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***TOWN OF HANOVER***  
***2001***  
***ANNUAL TOWN REPORT***



***ANNUAL TOWN MEETING***  
***Tuesday, May 14, 2002***  
***Hanover High School Gymnasium***  
***Voting - 7:00 a.m. to 7:00 p.m.***  
***Business Meeting - 7:00 p.m.***

## HANOVER MUNICIPAL BUSINESS TELEPHONE NUMBERS

Ambulance, Fire, Police... EMERGENCY.....	911
Administrative Offices.....	643-4123
Administrative Services/Finance.....	643-0705
Animal Control.....	643-2222
Assessing.....	643-0703
Cemetery Department.....	643-3327
Community Counselor.....	643-5317
Community Outreach Officer.....	643-0742 Ext. 116
Etna Library.....	643-3116
Fire Department (Non-Emergency).....	643-3424
Howe Library.....	643-4120
Human Resources.....	643-0742 Ext. 106
Parking Division.....	643-0737
Police Department/Dispatch (Non-Emergency).....	643-2222
Planning & Zoning.....	643-0708
Public Works/ Highway.....	643-3327
Recreation Department.....	643-5315
Senior Center.....	643-5531
Tax Collector.....	643-0704
Town Clerk.....	643-0712
Town Manager.....	643-0701
Wastewater Treatment Plant.....	643-2362
Water Department.....	643-3439

### E-MAIL ADDRESSES

<a href="mailto:assessor@hanovernh.org">assessor@hanovernh.org</a>	<a href="mailto:recdept@hanovernh.org">recdept@hanovernh.org</a>
<a href="mailto:dpw@hanovernh.org">dpw@hanovernh.org</a>	<a href="mailto:townmgr@hanovernh.org">townmgr@hanovernh.org</a>
<a href="mailto:firedept@hanovernh.org">firedept@hanovernh.org</a>	<a href="mailto:wwtf@hanovernh.org">wwtf@hanovernh.org</a>
<a href="mailto:parking@hanovernh.org">parking@hanovernh.org</a>	<a href="mailto:childrens.services@thehowe.org">childrens.services@thehowe.org</a>
<a href="mailto:planning@hanovernh.org">planning@hanovernh.org</a>	<a href="mailto:circulation@thehowe.org">circulation@thehowe.org</a>
<a href="mailto:policedept@hanovernh.org">policedept@hanovernh.org</a>	<a href="mailto:etna.library@thehowe.org">etna.library@thehowe.org</a>

### BUSINESS HOURS

Community Counselor.....	Sept – June.....	Mon – Fri.....	8:00 a.m. - 4:30 p.m.
42 Lebanon St.	July – Aug.....	Tues & Wed.....	8:30 a.m. - 4:30 p.m.
		Thurs.....	8:30 a.m. - noon
Dispatch - 46 Lyme Rd.....		Sun – Sat.....	24 hours/day
Etna Library.....		Mon & Thurs.....	2:00 p.m. - 7:00 p.m.
130 Etna Rd., Etna		Tues & Fri.....	10:00 a.m. - 2:00 p.m.
		Sat.....	10:00 a.m. - 12:00 noon
Fire Dept. - 48 Lyme Rd.....		Sun – Sat.....	24 hours/day
Howe Library.....		Mon – Thurs.....	10:00 a.m. - 8:00 p.m.
13 East South St.		Fri.....	noon - 6:00 p.m.
		Sat.....	10:00 a.m. - 5:00 p.m.
	Sept-May.....	Sun.....	1:00 p.m. - 5:00 p.m.
Parks & Recreation - 10 School St.....		Mon – Fri.....	9:00 a.m. - 5:00 p.m.
Police Dept. - 46 Lyme Rd.....		Sun – Sat.....	24 hours/day
Public Works Dept. - Rt. 120.....		Mon – Fri.....	7:00 a.m. - 3:30 p.m.
Senior Center - 42 Lebanon St.....		Mon – Fri.....	12:30 p.m. - 4:30 p.m.
Town Hall - 41 So Main St.....		Mon – Fri.....	8:30 a.m. - 4:30 p.m.
Wastewater Treatment - Rt.10.....		Mon – Fri.....	7:00 a.m. - 3:30 p.m.

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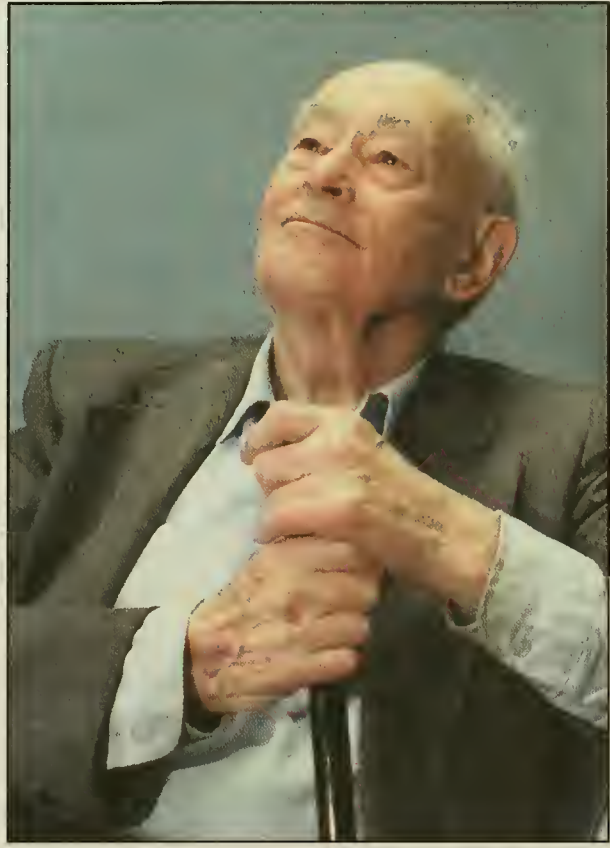


Photo Credit: Jennifer Hauck, Valley News Photographer

**Robin Robinson**  
**Hanover's "Boston Post Cane Recipient"**  
**September 4, 1997 – March 3, 2002**

**TOWN OF HANOVER**  
**BOSTON POST CANE RECIPIENTS**

1905	Franklin Wright Smith	1963	Rena Hoyt
1911	George Pillsbury	1967	Charlotte Sabine
1915	William Fullington	1968	Clinton P. Reed
1926	Asa Fellows	1973	Grace Kingsland
1926	Michael McCarthy	1980	Margaret D. Pierce
1931	J. D. Lavassaver	1983	Lilla H. Musgrove
1935	Mrs. Neth Praddex	1986	Anne C. Doyle
1942	Mary Jane Dewey	1990	Ruth McGrail
1950	Eleanor Frost	1992	Gertrude Moody
1958	Louise Stewart	1994	Mr. and Mrs. Orton Hicks
1958	Alice Nash	1997	Robin Robinson
1959	Mrs. Samuel Rogers		

In 1909 the publishers of the Boston Post, for an advertisement, ordered seven hundred canes of the finest Gaboon ebony, with engraved gold heads. They sent one to the Council of New England towns, asking that it be given to the oldest citizen, and handed down on his death to the next.



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## **Town Management Staff**

### **Town Manager -**

Julia N. Griffin

### **Director of Administrative Services -**

Elizabeth "Betsy" McClain

### **Town Clerk and Tax Collector**

Sallie B. Johnson

### **Assistant to the Town Manager/**

### **Human Resources Director -**

Barry Cox

### **Assessing Official -**

Michael Ryan

### **Planning & Zoning Director -**

Jonathan Edwards

### **Community Counselor -**

Dena B. Romero

### **Fire and Inspection Services -**

Roger E. Bradley, Chief

### **Library Services -**

Marlene McGonigle, Howe Library Director

Barbara Prince, Etna Library Librarian

### **Parks and Recreation Department -**

Henry "Hank" Tenney

### **Police Department -**

Nicholas Giaccone, Chief

### **Public Works Department Director -**

Peter Kulbacki

### **Sewer and Wastewater Treatment -**

William Mathieu, Water and Wastewater Treatment Superintendent

## **Mission Statement**

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, 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.

# **Chapter 1**

# **Information For Town Meeting**



# Town Officers 2001

## Board of Selectmen

Brian F. Walsh, Chairman (2002)  
Katherine S. Connolly, Vice Chairman (2003)  
Marilyn W. Black (2002)  
William R. Baschnagel (2003)  
Judson T. Pierson, Secretary (2004)

## Moderator

Harry H. Bird (2002)

## Town Clerk

Sallie B. Johnson (2004)

## Treasurer

Michael J. Ahern (2002)

## Library Trustees

Margaret A. Bragg (2004)  
Amy Stephens (2002)  
Judith A. Danna (2003)

## Advisory Board of Assessors

Paul F. Young (2004)  
Robert D. McLaughry (2002)  
Richard Birnie (2003)

## Fence Viewers

Frederick E. Crory (2002)  
Edward C. Lathem (2002)  
Edward Lobacz (2002)  
Robert Morris (2002)

## Health Officer

William E. Boyle, M.D.

## Supervisors of Checklist

M. Lee Udy (2002)  
Fay Sorenson (2004)  
Louise M. Longnecker (2006)

## Trustees of Trust Funds

Paul B. Gardent (2002)  
Lawrence Draper (2004)  
Mark B. Severs (2003)

## Park Commissioner

Richard Nordgren (2003)

## Surveyors of Wood and Timber

John Richardson (2002)  
Willem M. Lange (2002)

## Candidates For Town Office

### **Moderator (1)**

Marilyn "Willy" Black

### **Treasurer (1)**

Michael J. Ahern

### **Etna Library Trustee (1)**

Mary Sullivan King

### **Selectman (2)**

Peter L. Christie  
John L. Currie  
Philip D. Harrison  
Brian F. Walsh

### **Trustee of Trust Funds (1)**

Paul B. Gardent

### **Supervisors of Checklist (1)**

Elaine K. Hawthorne

# **Part I**

## **Warrant For Town Meeting May 14, 2002**

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, 2002 AT THE GYMNASIUM, HANOVER HIGH SCHOOL, LEBANON STREET, HANOVER, 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 FIFTEEN THROUGH THIRTY-TWO WILL BE PRESENTED, DISCUSSED AND ACTED UPON BEGINNING AT 7:00 PM AT THE GYMNASIUM, HANOVER HIGH SCHOOL, LEBANON STREET, HANOVER.

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

- Two Selectmen, each to serve for a term of three (3) years;
- One Treasurer to serve for a term of one (1) year;
- One Library Trustee to serve for a term of three (3) years;
- One Supervisor of the Checklist to serve for a term of six (6) years;
- One Moderator to serve for a term of two (2) 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 existing 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 establish a new zoning district, Downtown “D” consisting of two parts, Downtown Core “D-1” and Downtown Edge “D-2”, each allowing mixed residential and commercial development, with D-2 allowing a lower density and requiring a larger proportion of residential use of property so as to be compatible with adjacent neighborhoods. This amendment includes new sets of uses to promote residential intensification, front setbacks established by map reference to increase variety along the street, building mass controlled by floor area ratios rather than density controlled by minimum lot size, modifications to the parking controls to create a system of parking credits, simplification of parking calculations, and a number of “housekeeping” changes. These Downtown “D” zoning districts would replace the majority of the existing “B-2”



Central Business and “GR-1” General Residence zoning districts in the vicinity of South Main, Lebanon, Allen, and East South Streets, Currier Place, and Sanborn Lane; land currently zoned “B-2” on the north side of Lebanon Street and a currently “GR-1” zoned lot on Hovey Lane near Sanborn Lane would become part of the “T” Institutional zoning district; and a lot on Currier Place and small rear portions of lots fronting East South Street currently zoned “SR-2” Single Residence would become part of the proposed “D-2” zoning district.

At Public Hearings held on April 2 and 9, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**ARTICLE THREE** (to vote by ballot): To see if the Town will vote to amend the existing 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 amend sections 317.1 F and J and sections 317.3 B and F to allow signs which project perpendicularly from a building, to allow either the name of a business or the logo of a business on awnings and establishing size limitations for both, to replace the 100 square feet limit with a 200 square feet limit on signage per building with a 25 square foot cap for each sign, and to allow up to a 100 square foot limit for buildings with less than 100 foot street frontage; and to increase the number of temporary signs from 3 to 5 per building. This amendment would also add a new section 317.3 G which would allow as a permitted use one sign per alley hung over the alley above an established minimum height but limited to 15 square feet per building and 30 square feet per sign.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

**ARTICLE FOUR** (to vote by ballot): To see if the Town will vote to amend the existing 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 amend the use and dimensional tables in Section 204 by transferring some uses from the list of uses “Allowed by Special Exception” to the list of “Permitted Uses”, adding or deleting some Permitted Uses and uses Allowed By Special Exception, and modifying some dimensional requirements, and amending other related sections in Article II of the Zoning Ordinance for internal consistency. This amendment would also amend Section 210.3 regarding produce stands; delete the text of Section 301; and add a new Section 1007 to

provide for Equitable Waivers according to State Law and renumber existing Sections 1007 and 1008.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 4 would amend Table 204.8 relative to the Forestry and Recreation zoning district by adding parking associated with a recreation area to the list of permitted uses.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 5 would amend Section 210.1 L by deleting the current text and adding text that would allow accessory dwelling units as permitted uses in the SR Single Residence Zoning District provided a detailed list of criteria are met. These criteria would allow the accessory unit only in the principal building on the lot and specifies conditions that are intended to protect the integrity of the single-family owner-occupied property and neighborhood in which the accessory dwelling would be created.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

ARTICLE SEVEN (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 6:

The following question is on the official ballot:

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

Amendment No. 6 would add a new paragraph to Section 702.7 that would allow Administrative Permits to be issued for regular repair and maintenance work in

and near wetlands and water bodies on structures, improvements or features that have been legally built or grandfathered. This amendment would further specify that repair and maintenance could not result in expansion of any structure, improvements, and features or in the reduction of a wetland or water body.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

ARTICLE EIGHT (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 7:

The following question is on the official ballot:

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

Amendment No. 7 would amend Section 210.1 by adding a new subparagraph O that would require that in the “GR” General Residence and “SR” Single Residence zoning districts, above ground fuel tanks of a size greater than 120 gallons shall be screened from view from abutting properties.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

ARTICLE NINE (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 8:

The following question is on the official ballot:

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

Amendment No. 8 would amend Section 210.1 N to allow the use of accessory buildings for bed and breakfast use and to add two subsections to allow for larger numbers of guests and bedrooms in Bed and Breakfast establishments on larger lots in the “SR” Single Residence and “RR” Rural Residence zoning districts; and this amendment would amend the definition of bed and breakfast in Section 902 to allow for 16 or fewer in-house transient guests in a maximum of 8 bedrooms.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

ARTICLE TEN (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 9:

The following question is on the official ballot:

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



Amendment No. 9 would amend Table 204.3 "OL" Office and Laboratory, and Section 502 Planned Residential Development (PRD) so as to permit PRD in the "OL" zoning district as a Permitted Use.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

ARTICLE ELEVEN (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 10:

The following question is on the official ballot:

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

Amendment No. 10 would amend Table 204.6 "SR" Single Residence, and Section 502 Planned Residential Development (PRD) so as to permit PRD in the "SR" zoning district as a Permitted Use.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

ARTICLE TWELVE (to vote by ballot): To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 11:

The following question is on the official ballot:

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

Amendment No. 11 would establish a "GR-3", General Residence--Three Zoning District by amending Sections 201 (Establishment of Districts), 204.5 (General Residence Uses and Area and Dimensional Controls), 323 (Noise Standards), and 502 (Planned Residential Development) of the Zoning Ordinance; and would amend the Zoning Map to set out a GR-3 zoning district along the west side of Lyme Road to include the following parcels currently zoned "SR-3": 49/1, 49/2, 49/3, 49/7 and 49/10.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

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

The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 12 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 12 would amend the Zoning Map so that in an area east of Grasse Road the boundary between the "SR-1" Single Residence--1 and "F" Forestry and Recreation zoning districts would be altered so as to generally coincide with the watershed of Fletcher Reservoir which is within the Hanover Water Works Company property: the "SR-1" zoning district would be extended to include a piece of land of 13.8 +/- acres currently zoned "F", and the "F" zoning district would be extended to include 8.4 +/- acres of currently zoned "SR-1" land.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

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

The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 13 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 13 would change the zoning district designation of portions of parcels 33/83, 33/81, 33/21 and 33/22 currently in the "GR-2" General Residence-2 zoning district to "I" Institutional zoning district.

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

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

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

ARTICLE SIXTEEN: To see if the Town will vote to construct a new Community and Senior Center on two adjoining Town-owned parcels of land located at 34 South Park Street and 48 Lebanon Street, and to vote to raise and appropriate up to \$1,500,000 for that purpose, and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote. The guaranteed maximum cost of the Community and Senior Center is \$2,860,336, including construction costs, architecture and engineering fees, furnishings, geo-technical and a contingency. Of this amount, \$100,000 was already appropriated for architectural design at the 2001 Town Meeting; \$1,500,000 is proposed for funding by issuance of bonds or notes in this Article; \$1,186,511 is funded through private donations already received and appropriated in Article Seventeen; and \$73,825 is funded through an appropriation from the Land and Capital Improvements Fund in Article Eighteen. To the extent additional private donations are received, the amount utilized from the Land and Capital

Improvements Fund will be reduced first, and, then, the amount of the bond will be reduced accordingly. Funding for the debt service for the first year of this bond is included in Article Thirty. A two-thirds ballot vote is required.

Selectmen                      For   5                      Against   0    Abstain   0

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$1,186,511 to construct a new Community and Senior Center, and to fund this entire appropriation by donations from private individuals in the amount of \$1,186,511, with the balance of the project cost to come from issuance of bonds or notes as contained in Article Sixteen, and an appropriation from the Land and Capital Improvements fund as contained in Article Eighteen. To the extent private contributions exceed the \$1,186,511 that has already been raised, those funds shall be utilized to fund the construction of the Community and Senior Center, thereby reducing the funds to be expended from the Land and Capital Improvements Fund first, and, then, the amount of the bond will be reduced accordingly.

Selectmen                      For   5                      Against   0    Abstain   0

ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$73,825 for the purpose of funding the construction of the Community and Senior Center to be located at 36 South Park Street and 48 Lebanon Street, and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund. Such funds will be combined with the \$1,500,000 bond proceeds authorized in Article Sixteen and the private donations raised for this project and authorized for expenditure in Article Seventeen to fully fund the construction of the facility. Funding available from 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. To the extent additional private donations are received, the amount utilized from the Land and Capital Improvements Fund will be reduced first, and, then, the amount of the bond will be reduced accordingly.

Selectmen                      For   5                      Against   0    Abstain   0

ARTICLE NINETEEN: To see if the Town will vote to raise and appropriate \$13,250 for deposit in the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, 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 2000-2001. 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.

Selectmen                      For   5                      Against   0    Abstain   0

ARTICLE TWENTY: To see if the Town will vote to raise and appropriate \$13,250 for deposit in the Conservation Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total amount collected in the Land



Use Change Tax Reserve in the fiscal year 2000-2001. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they land out of current use.

Selectmen                      For 5                      Against 0                      Abstain 0

ARTICLE TWENTY-ONE: To see if the Town will vote to terminate the Sidewalk Capital Reserve Fund, and deposit the Fund's balance (presently \$96,119) into the General Fund, undesignated fund balance. And further, to see if the Town will raise and appropriate \$96,119 for deposit into the Public Works Capital Reserve Fund, and to fund this appropriation by transferring this sum from the General Fund undesignated fund balance. At Town Meeting in 2001, voters amended the Town Charter by abolishing the sidewalk special services district, thereby transferring amounts held in the Sidewalk Fund to the General Fund. This article would take funds from the terminated Sidewalk Capital Reserve Fund and transfer them to the Public Works Capital Reserve, from which future purchases of sidewalk plows would be funded. A two-thirds vote is required.

Selectmen                      For 5                      Against 0                      Abstain 0

ARTICLE TWENTY-TWO: To see if the Town will vote to ratify the Parking Capital Reserve Fund and its purposes, authorizing its use for the replacement of Parking vehicles and for major repairs and enhancements to the Parking Facility, and to raise and appropriate \$50,000 for deposit into that Parking Capital Reserve Fund, and to fund this appropriation by authorizing the withdrawal of the \$50,000 sum from undesignated fund balance. These monies are currently budgeted in the FY 2001-2002 Parking Fund budget. A two-thirds vote is required.

Selectmen                      For 5                      Against 0                      Abstain 0

ARTICLE TWENTY-THREE: To see if the Town will vote to establish a North College Street Reconstruction Capital Reserve for the future reconstruction of North College Street, and to raise and appropriate \$91,140 for deposit in that Capital Reserve, and to fund this appropriation by authorizing the transfer of surplus funds from the unexpended fund balance as of June 30, 2002.

Selectmen                      For 5                      Against 0                      Abstain 0

ARTICLE TWENTY-FOUR: To see if the Town will vote to raise and appropriate \$451,860 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established:

Police	\$ 60,700
Public Works (includes Sidewalk Reserve Contribution)	\$166,000
Fire Fund	\$ 90,000
Wastewater Treatment Plant Fund	\$108,000
Ambulance Fund	\$ 24,500
Parking	\$ 2,660

The appropriation into the Public Works Capital Reserve is in addition to the sum of \$96,119 transferred into the Reserve in Article Twenty-One.

Selectmen For 5 Against 0 Abstain 0

ARTICLE TWENTY-FIVE: To see if the Town will vote to raise and appropriate \$331,699 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

Police – vehicle replacement (4 cruisers, 2 sedans, 1 4-wheel drive)	\$164,529
Public Works – vehicle replacement (1 spreader, 1 power rake, two pick-up trucks, 1 dump truck w/plow)	\$146,890
Fire Fund – vehicle replacement (1 pick-up truck)	\$ 20,280

Selectmen For 5 Against 0 Abstain 0

ARTICLE TWENTY-SIX: To see if the Town will vote to approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 1, 2002, between the Town of Hanover and the International Brotherhood of Police Officers, Local 561, which calls for the following increases in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>	
2002-2003	2.5%	\$49,893
2003-2004	2.5%	\$17,529
2004-2005	2.5%	\$18,095

And further to raise and appropriate the sum of \$49,893 for the 2002-2003 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectmen For 5 Against 0 Abstain 0

ARTICLE TWENTY-SEVEN: To see if the Town will approve the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 1, 2002, between the Town of Hanover and AFSCME, Local 1348, which calls for the following increase in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>	
2002-2003	2.5%	\$50,823
2003-2004	2.5%	\$18,631
2004-2005	2.5%	\$19,160

And further to raise and appropriate the sum of \$50,823 for the 2002-2003 fiscal year, such sum representing the additional costs attributable to the increase in salaries and

benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

Selectmen                      For   5                      Against   0                      Abstain   0

ARTICLE TWENTY-EIGHT: To see what sum the Town will vote to raise and appropriate to pay the expenses of the Town for the 2002/2003 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding articles.

Selectmen                      For   5                      Against   0                      Abstain   0

ARTICLE TWENTY-NINE: To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the residents of Hanover by the Family Place. This is the third and final year this article will appear separately on the warrant.

ARTICLE THIRTY: To see if the Town will vote to raise and appropriate \$9,300 to support the services provided to the residents of Hanover by West Central Behavioral Health. This is the first year this article has appeared separately on the warrant.

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

ARTICLE THIRTY-TWO: 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 15th day of April, 2002.

TOWN OF HANOVER  
BOARD OF SELECTMEN

- Brian F. Walsh, Chairman
- Katherine S. Connolly
- Marilyn W. Black
- William R. Baschnagel
- Judson T. Pierson, Jr.

# **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 May 14.

**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, Chapter 1. The Warrant includes two sets of articles:

1. **Ballot voting** (Articles One through Fourteen): Voting on Articles One through Fourteen - which includes voting for candidates for office and for amendments to the Hanover Zoning Ordinance - is conducted by ballot during the day of Town Meeting (May 14, 2002) from 7:00 am to 7:00 pm, in the Hanover High School gymnasium. The daytime ballot voting is held by secret ballot, referred to as the “Australian ballot” or the “Official ballot”.
2. **Business meeting** (Articles Fifteen through Thirty-Two): Discussion of and voting on Articles Fifteen through Thirty-Two – including the proposed budget in Article Twenty-Eight – takes place at an open meeting, called the “business meeting”, which begins at 7:00 pm on Tuesday, May 14, in the Hanover High School gymnasium. At the business meeting town meeting, citizens sit down together and discuss, modify, and vote.

**What if you cannot attend?** If you cannot come to 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 pm the day before Town Meeting or by mail by 5:00 pm 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 election day, May 14; 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 registrations 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 in Part I of Chapter 1.

## **Ballot Voting Articles One – Fourteen**

Voting on Articles One through Fourteen will be conducted by ballot on Tuesday, May 14, 2002 from 7:00 am to 7:00 pm in the gymnasium of Hanover High School.

### **Article One: Election of Town Officers**

The **Selectmen**, so named because members are selected on Town Meeting day, perform most of the Town's legislative functions outside the legislative role granted voters at Town Meeting. Two positions, currently held by Brian F. Walsh and Marilyn W. "Willy" Black are to be filled in 2002, each for a three-year term. Peter L. Christie, John L. Currie, Phillip D. Harrison and Brian F. Walsh, are the candidates competing for the two positions. The two candidates receiving the highest number of votes are elected to fill the two positions.

The **Treasurer** is responsible for receipt and disbursement of Town funds and the short-term investment of excess funds. The position is elected annually and the current Treasurer, Michael Ahern, is seeking re-election to a one-year term.

Both the Howe Library and the Etna Library are Town-supported. Each has a Board of Trustees, but they are elected differently based on their history of foundation. The **Howe Library Trustees** are elected by members of the Howe Corporation; the **Etna Library Trustees** are elected by Town Meeting for a three-year term. The Howe Library Corporation owns the library building and contributes to the operating expenses of the Howe Library. One Etna Library Trustee is up for election and the incumbent, Amy Stephens, has decided not to seek re-election. Mary Sullivan King is seeking election to a three-year term.

The **Supervisors of the Checklist** are legally responsible for overseeing the voter registration and certification process and for maintaining the updated voter checklist. One Supervisor position is up for election and the incumbent, M. Lee Udy, has decided not to seek re-election. Elaine K. Hawthorne is seeking election to a six-year term.

The **Town Moderator** oversees all elections and also presides over the business portion of Town Meeting. Harry Bird, who has served as Hanover's Town Moderator for twenty-six years, has decided not to seek re-election. Marilyn W. "Willy" Black is seeking election to a two-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 incumbent Paul Gardent is seeking re-election to a three-year term.

Note: The following Articles Two through Fourteen are Amendments No. 1 – 13 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. All of the proposed amendments to the Zoning Ordinance have been approved by the Planning Board. None of the proposed amendments were submitted by petition.

### **Article Two: Zoning Amendment No. 1—Downtown Rezoning**

At Public Hearings held on April 2 and 9, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

This amendment, which was proposed by the Downtown Committee as a result of its planning efforts (“Downtown Hanover Vision,” on the Town’s website, HanoverNH.org), would create a new Downtown District replacing the majority of the existing B-2 Central Business zoning district in the vicinity of South Main, Allen, and Lebanon Streets, and the GR-1 General Residence zoning district in the vicinity of South Street, Sanborn Road and Sargent Place. The Downtown District is designed to protect the character of the existing downtown by promoting a compact commercial center with a mix of housing and balanced by the adjacent neighborhoods and the campus of Dartmouth College. The Downtown district is proposed to be divided into two sub-districts: Downtown Center (D-1), and Downtown Edge (D-2), which would require a lower floor-to-area ratio (a density control) and a larger proportion of residential use of property so as to be compatible with adjacent neighborhoods. Other proposed minor zoning map changes are shown on the accompanying map.

This proposal incorporates a number of other changes in the downtown, including the following:

- Allowed uses would be revised to promote residential intensification, similar uses grouped within broad categories, and inappropriate uses eliminated.
- Front setbacks would be defined by a Downtown Area Setback Line Map, and minimal projections allowed to increase variety along the street. This map would provide for setbacks of up to 20 feet from the current curb lines and replaces the current front setback requirement of five feet from the front property line.
- Density would be governed primarily by a Floor-Area Ratio controlling building mass, enabling an owner to choose to construct a lower building covering a larger proportion of the lot or to construct a taller building covering less of the lot. Permitted building height would be raised by 3 feet in D-1 and lowered by 7 feet in D-2.
- No longer necessary to control density, lot dimensional requirements would be reduced to increase planning and design flexibility.



- The use of “parking credits” would better account for required, provided, and grandfathered parking spaces.
- As an alternative to having to provide all required parking spaces on site, owners would be given the option of purchasing additional parking credits from other property owners who have an excess of parking spaces. Spaces whose zoning rights are transferred in this manner could not be used to satisfy parking requirements caused by further development.
- Parking requirements have been modified to simplify the calculation of restaurant parking and to simplify and moderately reduce parking required for other downtown uses.

### **Article Three: Zoning Amendment No. 2—Downtown Signs**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted 6:1:0 to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

This amendment was proposed by the Downtown Committee in order to deal with a variety of sign-related visibility and business-identification problems in downtown, by:

- Permitting signs perpendicular to the building wall, projecting up to sixteen inches, enabling business in alleys, upper floors, basements, etc, to be more readily found by customers;
- Allowing on awnings letters to increase from 6 to 8” tall or logos up to 12” tall;
- Increasing the sign area limit per building front from 100 to 200 square feet, in order to allow businesses within multi-tenant buildings to be more readily found by customers;
- Capping each sign to a size of 25 square feet in order to prevent massive sign sizes;
- Increasing the number of temporary signs permitted per building from 3 to 5, and increasing the flexibility of placement of these signs; and
- Allowing one group sign, limited to 30 square feet, per private alley, in order to help customers find businesses located in alleys.

### **Article Four: Zoning Amendment No. 3—Special Exception Reduction**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

The Zoning Board of Adjustment (ZBA) has seen its case volume grow significantly over the past few years. Much of this growth has been caused by an increase in the number of applications for Special Exceptions. When a use is allowed only by Special Exception, a proposal for such a use must be reviewed by the ZBA at a public hearing and can be allowed only if the ZBA finds that the specifics of the proposed use would not adversely affect the character of the area in which the proposed use is to be located. While many uses justify the need for the existing requirements that such uses be subject to Special



Exception review, the ZBA has found many other uses to be needlessly subject to Special Exception review, because they are inherently in character with their vicinity or do not conceivably pose negative impacts. In these instances, the Zoning Board has found itself having to spend time hearing and deliberating cases whose presence before the Board seems to the Board members to be unnecessary. In addition, such cases require property owners to spend needless time, energy, and money to prepare and submit applications to the Board.

This proposed amendment would amend Use and Dimensional Tables in Section 204 by transferring some uses from the list of uses “Allowed by Special Exception” to the list of “Permitted Uses”, adding and/or deleting some Permitted Uses and uses Allowed by Special Exception, and modifying some dimensional requirements; amending Section 210.3 so that produce stands may be placed in front setbacks of properties; deleting the text of Section 301; and adding a new Section 1007 to provide in the Zoning Ordinance provision for the granting of Equitable Waivers as allowed by State Law.

#### **Article Five: Zoning Amendment No. 4—Parking in the “F” Zoning District**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

Currently parking is permitted in the “F” Forestry and Recreation zoning district as a parking facility or as a governmental use. With conservation activity occurring in the “F” district often making land available for public recreation, it is limiting to have parking allowed only if the town, state or other governmental agency owns the land.

This amendment would allow parking associated with a recreational area to be placed as a permitted use on private property. The amendment is consistent with the statement from the Open Space Chapter of the Hanover Master Plan that “Ensuring that Town-owned land is easily accessible to the public should be a priority for the Town in its consideration of strengthening the Town’s recreation and conservation network.” It is important that open space land should be accessible to the public. Parking is one way to make it accessible.

#### **Article Six: Zoning Amendment No. 5—Accessory Dwelling Unit**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

The 2001 Affordable Housing Survey identifies the increased provision of accessory apartments as a significant way to increase the diversity and affordability of housing in Hanover.

The proposed amendment would allow accessory dwelling units as permitted uses provided that specified criteria are met. This would enable the Zoning Administrator to issue a Zoning & Use Permit for an accessory dwelling unit meeting these criteria. These criteria are intended to protect the integrity of the single-family owner-occupied property and the neighborhood in which the accessory dwelling unit would be created. These criteria specify that such accessory units would only be in single-family, owner-occupied houses and would be subsidiary to that principal use; require a minimum lot size and adequate on-site parking; specify a minimum and a maximum size of the accessory unit; limit the number of accessory units on a property to only one which must be only in the principal building; and stipulate that the single-family residential appearance of the house be maintained.

### **Article Seven: Zoning Amendment No. 6—Wetlands Administrative Permit for Maintenance and Repair**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

The wetlands and water body protection provisions (Section 702) make no provision for regular or routine maintenance and repairs of structures, improvements, or features located within wetlands and water bodies or within the 75-foot buffer setback. In addition, this section of the Zoning Ordinance stipulates that if any work, including the construction of structures, improvements, or man-made physical features, has ever been done on a property that required or would have required a Wetlands Special Exception or an Administrative Permit, then no subsequent Administrative Permit can ever be granted. Because repair and maintenance work is of necessity done on structures, improvements, or features which had been or, if grandfathered, would have been subject to a Special Exception or Administrative Permit, no Administrative Permit is allowed to be issued, necessitating a Special Exception be granted by the Zoning Board of Adjustment, entailing a time-consuming and expensive review process. In addition, such work must be planned out in full detail well ahead of time in order to be presented in the Special Exception application. Often, however, routine maintenance and repair work uncovers conditions which could not be foreseen until the work has been underway or until the level of the water body in which the structure is located is lowered; thus, if changes are necessary, then the work must stop while a new Special Exception is obtained. Much repair and maintenance work involves regular, routine, or periodically recurring work to keep shoreline facilities and improvements, such as beaches, bridges, and docks in good and safe condition, or renewing the functioning of above-water or subsurface water control devices necessary to the on-going integrity of an artificial pond or previously altered banks of streams.

The proposed amendment to Section 702.7 would allow Administrative Permits to be issued for regular repair and maintenance work in and near wetlands and water bodies on structures, improvements, or features which have been legally built, even when the property has already received a Wetlands and Water Body Special Exception or



Administrative Permit or would have had it not been grandfathered. It specifies that repair and maintenance could not result in the expansion of any structure, improvement, and feature or in the reduction of a wetland or water body.

### **Article Eight: Zoning Amendment No. 7—Fuel Tanks in the GR and SR Zoning Districts**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

Citizens have complained that large unscreened above-ground fuel tanks, greater than 120 gallons, can be neighborhood eyesores. Such tanks can be particularly visible to neighbors in many parts of the GR General Residence and SR Single Residence Zoning Districts where yards tend to be relatively small. At the present time, the location of above-ground fuel tanks is not regulated other than that building and safety codes require them to be a certain distance away from structures and streets, increasing the probability that they will be in view of neighbors. This amendment proposes to deal with this situation by requiring that any above-ground fuel tank of greater than 120 gallons in size be screened from view from abutting properties. It should be noted that the placement of fuel tanks outside and above the ground is in practical terms usually avoided, as general practice in the industry is to bury large propane tanks in the ground and to place oil tanks within structures.

### **Article Nine: Zoning Amendment No. 8—Bed and Breakfast**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

It would be useful if large homes and those with accessory buildings, such as in rural Etna, had greater opportunities for economic viability in order to better ensure their continued preservation and contribution to the character of rural areas. Bed & Breakfast is a use, allowed by special exception in the “SR” Single Residence and “RR” Rural Residence zoning districts, that has been found to be suitable for older and larger homes and often-unused outbuildings. Current zoning links the number of rooms to a property’s acreage, yet stops at a maximum of 5 rooms for a minimum 3-acre lot in RR and a 4-acre lot in SR. By permitting the number of guest rooms to be increased, this amendment would allow an improved economic viability for Bed and Breakfast use of large homes on large parcels of land, with no appreciable increase in traffic and no additional impacts on neighbors. Two additional size categories would be added to current allowances so that Bed and Breakfasts could accommodate up to 12 guests in no more than 6 bedrooms on a minimum 6-acre lot, or not more than 16 guests in no more than 8 bedrooms on a minimum 10-acre lot.

### **Article Ten: Zoning Amendment No. 9—PRD in the “OL” Zoning District**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted 5:2:0 to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

Together with its finding that Hanover has a severe and increasing lack of affordable housing, the Affordable Housing Feasibility Study of July 2001, by Hadfield Associates, recommended two immediate steps that could be taken to provide needed affordable housing. One of those steps is the development of approximately 50 dwelling units for low-, moderate-, and middle-income households. In order to enable such a development to be financially feasible, it should be of a reasonably high density, and land and infrastructure costs need to be kept as low as possible.

The 67-acre town-owned Gile Tract (Map 21, Lot 2) is located in the Office and Laboratory (OL) Zoning District, which at present does not allow residential development of any kind. The use of town-owned land for this affordable housing purpose could significantly lower the costs of land for such a development. The location of this tract adjacent to a major road and within easy reach of existing public utilities further adds to the financial feasibility of such a development. This is the only available piece of town-owned land suitable for moderate-density housing. This proposed modification of the “OL” zoning provisions to allow planned residential developments would only enable, not mandate, such development to occur in the “OL” district. It will still be up to a future Town Meeting to determine if the Town-owned Gile Tract could be developed for such housing.

The “OL” zoning district is located in the vicinity of the Gile Tract and Buck Road east of Route 120 and in the vicinity of CRREL and Dartmouth Printing Company on Lyme Road. With the exception of the Gile Tract, two large and one small residential lots on Buck Road, and land at the corner of Lyme and Dresden Roads used as a playfield, the entire “OL” district consists of land used for research laboratory, industrial printing, and professional offices.

### **Article Eleven: Zoning Amendment No. 10—PRD in the SR Zoning District**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted 5:1:1 to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

Planned Residential Developments (PRDs) are currently allowed in areas served by public water and sewer in the “RR” Rural Residence and “GR” General Residence zoning districts, but not, curiously, in the “SR” Single Residence zoning district, the characteristics of which are intermediate between “RR” and “GR”. Thus, at present, the only allowed alternative to conventional subdivision development in “SR” districts is through the Open Space Subdivision provisions of Section 501. However, recent experience, such as with the Grasse Road—Phase II subdivision, illustrates the weakness of the Open Space subdivision method to reduce impacts on and intrusions into wetlands



and wetlands setbacks, to provide for meaningful open space which can contribute to an open space and wildlife network, and to promote variety in the types of housing built. PRDs, or Cluster Developments, or Conservation Developments, are able to address these limitations in ways consistent with both the 1986 Master Plan and the latest concepts of our new Master Plan.

This proposed amendment to the Zoning Ordinance would allow PRDs to be built in SR zoning districts served by public water and sewer. Characteristics of such PRDs should be intermediate between those required in RR and those required for GR zoning districts. PRDs do not entail any increases in the densities already legally allowed in the zoning districts in which they are located.

### **Article Twelve: Zoning Amendment No. 11—GR-3 Zoning District in the Rivercrest Area**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted 5:2:0 to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

Unless zoning is changed to accommodate increased residential densities in areas served by existing road, sidewalk, water, and sewer infrastructure, and relatively close to commuter destinations, development pressures could well cause the bulk of new housing to be scattered throughout the more rural parts of town, increasing traffic congestion, putting at further risk the preservation of rural open space and wildlife habitats, and discouraging the creation of the variety of type, size, and cost necessary to promote housing diversity and affordable housing. A Build-Out Analysis based on current Hanover zoning confirms this trend. The Planning Board has considered this issue in its master plan discussions, and much in the Board's new Master Plan concept includes a redirection of future residential growth away from our rural areas and into the parts of town served by our existing water and sewer service infrastructure, especially into prospective Village Centers at Rivercrest along Lyme Road and Centerra North east of Route 120.

In order to encourage the production presently of higher density housing in one of these contemplated Village Centers, this amendment would modify the zoning map by establishing a new type of zoning district, General Residence-3 ("GR-3"). As shown on the accompanying map, the new "GR-3" District would be located along the west side of Route 10 and include five parcels owned by the Trustees of Dartmouth College (Rivercrest properties). While the "GR-3" District would be similar in many respects to the "GR-2", the open space requirement of a PRD in the GR-3 would be reduced, and the uses allowed in the "GR-3" would be somewhat more permissive.

### **Article Thirteen: Zoning Amendment No. 12—Adjustments to SR-1 & F Zoning Districts at Grasse Road**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted 6:1:0 to recommend that Town Meeting approve this zoning amendment. The full text of this

amendment is included in the Appendix that follows the end of this section of the Town Report.

As shown on the accompanying map, a small portion of the Hanover Water Works (HWW) property east of Grasse Road lies outside of the reservoir watershed. As such, this area (approximately 13.8 acres in size) makes no hydrologic contribution to the public water system. This land area is also located immediately adjacent to a 72-acre tract of land on Grasse Road owned by Dartmouth College and slated for future residential development. The HWW land is currently zoned Forestry and Recreation (“F”); the adjacent College land, which is served by public water and sewer, is zoned Single Residence (“SR-1”). Given the significant demand for more moderately priced housing in Hanover in those parts of town served by our existing public water and sewer infrastructure, coupled with the lack of utility of this portion of the HWW land for public water supply purposes, a change in the zoning district designation from “F” to “SR-1” would allow this area to be developed for residential housing as part of Dartmouth’s next phase of Grasse Road housing. Conversely, this amendment would place into a more protected status an area of approximately 8.4 acres of Dartmouth-owned land, which does contribute to the watershed of the reservoir, by transferring it from the “SR-1” district to the “F” district.

#### **Article Fourteen: Zoning Amendment No. 13—West Wheelock GR-2 to I Rezoning**

At a Public Hearing held on April 2, 2002, the Hanover Planning Board voted unanimously to recommend that Town Meeting approve this zoning amendment. The full text of this amendment is included in the Appendix that follows the end of this section of the Town Report.

The design and permitting of a prospective parking structure on the Dartmouth College campus in the vicinity of West Wheelock Street and Thayer (or “Engineering”) Drive could be facilitated if the restrictions, such as differential setback and height allowances, resulting from the location of the relevant land parcels in two zoning districts, General Residence-2 (“GR-2”) along their West Wheelock Street frontage, and Institutional (“I”) in the rear portions of these parcels, can be eliminated by rezoning these parcels so as to place them in one zoning district. As the proposed parking garage would serve institutional campus purposes, the appropriate zoning classification would be the “I” Institutional zoning district. This proposed parking structure on the west side of campus is intended to implement a long-standing goal of the Town of Hanover and Dartmouth College to divert vehicles from West Wheelock before they enter the congested Inn Corner intersection and downtown Hanover.

These parcels (all shown on Assessor’s Map 33) are:

- Dartmouth College’s Thayer School parcel (parcel 22),
- The College’s West Campus parcel (parcel 83) which includes the River Dormitory Cluster,
- The College’s parcel 81, which contains a three-building apartment complex, and
- Parcel 21, containing a small multi-family house, under purchase and sales agreement with the College.



## **Business Meeting Voting Articles Fifteen through Thirty-Two**

### **Article Fifteen: Election of Additional Town Officers**

This article includes election of additional Town Officers that do not need to be elected by written 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 Board of Selectmen.

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

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

### **Article Sixteen: Bond Vote for Construction of New Community and Senior Center**

This article appropriates \$1,500,000 for construction of a new Community and Senior Center on two contiguous properties owned by the Town and purchased for this purpose, located at 34 South Park Street and 42 Lebanon Street. The principal and interest payments for this bond would replace principal and interest payments previously budgeted for a five-year bond of \$500,000 that was approved for the construction of the Public Works Department addition in 1996 and will be fully paid off in FY 2001-2002. The total construction cost for the proposed 21,000 square foot, two-story building with full basement, including furnishings and contingency, is currently estimated at \$2,860,336. In addition to the \$1,500,000 bond issue requested in this article, and the \$100,000 funded at Town Meeting in 2001 for final design, to date over \$1,186,511 has been raised through private donations from over 365 individuals and businesses. Appropriation of these many generous donations is requested in Article Seventeen. The remaining shortfall of \$73,825 is recommended for funding by an appropriation from the Land and Capital Improvements Fund in Article Eighteen. The Selectmen voted 5-0 to support this appropriation as part of their final budget deliberations on March 18, 2002 and at the Pre-Town Meeting public hearing held on April 15, 2002.

### **Article Seventeen: Official Appropriation of Donations Received for Construction of New Community and Senior Center**

This article appropriates \$1,186,511 in private donations received to date and requests authorization to spend any additional donations received over that amount, for construction of the new Community and Senior Center. Over 365 individuals, businesses



and local organizations have donated amounts ranging from \$10 to \$550,000, signaling strong support for construction of the new Center. To the extent donations in excess of \$1,186,511 are received, the requested appropriation of funds from the Land and Capital Improvements Fund in Article Eighteen will be reduced. Under state law, the Board of Selectmen can authorize expenditure of these donations after holding a public hearing, but felt it was important to ask Town Meeting to officially recognize the donations that have been received and to authorize their expenditure. The Selectmen voted 5-0 to support appropriation of these funds during the Pre-Town Meeting public hearing on April 15, 2002.

**Article Eighteen: Maximum Funding from the Land and Capital Improvements Fund Which Could be Utilized for Construction of a New Community/Senior Center**

This article appropriates up to \$73,825 from the Land and Capital Improvements Fund, representing the final amount of funding needed to fully fund the construction of the new Community and Senior Center. To the extent funds in excess of \$1,186,511 are raised through private donations, the actual amount of funding utilized from the Land and Capital Improvements Fund will be less than the total appropriation sought in this article. The Selectmen voted 5-0 to support appropriation of these funds during the Pre-Town Meeting public hearing on April 15, 2002.

**Article Nineteen: 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 50% to the Land and Capital Improvements Fund and 50% to the Conservation Fund. This article distributes 50% of the Land Use Change Tax revenue from FY 2000-2001 into the Land and Capital Improvements Fund. This fund can be utilized to purchase land for Town facilities or to assist in the construction or renovation of Town facilities. The Board of Selectmen voted 5-0 to support this article during the Pre-Town Meeting public hearing on April 15, 2002.

**Article Twenty: Distribution of Revenue into the Conservation Fund**

Mirroring the action taken in Article Nineteen, this article distributes 50% of the FY 2000-2001 Land Use Change Tax revenue into the Conservation Fund. This fund can be utilized to purchase conservation land, conservation easements, or to implement land conservation-related activities. The Board of Selectmen voted 5-0 to support this article during the Pre-Town Meeting public hearing on April 15, 2002.

### **Article Twenty-One: Combining the Sidewalk and Public Works Equipment Reserves**

At the 2001 Town Meeting, the voters approved the recommended merger of the Sidewalk Fund and the General Fund, thereby eliminating the separate Sidewalk District tax. Funds for the maintenance and new construction of sidewalks are now included in the Public Works Department budget. As a legally separate fund, the Sidewalk Fund included an equipment reserve, into which the Town contributes every year for the periodic purchase of replacement sidewalk plows and sweepers. In addition, the Town maintains a Public Works equipment reserve, into which the Town contributes every year for the annual replacement of related equipment such as dump trucks and tractors. Now that the Sidewalk Fund has been eliminated and the expenses absorbed by the General Fund, it is recommended that the Sidewalk Equipment Reserve be combined with the Public Works Equipment Reserve by eliminating the original Sidewalk Equipment Reserve and depositing the proceeds from that fund into the Public Works Equipment Reserve. As has been done in the past, the Town will continue to contribute to the fund for ongoing replacement of both sidewalk and highway-related equipment. Town Meeting must annually authorize contributions to and withdrawals from all Town equipment reserves, as noted in Articles Twenty-Four and Twenty-Five. The Board of Selectmen voted 5-0 to support this article during the Pre-Town Meeting public hearing on April 15, 2002.

### **Article Twenty-Two: Ratification of the Expanded Purpose for the Parking Capital Reserve**

This article requests that Town Meeting ratify an expanded purpose for the Parking Capital Reserve by authorizing the use of its funds for any necessary major repairs and/or enhancements to the new Parking Facility as well as for the purchase of parking-related vehicles, which was the original purpose of the Fund. In addition, this article seeks to appropriate \$50,000 from the FY 2001-2002 Parking Fund budget that was budgeted in the event major repairs were required in the current fiscal year but will not be expended, into the Parking Capital Reserve for use in any future repairs or enhancements. The Board of Selectmen voted 5-0 to support this article during the Pre-Town Meeting public hearing on April 15, 2002.

### **Article Twenty-Three: Establishment of a Reserve for Reconstruction of North College Street**

This article requests that a Capital Reserve be established for the future reconstruction of a portion of North College Street. The Town anticipates reconstructing North College Street between Wentworth and Maynard Streets during the summer of 2002 and has encumbered funding in the amount of \$81,100 for this purpose. In the future, once the College has completed anticipated construction of new dormitories on Maynard Street, the Town intends to reconstruct the final section of North College between Maynard and North Park Street. Additional encumbered funds in the amount of \$91,140 are available for that purpose, and the Town would like to set those remaining funds aside in a Capital Reserve for the anticipated future reconstruction of the final portion of North College

Street. The Board of Selectmen voted 5-0 to support this article during the Pre-Town Meeting public hearing on April 15, 2002.

**Article Twenty-Four: Payment into Capital Reserve Funds**

This article appropriates and authorizes the payment of monies into various Capital Reserve Funds. All of these actions are taken as part of the recommended budget for FY 2002-2003. The Town makes regular, annual contributions to these funds and then, as required, expends monies from the funds to replace vehicles and equipment. The Selectmen voted 5-0 to support these appropriations as part of their final budget deliberations on March 18, 2002.

**Article Twenty-Five: Withdrawal of Funds for Vehicle and Equipment Replacement**

This article authorizes the withdrawal of funds from three different Capital Reserve Funds to replace the following vehicles and pieces of equipment:

Police Equipment Reserve (Replace four police cruisers, two Detective's sedans, and one four-wheel drive utility vehicle)	\$164,529
Public Works Equipment Reserve (Replace one spreader, one power rake, two pick-up trucks, one dump truck with plow)	\$146,890
Fire Equipment Reserve (Replace one pick-up truck)	\$ 20,280

The Board of Selectmen voted 5-0 to support these expenditures as part of their final budget deliberations on March 18, 2002.

**Article Twenty-Six: Union Contract with Police Officers, Dispatchers, Parking, and Police Clerical Staff**

The Town has completed negotiations with Local 561 of the International Brotherhood of Police Officers, which represents the Police Officers, Dispatchers, Parking and Police Department clerical staff in the Hanover Police Department. The contract, which would expire in 2005, includes a 2.5% wage scale adjustment effective July 1, 2002, July 1, 2003, and July 1, 2004. In addition, the contract includes a three-year phase-in for a revised benefits package, resulting in a revised health insurance co-payment for bargaining unit employees. The Board of Selectmen voted unanimously to support the proposed union contract with IBPO Local 561 on April 1, 2002.



### **Article Twenty-Seven: Union Contract with Public Works Employees**

The Town has completed negotiations with Local 1348 of the American Federation of State, County and Municipal Employees, which represents employees of the Public Works Department. The contract, which would expire in 2005, includes a 2.5% wage scale adjustment effective July 1, 2002, July 1, 2003 and July 1, 2004. In addition, the contract includes a three-year phase-in for a revised benefits package, resulting in a revised health insurance co-payment for bargaining unit employees. The Board of Selectmen voted unanimously to support the proposed union contract with AFSCME on April 1, 2002.

