



TOWN OF HANOVER

NEW HAMPSHIRE

ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2022 & 2023 TOWN MEETING



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ANNUAL TOWN MEETING

Tuesday, May 9, 2023

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

Business Meeting: 7:00 p.m.

Hanover High School Gymnasium

41 Lebanon Street

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TOWN OF HANOVER DIRECTORY

<u>Department</u>	<u>Phone</u>	<u>Address</u>	<u>Email</u>	<u>Hours</u>
Ambulance, Fire, Police..... EMERGENCY	911			24 hours/day --- 7 days/week
Animal Control - Police	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Assessing Department (Town Offices)	640-3207	41 South Main St	assessor@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Cemetery Department (lot maintenance and sales)	640-3376	194 Lebanon St Route 120	asa.metcalf@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Cemetery Department (deed administration, historic records)	640-3202	41 South Main St	donna.stender@hanovernh.org	Monday – Friday 8:30am – 4:30pm
Etna Library	643-3116	130 Etna Rd Etna	etna.library@hanovernh.org	Monday 1:00pm - 6:00pm; Tuesday 9:00am - 4:00pm; Wednesday 1:00pm - 6:00pm; Thursday 1:00pm – 6:00pm; Friday 9:00am - 4:00pm; Saturday 10:00am - 3:00pm Closed on Sundays
Fire Department (Non-Emergency)	643-3424	48 Lyme Rd	firedept@hanovernh.org	24 hours/day --- 7 days/week
Howe Library	643-4120	13 South St.	circulation@thehowe.org	Monday - Thursday 9:00am - 7:00pm; Friday 12:00pm - 5:00pm; Saturday 10:00am - 5:00pm; Sunday 12:00pm - 5:00pm
Human Resources (Town Offices)	640-3208	41 South Main St	humanresources@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Information Technology (Town Offices)	640-3222	41 South Main St	corey.stevens@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parking Division (Town Offices)	640-3220	41 South Main St	parking@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parks & Recreation Department (Richard W. Black Center)	643-5315	48 Lebanon St	recdept@hanovernh.org	Monday - 9:00am - 5:00pm Tuesday – Friday 9:00am – 6:00pm Saturday 10:00am - 6:00pm; Closed Saturdays in July & August. Open by appointment Sundays and summer Saturdays.
Planning & Zoning (Town Offices)	643-0708	41 South Main St	planning@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Police Department/Dispatch (Non-Emergency)	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Public Works/ Highway	643-3327	194 Lebanon St Route 120	dpw@hanovernh.org	Monday – Friday 7:00am - 3:30pm

TOWN OF HANOVER DIRECTORY (CONTINUED)

Town Clerk & Tax Collector <i>(Town Offices)</i>	640-3201	41 South Main St	townclerk@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Town Manager <i>(Town Offices)</i>	643-0701	41 South Main St	townmgr@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Trees & Public Gardens <i>(Parks and Recreation)</i>	640-3376	194 Lebanon St Route 120	asa.metcalf@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Water Treatment Facility	640-3236	41 Grasse Rd	dylan.mcdermott@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Water Reclamation Facility	643-2362	121 South Main St Route 10	kevin.maclean@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Welfare Assistance Coordinator	640-3209	41 South Main St <i>(Town Offices)</i>	jien.gantrish@hanovernh.org	Monday - Friday 8:30am - 4:30pm <i>(by appointment)</i>

MISSION STATEMENT & TOWN MANAGEMENT STAFF

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

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

**Administrative Services -
Finance Director**

Ellen Bullion

ellen.bullion@hanovernh.org

Assessing Director

Norm Bernaiche

norm.bernaiche@hanovernh.org

Fire Chief

Martin McMillan

martin.mcmillan@hanovernh.org

Deputy Fire Chief

Michael Gilbert

michael.gilbert@hanovernh.org

Health Officer

Ryan Borkowski

ryan.borkowski@hanovernh.org

Human Resources Director

Katie Williams

katie.williams@hanovernh.org

Information Technology

Corey Stevens

corey.stevens@hanovernh.org

Librarian – Etna Library

Jeffrey Metzler

jeff.metzler@hanovernh.org

Library Director – Howe

Rubi Simon

rubi.simon@thehowe.org

Parks & Recreation Director

John Sherman

john.sherman@hanovernh.org

Planning & Zoning Director

Rob Houseman

robert.houseman@hanovernh.org

Police Chief

Charlie Dennis

charlie.dennis@hanovernh.org

Public Works Director

Peter Kulbacki

peter.kulbacki@hanovernh.org

Town Manager

Alex Torpey

townmgr@hanovernh.org

Town Officials Boards and Committees

Elected Officials (by ballot vote)

Etna Library Board of Trustees

3 year term - Ballot Vote

Kathleen Chaimberg	5/2025
Elizabeth Marden Marshall	5/2023
Elizabeth Cornell	5/2024

Moderator

2 year term - Ballot Vote

Jeremy Eggleton	5/2024
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Selectboard

3 year term - Ballot Vote

<i>VChr</i>	Athos J. Rassias	5/2025
	William V. Geraghty	5/2023
<i>Chr</i>	Peter L. Christie	5/2023
	Nancy A. Carter	5/2024
<i>Sec</i>	Joanna Whitcomb	5/2024

Supervisors of the Checklist

6 year term - Ballot Vote

Alison Gorman	5/2026
Aileen Chaltain	5/2028

4 year term - Ballot Vote

Patricia Dewhirst	5/2024
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Town Clerk

3 year term - Ballot Vote

Roberta Hitchcock	5/2025
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Trustees of Trust Funds

3 year term - Ballot Vote

	Sally J. Boyle	5/2025
<i>Chr</i>	Paul Gardent	5/2023
	Judson (Jay) Pierson	5/2024

Elected Officials (nominated at Town Meeting)

Advisory Board of Assessors

3 year term - Nominated at Town Mtg by Majority Vote

Joe Roberto	5/2023
H. McIntyre Gardner	5/2025
John Brighton	5/2024
Joanna Whitcomb - Selectboard Rep	
Peter L. Christie - Selectboard Rep - ALT	

**Town Officials
Boards and Committees**

Fence Viewers

1 year term - Nominated at Town Mtg by Majority Vote

Robert Grabill	5/2023
Matt Marshall	5/2023
Sarah Packman	5/2023

Pine Park Commissioner

3 year term - Nominated at Town Mtg by Majority Vote

Robert Houseman	5/2025
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Surveyors of Wood and Timber

1 year term - Nominated at Town Mtg by Majority Vote

John Richardson	5/2023
Robert Keene	5/2023

Appointed Officials (by the Selectboard)

Advanced Transit Board

Appointed by the Selectboard

Mark Beliveau	*6/2025
Robert Houseman	*6/2023

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

Hanover Bike Walk Committee

Appointed by the Selectboard

Tim Cox
 David Dostal
 Scot Drysdale
 Hugh Mellert
 Joanna Whitcomb - Selectboard - ALT
 Bill Young
 Patrick Luckow
 David Anderson
 Nicholas Macri
 Lara Acker

Chair

Jennie Chamberlain
Representatives & Others
 Athos J. Rassias - Selectboard Rep
 Carolyn Radisch - *Consultant*
 Robert Houseman, P&Z Director
 James Martin, HPD

Town Officials Boards and Committees

Conservation Commission

3 year term - Appointed by the Selectboard

Full Members

<i>Chr</i>	Whit Spaulding	9/2023
<i>VChr</i>	Hugh Mellert	
	Lucretia Witte	3/2026
	John Donovan	10/2024

Alternate Members

<i>Alt.</i>	John M. Trummel	11/2025
<i>Alt.</i>	Vacancy	
<i>Alt.</i>	Vacancy	
	Peter L. Christie - Selectboard Rep	

Hanover Finance Committee

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

Vice Chr	Carey Callaghan	6/2025
<i>Chr</i>	Kari Asmus	7/2024
Secty	Herschel S. Nachlis	7/2024
	H. McIntyre Gardner	9/2023
	Gregory Snyder	6/2025
	Kim Hartmann - Hanover School Board Rep	
	William Geraghty - Selectboard Rep	
	Peter L. Christie - Selectboard Rep - ALT	

Hanover Improvement Society

Peter L. Christie - Selectboard Rep

Building Code Advisory Board

	John Wilson	9/2023
	Randy Mudge	9/2023
	Bruce Williamson	9/2023
	John Vasant	9/2023
	H. Sloane Mayor	9/2023

Planning Board

3 year term - Appointed by the Selectboard

Full Members

	Iain Sim	10/2025
<i>Chr</i>	Brian Edwards	10/2025
	Paul Simon	9/2023
	Kristine McDevitt	03/2026
	Elizabeth Esinhart	9/2023
	Jarett Berke	9/2024

Alternate Members

	Jack O'Toole	5/2024
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**Town Officials
Boards and Committees**

Catherine Reike	6/2024
Michael Cox	7/2025

Representatives

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

Sustainable Hanover Committee

3 year term - Appointed by the Selectboard

Chris Kennedy	9/2022
Susan Edwards	9/2025
Stowe Beam	9/2023
David McManus	9/2023
Marjorie Rogalski	9/2023
April Salas	9/2023
Dennis Robison	9/2023
<i>Co-Chr</i> Yolanda Baumgartner	10/2024
Barbara Calloway	10/2024
Emily Rogers	9/2023
Kate Salamido	9/2023
<i>Co-Chr</i> Judith Colla	3/2025
Nancy Serrell	9/2024
Catherine Reike	1/2026
Marcus Welker, Dartmouth College Rep	
Peter Kulbacki, <i>Director of Public Works</i>	
Rob Houseman, <i>Director of Planning, Zoning & Codes</i>	

Trescott Company Board

Chair/Sec Peter L. Christie - Selectboard
Vice Chair Jessica Nylund - *Dartmouth College*
Treas Josh Keniston - *Dartmouth College*
Alex Torpey - *Town Manager*
Richard Mills
Athos Rassias - Selectboard

Upper Valley Lake Sunapee Council

Representatives

Christopher Kennedy	12/2023
Jennie Chamberlain	12/2023

Zoning Board of Adjustment

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

Full Members

<i>Clerk</i>	Vacant	
Chr	H. Bernard Waugh	9/2025
V. Chr	William Fischel	7/2025

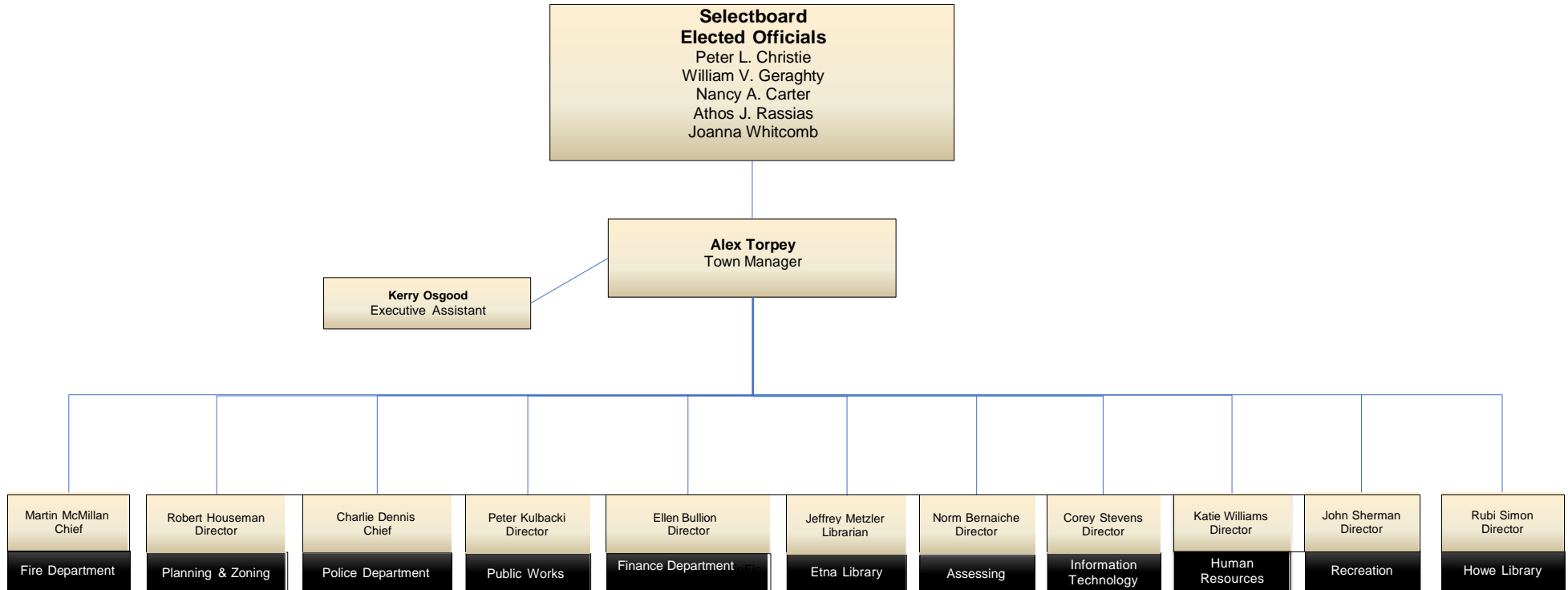
**Town Officials
Boards and Committees**

Jeremy Eggleton	9/2025
Arthur Gardiner	9/2020
Elizabeth Esinhart, Planning Board Rep	9/2023
Richard Green	1/2026
Matthew Stover	1/2026

Alternate Members

Alt.	<i>Vacancy</i>
Alt.	<i>Vacancy</i>
Alt.	<i>Vacancy</i>

Town of Hanover



Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
TOWN MANAGER		
Julia Griffin*	Town Manager	8/5/1996
Alex Torpey	Town Manager	6/27/2022
Kerry Osgood	Executive Assistant to Town Manager	8/27/2018
ADMINISTRATIVE SERVICES		
Tina Stearns*	Administrative Services Director	8/30/2021
Ellen Bullion	Finance Director	1/23/2023
Tamara Chapin	Finance & Accounting Manager	8/10/2022
Patricia Coutermarsh*	Accounting Coordinator/Treasurer	9/30/2003
Melissa Heino*	Tax Collector/Associate Town Clerk	11/1/2021
Melissa Martin	Tax Collector/Associate Town Clerk	9/12/2022
Karen McCusker	Accounting Assistant	6/13/2005
Donna Stender	Deputy Tax Collector/Assistant Town Clerk	5/21/2007
ASSESSING		
Normand Bernaiche	Assessing Director	3/2/2020
Sue Girouard	Financial & Information Analyst	5/23/1994
Jerry Roberts	Field Appraiser I	10/18/2022
Adrienne Summers*	Field Appraiser I	4/6/2020
FIRE		
Martin McMillan	Fire Chief	5/5/2014
Brandon Adams	Firefighter - EMS Provider - AEMT	10/10/2022
Joseph Amato*	Firefighter - EMS Provider - AEMT	5/24/2018
Sheri Clifford	Administrative Assistant - FD	5/31/2018
Robert Diehm	Fire Lieutenant	9/27/2007
Christopher Doolan	Fire Captain	3/14/2004
Wayne Dunham*	Firefighter - EMS Provider - AEMT	8/15/2006
Brian Ellstein*	Firefighter - EMS Provider - MEDIC	8/13/2006
John Emerson	Fire Lieutenant	2/7/2007
Helder Ferreira	Firefighter - EMS Provider - AEMT	10/10/2022
Michael Gilbert	Deputy Fire Chief	9/10/1998
Shawn Harlow	Firefighter - EMS Provider - AEMT	2/28/2022
Richard Kahan	Firefighter - EMS Provider - AEMT	7/18/2022
Leif Jopek	Firefighter - EMS Provider - MEDIC	8/2/2016
Jeremy Labombard	Fire Lieutenant	2/14/2012
Kevin LaHaye	Firefighter - EMS Provider - AEMT	6/21/2021
Scott Letson	Fire Captain	9/7/2008
Jeremiah Linehan	Fire Lieutenant	1/2/2005
Joshuah Lounsbury	Fire Captain	6/29/2009
Joshua Merriam	Fire Captain	10/3/2008
Christopher Mielewski	Firefighter - EMS Provider - MEDIC	7/18/2022
Robert Mousley	Firefighter - EMS Provider - MEDIC	2/24/2003
Christopher Sweitzer	Firefighter - EMS Provider - AEMT	9/19/2013
Blair Weathers	Firefighter - EMS Provider - MEDIC	11/16/2012
Ebben Whitehair	Firefighter - EMS Provider - AEMT	3/12/2018
Jay Whitehair*	Firefighter - EMS Provider - AEMT	7/22/2006
Jon Wilkinson	Firefighter - EMS Provider - AEMT	9/23/2013

Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
ETNA LIBRARY		
Jeffrey Metzler	Etna Librarian	9/27/2021
Sarah Johnson Molesworth	Circulation Assistant - part-time	7/1/2014
Mary Ellen Rigby	Substitute/Circulation Assistant - part-time	2/4/2017
Stephanie Snelling	Substitute/Circulation Assistant - part-time	11/3/2008
HOWE LIBRARY		
Rubi Simon	Howe Library Director	9/19/2016
Peter Appleton	Public Services Librarian	10/20/2014
Gary Barton	Youth Services Assistant - Part Time	7/5/2005
Charlotte Bernini	Circulation Assistant - Part Time	1/1/1984
Marilyn Blight*	Reference Assistant - Part Time	7/5/2005
Megan Coleman	Public Relations/Outreach Librarian	9/7/2012
Gail (Pat) Cook	Circulation Assistant - Part Time	7/30/2015
Kristen Giebutowski	Circulation Assistant - Part Time	11/4/2019
Mary Gould	Reference Assistant - Part Time	1/5/2009
Samuel Glueck	Library Page - Part Time	8/25/2013
Janice Grady	Office and Facility Manager	6/27/1988
Hamilton-Seth, Shivani*	Circulation Assistant - Part Time	12/14/2020
Frances Hinck	Library Page - Part Time	6/19/2017
Jared Jenisch	Public Services Librarian	6/1/2015
Lauren Miller	Circulation Assistant - Part Time	9/7/2022
Samantha Milnes	Reference Assistant - Part Time	8/1/2022
Michael Morris	Public Services Librarian	2/22/2011
Rhys Morris	Circulation Assistant - Part Time	11/6/2019
Mehriban Ramanova	Circulation Assistant - Part Time	4/6/2022
Margaret Ramel*	Circulation Assistant - Part Time	7/29/2021
Denise Reitsma*	Head of Youth Services - Part Time	9/8/1998
Kate Root	Youth Services Assistant - Part Time	12/2/2011
Jordan Russell	Reference Assistant - Part Time	7/25/2022
Mary Ryan	Technical Services Librarian	8/8/1994
Kelly Sennott	Circulation Assistant - Part Time	6/18/2019
Pamela Smith	Head of Technical Services/Systems Manager	1/10/1994
Amelia Talbert	Technical Services Library Assistant	10/17/1994
Cynthia Taylor	Youth Services Assistant - Part Time	6/30/2003
Eric Ticehurst	Library Page - Part Time	4/1/2000
Sondra VanderPloeg	Head of Circulation	11/26/2018
Austin Walsh*	Reference Assistant - Part Time	3/12/2020
HUMAN RESOURCES		
David Stewart*	Human Resources Director	12/3/2012
Katie Williams	Human Resources Director	2/13/2023
Deborah Maurer	Human Resources Coordinator	5/18/2020
Jen Gantrish	Welfare Coordinator / Elder Advocate	8/14/2012
Doris Yates	Community Nurse	1/2/2018
INFORMATION TECHNOLOGY		
Corey Stevens	Information Technology Director	8/16/1999
Michael Hartell	Information Technology Technician	5/30/2017

Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
PARKS & RECREATION		
John Sherman	Parks and Recreation Director	9/14/2015
Brianne Barnes*	Athletics Program Manager	4/16/2018
Elizabeth Burdette	Parks and Recreation Assistant Director	3/21/2008
Amelia Clause*	Out of School Time Program Coordinator	1/2/2018
Sawyer Connolly	Out of School Time Program Specialist	8/15/2022
Sierra Decker	Out of School Time Program Specialist	11/15/2021
Tyler Howard	Maintenance Worker	1/27/2020
Cassie Hutchinson	Out of School Time Program Coordinator	8/15/2016
Christopher Koloski	Grounds Crew Leader	8/15/2016
Nicole Leonard	Out of School Time Program Director	8/18/2008
Britny Marsh	Events & Media Manager	10/3/2022
Asa Metcalf	Grounds Supervisor	11/12/2013
Justin Pero	Athletics Program Manager	5/23/2022
Susannah Psomas*	Out of School Time Program Specialist	7/1/2019
Camille Ricciardelli*	Community Center Program Manager	7/31/2018
Judith Stevens*	Adult/Senior Program Manager - Part Time	1/2/1994
Summer Whitcomb	Out of School Time Program Specialist	4/7/2022
Xandra Wishnefsky*	Out of School Time Program Specialist	8/16/2021
Steven Zelows	Community Center Program Manager	9/1/2022
PLANNING & ZONING		
Robert Houseman	Planning and Zoning Director	9/8/2016
Ryan Borkowski	Building Inspector	2/22/1999
Catheryn Hembree*	Planner	9/4/2018
Shayne Pratte	Assistant Building Inspector	1/4/2022
Beth Rivard	Administrative Assistant	4/8/1999
April Salas	Sustainability Director	4/16/2018
Bruce Simpson	Planner	9/6/2022
Victoria Smith	Senior Planner - Part Time	4/5/1999
Alexander Taft	Senior Planner - Full Time	3/28/2022
POLICE		
Charles Dennis	Police Chief	6/9/2014
Michael Alterisio	Police Officer	10/27/2014
Austin Aziz	Police Officer	8/1/2022
Kayla Boisvert	Police Officer	2/5/2022
Daniel Fowler	Sergeant	5/31/2016
Aaron Frank	Police Officer	12/22/2021
Ryan Kennett	Police Officer	6/1/2008
Joseph Landry	Police Officer	4/11/2016
Mary Magee*	Police Officer	12/10/2018
Ethan Martin	Police Officer	4/16/2018
James Martin	Police Captain	2/8/2021
Nicholas McNutt	Sergeant	12/12/2022
Timothy Meenagh	Police Officer	11/27/2017
Elizabeth Rathburn	Administrative Secretary	9/4/2002
Mark Ridge*	Police Officer	1/5/2015
Christopher Swain	Sergeant	5/14/2012
Sheryl Tallman	Records Coordinator	4/28/1997
Caitlyn Town	Police Officer	8/1/2022
Lincoln Tracey	Police Officer	2/7/2022
Matthew Ufford	Sergeant	3/13/2006

Town of Hanover Employees

DEPARTMENT / EMPLOYEE

POSITION TITLE

HIRE DATE

POLICE (continued)

Audra Weber	Police Officer	4/1/2020
James Zeblisky	Police Officer	8/16/2021
Richard Paulsen	Police Officer - Part Time	4/18/1991
G. Vince Cunningham*	Police Officer - Part Time	10/1/2016

POLICE - COMMUNICATIONS

E. Douglas Hackett	Communication Services Coordinator	7/26/1999
Lisa Camarra	Communications Officer	12/18/1991
Kailyn Campney*	Communications Officer	2/21/2022
Timothy Goodwin	Communications Officer	2/17/2000
Diana Marx	Communications Officer	2/27/2017
Brian Paine	Communications Officer	7/15/2013
David Saturley	Communications Officer	2/15/1998
Michael Trottier	Communications Officer	11/9/2020
Duane Egner	Communications Officer - Part Time	8/6/2013
Gail Egner	Communications Officer - Part Time	7/27/2006
Caitlyn Town	Communications Officer - Part Time	7/21/2020

POLICE - PARKING

Jeffrey Ballard*	Parking - Sergeant	5/15/2001
Taylor Louk	Parking - Sergeant	12/1/2022
Christopher McEwen	Parking Control Operations Supervisor	12/8/1992
Albert Bowen*	Parking Facility Cashier - Part Time	5/9/2015
Marylou Cartier*	Parking Cashier	1/15/2015
Sean Grady	Parking Control Officer	2/24/2020
Mark Greenan	Parking Cashier - Part Time	11/5/2008
Lorraine Hennessy*	Administrative Clerk	4/8/2020
Eric Hudson	Administrative Clerk	8/8/2022
Christopher Ng	Parking Control Office - Part Time	11/2/2022
Douglas Lantz	Parking Control Officer	11/28/2016
Jodi Lenning*	Parking Control Office - Part Time	7/22/2017
Richard Sorochak	Parking Facility Cashier - Part Time	4/30/2018

