn, Craig Sanborn, Erin McCarthy-Keller, Jack Jacobs, John Brady, Katie Robbins, volunteer high-school students organized by UVTA, and all other trail volunteers.

Stewardship Committee: Thanks also to Committee members, Anne Morris, Ann Crow, Kari Asmus, Caroline Sim, Barbara McIlroy, Joanna Whitcomb, Bill Bittinger and especially Jim Kennedy. Jim continues his work on the management plan for Hayes Farm Park in Etna Village and has provided great leadership in the update of the Open Space Plan. The Stewardship Committee is also overseeing the update of the Town Forest Management Plan with consultant, Forester Jeff Smith.

Biodiversity Committee: This was another busy year for the Biodiversity Committee and its volunteers. Committee members: Nina Banwell, Doug Brown (Upper Valley Land Trust), Joyce Noll (Hanover Garden Club), Don Lacey, Michael Lunter, Barbara McIlroy, Elizabeth Tobiasson, Vicki Smith (Town of Hanover), Courtney Dragiff (Hanover Conservancy).

Others: Kari Asmus, Len and Mary Ann Cadwallader, Mike Chase (DPW), Susan Cohen, Linda and Steve Fowler, Karen Geiling, Liz Gould, Jeannie Kornfeld (HHS), Pat Johnson, Larry Litten, Avery Hoppa, Mary Erdei, Rob Oden, Sharry Baker, Alice Schori, Anne Evans, Craig Layne, Matt Ayers, and the many individuals who took a leadership role for the garlic mustard campaign in their neighborhoods.

Conservation Commission Activities in 2018:

Meetings

- Commissioners met 14 times for regular business meetings
- Three sub-committees, Trails, Stewardship and BioDiversity, met regularly
- Commission members also participate on other town committees including the Trescott Company Lands Recreation Committee, Pine Park Association, Balch Hill Stewardship Committee, Hayes Farm Park Stewardship Committee, Hanover Deer Team and Hanover Planning Board

Regulatory

- Nine site visits to locations requiring Town Ordinance #4 or water resource permitting:
 - 14 Occom Ridge- proposed building and re-construction of a stair system
 - 30 Etna Road- proposed house, driveway and garage
 - 8 Boathouse Lane- proposed expansion of Dartmouth College rowing facility
 - 28 Greensboro Road- proposed driveway and parking lot
 - 30 Occom Ridge- proposed pool, steps, house, garage, retaining walls and stormwater management structures
 - 65 Stevens Road- proposed driveway, house, garage, leachfield and grading
 - Wolfeboro Road (between Hanover Center and Three Mile Roads)- proposed restoration and drainage of land impacted by logging
 - 30 Occom Ridge- proposed steps to proposed dock on the Connecticut River
 - Wolfeboro Road (east side of Moose Mountain)- proposed utility poles and line installation
- Commented on eight water resource applications to Hanover ZBA and/or NH DES on the projects listed above

Land conservation

- Monitored 24 conservation easements, and followed up as needed
- Accepted a new conservation easement required for NH DES wetland mitigation
- Contributed \$25,000 to the Upper Valley Land Trust for their purchase of 201 acres on the east side of Moose Mountain

Land and trail management

- Met with resource professionals to confirm recommendations for Town Forest Management Plan
- Maintained 50 miles of Town trails with the good work of our active Trails Committee, other volunteers and the Upper Valley Trails Alliance
- Participated in the recreation management and improvement of trails at the Trescott Company lands including working with consultant to develop trail master plan for Trescott Company lands
- Coordinated with other trail maintainers, UV Land Trust, Hanover Conservancy, Appalachian Trail Conservancy, UV Trails Alliance, and Dartmouth Outing Club to keep trails in Town open for your enjoyment
- Held a number of trail work days to construct a new bridge across Slade Brook, drainage improvements on Old Spencer Road, a re-route of the Mason Trail, trail and bridge improvements at Indian Ridge and bog bridge improvements on Old Highway 38
- Installed gates to protect Class VI Wardrobe Road
- Developed on-line trail monitoring form
- Started work on Appalachian Trail community day hike map
- Held two neighborhood meetings to collect public input on changing Class VI road status to public trail
- Held management planning meetings for Hayes Farm Park
- Protected Canada lilies at Hayes Farm Park
- Began work on update of Open Space Priorities Plan
- Prepared a Deer Management Plan and received special antlerless permits from NH Fish and Game to reduce the density of deer in the southwest corner of Town
- Established Trillium monitoring stations to gauge levels of deer browse
- Hired professional to clear invasive Yellow iris from Mink Brook
- Allowed Phragmites harvesting from Town land along Mink Brook for use as thatch
- Supported management of deer herd at Balch Hill and Trescott Lands with Hanover Conservancy and Dartmouth College

- Began work on neighborhood-focused knotweed management effort in the Girl Brook watershed

Education/outreach

- Garlic Mustard control initiative- neighborhood organizing, displays in town libraries and town offices, continued work with landowners and website
- Designed and produced pollinator garden signs to be displayed in new pollinator gardens created by the Upper Valley Pollinator Partnership
- Implemented a deer management assistance program issuing permits to 100 hunters to hunt on deer management lands held by large landowners near downtown Hanover
- Two volunteers received chain saw training
- Caps and t-shirts were created with the town logo and given to trail volunteers
- Re-printed brochure for King Bird Sanctuary at Hayes Farm Park
- Continued collaboration with and support of the Hanover Conservancy, Hanover Garden Club, Boy Scout Troop 45, Pine Park Association, Youth in Action, Upper Valley Mountain Bike Association, Upper Valley Land Trust, the Mascoma Watershed Conservation Council, the Goose Pond Lake Association and their Lake Host Program, the Appalachian Trail Conservancy, the Lebanon Conservation Commission, and membership in the Upper Valley Trails Alliance, NH Association of Natural Resource Scientists, and the New Hampshire Association of Conservation Commissions.

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; Stewardship twice a month for Open Space Planning on Wednesday mornings; 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, Zoning & Codes Office for 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.

PLANNING BOARD

The Planning Board has been busy reviewing 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 nineteen times to review projects, work on town regulations and further their understanding of New Hampshire planning law.

During its meetings in FY2018, the Planning Board's work included:

Reviewing and approving site plans at:

- 23 South Main Street- four story addition with 38 spaces of parking
- 64 College Street- complete remodel of the former Dana Biomedical Library
- Boathouse Lane- expansion of the Dartmouth College rowing facility
- Off West Wheelock Street- reconstruction and expansion of Dartmouth's Channing-Cox parking lot

Reviewing and approving modifications to site plans at:

- 21 Great Hollow Road- parking and drainage improvements for Hypertherm
- Lyme Road- additions at Kendal at Hanover

Reviewing preliminary site plans during the design review phase, an early phase of site design, at:

- 4 West Wheelock Street- office and apartments
- 41 Grasse Road- new greenhouse for the Hanover Garden Club
- Boathouse Lane- expansion of the Dartmouth College Rowing Facility
- 28 and 32 Greensboro Road- a new church and associated parking and stormwater treatment
- 23 South Main Street- four story addition with parking

- 74.5 Lyme Road- 38 new residential units with new road and parking, an expansion of Kendal at Hanover
- 101 Etna Road- reconstruction of Etna Village Store and addition of dwelling unit

Meeting with developers to learn about the conceptual plans for development at:

- 42 Lebanon Street- reconstruction and expansion of the Summer Park senior housing
- 4 West Wheelock Street- office and apartments
- 64 College Street- remodeling of the former Dana Biomedical Library
- Lyme Road- additions at Kendal at Hanover
- West end of the Dartmouth College campus

Site visits to:

- 74.5 Lyme Road- to observe the area proposed for a possible Kendal expansion
- 23 South Main Street- to see the area proposed for the building addition and parking
- 48 Rennie Road- to understand the challenges associated with the new driveway proposed for a three-lot subdivision
- 28 and 32 Greensboro Road- to be familiar with the site proposed for a new church

Reviewing and approving minor lot line adjustments at:

- 61 Hayes Hill Road
- 45 Etna Highlands Road

Reviewing and approving subdivisions at:

- 79 Lebanon Street creating one additional lot
- Fern Lane creating two additional lots

Reviewing and approving voluntary lot mergers at:

- Lords Hill Lane- three parcels merged
- Lyme Road- two parcels merged
- Hanover Center Road- two parcels merged
- River Road- three parcels merged

The Planning Board adopted revised Bylaws, discussed and reviewed modifications to the lighting and landscaping standards in the Site Plan Regulations, met five times to review proposed zoning amendments, heard the report of the Institutional/Residential Working Group, and attended a webinar.

The Minor Projects Review Committee, comprising Town employees, met four times to review and approve minor site plan projects at:

- 225 Lebanon Street- stormwater improvements and relocation of waste receptacles
- Massachusetts Row at Dartmouth College- Class of 53 Commons' new generator, power distribution to dormitories to the north, bike racks and sidewalks
- 33 Tuck Mall at Dartmouth College- three exterior air conditioning units and landscaping
- Ten rooftop locations at Dartmouth College- solar panels

The members of the Planning Board as of December 31, 2018 are Judith Esmay, Chair, Iain Sim, Michael Mayor, Brian Edwards, Kelly Dent, Vice-Chair, and Jonathan Criswell. Nancy Carter and Peter Christie serve as Selectboard Representative and Alternate Representative, respectively. Alternates, Jenna Musco, April Salas and Paul Simon, attend all meetings and are 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 Selectboard. 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 the month. The public is cordially invited to attend and participate in all meetings of the Planning Board. The Planning Board welcomes your comments in writing or by email at vicki.smith@hanovernh.org.

Planning Board applications are available at: hanovernh.org/planning-zoning-codes/pages/applications.

The Zoning Ordinance, Master Plan, and land use regulations may be viewed at: hanovernh.org/files (under Zoning Board of Adjustment and Planning Board, respectively). Copies may be purchased at the Planning, Zoning & Codes Office.

FY2018 Planning Board (07/2017 – 06/2018)

Site Plan Review:	
Major Projects, Design Review and Modifications	13
Planned Residential Developments and Continuing Care Retirement Communities	0
Major Subdivisions	0
Minor Subdivisions	2
Modifications	2
Lot Line Adjustments/Voluntary Mergers	2 / 4
Prelim Plans, Revocations, Scenic Rds, etc	5
Projects of Regional Impact	0
Site Plan Review – Minor Projects	13
Field Changes	6
Total Fees Collected	\$32,220
Site Plan Regulation Amendments	3
Zoning Amendments	5
Meetings	19
Site Visits	4
Minor Project Review Committee meetings	4

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 Selectboard. 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.

ZBA applications are available at: hanovernh.org/planning-zoning-codes/pages/applications.

The Zoning Ordinance may be viewed at: <https://www.hanovernh.org/files> (under Zoning Board of Adjustment). Copies may be purchased at the Planning, Zoning & Codes Office.

FY 2018 ZBA Cases (07/2017 - 06/2018)

Appeals of an Administrative Decision	3
Building Code Appeals	
Equitable Waiver	1
Rehearing requests	1
Rehearings	
RSA 674:41	1
Special Exceptions	12
Special Exception - Wetlands	9
Variances	4
Total Fees Collected	\$11,603
Public Hearings / Deliberations	10 / 10

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, Excellence and Positivity. The core value of Positivity was added in 2018.

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.



Hanover PD launched its HPD C.A.R.E.S. campaign in 2017; Compassion and Respect in Every Situation. We continue 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 used the Daily UV to provide important updates in addition to using the Hanover Regional Communications Center's Facebook page.

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

Milestone Anniversaries

Officer Shannon Kuehlwein and Communications Officer David Saturley completed 20 years of service with the Hanover Police Department in 2018.

Hiring



Officers Jawara Conde & Ethan Martin



Officer Ethan Ball

Officer Jawara Conde and Officer Ethan Martin both attended and graduated from the 16-week NH Police Academy in 2018. Officer Conde grew up in New Bedford, MA and speaks multiple languages. Officer Martin grew up in Bradford, VT and served in the United States Marine Corps for 5 years. Officer Ethan Ball served in the United States Army and previously worked as a certified police officer for the Town of Goffstown, NH.

Officer Mary Magee is in the Police Academy with an anticipated graduation date in April 2019.

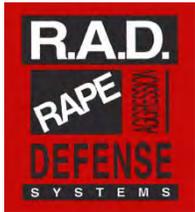
Patrol Division:

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 responds to 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 may result 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 the Rape Aggression Defense (R.A.D.) Systems Program; a basic self-defense program specifically designed for women. In 2018, Hanover PD hosted two R.A.D. classes and assisted other agencies with their simulation exercises.

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 4th 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 is an opportunity for school children to get to know members of our Department in a more relaxed atmosphere.



Photo credit: Joanne Sergeant

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 2018, we provided our Citizen Response to Active Shooter Events (C.R.A.S.E.) training to 11 various businesses and organizations. The training is 1.5 hours in length. 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.

- ❖ Drug Take Back Program. The Hanover Police Department hosts an anonymous drop box for anyone to properly dispose of used or out-of-date medications. This is available 24 hours a day, 7 days a week in the lobby of the Public Safety building. In 2018, Hanover collected and disposed of 315.30 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:	2014	2015	2016	2017	2018	% Change 2017~18
Accidents ~ Bicycle	5	3	1	2	2	0
Accidents ~ Fatalities	0	0	1	0	0	0
Accidents ~ Hit and Run	61	45	22	40	63	57.5%
Accidents ~ Injury	29	23	34	20	14	-30.0%
Accidents ~ Pedestrian	4	6	5	3	5	66.6%
Accidents ~Total	214	221	162	171	220	28.7%
Adult Arrests	437	202	222	188	154	-18.1%
Arson	0	0	1	3	1	-66.7%
Assault	81	47	27	34	66	94.1%

Burglary	13	7	12	9	10	11.1%
Disorderly Conduct	26	7	23	15	10	-33.3%
Domestic Disturbances	9	6	11	6	5	-16.6%
Drug Violations	68	38	47	40	34	-15.0%
DUI	16	11	6	7	13	85.7%
Fingerprints	430	450	469	670	744	11.0%
Forgery	0	1	5	2	3	50%
Fraud	38	78	20	23	21	-8.7%
Harassment	7	5	6	3	12	300%
Indecent Exposure	5	1	3	3	1	-66.7%
Juvenile Arrests	27	19	15	15	27	80%
Liquor Violations	137	67	93	65	55	-15.4%
Motor Vehicle Citations	143	78	244	281	218	-22.4%
Motor Vehicle Stops	2104	1876	3609	3801	3390	-10.8%
Motor Vehicle Theft	0	0	1	1	0	-100%
Motor Vehicle Unlocks	227	212	174	177	146	-17.5%
Murder	0	0	0	0	0	0
Robbery	1	2	1	0	0	0
Sexual Assault	21	17	12	12	5	-58.3%
Suspicious Activity	450	507	493	427	421	-1.41%
Theft	164	113	120	109	89	-18.35%
Total Arrests	464	221	237	203	181	-10.84%
Vacant Residence Checks	113	105	129	92	78	-15.2%
Vandalism	48	32	30	38	52	36.8%



Officers continued their efforts to educate the public about the law regarding bicycles on sidewalks.

Per NH State Law and the Hanover Town Ordinance, no person over twelve years of age shall ride a bicycle on the sidewalk.

Lifesaving Award: In 2018, the Department recognized the following employees for their roles in the saving of a life when they responded to the report of a suicidal person with a gun. Officer Shannon Kuehlwein, Officer Ryan Kennett, Officer Joe Landry and Communications Officers David Saturley and Tim Goodwin were all recognized for their actions.



Communications Division:

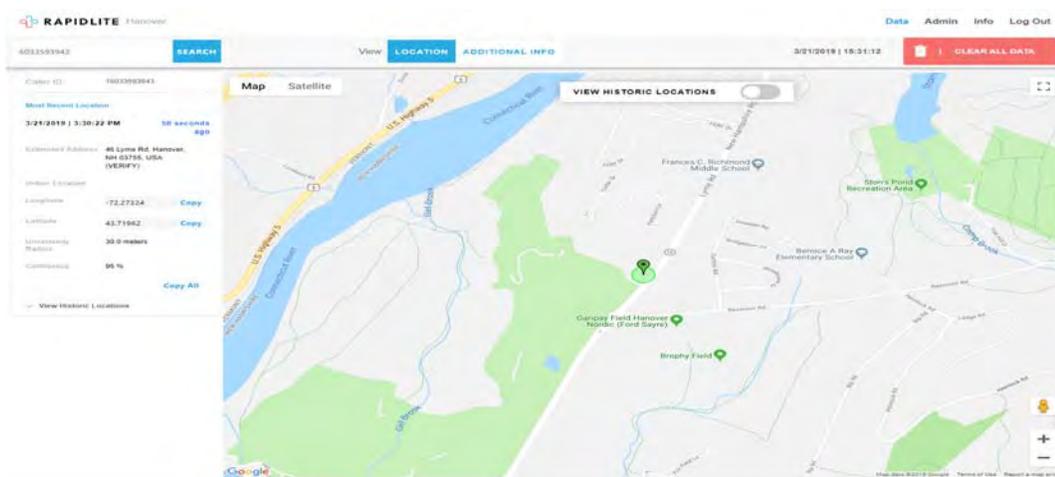
The Hanover Communications Center (HCC) consists of the division's supervisor, seven (7) full-time and (4) part-time Communications Officers. The HCC spent the last part of the year short one full-time employee. For the first time in a long time, the Center is now at full staff. HCC contracted with Mission Critical Partners in 2017 to complete a study of our Staffing Levels, Fee Structure, Technology, and Policies and Procedures. Mission Critical Partners recommended adding at least one (1) FTE supervisory position and this year's proposed budget includes this request. The person hired for this position would serve in a supervisory role on the evening shift.

Based on the study, a completely new fee structure was instituted for all the communities served by the HCC. This structure was rolled out to the communities late last year and is fully implemented in our proposed budget.



The new 6 Site Simulcast Police Radio system was installed in October of 2018 and is functioning as expected. It has provided more coverage, and better officer safety for the communities we serve.

The HCC instituted new technology to locate cellular callers. Through a generous donation, we added CLQ (Call Location Query) to our Computer Aided Dispatch Software to locate any caller and added RAPIDSOS software to better locate our 911 callers. Both technologies are intended to locate callers quickly in an emergency, especially on hiking trails, and with people not familiar with our area.



The HCC added dispatching services for two new agencies in 2018. In January 2018 we welcomed the Grafton Police Department, who had previously been dispatched by Grafton County Dispatch, and in December 2018 we welcomed Grantham Police Department, who had been previously been dispatched by Newport Police Department. The HCC had already been dispatching Fire and EMS services for both Grantham and Grafton for many years so combining all agencies under one roof was a logical choice for these communities.