### **Article Twenty-Eight: Proposed Municipal Budget for FY 2002-2003**

Once again for FY 2002-2003, the Board of Selectmen felt very strongly that - in light of the recently enacted statewide property tax and the potential for a major school facility bond issue - it was important to minimize the impact of the proposed budget on the municipal portion of the tax rate. Therefore, the General Fund budget for FY 2002-2003 represents a 3.0% increase to \$5.56 from the current municipal tax rate of \$5.40. The Town Manager's Budget Report, located in Chapter 2, page 8, provides a detailed explanation of the proposed budget, which includes appropriations for the tax-supported General, Fire and Parking Funds, as well as the non-tax supported Wastewater Treatment Plant and Ambulance Funds. The Board of Selectmen voted unanimously to support the budget as proposed for FY 2002-2003 during their final budget public hearing on March 18, 2002.

### **Article Twenty-Nine: Funding for the Family Place**

The Family Place, serving the needs of Hanover and Upper Valley families and children, requests funding in the amount of \$2,000 for FY 2002-2003. This funding helps to support the agency's Family Education Program, Playgroups, Family Fun Events, and Information and Referral services. This is the third year the Family Place has requested funding from the Town of Hanover, and this will be the final year that the agency's request will appear as a separate warrant article.

### **Article Thirty: Funding for West Central Behavioral Health**

West Central Behavioral Health, a local community mental health agency that serves individuals in Hanover and throughout the Upper Valley, requests funding in the amount of \$9,300 for FY 2002-2003. This funding helps to support a wide range of services provided to Hanover residents, from child and adult therapy to substance abuse therapy, vocational services, and case management. The agency finds the need to request funding from communities it serves as a result of reductions in available state and federal funding, thereby shifting costs to the local level. This is the first year that West Central has requested funding from the Town.

**Article Thirty-One: Resolutions**

During consideration of this article, the Board of Selectmen and Parks and Recreation Board will read a series of resolutions honoring Hanover citizens and retiring Town employees.

**Article Thirty-Two: Other Items**

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

## APPENDIX

### **Full Text of Article Two: Zoning Amendment No.1—Downtown Rezoning**

The proposed amendment is comprised of a number of parts that relate to specific sections and paragraphs of the Zoning Ordinance. The parts are summarized as follows, with full text shown thereafter:

Parts 2 & 3 reference and describe changes proposed to the Zoning Maps that graphically describe the geographical extents of the various zoning districts. Part 3 would establish that downtown building setback lines would be set forth on a “Downtown Area Setback Line” map.

Parts 4 & 5 would modify the table which sets forth objectives of the “D” Downtown zoning district and allowed uses and required dimensional controls for this district. These parts also would remove the uses concerning the existing “B-2” Central Business portion of the “B” Retail Business zoning district. Permitted uses, uses allowed by Special Exception, and various area and dimension standards would be different for the proposed “D” district than those that have been in force for the “B-2” district.

Part 6 would modify the setback standards for the “I” Institutional district to reflect that a portion of the Institutional zoning district along the northern side of Lebanon Street is proposed for inclusion in the area subject to the Downtown Area Setback Map.

Part 7 would relax frontage standards for the Downtown district from those applicable to all other zoning districts, in which corner lots must have the requisite frontage length along all abutting streets.

Part 9 would provide for certain building elements to project into the required front setbacks.

Part 12 would provide that with respect to the boundary between the “D” and “I” districts, building height above the normal standards would not be subject to the normal setback standard with respect to boundaries between zoning districts.

Parts 15 and 16 would exempt properties the Downtown district from the lot coverage and size limits standards for accessory parking structures.

Part 18 would exempt from the restrictions in the Institutional district against externally visible advertising and merchandise displays in the case where such would be visible only from the Institutional or Downtown district.

Part 19 would exempt the Downtown district from the requirement that setbacks be measured from a line 25 feet from the centerline of a right-of-way of less than 50-foot width.

Part 20 would add the Downtown district from the list of districts in which more than one principal building is allowed on a lot.

Part 21 would specify that underground portions of structures do not count in determining lot coverage and setbacks, and would remove a provision that includes carports, garages, and principal and accessory buildings as applicable to building coverage and setbacks.

Part 23 would exempt properties in the Downtown district from a prohibition against locating driveways within 75 feet of a street intersection.

Part 27 would set forth new parking requirements applicable to the Downtown district, including parking credits as an alternative to providing physical on-site parking spaces, the methodology for calculating parking credits, and modified standards relative to how many parking spaces or credits would be required according to various categories of building use.

Part 29 would add definitions of new use categories proposed for the Downtown district and of Gross Site Area and Lowest Adjacent Grade, and would modify the definitions of Floor Area Ratio, Gross Floor Area, Publishing, Front Setback, and Warehouse.



Parts 1, 8, 10, 11, 13, 14, 17, 22, 24, 25, 26, and 29 are “housekeeping” provisions that would alter various generally applicable sections of the Zoning Ordinance in order to maintain internal consistency and integration within the entire Ordinance

Additions to existing text are indicated by ***bold italics***, deletions by ~~***bold italic strikethrough***~~:

*Regular italics indicates a short explanation which is not proposed to be included in the Zoning Ordinance itself.*

**(1) Section 201**                    **Establishment of Districts.** *Create new Downtown Districts and replace the B-2 District.*

- B     Retail Business:
  - B-1    Neighborhood Business
  - ~~B-2~~   ~~Central Business District~~

- D     ***Downtown District:***
  - D-1    Downtown Center***
  - D-2    Downtown Edge***

**(2) Section 202**                    **Zoning Maps**  
*Modify Zoning Maps to include proposed new district boundaries.*

- A. Replace the existing B-2 Zoning District and portions of the GR-1 and SR-2 Zoning Districts with D-1 and D-2 Zoning Districts as follows:
  - 1. The D-1 District shall comprise
    - a. all parcels contained within the existing B-2 District, except for
      - i. The portion of Lot 17 shown on Assessors’ Map 34 now in the B-2 District, and
      - ii. Any portion of Lots 27, 32, 33, 34, and 35 shown on Assessors’ Map 34 and now in the B-2 District,
    - b. any portion of the following parcels contained within the existing GR-1 District and shown on Assessors’ Map 34: Lots 48, 49, 50, 51, 53, 54, 55 and 125; and
    - c. Contiguous portions of public rights-of-way consistent with Section 203.
  - 2. The D-2 District shall comprise the following parcels or portions of parcels:
    - a. That portion of Lot 27 shown on Assessors’ Map 34 and contained within the existing B-2 District;
    - b. The entirety of Lots 31, 32, 33, 34, 35, 60, 61, and 62 shown on Assessors’ Map 34 and contained within the existing B-2, GR-1 or SR-2 Districts;
    - c. Contiguous portions of public rights-of-way consistent with Section 203.
- B. Revise the existing Institutional, B-2 and SR-2 Zoning District boundaries so that the Institutional District shall now include
  - 1. Lot 67 shown on Assessors’ Map 34 and currently in the SR-2 District,

2. The portion of Lot 17 shown on Assessors' Map 34 now in the B-2 District, and
3. Contiguous portions of public rights-of-way consistent with Section 203.

**(3) Section 202                    Zoning Maps**

*Reference a new Downtown Area Setback Line map.*

202        The districts as established in Section 201 are shown on 10 maps on file in the offices of the Town of Hanover, which maps are a part of this Ordinance. These maps are titled "Hanover, New Hampshire Zoning Map-Town Wide"; "Hanover, New Hampshire Zoning Map-Urban Area"; Flood Boundary and Floodway Map, Town of Hanover, New Hampshire effective July 3, 1978 (includes maps 1-4) hereinafter referred to as FFBM, and Flood Insurance Rate Map, Town of Hanover, New Hampshire effective July 3, 1978 (includes maps 1-4) hereinafter referred to as FIRM. The Town Wide Zoning Map and Urban Area Zoning Map are amended to the extent that the Flood Plain District applies also to any land located in any other zoning district. For purposes of identification, the signatures of members of the Planning Board on the date of adoption are indicated. Subsequent changes in the ownership of those properties where property lines define district boundaries on these maps shall not affect the boundaries of the districts established by this Ordinance. In addition to the Zoning Maps showing the Districts, the following Maps are made part of this Ordinance: *a) with regard to Water Bodies and Wetlands: a Map entitled "Water Bodies and Wetlands Inventory", Hanover Conservation Commission, March 22, 1988, which shows the approximate location of all Water Bodies and Wetlands, and a set of Wetlands inventory maps (Scale 1 inch = 400 feet, 18 inches x 24 inches in size) showing Water Bodies, Wetlands, flood plains and tax parcels (the set of Wetlands Inventory Maps is available for public inspection and copies may be obtained at the office of Zoning Administrator), and b) with regard to the establishment of front setback lines for properties in the downtown area located in the Downtown District or Institutional District: a map entitled "Downtown Area Setback Line" dated [effective date].* For the purposes of identification, the signatures of the members of the Planning Board on the date of adoption are indicated.

**(4) Section 204                    District Objectives and Land Use Control. *Replace the existing B-2 Central Business District with a new Downtown ("D") Zoning District:***

**TABLE 204.2.A**

**"D" Downtown District**

***Objective:***

*The Downtown District is designed to protect the character of the existing downtown while promoting a healthy mix of commercial, office and residential uses within the District and mixed uses on individual properties. This district is divided into two parts: D-1, Downtown Center and D-2, Downtown Edge. The uses and Special Exceptions are generally the same for the two districts, but because of the intensity of use, different density regulations are desirable. The character of the D-2 District shall be compatible with nearby residential areas and promote a residential appearance.*

**Uses:**

[Note that the entire table of 5 Permitted and 9 Special Exception Uses and Area and Dimensions for the Downtown District is added. The table here is marked to show changes from the existing B-2 District.]

<u>Permitted Uses:</u>	<u>Allowed by Special Exception:</u>
<del>1. Tourist Home</del>	<del>1. Recreation, outdoor</del>
<del>11. Warehouse</del>	<del>2. Essential service</del>
	<del>3. Publishing</del>
	<del>5. Auto storage</del>
	<del>6. Drive-in Restaurant</del>
	<del>8. Vehicular sales &amp; repair facility</del>
	<del>12. Governmental use: limited to service</del>
	<del>13. Dwelling unit above first floor</del>
1. Downtown Commercial	1. Parking Facility
2. Downtown Lodging	2. Passenger station
3. Downtown Residential	3. Auto service station (D-1 District only)
4. Downtown Civic	4. Drive-In Facility, Other
5. Use accessory to permitted use	5. Essential Services
	6. Wholesale Business
	7. Child Day Care Agency
	8. Residential Institution
	9. Use accessory to Special Exception

\* *Downtown Residential and Downtown Civic are the only uses allowed above the ground floor in any building in the D-2 District.*

**Area and Dimensions:**

(all measurements in feet and inches unless otherwise stated)

District	<u>Minimum Lot Size:</u>		<u>Minimum Setbacks:</u>			Maximum Height	Maximum FAR
	Area	Frontage	Front	Side	Rear		
(iii)							
D-1	10,000	5020	5i	ii	ii	4245	2.4
D-2	10,000	5020	5i	ii	ii	4235	1.5

i: *The minimum front setback shall be the distance established by the line shown on the Downtown Area Setback Line map.*

ii: *For buildings on lots adjoining residentialGR, SR or RR districts, the minimum side setback adjoining the district shall be 15 feet; the minimum rear setback adjoining the residentialGR, SR or RR district shall be 20 feet. In all other cases there shall be no side or rear setback requirement.*

\*\*~~For lots on the turnaround portion of cul-de-sacs, see Section 209.1.~~

iii: *Maximum FAR refers to the maximum Floor Area Ratio.*



(5) Section 204 District Objectives and Land Use Control. *Modify to remove the B-2 District.*

TABLE 204.2.B  
"B" Retail Business

Objective:

The areas for the Retail Business District are designed to provide in selected locations throughout the community, *but separate from the Downtown Districts*, sites for retail sales and services that are needed to serve the community. ~~This district is divided into two districts: B-1, Neighborhood Business and B-2, Central Business District. The uses and Special Exceptions are the same for the two districts, but because of the existing building pattern and the intensity of use, different lot regulations are desirable.~~

[No change in table of permitted uses]

Area and Dimensions:

(all measurements in feet and inches unless otherwise stated)

District	Minimum Lot Size:		Minimum Setbacks:			Maximum Height
	Area	Frontage**	Front	Side	Rear	
B-1	40,000	200	10	i	10(i)	35
<del>B-2</del>	<del>10,000</del>	<del>50</del>	<del>5</del>	<del>i</del>	<del>i</del>	<del>42</del>

i: For buildings on lots adjoining residential districts, the minimum side setback adjoining the district shall be 15 feet; the minimum rear setback adjoining the district shall be 20 feet. In all other cases in B-1 there shall be no side setback requirement ~~and in B-2 there shall be no side setback or rear setback requirements.~~

\*\*For lots on the turnaround portion of cul-de-sacs, see Section 209.1.

(6) Section 204.4 Institutional District Setbacks. *Reference a setback line for portions of the Institutional District in the downtown area:*

204.4 Setback Requirements:

For Buildings on lots adjoining residential districts the minimum side and rear setbacks adjoining the districts shall be 75 feet. The required front setback shall be 20 feet. *For properties in the Institutional District on which a setback line is shown on the Downtown Area Setback Line map, the minimum front setback shall be the distance established by the line shown on the Downtown Area Setback Line map.* In all other cases there shall be no side or rear setback requirements.

(7) Section 207.1 Lots. *Do not require frontage requirements to be met on more than two streets in the D District.*

207.1 Lots which abut on more than one street shall provide the required frontage along every street, *except that in the D District, the minimum lot frontage shall not be required on more than two streets.*

(8) Section 209.2.B Front Setback Regulations and Exceptions: *Modify this section to reference exceptions added in Sections 301 and 308.*

209.2.B No building shall be built nearer to any street line than the minimum front setback specified in Section 204 (*other than the projections allowed by Sections 209.2.C, 210.3, 301 and 308*) with the following exception: where the average front building line setback of the existing buildings, provided there are at least two on the same side of the street in the same block, but not more than 300 feet distant along the street from the subject premises, is less than the depth specified in Section 204; such average setback shall be the required front setback.

**(9) Section 209.2.C Front Setback Regulations and Exceptions.** *Allow limited encroachment of building elements including entrances, awnings, colonades, porches, balconies and bay windows in the D District. Tie in Sections 209.2.B, 210.3 and 308 which include other setback regulations and exceptions:*

209.2.C. No structure, except signs, whether attached to the principal structure or not, whether open or enclosed, and whether above, or at previously existing grade level, shall project into any required front setback specified in Section 204, including porches, carports, balconies or platforms. *Elements in the D Districts, including entrances, awnings, colonades, porches, balconies and bay windows, may project into the setback along the building's frontage and up to 35% of that building's frontage, provided such elements do not intrude upon an existing or future 10 foot sidewalk located within the setback.* Utility connections that protrude above grade are not structures for this purpose. This restriction shall not apply to those structures which are entirely below finished grade *or in the case of underground structures that are above- and below-grade, to the underground portion of such structures. In the D and I Districts, additional elements may project into the required front setback area on properties to which the Downtown Area Setback Line map pertains, provided such elements do not intrude upon an existing or future 10 foot sidewalk located within the setback, and provided that the Planning Board, as part of Site Plan Review, finds that such projection would be reasonable with respect to considerations of design, appearance and use of the property and the adjacent public right-of-way; would not alter the essential character of the neighborhood or district in which the property is located; would not substantially or permanently impair the appropriate use or development of adjacent property or the public right-of-way; and would not be detrimental to the public welfare.*

**(10) Section 209.3 Side and Rear Setback Regulations and Exceptions.** *Add reference to the D District in paragraph B:*

209.3.B. Exceptions: A garage, carport or any accessory building, whether or not attached to the principal Structure, not exceeding 15 feet in height and no part of which is used as a dwelling space, as well as a deck, patio, swimming pool or tennis court, may be located within the side or rear setback, but not closer than 7 feet to the side or rear lot line. These exceptions shall not apply to any lot within the BM, B, D, OL, or I District which adjoins a residential district.

**(11) Section 209.4.E Height Regulations and Exceptions.** *Change the reference to the B-2 District to the D-1 District:*

209.4.E Special Exceptions may be allowed to permit the construction of Buildings in excess of the maximum heights allowable under Section 204 in the B-1 and ~~B-2~~,



*D-1* districts to a height of 50 feet, and in the BM and OL districts to a height of 60 feet provided that:

**(12) Section 209.4.E(2) Condition on Special Exception for height.** *Change the reference to restrictions on Special Exceptions for height as follows:*

209.4.E(2) “No part of the building in excess of any height stipulation in Section 204 shall be closer than 50 feet to any district boundary *other than a common boundary between D-1, D-2 and I zoning districts.*”

**(13) Section 209.4.E.(7) Height Regulations and Exceptions.** *Change the reference to the B-2 District to the D-1 District:*

209.4.E.(7) The Special Exception sought is otherwise appropriate under any other applicable provisions of this ordinance.

The foregoing required findings of the Board shall constitute conditions of any permit granted by it, authorizing a Special Exception to exceed any maximum height limitations as prescribed in Section 204 for a building in the B-1, ~~B-2, D-1~~, BM, or OL districts.

**(14) Section 210.1.A Driveways.** *Add a reference to the D District:*

210.1A. Driveways:

No restrictions on the number or size of driveways shall apply in the B, *D*, I, BM, or OL Zoning Districts. In all other districts, the following restrictions shall apply. One driveway which leads to an enclosed garage or covered carport or parking area and which is not more than fourteen (14) feet in width will be allowed as an accessory use. Widths in excess of fourteen (14) feet may be allowed where additional width is necessary to provide an adequate turning radius or where it is necessary for vehicles to enter or leave a garage or enclosed carport which vehicle opening is more than fourteen (14) feet wide. In such cases a driveway may be the width of the vehicle opening of the garage or enclosed carport and extend from the front of this opening towards the front lot line a maximum distance of thirty (30) feet.

By Special Exception the Board of Adjustment may grant:

- (1) The use of a semi-circular driveway no more than nine (9) feet wide within the required front setback.
- (2) Other driveways which do not lead to a garage or enclosed carport, or parking area.
- (3) Any portion of a driveway which exceeds the width limitation of permitted accessory use.

A portion of an approved shared driveway serving an adjoining lot shall not be considered to be a second driveway and shall not require a Special Exception.

A shared driveway shall be a single roadbed through the required front setback.

**(15) Section 210.1.B(3) Off-Street Parking.** *Clarify that parking structures are allowed to cover more than 10% of the lot in the D District.*

210.1.B(3) Garage or parking space for occupants and visitors is permitted provided no accessory garage building may occupy more than 10 percent of the lot area. *In*



*the D District no restriction shall exist on the percentage of the lot that may be occupied by such a building.*

- (16) **Section 210.2 Accessory uses.** *Remove an implied restriction on the gross floor area of accessory parking garage:*

210.2 The gross floor area of all buildings devoted to accessory uses on any premises may not exceed 50 percent in the RR district and 25 percent in all other districts of the gross floor area of the principal building thereon, except buildings accessory to farming. For the purpose of this section the floor area of the principal building shall include up to 600 square feet allowance for a garage whether attached or not to the principal building. *In the D and I Districts there shall not be a limit on the floor area of an accessory parking structure.*

- (17) **Section 210.3 Accessory Uses.** *Reference the exceptions provided in Sections 209.2 and 308:*

210.3 No accessory buildings or use, other than driveways and the growing and cultivation of trees, shrubs, flowers or gardens, not conducted as a gainful business, may occupy any part of a required front setback except as provided in Sections 209.2, 308 and 317.

- (18) **Section 210.4 Accessory Uses.** *Allow displays in the I District where abutting the D District.*

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

- (19) **Section 301 Front Setback on a Street With Less Than Fifty Foot Right-of-Way.** *Modify so this doesn't apply in the D District.*

301 Notwithstanding provisions for front setbacks elsewhere in these regulations, on a street with less than 50 foot right-of-ways, the front setback requirement shall be measured from the center line of the right-of-way and 25 feet shall be added to the front setback requirement. *This provision shall not apply in the D (Downtown) Districts.*

- (20) **Section 303 Principal Buildings Including Dwellings on Lots.** *Include the D District.*

303 Except in the Institutional (I), Service Business and Limited Manufacturing (BM), Office and Laboratory (OL), *Downtown (D)* and Business (B) districts, there shall be only one principal building on a lot unless otherwise approved under the Planned Residential Development or Continuing Care Retirement Community provisions.

- (21) **Section 304 Building Coverage, Open Porches, Carports and Garages.** *Delete the first sentence and clarify that underground structures are not included in the definition of coverage or the calculation or setback.*

304.1 ~~*In determining the percentage of building coverage of a lot or the size of setbacks, porches or carports open at the sides but roofed, and all principal and*~~

~~accessory buildings shall be included.~~ *The portion of any structure located underground shall not be included in the calculation of lot coverage or setback.*

(22) Section 308 **Projection in Setbacks.** *Reference the exceptions of Section 209.2.C and 210.*

308 *Subject to the provisions of Section 209.2.C and 210.3, every part of a required setback shall be open from grade level to the sky, unobstructed, except for ordinary projections of sills, cornices, pilasters, chimneys and eaves, provided that no such projections may extend more than 2 feet into any required setback unless otherwise allowed by other sections of the Ordinance.*

(23) Section 309 **Location of Driveways.** *Allow driveways within 75 feet of a street line in the Downtown District by Special Exception.*

309 All driveways are to be located at least 75 feet from a street line intersection for all uses except for one and two family dwellings *and uses in the Downtown (D) Districts.*

(24) Section 313 **Obstruction of Vision.** *Add reference to the D District.*

313 On a corner lot regardless of the district, within the triangular area formed by the intersection of two street property lines and a third line joining them at points twenty-five feet away from their intersection, there shall be no obstruction to vision between the height of three feet and ten feet above the average grade of each street. By a Special Exception, the Board of Adjustment may waive this requirement in the following districts: Service Business and Limited Manufacturing (BM), Retail Business (B), *Downtown (D)*, Office and Laboratory (OL) and Institutional (I).

(25) Section 317.3 **Signs.** *Add reference to the D District.*

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

(26) Section 323.1 **Noise Standards.** *Add reference to the D Districts:*

323.1.A Use Districts:

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

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

(27) Sections 401-406 **Off-Street Parking Requirements.** *Modifications to the downtown's Off Street Parking Requirements have been proposed to allow better identification and tracking of required and provided parking by creating procedures to track parking compliance on an on-going basis, using initial "parking credits" to permanently identify and account for grandfathered parking spaces. Modify the schedule of parking requirements for new Downtown use categories.*



**Section 401 Intent of Requirements**

**401.1** To insure the free movement of ordinary public and private traffic in the street at all times, to reduce congestion in the streets and to permit the rapid but safe passage of fire-fighting equipment, as well as other emergency vehicles of all sorts, to facilitate the maneuvering of public emergency equipment in the streets, to facilitate the removal of snow and for all similar related purposes it is declared to be the intent of this article that all structures and land uses be provided with sufficient associated off-street vehicular parking space to meet the reasonable parking needs of persons making use of the premises.

**401.2** *Within the D District, parking requirements may be satisfied by on-site spaces or Parking Credits. Parking Credits may be awarded in accordance with Section 403.4 or by arranging to convert off-site spaces to Parking Credits in accordance with Section 402.C. One Parking Credit is the equivalent of one parking space. Such Parking Credits are to be conveyed with the property and may not be used to satisfy the zoning requirement of another property, sold, leased or otherwise transferred or used to satisfy the zoning requirements of another property.*

*At any time following the adoption of this ordinance, in order to be compliant with zoning requirements, the total parking assets associated with a property (on-site spaces plus Parking Credits) must equal or exceed the requirements for that property as set forth in Section 404.*

**Section 402 Required Spaces to be Shown on Plan**

No zoning permit shall be issued for the erection of a new building, the expansion of an existing building, the change of use of any existing building, or the development or expansion of a land use, unless:

- A.** *an accounting is provided showing the number of on-site parking spaces and/or Parking Credits being used (and/or purchased) to satisfy the zoning requirements, and*
- B.** *the plans show the specific location and size of the physical off-street parking space(s) required provided to comply with the regulations as set forth in Section 404, and the means of access to such space from public streets. In considering any such plans submitted for approval, the Zoning Administrator shall take into account the safety of the proposed parking area relative to vehicular traffic on the public streets and pedestrians on the public sidewalks, as well as the safety and adequacy of the area itself with respect to vehicles and pedestrians making use of it, and*
- C.** *if Parking Credits are being provided via conversion of off-site physical parking spaces into Parking Credits the applicant shall receive appropriate documentation from the Town by having provided:*
  - 1.** *appropriate plans or documentation confirming the existence and location of the off-site spaces and demonstrating that the subject off-site spaces are located in the D Districts and are adequate in location and access (the distance between the lots at their closest point shall be a maximum of 750' lot line to lot line) to address the parking requirements for such building or use,*



2. *formal written concurrence by the owner of the property on which the off-site spaces are located that he agrees to the conversion and acknowledges that the total number of Parking Credits associated with his property will be reduced by one for each physical space so converted. If this results in a negative number of Parking Credits the number will be so recorded, and*
3. *an accounting of the parking requirements and parking assets for the property on which the off-site spaces are located that demonstrates that the total revised parking assets (arithmetic sum of on-site spaces plus Parking Credits) equals or exceeds the parking requirements as set forth in Section 404.*

**Section 403      Existing Structures and Uses**

403.1      The off-street parking requirements as set forth in Section 404 shall apply to ~~all Buildings and land uses except those:~~

*A. all buildings and land uses in the D District, and*

*B. all buildings and land uses in other zones except for those:*

*1. In existence at the effective date of this ordinance; or*

~~B.~~ *2. For which building permits have been approved by the effective date of this ordinance.*

403.2      Subject to Section 405, all expanded portions of existing buildings and *changed* land uses occurring after the effective date of this ordinance must conform to off-street parking requirements set forth in Section 404.

403.3      Required off-street parking spaces which, after development, are later acquired by the Town (with regard to parking spaces being either given to the Town or purchased by the Town) shall be deemed to continue to serve the building for which the parking spaces were originally provided.

403.4      *As of the effective date of this ordinance provision, for properties located in the D District, the Town shall prepare a tabulation to establish a baseline set of parking requirements and parking assets associated with each property as follows:*

*Step 1. Parking requirements shall be calculated based on requirements as set forth in Section 404.*

*Step 2. The number and location of physical on-site parking spaces shall be verified.*

*Step 3. Sufficient Parking Credits shall be awarded (at no cost to the property owner) such that the total of physical parking assets plus total Parking Credits equals requirements.*

*Step 4. A permanent public record shall be created for each property documenting the parking assets for that property. The record shall include the following information:*

- 1. Current parking requirements as specified in Section 404*
- 2. Current number of physical on-site parking spaces*
- 3. Total Parking Credits*

403.5 *As of the effective date of the awarding of Parking Credits in accordance with Step 3 of Section 403.4, all properties in the Downtown Districts will be deemed to be in full compliance with the parking requirements of the Ordinance.*

**Section 404 Schedule of Requirements.**

404.1 In all districts off-street parking spaces shall be provided as follows:

<b>Use Category</b>	<b>Minimum Parking Spaces Required</b>
Eating and drinking establishments	1 for <i>400 square feet of gross floor area plus 1 for every 510 restaurant seats.</i> However no additional spaces shall be required for outdoor seating which does not exceed 50% of the permitted indoor seating.
<i>Downtown Commercial</i>	<i>1 for 400 square feet of gross floor area plus 1 for every 10 restaurant seats. However no additional spaces shall be required for outdoor seating which does not exceed 50% of the permitted indoor seating.</i>
<i>Downtown Lodging</i>	<i>0.75 for each living accommodation</i>
<i>Downtown Residential</i>	<i>1 for each dwelling unit</i>
<i>Downtown Civic</i>	<i>1 for each 600 square feet of gross floor area</i>

**Section 406 Location of Off-Street Parking Spaces**

Required off-street parking spaces shall be provided on the same lot or premises with the building or land they serve, except as follows:

- A. Parking spaces required for buildings or land uses on two adjoining lots may be provided in a single common facility on one or both of said lots.
- B. Parking spaces required for any residences in the I District for students, for fraternal housing, or for any institutional personnel may be provided off the premises of the building served, except for handicapped parking and parking for short term transient use, which shall be provided in reasonable proximity. The number of handicapped spaces to be provided shall be calculated based on the Americans With Disabilities Act, 42 USC 12101. An equal number of short-term spaces shall be provided for short term transient parking.
- C. For buildings or uses other than described in (B.) above *and other than buildings or uses located in the D Districts*, the Board of Adjustment may permit as a Special Exception all or part of the required parking spaces to be located elsewhere than the building it serves, if the said Board finds that such off-premise space will satisfy the parking requirement by control or regulation of the land owners. The applicant shall satisfy the Zoning Board that the required off-street parking spaces are adequate in location and access to satisfy the parking requirements for such building or use.
- D. The provision of off-lot, off-street parking spaces shall be limited to non-residential uses, and to uses in the "I District". Notwithstanding (A.), (B.)



and (C.) above, all required off-street parking spaces, other than those in a parking facility, shall be located only in a Zoning District in which the use being served by those spaces is a permitted use. However, such spaces may be permitted by Special Exception in a zoning district in which the use being served is also permitted by Special Exception. *This provision shall not apply to the D District.*

**E. Requirements may be satisfied through the use of Parking Credits.**

**(28) Section 902** Term Definitions. *Add or modify the following definitions:*

**Bank:** *Establishment providing custody of money, financial or other similar services and serving the general public.*

**Downtown Commercial:** *Commercial uses in the Downtown District include Bank, Clinic, Commercial Service, Funeral Establishment, Office, Private Club, Restaurant, Retail Sales and Theater.*

**Downtown Civic:** *Civic uses in the Downtown District include churches, public education, libraries, governmental offices, post office, assembly, court, public safety and recreation.*

**Downtown Lodging:** *Hotel uses in the Downtown District.*

**Downtown Residential:** *Residential uses in the Downtown District which include and are limited to One-Family Dwelling, Two-Family Dwelling and Multi-Family Dwelling.*

Floor Area Ratio  
(F.A.R.)

~~*The ratio of the gross floor area of a building or buildings, excluding the non-living space within the basement or attic, to its available land area (see Appendix A).*~~ *Floor Area Ratio shall mean the ratio of Gross Floor Area to Gross Site Area. The Floor Area Ratio may also be referred to as the Gross Floor Area Ratio.*

Gross Floor Area, ~~Gross~~

~~*The sum of the physical areas of all floors of principal and accessory buildings on a lot as measured to the outside surfaces of the exterior walls. The gross floor area shall include basements, lobbies, and stair openings, elevator shafts, and storage. The gross floor area shall exclude open wells (atriums), mechanical, with the exception of porches, balconies, and open-sided roofed-over areas and any floor or space designed and used for the parking of motor vehicles. For the purposes of calculating Floor Area Ratio, Gross Floor Area shall also exclude the area of all building floors whose finished surface is six feet or more below the Lowest Adjacent Grade of the lot.*~~

Gross Site Area

*The total lot area.*

Lowest Adjacent Grade:

*The lowest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. In the D-1 District the lowest natural elevation shall only be measured along streets on which the structure has frontage. In the D-2 District the lowest elevation shall be measured along the entire perimeter of the structure.*

Publishing

~~*Publishing shall also include*~~ *Uses which include on-site printing*



and related types of *manufacturing* operations. *Retail copy services shall not be considered Publishing uses. Administrative activity related to publishing where printing or manufacturing does not occur on-site shall be considered an Office use.*

Setback, Front: Minimum required distance between the front lot line and the front line of a building or structure extended to side lot lines of the lot. The front setback shall be measured from the street line to the front line of the building or structure, *except that where applicable, the front setback shall be as shown on the Downtown Area Setback Line Map referenced in Section 202.*

Warehouse A structure ~~or part of a structure for storing~~ whose principle use is the storage of goods, wares and merchandise, whether for the owner or for others, and whether it is a public or private warehouse.

**(29) APPENDIX A. Special Exception for Height (Sec.209.4 E) Reference the D District..**

Appendix A In the B-1, ~~B-2, D-1~~, BM, OL, and I districts, a Special Exception for height in excess of the normal permitted height of a building within the district may be granted by the ZBA when two special conditions are met in addition to all other pertinent requirements as set forth elsewhere in this Ordinance. However, in no case may the height allowed be in excess of the stated maximum height limitation for that district, or of that listed separately for lots adjacent to residential districts. The conditions for excess height are a limitation on the size of the ground floor in proportion to the available land area, together with a limitation on gross floor area (counting all stories) in proportion to the available land area. These limitations are expressed in terms of two ratios, namely, the Open Space Ratio and the Gross Floor Area Ratio.

**Full Text of Article Three: Zoning Amendment No.2—Downtown Signs**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

317.1.F No sign shall project more than six inches above the roof or parapet line of a building, nor more than ~~four~~ *sixteen* inches out from ~~and parallel to~~ the wall to which it is attached. *Signs which project more than four inches out from the building shall be no less than 8'-6" above the finished grade in front of the building below the sign.*

317.1.J Signs on awnings are limited to either the name of the enterprise ~~and~~ *with* a maximum of ~~six~~ *eight*-inch high letters, ~~or the logo of the enterprise with a maximum dimension of twelve inches.~~

317.3.B One or more signs *not to exceed 25 square feet of total area per sign* attached to a building and/or a permanently extended awning the sum of which shall not exceed a total area of one square foot for each foot of building frontage upon a public street or highway. The area of the sign or signs shall not exceed ~~one~~ *two* hundred square feet *of total area* on each street upon which the building has frontage. *For buildings with frontage of less than fifty feet on a public street or highway, the total area of signs for that frontage shall not exceed seventy-five square feet. For buildings with frontage greater than or equal to fifty and less than one hundred feet on a public street or highway, the total area of signs for that frontage shall not exceed one hundred square feet. The total size of signs on any building front shall not exceed that calculated using the dimensions of*

*that building frontage. The total area of signs having more than one surface shall not exceed the limits in this paragraph.*

317.3.F One temporary sign per business, not to exceed ~~three~~ *five* per building. The temporary sign(s) may be attached to the building or displayed ~~on private property immediately adjacent to the principal entrance of the business the lot containing the building in which the business is located, or within fifteen feet of that lot and so as not to impede pedestrian or vehicular access,~~ and shall not be subject to the restrictions of Section 317.1 F. Each temporary sign, such as, but not limited to, sandwich boards, banners, flags, ~~ete.~~ *mannequins, or other advertising devices,* must be strictly pertinent to the business operated on the premises and shall be displayed only during the actual hours of that business's operation. The total area of any temporary sign shall not exceed six square feet on each of two sides. No temporary sign shall be erected without first obtaining a Zoning Permit from the Zoning Administrator as provided in Article X. Permits shall be issued for a period not to exceed one year.

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

#### **Full Text of Article Four: Zoning Amendment No.3—Special Exception Reduction**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

Amend Section 204 as follows:

Table 204.1 "BM" Service Business and Limited Manufacturing:

Transfer from Allowed by Special Exception to Permitted Uses: Agriculture, Governmental use—education and cemetery, Bank, Produce Stand, and Child Day Care Agency.

Change Area and Dimensions Table to correct a long-standing error under Class 2: Minimum Frontage of 200 feet (from 50 feet), Minimum Front Setback of 50 feet (from 35 feet), and Maximum Height within 100 feet of Residential District of 35 feet (from 50 feet).

Table 204.2 "B" Retail Business:

Transfer from Allowed by Special Exception to Permitted Uses: Publishing, Dwelling above the first floor, and Child Day Care Agency.

Table 204.3 "OL" Office and Laboratory:

Transfer from Allowed by Special Exception to Permitted Uses: Bank; Governmental Use—recreation; Recreation, outdoor; and Child Day Care Agency.

Table 204.5 "GR" General Residence:

Add the term "service" to the list of Governmental Uses allowed by Special Exception.

Table 204.6 "SR" Single Residence:

Transfer from Allowed by Special Exception to Permitted Uses: Accessory Dwelling Unit (one only; must be in a single-family detached owner-occupied dwelling; see Section 210.1.L).

Add the following to Allowed by Special Exception: Church.



Table 204.7 "RR" Rural Residence:

Transfer from Allowed by Special Exception to Permitted Uses: Two-family Dwelling.  
Delete from Allowed by Special Exception: Seasonal Dwelling; Tourist Home.

Table 204.8 "F" Forestry and Recreation:

Transfer from Allowed by Special Exception to Permitted Uses: Produce Stand.  
Delete from Allowed by Special Exception: Parking Facility, Passenger Station.

Table 204.9 "NP" Natural Preserve:

Transfer from Allowed by Special Exception to Permitted Uses: Forestry.  
Add to Allowed by Special Exception: Structure associated with Outdoor Recreation.

- B. Amend Section 210.3 by adding at the beginning the words "Except for produce stands," so that this section shall read:

**"210.3 *Except for produce stands*, no accessory buildings or use, other than driveways and the growing and cultivation of trees, shrubs, flowers or gardens, not conducted as a gainful business, may occupy any part of a required front setback except as provided in Section 317.**

- C. Delete text of Section 301 and replace with the word "Reserved."

- D. Add new Section 1007, which shall read as follows:

***"Equitable Waiver of Dimensional Requirement.***

***1007.1 When a lot or other division of land, or structure thereupon, is discovered to be in violation of a physical layout or dimensional requirement imposed by a zoning ordinance enacted pursuant to RSA 674:16, the zoning board of adjustment shall, upon application by and with the burden of proof on the property owner, grant an equitable waiver from the requirement, if and only if the board makes all of the following findings:***

- A. That the violation was not noticed or discovered by any owner, former owner, owner's agent or representative, or municipal official, until after a structure in violation had been substantially completed, or until after a lot or other division of land in violation had been subdivided by conveyance to a bona fide purchaser for value;***
- B. That the violation was not an outcome of ignorance of the law or ordinance, failure to inquire, obfuscation, misrepresentation, or bad faith on the part of any owner, owner's agent or representative, but was instead caused by either a good faith error in measurement or calculation made by an owner or owner's agent, or by an error in ordinance interpretation or applicability made by a municipal official in the process of issuing a permit over which that official had authority;***
- C. That the physical or dimensional violation does not constitute a public or private nuisance, nor diminish the value of other property in the area, nor interfere with or adversely affect any present or permissible future uses of any such property; and***
- D. That due to the degree of past construction or investment made in ignorance of the facts constituting the violation, the cost of correction so far outweighs any public benefit to be gained, that it would be inequitable to require the violation to be corrected.***



*1007.2 In lieu of the findings required by the board under subparagraphs 1007.1 A and B, the owner may demonstrate to the satisfaction of the board that the violation has existed for 10 years or more, and that no enforcement action, including written notice of violation, has been commenced against the violation during that time by the municipality or any person directly affected.*

*1007.3 Application and hearing procedures for equitable waivers under this section shall be governed by RSA 676:5 through 7. Rehearings and appeals shall be governed by RSA 677:2 through 14.*

*1007.4 Waivers shall be granted under this section only from physical layout, mathematical or dimensional requirements, and not from use restrictions. An equitable waiver granted under this section shall not be construed as a nonconforming use, and shall not exempt future use, construction, reconstruction, or additions on the property from full compliance with the ordinance. This section shall not be construed to alter the principle that owners of land are bound by constructive knowledge of all applicable requirements. This section shall not be construed to impose upon municipal officials any duty to guarantee the correctness of plans reviewed by them or property inspected by them.”*

Renumber existing Sections 1007 and 1008 as Sections 1008 and 1009 respectively.

#### **Full Text of Article Five: Zoning Amendment No. 4—Parking in the “F” Zoning District**

Add “Parking associated with a recreation area” to the list of permitted uses in Table 204.8 “F” Forestry and Recreation.

#### **Full Text of Article 6: Zoning Amendment No. 5—Accessory Dwelling Unit**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

Amend Section 210.1 L by deleting the current wording and substituting the following:

***“L. Accessory Dwelling Unit:***

*An accessory dwelling unit shall be allowed as a Permitted Use if all of the following criteria are met and a Zoning & Use Permit, referencing compliance with the criteria, is issued by the Zoning Administrator:*

- (1) Such accessory dwelling unit shall be located on a property which is owner-occupied and which is used only for single-family residence;*
- (2) The accessory dwelling unit is located in an SR, Single Residence zoning district, on a lot of not less than 13,000 sq. ft.;*
- (3) The accessory dwelling unit shall be one bedroom or less, with a minimum size of 350 sq. ft. and a maximum size of 1000 sq. ft., and meet all applicable building and water pollution codes;*
- (4) The accessory dwelling unit shall be subsidiary to the principal dwelling unit on the lot;*
- (5) Not more than one such accessory unit shall exist on a lot. It shall be contained within the principal building on the lot and shall be designed to allow for re-incorporation into the principal dwelling unit, and internal access to the principal dwelling unit shall be maintained or constructed;*
- (6) An accessory dwelling unit shall not be considered to be an additional dwelling unit for the purposes of determining minimum lot size;*

- (7) *There shall be no exterior alteration, enlargement, or extension of the building which will alter its character or appearance as a single family residence; any necessary additional entrances or exits shall be located to the side or rear of the building.*
- (8) *Adequate parking for the accessory dwelling unit must be provided on site.”*

**Full Text of Article Seven: Zoning Amendment No. 6—Wetlands Administrative Permit for Maintenance and Repair**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

Amend Section 702.7 by adding the following immediately after paragraph E:

*“Notwithstanding Sections 702.5 and 702.6, no Special Exception shall be required, and the Zoning Administrator may grant an Administrative Permit, for repair and regular maintenance in and adjacent to a wetland or water body, even though another activity which would currently require a Special Exception or Administrative Permit under this Article has previously been undertaken on the same lot, in or adjacent to the same wetland or water body. Such repair and maintenance shall relate to established structures, improvements, or features, including but not limited to recreational beaches, docks, shoreline lawns, shoreline structures, bridges, boat launches, spillways, flow control devices, or other devices necessary to regulate the flow, volume, or quality of water; or maintenance dredging as described in Paragraph E. above, provided that:*

- *Such structures, improvements, or features were constructed either prior to the enactment of this Section 702 or in accordance with a Special Exception or Administrative Permit granted in accordance with this Section;*
- *The repair or maintenance involves no change in the size, volume, extent, or location of the related wetland or water body; and*
- *The repair or maintenance involves no change in the footprint size, volume, placement, height, or extent of the related feature or improvement.”*

**Full Text of Article Eight: Zoning Amendment No. 7—Fuel Tanks in the GR and SR Zoning Districts**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

***“O. Screening of Tanks:***

*Visibility of above-ground tanks: In the GR and SR districts, above-ground fuel tanks of a size greater than 120 gallons shall be screened from view from abutting properties.”*

**Full Text of Article Nine: Zoning Amendment No. 8—Bed and Breakfast**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

Add the words “, together with any accessory building which existed prior to the establishment of the Bed and Breakfast use” to the first portion of Section 210.1N, and add the following at the end of Section 210.1N:

*“(4) In the SR or RR Zoning District, not more than 12 transient guests in no more than 6 bedrooms on a minimum 6-acre lot;*

*(5) In the SR or RR Zoning District, not more than 16 transient guests in no more than 8 bedrooms on a minimum 10-acre lot.”*

so that Section 210.1 N shall read:



“N Bed & Breakfast:

An owner-occupied dwelling may be used as a Bed and Breakfast, *together with any accessory building which existed prior to the establishment of the Bed and Breakfast use*, limited to:

- (1) Not more than 10 transient guests in no more than 5 bedrooms on a minimum 3 acre lot in the RR Zoning District;
- (2) Not more than 10 transient guests in no more than 5 bedrooms on a minimum 4 acre lot in the SR Zoning District;
- (3) Not more than 8 transient guests in no more than 4 bedrooms on a minimum 3 acre lot in the SR Zoning District;
- (4) *In the SR or RR Zoning District, not more than 12 transient guests in no more than 6 bedrooms on a minimum 6-acre lot;*
- (5) *In the SR or RR Zoning District, not more than 16 transient guests in no more than 8 bedrooms on a minimum 10-acre lot.*

Such Bed & Breakfast use may be permitted as an accessory use only by Special Exception.”

Amend the definition of Bed and Breakfast in Section 902 Term Definitions to reflect the changes above, so that this definition shall read:

**“Bed and Breakfast:**

A single-family, owner-occupied dwelling, with meal service, limited to breakfast, for ~~10~~ **16** or fewer in-house transient guests in a maximum of ~~5~~ **8** bedrooms with a rental period a maximum of two weeks.”

**Full Text of Article Ten: Zoning Amendment No. 9—PRD in the “OL” Zoning District**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

- A. Amend Section 204.3 by adding in the Use Table “Planned Residential Development (PRD)” as a Permitted Use.
- B. Amend Section 502.1 by adding “OL,” in the first sentence so that this sentence shall read in part: “The objectives of a Planned Residential Development are to encourage flexibility of design and development in *OL*, RR and GR Districts,…”
- C. Amend Subsection 502.3.A. by adding in the existing text the words “Office and Laboratory (OL) District and in the” so that this Section shall read:
  - “A. Minimum areas of land for Planned Residential Developments:  
The minimum area of land shall be not less than 50 acres in the Rural Residential District; 5 acres in the *Office and Laboratory (OL) District and in the* General Residential-1 District; and 2 acres in the General Residential-2 District.”
- D. Amend Subsection 502.3.B.(1) by inserting after the line “RR 100 feet” the following:  
“OL 30 feet”
- E. Amend Subsection 502.3.B.(2) by inserting after the line “RR 50 feet” the following:  
“OL 20 feet”
- F. Amend Subsection 502.4.A. by inserting after the line “(1) RR: One unit for each 3 acres” the following:  
“(2) OL: One unit for each 10,000 square feet; one additional unit for each additional 5,000 square feet;”  
and re-label the existing lines labeled “(2)” and “(3)” as “(3)” and “(4)”.
- G. Amend Section 502.5 C. by adding the words “OL and” between the words “...units in...”



and "...GR." so that this Section shall read:

- "C. Two or more buildings are required, and no building shall contain more than 10 dwelling units in RR and no building shall contain more than 15 dwelling units in *OL and GR.*"

### **Full Text of Article Eleven: Zoning Amendment No. 10—PRD in the SR Zoning District**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

- A. Amend the "Objective" statement in Section 204.6 by adding the following as the fourth sentence, "In addition, Planned Residential Developments, which may contain a variety of housing types, including single-family houses, are allowed in this district.", so that this Objective statement shall read:

"Objective:

The designation Single Residence is for a district to provide for one-family dwelling units as is typical in many New England villages. With adequate safeguards, certain other types of uses such as forestry, agricultural and governmental uses will be permitted. These types of uses not only complement the single-family homes, but serve these homes as well. *In addition, Planned Residential Developments, which may contain a variety of housing types, including single-family houses, are allowed in this district.* Three districts are provided in the Single Residence designation. In each of the districts, similar uses are allowed, but there are varying lot regulations depending on the location of the district's present land development, and its relation to surrounding districts."

- B. Amend Section 204.6 by adding in the Use Table "Planned Residential Development (PRD)" as a Permitted Use.
- C. Amend Section 502.1 by adding ", SR," in the first sentence so that this sentence shall read in part: "The objectives of a Planned Residential Development are to encourage flexibility of design and development in RR, SR, and GR Districts,..."
- D. Amend Subsection 502.3.A. by adding in the existing text the words "10 acres in the SR-1, SR-2, and SR-3 Districts;" and at the end of the Section the following new sentence "The land containing a Planned Residential Development may consist of more than one parcel, provided that all parcels comprising the Planned Residential Development shall be contiguous to one another and/or directly across a public street from one another." so that this Section shall read:

"A. Minimum areas of land for Planned Residential Developments:

The minimum area of land shall be not less than 50 acres in the Rural Residential District; 10 acres in the SR-1, SR-2, and SR-3 Districts; 5 acres in the General Residential-1 District; and 2 acres in the General Residential-2 District. *The land containing a Planned Residential Development may consist of more than one parcel, provided that all parcels comprising the Planned Residential Development shall be contiguous to one another and/or directly across a town street from one another.*"

- E. Amend Subsection 502.3.B.(1) by inserting after the line “RR 100 feet” the following:
- “**SR-1** 35 feet  
**SR-2** 35 feet  
**SR-3** 30 feet”
- F. Amend Subsection 502.3.B.(2) by inserting after the line “RR 50 feet” the following:
- “**SR-1** 35 feet  
**SR-2** 35 feet  
**SR-3** 35 feet”
- G. Amend Subsection 502.4.A. by inserting after the line “(1) RR: One unit for each 3 acres” the following:
- “(2) **SR-1: One unit for each 20,000 square feet**  
(3) **SR-2: One unit for each 15,000 square feet**  
(4) **SR-3: One unit for each 10,000 square feet**”  
and re-label the existing lines labeled “(2)” and “(3)” as “(5)” and “(6)”.
- H. Amend Section 502.5 C. by adding the words “and SR” at the end of the Section so that this Section shall read:
- “C. Two or more buildings are required, and no building shall contain more than 10 dwelling units in RR and no building shall contain more than 15 dwelling units in GR and SR.”

**Full Text of Article Twelve: Zoning Amendment No. 11—GR-3 Zoning District in the Rivercrest Area**

Additions to existing text are indicated by *bold italics*, deletions by ~~*bold italic strikethrough*~~:

Section 201 Establishment of Districts: Modify this Section by inserting a reference to a “GR-3 General Residence, Three” District immediately after “GR-2 General Residence, Two”, so it shall read as follows:

“The Town of Hanover hereby is divided into the following districts as shown on the official zoning maps:

- ...GR General Residence:
  - GR-1 General Residence, One
  - GR-2 General Residence, Two
  - GR-3 General Residence, Three**
- SR Single Residence:...”

Table 204.5 "GR" General Residence: Modify the table as shown:

**Objective:**

Within any community that has a built-up area with organized community services such as fire and police protection and community water and sewer service, it is necessary to provide areas for high density residential dwellings in a range of dwelling units from single family to multi-family. The location of these units depends on the readily available community services and the existing or potential servicing of these areas by Public Water and sewer systems. Thus, these areas are found within or adjacent to the presently built-up area of the community. ~~Two~~ **Three** districts in the General Residence District are provided for. ~~Both of~~ ~~†~~ These districts *generally* have similar uses and Special Exceptions, *although more uses are permitted in the GR-3 District.* ~~but~~ ~~The GR districts have~~ different *permitted densities and* lot regulations depending upon their accessibility, present density and relationship to certain municipal services and facilities.