PUBLIC WORKS – ADMINISTRATION

Peter Kulbacki	Public Works Director	12/22/1997
Jeremy Clay*	Deputy Operations Manager	1/4/2022
Adriane Coutermarsh	Administrative Assistant	9/10/2007
Christina Hall	Deputy Engineer	1/27/2022
Gary Searles	Administrative Coordinator	6/21/2010

PUBLIC WORKS - BUILDING MAINTENANCE

Ross Farnsworth	Facilities Maintenance Superintendent	7/12/2010
Mark Curulla	Building Crew Worker	9/10/2007
Wayne Piekarski	Building Crew Leader	1/20/2006
Robert Sumner*	Building Crew Worker	6/21/2010
Edward Woodbury	Building Maintenance Technician	5/24/2012

PUBLIC WORKS - FLEET MAINTENANCE

Donald Foster	Fleet Maintenance Superintendent	5/11/1998
Mark Bean	Mechanic	2/13/2006
David Brown	Mechanic	6/7/2021
Larry Holmes	Mechanic	3/31/2012

Town of Hanover Employees

<u>DEPARTMENT / EMPLOYEE</u>	<u>POSITION TITLE</u>	<u>HIRE DATE</u>
PUBLIC WORKS - HIGHWAY		
Randall MacDonald	Highway Operations Supervisor	3/3/1997
Christopher Berry	Heavy Equipment Operator/Hwy Maintenance	3/17/2003
James Cadwell	Heavy Equipment Operator/Hwy Maintenance	10/3/2022
Devon Campney*	Light Equipment Operator/Hwy Maintenance	6/27/2022
Christopher Chilton*	Heavy Equipment Operator/Hwy Maintenance	4/8/2019
Timothy Coates*	Heavy Equipment Operator/Hwy Maintenance	1/24/2022
Roger Darisse	Heavy Equipment Operator/Hwy Maintenance	8/13/2003
Moses Delphia	Heavy Equipment Operator/Hwy Maintenance	1/26/2004
David Field	Heavy Equipment Operator/Hwy Maintenance	4/21/2008
Bernie Hazlett	Heavy Equipment Operator/Hwy Maintenance	9/16/1982
Robert Henry, Jr.	Heavy Equipment Operator/Hwy Maintenance	1/26/2004
Christopher Jordan	Heavy Equipment Operator/Hwy Maintenance	6/30/2022
Steve Perry	Sr. Heavy Equipment Operator/Hwy Maintenance	5/29/2002
Bruce Sanborn	Heavy Equipment Operator/Hwy Maintenance	4/18/2008
Hunter Stebbins	Light Equipment Operator/Hwy Maintenance	7/1/2019
Hugh Townsend	Light Equipment Operator/Hwy Maintenance	10/31/2022
Steven Williams*	Heavy Equipment Operator/Hwy Maintenance	8/23/2021
PUBLIC WORKS - SEWER MAINTENANCE & CONSTRUCTION		
James Cray	Sewer Maintenance & Construction Supervisor	12/12/2011
Todd Bragg	Sewer Maintenance & Construction Worker	7/1/1988
PUBLIC WORKS - WATER		
William Brown	Water Distribution Technician	4/29/2013
Dylan McDermott	Senior Water Technician	7/1/2015
James Messier	Water Distribution Technician	8/14/2003
Matthew Walker*	Water Distribution Technician	7/17/2000
PUBLIC WORKS - WATER RECLAMATION		
Kevin MacLean	Wastewater Treatment Superintendent	8/18/2003
Jason Goodrich	Wastewater Treatment Technician	3/2/2015
Mark Roper*	Pretreatment Coordinator	8/28/2006
Richard Scheuer	Laboratory Technician	6/18/2007
Dennis Smith	Wastewater Maintenance Technician	5/9/2000
Wyatt Ullman	Wastewater Treatment Technician	9/5/2017

* Indicates employee termed (resigned/retired) during 2022

TOWN OF HANOVER
2022 MILESTONES LIST (as of December 31, 2022)
20+ YEARS OF TOWN SERVICE

# of years	Employee Name	Department	Hire Date
40	Bernard Hazlett	Public Works	9/16/1982
38	Charlotte Bernini	Howe Library	1/1/1984
34	Janice Grady	Howe Library	6/27/1988
34	Todd Bragg	Public Works	7/1/1988
31	Lisa Camarra	Police - Communications	12/18/1991
30	Christopher McEwen	Police - Parking	12/8/1992
28	Pamela Soren Smith	Howe Library	1/10/1994
28	Sue Bragg Girouard	Assessing	5/23/1994
28	Mary Ryan	Howe Library	8/8/1994
28	Judith Stevens*	Parks & Recreation	1/2/1994
28	Amelia Jane Talbert	Howe Library	10/17/1994
26	Julia Griffin*	Town Manager	8/5/1996
25	Randall MacDonald	Public Works	3/3/1997
25	Sheryl Tallman	Police	4/28/1997
25	Peter Kulbacki	Public Works	12/22/1997
24	David Saturley	Police	2/15/1998
24	Donald Foster	Public Works	5/11/1998
24	Denise Reitsma*	Howe Library	9/8/1998
23	Ryan Borkowski	Planning & Zoning	7/3/1998
24	Michael Gilbert	Fire	9/10/1998
23	Victoria Smith	Planning & Zoning	4/5/1999
23	Beth Rivard	Planning & Zoning	4/8/1999
23	E. Douglas Hackett	Police – Communications	7/26/1999
23	Corey Stevens	Information Technology	8/16/1999
22	Timothy Goodwin	Police	2/17/2000
22	Eric Ticehurst	Howe Library	4/1/2000
22	Dennis Smith	Public Works	5/9/2000
22	Matthew Walker*	Public Works	7/17/2000
21	Jeffrey Ballard*	Police - Parking	5/15/2001
20	Elizabeth Santaw-Rathburn	Police - Admin	9/4/2002
20	Steven Perry	Public Works	5/29/2002

By Department:

Assessing	1	Planning & Zoning	3
Fire	1	Police	8
Howe Library	7	Public Works	8
IT	1	Town Manager	1
Parks & Recreation	1		

* Retired during 2022

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TOWN OF HANOVER

TOWN MODERATOR'S
MESSAGE

&

2023
TOWN MEETING
WARRANT

TOWN MODERATOR'S MESSAGE

Town Meeting is an expression of pure democracy in which the voters directly act as the legislative body which approves the Town's budget and determines its other major policies. Registered voters meeting as a body have the power to pass, amend, or defeat any of the warrant articles which have been put forward by the Select Board or by voter petition. Polling on ballot questions will be conducted at Hanover High School Gym from 7:00 AM to 7:00 PM on Town Meeting Day. The business meeting portion follows in the Gym starting at 7:00 PM.

Parking this year will be in the back of the HHS Gym (between HHS and the track/football field), entrance off Lebanon Street on the Coop side of the High School, exit onto Hovey Lane and out to Lebanon Street by Memorial Stadium. In other words, parking traffic for the ballot voting will be clockwise. Voters will enter the gym to vote on the back side of the building facing the track, not the west side facing the soccer field. Spread the word!

As always, the Moderator's Rules for Town Meeting:

- Voters wishing to speak should approach the microphone to do so. Please wait for the microphone and state your name and address clearly before making your statement.
- Non-voters may not participate, except as recognized by the Moderator to offer information or answer a question.
- All substantive motions and amendments must be presented in writing for the consideration of the body. In all motions or proposed amendments, try to avoid phrasing where a negative vote is needed to express a positive intent.
- Only one amendment at a time may be considered and it must be voted upon before another is proposed.
- Votes may be manifest by voice vote, show of hands (holding colored cards for visibility) or by secret (yes/no) paper ballot, of a specified color, or marked with a specified letter, for voter clarity.
- A request for secret ballot may be made in writing by at least five present registered voters delivered to the Moderator before the voice vote is called for. The Moderator may call for a secret paper ballot at any time.
- Any ruling by the Moderator may be challenged by any registered voter. The Moderator will then poll the house, with a simple majority controlling the outcome.
- Voters will have the opportunity to speak once on a particular article, beginning with the presenter of the motion. Voters should make their remarks as brief and non-repetitive as possible and keep them germane to the article under consideration, so as to allow time for a full discussion of the article. The Moderator may give a voter a second chance to speak, but only after all others wishing to speak for the first time have spoken. The format is not a debate, and there is no right of "rebuttal."
- The Moderator reserves the right to establish a time limitation for individual comments and to rule non-germane or excessively repetitive comments as out of order. A 2/3 vote is necessary to call the question, and a call itself is not debatable. The Moderator may himself call the question when, in his opinion, debate on an article has been reasonable and sufficient for the body to make a deliberate and intelligent decision on the article. The body has the right to move to extend debate, subject to approval by a two-thirds majority.
- All speakers must address their comments to the Moderator, not to the Meeting. If administrative questions are raised by the Meeting, the Moderator shall call on the appropriate person to respond.
- Each article remains open for further action until the Moderator moves to the next warrant article. After that, the Meeting must vote to reconsider a previous article.
- No substantive actions or decisions having costs not already budgeted may be taken under the final "any other business" article. This final warrant is the place for votes of appreciation or recognition.

We look forward to seeing you at Town Meeting.

Respectfully submitted, *Jeremy D. Eggleton, Town Moderator*

WARRANT FOR THE ANNUAL TOWN MEETING

GRAFTON, SS

TOWN OF HANOVER

TO THE INHABITANTS OF THE TOWN OF HANOVER, NEW HAMPSHIRE, who are qualified to vote in Town affairs:

TAKE NOTICE AND BE WARNED, that the Annual Town Meeting of the Town of Hanover, New Hampshire, will be held as follows:

ON **TUESDAY, MAY 9, 2023**, IN THE GYMNASIUM OF HANOVER HIGH SCHOOL, 41 LEBANON STREET, HANOVER, NH THERE WILL BE VOTING BY OFFICIAL BALLOT FOR THE ELECTION OF TOWN OFFICERS AND ALL OTHER ARTICLES REQUIRING VOTE BY OFFICIAL BALLOT. **THE POLLS WILL OPEN AT 7:00 AM AND CLOSE AT 7:00 PM.**

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

OFFICIAL BALLOT

All-Day Voting 7:00 a.m. - 7:00 p.m.

Absentee Ballots Available for Qualifying Voters

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

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

ARTICLE TWO: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as 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 Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 1 would modify Section 405.6 (B) to allow by right the renovation, replacement, or expansion of a student residence existing as of May 9, 2023, and to limit the cumulative increase of less than 35% above the May 9, 2023 building footprint. Increases above 35% footprint will require a special exception to be permitted. The amendment also reduces parking requirements for student residences.

At a public hearing on March 21, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE THREE: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as 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 Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 2 proposes to:

- Expand the allowable signage for buildings that have frontage and points of entry on two streets from two signs total to two signs for each frontage.
- Define Theater and allow theaters to have an electronic marquee to display information for events.

At a public hearing on February 28, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE FOUR: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as 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 Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 3 addresses the following: Clarifies the requirements for new building(s) situated frontmost on the lot and the percentage of the building’s front wall that must be constructed in the build-to area. And exempts any additional building(s) on the lot situated behind the frontmost building from the requirement of building a front wall in the build-to area.

At a public hearing held on March 21, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE FIVE: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as 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 Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 4 proposes to amend Section 1002 by reducing the required minimum parking requirements for accessory dwelling units, multi-family, and Planned Residential Developments (PRD). The amendment also includes removal or revisions of use categories to link with uses permitted or use permissible with special exception in Article IV (4).

At a public hearing on February 28, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE SIX: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as 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 Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amend Section 302 the definitions of “accessory use or building” to comply with NH Case Law and “downtown residential” to allow mixed-use buildings to include multifamily residential as a use.

At a public hearing held on February 28, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

ARTICLE SEVEN: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as 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 Hanover Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 6 would add section 519.2.1, allowing occupancy requirements for sprinklered multifamily units to be consistent with the State fire safety code (NFPA 101).

Amendment No. 2 would modify Section 702.2 C regarding the calculation of accessory dwelling unit floor area so as not to count areas with ceiling heights less than five feet.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

BUSINESS MEETING AGENDA

7:00 p.m.

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

One 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.

Selectboard For 5 Against 0 Absent 0

ARTICLE NINE: To see if the Town will vote to raise and appropriate the sum of Twenty-two Million Dollars (\$22,000,000) for the purpose of funding a Wastewater Treatment Facility Proposed Capital

Project, and to authorize Twenty-two Million Dollars (\$22,000,000) such sum to be raised through the issuance of bonds or notes under and in compliance with the provisions of the Municipal Finance Act (RSA 33), as amended; to authorize the Selectboard to apply for, obtain, and accept federal, state or other aid, gifts and donations if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectboard to issue, negotiate, sell, and deliver such bonds or notes and to determine the rate of interest thereon, and the maturity and other terms thereof; and to authorize the Selectboard to take any other action necessary to carry out this vote or to pass any other vote relative thereto. Without impairing the general obligation nature of bonds and/or notes issued to finance the project, it is the intention of the Selectboard that debt service payments shall be made from wastewater fees. This action shall be a written Yes/No ballot; polls shall remain open and ballots shall be accepted by the moderator for a period of not less than one hour following the completion of discussion of this article. (3/5 ballot vote required to pass.)

Selectboard For 5 Against 0 Absent 0

ARTICLE TEN: To see if the Town will vote to raise and appropriate the sum of Seven Million Eight Hundred Thousand Dollars (\$7,800,000) for the purpose of funding a water distribution plan , and to authorize Seven Million Eight Hundred Thousand Dollars (\$7,800,000) to be raised through the issuance of bonds or notes under and in compliance with the provisions of the Municipal Finance Act (RSA 33), as amended; to authorize the Selectboard to apply for, obtain, and accept federal, state or other aid, gifts and donations, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectboard to issue, negotiate, sell, and deliver such bonds or notes and to determine the rate of interest thereon, and the maturity and other terms thereof; and to authorize the Selectboard to take any other action necessary to carry out this vote or to pass any other vote relative thereto. Without impairing the general obligation nature of bonds and/or notes issued to finance the project, it is the intention of the Selectboard that debt service payments shall be made from water fees. This action shall be a written Yes/No ballot; polls shall remain open and ballots shall be accepted by the moderator for a period of not less than one hour following the completion of discussion of this article. (3/5 ballot vote required to pass.)

Selectboard For 5 Against 0 Absent 0

ARTICLE ELEVEN: To see if the Town will vote to raise and appropriate the sum of One Million, Two Hundred Thousand Dollars (\$1,200,000) for the purpose of funding the purchase of a Fire Engine, and to authorize One Million, Two Hundred Thousand Dollars (\$1,200,000) to be raised through the issuance of bonds or notes under and in compliance with the provisions of the Municipal Finance Act (RSA 33), as amended; to authorize the Selectboard to apply for, obtain, and accept federal, state or other aid, gifts and donations if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectboard to issue, negotiate, sell, and deliver such bonds or notes and to determine the rate of interest thereon, and the maturity and other terms thereof; and to authorize the Selectboard to take any other action necessary to carry out this vote or to pass any other vote relative thereto. This action shall be a written Yes/No ballot; polls shall remain open and ballots shall be accepted by the moderator for a period of not less than one hour following the completion of discussion of this article. (3/5 ballot vote required to pass.)

Selectboard For 5 Against 0 Absent 0

ARTICLE TWELVE: To see if the Town will vote to adopt the provisions of RSA 72:28, Standard and Optional Veterans' Tax Credit. If adopted, the credit will apply to every resident of this state who is any person who is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in this section, and continues to serve or was honorably discharged or an officer who continues to serve or was honorably separated from service; or the spouse or surviving spouse of such resident, provided that training for active duty by a member of the national guard or reserve shall be included as service under this subparagraph; (b) Every resident of this state who was terminated from the armed forces because of service-connected disability; or the surviving spouse of such resident; and (c) the surviving spouse of any resident who suffered a service-connected death. If adopted the credit granted will be **\$500.00**, which is the amount adopted by the Town in 2012.

NOTE: This Article is required because the legislature expanded the eligibility criteria for this credit to include individuals who have not yet been discharged from service in the armed forces.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTEEN: To see if the town will vote to readopt the provisions of RSA 72:62, an exemption from the assessed value for property tax purposes for person owning real property which is equipped with a solar energy system as defined in RSA 72:61. Such solar property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying equipment as defined in RSA 72:61 and as may be amended, but not until such equipment is demonstrated to add to the value of real property based on the determination of the Town Assessor. This readoption is required because in 2020 the legislature voted to expand the definition of solar energy system to include systems which utilize solar energy to produce electricity for a building, including all photovoltaics, inverters, and storage. Such systems may be off grid or connected to the grid in a net metered or group net metered arrangement pursuant to RSA 362-A:9 or in a direct retail sale arrangement pursuant to RSA 362-A:2-a.

Selectboard For 5 Against 0 Absent 0

ARTICLE FOURTEEN: To see if the Town will vote to adopt RSA 41:14-a, to allow the Selectboard to acquire or sell land, buildings, or both; provided, however, they shall first submit any such proposed acquisition or sale to the Planning Board and the Conservation Commission for review, two public hearings, and recommendation by those bodies as required by RSA 41:14-a. This article will remain in effect until rescinded by a majority vote.

Selectboard For 5 Against 0 Absent 0

ARTICLE FIFTEEN: To see if the Town will vote to authorize the conveyance of Tax Map 1, Lot 11-2 (5 acres of the 265 acre former Leavitt property) located on the north side of Greensboro Road, acquired by the Town in 2020, to Twin Pines Housing Trust, or another nonprofit organization, to be developed as workforce housing; on such terms and conditions as the Selectboard may negotiate.

Selectboard For 5 Against 0 Absent 0

ARTICLE SIXTEEN: To see if the Town will vote to adopt a Rental Housing Ordinance #42 pursuant to RSA 48-A, as prepared, reviewed, and approved by the Selectboard to establish standards governing the condition and maintenance of dwelling units offered for rent with the goal of ensuring that they are safe, sanitary and fit for human habitation; to authorize the inspection of such dwellings and the imposition of penalties for violation of the Ordinance; and to define certain responsibilities and duties of owners and occupants of such dwellings.

Selectboard For 5 Against 0 Absent 0

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$10,000 for deposit into the Land and Capital Improvements Fund, an expendable trust, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total Land Use Change Tax collected in the fiscal year 2021-2022.

Selectboard For 5 Against 0 Absent 0

ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$10,000 for deposit into the Conservation Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total Land Use Change Tax collected in the fiscal year 2021-2022.

Selectboard For 5 Against 0 Absent 0

ARTICLE NINETEEN: To see if the Town will vote to raise and appropriate \$33,353 for deposit into the Land and Capital Improvements Fund, and expendable trust, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. This corrects the amount appropriated at the 2022 Town Meeting and is the balance of the equivalent of 50% of the total Land Use Change Tax collected in the fiscal year 2020-2021.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY: To see if the Town will vote to raise and appropriate \$33,353 for deposit into the Conservation Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. This corrects the amount appropriated at the 2022 Town Meeting and is the balance of the equivalent of 50% of the total Land Use Change Tax collected in the fiscal year 2020-2021.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-ONE: To see if the Town will vote to raise and appropriate \$34,065 for deposit into the Municipal Transportation Improvement Fund, a capital reserve fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2021-2022.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-TWO: To see if the Town will vote to raise and appropriate the sum of \$2,093,451 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Ambulance Equipment Capital Reserve Fund <i>with funding to come from the Ambulance Fund</i>	\$105,567
Building Maintenance and Improvement Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$199,600
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$ 17,981
Fire Department Vehicle and Equipment Capital Reserve Fund <i>with funding to come from the Fire Fund</i>	\$160,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$471,840
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund <i>with funding to come from the Parking Fund</i>	\$174,955
Police Vehicles and Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$120,000
Road Construction and Improvements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$ 55,300
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>with Funding to come from the Wastewater Treatment Facility Fund</i>	\$307,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>with funding to come from the Water Utility Fund</i>	\$481,208

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-THREE: To see if the Town will vote to raise and appropriate \$2,495,500 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Building Maintenance and Improvement Capital Reserve Fund: <i>Howe roof replacement</i>	\$200,000
Fire Department Vehicle and Equipment Capital Reserve Fund: <i>Metal door replacement, phase II</i>	\$ 15,500
Highway Construction and Maintenance Equipment Capital Reserve Fund: <i>DPW Fleet 12-6 wheel dump with plow, 14-6-wheel dump with plow, 3 sidewalk tractors, 20-ton equipment trailer</i>	\$673,000
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund: <i>parking facility lighting conversion, membrane repair</i>	\$520,000
Police Vehicles and Equipment Capital Reserve Fund: <i>police cruiser replacements (4), mobile data terminals</i>	\$296,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund: <i>Greensboro Rd lead abatement, water meter phase 1, F550 dump truck</i>	\$487,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>water meter phase 1, Truck 16222</i>	\$304,000

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2028, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-FOUR: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the American Federation of State, County and Municipal Employees Council 93, Local 1348 (Public Works Department employees) on March 6, 2023, which calls for the following increases in salaries and benefits at the current staffing level:

Year Estimated Increase
2023-2024 \$202,503

And further to raise and appropriate the sum of \$202,503 for the 2023-2024 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-FIVE: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the International Association of Fire Fighters, Local 3288 on March 6, 2023, which calls for the following increases in salaries and benefits at the current staffing level:

Year Estimated Increase
2023-2024 \$175,226

And further to raise and appropriate the sum of \$175,226 for the 2023-2024 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-SIX: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the American Federation of State, County and Municipal Employees Council 93, Local 3657 (Police Department employees) on March 6, 2023, which calls for the following increases in salaries and benefits at the current staffing level:

Year Estimated Increase
2023-2024 \$170,176

And further to raise and appropriate the sum of \$170,176 for the 2023-2024 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-SEVEN: To see if the Town, per RSA 31:98a, will vote to raise and appropriate \$25,000 into the Town’s Annual Contingency Fund for fiscal year 2023-2024, this sum to come from taxation.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-EIGHT To see if the Town will vote to raise and appropriate \$28,555,313 to pay the operating expenses of the Town for the 2023-2024 fiscal year, for the purposes set forth in the Town budget. This sum does not include any of the preceding or succeeding articles.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-NINE: To see if the Town, pursuant to RSA 31:9-b will vote to increase the meeting stipend for the Town Moderator from \$100.00 per local election/meeting to \$125 per local election/meeting and from \$500 per state election to \$550 per state election.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTY: To see if the town, pursuant to RSA 41:25 will vote to authorize the Selectboard to increase the Town Clerk’s compensation from \$11.51 per hour to \$15.00 per hour.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTY-ONE: To see if the town, pursuant to RSA 31:9-b. will vote to authorize the Selectboard to increase the hourly rate for the Supervisors of Checklist from \$11.51 per hour to \$15.00 per hour.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTY-TWO: To see if the town, pursuant to RSA 674:5, will authorize the Selectboard to appoint a Capital Improvement Program Committee, including at least one member of the planning board, to discuss, prepare and amend a recommended program of municipal capital improvement projects projected over a period of at least 6 years.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTY-THREE: 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 10th day of April 2023.

**TOWN OF HANOVER
SELECTBOARD**

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

Part II

Explanatory Information

CHAPTER 1: INFORMATION FOR TOWN MEETING

PART II: EXPLANATORY INFORMATION

What is Town Meeting? All Hanover citizens are encouraged to participate in the yearly Town Meeting, a living example of direct democracy. Town Meeting is a meeting of citizens who come together to form the legislative body of the town. It is held yearly, the second Tuesday in May, to elect town officers, adopt the town budget, and consider other issues that require Town Meeting approval. This year, Town Meeting will be held on Tuesday, May 9, 2023.