Communications Statistics	2013	2014	2015	2016	2017	2018	% Change
Total Incidents	50,098	47,341	45,946	47,372	46,837	45,185	-1.1%
Hanover Incidents	16,479	16,853	15,694	17,832	18,825	17,905	5.6%
All Incoming Calls	196,659	166,096	182,456	191,023	196,213	155,732	2.7%
Handled by Dispatcher	68,894	65,100	69,142	73,247	77,810	52,165	6.2%
Calls Transferred	127,695	100,993	113,314	117,776	118,403	103,567	0.5%
911 Calls	3,432	3,142	3,336	3,524	3,511	3,726	-0.3%
7 am-3 pm Calls	129,795	105,558	113,324	115,213	116,001	95,848	0.6%
3 pm-11 pm Calls	56,098	51,865	60,490	64,013	65,098	50,079	1.6%
11 pm-7 am Calls	8,569	8,670	8,642	11,797	15,114	9,805	28.1%
SPOTS-Dispatch	312,958	277,231	326,011	343,702	316,729	321,472	-7.8%
SPOTS-Mobile Data	402,066	341,590	336,971	376,660	401,101	408,377	6.4%
Police Calls-All Depts.	47,191	44,245	42,382	43,458	42,974	41,081	-1.1%
Fire Calls-All Departments	3,164	3,345	3,383	3,687	3,591	3,734	-2.6%
Ambulance Calls-All Depts.	3,610	3,652	3,569	3,851	3,755	3,854	-2.4%
Fast Squad-All Depts.	1,012	1,187	1,222	1,248	861	1,960	-31.0%
Public Works-All Depts.	916	775	714	574	989	794	72.2%
Bank Alarms	39	19	21	23	32	30	39.1%
All Other Alarms	1,070	999	957	1,145	1,289	1,192	12.5%

Parking Division



Sgt. Jeffrey Ballard

Sgt. Jeff Ballard oversees the Parking Division where he supervises three (3) full-time and five (5) part-time employees.

In the proposed budget for FY2020, 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 parking rates based on our consultant's Parking Study Report that are anticipated to 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, Lot 7, in one of the Town's long-term non-metered public permit spaces situated on the periphery of the Business District, or for free in Thompson Arena. Related permits are available at the parking office in Town Hall.



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

Hiring: Richard Soroachak, Part-Time Parking Cashier

Parking Division Statistics	2013	2014	2015	2016	2017	2018
Total Tickets	24,727	24,680	21,883	18,576	22,591	17,180
Handicap	43	39	24	20	31	17
Loading - Bus	9	3	3	6	12	24
Left Wheels to Curb	85	119	67	51	130	98
Expired Meter	21,578	21,175	19,005	16,109	19,252	14,589
Winter/Summer Parking Ban	1,251	784	562	399	1,322	787
2-Hour Zone	3	14	8	12	0	11
Improper Parking	155	367	340	309	300	264
Meter Feeding	55	389	284	164	22	2
2&3 Expired Meter Violation	454	788	737	435	103	249
Prohibited Zone	545	383	237	238	320	287
Towing Charge	9	33	4	11	28	20
No Town Permit	485	500	468	423	543	453
Restricted Area	30	64	134	70	52	53
Sidewalk	18	22	9	44	6	12
Ticket Appeals	2,416	2,159	2,103	2,140	1,034	1,021
Meter Revenue	468,979	615,145	701,142	735,234	732,522	697,428
Fine Revenue	356,437	392,563	344,071	272,967	377,807	394,221

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, Michael Alterisio, Mark Ridge, Joe Landry, Michael Benson, Robert DePietro, Alex Garcia, Tim Meenagh. Ethan Martin, Jawara Conde, Mary Magee and Ethan Ball. **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.

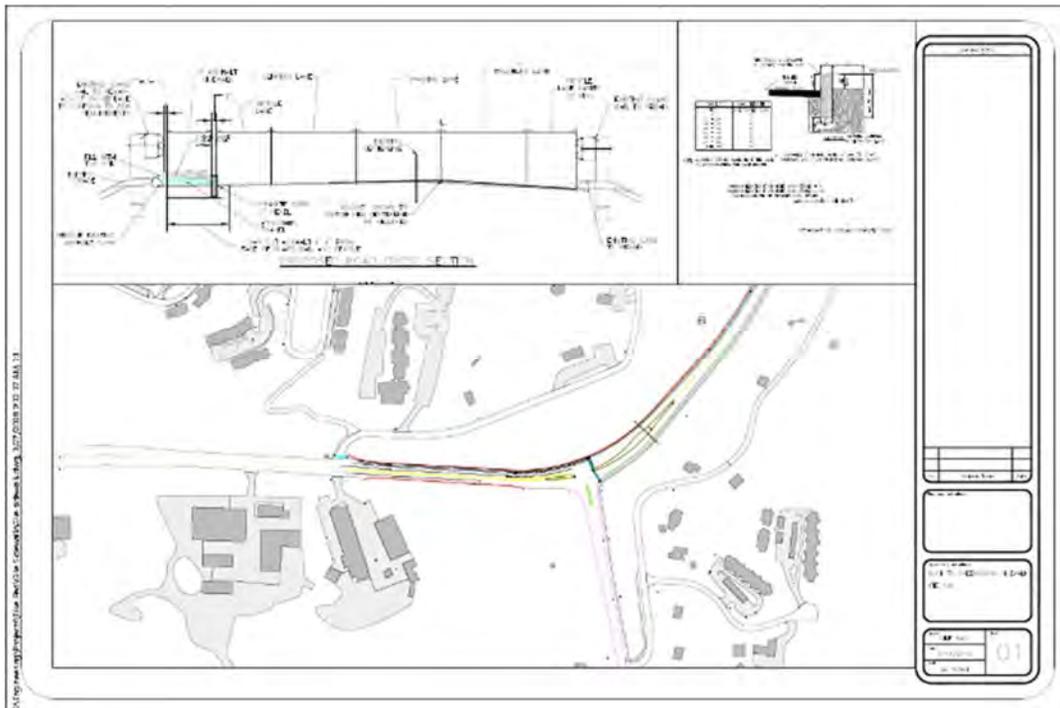
DEPARTMENT OF PUBLIC WORKS

The Public Works Department is comprised of seven (7) operating divisions:

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

ADMINISTRATION DIVISION: The Administration division is responsible for providing long range planning, processing invoices, engineering designs, mapping, construction project inspections, issuing of permits, and the overseeing of the daily operations.

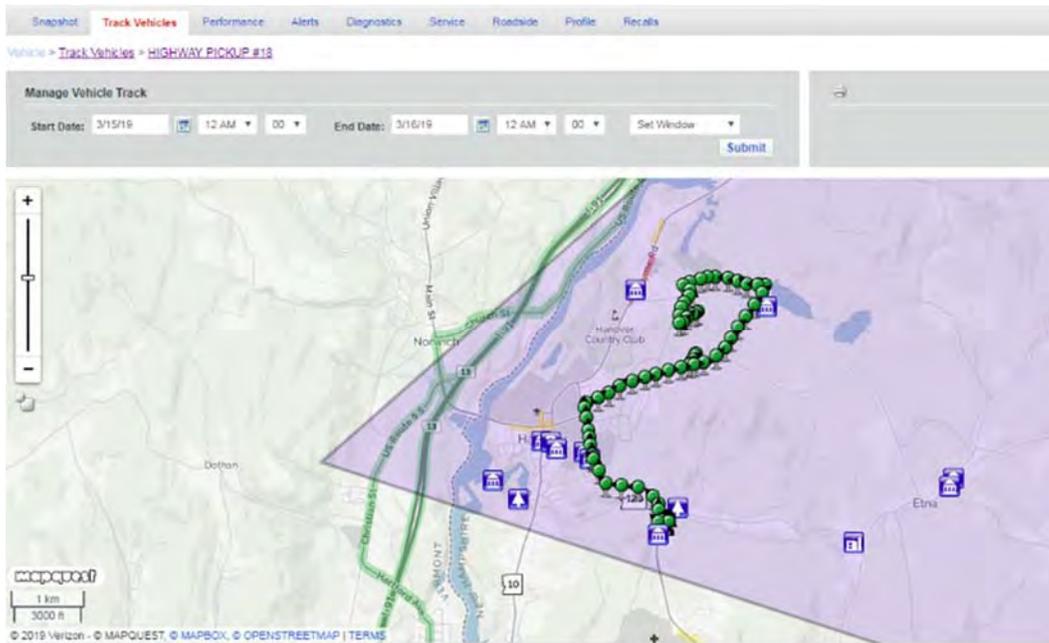
- With the Town's vote to commit to 100 percent renewable electricity by 2030 and renewable sources for heating and transportation by 2050, the staff have been busy with Town projects and supporting Sustainable Hanover initiatives. Staff continue to pursue energy efficiency and production projects for Town facilities as well as investigate potential community possibilities including Green Power purchasing cooperatives, rooftop solar, community solar and Power Purchase agreements.
- Staff designed and constructed new sidewalk sections from the Tanzi Tract to Buck Road which involved moving the road centerline, obtaining a NH Department of Transportation permit, a signalized pedestrian crossing at Greensboro Road and a new bus shelter. The sidewalk sections complete a path from Gile Hill into town and provide a safe crossing of Route 120.



Lebanon Street and Route 120 Sidewalk

- Staff continue to collect data and update layers on our online Geographic Information System (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.

- Public Works is in the process of developing online work order and asset management software to allow more detailed tracking of work and assess needs and expenses. In addition, Fleet analysis and tracking software has been implemented which provides vehicle usage, idle time, real time tracking and historical data, driver behavior, as well as recalls and vehicle alerts. With detailed telematics we will be able to better utilize the Town fleet, extend vehicle life, reduce fuel usage, and respond to emergencies more efficiently.



Vehicle Tracking

- Projects in the coming year will include the construction of an additional parking lot at the Richard W. Black Community Center and utilities for the Summer Park redevelopment.



Draft Parking Lot Layout

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 at 153 Greensboro Road; and the Grounds buildings at Pine Knolls Drive.

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



New PVC Siding and Energy-Efficient Windows at Public Safety Building

Major projects completed during 2017-2018 were: replacement of ground floor windows at the Hanover Fire and Police Departments and the second stage of re-siding, insulation, and second floor window replacement, leaving one more stage to complete the building; replacement of the carpeting in the Board Room at Town Hall; replacement of the original pitted and rusty hand rails at the parking facility at 7 Lebanon Street with stainless steel rails; replacement of the laminated floor in the multipurpose room at the RW Black Recreation Center with a synthetic floor which has been a great addition; and installation of new garage door openers in the Cold Storage building at DPW. In addition, the Howe Library had a problem with wood rot that held the glass in the front side of the building, so all glass had to be removed, new wood installed, and glass put back in.

Booking Area Update at Police



Several mid-sized projects were completed, include updating the booking area at the Police Station. New LED lights, a steel holding cage, computer desk, and camera photo area along with fresh paint did the trick. The evidence booking area also had a major facelift. A wall was removed to give more space and a countertop was installed for doing paper work. At Town Hall, a new display was custom-made to hold gifts from Joigny, France and Nihonmatsu, Japan just outside the Board Room. Check it out. Town Hall also was in need of basement doors that were safe and efficient, which has now been accomplished. At DPW, the last two outside doors were replaced as well as two windows in the Director's and Administrative Assistant's offices. At the Howe Library, the Audio and Visual area received new carpet tiles.

Small projects at Town Hall include repairing the plaster ceilings, and the Class of 1958 clock got a redo with some fresh paint and gold leaf. They also had a recirc loop installed to help get hot water to the faucets more quickly and a dishwasher installed in the kitchen. In the RW Black Recreation Center basement, a uniform cage was installed, and at DPW, new shelving was installed for the Line Maintenance and Construction division.

This year's energy-efficiency money was encumbered for a new heat pump at Town Hall to be installed next year.

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

I would like to say as the Facilities Superintendent, I am proud of the amount and quality of work that gets done every year from my small staff. Ed Woodbury does a great job keeping the 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. They try to do what's needed to make life easier. They work hard and take great pride in doing their job. Thank you.

Ross H Farnsworth
Facilities Superintendent

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 2017-2018:

- The sidewalk expansion project along Lebanon Street to Buck Road was completed this year. Nineteen new drainage structures needed to be installed, existing curb was removed allowing for new curb and sidewalk, and travel lanes were realigned and restriped. In addition, a new crosswalk and pedestrian lights were added to the Greensboro Road intersection.
- Highway crews helped the Water Department with the replacement of 1000 feet of new water line on Low Road.
- Just over a mile of Trescott 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 twelve 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.
- Staff worked with the Parks and Recreation department to build a park on School Street at the old site of the Town recreation building. Every effort was made to follow the design committee's vision. Regrading and relocation of the sidewalk was completed, and many new hardscaping features were added to include walking paths, a sitting area, dry brook bed, and a play area. Several large planter beds were also added.

- Highway, Water and Line Maintenance and Construction crews worked together to install close to 400 feet of 48-inch drain line under the Hanover High School football field. This was accomplished in the early part of this winter between winter maintenance needs.



Hanover High School Drainage Work

- Highway staff continue 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 throughout the year. This will help emergency vehicles locate streets more easily. Additionally, we started to inventory and GPS locate *all* signs located in the Town right of way.
- 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 is also 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 but 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 and also helps maintain sight lines for safer traffic flows.
- Our traffic lights continue to receive upgrades. This could include anything from new cabinet hardware to new LED bulbs. We continue to improve traffic flow through our town.
- The crosswalk at Lebanon and Currier Streets is in the process of receiving upgrades. Rapid-flashing crosswalk lights and overhead lights will be completed soon. This spring, bump-outs will be completed on both sides of Lebanon Street.
- North Main Street had a section narrowed this past summer. This allowed for a bump-out to help distinguish and protect the crosswalk by Cemetery Lane. New flashing crosswalk signs and street lights help clearly mark the crossing.

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

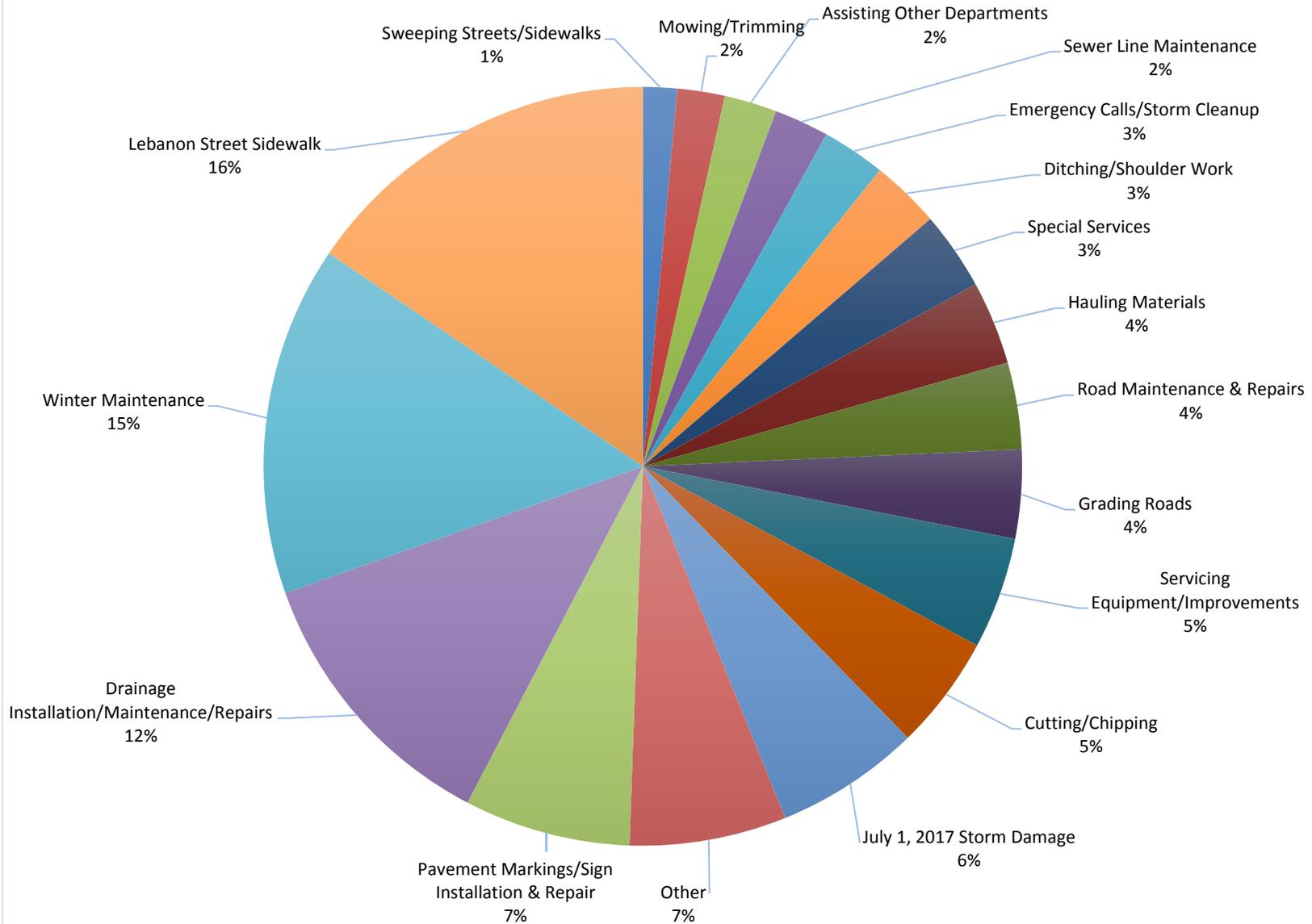
<u>Assisting Other Departments</u>	<u>Regular Hours</u>	<u>OT Hours</u>
Grounds	9	
Fleet	204	
Police	3	
Water Dept.		
Fire Dept.	65	
Parking Enforcement	31	60
Building Dept.	58	
Recreation		
School		
Water Reclamation	79	
TOTAL - Assisting Other Departments	449	60

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 (resigned), David Field, Mike Burse, Bernie Hazlett, Equipment Operators/Highway Maintenance Workers.