**Uses:**

Permitted Uses:

Allowed by Special Exception:

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

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1. One-family dwelling</li> <li>2. Two-family dwelling</li> <li>3. <i>Multi-family dwelling (GR-3 only)</i></li> <li>4. <i>Planned Residential Development (PRD) (GR-3 only)</i></li> <li>5. Use accessory to permitted use</li> </ol> | <ol style="list-style-type: none"> <li>1. Multi-family dwelling</li> <li>2. Planned Residential Development (PRD)</li> <li>3. Recreation, outdoor</li> <li>4. Child Day Care Agency</li> <li>5. Continuing Care Retirement Community (CCRC)</li> <li>6. Church</li> <li>7. Residential institution</li> <li>8. Student residence</li> <li>9. Private club</li> <li>10. Essential service</li> <li>11. Produce stand</li> <li>12. Passenger station</li> <li>13. Governmental use: limited to public safety, education, recreation</li> <li>14. Forestry</li> <li>15. Use accessory to Special Exception</li> </ol> |
|---|--|

**Area and Dimensions:**

(all measurements in feet and inches unless otherwise stated)

District	Class*	Minimum Lot Size		Area per Additional Family	Minimum Setbacks			Maximum Height	Building Footprint	Lot Coverage
		Area	Frontage**		Front	Side	Rear			
GR-1	1	10,000	80	5,000	30	15	20	35	ii	ii
	2	15,000	125	10,000	30	15	30	35	ii	ii
GR-2	1	10,000	80	i	20	10	20	35	ii	ii
<b>GR-3</b>	<b>1</b>	<b>10,000</b>	<b>80</b>	<b>i</b>	<b>20</b>	<b>10</b>	<b>20</b>	<b>35</b>	<b>55%</b>	<b>80%</b>

- i: 3,000 square feet for second family; 2,000 square feet for each additional family.
- ii: For lots of 20,000 square feet or less, building footprint shall not exceed 35% and lot coverage shall not exceed 65%; for lots of more than 20,000 square feet, building footprint shall not exceed 55% and lot coverage shall not exceed 80%.

\* Explanation appears in Section 208.

\*\* For lots on the turnaround portion of cul-de-sacs, see Section 209.1.

Section 323 Noise Standards: Insert a reference to the GR-3 district in section 323.1 as shown:

323.1 Table of Restrictions:

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

A. Use Districts:

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

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

Section 502 Planned Residential Development: Modify sections 502.1, 502.3, 502.4 and 502.5 as shown:

“502.1 Objective:

The objectives of a Planned Residential Development are to encourage flexibility of design and development in RR and GR Districts, and allow a more useful and flexible



pattern of housing types which may include multi-family dwellings; to allow for the economic advantage of smaller networks of streets and utilities; and to encourage the preservation and recreational use of Open Space in harmony with the natural terrain, scenic qualities and outstanding features of the land. Neighborhood retail sales are allowed *but shall not occupy more than 2,500 square feet or 1% of the Gross Floor Area of all buildings in the PRD in RR District only, whichever is less.*

502.3 Area and Setbacks:

A. Minimum areas of land for Planned Residential Developments:

The minimum area of land shall be not less than 50 acres in the Rural Residential District; 5 acres in the General Residential-1 District; ~~and~~ 2 acres in the General Residential-2 District *and 1 acre in the General Residential-3 District.*

B. Minimum setbacks for Planned Residential Developments:

(1) All buildings and/or parking in the Planned Residential Development shall be set back from a public street existing at the time of initial application not less than:

<u>District</u>	<u>Setback</u>
RR	100 Feet
GR-1	30 feet
GR-2	20 feet
<i>GR-3</i>	<i>20 feet</i>

(2) All buildings and/or parking in the Planned Residential Development shall be set back from abutting property lot lines existing at the time of initial application not less than:

<u>District</u>	<u>Setback</u>
RR	50 feet
GR-1	20 feet
GR-2	20 feet
<i>GR-3</i>	<i>20 feet</i>

C. Minimum Setbacks:

Within Planned Residential Developments, the setback requirements in Section 204.5 and 204.7 do not apply, and there are no fixed setback requirements for zoning purposes. The distances between buildings and distances between buildings and streets within the PRD are determined under the Subdivision Regulations.

502.4 Maximum Density in Planned Residential Development:

A. The maximum number of dwelling units shall not exceed the following:

- (1) RR: One unit for each 3 acres;
- (2) GR-1: One unit for 10,000 square feet and one additional unit for each additional 5,000 square feet;
- (3) GR-2 *and GR-3*: One unit for 10,000 square feet; one unit for next 3,000 square feet; and one unit for each additional 2,000 square feet.

B. Where the proposed PRD is located in more than one zoning district, the total land of these districts may be used to calculate the density based on the total land in each of these districts; however, all buildings which occur can only be in a zoning district in which Planned Residential developments are permitted. Section 302 is not applicable in developments where this provision is employed.

502.5 Other Requirements:

The following requirements shall be included in any Planned Residential Development:

- A. All dwelling units must be connected to the municipal sewer system and the Town's central water system.
- B. A minimum of *35% of the area in the GR-3 District, and 65% of the area in all other Districts*, shall be retained for open space and outdoor recreational areas.
- C. Two or more buildings are required, and no Building shall contain more than 10 dwelling units in *the RR District*, and no building shall contain more than 15 dwelling units in *the GR-1 and GR-2 Districts.*"

Zoning Map: Amend the Zoning Map by establishing a "General Residence, Three (GR-3)" zoning district along the west side of Lyme Road (NH Route 10) to include the following parcels currently zoned SR-3, except for the southern side of Lot 49/7 which is zoned OL, and identified by the following Hanover tax map/lot designations:

<u>Map/Lot</u>	<u>Owner of Record</u>
49/1	Trustees of Dartmouth College (Rivercrest)
49/2	Trustees of Dartmouth College (Rivercrest)
49/3	Trustees of Dartmouth College (Rivercrest)
49/7	Trustees of Dartmouth College (Rivercrest)
49/10	Trustees of Dartmouth College (Rivercrest)

**Full Text of Article Thirteen: Zoning Amendment No. 12—Adjustments to SR-1 & F Zoning Districts at Grasse Road**

Amend the Town of Hanover Zoning Map of May 8, 2001 to modify the boundary between the SR-1 and F Districts to coincide generally with the limit of the Hanover Water Works watershed,

- A. Extending the "Single Family Residence-1" (SR-1) zone district to include approximately 17 acres of land owned by Hanover Water Works (Tax Map 4, Lot 9), and
- B. Extending the "Forestry and Recreation" (F) zone district to include land owned by Trustees of Dartmouth College lying within the Hanover Water Works watershed (a portion of Tax Map 4, Lot 10). A sketch plan is attached.

**Full Text of Article Fourteen: Zoning Amendment No. 13—West Wheelock GR-2 to I Rezoning**

Amend the Town of Hanover Zoning Map so that those portions of parcels 83, 81, 21 and 22, all as shown on Assessors' Map 33, which are currently in the General Residence-2 ("GR-2") Zoning District, become located in the Institutional ("I") zoning district.



ARTICLE 2 - Zoning Amendment No. 1



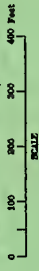
**PROPOSED DOWNTOWN HANOVER ZONING AMENDMENT**  
existing and proposed zoning districts

Existing B-2 Zoning District  
Existing GR-1 Zoning District



ARTICLE 12 - Zoning Amendment No. 11

PROPERTY MAP FOR  
HANOVER, NH  
UPDATED - APRIL 1, 1999



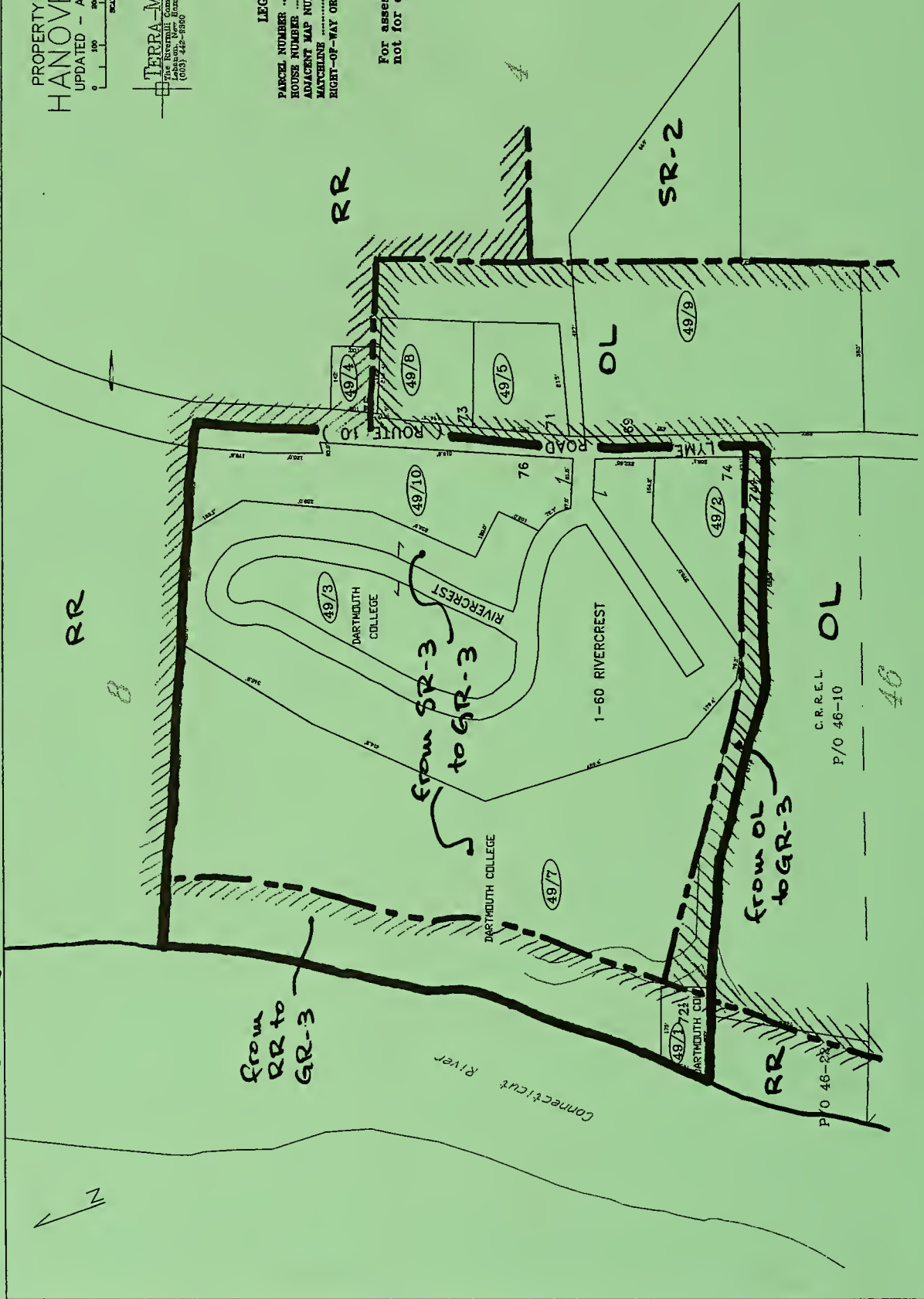
TERRA-MAP

215 Main Street, Suite 200  
Lebanon, New Hampshire 03768  
(603) 442-1900

**LEGEND**

PARCEL NUMBER ..... (49/3)  
 HOUSE NUMBER ..... 14  
 ADJACENT MAP NUMBER ..... 27  
 MATCHLINE .....  
 RIGHT-OF-WAY OR EASEMENT .....

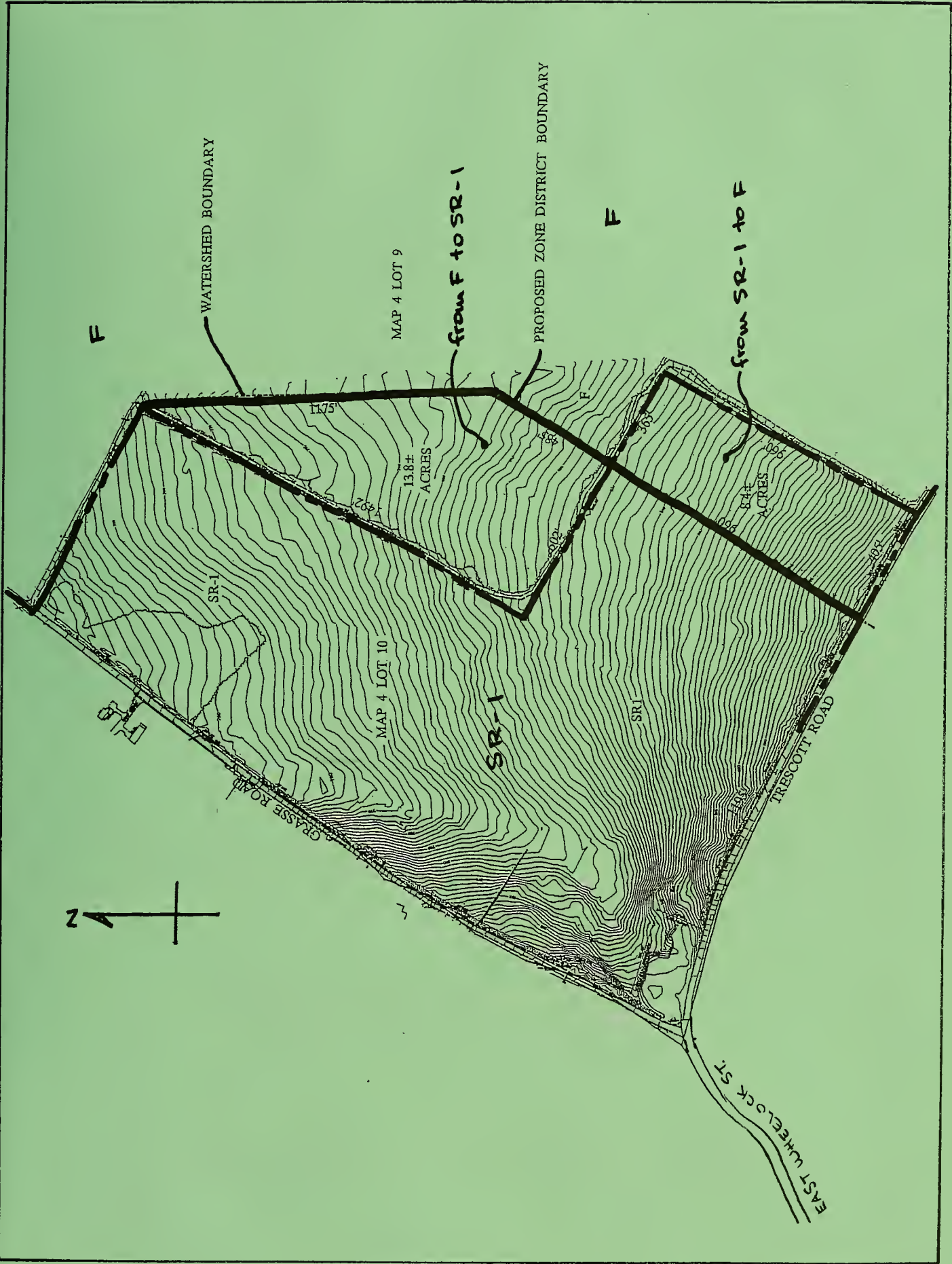
For assessments only -  
not for conveyances.



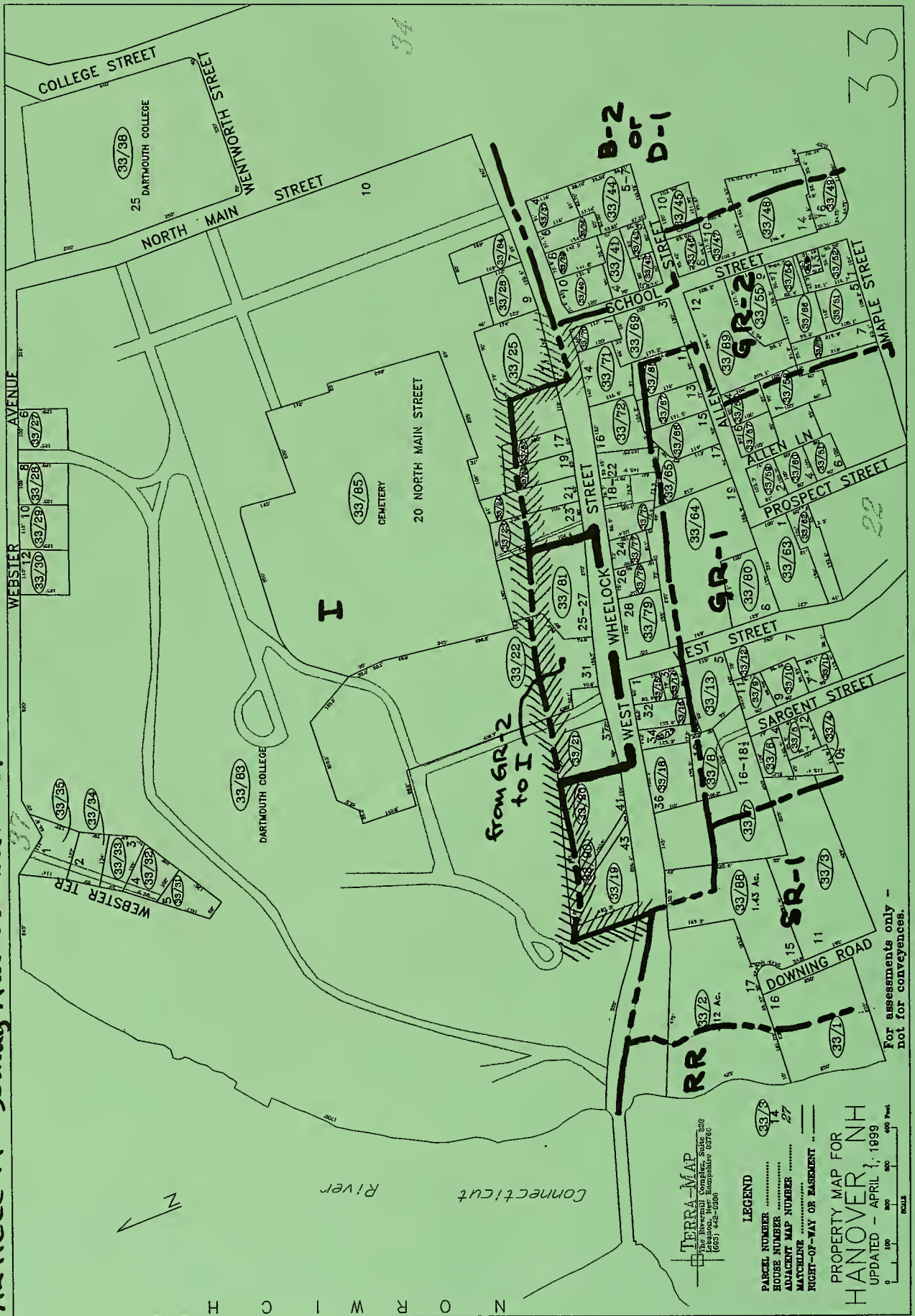
C.R.R.E.L.  
P/O 46-10

46

ARTICLE 13- Zoning Amendment No. 12



ARTICLE 14- Zoning Amendment No. 13



N O R W I C H

TERRA-MAP  
The Regional Computer, Suite 200  
6851 42nd Street  
(603) 442-0500

- LEGEND
- PARCEL NUMBER
  - HOUSE NUMBER
  - ADJACENT MAP NUMBER
  - MATCHLINE
  - RIGHT-OF-WAY OR EASEMENT

PROPERTY MAP FOR  
HANOVER, NH  
UPDATED - APRIL 1, 1999

For assessments only -  
not for conveyances.

SCALE  
0 100 200 300 400 Feet

34

33

22



# **Part III**

**Board of Selectmen**

**Report and**

**Auditor's Letter**



## SELECTMEN'S REPORT

Dear Citizens of Hanover:

First and foremost, Hanover is its people. There are numerous citizens who give thousands of hours to the Town each year. Some serve on the Town's Boards and Commissions. Others attend meetings and voice their thoughts. Democracy works through civil, reasoned discussion. Hanover practices democracy well.

This year, two outstanding citizens will step down from leadership positions from which they have guided the town for many years. Harry Bird has served as the Town's Moderator for twenty-six years. And he worked up to that position after serving on the Town's Finance Committee beginning in 1969, and even serving on the Board of Selectmen in 1973-1974. Willy Black has served the Town for twenty-seven years, first as a member of the Parks and Recreation Board from 1974-1980, and then as a Selectman beginning in 1981, chairing that Board for a number of years. Hanover has, indeed, been fortunate to have such dedicated leadership from two such long-standing leaders. As the 2002 Town Meeting approaches, please extend your personal thanks to Harry and Willy for their long and selfless service to the Town.

### **Infrastructure:**

Over the past few years, some notable projects have been successfully concluded:

- Key water mains have been replaced and a new 800,000 gallon water storage tank has been constructed on Sand Hill;
- The Ledyard Bridge has been replaced and West Wheelock Street substantially upgraded;
- The new Parking Facility and Advanced Transit route expansions have been integrated into the traffic and parking patterns in Town and today, it is much easier to find a parking space in Downtown Hanover;
- Two of the four bridges on Ruddsboro Road have been rebuilt (with a third scheduled for this coming year);
- Plans have been developed for the reconstruction of North College Street, and funds have been set aside over the past five years to pay for this project. The first phase is planned for completion this summer;

- Further back in time, the Town has constructed first class Public Works facilities and Police and Fire Stations;
- Plans are underway to add at least two new playing fields on Town-owned land in the Gile Tract.

The Town's physical plant is generally in good shape. The areas where we might look to facility upgrading or replacement are few and are being addressed.

### **Public Facilities: Community/ Senior Center**

Two of the Town's facilities are clearly inadequate. The Recreation building on School Street and the Senior Center on Lebanon Street border on being embarrassments to the Town. One of the main items on the agenda for this year's Town Meeting is a proposal to construct a new Community/Senior Center.

For a number of years, the Town has been looking to create a Community/Senior Center that meets the Town's needs, and without overburdening property taxes. At Town Meeting in 1996 and again in 2000, the town voted to acquire two properties between South Park Street and Lebanon Street bordering the current Senior Center and Summer Park senior citizen apartments. These acquisitions were both funded with resources from the Land and Capital Improvements Fund.

In parallel with assembling the land, local working groups and study committees have worked over the past five years reviewing the needs and alternatives. The Recreation Board, Senior Citizen Steering Committee and staff of the Town, including representatives of the Howe Library, came together in the Fall of 2000 and charged the Community/Senior Center Working Group to develop a detailed building plan to meet their joint facility needs. This group is to be congratulated for looking broadly at town-wide needs and for developing a plan which makes efficient use of shared space while meeting each group's individual needs. Even better, the proposed Center makes maximum use of a very tight site, provides the necessary parking and ties in nicely with the current Summer Park senior citizen apartment complex.

At the start, a \$2.5 million budget was set for the building (with furnishings, architects and engineers fees to be added to that number). The architect, construction manager and Working Group have brought the Town the possibility of a fine building within this constraint. The budget was also set with an eye toward multiple sources of funding. First, the Town has bond financing for the addition to the Public Works Garage that will be paid off in the current year's budget. The annual payments (principal and interest) on that financing are able to support approximately \$1.5 million in debt service for the Community/ Senior Center. Second, to make up the difference, the committee has been seeking private donations. We are gratified to report that as of this writing over 365 individuals and families have committed \$1,186,511 to support this most needed facility. We are deeply gratified by the generosity of our citizens. Third, the remaining funds required to complete the project (\$73,825) are proposed to be provided by the Land and Capital Improvements Fund. Three articles on the Town Meeting Warrant ask the voters to approve the financing and construction of the Community/Senior Center.



**General Highlights From Around Town** (in no particular order and with apologies to all that have been left out.)

- At the Fourth of July celebration, Bernie Waugh, Chairman of the Zoning Board of Adjustment and local musician, regaled us with renditions of some of our most patriotic songs played on the lumberman's saw.
- There was a somber candlelight vigil on the Green to help us all recognize our common humanity and to be together in the time after the September 11<sup>th</sup> tragedies. And the Town received expressions of concern, shock, horror and well wishes from around the world: including our sister municipalities of Joigny, France and Nihonmatsu, Japan.
- The Howe Corporation's Annual Fund drive raised more than \$80,000 to help supplement library programs beyond the funding provided by the Town through general fund tax revenues.
- The Olympic torch came through Hanover and on a cold night at the end of December, close to 3000 people welcomed it at the Inn corner. The crowd cheered the torch and its runners, and then sent it off to Lebanon for an Upper Valley-wide celebration of the Olympic movement.
- The Pond Party was heavily attended on a glorious February afternoon, and the Townspeople were treated to some of the most impressive ice sculptures to date. Cold weather accommodated the event just in time, providing cold nights that enabled the frozen pond to be cleared for skating, sliding and couch pushing.
- The Town was visited in March by an energetic group of Joigny high school students and sent a wonderful group of Hanover High School musicians and elementary school soccer players off to Joigny in April. Later in June a large delegation of Hanover High School musicians spent two glorious weeks in Japan, and the Town then welcomed an intrepid delegation of local Nihonmatsu adults and students in July. Lasting impressions and friendships continue to be formed through these visits with our two Sister Cities.
- The Town established an Affordable Housing Commission in the fall of 2001, after an informal working group worked for several months to develop a charge. This group has been working diligently to move actions forward that create possibilities for more affordable housing in Hanover.
- The Town of Hanover Open Space Master Plan (developed by the Conservation Commission and a number of very hardworking volunteers) was awarded the distinction of being "Plan of the Year" by the Office of State Planning. And Vicki Smith, Hanover's Senior Planner, was named the "Planner of the Year" by Northern New England Chapter of the American Planning Association.

**The Schools:**

The Dresden School Committee and numerous sub-committees, working groups and individual citizens have been working for a number of years to develop a plan to address the facilities needs of our aging Middle School and High School. The options are myriad and there are many competing needs and interests.

The tax systems of Vermont and New Hampshire are very different when it comes to funding education. This combined with the great differences in the nonresidential tax bases between Norwich and Hanover makes finances look very different on either side of the river. One of the options favored by many School Board members is the sale to Dartmouth of the land on which the present High School and Middle School are sited. With this option, new Middle and High Schools would be constructed near the Ray School on the Reservoir Road site in Hanover. There are strongly differing views on the ultimate effect of moving both schools away from Downtown Hanover.

In March of this year, the Dresden School Board received permission from the voters of the Hanover and Norwich to sell the current downtown school site to Dartmouth. The margin voting yes was 13 votes out of a total of 3,667 ballots cast.

Traditionally, there is a clear division of responsibilities between the Selectboard and the School Board. Through the discussion of alternative plans leading up to the vote in March, the Selectmen have generally maintained this tradition. The School Board has made it clear that they see their responsibilities focused directly on the schools and education. For Hanover, the quality of education is an important value, but not the only value. Hanover is a shining example of a Town, where community functions - schools, shops, open space, offices and employment centers - all work together well in balance and within reasonable proximity. As work proceeds toward a plan and bond issue vote, the public debate will be focusing on the appropriate balance between education facilities needs, finances, and the long term character of the Town.

### **Hanover Waterworks Company**

Members of the Board of the Hanover Waterworks Company continue to focus their efforts on considering municipalization of the company. During 2001, the Board commissioned a full appraisal of the company's water distribution system assets, retained engineering consultants to provide cost estimates for a water filtration system, oversaw the completion of the water tank construction project, and successfully petitioned the Public Utilities Commission for water rate increases related to the distribution system improvements. The Town of Hanover continues to manage the Water Company on a contractual basis.

### **Planning**

**Open Space:** In May of 1999, Town Meeting established the Conservation Fund for protection of Open Space. To move forward, an energetic group of Conservation Commission members and other citizens worked hard throughout the year to create the Open Space Priorities Plan. This plan was awarded the 2001 "Planning/Development Project of the Year" Award by the New Hampshire Office of State Planning. This well thought-out plan sets the base for Conservation Commission's use of the Town's conservation funds for acquisitions of land and conservation easements to promote town-wide open space protection. Perhaps even more importantly, this plan also gives a blueprint that can help private landowners see how their own conservation interests can



be knitted together with those of the Town as a whole and has thereby proven to be beneficial in helping landowners in deciding to donate land and conservation easements for open space preservation.

**Downtown Visioning:** Since January of 2000 about two dozen citizens, representing the Chamber of Commerce, downtown business property owners, adjacent residential property owners, the Selectboard, the Planning Board, the Hanover Improvement Society and Dartmouth College, with the help of the urban design consulting firm Brook McIlroy of Toronto, have formulated a vision for downtown Hanover and its relationship to adjacent residential areas as well as examining the capacity and management of our parking facilities. This Downtown Vision can be seen on the Town's website, [www.hanovernh.org](http://www.hanovernh.org).

Over the past year the group has developed a set of proposed Zoning Amendments to change the method of satisfying parking demands associated with new construction and to set forth new land use rules, such as height and setback allowances, floor/area ratios, lot coverage, and mixed residential and commercial provisions, that will allow development of our business district using the best qualities of our present district while respecting the integrity of nearby neighborhoods and the college campus.

**Master Plan:** The Planning Board, assisted by the staff of the Planning and Zoning Department, has been diligently at work on a new Master Plan for Hanover. The Board has held many public meetings over the last year, has reviewed maps and text outlining three strategic concepts, has developed statistical build-out analyses, and has drafted a comprehensive set of vision statements to articulate the Board's approach to the future of our town. These documents can be viewed on the town's website, [www.hanovernh.org](http://www.hanovernh.org). The Master Plan will incorporate work done by a variety of groups, including the Open Space Priorities Plan, the Downtown Vision, the Scenic Locales Report, the Guiding Growth in Rural Hanover survey, and the Affordable Housing Study.

In essence, the approach being taken by the Planning Board puts an emphasis on guiding growth and change in ways that are respectful of the environmental qualities of our land and of the values of our citizens concerning quality of life, reducing allowable development in our rural areas, to preserve the established character of our existing neighborhoods, and to concentrate what development will occur in two village centers located in areas already served by our street, water, and sewer infrastructure.

### **Budgets and Tax Rates:**

Hanover taxpayers are facing ever increasing property tax pressures from the State, County and Local level. In this context, the Selectmen asked the Town Manager and her leadership team to bring forth a Proposed Budget for FY 2002-2003 that required a tax rate increase of no more than 3%. This is slightly over the inflation rate of 1.6%. The Board also requested a list of other items that merited consideration for addition to the budget, and potential areas for expenditure reductions or increased utilization of revenue.



The Board's request was challenged by outside factors that impacted the budget formulation, including a 27.3% increase in the health insurance premiums. The Town administration developed a plan for reworking health insurance deductibles, co-pays and prescription drug benefits. This plan helped to contain the impact of the health insurance premium increase on local taxpayers, and required the support of Town of Hanover employees. In particular, Hanover taxpayers owe a thank you to the members of the IBPO (our police officers' union) and AFSCME (our public works union) for their cooperation in contract negotiations, and to our non-unionized employees for their understanding, thereby enabling the Town to more effectively deal with this difficult national issue.

Through a series of public hearings in February and March, the Selectboard, worked with the Town Manager and the Department Head team to develop the budget that will be considered by Town Meeting. The 3% General Fund tax rate increase was maintained. For perspective, the inflation rate and the Town's General Fund tax rate increases over the past several years have been as follows:

1997:	2.4%	annual average inflation rate	1%	tax rate increase
1998:	2.9%	annual average inflation rate	0.2%	tax rate increase
1999:	2.8%	December inflation rate	2.8%	tax rate increase
2000:	1.7%	December inflation rate	0%	tax rate increase
2001:	2.6%	December inflation rate	0.1%	tax rate increase
2002:	3.5%	December inflation rate	3.5%	tax rate increase
2003:	1.6%	December inflation rate	3.0%	tax rate increase

The Town leadership, unions and town employees all are to be congratulated for positioning the Town to go forward in good health with such responsible fiscal management. This past year was Betsy McLain's first year in the job as Administrative Services Director. We are fortunate to have found a person in Betsy who can manage the Town's budgeting and fiscal affairs with command of great detail, matched with humor and a ready smile.

### Citizenship:

As we said above, the Town is first and foremost its people. Our civic life, our celebrations, and our community decisions are all the result of thousands of hours of work provided by individuals, in personal or in public capacities, giving their time and their talent to make the community of Hanover better.

Our Town is diverse and there are many potential issues that can fuel heated debate. At the end of the day, it may be our ability to listen to each other, truly listen, that allows us to keep Hanover the very special place that we all choose to call home.

Hanover Board of Selectmen  
Brian F. Walsh  
Marilyn W. Black  
Katherine S. Connolly  
William R. Baschnagel  
Judson T. Pierson, Jr.



# PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

## *INDEPENDENT AUDITOR'S REPORT*

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

We have audited the accompanying general purpose financial statements of the Town of Hanover as of and for the year ended June 30, 2001 as listed in the table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the general fixed assets account group which should be included in order to conform with accounting principles generally accepted in the United States of America. As is the case with most municipal entities in the State of New Hampshire, the Town of Hanover has not maintained historical cost records of its fixed assets. The amount that should be recorded in the general fixed assets account group is not known.

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Hanover, as of June 30, 2001, and the results of its operations and the cash flows of its nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Hanover taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Hanover. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

March 11, 2002

*Plodzik & Sanderson  
Professional Association*

## **Chapter 2**

# **Town Manager and Budget Reports**



# Town Manager's Budget

## 2002-2003 PROPOSED BUDGET

The FY 2002-2003 Budget, as proposed by the Selectmen for Town Meeting action, recommends total appropriations in the amount of \$13,678,041 for all funds except the Housing Fund, which is approved directly by the Housing Authority Board. This represents an increase of \$461,370 or 4.2% over the total appropriations approved for tax supported funds (General, Fire, and Parking Funds) for FY 2001-02, and an increase of \$577,431 or 37.9% for non-tax supported funds (Wastewater Treatment Plant and Ambulance Funds) over FY 2001-02, including capital reserve purchases. There are several factors contributing to this all funds expenditure increase. They are highlighted below by fund.

### 1. Tax Supported Funds

#### General Fund

In developing the proposed budget for FY 2002-2003, the Board of Selectmen directed staff to develop a set of recommendations that would result in a General Fund tax rate increase of no more than 3.0%. Continuing concern about the impact of the recession, the statewide property tax and the uncertainty of statewide school funding alternatives, the pending school bond issue, and the adopted Dresden and Hanover School District budgets for FY 2002-2003, led the Selectmen to decide it was important for the Town to continue to be as frugal as possible, without compromising the core services upon which the community depends. The Board conducted five public hearings over the course of three weeks, and chose to implement a combination of additional expenditure reductions and fund balance utilization in order to restore several items to the budget which they felt were important to the community, while still maintaining the tax rate increase target they identified in the fall of 2001.

The proposed appropriation for the General Fund for FY 2002-2003 is \$8,205,374, which represents an increase of \$204,100 or 2.6% over the FY 2001-2002 appropriation. **The increase of \$204,100 will require a General Fund tax rate increase of 3.0%.** This year, the Town was faced with significant increases in health insurance premiums for the second year in a row, but was able to offset those increases by implementing a revised benefits plan involving greater employee participation in the cost of their health insurance benefit. This savings, combined with continued healthy growth in the Town's total assessed valuation enabled the Town to implement several capital projects that have been deferred over the past two years.

Highlights of some of the General Fund's key initiatives proposed for FY 2002-2003 include: 1) a continued reduction in reliance on fund balance to help balance the budget and minimize tax rate increases is achieved once more in FY 2002-03, thereby enabling the Town to continue to boost the Fund Balance to within the 5% to 10% of total expenditures range advocated by the Department of Revenue Administration and the bond rating agencies; 2) sufficient funding is set aside for overlay to insure that adequate reserves will be available when the town-wide revaluation is implemented in 2003; 3) capital reserve funding (\$164,529) is appropriated to purchase four new police cruisers and three other police-related vehicles as part of the Town's regular vehicle replacement program; 4) funding for one (1) Rental Housing Inspector position is added to the Planning and Zoning Department, although only 50% of a full-year's salary is funded, to enable initiation of a rental housing inspection program; 5) funding for the first year of a \$1.5 million bond is appropriated to help fund the construction of the new Community/Senior Center on land owned by the Town located at 34 South Park Street and 48

Lebanon Street; 6) funding is provided for the installation of a new traffic signal with pedestrian crosswalk and widening of the intersection of Park and Wheelock Streets; 7) funding for construction of two new playing fields at the Gile Tract is appropriated; to be supplemented with donated funds from the Lions Club; and 8) replacement of the third of four bridges on Ruddsboro Road is included.

### **Fire Fund**

The Fire Fund Proposed Budget for FY 2002-2003 recommends appropriations totaling \$1,960,606, representing an increase of \$173,145 or 9.7%. The largest contributor to this overall increase was the recent water rate increase approved by the PUC in January of 2002 (24.89%), which results in a concomitant increase in hydrant rental charges to the Fire Fund. The remaining increase is attributable to a decision to budget an additional \$20,000 contribution to the Fire Capital Reserve for future replacement of the Department's self-contained breathing apparatus, and the recommendation to expend \$20,280 from that reserve for the replacement of the Fire Department's pick-up truck. The overall impact of the Fire Fund budget is a resulting 3.5% increase in Fire District tax rates, depending on the individual district and the total increase in assessed valuation within each district.

### **Parking Fund**

The Parking Fund operates on the revenues generated by the parking operation. Any deficit created by expenditures in excess of operating revenues is paid for through a Parking District tax assessed against properties located in Parking District #1 and #2, bounded loosely by Crosby and Sanborn Lane on the east, East South Street and a portion of Dorrance on the south, School Street on the west, and West Wheelock Street on the north. The Parking Fund Proposed Budget for FY 2002-2003 recommends total appropriations of \$1,409,554, which represents an increase of \$84,125 or 6.3% over the current budget. The increase is largely attributable to the shift of cost for the Advanced Transit subsidy from the General Fund to the Parking Fund, in recognition that the bus system helps to relieve parking and traffic in the Downtown area.

## **II. Non-Tax Supported Funds**

### **Wastewater Treatment Plant Fund**

The Wastewater Treatment Plant Fund Proposed Budget for FY 2002-2003 recommends appropriations totaling \$1,664,071, which represents an increase of \$459,813 or 38.2% over the current budget. The increase is attributable to a significant increase in funding requested for capital equipment purchases in the coming year. In FY 2001-02, the Town chose not to fund any significant capital expenditures, and spent the year planning for the upcoming aeration, SCADA and digester improvements now proposed for implementation in FY 2002-2003. The increase in capital equipment expenditures is offset by revenue to be received from DHMC for improvements to the aeration system, necessitated at least in part by the expansion of the Medical Center complex.

### **Ambulance Fund**

The Ambulance Fund Proposed Budget for FY 2002-2003 recommends appropriations totaling \$438,436, which represents an increase of \$117,618 or 36.7% over the current budget. The increase is largely attributable to the utilization of accumulated Ambulance Fund undesignated fund balance to reduce the community contribution allocation to the General Fund. The Ambulance Fund undesignated fund balance has grown considerably over the past two years due to higher than anticipated revenue resulting from ambulance runs.

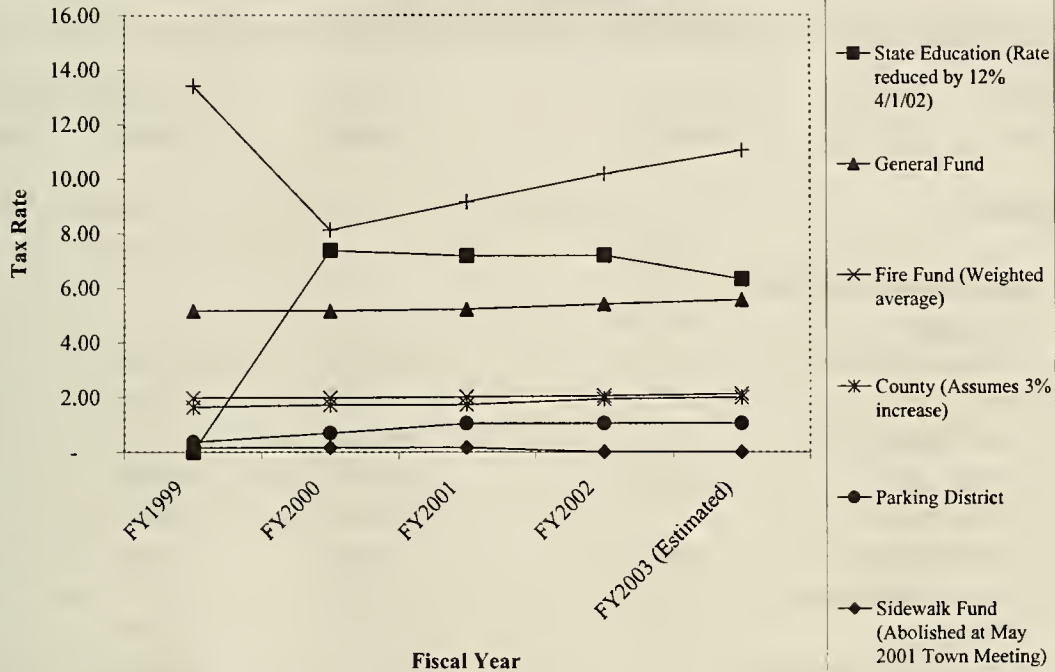


**TOWN OF HANOVER**  
**Budget Analysis FY 2002-2003**

	2001-2002 Approved Budget	2002-2003 Proposed Budget	CHANGE 01-02/02-03	%
<b>General Fund and Special Accounts</b>				
General Government (Administration)	1,177,213	1,176,782	(431)	-0.04%
Town Properties	317,953	312,964	(4,989)	-1.6%
Police	1,328,295	1,466,367	138,072	10.4%
Public Works	2,414,615	2,544,561	129,946	5.4%
Health and Welfare	185,183	149,213	(35,970)	-19.4%
Parks and Recreation	254,278	256,764	2,486	1.0%
Libraries	658,768	682,227	23,459	3.6%
Conservation Commission	260,340	130,600	(129,740)	-49.8%
Affordable Housing Commission	-	3,000	3,000	-
Unallocated	1,391,629	1,482,896	91,266	6.6%
Special Warrant Articles	13,000	-	(13,000)	-100.0%
<b>Total General Fund and Special Accounts</b>	<b>8,001,274</b>	<b>8,205,374</b>	<b>204,100</b>	<b>2.6%</b>
<b>Tax Supported Funds:</b>				
General	8,001,274	8,205,374	204,100	2.6%
Fire	1,787,461	1,960,606	173,145	9.7%
Parking	1,325,429	1,409,554	84,125	6.3%
<b>Total Expenditures-Tax Supptd. Funds</b>	<b>11,114,164</b>	<b>11,575,534</b>	<b>461,370</b>	<b>4.2%</b>
<b>Tax Subsidy</b>	<b>6,290,513</b>	<b>6,590,153</b>	<b>545,495</b>	<b>8.7%</b>
<b>Tax Ratio</b>	<b>56.6%</b>	<b>56.9%</b>	<b>0.3%</b>	<b>0.6%</b>
<b>Non-Tax Supported Funds:</b>				
WWTP	1,204,258	1,664,071	459,813	38.2%
Ambulance	320,818	438,436	117,618	36.7%
<b>Total Non-Tax Funds</b>	<b>1,525,076</b>	<b>2,102,507</b>	<b>577,431</b>	<b>37.9%</b>
<b>Grand Total All Funds</b>	<b>12,639,240</b>	<b>13,678,041</b>	<b>1,038,801</b>	<b>8.2%</b>
<b>Capital Projects Funded from Capital Reserve Funds</b>				
General Fund	211,191	311,419	100,228	47.5%
Fire Fund	-	20,280	20,280	-
WWTP Fund	30,944	-	(30,944)	-100.0%
Ambulance Fund	-	-	-	-
Parking Fund	-	-	-	-
Trusts and Restricted Funds	-	-	-	-
<b>Total Capital from Capital Reserve Funds</b>	<b>242,135</b>	<b>331,699</b>	<b>89,564</b>	<b>37.0%</b>
<b>Grand Total All Funds Less Capital Reserve Purchases</b>	<b>12,397,105</b>	<b>13,346,342</b>	<b>949,237</b>	<b>7.7%</b>



### 5 Year Tax Rate Analysis



### Tax Rate % Change Analysis

	<u>FY02 to FY03</u>	<u>FY99 to FY03</u>
Local Schools	8.6%	
State Education	-12.0%	
<b>Total Education</b>	<b>-0.02%</b>	<b>29.4%</b>
County	3.0%	21.8%
General Fund	3.0%	7.5%
Fire Fund	2.9%	7.1%
Parking	0.0%	188.9%
<b>Total Town Taxes Residential</b>	<b>2.9%</b>	<b>5.2%</b>
<b>Total Town Taxes Business</b>	<b>2.6%</b>	<b>13.8%</b>
<b>Total All Taxes</b>	<b>0.9%</b>	<b>23.6%</b>

### Percentage of Total Tax Rate

	<u>FY03</u>	<u>FY99</u>
Schools	39.3%	59.1%
State Education	22.5%	0.0%
<b>Total Education</b>	<b>61.8%</b>	<b>59.1%</b>
County	7.1%	7.2%
General Fund	19.8%	23.4%
Fire Fund	7.6%	8.7%
Parking	3.7%	1.6%
<b>Total Town Taxes Residential</b>	<b>27.4%</b>	<b>32.1%</b>
<b>Total Town Taxes Business</b>	<b>31.1%</b>	<b>33.7%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Budget Summary</b>			
<i>General Fund and Special Accounts</i>			
<u>Revenues</u>			
Administrative Services	1,072,600	1,115,100	4.0%
MIS	40,000	-	-100.0%
Planning and Zoning	293,850	317,950	8.2%
Police	283,014	436,445	54.2%
Public Works	581,053	556,452	-4.2%
Health and Welfare	16,213	14,197	-12.4%
Parks and Recreation	121,800	118,500	-2.7%
Libraries	49,075	47,525	-3.2%
Conservation Commission	256,340	126,500	-50.7%
Unallocated	5,287,329	5,472,705	3.5%
<b>Total Revenues</b>	<b>8,001,274</b>	<b>8,205,374</b>	<b>2.6%</b>
<u>Expenditures</u>			
<b>Personnel Costs</b>			
Executive	132,406	140,607	6.2%
Human Resources	96,328	132,027	37.1%
Administrative Services	239,331	256,779	7.3%
MIS	58,235	60,886	4.6%
Tax Assessing	103,916	105,046	1.1%
Planning and Zoning	241,962	257,073	6.2%
Town Properties	47,538	46,008	-3.2%
Police	1,273,529	1,261,358	-1.0%
Public Works	1,124,337	1,147,560	2.1%
Health and Welfare	38,063	50,272	32.1%
Parks and Recreation	126,485	129,566	2.4%
Libraries	538,145	568,180	5.6%
<b>Total Personnel</b>	<b>4,020,275</b>	<b>4,155,361</b>	<b>3.4%</b>
<b>Non-Personnel Costs</b>			
Executive	91,145	61,681	-32.3%
Human Resources	14,180	12,058	-15.0%
Administrative Services	51,570	51,155	-0.8%
MIS	71,000	29,526	-58.4%
Tax Assessing	28,690	14,520	-49.4%

**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
Planning and Zoning	48,450	55,425	14.4%
Town Properties	270,415	266,957	-1.3%
Police	54,766	205,009	274.3%
Public Works	1,290,278	1,397,001	8.3%
Health and Welfare	147,120	98,941	-32.7%
Parks and Recreation	127,793	127,198	-0.5%
Libraries	120,623	114,047	-5.5%
Conservation Commission	260,340	130,600	-49.8%
Affordable Housing Commiss.	-	3,000	-
Unallocated	1,404,629	1,482,896	5.6%
<b>Total Non-Personnel</b>	<b>3,980,999</b>	<b>4,050,013</b>	<b>1.7%</b>
<b>Personnel and Non-Personnel</b>			
Executive	223,551	202,288	-9.5%
Human Resources	110,508	144,085	30.4%
Administrative Services	290,901	307,933	5.9%
MIS	129,235	90,412	-30.0%
Tax Assessing	132,606	119,566	-9.8%
Planning and Zoning	290,412	312,498	7.6%
Town Properties	317,953	312,964	-1.6%
Police	1,328,295	1,466,367	10.4%
Public Works	2,414,615	2,544,561	5.4%
Health and Welfare	185,183	149,213	-19.4%
Parks and Recreation	254,278	256,764	1.0%
Libraries	658,768	682,227	3.6%
Conservation Commission	260,340	130,600	-49.8%
Affordable Housing Commiss.	-	3,000	-
Unallocated	1,404,629	1,482,896	5.6%
<b>Total Expenditures</b>	<b>8,001,274</b>	<b>8,205,374</b>	<b>2.6%</b>
<b>Tax Subsidy</b>	<b>4,448,328</b>	<b>4,668,458</b>	<b>4.9%</b>
<b>Tax Ratio</b>	<b>55.6%</b>	<b>56.9%</b>	<b>2.3%</b>
<b>Special Revenue Funds</b>			
<b><u>Revenues</u></b>			
Fire	1,787,461	1,960,607	9.7%
Ambulance	320,818	438,436	36.7%
WWTP	1,204,258	1,664,071	38.2%
Parking	1,325,429	1,409,553	6.3%



<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Total Revenues</b>	<b>4,637,966</b>	<b>5,472,667</b>	<b>18.0%</b>
<b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
Fire	1,029,324	1,061,464	3.1%
Ambulance	233,777	248,871	6.5%
WWTP	439,575	452,329	2.9%
Parking	191,830	212,330	10.7%
<b>Total Personnel</b>	<b>1,894,506</b>	<b>1,974,993</b>	<b>4.2%</b>
<b>Non-Personnel Costs</b>			
Fire	758,137	899,142	18.6%
Ambulance	87,041	189,565	117.8%
WWTP	764,683	1,211,742	58.5%
Parking	1,133,599	1,197,224	5.6%
<b>Total Non-Personnel</b>	<b>2,743,460</b>	<b>3,497,674</b>	<b>27.5%</b>
<b>Personnel and Non-Personnel</b>			
Fire	1,787,461	1,960,606	9.7%
Ambulance	320,818	438,436	36.7%
WWTP	1,204,258	1,664,071	38.2%
Parking	1,325,429	1,409,554	6.3%
<b>Total Expenditures</b>	<b>4,637,966</b>	<b>5,472,667</b>	<b>18.0%</b>
<b>Tax Subsidy</b>			
Fire	1,682,185	1,771,773	5.3%
Ratio	94.1%	90.4%	-4.0%
Parking	160,000	149,921	-6.3%
Ratio	12.1%	10.6%	-11.9%
<b>Total Special Districts Tax Subsidy</b>	<b>1,842,185</b>	<b>1,921,695</b>	<b>4.3%</b>
Ratio	39.7%	35.1%	-11.6%