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

1. **Ballot voting** (Articles One through Seven): Voting on Articles One through Seven - which includes voting for candidates for office, six amendments to the Hanover Zoning Ordinance proposed by the Hanover Planning Board - is conducted by ballot during the day of Town Meeting (Tuesday, May 9, 2023) from 7:00 am to 7:00 pm, in the Hanover High School gym. The daytime ballot voting is held by secret ballot, referred to as the "Australian Ballot" or the "Official Ballot."
2. **Business meeting** (Articles Eight through Thirty-Three): Discussion of and voting on Articles Eight through Thirty-Three - including the proposed budget in Article Twenty-Eight- takes place at an open meeting, called the "Business Meeting," which begins at 7:00 p.m. on Tuesday, May 9th, in the Hanover High School gym. At the Business Meeting portion of Town Meeting, citizens sit down together and discuss, modify, and vote.

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

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

How can you register to vote? To become a registered voter, you must be a U.S. citizen, eighteen years or older, and a Hanover resident. Information that must be provided at registration includes name, address (mailing and legal residence), place and date of birth, and proof of citizenship. You may register: (1) in advance at the Town Clerk's Office in Town Hall during regular business hours through Friday, April 28th; or (2) with the Supervisors of the Checklist whose public voter registration sessions are advertised before any election; or (3) at the polls on Town Meeting Day.

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

BALLOT VOTING ARTICLES ONE - ELEVEN

Voting on Articles One through Seven will be conducted by official ballot on Tuesday, May 9, 2023, from 7:00 am to 7:00 pm in the Hanover High School gym.

Article One: Election of Town Officers

The **Selectboard**, so named because members are selected on Town Meeting Day, govern the Town and perform most of the Town's legislative functions as prescribed in the Town Charter, outside the legislative role granted voters at Town Meeting by state law. Two three-year term positions, currently held by Peter L. Christie and William V. Geraghty, are up for election in 2023. Peter Christie, Carey Callaghan, and Jennie Chamberlain have filed to run for the two available seats.

Both the Howe Library and the Etna Library are Town-supported. Each has a Board of Trustees that governs the respective library in areas of fundraising and some program functions, but they are elected differently based on the type of organization originally established. The **Howe Library Trustees** are elected by members of the Howe Corporation, which is a private, non-profit corporation. The Etna Library, which is the original Town Library, is governed by the **Etna Library Trustees**, elected by Town Meeting for a three-year term. One Etna Library Trustee is up for election, Elizabeth Storrs has filed to run for a three-year term.

The **Trustees of Trust Funds** oversee the funds reserved for special purposes, and their responsibilities are governed by state statute. One Trustee position is up for election, Kari Asmus has filed to run for a three-year term.

*Note: The following Articles Two through Seven are Amendments No. 1-6 to the Hanover Zoning Ordinance which have been **approved** by the Planning Board.*

Article Two: Amendment No. 1 to the Hanover Zoning Ordinance

To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board as Amendment No. 1:

Amendment No. 1 permits student residences in existence as of May 9, 2023, to be renovated, replaced, or expanded and to limit the cumulative increase to less than 35% above the May 9, 2023, building footprint. Increases above 35% footprint will require a special exception to be permitted. The amendment also reduces parking requirements for student residences.

Appendix A has the full text of the amendment as it would appear in the Zoning ordinance if adopted.

Article Three: Amendment No. 2 to the Hanover Zoning Ordinance

Signage for Theatres and Places of Assembly with frontage on two or more public streets as proposed by the Hanover Planning Board as Amendment No. 2:

Amendment No. 2 adds a new provision for signage for Theatres and Places of Assembly with frontage on two or more public streets and allows for electronic marquees.

Amendment No. 2 adds language to Section 715.2(C) to increase the number of signs permitted for places of assembly and theaters having frontage and points of entry from more than one public street. A definition of theater is also added in Section 302.

Also, this amendment adds a new section under “Article VII, Accessory Uses” to add electronic marquees with a principal use as a theater.

Finally, this amendment adds a new definition of “Theater” and adds Theater as a permitted use in the I and D districts.

Appendix A contains the full text of the amendment as it would appear in the Zoning ordinance if adopted.

Article Four: Amendment No. 3 to the Hanover Zoning Ordinance

Allows amendment of provisions within the Main Wheelock District (MWD) to simplify interpretation for developers and administrators as proposed by the Hanover Planning Board Amendment No. 3.

Amendment No. 3 modifies provisions within the Main Wheelock District (MWD) to simplify interpretation for developers and administrators.

Amendment No, 3 Clarifies the requirements for new building(s) situated frontmost on the lot and the percentage of the building’s front wall that must be constructed in the build-to area. And exempts any additional building(s) on the lot situated behind the frontmost building from the requirement of building a front wall in the build-to area.

Appendix A contains the full text of the amendment as it would appear in the Zoning Ordinance if adopted.

Article Five: Amendment No. 4 to the Hanover Zoning Ordinance

Allows for amendments to minimum parking standards to ease the development of additional housing units with reduced impacts to the land as proposed by the Hanover Planning Board as Amendment No. 4.

Amendment No. 4. reduces the parking requirements for residential, downtown, and institutional uses. The benefits of the proposed reduction are the removal of housing development barriers, higher and better uses of land, and reduced impacts on ecological resources.

Appendix A contains the full text of the amendment as it would appear in the Zoning ordinance if adopted.

At a public hearing held on February 28, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

Article Six: Amendment No. 5 to the Hanover Zoning Ordinance

Revise definitions to improve consistency with case law and allow mixed use residential in the Downtown District by modifying the appropriate definitions.

Amendment # 5 revises definitions to improve consistency with case law and allows mixed use residential in the Downtown District by modifying the appropriate definitions.

Accessory use or building is a use by right in all districts with principal uses. This amendment updates the definition to be consistent with current case law to avoid legal issues and misinterpretation when issuing permits or making decisions.

The downtown residential definition amendment adds multi-family units as part of downtown commercial use and deletes single-family and duplexes as a permitted use in the Downtown District. The benefit of this amendment is that it allows additional workforce and market-rate residential units in the Downtown District.

Appendix A contains the full text of the amendment as it would appear in the Zoning ordinance if adopted.

At a public hearing held on February 28, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

Article Seven: Amendment No. 6 to the Hanover Zoning Ordinance

Add language to Section 519 Rentals to be consistent with the State adopted fire safety code.

The amendment modifies the occupancy standards by separating un-sprinklered multifamily units from sprinklered multifamily units.

The additional language is shown below:

519 Rentals

519.1 The owner of record of a property containing one or more rental units is solely responsible for compliance with the provisions of this section.

519.2.1 A non-owner-occupied **one-family and two-family dwelling and unsprinklered multifamily** unit(s) may be rented as a residence for an unrelated family limited to three persons or a related family. No tenant may rent any space to additional roomers.

519.2.2 Fully sprinklered multifamily units may be rented as a residence with a maximum occupancy load of one person per 200 gross square feet, as defined in the current NFPA 101, of unit space. No tenant may rent any space to additional roomers. (Chapters 30 and 31 of NFPA 101)

Appendix A contains the full text of the amendment as it would appear in the Zoning ordinance if adopted.

At a public hearing held on February 28, 2023, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

BUSINESS MEETING VOTING ARTICLES EIGHT THROUGH THIRTY-FOUR

Article Eight: Election of Additional Town Officers

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

One member of the **Advisory Board of Assessors** for a term of three (3) years. The Advisory Board of Assessors reviews requests for property abatements and makes recommendations for resolution to the Selectboard.

Three **Fence Viewers**, each for a term of one (1) year. The Fence Viewers, dating back to the colonial era, are available to adjudicate property line disputes. While no longer utilized, many New Hampshire towns still elect Fence Viewers to maintain this colonial tradition.

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

Article Nine: Why is the Town asking to borrow \$22,000,000 to upgrade the Water Reclamation Facility (WRF)?

The Town's WRF discharges treated sewage to the Connecticut River at a quality and flow allowed by a National Pollution Discharge Elimination System (NPDES) Permit which is administered by the US Environmental Protection Agency (EPA). The EPA will be issuing a new permit in 2023 which will require the removal of Total Nitrogen (TN) to a limit the WRF is not capable of achieving. Additionally, some of the facility's equipment has reached the end of their useful lives and are at risk of failure. There are also several life safety issues that need to be addressed. The project will take several years to complete with expected completion in 2028. The first bond payment will be due in FY29, the year after current bonds which have an annual payment of \$606,000 are paid off. Additional funding of approximately \$2,000,000 from outside sources will also be utilized. Sewer rates are expected to increase between 12-18% over approximately the next five years to pay for the project. A summary of the facility plan summary is available

at:
https://www.hanovernh.org/sites/g/files/vyhlf3226/f/uploads/2022_hanover_wrf_selectboard_presentation-final_summary.pdf

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Ten: Why is the Town asking to borrow \$7,800,000 to replace water distribution lines?

When the Town municipalized the Hanover Water Works Company (HWWCo) in 2010, it did so to be

able to make needed infrastructure improvements. HWWCo had two State Revolving Fund (SRF) loans which the Town assumed. The first loan was paid off in FY22 opening up new bonding capacity to undertake the first phase of water distribution system replacements without impacting current water rates. The current system consists of over 197,000 feet of pipes with 70% over 60 years old and 33% installed prior to WW2. The water project will target areas in the system with failing mains, poor hydraulics, and areas where lead may be present. In addition to the requested bond funding, project funding will include approximately \$2,600,000 from additional outside sources. The first payment on the new bond is expected to be in FY27. Details are available at: https://www.hanovernh.org/sites/g/files/vyhlf3226/f/uploads/water_system_capital_replacementplan.pdf

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Eleven: Why is the Town asking to borrow \$1,200,000 to purchase a Fire Truck?

The Town is scheduled to replace Engine #4 in fiscal year 2026. Currently the manufacturer, Emergency One, is experiencing a 29 month backlog in production. Emergency One offers a program that allows towns to lock in a future delivery date at the current price. As fire apparatus have been averaging approximately a 7.5% per year increase, executing a contract this spring will not only get the Town in the que for 2026 but also save the Town approximately \$250,000.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Twelve: Standard and Optional Veterans' Tax Credit

In 2012 the Town voted to increase the veterans tax credit from \$50 to \$500, the maximum allowed by State statute at that time. In 2022 the State legislature passed HB 1667 which added additional eligibility requirements for "active duty members" and requires all cities and towns to re-adopt RSA 72:28, II if a credit of more than \$50 is desired. If this warrant article passes, qualifying veterans will continue to receive the current \$500.00 credit.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Thirteen: Re-adoption of RSA 72:62 for Solar Energy Exemption

In 2019 the Town voted to exempt the value of solar arrays from taxation. It is necessary to re-adopt the provisions in RSA 72:62 because of new legislation in 2020 that expanded the definition of solar energy systems to include systems which utilize solar energy to produce electricity for a building, including all photovoltaics, inverters, and storage. Such systems may be off grid or connected to the grid in a net metered or group net metered arrangement pursuant to RSA 362-A:9 or in a direct retail sale arrangement pursuant to RSA 362-A:2-a.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Fourteen: Non-tax Deeded Acquisition and Sale of Land

This is a common tool that most towns in New Hampshire have had in place for many years. It enables the Town to more effectively navigate the development of housing or other economic or community uses by allowing certain decisions to be made more frequently than once per year at Town Meeting.

Because of the goals being drafted through the Sustainable Master Plan Advisory Committee, for example that call for the Town to build or facilitate the construction of more affordable housing units, staff are proposing that this article be adopted so that the Town is better able to meet these important goals.

The RSA mandates a public process that requires the review and approval of the Planning Board and Conservation Commission, two noticed public hearings, and the ability for 50 voters by petition to add the decision the Selectboard is considering to a warrant article at the next Town Meeting for approval. Beyond that, the Selectboard has identified a commitment to ensure transparency and public engagement in any processes carried out such that interested parties, such as abutters, are aware able to participate in the mandated public processes before any decision is finalized, as well as distributing information broadly through other platforms as appropriate.

If the Town adopts RSA 41:14-a as proposed in the Warrant Article, the selectboard would be allowed to purchase or sell a property via the process described above. This would also allow the Selectboard to execute easements.

41:14-A Acquisition or Sale of Land, Buildings, or Both; Demolition or Disposal of Buildings. –

I. If adopted in accordance with [RSA 41:14-c](#), the select board shall have the authority to acquire or sell land, buildings, or both, and to demolish or otherwise dispose of buildings, provided, however, they shall first submit any such proposed acquisition, sale, demolition, or disposal to the planning board, the conservation commission, the heritage commission, and the historic district commission if the building lies within a defined district for review and recommendation by those bodies, where such board or commissions exist. After the select board receives the recommendation of the planning board, the conservation commission, the heritage commission, and the historic district commission if the building lies within a defined district, where such board or commissions exist, they shall hold 2 public hearings at least 10 but not more than 14 days apart on the proposed acquisition, sale, demolition, or disposal; provided, however, upon the written petition of 50 registered voters presented to the select board, prior to the select board's vote, according to the provisions of [RSA 39:3](#), the proposed acquisition, sale, demolition, or disposal shall be inserted as an article in the warrant for the town meeting. The select board's vote shall take place no sooner than 7 days nor later than 14 days after the second public hearing which is held.

II. The provisions of this section shall not apply to the sale of and the selectmen shall have no authority to sell:

(a) Town-owned conservation land which is managed and controlled by the conservation commission under the provisions of [RSA 36-A](#).

(b) Any part of a town forest established under [RSA 31:110](#) and managed under [RSA 31:112](#).

(c) Any real estate that has been given, devised, or bequeathed to the town for charitable or community

purposes except as provided in [RSA 498:4-a](#) or [RSA 547:3-d](#).

III. The provisions of this section shall not apply to the demolition or disposal of, and the select board shall have no authority to demolish or dispose of, any real estate that has been given, devised, or bequeathed to the town for charitable or community purposes except as provided in [RSA 498:4-a](#) or [RSA 547:3-d](#).

Note: Although the Selectboard considered language for the warrant that added additional public outreach activities, the Town’s legal counsel advised that the inclusion in the warrant itself of language not consistent with the RSA may create legal exposure, invalidate the vote, and/or make re-adoption necessary if the RSA is updated. All of the discussed public outreach components can be done by the Selectboard even if not included in the warrant. Some are identified below.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Fifteen: Conveyance of 5 acres of the 265 acre former Leavitt Property to Twin Pines Housing for workforce housing

The Town of Hanover has the opportunity to add much-needed inventory to the workforce housing stock by moving forward with the transfer of ownership to a nonprofit for the development of the Mink Brook Community Forest workforce housing parcel that was approved at Town Meeting in May of 2020. The parcel was acquired as part of the overall Mink Brook Community Forest project and its transfer requires town meeting approval.

The language on the 2020 warrant includes, “approximately four (4) acres will be transferred to Twin Pines Housing Trust for future development of a small cluster of cottage homes for workforce housing, subject to future approval at Town Meeting.”

Now , in accordance with the 2020 vote, the Town is seeking Town Meeting approval to transfer the land to Twin Pines, or any other developer. Changes since the 2020 vote include the parcel being 5 rather than 4 acres, and due to zoning changes in 2021, the parcel has the potential for approximately up to 29 units rather than approximately up to six units that would have been allowable previously. This is not an expression of intent of the number of units to build, but to be as transparent as possible by providing an update on the allowable units based on zoning changes since this was last discussed.

As part of the transfer, Twin Pines (or any other developer) will be required to present the development plans at Public Hearings and the final plan will be subject to the normal Planning Board and Zoning Board review and approval as well as Selectboard approval.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Sixteen: Rental Housing Ordinance #42

In 2020 voters approved zoning Article 14 that allowed short-term rentals which “... shall become effective only upon the Selectboard adoption of a rental housing inspection ordinance that establishes

occupancy standards, and a registration and inspection process for all rental properties.”

Throughout 2022, the Town hosted a series of public meetings and hearings to discuss a possible housing ordinance to improve the safety of rental units in Hanover by creating a basic inspection program that would allow all rental units to be inspected once every three years. The goal of the ordinance, in addition to enabling short term rentals, is to minimize the chance of a loss of property or life due to unsafe rental housing units.

The Selectboard adopted Ordinance #42 on October 17, 2022 only to later determine that under New Hampshire law this ordinance needs to be adopted by Town Meeting. The program is self-funded through a charge to landlords.

You can find the full text of the ordinance in Appendix B of the Town Report. And you can find records of the public meetings, public feedback, earlier drafts of the ordinance, FAQs, and more at: <https://www.hanovernh.org/rentalhousing>.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing on April 10, 2023.

Articles Seventeen, Eighteen, Nineteen, Twenty: Land and Capital Improvement Fund and Conservation Fund

The 1999 Town Meeting voted to create a Land and Capital Improvements Fund and a Conservation Fund, and then annually to consider taking the proceeds from the preceding fiscal year's Land Use Change Tax and distributing one-half to the Land and Capital Improvements Fund and one-half to the Conservation Fund.

Article Eighteen distributes \$10,000, equal to one-half of the Land Use Change Tax revenue from the fiscal year 2021-2022 (total of \$10,000) into the Land and Capital Improvements Fund. The Land and Capital Improvements Fund can be utilized to purchase land for Town facilities or to assist in the construction or renovation of Town facilities and has a current balance of roughly \$30,800 prior to action on this or any other article on this warrant.

Article Nineteen distributes \$10,000, equal to one-half of the Land Use Change Tax collected in fiscal year 2021-2022 for deposit into the Conservation Fund. The Conservation Fund has a balance of roughly \$151,000 prior to action on this or any other article on this warrant.

Articles Twenty and Twenty-One correct seek to deposit \$33,353 each into the Land and Capital Improvement Fund and Conservation Fund to correct the amounts of \$5,000 for each fund appropriated at the 2022 Town Meeting and is the balance of the equivalent of 50% of the total Land Use Change Tax collected in fiscal year 2020-2021.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing on April 10, 2023.

Article Twenty-One: Transfer of Funds Collected into the Municipal Transportation Improvement Fund

State statute enables New Hampshire communities to establish a Municipal Transportation Improvement

Fund, pursuant to RSA 261:153 VI. Such a fund is created by adopting a motor vehicle registration surcharge of up to \$5.00, which is collected each time a motor vehicle is registered within the municipality. Town Meeting voted to collect the additional \$5.00 surcharge at the May 2000 Town Meeting, as well as to establish the Municipal Transportation Improvement Fund. Proceeds from the Fund are to be used to support eligible local transportation improvement projects such as public transportation initiatives, roadway improvements, signal upgrades, and the development of bicycle and pedestrian paths. This article authorizes the transfer of this surcharge collected in fiscal year 2021-2022 totaling \$34,065 into the Municipal Transportation Improvement Fund. The projected balance in this fund at June 30, 2022 is approximately \$49,600.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Twenty-Two: Payment into Capital Reserve Funds

The Town of Hanover has made a serious commitment to properly funding the capital budget on an annual basis to ensure that Town facilities, infrastructure and equipment are properly maintained, replaced, and improved as required by the needs of the community. Maintaining the discipline to contribute to the Town's various capital reserve funds annually helps to insure a stable growth in the tax rate over time. This article appropriates and authorizes the payment of \$2,093,451 into various Capital Reserve Funds. This action is taken as part of the recommended budget for fiscal year 2023-2024, after a careful review of the current funding status and the projected disbursements from each of the Capital Reserve Funds.

The Selectboard voted to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Article Twenty-Three: Withdrawals from Capital Reserve Funds

As noted above, there are several Capital Reserve Funds established to smooth out the budget impact of purchases of significant pieces of equipment and vehicles. Over the past few years, Town staff has made significant progress on the Capital Improvement Plan which now provides a more comprehensive view of future Town capital needs. These purchases are recommended as part of this Capital Improvement Plan. The previous warrant article authorizes the deposit into these several funds while this warrant article authorizes the withdrawal of \$2,495,500 from the specified Capital Reserve Funds for purchases of equipment and vehicles, or for other stipulated purposes of the Fund.

The Selectboard voted to support this warrant article during the Pre-Town Meeting public hearing held on April 10, 2023.

Articles Twenty-Four, Twenty-Five and Twenty-Six: Bargaining Unit One-Year Contracts with Public Works, Police and Fire Union Employees

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

This year, the Town reached agreement with AFSCME Local 1348, AFSCME Local 3657 and IAFF

Local 3288 on one-year collective bargaining agreements for the period beginning July 1, 2023, and ending June 30, 2024. The proposed contracts call for a 5% cost of living adjustment, existing 2% step for those eligible, one-time payments for most staff, as well as several new programs, including paid Family Medical Leave (through the State), merit-based grants for exceptional work, critical staffing payments, vacation sell-back option, hiring and referral bonuses. The IAFF Local 3288 contract also includes a 4% step correction.

These warrants may appear different from prior years due to the assumptions of which costs are associated with the warrant. In the 2022-2023 Collective Bargaining Unit Warrants, only the 3% COLA was included. Based on feedback from counsel and key stakeholders in the 2023-2024 budget process, these warrants now capture all related costs, which include:

- 5% COLA
- 2% Step
- 4% Step Correction – Fire Only
- One-time Payments
- Licensure and Stipends
- Critical Shortage Pay*
- Hiring/Referral Bonuses*
- Vacation Sell-back Pilot*
- 50% NH Paid Family Leave Premium*
- Associated Payroll Taxes and Retirement burden

* These cost items require assumptions of how many employees may participate in a future program that must be estimated.

You can find the complete list of all compensation changes in this year’s Town Report or at hanovernh.org/budget in the “Summary Slides.”

The Selectboard voted 5 - 0 to support all three warrant articles at the March 6th Selectboard meeting and 5-0 at the April 10, 2023 Pre-Town Meeting public hearing.

Article Twenty-Seven: To see if the Town, per RSA 31:98a, will vote to raise and appropriate \$25,000 into the Town’s Annual Contingency Fund for fiscal year 2023-2024.

Many cost savings were found in this year’s budget. Some of that was found by rebuilding dozens of large budget lines (especially in employee benefits) from scratch rather than using last year as a “starting point.” Losing the cushion in those overbudgeted accounts means that we are running much leaner than in the past. Town staff and the Selectboard believe that the most appropriate and transparent way to address potential cost overruns is to establish a contingency fund, which can only be used if there are overruns, and the overruns must be reported in the following year’s Town Report.

This amount requested is not enough of a cushion to provide the full support needed, and because of the high tax burden in this year’s budget, staff and the Selectboard did not feel it was the right year to “fully” fund it - the State allows up to 1% of the operating budget to be set aside as a contingency. But at least including it this year starts to build it into the tax rate, which will make bringing it to needed levels in the future easier and provide a necessary and transparent cushion to the Town’s operations.

31:98-a Contingency Fund. – Every town annually by an article in the warrant may establish a contingency fund to meet the cost of unanticipated expenses that may arise during the year. Such fund shall not exceed one per cent of the amount appropriated by the town for town purposes during the preceding year excluding capital expenditures and the amortization of debt. A detailed report of all expenditures from the contingency fund shall be made annually by the selectmen and published with their report.

The Selectboard voted 5-0 to support this warrant article at the April 10, 2023 Pre-Town Meeting public hearing.

Article Twenty-Eight: Proposed Municipal Budget for Fiscal Year 2023-2024

The table below outlines the net appropriation required by this warrant article, which when added to all the additional appropriation warrant articles outlined above, funds the Town's total budget for the fiscal year 2023-2024.