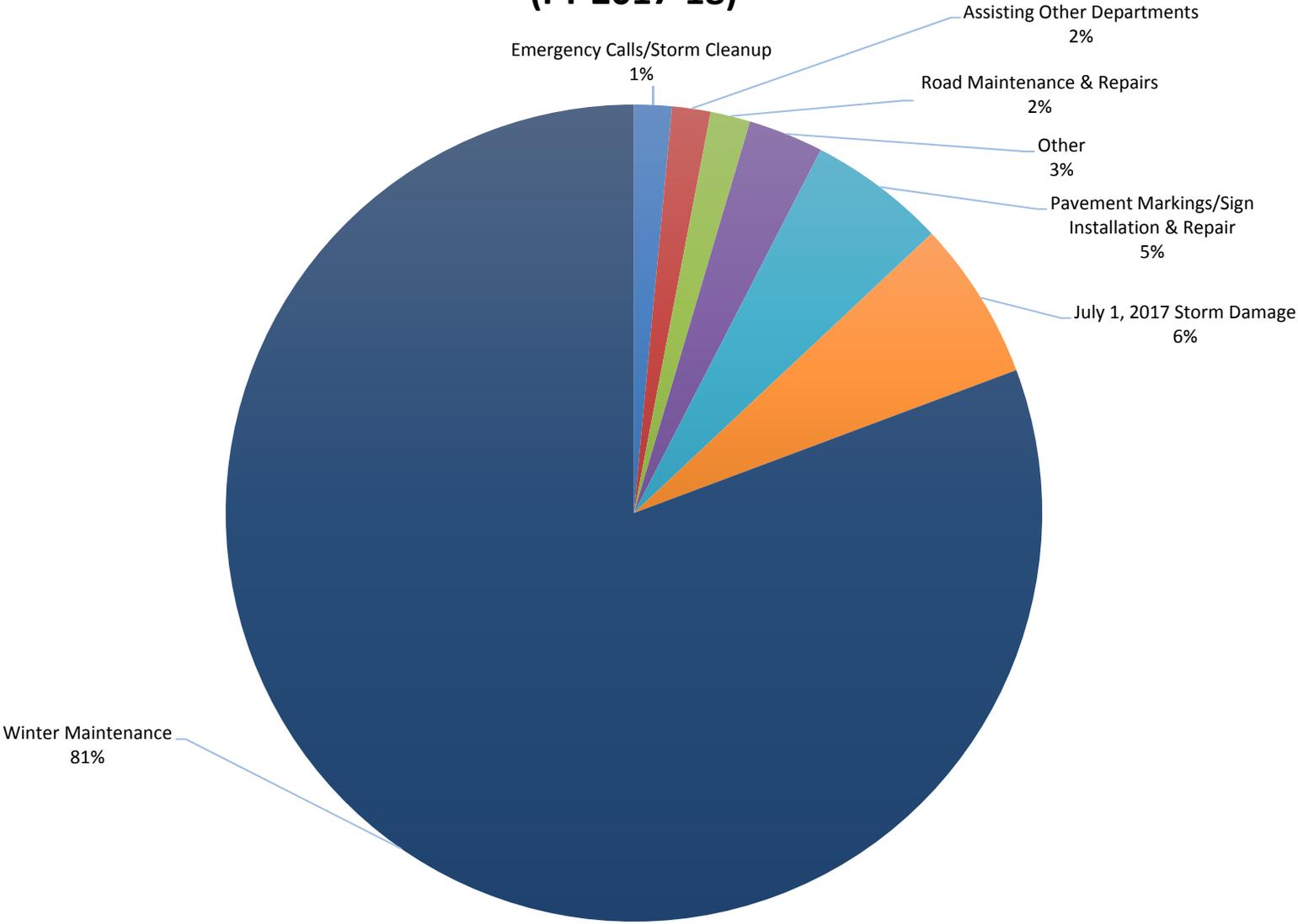


Brine Application Equipment

Highway Regular Time Hours & Tasks (FY 2017-18)



Highway Overtime Hours & Tasks (FY 2017-18)



FLEET MAINTENANCE DIVISION: The Fleet Maintenance Division is responsible for all Town of Hanover vehicles, standby generators, operational equipment and the centralized fuel systems. The Division provides regularly scheduled maintenance on 112 pieces of registered equipment and approximately sixty additional pieces of small equipment.



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

In 2017-18, we continued to successfully perform the preventative maintenance on the Town's twelve remote standby generators with a higher level of service at a fifty-percent reduction in cost. It is our vision to increase these cost savings with training and diagnostic tools to perform in-house repairs on the increasing number of emission-controlled vehicles and equipment.

Highlights of 2017-18:

** Retired the Town's 1971 Sicard Sno-Master

- Upgraded the shop tire changer to accommodate larger and low-profile tires.
- Assisted sidewalk crew in the fabrication and installation of brine equipment.
- Installed more backup cameras on equipment and vehicles to avoid backing accidents.
- Refurbished two integrated dump truck bodies.
- Refurbished two stainless steel sanders.
- Staff training included: Holder tractor training, Underground Storage Tank Recertification, Air Brake class, HazMat training, APWA Mechanics training, Green your Fleet seminar, Bandit Chipper training.
- Assisted in Highway snow removal (45 regular labor hours & 125.8 overtime labor hours)
- Purchased diagnostic equipment for our large truck fleet.
- Prepared specifications for, took delivery of, or set up the following equipment for the departments listed below:



Highway Division:

- (2) 2018 Western Star dump truck, plow and sander
- (1) 2016 Holder sidewalk plow and sander
- (1) 2017 Ford F550 4-wheel drive dump truck, plow, and sander

LM&C/Highway Division:

- (1) 2017 Western Star 10-wheel dump truck, plow, and sander

Police Department:

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

Parking Division:

(1) 2017 Toyota Tacoma pickup truck

Facilities Division:

(1) 2018 Ford Transit Cargo van

(1) 2017 SureTrac tilt trailer

Grounds Division:

(1) 2017 Kubota RTV-X900 UTV

(2) 2017 Kubota ZD1011-54 zero turn mowers

Fire Department:

(1) 2019 Ford F550 ambulance

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

LINE MAINTENANCE & CONSTRUCTION DIVISION: The Line Maintenance & Construction crew is responsible for the safe and uninterrupted flow of wastewater from the source to the treatment facility. They maintain and improve 44 miles of the gravity sewer lines and over 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 Division has been using some of the new trenchless technology referred to as “Sliplining.” Sliplining 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.
- The Line Maintenance crew is responsible for the preventive maintenance of over 44 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, 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 5,000 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.
- This year we were able to line 3,800 linear feet of sewer line.
- 7,000 feet of line has been jetted and cleaned in addition to monthly routine cleanings.
- 22,000 feet of lines have been cleaned, observed and documented using CCTV (closed circuit tv recording).
- There has been one new manhole 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 system. This data collection

is approximately 90 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. The crew joined together with other DPW crews to replace 1,000 linear feet of the failing water main on Low Road, assisted in the installation of drainage components for the Hanover High School football field, as well as many other smaller projects such as fire hydrants, mainline valves and service valves.
- The crew constructed an access bridge over Mink Brook, which cuts through the Farr property. They were able to construct the bridge with funding from the Conservation Committee for the purchase of I-beams and wood from trees that needed to be cut from the Town rights-of way. Special thanks to Vicki Smith and Rob Houseman for their support of this project.



Winter Sidewalk Maintenance

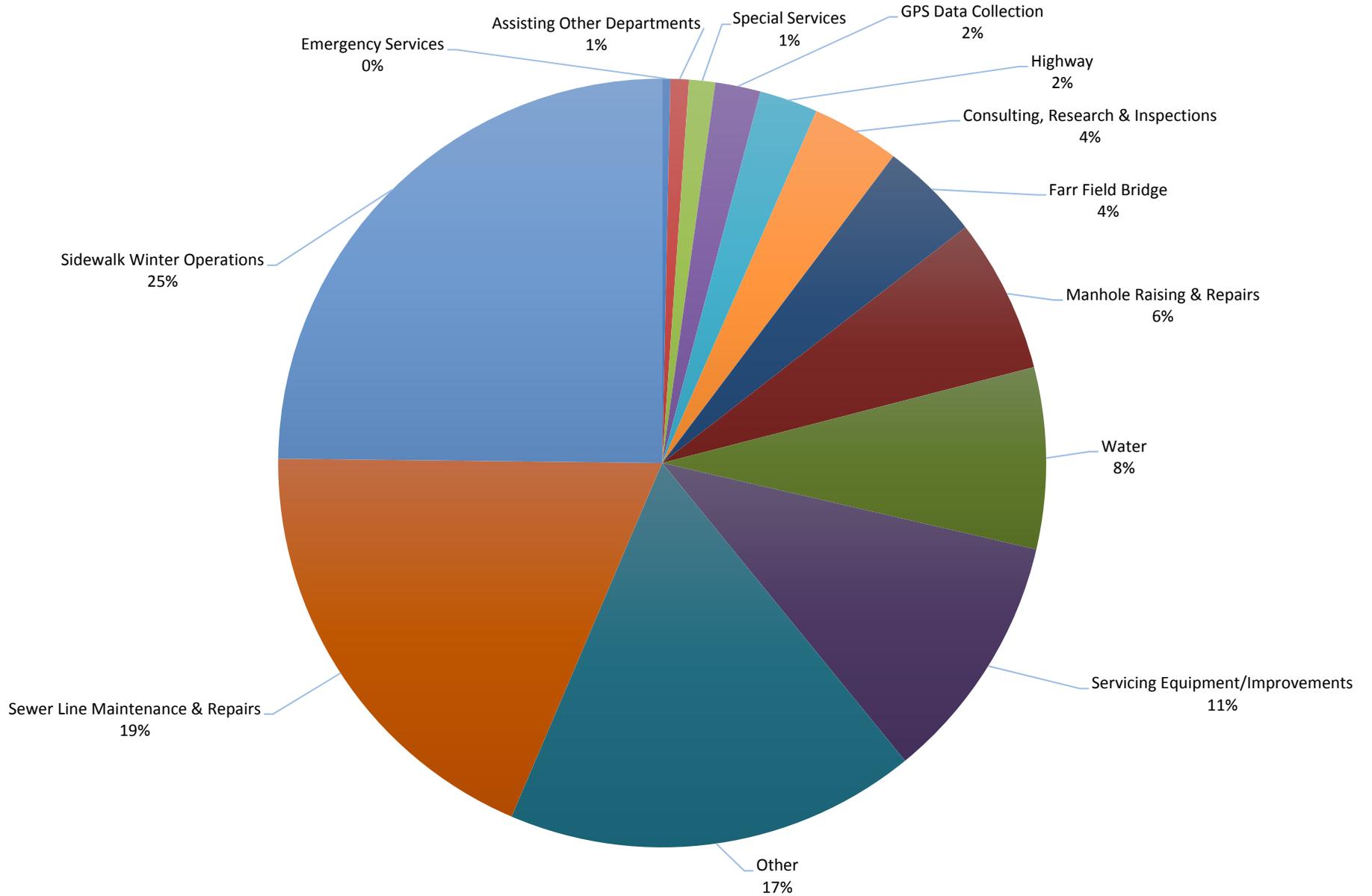
- The Line Maintenance crew does have personnel from other departments who have been cross-trained to respond and assist in any emergency that may require additional people. These employees are Chris Berry, Jim Messier, Bill Brown, David Field and Bernard Hazlett.



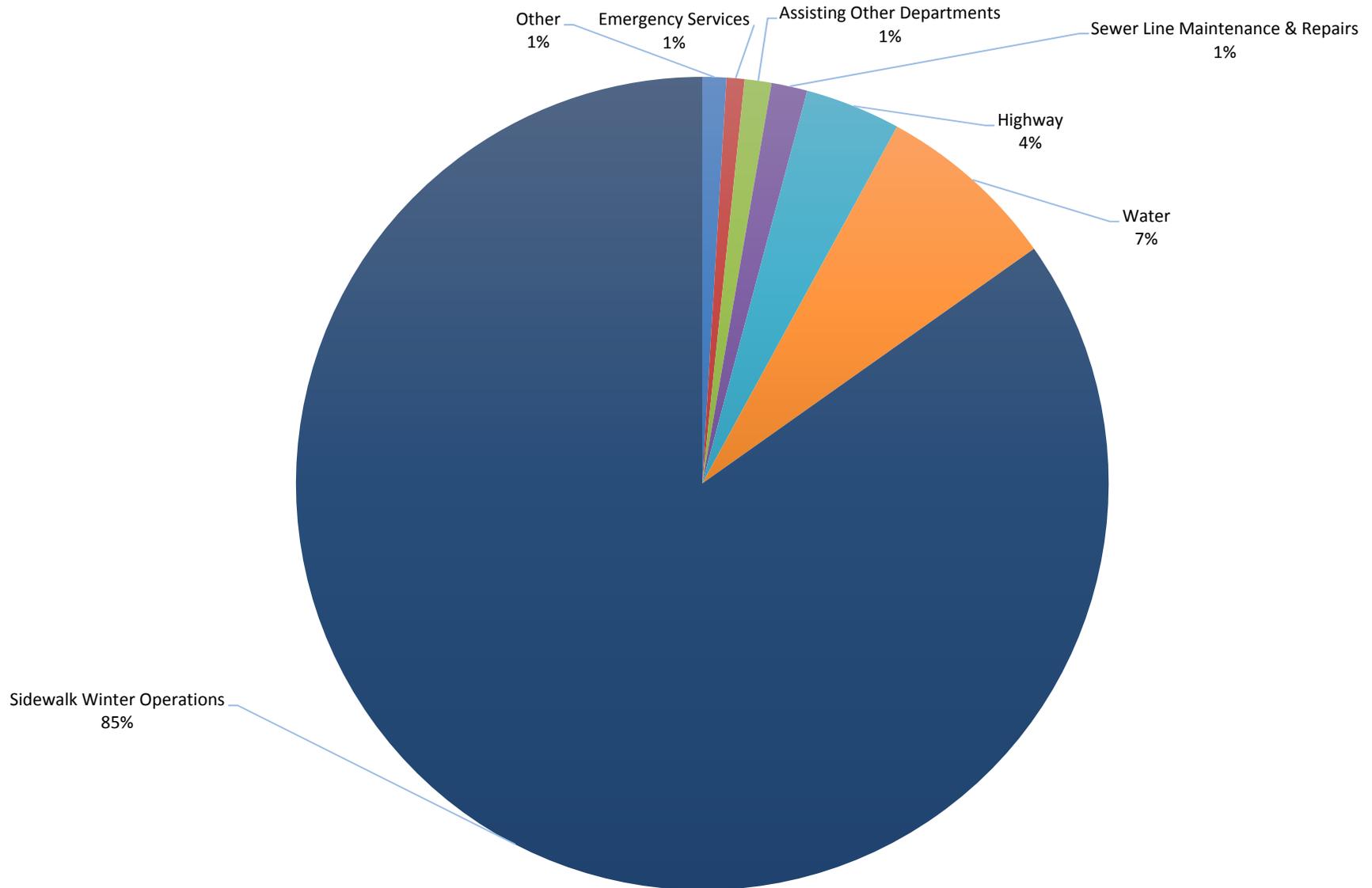
Farr Field Bridge

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

Line Maintenance & Construction Regular Time Hours & Tasks (FY 2017-18)



Line Maintenance & Construction Regular Time Hours & Tasks (FY 2017-18)



WATER DISTRIBUTION & TREATMENT DIVISION: The Water Distribution and Treatment Division (Water Department) is responsible for the operation and maintenance of the treatment facility located at 41 Grasse Road and nearly 41 miles of distribution lines throughout the town, 325 fire hydrants and 975 gate valves. We also maintain three reservoirs and four storage tanks as well as 1,927 water meters (107 are on private wells and are sewer-use only) and the network that allows us to read these meters remotely.

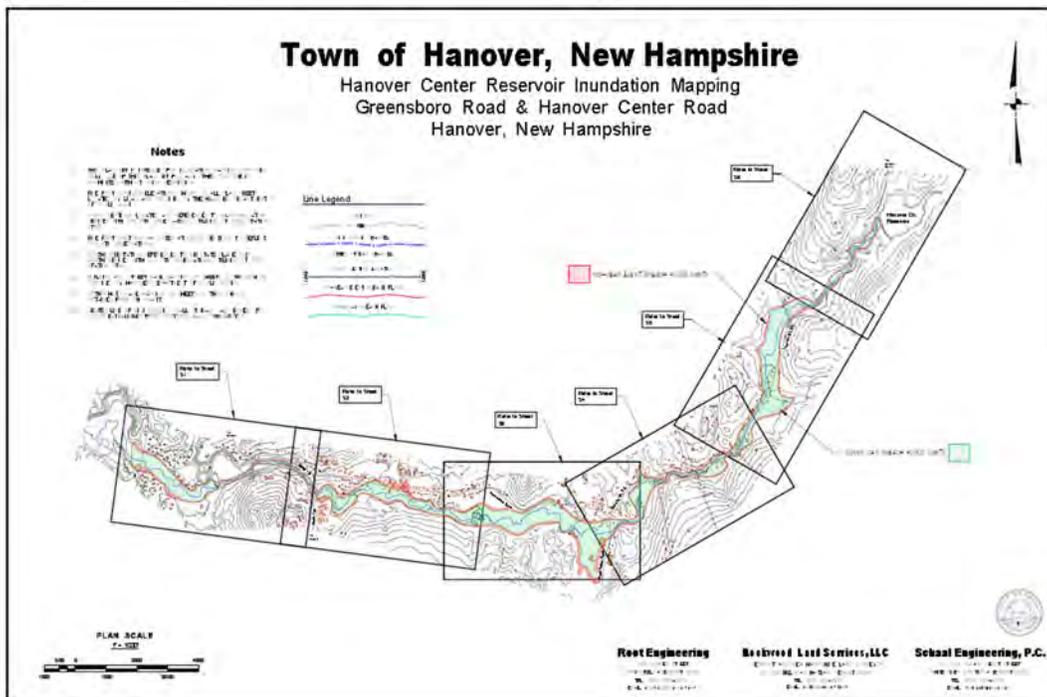
Water Department personnel take a lot of pride in their work and it is our goal to provide the best quality uninterrupted service possible to all customers while providing clean, safe and reliable water. In 2018, Water and LM&C personnel partnered and were able to accomplish a public works goal of integrating into a Utility Crew. The Utility Crew were able to complete a project that previously would have needed to be contracted: replacing failing water main on Low Road.

Statistics

- Length of distribution lines = 40.8 miles
- Number of Metered Water Accounts = 1,820
- 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 (MG)
- Total volume of water processed in 2018 = 314 million gallons up from 298 in 2017
- Average daily volume processed in 2018 = 0.86 million gallons per day (MGD)

2018 Projects

- Completed a breach analysis study and inundation mapping of the Hanover Center Reservoir.