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>General Fund and Special Accounts Department Budgets</b>			
<i>Executive</i>			
<b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
01-110-115 Board Salaries	6,796	6,798	0.0%
01-120-110 Town Manager-Full Time	120,610	128,809	6.8%
01-120-140 Town Manager-Overtime	5,000	5,000	0.0%
<b>Total Personnel</b>	<b>132,406</b>	<b>140,607</b>	<b>6.2%</b>
<b>Non-Personnel Costs</b>			
<b>Board of Selectmen</b>			
01-110-300 Professional Services	16,000	17,500	9.4%
01-110-400 Property Services	32,445	-	-100.0%
01-110-500 Purchased Services	24,700	23,706	-4.0%
01-110-600 Supplies and Materials	8,050	8,550	6.2%
01-110-820 Auto Allowance	100	-	-100.0%
01-110-890 Cultural Exchange Pgms	-	4,000	-
<b>Total Board of Selectmen</b>	<b>81,295</b>	<b>53,756</b>	<b>-33.9%</b>
<b>Town Manager</b>			
01-120-400 Property Services	100	100	0.0%
01-120-500 Purchased Services	4,700	4,800	2.1%
01-120-600 Supplies and Materials	2,700	1,375	-49.1%
01-120-700 Operational Equipment	700	-	-100.0%
01-120-800 Education	1,650	1,650	0.0%
<b>Total Town Manager</b>	<b>9,850</b>	<b>7,925</b>	<b>-19.5%</b>
<b>Total Non-Personnel</b>	<b>91,145</b>	<b>61,681</b>	<b>-32.3%</b>
<b>Activity Totals</b>			
Board of Selectmen	88,091	60,554	-31.3%
Town Manager	135,460	141,734	4.6%
<b>Total Expenditures</b>	<b>223,551</b>	<b>202,288</b>	<b>-9.5%</b>
<b>Net Expenditures</b>	<b>223,551</b>	<b>202,288</b>	<b>-9.5%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b><i>Human Resources</i></b>			
<b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
01-125-110 Human Resources-Full Time	96,328	132,027	37.1%
<b>Total Personnel</b>	<b>96,328</b>	<b>132,027</b>	<b>37.1%</b>
<b>Non-Personnel Costs</b>			
01-125-300 Professional Services	4,770	3,740	-21.6%
01-125-500 Purchased Services	5,660	4,860	-14.1%
01-125-600 Supplies and Materials	2,550	2,058	-19.3%
01-125-800 Auto/Conferences	1,200	1,400	16.7%
<b>Total Non-Personnel</b>	<b>14,180</b>	<b>12,058</b>	<b>-15.0%</b>
<b>Total Expenditures</b>	<b>110,508</b>	<b>144,085</b>	<b>30.4%</b>
<b>Net Expenditures</b>	<b>110,508</b>	<b>144,085</b>	<b>30.4%</b>

***Administrative Services***

<b><u>Revenues</u></b>			
01-092-210 Motor Vehicle Permits	1,050,000	1,092,500	4.0%
01-092-215 Boat Licenses	1,500	1,500	0.0%
01-092-220 Business Licenses/Permits	500	500	0.0%
01-092-230 Vendor Permits-Regular	2,300	2,300	0.0%
01-092-240 Town Clerk Fees	14,000	14,000	0.0%
01-092-280 Dog Licenses	3,800	3,800	0.0%
01-097-770 Sale of Ordinances	500	500	0.0%
<b>Total Revenues</b>	<b>1,072,600</b>	<b>1,115,100</b>	<b>4.0%</b>

<b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
01-131-110 Admin/Finance-Full Time	136,593	151,610	11.0%
01-131-115 Treasurer-Part Time	5,000	5,000	0.0%
01-132-110 Revenue Collections-Full Time	38,992	41,151	5.5%
01-133-110 Town Clerk-Full Time	53,296	56,818	6.6%
01-133-115 Elections-Part Time	5,450	2,200	-59.6%
<b>Total Personnel</b>	<b>239,331</b>	<b>256,779</b>	<b>7.3%</b>

**Administration**



**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
01-131-300 Professional Services	-	5,000	-
01-131-400 Property Services	8,980	8,980	0.0%
01-131-500 Dues and Memberships	295	205	-30.5%
01-131-600 Supplies and Materials	8,875	7,556	-14.9%
01-131-800 Auto/Education	1,600	550	-65.6%
01-131-900 Charges from MIS	5,900	5,900	0.0%
<b>Total Administration</b>	<b>25,650</b>	<b>28,191</b>	<b>9.9%</b>
<b>Revenue Collections/Tax</b>			
01-132-300 Professional Services	250	700	180.0%
01-132-400 Property Services	1,200	500	-58.3%
01-132-500 Dues and Memberships	150	500	233.3%
01-132-600 Supplies and Materials	4,800	4,423	-7.8%
01-132-800 Auto/Education	475	550	15.8%
01-132-900 Charges from MIS	2,200	2,200	0.0%
<b>Total Revenue Collections/Tax</b>	<b>9,075</b>	<b>8,873</b>	<b>-2.2%</b>
<b>Town Clerk</b>			
01-133-400 Property Services	1,150	750	-34.8%
01-133-500 Dues and Memberships	1,350	1,350	0.0%
01-133-600 Supplies and Materials	5,770	5,916	2.5%
01-133-800 Auto Allowance	175	175	0.0%
01-133-900 Charges from MIS	3,400	3,400	0.0%
01-780-390 Records Preservation	5,000	2,500	-50.0%
<b>Total Town Clerk</b>	<b>16,845</b>	<b>14,091</b>	<b>-16.4%</b>
<b>Total Non-Personnel</b>	<b>51,570</b>	<b>51,155</b>	<b>-0.8%</b>
<b>Activity Totals</b>			
Administration	167,243	184,801	10.5%
Revenue Collections/Tax	48,067	50,024	4.1%
Town Clerk	75,591	73,109	-3.3%
<b>Total Expenditures</b>	<b>290,901</b>	<b>307,933</b>	<b>5.9%</b>
<b>Net Expenditures</b>	<b>(781,699)</b>	<b>(807,167)</b>	<b>3.3%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<i>Management Information Systems (MIS)</i>			
<u>Revenues</u>			
01-097-750 Transfer from Reserve	40,000	-	-100.0%
<b>Total Revenues</b>	<b>40,000</b>	<b>-</b>	<b>-100.0%</b>
<u>Expenditures</u>			
<b>Personnel Costs</b>			
01-141-110 MIS-Full Time	58,235	60,886	4.6%
<b>Total Personnel</b>	<b>58,235</b>	<b>60,886</b>	<b>4.6%</b>
<b>MIS</b>			
01-141-300 Professional Services	71,374	70,035	-1.9%
01-141-400 Property Services	19,491	14,699	-24.6%
01-141-500 Dues and Memberships	200	200	0.0%
01-141-600 Supplies and Materials	8,100	10,899	34.6%
01-141-700 Operational Equipment	25,075	30,000	19.6%
01-141-800 Auto/Education	2,000	2,000	0.0%
01-141-900 Charges to Other Depts	(100,240)	(113,807)	13.5%
<b>Total MIS Operating</b>	<b>26,000</b>	<b>14,026</b>	<b>-46.1%</b>
<b>Capital Costs</b>			
01-720-743 Purchases from Reserve	40,000	-	-100.0%
01-760-720 Geographic Info. Systems (GIS)	5,000	15,500	210.0%
<b>Total Capital</b>	<b>45,000</b>	<b>15,500</b>	<b>-65.6%</b>
<b>Total Non-Personnel</b>	<b>71,000</b>	<b>29,526</b>	<b>-58.4%</b>
<b>Total Expenditures</b>	<b>129,235</b>	<b>90,412</b>	<b>-30.0%</b>
<b>Net Expenditures</b>	<b>89,235</b>	<b>90,412</b>	<b>1.3%</b>
<i>Assessing</i>			
<u>Expenditures</u>			
<b>Personnel Costs</b>			
01-144-110 Assessing-Full Time	103,916	105,046	1.1%
<b>Total Personnel</b>	<b>103,916</b>	<b>105,046</b>	<b>1.1%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Non-Personnel Costs</b>			
01-144-300 Professional Services	-	2,000	-
01-144-500 Dues and Memberships	240	240	0.0%
01-144-600 Supplies and Materials	900	930	3.3%
01-144-800 Auto/Education	2,850	2,950	3.5%
01-144-900 Charges from MIS	4,700	3,400	-27.7%
01-760-300 Revaluation Support	20,000	5,000	-75.0%
<b>Total Non-Personnel</b>	<b>28,690</b>	<b>14,520</b>	<b>-49.4%</b>
<b>Total Expenditures</b>	<b>132,606</b>	<b>119,566</b>	<b>-9.8%</b>
<b>Net Expenditures</b>	<b>132,606</b>	<b>119,566</b>	<b>-9.8%</b>
 <b>Planning and Zoning</b>			
<b><u>Revenues</u></b>			
01-092-250 Building Permits	252,000	279,000	10.7%
01-092-255 Zoning Permits	5,500	8,500	54.5%
01-092-251 Code Book Sales	350	350	0.0%
01-093-310 Planning Board Fees	18,000	18,000	0.0%
01-093-311 Zoning Board Fees	18,000	11,500	-36.1%
01-093-312 Rental Housing Inspection Fees	-	600	-
<b>Total Revenues</b>	<b>293,850</b>	<b>317,950</b>	<b>8.2%</b>
 <b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
01-181-110 Planning and Zoning-Full Time	186,390	205,067	10.0%
01-181-115 Planning and Zoning-Part Time	55,572	52,006	-6.4%
<b>Total Personnel</b>	<b>241,962</b>	<b>257,073</b>	<b>6.2%</b>
 <b>Non-Personnel Costs</b>			
01-181-300 Professional Services	16,350	13,500	-17.4%
01-181-400 Property Services	3,500	3,500	0.0%
01-181-500 Other Services	15,500	24,658	59.1%
01-181-600 Supplies and Materials	10,200	10,742	5.3%
01-181-700 Operational Equipment	-	-	-
01-181-800 Auto/Education	2,900	3,025	4.3%
<b>Total Non-Personnel Costs</b>	<b>48,450</b>	<b>55,425</b>	<b>14.4%</b>
<b>Total Expenditures</b>	<b>290,412</b>	<b>312,498</b>	<b>7.6%</b>



<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Net Expenditures	(3,438)	(5,452)	58.6%
<i>Conservation Commission</i>			
<u>Revenues</u>			
01-091-135 Land Use Change Tax	100,000	100,000	0.0%
01-097-761 Transfers from Reserved Funds	156,340	26,500	-83.0%
<b>Total Revenues</b>	<b>256,340</b>	<b>126,500</b>	<b>-50.7%</b>
<u>Expenditures</u>			
<b>Non-Personnel Costs</b>			
01-192-300 Trail Maintenance	4,000	4,100	2.5%
01-900-905 Transfer to Conservation Fund	256,340	126,500	-50.7%
<b>Total Non-Personnel</b>	<b>260,340</b>	<b>130,600</b>	<b>-49.8%</b>
<b>Total Expenditures Conservation</b>	<b>260,340</b>	<b>130,600</b>	<b>-49.8%</b>
<b>Net Expenditures Conservation</b>	<b>4,000</b>	<b>4,100</b>	<b>2.5%</b>
<i>Affordable Housing Commission</i>			
<u>Expenditures</u>			
<b>Non-Personnel Costs</b>			
01-192-300 Trail Maintenance	-	2,000	-
01-192-500 Other Professional Services	-	1,000	-
<b>Total Non-Personnel</b>	<b>-</b>	<b>3,000</b>	<b>-</b>
<b>Total Expenditures Affordable Housing Commission</b>	<b>-</b>	<b>3,000</b>	<b>-</b>
<i>Town Properties</i>			
<u>Expenditures</u>			
<b>Personnel Costs</b>			
01-501-110 Buildings-Full Time Services	38,578	40,344	4.6%
01-501-140 Buildings-Overtime Services	8,960	5,664	-36.8%
<b>Total Personnel Costs</b>	<b>47,538</b>	<b>46,008</b>	<b>-3.2%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Operations</b>			
01-501-600 Supplies and Materials	3,500	3,500	0.0%
01-501-900 Charges to Other Depts	(7,122)	(7,448)	4.6%
<b>Total Operations</b>	<b>(3,622)</b>	<b>(3,948)</b>	<b>9.0%</b>
<b>Municipal Building</b>			
01-510-300 Telephone	10,017	18,384	83.5%
01-510-410 Electricity	5,828	6,180	6.0%
01-510-411 Heat	3,313	3,212	-3.1%
01-510-412 Water	410	511	24.6%
01-510-413 Sewer	622	622	0.0%
01-510-430 Repair and Maintenance	12,500	12,500	0.0%
01-510-440 Equipment Lease	3,700	3,700	0.0%
01-510-490 Contracted Services	25,695	25,708	0.1%
01-510-600 Supplies and Materials	750	750	0.0%
01-510-700 Building Equipment	-	2,200	-
<b>Total Municipal Building</b>	<b>62,835</b>	<b>73,767</b>	<b>17.4%</b>
<b>Community Center</b>			
01-511-300 Telephone	1,418	480	-66.1%
01-511-410 Electricity	992	992	0.0%
01-511-411 Heat	1,125	1,091	-3.0%
01-511-412 Water	315	249	-20.9%
01-511-413 Sewer	130	130	0.0%
01-511-430 Repair and Maintenance	1,250	1,000	-20.0%
01-511-440 Equipment Lease	2,090	3,686	76.4%
01-511-490 Contracted Services	250	250	0.0%
01-511-600 Supplies and Materials	250	250	0.0%
<b>Total Community Center</b>	<b>7,820</b>	<b>8,128</b>	<b>3.9%</b>
<b>R. Hauger Public Works Facility</b>			
01-521-300 Telephone	5,970	2,120	-64.5%
01-521-410 Electricity	10,044	10,044	0.0%
01-521-411 Heat	10,375	10,060	-3.0%
01-521-412 Water	1,448	1,804	24.6%
01-521-413 Sewer	312	312	0.0%
01-521-430 Repair and Maintenance	2,300	2,300	0.0%
01-521-490 Contracted Services	17,048	17,533	2.8%

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
01-521-600 Supplies and Materials	1,250	1,250	0.0%
01-521-700 Building Equipment	2,500	2,500	0.0%
<b>Total R. Hauger PW Facility</b>	<b>51,247</b>	<b>47,923</b>	<b>-6.5%</b>
<b>Highway Garage 2</b>			
01-522-410 Electricity	62	80	29.0%
01-522-411 Heat	200	-	-100.0%
<b>Total Highway Garage 2</b>	<b>262</b>	<b>80</b>	<b>-69.5%</b>
<b>Howe Library</b>			
01-530-300 Telephone	5,341	3,064	-42.6%
01-530-410 Electricity	10,168	13,860	36.3%
01-530-411 Heat	4,625	4,484	-3.0%
01-530-412 Water	594	740	24.6%
01-530-413 Sewer	380	380	0.0%
01-530-430 Repair and Maintenance	6,500	4,000	-38.5%
01-530-440 Rentals	4,400	3,984	-9.5%
01-530-490 Contracted Services	28,035	29,241	4.3%
01-530-600 Supplies and Materials	900	900	0.0%
01-530-900 Charges from MIS	2,792	-	-100.0%
<b>Total Howe Library</b>	<b>63,735</b>	<b>60,653</b>	<b>-4.8%</b>
<b>Etna Library</b>			
01-540-300 Telephone	968	968	0.0%
01-540-410 Electricity	620	780	25.8%
01-540-411 Heat	1,063	1,030	-3.1%
01-540-413 Sewer	179	179	0.0%
01-540-430 Repair and Maintenance	1,200	1,700	41.7%
01-540-490 Contracted Services	1,707	1,673	-2.0%
01-540-600 Supplies and Materials	200	200	0.0%
<b>Total Etna Library</b>	<b>5,937</b>	<b>6,530</b>	<b>10.0%</b>
<b>Cemeteries</b>			
01-550-400 Property Services	8,982	9,701	8.0%
01-550-600 Supplies and Materials	10,150	9,300	-8.4%
<b>Total Cemeteries</b>	<b>19,132</b>	<b>19,001</b>	<b>-0.7%</b>
<b>Boat Landing</b>			



**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>% Change/ Approved</u>
01-560-400 Property Services	1,556	1,176	-24.4%
<b>Total Boat Landing</b>	<b>1,556</b>	<b>1,176</b>	<b>-24.4%</b>
<b>Police Facility</b>			
01-570-410 Electricity	14,435	16,800	16.4%
01-570-411 Heat	5,750	5,575	-3.0%
01-570-412 Water	682	578	-15.2%
01-570-413 Sewer	240	240	0.0%
01-570-430 Repair and Maintenance	3,955	5,955	50.6%
01-570-490 Contracted Services	22,201	23,248	4.7%
01-570-600 Supplies and Materials	1,250	1,250	0.0%
01-570-700 Building Equipment	13,000	-	-100.0%
<b>Total Police Facility</b>	<b>61,513</b>	<b>53,646</b>	<b>-12.8%</b>
<b>Total Non-Personnel Costs</b>	<b>270,415</b>	<b>266,957</b>	<b>-1.3%</b>
<b>Activity Totals</b>			
Operations	43,916	42,060	-4.2%
Municipal Building	62,835	73,767	17.4%
Community Center	7,820	8,128	3.9%
R. Hauger Public Works Facility	51,247	47,923	-6.5%
Highway Garage 2	262	80	-69.5%
Howe Library	63,735	60,653	-4.8%
Etna Library	5,937	6,530	10.0%
Cemeteries	19,132	19,001	-0.7%
Boat Landing	1,556	1,176	-24.4%
Police Facility	61,513	53,646	-12.8%
<b>Total Expenditures</b>	<b>317,953</b>	<b>312,964</b>	<b>-1.6%</b>
<b>Net Expenditures</b>	<b>317,953</b>	<b>312,964</b>	<b>-1.6%</b>

**Police**

**Revenues**

01-092-270 Pistol Permits	100	100	0.0%
01-093-351 Dispatch Center Charges	149,184	116,501	-21.9%
01-093-352 Dog fines	1,000	1,000	0.0%
01-093-353 Special Services	108,000	108,000	0.0%
01-093-354 Kids and Cops/Dare	7,800	7,700	-1.3%
01-093-355 Report Fees	1,200	1,455	21.3%

**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
01-093-356 Bike Auction	1,500	1,200	-20.0%
01-093-357 Fingerprinting	2,000	2,000	0.0%
01-093-359 Sale of Cruisers	-	19,500	-
01-094-447 Matching Grants	6,230	8,460	35.8%
01-097-730 Court Fines	6,000	6,000	0.0%
01-097-751 Transfer from Capital Reserve Fund	-	164,529	-
<b>Total Revenues</b>	<b>283,014</b>	<b>436,445</b>	<b>54.2%</b>
<b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
01-321-110 Administration-Full Time	183,486	194,827	6.2%
01-322-110 Patrol-Full Time	546,459	550,140	0.7%
01-322-115 Patrol-Part Time	15,053	16,040	6.6%
01-322-125 Patrol-Temp Supervision	5,546	5,714	3.0%
01-322-140 Patrol-Overtime	48,042	49,500	3.0%
01-322-145 Patrol-Special	80,000	80,000	0.0%
01-323-110 Investigation-Full Time	83,760	88,791	6.0%
01-323-140 Investigation-Overtime	4,300	4,300	0.0%
01-324-110 Dispatch-Full Time	272,470	237,340	-12.9%
01-324-115 Dispatch-Part Time	8,188	8,481	3.6%
01-324-125 Dispatch-Temp Supervision	225	225	0.0%
01-324-140 Dispatch-Overtime	26,000	26,000	0.0%
<b>Total Personnel</b>	<b>1,273,529</b>	<b>1,261,358</b>	<b>-1.0%</b>
<b>Administration</b>			
01-321-300 Professional Services	27,013	20,962	-22.4%
01-321-400 Property Services	5,937	5,384	-9.3%
01-321-500 Other Services	620	620	0.0%
01-321-600 Supplies and Materials	6,206	5,511	-11.2%
01-321-700 Operational equipment	11,779	1,700	-85.6%
01-321-800 Auto/Education	2,050	500	-75.6%
01-321-900 Dept Charges	8,517	13,225	55.3%
<b>Total Administration</b>	<b>62,122</b>	<b>47,902</b>	<b>-22.9%</b>
<b>Patrol</b>			
01-322-300 Professional Services	3,200	3,200	0.0%
01-322-410 Electricity	9,000	9,000	0.0%
01-322-430 Repair and Maintenance	2,000	6,000	200.0%

**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
01-322-490 Contracted Services	216	540	150.0%
01-322-500 Dues and Memberships	930	930	0.0%
01-322-600 Supplies and Materials	28,580	30,875	8.0%
01-322-700 Operational Equipment	6,210	12,260	97.4%
01-322-800 Auto/Education	2,350	2,100	-10.6%
01-322-901 Charges to Other Depts	(91,674)	(94,812)	3.4%
01-322-960 Transfer to Capital Reserve Fund	45,000	60,700	34.9%
<b>Total Patrol</b>	<b>5,812</b>	<b>30,793</b>	<b>429.8%</b>
<b>Investigation</b>			
01-323-300 Professional Services	400	400	0.0%
01-323-400 Property Services	624	624	0.0%
01-323-500 Dues and Memberships	60	70	16.7%
01-323-600 Supplies and Materials	1,540	1,240	-19.5%
01-323-800 Auto/Education	525	500	-4.8%
<b>Total Investigation</b>	<b>3,149</b>	<b>2,834</b>	<b>-10.0%</b>
<b>Dispatch</b>			
01-324-341 Telephone	38,000	38,500	1.3%
01-324-365 Professional Services	648	648	0.0%
01-324-400 Property Services	13,548	12,898	-4.8%
01-324-500 Dues and Memberships	410	230	-43.9%
01-324-600 Supplies and Materials	3,597	2,940	-18.3%
01-324-700 Operational Equipment	900	-	-100.0%
01-324-800 Auto/Education	2,000	2,900	45.0%
01-324-900 Charges to Other Depts	(95,920)	(99,665)	3.9%
<b>Total Dispatch</b>	<b>(36,817)</b>	<b>(41,549)</b>	<b>12.9%</b>
<b>Animal Control</b>			
01-325-300 Professional Services	500	500	0.0%
<b>Total Animal Control</b>	<b>500</b>	<b>500</b>	<b>0.0%</b>



<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Capital Costs</b>			
01-720-742 Police Cruiser Replacement	-	164,529	-
01-770-740 Dispatch Equipment	20,000	-	-100.0%
<b>Total Capital Costs</b>	<b>20,000</b>	<b>164,529</b>	<b>722.6%</b>
<b>Total Non-Personnel</b>	<b>54,766</b>	<b>205,009</b>	<b>274.3%</b>
<b>Activity Totals</b>			
Administration	245,608	242,729	-1.2%
Patrol	700,912	732,187	4.5%
Investigation	91,209	95,925	5.2%
Dispatch	270,066	230,498	-14.7%
Animal Control	500	500	0.0%
Capital Costs	20,000	164,529	722.6%
<b>Total Expenditures</b>	<b>1,328,295</b>	<b>1,466,367</b>	<b>10.4%</b>
<b>Net Expenditures</b>	<b>1,045,281</b>	<b>1,029,922</b>	<b>-1.5%</b>
<b>Public Works</b>			
<u>Revenues</u>			
01-092-275 Excavation Fees	900	11,612	1190.2%
01-092-290 Driveway Permits	500	1,000	100.0%
01-093-361 Special Services	3,650	3,650	0.0%
01-093-364 Highway Services-Water Co	15,000	4,200	-72.0%
01-093-369 Outside Projects	100,000	100,000	0.0%
01-093-370 Cemetery Gifts	600	600	0.0%
01-093-371 Cemetery Trust Funds	1,500	1,500	0.0%
01-093-372 Cemetery Lot Sales	14,000	14,000	0.0%
01-093-373 Cemetery Burial Fees	10,000	10,000	0.0%
01-093-374 Solid Waste Fees	22,000	22,000	0.0%
01-093-375 Recycling Materials	28,000	28,000	0.0%
01-093-379 HIS Gardener Subsidy	9,000	9,000	0.0%
01-094-430 Highway Block Grant	203,712	203,000	-0.3%
01-097-750 Transfer from Reserve	171,191	146,890	-14.2%
01-097-790 Sale of Property	1,000	1,000	0.0%
<b>Total Revenues</b>	<b>581,053</b>	<b>556,452</b>	<b>-4.2%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
01-410-110 Administration-Full Time	158,348	166,255	5.0%
01-421-110 Highway Summer-Full Time	243,470	241,898	-0.6%
01-421-140 Highway Summer-Overtime	16,000	16,000	0.0%
01-421-145 Highway Summer-Special	2,346	2,346	0.0%
01-422-110 Highway Winter-Full Time	162,313	161,266	-0.6%
01-422-140 Highway Winter-Overtime	49,884	50,000	0.2%
01-423-110 Line Maintenance-Full Time	116,374	120,197	3.3%
01-423-120 Line Maintenance-Seasonal	8,075	8,075	0.0%
01-423-140 Line Maintenance-Overtime	4,650	7,678	65.1%
01-430-110 Fleet-Full Time	146,139	154,809	5.9%
01-430-140 Fleet-Overtime	14,734	9,000	-38.9%
01-440-110 Grounds-Full Time	143,773	152,631	6.2%
01-440-120 Grounds-Seasonal	41,360	40,260	-2.7%
01-440-140 Grounds-Overtime	16,871	17,144	1.6%
<b>Total Personnel</b>	<b>1,124,337</b>	<b>1,147,560</b>	<b>2.1%</b>
<b>Administration</b>			
01-410-300 Professional Services	3,500	4,100	17.1%
01-410-410 Electricity	65,057	66,250	1.8%
01-410-431 Computer Repair	-	-	-
01-410-440 Equipment Rental	1,600	1,400	-12.5%
01-410-490 Other Contracted Services	450	450	0.0%
01-410-500 Advertising and Dues	1,181	1,211	2.5%
01-410-600 Supplies and Materials	18,177	18,464	1.6%
01-410-700 Operational Equipment	-	-	-
01-410-800 Auto/Education	7,940	7,800	-1.8%
01-410-900 Charges to Other Depts	(43,643)	(42,779)	-2.0%
<b>Total Administration</b>	<b>54,262</b>	<b>56,897</b>	<b>4.9%</b>
<b>Highway Summer Maintenance</b>			
01-421-400 Property Services	25,000	26,000	4.0%
01-421-600 Supplies and Materials	243,174	316,435	30.1%
01-421-700 Operational Equipment	-	8,100	-
01-421-900 Charges to Other Depts	(12,500)	(21,038)	68.3%
<b>Total Highway Summer Maintenance</b>	<b>255,674</b>	<b>329,498</b>	<b>28.9%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Highway Winter Maintenance</b>			
01-422-600 Supplies and Materials	118,863	122,438	3.0%
<b>Total Highway Winter Maintenance</b>	<b>118,863</b>	<b>122,438</b>	<b>3.0%</b>
<b>Sidewalk Maintenance</b>			
04-110-600 Supplies and Materials	54,169	22,503	-58.5%
04-110-700 Operational Equipment	9,500	-	-100.0%
04-110-900 Transfer to Capital Reserve Fund	19,000	16,000	-15.8%
<b>Total Highway Summer Maintenance</b>	<b>82,669</b>	<b>38,503</b>	<b>-53.4%</b>
<b>Line Maintenance</b>			
01-423-300 Professional Services	2,500	2,500	0.0%
01-423-400 Property Services	4,800	4,300	-10.4%
01-423-500 Dues and Memberships	75	90	20.0%
01-423-600 Supplies and Materials	12,565	12,163	-3.2%
01-423-700 Operational Equipment	1,650	2,300	39.4%
01-423-900 Charges to WWTP	(129,050)	(126,234)	-2.2%
<b>Total Line Maintenance</b>	<b>(107,460)</b>	<b>(104,881)</b>	<b>-2.4%</b>
<b>Outside Projects</b>			
01-424-700 Capital Outlay	100,000	100,000	0.0%
<b>Total Outside Projects</b>	<b>100,000</b>	<b>100,000</b>	<b>0.0%</b>
<b>Tree Care</b>			
01-425-400 Property Services	13,000	16,000	23.1%
01-425-600 Supplies and Materials	6,000	6,000	0.0%
<b>Total Tree Care</b>	<b>19,000</b>	<b>22,000</b>	<b>15.8%</b>
<b>Fleet Maintenance</b>			
01-430-400 Property Services	3,000	3,000	0.0%
01-430-500 Dues and Memberships	175	175	0.0%
01-430-600 Parts and Materials	263,431	209,860	-20.3%
01-430-700 Operational Equipment	6,900	6,900	0.0%
01-430-800 Education	-	-	-
01-430-901 Charges to Other Depts	(56,616)	(36,242)	-36.0%
01-430-960 Transfer to Capital Reserve Fund	142,000	150,000	5.6%
<b>Total Fleet Maintenance</b>	<b>358,890</b>	<b>333,692</b>	<b>-7.0%</b>



**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
<b>Grounds Maintenance</b>			
01-440-500 Dues and Memberships	260	295	13.5%
01-440-600 Supplies and Materials	9,700	9,800	1.0%
01-440-730 Field Development	7,000	34,000	385.7%
01-440-740 Operational Equipment	2,200	1,100	-50.0%
01-440-800 Education	-	1,100	-
01-440-900 Charges to Other Depts	(13,005)	(13,439)	3.3%
<b>Total Grounds Maintenance</b>	<b>6,155</b>	<b>32,857</b>	<b>433.8%</b>
<b>Recycling</b>			
01-450-400 Contracted Services	172,000	194,157	12.9%
01-450-500 Advertising	900	900	0.0%
01-450-600 Supplies and Postage	1,649	1,649	0.0%
<b>Total Recycling</b>	<b>174,549</b>	<b>196,706</b>	<b>12.7%</b>
<b>Solid Waste Disposal</b>			
01-650-400 Contracted Services	29,600	60,518	104.5%
<b>Total Solid Waste Disposal</b>	<b>29,600</b>	<b>60,518</b>	<b>104.5%</b>
<b>Capital Costs</b>			
01-720-740 Public Works Equipment	171,191	146,890	-14.2%
01-740-700 Road Reconstruction	-	25,000	-
01-760-739 Bridge Reconstruction	26,885	31,885	18.6%
01-760-745 Street Lamp Replacement	-	5,000	-
<b>Total Capital Costs</b>	<b>198,076</b>	<b>208,775</b>	<b>5.4%</b>
<b>Total Non-Personnel</b>	<b>1,290,278</b>	<b>1,397,001</b>	<b>8.3%</b>
<b>Activity Totals</b>			
Administration	212,610	223,151	5.0%
Highway Summer Maintenance	517,490	589,742	14.0%
Highway Winter Maintenance	331,060	333,703	0.8%
Sidewalk Maintenance	82,669	38,503	-53.4%
Line Maintenance	21,639	31,069	43.6%
Outside Projects	100,000	100,000	0.0%
Tree Care	19,000	22,000	15.8%
Fleet Maintenance	519,763	497,502	-4.3%
Grounds Maintenance	208,159	242,892	16.7%
Recycling	174,549	196,706	12.7%

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Solid Waste Disposal	29,600	60,518	104.5%
Capital Costs	198,076	208,775	5.4%
<b>Total Expenditures</b>	<b>2,414,615</b>	<b>2,544,561</b>	<b>5.4%</b>
<b>Net Expenditures</b>	<b>1,833,562</b>	<b>1,988,109</b>	<b>8.4%</b>

***Health and Welfare***

Revenues

01-093-347	Welfare-Sawyer Fund	400	400	0.0%
99-093-342	Alcohol Diversion Fees	15,813	13,797	-12.7%
<b>Total Revenues</b>		<b>16,213</b>	<b>14,197</b>	<b>-12.4%</b>

Expenditures

**Personnel Costs**

01-220-115	Community Counselor	23,063	33,854	46.8%
01-220-290	Community Counselor Fringe Benefits	8,000	9,418	17.7%
01-235-115	Health Officer	7,000	7,000	0.0%
<b>Total Personnel</b>		<b>38,063</b>	<b>50,272</b>	<b>32.1%</b>

**Community Counselor**

01-220-300	Professional Services	11,300	12,157	7.6%
01-220-400	Property Services	100	150	50.0%
01-220-500	Dues and Memberships	40	40	0.0%
01-220-600	Supplies and Materials	350	450	28.6%
01-220-700	Operational Equipment	-	-	-
01-220-800	Auto/Education	415	340	-18.1%
01-220-900	Transfers Out	(5,258)	(6,432)	22.3%
<b>Total Community Counselor</b>		<b>6,947</b>	<b>6,705</b>	<b>-3.5%</b>

**Health Services**

01-230-850	General Assistance	24,400	24,400	0.0%
01-230-851	Emergency Reg Medical Care	56,908	80,949	42.2%
01-230-890	Vendor Payments	43,052	51,427	19.5%
01-230-900	Transfer from Ambulance Fund	-	(77,000)	
<b>Total Health Services</b>		<b>124,360</b>	<b>79,776</b>	<b>-35.9%</b>

**Alcohol Diversion**

99-220-300	Professional Services	9,000	9,000	0.0%
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**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
99-220-600 Supplies and Materials	75	75	0.0%
99-220-900 Charges from Counselor	6,738	3,385	-49.8%
<b>Total Alcohol Diversion</b>	<b>15,813</b>	<b>12,460</b>	<b>-21.2%</b>
<b>Total Non-Personnel</b>	<b>147,120</b>	<b>98,941</b>	<b>-32.7%</b>

**Activity Totals**

Community Counselor	38,010	49,977	31.5%
Health Services	131,360	86,776	-33.9%
Alcohol Diversion	15,813	12,460	-21.2%
<b>Total Expenditures</b>	<b>185,183</b>	<b>149,213</b>	<b>-19.4%</b>
<b>Net Expenditures</b>	<b>168,970</b>	<b>135,016</b>	<b>-20.1%</b>

***Parks and Recreation***

**Revenues**

01-093-321 Youth Programs	52,000	54,000	3.8%
01-093-322 Adult Programs	16,000	18,000	12.5%
01-093-323 Special Programs	7,000	6,500	-7.1%
01-093-324 Community Center	800	500	-37.5%
01-093-325 Playground	20,000	21,000	5.0%
01-093-326 Basketball Tournament	9,000	9,500	5.6%
99-093-326 Friends of Recreation	4,000	2,500	-37.5%
99-093-327 Special Events	10,000	5,000	-50.0%
99-093-329 Field Maintenance	3,000	1,500	-50.0%
<b>Total Revenues</b>	<b>121,800</b>	<b>118,500</b>	<b>-2.7%</b>

**Expenditures**

**Personnel Costs**

01-261-110 Administration-Full Time	102,385	107,566	5.1%
01-261-120 Administration-Seasonal	2,500	3,000	20.0%
01-262-120 Youth-Seasonal	3,000	1,500	-50.0%
01-263-120 Adult-Seasonal	1,800	500	-72.2%
01-264-120 Special-Seasonal	800	1,000	25.0%
01-265-120 Playground-Seasonal	16,000	16,000	0.0%
<b>Total Personnel</b>	<b>126,485</b>	<b>129,566</b>	<b>2.4%</b>

**Administration**

01-261-400 Property Services	1,375	1,200	-12.7%
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<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
01-261-500 Advertising/Printing/Dues	5,300	4,150	-21.7%
01-261-600 Supplies and Materials	3,800	3,600	-5.3%
01-261-700 Field Development/Equipment	3,500	3,500	0.0%
01-261-800 Auto/Education	1,500	1,500	0.0%
<b>Total Administration</b>	<b>15,475</b>	<b>13,950</b>	<b>-9.9%</b>
<b>Youth Programs</b>			
01-262-300 Professional Services	26,200	30,175	15.2%
01-262-400 Property Services	6,000	4,500	-25.0%
01-262-600 Supplies and Materials	10,300	10,800	4.9%
01-262-800 Auto/Education	100	100	0.0%
<b>Total Youth Programs</b>	<b>42,600</b>	<b>45,575</b>	<b>7.0%</b>
<b>Adult Programs</b>			
01-263-300 Professional Services	8,000	11,000	37.5%
01-263-400 Property Services	1,000	800	-20.0%
01-263-600 Supplies and Materials	800	700	-12.5%
<b>Total Adult Programs</b>	<b>9,800</b>	<b>12,500</b>	<b>27.6%</b>
<b>Special Programs</b>			
01-264-300 Professional Services	900	2,000	122.2%
01-264-400 Property Services	1,400	2,500	78.6%
01-264-600 Supplies and Materials	2,400	2,500	4.2%
<b>Total Special Programs</b>	<b>4,700</b>	<b>7,000</b>	<b>48.9%</b>
<b>Playground</b>			
01-265-300 Professional Services	1,200	1,450	20.8%
01-265-400 Property Services	500	500	0.0%
01-265-600 Supplies and Materials	1,650	1,750	6.1%
<b>Total Playground</b>	<b>3,350</b>	<b>3,700</b>	<b>10.4%</b>

**Town of Hanover**  
**Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Basketball Tournament</b>			
01-266-300 Professional Services	2,050	1,550	-24.4%
01-266-400 Property Services	3,200	2,800	-12.5%
01-266-600 Supplies and Materials	2,600	2,500	-3.8%
<b>Total Basketball Tournament</b>	<b>7,850</b>	<b>6,850</b>	<b>-12.7%</b>
<b>Capital Costs</b>			
01-760-746 Skateboard Park Equipment	-	1,500	-
<b>Total Capital Costs</b>	<b>-</b>	<b>1,500</b>	<b>-</b>
<b>Other Uses of Funds</b>			
01-269-905 Charge from Housing	27,018	27,123	0.4%
<b>Total Other Uses of Funds</b>	<b>27,018</b>	<b>27,123</b>	<b>0.4%</b>
<b>Special Funds</b>			
<b>Friends of Recreation</b>			
99-261-600 Supplies and Materials	4,000	2,500	-37.5%
<b>Total Friends of Recreation</b>	<b>4,000</b>	<b>2,500</b>	<b>-37.5%</b>
<b>Special Events</b>			
99-264-300 Professional Services	5,000	2,500	-50.0%
99-264-600 Supplies and Materials	5,000	2,500	-50.0%
<b>Total Special Events</b>	<b>10,000</b>	<b>5,000</b>	<b>-50.0%</b>
<b>Field Maintenance</b>			
99-266-600 Supplies and Materials	3,000	1,500	-50.0%
<b>Total Field Maintenance</b>	<b>3,000</b>	<b>1,500</b>	<b>-50.0%</b>
<b>Total Non-Personnel</b>	<b>127,793</b>	<b>127,198</b>	<b>-0.5%</b>
<b>Activity Totals</b>			
Administration	120,360	124,516	3.5%
Youth Programs	45,600	47,075	3.2%
Adult Programs	11,600	13,000	12.1%
Special Programs	5,500	8,000	45.5%
Playground	19,350	19,700	1.8%
Basketball Tournament	7,850	6,850	-12.7%
Capital Costs	-	1,500	-
Other Uses of Funds	27,018	27,123	0.4%

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Special Funds:			
Friends of Recreation	4,000	2,500	-37.5%
Special Events	10,000	5,000	-50.0%
Field Maintenance	3,000	1,500	-50.0%
<b>Total Expenditures</b>	<b>254,278</b>	<b>256,764</b>	<b>1.0%</b>
<b>Net Expenditures</b>	<b>132,478</b>	<b>138,264</b>	<b>4.4%</b>

***Howe Library***

**Revenues**

01-093-331	Fines	15,000	14,000	-6.7%
01-093-332	Non-Resident Fees	29,000	29,000	0.0%
01-093-333	Coin Copier	4,000	3,700	-7.5%
<b>Total Revenues</b>		<b>48,000</b>	<b>46,700</b>	<b>-2.7%</b>

**Expenditures**

**Personnel Costs**

01-252-110	Administration-Full Time	153,098	160,785	5.0%
01-253-110	Tech Services-Full Time	39,350	41,151	4.6%
01-253-115	Tech Services-Part Time	44,327	47,691	7.6%
01-254-110	Public Services-Full Time	78,711	82,320	4.6%
01-254-115	Public Services-Part Time	167,991	180,810	7.6%
01-254-116	Public Services-Pages	16,700	16,700	0.0%
01-254-117	Public Services-Substitutes	10,500	10,660	1.5%
01-254-118	Public Services-Work Study	1,000	500	-50.0%
<b>Total Personnel</b>		<b>511,677</b>	<b>540,617</b>	<b>5.7%</b>

**Administration**

01-252-400	Property Services	6,800	6,800	0.0%
01-252-500	Dues and Memberships	600	600	0.0%
01-252-600	Supplies and Materials	5,300	4,866	-8.2%
01-252-800	Auto/Conferences	3,300	2,500	-24.2%
<b>Total Administration</b>		<b>16,000</b>	<b>14,766</b>	<b>-7.7%</b>

**Technical Services**

01-253-600	Supplies and Materials	11,500	7,700	-33.0%
01-253-800	Education	500	500	0.0%
01-253-905	Charges from MIS	28,475	27,040	-5.0%



<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Total Technical Services</b>	40,475	35,240	-12.9%
<b>Public Services</b>			
01-254-600 Circulating and Reference	54,450	54,450	0.0%
<b>Total Public Services</b>	54,450	54,450	0.0%
<b>Total Non-Personnel</b>	110,925	104,456	(0)
<b>Activity Totals</b>			
Administration	169,098	175,551	3.8%
Technical Services	124,152	124,082	-0.1%
Public Services	329,352	345,440	4.9%
<b>Total Expenditures</b>	622,602	645,073	3.6%
<b>Net Expenditures</b>	574,602	598,373	4.1%
<b>Etna Library</b>			
	<u>Revenues</u>		
01-093-335 Town Library Trust	75	75	0.0%
01-093-336 Gift Fund	1,000	750	-25.0%
<b>Total Revenues</b>	1,075	825	-23.3%
	<u>Expenditures</u>		
<b>Personnel Costs</b>			
01-257-115 Librarians Part Time	26,468	27,564	4.1%
<b>Total Personnel</b>	26,468	27,564	4.1%
<b>Non-Personnel Costs</b>			
01-257-400 Property Services	170	50	-70.6%
01-257-500 Advertising and Dues	483	483	0.0%
01-257-600 Supplies and Materials	7,500	7,788	3.8%
01-257-700 Operational Equipment	250	750	200.0%
01-257-800 Auto/Education/Conferences	380	400	5.3%
01-257-900 Charges from MIS	915	120	-86.9%
<b>Total Non-Personnel</b>	9,698	9,591	-1.1%
<b>Total Expenditures</b>	36,166	37,155	2.7%
<b>Net Expenditures</b>	35,091	36,330	3.5%

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>%Change/</u>
	<u>Budget</u>	<u>Proposed</u>	<u>Approved</u>
<b><i>Unallocated</i></b>			
<b><u>Revenues</u></b>			
<b>Taxes</b>			
01-091-105 Current Year Net Levy	4,368,328	4,618,458	5.7%
01-091-125 Interest on Delinquent Taxes	40,000	35,000	-12.5%
01-091-155 Yield Tax	18,000	18,000	0.0%
01-091-160 Payment in Lieu of Taxes	36,070	36,070	0.0%
<b>Total Taxes</b>	<b>4,462,398</b>	<b>4,707,528</b>	<b>5.5%</b>
<b>State Grants and Payments</b>			
01-094-410 Shared Revenue Block Grant	95,258	95,258	0.0%
01-094-411 Rooms and Meals Tax	182,357	182,357	0.0%
01-094-421 Business Profits Tax	86,578	86,578	0.0%
<b>Total State Grants and Payments</b>	<b>364,193</b>	<b>364,193</b>	<b>0.0%</b>
<b>Investment Income</b>			
01-096-630 Short Term Interest	300,000	300,000	0.0%
<b>Total Investment Income</b>	<b>300,000</b>	<b>300,000</b>	<b>0.0%</b>
<b>Other</b>			
01-097-720 Insurance Dividend	15,000	15,000	0.0%
01-097-760 Fund Balance Used	115,586	60,984	-47.2%
01-097-795 Miscellaneous	10,000	5,000	-50.0%
01-097-799 Transfers from Trust and Agency	20,152	20,000	-0.8%
<b>Total Other</b>	<b>160,738</b>	<b>100,984</b>	<b>-37.2%</b>
<b>Total Unallocated Revenues</b>	<b>5,287,329</b>	<b>5,472,705</b>	<b>3.5%</b>
<b><u>Expenditures</u></b>			
<b>Allocation of Administration Costs</b>			
01-150-900 Charges to Other Depts	(312,709)	(316,751)	1.3%
<b>Total Allocation of Administration</b>	<b>(312,709)</b>	<b>(316,751)</b>	<b>1.3%</b>

**Town of Hanover**  
**Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>% Change/</u> <u>Approved</u>
<b>Legal Services</b>			
01-160-390 Professional Services	85,000	78,515	-7.6%
<b>Total Legal Services</b>	<b>85,000</b>	<b>78,515</b>	<b>-7.6%</b>
<b>Debt Service</b>			
01-610-980 Debt Service-Principal	180,000	171,500	-4.7%
01-610-981 Debt Service-Interest	45,313	90,421	99.5%
01-610-990 Debt Service-Issuance Costs	-	15,000	-
<b>Total Debt Service</b>	<b>225,313</b>	<b>276,921</b>	<b>22.9%</b>
<b>Insurance</b>			
01-620-400 Property/Liability Insurance	70,000	70,000	0.0%
01-620-500 Unemployment Compensation	700	700	0.0%
<b>Total Insurance</b>	<b>70,700</b>	<b>70,700</b>	<b>0.0%</b>
<b>Benefits</b>			
01-640-210 Section 125 Benefits	821,151	867,065	5.6%
01-640-220 FICA	250,718	253,795	1.2%
01-640-230 Retirement	162,462	161,300	-0.7%
01-640-260 Workers Compensation	65,353	65,350	0.0%
01-640-290 Miscellaneous	11,000	11,000	0.0%
01-640-291 Severance Pay	20,000	15,000	-25.0%
01-640-901 Benefits Charged to Water Co.	(7,359)	-	-100.0%
<b>Total Benefits</b>	<b>1,323,325</b>	<b>1,373,510</b>	<b>3.8%</b>
<b>Special Articles</b>			
01-730-890 Other Uses of Funds	13,000	-	-100.0%
<b>Total Special Articles</b>	<b>13,000</b>	<b>-</b>	<b>-100.0%</b>
<b>Total Non-Personnel</b>	<b>1,404,629</b>	<b>1,482,896</b>	<b>5.6%</b>
<b>Activity Totals</b>			
Allocation of Administration Costs	(312,709)	(316,751)	1.3%
Legal Services	85,000	78,515	-7.6%
Debt Service	225,313	276,921	22.9%
Insurance	70,700	70,700	0.0%
Benefits	1,323,325	1,373,510	3.8%
Special Articles	13,000	-	-100.0%
<b>Total Expenditures</b>	<b>1,404,629</b>	<b>1,482,896</b>	<b>5.6%</b>



<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
Net Expenditures	(3,882,700)	(3,989,809)	2.8%
General Fund and Special Accounts Totals	8,001,274	8,205,374	2.6%
General Fund and Special Accounts Net	-	-	-

### Special Revenue Funds Department Budgets

#### Fire

<u>Revenues</u>				
03-091-105	Current Year Levy	1,682,185	1,771,773	5.3%
03-093-310	Hydrant Rentals	50,142	61,477	22.6%
03-093-320	Special Fire Services	4,500	4,500	0.0%
03-093-330	Training	200	200	0.0%
03-093-331	Training-CPR	-	150	-
03-093-340	Fire Alarm Services	8,400	7,800	-7.1%
03-093-341	False Alarm Charges	3,000	1,500	-50.0%
03-093-350	Life Safety Code Review	2,000	-	-100.0%
03-093-351	Reinspection Fees	500	500	0.0%
03-097-720	Insurance Dividend	3,000	3,000	0.0%
03-097-730	Court Fines	100	100	0.0%
03-097-750	Transfer from Reserve	-	20,280	-
03-097-760	Fund Balance Used	33,384	89,276	167.4%
03-097-795	Miscellaneous	50	50	0.0%
<b>Total Revenues</b>		<b>1,787,461</b>	<b>1,960,607</b>	<b>9.7%</b>

#### Expenditures

##### Personnel Costs

03-110-110	Administration-Full Time	106,618	112,280	5.3%
03-120-110	Suppression-Full Time	787,481	809,184	2.8%
03-120-115	Suppression-Part Time	9,225	10,000	8.4%
03-120-140	Suppression-Overtime	126,000	130,000	3.2%
<b>Total Personnel</b>		<b>1,029,324</b>	<b>1,061,464</b>	<b>3.1%</b>

##### Administration

03-110-300	Professional Services	25	16,525	66000.0%
03-110-430	Repair and Maintenance	150	100	-33.3%
03-110-440	Vehicle/Equipment Rental	-	200	-

**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
03-110-490 Contracted Services	1,188	1,140	-4.0%
03-110-500 Dues and Memberships	365	385	5.5%
03-110-600 Supplies and Materials	2,975	2,975	0.0%
03-110-700 Operational Equipment	400	400	0.0%
03-110-800 Education/Conferences	1,450	2,575	77.6%
03-110-900 Charges from Other Departments	2,420	5,874	142.7%
<b>Total Administration</b>	<b>8,973</b>	<b>30,174</b>	<b>236.3%</b>
<b>Suppression</b>			
03-120-300 New Personnel/Laundry	2,950	2,975	0.8%
03-120-412 Hydrant Rentals	307,050	384,200	25.1%
03-120-430 Repair and Maintenance	3,050	2,100	-31.1%
03-120-500 Dues and Memberships	320	256	-20.0%
03-120-600 Supplies and Materials	10,647	10,575	-0.7%
03-120-700 Operational equipment	5,880	5,880	0.0%
03-120-800 Auto Allowance	155	155	0.0%
03-120-901 Charges to Ambulance	(235,107)	(248,871)	5.9%
03-120-905 Charges from Other Depts	196,465	193,177	-1.7%
03-120-960 Transfer to Capital Reserve Fund	70,000	90,000	28.6%
<b>Total Suppression</b>	<b>361,410</b>	<b>440,447</b>	<b>21.9%</b>
<b>Prevention</b>			
03-130-300 Property Services	1,000	1,000	0.0%
03-130-500 Dues and Memberships	85	85	0.0%
03-130-600 Supplies and Materials	1,085	1,000	-7.8%
03-130-800 Education/Conferences	2,250	1,750	-22.2%
<b>Total Prevention</b>	<b>4,420</b>	<b>3,835</b>	<b>-13.2%</b>
<b>Hazardous Materials</b>			
03-140-300 Telephone	600	600	0.0%
03-140-600 Supplies and Materials	500	500	0.0%
03-140-700 Operational Equipment	3,700	500	-86.5%
<b>Total Hazardous Materials</b>	<b>4,800</b>	<b>1,600</b>	<b>-66.7%</b>

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Alarm Maintenance</b>			
03-150-500 Dues and Memberships	50	50	0.0%
03-150-600 Supplies and Materials	1,750	2,000	14.3%
03-150-800 Education/Conferences	250	650	160.0%
<b>Total Alarm Maintenance</b>	<b>2,050</b>	<b>2,700</b>	<b>31.7%</b>
<b>Training</b>			
03-160-300 Professional Services	100	100	0.0%
03-160-500 Dues and Memberships	140	210	50.0%
03-160-600 Supplies and Materials	650	700	7.7%
03-160-700 Operational Equipment	-	-	-
03-160-800 Auto/Education/Conferences	1,900	1,600	-15.8%
<b>Total Training</b>	<b>2,790</b>	<b>2,610</b>	<b>-6.5%</b>
<b>Main Station</b>			
03-551-300 Telephone	925	660	-28.6%
03-551-410 Electricity	7,569	8,160	7.8%
03-551-411 Heat	6,875	6,666	-3.0%
03-551-412 Water	772	478	-38.1%
03-551-413 Sewer	400	400	0.0%
03-551-430 Building Repair and Maint	5,050	9,150	81.2%
03-551-490 Contracted Services	1,559	1,559	0.0%
03-551-600 Supplies and Materials	2,500	2,500	0.0%
03-551-700 Building Equipment	400	3,300	725.0%
<b>Total Main Station</b>	<b>26,050</b>	<b>32,873</b>	<b>26.2%</b>
<b>Etna Station</b>			
03-560-410 Electricity	562	540	-3.9%
03-560-411 Heat	1,013	982	-3.1%
03-560-413 Sewer	179	179	0.0%
03-560-430 Building Repair and Maint	4,750	1,450	-69.5%
03-560-490 Contracted Services	250	250	0.0%
<b>Total Etna Station</b>	<b>6,754</b>	<b>3,401</b>	<b>-49.6%</b>
<b>Fixed Costs</b>			
03-620-400 Property/Liability Insurance	11,000	12,000	9.1%
03-620-500 Unemployment Insurance	200	200	0.0%
03-640-210 Section 125 Benefits	192,996	208,417	8.0%