Appropriation for the Proposed Municipal Budget for FY 2022-2023	\$28,555,313
Appropriation for Payments into the Land and Capital Improvements Fund For FY 2023-2024 and correction of FY 2022-2023 (Articles #17 & 19)	\$ 43,353
Appropriation for Payments into the Conservation Fund For FY 2023-2024 and correction of FY 2022-2023 (Articles #18 & 20)	\$ 43,353
Appropriation for Purchases to be Funded from Municipal Transportation Improvements Fund (Article #21)	\$ 34,065
Appropriation for Payment into Various Capital Reserve Funds (Article #22)	\$ 2,093,451
Appropriation for Purchases to be Funded from Withdrawals from Various Capital Reserve Funds (Article #23)	\$ 2,495,500
Appropriation to Cover Impact of Public Works Department Union Contract (Article #24)	\$ 202,503
Appropriation to Cover Impact of Fire Department Union Contract (Article #25)	\$ 175,226
Appropriation to Cover Impact of Police Department Union Contract (Article #26)	\$ 170,176
Appropriation to Cover Establishing Town Annual Contingency Fund (Article #27)	\$ 25,000

Grand Total Appropriations All Funds – See Budget Overview	\$33,837,940

In addition to these warrants, there are three bond articles. There are no payments due in FY 2024 for these bonds and therefore have no impact on the tax rate. For reference they are:

Appropriation for Bond Issue to Upgrade Water Reclamation Facility (Article #9)	\$22,000,000
Appropriation for Bond Issue to Replace Water Distribution Lines (Article #10)	\$ 7,800,000
Appropriation for Bond Issue to Purchase Fire Truck (Article #11)	\$ 1,200,000

You can find an overview summary, Excel spreadsheets, and other documents that explain and support this year’s budget in the Town Report or at hanovernh.org/budget.

The Selectboard voted 5-0 to support this warrant article at the April 10, 2023 Pre-Town Meeting public hearing.

Articles Twenty-Nine, Thirty, Thirty-One: Compensation changes for Town Moderator, Town Clerk, and Supervisors of Checklist

It has been over fifteen years since the compensation rate for our election officials has been adjusted at Town Meeting. Although no election official in Hanover seeks the position for the compensation itself, it is important to properly compensate those who incur expenses and perform such vital roles in our government and democracy as our Moderator, Clerk, and Supervisors.

In a recent survey of several towns in New Hampshire, Hanover had one of the lowest pay rates for election officials. Additionally, to ensure that citizens of any financial background may access these public positions, it is key to ensure that the compensation rates are at least updated consistently over time so they don't lose value because of inflation.

Like staff compensation, this may be another area that would benefit from further review to make sure we are best meeting our needs. However, in the meantime, to prevent falling further behind in compensation, we are proposing pay rate increases. Even though the Town Clerk, per RSA 41:25 is the only position that needs its own warrant article at Town Meeting, we would like to help create some more transparency and fairness going forward and propose listing them together here.

The proposed changes are:

- Town Moderator: from \$100 per local election to \$125 per local election, and from \$500 per state election to \$550 per state election.
- Town Clerk: From \$11.51 per hour to \$15 per hour.
- Supervisor of Checklist: From \$11.51 per hour to \$15 per hour

The monies to fund these increases are included in the budget as proposed.

The Selectboard voted 5-0 to support this warrant article at the April 10, 2023 Pre-Town Meeting public hearing.

Article Thirty-Two: Capital Improvement Program Committee

State statute requires that a CIP Committee be formed to create and review capital plans if it is not done by the Planning Board. The Planning Board does not do the CIP in Hanover, and in the past, the DPW Director bore the full weight of preparing this plan without broader interaction or support. We would like to create a multi-stakeholder committee that will improve representative feedback/input, alleviate undue burden on this one staff member, and help create more thorough and long-term integrated plans as part of our broader goals of creating a more interactive and open budget process in the following years.

The Selectboard voted 5-0 to support this warrant article at the April 10, 2023 Pre-Town Meeting public hearing.

Article Thirty-Three: Other Items

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

APPENDIX A

Key Guide:

- Additions of existing text are indicated by ***bold italics***.
- Deletions to existing text are indicated by ~~strickethrough~~.

Full Text of Article Two, Amendment No. 1

405.6 Institution (I)

...

B. **Uses:** all uses in the I district, whether permitted or allowed only by special exception, must relate to the uses of the institution having ownership interest in land in the district.

Permitted uses:

1. Accessory dwelling unit, pursuant to 702.1
2. Child day care agency
3. Education
4. Governmental use: limited to office, public safety, education, recreation, parking
5. Hospital
6. Medical center
7. Office
8. Place of assembly
9. Recreation, outdoor
10. Residential institution
- 11. Student Residence¹***
12. Warehouse
13. Use accessory to permitted use

Uses allowed by special exception:

1. Auto storage
2. Care and treatment of animals
3. Commercial service
4. Communication/tele-communication facility
5. Essential service
6. Forestry
7. Governmental use: limited to service
8. Ground-mounted solar energy system
9. Hotel
10. Institutional dining facility
11. One-family dwelling
12. Two-family dwelling
13. Multi-family dwelling
14. Park and ride facility

15. Parking facility
16. Passenger station
17. Publishing
18. Research laboratory
19. Restaurant
20. Retail sales
21. Sawmill, temporary
22. Structure associated with outdoor recreation
- 23. Student residence²**
24. Use accessory to special exception

¹Use is permitted only for renovation, replacement, or expansion of a student residence existing as of May 9, 2023. Expansion(s) under this category shall be limited to a cumulative increase of less than 35% above the May 9, 2023 building footprint. Applications under this category shall include the lesser of the number of parking spaces existing prior to the renovation, replacement, or expansion of the student residence OR sufficient parking spaces to satisfy the requirements set forth in Article X

²Use is allowed by special exception for new development and expansions resulting in a 35% or more increase in building footprint.

...

Full Text of Article Three, Amendment No. 2

Modify Section 715.2(C):

C. For places of assembly and institutional buildings not more than two signs are permitted, none of which may exceed thirty square feet in area on each of two sides and not located nearer to a street line than one-half the depth of the required front setback.
For places of public assembly having frontage and points of entry from more than one public street, two signs for each public street frontage shall be permitted.

Add Section 715.7

715.7 Electronic marquees

Electronic marquees are an accessory use permitted by special exception in connection with a principal use as a theatre, whereby the use of a marquee to announce programming and events is customarily incidental to such use. Use of an electronic marquee shall be limited to displaying static text or images. Scrolling, flashing or animation effects shall be prohibited. Not more than one electronic marquee shall be permitted per principal use and shall be in addition to the two signs permitted under 715.2 C. The size of the marquee shall comply with the dimensional requirements of Section 715.2 C, except that lawfully existing signs used for this same purpose shall be grandfathered with respect to the dimensional requirements.

Add to Section 302 the following definitions:

Electronic marquee: a sign used to announce programming and events for a theater, the contents of which are created by the use of electronic, remote-controlled display.

Theater: a building or a portion of a building approved for use for motion pictures, dramatic, operatic, or other artistic or cultural performances, and may include food and beverage concessions.

Add Theater to Permitted Uses as follows:

Section 405.2 (B) Downtown (D)

...

B. Uses:

D-1 Downtown Center district:

Permitted uses:

1. Accessory dwelling unit, pursuant to Section 702.1
2. Downtown civic
3. Downtown commercial
4. Downtown lodging
5. Downtown residential
6. *Theater*
7. Use accessory to permitted use

Uses allowed by special exception:

1. Auto service station
2. Child day care agency
3. Drive-in facility, other
4. Essential service
5. Parking facility
6. Passenger station
7. Use accessory to special exception

D-2 Downtown Edge district:

Permitted uses:

1. Accessory dwelling unit, pursuant to Section 702.1
2. Downtown civic
3. Downtown commercial¹
4. Downtown lodging¹
5. Downtown residential
6. *Theater*
7. Use accessory to permitted use

Uses allowed by special exception:

1. Child day care agency
2. Drive-in facility, other
3. Essential service
4. Parking facility
5. Passenger station
6. Use accessory to special exception

¹Downtown commercial and Downtown lodging and uses accessory thereto are not allowed above the ground floor in any building in this district.

Section 405.6 (B) Institution (I)

...

B. **Uses:** all uses in the I district, whether permitted or allowed only by special exception, must relate to the uses of the institution having ownership interest in land in the district.

Permitted uses:

1. Accessory dwelling unit, pursuant
2. Child day care agency
3. Education
4. Governmental use: limited to office, public safety, education, recreation, parking

Uses allowed by special exception:

1. Auto storage
2. Care and treatment of animals
3. Commercial service
4. Communication/tele-communication facility

- | | |
|------------------------------------|--|
| 5. Hospital | 5. Essential service |
| 6. Medical center | 6. Forestry |
| 7. Office | 7. Governmental use: limited to service |
| 8. Place of assembly | 8. Ground-mounted solar energy system |
| 9. Recreation, outdoor | 9. Hotel |
| 10. Residential institution | 10. Institutional dining facility |
| 11. Student Residence ¹ | 11. One-family dwelling |
| 12. Theater | 12. Two-family dwelling |
| 13. Warehouse | 13. Multi-family dwelling |
| 14. Use accessory to permitted use | 14. Park and ride facility |
| | 15. Parking facility |
| | 16. Passenger station |
| | 17. Publishing |
| | 18. Research laboratory |
| | 19. Restaurant |
| | 20. Retail sales |
| | 21. Sawmill, temporary |
| | 22. Structure associated with outdoor recreation |
| | 23. Student residence ² |
| | 24. Use accessory to special exception |

Full Text of Article Four, Amendment No. 3

Amend Article IV, Section 405.13 (C) (5)

...

- (5) Building front wall in build-to area: ~~For every building, there is a requirement that part of the building front wall be constructed in the build-to area.~~ *Existing buildings within the front setback are not required to comply with build-to area provisions set forth below. For new building(s) situated frontmost on the lot, there is a requirement that a percentage of the building's front wall, as detailed in the table below, be constructed in the build-to area. Any additional building(s) on the lot situated behind the frontmost building shall be exempt from the requirement of building a front wall in the build-to area.* ~~The difference in the distance between the part of the building front wall in the build-to area and the part of the building front wall out of the build-to area must be at least six feet.~~

Subsection 5 continued next page

<u>Building Length</u>	Length of Building Front in Build-to Area	
	Minimum	Maximum
Less than or equal to 30 feet	75%	100%
Over 30 feet long		
With <u>3 or</u> 4 stories in Build-to area	50%	60%
With 3 stories in Build-to area & 4 th story not in Build-to area	50%	70%
With 4 stories:		
Entire 1 st story in Build-to area; No portion of 4 th story in Build-to area; Lengths of 2 nd & 3 rd stories in Build-to area	60%	80%

Full Text of Article Five, Amendment No. 4

Modify the Schedule of minimum requirements for off-street parking spaces as follows:

1002 Schedule of minimum requirements for off-street parking spaces

1002.1 In all districts off-street parking spaces must be provided as follows:

Use categories	Minimum number of off-street parking spaces required
Accessory dwelling unit	<i>None required</i> 1 additional parking space
Bed & breakfast	2 for the dwelling unit plus 1 for each bedroom for guests
Downtown civic	1 for each 600 square feet of gross floor area
Downtown commercial	1 for 400 square feet of gross floor area
Downtown lodging	0.75 for each living accommodation
Downtown residential	± <u>0.5</u> for each dwelling unit
<i>Student Residence</i>	1 for each 4 beds <i>1 for each 8 beds</i>
Eating and drinking establishments	1 for 400 square feet of gross floor area plus 1 for every 10 restaurant seats; additional spaces are not required for outdoor seating that does not exceed 50% of the permitted indoor seating.
Institutional dining facility	1 for each 2 persons to be employed in the institutional dining facility
Restaurant in MWD	1 space per business [△]
Fraternities and sororities	1 for each 2 beds
<i>Residential buildings for students or personnel of an institution</i>	1 for each 4 beds
Funeral homes	1 for each 75 square feet of public floor space
Hospitals, nursing, and convalescent homes	1 per 3 beds and 1 for each 1.5 employees based on the highest expected average employee occupancy

Use categories	Minimum number of off-street parking spaces required
Industrial, manufacturing, storage, wholesale, nursery, kindergarten, elementary and middle schools	1 for each 1.5 employees, based on the highest expected average employee occupancy
Laundromat in MWD	1 space per business
Medical center	1 for each employee
Multi-family in MWD	<p>.5 space per efficiency/studio/one bedroom unit;</p> <p>1 space per two bedroom or larger units; and</p> <p>1 space assigned to a vehicle available for rent from a vehicle sharing service may replace any 4 required spaces</p>
Multi-family, PRD	<p><i>.5 space per efficiency/studio/one bedroom unit;</i></p> <p><i>1 space per two bedroom or larger unit</i></p> <p><i>1 space assigned to a vehicle available for rent from a vehicle sharing service may replace any 4 required spaces</i></p> <p>1.5 per dwelling unit for the first bedroom and 0.5 spaces for each additional bedroom with total spaces equaling the next highest full space</p>
Neighborhood retail sales in MWD	1 space per business [△]
One-family dwelling unit	2 per unit
Places of assembly, the capacity of which cannot be measured in terms of seats (covered skating rinks, bowling alleys, etc.)	1 for 500 square feet of gross floor area exclusive of storage areas
Property management office in MWD	1 space per business [△]
Retail sales, commercial services, and office	1 for 400 square feet of gross floor area

Retail sales of furniture, automobiles, of nursery stock and such other goods in such use as usually involve extensive display areas in relation to customer traffic	1 for 500 square feet of gross floor area and of display area outside the building
Rooming house, motel, hotel	1 for each living accommodation

△ This is also the maximum number of spaces that are allowed per business

Full Text of Article Six, Amendment No. 5

Amend definitions found within Section 302 as follows:

accessory use or building

A building or use subordinate, ~~and or, in light of the general and specific purposes of the ordinance, reasonably incidental~~ ***and customarily associated with the principal use and building on the same lot.*** The term “accessory building”, when used in connection with a farm, shall include all buildings customarily used for farm purposes (see Section 707).

downtown residential

Residential uses in the Downtown district, which include ~~and are limited to one-family dwelling, two-family dwelling,~~ multi-family dwellings, ***and multi-family units as part of downtown commercial use.***

Full Text of Article Seven, Amendment No. 6

Amend Subsection 519.2.1 Rentals as follows:

...

519.2.1 A non-owner-occupied ***one-family and two-family dwelling and un-sprinklered multifamily*** unit(s) may be rented as a residence for an unrelated family limited to three persons or a related family. No tenant may rent any space to additional roomers.

Add new subsection 519.2.2:

519.2.2 Fully sprinklered multifamily units may be rented as a residence with a maximum occupancy load of one person per 200 square feet gross floor area. No tenant may rent any space to additional roomers. (Chapters 30 and 31 of NFPA 101)

APPENDIX B

ORDINANCE # 42

TOWN OF HANOVER

ORDINANCE OF THE SELECTBOARD ESTABLISHING RENTAL HOUSING ORDINANCE

The Selectboard of the Town of Hanover ordains as follows:

- I. **DECLARATION OF PURPOSE:** the Purpose of this Ordinance is:
 - 1) to establish the minimum standards governing the condition and maintenance of dwelling units offered for rent with the goal of ensuring that they are safe, sanitary, and fit for human habitation,
 - 2) to authorize the inspection of such dwellings and if necessary the condemnation of dwellings unfit for human habitation and citing penalties for violations, and
 - 3) to define certain responsibilities and duties of owners and occupants of such dwellings.

- II. **TITLE:** This Ordinance shall be known and shall be cited as the “**Rental Housing Ordinance of Hanover, New Hampshire.**”

- III. **AUTHORITY:** RSA 48-A:1-13

- IV. **DEFINITIONS:** Any term not specifically defined in this Ordinance shall have the meaning implied by its context in the Ordinance or the ordinarily accepted meaning.

Responsible Party: an individual identified as the primary contact for the safe operation of a Unit. The Responsible Party will either be the owner or an individual authorized to act on behalf of the owner.

Unit: The following are considered Units for the purposes of this ordinance:

- 1) a “Dwelling Unit(s)” as defined by Town of Hanover Zoning Ordinance Chapter III:

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

OR

- 2) An owner-occupied dwelling which is renting a room(s) “without separate cooking

facilities...” as regulated by Town of Hanover Zoning Ordinance Chapter V. Section 519.

V. APPLICABILITY: The “**Rental Housing Ordinance of Hanover, New Hampshire.**” shall apply to any rented Unit within the Town.

VI. OTHER ORDINANCES: This Ordinance shall not interfere with or annul any ordinance, rule, regulation, permit, or any other more restrictive code. All rental units shall comply with all applicable state, federal and local ordinances, and regulations, including but not limited to the Hanover Zoning Ordinance, the Hanover Site Plan Review Regulations, RSA 48-a, 153,-a, and RSA 155-A, which includes, but is not limited to compliance with the State Fire Code.

VII. CERTIFICATES OF COMPLIANCE: It shall be unlawful for anyone to rent, or offer for rent, any Unit without a Certificate of Compliance (“COC”), Interim COC, or Transfer Permit.

A. The Hanover Planning, Zoning & Codes Department (the “Department”) will use its best efforts to notify all known owners of Units of the COC requirements as set forth in this Ordinance, including the requirement to complete an application for an Interim COC within 30 days of receipt of the notice. An Interim COC will be automatically issued by the Department and be valid until there is a transfer of property or a COC is issued.

The failure of the Department to notify an owner of an applicable property of the COC requirements shall not excuse the owner from complying with this Ordinance.

B. Following the issuance of an Interim COC or receipt of a renewal application, the Department will inspect the Unit including all areas that impact egress and common areas where applicable. Inspections will be based on the following to determine compliance with the provisions of this Ordinance:

1. 2018 NFPA 101, Life Safety Code as amended by Saf-FMO 300
2. 2016 NFPA 211, Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances
3. 2015 NFPA 720, Standard for the Installation of Carbon Monoxide (CO) Detection and Warning Equipment
4. 2018 International Building Code (IBC) with NH Amendments (IRC Ex
5. NH RSA 48-A

C. Following the inspections the Department shall:

1. Issue a COC if the Unit complies with all provisions of this Ordinance; or
2. Issue a violation notice if the Unit does not comply with all provisions of this Ordinance. The notice shall list all violations, order their correction, and establish re-inspection requirements and a date for re-inspection.

- D. On or before the date specified in a violation notice, the Responsible Party shall correct all violations. If the Unit complies with all provisions of this Ordinance on re-inspection, a COC shall be issued. If the Unit does not comply with all provisions of this Ordinance on re-inspection, the Department may schedule a subsequent inspection or initiate enforcement action.
- E. The initial and renewal COC will be issued for a period of three (3) years from the date of inspection.

- F. Nine months prior to the expiration of a COC, the Department will notify Responsible Party of the requirement to submit an application to renew their COC. Such application is required to be submitted six months prior to the expiration of a COC.
- G. If the Department does not complete the required compliance inspection prior to the termination date of the existing COC, the existing COC will be extended by the Department by issuing an Interim COC until the required inspection has been completed.
- H. In the case of newly constructed rental property for which a Certificate of Occupancy has been issued, the Certificate of Occupancy will serve as the COC and will be good for three (3) years from the date of issuance.
- I. Upon conveyance of a property, an application for a Transfer Permit shall be made to the Department and shall be signed by all sellers and buyers. A Transfer Permit will be issued by the Department and require no additional inspections.
- J. On the request of Responsible Party, prospective purchasers, real estate brokers, financial institutions, housing agencies, or others with a legitimate interest, the Department will inspect the Unit.
- K. The following fees shall be charged:
 - 1. Application: \$50 per Unit*
 - 2. Inspection: \$250 per Unit.
 - 3. Reinspection: \$75 per Unit
 - 4. Transfer Permit: \$25 per Unit.*
 - 5. Replacement of COC \$25.

*a single application and transfer permit is permissible for each multiple unit site.

VIII. ADMINISTRATION AND ENFORCEMENT

- A. Staff from the Department, or their designees are hereby authorized to enter and inspect the Unit for compliance. Such inspection shall be made at reasonable times with no less than a 24-hour notice to the Responsible Party, who then shall notify the occupant.
- B. In the event that such entry is denied or resisted, the Town of Hanover may seek an Administrative Inspection Warrant or other order from a court of competent jurisdiction for the purpose of making such entry.
- C. The Department and its designees shall exercise the powers necessary or convenient

to carry out the provisions of this Ordinance, including but not limited to the following:

1. To inspect the Unit in order to determine if the Unit is unfit for human habitation.
2. To administer affirmations, examine witnesses, and receive evidence.

- D. The Department may determine that a Unit is unfit for human habitation if it finds that conditions exist in the Unit which are unreasonably dangerous or injurious to the health or safety of the occupants of the Unit, the occupants of neighboring dwellings or other residents of Hanover.

Such conditions may include the following:

1. Defects which increase beyond normal the hazards of fire, accident, or other calamities.
2. Lack of adequate ventilation, light, or sanitary facilities.
3. Dilapidation, disrepair, or dangerous structural defects.
4. Uncleanliness.
5. Overcrowding.
6. Inadequate ingress and egress.
7. Inadequate drainage.
8. Any violation of other health, fire, or safety regulations.

(RSA 48-A:7)

- E. If the Department determines that a Unit is unfit for human habitation, it shall state in writing its findings of fact in support of such determination and shall issue and cause to be served upon the owner and Responsible Party thereof an order which requires the owner, within the time specified in the order, to repair, alter, or improve such Unit to render it fit for human habitation and/or to vacate the Unit.
- F. If, during the term of a COC, a petition is filed with the Department by at least ten residents of Hanover charging that any Unit is unfit for human habitation or if the Department has reason to believe that the Unit is unfit for human habitation, the owner and Responsible Party will be notified of the requirement for a new inspection. Such notice will be delivered by certified mail at least ten days prior to the date of inspection.
- G. If an Responsible Party is aggrieved by any order of the Department made pursuant to this Ordinance, they may appeal to the Selectboard. The Selectboard shall hold a public hearing upon the appeal, due notice of the hearing having first been given to the Department and to the Responsible Party.

The Selectboard may affirm or revoke the order of the Department, or it may modify it in accordance with its findings. If it shall affirm or modify the order, the Department shall proceed to enforce the order as affirmed or so modified. If the

Selectboard revokes said order, the proceedings shall be terminated.

Within thirty (30) days after the Selectboard has given the appellant notice of its decision, as provided by this Ordinance, such appellant or any person aggrieved by such decisions may appeal by petition to the superior court. The burden of proof shall be upon the party seeking to set aside any order or decision of the Department to show that the same is unreasonable or unlawful, and all findings of the Department upon all questions of fact properly before it shall be deemed to be prima facie lawful and reasonable; and the order or decision appealed from shall not be set aside or vacated, except for errors of law, unless the court is persuaded by the balance of probabilities, on the evidence before it, that such order or decision is unjust or unreasonable.

- H. Where the Department determines that extreme danger or menace to the occupants or the public health exists, the Department may order immediate correction of such condition to be made or, if the circumstances warrant, may order the occupants to vacate the Unit. If any person so notified, neglects or refuses to comply with an order of the Department, the Department may then declare the Unit unfit for human habitation by issuing to the occupants and the Responsible Party a written order to vacate the Unit within such time as the Department may deem reasonable, and a placard prohibiting continued occupancy or re-occupancy may be conspicuously posted on the Unit.

IX. RESPONSIBILITIES OF RESPONSIBLE PARTY AND OCCUPANTS

- A. All Units must be registered with the Department and have a valid and current COC or Temporary COC as required in this Rental Housing Code in order to be occupied.
- B. No Responsible Party or occupant shall cause any heating, electrical, hot water equipment or utility to be removed, shut off, or discontinued for any occupied Unit except for such temporary interruption as may be necessary while actual repairs or alterations are in process, or during temporary emergencies.
- C. No Responsible Party or occupant shall cause or let a Unit become a Public Nuisance. For purposes of this Ordinance, “public nuisance” shall mean the following:
 - 1. The physical condition or use of any Unit regarded as a public nuisance at common law.
 - 2. Any physical condition, use or occupancy of any Unit or its appurtenances considered an accessible nuisance to children, including, but not limited to abandoned wells, shafts, basements, excavations, and unsafe fences, structures or improperly secured buildings.
 - 3. Any Unit which has unsanitary sewerage or plumbing facilities.
 - 4. Any Unit designated as unsafe for human habitation or use.
 - 5. Any Unit which is manifestly capable of being a fire hazard or is manifestly

unsafe or unsecure as to endanger life, limb, or property.

6. The interior or exterior of any unit which is unsanitary, or which is littered with rubbish, garbage, tires or appliances.
7. Any Unit that is in a state of dilapidation, deterioration, or decay, is in danger of collapse or failure, or is dangerous to anyone in or near the Unit.
8. Any Unit with occupancy exceeding limits for the approved use class as established in the State adopted National Fire Protection Association (NFPA) 101, Life Safety Code. The Responsible Party shall advise the occupant in writing by insertion in the lease between the parties, or otherwise, of the maximum number of occupants permitted in the leased Unit.