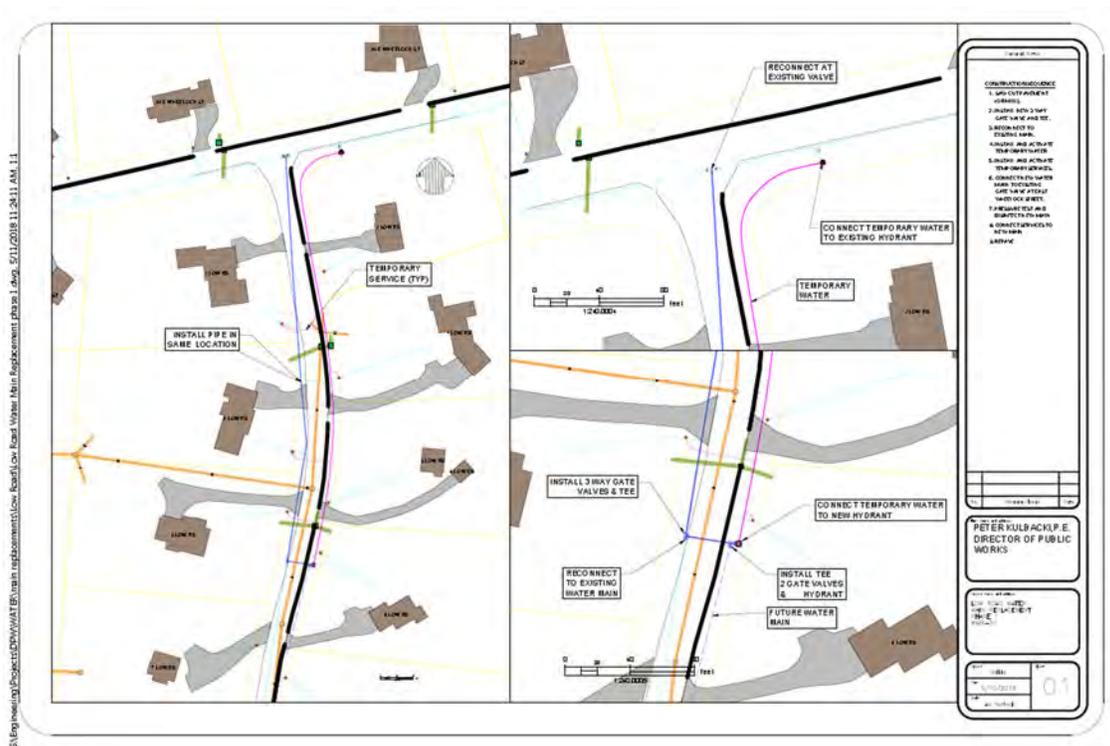
Hanover Center Reservoir Inundation Map

- Responded to five water main breaks and six leaking service lines.
- Contracted with Tighe and Bond Engineering to develop a new water rate structure. The current rate structure was developed in the 1930s and does not reflect how the system functions. These rates weigh heavily on consumption, and with many of the expenses fixed, income doesn't adequately keep up with expenses during wet periods or when Dartmouth is on break.
- Assisted the Highway Department with snow removal operations.

- As part of a Utility Crew, replaced over 1,000 feet of eight-inch water main on Low Road, which had a history of failures (>10), with new eight-inch ductile iron.
- Rebuilt several pumps and motors and replaced 40 membrane modules in the treatment facility.



Water Main Replacement on Low Road



Water Main Replacement on Low Road

Water Department Staff: Todd Cartier, Superintendent (resigned); Dylan McDermott, Senior Water Technician; Matt Walker, Water Distribution Worker; and (vacant), Water Distribution Worker.

WATER RECLAMATION DIVISION:



Water Reclamation Facility Aerial View

Water Reclamation Facility Staff:

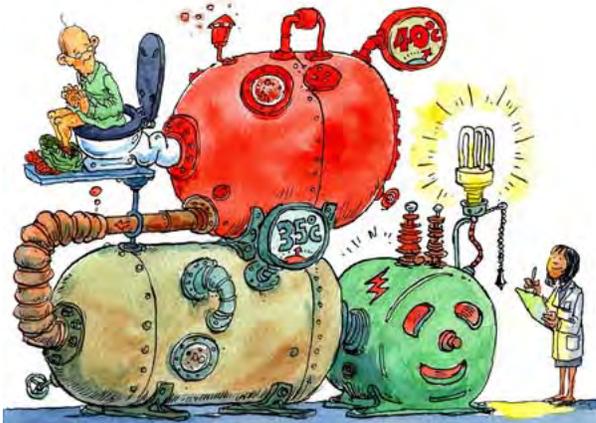
Kevin MacLean – Superintendent, Mark Roper – Industrial Pre-Treatment Coordinator / Compliance Manager,
Dennis Smith – Maintenance Technician,
Jason Goodrich – Treatment Technician, Richard Scheuer – Lab Technician, Wyatt Ulman – Treatment
Technician Assistant

General statistics for 2018 include:

- Treatment of approximately 493 million gallons of raw wastewater to secondary treatment levels. This is an increase of approximately 13 million gallons or 2.6 percent from 2017 levels. Total precipitation recorded for 2018 was 26.6 inches of rain and 63.3 inches of snow. The change in flow may be attributed to Inflow & Infiltration {I&I} and growth in neighboring Lebanon which conveys wastewater to this facility as well as into its own.
- The Water Reclamation Facility received 261,633 pounds of Total Settleable Solids {TSS} and 305,211 pounds of Biochemical Oxygen Demand {BOD} -*these are measurable parameters established in our permit*. In 2018 the WRF had an annual average of **98 percent** of the TSS and **98 percent** of the BOD from the wastewater last year. *Our permit mandates that we achieve a minimum of 85 percent*. These figures represent a 11.3 percent decrease in TSS loadings and a 3.4 percent decrease of loading for BOD.
- In 2018 there was only one reportable violation, a Sanitary Sewer Overflow [SSO] which occurred at the Ledyard pumping station {PS#2} caused by a frozen pressure reducing device in the Dartmouth College-Raether building. No material reached any surface water and was estimated to be less than 100 gallons.
- Production of approximately 986 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 an increase of approximately 12.3 percent from 2017. This increase can be attributed to the unscheduled dewatering and cleaning of the secondary anaerobic digester due to inert solids build-up in the bottom of the digester. Moving forward, the digesters are being scheduled to empty and clean approximately every three years.
- 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.

- Industrial Pre-Treatment Coordinator Mark Roper continues to be 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.
- The WRF experienced two separate occasions in which two of three of the critical aeration blowers failed within days of one another. This has been a particularly difficult issue to reconcile and leaves the facility extremely vulnerable to potential violations of its NPDES discharge permit. A new unit was purchased in January of 2019 and is connected as an interim basis. This complements the single remaining blower from the 2010 aeration upgrade.
- The facility continues to operate in a marginal status with regards to the Total Nitrogen [TN] concentration in the effluent. Wright-Pierce Engineers provided some initial feedback on options and costs to make changes to the facility to reduce the TN loading discharged to the Connecticut River. The current political climate has hindered any real conclusions on the direction of the Environmental Protection Agency [EPA] regarding permitting. Stay tuned.
- *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 the environment.

Sincerely,

Kevin MacLean – Superintendent
Hanover Water Reclamation Facility



REPORTS FROM
BOARDS,
COMMITTEES,
AND
OTHER AGENCIES

2019 Hanover Bicycle and Pedestrian Committee Town Report



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

The Bike-Ped Committee has had a busy year. We send a special thanks to the town staff including Rob Houseman, Peter Kulbacki and Scott Rathburn as well as Dartmouth leaders. We have a strong team.

Completed and Planned Projects. **1:** The Committee is very pleased with the completion of long discussed improvements to Lebanon Street from Storrs Road to Buck Road. It is now possible to safely walk from Gile Hill to the center of town or to wait for a bus into Hanover! The improvements included construction of nearly one-mile of new sidewalk, installation of a pedestrian signal with push button activation at Greensboro Road, a median protected crosswalk, bike-friendly storm drain grates and five-foot bike lanes. The northbound Advance Transit bus stop has been relocated from the exposed shoulder of Route 120 to a location with a sidewalk, shelter and crosswalk. We hope to find a less steep path from Buck Road to the North Access Road sometime. **2:** Also check out cross walk improvements at the Food Co-Op, Black Visual Arts Center, the HOP and the Dartmouth Green at Cemetery Lane. **3:** Tuck Drive improvements are complete. **4:** A West Wheelock pedestrian signal, cross walk and pedestrian refuge are coming. **5:** A sidewalk on West Street is also planned. **6:** Advisory Lanes were repainted on Valley Road.

Education, Encouragement and Evaluation. “No Bikes on Sidewalks” signs went up all over town. Hundreds of sidewalk riding students were given warnings at the Wheelock-Main Street corner by the Dartmouth and Hanover safety officers. HBPC members handed out 500 Reflective Velcro visibility armbands and will do it again this year. **Bike Rodeo and Walk to School Days** are coming soon: Sunday May 5th and Wednesday May 8th at the Ray School.

Community Outreach: Mixed-Use Path from the Hanover Co-Op to Kendal Proposal. What do you think of a mixed-use-path away from vehicles for pedestrians, cyclists and strollers from one end of town to the other? Think Chase Field, Conant, Valley Road Extension, Verona and Girl Brook. We are working with Dartmouth, the schools and other stakeholders to plan this. The HBPC will be seeking input from all the community in 2019.

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

In our many years as members of the Sustainable Hanover Committee, there has not been a more urgent or more rewarding time to work on the sustainability aspects of energy, waste and landscape management. We are grateful to the 30 volunteers on our committee and subcommittees who have contributed expertise, passion and precious time to “act local” with these pressing problems. The Energy Subcommittee, having devoted much of its first year to understanding and strategizing is now developing tools for residents, businesses, and non-profits to transition more of their electricity to renewable sources and to improve efficiency/reduce energy waste. Recycling was a hot topic. As the markets for recycling materials continued to shift and change, we decided to sit tight with the single sort recycling system for the moment and to emphasize re-use and reduce. To this end, the Recycling/Waste Reduction Subcommittee hosted two successful community yard sales. Meanwhile the Sustaining Landscape Subcommittee is near completion of Hanover’s first SWAT demonstration garden with features to help residents and businesses manage their own yards in the extreme climate we are experiencing today.

We welcomed three new members to SHC - Judith Colla, Barbara Callaway and Dennis Robison. Judi is also serving as a co-chair for the Energy Subcommittee, Barbara is our liaison to the Neighborhood Action Group, and Dennis will be spearheading the development of a SHC Newsletter.

FOCUS ON ENERGY

The Energy Subcommittee was established in July 2017 to “lead, support, and engage the community in efforts to achieve the Ready for 100 goals accepted by the Town of Hanover in May, 2017.” These goals are for the entire town to use 100% renewable sources of energy for 1) its electricity by 2030 followed by 2) heating/cooling and transportation by 2050. The Subcommittee grew 14 to 17 members, who have volunteered countless hours on our several project teams. Value statements adopted in our first year of operation continued to guide our efforts. We are grateful for the support of Hanover’s extraordinary municipal leaders: Town Manager Julia Griffin, Public Works Director Pete Kulbacki, Planning Director Rob Houseman, and Hanover’s new part-time Sustainability Director April Salas.

For calendar year 2018, Liberty Utilities reports our community’s total grid-based electricity usage was 123,098,582 kWh. This is a decline of 0.8 percent from 2017, continuing the small downward trend we have noted since first tracking this information in 2013. Hanover was again recognized by the EPA as a Green Power Community. We have a green power rating of 21 percent based on the electricity generated by in-town solar systems and the renewable energy certificates purchased by the Town, Dartmouth, Kendal and Hypertherm.

Voters passed the solar zoning ordinance in 2018 to permit more options for solar installation. As of February 2019, Hanover has added enough solar panels to increase our community’s solar capacity from last year’s 894 kW to 1,550 kW. This represents 131 solar installations, of which 116 are residential, 13 are Dartmouth, and one each (so far!) for the town and the schools.

With assistance from renewable energy consultant 3Degrees, we will soon launch a program for residents and small businesses to buy certified green electricity. Residents have asked for this option since the popular Green Power Challenge was discontinued in 2017 due to a corporate takeover of the power supplying company. We are in the process of selecting a new supplier and plan to release information about the program through the Town E-News in May.

Under town leadership, we are collaborating with Dartmouth College to develop a Power Purchase Agreement for a supply of green electricity for our community’s largest electricity users. Our goal is to lock in competitive electricity rates for a multi-year period to support construction of renewable energy generation in the ISO New England region.

Despite the challenge of New Hampshire’s regulatory setting, two teams are working to develop community solar in Hanover. One is working with the town to develop a 1 to 3mW project on municipal land. The other is focusing on developing community solar on privately owned land. Like the green group buy program, community solar is a good option for those who cannot install solar themselves due to siting, financial or other constraints.

We recently launched a partnership with Liberty Utilities to help business owners save energy and money through efficiency upgrades. Liberty is funding Andrew Hatch, an energy efficiency coordinator from Concord's Resilient Building Group, to develop commercial efficiency projects in Hanover. The town is contributing office space for his work here. Andrew has already connected with nine downtown businesses and non-profits to design efficiency projects with the potential for NHSaves funding.

We held our first energy forum in March 2018 to report on our progress since the community's 2017 vote for 100 percent renewables. The turnout filled the multi-purpose room at the Black Center. Posters were exhibited to showcase renewable energy and efficiency achievements from all sectors of the community. Building on this success, we are planning Hanover's second annual forum "Achieving 100% Renewable Energy: Let's Make It Happen!" to be held at the Richmond Middle School on April 24, 6 to 8 pm.

Other outreach efforts included participation in five neighborhood gatherings organized by the Neighborhood Action Group to facilitate conversations about transitioning to 100 percent renewables. We marched with the Neighborhood Action Group as the Electric Lawnmower Brigade in the 4th of July parade. We have formed strong connections with Dartmouth students and staff through their Sustainability Office and the Irving Institute. Several of us attended an Irving Institute course for students and community members on energy.

As we make progress towards our Ready for 100 goals in Hanover so, too, do others throughout the state and country. Four other NH towns -- Concord, Cornish, Plainfield, and Keene -- have joined us in making commitments to Ready for 100 renewable energy goals, and several others -- Claremont, Nashua, Manchester, and Exeter -- have joined our monthly statewide Ready for 100 calls. At the national level, 112 municipalities, 11 counties, 2 states (Hawaii and California), and the District of Columbia have made commitments to a renewable energy future. There are now over 175 active Ready for 100 campaigns.

An African Proverb says, "If you want to go fast, go alone. If you want to go far, go with others." Obviously, we need to go far in order to transition to a 100% renewable energy future. We are so grateful for all the wonderful folks sharing this journey with us. We thank them for their guidance, expertise, inspiration, dedication, energy and patience!

FOCUS ON RECYCLING AND WASTE REDUCTION

The Recycling/Waste Reduction subcommittee has had a frustrating year trying to keep pace with the changing face of recycling because of unstable markets for recycling materials following China's decision to ban almost all imports of trash. However, when it comes to re-use, we are having considerable success. A spring day of neighborhood yard sales in both Hanover and Norwich was well attended. The 9th annual Dartmouth College/Town of Hanover Yard Sale was completely full of vendors (130 slots) with thousands of attendees bargain hunting. This September event is looked forward to by many people as an opportunity to down size, empty closets, garages and basement without the Landfill being the recipient. A win-win for all. We get excellent help from Youth in Action students and several other volunteers on the day. Thanks go to my committee for all their help.

FOCUS ON SUSTAINING LANDSCAPES

In 2015 a group of SHC members joined with other members of the community to address sustainability in landscape policies, designs and practices. Their discussions led to the concept of a Sustaining Landscapes program that would create several Sustainable Works Around Town (SWAT) sites. These sites would demonstrate sustainable landscaping approaches that address environmental challenges. This objective is especially pertinent in today's world of extreme weather events.

Since that beginning, the group has progressed thoughtfully through many steps in design, outreach and fund-raising to arrive last fall at the physical phase of creating Hanover's first SWAT garden. It is the School Street Park located at the site of the former community center. Public Works excavated and installed under drainage, paths, and the cobblestone brook. Soil was delivered for the rain garden. Parks and Recreation staff restored, planted and mulched. During another Public Works project, three large foundation stones were uncovered; these will be added to the park design as additional seating or climbing sculptures. Former SHC chair and Sustaining Landscapes chair Larry Litten led the Park project practically up to the date of his relocation to Maine. Larry, we cannot thank you enough for your

leadership and hard work. We are grateful that Lyn Swett Miller agreed to accept the baton to see the project to its completion.

Remaining tasks for this spring and summer include the selection and purchase of benches and climbing sculptures, the development of signage and a website for educational information. As well the Subcommittee will examine the continuation of the Sustaining Landscape vision including the location and focus of the next SWAT project. SWAT sites such as this School Street Park are designed to be maintained by community volunteers. We are delighted that the Rotary and Scouts have already signed on for work days and year-end clean-up.

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

Sustainable Hanover Committee Active Members: Yolanda Baumgartner (Co-Chair), Stowe Beam, Mary Ann Cadwallader, Barbara Callaway, Judith Colla, 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), Dennis Robison, April Salas (Director of Sustainability).

Energy Sub-Committee: Yolanda Baumgartner (Co-Chair), Stowe Beam, Barbara Callaway, Judith Colla (Co-Chair), Tony Daigle (SAU #70), Julia Griffin (Town Manager), Michael Hillinger, Josh Hotvet, Rob Houseman (Director, Planning and Zoning), Laura Hutchinson UG'19, Peter Kulbacki (Director, Public Works), David McManus, Honor Passow, Dennis Robison, Marjorie Rogalski, April Salas (Director of Sustainability), Heidi Trimarco,

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

Sustaining Landscape Sub-Committee: MaryAnn Cadwallader, Kelly Dent, Mary Donin, Susan Edwards, Chris Kennedy, Lyn Swett Miller (Chair), Judith Reeves, Susan Salter Reynolds.

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, park-and-ride shuttles, and ADA paratransit service. 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 Low-Emission, Low-Floor Buses

You have probably noticed some new buses with a slightly different paint scheme. The new buses are quieter and feature easier to board low floors with ramps. The buses meet EPA post 2010 emissions requirements with emissions twenty times cleaner than the older buses.



**Find your bus.
Plan your trip.**

**Real-time bus info, route
maps & trip planner at
AdvanceTransit.com**

**OR
DOWNLOAD
THE APP!**



in partnership with
**vital
COMMUNITIES**
Celebrating 25 Years



The free AT smartphone app is getting some needed updates to improve its reliability. The app is growing in popularity thanks in part to promotional efforts by Vital Communities.

Transit Ridership in Hanover is Growing.

Boardings in Hanover increased 2.2% in FY2018 on AT's fixed routes (Blue, Brown, Green, Orange) to 130,875. Boardings on the Dartmouth/Downtown Shuttle increased by 11.5% to 71,623.

Greensboro Road Bus Stop Improved, Dedicated to Bill Baschnagel

Many thanks to the town and to generous donors for the improved bus stop and pedestrian infrastructure, including a bus shelter which has been named in honor of the late long-time AT Board member Bill Baschnagel.