**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>% Change/ Approved</u>
03-640-220 FICA	17,486	18,273	4.5%
03-640-230 Retirement	69,696	72,832	4.5%
03-640-260 Workers Compensation	29,512	29,500	0.0%
03-640-291 Severance Pay	20,000	20,000	0.0%
<b>Total Fixed Costs</b>	<b>340,890</b>	<b>361,222</b>	<b>6.0%</b>
<b>Capital Costs</b>			
03-720-742 Purchases from Capital Reserve Fd	-	20,280	-
<b>Total Capital Costs</b>	<b>-</b>	<b>20,280</b>	<b>-</b>
<b>Total Non-Personnel</b>	<b>758,137</b>	<b>899,142</b>	<b>18.6%</b>
<b>Activity Totals</b>			
Administration	115,591	142,454	23.2%
Suppression	1,284,116	1,389,631	8.2%
Prevention	4,420	3,835	-13.2%
Hazardous Materials	4,800	1,600	-66.7%
Alarm Maintenance	2,050	2,700	31.7%
Training	2,790	2,610	-6.5%
Main Station	26,050	32,873	26.2%
Etna Station	6,754	3,401	-49.6%
Fixed Costs	340,890	361,222	6.0%
Capital Costs	-	20,280	-
<b>Total Expenditures</b>	<b>1,787,461</b>	<b>1,960,606</b>	<b>9.7%</b>
<b>Net Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Ambulance**

<u>Revenues</u>			
06-093-310 Community Contributions	115,388	139,029	20.5%
06-093-320 Service Charges (Net)	136,000	189,259	39.2%
06-093-340 Special Services	2,000	2,000	0.0%
06-097-720 Insurance Dividends	300	300	0.0%
06-097-760 Fund Balance Used	67,110	107,648	60.4%
06-097-770 Miscellaneous	20	200	900.0%
<b>Total Revenues</b>	<b>320,818</b>	<b>438,436</b>	<b>36.7%</b>

Expenditures

**Personnel Costs**

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
06-110-100 Cost Allocation from Fire	233,777	248,871	6.5%
<b>Total Personnel</b>	<b>233,777</b>	<b>248,871</b>	<b>6.5%</b>
 <b>Administration</b>			
06-110-300 Professional Services	800	18,000	2150.0%
06-110-400 Property Services	1,500	1,884	25.6%
06-110-500 Dues and Memberships	100	100	0.0%
06-110-600 Supplies and Materials	10,375	13,175	27.0%
06-110-700 Operational Equipment	1,600	4,600	187.5%
06-110-800 Auto/Education	10,455	12,000	14.8%
06-110-900 Charges to Other Depts	32,611	110,306	238.2%
06-110-960 Transfer to Capital Reserve Fund	24,500	24,500	0.0%
<b>Total Administration</b>	<b>81,941</b>	<b>184,565</b>	<b>125.2%</b>
 <b>Fixed Costs</b>			
06-620-400 Property Liability Insurance	5,100	5,000	-2.0%
<b>Total Fixed Costs</b>	<b>5,100</b>	<b>5,000</b>	<b>-2.0%</b>
<b>Total Non-Personnel</b>	<b>87,041</b>	<b>189,565</b>	<b>117.8%</b>
 <b>Total Expenditures</b>	 <b>320,818</b>	 <b>438,436</b>	 <b>36.7%</b>
<b>Net Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>Wastewater Treatment Plant</b>			
<b><u>Revenues</u></b>			
05-092-210 Sewer Connections	3,881	7,000	80.4%
05-093-310 Rental Lebanon	46,000	54,125	17.7%
05-093-315 Rental DHMC	87,000	97,226	11.8%
05-093-320 Rental Hanover (Net)	805,000	804,419	-0.1%
05-093-321 Rental Interest	1,000	1,000	0.0%
05-093-330 Tipping Fees and Other	25,120	25,120	0.0%
05-093-331 Industrial Pretreatment	2,000	2,000	0.0%
05-093-369 Outside Projects	25,000	485,000	1840.0%
05-094-410 State Aid Water Pollution	118,185	112,176	-5.1%
05-097-720 Insurance Dividend	2,000	2,000	0.0%
05-097-750 Transfer from Reserve	30,944	-	-100.0%
05-097-760 Fund Balance Used	58,128	74,006	27.3%
<b>Total Revenues</b>	<b>1,204,258</b>	<b>1,664,071</b>	<b>38.2%</b>

**Town of Hanover  
Budget FY 2002-2003**

<u>Account</u>	<u>FY 2002 Budget</u>	<u>FY 2003 Proposed</u>	<u>%Change/ Approved</u>
<b><u>Expenditures</u></b>			
<b>Personnel Costs</b>			
05-210-110 Full Time Services	420,170	431,643	2.7%
05-210-140 Overtime Services	19,405	20,686	6.6%
<b>Total Personnel</b>	<b>439,575</b>	<b>452,329</b>	<b>2.9%</b>
<b>Plant Operation</b>			
05-210-300 Professional Services	298,336	204,685	-31.4%
05-210-410 Utilities	114,765	116,200	1.3%
05-210-430 Repair and Maintenance	36,665	34,040	-7.2%
05-210-490 Property Services	9,120	17,090	87.4%
05-210-500 Dues and Memberships	575	750	30.4%
05-210-600 Supplies and Materials	40,750	47,175	15.8%
05-210-700 Operational Equipment	13,000	13,000	0.0%
05-210-800 Auto/Education	1,286	1,250	-2.8%
05-210-901 Charge to Water Company	(412,882)	(291,804)	-29.3%
05-210-905 Charges from Other Depts	255,622	261,545	2.3%
05-210-960 Transfer to Capital Reserve Fund	103,000	108,000	4.9%
<b>Total Plant Operation</b>	<b>460,237</b>	<b>511,932</b>	<b>11.2%</b>
<b>Outside Projects</b>			
05-424-700 Capital Outlay	25,000	485,000	1840.0%
<b>Total Outside Projects</b>	<b>25,000</b>	<b>485,000</b>	<b>1840.0%</b>
<b>Fixed Costs</b>			
05-610-980 Debt Service-Principal	95,000	95,000	0.0%
05-610-981 Debt Service-Interest	46,859	39,710	-15.3%
05-620-400 Property/Liability Insurance	13,100	12,000	-8.4%
05-620-500 Unemployment Insurance	48	50	4.2%
05-640-210 Section 125 Benefits	67,890	39,916	-41.2%
05-640-220 FICA	19,256	16,864	-12.4%
05-640-230 Retirement	11,176	8,770	-21.5%
05-640-260 Workers Compensation	2,903	2,500	-13.9%
05-640-901 Charge to Water Co	(107,730)	-	-100.0%
<b>Total Fixed Costs</b>	<b>148,502</b>	<b>214,811</b>	<b>44.7%</b>
<b>Capital Costs</b>			



<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
05-720-740 Reserve Purchases	30,944	-	-100.0%
05-740-740 Capital Outlay-Water Co.	100,000	-	-100.0%
<b>Total Capital Costs</b>	<b>130,944</b>	<b>-</b>	<b>-100.0%</b>
<b>Total Non-Personnel</b>	<b>764,683</b>	<b>1,211,742</b>	<b>58.5%</b>
 <b>Activity Totals</b>			
Plant Operation	899,812	964,261	7.2%
Outside Projects	25,000	485,000	1840.0%
Fixed Costs	148,502	214,811	44.7%
Capital Costs	130,944	-	-100.0%
<b>Total Expenditures</b>	<b>1,204,258</b>	<b>1,664,071</b>	<b>38.2%</b>
<b>Net Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>

***Parking***

**Revenues**

**Enforcement, Peripheral Parking and Transportation**

07-093-310 Metered Parking	380,000	380,000	0.0%
07-093-311 Temporary Meter Rental	2,000	4,000	100.0%
07-093-320 Parking Fines	259,265	330,809	27.6%
07-093-330 Permit Parking	70,300	80,000	13.8%
07-093-350 Service Fees	81,503	81,503	0.0%
07-093-351 Parking Deficit Fee	-	86,000	-
07-097-720 Insurance Dividends	700	-	-100.0%
<b>Enforcement, Per Pk and Transp Revenue</b>	<b>793,768</b>	<b>962,312</b>	<b>21.2%</b>

**Parking Facility**

07-091-105 Taxes	75,000	64,921	-13.4%
07-091-106 Tax Increment Financing District Tax	85,000	85,000	0.0%
07-093-309 Short Term Parking Fees	68,729	81,500	18.6%
07-093-331 Permit Parking	227,932	140,820	-38.2%
07-093-352 Parking Deficit Fee	75,000	75,000	0.0%
<b>Parking Facility Revenue</b>	<b>531,661</b>	<b>447,241</b>	<b>-15.9%</b>
<b>Total Revenues</b>	<b>1,325,429</b>	<b>1,409,553</b>	<b>6.3%</b>

**Expenditures**

**Personnel Costs**

07-110-110 Enforcement-Full Time	113,833	131,237	15.3%
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<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
07-110-115 Enforcement-Part Time	2,621	2,704	3.2%
07-110-125 Enforcement-Temp Super	300	300	0.0%
07-110-140 Enforcement-Overtime	5,000	5,000	0.0%
07-310-110 Facility-Full Time	51,350	53,714	4.6%
07-310-115 Facility-Part Time	13,270	13,875	4.6%
07-310-140 Facility-Overtime	5,456	5,500	0.8%
<b>Total Personnel</b>	<b>191,830</b>	<b>212,330</b>	<b>10.7%</b>
<b>Enforcement</b>			
07-110-300 Professional Services	1,050	1,100	4.8%
07-110-410 Electricity	4,700	4,700	0.0%
07-110-430 Repair and Maintenance	300	1,000	233.3%
07-110-431 Computer Repair	500	500	0.0%
07-110-440 Lot Rentals	64,840	64,948	0.2%
07-110-490 Contracted Services	13,608	6,708	-50.7%
07-110-500 Other Purchased Services	300	3,435	1045.0%
07-110-600 Supplies and Materials	23,595	26,666	13.0%
07-110-740 Operational Equipment	4,125	10,863	163.3%
07-110-800 Auto/Education	250	250	0.0%
07-110-905 Charges from Other Depts	174,736	190,660	9.1%
07-110-960 Capital Reserve	2,660	2,660	0.0%
<b>Total Enforcement</b>	<b>290,664</b>	<b>313,491</b>	<b>7.9%</b>
<b>Peripheral Parking and Transportation</b>			
07-210-490 Shuttle Service Contract	167,738	200,177	19.3%
07-210-496 Thompson Lot Rental	32,800	32,800	0.0%
07-210-900 Charges from Administration	73,764	75,367	2.2%
<b>Total Peripheral Parking/Transport</b>	<b>274,302</b>	<b>308,344</b>	<b>12.4%</b>
<b>Parking Facility</b>			
07-310-300 Telephone	2,822	1,080	-61.7%
07-310-410 Utilities	30,000	19,350	-35.5%
07-310-430 Repairs and Maintenance	18,000	18,000	0.0%
07-310-440 Rentals	48,000	48,000	0.0%
07-310-490 Property Services	108	3,200	2863.0%
07-310-600 Other Purchased Services	-	3,000	-
07-310-600 Supplies and Materials	3,500	3,500	0.0%
07-310-730 Facility Improvements	50,000	50,000	0.0%

<b>Town of Hanover</b> <b>Budget FY 2002-2003</b>
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<u>Account</u>	<u>FY 2002</u> <u>Budget</u>	<u>FY 2003</u> <u>Proposed</u>	<u>%Change/</u> <u>Approved</u>
<b>Total Parking Facility</b>	<b>152,430</b>	<b>146,130</b>	<b>-4.1%</b>
<b>Fixed Costs</b>			
07-610-980 Debt Service-Principal	95,000	100,000	5.3%
07-610-981 Debt Service-Interest	231,768	227,968	-1.6%
07-620-400 Property/Liability Insurance	7,825	8,099	3.5%
07-640-210 Section 125 Benefits	56,317	67,036	19.0%
07-640-220 FICA	14,594	15,251	4.5%
07-640-230 Retirement	8,283	8,656	4.5%
07-640-260 Workers Compensation	2,416	2,250	-6.9%
<b>Total Fixed Costs</b>	<b>416,203</b>	<b>429,259</b>	<b>3.1%</b>
<b>Total Non-Personnel</b>	<b>1,133,599</b>	<b>1,197,224</b>	<b>5.6%</b>
<b>Activity Totals</b>			
Enforcement	412,418	452,732	9.8%
Peripheral Parking and Transportation	274,302	308,344	12.4%
Parking Facility	222,506	219,219	-1.5%
Fixed Costs	416,203	429,259	3.1%
<b>Total Expenditures</b>	<b>1,325,429</b>	<b>1,409,554</b>	<b>6.3%</b>
<b>Net Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Special Revenue Funds Total Expenditures</b>	<b>4,637,966</b>	<b>5,472,667</b>	<b>18.0%</b>
<b>Special Revenue Funds Net</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Statement of General Debt FY 2001-2002

	Matures	Balance Due 7/1/01	FY 2001-2002 Payments	FY2001-2002 Debt Incurred	Balance Due 6/30/02
<b>General Fund</b>					
1986 Police/Municipal Building Bond	7/15/07	\$ 720,920	\$ (122,500)	\$ -	\$ 598,420
1996 Public Works Garage Bond	8/15/01	102,813	(102,813)	-	-
2001 Copier Lease - Police Department	1/9/06	15,895	(3,468)	-	12,427
2001 Howe Library Phone System Lease	8/10/04	-	(3,322)	10,541	7,219
2002 Police Dispatch Console Bond	2/27/12	-	-	199,803	199,803
<b>Total General Fund</b>		<b>\$ 839,628</b>	<b>\$ (232,103)</b>	<b>\$ 210,344</b>	<b>\$ 817,869</b>
<b>Waste Water Treatment Plant Fund</b>					
1986 Treatment Plant Bond - (State Water Pollution Aid received to apply against debt service)	7/15/07	841,819	(141,859)	-	699,960
<b>Parking Fund</b>					
1999 Parking Facility	1/15/29	9,151,896	(326,768)	-	8,825,128
<b>Total All Funds</b>		<b>\$10,833,343</b>	<b>\$ (700,730)</b>	<b>\$ 210,344</b>	<b>\$10,342,957</b>

Note: all balances include interest due on debt.

### Special Funds

Name of Fund	7/1/00 Balance	Deposits	Withdrawals	6/30/01 Balance
Conservation Fund	\$ 18,706	\$ 360,271	\$ -	\$ 378,977
Crisis and Enrichment Fund	30	-	(30)	-
Disability Insurance Reserve Fund	35,148	-	-	35,148
Etna Fire Truck Fund	691	-	-	691
Fire Equipment Restoration Fund	533	-	(234)	299
Town Self-Insurance Reserve Fund	28,551	-	-	28,551
Wicker Family Foundation Fund	1,677	-	-	1,677
<b>Total Special Funds</b>	<b>\$85,336</b>	<b>\$ 360,271</b>	<b>\$ (264)</b>	<b>\$ 445,343</b>

## Trust Funds

	7/1/00 Balance	Income	Deposits	Withdrawals	Book to Market Adjustments	6/30/01 Balance
<b>Common Trust Funds</b>						
Schools	\$ 9,273	\$ 1,452	\$ -	\$ -	\$ -	\$ 10,725
Poor	279	44			-	323
Cemeteries	118,244	14,221	500	-	-	132,965
Library	1,812	284	-	-	-	2,096
<b>Subtotal Common Trust Funds</b>	<b>\$ 129,608</b>	<b>\$ 16,000</b>	<b>\$ 500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 146,108</b>
<b>Capital Reserve Funds</b>						
Fire Reserve	\$ 247,906	\$ 28,347	\$ 140,000	\$ -	\$ -	\$ 416,253
Highway Reserve	199,837	17,480	250,500	(279,635)	-	188,182
Police Reserve	53,247	1,134	90,000	(85,532)	-	58,849
Sewer Reserve	1,143,794	86,292	203,003	(401,668)	-	1,031,421
Sidewalk Reserve	110,628	11,559	35,000	(47,523)	-	109,664
Vehicle Reserves:						
Code Administration	12,172	4,545	-	(16,716)	-	-
Recreation Equipment	1,628	608	-	(2,236)	-	-
Town Government	9,619	3,592	-	(13,211)	-	-
Parking Fund	17,510	907	15,320	(20,000)	-	13,737
Howe Library Reserve	38,927	4,363	20,000	(4,990)	-	58,299
Ambulance Equipment	146,829	4,926	44,500	(111,587)	-	84,668
<b>Subtotal Capital Reserve Funds</b>	<b>\$ 1,982,097</b>	<b>\$ 163,751</b>	<b>\$ 798,323</b>	<b>\$ (983,098)</b>	<b>\$ -</b>	<b>\$ 1,961,072</b>
<b>Restricted Purpose Funds</b>						
Etna Town Library	\$ 23,409	\$ 885	\$ -	\$ -	\$ (3,313)	\$ 20,981
Fierro Memorial	4,447	348	-	-	(654)	4,142
*Bruce Essay Prize	1,394	218	-	-	(220)	1,392
*Jeremiah Ice Hockey	2,823	442	-	-	(445)	2,820
Sawyer Trust	11,483	1,798	-	-	(1,811)	11,470
Stockbridge Fund	14,433	824	-	-	(2,080)	13,177
Rennie Nursing Service	24,869	1,826	-	-	(3,640)	23,055
*Handicapped Alterations	86,965	14,079	25,000	-	(17,187)	108,857
Sand and Gravel	6,796	118	-	-	(943)	5,971
Land Acquisition	350,141	-	-	(353,809)	3,668	-
Capital Improvements	157,972	-	-	(138,902)	(19,070)	-
Termination Benefits	81,673	11,012	-	-	(12,638)	80,047
George Ryder Post	-	120	1,000	-	(153)	967
Justine Griffith Trust	-	4,784	40,000	-	(6,107)	38,678
Land & Capital Improvements Fund	-	60,615	367,865	-	(58,427)	370,053
<b>Subtotal Restricted Purpose Funds</b>	<b>\$ 766,405</b>	<b>\$ 97,069</b>	<b>\$ 433,865</b>	<b>\$ (492,711)</b>	<b>\$ (123,019)</b>	<b>\$ 681,608</b>
*Hanover School District Funds						
<b>Grand Total Trust Funds</b>	<b>\$ 2,878,110</b>	<b>\$ 276,820</b>	<b>\$ 1,232,688</b>	<b>\$ (1,475,809)</b>	<b>\$ (123,019)</b>	<b>\$ 2,788,788</b>

## Town Treasurer

The Treasurer of the Town of Hanover for the fiscal year ending June 30, 2001 submits the following summary report of receipts and disbursements applicable to fiscal year 2000-2001 activity:

Cash Balance, July 1, 2000	\$630,917
Receipts from all sources applicable to FY2000-2001	61,225,880
Less: Selectmen's orders paid relating to FY2000-2001	<u>&lt;61,970,734&gt;</u>
Cash Balance, June 30, 2001	<u>&lt;\$113,937&gt;</u>

note: negative cash balance due to maturing CD in transit

Petty Cash Balance, June 30, 2001	<u>\$475</u>
Investments Balance, June 30, 2001	<u>\$7,901,016</u>

## Finance Committee

At its meeting on March 28, 2002, the Hanover Finance Committee voted unanimously to support the Hanover Town Budget as adopted by the Selectboard on March 18, 2002.

The Finance Committee met with the Selectboard at the beginning of the budget process to understand the Board's budgetary guidelines. Taking into consideration the current inflation rate, projected Town project needs, and the proposed school budget, the Board's guideline to the Town Manager was to target a 3% General Fund tax rate increase. This guideline does not require that the General Fund cost increases be 3%, but rather that the net effect on the General Fund tax rate of increased costs, increased user fees, changes in other revenue sources, and increased property valuation be 3%.

The final budget reflects a \$204,000 (2.6%) increase in General Fund expenditures and the targeted 3% General Fund tax rate impact. The final budget also reflects a \$173,000 (9.7%) increase in the Fire Fund that resulted in an average 3.5% increase in the four fire districts' tax rates. Proposed increases in the Ambulance and Parking Funds totaling \$202,000 (12.3%) will be paid for by increases in associated user fees. The proposed \$460,000 (38.2%) increase in Wastewater Treatment Plant expenditures is attributable to DHMC's expansion, and will be paid for by DHMC.



As you can see, this year's proposed budget reflects a mixture of both very large and more modest cost increases while meeting the modest original tax rate impact guideline. This budget is indicative of the ability of the Town to provide a stabilizing force in the total (Town plus School) year-to-year tax increase. The Town is able to accomplish this in several ways.

**User Fees:** User fees support 38% of total Town services. These include parking, vehicle registration, ambulance, and wastewater treatment services, amongst others. Fees are generally set to fully recover the budgeted costs and thus changes in the cost of these services are not reflected in the General Fund tax rate.

**Unreserved General Fund Balances:** Unreserved General Fund balances reflect the accumulated budget surpluses over the years. In years when revenues exceed that year's expenditures, the fund balance increases. These funds are then available in future years to cover costs that exceed the planned budget or in years when they are intentionally tapped to moderate that year's tax rate. Unreserved General Fund balances are often expressed as a percent of the current year's budgeted General Fund expenses. The Selectboard has targeted the Unreserved General Fund balance to be in the 5% to 10% range. The Unreserved General Fund balance has been as high as \$1,000,000 (16% of that year's General Fund expenses) in 1996 and is currently at \$740,000 (9% of the proposed 2002/03 general fund budget). The proposed budget draws down \$61,000 of the Unreserved General Fund balance.

**Capital Reserves:** The Town has established reserve funds for the replacement of the Town's rolling stock (police cruisers, fire trucks, maintenance vehicles, etc.). The use of capital reserve funds evens out the budget impact of replacing these assets in any given year. Next year's capital expenditures are planned at \$332,000 to be funded by transfers from accumulated capital reserve funds. The tax rate, on the other hand, is impacted by the budgeted \$452,000 addition to the capital reserve funds. Capital expenditures can move significantly year-to-year while the tax impact for these big-ticket purchases remains relatively stable.

**Bond Issues:** Retirement of Bonds also presents an opportunity to fund new major projects without impacting the tax rate. The \$500,000 five-year bond that funded the Public Works Expansion in 1997 was paid off this year and had approximately the same yearly cost as the proposed \$1,500,000 twenty year bond for the proposed Community Center. Should the Town not pass this recommended bond issue, the result would be a lowering of General Fund expenses by \$121,000 (includes debt issuance costs) in this budget and \$115,000 per year thereafter. These costs represent approximately 2.5% of the proposed 2002/03 General Fund tax rate.

**Increasing Assessments:** The General Fund, Fire Fund, and to a lesser extent the Parking Fund benefit from increased tax assessments year to year. A larger tax base from new and renovated houses and buildings helps pay for expanded services. This year the proposed 3% property tax increase to support the General Fund would have been 5% had the assessed valuation not increased by 2% (\$16,000,000).

**Special Projects:** Last, but not least, the Town has some flexibility to accelerate or delay major projects (usually road and bridge maintenance). This year's special projects include improvements to the Gile Tract for playing field use, road improvements to Piper's, Pete's and

Heather Lanes, reconstruction and re-signalization of the Park and Wheelock Street intersection, and the reconstruction of the third of four Ruddsboro Road bridges; the combined cost of these projects is \$112,000. Significant work totaling \$81,000 (to be paid for with funds encumbered from previous years' budgets specifically for this purpose) will also begin along North College Street.

The Finance Committee wants to thank the Selectboard and the Town Manager, Julia Griffin, for their cooperation. We also want to recognize our Administrative Services Director Betsy McClain for doing such a fine job in her first year.

**Members:** Peter Christie (Chair); Nicholas Harvey; Mado Macdonald; Athos Rassias; Robert Shaughnessy; Nancy Carter (School Board Representative); Brian Walsh (Selectboard Representative).

**Notes...**



# **Chapter 3**

# **Town Department Reports**

## Administrative Services Department

The Administrative Services Department consists of Revenue Collections (Tax and Town Clerk operations), Finance and Accounting, and Management Information Systems. These three functions continue to be staffed with seven full-time employees and to provide front-line customer service, administrative support for the Town, and outside agency support.

**Revenue Collections:** Tax Collections are the largest portion of the revenue collected to fund the Town's annual operating budget. In the current FY2001-2002 fiscal year, 56.6% of tax-supported fund expenditures (the General Fund, Fire Funds, and Parking Fund) will be funded from property taxes. The projected ratio for FY2002-2003 is 56.9%, remaining substantially the same. Over the past several years, there has been a trend to rely less on property tax revenues through increases in certain user fees for activities that are not justifiably passed on to the general taxpayer. On the Town Clerk front, Motor vehicle registrations continue to provide the largest share of non-tax revenues earned by the Town, making up roughly 13% of the total general fund revenues. The number of vehicles registered locally increased slightly to 7,212 (from 7,078) for the 2000-2001 fiscal year.

At last year's Town Meeting, Sallie Johnson, Revenue Collections Supervisor, was elected Town Clerk. This appointment has allowed some streamlining of Town Clerk/Tax Collector activities within her office, and has provided another hat for Sallie to wear! Tax information, vital statistics, and voter data are presented on the following pages in the Tax Collector and Town Clerk Reports.

**Finance and Accounting:** The transition to a new General Ledger has been postponed until the early part of FY2002-2003 to allow for programming enhancements by the vendor and further internal process review. Staff is looking forward to this transition to take advantage of more available access to financial data and a less manual integration with other office administrative systems.

**Management Information Systems:** By centralizing computer support under a full-time MIS Director, the Town continues to realize increased efficiency and enhanced information technology support. Over the past year, all departments have been brought on to the Town's wide area network. A single data network facilitates the sharing of data and certain productivity applications between the several offices around Town. Implementation of hardware and software standards has further allowed for improved maintenance and repair response, lower overall costs, and more satisfied users.

**Staff:** Sallie Johnson, Town Clerk/Tax Collector; Phyllis Lemay, Accounts Payable and Accounts Receivable Technician; Vicky McAlister, Deputy Town Clerk; Betsy McClain, Director of Administrative Services; Liz Meade, Deputy Tax Collector; Madalyn Sprague, Payroll and Accounting Technician; Corey Stevens, Director of Management Information Systems

## Town Clerk and Tax Collector

We have been working hard this last year to fully implement new computer software for both Town Clerk and Tax Collector functions. The task has been more challenging than we had anticipated. I would like to thank our customers for their patience and my outstanding staff, Liz Meade and Vicky McAlister, for their perseverance and continuing good humor.

The Supervisors of the Checklist work closely with us in the Town Clerk's office. This last year the supervisors—Lee Udy, Fay Sorenson and Louise Longnecker—faced the 10-year verification of the checklist. This was a time-consuming, detailed project that resulted in the elimination of approximately 2,200 names from the checklist. Hats off to Lee, Fay and Louise for an excellent job done! And, to Lee Udy who is retiring this year, thank you and we will miss working with you.

Hanover is very fortunate in the collection of property taxes. The total warrant for the 2000 tax year was \$20,202,495 and the uncollected amount that went to lien in 2001 was under \$50,000. Even with the added burden of being a donor town, Hanover taxpayers continue to pay their taxes on a timely basis.

We will be using our new software to process the property tax bills for the 2002 first billing. This change will be reflected in a new format for the bills. If you have questions on the tax bills or other tax-related issues please call 643-0704.

Our office processes motor vehicle/boat registrations, issues certified copies of vital records, registers voters, sells landfill tickets, issues dog licenses, and collects property tax and sewer payments. We continue our training through annual workshops and the NH Town Clerk/Tax Collector certification program in an effort to provide our customers with service that is friendly, knowledgeable, and efficient.

Respectfully Submitted,

*Sallie B Johnson*

Town Clerk & Tax Collector



## Tax Collector's Report

### June 30, 2001

**Uncollected Beg. Of Year and  
Committed in 2000 and 2001:**

	<u>2001</u>	<u>Prior Years</u>	<u>Total</u>
Property Tax	\$ 10,301,793	\$ 15,648,535	\$ 25,950,328
Yield Tax	10,321	3,606	13,927
Land Use Tax	0	26,500	26,500
Sewer Rents	874,664	111,898	986,562
Tax Increment District	66,795	73,895	140,690
Interest	124	28,293	28,417
Overpayments	32,104	5,932	38,036
<b>Totals</b>	<b><u>\$ 11,285,801</u></b>	<b><u>\$ 15,898,659</u></b>	<b><u>\$ 27,184,460</u></b>

**Remittance to**

**Treasurer:**

Property Tax	\$ 5,043,568	\$ 15,605,956	\$ 20,649,523
Yield Tax	8,784	2,943	11,727
Land Use Tax	0	26,500	26,500
Sewer Rents	837,672	110,443	948,115
Tax Increment District	0	73,895	73,895
Interest	124	24,932	25,056
Overpayments	32,104	5,932	38,036
<b>Totals</b>	<b><u>\$ 5,922,252</u></b>	<b><u>\$ 15,850,601</u></b>	<b><u>\$ 21,772,853</u></b>

**Abatements:**

Property Tax	\$ -	\$ 50	\$ 50
Yield Tax	-	258	258
Sewer Rents	10,915	691	11,606
Tax Increment District	-	-	-
<b>Totals</b>	<b><u>\$ 10,915</u></b>	<b><u>\$ 999</u></b>	<b><u>\$ 11,914</u></b>

<b>Conversion to Lien:</b>	<b>\$ -</b>	<b>\$ 47,059</b>	<b>\$ 47,059</b>
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**Uncollected:**

Property Tax	\$ 5,258,225	\$ -	\$ 5,258,225
Yield Tax	1,537	-	1,537
Land Use Tax	-	-	-
Sewer Rents	26,077	-	26,077
Tax Increment District	66,795	-	66,795
<b>Totals</b>	<b><u>\$ 5,352,634</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 5,352,634</u></b>

<b>Totals</b>	<b><u>\$ 11,285,801</u></b>	<b><u>\$ 15,898,659</u></b>	<b><u>\$ 27,184,460</u></b>
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## Ten Largest Taxpayers 2001

Dartmouth College	\$3,264,948
Kendal at Hanover	988,609
Hypertherm Inc.	205,787
Byrne, Dorothy	168,264
Raven Bay Associates, LLC	166,222
Hanover Water Works	158,303
Granite State Electric Co.	134,546
Terrace Communities Hanover, LLC	126,557
Sheridan Group Inc.	119,907
BaySon Company	117,213
Olsen, Paul and Clem, David, Trustees	113,281

## Summary of Tax Lien Accounts June 30, 2001

	<u>2001</u>	<u>Prior Years</u>
Taxes Liened to Town During Current Year	\$ 47,059	\$ -
Balance of Unredeemed Taxes	-	75,693
Interest and Costs After Lien	315	8,879
Overpayments	-	-
	-	-
<b>Totals</b>	<b>\$ 47,374</b>	<b>\$ 84,572</b>

### Remittance to Treasurer:

Redemptions	\$ 4,880	\$ 48,705
Interest and Costs Collected After Lien	315	8,879
Abatements	-	5,683
Liens Deeded to Municipality	-	-
Unredeemed Liens At End of Year	42,179	21,305
Overpayments	-	-
	-	-
<b>Totals</b>	<b>\$ 47,374</b>	<b>\$ 84,572</b>

## Town Clerk's Receipts

	July 1, 2000 – <u>June 30, 2001</u>	July 1, 2001 – <u>December 31, 2001</u>
Auto Registrations	\$ 1,111,288.67	\$ 548,406.33
Auto Reg.-Transportation Fee	\$ 30,180.00	\$ 17,005.00
Boat Registrations	1,949.40	186.44
Vendor Permits	765.00	870.00
Town Clerk Fees	12,630.25	4,058.25
Dog Licenses-Town Portion	4,052.50	499.00
Dog Fines	1,275.00	525.00
Landfill Tickets	21,895.00	11,971.50
Extra Recycling Bins	625.00	165.00
Postage Fees	8.23	12.45
Photocopy Fees	21.75	-
Miscellaneous Fees	1,005.86	497.41
Hanover Housing-Rent	65,816.90	38,638.00
Hanover Housing-Cable	1,785.50	948.25
Due to State-Boat Reg. Fees	2,904.00	449.00
Due to State-Dog Licenses	483.50	48.00
Due to State-Dog \$2.00 Fee	1,676.00	176.00
Due to State-Hunting & Fishing	3,340.75	151.75*
Due to State-Marriage Licenses	2,888.00	1,292.00
Due to State-Vital Records Fees	12,503.00	6,079.00
	\$ 1,277,094.31	\$ 631,978.38
Total Remitted to Treasurer	\$ 1,277,094.31	\$ 631,978.38

\*The Town discontinued issuing hunting and fishing licenses on 8/1/01.



## **Voter Registration**

Every resident of Hanover who has a fixed and permanent domicile in the town, who is a citizen of the United States, and who is 18 years of age may register to vote in the town. A resident is someone who has a domicile in the town on a continuing basis for a significant portion of each year. A person can have only one domicile for the purpose of voting.

**Voter Registration Card:** Information that must be provided includes name, address (mailing and legal residence), place and date of birth and proof of citizenship. Filling out the voter registration card and signing it involves a solemn oath that the information is true.

**Party Affiliation:** No one is required to list a party affiliation, but in New Hampshire one may register as a Democrat or Republican. Listing oneself as undeclared means that one has no party preference; there is no "independent" party. In primary elections an undeclared voter may request any party's ballot at the polls and will be listed on the checklist in the future as affiliated with that party. A voter who wishes to return to undeclared status after voting may do so at the place of polling by filling out a card and giving it to a Supervisor of the Checklist, however, change of party affiliation from one party to another may be done no sooner than the day after election.

**Rights and Responsibilities:** If the qualifications to vote are met, the Supervisors of the Checklist will add the applicant to the voter checklist. As a registered voter of Hanover, New Hampshire, one has the right to vote at any meeting or election held within the town. One also shares in all the responsibilities of being a citizen of the town and state.

**Where to Register:** Individuals may register to vote at the Town Office on Main Street with office hours Monday - Friday from 8:30 am to 4:30 pm. Applications may be made at any time of the year. There are also special registration sessions on Saturday mornings and evening hours on certain dates just prior to an election. These dates are published in the *Valley News* and posted on the bulletin board at the door of the Town Office. You may also register at the Polls on Election Days.

## **Supervisors of the Checklist**

There was only one election in 2001--Town Meeting on May 8. The number of registered voters on the checklist for that meeting was 7,477. Of that number, 408 voters cast ballots to vote for the election of officers and the proposed zoning amendments. After Town Meeting we performed the state-mandated verification of the checklist that is done every 10 years. At the end of that process the number of registered voters on the checklist was 5,264.

## **Dog License Information**

You must provide proof of current rabies and proof of neutering or spaying. License your dog(s) by May 31 to avoid \$1.00 per month late charges.

License Fees: Male or Female	\$ 9.00
Altered Male or Female; Puppies	6.50
Senior Citizen Owner	2.00 (for 1 <sup>st</sup> dog)

If you are a dog owner, you will receive a reminder in the mail that your dog(s) needs to be licensed.

## **Vehicle Registration Information**

Vehicle owners must begin the registration of their vehicles at the Town Clerk's office. To re-register, owners may use the mail-in procedure or come into the Municipal Office. Renewals, decals, transfers and plates are available.

## **Dredge and Fill Applications**

Those operating in or near wetlands or waterways shall file a Dredge and Fill application at the Town Clerk's office before beginning work (RSA 483-A). Fines may be assessed for non-compliance.

## **Other Services**

Boat licenses and vendor permits are available at the Town Clerk's office. We provide notary services for a \$2.00 per signature fee, and certified copies of vital records are available for a \$12.00 fee (must request in person or in writing with adequate information and authorization). Trail maps and Hanover town maps are available as well.

## **Assessing Department**

The Assessing Department is responsible for maintaining the Town's property assessment records and providing the taxpayers of Hanover with a cost effective property tax system that is both fair and equitable. Information on the assessment of property, the abatement process, and exemptions is available on the Town's website at [www.hanovernh.org](http://www.hanovernh.org) or at the Assessing Office on the first floor of Town Hall.

**Local Real Estate Market:** The local real estate market continues to strengthen and appreciation is a factor in the market. Demand for residential homes and vacant developable land is high and sale prices have increased accordingly. The commercial, institutional, and industrial market is healthy and continues to show steady growth.

**Average Assessment:** The State Equalization rate for tax year 2001 is 70%—which means the average assessment in Hanover is at 70% of market value as of April 1, 2001. The equalization

rate for tax year 2000 was 82%; the difference between the two years is attributable to appreciation.

**Property Revaluation Program:** In an effort to improve the accuracy and equity of all assessments, the Assessing Department is in the process of conducting a town-wide property revaluation program. The property inspection phase of the program is 90% complete. The Board of selectmen voted to delay implementation of the revaluation until tax year 2003 in order to coincide with the state's first assessment certification year. Each taxpayer will receive notice of their new assessment(s) in the summer of 2003 along with information pertaining to taxpayer hearings. The new assessments will become effective with the fall 2003 tax bill. This program is the first step in the development and maintenance of a comprehensive property tax system for the Town of Hanover.

**Tax Year 2001  
Summary of Assessments**

Land		
	Current Use (19857 Acres)	\$ 1,162,500
	Conservation Restriction	9,600
	Residential	217,895,500
	Commercial/Industrial	<u>42,912,600</u>
	Total Taxable Land	\$ 261,980,200
Buildings		
	Residential	\$ 429,543,000
	Commercial/Industrial	<u>117,032,600</u>
	Total Taxable Building	\$ 546,575,600
Public Utilities		
	Water	\$ 7,761,600
	Electric	8,851,400
	Total Taxable Public Utilities	<u>\$ 16,613,000</u>
Total		\$ 825,168,800

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

**Community Counselor**

The Community Counselor is a social worker serving the Town of Hanover and the Dresden School District. The Community Counselor's office is located on the second floor of the Hanover Senior Center at 42 Lebanon Street.

**Services Provided:** In fiscal year 2000-01, responded to 128 clients of which 24 were children, adolescents, and/or their families, 61 were community residents, 6 applied for general assistance (Town Welfare), and 37 participated in the Hanover Alcohol Diversion Program.



**Services Provided: July 1 to December 30, 2001: 66 clients**

	2000 <u>Jan. 1 - Dec. 30</u>	2001 <u>Jan 1 - Dec. 30</u>
School/families:	15	18
Town:	34	42
General Assistance:	5	6
Alcohol Diversion:	<u>15</u>	<u>26</u>
Total clients	69	92

**General Assistance (Welfare):** In fiscal year 2000-01, the Town spent \$16,923 to assist 6 people (3 individuals and 3 families) with food, utility bills, shelter, or medication. From July 1, 2001 to December 30, the Town spent \$2,559 to assist 6 people (3 couples, 1 family, and 2 individuals).

**Home Health:** In fiscal year 2000-01, the Town spent \$1,430 on health care services for Hanover citizens. These services included clinics (264 persons served), and home health care visits by the visiting nurse, home health aide (125 persons served), homemaker (6 persons served) and pediatric home care visits (2 persons served).

**Hanover Alcohol Diversion Program:** This program provides an educational alternative to court for persons arrested for possession of alcohol. In fiscal year 2000-01, 37 individuals ages 16-20 participated in the program and 3 individuals, ages 12-15.

**"Bigger, Better, Later":** Started in January 2000 with a grant from the Upper Valley Community Foundation, this project, under the auspices of the Community Substance Abuse Advisory Committee, provides substance-free social/recreational opportunities for Hanover High students. The events are planned and implemented by a committee of 4-5 Hanover students under the supervision of a Dartmouth student. Generous funding from other community groups has allowed this project to continue. Events to date include pizza night at Ramunto's, 2 pizza and Karaoke nights at EBA's and a movie night.

**Senior Citizens:** Responded to the needs of older residents living in the community and at Summer Park Residences, Hanover's subsidized housing for senior citizens and for persons with disabilities, which is now managed for the Town by the Lebanon Housing Authority. The Community Counselor and the Lebanon Housing representative work collaboratively in maintaining the standards and care of Summer Park.

**Committees and Other Activities:** Ongoing committees include the Community Substance Abuse Advisory Committee (CSAAC), the Senior Center Steering Committee, Hanover High School Pupil Services Committee, Common Ground (high school advisory system) Steering Committee, Hanover High School Captains Council, Alliance of School and Parents (steering committee).

**Staff:** Dena Romero; supervisor to David Sandberg, Student Assistance Counselor.

## Etna Library

The Hanover Town Library, also known as the Etna Library, provides a wide range of materials for adults, young adults, and children in a charming historic building. The library provides current fiction and nonfiction, classics and recorded books. In addition, a rotating collection of videos and unabridged recorded books is provided through the library's participation in the Librarians of the Upper Valley Cooperative. All of the Library's materials are included in the online catalog shared with Howe Library.

In keeping with the goals of its Long Range Plan, Etna Library maintains a focus on programs for adults and children. Adult library programs include a monthly adult reading group and the Mud Season Reading Program, both run by Leslie Connolly. The 2001 Mud Season Reading Program featured an evening with Deborah Schenck and Lauri Berkenkamp, authors of *Fern House: A Year in an Artist's Garden*.

Programs for young children are held weekly at the Etna Library. Children under three years are introduced to books, rhymes and crafts in *Hands on Books* on Fridays at 9:30. Children three to six years old participate in *Stories and Art* on Tuesdays at 10:30. The 2001 summer reading program for children began with *Make a Sea Creature Collage* with Susan Milord. Weekly summer programs for the whole family included *Tangram Creations*, *Stretching Your Imagination* (presented by Sara Buckingham), and *Exploring the Art Museum*.

Also during Summer 2001, Etna Library provided a series of Community Picnics for patrons of all ages. The season began with the annual *Community Picnic/Booksale*. Additional picnics gave participants the opportunity to eat dinner on the lawn while children were able to participate in a variety of programs: *Fun in the Garden* (presented by Hazel Weed and Elizabeth Tobiasson), *Fun with Sign Language* (with Cathy MacDonald), *Tales From Around the World* (with storyteller Dianne McFarland), and *Looking at Rocks and Fossils* (with Lorin Amidon).

The historic Etna Library Building has seen some improvements in the past year. A new hot water heater provides warm water for the library. The beautiful Waterbury clock was recently repaired and cleaned.

The library is strongly supported by a dedicated group of about 25 volunteers. In addition to staffing the library on Saturday mornings, volunteers organize the Mud Season Reading Program for adults, run the annual June picnic/booksale, and contribute in numerous ways to maintain the library's active presence in the community.

	<u>7/1/99-</u> <u>12/31/99</u>	<u>1/1/00-</u> <u>6/30/00</u>	<u>7/1/00-</u> <u>12/31/00</u>	<u>1/1/01-</u> <u>6/30/01</u>	<u>7/1/01-</u> <u>12/31/01</u>
Holdings	6423	6651	6873	6991	7348
Circulation	3202	3267	3308	2938	2905
Adult	1250	1197	1232	1252	1400
Juvenile	1952	2070	2076	1686	1505
Patrons visits	1540	1184	1256	1339	1420
Adults	903	684	710	782	868
Children	637	500	546	557	571
Registered patrons	156	----	177	----	196
Library programs	33	34	33	35	41
Program Attendance	379	351	396	313	434
Volunteer hours	48	40	48	62	50
Hours open, weekly	20	20	20	20	20

**Library Hours:** Mondays and Thursdays from 2:00 pm to 7:00 pm; Tuesdays and Fridays from 10:00 am to 2:00 pm; Saturdays from 10:00 am to noon. Closed Wednesdays and Sundays.

**Staff:** Barbara Prince, Librarian; Geraldine North, Library Assistant

## Fire Department

During the past year, the Fire Department and Emergency Medical Services Division have managed to maintain a highly respected level of service to the Hanover community. Some of the highlights and changes that have occurred are as follows:

- We purchased a new fire engine which is located at the Etna Station. The new engine carries 1,000 gallons of water and replaces the 1975 mini pumper and tank truck.
- Four members of the department have attained paramedic level certification. In addition to the four new paramedics, our newest hire has entered the training program and expects to complete the course in one year.
- The ambulance service billing has been transferred from Town Hall to the Fire Department. The Fire Department's Administrative Assistant, Judy Stevens, has taken on the added responsibility and is doing a remarkable job.
- Captain Michael Doolan retired after serving the Town for more than 26 years.



## Fire Services

	<u>FY'00</u>	<u>FY'01</u>
Structure Fires	15	21
Vehicle Fires	4	3
Brush Fires	2	2
Trash/Dumpster	3	3
Spills or Leaks	12	15
Electrical Problems	17	24
Water Evacuations	18	11
Smoke Removal	18	44
Smoke Odor	83	20
Malicious False Alarms	14	13
Mutual Aid Provided	9	5
Alarm Malfunctions	129	188
Unintentional Alarms	130	179
Other*	175	145
<b>Total</b>	<u><b>629</b></u>	<u><b>673</b></u>

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

## Emergency Medical Services

	<u>FY'00</u>	<u>FY'01</u>
Private	286	353
Lyme	74	68
Norwich	71	81
Kendal	26	40
Medicaid	3	0
Dartmouth	74	84
Wheelock/Terrace	0	35
Other	42	24
<b>Total</b>	<u><b>576</b></u>	<u><b>685</b></u>

**Department Staff:** Roger Bradley, Fire Chief; Christopher Broderick, Michael Clark, Michael Doolan and Jeryl Frankenfield, Fire Captains; Judy Stevens, Administrative Assistant; Larry Ackerman, James Belanger, Timothy Bent, Michael Gilbert, David Goodrich, Michael Hanchett, Richard Hatch, David Hautaniemi, Dan Lang, Firefighter/EMTs; Bertram Hennessy, Michael Hinsley, Richard Low, Firefighter/Paramedics.

## Howe Library

When you think “Howe Library”, you may see in your mind’s eye a building and a collection. However, the staff, in striving to provide each user with personal, excellent service, is the reason, we hope, that you feel a sense of belonging and welcome.

Achieving our mission takes work on the part of all involved: Town, Corporation, Staff, and Supporters/Users. Our expansion/building project depends on the cooperation and hard work of all those entities. The process has been a long one, but vital to the success of a building project and, of course, our mission. Examining all options has been a key part of the process and, yes, it has delayed us. The status of the building project as of February 2002 is reported in the *Boards and Committees* section under *Howe Library Board of Trustees*.

Your patience is appreciated – Howe Library wishes to plan for its long-range future and to plan correctly.

### Progress:

- The Millennium update to the library’s automation system, funded by both the Town and the Corporation, was implemented successfully with no disruption in service in October. Modules purchased are being phased in. One new service planned for early in the year is the email notification option for overdue and hold notices.
- A new phone system funded by the Town was installed in August and has improved service by adding more lines and establishing a voice mail option for each employee and department. We are still answering the phone in person when we are open!
- The transformation of Howe was made possible by Fund 2000 donations. An open house was held in September to celebrate the success and show-off the improvements. Users seem very pleased with the changes which include:  
*Children’s Services:* installation of a new family learning center with furniture and computers and relocation of the entire collection to provide a larger pre-school area.  
*Main Floor:* Relocation of Reference close to the Circulation Desk; relocation of the entire collection in the Browsing Area and the addition of shelving, lighting, and chairs; relocation of large-type materials; shifting of the entire non-fiction collection to obtain more space.  
*Lower Lobby:* Refurbishment to add seating and permit food.
- Fund 2001 was completed in December and exceeded its goal of \$80,000. Jack Nelson chaired the very successful drive with assistance from Jere Nelson. The effort will result in major improvements in vision and hearing equipment, enhanced programming, especially the new “Authors at the Howe” series, expanded collections, new furniture, and additional public access computers.
- Website expansion: Ellen Lynch continues to expand and improve Howe’s website: [www.thehowe.org](http://www.thehowe.org) and is developing a plan to revise the Town’s website.

- Children's: In response to demand, a Kindergarten Storytime and Toddler's Storytime (featuring the musical talents of Mary Catherine Jones) preceding the Toddler Drop-In were added.
- The Corporation contracted with Dartmouth's Rauner Library to catalog and archive the Corporation records dating back to 1899.

**Personnel:** (*Italics note changes*)

Town: Director: Marlene McGonigle; Assistant Director: Ellen Lynch; Office Manager: Janice Grady; Senior Public Services Librarian: Mary Hardy; Head of Technical Services: Pam Smith; Children's Librarian: Denise Reitsma; Circulation Supervisor: Kris Burnett; Public Service Librarians: Polly Gould, Joanne Blais; Library Assistants: Ann Schofield, Charlotte Bernini, Lucinda Varnum; Technical Services Assistant: Mary Ryan; Children's Library Assistant: *Mary Catherine Jones*; Circulation Assistants: Jan Chapman, Christine Eickelman, Joan Ridgeway, Mary Soderberg, Amelia Talbert, Natalie Urmson; After School Monitor: *Doris Faughnan*; pages and Dartmouth work-study students.

*Pam Soren Smith* was awarded a Master's Degree in Library Science.

Corporation: Jere Nelson, Development Coordinator; Bonnie Hutchins, Bookkeeper.

**Performance Indicators:**

The following statistics are only one measure of how well Howe performed. Not included are such factors as how long a reference query might take to answer due to the increasing complexity of questions and the resources used to respond. Nor are all the materials used in-house or accessed online defined in a meaningful way. We also conduct surveys as another helpful means of determining how well we are doing in achieving our mission.

	<u>1999</u>	<u>2000</u>	<u>2001</u>
Holdings	77,995	79,403	75,845
Circulation	214,129	195,935	205,079
Adult	120,892	113,882	114,979
Children	93,237	82,073	90,100
Per Capita incl. Dartmouth	22.6	20.3	18.9
Per Staff Member	16,875	15,738	16,022
Holds/reserves placed	7,139	5,722	6,248
Registered patrons	6,892	6,685	6,594
Resident patrons			5,014
Days open	342	334	338
Hours open, weekly av.	56	56	56
Attendance, est.	179,018	182,772	201,963
Reference questions	8,827	8,336	9,037
Interlibrary loan transactions	2,806	3,199	3,001
Library sponsored programs	280	330	366
Attendance/library programs	7,315	8,180	6,889
Public meeting room usage	700	894	514



	<u>1999</u>	<u>2000</u>	<u>2001</u>
Total meeting room usage	1,026	1,502	931
Volunteer hours	3,016	2,412	2,214
Website access, monthly av.		4,312	15,815
Magazine/Newspaper searches	4,832	9,067	9,836

**Hours: 56 per week**

Monday – Thursday 10:00 – 8:00

Friday noon – 6:00

Saturday 10:00 – 5:00

Sunday 1:00 – 5:00 (closed summers)

## Human Resources Department

The objectives of the Human Resources Department are to promote the morale and well being of Town employees and to insure equitable personnel management. We believe that this annual report demonstrates the accomplishment of those objectives.