D. It will be the responsibility of the Responsible Party to abide by the requirements of the New Hampshire Lead Paint Poisoning Prevention and Control Act (R.S.A. 130-A et seq.)

E. It shall be the duty of every Responsible Party to keep the Unit in good and safe condition and in compliance with all applicable codes and provisions of all applicable state laws, regulations and local ordinances.

F. It shall be the responsibility of every Responsible Party to display a copy of the issued COC in the Unit, along with the following information:

1. The name, mailing address and telephone number of the Responsible Party, who must be available to be reached twenty-four (24) hours per day, seven (7) days per week.
2. Solid waste and recycling protocol.
3. The telephone number to call to register complaints regarding the physical condition of the dwelling unit.
4. Maximum occupancy limit

G. Any person, firm or corporation who violates any provision of this ordinance for which another penalty is not specifically provided shall, upon conviction, be subject to a fine not exceeding the \$1,000.00 per RSA 31:39-d. Each day a violation occurs or continues shall constitute a separate offense.

EFFECTIVE DATE

Having held a public hearing, the Selectboard voted to adopt this Ordinance on the _____ day of _____, 2022, which shall be the effective date hereof.

IN WITNESS WHEREOF, a majority of the Selectboard have hereunder set their hands.

TOWN OF HANOVER SELECTBOARD

_____ Chair

_____ Vice Chair

Select Board Report for the Town Report

The Select Board has had an exciting 2022.

We started the year by onboarding our new Town Manager, Alex Torpey. Alex got off to a quick start and brought a new set of eyes and ideas to the table. His commitment to civic engagement is present in everything he addresses, from podcasts (they are really informative - you should try them out), to working with downtown merchants to address ways that the town can support our businesses, to creating a new budget format that invites resident feedback. He has also highlighted many things that have been on the back burner for some time and deserve more attention, such as the lack of workforce housing and the shrinking pool of applicants for town positions.

Perhaps the one thing that the staff and Select Board spent the most time addressing is the Rental Housing Ordinance that is now going to the Town meeting for approval. Health and safety issues around rental units have been a concern for many years. Prior efforts to address them have not succeeded and thus the focus on a more robust ordinance. After many public hearings and modifications to the original draft, the Board adopted Ordinance #42, only to later learn that it needed to be adopted by Town Meeting.

Staff and the Select Board also have discussed options surrounding a potential leash law, and have decided on a policy that will require dogs to be under their owner's control at all times and gives anyone feeling threatened guidance and options on how to address the situation.

What a joy to see many years of work by the Sustainable Hanover Committee come to fruition with the implementation of the Community Power Coalition.

Then, of course, the budget. Adding to the usual challenges was that neither our Town Manager nor Finance Director had been through the process in Hanover. That, along with a unique set of challenges involving very high inflation and the realization that the Town had fallen behind in terms of competitive salaries, made this year as challenging as any in recent years. A true team effort by the Select Board, staff, and Finance Committee got us home.

Enjoy this Town Report. It contains a ton of information that we think you will value.

Peter Christie
Athos Rassias
William Geraghty
Nancy Carter
Joanna Whitcomb

TOWN MANAGER'S REPORT

Our best metaphors about drinking from a firehouse don't quite capture what it's been like moving up to the area while diving into everything happening in our community. I'm so happy to be here, and I'd like to share some big picture thoughts on this last year and years ahead. I'll also share a very personal reflection on why right at this moment I feel so grateful to be working with you all and everyone here.

Although I still have not yet met many of you, I've met so many people over the last year - active volunteers on our boards/commissions and independent community organizations, to many folks in the community through meetings with the Rotary Club, residents at Kendal, and elsewhere around town, from students, staff, and faculty at Dartmouth, businesses in our downtown, dozens of town managers and officials across New Hampshire and Vermont. And it's been a true pleasure starting to get to know many of our nearly 200 total employees (many of whom you can "meet" through interviews on our Town podcast). I cannot express how grateful I am for how welcoming people have been. No one is deterred by this strange fellow from New Jersey, but rather folks have been open, empathetic, supportive, and insightful. I'd like to provide a few brief updates here. And remember, you can find updates on Selectboard meetings, interviews with employees and community members, and a whole lot more on our Town podcast at hanoverhappenings.com or search for "Hanover Happenings" wherever you listen!



Meeting with Town staff to hear their feedback about compensation, retention/recruitment issues.

How impressive our Ready for 100 goals are is only overshadowed by the impressivity (Sounds like a Stephen Colbert word) of how steadily we're moving to *actually meet* those goals. A community truly walking the walk, both figuratively and literally. The idea of bringing communities together to improve our purchasing power and give people more choices, such that all four new Hanover Community Power options offer the same or better renewable content at a lower price than what one can purchase individually is something to be proud of. This is only possible due to work of many staff and volunteer including the major push from my predecessor, Julia Griffin.

The last few years have been hard for small businesses across sectors, and our downtown is no different. We have re-engaged business owners and stakeholders such as at the College and UVBA to identify needs and work on creative solutions to more so support our downtown and business community. We have a great group, and they have penned an exciting update for the Town Report – definitely worth checking out!

I think most people are aware that we are in the midst of a major shift in the labor market. In the US, the Baby Boomer generation is within close reach of being mostly retired. This is a big generation and many of them found the exceptionally good benefits, stability, and great retirement of working in government aligned with their own goals. However, the labor replacement rate is down - those entering the workforce are coming from the much smaller Gen Z generation. Furthermore, young people are much less inclined to work in government for a few reasons, including for example that many would trade those retirement benefits 30 years away for greater assistance with current expenses such as student loans and record high housing costs. We have a lot of work to do so we are setup to both retain and recruit people amid these changing dynamics. With a new Finance Director and Human Resources Director in place now, we're ready to tackle these issues in a collaborative fashion with our staff this year.



I hosted the NH and VT Secretaries of State at Town hall to record a "Hanover Happenings" podcast about elections, local government, and civics.

As we all know, housing is having a major impact on our region. Although it's often called a "crisis," it's also a strange word, because this has been ongoing for decades regionally. Although there has been some progress for sure, we all know more work is needed. Lack of availability and affordability of local housing is hindering many employers' ability to hire people or even be profitable. As this grinds on, it's slowly undercutting the economy, culture, and in some places in our region, even the fabric of local politics and civic participation. It's likely to have a major systemic impact on public services as we near the cliff of folks retiring from governments across the region

with so few people coming in behind them. But this issue is somewhat a *punctum caecum*. Meaning, it's right in front of us, but also elusive. For example, I identified housing as having a major impact on our Town's finances in the budget process this year, in large part related to our ability to both retain and recruit employees. Someone asked, "Where is that in the budget?" And that was a great question. Because although it has a major impact on our operations, it appears nowhere in the budget.



Courtesy Dartmouth College
Speaking with student and town residents at
Dartmouth's "Rocky Talks" in January.

In fact, this very point is part of the challenge in effectively planning for our future. Most government goal setting is implicitly contained *within* a financial document - the budget - rather than the other way around, where the *budget* is contained within a broader plan/goal setting document. That would help ensure we are always open and intentional with our goals and priorities and don't lose big picture threads. And fortunately, we are on the cusp of having an amazingly updated Master Plan full of important goals and perspectives from hundreds of community members participating in those conversations over nearly two years. In that sort of spirit, we've also proposed a more community-driven, interactive goal setting process to precede next year's budget and allocate ARPA funds.

But for this year - we did manage to put together a great budget, even amidst record high inflation, labor shortages, and rising costs. There's a lot left out, but there is a lot included. Because of the careful spending control of our departments, we were able to allocate the majority of the costs associated with this year's tax increase to much-needed increases in staff compensation to help us catch up and remain competitive as an employer and settle our three collective bargaining contracts. It was a really challenging budget year, and I'm grateful for everyone's help, such as our staff and unions, Selectboard, and Finance Committee to help bring in a tax increase that is certainly the largest one I have introduced, but within the Selectboard's reasoned guidance of no more than 7% (At 6.51%).

I'll also share why this moment is so meaningful to me personally. Twelve years prior to our Town Meeting date of May 9th, *to the literal day*, myself and two dozen campaign volunteers had completed our day-before-election-day pavement pounding and preparation for the polls opening the following morning in my race to be South Orange's mayor, what we called Village President (with a Board of Trustees). We were playing a late-night game of trivia at a local bar. 24 hours later, we were back at the same bar, 50 of my closest family and friends, waiting somewhat breathlessly as the final precincts were recorded and the election was... "too close to call." The one scenario I had not really imagined. I was up by seven at midnight.

Bright and early the next day after a night of somewhat hesitant "celebrating," I made my way to the County Clerk's office where provisional ballots had been counted. I was told I won the election in my hometown by the 12-vote landslide many of you have heard me joke about. Fast forward five days (South Orange has an oddly short time between its election and swearing in), and I was standing in our Village Hall with friends and neighbors spilling out into the hallways, taking the Oath of Office to the top position in a government at 23 years old, having had no prior political experience or party affiliation. It was one of the most truly remarkable experiences one could imagine. I remember it all clearly, and am still humbled by the fact that, no matter how many challenges we surely do have, we live in a place, and a time, where at the local level, directly in our communities, people can actually participate, contribute, lead, and help work towards meaningful solutions with each other. As an amateur student of history and governance and philosophy, I can't help but marvel at how few people, throughout all of human history, or even across the world today, have even had access to such a process and privilege. This spirit of local participation is so strong in New England, New Hampshire, and in Hanover, and it's one of the values that drew me here.



With my parents and sister in South Orange's Village Hall, getting sworn in, gasp, twelve years ago!

So, on the note of reflecting on and celebrating the incredible privilege of real community participation, I thank you for bringing me in to your community and allowing me to start to share the Upper Valley as home. We have a lot of work to do in the coming years to navigate some of these changing dynamics, but I couldn't be more enthusiastic to work with all of you in doing so. See you on May 9th!

HANOVER FINANCE COMMITTEE

Position Statement on Tentative Union Contract Agreements and FY2024 Town Budget

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

During a public meeting on March 29, 2023, the Hanover Finance Committee voted unanimously to support the proposed one-year contracts with police officers, fire fighters and Public Works employees, and also the proposed FY24 Town budget, representing a 6.56% (or 36 cent) increase in the combined Town General Fund and “blended” Fire Fund tax rates which currently stand at \$5.49 per \$1,000 of taxable assessed property value prior to this increase. After subtracting all revenues, the amount to be levied to taxpayers is \$15,889,507, a \$1,063,770 (or 7.2%) increase from the current year.

HFC supports the three contracts with provisions that extend to union as well as non-union employees. These provisions include a 5% cost of living adjustment plus 2% “step” increases for most employees. An additional two steps are proposed for Fire Department staff to equalize their “step” placement with those in the Police Department. As in last year’s contract, employees are also to receive a lump-sum payment between \$150 and \$1,750, and now all employees who work in a critically understaffed division are to receive an additional \$100 per week in pay. Combined, these provisions are estimated to have added over \$1.1 million to the budgets. While a significant increase, pay raises in recent years have not kept up with the pace of inflation, and the Town has been challenged in attracting and retaining the dedicated and conscientious work force on which we rely.

In addition to the items mentioned above, HFC supports other increases which would, among other things, help the Town save for future capital projects (\$61,000), maintain the recycling program (\$49,000) and add two key staff positions: 1. An additional dispatcher so that two will be on duty at all times; and 2. A Town Clerk position to enhance capacity in election planning and other key governmental functions.

For the third straight year, the Selectboard budget proposes use of one-time monies from the Undesignated Fund Balance (UFB) to support on-going operational expenses and to temper what would otherwise be a 10.5% tax rate increase. This is of particular concern as the reliance on UFB is increasing, and in the case of the Ambulance Fund where the UFB will be drawn down to \$0, its usage is inconsistent with Selectboard policy. HFC also notes that capital reserve funds are on a trajectory to be depleted more rapidly than they are replenished—owing to the impact of inflation on replacement costs. HFC urges Selectboard and administrators to carefully monitor and plot the multi-year trajectories necessary to keep future increases manageable to taxpayers. The Selectboard’s involvement will be critical in this highly uncertain environment.

In closing, HFC expresses its great appreciation for the efforts of staff, administrators and Board members throughout this past year and the difficulties endemic to times of transition. We note the budget process of the past two years has been less than ideal and many questions regarding fiscal management have been raised as completion of the FY22 audit is still in the wings. We are now confident, however, that with the recent hiring of key staff that the Town is again on sound footing, and we look forward to a productive year ahead.

¹ Members this year have been Kari Asmus, Carey Callaghan, Mac Gardner, Herschel Nachlis, William V. Geraghty (Hanover Selectboard member), Kimberly Hartmann (Hanover School Board member) and Gregory L. Snyder.

2023 - 2024 Town budget moves forward

On March 28th the Hanover Selectboard gave unanimous approval to move the budget forward as presented by Town Manager Alex Torpey and Finance Director Ellen Bullion. The Hanover Finance Committee on Wednesday March 29th also voted their unanimous support for the budget. Now the budget moves to the Town Warrant for Town Meeting on May 9th. There is a pre-Town Meeting public hearing on April 10th at 7:30pm for the Selectboard to approve the Warrant, including budget articles.

The Fiscal Year 2024 budget estimates a tax rate at \$4.42 per \$1,000 of valuation, which is a 6.51% increase over last year. In January, the Selectboard gave guidance to bring in a budget with below a 7% increase, with early consideration for record-high inflation and costs, ongoing labor shortages, and the renegotiation of all three collective bargaining unit contracts. The guidance wasn't given lightly, and town staff went to work finding ways to meet some of the rising costs without overly burdening existing taxpayers.

The budget proposed initially had a 6.8% increase which was brought down to 6.51% based on a number of updates that were performed from initial proposal to approval.

This budget aimed to keep non-personnel expenses to the minimum possible. Even with significantly rising costs in areas such as energy, chemicals, construction materials, technology, contracted services, and more, many non-personnel budget requests were kept close to, or flat. As requested at outset of the budget planning last year, department heads were exceptionally prudent in their spending requests, leaving as much as possible available to catch up on wages and benefits that Hanover has fallen behind on and which has challenged an already difficult labor market for public sector employees in the region.

Beyond compensation increases for staff that included a 5% cost of living wage adjustment, several other important staffing changes are included in this budget. One FTE was added in the dispatch center to address a 2017 recommendation from the Town's consultants, Mission Critical Partners, as well as responding to a medical emergency on an overnight shift last year with a lone employee on duty that highlighted an ongoing liability and safety risk for them and our public safety personnel in the field. We also added one FTE in the Clerk's office to provide additional oversight and support for elections and records management and compliance, especially needed after the prior Town Clerks' retirement who held several different positions for many years of service. Beyond helping the Town catch up on records retention and management policies, including helping digitize many records and workflows, continuing to provide trusted elections in Hanover is extremely important, and stakeholders agreed more support is needed to make sure officials have everything needed looking towards a challenging election cycle in 2024.

Our capital program focuses on the most critical of repairs and replacements and calls for three bond issues. One for water treatment and one for wastewater that largely respond to changing regulatory requirements, as well as outdated equipment and safety concerns for staff. These are borne by ratepayers and are large (\$7.8m and \$22m, reduced by about \$4m in grants), and unfortunately costs have risen since the projects were discussed and written into the Capital Improvement Program more than five years ago. However, monies have been saved, and the Town is prepared to help ease ratepayers into these increased costs over time, which will bring water and wastewater bills closer to the state average (Hanover is significantly below in each right now). We also have a third bond issue related to the purchase of a new fire engine. Although the engine doesn't need to be put in service for several years, due to the long supply chain delays and that costs are going up over \$75,000 per year for the vehicles, we'd like to put our order in now, lock in the price, and get our vehicle in line. The authority being requested is \$1.2 million.

We talk a lot in this year's budget about the context for future years - for example, how we connect the changes coming to Town Meeting through the Planning Board/Sustainable Master Plan Advisory committee to the Town's budget and priorities, how we prepare for ways to bring new revenue into future budget years so rising and new

costs don't burden existing taxpayers, and for ways to ensure all of the stakeholders in the community are working together on short, medium, and long term plans, and that those plans are formally reconciled and integrated into the Town's budget and policies.

This is a challenging budget year, and we believe this budget strikes the balance the Selectboard has requested between being responsible about our short and long term needs without overly burdening existing taxpayers. Town staff thank the Selectboard for their guidance and support, the Finance Committee for their diligence, questions, and insight, and department heads and their staff for running lean, efficient operations.

Budget materials were initially presented publicly on February 27th, 28th, and March 1st. Questions and feedback were collected over several weeks of time that was built-in between the presentation and approval. This gave staff time to work with stakeholders such as the Selectboard and Finance Committee to answer questions, provide revisions, and build the best budget possible together. Over those few weeks, staff answered over 160 formal questions/suggestions most of which are detailed on the Town website for those interested, and made a half-dozen public updates, also all posted to the website.

The process was considerably challenging this year, with new staff in key positions, without a finance director from October - January, with the new Finance Director starting at the end of January, and many of the broader economic and financial conditions that exist currently. However, based on the diligence of management and department heads, the Selectboard, and significant energy from the Finance Committee, a strong budget was readied for approval on the 28th.

You can find more information online, with varying levels of details depending on how much time you would like to spend diving into the details. A few things you may consider:

- There is a 20 minute summary and update on the Town's podcast "Hanover Happenings" posted on the March 2023 Update. You can find that at [hanoverhappenings.com](https://www.hanoverhappenings.com) or search "Hanover Happenings" wherever you listen to podcasts.
- For a summary (but more detailed than this), you can check out the "Summary Slides" PDF, which is about a 20 minute read.
- To watch each of the department presentations that kicked off the process, you can find the video and PDF presentation of each department online (note that some numbers have changed since the initial presentations).
- To really help folks dive into the details, you can find several documents:
 - A new Excel Workbook used by Town staff to prepare the budget
 - Sheets detailing all existing and proposed debt service
 - Sheets showing six years of the Town's existing Capital improvement plan
 - A new more detailed Undesignated Fund Balance tracking sheet
 - Much more!
- There is a "Changelog" document and a "Questions/Answers" document that shows the key updates that were made to the budget over the prior month so you can follow each of the questions and how those impacted the budget as it was being revised.

Everything can be found either at [Hanovernh.org/budget](https://www.hanovernh.org/budget), which will link you to a shared Microsoft OneDrive folder with the available documents. Please reach out to Town Manager Alex Torpey with any questions or if you have trouble accessing any files.

TOWN OF HANOVER

FY 2023 - 2024 BUDGET



HIGH-LEVEL BUDGET SUMMARY FOR TOWN REPORT

INTRODUCTION

What is this document?

This is a summary of the presentation of 2023 - 2024 budget materials that have been edited for the Town Report. These slides are not the full detail, backup materials, or full-length public presentations from 2/27, 2/28, and 3/1 or the revisions leading up to approval on March 28th.

All backup documents not in the Town Report, which includes a number of new spreadsheets (referenced throughout these slides) as well as the changes tracked between initial presentation and approval are available at hanovernh.org/budget.

INTRODUCTION

Who is creating and facilitating the budget process?

Alex Torpey, Town Manager. Start date: June 25th 2022.

Ellen Bullion, Finance Director. Start date: January 23rd 2023.

As we've discussed previously, there has been several institutional knowledge drop-offs over the last two years, and both of us are getting up to speed as best as possible. Along with a new auditing firm, we are bringing a fresh set of eyes to the budget, and accordingly, a new perspective. This has been a significant challenge, including being without a finance director for three months of budget preparation.

We want to thank **Town department heads and staff** for capable leadership of their departments and budget submissions and working within the constraints that we have faced this past year.

We'd also like to thank **the Selectboard and Finance Committee** for being involved and helping facilitate as smooth of a process as possible, as well being open to new perspectives and ideas regarding the Town's budget, how it's presented for maximum transparency, and how we work together to build the best budget possible and plan a positive financial future for our community.

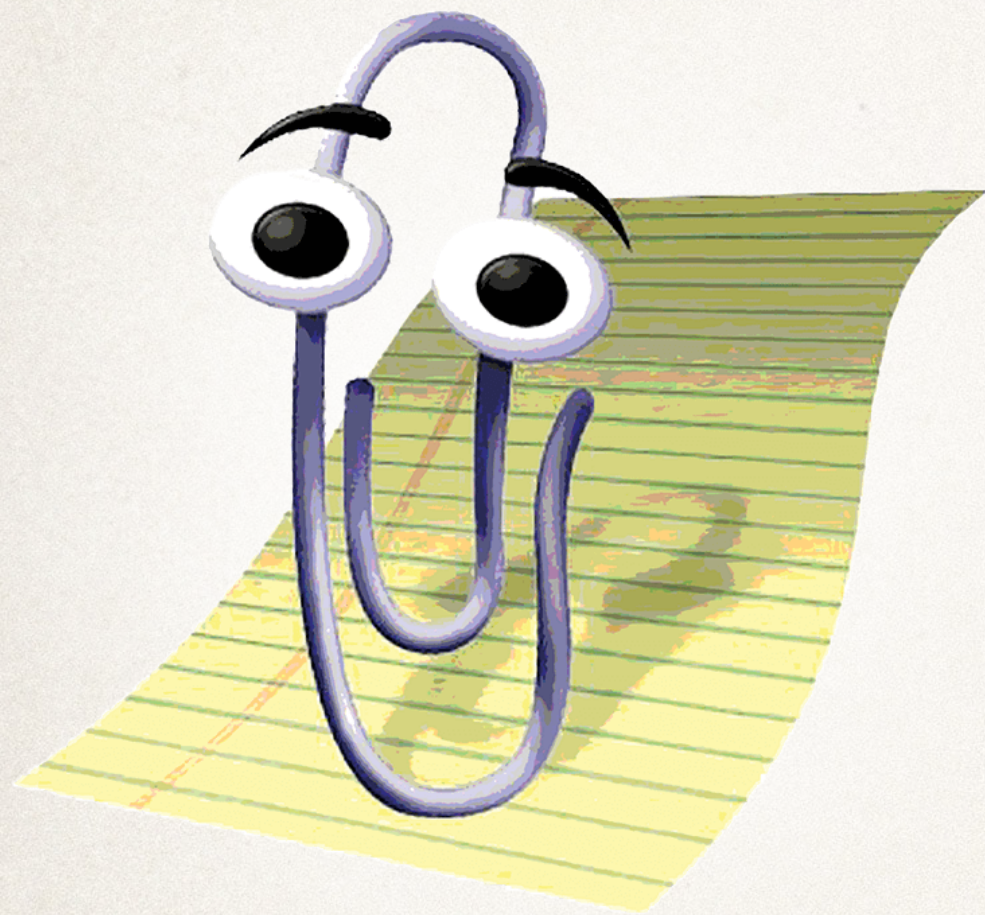
INTRODUCTION

Oh, and let's not forget to introduce Clippy! Some of you may remember Clippy, the “helpful” Microsoft Office guide.

Everywhere Clippy is shown in presentation documents, it denotes the availability of additional detailed material which is being created to help ensure our budget is as transparent and accessible as possible.

Please feel free to explore the additional resources and provide us feedback on what is most (or least) helpful. This is a new work in progress and your feedback will help inform how we prepare this and future budgets!

Don't forget you can view the full slides and videos, and all backup detailed materials at hanovernh.org/budget.



FY 2023 - 2024 BUDGET



SUMMARY OF KEY BUDGET TAKEAWAYS

SUMMARY - KEY BUDGET TAKEAWAYS FOR 23 - 24

1. A 6.51% tax rate increase

Blended between General and Fire Funds, we are relatively confident that the numbers introduced here are the “ceiling” and although we expect some movement, that 6.8% is maximum increase, and it may come down slightly.

2. The key cost driver is improving staffing/compensation

Over the recent years, including from COVID-19, Hanover has fallen behind in compensation. Only 14% of surveyed employees believe they are paid competitively and preliminary data agrees. We successfully renegotiated all three collective bargains contracts and have begun involving employees in new discussions about compensation and workplace. This budget includes over \$1m in staffing costs (Inc. 5% COLA increase), which is a key part to making Hanover a true “employer of choice.” This also includes a new dispatcher to address a major safety issue with one-person overnight shifts. Most OE (Non-personnel lines), even facing record rising inflation and rising consumer costs, are mostly level-funded to allow for these increases, and wish-list projects were deferred to future years.