Thank you for helping AT to realize our vision of **MOVING THE UPPER VALLEY FORWARD** by riding the bus and providing financial support.

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



Connecticut River Joint Commissions

10 Water Street, Suite 225

Lebanon, NH 03766

(603) 727-9484

<http://www.crjc.org>

CRJC Upper Valley Subcommittee Annual Report - 2018

The Upper Valley Subcommittee of the Connecticut River Joint Commissions (CRJC) 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 provides a local voice to help steward the resources on or affecting a portion of the Connecticut River, particularly on topics related to the maintenance of good water quality and wildlife habitat. The Subcommittee is one of five that make up the Connecticut River Joint Commissions since 1989. Specific responsibilities include providing advice to NHDES, VTANR and municipalities on matters pertaining to the river; reviewing and commenting on proposed permits and plans; and maintaining a corridor management plan.

The Subcommittee stayed updated on a number of issues including dam management and the FERC relicensing process, NHDES Wetlands Rules, Jacob's Brook restoration project in the Town of Orford, and construction plans for River Road in the Town of Lyme. The Subcommittee reviewed and commented on a series of permits from across the region and on a range of issues such as culvert replacement, wetland impacts, mitigation approaches, alteration of terrain and stormwater drainage. The Subcommittee hosted presentations on the White River Tactical Basin Planning Process and Living Shorelines. In addition, the members have distributed the CRJC Homeowner's Guide for Water Quality Protection and the CRJC Shoreline Buffer Fact Sheet to central town locations (e.g. Public Library or Town Office). Finally, the Subcommittee has started a "Living Shorelines" initiative.

There are currently openings on the Subcommittee. There is one representative in Fairlee. There is no representation from Bradford. If you or someone in your community is interested in working with volunteers from area communities on river conservation issues and serving as a liaison to the Upper Valley Subcommittee, please contact our staff support Olivia Uyizeye at uyizeye@uvlsrpc.org to learn more.

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 3rd, 2018

Moving into 2019, this will be my last year as your Executive Councilor, I have thoroughly enjoyed serving you and working with many great local, county and state officials. I have been honored and grateful to have your trust for the past five years.

The Governor, Executive Council and Legislature have worked on many important issues such as the heroin, fentanyl and opioid crisis, workforce development, infrastructure improvement, school safety infrastructure, youth and family services and protection of our natural resources.

In 2018, I was proud to be a part of the Friendship House dedication in Bethlehem, the Fifth Glen House Hotel dedication near Mount Washington, the State Liquor store dedications in Colebrook and Lancaster and state land transfer near Mascoma Lake Park in Enfield. I have worked with dozens of small business owners to assist them throughout the regulatory process to open their businesses. The State is moving forward in a positive direction to sell the Rumney and Shelburne rest stop areas that have been closed for many years. I remain close to the Lakeshore Redevelopment Planning Commission in the development of the "Old State Property" in Laconia. Many communities such as Newport, Colebrook and Bristol are going through economic development revitalization and I have assisted them with funding ideas and with state and federal contacts.

There are over a thousand volunteers who serve on our State Boards and Commissions. I have had the pleasure to vote for many of them in District 1. The Council has confirmed 6 Circuit Court Judges, 2 Superior Court Judges and 1 State Supreme Judge(s) in 2018. In 2018, there were 1.7 billion dollars in expenditures, 6.4 billion in working capital and the Council passed 1775 contract items.

The Ten Year Transportation Improvement Plan, working with the NHDOT and the Regional Planning Commissions will commence in the New Year. The new Council will address the needs of the State and conduct hearings later in the summer and subsequently pass on a plan to the Governor for his consideration prior to it going to the NH Legislature. In the past, the plan has focused on preservation, maintenance and safety of existing pavement and bridge infrastructures 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. One of those grants, is the Conway Rec Path Project for \$1.2 million. Contact William Watson at NHDOT for any additional details at 271-3344.

The Governor and Council are 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

The Executive Council office has available the following informational items: NH Constitutions, tourist maps, consumer protection handbooks, etc. Some Councilors periodically email their weekly schedule and other items of note. If you would like to be included on this list, contact our office at 271-3632. There is also an active internship program for college students and others who might be interested so please contact our office to discuss this with our staff at any time.

Best Regards - Joe

HANOVER IMPROVEMENT SOCIETY



STORRS POND • NUGGET THEATER • CAMPION RINK

www.hanoverimprovement.org

THE HANOVER IMPROVEMENT SOCIETY

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

WWW.HANOVERIMPROVEMENT.ORG

The Hanover Improvement Society has experienced another exciting year hosting in excess of 295,000 visitors at its three facilities, the Nugget Theater, James Campion rink, and Storrs Pond Recreation Area. Combining the arts and entertainment, outdoor recreation and the busiest skating rink in the Upper Valley we are pleased that so many people have had the opportunity to enjoy one of our venues.

The Nugget is currently looking at a complete HVAC upgrade, James Campion rink is also considering a major renovation and Storrs Pond will continue to make improvements as soon as the weather warms up with the end goal of making SPRA the best place for a family to spend a hot summer day in the area.

As part of our ongoing mission to improve the overall community, we are proud to support the Hanover Garden Club, Hanover Farmer's Market, Celebrate the Seasons, Occom Pond party, and the Hanover High School Scholarship fund just to name a few.

Our goal for this coming year is a simple one: reducing energy costs at all three facilities. This will be a major focus as we look for ways to run more efficiently, continue to support community wide projects and look at ways to provide the best possible experience to our 800 daily guests. I hope you and your family will have a chance to visit us at one of our terrific venues this year.

Jeff Graham - Hanover Improvement Society General Manager



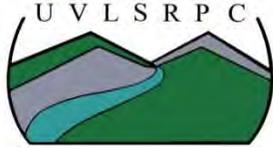
Thank you to the residents of Hanover for supporting the Public Health Council of the Upper Valley (PHC) in 2018.

The 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 to live, work, and play.

In 2018, PHC staff and partners worked together to address substance misuse, healthy eating, oral health, and other concerns for the region. The PHC supported a number of collaborative initiatives such as:

- Provided supportive housing for pregnant and parenting women in early recovery from opioid addiction.
- Expanded availability of summer meal programs for children in the region.
- Hosted a forum for 49 school personnel and area service providers to better match student needs with resources available in the community.
- Hosted a Mental Health First Aid for Older Adults training for 29 people who work with older adults as volunteers or as professionals to help them recognize the signs of mental illness in older adults and understand how to help them
- Brought together 18 people to explore the role of the Town Welfare/Support Officer and share ideas to do this work more effectively. Attendees requested the meetings be continued on a biannual basis
- Hosted 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 2019. For more information about PHC, visit us at www.uvpublichealth.org.



UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

ANNUAL REPORT TO MEMBER COMMUNITIES 2018

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 February UVLSRPC said goodbye to Amber Boland, our GIS Coordinator/Planner and in April we welcomed Olivia Uyizeye. Olivia has a background with GIS, has assisted with our regional housing needs assessment, staffed the local subcommittees of the Connecticut River Joint Commission as well as several field work commitments.

Highlights of our work and accomplishments in 2018 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..
- Assisted school districts with green cleaning practices
- Worked on and help develop the 2021-2030 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 Newport, 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.
- Provided GIS Technical Assistance to Claremont DPW and Claremont Planning and Development Departments.
- Conducted full assessment of all locally owned culverts for the Town of Lyme.
- Increased GIS capacity and developed an Open Data Portal for Regional GIS data.
- Completed Hazard Mitigation Plans for Acworth, New London and Springfield.
- Re-established the Regional Planners Brown Bag Lunch to share and coordinate amongst our region's planning professionals.
- Performed a build-out analysis on zoning regulations for the Town of Lyme.
- Assisted the Town of Sunapee with a Route 11 Corridor study.
- Assisted Sullivan County Transit develop a county wide public transit plan.
- Coordinated with Two Rivers Ottauquechee Regional Commission and Southern Windsor County Regional Planning Commission on a true Upper Valley regional housing needs assessment.

Our goals for 2019 include developing a comprehensive regional housing needs assessment, facilitate workforce development training, help our region become age-friendly, develop corridor focused transportation plans and establish a non-profit to support regional planning efforts.

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

COMMUNITY ACCESS TELEVISION

85 N. Main Street, Suite 142 • White River Junction, VT 05001 • 802.295.6688



your **voice**, your **channel**,
your **community**

2018 ANNUAL REPORT TO COMMUNITY

Dear Hanover Community,

Thank you to the community for valuing and using CATV's local, non-profit media services. CATV films, airs and stores archives of your local government & school board meetings, runs a high school March Intensive media program, films and airs Upper Valley community events and adult educational such as the Dartmouth OSHER summer lecture series, runs local film competitions & summer camps, lends audio-video equipment and provides the TV studio and staff at no cost, trains residents in production and post production skills at no cost, airs shows on cable TV and on the internet about and for Hanover, Lebanon, Norwich, Hartford & Hartland. Our goals are to be a conduit that fosters community connectedness in the Upper Valley, provide a platform to examine diverse perspectives, and ensure that your community has access to harness and apply the power of media in your lives.

In 2018 “it was the best of times, it was the worst of times, it was the age of wisdom, it was the age of foolishness...” Although Charles Dickens wrote this in 1859, his words appropriately sum up this past year—an extraordinary year for CATV. 2018 really was the best of times. The CATV crew found their stride in their jobs, and worked brilliantly with the community. We eliminated important technical problems, purged old equipment from the Hanover High School, and started important work around a vision of how CATV would bring value to the communities we serve. Most importantly, the content that CATV digitally captured throughout the year was a wonderful and comprehensive representation of the community, for the community.

Yet 2018 foreshadowed the worst of times with outside influences pushing for the demise of local public access media in America. Comcast interpreted a national accounting practices change for publicly traded companies as permission to siphon from CATV's franchise fee revenue that passes through their company. Comcast also decided to sue the State of VT Public Utilities Commission in Federal court, in part because the VT public access stations repeatedly pleaded with Comcast to let us participate in the electronic guide that television viewers see when using their TV's remote control—the audacity of us.

Also threatening our existence is the FCC's proposed rule change that will support large cable companies to the point of strangling local public access media funding. Until now, funding for CATV has been almost exclusively raised through a cable subscriber fee collected by your cable provider, Comcast, and contractually shared with the Town of Hanover for using the town's public right of way. Hanover determines what part of this collected fee will be paid to CATV for our media services. Although a small percentage of the Hanover community pays into this fee, CATV's services benefit the entire town population with online accessibility to the shows produced, and with our free media education services.

Can the federal government support big business without hurting democracy and the public good? Can all public access media centers in America continue to offer community connection services without receiving these federally-mandated fees? It most likely will be up to each community to decide if they value our services. We're bracing for a challenging year.

But in the meantime, **feel free to make a show, film an event, learn new media skills, or document something important to you.** We hope to collaborate with you in 2019.

YOUR VOICE • YOUR CHANNEL • YOUR COMMUNITY

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FINAL

**2018 TOWN MEETING
TOWN OF HANOVER
TUESDAY, MAY 8, 2018
HANOVER HIGH SCHOOL AUDITORIUM**

The annual Town Meeting of Hanover, New Hampshire convened on May 8, 2018 at 7 a.m. by Town Moderator Stephens Fowler at the Hanover High Auditorium. Moderator Fowler explained that the polls would be open from 7 a.m. to 7 p.m. for the purpose of voting for candidates for Town Meeting and all other articles requiring vote by official ballot as set forth in Articles One through Seven of Town Meeting Warrant.

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

Two Selectboard Members to serve for a term of three (3) years;

Joanna Whitcomb 698

Nancy Carter 676

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

Elizabeth Cornell 725

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

Jeremy Eggleton 699

One Supervisor of the Checklist to serve for a term of six (6) years;

Arlene Mahler 725

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

Jay Pierson 721

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.

RESULTS: YES 733 NO 80 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 2 would 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.

RESULTS: YES 732 NO 72 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 3 would 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.

RESULTS: YES 742 NO 63 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 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.

RESULTS: YES 697 NO 91 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 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.

RESULTS: YES 745 NO 70 ARTICLE PASSED ARTICLE

SEVEN: 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.

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

RESULTS: YES 131 NO 694 ARTICLE FAILED

BUSINESS MEETING

Moderator Fowler called the meeting to order at 7:09 p.m. and reviewed the rules of Town Meeting, which are also summarized on page 20 of the Town Report. He recognized State Senator Martha Hennessey, Representative Polly Campion, Representative Patricia Higgins, Representative Mary Jane Mulligan, and Representative Sharon Nordgren. He also introduced Selectboard Members Peter Christie, Athos Rassias, Nancy Carter, Joanna Whitcomb, and Bill Geraghty.

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.

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

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

Robert Grabill

Matt Marshall

Sarah Packman

Two Surveyors of Wood and Timber, each for a term of one (1) year;

John Richardson

Robert Keene

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 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.

Selectboard Member Whitcomb MOVED that the Reports from the Selectboard, Town Clerk, Treasurer, Collector of Taxes and Other Town Officers as Printed in the 2017 Town Report be Accepted, as Well as any Special Resolutions. The Motion was SECONDED from the Floor.

The Motion PASSED and Article Nine was ADOPTED.

ARTICLE TEN: To see if the Town will vote to raise and appropriate \$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 Member Whitcomb MOVED that the Town 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. The Motion was SECONDED from the Floor.

The Motion PASSED and Article Ten was ADOPTED.

Moderator Fowler introduced Town Manager Julia Griffin, who introduced the Town's new Community Nurse, Doris Yates. Ms. Yates is a Registered Nurse, working fifteen hours per week for the Town. Introduction of her position is part of an initiative aimed at helping seniors age in their own homes for as long as possible. She does not provide direct medical care; however, she is available to serve as an information resource and a conduit to other community medical services for Hanover residents.

Ms. Griffin also introduced the Town's Department heads: Dave Stewart, Human Resources Director; Charlie Dennis, Police Chief; Rob Houseman, Planning and Zoning Director; Marty McMillan, Fire Chief; Barbara Prince, Etna Library Director; Peter Kulbacki, Public Works Director; Dave McMullen, Town Assessor; John Sherman, Parks and Recreation Director; Corey Stevens, IT Director; Rubi Simon, Howe Library Director; Betsy McClain, Director of Administrative Services; and Adriane Coutermarsh, Selectboard Clerk.

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

The Motion PASSED and Article Eleven was ADOPTED.

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.

Vice Chair Rassias MOVED that the Town 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. 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 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 Member Carter MOVED that the Town 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

The Motion was SECONDED from the Floor.

The Motion PASSED and Article Thirteen was ADOPTED.

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

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

A resident who did not identify herself asked whether the Town sells our old ambulances and fire trucks. Ms. Griffin stated that we do; however, we do not receive much for them.

Bernie Waugh asked for clarification of why all of these capital reserve items are placed into one Warrant Article, and for confirmation that the Board does not have the authority to transfer amounts between each item. Ms. Griffin replied that items are placed into one Warrant Article based on advice received by the Department of Revenue Administration (DRA) as well as Town counsel. She confirmed that the Town cannot intermingle the separate capital reserve funds.

Kari Asmus of the Hanover Finance Committee asked about the Capital Improvement process and asked that Ms. Griffin review it and describe how staff decide whether to replace a vehicle or piece of equipment. Ms. Griffin stated that the process related to Capital Improvements is very comprehensive and is discussed at length during the budget meetings, which are open to the public. This process continues to be evaluated and refined every year, and the Town does not simply replace any capital equipment just because it is scheduled to be replaced. If we are able

to extend the life, we do. The Fleet division manager, Don Foster, is continually reassessing vehicles and equipment to determine whether or not items do in fact need to be replaced on the prescribed schedule, or whether the life can be reasonably extended. The replacement policy for police cruisers is also currently under revision. Sedans have been replaced with SUVs for a couple of reasons: one being that the sedans are not particularly suitable for bad weather conditions, and two because interior room was too tight for officers wearing and carrying equipment. The switch to SUVs has also allowed for one extra year of life over the sedans.

John Souther asked why the appropriation is non-lapsing. Ms. Griffin replied that State law provides for a period of five years before appropriation authority lapses. For example, in the Sewer Equipment and Facilities Improvements Capital Reserve Fund, projects many times may span over multiple years due to their complexity.

Mr. Souther asked why the purchase of ambulances, fire department equipment, construction vehicles, parking vehicles, town revaluation software, etc. have a five-year appropriation lapse as well. Ms. Griffin explained that the ordering timeline for a piece of fire apparatus, for example, is a minimum of two years as they are built to suit our needs and can take between eighteen and twenty-four months for delivery once ordered. For some of the smaller equipment, we don't necessarily need five years.

The Motion PASSED and Article Fourteen was ADOPTED.

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.

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

Bob Keene asked about the configuration of the sidewalk between Greensboro and Buck Road and whether the guardrail in that section would be moved. Currently, there is very little room for a sidewalk. Ms. Griffin explained that negotiations with NH Department of Transportation, who own and maintain this portion of road, have been torturous. Ultimately, they gave permission for us to shift the lanes to the East to create more room for a sidewalk and for bicycles. Funding for that portion was provided as part of development fees for the Gile Hill community, and Town staff will be constructing this sidewalk.

Bill Young, Chair of the Bike and Pedestrian Committee, clarified that there are two sections of sidewalk construction in question—one in the Town’s portion of the road and the other in the State’s portion of the road. The one in the Town’s portion relates directly to this Warrant Article but would connect to the one in the State portion being funded by Gile Hill. This will allow people to commute from Hanover to DHMC via the sidewalk or bicycle lane if they wish and is a continuation of the project voted on at last year’s Town Meeting for construction of a sidewalk between Storrs Road and the Tanzi Tract. The Committee will be meeting with officials from the City of Lebanon to see about continuing the sidewalk all the way into downtown Lebanon.

Jeff Acker asked for clarification that the State portion of the sidewalk will be completed this summer as well as the sidewalk described in the Warrant Article if approved, so that it doesn’t become a sidewalk to nowhere. Ms. Griffin replied that this is correct, though the portion in the State road will be done first in order to coordinate with the State’s construction plans in that area. Mr. Acker also asked if there were plans for placing a crosswalk at Greensboro Road. Ms. Griffin stated that there will be a crosswalk placed on Lebanon Street at Greensboro Road as well as a bus shelter. Currently, there is a bus stop in front of Public Works, but it will be moved closer to Greensboro Road where the bus shelter will be installed. The funds for this bus shelter are being donated by friends of Bill Baschnagel, who was an avid supporter of public transportation and passed away this winter.

The Motion PASSED and Article Fifteen was ADOPTED.

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.

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

Chair Christie made the following presentation:

Okay, here we go again.

So, have I ever mentioned that preparing budgets is as much art as it is science? Let’s see how that played out this year.