**Personnel Policy Manual:**

On July 1, 2001 we published a new Personnel Policy Manual, which had not been revised since 1994. The new Manual contains changes intended to control overtime, improve the management of leave time, and enhance employee health and safety.

**Labor Relations:**

This fall we began to renegotiate labor contracts with all three of our collective bargaining units: the American Federation of State, County and Municipal Employees (AFSCME), Local 1348 representing employees in the Department of Public Works; the International Association of Fire Fighters (IAFF), Local 3288 representing employees in the Fire Department; and the International Brotherhood of Police Officers (IBPO), Local 561 representing employees in the Police Department. We enjoy a cooperative relationship with each of these units because together we share a mutual commitment to public service. The following employees have assumed a leadership role in our negotiations:

Larry Ackerman, Firefighter/EMT  
Eric Bates, Detective  
Lenny Bolduc, Sewer Crew Supervisor  
Roger Bradley, Fire Chief  
Todd Bragg, Senior Mechanic  
Mark Caruso, Parking Control Officer  
Robert Corrette, Grounds Crew Supervisor  
Barry Cox, Human Resources Director  
John Dumas, Asst. Wastewater Supervisor  
Jeryl Frankenfield, Fire Captain

Nick Giaccone, Police Chief  
Michael Gilbert, Firefighter/EMT  
Bert Hennessey, Firefighter/EMT  
Peter Kulbacki, Director of Public Works  
John LaHaye, Equipment Operator  
Richard Low, Firefighter/Paramedic  
Chris O’Connor, Police Captain  
Steven Schlosser, Police Officer  
Randy Wagoner, Communications Officer  
Matt Walker, Asst. Water Supervisor

**Charitable Activities:**

Town employees participate in a variety of activities to improve the quality of life in Hanover and the Upper Valley. Last year our employees increased their contributions to the United Way

campaign by 64%. They also contributed to the National Relief Fund in response to the September 11<sup>th</sup> tragedies, to the National Denim Day for the Susan G. Komen Breast Cancer Foundation, to the American Cancer Society's Relay for Life, and to the Christmas gift program for David's House.

### **Health and Safety:**

The Joint Loss Management Committee meets every other month to review Workers' Compensation claims and promote health and wellness programs. This year the Committee endorsed an Exposure Control Plan, designed to minimize employee risk associated with infectious materials. They also sponsored flu and health screening clinics and conducted workplace safety inspections. Robert Corrette chairs the Committee composed of the following employees:

Kristina Burnett, Circulation Supervisor  
Mike Chase, Project Manager/Utility Super.  
Robert Corrette, Grounds Crew Supervisor  
Barry Cox, Human Resources Director  
Debbi Franklin, Human Resources Assistant  
Doug Hackett, Communication Serv. Coord.  
Bert Hennessey, Firefighter/Paramedic

Paul Jordan, Bldg. Maintenance Super.  
Brett Ladd, Water Treatment Tech.  
Vicky McAlister, Deputy Town Clerk  
David Saturley, Communications Officer  
Dennis Smith, Water Treatment Tech.  
Chris Vitale, Asst. Dir. Parks and Rec.

### **Training Programs:**

On going training helps ensure that our employees maintain the knowledge base and skills required to perform their jobs efficiently. Sixteen employees from various departments attended specialized workshops and conferences. These included training in supervision, budget development, leadership skills, and human resource management. In addition, a total of six workshops were conducted on Sexual Harassment Prevention for all Town employees.

**Staff:** Barry Cox, Director and Debbi Franklin, Assistant

## **Parks and Recreation**

**Facilities:** The Recreation Department was established in July of 1974 and operated out of Town Hall until 1976. The office was moved to 42 Lebanon St. until 1983 when the office moved to its present location at 10 School St.

The Community Center Facility Committee has been revived and this group is now moving forward with plans to develop a Community/Senior Center.

**Community Center update:** The Facilities Committee is in the final stages of planning the Proposed Richard W. Black Community/Senior Center to be located on South Park Street. Tennant/Wallace of Manchester is the architect and Trumbull-Nelson is the Construction Manager. The latest plans include: a full two story building with a full basement, large multi-purpose room, Senior Lounge Area and Arts and Crafts Room, Community Meeting rooms,

office space for the Senior Center Director, Community Counselor and Recreation Director and Assistant Director, reception area, "Teen Lounge" area and full handicap accessibility. Plans can be viewed at the Town Office or Recreation Department at 10 School St.

**Programs:** New programs this year included Project Build, Quilts and Dolls-Sewing workshops, and Create Your Own Website. Playground remained a staple to the summer offerings. Camp Circle H for Kindergarteners was also run at the Ray School. Carol Ahern came out of retirement to supervise that program. Lisa Jack completed a successful first year supervising the Playground program.

Participation in Recreation Department athletics continues to remain high. Average participation for Ray School and Richmond School population is over 54.5%, an increase of 2%.

Winter:	Basketball only:	Ray: 28%	RMS: 25%
Spring:	Baseball, softball, lacrosse, volleyball clinic, track and field:	Ray: 53%	RMS: 53%
Summer:	Track, football, soccer camp, field hockey:	170 participants	
Fall:	Football, volleyball, soccer, field hockey: 2 <sup>nd</sup> grade has the highest participation (soccer) at 64.7%.	Ray: 57.2%	RMS: 51.9%

The following is a breakdown of programs and participants for 2001.

Season	Athletic		Non-Athletic	
Winter	Youth -240	Adults -n/a	Youth -104	Adults -56
Spring	Youth -410	Adults -n/a	Youth -149	Adults -50
Summer	Youth -180	Adults -275	Youth -236	Adults -31
Fall	Youth -529	Adults -n/a	Youth -146	Adults -61

Special Activities included: Soccer Jamboree, 9<sup>th</sup> Annual Old-Fashioned 4<sup>th</sup> of July, Haunted House, Egg Hunt, Mini-camps, Playground Special events, Muster Day, 8<sup>th</sup> Annual Spring Fling 5K, 9<sup>th</sup> Annual Turkey Trot. The 7<sup>th</sup> Annual March Madness Picnic, co-sponsored by the Hanover PTO, had over 160 Ray School students and family members participate. We added an extra Summer Blast-Off dance for the Middle School in addition to the Halloween Dance and Snow Out Blow Out Dance in February.

In 2001, the 26<sup>th</sup> Annual Basketball Tournament drew 175 teams. Highlights include the broadcasting live on CATV, Channel 6, of the 7/8 girls and boys "A" division finals. Also, the Jim Wechsler Coach's Award was given to the Hanover 7/8th grade maroon team coaches, Rick Ferrell (girls) and Chip Metcalf (boys) for their long-term dedication to coaching basketball at the youth level.

The Recreation Department continues to add information to the Town website. The registration form, gym and field locations, race results and general information have all been added this year.

Usage of the Community Center has increased. Cub Scouts, a Drum Group, Bridge Club, sports teams and birthday parties are hosted by the community center.



In 2001, the Volunteer Service Award was given to John Hochreiter, for his many years of service to the Recreation Department, especially for his work with the baseball program and with Rotary.

In December, the Town of Hanover had the honor of hosting the Olympic Torch Relay. The Recreation Department worked with Dartmouth College and a host of volunteers to make this event a truly memorable experience. An estimated 2000 spectators overflowed the Dartmouth Green to cheer on the torchbearers of the Upper Valley. The Salt Lake City Olympic Committee was very impressed with the number of spectators for such a small town.

## **Planning and Zoning Department**

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

Staff comprises Planning and Zoning Director Jonathan Edwards, Senior Planner Vicki Smith, Zoning Administrator Judith Brotman, Building Inspector Ryan Borkowski, and Administrative Assistant Annie Hood.

## **Police Department**

The Hanover Police Department's mission is to "provide professional and compassionate police service through partnerships that build trust, reduce crime, create a safe environment and enhance the quality of life in our community." The composition of the Police Department includes the following divisions: Administration, Patrol, Investigation, Dispatch, and Parking.

**Criminal Activity:** By far the most significant event of the year was the Zantop murder case. This tested the department's ability to deal with a major event while simultaneously providing essential services to the community. Within twelve hours of the reported crime, the police facility became a hub of bustling activity housing three outside agencies: the Attorney General's office; the New Hampshire State Police; and the FBI. Literally a command center grew overnight which demanded extra phone lines, computers, and tables and chairs to accommodate more than 25 officers and agents working around the clock. With not only a difficult case to work on, the department also had to deal with the unprecedented crush of media personnel who continually put the department, the Town of Hanover, Dartmouth College, and the surrounding communities under a microscope unlike anything we had dealt with before. After following several leads that

took investigators across the country, the case finally broke open three weeks after the crime occurred with the arrest of two teenagers from Chelsea, Vermont.

As previously alluded to, the department still had to deal with the routine calls for service, and 2001 was no different than the preceding years in terms of the amount of calls received. Outside of the aberration caused by the double homicide, the Town's criminal statistics showed minor fluctuations with some categories increasing while others decreased. However, trying to draw comparisons between last year and the year before can be confusing. One example would be the number of reported thefts dropping dramatically, while the total dollar amount of these thefts far exceeded last year's figure. Nationally, the trend has shown a decrease in crime stats in urban areas, while increases have been noted in the non-urban and rural areas of the country.

<b>Patrol Division Statistics</b>	<b>Jan-Dec 1998</b>	<b>Jan-Dec 1999</b>	<b>Jan-Dec 2000</b>	<b>Jan-Dec 2001</b>	<b>% Change</b>
Murder	0	0	0	2	200.0%
Sexual Assault	0	3	1	5	400.0%
Robbery	1	0	1	0	-100.0%
Burglary	30	17	17	14	-17.6%
Theft	418	262	199	109	-45.2%
MV Theft	1	-	1	5	400.0%
Arson	0	1	0	2	200.0%
UCR Stolen	173,042	166,093	112,908	145,634	29.0%
UCR Recovered	77,893	27,740	33,802	77,750	130.0%
Recovery Ratio (Natl avg 15%-20%)					53.0%
Assault	28	22	55	50	-9.1%
Forgery	130	29	3	3	0.0%
Fraud	33	29	36	20	-44.4%

<b>Patrol Division Statistics</b>	<b>Jan-Dec 1998</b>	<b>Jan-Dec 1999</b>	<b>Jan-Dec 2000</b>	<b>Jan-Dec 2001</b>	<b>% Change</b>
Embezzlement	1	0	1	0	-100.0%
Vandalism	140	95	94	79	-16.0%
Possession Stolen Property	9	3	0	3	300.0%
Sex Offenses	15	6	2	1	-50.0%
Drugs	35	48	47	60	27.7%
DUI	36	28	20	21	5.0%
Liquor Laws	61	96	78	81	3.8%
Intoxication [PC]	55	52	44	77	75.0%
Disorderly Conduct	26	14	22	43	95.5%
Open Container-Public	0	19	12	7	-41.7%
Tobacco Violation	0	12	17	4	-76.5%
Land Violations				17	1700.0%
MV Unlocks	715	710	605	598	-1.2%
Bank Alarms	56	100	83	74	-10.8%
Other Alarms	395	402	366	382	4.4%

<b>Patrol Division Statistics</b>	<b>Jan-Dec</b>	<b>Jan-Dec</b>	<b>Jan-Dec</b>	<b>Jan-Dec</b>	<b>% Change</b>
	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	
Detentions	297	296	266	272	2.3%
Accidents	244	240	252	235	-6.7%
Reportable	137	159	125	107	-14.4%
Fatal	0	0	0	0	0
Injury	48	34	49	39	-20.4%
Pedestrian	0	4	4	5	25.0%
Hit & Run	75	54	68	51	-25.0%
Bicycle	0	6	1	2	100.0%
Total MV Stops	5,641	5,655	4,524	3,962	-12.4%
Total Citations	737	717	539	602	11.7%
Speeding	348	365	266	311	16.9%
Towed Vehicles	72	57	125	109	-12.8%
Patrol Mileage	171,448	188,237	174,447	168,145	-3.6%
Patrol Fuel	14,506	14,428	13,069	14,234	8.9%
Hours ST Time	2,697	2,858	2,611	2,135	-18.2%
2 Person Shifts	440	342	478	670	40.2%
Bike Hours	84	112	0	0	0

**Personnel:** The authorized strength of the department is nineteen (19) sworn members of which fourteen (14) are responsible for covering round-the-clock patrol shifts. The patrol division is also supported by four (4) part-time officers who assist the full-time officers by covering special details and occasional patrol shifts. Unfortunately, during the past year we have been short two full-time positions and this was compounded even further when one of our long time patrol officers was called up for active duty as a result of September 11<sup>th</sup>. Throughout the year we have struggled in our attempt to fill these vacant positions with qualified candidates.

September 11<sup>th</sup> has also affected our two-person detective division with the call up of Det. Bates. Fortunately, his local assignment has allowed him to provide part time services to this department while at the same time meeting military obligations.

The Dispatch Center, which has always been plagued with personnel shortages, has finally achieved full employment consisting of the division's supervisor and six (6) full time dispatchers. Three (3) part-time employees also supplement the Center. The current staffing level was deemed necessary to adequately provide round-the-clock coverage to the other six (6) New Hampshire and six (6) Vermont towns that contract with the Town of Hanover for this service. Also, at the time of this writing, the Dispatch Center is in the midst of a major renovation that was approved at last year's Town Meeting. Considerable time was spent evaluating various radio consoles and furniture in order to arrive at a configuration that will last for many years to come.

As with most law enforcement agencies, the public's perception of the police role in society is to enforce the law. However, we would like to point out that we perform services to the community that range anywhere from unlocking your car when the keys have been left inside, to performing vacant residence checks while you are away from home for extended periods of time. We take



great pride in our community service and look forward to providing the best service possible to our citizens and visitors alike.

<b>Police Dispatch Statistics</b>	<b>Jan-Dec 1998</b>	<b>Jan-Dec 1999</b>	<b>Jan-Dec 2000</b>	<b>Jan-Dec 2001</b>	<b>% Change</b>
Total Incidents	23,685	25,205	23,467	22,407	-4.5%
HPD Incidents	15,056	15,430	14,255	15,650	9.8%
Ratio HPD Incidents					70.0%
Incoming Calls	55,725	55,447	79,550	80,772	1.5%
Calls Transferred		20,845	31,288	22,222	-29.0%
Calls Handled	0	34,602	50,621	58,630	15.8%
911 Calls	1,550	2,115	3,119	3,549	13.8%
7-3 Calls	19,680	15,120	25,094	30,391	21.1%
3-11 Calls	15,497	15,058	19,849	22,091	11.3%
11-7 Calls	3,933	4,424	5,298	6,058	14.3%
Radio Trans	246,818	249,011	258,654	247,513	-4.3%
Dispatch SPOTS Trans	105,531	109,361	100,564	149,281	48.4%
MDT SPOTS Trans	20,583	147,731	163,389	162,250	-0.7%
Fire Runs [All]	1,189	1,349	733	548	-25.2%
Amb Runs [All]	1,396	1,404	1,493	1,524	2.1%
FS Runs [All]	648	662	783	817	4.3%
DPW Incd	148	241	447	437	-2.2%

The Parking Division has completed its first full year of operation of the 289-space Parking Facility at 7 Lebanon Street. Demand for leased parking at the facility is high, which led the Board of Selectmen to devote an additional twenty spaces to premium parking leases during the year. A consistent customer base uses the Parking Facility for short-term parking needs, mostly staying between thirty minutes to three hours. The Selectmen have also approved a validation program for the facility, offering merchants the flexibility to pay for customer parking. The Town decided to increase staffing hours on Hopkins Center event-nights due to the strong demand for spaces at the facility. On these special nights, the cashier remains on duty as late as 11:00 P.M. Another highlight included the installation of a plaque dedicating the Parking Facility to Lou Bressett, the Honorary Mayor of Hanover. The plaque is located near the East South Street Facility entrance.

<b>Parking Division Statistics</b>	<b>Jan-Dec 1998</b>	<b>Jan-Dec 1999</b>	<b>Jan-Dec 2000</b>	<b>Jan-Dec 2001</b>	<b>% Change</b>
Total Tickets	29,343	25,928	31,869	30,169	-5.3%
Feeding >4	9	0	0	0	0
Handicap	151	113	68	50	-26.5%
Loading-Bus	9	33	26	11	-57.7%
Left Wheel to Curb	165	136	110	151	37.3%
Meter	24,002	21,169	26,195	25,579	-2.4%
NP 2am-6am	30	3	0	0	0
NP 12am-7am	1,148	1,049	1,339	1,514	13.1%
2 Hr. Zone	108	6	14	5	-64.3%

Parking Division Statistics	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	% Change
	1998	1999	2000	2001	
Improper Parking	121	211	183	221	20.8%
Meter Feeding	574	435	388	113	-70.9%
2/3 Meter Viol	467/8	500/4	811/22	675/14	-26.5%
Prohibited Zone	2,249	1,730	2,161	1,261	-41.6%
Towing Chg	22	36	28	43	53.6%
Town Permit	278	492	519	495	-4.6%
Court Actions	2,197	1,767	2,528	1,002	-60.4%
Parking Enforcmt Tickets Issued	27,068	20,729	27,425	27,995	2.1%
Police Tickets Issued	2,215	3,180	4,444	2,174	-51.1%
Total Voids	2,181	1,455	1,685	12,155	621.4%
Meter Revenue	261,920	293,110	431,706	340,386	-21.2%
Fine Revenue	162,009	189,498	297,273	420,947	41.6%
Parking SPOTS	11,508	13,861	20,284	23,238	14.6%

Civilian staff in the Parking Division continue enforcement of the Parking Ordinance by issuing violations for expired meters, meter feeding, and prohibited parking. Additionally they have been concentrating their efforts on keeping the bus and loading areas clear, as well as strictly enforcing the handicapped parking areas. Evening enforcement is handled by police officers and includes enforcement of prohibited parking, handicap violations and parking after midnight during the winter season.

Full Time Staff: Chief Nicholas J. Giaccone, Jr.; Captain Christopher O'Connor; Det. Lieutenant Frank Moran; Detective Eric Bates; Sergeants: Patrick O'Neill, Michael Evans, Daniel Gillis, and Bradford Sargent; Patrol Officers: Gerald Macy, John Kapusta, Steven Read, David Luther, Jeffrey Fleury, Shannon Kuehlwein, Steven Schlosser, Alan Patterson, and Jeffrey Ballard. Admin. Assts: Sheila Bowley and Sheryl Tallman; Communication Coordinator E. Douglas Hackett; Dispatchers: Lisa Camarra, Randy Wagoner, David Saturley, Tim Goodwin, Derek Curtis, and Sarah Wildes; Parking Enforcement Technicians: Mark Caruso, Christopher McEwen; Parking Secretary Beth Rivard; Parking Control/Facility Technician Marisela Platt; and Parking Facility Cashier Scott McDonald.

## Public Works Department

The Public Works Department is comprised of eight (8) operating divisions: Administration, Buildings, Grounds, Highway, Fleet Maintenance, Sewer Line Maintenance, Water Distribution Maintenance, and Water and Wastewater Treatment. The Department continues to staff and operate the Hanover Water Works Company through a contract.

**Administration Division:** The Administration Division oversees the day-to-day operation of the Department. During 2001, a number of operational improvements were implemented including:

- Continued detailed design review of all proposed projects submitted to the Planning Department;

- Increased construction inspections of private developments, with an emphasis on utilities and roadways. The effort has been coordinated to ensure projects approved by the Planning Board conform to Town and Planning Board conditions;
- Developed and oversaw a joint paving bid which included combining paving for the Towns of Enfield, Hanover, Hartford, VT and City of Lebanon;
- Participated in joint fuel bidding with the Towns of Enfield, Hanover, Hartford, VT and City of Lebanon;
- Managed, designed and inspected the Hanover Water Works Company's SRF Project. The project was completed with the construction of an 800,000 gallon water storage tank off of Lebanon Street near Sand Hill. The entire project included replacement of all of the water main on East Wheelock Street (including a pavement overlay and drainage replacement), replacement of Water Main on North College from Park Street to the former Elm Street; replacement of water main on South Park Street and Lebanon Street from Park to the new tank site; and replacement of Main on West and Allen Streets.
- Continued providing full-time management of the Hanover Water Works, Company with the addition of another full-time Utility Engineer.
- Continued work on an asset inventory database to enable compliance with GASB34, which requires valuation of all public assets (roads, drainage, sewers, buildings and properties).

**Administrative staff include:** Peter Kulbacki, P.E., Director; Keith Southworth, Assistant Director; Don Ware, P.E., Utility Engineer and Betsy Smith, Administrative Assistant.

**Buildings Division:** The Buildings Division is responsible for both executing and overseeing contract repairs and maintenance of 18 municipal buildings, including the HUD-funded 24 Summer Park garden apartment units. Significant accomplishments during 2001 included:

- Demolished 48 Lebanon Street with Town staff in preparation for proposed Community/Senior Center construction;
- Recarpeted the Wastewater Treatment Facility office;
- Replaced the roof on the original Treatment Facility building;
- Removed underground oil storage tanks at the Wastewater Treatment Facility;
- Replaced the Municipal Buildings side entrance ornamental/structural support pillars and repainted the building exterior;
- Installed new counter and shelves in the Municipal building mail room;
- Renovated two units at the Summer Park housing complex in preparation for new tenants;
- Renovated the Public Works Facility Building Division bay into two offices and two storage areas;
- Replaced the Public Works Facility original boiler (installed in 1960);
- Built new countertop and cabinets in the Police Department squad room;
- Managed contracted maintenance and repair services provided for Town buildings including fuel delivery, alarm system maintenance, HVAC maintenance, electrical



repairs, elevator maintenance, cleaning services, sprinkler and extinguisher inspection and maintenance, overhead door maintenance, lock repairs, and miscellaneous carpentry projects.

**Buildings Division Staff:** Paul Jordan, Building Maintenance Superintendent; seasonally: William Lancaster, Assistant Building Maintenance Superintendent/ Highway Construction and Maintenance Crew Supervisor and Seth Bean, Recreation Groundskeeper.

**Grounds Division:** The Grounds Division is responsible for maintaining all Town street trees, landscaped areas, parks, playing fields and cemeteries. Significant accomplishments during 2001 included:

- Many new trees were planted in spite of a very dry summer. The following is a list of new tree sites:
  - South Main Street
  - Public Works Garage (Shed #2)
  - South Park Street
  - Spencer Road
  - Pine Knolls Cemetery
  - Route 120
  - North Park Street
  - West Wheelock
  - Parking Lot behind the Municipal building
  - Maple Street
  - Costello Field
  - Along new water main to tank
- Street trees were watered on a regular basis to counteract road salt and our second driest summer on record.
- Existing trees were treated with fertilizer, root treatment and structural management in the following areas:
  - Rope Ferry Road
  - School Street
  - Hanover Center – Parade Ground Road
  - North Main Street
  - O'Leary Street
  - Brook Road
  - Rip Road
  - Buell Street
  - School House Lane
  - Safety Services Building (Police and Fire Station)
  - Senior Center
  - Pine Knolls Cemetery
  - Dartmouth Cemetery
- The Department began working with consultants to implement a management plan for fungicidal treatment of elm trees.

- Hanover celebrated Arbor Day in May at the Ray School. First Graders received white spruce seedlings for planting at home and assisted with planting of a larger tree on school grounds.
- Landscaping was restored in the following locations:
  - Sand Hill/Lebanon Street
  - Woodrow Road
  - Herb Garden
  - Coop Triangles & in front of the Mobil Station
  - West Wheelock Street

**Grounds Division Staff:** William Desch, Urban Forester/Grounds Superintendent; Robert Corrette, Grounds Supervisor; Allen Wheeler, Grounds Crew Leader; Seth Bean, Recreation Groundskeeper who replaced William Follensbee in August.

**Highway Division:** The Highway Division maintains all Town roads, rights-of-way, bridges, sidewalks, parking lots and storm sewers. The work involved the following:

- Maintenance of 63 miles of paved road – including plowing, salting, sanding, maintenance of the drainage system, roadside mowing, guardrail repair and maintenance, ditching, sign maintenance, patching of roads, sweeping streets, bridge maintenance, pavement markings and snow removal.
- Maintenance of 33 miles of gravel roads – including grading, ditching, mowing, repairs during mud season, sign maintenance and winter maintenance.
- Continued the Gravel Roads Program by adding four inches of gravel to the approximately two miles of Three Mile Road.
- Continued the Rural Road Shim/Pave Program by resurfacing Dogford Road.
- Continued with the overlay program by resurfacing Lyme and Goodfellow Roads.
- Replaced one-half of the sidewalk along the east side of Crosby Street, approximately 100 feet of sidewalk on the south side of Lebanon Street, selected sections of sidewalks on North College Street, and accomplished the repair of several small areas of sidewalk around town.
- Continued stockpiling old asphalt to be crushed and used in-lieu of crushed gravel on gravel roads.

#### Highway Statistics

Tons of asphalt placed	6623
Tons of salt used	2310
Tons of winter sand used	3952
Hours spent plowing	477 regular 918 overtime
Hours spent salting and sanding	756 regular 1174 overtime
Hours spent removing snow from streets	252 regular 762 overtime
Hours spent grading roads	740

Hours spent sweeping streets	362 regular 252 overtime
Hours spent constructing and maintaining sidewalks (including winter maintenance)	495 regular 640 overtime
Hours spent hauling material	618
Hours spent assisting other divisions and working for other Town Departments	2697 regular 72 overtime

**Highway Division Staff:** Keith Southworth, Assistant Public Works Director; Tom Bircher, Highway Construction and Maintenance Supervisor; Bill Lancaster, Highway Construction and Maintenance Crew Supervisor; Alan Fullington, Bernie Hazlett, Chuck Bowdoin, Rod Forward, Bill Tourville, Sam Blanchard, John Lahaye, Randy MacDonald, Equipment Operators/Highway Maintenance Workers; Mike Wells and Steve Hammel Light Equipment Operator/Highway Maintenance Worker.

**Fleet Service Division:** The Fleet Service Division is responsible for maintenance of all Town vehicles, standby generators, and operational equipment and fuel systems. The Division provides regularly scheduled preventative maintenance on 96 pieces of registered equipment and an additional 60 pieces of small equipment. In addition, mechanics service ten standby generators. Significant accomplishments during 2001 included:

- Continued to refine maintenance costs and collect data for development of a comprehensive Fleet Replacement Schedule;
- Prepared specifications and purchased a new grader, a new midsize dump truck, a small pick-up, and a full size pick-up with a plow;
- Together with the Fire Department, took delivery, and put into service, the new fire engine for Etna;
- Todd Bragg received training for, and passed the nationally recognized E.V.T certification test, becoming a level one certified emergency vehicle technician;
- Susan Love joined the fleet staff as the new Fleet department Purchasing and Administration Assistant.

**Fleet Service Division Staff:** Francis Austin, Fleet Superintendent; Todd Bragg, Senior Mechanic; and Donald Foster, Jr., Mechanic; Susan Love, Purchasing & Administration.

**Sanitary Line Maintenance Division:** The Line Crew is made up of three full-time and one part-time employees. The Line Crew maintains and improves over 215,700 feet of sanitary sewer lines. This is an increase of 4,500 feet resulting from the addition of two major subdivisions. The crew also maintains in excess of five miles of cross-country right-of-ways. The division also provides winter maintenance with its equipment and manpower.

- Inspected all new utilities in subdivision and replacement lines;
- Root cut over 5,000 feet of sewer lines;
- Flushed over 45,000 feet of lines;
- Mowed all main sewer ROW that is used for walking paths;
- Replaced or rebuilt frames and covers on 28 manhole structures;



- Continued educational training in related fields;
- Replaced 300 feet of aging sewer line that had infiltration problems;
- Updated Hanover base map that is used for the Town's GIS system.

**Sanitary Collection System Staff:** Michael Chase, Project Manager/Utility Superintendent; Lenny Bolduc, Line Maintenance and Construction Supervisor; Raymond Swift, Line Maintenance and Construction Worker.

**Wastewater Treatment Facility:** Staff of the Wastewater Treatment Facility is also responsible for managing five (5) pump stations and provide contract support to the Hanover Water Works Company. Significant accomplishments in 2001 include:

- Treated approximately 500 million gallons of raw wastewater to a secondary treatment level;
- Processed approximately 1035 wet tons of bio-solids, with average 16% solids;
- Sludge Quality Certification renewal;
- Treated approximately 200,000 gallons of septage from private septic systems;
- Retained Dufresne-Henry Engineering Services for a Wastewater Treatment Facility Study;
- Replaced a dump truck with a standard pickup after completion and upgrade of last year's screening and grit removal system;
- Removed 4000 gallon underground fuel oil tank, and replaced with two 330 gallon above-ground tanks;
- Retained Provan and Lorber Engineering Services for a Water Treatment Facility Study;
- Implemented (S.C.A.D.A.) Supervisory Control and Data Acquisition design and installed wiring for level monitoring at the new 800,000 gallon water tank, the water treatment contact tank, and Reservoir #1;
- Upgraded chlorine dioxide monitoring meter for water disinfection;
- Dennis Smith tested and received a wastewater certification grade 1 license;
- Ron Langdon received a Wastewater Laboratory Analyst Certificate grade 2 license, from the New England Water Environmental Association.

**Wastewater Treatment Facility Staff:** William Mathieu, Water and Wastewater Treatment Superintendent; John Dumas, Assistant Superintendent Water and Wastewater Treatment; Ron Langdon, Laboratory Technician; Dennis Smith, Water and Wastewater Treatment Technician; Brett Ladd, Water and Wastewater Treatment Technician;

# **Chapter 4**

# **Board and Committee Reports**

## Town of Hanover Boards and Committees

### Advanced Transit Board – Appointed by Board of Selectmen

William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	
Judith Rocchio, 38 College Hill, Hanover	H-643-6902	

### Advisory Board of Assessors – 3 year Term – Nominated at Town Meeting by Majority Vote

Richard Birnie, PO Box 14, Etna	H-643-2358	5/2003
Robert D. McLaughry, PO Box 111, Hanover	W-643-6400	5/2002
Paul F. Young, 2 Barrett Road, Hanover	H-643-4488	5/2004
Judson T. Pierson, Jr., 31 Partridge Road, Etna	H-643-3279	Selectboard Rep
Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	Selectboard Rep. Alt.

### Bike/Recreational Path Committee – Appointed by Board of Selectmen

Scot Drysdale, 8 Mink Drive, Hanover, NH 03755  
 Patricia Higgins, 8 Mink Drive, Hanover, NH 03755  
 Steve Ketcham, 54 Lyme Road, Hanover, NH 03755  
 Tom Linell, 46 Rip Road, Hanover, NH 03755  
 Hugh Mellert, 11 Old Lyme Road, Hanover, NH 03755  
 Bob Norman, 12 Berrill Farms Lane, Hanover, NH 03755  
 Charles Sullivan, 7 South Park Street, Hanover, NH 03755  
 Carol Weingeist, 38 Valley Road Ext., Hanover, NH 03755  
 Bill Young, 22 Rope Ferry Road, Hanover, NH 03755

### Board of Selectmen – 3 year Term – Ballot Vote

<small>Chr</small>	Brian F. Walsh, 52 Berrill Farms Lane, Hanover	H-643-6053	5/2002
	Marilyn W. Black, 2 Dayton Drive, Hanover	H-643-8622	5/2002
	William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	5/2003
<small>vChr</small>	Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	5/2003
<small>Sec.</small>	Judson T. Pierson, Jr. 31 Partridge Road, Etna	H-643-3279	5/2004

### Building Code Advisory Board – 3 year Term – Appointed by Board of Selectmen

Randy T. Mudge, 13 Dartmouth College Hwy., Lyme	W-795-4831	8/2004
Bruce R. Williamson, Box 193, Etna	H-643-4648	8/2004
Jack Wilson, 2 Chase Road, Hanover	H-643-4046	8/2004

### **CATV Board**

Marilyn W. Black, 2 Dayton Drive, Hanover, NH 03755	Selectboard Rep
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### **Chamber of Commerce**

Judson T. Pierson, Jr., 31 Partridge Road, Etna	H-643-3279	Selectboard Rep
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### Community Substance Abuse Advisory Committee

Linda Addante, 31 McKenna Road, Norwich, VT 05055  
 Marie Colacchio, Marion Cross School, Norwich, VT 05055  
 Kate Curtis-McLane, Hanover High, 41 Lebanon Street, Hanover



Ron Eberhardt, Hanover High School, 41 Lebanon Street, Hanover  
 Nick Giaccone, Police Chief, 46 Lyme Road, Hanover  
 Ken Greenbaum, Superintendent, 45 Lyme Road, Suite 207, Hanover  
 Julia N. Griffin, Town Manager, 41 South Main Street, Hanover  
 Janice O'Donnell, 39 Rayton Road, Hanover  
 Lois Roland, Ray School, 22 Reservoir Road, Hanover  
 Dena Romero, Community Counselor, 42 Lebanon Street, Hanover  
 David Sandberg, Hanover High, 41 Lebanon Street, Hanover  
 Holly Sateia, 6135 Hinman, Hanover  
 Deborah Scheer, Hanover High, 41 Lebanon Street, Hanover  
 Joseph Stallsmith, Richmond School, 41 Lebanon Street, Hanover  
 Brian Walsh, 7 Storrs Road, Hanover

Selectboard Rep

**Conservation Commission – 3 year term – Appointed by Board of Selectmen**

Chr. Judith Reeve Davidson, 14 N. Balch Street, Hanover	H-643-3996	7/2002
Robin Carpenter, 28 Thompson Road, Hanover	H-643-6430	9/2003
Ed Chamberlain, 20 Wolfboro Road, Etna	H-643-4150	9/2003
Douglas McIlroy, 1 Hayfield Road, Etna	H-643-5844	9/2003
L. David Minsk, 24 Rayton Road, Hanover	H-643-3393	9/2004
Anne Morris, PO Box 296, Etna	H-643-0172	9/2002
Sandra White, 44 Greensboro Road, Hanover	W-646-3462	9/2004
Kim Perez, 61 Trescott Road, Etna	H-643-4553	9/2003 Alt.
Vacancy		9/2003 Alt.
Vacancy		7/2002 Alt.
William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	Selectboard Rep
Michael Mayor, 147 Three Mile Road, Etna	H-643-3421	Plan Bd Rep

**Etna Library Board of Trustees – 3 year term – Ballot Vote**

Amy Stephens, PO Box 324, Etna	H-643-4817	5/2002
Margaret A. Bragg, 108 Greensboro Road, Etna	H-643-2464	5/2004
Judith A. Danna, 669 Hanover Ctr. Road, Hanover	H-643-5761	5/2003

**Hanover Affordable Housing Committee – 3 year term – Appointed by Board of Selectmen**

Bruce Altobelli, 4 Woodmore Drive, Hanover	H-643-5006
Roy Banwell, 3 Ledge Road, Hanover	H-643-3785
Carla Bailey, 5 Rayton Road, Hanover	H-643-2473
Len Cadwallader, 23 Rip Road, Hanover	H-643-1343
Joan Collison, 4 Heneage Lane, Hanover	H-643-5748
Judith Esmay, 7 Read Road, Hanover	H-643-9085
William Fissinger, 152 Lyme Road, Hanover	H-643-1238
Charlotte Faulkner, 9 Buell Street, Hanover	H-643-3132
Dick Jennings, Mascoma Savings Bank, Hanover	W-643-1537
Susan Keil, 169 Lyme Road, Hanover	H-643-5960
Kim Perez, 61 Trescott Road, Etna	H-643-4553
Robert Strauss, 7 Read Road, Hanover	H-643-9085
David Vroom, 668 Hanover Center Road, Hanover	H-643-4010 Alt.

Boards and Committees...cont'd

Larry Kelly, Dartmouth College

W-646-1406 College Liaison

**Hanover Finance Committee** – 3 year term – Appointed by Moderator

Peter Christie, Sugar Maple Lane, PO Box 2, Etna	H-448-1737	
Nicholas Harvey, PO Box 382, Hanover	H-643-2027	
Mado R. Macdonald, 19 Rip Road, Hanover	H-643-3129	
Athos J. Rassias, 14 Carriage Lane, Hanover	H-643-4602	
Robert Shaughnessy, 4 Hemlock Road, Hanover	H-643-4707	
Nancy Carter, 12 Barrett Road, Hanover	H-643-9577	School Rep
Brian F. Walsh, 7 Storrs Road, Hanover	H-643-6053	School Rep

**Howe Library Board of Trustees** – 3 year term – Elected by Howe Corporation at Annual Meeting

Chr. Richard Winters, 67 Lebanon Street, Hanover	H-643-3985	2003
Marjorie Boley, 29 Rip Road, Hanover	H-643-3514	2002
Wayne G. Broehl, Jr., 302 Brook Hollow, Hanover	H-643-2677	2002
Jacqueline Clement, PO Box 247, Etna	H-643-5633	2002
vChr. Marilyn Crichlow, 7 Butternut Lane, Hanover	H-643-5657	2003
William Geraghty, 6 Claflin Circle, Hanover	H-643-8682	2004
William Hamilton, 1 Partridge Road, Etna	H-643-6525	2002
Edward T. Kerrigan, PO Box 314, Etna	H-643-9041	2002
Mado MacDonald, 19 Rip Road, Hanover	H-643-3129	2004
Ralph Manuel, 4 Willow Spring Circle, Hanover	H-643-5749	2004
Matthew Marshall, PO Box 4, Etna	H-643-9321	2001
Jack Nelson, 4 Ivy Pointe Way, Hanover	H-643-3246	2003
Frederick Nothnagel, 1 Medical Ctr. Drive, Lebanon	H-795-2998	2003
Paul S. Olsen, 22 Mulherrin Farm Road, Hanover	H-643-9329	2002
Brian F. Walsh, 7 Storrs Road, Hanover	H-643-6053	Selectbd Rep
Marlene McGonigle, Director of Howe Library		Ex-Officio

**Parking and Transportation Board** – 3 year term – Appointed by Board of Selectmen

Chr. William R. Baschnagel, 65 Trescott Road, Etna	W-643-2972	5/2003
Bill Barr, 1 Rope Ferry Road, Hanover	W-646-3396	5/1999
Clint Bean, Chamber of Commerce, Box 5105, Hanover	W-643-3115	
Stephen R. Marion, 15 Low Road, Hanover	H-643-4230	5/1999
Vacancy		Planning Bd Rep
(Jonathan Edwards, Planning/Zoning Director, Julia N. Griffin, Town Manager, Patrick O'Neill, Parking Division, UVLSRPC, Nick Giaccone, Police Chief, Peter Kulbacki, Public Works Director, Marilyn Black, Board of Selectmen)		

**Parks and Recreation Board** – 3 year term – Appointed by Board of Selectmen

Chr. Suzanne Wiley Young, 11 Rip Road, Hanover	H-643-1342	5/2003
John Buck, 12 Courtyard, Hanover	H-643-9460	5/2003
Aileen Chaltain, 2 Carter Street, Hanover	H-643-5261	8/2004
Bruce Genereaux, 6 Ledyard Lane, Hanover	H-643-6012	8/2004

Liz Leeming, 25 Lyme Road, Etna	H-643-9635	5/2002
Jessie Shepard, 14 Greensboro Road, Hanover	H-643-5621	5/2002
Jack Stinson, 157 Lyme Road, Hanover	H-643-3520	8/2004
Judson T. Pierson, Jr., 31 Partridge Road, Etna	H-643-3279	Selectbd Rep

**Planning Board** – 3 year term – Appointed by Board of Selectmen

Chr. Nancy Collier, 26 Great Hollow Road, Hanover	H-643-3709	9/2003
Monte Clinton, 118 Ruddsboro Road, Etna	H-643-9351	9/2003
Charles Faulkner, 9 Buell Street, Hanover	H-643-3132	5/2002
James Hornig, 10 Occom Ridge, Hanover	H-643-3766	9/2002
Michael Mayor, 24 Occom Ridge, Hanover	H-643-3421	9/2002
Nancy Tierney, 17 Partridge Road, Etna	H-643-5267	8/2004
William Dietrich, PO Box 9, Etna	H-643-3776	9/2004 Alt
Judith Esmay, 7 Read Road, Hanover	H-643-9085	8/2004 Alt
Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	Selectbd Rep
William R. Baschnagel, 65 Trescott Road, Etna	H-643-2972	Selectbd Rep 1st Alt
Judson T. Pierson, Jr., 31 Partridge Road, Etna	H-643-3279	Selectbd Rep 2 <sup>nd</sup> Alt

**Recycling Committee** – 3 year term – Appointed by Board of Selectmen

Diane Church, 18 MacDonald Drive, Hanover	H-643-1206	8/2004
Carol Edwards, 25 McDonald Drive, Hanover	H-643-4778	9/2003
Alice Jackson, 25 Hemlock Road, Hanover	H-643-3589	9/2003
Larry Litten, 40 School Street, Hanover	H-643-1859	9/2004
Augusta Prince, 370 Kendal at Hanover, Hanover	H-643-8856	8/2004
Marilyn W. Black, 2 Dayton Drive, Hanover	H-643-8622	Selectboard Rep
Betsy Smith, PO Box 483, Hanover	W-643-3327	PWrks Rep
Peter Kulbacki, PO Box 483, Hanover	W-643-3327	Dir of PWrks
John Fay, GUVSWMD*, 96 Mill Street, PO Box 58, North Hartland, VT 05052-0058		
Elizabeth Ashworth, Project Mgr., Facilities Planning, Dartmouth College, HB 6111, Hanover		
Kate Read, Hanover Co-op, PO Box 633, Hanover		

\* Greater Upper Valley Solid Waste Management District

**Senior Citizen Steering Committee** – 3 year term – Appointed by Board of Selectmen

Chr. Chrysanthi Bien, 12 Ledyard Lane, Hanover	H-643-5524	9/2003
Dale Peters Bryant, 13 Maple Street, Hanover	H-643-1377	5/2002
Constance Carr, Gibson Road, Hanover	H-643-3518	9/2003
Raymond Klaybor, 42 Lebanon St., Apt. C1, Hanover		8/2004
Frances Cobb, 42 Lebanon Street, Apt. C3, Hanover		5/2002
Barbara Doyle, 6 Tyler Road, Hanover	H-643-3197	9/2004
Maureen Hall, 1 Mink Drive, Hanover	H-643-4215	5/2002
Dorothy King, 4 Kingsford Road, Hanover	H-643-4380	9/2003
Mary C. Kirk, PO Box 227, Etna	H-643-3113	9/2003
Alice Richardson, 42 Lebanon St., Apt.B-1, Hanover	H-643-3222	5/2002
Helene Rothermund, 41 Berrill Farms, Hanover	H-643-5351	9/2003
Evelyn Spiegel, 15 Barrymore Road, Hanover	H-643-4353	9/2004
Marilyn W. Black, 2 Dayton Road, Hanover	H-643-8622	Selectboard Rep



Boards and Committees...cont'd

Dena Romero, PO Box 483, Hanover	W-643-5317	Com. Counselor
Gail Schaal, 42 Lebanon Street, Hanover	W-643-5531	SenCtrRep
Tamara Schifner, Old Courthouse 20 S. Main St., WRJ (Kathy Geraghty - Youth-in-Action, Box 445, Hanover, NH 03755)	W-646-7076	Ex-Officio

**Supervisors of Checklist – 6 year term – Ballot Vote**

Louise M. Longnecker, PO Box 483, Hanover	H-643-5680	5/2006
Fay Sorenson, PO Box 483, Hanover	H-643-5676	5/2004
M. Lee Udy, PO Box 483, Hanover	H-643-5906	5/2002

**Upper Valley - Lake Sunapee Council Representatives**

William Dietrich, 54 King Road, Hanover	H-643-0411	5/2002
Katherine S. Connolly, 2 Pleasant Street, Hanover	H-643-3822	Selectboard Rep

**Zoning Board of Adjustment – 3 year term – Appointed by Board of Selectmen**

Chr. H. Bernard Waugh, 16 Pinneo Hill, Hanover	H-643-2479	5/2002
William Baldwin, 7 Prospect Street, Hanover	H-643-1236	9/2003
Michael P. Hingston, PO Box 344, Etna	H-643-2843	8/2004
Ruth J. Lappin, 603 Hanover Center Road, Hanover	H-643-1334	9/2003
William Little, 1 Woodcock Lane, Etna	H-643-9670	9/2004
Arthur Gardiner, 8 Sargent Street, Hanover	H-643-1990	7/2002 Alt
Joanna Jackson, 8 Dorrance Place, Hanover	H-643-4938	8/2004 Alt
George Spitzer, 393 Hanover Center Road, Etna	H-643-0400	9/2004 Alt
Susan D. Wood, 7 North Balch Street, Hanover	H-643-2352	9/2003 Alt

## **Advisory Board of Assessors**

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 also appoints one Selectmen's representative and one alternate to serve on the Advisory Board.

**Activities:** In calendar year 2001, the Advisory Board of Assessors met three times and heard 5 tax year 2000 abatement requests. Five recommendations were forwarded to the Selectmen. For tax year 2001, six abatements were filed by the March 1, 2002 deadline.

**Meeting Times:** The Board schedules meetings well in advance depending on their caseload and notices all meetings.

**Members:** Richard Birnie, Robert McLaughry, Paul Young, Judson Pierson Jr. (Select Board Rep) and Katherine Connolly (Alt. Select Board Rep).

## **Affordable Housing Commission**

The Affordable Housing Commission was established by action of the Selectboard in September of 2001. Its primary responsibility is to:

- Develop and recommend permanently affordable housing policies and regulations to appropriate Town Boards and staff, including the Board of Selectmen and the Planning Board;
- Promote affordable housing policies, identify Town resources that could assist in the effort to provide affordable housing;
- Explore, recommend, and oversee partnerships with existing organizations such as Twin Pines Housing Trust and Habitat for Humanity;
- Evaluate and report the effect of Town policies on affordable housing;
- Represent the Town at regional and state-wide meetings;
- Serve as an educational resource for the community.

The members of the Affordable Housing Commission are Robert Strauss, Chair; Len Cadwallader, Vice-Chair; Susan Keil, Secretary; and Bruce Altobelli, Carla Bailey, Roy Banwell, Joan Collison, Judith Esmay, Charlotte Faulkner, William Fissinger, Richard Jennings, Lawrence Kelly, Kim Perez, and David Vroom.

The Commission derives from the efforts of a group of approximately 50 residents who began in July 2000 to study the acute shortage of housing in Hanover for persons of limited and moderate means, and who formed themselves into the Hanover Affordable Housing Coalition. The Coalition began its work in July 2000 by studying existing reports on the state of housing in Hanover and in the Upper Valley.

The analysis of affordable housing needs conducted by the Upper Valley-Lake Sunapee Regional Planning Commission in 1995 showed that Hanover needed over 450 affordable dwelling units

to accommodate those in need of housing in our community. Hanover has not provided any affordable housing since constructing 24 units for the elderly and disabled in 1975. In April and May of 2001 the Coalition conducted a series of well-attended seminars which addressed such issues as Hanover's need for permanently affordable housing, methods to develop and finance affordable housing, and the experience of other communities like Hanover in providing such housing. Important conclusions included:

**Housing:**

- Though a regional issue, each community has a responsibility for meeting its fair share of housing needs.
- The economic feasibility of affordable housing is enabled by higher density and a diversified mix of housing types, sizes, and costs, and is therefore consistent with smart growth approaches which promote village centers, green space, and alternative transportation.
- Affordable housing needs to remain affordable in perpetuity, and there are legal means available to accomplish this.

**Financing:**

- Federal guidelines define "low income" as 80% and "moderate income" as 100% to 120%, of the median household income of Grafton County, which is \$48,000; Hanover's median household income is \$69,500. "Middle income" is the range between 120% of county and Hanover median income levels.
- Today many financial institutions offer home financing programs with 5% down or less. There are many programs geared to low- and moderate-income buyers, but there is a purchase limit for first time homeowners of \$125,000 for existing homes and \$147,500 for new homes. The FHA also has a maximum loan limit of \$132,000.
- Model programs exist in other parts of this State in which prospective homeowners can save a certain amount of money monthly to be matched three to one by their employers and others.
- There is a tremendous desire on the part of low income people for home ownership, but often a lack of experience of what it takes to own a home. Therefore it is important to educate prospective homeowners in budgeting and credit, shopping for a home, securing a mortgage, and maintaining the home as a resident.

**Pressure on People:**

- Many people in the Upper Valley cannot afford to live near where they work, near where they want to be, or near where they grew up.
- Those not on the upper scale of income who live in Hanover are being pushed out and forced to live further away and drive further to work. That disconnect between place of work and place of living is causing a breakdown in Upper Valley families.
- Many teachers cannot afford to live in Hanover and are commuting up to an hour. As a result some teachers cannot come back at night and during the weekend for school activities if their own children are involved in the activities of their community.



**Pressure on Employers:**

- Long term viability as a business is affected because it is becoming increasingly difficult to get the best person for the job. Some companies are thinking of moving, because they cannot find the people or pay them what they need to live here.
- The rate of refusal by people offered employment with major employers in the Upper Valley is averaging between 20 and 50 percent. It usually costs an employer the annual salary offered per employee turnover.

**Impact on the Community:**

- The diversity of the Town is minimized by the failure to accommodate residents over a wide income range.
- Many of the people employed in Hanover cannot afford to live here thus exacerbating their problems of commuting, day care, and community loyalty.
- The more people are pushed out of the area, the more roads are required; and the greater our problems of traffic control and exhaust pollution.
- Finally, the homeless population in our area is growing alarmingly.

**Hadfield Report on Hanover's Affordable Housing Needs:**

Funded by a Community Development Block Grant from the New Hampshire Office of State Planning, the Town commissioned a study of Hanover's affordable housing needs. This study was conducted by Hadfield Associates and was completed in July 2001. The principal recommendations of the report are:

- Propose as a policy in the new master plan that the Town provide affordable housing of approximately 50 units on Town-owned land.
- Amend Town regulations to provide incentives to encourage the voluntary creation of affordable housing.
- Allow Planned Residential Development in the Single Residence (SR) zoning district.
- Require that legal mechanisms be in place so that affordable home ownership units remain permanently affordable.
- Conduct a Town-wide study of vacant and under-developed lands within the existing water and sewer service areas that would be able to support densities sufficient for the feasible provision of affordable housing, and consider applying for state and federal funding to purchase these properties for development of low-moderate income housing.
- Work with the Upper Valley Land Trust and the Hanover Conservation Council to identify available options as a component of developing affordable housing along with preserving green space.
- Encourage the creation of "mother-in-law" apartments in owner-occupied homes to permit rental units while respecting the character of the neighborhood.
- Fund a position with the Twin Pines Housing Trust which would be dedicated to working specifically on Hanover housing needs.
- Create the means by which the Town and the College can work together to facilitate an expeditious implementation of affordable housing needs, and identify College properties that could be suitable for combined affordable housing.

- Rezone College properties downtown for mixed high-density residential and commercial uses, including a wide diversity of housing types and costs consistent with the income spectrum of its employees.
- The College should support efforts by the Town to provide low- and moderate-income housing since such developments give notice to the Upper Valley that Hanover is willing to do its part, thus benefiting the College in its attempt to expand housing in other Upper Valley communities.