3. Continuing strong election credibility and compliance

Elections around the US continue to come under increased scrutiny, even as state laws change that impact our local elections. By allocating additional funds to raise the pay for supervisors, Town Clerk, and Town Moderator, and by investing in supplies and new technology, we can ensure our elections remain trusted by our community. Additionally, by allocating new funds (Aprox \$90,000) for an additional Clerk FTE, we can ensure the Town is better organizing records, moving to more secure and environmentally friend digital formats that allow remote work, complying with Right To Know requests and more.

4. Responding to zoning changes

Over the last few years, new zoning changes coming through the Planning Board means the Town needs to begin to re-prioritize some of its resources. This budget includes funds to support improved downtown activities and creation of more public art and gathering spaces (\$20,000) perform a Town-wide facility analysis (\$10,000), completing the Master Plan (\$30,000), and identifying new and creative ways to more effectively address housing needs and integration of long-term plans among key stakeholders, such as by reallocating internal time to explore more ideas such as Mink Brook Community Forest project, or working with the College, SAU, and others in proactive community-driven development.

5. Addressing rising costs

Record high inflation, supply chain disruptions, and rising costs are having a negative impact on our budget through the lack of robust housing market (challenges hiring, etc), rising OE (non personnel) costs, and which are challenging future planning for capital projects, which are anticipated at 2.5% inflation. Meeting these rising costs will require new sources of revenue not currently anticipated.

6. Updating our accounting & reporting

With new eyes on the budget and a new auditor, we are identifying new ways to account, track, and report key financial data to department heads, the Selectboard, and Town Meeting/community. In this budget, and in coming years, we will be continuing to make financial data available in new formats meant to improve transparency and give stakeholders more clear access to key financial information. This is an interactive process with the Selectboard and Finance Committee, and new ways of tracking the Undesignated Fund Balances, retirements, contingency costs, and new projects are shown this year.

7. Next year: Integrated/goal driven budget process

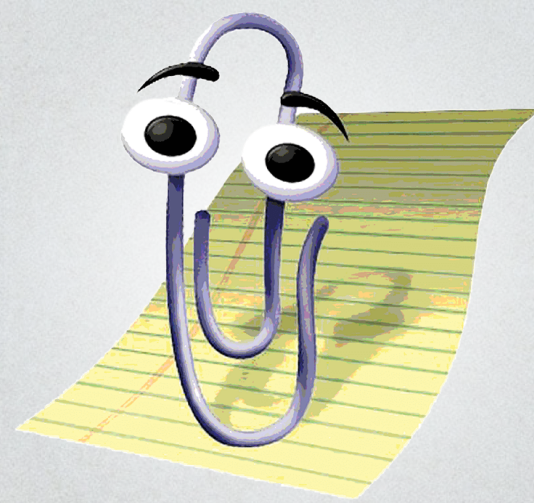
Government budgeting (versus private sector) is notoriously short-term. Our budget process is not linked to a set of formal short/medium/long-term plans/goals, such as with changes coming to Town Meeting through the Planning Board, or between key stakeholders in the community (College, SAU, etc). We intend to begin a new, more interdisciplinary budget/strategic goal-setting process next year. The aim to involve community members and stakeholders in a goal-setting process that is then used as the framework to develop a matching budget that sets concrete actionable goals that align with the community's values.

SUMMARY - KEY BUDGET TAKEAWAYS FOR 23 - 24

Next let's take a look at:

- High level appropriations / revenue summary
- Summary of the totals for all funds
- All funds overall Year over Year comparison
- SW (personnel) and OE (Other expenses) comparisons
- Breakdown by department in General Fund

Let's look at appropriations first

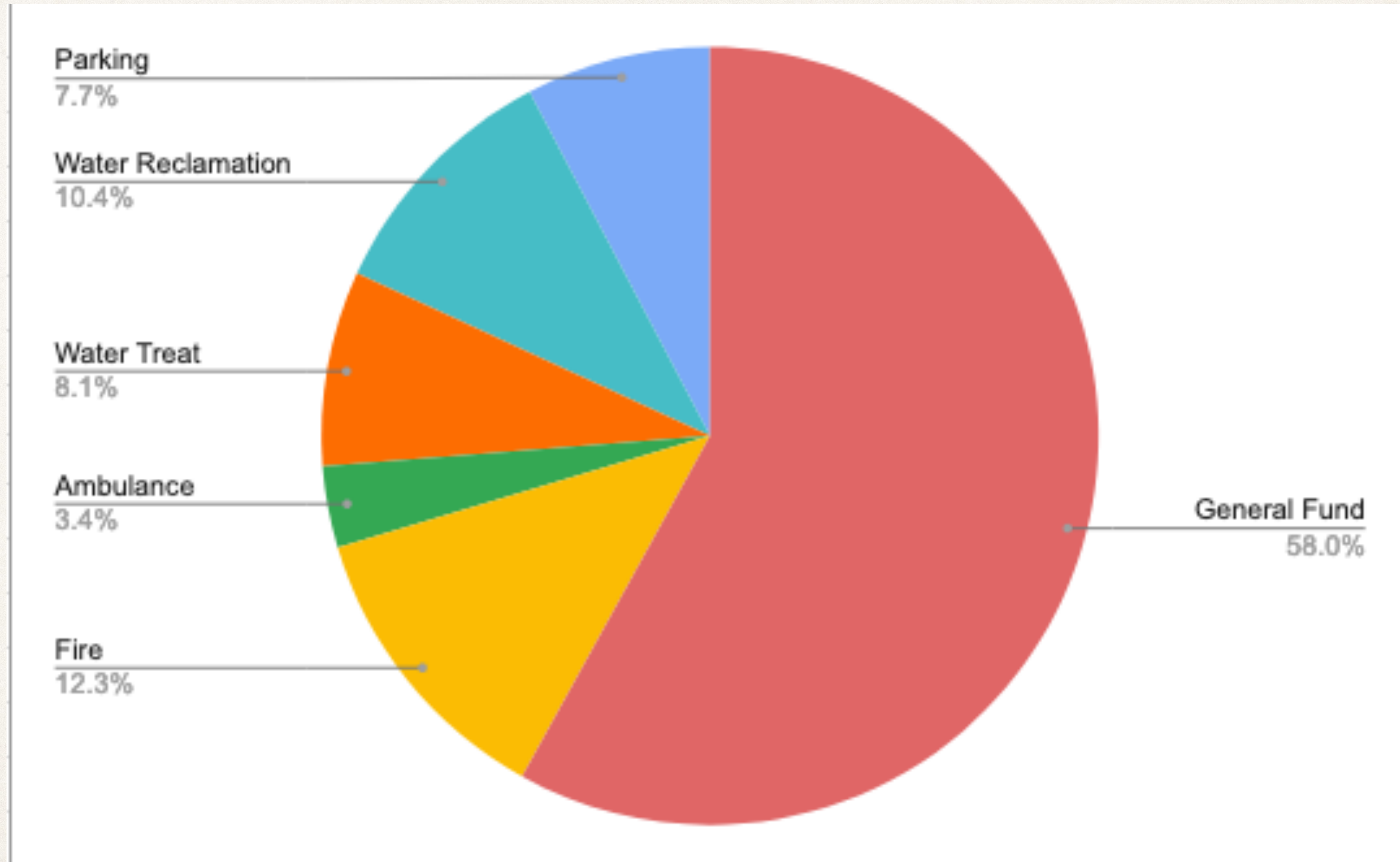


Remember, you can find the **full** Microsoft Excel Workbook and that we use internally to do the budget with five-year history, as well as the department summaries / presentations at hanovernh.org/budget.

TOTAL BY FUND YEAR OVER YEAR (YOY)

Fund	22-23 budget	23-24 proposed	\$ change
General	\$19,039,388	\$19,638,186	\$598,798
Fire	\$4,084,006	\$4,172,218	\$88,212
Ambulance	1,049,111	\$1,145,751	96,640
Water	\$2,630,544	\$2,776,648	\$146,104
Wastewater	\$3,247,277	\$3,503,712	\$256,435
Parking	\$2,089,615	\$2,601,425	\$511,810
Totals	\$32,139,941	\$33,837,940	\$1,697,999

VARIOUS BUDGET TOTAL BREAKDOWN BY FUND



VARIOUS BUDGET TOTALS BY FUND

Fund	S&W	OE	To Capital	From Capital	Cap Reserve balances	UFB - 6/30/23
General	\$13,646,641	\$5,991,545	\$864,721	\$1,169,000		\$3,397,218
Fire	\$3,557,766	\$614,452	\$160,000	\$15,500	\$619,840	\$774,987
Ambulance		\$1,145,751	\$105,567	\$0	\$106,215	\$75,835
Water	\$515,533	\$2,261,115	\$481,208	\$487,000	\$1,123,754	\$173,205
Wastewater	\$768,439	\$2,735,273	\$307,000	\$304,000	\$1,166,938	\$1,744,103
Parking	\$575,285	\$2,026,140	\$174,955	\$520,000	\$614,982	-\$316,755*
Totals	\$19,063,664	\$14,774,276	\$2,093,451	\$2,495,500	\$3,631,729	\$6,165,348

TOTAL BY FUND YEAR OVER YEAR (YOY) - SW

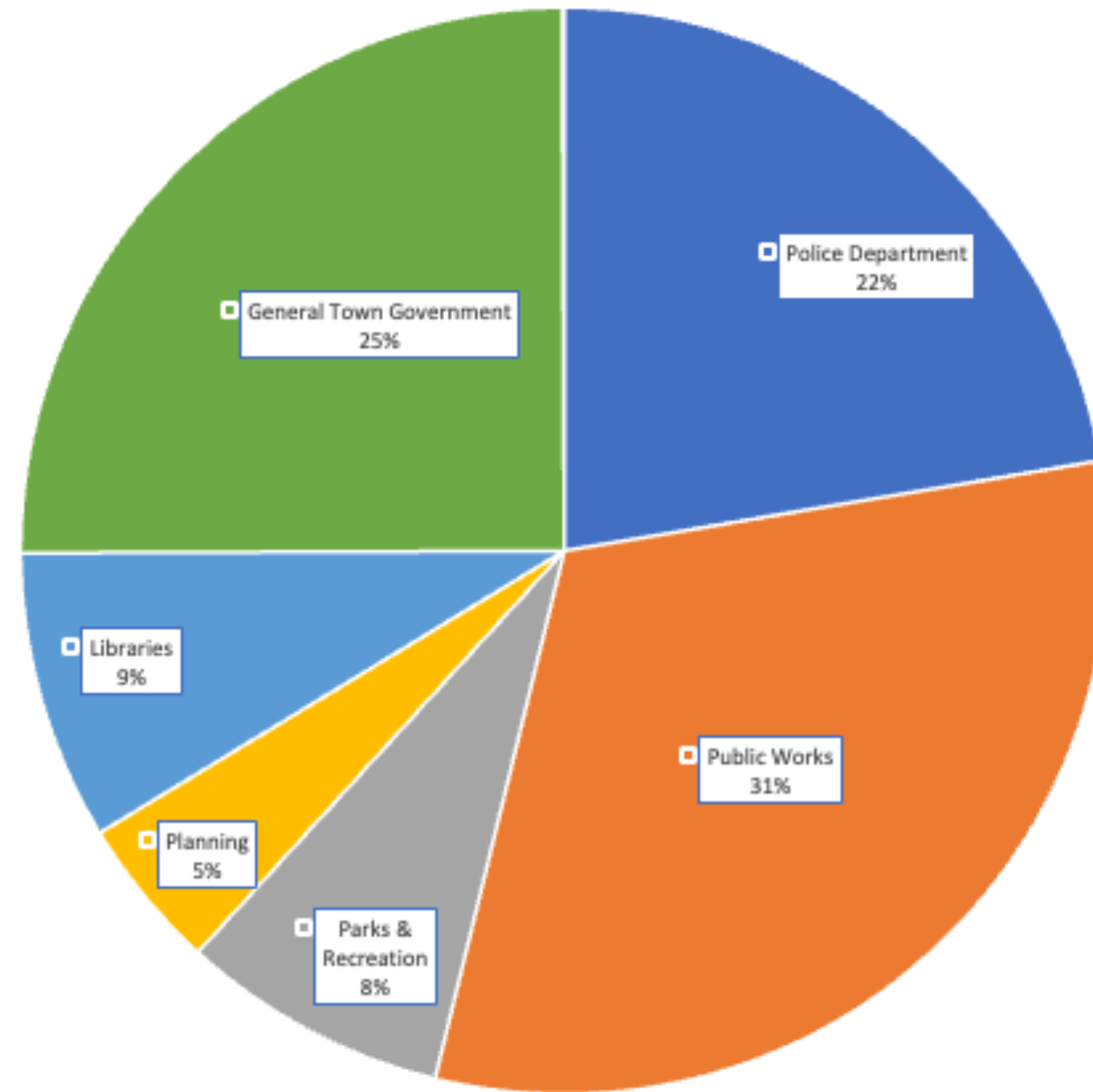
Personnel (SW) ONLY	22-23 budget	23-24 proposed	\$ change
General	\$12,550,935	\$13,646,641	\$1,095,706
Fire	\$3,158,522	\$3,557,766	\$399,244
Ambulance	-	-	-
Water	\$492,558	\$515,533	\$22,975
Wastewater	\$746,678	\$768,439	\$21,761
Parking	\$554,732	\$575,285	\$20,553
Totals	\$17,503,425	\$19,063,664	\$1,560,239

TOTAL BY FUND YEAR OVER YEAR (YOY) - OE

Non-personnel (OE) ONLY	22-23 budget	23-24 proposed	\$ change
General	\$6,488,453	\$5,991,545	-\$496,908
Fire	\$925,484	\$614,452	-\$311,032
Ambulance	\$1,049,111	\$1,145,751	\$96,640
Water	\$2,137,986	\$2,261,115	\$123,129
Wastewater	\$2,500,599	\$2,735,273	\$234,674
Parking	\$1,534,883	\$2,026,140	\$491,257
Totals	\$14,636,516	\$14,774,276	\$137,760

GENERAL FUND BREAKDOWN BY DEPARTMENT YEAR OVER YEAR (YOY)

FY2024 Proposed Budget - Uses of General Fund Resources



GENERAL FUND BREAKDOWN BY DEPARTMENT YEAR OVER YEAR (YOY)

By Dept	22-23 budget	23-24 proposed	\$ change	Notes
Planning SW	\$694,253	\$752,543	\$58,290	
Planning OE	\$131,045	\$139,145	\$8,100	
Planning Total	\$825,298	\$891,688	\$66,390	
IT SW	\$199,377	\$264,125	\$64,748	FY 24 Budget includes Flex spend charged to Dept \$46K
IT OE	\$143,874	\$139,983	-\$3,891	ARPA offset of 70k. Includes 60k expense / revenue is for a tentative shared service contract - no tax impact
IT Total	\$343,251	\$404,108	\$60,857	
Etna SW	\$71,880	\$81,880	\$10,000	
Etna OE	\$19,550	\$17,506	-\$2,044	reduction in furniture
Etna Total	\$91,430	\$99,386	\$7,956	
Assessing SW	\$270,228	\$359,495	\$89,267	24 Budget includes Flex spend charged to Dept \$76K
Assessing OE	\$20,710	\$24,469	\$3,759	Includes additional professional development / licensing for new employee
Assessing Total	\$290,938	\$383,964	\$93,026	

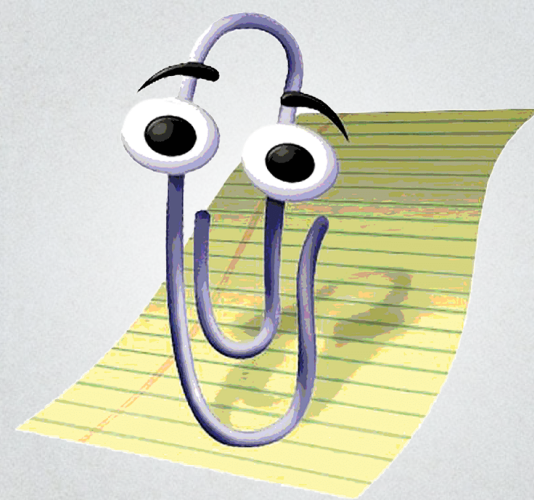
GENERAL FUND BREAKDOWN BY DEPARTMENT YEAR OVER YEAR (YOY)

By Dept	22-23 budget	23-24 proposed	\$ change	Notes
Howe SW	\$1,186,739	\$1,535,543	\$348,804	24 Budget includes Flex spend charged to Dept \$226k
Howe OE	\$58,449	\$58,021	-\$428	
Howe Total	\$1,245,188	\$1,593,564	\$348,376	
Police SW	\$2,546,654	\$3,472,676	\$926,022	Additional Communications Officer, Flex Spend \$596K
Police OE	\$767,165	\$966,021	\$148,856	ARPA offset of 50k. Includes capital expenses for patrol Eq +\$296K (vehicles, equipment)
Police Total	\$3,313,819	\$4,388,697	\$1,074,878	
Parks and Rec SW	\$1,106,063	\$1,241,573	\$135,510	FY2023 burdened with duplicate fringe
Parks and Rec OE	\$367,501	\$319,346	-\$48,155	
Parks and Rec	\$1,473,564	\$1,560,919	\$87,355	
Public Works SW	\$2,016,677	\$2,670,542	\$653,865	24 Budget includes Flex spend charged to Dept \$413k
Public Works OE	\$3,985,727	\$3,535,689	-\$474,838	ARPA offset of 24.8k. Decrease in DPW Outside Project Expense -\$957K, Howe Bldg Cap Mtn \$200K
Public Works Total	\$6,002,404	\$6,181,431	\$179,027	

GENERAL FUND BREAKDOWN BY DEPARTMENT YEAR OVER YEAR (YOY)

By Dept	22-23 budget	23-24 proposed	\$ change	Notes
HR SW	\$196,966	\$229,377	\$32,411	24 Budget includes Flex spend charged to Dept \$42k
HR OE	\$60,900	\$61,000	\$100	Includes additional community nurse hours
HR Total	\$257,866	\$290,377	\$32,511	
Finance SW	\$283,023	\$404,783	\$121,760	24 Budget includes Flex spend charged to Dept \$98k
Finance OE	\$45,283	\$43,103	-\$2,180	
Finance Total	\$328,306	\$447,886	\$119,580	
Tax Collector SW	\$82,400	\$69,344	-\$13,056	
Tax Collector OE	\$9,639	\$9,689	\$50	
Tax Collector	\$92,039	\$79,033	-\$13,006	
Town Manager	\$226,362	\$238,450	\$12,088	
Town Manager	\$4,950	\$57,660	\$52,710	ARPA offset. OE includes \$60k new accounts for downtown related events/ activities, public info and engagement, and new initiatives, as part of using less UFB for new or one-time projects
Town Manager	\$231,312	\$296,110	\$64,798	
Clerk SW	\$60,732	\$169,633	\$108,901	Includes one additional FTE - Sr. Assoc. Clerk or Town Clerk
Clerk OE	\$53,386	\$60,239	\$6,853	ARPA offset of 15k. Includes \$17.5K Elections Supplies
Clerk Total	\$114,118	\$229,872	\$115,754	

Let's look at revenues next



Remember, you can find the **full** Microsoft Excel Workbook and that we use internally to do the budget with five-year history, as well as the department summaries / presentations at hanovernh.org/budget.

All funds - revenue sources

General Fund - Non-tax and tax revenue

Property taxes as well as rates, fees, fines and other revenue sources.

Fire Fund - Non-tax and tax revenue

Fire district property taxes as well as rates and fees

Ambulance Fund - Primarily non-tax revenue

Patient billing, as well as community fees paid by Hanover, Norwich, Lyme.

Water Fund - Non-tax revenue

Water ratepayers

Wastewater Fund - Non-tax revenue

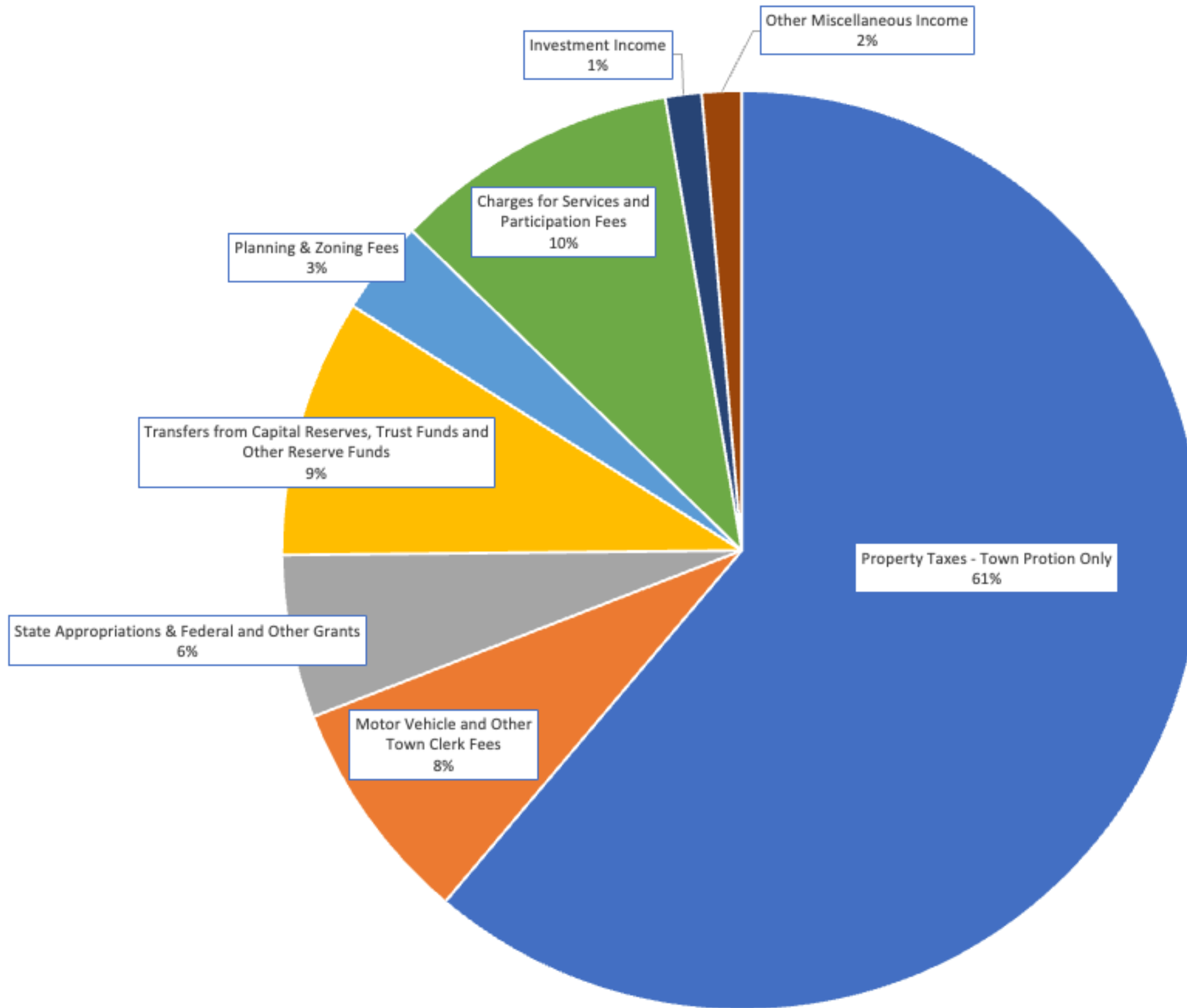
Wastewater ratepayers

Parking Fund - Non-tax revenue

Parking permits and fee and fine payers (including non-Hanover residents)

TOTAL BY FUND YEAR OVER YEAR (YOY)