In November, the Selectboard set a tax rate target of 2.5 percent, and we sit here today with a proposed budget of almost exactly that amount. How can that be when salaries and benefits, which represent seventy percent of our total costs, are going up more than 2.5 percent? Science? No. Magic? Maybe. Art? I’ll let you decide.

So, how does a budget which contains a three percent increase in salaries and a 5.6 percent increase in benefits come home at a 2.5 percent tax rate increase? To answer this question we

need to look at the increase in forecasted non-tax revenues, the first use of the Bressett fund, the use of Undesignated Fund balances, and the forecasted increase in total assessed valuation. Remember that \$97,000 represents a one percent impact on the tax rate.

Let's focus on the General Fund budget, which is our largest fund.

Increase in non-tax revenues: This budget benefits from an increase of \$240,000 in forecasted non-tax revenues. The major changes include a \$60,000 increase in after school and recreational camp revenues, an \$80,000 increase in interest earnings and an \$83,000 increase in motor vehicle registration revenue. These are partially offset by a \$25,000 reduction in cable franchise fees paid to the town by Comcast. This reduction was negotiated to induce Comcast to lay cable on Hanover Center and Dogford Road.

Undesignated Fund balance: The Undesignated Fund balance is tapped for \$157,000 in this budget. These include \$38,000 for the replacement of the Town's central fuel island which serves Public Works, Fire and Police; \$40,000 for the installation of solar panels on the newly-replaced roof on Town Hall; and \$79,000 for energy efficiency improvements (specifically, insulation, windows, and siding replacement) at the police station. We do not use Undesignated Fund balances to manage the tax rate, as is often the case in many other towns, but rather, limit its use to 'one-time' expenses that do not need to be built into the tax rate.

The Bressett Fund: In 2016, the Bressett family made a bequest to the Town of approximately \$4.2 million. That fund has grown to over \$4.7 million thanks to a favorable stock market. The Town may use up to five percent of the fund on an annual basis to fund 'new initiatives' but not to offset ongoing budget items or for capital purchases. These constraints make using this fund an interesting challenge. This year the fund was used to offset \$190,000 of expenses, including \$69,000 to fund the addition of an Emerging Technologies Librarian at the Howe Library, another \$69,000 to fund a part-time Sustainability Director, \$12,000 for the Community Nurse program, and \$40,000 to fund the School Joint Use Agreement. Thank you, Lou and Anne.

Assessed valuation: We are forecasting an increase in the total assessed valuation of \$12 million as a result of projected renovations and new construction, thus adding \$57,000 in revenues without impacting the tax rate.

All of these increases in non-tax revenues compared to last year help with the tax rate.

Let's switch gears and look at some of other drivers in this year's budget.

Capital reserves: It seems that no matter how hard we try, it is a real challenge to fully fund our capital reserves. You will remember that thanks to Peter Kulbacki and many others, we now have a comprehensive list of our capital assets, their cost, and estimates of when they will need to be replaced. This allows us to know how much we need to be putting into capital reserves each year to fully fund that need. We are very fortunate to have this level of detail, as many towns do not.

Over the years the list has become more and more comprehensive, and we are now including an inflation factor in the model—an important improvement, but one which makes the fully-funding task even harder.

To make a long story a bit shorter, the original budget proposal presented by staff to the Selectboard underfunded capital reserves by \$225,000. The Selectboard decided to move incrementally towards our fully-funding goal and increased the contribution by \$100,000. We are committed to having adequate capital reserves and not kicking the can down the road any further than we absolutely have to.

Let's review some of the major initiatives and projects planned for this year.

Continued funding for sustainability: Since the adoption of the 'Ready for 100' commitment at Town Meeting last year, members of Sustainable Hanover and Town staff have been moving forward aggressively to plan and implement energy-efficiency and renewable energy initiatives. 'Ready for 100' set a community-wide goal of using 100-percent renewably-generated electricity by 2030 and the elimination of fossil fuel use for heating and transportation by 2050.

Committed to leading by example, Town staff are continuing to implement energy-efficiency improvements in all Town facilities, from solar panels on Town buildings to installation of ultra-low temperature heat pumps. In addition, a wonderful group of volunteers is working on several community initiatives including development of a community solar project, potential creation of a Consumer Choice Aggregation entity to enable purchase of Green-E certified electricity at a community-wide level, and the development of a business-centered energy efficiency incentive program in partnership with Liberty Utilities.

Recreational venues: Over the past year we continued to refine our need for gymnasium access which has led to a 'Joint Facilities Use Agreement' with the School District. Our objective is to maximize the use of the community's three current gyms before considering the construction of a fourth.

Town staff also continue to plan for a potential shared-use recreational facility at the base of Oak Hill in conjunction with Dartmouth College, the Ford Sayre Nordic program and the Hanover Improvement Society. That new space would provide a home for our space-limited after-school program and our summer camp program as parents are clamoring for expansion of both services. Phase one of this program has been initiated as Ford Sayre and Dartmouth College move forward to begin the enhancement and expansion of the ski trail system and the installation of lighting and snow-making. Phase two, to include the possible construction of the new facility mentioned above, awaits successful completion of phase one. Town staff will continue to monitor the feasibility of this project over the next few years.

We continue to work with Twin Pines Housing on a plan for new senior housing and possibly expanded affordable housing at the Summer Park complex on Lebanon Street, which will be the subject of the next Warrant Article.

Several staff changes in this budget reflect our ongoing practice of reviewing our needs. These include the addition of an Athletics Director in the Recreation Department; increasing the Circulation Supervisor to full-time and hiring an Emerging Technologies Director at the Howe Library; elimination of the Urban Forester position; the addition of a Rental Housing Inspector; and the addition of a Parking Administrative Clerk. Many of these are funded other than through additional taxes, but it is an unusual increase in headcount.

The Town has launched a Community Nurse program. The goal of the program is to help seniors age in place by providing additional home-based support services. This program is an offshoot of the Public Health Council of the Upper Valley.

\$40,000 is budgeted for construction of a sidewalk on Route 120 from the Tanzi Tract to the Greensboro Road intersection (\$40,500). This sidewalk will then be extended to Buck Road with funds provided by Twin Pines as part of the Gile Hill project.

Curbside recycling costs increased \$12,000 in this budget to \$204,000 as the value of recycled materials continues to decrease. This budget item has increased way faster than inflation due to market factors, and options are continually being evaluated.

The expense for winter salt and sand is down \$11,000 in this budget from \$204,000 to \$193,000. This will be the third year where we are able to decrease the quantity of salt usage due to the use of a brine application to pretreat roads prior to storms. Brine usage reduces the amount of pretreatment salt needed from 400 to eighty pounds per mile, saving both money and environmental impacts.

Let's look at major expenses outside the General Fund.

The Parking Fund Budget for FY 19 anticipates expenses of \$2.3 million, four percent over the FY 18 appropriation. The budget includes capital expenditures of \$27,000 to replace several payment kiosks; \$125,000 to replace the access control equipment in the parking facility; \$70,000 for the installation of additional cameras and lighting in the parking facility to enhance safety; \$28,000 to make repairs along the perimeter of the parking facility; and \$30,000 for an update of the parking master plan. These total to \$280,000. Maintaining a parking operation is an expensive proposition. This fund is supported entirely by fees and not from taxes.

In the Water Reclamation Fund, one issue we continue to watch very closely is the status of the EPA's position on nitrogen and phosphorus removal. Our most recent permit, issued two years ago and good for five years, requires us to test for nitrogen and phosphorous. We believe that this testing is a precursor to the EPA requiring the Town to implement removal technology as part of the issuance of our next permit. This removal technology can be very expensive, in the \$10 to \$20 million range for Hanover. Municipalities in both the Great Bay and Connecticut River watersheds have argued in court that the main contributor to nitrogen and phosphorous consist of runoff from agricultural lands and the residential use of fertilizers and not from water reclamation plants, and that the large cleanup costs are not justified. Again, this is a potential \$10 to \$20 million liability for Hanover. If the worst happens, a very large bond issue is in our future.

In the Water Utility Fund, the Town has just issued a Request for Proposal for implementation of a water rate study. Staff have identified several priority areas for the study, including a potential restructuring of water rates, assuring that the new rates are sufficient to accumulate healthier capital reserves; assessing the viability of eliminating the fire districts; and shifting the cost of the hydrant system into water rates rather than funding them through the Fire Fund. The study should be completed this fall.

Fire Fund: Communities across the country are struggling to adequately fund their emergency vehicle replacement. Fire apparatus costs continue to increase at a rate of three to 3.5 percent each year. The replacement cost of a new fire engine typically exceeds \$500,000 and a ladder truck costs twice that amount. Ambulances can cost up to \$300,000.

In response to this reality, Chief McMillan and his staff continue to refine our equipment needs by designing and purchasing replacement apparatus that have multiple functions. For example, purchasing a ladder truck with a pump on it combines two pieces of apparatus and allows for the elimination of one engine.

In FY 14, the Fire Department purchased a combination engine-tanker. The FY 19 budget continues the trend as the department has requested funding to replace its oldest fire engine with a combination fire/rescue engine. This approach will save several million dollars over the next ten years.

There is a lot going on.

The Selectboard and Town staff are proud of this budget. As always, our job is to balance the many high-priority wants and needs of the Town with sustainable tax rate increases.

In closing, I would like to thank Julia, Betsy, our Department Heads and staff, who each year show great flexibility and teamwork in creating the budget and who work day in and day out along with hundreds of volunteers to make ours a very special town.

Kari Asmus, Chair of the Hanover Finance Committee, noted that the Committee's position statement is included in full in the Town Report and introduced Committee members Bill Fischel, Jeff Ives, Michael Gonnerman, Hanover School Board Representative Carey Callaghan, and Selectboard Representative Bill Geraghty. She also noted that they currently have a vacancy and encouraged anyone interested in taking this position to speak to a current member.

Ms. Asmus stated that the Committee started attending the Town's budget meetings in October and continued to do so through the last budget meeting on February 28th. At the Committee's March meeting, they voted unanimously to recommend approval of the budget as represented on the Warrant Article in question. It is anticipated that, on average, the tax rate would increase by sixteen cents per thousand, or \$72 for a home assessed at \$450,000, and is similar to the increases made in recent years.

The Committee overall noted a thoughtful and rigorous process by the Selectboard, where capital funding purchases were scrutinized and new initiatives would be funded by tapping other sources

such as Bressett fund, rather than by tax increase. They opined that the Selectboard balanced the sensitivity to the financial impact on taxpayers with the needs of the community related to health and youth services, sustainability, and technology, and made progress toward consistently and adequately funding capital reserves.

Concerns of the Committee relate to the use of alternative funding sources for new initiatives and they urge vigilance in monitoring fee income and the development of ongoing non-tax funding streams. They also noted that the relatively low tax rate increase this year was achieved, in part, by use of the Undesignated Fund balance for one-time expenditures and may result in a net reduction of this fund, which would eventually need to be recaptured. They remain concerned with the pace of healthcare and retirement cost increases and the impact they could have on future tax rates, and the Committee strongly encourages the Selectboard and administration to continue efforts to minimize these increases whenever possible.

Judy Colla stated that she is grateful for the Town and all of their work. She has been spending time learning about SB2 and the traditional Town Meeting forms of government, campaigning against SB2 today outside the polls. She asked if Ms. Griffin could remind the voters how they can get involved in the budget process. Ms. Griffin replied that there are many ways citizens can get involved in the process and she is often directly contacted by people expressing concerns related to the budget, programs, resources, questions, etc. Staff begins the process of building the budget with discussions with the Board in October stemming from a five-year projection of anticipated expenses and revenue sources. This discussion is intended to set the stage for what lies ahead. Based on this discussion, in November, the Selectboard gives staff a tax rate target not to exceed. Staff then creates a budget to present in significant detail to the Selectboard during public budget hearings in late-February. Very few members of the public attend these hearings, but these are a great way for people to get involved and provide input. The Board holds a final public hearing to adopt the budget as presented or to make changes. This becomes the budget which is voted on at Town Meeting. Ms. Griffin encouraged citizens to share their suggestions by email, which are helpful for her to track.

Chair Christie noted that the budget sessions are the three best nights one can spend to get involved in budget discussions. During those sessions, Department Heads share their biggest accomplishments over the previous year, major drivers of their department's budget, and their biggest concerns.

John Souther repeated Ms. Colla's' appreciation for the Selectboard and staff and stated that he has been unable to attend budget hearings because of competing priorities. He asked for clarification on how the 2.44 percent tax rate increase compares to the 3.05 percent figure shown on page 66 of the Town Report and the 7.3 percent figure on page 53. He also asked what the defined time period is for a new initiative, and he does not believe people realize that such expenditures would eventually need to become expenditures through tax rate increases.

Ms. Griffin explained that the 3.05 percent figure on page 66 represents the combined General Fund and Fire Fund tax levy increase and asked Ms. McClain to provide additional information. Ms. McClain stated that, in prior years, the Hanover Finance Committee has discussed at length whether or not the Town should focus on an increased percentage of tax levy, which is the amount of tax dollars raised, versus the percentage of tax rate increase. Even if the tax rate were

not raised at all, the tax levy would go up because of the \$12 million increase in assessed valuation that Chair Christie previously mentioned. While the amount of taxes raised throughout Town is going up 3.05 percent, some of that will be raised through new assessed valuation and not by current taxpayers. What most taxpayers will see for an increase, if making no improvements on their homes, would be the same as the increase in the different combined tax rates: 2.59 % for Fire District One, 2.9% for Fire District Two, and 2.65% for Fire District Three, shown on page 63 of the Town Report.

Ms. Griffin stated that the Board is still working with the Trustees of Trust Funds to determine the defined time period for new initiatives supported by the Bressett Fund. Initial thinking is that this time period would be from three to up to five years, after which time new funding needs to be found, if the initiative is to continue. The Emerging Technologies position at the Howe Library will need to be discussed with its own Trustees and the Howe Corporation about how to take over funding for this position. She hopes that the Sustainability Director position will be somewhat short-term to provide a jump-start in getting sustainability initiatives going. The Community Nurse position at \$12,000 per year would need to be eventually funded through the General Fund if the demand and reception of these services is what we expect. As always, however, the Selectboard sets a target that staff always make adjustments to in order to meet. There is no detailed definition in the documentation for the Bressett Trust Fund to define what period of time an initiative is considered new.

Jeff Acker asked if there would be a more detailed definition of what is allowed under the Bressett Fund at some point and felt that it would be prudent to have that answer before we commit to using the funds. Ms. Griffin stated that the funds are accruing interest, and on the recommendation of Town staff, the Selectboard made a decision to begin using the funds for three new important initiatives from a community standpoint. They made this decision knowing that the Trustees are likely to set a limit of three to five years for funding before funding must be weaned off from Bressett funding and come from another source.

The Motion PASSED and Article Sixteen was ADOPTED.

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

Andrew Winter, Executive Director of Twin Pines Housing Trust, thanked Town Meeting for allowing him the opportunity to speak about this Warrant Article. He explained that this Warrant Article would allow for replacement of existing inefficient, poorly-insulated, poorly-ventilated senior and disabled housing with new, energy-efficient and elevator-accessible units. None of the existing units on the second floor of Summer Park are accessible by elevator, which makes it very difficult for mobility-impaired individuals. The proposed transfer would move responsibility for redeveloping or rehabbing the existing property from the Town of Hanover to Twin Pines. The plan is to build a new replacement building with an elevator along Lebanon Street, relocating the residents in the existing 24 units into the new building, and then demolish the existing buildings. At that point, they would develop plans for the second phase of constructing a new building in the demolished building's place.

Discussions about this transfer have been ongoing with Town officials for a few years, and Twin Pines has been able to obtain some of the necessary financing already. Passing of this Warrant Article is necessary in order to allow Twin Pines to apply for low-income housing tax credits, for which they must prove control over the building site in order to apply.

Moderator Fowler stated that for this Warrant Article, questions may be addressed to Mr. Winter rather than to the Moderator.

Kevin Knuuti asked whether this project would result in a loss of parking for the R.W. Black Recreation Center. Ms. Griffin replied that there would be no loss of parking spaces, and the plan is to combine the current RWB parking lot with the lot at 46 Lebanon Street to create additional spaces. Selectboard Member Geraghty added that he understands the new spaces will be wider. Ms. Griffin stated that with the subsequent phase of constructing a second building where the existing one currently stands, additional parking spaces will be created for residents as well.

Bob Keene asked for clarification that there would not be any reduction in the number of housing units with this project. Ms. Griffin stated that there would be no loss—there would actually be the same number of units with completion of the first phase and even more with the second. Mr. Keene asked whether there is potential for creating parking underneath the new housing units and using the 46 Lebanon Street lot for R.W. Black Community Center expansion. Ms. Griffin stated that this idea could be discussed with Twin Pines.

Ms. Griffin wished to add that this expansion project was proposed by the Town to Twin Pines, as we are not experts in Section 8 or property management, and Twin Pines is much better positioned to do so. Town staff feel this transition would allow for more units and better housing for our residents.

Dodd Stacy asked whether there has been any discussion about making the first building three stories with 36 units. Mr. Winter replied that there have been discussions about this possibility, but low income tax credits are in limited supply and can only be distributed for senior housing containing no more than 24 units. They are, however, looking at design possibilities for both two and three-story buildings.

Bernie Waugh asked what mechanism keeps the housing affordable, and how this could change if ownership goes to Twin Pines. Mr. Winter replied that the State of NH has in place a land use regulatory agreement, which stipulates that the housing must be kept affordable in perpetuity, or 99 years. This mechanism stays in place no matter who owns the property.

John Souther asked if it was correct that some of the land was donated to the Town to be used for expansion of the R.W. Black Community Center and that this plan has now changed. He also asked whether there is a possibility of the Town keeping ownership but granting a license agreement to Twin Pines so they may construct the buildings, or if there is a provision of right of first refusal should the buildings be torn down in several years. Ms. Griffin stated that the Town purchased 44 Lebanon Street for \$600,000 using a donation provided by Dorothy Byrne. We then purchased 46 Lebanon Street using reserve funds, with an idea of building a gymnasium addition to the Community Center. After working on a design with an architect for several months, staff ultimately determined that the necessary parking, in combination with the existing senior housing, would make the site extremely tight. There also would be no ability to have a playground. This led to conversations with Ford Sayre, Dartmouth College, and the Hanover Improvement Society about the possibility of construction of a facility at the base of Oak Hill, which has much more room for parking and is in close proximity to the Richmond Middle School and the Ray School. In addition, they were receiving pushback from the community about why there wasn't more use of the current three school gymnasiums. This led to negotiation of a joint use agreement with the school district, which is currently being finalized. This agreement will provide the community with more access to the existing three school gymnasiums. This collaboration with the schools will hopefully create more usable space by the community and eliminate the need for construction of another gymnasium. Ms. Griffin and Mr. Winter have talked with Mrs. Byrne about their thoughts of using the land for construction of new senior and disabled affordable housing instead, and she is in support of the idea.