## **Building Code Advisory Committee**

The continuing mission of the Building Code Advisory Committee is to advise the Building Inspector on any matters pertaining to building construction, safety, codes, and technological changes. The committee also acts in the capacity of a Building Codes Appeals Committee. Their combined expertise in construction is a valuable asset to the Zoning Board of Adjustment in matters of appeals regarding the Building Inspector's decisions, interpretations of code requirements or allowing use of new technologies.

The Committee heard one formal appeal in 2001. This appeal sought relief from the requirement to enclose a swimming pool with a safety fence. This appeal was continued until after adoption of the latest edition of the Building Code Ordinance in the Town of Hanover. The purpose for the continuance was that the current adopted Ordinance does not require safety fencing, hence making the appeal unnecessary. Several other appeals were proposed, but not formally submitted.

The committee was active in meeting this year to begin preparations for the next building code adoption cycle. This has involved excellent discussions on which codes are best suited for adoption to meet the needs of Hanover. Current discussions involve proposing requirements for heat detectors in attached residential garages as well as an overall review of existing requirements for one and two family housing and what additional, if any, provisions need to be adopted to enhance construction and safety.

The Building Code Advisory Committee consists of the following members: Bruce Williamson (chair), Randy Mudge, and Jack Wilson; two Alternate seats are currently vacant.

## Building Inspections:

### **Building Permits Issued**

	<u>Jan.-Jun.2001</u>	<u>Jul.-Dec.2001</u>	<u>Total 2001</u>
<b>New One- and Two-Family Residences:</b>			
Number of Permits Issued	18	18	36
Total Value of Permits	\$4,509,856	\$4,940,073	\$9,449,929
Average Permit Value	\$ 250,548	\$ 274,449	\$ 524,997
<b>New Seasonal Residences:</b>			
Number of Permits Issued (Jan-Dec):			0
<b>Additions and Alterations to Existing Single-Family Residences:</b>			
Number of Permits Issued	55	75	130
Total Value of Permits	\$4,250,486	\$2,867,515	\$7,118,001
Average Permit Value	\$ 77,282	\$ 38,234	\$ 115,516
<b>Maintenance Work to Existing Single-Family Residences:</b>			
Number of Permits Issued	8	15	23
Total Value of Permits	\$ 152,500	\$ 137,600	\$ 290,100
Average Permit Value	\$ 19,063	\$ 9,173	\$ 28,236
<b>New Institutional Buildings:</b>			
Number of Permits Issued	0	2	2
Total Value of Permits	0	\$ 817,269	\$ 817,269
Average Permit Value	0	\$ 408,634	\$ 408,634
<b>Additions and Alterations to Existing Institutional Buildings:</b>			
Number of Permits Issued	19	25	44
Total Value of Permits	\$10,973,646	\$5,122,554	\$16,096,200
Average Permit Value	\$ 577,560	\$ 204,902	\$ 782,462
<b>New Commercial Buildings and Additions and Alterations:</b>			
Number of Permits Issued	20	19	39
Total Value of Permits	\$6,189,181	\$1,043,785	\$7,232,966
Average Permit Value	\$ 309,459	\$ 54,936	\$ 364,395
<b>Demolition Permits:</b>			
Number of Permits Issued	5	1	6
<b>Blanket Permits:</b>			
Number of Permits Issued	5	9	14
<b>Oil/Gas Permits:</b>			
Number of Permits Issued	12	34	46
<b>All Permits:</b>			
Total Number of Permits Issued			340
Total Value of Permits			\$34,598,265
Average Permit Value			\$ 101,760



## **The Community Substance Abuse Advisory Committee (CSAAC)**

The Community Substance Abuse Advisory Committee (CSAAC) meets once a month during the school year. Members of the committee include the Town Manager, Chair of the Hanover Select Board, the Hanover Police Chief, parents, and representatives from Dartmouth College and from Hanover and Norwich schools.

The committee considers substance use as a community concern rather than as a problem of college students, high school students, parents, or the Town.

Last year several committee members participated in a 2-day retreat offered by New Futures, a statewide organization working to reduce alcohol, tobacco, and other drug problems in New Hampshire; the agenda included statewide topics such as parity with other mental health insurance coverage for chemical dependency treatment and advocating for legislation which might help reduce substance use. CSAAC serves as a consultant on the preparation of the annual Dresden Safe and Drug-free Schools Grant and as an advisor to the Hanover Alcohol Diversion Program. Meetings are open to Hanover and Norwich residents. For more information contact Dena Romero, Hanover Community Counselor, 643-5317.

## **Conservation Commission**

The Conservation Commission's primary responsibilities are to inventory and protect the town's natural resources, to preserve and maintain lands of importance including the Town Forest and trails, to monitor town-held conservation easements, to conduct public education addressing conservation issues, and to work with town, regional, and state agencies and committees in advancing natural resource protection. The Commission advises the Board of Selectmen, the Planning Board, and the Zoning Board of Adjustment on conservation matters and makes on-site visits and recommendations for town and state wetland, waterbody, and dredge and fill permits.

Current members of the Commission are Judith Reeve, Chair; L. David Minsk, Vice-Chair; Ed Chamberlain; Douglas McIlroy; Anne Morris; and Michael Mayor. Alternate members are Sandra White, Kim Perez, and Robin Carpenter. William Baschnagel is the representative from the Board of Selectmen.

In addition, the Conservation Commission:

- Initiated the purchase of a 34-acre tract of conservation land on Moose Mountain.
- Maintained trails on town-owned land and scouted the possible locations of new trail segments through the trails committee.
- Maintained working committees on education, trails, Connecticut River management, town energy planning, and open space that meet on a regular basis and report to the Commission.

- Made policy decisions about management of town-owned lands and what activities can take place on those lands.
- Coordinated with and supported other conservation groups including the Purple Loosestrife Coalition, the Hanover Conservation Council, the Mascoma Watershed Conservation Council, the Appalachian Trail Conference and Upper Valley Land Trust.
- Reviewed the larger development proposals presented to the Planning Board, such as Great Hollow Park and the Simpson Development Corporation 20-unit project.
- Monitored the development of the Town Master Plan.
- Worked to develop a Connecticut River Management Plan.
- Held a training session for baseline documentation and monitoring of conservation properties.
- Developed a brochure which summarizes the Open Space Priorities Plan.
- In conjunction with the Planning Board hosted the NH State Geologist and a public discussion about Hanover's geology and rural water supply.

The Conservation Commission's regularly scheduled monthly meetings are held on the second Wednesday of each month, at 5:00 PM, in the Town Hall.

The Commission's activities have been:

	<u>Jan.-Jun.2001</u>	<u>Jul.-Dec.2001</u>	<u>Total 2001</u>
Meetings	8	8	16
Site Visits	5	5	10
Cases:			
Docks	0	1	1
Additions, structures, or fill in wetland or wetland setback	2	7	9
Equitable waiver	0	0	0
Administrative Appeal	0	0	0

## **Etna Library Board of Trustees**

The Trustees for the Hanover Town Library, locally known as the Etna Library, are elected for a three year term by the Hanover voters to oversee the library.

**Members:** Amy Stephens, Judy Danna, and Margaret Bragg

**Meeting Times:** The first Monday of each month at 6:00 pm in the library. (No meeting in July).

**Mission Statement:** The Hanover Town Library will be an active presence in the village, providing its services to the community in a personal manner while preserving its historic building.

**Activities:** The Board of Trustees oversaw the operations of the Etna Library, which enjoyed a year of enhanced programming under the direction of Librarian Barbara Prince. New family and adult programs were added this year. The Trustees also supervised the budget development and continued to work on the long range plan.

**Long Range Planning Update:** The three goals of the plan include building preservation, safe access to the library, and programming for adults and children. The library's antique clock was repaired and the exterior entrance was painted. A new water heater was also installed. New adult programming was added this year. The board continues to explore ideas to improve parking and access to the building.

We look forward to another great year in providing library services while maintaining a presence within the community.

## Howe Library Corporation Board of Trustees

Chair: Richard F. Winters  
Vice Chair: Marilyn Crichlow  
Treasurer: Mado Macdonald  
Secretary: Marjorie Boley  
Wayne Broehl  
William Geraghty  
William Hamilton

Edward Kerrigan  
Ralph Manuel  
Jack Nelson  
Frederick Nothnagel  
Paul Olsen  
Brian Walsh  
Marlene McGonigle, ex officio

The Board meets on the second Thursday of each month at 3:30 p.m. except during July and August. The Annual Meeting is the second Thursday in October.

### Committee Highlights, 2001:

**Development Planning:** Cary Clark, Chair. The committee's work is divided into three areas: Annual Fund Drive, Capital Campaign, and Planned Giving.

- **Annual Fund Drive:** Jack Nelson chairs this effort, which successfully completed the second annual drive and exceeded the goal again. More than \$80,000 was raised to support projects to enhance the Library.
- **Capital Campaign:** The building project and the campaign to fund it are in the planning stages.
- **Planned Giving:** Vehicles to facilitate planned gifts to Howe were reviewed and are being implemented in brochures.
- **Facilities:** Stephen Marion, Chair. The committee has been active for more than 6 years. Responding to the Long Range Plan of 1996, a Master Facilities Plan was conducted to identify space needs for 20 – 25 years. After hiring Robert A.M. Stern Architects to develop a design concept for the current site, the Trustees thought it their responsibility to investigate



additional potential sites offered by Dartmouth College. The sensitivity to other Town building needs contributed to the time of six years for the process to date. Interviews are being conducted to determine if the funds can be raised to expand on the current site with the original Stern plan. A Spring 2002 decision is anticipated.

**Finance Committee:** Jean Whittall, Chair. The Finance Committee developed investment policies during 2001 and revised the Howe Corporation Budget format.

**Non-resident Fees Committee:** Ed Kerrigan, Chair. The committee recommended to the Hanover Select Board that fees for Howe Library cards remain the same.

**Advisory Task Forces:** Three were organized to assist with gathering information and support for building expansion. **Children's**, chaired by Roberta and Dave Parker; **Teens**, chaired by Nancy Collier; **Technology**, chaired by Rich Brown.

## Open Space Committee

Following Select Board and Planning Board review of the completed Open Space Plan in January 2001, a subcommittee of the Conservation Commission undertook the long-term challenge of implementation. Volunteers who have been serving on the committee are Ed Chamberlain, Kim Perez, Judith Reeve, Jim Hornig, John Mudge and Carol Folt with Anne Morris as chairperson and Vicki Smith as staff person. Kim Perez has resigned; we thank her for her work on the Committee.

### **Increasing public awareness:**

Inasmuch as the funds available from open space purposes through the Conservation Fund are public monies, all members of the community should be made aware of the opportunities afforded them by the fund. The committee has undertaken a PR program to inform people and to encourage interested persons to contact Vicki Smith as the committee's representative.

- The plan is available in hardcopy color (\$20) or hardcopy black-and-white (\$8). It may also be reviewed at the Howe and Etna Libraries, and town offices, or on the town web site.
- The committee has prepared the Town of Hanover Annual Calendar, entitled "Landscape Memories", which has been distributed to all residents. Each month features a different area of town that has been given high priority in the Open Space Plan. There are also many landscape-based historical quotations, and landscape preservation information.
- A public information display has been prepared. Its first use was at one of the evening Chautauqua programs during the summer.
- A brochure has been prepared and distributed. It features a summary of the Plan and a color copy of the open space priorities map.
- In conjunction with the Appalachian Trail Conference, the commission sponsored an informational dessert party for most abutters of the AT to raise awareness of private landowners of the need to further protect the trail corridor where it is narrow.

- The committee participated in a summer event on Balch Hill to honor private and institutional actions that have preserved the hilltop.
- A brochure and poster advertising the availability of funds for land protection has been prepared and placed in brochure holders at four places in town.

Outside of Hanover, the plan has received recognition, and is increasing awareness elsewhere of the role of such a plan in the development of other communities. The Office of State Planning awarded the plan its “Best Plan of the Year” award in the spring. Vicki Smith received the “Professional Planner of the Year” award for the Northern New England Chapter of the American Planning Association, in part for her work with the Open Space Committee in formulation of the plan. Current committee members have given a workshop on the plan at the annual meeting of the New Hampshire Association of Conservation Commissions and at two other workshops in the state.

### **Preservation Projects:**

To date, the committee has spent a small amount of the Conservation Fund, and is engaged in deliberations on several properties. (It should be noted here that sometimes land protection projects develop quickly, but typical projects are often in process for many months or years before reaching closure.)

- The Hanover Conservation Council asked the Conservation Commission to fund half the cost of its appraisals on six properties for a proposal to the state’s LCHIP program. The Commission approved expenditure of \$3,500.
- The Selectboard has expressed a desire to have the Conservation Fund provide money for purchase of land owned by the University of NH on the ridgeline of Moose Mountain in order to obtain control of the transmission tower located there.
- Although the Conservation Council’s LCHIP proposal was turned down, the Open Space Committee remains interested in conserving the six LCHIP proposal parcels. The Commission has purchased a 34-acre ridgeline property adjacent to the UNH property and abutting the Dana Preserve on the western flank of Moose Mountain.
- Four hundred and ten acres in Hanover to the east of Moose Mountain are under negotiation with the Open Space Committee, the Upper Valley Land Trust, and the owner. The Conservation Commission held a public hearing on this project in November. The Commission has made available an initial outlay of \$20,000 to stay foreclosure proceedings in exchange for conservation easement protection of a portion of the property and to buy time to formulate a strategy for protecting the rest of the Hanover portion of this property.
- The town’s newly-formed Affordable Housing Commission plans discussion of a project in conjunction with the Open Space Committee.
- An Etna landowner requested information from planning staff about land protection options, and now is nearing closure with NH Fish and Game Department on the public access conservation easement. NH Fish and Game has agreed to fund all the owner’s out-of-pocket expenses. (This is a case of the increased awareness of landowner options leading to land protection with no direct cost to either the owner or the town except for less than an hour of staff time counseling the land owner about protection options.)



**Looking Ahead:**

The Open Space Committee plans to move ahead as it can on the projects listed above, in the expectation that some will be completed during the next year or two. As stated in the Open Space Plan, the committee will also inform citizens of its specific annual schedule in which landowners may submit applications for Conservation Fund action.

## **Parking & Transportation Board**

The Parking and Transportation Board advises Selectmen on matters relating to parking, the new parking facility, traffic congestion, and other transportation related activities in Hanover. Membership usually includes representatives from the public, Dartmouth College, DHMC, and the business community. The Board meets monthly and public participation is always welcome.

**Parking Facility:** The new parking facility at 7 Lebanon Street has now been open for more than a year. Its 289 spaces are open for customer use seven days a week. An attendant is on duty between 7:00 a.m. and 9:00 p.m. Monday through Saturday providing an element of security for customers. Parking is free on Sundays and public holidays. The facility also offers free parking for the first half-hour and there are many who take advantage of this with quick shopping trips.

Current traffic reports there show most facility transactions are for less than thirty minutes and the average length of stay is a little over two hours. Facility use peaked during the fall foliage season and holiday shopping period when, on a few occasions, it was full. However most of the time shoppers can plan on finding parking there. It is becoming increasingly popular for nighttime events at the Hopkins Center or Nugget Theatre when the charge is just \$1.00 after 6:00 p.m. for safe and convenient parking.

Cooperation between the Town and Hanover Chamber of Commerce has led to a parking validation program, which allows participating businesses to pay a portion of their customers parking fee.

The facility is off to an encouraging start, thanks to the capable management of Sergeant Patrick O'Neill and his staff and the Hanover Police Department. Although it is not yet meeting revenue projections, the parking fund overall is ahead of budget. It was not intended that the facility would always be full but rather that shoppers coming to Hanover should usually be able to find a parking space there. That usually happens.

**Other Roles:** During the next few years Dartmouth College will be underway with major construction projects. The Board will work closely with them to ensure a smooth transition so that adequate parking is available if parking is displaced and there is coordinated traffic management so that public inconvenience will be minimized.

The Board also works closely with Advance Transit whose buses transport employees from nearby towns to Hanover daily. They also provide shuttle service for downtown employees



between Thompson Arena and the downtown. This service continues to grow at an impressive rate. The net result of their service is that the number of cars having to be stored daily in Hanover is greatly reduced as is as traffic congestion during the busy commuter hours.

As our Upper Valley continues to draw more people to reside here (DHMC has major expansion plans already underway), the Board will closely monitor progress for the Selectmen. It is important to plan long-range solutions now and this can only happen by working closely with major employers so Hanover does not get overwhelmed by surprise. The Board intends to do whatever possible within its means so that Hanover continues to be a pleasant place to reside.

## **Planning Board**

The current members of the Planning Board are Nancy Collier, Chair; Charles Faulkner, Vice-Chair; Nancy Tierney; Michael Mayor; Monte Clinton; and James Hornig. Alternate members are William Dietrich and Judith Esmay. Kate Connolly, Bill Baschnagel, and Jay Pierson serve as Board of Selectmen Representative, Alternate Representative, and Second Alternate Representative, respectively. Generally, the Board hears applications on the first and third Tuesdays of each month and holds planning workshop sessions regarding the Master Plan and policy development on the second Tuesday of each month.

Major Planning Board cases included:

- Temporary Dartmouth College student housing (120 beds)
- Great Hollow Park
- New graduate student housing on North Park Street (111 beds)

The Planning Board made significant progress in its efforts to revise the town's Master Plan, including the development of two additional strategic concepts and the Master Plan vision statements. During the year the Planning Board met to discuss:

- Hanover's geology and rural water supply with the State Geologist;
- Plans for the new Community/Senior Center with the Community/Senior Center Working Group;
- School building locations with the Dresden Building Options Committee;
- Dartmouth College's traffic simulation model with College planners; and
- Techniques for implementing the Open Space Priorities Plan with a Dartmouth College environmental studies class.

Members were involved with the Downtown Visioning effort, the Downtown Parking and Zoning Committee and the Dresden Building Options Committee. The Board also prepared a number of amendments to the Zoning Ordinance that have been presented for Town vote.

The Planning Board's business meetings are held at 7:30 PM on the first and third Tuesdays of each month in the Courtroom at Town Hall. The Board's Master Plan meetings are held at 7:30 PM on the second, and also often on the fourth, Tuesdays of each month in the same location.

**Planning Board Activity:**

	<u>Jan-Jun 2001</u>	<u>Jul-Dec 2001</u>	<u>Total 2001</u>
Meetings	22	17	39
Site Visits	0	3	3
Informal Discussions	3	8	11
Joint Hearing with Board of Adjustment	0	0	0
Planning Board Applications:			
Minor Lot Line Adjustments	2	2	4
Boundary Agreements	1	0	1
Minor Subdivisions	0	0	0
Major Subdivisions	0	0	0
Open Space Subdivisions	0	0	0
Planned Residential Developments	0	0	0
Site Plan Reviews	2	9	11
Waivers of Site Plan Review	13	12	25
Modifications of Approval	1	1	2
Extensions of Approval	1	4	5
Plan Revocation	0	0	0
Scenic Road Hearings	0	0	0
Total	20	28	48

## Recycling Committee

The Recycling Committee promotes all facets of community recycling, including the town's curbside collection program, and four hazardous-waste collections and two scrap-metal collections each year. This year, the committee continued to collect cellular phones at scrap-metal collections, and gave them to WISE to be used by clients subject to domestic abuse. Many residents brought their Christmas trees to the Merry Mulch recycling event in January, where Public Works employees ground the trees into mulch.

**Curbside Program:** Hanover residents continued to recycle cans, bottles, paper and cardboard, diverting 640 tons from the landfill. Those materials would fill approximately 70 large tractor-trailer trucks. That's a lot of landfill space and natural resources we saved by recycling. Our thanks to all who participate!

In the spring, the town put the recycling contract out to bid. Northeast Waste, the only recycling company to bid, was awarded a one-year, renewable contract.

Recycling news took a negative turn this year, due to decreasing markets for several materials, most notably colored glass. Because the market for colored glass is not expected to return, the state is encouraging towns and cities to crush colored glass and use it in road projects. The Recycling Committee has gathered information on this new use of glass, and the Public Works Department is researching the possibility of Hanover processing glass for road work. At present, our colored glass is coarsely ground and used as a cover layer at a landfill in Bethlehem, NH.

With encouragement from the committee, the town began a program to recycle used fluorescent lightbulbs from town buildings. The committee continues to look for ways for residents to recycle items not in the curbside program, and disseminates new information in the biannual newsletter.

**Meeting Times:** The committee meets eight times during the year, at 8:30 a.m. on the first Monday of the month in the Conference Room of Town Hall. Anyone interested in attending a Recycling Committee meeting is welcome! If you plan to attend, please call a committee member to confirm the next meeting date.

**Committee Members:** Carol Edwards (chair), Diane Church, Alice Jackson, Larry Litten, Augusta Prince, Marilyn "Willy" Black and Betsy Smith.

## **Senior Citizen Steering Committee (Hanover Senior Center)**

The Senior Citizen Steering Committee aims to enrich the programs of the Hanover Senior Center, located at 42 Lebanon Street. The Center is an active and a necessary part of life for those who use it. The Advisory Committee thanks the Town and its citizens for their support and extends an invitation to everyone to participate in the Senior Center's activities.

**Short Courses:** Our short courses continue. The exercise class is very popular, as are the exciting outings and the computer instruction. The ceramics workshop continues, as do the games, the foot care clinic, the blood pressure clinic, the paper bag lunches, the knitting sessions, the making of toys, sweaters, and nightgowns for infants, and blankets for the elderly. Attendance averages about fifty people a month – different people for different programs. For instance, ten for exercise, thirty for lunches, twenty-five for lectures or musical events, and fifteen for crafts.

**Charitable Works:** Again this year we worked in connection with the Hanover Grange to make toys for the Shriners' Hospitals. Also projects making knitted blankets for the nursing homes, and in conjunction with Youth in Action, many "Linus comfort quilts" have been made and distributed throughout the Upper Valley.

**Celebrations:** During the year we never forget birthdays and holidays. We celebrate them with a fancy cake and cookies.



**Newsletter:** We send our newsletter to about two hundred citizens.

**Meeting Time and Place:** This Committee meets at 4:00 p.m. on the first Monday of each month at the Senior Center.

**Members:** Chrysanthi Bien (chair), Dale Peters Bryant, Constance Carr, Frances Cobb, Ray Klaybor, Barbara Doyle, Maureen Hall, Dorothy King, Mary C. Kirk, Alice Richardson, Evelyn Spiegel, Helene Rothermund, Marilyn "Willy" Black (Select Board Rep), Dena Romero (Community Counselor), Gail Schaal (Senior Center Coordinator), Tamara Schifner (ex-officio).

## **Zoning Board of Adjustment**

The Zoning Board of Adjustment continues to hear cases once a month, usually the fourth Thursday of the month. Deliberations follow at a publicly scheduled meeting, generally a week later. The Zoning Board of Adjustment has 5 regular members and 5 alternates. The current members are H. Bernard Waugh, Jr., Chair; Ruth Lappin, Vice Chair; Michael Hingston, Clerk; Lee Baldwin; and Bill Little. Arthur Gardiner, Joanna Jackson, and George Spitzer are alternate members, with two alternate positions vacant.

Support was provided to the Town's attorney in preparation for court litigation of planning and zoning decisions.

Enforcement actions occur throughout the year and include the initial complaint, extensive background research, site visits and follow-up actions.

Zoning cases during the year were as follows:

	<u>Jan.-Jun.2001</u>	<u>Jul.-Dec.2001</u>	<u>Total 2001</u>
<b>Zoning &amp; Use Permits issued:</b>	142	181	323
<b>Zoning Board of Adjustment:</b>			
<b>Hearings held</b>	6	8	14
<b>Special Exceptions heard</b>	21	27	48
Special Exceptions granted	15	20	35
<b>Variances heard</b>	1	3	4
Variances granted	0	1	1
<b>Building Code Appeals heard</b>	2	0	2
Building Code Appeals granted	2	0	2
<b>Appeals of Administrative Decisions heard</b>	8	3	11
Appeals of Administrative Decisions granted	3	1	4
<b>Rehearings requested</b>	8	3	11
Rehearings granted	3	0	3
<b>Equitable Waivers heard</b>	2	0	2
Equitable Waivers granted	1	0	1
<b>RSA 674:41 hearings heard</b>	1	0	1
RSA 674:41 permits granted	1	0	1
RSA 674:41 application dismissed	0	0	0

# Outside Agency Reports

## Community Access Television (CATV/6)

2001 was our ninth year on the air. Now with four Upper Valley towns participating in our coverage of local government meetings (Hanover, Hartford, Hartland and Norwich), we serve as the public access provider with Adelpia Cable, the subscription cable TV company that covers this region. Our affiliation with Adelpia is called a PEG Access Agreement (Public, Education, Government), with a large portion of our annual operations budget coming from PEG Access fees on subscribers' monthly bills. Our **programming is about to be switched to Channel 8** in Adelpia's basic service package.

The CATV studio is located around back and downstairs at Hanover High School. Tapes of Selectmen and School Board meetings are available at Howe Library for those who do not have cable TV. We expect to have a Vermont studio location open by the end of the summer and plans are underway for a second CATV channel, possibly on the air as early as October, 2002. The focus of the second channel will be educational programming.

A reminder to civic groups and new residents: once you complete our basic training sessions (four, 2-hour evening classes) equipment is available at no charge for you to tape events for broadcast. Please relay comments, questions and requests for information at 603-643-2288.

Terry Boone  
Chairman, Board of Directors

## Hanover Improvement Society

*For the Fiscal Year Ending March 31, 2002*

Two milestones were reached in the fall of 2001: the 85th year of operation of the Nugget Theatre, and the 50th Anniversary of the opening of the "new" Nugget on Main Street. Later this year, on July 7, 2002, the Improvement Society will mark its 80th year of operating the Nugget for the benefit of the Town.

Operationally, the most significant programming innovation was the inaugural season of a seven-week day camp for children 7 to 12 at the Storrs Pond Recreation Area. "Camp Fiddlehead", which existed as a two-week experimental day camp in the summer of 2000, played host to 406 campers in the summer of 2001. The demand for registration proved that this was a service in great demand in the community. "Camp Fiddlehead" took full advantage of the natural resources of Storrs Pond to deliver a challenging program with an outdoor orientation.

Storrs Pond also introduced an improved instructional swimming program under the direction of Chris Hamilton, Dartmouth's varsity diving coach, and an improved and invigorated tennis program directed by Billy Pontious, Women's Tennis Coach at Hanover High.

Storrs Pond provided an active summer program to 385 families and 1,137 members, as well as to 10,080 who paid admission at the "booth". There were 1,850 campers during the course of the summer and 184 picnics were scheduled with over 6,500 attending. Altogether, the Recreation Area enjoyed 58,975 member and guest "day visits".

The Improvement Society continued to subsidize the operation of the Storrs Pond program by contributing \$143,000 to its operation.

**The Nugget Theatres:** The Nugget had a good year with total admissions of 108,915. While it has done better, it once again brought the best films to the Upper Valley, with films such as "Chocolat", "Amelie", and "Gosford Park" bringing in good revenue.

The Nugget continues to contribute all net proceeds to the Community and has provided the funds necessary to subsidize recreational activities and fund the Society's public works and donations to community projects.

**Major Projects:** In the fiscal year ending March 31, 2002, the Society continued its support of Town Gardens, through the Garden Club, and the clearing of Occom Pond for outdoor skating in cooperation with Dartmouth College. The Society also pledged \$100,000 to help finance handicapped access to the new Community Center if that project is endorsed at Town Meeting.

The most significant public works project for the year was the replacement of the "drop inlet" at the Storrs Pond dam. This final task culminated a three-year project of dam repairs that cost the Society more than \$200,000 and will assure that the dam will function efficiently and safely for many decades to come.

During the year, the Society and the Town mourned the passing of Robert M. Rand, long-time Society member and an active participant in community endeavors.

The community was also saddened by the passing of Phoebe Storrs Stebbins whose family has been instrumental in founding the Improvement Society and managing it for 80 years. Phoebe's father, Adna D. ("Dave") Storrs was the founder; her husband S. John ("Jack") Stebbins served as Clerk of the corporation and a member for 50 years, son-in-law Dave Cioffi is a current and active member. Phoebe herself was a source of great historical information on the Society and its founding, and has been active in all Society endeavors throughout her life.



Notes...

# **Chapter 5**

# **Miscellaneous Information**

## 2001 Legal Expenses and Litigation Summary

<u>Case/Type</u>	<u>Plaintiff Attorney</u>	<u>Defendant Attorney</u>	<u>Town Legal Expenses</u>	<u>Outcome</u>
<b>Babcock</b> Property damage claim	Charles Morang	Walter Mitchell	\$ 16,703	Settled
<b>Asch</b> Zoning Violation	-	Walter Mitchell	\$590	Resolved
<b>Bell Atlantic</b> Tax dispute	Scott Harris	Timothy Bates	\$ 600	Pending
<b>Dartmouth Printing</b> Appeal of Planning Board Decision	Darrell Hotchkiss	Walter Mitchell	\$ 135	For Town
<b>Drubel</b> Appeal of Zoning Board Decision	William Clauson	Walter Mitchell	\$ 5,298	For Plaintiff; Remanded to ZBA
<b>Fredyma I - XI</b>	Jack Fredyma, pro se	Walter Mitchell	\$24,621	Of those cases decided, by Court, all for the Town. One case settled.
<b>Montgomery</b> Zoning related Claims	William Clauson	Walter Mitchell	\$ 2,364	Pending
<b>General Legal Advice</b>		Walter Mitchell Charles Bauer	<u>\$20,730</u>	
		<b>Total</b>	<b><u>\$71,041</u></b>	



**Town of Hanover**  
**Rate and Fee Schedule**

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>Fee</u>		
		<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>
<b>Community Counseling</b>			Alcohol Diversion	
			Ages 12-15	\$150.00
			\$150.00	
			\$150.00	
	Ages 16-20	\$200.00	\$200.00	\$300.00
	Penalty to Reschedule 2 <sup>nd</sup> Session		\$ 75.00	\$ 75.00
<b>Fire</b>	Fire Crowd Control	Cost +35 %	Cost +35 %	Cost +35 %
	Hydrants (Private)	\$620.00 /Yr.	\$866.00 /Yr.	\$866.00
	Annual Monitoring Fee -			
	Master Fire Box	\$300.00	\$300.00	\$300.00
	False Alarm Charge			
	Fire Service Alarm	\$100.00	\$100.00	\$100.00
	Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not being ready for test	\$ 200.00	\$250.00	\$250.00
<u>Project Requiring Outside Consulting Assistance</u>				
Where outside consulting services for plan review, testing or inspection are required, the applicant shall be responsible for the full cost plus a 10% administrative charge.				
<b>Fire-Ambulance</b>	Per Capita- Hanover	\$ 9.00	\$ 9.00	\$ 9.00
	Per Capita- Lyme	\$ 11.67	\$ 11.90	\$ 11.90
	Per Capita- Norwich	\$ 11.67	\$ 11.90	\$ 11.90
	Copies-Report (1-4 pages)	\$ 10.00	\$ 10.00	\$ 10.00
	(> 4 pages)		\$10.00 + \$.50/page over 4 pages	
<b>Treatment w/transport</b>	Basic Life Support - Resident (+ \$8.00 per mile)	\$180.00 +	\$190.00 +	\$190.00 +
	Basic Life Support - Non-res. (+ \$8.00 per mile)	\$200.00 +	\$215.00 +	\$215.00 +
	Advanced Life Support-Resident (+ \$8.00 per mile)	\$225.00	\$240.00	\$240.00
	Advanced Life Support -Non Resident (+ \$8.00 per mile)	\$265.00	\$275.00	\$275.00
<b>Treatment/ no transport</b>	Advanced Life Support			\$ 50.00

## Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>1999-00</u>	<u>Fee</u> <u>2000-01</u>	<u>2001-02</u>
<b>Fire-Ambulance</b> (cont'd)	Oxygen Charge*	\$ 40.00	\$ 45.00	\$ 45.00
	Defibrillation*	\$ 50.00	\$ 70.00	\$ 70.00
	Esophageal Obturator Airway*	\$ 60.00	\$ 70.00	\$ 70.00
	Endotracheal Tube Admin.*	\$ 60.00	\$ 70.00	\$ 70.00
	Cardiac Monitoring*	\$ 40.00	\$ 90.00	\$ 90.00
	IV/Drug Administration*	\$ 50.00	\$ 75.00	\$ 75.00
	Medications*	\$ 50.00	\$ 50.00	\$ 50.00
	Special Event Standby *	\$ 85.00 /hr.	\$ 90.00 /hr.	\$ 90.00 /hr
* Same rate would apply with or without ALS transport				
<b>Gen. Admin.</b>	Copies - single page	\$ .25	\$ .25	\$ .25
Taxpayer Terminal - prints 2 pages	Copies - Appraisal Card:			
	- Property Owner	\$ .50	\$ 1.00	\$ n/c
	- Other	\$ 1.00	\$ 1.00	\$ 1.00
	Copies - Warranty Deed	\$ 2.00	\$ 2.00	\$ 2.00
	Copies - Tax Map	\$ 2.00	\$ 2.00	\$ 2.00
	Copies - Tax Bills	n/c	\$ n/c	\$ n/c
	Copies - Customized Reports:			
	- printout from assessment database	\$	\$	\$
	- Tax Map Listing	\$ 35.00	\$ 35.00	\$ 35.00
	- Valuation Listing	n/c	n/c	n/c
- Checklist	\$ 35.00	\$ 25.00	\$ 25.00	
- Mailing Listing	\$ 35.00	\$ 35.00	\$ 35.00	
Labels - per page	\$ 35.00	\$ 0.35	\$ 0.35	
Diskette- Any of above	\$ 25.00	\$ 25.00	\$ 25.00	
+ = \$.25/page				
	Hanover Code of Ordinances and Regulations	\$ 10.00	\$ 10.00	\$ 10.00
	Hanover Master Plan	\$ 10.00	\$ 10.00	\$ 10.00
	Zoning Ordinance + Map	\$ 5.00	\$ 5.00	\$ 7.00
	Subdivision Regulations	\$ 3.00	\$ 3.00	\$ 3.00
	Site Plan Regulations	\$ 3.00	\$ 3.00	\$ 3.00
	Building Code Ordinance	\$ 1.00	\$ 1.00	\$ 3.00
	Flood Plain Maps	\$ 3.00	\$ 3.00	\$ 3.00
	Open Space Maps	\$ .50	\$ .50	\$ .50
	Zoning Maps	\$ 2.50 /ea.	\$ 2.50 /ea..	\$ 2.50 /ea
	General, Town/Urban Maps	\$ 2.50 /ea.	\$ 3.00 /ea.	\$ 3.00 /ea
	Notary Public	\$ 2.00	\$ 2.00	\$ 2.00
	Vendor Permit - Daily	\$ 8.00	\$ 15.00	\$ 15.00
	Vendor Permit - (Minimum Bid)	\$1,500.00	\$1,500.00	\$2,250.00
	9 Month (March 1 - Nov. 30)			

**Rate and Fee Schedule**

<b><u>Dept./Board</u></b>	<b><u>Type Of Fee</u></b>	<b><u>1999-00</u></b>	<b><u>Fee 2000-01</u></b>	<b><u>2001-02</u></b>
<b>Gen. Admin.</b> (cont'd)	Pole License	\$ 10.00	\$ 10.00	\$ 10.00
	Articles of Agreement	\$ 5.00	\$ 5.00	\$ 5.00
	Vital Statistics	\$ 10.00	\$ 12.00	\$ 12.00
	Wetlands Application	\$ 10.00	\$ 10.00	\$ 10.00
<b>Highway</b>	Driveway Permits	\$ 30.00	\$ 50.00	\$ 50.00
	Private Construction			
	Class VI Highway Permit	\$100.00	\$ 100.00	\$ 100.00
<b>Howe Library</b>	Excavation Permits	\$ 50.00	\$ 50.00	\$ 50.00
	Fines (books)- day	\$ .05	\$ .05	\$ .05
	- day (after 2nd notice)	\$ .10	\$ .10	\$ .10
	Fines (videos, CD Roms, art prints and reference books) - day	\$1.00	\$ 1.00	\$ 1.00
	Interlibrary loan (all fee payers - per item)	\$ 10.00	\$ 10.00	\$ 10.00
<b>Howe &amp; Etna Libraries</b>	Non-resident family (1 Yr.)	\$100.00	\$100.00	\$100.00
	Non-resident family (3 mos.)	\$ 35.00	\$ 35.00	\$ 35.00
	Non-resident Senior Citizen (65 or older)	\$ 75.00	\$ 75.00	\$ 75.00
	Dresden Student Card (Dresden Tuition Student*)	\$ 15.00	\$ 15.00	\$ 15.00
	Childcare providers - resident: A proportion of the \$100 fee based on percentage of non-resident children attending the daycare whose families do not have Howe Library memberships (with borrowing limits).			
	Childcare providers - Non-resident: (with borrowing limits)	\$100.00	\$100.00	\$100.00
	*Paid by school, not by student.			
<b>Planning &amp; Zoning</b>	Building Permits:			
	Moving or Demolition	\$ 50.00	\$ 50.00	\$ 50.00
	Blanket Permit per Project (Sec. IX)	\$ 25.00	\$ 25.00	\$ 25.00
	Sign	\$ 25.00	\$ 25.00	\$ 25.00
	Re-inspection	\$ 50.00	\$ 50.00	\$ 50.00
	Minimum Permit Fee	\$ 25.00	\$ 25.00	\$ 25.00
	Single Unit Residential Items	\$ 25.00	\$ 25.00	\$ 25.00
	Swimming Pool in addition to Zoning Permit Fee	\$ 25.00	\$ 25.00	\$ 25.00
	Single Family Houses {per square foot}	\$ 0.40	\$ 0.40	\$ 0.40



### Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>1999-00</u>	<u>Fee</u> <u>2000-01</u>	<u>2001-02</u>
Planning & Zoning (cont'd)	Non-habitable Accessory Structure (per sq. ft.)	\$ 0.25	\$ 0.25	\$ 0.25
	Gas installation/replacement (stand alone)	\$ 25.00	\$ 25.00	\$ 25.00
	Oil installation/replacement (stand alone)	\$ 25.00	\$ 25.00	\$ 25.00

Effective July 1, 1999

Commercial, Institutional, Multi-Family, and other non-single-and-two-family-residential construction, additions, renovation, alternations (per \$1,000 of construction cost):

portion of construction cost up to \$10,000,000	\$5.00	\$5.00
portion of construction cost between \$10,000,0001 and \$20,000,000	\$3.35	\$3.35
portion of construction cost exceeding \$20,000,000	\$1.65	\$1.65

#### Project Requiring Outside Consulting Assistance

Where outside consulting fees for plan review, testing or inspection, exceed 1/3 of the building permit fee, the applicant shall be responsible for such costs in excess of 1/3 of the building permit fee.

NOTE: One (1) hour Consultation Time from Public Works Director or Highway Superintendent will be charged at \$30.00 per hr.

<b>Zoning:</b>	Permit*	\$ 20.00	\$ 25.00	\$ 25.00
<b>Zoning Board:</b>	Hearing**			
	Special Exception	\$100.00	\$150.00	\$150.00
	Variance	\$100.00	\$150.00	\$150.00
	Appeal of Admin. Decision	\$100.00	\$150.00	\$150.00
	Equitable Waiver		\$150.00	\$150.00
	Hearing under RSA 674:41		\$150.00	\$150.00
	Rehearing (Refunded if relief granted)		\$ 50.00	\$ 50.00

\* Included in Zoning Permit:

Storage Shed, Fence, Temporary Trailer, Garage, Sign, Retaining Wall, Awning or Canopy.

\*\* Plus actual cost of notifying abutters.

<b>Planning Board</b>	Subdivisions, all types *	\$200 + \$100/lot
	Site Plan Review, including Non-Residential, Multi-Family, and Continuing Care Retirement Communities:	
	Base Fee *	\$500.00
	Plus additional as shown, based on the estimated full cost of construction (ECC) as verified by the Building Inspector:	
	\$0 to 2.50 million ECC	\$5/\$10,000 of ECC
	\$2.51 million to 5.00 million ECC	\$4/\$10,000 of ECC
	\$5.01 million to 10.00 million ECC	\$3/\$10,000 of ECC

**Rate and Fee Schedule**

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>1999-00</u>	<u>Fee 2000-01</u>	<u>2001-02</u>
<b>Planning Board</b> (cont'd)	\$10.01 million to 15.00 million ECC		\$2/\$10,000	of ECC
	\$15.01 million to 20.00 million ECC		\$1/\$10,000	of ECC
	over 20.00 million ECC		\$0/\$10,000	of ECC
	Modifications to any of above		\$200.00	
	Minor Lot Line			
	Adjustment*	\$ 75.00	\$100.00	\$ 100.00
	Boundary Agreements*	\$ 75.00	\$100.00	\$ 100.00
*Plus actual cost of notifying abutters. Costs of notifying abutters are in addition to the fees shown and are directly based on actual cost of postage. The current fee is \$4.25. (** Amended 1/22/01)				
<b>Police</b>	Pistol Permit (4 Yr.)	\$ 10.00	\$ 10.00	\$ 10.00
	Use of Cruiser -			
	per mile charge	\$ .25	\$ .25	\$ .25
	Special Services -			
	Police Personnel	\$ 27.00	\$ 28.00	\$ 28.00
		+35%	+35%	+35%
	Reports (1 - 4 pages) (+ \$ .50 for each additional page)	\$10.00+	\$ 10.00	\$ 10.00
	Fingerprints (Non-Resident)		\$ 15.00	\$ 15.00
	Photographs (8 x 10 b/w)	\$ 7.00	\$ 7.00	\$ 8.00
<b>Police - Alarms</b>	Connection Fee - one			
	time charge	\$ 25.00	\$ 25.00	\$ 25.00
	Annual Monitoring Fee	\$300.00	\$400.00	\$400.00
	Pro-rated Monthly			
	Monitoring Fee	\$ 25.00	\$ 33.00	\$ 33.00
	Police Service -			
	- Residential	\$ 25.00	\$ 50.00	\$ 50.00
- Commercial	\$ 50.00	\$ 50.00	\$ 50.00	
	Penalty Charge for			
	Inaccurate Call List	\$ 10.00	\$ 10.00	\$ 10.00
<b>Police - Animal Control</b>	Dog License			
	Neutered Male & Female;			
	Puppies (under 7 mos.)	\$ 6.50	\$ 6.50	\$ 6.50
	Unneutered Male/Female	\$ 9.00	\$ 9.00	\$ 9.00
	First Dog - Sr. Citizen Owner			\$ 3.00
	Late Fee per month after May 31			\$ 1.00
	Nuisance Dog		\$ 25.00	\$ 25.00
	Menace Dog		\$ 50.00	\$ 50.00
	Vicious		\$100.00	\$100.00
	Unlicensed Dogs	\$ 25.00	\$ 25.00	\$ 25.00
	Group License -			
five (5) dogs or more	\$ 20.50	\$ 20.50	\$ 20.50	

**Rate and Fee Schedule**

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>	
<b>Police - Parking</b>	Lot Rentals:				
	Peripheral Space Rentals		\$ 45.00	\$ 45.00	
	CBD Space Rentals		\$ 75.00	\$ 75.00	
	Facility Space Rentals Level 2W		\$125.00	\$125.00	
	Facility Space Rentals Level 3		\$100.00	\$100.00	
	Facility Space Rentals Level 4		\$ 85.00	\$ 85.00	
	ZBA Required Monthly				
	Lot Rentals (per space)	\$ 75.00	\$ 75.00	\$ 75.00	
	Temporary Permits (per day)	\$ 7.50	\$ 7.50	\$ 7.50	
	Annual Parking Permit				
	Replacement of Misplaced Permits	\$ 10.00	\$ 10.00	\$ 10.00	
	Lost/Unreturned Parking Permits	\$ 10.00	\$ 10.00	\$ 10.00	
	Parking Structure – Short Term Rates				
			<u>Period</u>		<u>Rate*</u>
			1 <sup>st</sup> Half Hour		Free
			2 <sup>nd</sup> Half Hour		\$0.50
			2 <sup>nd</sup> Hour		\$0.75
			3 <sup>rd</sup> Hour		\$1.00
			4 <sup>th</sup> Hour		\$1.00
			5 <sup>th</sup> Hour		\$1.50
			6 <sup>th</sup> Hour		\$1.50
			7 <sup>th</sup> Hour		\$1.50
			8 <sup>th</sup> Hour and Over		\$2.00
	Meter Violations -				
	- Expired Meter	\$ 5.00	\$ 10.00	\$ 10.00	
- Fine After 14 Days	\$ 10.00	\$ 10.00	\$ 20.00		
- Fine After 28 Days		\$ 30.00	\$ 30.00		
- Overtime Violation (2 hr. zone)	\$ 15.00	\$ 20.00	\$ 20.00		
- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00		
- Fine After 28 Days			\$ 50.00		
- Overtime Meter Feeding	\$ 5.00	\$ 10.00	\$ 10.00		
- Fine After 14 Days	\$ 10.00	\$ 20.00	\$ 20.00		
- Fine After 28 Days			\$ 30.00		
- 2nd Meter Ticket This Date	\$ 10.00	\$ 15.00	\$ 15.00		
- Fine After 14 Days	\$ 20.00	\$ 30.00	\$ 30.00		
- Fine After 28 Days		\$ 40.00	\$ 40.00		
- 3rd Meter Ticket This Date	\$ 30.00	\$ 30.00	\$ 30.00		
- Fine After 14 Days	\$ 30.00	\$ 60.00	\$ 60.00		
- Fine After 28 Days		\$ 70.00	\$ 70.00		
- Towing Charge	\$ 50.00	\$ 50.00	\$ 50.00		
- Fine After 14 Days	\$100.00	\$100.00	\$100.00		
- Fine After 28 Days		\$110.00	\$110.00		
Summons Surcharge – (Certified Mailer + Postage)	\$ 5.00		\$ 5.00		

\*This replaces "Subsequent Meter Violations This Date"



## Rate and Fee Schedule

<u>Dept./Board</u>	<u>Type Of Fee</u>	<u>1999-00</u>	<u>Fee 2000-01</u>	<u>2001-02</u>
<b>Police - Parking</b> (cont'd)	Parking Violations -			
	- Handicapped Space	\$ 125.00	\$125.00	\$125.00
	- Fine After 14 Days	\$ 250.00	\$250.00	\$250.00
	- Fine After 28 Days		\$260.00	\$260.00
	- No Parking 12:01 A.M. - 7:00 A.M./2 A.M. - 6 A.M.	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Parking in Prohibited Zone	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Parking in Prohibited Zone (Enhanced Fine)		\$ 30.00	\$ 30.00
	- Fine After 14 Days		\$ 60.00	\$ 60.00
	- Fine After 28 Days		\$ 70.00	\$ 70.00
	- No Town Permit	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Left Wheels to Curb	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Loading/Bus Zone	\$ 55.00	\$ 75.00	\$ 75.00
	- Fine After 14 Days	\$ 80.00	\$150.00	\$150.00
	- Fine After 28 Days		\$160.00	\$160.00
	- Improper Parking	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
	- Other	\$ 15.00	\$ 20.00	\$ 20.00
	- Fine After 14 Days	\$ 30.00	\$ 40.00	\$ 40.00
	- Fine After 28 Days		\$ 50.00	\$ 50.00
<b>Public Grounds</b>	Cemetery Lots -	\$300.00	\$300.00	\$300.00
	Interment -	\$350.00	\$350.00	\$350.00
	Cremation -	\$ 75.00	\$ 75.00	\$ 75.00
	Foundation -	\$100.00	\$100.00	\$100.00

### Hanover Recreation Fee Structure

Call Recreation Department  
(643-5315) for current fee  
schedule

Non-resident fee: \$10.00 above Residents fee or double the fee

**Hanover Recreation Fee Structure**  
(cont'd)

Athletic Programs:	See below There is an additional \$5.00 fee charged for registrations after the deadline.
(Non-Athletic) Programs: Adult & Youth Instructional Programs:	Set based on instructors cost and administrative and materials cost. Revenue is allotted by 70%/30% 70/30% The instructor can make 70% of revenue up to a maximum of \$50.00 per/hr after expenses
Instructional Athletic Programs:	\$15.00 Residents    \$25.00 Non-Residents
Playground: (7 wks)	\$75.00 Residents    \$150.00 Non-Residents ½ Day Fee: \$5.00 Residents    \$10.00 Non-Residents
Circle H Camp for Youths entering Kindergarten	Residents only \$60.00 for three days a wk/7 wks.
Mini-Camp:	\$ 8.00 per day – Residents \$16.00 per day – Non-Residents
Community Center Rental:	Youth Groups:    Contribution Adult Groups:    Minimum of \$5.00 per use
Athletic Field Rental:	Up to \$100.00 per field per day
Rental of Equipment:	Up to \$25.00 for use of Equipment based on groups
Basketball Tournament Fees:	\$25.00 per team
Recreation Middle School Dances	\$4.00 Admission

ATHLETIC PROGRAMS:

Baseball, Softball, Soccer, Basketball, Field Hockey, Girls Lacrosse, Volleyball, Track	\$25.00 Residents    \$35.00 Non-Residents
Football, Boys Lacrosse	Grades 7/8 – Norwich pays Resident Fee \$30.00 Residents    \$40.00 Non-Residents
Adult Softball	Entry fee:    \$20.00 per game Player fee:    \$ 8.00 Residents \$16.00 Non-Residents

**Rate and Fee Schedule**

<b>Sewer</b>		<b>1999-2000</b>	<b>2000-2001</b>
		<b><u>Sewer Rate</u></b>	<b><u>Sewer Rate</u></b>
		<b><u>Structure</u></b>	<b><u>Structure</u></b>
<b><u>Meter Size</u></b>	<b><u>Annual</u></b>	<b><u>Usage Per</u></b>	<b><u>Usage Per</u></b>
	<b><u>Capacity Charge</u></b>	<b><u>1000 CF</u></b>	<b><u>1000 CF</u></b>
5/8"	\$ 85.00	\$11.97	\$ 11.97
3/4"	\$ 128.00	\$11.97	\$ 11.97
1"	\$ 213.00	\$11.97	\$ 11.97
1 1/4"	\$ 319.00	\$11.97	\$ 11.97
1 1/2"	\$ 425.00	\$11.97	\$ 11.97
2"	\$ 680.00	\$11.97	\$ 11.97
3"	\$1,275.00	\$11.97	\$ 11.97
4"	\$2,125.00	\$11.97	\$ 11.97
6"	\$4,250.00	\$11.97	\$ 11.97
Average Domestic Bill		\$ 178.92	\$ 178.92
Unmetered		\$ 178.92	\$ 178.92

<b><u>Dept./Board</u></b>	<b><u>Type Of Fee</u></b>	<b><u>1999-00</u></b>	<b><u>Fee</u></b>	<b><u>2001-02</u></b>
			<b><u>2000-01</u></b>	
<b>Sewer</b> (cont'd)	Connection Fee for Connection to Hanover sewer system (basic fee of \$200.00 includes one (1) inspection) and recapture fee of \$254.00	\$200.00	\$388.00	\$ 454.00
	Recapture Fee		\$188.00	\$ 254.00
	Additional Inspection (per inspection)	\$ 25.00	\$ 25.00	\$ 25.00
<b><u>Disposal -</u></b> <b>Solid Waste</b>	Dump ticket and surcharge to refund recycling programs	\$ 1.50 per 42 lbs.	\$ 1.50 per 42 lbs.	\$ 1.50 per 36 lbs.
	Tire Disposal - See Town Clerk			
<b><u>Disposal -</u></b> <b>Septage</b>	Resident - per 1,000 gal.	\$110/1,000 gallons	\$110/1,000 gallons	\$110/1,000 gallons
	Non-resident - per 1,000 gal.	\$130/1,000 gallons	\$130/1,000 gallons	\$130/1,000 gallons
	Non-resident Banned Land Application per 1,000 gallons	\$200/1,000 gallons	\$200/1,000 gallons	\$200/1,000 gallons

\* Subject to negotiation depending on the needs of the user  
Approved: 05/14/01  
Rates & Fees Effective: 07/01/01





**ARTICLE THREE:** (To vote by ballot) To see if the Town will vote to amend the existing 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 amend section 204.5 in order to restore an earlier zoning provision that allowed two-family uses in the GR General Residence zoning district as permitted by right and not by Special Exception as the ordinance has required in recent years. Two-family houses are common in the GR zoning district, and adequate provisions already existing in the ordinance to protect the character of these neighborhoods.