FY2024 Proposed Budget - Sources of General Fund Revenues



Next let's look at the overall impact and tax rate

General Fund

Current General Fund Municipal Tax Rate (2022 Tax Year: 4/1/2022-3/31/2023) - Rate Applied to each \$1,000 of Taxable Net Assessed Valuation	\$4.15	+ 6.51%
Proposed FY2023-2024 Budget Anticipates a 6.51% Tax Rate Increase to a 2023 Tax Year Rate of:	\$4.42	
Actual 2022 Tax Year Net Assessed Valuation	\$ 2,704,861,844	
Anticipated Growth in Net Assessed Valuation	\$ 12,500,000	
Projected 2023 Tax Year Net Assessed Valuation	\$ 2,717,361,844	
Taxes Raised by Current Tax Rate (\$4.15) Applied to Projected 2023 Net Assessed Valuation	\$ 11,277,052	
Additional Taxes Raised through Tax Rate Increase as Presented	\$ 733,688	
Total Tax Revenue in Proposed General Fund FY2023-2024 Budget	\$ 12,010,739	
Every 1.0% increase to the the existing Town Tax Rate and Applied Against the Projected 2023 Tax Year Net Assessed Valuation Results in Additional Tax Revenues of:	\$ 112,771	
A penny added to the existing Town Tax Rate and Applied Against the Projected 2023 Tax Year Net Assessed Valuation Results in Additional Tax Revenues of:	\$ 27,174	
<i>Note The 2022 Tax Year runs from April 1, 2022 - March 31, 2023. The 2023 Tax Year runs from April 1, 2023 - March 31, 2024. Revenues generated during the 2023 Tax Year are recorded as revenues in FY 2024 (July 1, 2023 - June 30, 2024).</i>		
<i>Note: All tax rates are estimates and will be set by NH DRA in October of 2023</i>		

Town of Hanover - Tax Rates Overseen by the Selectboard

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

	Proposed Tax Rate				Prior Tax Rate		
	Estimated Net Valuation	Tax Levy	Rate	% Incr	Net Valuation	Tax Levy	Rate
<u>Town Funds</u>							
General Municipal Tax	2,717,361,844	12,006,864	4.42	6.5%	2,704,861,844	11,207,959	4.15
Fire District #1	1,969,676,754	2,902,988	1.47	6.52%	1,962,070,129	2,707,657	1.38
Fire District #2	725,947,037	961,386	1.32	6.45%	723,143,528	896,698	1.24
Fire District #3	21,738,053	14,394	0.66	6.45%	21,654,104	13,423	0.62
		3,878,768					
		<i>Combined Fire District #1</i>	5.90	6.69%			5.53
		<i>Combined Fire District #2</i>	5.75	6.68%			5.39
		<i>Combined Fire District #3</i>	5.09	6.71%			4.77

*These tax rates are *ESTIMATES* only; the final tax rate will be set in early October 2023 by the NH Dept of Rev. Admin.*

Fire Fund

By taxing district

	Tax effort	Valuation	Tax Rate
Fire District # 1	\$2,902,988	\$1,969,676,754	\$1.47
Fire District # 2	\$961,386	\$725,947,037	\$1.32
Fire District # 3	\$14,394	\$21,738,053	\$0.66
	\$3,878,768	\$2,717,361,844	

Tax rate %
are rounded

As of 3/28

Note: discussions have been requested about merging the Fire and Ambulance Funds into the General Fund starting in 2024 - 2025 (following year) budget

Ambulance Fund	
	23 - 24
SW (personnel) costs	N/A
OE (non-personnel) costs	\$1,145,751
To capital	\$105,567
From Capital	\$0
Capital Reserve	\$106,215
UFB	\$75,835
2023 - 2024 Surplus/Deficit	-\$74,142.97*
Average rate	N/A (Per MOU)
Average rate increase over prior year	N/A (~ 5% anticipated increase to Hanover, Lyme, and Norwich)

As of 3/28

For FY 23-24: the Ambulance Fund UFB will be used to cover the FY 23-24 operating deficit. Discussions have been requested about merging the Fire and Ambulance Funds into the General Fund starting in 2024 - 2025 (following year) budget.

Water Department	
	23 - 24
SW (personnel) costs	\$515,533
OE (non-personnel) costs	\$2,244,182
To capital	\$481,208
From Capital	\$487,000
Capital Reserve	\$1,123,754
UFB	\$304,392
Projected average rate increase over prior year	6%

Tax rate %
are rounded

As of 3/28

Wastewater (Water Reclamation)	
	23 - 24
SW (personnel) costs	\$768,439
OE (non-personnel) costs	\$2,665,584
To capital	\$307,000
From Capital	\$304,000
Capital Reserve	\$1,166,938
UFB	\$1,744,103
Projected average rate increase over prior year	5.2%

Tax rate %
are rounded

As of 3/28

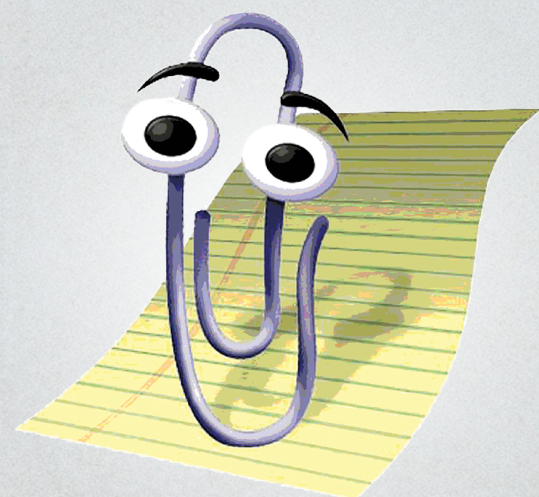
Parking Fund	
	23 - 24
SW (personnel) costs	\$575,285
OE (non-personnel) costs	\$2,076,140
To capital	\$174,955
From Capital	\$520,000
Capital Reserve	\$614,982
UFB	-316,755*
Average rate increase over prior year	N/A Anticipate future rate increase proposal

Tax rate % are rounded

As of 3/28

For FY23/24: Parking Fund is no longer operating an operations deficit. Parking Fund is slated for discussion in CY 2023.

ALL FUNDS - UNDESIGNATED FUND BALANCES



These are snapshots. You can find the **full** Microsoft Excel Workbook that contains the sheets (and formulas) used to track each Fund's UFB at hanovernh.org/budget.

General Fund

		Unaudited prior year budgeted Fund Balance @ June 30, 2022	\$ 3,174,129.00
June 2022	Prior year audited balance	As of June 30th 2022	\$ 3,206,516
FY 2022 - 2023	Estimated prior (current) budget year P&L		\$ 190,702
	"Budget Draw" (expenses)		\$ (469,298)
	Expense - anticipated	General usage budgeted (not including overlay/veterans credits)	\$ (469,298)
	Expense		
	Expense		
	Expense		
	"Regeneration" (revenues)		
	Revenue - unanticipated	NHRS (\$81,384.71 total, half to General, half to Fire)	\$ 40,000
	Revenue - unanticipated	Meals and Rooms unanticipated revenue (already anticipated)	
	Revenue - anticipated	Additional Planning Revenue	\$ 325,000
Revenue - anticipated	Misc regeneration	\$ 50,000	
Revenue - unanticipated	Prior year UFB budgeted not needed/used	\$ 245,000	
Expense	Overlay (\$250,000 in budget)		
Expense	Tax exemptions - veterans credits (\$62,750 in budget)		
		Prior year's estimated UFB @ June 30, 2023	\$ 2,647,502.00 15.86%
June 2023	Current year estimated balance	As of June 30th 2023	\$ 3,397,218 20.35%
FY 2023 - 2024	Anticipated (proposed) budget year P&L		\$ (315,830)
	"Budget Draw" (expenses)		\$ (515,830)
	Expense	Usage to return funds to taxpayer by bringing fund ~ 14-1	\$ (279,125)
	Expense	One-time staff payments	\$ (170,000)
	Expense	Prior year's current use error adjustment	\$ (66,705)
	Expense		
	"Regeneration" (revenues)		
	Revenue	State revenue/fees conservative anticipation	\$ 50,000
	Revenue	Misc (including additional short interest anticipated revenue)	\$ 150,000
	Revenue		
Revenue			
Expense	Overlay (100,000 in budget)		
Expense	Tax exemptions - veterans credits (62,750 in budget)		
June 2024	Next year anticipated balance	As of June 30th 2024	\$ 3,081,388 15.70%

Fire Fund

		Unaudited prior year budgeted Fund Bal	\$	446,555.00	
June 2022	Prior year audited balance	As of June 30th 2022	\$	670,367	
FY 2022 - 2023	Estimated prior (current) year P&L		\$	54,620	
	"Budget Draw" (expenses)				
	Expense	<i>anticipated potential need</i>	\$	(50,000)	
	"Regeneration" (revenues)				
	Revenue	<i>CAREs Act revenue (correction)</i>	\$	60,000	
		<i>NHRS refund</i>	\$	44,620	
	Expense	Overlay			
	Expense	Tax exemptions - veterans credits			
		Prior year's estimated UFB @ June 30, 2022	\$	446,555.00	12%
June 2023	Current year estimated balance	As of June 30th 2023	\$	724,987	19.48%
FY 2023 - 2024	Anticipated (proposed) budget year P&L		\$	(86,877)	
	"Budget Draw" (expenses)				
	Expense	<i>Usage to bring UFB down to approxima</i>	\$	(86,877)	
	"Regeneration" (revenues)				
	Revenue	<i>None anticipated</i>	\$	-	
	Expense	Overlay			
	Expense	Tax exemptions - veterans credits			
June 2024	Next year anticipated balance	As of June 30th 2024	\$	638,109	15.21%

Ambulance Fund

		Prior year's estimated budgeted Fund Balan	\$ 132,043	
June 2022	Prior year <u>audited</u> balance	As of June 30th 2022	\$ 75,835	
FY 2022 - 2023	Estimated prior (current) year P&L		\$ -	
	"Budget Draw" (expenses)			
	Expense - anticipated	<i>None anticipated</i>	\$ -	
"Regeneration" (revenues)				
Revenue	<i>None anticipated</i>	\$ -		
		Prior year's estimated UFB @ June 30, 2023	\$ 132,043.00	12.87%
June 2023	Current year <u>estimated</u> balance	As of June 30th 2023	\$ 75,835	7.39%
FY 2023 - 2024	Anticipated (proposed) budget year P&L		\$ (74,143)	
	"Budget Draw" (expenses)			
	Expense	<i>Cover operating deficit</i>	\$ (74,143)	
"Regeneration" (revenues)				
Revenue	<i>None anticipated</i>	\$ -		
June 2024	Next year <u>anticipated</u> balance	As of June 30th 2024	\$ 1,692	0.15%

Water Reclamation Facility - WRF - (Sewer) Fund

		Unaudited Fund Balance @ June 30, 2022	878,423	
June 2022	Prior year audited balance	As of June 30th 2022	\$ 1,744,103	
FY 2022 - 2023	Estimated prior (current) year P&L		\$ -	
	"Budget Draw" (expenses)			
	Expense - anticipated	<i>None anticipated</i>		
"Regeneration" (revenues)				
Revenue	<i>None anticipated</i>	\$ -		
		Prior year's estimated UFB @ June 30, 2023	\$ 878,423.00	24%
June 2023	Current year estimated balance	As of June 30th 2023	\$ 1,744,103	47.55%
FY 2023 - 2024	Anticipated (proposed) budget year P&L		\$ -	
	"Budget Draw" (expenses)			
	Expense	<i>None anticipated</i>	\$ -	
"Regeneration" (revenues)				
Revenue	<i>None anticipated</i>	\$ -		
June 2024	Next year anticipated balance	As of June 30th 2024	\$ 1,744,103	54%

Parking Fund

		Unaudited Fund Balance @ June 30, 202	\$	70,091	
June 2022	Prior year audited balance	As of June 30th 2022	\$	(316,755)	
FY 2022 - 2023	Estimated prior (current) year P&L		\$	-	
	"Budget Draw" (expenses)				
	Expense - anticipated	<i>None anticiapted</i>			
	"Regeneration" (revenues)				
Revenue	<i>None anticiapted</i>		\$	-	
		Prior year's estimated UFB @ June 30, 20	\$	70,091	4.09%
June 2023	Current year estimated balance	As of June 30th 2023	\$	(316,755)	-18.49%
FY 2023 - 2024	Anticipated (proposed) budget year P&L		\$	-	
	"Budget Draw" (expenses)				
	Expense	<i>None anticipated</i>		\$	-
	"Regeneration" (revenues)				
Revenue	<i>One-time ARPA payment for lost revenue during COVID-19</i>				
June 2024	Next year anticipated balance	As of June 30th 2024	\$	(316,755)	-15.22%

DISCRETIONARY UFB USAGE

Project	Amount	Description
One-time staff payments	\$170,000	Tiered one-time payments for Full / Part / Seasonal staff on top of COLA increase.
General UFB Usage	\$279,125	Per policy, returning funds to taxpayers to bring down General UFB closer to the 15% milestone (from ~18%+).
Correcting error from FY23 in Current Use Penalties	\$66,705	Last year, a placeholder number was included in the warrant articles by mistake, this one-time adjustment brings those fees up to date to be disbursed properly.
FY 23-24 Proposed UFB Usage		\$515,830
FY 22-23 Budgeted Usage		\$469,298

FY24 anticipates a \$200,000 regeneration, making the net usage \$315,830. To see the full details, view the "UFB Sheet"

PROPOSED ARPA FUNDS USAGE

Project	Amount	Description
Phone system upgrade	\$50,000	New phone system replacing aging existing system. Will help enable seamless remote work. Planned.
EV Chargers	\$50,000	Identified through prior public conversations as a high priority in Town's Sustainability goals. Also a marketing tool for the downtown. Planned.
Town Digitization Project	\$50,000	Both planned and new projects that will reduce paper usage, improve efficiency, reduce long-term costs, enhance public records access, and improve remote work capability.
Downtown Placemaking	\$20,000	To help create more safe, vibrant outdoor public spaces in the downtown. Pairs with a grant application we are submitting. Planned.
Election supplies / tech	\$15,000	Will pay for various new election supplies, including potential use of digital tablet devices for supervisors. Planned.
RW Black Carpet	\$25,000	As patrons begin using indoor spaces more and more, carpet upgrade is needed. Larger replacement planned 2027. Planned.
Technology upgrades	\$55,000	Pays a portion of planned and several new projects (63,800 total), which enables numerous hardware, security upgrades, and improvements to remove / virtual
Parking Fund deficit*	—	<i>Deferred for community goal/ARPA conversation in late 2023.</i> Fully pays off the Parking Fund's negative deficit largely created from significant revenue shortfalls in prior years.
Proposed ARPA usage		\$265,000

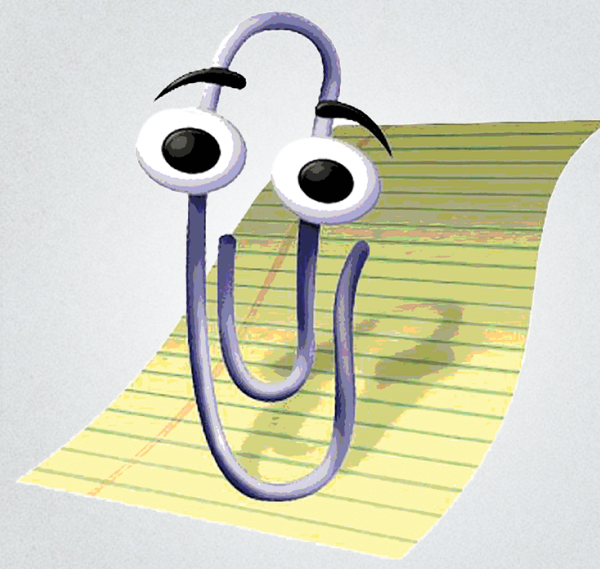
*\$935,000 remaining in ARPA funds to be allocated during new public goal-setting process for the 2024-2025 budget (Public meetings will take place summer/fall 2023)

KEY COST DRIVERS - 2023/2024 FY BUDGET

Item	2023 - 2024 Primary Cost Drivers
Staffing costs	+ \$975,000 in raises + ~ \$60,000 in one new Dispatching FTE + Related benefits / tail costs
Retirements	+ \$30,000 budgeted (\$90,000 - \$110,000 / year obligation)*
Election expenses	+ \$125,000 in additional compensation, supplies, hours, and one additional FTE (not shown above)
Parking Fund	~ \$300,000 deficit over last five years (Not in GF)
Inflation / rising costs	+ 10 - 20% on many utilities and consumer goods

** Pending ongoing discussions about potential use of trust funds instead of General Fund*

KEY COST DRIVERS - 2023/2024 FY BUDGET



Dive in! For a more in-depth look at this year's cost drivers, future years' cost drivers, and strategies available to address them you can head to [Hanovernh.org/budget](https://hanovernh.org/budget).

Key Cost Driver - Staffing and Compensation

Item	Amount	Justification
Cost of living increase	5%	We have fallen behind competitive market rates for various positions, have lost many employees throughout the year, including for better commutes, better wages, and the private sector. High inflation has undercut us further in the last few years.
Existing steps	2%	Existing “merit based” steps that employees are eligible to advance one on their “anniversary date” (Hire date + six months)
One-time bonus	1 - 2%	This is a one-time payment for all employees as a bonus that thanks them for their work, especially during COVID, but without building additional base salary in at this point.
Pilot Merit-based pay program	1,000 - 2,000 / award	Although the “step” program was originally created to be merit-based, it is no longer implemented that way. We’d like to experiment with ways of rewarding and motivating self initiated, creative, good teamwork.
Paid FMLA Insurance	N/A	This is a new program offered through the State through MetLife that provides a six week paid (at 60% salary) paid family leave (which we don’t currently offer).
Critical Staffing Policy	N/A	This expands the program created for police to all departments, paying certain employees \$100/week more if they are covering duties of a long standing vacancy, and allows department heads to offer sign up bonuses to fill vacant positions.
Referral bonuses	\$1,000 + \$1,000	We want employees to feel pride working here. This rewards current employees for recruiting new employees with a \$1,000 bonus on hire, and \$1,000 after six months.
Freeze healthcare contributions	N/A	Employees voiced concern that raises would kick them into a higher bracket of healthcare contributions, which are not tiered like IRS, but meaning a higher rate could cost employees more. We froze all contributions at last year’s levels for this year.
New workplace policies	N/A	We’re expanding the ability for certain employees to work remotely and/or do flexible schedules, creating an ongoing new employee workplace working group, expanding wellness programs, and exploring other creative benefits
Organziation-wide salary study	N/A	Our new HR Director will begin the “Phase 2” of our salary study, by working with our previous consultants to improve / finish the report, and run through a comprehensive, interactive study and evaluation of our entire employment structure, wages, etc.
Total		~ \$975,000

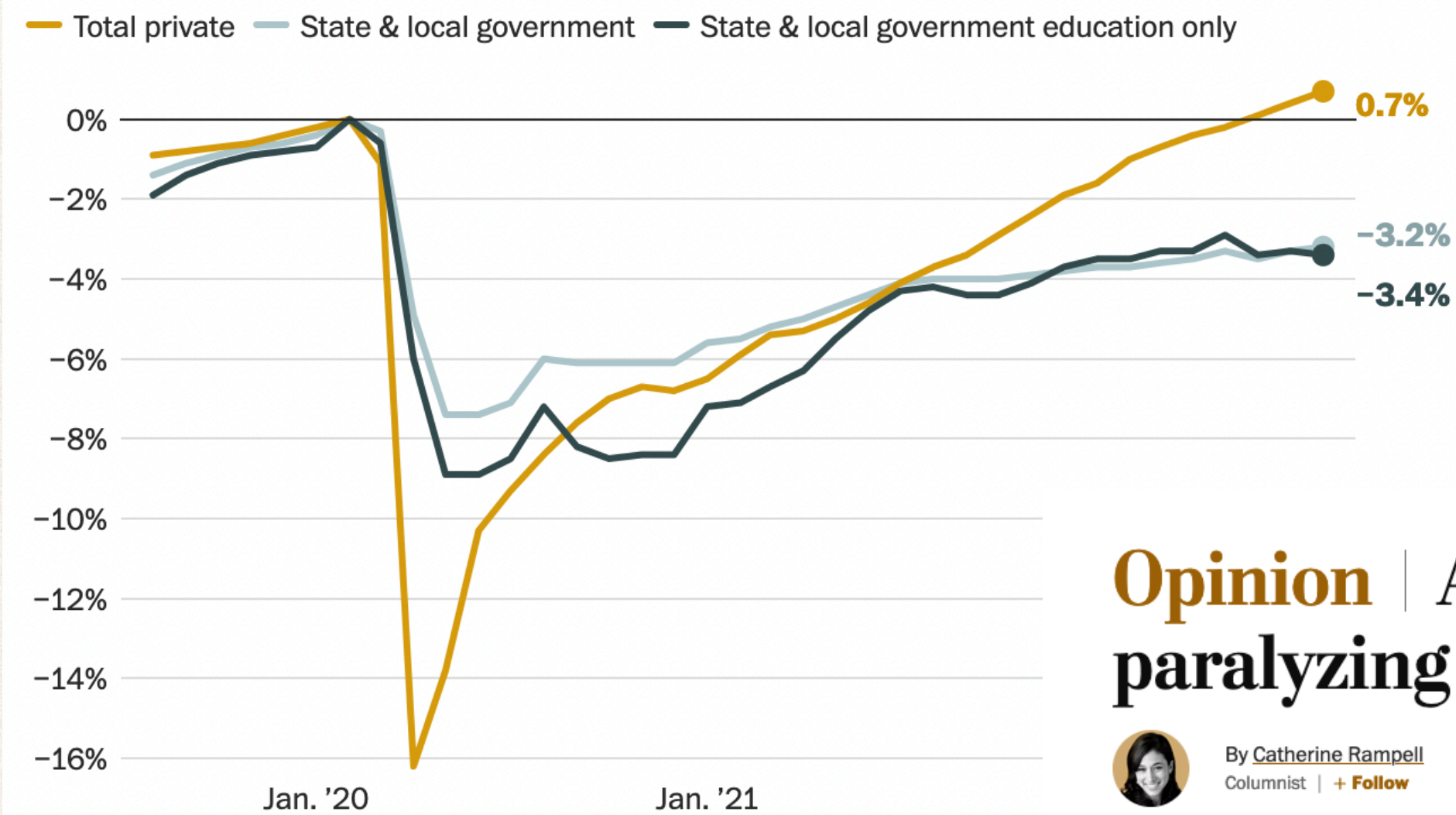
There are some differences by department and collective bargaining unit. Above is a general summary.

Key Cost Driver - Staffing and Compensation

In CY 2022, the Town saw 47 people leave employment and 41 people start employment, and currently has nearly twenty vacancies. (90 leave/57 start inc seasonal)

Private-sector employment is now above its pre-pandemic peak. State and local government jobs are still in a huge deficit.

% change in jobs relative to February 2020



Source: U.S. Bureau of Labor Statistics, via Haver Analytics

“I think I’m paid about right compared to employees of other NH cities/towns who do my job.”

Only 14% of Town employees agree with this statement.