Mr. Winter explained that there is nothing preventing the Town from entering into a long-term lease with or license agreement with Twin Pines for use of the land, nor for providing a right of first refusal.

Kari Asmus asked how we could amend the Warrant Article to incorporate any of the lease or license options discussed. Ms. Griffin felt that the current wording gave enough flexibility to negotiate the agreement in a way that would protect the Town's assets without limiting Twin

Pines' ability to secure financing. She does not know that it would be necessary to amend the Warrant Article.

Arthur Gardiner MOVED that the Town Vote to Transfer, to the Extent Necessary to Obtain Appropriate Financing, 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. The Motion was SECONDED from the Floor.

Sandra Hoh stated that she could only support the amendment if it in no way jeopardizes the project. She cannot think of a better use for this property than to provide affordable housing for seniors, that is also in-town and of good quality.

Sharon Nordgren stated that she is nervous about the idea of drafting a Warrant Article without the help of a municipal attorney making sure we aren't drafting it in a way that isn't okay. Warrant Articles have very technical specifications set by the State, etc.

Moderator Fowler called for a vote on the amendment. The voting results were 67 in favor and 115 opposed.

The Majority OPPOSED the Amendment. The Amended was DEFEATED.

Kari Asmus asked whether it was still possible to pursue a license or lease to Twin Pines as part of negotiations with passing of the original Warrant Article. Ms. Griffin stated that some Selectboard members have already brought these ideas to her attention and there will be an active process around finalization of the agreement. They will thoughtfully take under advisement the wishes of Town Meeting as discussed.

Rich Howarth asked whether affordable housing units last 99 years. If not, what happens when they reach the end of their lifespan and why transfer the property if the land will outlive the buildings? Mr. Winter replied that affordable housing buildings are typically renovated or replaced, continuing to be used as affordable housing. Ms. Griffin added that the construction of the existing buildings was subpar, and we inherited the challenges associated. She has much more confidence in Twin Pines' management and design abilities in developing much longer-lasting buildings.

The Question was Called from the Floor. A Majority Vote Supported the Question Being Called.

Moderator Fowler called for a vote on the original motion related to Warrant Article Seventeen.

The Motion PASSED and Article Seventeen was ADOPTED.

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

Selectboard Member Geraghty MOVED that the Town Vote to Declare the Trillium as the Official Town Flower. The Motion was SECONDED from the Floor.

Jim Kennedy of the Conservation Commission stated that trillium is important in the work to control the deer population in Hanover's urban compact area. The Commission has been speaking with NH Fish and Game for the last few years to issue additional doe tags, which will soon be happening. In order for this to happen, the Town must develop a deer management plan demonstrating the rationale for issuing these permits, which will be issued selectively. Trillium is being used as an indicator of deer damage and browse and the Commission is setting up plots throughout Town. They are also required to follow a five-year monitoring plan to satisfy NH Fish & Game.

The Motion PASSED and Article Eighteen was ADOPTED.

ARTICLE NINETEEN: 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.

Bob Keene stated that his water has been contaminated by fertilizer and asked for residents not to use fertilizer.

Ms. Griffin stated that tonight is Mr. Fowler's last night as Moderator. People may not realize how much time he puts into running elections along with Town staff, the Town Clerk, and numerous volunteers. He has been a delight to work with and has a wonderful sense of dry wit and Town staff are very grateful for the role he has played. She presented Mr. Fowler with a gift of a waterproof bag and a whistle, in case his newly-purchased skiff goes down. The Town has also made a donation to The Hanover Conservancy in his name.

Mr. Fowler thanked Town Meeting and stated that it has been an honor to serve the Town and thanked the Town and staff.

Kevin Knuuti stated that he looked up RSA 32:7, VI during voting on Warrant Articles and it states that the wording can allow appropriations for up to five years, but is not required to be five years. He asked Ms. Griffin for clarification on this. Ms. Griffin replied that the wording used in our Warrant Articles, which reads "Will Not Lapse Until ... Complete Or June 30, 2023,

Whichever Occurs Sooner” is consistent with this. Mr. Knuuti replied that the Town has the option of using a lesser term than five years, such as two or three years.

Ms. McClain stated that Mr. Knuuti is correct about this, but the Trustees have decided to provide us with the most flexibility for purchases, because it makes things much easier in overseeing disbursements. Mr. Knuuti stated that he understands the reasoning, but that it could potentially give the appearance that the budget isn't well thought-out when there is a five-year time frame for items such as software.

The Motion PASSED and Article Nineteen was ADOPTED.

Town Meeting ADJOURNED at 9:16 p.m.

Respectfully Submitted,

/s/ 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 18, 2018

FIRE DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Fire Safety Crowd Control - Manpower	Cost +35%	Cost +35%	Cost +35%	Cost +35%
Fire Safety Crowd Control - Manned Apparatus	\$210.00/hour	\$210.00/hour	\$210.00/hour	\$210.00/hour
Annual Monitoring Fee - Master Fire Box	\$310.00	\$310.00	\$310.00	\$310.00
False Alarm Charge - Fire Service	1st: Free	1st: Free	1st: Free	1st: Free
	2nd: \$110.00	2nd: \$110.00	2nd: \$110.00	2nd: \$110.00
	3rd: \$210.00	3rd: \$210.00	3rd: \$210.00	3rd: \$210.00
	4th and beyond: \$310 per response			
<u>Fire Building Systems Review Fee (payable at time of design review application submission)</u>				
Fire Suppression System Review: new systems, additions, alterations	\$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	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction
Fire Alarm Review: new systems, additions, alterations	\$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	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction
Additional Fire Inspection Services	\$75.00/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	\$510.00	\$510.00	\$510.00	\$510.00
<u>Fire Permits:</u> Stand-Alone Gas Installation and/or Replacement	\$60.00	\$60.00	\$60.00	\$60.00
<u>Fire Permits:</u> Additional Appliances (Gas) beyond Original Permit	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Fire Permits: Stand-Alone Oil Installation and/or Replacement	\$60.00	\$60.00	\$60.00	\$60.00
Fire Permits: Additional Appliances (Oil) beyond Original Permit	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
Re-inspection Fee – Gas or Oil	\$110.00	\$110.00	\$110.00	\$110.00
Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge
Fire Extinguisher Training (for 1-10 students)	\$110.00	\$110.00	\$110.00	\$110.00
Fire Extinguisher Training (for 10 or more students)	\$15.00 per student	\$15.00 per student	\$15.00 per student	\$15.00 per student
Report Copy (Flat Fee)	\$20.00	\$25.00	\$25.00	\$25.00
AMBULANCE DIVISION				
Per Capita - Hanover	\$30.45	\$34.78	\$35.86	\$35.86
Per Capita - Lyme	\$30.45	\$34.78	\$35.86	\$35.86
Per Capita - Norwich	\$30.45	\$34.78	\$35.86	\$35.86
Community Contributions Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues
UVA Call Coverage Fee	n/a	\$382.00/call	\$412.00/call	\$412.00/call
Report Copy (Flat Fee)	\$25.00	\$25.00	\$25.00	\$25.00
<i>Effective 7/1/2015, treatment services are bundled with ambulance</i>				
Treatment with Transport - Basic Life Support – (plus mileage)	\$550.00	\$900.00	\$900.00	\$900.00
Treatment with Transport - Advanced Life Support Level 1 – (plus mileage)	\$550.00	\$900.00	\$900.00	\$900.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
<u>Treatment with Transport - Advanced Life Support Level 2 – (plus mileage)</u>	\$775.00	\$1,300.00	\$1,300.00	\$1,300.00
<u>Treatment with Transport - Special Care Transport</u>	\$775.00	\$1,300.00	\$1,300.00	\$1,300.00
<u>Mileage Rate</u>	\$13.00/mile	\$20.00/mile	\$20.00/mile	\$20.00/mile
<u>Treatment and Release Fee</u>	\$100.00	\$150.00	\$150.00	\$150.00
<u>Emergency Services Paramedic Intercept Charge</u>	\$250.00	\$350.00	\$350.00	\$350.00
<u>Ambulance - Special Event Standby</u>	\$200.00/hour	\$225.00/hour	\$225.00/hour	\$225.00/hour

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

GENERAL ADMINISTRATION				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Processing Fee for Returned Deposit Item (NSF Checks or Checks Drawn on Closed Accounts; Rejected ACH Transactions)	\$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")	\$.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")	\$.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")	\$.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 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
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	\$15.00
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	\$7.50	\$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 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
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)	\$50.00	\$50.00	\$50.00	\$50.00
HIGHWAY				
Driveway Permits (DPW Review)	\$80.00	\$80.00	\$90.00	\$90.00
Private Construction - Class VI Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Excavation Permits	\$80.00	\$80.00	\$90.00	\$90.00
Obstruction Permits	\$30.00	\$30.00	\$35.00	\$35.00
Main Street Streetlight Banner Installation				\$25.00/banner
PUBLIC GROUNDS				
Cemetery Lots - Hanover Residents	\$650.00	\$650.00	\$650.00	\$650.00
Cemetery Lots - Non-Residents	\$2,050.00	\$2,050.00	\$2,050.00	\$2,050.00
Interment	\$650.00	\$650.00	\$650.00	\$650.00
Cremation/Urn Interment	\$250.00	\$250.00	\$250.00	\$250.00
Gravesite Disinterment	\$1,050.00	\$1,050.00	\$1,050.00	\$1,050.00
Gravestone Foundation	\$550.00	\$550.00	\$550.00	\$550.00
Project Inspection	\$80.00/hr	\$80.00/hr	\$80.00/hr	\$80.00/hr
RECYCLING & SOLID WASTE				
Recycling Bins	\$7.00	\$7.00	\$8.00	\$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.
<p><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></p>				

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

HOWE LIBRARY & ETNA TOWN LIBRARY				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Overdue Materials Fine (with exceptions below)– before 2nd Notice	\$.10/day	\$.10/day	\$.10/day	\$.10/day
Overdue Fine for videos, DVDs, 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	\$5.00	\$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	\$140.00	\$140.00	\$140.00	\$140.00
Non-Resident Family – 3 Month Membership	\$60.00	\$60.00	\$60.00	\$60.00
Non-Resident Senior Citizen – 12 Month Membership (65+)	\$95.00	\$95.00	\$95.00	\$95.00
Dresden Student Card; (Dresden Tuition Students – paid for by SAU, not by student)	\$20.00	\$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	Flat rate of \$30, plus \$10 for each extra classroom	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	\$140.00	\$140.00	\$140.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

PLANNING BOARD				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
LCHIP fee* (<i>Land & Community</i>)	\$25.00	\$25.00	\$25.00	\$25.00
*Mandate by the State to record all Plans or Plan Sets				
*Separate certified check or money order required, made payable to "Grafton County Registry of Deeds"				
Legal Notice fee	\$25.00	\$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 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			
<u>Subdivision</u> (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	\$300 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 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Major	\$500 base fee PLUS \$100/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$500 base fee PLUS \$100/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$500 base fee PLUS \$100/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$600 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry
<u>Modification of Approval</u>				
Minor	\$200.00	\$200.00	\$200.00	\$200.00
Major	\$500.00	\$500.00	\$500.00	\$500.00
<u>Site Plan Review</u>				
Minor Projects	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC			
Major Projects	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:
\$0 to \$10,000,000 ECC				\$5.00 per \$10,000 of ECC
\$10,000,001 - \$30,000,000 ECC				\$3.00 per \$10,000 of ECC
\$30,000,001 and over ECC				\$1.00 per \$10,000 of ECC

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
\$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	
\$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	
\$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	
\$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	
\$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	
Over \$20,000,000 ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	
<u>Modification of Approval</u>	\$500.00	\$500.00	\$500.00	\$500.00
Certificate of Compliance Inspection	\$50.00 /inspection	\$50.00 /inspection	\$50.00 /inspection	\$50.00 /inspection
Field Change	\$50.00	\$50.00	\$50.00	\$50.00
<u>Minor Lot Line Adjustment and Boundary Agreements</u>	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry			
<u>Lot Merger</u>	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry
<u>Zoning Petitions</u>	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

ZONING & BUILDING PERMITS				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
<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 (Porch, garage, shed, fence, pool, temporary trailer, retaining wall, etc.)	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
<u>Commercial, Institutional, Multi-Family Residential</u> (ALL construction)	\$100 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost
<u>Sign, Awning, or Canopy</u>	\$80.00	\$80.00	\$100.00	\$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/hr (min 1 hour)	\$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

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<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
<u>Re-Inspection</u>	\$50.00	\$50.00	\$75.00	\$75.00
<u>Additional Inspection</u>	\$50.00	\$50.00	\$75.00	\$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. ins	\$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
<u>Deferred Electrical/Plumbing/ Mechanical</u>	\$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
<u>Health Inspection</u>	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection
ZONING PERMIT ONLY	\$50.00	\$50.00	\$50.00	\$50.00
<u>Wetlands Administrative Permit</u>	\$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)
<u>Septic Design Review</u> (Prerequisite for DES Review)	\$50.00	\$50.00	\$50.00	\$50.00
<u>Driveway Permit (Zoning Review)</u>	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
ZONING BOARD OF ADJUSTMENT				
Legal Notice fee	\$25.00	\$25.00	\$25.00	\$25.00
Notification fee	\$5.00 PLUS USPS Certified mail rate per name on Notification List			
<u>Special Exception</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Variance</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Appeal of Administrative Decision</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Equitable Waiver</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Hearing Under RSA 674:41</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Rehearing</u>	\$100.00 (PLUS Legal Notice & Notification, if granted)			

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

POLICE DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted F Y2018-19</u>
Pistol Permits (4 year Permit)	\$10.00	\$10.00	\$10.00	\$10.00
Special Services Detail – Police	\$66.72	\$67.72	\$68.67	\$69.36
	<i>Note: Certain Non-Profits may qualify for reduction in the special detail 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	\$20.00/hour
Copies of Police Reports	\$25.00	\$25.00	\$25.00	actual copying costs @ \$0.25/page
Fingerprints - Hanover Residents and Hanover Businesses	\$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
Fingerprints - Non-residents				\$50.00 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	\$90.00	\$90.00	\$90.00	\$90.00
Annual Alarm Monitoring Fee	\$360.00 within Town; \$460.00 out-of-Town pro-rated monthly	\$360.00 within Town; \$460.00 out-of-Town pro-rated monthly	\$360.00 within Town; \$460.00 out-of-Town pro-rated monthly	\$360.00 within Town; \$460.00 out-of-Town pro-rated monthly
Police Service in response to alarm – Residential	\$55.00	\$55.00	\$55.00	\$55.00
Police Service in response to alarm – Commercial	\$55.00	\$55.00	\$55.00	\$55.00
Penalty Charge for Inaccurate Call List related to alarm monitoring	\$15.00	\$15.00	\$15.00	\$15.00
<u>Dog License</u> – Neutered Male and Female; and Puppies Under 7 Mos.	\$7.50	\$7.50	\$7.50	\$7.50
<u>Dog License</u> – Unneutered Male and Female	\$10.00	\$10.00	\$10.00	\$10.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
<u>Dog License</u> – First Dog – Sr. Citizen Owner	\$3.00	\$3.00	\$3.00	\$3.00
<u>Dog License</u> – Group License for 5 or more Dogs	\$21.00	\$21.00	\$21.00	\$21.00
<u>Dog License</u> – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
<u>Dog License</u> – Replacement Tag and License #	\$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 18, 2018

PARKING DIVISION				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
<u>Lot Rentals</u> – Peripheral Space Monthly Rentals	\$35.00	\$35.00	\$35.00	\$35.00
<u>Lot Rentals</u> – CBD (Commercial Business District) Space Monthly Rentals	\$82.50	\$82.50	\$82.50	\$82.50
<u>Lot Rentals (Lease w/6 mo. Commitment)</u> – Facility Space Monthly Rentals Level 2	\$154.00	\$154.00	\$154.00	\$154.00
<u>Lot Rentals (Lease w/6 mo. Commitment)</u> – Facility Space Monthly Rentals Level 3	\$110.00	\$110.00	\$110.00	\$110.00
<u>Lot Rentals (Lease w/6 mo. Commitment)</u> – Facility Space Monthly Rentals Level 4	\$110.00	\$110.00	\$110.00	\$110.00
<u>Lot Rentals</u> – Monthly Facility Pass	\$165.00	\$165.00	\$165.00	\$165.00
<u>Lot Rentals</u> – ZBA (Zoning Board of Adjustment) Required Monthly Lot Rentals	\$82.50/space	\$82.50/space	\$82.50/space	\$82.50/space
<u>Temporary Parking Permits</u>	\$15.00/day	\$15.00/day	\$15.00/day	\$15.00/day
<u>Hovey Lane and lower Lebanon Street Permit Parking</u> - 2-Month Permit	varied	varied	\$75.00	\$75.00
<u>Hovey Lane and lower Lebanon Street Permit Parking</u> - SPECIAL EVENT				\$25.00
<u>Annual Parking Permits</u> – Replacement of Misplaced Permits	\$10.00	\$10.00	\$10.00	\$10.00
<u>Annual Parking Permits</u> – Fee for Lost or Unreturned Parking Permits	\$10.00	\$10.00	\$10.00	\$10.00
Town Parking Garage Rates - Please Note: Total Parking Facility Charge Increases				
	Hourly Rate / Total \$			
Town Parking Garage – Short Term Rates – Grace Period Exit Before 10-Minutes	\$-0-	\$-0-	\$-0-	\$-0-
Town Parking Garage – Short Term Rates – <i>Minimum Charge 10- to 30-Minutes</i>	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.25 / \$0.25
Town Parking Garage – Short Term Rates – <i>2nd Half Hour</i>	\$0.25 / \$0.50	\$0.25 / \$0.50	\$0.25 / \$0.50	\$0.25 / \$0.50
Town Parking Garage – Short Term Rates – <i>2nd Hour</i>	\$0.75 / \$1.25	\$0.75 / \$1.25	\$0.75 / \$1.25	\$0.75 / \$1.25