**RESULTS:                    YES    335                    NO    66                    ARTICLE PASSED**

**ARTICLE FOUR:** (To vote by ballot) To see if the Town will vote to amend the existing 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 amend sections 204.5, 304, and 902 and add a section 209.5 in order to set forth maximum lot coverages for buildings and impervious areas within the GR General Residence and SR Single Residence zoning districts, so that overall sizes of houses could be kept in reasonable relationship to the character of the neighborhood.

**RESULTS:                    YES    337                    NO    62                    ARTICLE PASSED**

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

The following question is on the Official Ballot:

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

Amendment No. 4 would amend section 209.4E and Appendix A of the Zoning Ordinance to remove all references to the GR General Residence zoning district as a district which allows buildings over 35 feet in height. For the past several years, the GR district, comprising sub-districts GR-1 and GR-2, has had a height limit of 35 feet, but when the old GR-3 district, which did allow heights up to 60 feet, was converted into the I Institutional zoning district, these references were not deleted.

**RESULTS:                    YES    344                    NO    56                    ARTICLE PASSED**

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

The following question is on the Official Ballot:

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

Amendment No. 5 would amend sections 210.1F and 1004.2 by making it clear that it is the owner of a property who is responsible for the property's compliance with the provisions of the zoning ordinance. While this is an underlying concept of both state law and the zoning ordinance, it has not yet been explicitly stated in the ordinance.

**RESULTS:                    YES    369                    NO    29                    ARTICLE PASSED**

**ARTICLE SEVEN:** (To vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 6:

The following question is on the Official Ballot:

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

Amendment No. 6 would amend section 322 of the zoning ordinance, having to do with communications and telecommunications facilities. It would further define what these facilities are and where they may be located. This amendment would introduce incentives for utilizing existing structures (“co-location”), for obtaining independent expert advise at an applicant’s expense, for annual certification, for removal of defunct facilities, and for bonding such removal. Also, this amendment would strengthen requirements for identifying and mitigating the visual effects of towers.

**RESULTS:                    YES    377                    NO    22                    ARTICLE PASSED**

**ARTICLE EIGHT:** (To vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 7:

The following question is on the Official Ballot:

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

Amendment No. 7 would amend section 323.1B by reducing the allowable maximum noise levels as measured in decibels (A-weighted), and by advancing from 10:00 PM to 7:00 PM the period during which the lesser nighttime noise levels would come into effect.

**RESULTS:                    YES    319                    NO    80                    ARTICLE PASSED**

**ARTICLE NINE:** (To vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 8:

The following question is on the Official Ballot:

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

Amendment No. 8 would add a new section 325 Impact Fees. In a recent decision, *Simonsen v. Town of Derry*, the state supreme court changed traditional legal understanding concerning the legal right of planning boards to impose on developers fees to pay for off-site improvements deemed necessary by a planning board to mitigate the effects of a development. With that case, the court decided that these improvements or payments for improvements could not be imposed unless the zoning ordinance specifically contained provisions authorizing impact fees, consistent with the impact fee provisions of state law. This amendment would incorporate such provisions into our zoning ordinance, thus enabling the planning board to continue to require off-site improvements or payments for them by developers.



**RESULTS:                    YES    362                    NO    31                    ARTICLE PASSED**

**ARTICLE TEN:** (To vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 9:

The following question is on the Official Ballot:

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

Amendment No. 9 would amend section 702.7 by changing the words “at any previous time” to the word “previously” and by changing the word “completed” to the word “undertaken”, in order to clarify the conditions under which a wetlands Administrative Permit may be issued.

**RESULTS:                    YES    366                    NO    26                    ARTICLE PASSED**

**ARTICLE ELEVEN:** (To vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 10:

The following question is on the Official Ballot:

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

Amendment No. 10 would amend the definition of the term “structure” in section 902, by removing the last sentence of this definition, which sentence has allowed several types of construction to be construed as not being structures in floodplains that would be construed to be structures anywhere else.

**RESULTS:                    YES    357                    NO    37                    ARTICLE PASSED**

**ARTICLE TWELVE:** (To vote by ballot) To see if the Town will vote to amend the existing Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No. 11:

The following question is on the Official Ballot:

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

Amendment No. 11 would add a section 1008 which would stipulate that if any applicant for a permit or approval denies access to the property subject to that application to board members, town staff, or other agents of the town, for the sole purpose of inspecting the property in connection with the application, such denial would be grounds for the disapproval by the board of the application or for the refusal by the town to issue the permit.

**RESULTS:                    YES    352                    NO    41                    ARTICLE PASSED**

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

The following question is on the Official Ballot:

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

Amendment No. 12 would amend the Hanover Zoning Map by rezoning the following properties to the NP Natural Preserve zoning district:

map/ parcel	owner	location	existing zoning
1/20 pt.	Hypertherm	Only that portion comprising Conservation Easement; north of Bottomless Pit	BM
1/22	Town of Hanover	West of Bottomless Pit; landlocked	BM
19/32	Hanover Conservation Council	Mink Brook Nature Preserve, 112 acres; former Barrett Ransmeier land	SR, RR
44/44A	Hanover Conservation Council	9.96 acres donated by Elizabeth Hunter on Hemlock Road adjacent to Balch Hill lands	SR

**RESULTS:                    YES    374                    NO    23                    ARTICLE PASSED**

**ARTICLE FOURTEEN:** 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 and one alternate 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.

A motion was made by Selectman Black to nominate the following persons for the following offices: Paul Young to the Advisory Board of Assessors for a term of three (3) years; Frederick Crory, Edward Lathem, Edward Lobacz, and Robert Morris to serve as fence viewers and an alternate fence viewer, each for a term of one (1) year; and Willem Lange and John Richardson to serve as two Surveyors of Wood and Timber each for a term of one (1) year.

The motion was seconded by Selectman Walsh.

There being no further discussion, a voice vote was taken on Selectman Black's motion. The motion **PASSED** and Article Fourteen was **ADOPTED**.

Selectman Walsh announced that the Open Space Priorities Plan for the Town of Hanover was named Plan of the Year by the Office of State Planning in New Hampshire. He recognized the following individuals for their contributions to the Open Space Priorities Plan: Denis Kelemen, Anne Morris, Elaine Bent, John Colligan, Ed Chamberlain, Shawn Donovan, Jim Hornig, Bob Linck, Kittie Murray, Judy Reeve, and Senior Planner Vicki Smith.

**ARTICLE FIFTEEN:** To see if the Town will vote to purchase a replacement dispatch console and related equipment for the Hanover Dispatch Center, and to vote to raise and appropriate \$165,000 for that purpose; and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote. Funding for the debt service for the first year of this bond is included in Article 26. A two-thirds ballot vote is required.

**A motion was made by Selectman Pierson that the Town vote to purchase a replacement dispatch console and related equipment for the Hanover Dispatch Center, and to vote to raise and appropriate \$165,000 for that purpose; and further to authorize the Selectmen to borrow such sum under the New Hampshire Municipal Finance Act, RSA 33, by issuance of bonds or notes, and to take all action as may be necessary to carry out the purpose of this vote.**

The motion was seconded by Selectman Black.

Selectmen Pierson explained that the current dispatch equipment was 15 years old. He said that Motorola (the manufacturer of the equipment) would no longer service the equipment because it was obsolete. He said that the dispatch center serves 15 communities. He said that replacement equipment is usually funded through a reserve program established when the equipment is purchased. He said that a reserve program was not established when this equipment was originally installed. He said that was the reason this new equipment needed to be funded with a bond. He said that a reserve program would be established for future equipment replacement. He said that the new equipment should last another 15 years.

There being no further discussion, a ballot vote was taken on Selectman Pierson's motion. The polls remained open for 1 hour 15 minutes. The yes votes exceeded the required two third majority.

**RESULTS:                    YES    148                    NO    13                    ARTICLE PASSED**

**ARTICLE SIXTEEN:** To see if the Town will vote to raise and appropriate \$406,160 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established:

<b>Police:</b>	<b>\$ 45,000</b>
<b>Public Works:</b>	<b>\$142,000</b>
<b>Fire Fund:</b>	<b>\$ 70,000</b>
<b>Sidewalk Fund:</b>	<b>\$ 19,000</b>
<b>Wastewater Treatment Plant Fund:</b>	<b>\$103,000</b>
<b>Ambulance Fund:</b>	<b>\$ 24,500</b>
<b>Parking Fund:</b>	<b>\$ 2,660</b>

This article is included in Article 26.

A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$406,160 and authorize payment into the Capital Reserve Funds in the following amounts for the purposes for which such funds were established:

<b>Police:</b>	<b>\$ 45,000</b>
<b>Public Works:</b>	<b>\$142,000</b>
<b>Fire Fund:</b>	<b>\$ 70,000</b>
<b>Sidewalk Fund:</b>	<b>\$ 19,000</b>
<b>Wastewater Treatment Plant Fund:</b>	<b>\$103,000</b>
<b>Ambulance Fund:</b>	<b>\$ 24,500</b>
<b>Parking Fund:</b>	<b>\$ 2,660</b>

The motion was seconded by Selectman Baschnagel.

Selectman Connolly explained that these were the monies added to each of the funds every year to avoid any bump in the tax rate when larger sums were removed later on.

Kari Asmus said that she was confused by the fund balances on page 53 of the Town Report. She said that deposits were made every year but a deposit was not shown this year and the withdrawals listed did not seem accurate.

Manager Griffin said that there were two bases for tracking expenses, accrual basis and cash basis. She said that the trust fund statement did not reflect the actual transactions. She said that it was prepared for the auditors. She said that the goal for next year was to make the trust fund statement more clear for the general public.



Robert Morris asked what the Parking Fund was. Manager Griffin said that the Parking Fund was comprised from funds generated by parking tickets and rental of parking spaces. She said that it also included funds from a downtown parking tax. She said that the revenues were then allocated to expenditures related to parking.

Robin Carpenter asked if the balances shown in the trust fund statement were not an accurate reflection of the actual balances.

Manager Griffin said that they were not a completely accurate representation of the actual funds in the trust fund.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Sixteen was **ADOPTED**.

**ARTICLE SEVENTEEN:** To see if the Town will vote to raise and appropriate \$242,135 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

<b>Howe Library – automated circulation software upgrade</b>	<b>\$ 40,000</b>
<b>Public Works – vehicle replacement</b>	<b>\$171,191</b>
<b>Wastewater Treatment Plant Fund -- vehicle replacement</b>	<b>\$ 30,944</b>

This article is included in Article 26.

A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$242,135 for the purposes listed below and to authorize funding these items by withdrawal from the listed capital reserve funds for the purposes for which such funds were established, in the following amounts as set forth in the Town Report:

<b>Howe Library – automated circulation software upgrade</b>	<b>\$ 40,000</b>
<b>Public Works – vehicle replacement</b>	<b>\$171,191</b>
<b>Wastewater Treatment Plant Fund -- vehicle replacement</b>	<b>\$ 30,944</b>

**The Motion was seconded by Selectman Baschnagel.**

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Seventeen was **ADOPTED**.

**ARTICLE EIGHTEEN:** To see what sum the Town will vote to raise and appropriate to provide for the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 2, between the Town of Hanover and the International Brotherhood of Police Officers, Local 561, which calls for the following increases in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>
2000-2001	2.0% \$19,723
2001-2002	2.5% \$26,730

and further, to raise and appropriate the sum of \$19,723 for the 2000-2001 fiscal year and the sum of \$26,730 for the 2001-2002 fiscal year, such sums representing the additional costs attributable to the

increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.

A motion was made by Selectman Baschnagel that the Town vote to raise and appropriate to provide for the cost items contained in the collective bargaining agreement, approved by the Board of Selectmen on April 2, between the Town of Hanover and the International Brotherhood of Police Officers, Local 561, which calls for the following increases in salaries and benefits for its members:

<u>Year</u>	<u>Estimated Increase</u>
2000-2001	2.0% \$19,723
2001-2002	2.5% \$26,730

**and further, to raise and appropriate the sum of \$19,723 for the 2000-2001 fiscal year and the sum of \$26,730 for the 2001-2002 fiscal year, such sums representing the additional costs attributable to the increase in salaries and benefits over those of the appropriations at current staffing levels paid in the prior fiscal year.**

The motion was seconded by Selectman Black.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion **PASSED** and Article Eighteen was **ADOPTED**.

**ARTICLE NINETEEN:** To see if the Town will vote to approve amendment to the Town's charter under RSA 49-B by eliminating section 10-d, thereby abolishing the sidewalk special services district. If this amendment is approved, any amounts held in special fund accounts for this purpose will be transferred to the General Fund.

**A motion was made by Selectman Black that the Town vote to approve amendment to the Town's charter under RSA 49-B by eliminating section 10-d, thereby abolishing the sidewalk special services district. If this amendment is approved, any amounts held in special fund accounts for this purpose will be transferred to the General Fund.**

The motion was seconded by Selectman Connolly.

Selectman Black said that Hanover was the only Town in New Hampshire with a Sidewalk District. She said that when the Town and Precinct merged in 1963, the only sidewalks were in the Precinct District. She said that approximately 80% of the people in the Sidewalk District who are paying the tax do not have sidewalks. She said that there are also sidewalks that extend outside of the Sidewalk District. She said that the Sidewalk District tax only pays for the construction of the sidewalks. She said that the maintenance and snow plowing of the sidewalks was paid out of the General Fund.

Manager Griffin said that currently the people in the Sidewalk District pay a tax of 16 cents per thousand. She said that if the Sidewalk District were eliminated, there would be an 11-cent per thousand increase in the general tax rate. She said that would be a decrease of 5 cents per thousand for people in the Sidewalk District and an increase of 11 cents per thousand for people not in the Sidewalk District.

Kari Asmus said that she read the Charter. She said that the solution to the problem of sidewalks being located outside of the Sidewalk District was for the Selectmen to change the boundary lines of the Sidewalk District. She said that process was clearly explained in the Charter. She said that the people who live in rural Hanover use sidewalks less than the merchants. She said that there are fewer services and amenities available in rural Hanover. She said that the Charter said that the sidewalk fund should have been paying for the construction and the maintenance of all the sidewalks.



James Walk said that he lived in the Sidewalk District on Hovey Lane. He said that there were no sidewalks for half of the distance between his house and the post office. He said that it was aggravating to be taxed as part of the Sidewalk District when there were not sidewalks for half the distance to the post office. He said that he did not feel they should be taxed more than property owners who live outside the Sidewalk District.

Martha Cassidy said that she lived outside of the Sidewalk District. She said that all of the children in the Town use the sidewalks, regardless of whether their homes are located in the Sidewalk District or not. She said that it was fair for everyone to share the cost of sidewalks.

Augusta Prince said that she lived on Lyme Road where there was a sidewalk outside of the Sidewalk District. She asked if eliminating the Sidewalk District would encourage the proliferation of sidewalks throughout the rest of the Town.

Selectman Black said that more sidewalks might be built in the future when there was more growth. She said that no new sidewalks were planned for this year.

A citizen asked why the Sidewalk District could not be adjusted to include only the areas with sidewalks.

Selectman Black said that if 80% of the properties currently in the Sidewalk District were removed from the district, the tax levied on the remaining 20% would be quite hefty.

Caroline Tischbein said that it was not appropriate to charge the whole town for sidewalks when the primary use of the sidewalks was by the businesses and Dartmouth College. She said that she understood that there were different tax rates levied in different areas of the town. She said that rural lands had less benefits and were therefore taxed less. She said that people in rural Hanover did not use the sidewalks much.

Selectman Black said that there were different tax rates based on the fire districts. She said that the tax rates were based on the distances from the fire stations and fire hydrants. She said that it was based on insurance rates.

Nancy Carter said that she was in favor of eliminating the Sidewalk District. She said that more people should be walking rather than driving. She said that the cost of constructing and maintaining sidewalks should not be decided based on who uses the sidewalks and who does not.

Kim Perez agreed with Ms. Carter. She said that there were many services that some people used more than others, such as schools. She said that the cost of town services should not be divided based on their use.

Selectman Baschnagel said that the Sidewalk District had not been administered properly. He said that it could be solved by eliminating the district or fixing it. He said that Hanover should be a more pedestrian friendly area. He said that everyone uses the sidewalks. He said that they should build on the foundation they have now. He said that the sidewalks were a valuable infrastructure. He said that they should keep the Sidewalk District.

Moderator Bird announced that the vote would be taken by paper ballot since the motion involved amendment of the Town Charter.

**RESULTS:                      YES    130                      NO    46                      ARTICLE PASSED**

**ARTICLE TWENTY:** To see if the Town, as authorized under Section 7 of the Charter of the Town of Hanover (1963, N.H. Laws, Chapter 374, as amended), will vote to delegate to the Board of Selectmen, and authorize them to exercise, the power granted to the Town under RSA 674:51 and RSA 674:52, as



those statutes may be amended from time to time, to enact and amend a local building code for the construction, remodeling and maintenance of all buildings and structures in the Town.

**A motion was made by Selectman Baschnagel that the Town, as authorized under Section 7 of the Charter of the Town of Hanover (1963, N.H. Laws, Chapter 374, as amended), will vote to delegate to the Board of Selectmen, and authorize them to exercise, the power granted to the Town under RSA 674:51 and RSA 674:52, as those statutes may be amended from time to time, to enact and amend a local building code for the construction, remodeling and maintenance of all buildings and structures in the Town.**

The motion was seconded by Selectman Connolly.

Selectman Baschnagel explained that the Selectmen have periodically been reviewing and amending the Building Code Adopting Ordinance to match the Codes as they evolve over time. He said that it was brought to their attention this past year that the State had passed an Ordinance after the Selectmen started amending the Ordinance that required Town Meeting to authorize that power to the Selectmen. He said that this Motion was intended to give the Selectmen the power to continue to do what they have been doing for over 15 years.

There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion **PASSED** and Article Twenty was **ADOPTED**.

**ARTICLE TWENTY-ONE:** To see if the Town, in accordance with RSA 80:52-c, will vote to authorize the acceptance of payment by credit cards of taxes, charges generated by the sale of utility service, or other fees, provided that there shall be added to each amount due a service charge to cover the credit card company's charges to the Town and any other actual costs for the use of the credit card service.

**A motion was made by Selectman Pierson that the Town, in accordance with RSA 80:52-c, vote to authorize the acceptance of payment by credit cards of taxes, charges generated by the sale of utility service, or other fees, provided that there shall be added to each amount due a service charge to cover the credit card company's charges to the Town and any other actual costs for the use of the credit card service.**

The motion was seconded by Selectman Black.

Selectman Pierson said that municipalities can exercise the option for taxpayers to pay with credit cards. He said that there had recently been more requests by the taxpayers for this ability. He said that State law permits the service charges being passed along to the users.

A citizen asked what would happen in the case of default.

Manager Griffin said that the Town would still collect from the credit card company. She said that the credit card company guaranteed payment to the Town, whether or not they received payment from the card holder.

Anne Morris said that she was opposed to allowing the use of credit cards to pay tax bills. She said that people who did not have enough money to pay their tax bill and put it on their credit card would end up paying more. She said that this was an immoral decision for those people. She said that there was a downside.

Lilla McLane Bradley said that allowing people to use credit cards would encourage people without enough money to put it on their credit cards. She said that the Town of Hanover should not encourage that.

Nancy Carter asked if this would create more administrative problems, such as if different credit card companies charge different rates.

Manager Griffin said that they would secure an agreement with one bank. She said that this would actually make it administratively easier. She said that it would actually be easier for people who want to pay their parking tickets. She said that the Town currently incurs more costs by having to continually send notices of overdue payment. She said that in response to the comments by Mrs. Morris, there was an off-setting issue. She said that when times are tough and people can't pay their taxes, communities often have to go to the bond market for TAN (Tax Anticipation Notes) at high rates of interest to cover their operating costs when there is a failure to receive payment. She said that is something all the taxpayers have to pay for.

There being no further discussion, a voice vote was taken on Selectman Pierson's motion. The motion **PASSED** and Article Twenty-One was **ADOPTED**

**ARTICLE TWENTY-TWO:** To see if the Town will vote to appropriate from unreserved fund balance the sum of \$28,947 into the Public Works Capital Equipment Reserve previously established.

**A motion was made by Selectman Connolly that the Town vote to appropriate from unreserved fund balance the sum of \$28,947 into the Public Works Capital Equipment Reserve previously established.**

The Motion was seconded by Selectman Black.

Selectman Connolly said that this was a collection of money from funds that they stopped collecting for. She said that the funds had never been distributed.

Mr. Bradley asked how this related to Article 16, which put money into the Capital Fund for Public Works.

Selectman Connolly said that the two funds did not relate. She said that the collection of monies for this fund ceased a few years ago but the funds were never distributed.

Manager Griffin said that these funds would be in addition to the funds allocated to Public Works in Article 16.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Twenty-Two was **ADOPTED**.

**ARTICLE TWENTY-THREE:** To see if the Town will vote to raise and appropriate \$78,170 for deposit in the Conservation Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Fund, with no funds being raised by taxation. The amount appropriated is equivalent of 50% of the total amount collected in the Land Use Change Tax Fund in the fiscal year 1999-2000.

A motion was made by Selectman Baschnagel that the Town vote to raise and appropriate \$78,170 for deposit in the Conservation Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Fund, with no funds being raised by taxation. The amount appropriated is equivalent of 50% of the total amount collected in the Land Use Change Tax Fund in the fiscal year 1999-2000.

The motion was seconded by Selectman Walsh.

Selectman Baschnagel said that these funds were collected two years ago and put in the Land Use Change Tax Fund. He said that 50% of the funds collected would be put in the Conservation Fund.



There being no further discussion, a voice vote was taken on Selectman Baschnagel's motion. The motion **PASSED** and Article Twenty-Three was **ADOPTED**.

**ARTICLE TWENTY-FOUR:** To see if the Town will vote to raise and appropriate \$78,170 for deposit in the Land and Capital Improvements fund, and to authorize funding of this amount by transfer from the unreserved 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 Fund in the fiscal year 1999-2000, and will be transferred from the Land Use Change Tax Fund into unreserved fund balance for the purpose of funding this appropriation.

**A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$78,170 for deposit in the Land and Capital Improvements fund, and to authorize funding of this amount by transfer from the unreserved 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 Fund in the fiscal year 1999-2000, and will be transferred from the Land Use Change Tax Fund into unreserved fund balance for the purpose of funding this appropriation.**

The motion was seconded by Selectman Black.

Robin Carpenter said that he supported this Article but was concerned by the statement "no funds being raised by taxation". He said that although there would not be new taxes, the money did come from the land use change tax.

Manager Griffin said that the DRA and the Town Attorney required that it be worded that way. She said that it was required statutorily. She said that they were required to use that language by the State.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Twenty-Four was **ADOPTED**.

**ARTICLE TWENTY-FIVE:** To see if the Town will vote to raise and appropriate \$100,000 for the purpose of completing the final design of a combined Senior and Community Center at 36 South Park Street and 48 Lebanon Street, and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund, with no funds being raised by taxation.

**A motion was made by Selectman Black that the Town vote to raise and appropriate \$100,000 for the purpose of completing the final design of a combined Senior and Community Center at 36 South Park Street and 48 Lebanon Street, and to authorize funding of this amount by withdrawal from the Land and Capital Improvements Fund, with no funds being raised by taxation.**

The motion was seconded by Selectman Connolly.

Selectman Black said that the Recreation Center moved into the 10 School Street building in 1980. She said that the seniors moved into 42 Lebanon Street when the Senior Housing was built in the 1970s. She said that neither building was adequate to suit the needs of the programs. She said that a committee was established in 1990 to study the need for a Senior Center and/or Community Center. She said that the Roberts' property was purchased in 1996 for the purpose of putting a Community Center on that lot. She said that in 1997, Town Meeting appropriated \$40,000 to do a survey and needs assessment for the Town. She said that a committee was established at that time, which was comprised of Nina Banwell, Chrysanthi Bien, Kristen Clarkson, Andrew Kline, Candy Lee, Stephen Marion, Donna Stinson, Elizabeth Tobiasson, Sue Young, Brian Walsh, and Peter Morrison. She said that a survey was sent to the entire town in 1998. She said that 76% of the respondents indicated there was a need for a new Community/Senior Center. She said that at last year's Town Meeting, the 48 Lebanon Street property purchase was approved. She



said that the Town hired Tennant/Wallace, architects, and Provan/Lorber, engineers. She said that they generated a design that met all the Zoning requirements and met the needs identified by the committee.

Selectman Black explained that the two buildings presently being used for the Recreation Center and the Senior Center were inadequate. She said that there was no entrance to the 10 School Street building that did not require climbing stairs. She said that the bathroom could not accommodate a wheelchair. She said that there was parking for only 3 cars. She said that the Senior Center entrance required climbing a set of stairs and the Community Counselor, Dena Romero's office was up a second flight of stairs.

Selectman Black said that no new taxes were proposed to fund the final design. She said that the Land and Capital Improvement Fund had \$238,000 and they just allocated another \$78,170.

Maureen Hall said that she was in favor of this Article. She said that there was a great program and a great director (Gail Schaal) at the Senior Center. She said that they desperately needed more space. She said that it was exciting to envision a place that the whole community could call its own. She said that there would be a meeting scheduled in June for planning the Community/Senior Center.

Suzanne Young, Vice Chair of the Hanover Parks and Recreation Board, spoke in favor of the Article. She said that a lot of thought had gone into the design. She said that the 10 School Street building was dismal. She said that it was a tough facility to provide wonderful services to the community. She said that last year over 1,300 children participated in events. She said that all of their uniforms had to be picked up from the Recreation building.

Ellis Rolett asked about the expenditure of funds. He asked if the architects were being paid a fixed sum rather than a percentage of the final expenditure. He asked if a budget had been set for the center. He asked what would happen if the bids were over budget.

Selectman Black said that the architects were working for a fixed sum. She said that their fee would not increase. She said that building would cost approximately \$2.4 million. She said that the Public Works bond was scheduled to be paid off next year. She said that \$1.5 million could be paid with a new bond. She said that if the bids came in higher, the architects would not get paid more.

Barbara Munson asked the total amount of funds appropriated in 1997.

Selectman Black said that \$40,000 was appropriated in 1997. She said that it paid for the work that had been done already.

Barbara Munson asked if this appropriation of \$100,000 would go to the architects and engineers.

Selectman Black said that the \$100,000 would pay for the engineers and architects to draw up the plans. She said that they could not apply for a bond without the actual cost of construction. She said that to get the actual cost of construction, they needed construction drawings.

Kari Asmus said that she was in favor of this type of project. She asked whether this was an appropriate use of the funds. She said that the Land and Capital Improvement Fund was for acquiring land and constructing capital improvements related to growth and development. She said that a Senior Center was not needed because of growth and development. She said that she was concerned about changing the purpose of the fund.

Selectman Black said that it was the intent that the fund be used for purchasing land, designing facilities, and building facilities.

Tim Pillsbury said that when they voted to purchase the Roberts land in 1996, the Town considered buying land adjacent to it. He asked if the Town was still interested in buying adjacent properties. He asked if the architects were considering the option of expansion in their designs.

Selectman Black said that she thought the Town was interested in acquiring abutting properties. She said that the opportunity for expansion was being kept in mind in the design of the building.

Ms. Stacy said that the Recreation Building was scary. She said that this project was long overdue. She said that they were not rushing into anything.

Ned McCarthy asked the size of the building and the split between the Community Center and the Senior Center space.

Pete Tenant said that the Community and Senior Center building would be 13,194 square feet plus an unfinished basement of 3,355 square feet. He said that there was a lot of overlap space so it was not possible to split the numbers. He said that it was roughly a 50:50 split.

Dave Cioffi asked how much property would come off the tax rolls as a result of this project. He asked if approval of this Article would commit the taxpayers to spending \$2.4 million.

Selectman Black said that no additional property would come off the tax rolls. She said that the Town properties involved in this project were taken off the tax rolls when the Town acquired them. She said that a bond vote would be required for the expenditure of \$2.4 million. She said that would not happen tonight.

Ann Crow said that she was in favor of the Article. She said that the design was fine. She said that next week the School Board would be looking at possibly re-locating the schools. She asked if that would change the area that the Community/Senior Center was located. She said that the Howe Library was also looking to make changes. She suggested waiting a few years for the school and library to make their changes.

Selectman Black said that the Senior/Community Center needed to be located next to the Senior Housing. She said that HUD provided \$500,000 for the building to be located at 42 Lebanon Street. She said that if the Senior Center were re-located, the Town would have to repay that \$500,000. She said that regardless of the schools, the Community Center should be located in the downtown. She said that the school population would not be the only population using the Center.

Selectman Walsh said that the Senior Center and Recreation Department had made compromises and agreed to this joint facility. He said that a lot of people had worked very hard to develop this building.

Robin Carpenter said that there was a real need for a solution. He said that something needed to be done. He said that his only concern was that if only one design was developed, the taxpayers would be stuck with a choice of "take it or leave it". He asked if the architects and engineers could develop a couple options for the taxpayers to choose from. He asked if they could design a smaller Community/Senior Center as one option.

Selectman Black said that was a possibility. She said that the conceptual building they had now would meet the needs of both programs. She said that cutting the building would cut the spaces of both the programs. She said that until the construction drawings were done, they would not know the cost.

Roy Banwell encouraged the architects to provide a superior building. He said that it would be better to have a slightly more expensive but well-designed building.

Kari Asmus submitted a written request, signed by 10 present voters, to request a written ballot on Article Twenty-Five.

**RESULTS OF WRITTEN BALLOT: YES 170 NO 14 ARTICLE PASSED**



**ARTICLE TWENTY-SIX:** To see what sum the Town will vote to raise and appropriate to pay the expenses of the Town for the 2001/2002 fiscal year, for the purposes set forth in the Town budget. Articles 15, 16 and 17 are included in this article.

**A motion was made by Selectman Walsh that the Town vote to raise and appropriate \$12,599,509 to pay the expenses of the Town for the 2001/2002 fiscal year, for the purposes set forth in the Town budget.**

The motion was seconded by Selectman Pierson.

Selectman Walsh said that the Selectmen gave Manager Griffin a task at the beginning of the year to bring in a budget at inflation. He said that there were 8.8% (\$377,000) of cost increases split between the following: a 28.8% increase in health insurance premiums for employees (\$210,000), a 100% increase in budgeted fuel costs (\$58,435), a 24% increase in electric rates (\$34,969), a 15.1% increase in Group 2 retirement rates (\$46,000), and a half percent increase due to people opting out of health care insurance (\$27,596). He said that they started out above budget. He said that Manager Griffin and the Department Heads did an amazing job in bringing in a budget at inflation. He said that two items from the "wish list" were included in this year's budget. He said that a new highway worker was added and another bridge on Ruddsboro Road would be added. He said that the budget surpluses in the Ambulance Fund were moved to the General Fund.

Jim Rubens thanked the Selectmen, Town Manager, and Department heads for year after year maintaining the budget at the cost of inflation.

Peter Christie said that the Finance Committee voted to support the budget.

There being no further discussion, a voice vote was taken on Selectman Walsh's motion. The motion **PASSED** and Article Twenty-Six was **ADOPTED**.

**ARTICLE TWENTY-SEVEN:** To see if the Town will vote to raise and appropriate \$1,000 to be used by the Hanover-Joigny Exchange, Inc. in the furtherance of cultural, student and adult exchanges between the Town of Hanover and its sister city of Joigny, France.

**A motion was made by Selectman Walsh that the Town vote to raise and appropriate \$1,000 to be used by the Hanover-Joigny Exchange, Inc. in the furtherance of cultural, student and adult exchanges between the Town of Hanover and its sister city of Joigny, France.**

The motion was seconded by Selectman Baschnagel.

Selectman Walsh said that this Article had passed the last 3 years.

Pietie Birnie said that she had been involved in the Hanover-Joigny Exchange program for the past 11 years. She asked that the amount be increased to \$2,000. She said that already this year 60 people had been sent over to Joigny, France. She said that there was increasing activity. She said that \$2,000 was requested to be allocated for the Nihonmatsu, Japan exchange. She said that there were similar, if not greater, needs that justified raising the allocation for the Joigny, France exchange to \$2,000.

Ms. Birnie moved to amend the motion by voice vote to change the allocation from \$1,000 to \$2,000. The amendment was seconded. The amendment was passed.

There being no further discussion, a voice vote was taken on the amended motion. The motion **PASSED** and Article Twenty-Seven was **ADOPTED**.



**ARTICLE TWENTY-EIGHT:** To see if the Town will vote to raise and appropriate \$2,000 to be used by the Town of Hanover in the furtherance of cultural, student and adult exchanges between the Town of Hanover and the City of Nihonmatsu, Japan.

A motion was made by Selectman Connolly that the Town vote to raise and appropriate \$2,000 to be used by the Town of Hanover in the furtherance of cultural, student and adult exchanges between the Town of Hanover and the City of Nihonmatsu, Japan.

The motion was seconded by Selectman Black.

Selectman Connolly said that the City of Nihonmatsu had been paying all of the expenses for the exchanges for the last four years. She said that Nihonmatsu had been scrupulous about paying not only all of their expenses for visiting Hanover but also paying for Hanover citizens to finish the friendship ceremony in Nihonmatsu. She said that students from Hanover would be going to Nihonmatsu next month. She said that she hoped this would be only the first of many exchanges.

There being no further discussion, a voice vote was taken on Selectman Connolly's motion. The motion **PASSED** and Article Twenty-Eight was **ADOPTED**.

**ARTICLE TWENTY-NINE:** To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the AIDS Community Resource Network (ACORN).

A motion was made by Selectman Walsh that the Town vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the AIDS Community Resource Network (ACORN).

The motion was seconded by Selectman Black.

Selectman Walsh said that if approved this third year, it would become part of next year's budget.

There being no further discussion, a voice vote was taken on Selectman Walsh's motion. The motion **PASSED** and Article Twenty-Nine was **ADOPTED**.

**ARTICLE THIRTY:** To see if the Town will vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the Family Place.

**A motion was made by Selectman Pierson that the Town vote to raise and appropriate \$2,000 to support the services provided to the Upper Valley by the Family Place.**

The motion was seconded by Selectman Black.

Caroline Tischbein said that she had an issue with the Town choosing charities. She said that it was a personal choice where the citizens wanted their dollars to go.

Manager Griffin said that the Town did not choose the agencies. She said that Town Meeting voted on requests for funding submitted by the agencies.

A citizen asked how many groups they currently supported.

Manager Griffin said that there were 8 groups currently in the budget.

Stanley Hugh asked if any funding was passed three consecutive years if it would automatically become part of the budget.

Manager Griffin said that was correct.

There being no further discussion, a voice vote was taken on Selectman Pierson's motion. The motion **PASSED** and Article Thirty was **ADOPTED**.

**ARTICLE THIRTY-ONE:** To see if the Town will vote to raise and appropriate \$5,000 to support the capital campaign currently being conducted by the Haven.

A motion was made by Selectman Black that the Town vote to raise and appropriate \$5,000 to support the capital campaign currently being conducted by the Haven.

The motion was seconded by Selectman Pierson.

Selectman Black said that when the capital campaign for a new Haven was reached, this Article would not come back before the Town. She said that the Haven was housed in an inadequate building. She said that 400 families were turned away last year because there was not enough space.

There being no further discussion, a voice vote was taken on Selectman Black's motion. The motion **PASSED** and Article Thirty-One was **ADOPTED**.

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

**A motion was made by Selectman Walsh that the Town receive reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers and to vote on any motion relating to these reports and to receive any special resolutions that may be appropriate and to vote thereon.**

The motion was seconded by Selectman Black.

Moderator Bird introduced Selectman Walsh for the reading of the following resolution:

#### **Resolution for Dianne Quill**

Town elections run smoothly because of the hard work of the Town Clerk, Moderator, Supervisors of the Checklist, and the hardy souls who help staff the check-in process. Elections consist of very long days, beginning early in the morning and concluding late at night, and are typically a test of stamina for all involved in making sure all goes well. The Town Clerk must be comprised of equal parts logistics manager, enforcer, soothsayer, information source, technology consultant, weather forecaster, and caterer. They can find themselves thrust into the middle of political confrontations, substantial confusion, the chaos of a controversial election, and just plain lousy weather. And they are expected to do it all in a calm and professional manner, in spite of sore feet, hot gymnasiums, snow and ice, cold pizza and low pay. That, in a nutshell, is Dianne Quill.

Dianne has been Hanover's elected Town Clerk since 1995. She has performed the job quietly, calmly, and professionally, providing the Moderator, Town staff and the Supervisors of the Checklist with wise counsel and strong support. She picked up the reins with limited training, and quickly learned her way around the state laws governing Town Clerks and Town Meetings. She put together her elections with equal measures of both efficiency and style, always able to attract willing election workers and to keep elections humming along on all cylinders. She even had the opportunity to manage the Town through the great voting machine snafu of 1996, when the Town of Hanover was the first to discover a programming error by the voting machine manufacturer resulted in inaccurate recording of votes cast. Through it all...the media spotlight, the frustration of the affected candidates, and the time required for the Secretary of State's Office to resolve the controversy, Dianne handled the situation with strength and grace. All this while parenting a busy family and working a demanding job as a radiology nurse.

Dianne, the Town of Hanover is grateful to you for your six years of strong leadership and steadfast service in your capacity as Town Clerk. Your help was invaluable and your good cheer infectious. Best



wishes in your "retirement" from public service, and may you be able to relax and enjoy the next Election Day as a regular voter.

### **Presentation of Hanover Parks and Recreation Board Volunteer Service Award**

Moderator Bird introduced Suzanne Young, Vice Chair of the Hanover Parks and Recreation Committee, for the reading of the following Hanover Parks and Recreation Board Volunteer Service Award:

### **Resolution for John Hochreiter**

I don't normally look to the comedienne Whoopi Goldberg for philosophical inspiration however she once said, "If every American donated five hours a week, it would equal the labor of twenty million full-time volunteers." Something to think about, isn't it? In Hanover, many residents volunteer more than five hours a week and every year the Hanover Parks and Recreation Board of Directors honors one of them with the Volunteer of the Year Award. This year's recipient is an amazing individual who could be Whoopi's role model for the entire country. However, before he heads to Hollywood or Washington to take on that task, I would like John Hochreiter to come up here to receive his Volunteer of the Year Award.

Twenty-one years ago John moved to Etna with his wife Shelley, having grown up in Buffalo, NY. He became involved in the local community almost immediately and hasn't stopped yet. John is the President and CEO of Computac in West Lebanon, a very demanding job, yet he still has managed to find time to serve as an Etna volunteer fireman for 18 years - he is now a Lieutenant so be sure to salute him the next time you see him. He has also served as a member and chair of the Hanover/Dresden School Boards for six years, member and past president of the Hanover Rotary Club for fifteen years, the Vice President of the Hanover Improvement Society and on the Board of Directors for the Mascoma Savings Bank.

He has been a tireless fundraiser for the Rotary Club, Champion Rink, Hanover Hockey Association and the High School Booster Clubs for hockey, baseball and golf. In addition, John has twice chaired the fundraising efforts for the Hanover High School Alcohol Free Graduation Night Parties.

John's passion, however, really lies with coaching children which he has done for all of the past twenty-one years. Hanover hockey and baseball players from the ages of 4 - 19 have benefited from John's quiet yet intuitive style of coaching. In hockey, he has taught the little ones to skate and the teenagers to score. In baseball, John's favorite sport, he has coached everything from t-ball to Senior Babe Ruth all star teams, including once taking a team to the Baseball Hall of Fame in Cooperstown, NY and watching son Sean hit a home run.

No matter what level or sport, every child on John's team leaves the bench knowing that they've learned something about the sport and that they are an important member of the team. Many of you are probably not aware that John has almost single-handedly kept the Babe Ruth Baseball program afloat in Hanover.

Not only has he coached Babe Ruth teams long after both his sons, Sean and Mark, moved onto other sports, but he was the organizing and fundraising force behind the program at a time when interest waned. It is now a strong and vibrant program thanks to John's efforts.

St. Francis of Assisi, a little more respectable sage than Whoopi, commented "Remember that when you leave this earth, you can take with you nothing that you have received - only what you have given: a full heart, enriched by honest service, love, sacrifice and courage."

John, your heart must be full because we all have been enriched by your honest service. It is my great pleasure to present to you the Hanover Parks and Recreation Board's Volunteer of the Year Award.



Moderator Bird introduced Selectman Baschnagel for the reading of the following resolution:

### **Resolution for Richard Bradley**

If you ever visit the Hanover Dispatch Center and watch a Communications Officer in action, you will have a new appreciation of what it means to work under stress. These officers are at the heart of the Town's response to emergencies. No one exemplified the knowledge and skills of an emergency dispatcher more than Richard Bradley. In a career spanning thirty-two years, Richard worked as a Firefighter, Emergency Medical Technician, and a Police Officer. Perhaps no one else in the State of New Hampshire brought that kind of knowledge and experience to the position of a dispatcher. Richard served the Town of Hanover for over twenty years, until his death on April 11<sup>th</sup>. He was widely recognized for his skill in emergency situations and his knowledge of the area and our residents. He was our liaison with the Upper Valley Mutual Aid Association, and in that capacity solved many dispatch problems.

Perhaps nothing captures Richard's service more than the account of a 911 call he answered on March 4, 1992. The mother of a 2½-year-old boy called. Her son was having convulsions, had stopped breathing, and was turning blue. Richard reassured the woman and gave her instructions over the phone on how to resuscitate her child. In the Valley News article about the incident, the mother said, "The dispatcher was really excellent. That guy was really amazing."

Richard, for all of your life saving efforts over the years, we thank you. You will be missed.

Moderator Bird introduced Selectman Black for the reading of the following resolution:

### **Resolution for Robert Burns**

Bob Burns started his career with the Hanover Fire Department on January 1, 1971, and he retired thirty years later to the day. He was forever vigilant in responding to alarms. Even when he was off duty, Bob could always be counted on to show up for the call. Bob is the kind of person you would want to deal with the unexpected. A skier whose serious injuries required the use of a backboard, wrote to thank the Town for his trip to the hospital was made easier from the comfort given by Bob.

Bob was the one person in the department qualified to teach first-aid and CPR. Over the years he conducted first aid and CPR instruction for hundreds of Hanover citizens, businesses and Town employees. They wrote letters of appreciation for the opportunity to acquire the skills that Bob capably taught. They commented on his good humor and sensitivity. One of our employees reported an incident when she and her husband came upon a terrible accident and how she administered first aid to an elderly man pinned under his vehicle. She wrote, "I was pleased with myself for being able to take control of the situation and do what I could at the time, because of the wonderful job you have done in training me. You have imparted not only the knowledge but the confidence one needs at a time like that."

Bob is a Firefighter, an Emergency Medical Technician, a teacher, and a valued employee. As he moves into the real world from his life as a firefighter, we wish him well and many nights of uninterrupted sleep. Thank you Bob, for serving the Town of Hanover so well for so many years.

Moderator Bird introduced Selectman Black for the reading of the following resolution:

### **Resolution for Michael Gilbar**

When Mike Gilbar came to work for the Town of Hanover, one large main frame computer (affectionately known as the System 36) was in use in the organization and financial management was awkward and slow. Over the course of Mike's 8-year tenure, he moved the Town into the computer age.

He was ever prodding staff and computer consultants to provide more information faster, so he could use the information to improve the Town's overall financial management. We could always count on Mike to provide us with yet another analytical spreadsheet. Night after night he would trudge out to his trusty pick-up truck, two briefcases in hand and the ever-present laptop by his side, looking forward to another evening of crunching some set of numbers in the quiet of his own home. Mike's quest for perfecting the Town's financial record-keeping was never-ending; he always had another project he wanted to tackle to streamline the Town's financial management capability and to improve the presentation of the Town budget.

Many people assume Finance professionals are conservative and rather dull. Mike Gilbar was anything but! Wherever "Mikey" went, laughter accompanied him. He brought a wonderful brand of humor to the Town, and kept employees laughing as he stumbled through another tale of his absent-minded adventures as our "green eye shade" person. Always the recipient of good-natured teasing because he is vertically challenged, Mike took short person jokes to new "heights", poking fun at himself and making sure he wasn't the only one to suffer. A superb guitarist and vocalist, he would frequently provide musical entertainment for Town gatherings and even agreed to play the role of Santa's guitar playing elf at the annual Senior Center Christmas party.

Mike's professional expertise combined with his wonderful sense of humor made him an invaluable resource for Town staff. He had a steady stream of visitors to his office, constantly seeking his assistance or counsel. Rather than steering away from the "finance guy", Town staff gravitated toward his office and he was always willing to help in exchange for a moment of light-hearted entertainment. A historian by choice, and a bean counter by trade, he had a soft spot in his heart for the folks at Howe Library. The library staff held a particular fondness for him and would frequently alert him to the latest interesting tome on Vermont history or American presidents.

Mike had the tenacity of Ebenezer Scrooge, the heart of Bob Crachit, the wit of Groucho Marx, and stature of Mickey Rooney, but to those of us who worked with him, he was not a little elf, but a man who stands tall in our admiration for him. He led us ably into the new millennium, and all of us in the Town of Hanover wish him well in his new endeavors to move the Vermont League of Cities and Towns forward just as he did with us. God speed, Mike!

Moderator Bird introduced Selectman Connolly for the reading of the following resolution:

### **Resolution for Richard Kingston**

Richard came to the Hanover Wastewater Treatment Facility after six years of service as an Assistant Wastewater Operator at the Newport, NH Wastewater Facility.

Originally hired as a Wastewater Operator / Laboratory Technician, Richard began with the Town of Hanover in August 1979 when the Wastewater Treatment and Line Maintenance Divisions were combined at the Primary Treatment Facility.

With the upgrade of the Wastewater Treatment Facility to Secondary Treatment level in January 1988 Richard was promoted to Assistant Chief Operator / Laboratory Technician. Richard made the operation of the new plant his number one priority, working hard to bring to the facility to its' present level of excellence. As the Town's first chemist Richard dealt with many challenges. Anyone familiar with wastewater treatment knows that it has many very involved processes and ever changing situations and is full of experiments, tests, not unlike his new job...

Early on Richard and his wife planned their future: work hard, save, and retire at 50. After twenty-one years of uninterrupted service to the Town of Hanover Richard got his wish, although not quite in the way



he had expected. Instead of retiring, he began a brand new work adventure with many guaranteed challenges, experiments, tests, very involved processes and ever-changing situations. What is this new job? Why, raising children of course! The hours will be long but the rewards will be worth it! Between the challenges Richard and his wife Carol face with their current employers, young sons Chris and Alex, the family enjoys time at their camp in the Northeast Kingdom, deeply immersed in activities ranging from peace and quiet (when the kids are sleeping) to fishing and sailing.

Thank you Richard for giving us twenty-one years of your service. Enjoy your new career as parent! You will, no doubt, perform your new job as carefully and thoroughly as you did on behalf of the Town. Our best wishes to you.

Moderator Bird introduced Selectman Black for the reading of the following resolution:

#### **Resolution for Betty Messer**

If you have ever registered a motor vehicle, applied for a marriage license, or purchased a hunting, fishing or dog license in the past sixteen years, chances are you have talked to Betty Messer. Betty joined the staff of Town Hall as a Public Service Clerk on September 19, 1983. Six months later the Town Manager conferred "permanent status" on Betty as a Town employee. Even after her retirement last July, Betty has remained a "permanent" fixture of Town Hall, filling in at the front desk when we need additional coverage. Through the miracle of technology, you still hear Betty's voice when you call Town Hall and get the automated answering system.

If citizens didn't know Betty by name, they knew her by reputation, she was the one whistling and singing while she worked. Betty always managed to maintain her friendly, upbeat mood, even when the tasks were getting stressful. Beginning with processing forms by hand, she quickly adapted to the electronic age, finding computers both a challenge and fun. Betty kept the main office supplied with beautiful flowers from her Orford garden, and brought a bit of New Hampshire sunshine with her to work. Town parties were never quite complete without one of her superbly decorated cakes.

Her personnel file contains a letter from a Hanover citizen commending Betty for her "... courtesy, helpfulness, and professionalism." The letter concludes by saying, "It is rare today to find such fine people in public service." We are fortunate to have had Betty Messer as an employee over the years, and are even more fortunate that "the maple sugar lady" continues to help us serve the public.

Thank you Betty.

Moderator Bird introduced Selectman Connolly for the reading of the following resolution:

#### **Resolution for Winona Tyler**

Twenty-five years of continuous service with the same employer is a notable accomplishment for anyone, but even more so when you consider all that Winona Tyler has done for the Town of Hanover. She started as a clerk typist on April 14, 1975 and eight years later, she was appointed Deputy Town Clerk. In addition to performing all the functions of a Public Service Clerk, for seventeen years Winona also published elections notices, audited voter registration lists, and assisted poll workers with voting machines and absentee ballots. In the two years before her retirement she did all those things in addition to providing clerical services to the Planning and Zoning Department.

One Hanover citizen wrote a thank you letter after Winona helped her correct a motor vehicle registration problem. She said of Winona, "You have the rare grace to make the process virtually painless." People needing assistance were helped whether in person or long distance. A resident of California wrote the Town Clerk and thanked Winona for her helpfulness over the phone saying, "The taxpayers in your



community are well served.” A funeral home in Vermont once sent a thank you to Winona for her understanding and kindness in handling a death certificate. Enclosed was three dollars in cash. The Town Manager at the time noted that Winona spent the money on doughnuts for Town staff.

We are grateful for all the services Winona provided over twenty-five years and will miss the daily presence of grace, intelligence and good-humor that is Winona. Her retirement is well deserved. Our loss is Florida’s gain.

Thank you Winona.

**ARTICLE THIRTY-THREE:** To transact any other business that may legally be brought before this Town Meeting.

A motion was made by Selectman Pierson that the Town transact any other business that may legally be brought before this Town Meeting.

Hearing no other business, Moderator Bird stated that he would entertain a motion to permanently dissolve this meeting.

A motion was made by Selectman Walsh to permanently dissolve the 2001 Hanover Town Meeting. The motion was seconded by Selectman Black. The motion carried and the meeting was dissolved at 9:38 p.m.

Respectfully submitted,

Dianne Quill, Town Clerk

Taken and transcribed by: Annie R. Hood

Notes...







**Hanover Kids Reach Out to Afghan Kids**



**2002 Occom Pond Party**

**Front cover photo features some of our employees of the Hanover Police, Fire and Dispatch holding a flag made by the second graders of the Ray School.**