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Town Parking Garage – Short Term Rates – 3rd Hour	\$1.00 / \$2.25	\$1.00 / \$2.25	\$1.00 / \$2.25	\$1.00 / \$2.25
Town Parking Garage – Short Term Rates – 4th Hour	\$2.00 / \$4.25	\$2.00 / \$4.25	\$2.00 / \$4.25	\$2.00 / \$4.25
Town Parking Garage – Short Term Rates – 5th Hour	\$2.50 / \$6.75	\$2.50 / \$6.75	\$2.50 / \$6.75	\$2.50 / \$6.75
Town Parking Garage – Short Term Rates – 6th Hour	\$2.50 / \$9.25	\$2.50 / \$9.25	\$2.50 / \$9.25	\$2.50 / \$9.25
Town Parking Garage – Short Term Rates – 7th Hour	\$3.75 / \$13.00	\$3.75 / \$13.00	\$3.75 / \$13.00	\$3.75 / \$13.00
Town Parking Garage – Short Term Rates – 8th Hour and Over	\$2.00 / \$15.00	\$2.00 / \$15.00	\$2.00 / \$15.00	\$2.00 / \$15.00
<u>Town Parking Garage – Short Term Rates: Parking between 6:00PM and 9:00PM. Flat Rate Monday thru Saturday</u>	\$1.00	\$1.00	\$1.00	\$1.00
<u>Town Parking Garage – Short Term Rates: Saturdays Only - Park Less than 3 Hours</u>	Regular short-term rates apply			
<u>Town Parking Garage – Validation Stickers: One Hour @ \$0.50 each (minimum purchase 96)</u>	\$48.00	\$48.00	\$48.00	\$48.00
<u>Town Parking Garage – Validation Stickers: One Hour Bulk @ \$0.35 each (minimum purchase 984)</u>	\$344.40	\$344.40	\$344.40	\$344.40
<u>Town Parking Garage – Validation Stickers: All-Day @ \$15.00 each (minimum purchase 10)</u>	\$150.00	\$150.00	\$150.00	\$150.00
<u>Town Parking Garage - Electric Car Charging Station Fee</u>	\$1.00/hour	\$1.00/hour	\$1.00/hour	\$1.00/hour
<u>Town Parking Garage – Gate Pass Card Reactivation Fee</u>	\$10.00	\$10.00	\$10.00	\$10.00
<u>Meter Rates – for 15-Minute, 2-Hour and 3-Hour Limit Metered Areas Except South Main Street and Municipal Lot 1</u>	\$.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
<u>Meter Rates – for 15-Minute, 2-Hour and 3-Hour Limit Metered Areas In Municipal Lot 1 and South Main Street</u>	\$.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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
<u>Meter Rates</u> – 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
<u>Meter Rates</u> - Credit Card Per Transaction Fee at Parking Meters	\$0.20	\$0.20	\$0.20	\$0.20
<u>Meter Violations</u> – Expired Meter	\$10.00	\$10.00	\$10.00	\$10.00
Meter Violations – Fine After 14 Days	\$20.00	\$20.00	\$20.00	\$20.00
Meter Violations – Fine After 28 Days	\$30.00	\$30.00	\$30.00	\$30.00
<u>Meter Violations</u> – 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
<u>Meter Violations</u> – 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
<u>Meter Violations</u> – 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
<u>Meter Violations</u> – 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
<u>Meter Violations</u> – 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
<u>Meter Violations</u> – 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
<u>Meter Violations</u> – 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
<u>Meter Violations</u> – 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

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking in Prohibited Zone *Enhanced Fine*	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations – Fine After 14 Days	\$80.00	\$80.00	\$80.00	\$80.00
Meter Violations – Fine After 28 Days	\$90.00	\$90.00	\$90.00	\$90.00
Meter Violations – No Town Permit	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Left Wheels to Curb	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Loading/Bus Zone	\$75.00	\$75.00	\$75.00	\$75.00
Meter Violations – Fine After 14 Days	\$150.00	\$150.00	\$150.00	\$150.00
Meter Violations – Fine After 28 Days	\$160.00	\$160.00	\$160.00	\$160.00
Meter Violations – Improper Parking	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking on Sidewalk	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking in Restricted Area	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking in Violation of Site Plan Approval	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Boot Removal Fee	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

PARKS & RECREATION DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Athletic Programs Resident Fees	\$55.00	\$55.00	\$55.00	\$55.00
Athletic Programs NON-Resident Fees	\$65.00	\$65.00	\$65.00	\$65.00
<u>Athletic Programs All Basketball Participants – Facilities Usage Fee Made Payable to SAU #70</u>	\$40.00	\$40.00	\$40.00	\$40.00
Athletic Programs Resident Fees – Football	\$70.00	\$70.00	\$80.00	\$80.00
Athletic Programs NON-Resident Fees – Football	\$80.00	\$80.00	\$90.00	\$90.00
Late Registration Fee for Registrations Received after Deadline	\$25.00	\$25.00	\$25.00	\$25.00
Instructional Athletic Programs Resident Fees	\$35.00	\$35.00	\$35.00	\$35.00
Instructional Athletic Programs Non- Resident Fees	\$45.00	\$45.00	\$45.00	\$45.00
Uniform Deposit Fee			\$65.00	\$65.00
OST KAST – 5 day enrollment	\$325/month	\$350/month	\$350/month	\$350/month
OST KAST – 4 day enrollment	\$260/month	\$285/month	\$285/month	\$285/month
OST KAST – 3 day enrollment	\$195/month	\$220/month	\$220/month	\$220/month
OST KAST – 2 day enrollment	\$130/month	\$155/month	\$155/month	\$155/month
OST KAST – Drop-In (if space is available)	\$20.00/day \$25.00/Wed.	\$25.00/day \$55.00/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	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.	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	\$25.00 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
<u>KAST Schedule Change Fee</u> (after registration)		1 st occurrence free; each additional \$10	1 st occurrence free; each additional \$10	1 st occurrence free; each additional \$10
<u>KAST Membership Fee</u>		\$25.00	\$25.00	\$25.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
<u>Summer Camp Membership Fee</u>		\$25.00	\$25.00	\$25.00
<u>Summer Camp Resident Fees - Circle H, Dragonfly, Tween</u>	\$95.00/wk	\$100.00/wk	\$110.00/wk	\$110.00/wk
<u>Summer Camp Non Resident Fees - Circle H, Dragonfly, Tween</u>	\$150.00/wk	\$155.00/wk	\$165.00/wk	\$165.00/wk
<u>Mini-Camps – Resident Fees</u>	\$30.00/day	\$35.00/day	\$175.00/wk	\$175.00/wk
<u>Mini-Camps – Non-Resident Fees</u>	\$40.00/day	\$45.00/day	\$225.00/wk	\$225.00/wk
<u>Camp Quest – Resident Fees</u>	\$250.00/wk	\$250.00/wk	\$275.00/wk	\$275.00/wk
<u>Camp Quest – Non-Resident Fees</u>	\$300.00/wk	\$300.00/wk	\$325.00/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 \$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	\$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	Per Field: \$150 for Hanover Youth Organizations \$300 for All Others
Rental of 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	Up to \$30.00 for use of Recreational Equipment

Town of Hanover - Rate and Fee Schedule

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<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Basketball Tournament Fees	\$35.00 per team	\$65.00 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.	\$30.00/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.	\$40.00/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):	\$105.00	\$105.00	\$105.00	\$105.00
Non-Residents:	\$155.00	\$155.00	\$155.00	\$155.00
Banquets (Multi-Purpose Room):				
Hanover School:	\$130.00	\$130.00	\$130.00	\$130.00
Non-Hanover:	\$180.00	\$180.00	\$180.00	\$180.00
Fundraising Events:				
Hanover Based Groups:	\$180.00	\$180.00	\$180.00	\$180.00
Dresden School District Groups:	\$205.00	\$205.00	\$205.00	\$205.00
Non-Hanover Based Groups:	\$280.00	\$280.00	\$280.00	\$280.00
All Other Organizations (Multi-Purpose Room):	\$305.00	\$305.00	\$305.00	\$305.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

<u>Type of Fee</u>	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Merchandising Fee (in addition to rental fee)	\$150.00	\$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				
	<u>Adopted FY2015-16</u>	<u>Adopted FY2016-17</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
Residents (Hanover/Etna):	\$25.00	\$25.00/hr	\$25.00/hr	\$25.00/hr
Non-Residents:	\$40.00	\$40.00/hr	\$40.00/hr	\$40.00/hr
<i>Fundraising Events</i>				
Hanover Based Groups:	\$45.00	\$45.00/hr	\$45.00/hr	\$45.00/hr
Dresden School District Groups:	\$50.00	\$50.00/hr	\$50.00/hr	\$50.00/hr
Non-Hanover Based Groups:	\$70.00	\$70.00/hr	\$70.00/hr	\$70.00/hr
All Other Organizations:	\$75.00	\$75.00/hr	\$75.00/hr	\$75.00/hr

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

WATER DEPARTMENT						
Meter Size	<u>Adopted FY2016-17</u>		<u>Adopted FY2017-18</u>		<u>Adopted FY2018-19</u>	
	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"	\$58.00	\$34.00	\$61.00	\$35.50	\$64.00	\$37.28
3/4"	\$58.00	\$34.00	\$61.00	\$35.50	\$64.00	\$37.28
1"	\$58.00	\$34.00	\$61.00	\$35.50	\$64.00	\$37.28
1 1/2"	\$58.00	\$34.00	\$61.00	\$35.50	\$64.00	\$37.28
2"	\$90.00	\$34.00	\$95.00	\$35.50	\$100.00	\$37.28
3"	\$164.00	\$34.00	\$172.00	\$35.50	\$181.00	\$37.28
4"	\$285.00	\$34.00	\$299.00	\$35.50	\$314.00	\$37.28
6"	\$585.00	\$34.00	\$614.00	\$35.50	\$645.00	\$37.28
Average Annual Domestic Bill (185 gallons/day)		\$538.00		\$564.00		\$592.00
Unmetered Water Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$672.50		\$705.00		\$740.00
		<u>Adopted FY2016-17</u>		<u>Adopted FY2017-18</u>		<u>Adopted FY2018-19</u>
Private Fire Suppression Rates: applicable only to those private hydrants on properties not already paying Fire District Taxes		\$2,048.53		\$2,150.96		\$2,258.51
Hose Outlet (each):		\$5.46		\$5.73		\$6.02
Sprinkler (per nozzle):		\$1.07		\$1.12		\$1.18
Hydrant - Flow Test: Flow test between November 15th and April 15th at Town's discretion		\$250.00/test		\$260.00/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		\$105.00 plus flow charge		\$500.00 plus flow charge		\$500.00 plus flow charge
Commercial Emergency Call-In		\$160.00		\$165.00		\$165.00
Residential (Single Family Home) Emergency Call-In: There is no charge for the first call-in; subsequent call-in charge is billed as shown		\$130.00 (no charge for the first call-in)		\$135.00 (no charge for the first call-in)		\$135.00 (no charge for the first call-in)
Final Reading		\$35.00		\$35.00		\$35.00
Out-of-Cycle Reading		\$35.00		\$35.00		\$35.00
Water On/Off (Flat fee to be assessed for each action)		\$30.00		\$35.00		\$35.00
Backflow Device (Testable units only)						
Initial inspection and testing:		\$55.00		\$60.00		\$60.00
Subseq. inspections due to continued failures:		\$55.00		\$60.00		\$60.00
Inspection (per hour)		\$80.00		\$85.00		\$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 + \$1.86/ GPD plus Meter and Setters at-cost		\$200.00 + \$2.06/ GPD plus Meter and Setters at-cost		\$200.00 + \$2.19/ GPD plus Meter and Setters at-cost
Water Connection Tie-In Fee includes tap only, 3/4" and 1"				\$250.00		\$250.00
Water Connection Tie-In Fee includes tap only, 2" saddle tap				\$450.00		\$450.00
Water Connection Tie-In Fee includes tap only, 4" and larger				\$700.00		\$700.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

SEWER DEPARTMENT						
<u>Base Capacity Charge plus Flow Charge</u>	<u>Adopted FY2016-17</u>		<u>Adopted FY2017-18</u>		<u>Adopted FY2018-19</u>	
Meter Size*	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**
5/8"	\$23.00	varies	\$24.00	varies	\$25.00	varies
3/4"	\$65.00	varies	\$66.00	varies	\$67.00	varies
1"	\$170.00	varies	\$173.00	varies	\$176.00	varies
1 1/2"	\$340.00	varies	\$347.00	varies	\$354.00	varies
2"	\$544.00	varies	\$555.00	varies	\$566.00	varies
3"	\$1,280.00	varies	\$1,306.00	varies	\$1,332.00	varies
4"	\$2,000.00	varies	\$2,080.00	varies	\$2,112.00	varies
6"	\$12,003.00	varies	\$12,243.00	varies	\$12,488.00	varies
Average Annual Domestic Bill (185 gallons/day)		\$383.00		\$393.00		\$403.00
Unmetered Sewer Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$478.75		\$491.25		\$503.75
Quarterly base charge for single family residence on a private well with a water treatment system installed prior to July 1, 2010 which discharges to the municipal wastewater system - Application of this fee to be determined in consultation with Public Works staff.					\$25.00	
* 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)				\$33.62	per kcf
	Category B BOD/TSS > 250 < 400 mg/l				\$37.89	per kcf
	Category C BOD/TSS > 400 mg/l				\$42.31	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 18, 2018

City of Lebanon - Base Capacity Charge	<u>Adopted FY2016-17</u>		<u>Adopted FY2017-18</u>		<u>Adopted FY2018-19</u>	
Meter Size*	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**
5/8"	\$24.38	varies	\$25.00	varies	\$26.00	varies
3/4"	\$68.72	varies	\$70.00	varies	\$71.00	varies
1"	\$179.55	varies	\$185.00	varies	\$189.00	varies
1 1/2"	\$359.10	varies	\$370.00	varies	\$377.00	varies
2"	\$574.11	varies	\$580.00	varies	\$592.00	varies
3"	\$1,351.05	varies	\$1,375.00	varies	\$1,403.00	varies
4"	\$2,111.36	varies	\$2,150.00	varies	\$2,193.00	varies
6"	\$12,669.27	varies	\$13,000.00	varies	\$13,260.00	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)					\$33.62	per kcf
Category B BOD/TSS > 250 < 400 mg/l					\$37.89	per kcf
Category C BOD/TSS > 400 mg/l					\$42.31	per kcf
<i>Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved</i>						
Industrial Discharge Permit and Septage Disposal						
		<u>Adopted FY2016-17</u>		<u>Adopted FY2017-18</u>		<u>Adopted FY2018-19</u>
Industrial Discharge Permit Application:						
Class 1:		\$505.00		\$550.00		\$550.00
Class 2:		\$255.00		\$275.00		\$275.00
Class 3:		\$55.00		\$55.00		\$55.00
Septage - Tipping Fee for Residents (fee is per 1,000 gallons)		\$115.00		\$115.00		\$115.00
Septage - Tipping Fee for Non-Residents (fee is per 1,000 gallons)		\$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)		\$205.00		\$205.00		\$205.00
Holding Tank with BOD/TSS < 400 mg/l. > 400 mg/l will be considered Septage		\$60.00		\$60.00		\$60.00

Town of Hanover - Rate and Fee Schedule

Adopted by the Select Board: June 18, 2018

Sewer Connection Fees					
		<u>Adopted FY2016-17</u>		<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>
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 + \$5.06/ gallon of GPD		\$200.00 + \$5.08/ gallon of GPD	\$200.00 + \$5.09/ gallon of GPD
Sewer Connection Tie-In Fee		\$1,500.00		\$1,525.00	\$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
Camps:	Campground w/comfort station		25	site	A
	Recreation Trailers		90	site	A
	Construction Sites		50	site	A
	Day Camp - no meals		15	site	A
	Resort Camp (night & day) limited		50	person	A
	Dining Facility only		25	person	B
Catering & Dining Facilities			12	patron	B
Church:	Sanctuary		5	seat	A
Country Club:	Dining Room		10	seat	B
	Snack Bar		10	seat	B
	Locker and Showers		20	locker	A
	Dentists:	Chair		200	each
Staff			35	employee	A
Doctor's Office:	Patient		10	each	A
	Staff		35	employee	A
Dog Kennels			50	kennel	B
Dwellings:	(two bedroom minimum)		150	bedroom	A
	Rooming House with meals		60	bedroom	B
	Rooming House without meals		40	bedroom	A
	Light industry w/o cafeteria or showers		20	employee	A

Town of Hanover - Rate and Fee Schedule

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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

Adopted by the Select Board: June 18, 2018

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	B	
Bars and lounges			35	employee	A	
Function Rooms			12	seat	B	
Schools:	Boarding			100	bed	B
	Day Care & Nursery			15	person	A
	Day, without gym, cafeteria or showers			15	person	A
	Day, without gym, showers with cafeteria			20	person	B
	Day, with gyms, showers and cafeteria			35	person	B
	Post Secondary School / Classroom			15	seat	A
	Post Secondary School / Dormitory			85	bed	A
Schools (contined)	Post Secondary School / Dormitory with			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 Automated Grease Removal Systems.

Food grinding is prohibited – period – if discovered, a notice to cease the activity within 30 days, or penalties of \$150.00/day shall be instituted. A reoccurrence will be charged \$500.00, and then disconnection of service.

Discharges of Fats Oil and Grease (F.O.G.) above 250 mg/L shall be assessed any line flushing charges. Any blockages or Sanitary Sewer Overflow's (SSO) attributed to F.O.G. shall warrant the discharger to be charged for all cleanup and administrative costs as well as an impact fee of \$500.00, with disconnection of service after 2 occurrences.

Household Hazardous Waste 2019 COLLECTION DAYS

NEW Friday
Collection

WHEN 

All collections are 9:00 am—Noon

- Sat, May 4—Lebanon High School, 195 Hanover Street (off Route 120)
- Sat, June 8—Newport Highway Garage, 449 South Main Street (Rt 10 S)
- Fri, July 12—Lebanon High School, 195 Hanover Street (off Route 120)
- Sat, August 10—New London Highway Garage, 184 South Pleasant St
- Sat, October 5—Lebanon High School, 195 Hanover St (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, and Wilmot. Others residents and businesses welcome for a fee.

ANYONE with 25 gallons or more or any business must pre-register.

WHAT TO BRING:

Pesticides, Herbicides, Flea Powder
Antifreeze, Dirty Gas & Kerosene
Adhesives & Driveway Sealer
Mercury Thermostats & Thermometers
Household Cleaners & Polishes
Hobby & Pool Chemicals,
Lead Fishing Tackle, Smoke Detectors
Oil-Based Paint (not Latex!)
Solvents, Varnishes, Stains
Button, Ni-Cad, Lithium, and
Rechargeable Batteries
...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>

7-5 

Vivian
Michael
Bella
Christine

Climate Change

What it effects

Causes

Why is it a concern?

Questions

- The ocean
- The ice caps
- Animals
- Humans
- Plant life
- Weather
- Fires
- Droughts

- too much CO_2
- fossil fuels
- greenhouse gasses
- Pollution
- Trash
- Deforestation

- What are we doing to stop it?
- What solutions already exist?
- What can we do to try and slow it down?

- 1 plane
- If I run a plane?
- It'll make people sick.
- Animals will



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