Opinion | A slow-moving crisis is paralyzing states and cities

By Catherine Rampell
Columnist | [+ Follow](#)

September 12, 2022 at 6:10 p.m. EDT

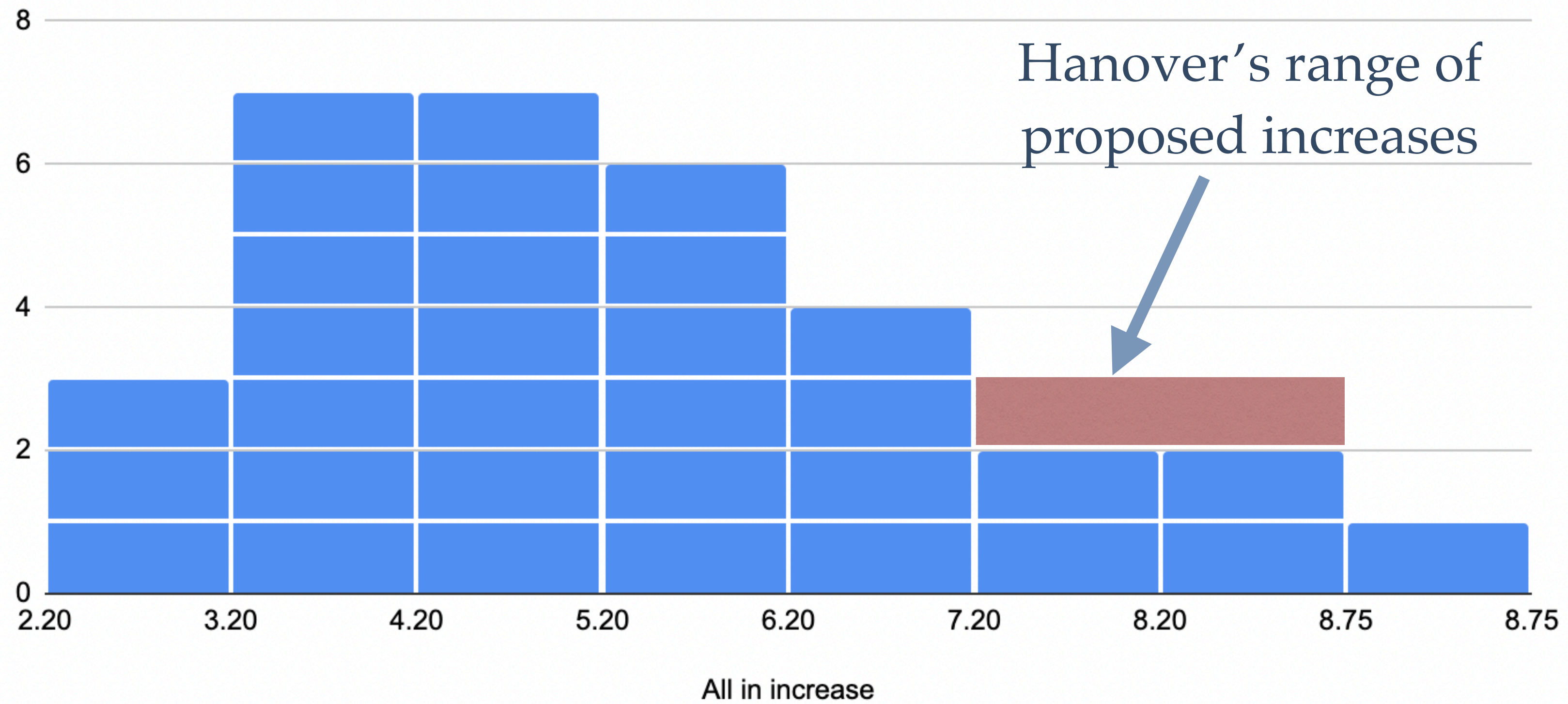
The Washington Post

How Can the Upper Valley Solve Its Housing Crisis?

DARTMOUTH
Students work with planners in a program offered by the Center for Social Impact.

Key Cost Driver - Staffing and Compensation

Histogram of approximate wage increases for 2023 in 32 NH Towns



INFLATION AND RISING COSTS

2024 Capital Improvement Plan

FUND_TYPE	Description	life	original_cost	Gross Cost
General	Carpet RWB	10	\$20,000.00	\$24,800.00
General	Roof Replacement (east side)	20	\$50,000.00	\$200,000.00
General	Sidewalk Tractor 3	8	\$100,000.00	\$155,000.00
General	Truck 14 - 6 wheel dump with plow	12	\$140,000.00	\$240,000.00
General	Truck 12 -6 wheel dump with plow	12	\$140,000.00	\$240,000.00
General	20 Tn Equipment Trailer	20	\$35,000.00	\$38,000.00
Wastewater	Truck 16222	10	\$40,000.00	\$104,000.00
Wastewater	Water Meters phase 1	15		\$200,000.00
Water	Greensboro Tank lead abatement	20	\$200,000.00	\$200,000.00
Water	Water Meters phase 1	15		\$200,000.00
Water	F550 Dump Truck	10	\$60,000.00	\$87,000.00
Parking	EV Charging Stations	10	\$18,000.00	\$50,000.00
Parking	Structural, membrane, Cosmetic & repairs	20	\$124,500	\$390,000
Parking	Lighting upgrades	10	\$275,000.00	\$80,000.00
Fire	Metal Door Replacement phase 2 of 3	30	\$15,500	\$15,500
General	Cruiser #5	4	\$52,000.00	\$63,500.00
General	Cruiser #2	4	\$52,000.00	\$63,500.00
General	Cruiser #3	4	\$52,000.00	\$63,500.00
General	Cruiser #4	4	\$52,000.00	\$63,500.00
General	Mobile Data Terminals PKG	4	\$40,000.00	\$42,000.00
General	School zone speed flashers	15	\$8,000.00	\$32,000.00
General	Telephone system	20	\$190,000.00	\$50,000.00
Water	Distribution Project 1 (\$304k)	67	\$5,000,000.00	\$7,800,000.00
Wastewater	Nitrogen Removal & Facility upgrade	25	\$6,500,000.00	\$19,800,000.00



As seen by increasing prices to the left, our CIP may fall behind if inflation and costs continue to rise. We need a more comprehensive CIP. Rising costs is also challenging operating expenses, from insurance to water treatment chemicals.

Note: the issue of keeping up with inflation impacts all budget lines.

Beyond that, this budget includes several new staffing changes:

Rental Housing Inspector (Already budgeted in FY 23)

This position has not been filled because the rental housing inspection program must be approved by Town Meeting (not the Selectboard as previously thought). Added in last year's budget, this is a full-time position in Planning and Zoning for (\$Y) that will oversee the rental housing inspection program if the measure is adopted at Town Meeting. This will help ensure rental housing in Hanover is safe. The position is cost-neutral because of the fees generated from the inspection program.

Additional Communications Officers (Dispatcher)

In 2017, the Town's consultants (Mission Critical Partners) identified the lack of a second dispatcher on the midnight shift as "an area of concern" and recommended creating a new FTE. After an emergency that occurred in 2022 during the midnight shift with only dispatcher on-duty and alone in the building, we decided it was in the best interest for the safety of our staff and the 22 communities we provide dispatching services for to ensure that we have two staff available 24/7. A percent of the new cost is being charged to our contracted communities. The annual cost to the Town is under \$60,000.

Additional FTE for Clerk/Elections

Our elections are run by five part-time elected officials and over 80 volunteers with support from Town staff. As scrutiny and complexity of elections continues to increase, and as we have identified areas of concern with regards to records retention, 91a (Right To Know) requests and other compliance issues, we are proposing the inclusion of funds to turn the Town Clerk position into a full-time role or hire an addition FTE. This was not needed in the past because the prior Town Clerk was also the Town's full-time Administrative Services Director, and those have not been the same position for two years, but we have not re-allocated staff time towards the appropriate years. This would address that and allow us to re-allocate internal time to not only work on the above mentioned issues, but improve grants management, public communication, and housing/community development. The cost to the Town is approximately \$95,000.

KEY ANTICIPATED COST DRIVERS - NEXT FIVE YEARS

Item	Over FYs 23-24, 24-25, 25-26, 26-27 & 27-28
Staffing costs	+ \$1,500,000
Retirements	+ \$450,000
Election expenses	+ ~ \$200,000
Parking Fund	“debt” needed to pay off
Inflation	2% over five years = ~ \$3,000,000
New programs	TBD
Fixed costs (such as insurance)	TBD

By 2027/28, we will need to have found **\$3,000,000 in new revenue just to keep up with 2% inflation.**

This doesn't include paying off deficits from the Parking Fund, any new programs, guidance inherited from Master Plan or new zoning, paying existing retirement accruals, increasing staffing costs, or rising fixed costs.

KEY ANTICIPATED COST DRIVERS - NEXT FIVE YEARS

These challenges mean that FY 2023 - 2024 is the start of a multi-year **catch up**.

This applies not only to the budget, but some areas such as long-range goal-setting and planning, workplace culture, personnel policies, and several other policy and program areas. Many organizations ‘fell behind’ through the COVID years, and we are not an exception.

KEY ANTICIPATED COST DRIVERS - NEXT FIVE YEARS

But....won't all of that catching up and planning cost a lot more money?

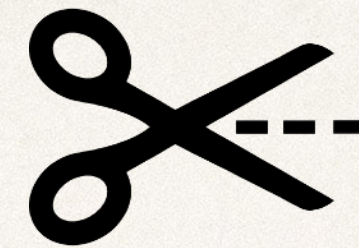
If we have to raise \$3,000,000 in the next five years just to keep up with 2% inflation, forgetting the several million dollars of existing and potential other needs, how is that possible without overly burdening taxpayers?

Can we pay for these and make Hanover more affordable (not less)?

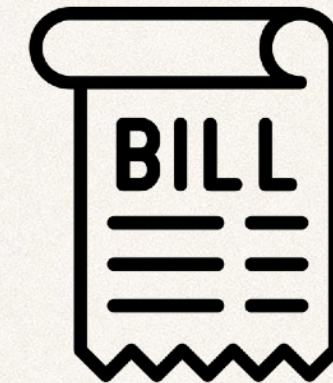
AVAILABLE OPTIONS TO PAY FOR FUTURE EXPENSES

There are really only **five ways** fix a deficit or raise more money in the future.

We really would only use three of them.



Cut costs/eliminate services



Raise non-tax revenue



Borrow money

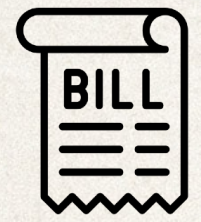


Raise taxes on existing taxpayers



Create new taxpayers

KEY OPTIONS IN HANOVER TO PAY FOR FUTURE EXPENSES



1. Addressing non-tax revenue

Non-tax revenue is inclusive of everything on the Town's Rate and Fee Schedule (dog licenses, building permits, parking fees), as well as other non-tax sources, such as gifts or grants.

As per NH State Law, these charges must be set according to the cost of providing the service. Meaning, if the cost of providing a building permit goes up, the cost of a building permit can go up. But if we want to buy new TVs for the library, we can't raise building permit fees. Although this is not uncommon, we have fallen significantly behind in making sure our rates, fees, fines, etc match the costs that it takes to provide them.

Additional issues include unpredictability with state revenues, long-term plans for contract based services, and how certain revenues were accounted for in prior budgets.

Next steps: Rates and fees will need to be raised this coming year to keep up with rising costs over the last several years. We may consider a new policy that guides consistent and predictable future increases that slowly bring rates up to the levels where they match the expenses, as well as re-organizing how certain revenues and expenses are accounted for in future budgets to increase transparency and reporting.

KEY OPTIONS IN HANOVER TO PAY FOR FUTURE EXPENSES



2. Raise taxes on existing taxpayers

Unfortunately, this has to be part of the equation. But it cannot be the main strategy. Hanover's affordability issues are real, and will negatively impact the community's future if not addressed.

Hanover has been careful and responsible in raising taxes over the years to balance growing revenue for the budget and not over burdening taxpayers. Unfortunately, this hasn't *quite* kept up in large part due to the exigent circumstances of the last few years that were mentioned earlier.

After several more challenging years, where multiple strategies will be used to soften the impact while the budget is grown to "catch up," we expect to move back into a more stable and consistent lower increase that will likely settle in the 2 - 4% range annually. But it will take several years to get there.

Next Steps: Discuss this year and future years' anticipated tax increases, strategies for minimizing that, as well as strategies for finding ways to make Hanover more affordable, not less, over time.

KEY OPTIONS IN HANOVER TO PAY FOR FUTURE EXPENSES



3. Create new taxpayers

The “Grand List” or the total assessed value of all properties in Hanover determines the “pool” of money that property taxes can be raised from. This number tends to go up every year, from either

1. An existing property gaining value (due to renovations or market conditions, for example)
2. A new property being assessed that wasn’t assessed in the prior year.

Last year, the grand list was slated to raise \$19 million. This year we’re looking at a smaller number, though in future years, we may anticipate more (we’ll come back to this point).

By adding new taxpayers (residential or commercial) into the overall pool, you decrease the share of responsibility on existing taxpayers, spreading the tax burden to a larger group (much like an insurance pool), while only minimally adding to costs, and benefiting the community in other ways.

Next steps: Zoning and policy changes have already been identified for many years through land use planning in Hanover, and now that we will shortly have a fully up to date Master Plan and likely new zoning, we need to make sure these new policies are able to be effectively implemented by the Town government, and done so in a way that is integrated with budget planning and broader organization goal-setting.

KEY GOALS FROM THE 2022 - 2023 MASTER PLAN UPDATE

So far, we've been talking about how land use impacts our budget from a financial perspective. These goals have been identified in the draft documentation, as well in the proposed zoning amendments going through the Planning Board currently. **Such as:**

More diverse and affordable housing stock, including more mixed use in the downtown

Creating more streamlined permitting to better enable new and more affordable construction

Help identify more ways for seniors to age in place

Create higher density housing in areas with existing municipal services

Explore the ability to develop housing on existing Town owned land

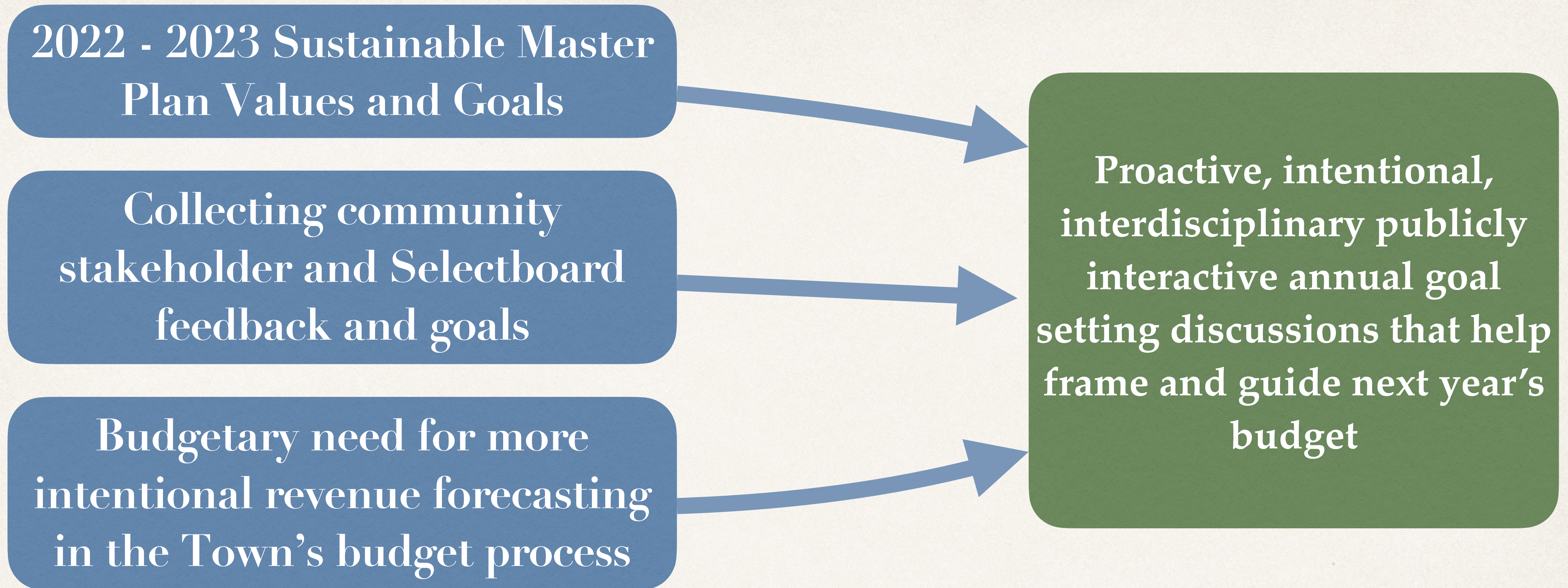
Create more opportunity for increased public engagement around housing and land use issues

Create more opportunities for integration between Dartmouth College and the Town and other stakeholders

Identify ways to better protect lower income renters and homeowners

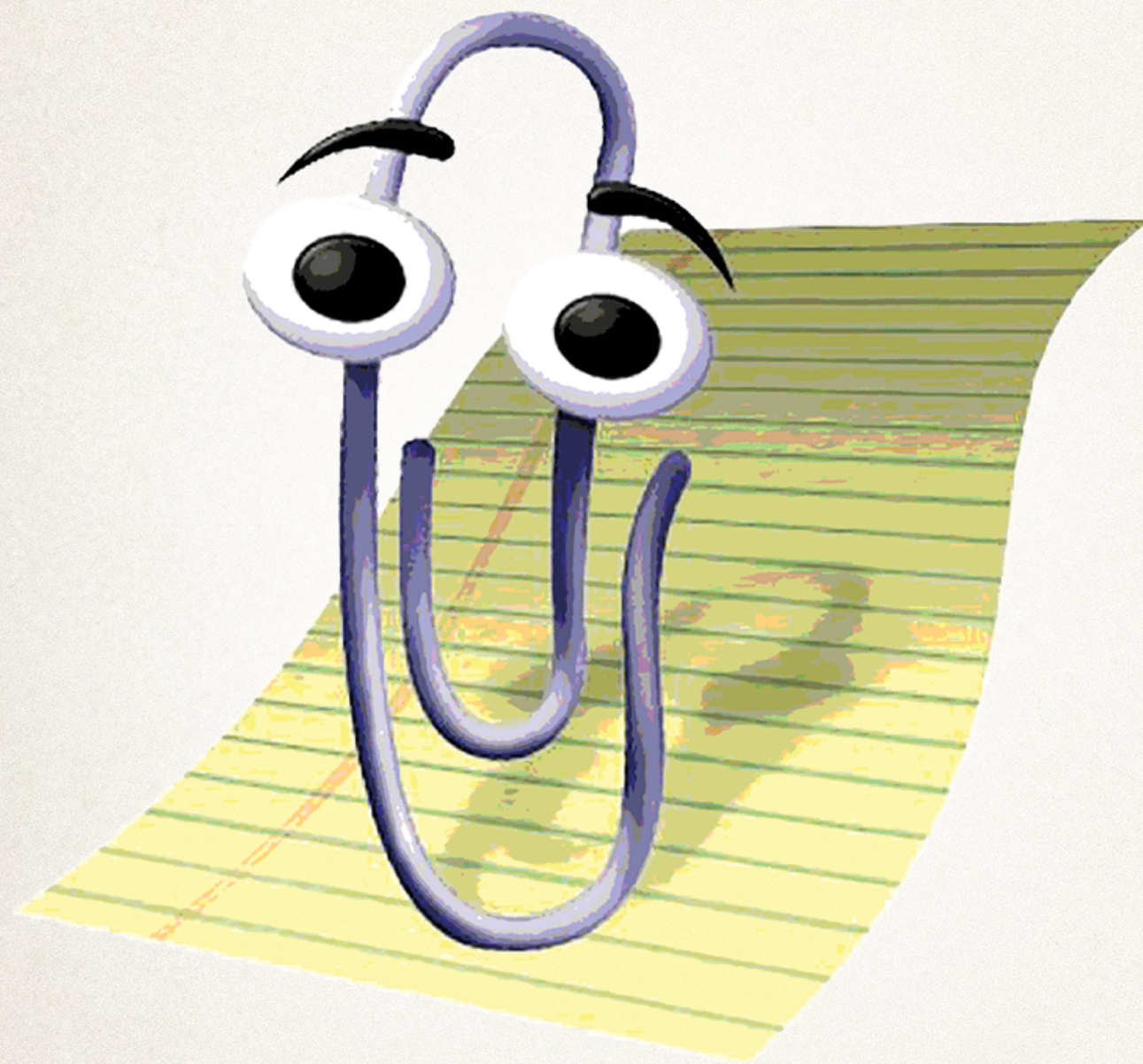
(Learn more at hanovernhmasterplan.com)

FOR NEXT YEAR'S BUDGET



A more integrated and long-term plan will help ensure we are accurately preparing for the financial challenges facing this and future budget years. Bringing the community into the process, and tightening integration between major community stakeholders before the budget is developed will ensure the budget most accurately reflects the community's goals.

MORE INFORMATION



Head to hanovernh.org/budget for newly available spreadsheets, more information, backup materials, and more!

Clippy thanks you for learning about the budget and participating in the process!

Independent Auditor's Report

FY2021 Audited Finance Statement can be found at hanovernh.org/budget under "FY21 Audit."

A limited number of copies of this report will be available at the Business portion of Town Meeting on May 9, 2023

The FY 2022 Audited Financial Statements are not finalized as of the printing of the Town Report. If they are available by Town Meeting, a link and limited paper copies will be provided. If not, they will be provided as soon as possible as part of the new audit review process.

Town of Hanover Trust Funds

	7/1/2021 Market Value Balance (per Investment Stmt)	Fund Additions (Includes Realized Capital Gains)	Income (net of mgmt fees)	Change in Market Value	Withdrawals	6/30/2022 Market Value Balance (per Investment Stmt)	Appropriated at TM for Transfer to CRF Before 6/30/22 but not yet Transferred	Appropriated at TM for Disbursement from CRF Before 6/30/22 but not yet Disbursed	6/30/2022 Adjusted Balance
Common Trust Funds									
Cemeteries	\$ 236,001	\$ -	\$ 2,158	\$ (31,830)	\$ -	\$ 206,329	\$ -	\$ -	\$ 206,329
Library	\$ 2,925	\$ -	\$ 42	\$ (167)	\$ -	\$ 2,800	\$ -	\$ -	\$ 2,800
Citizens in Need	\$ 446	\$ 24	\$ 6	\$ (25)	\$ -	\$ 451	\$ -	\$ -	\$ 451
Subtotal Common Trust Funds	\$ 239,373	\$ 24	\$ 2,206	\$ (32,022)	\$ -	\$ 209,581	\$ -	\$ -	\$ 209,581
Capital Reserve Funds									
Ambulance Equipment	\$ 107,528	\$ -	\$ 46	\$ -	\$ (85,380)	\$ 22,194	\$ 82,567	\$ -	\$ 104,761
Bridge Replacement and Renovation	\$ 450,701	\$ -	\$ 377	\$ -	\$ (263,392)	\$ 187,686	\$ -	\$ -	\$ 187,686
Building Maintenance and Improvements	\$ 517,846	\$ -	\$ 137	\$ -	\$ (454,765)	\$ 63,217	\$ 160,000	\$ (95,000)	\$ 128,217
Dispatch Center Eqpt. And Renovations	\$ 249,929	\$ -	\$ 221	\$ -	\$ (140,000)	\$ 110,149	\$ 26,381	\$ -	\$ 136,530
Fire Department Vehicle and Equipment	\$ 307,107	\$ -	\$ 594	\$ -	\$ (6,113)	\$ 301,588	\$ 82,567	\$ (35,000)	\$ 349,155
Highway Construction and Mtce. Eqpt.	\$ 868,099	\$ -	\$ 736	\$ -	\$ (501,806)	\$ 367,029	\$ 398,353	\$ (686,400)	\$ 78,982
Municipal Transportation Improvement Fund	\$ 13,835	\$ 33,430	\$ 77	\$ -	\$ (7,921)	\$ 39,421	\$ -	\$ -	\$ 39,421
Parking Vehicles and Facility Improvements	\$ 573,687	\$ -	\$ 1,132	\$ -	\$ -	\$ 574,818	\$ -	\$ (146,000)	\$ 428,818
Police Vehicles and Equipment	\$ 128,220	\$ -	\$ 152	\$ -	\$ (52,000)	\$ 76,372	\$ 114,000	\$ -	\$ 190,372
Property Revaluation	\$ 27,098	\$ -	\$ 3	\$ -	\$ (26,000)	\$ 1,101	\$ -	\$ -	\$ 1,101
Road Construction and Improvements	\$ 228,465	\$ -	\$ 311	\$ -	\$ (71,696)	\$ 157,080	\$ -	\$ (149,000)	\$ 8,080
Sewer Eqpt. And Facilities Improvements	\$ 1,237,113	\$ -	\$ 1,472	\$ -	\$ (498,040)	\$ 740,545	\$ 391,757	\$ (502,000)	\$ 630,302
Water Treatment and Distrib Eqpt.	\$ 480,906	\$ -	\$ 849	\$ -	\$ (51,340)	\$ 430,415	\$ 176,500	\$ (207,000)	\$ 399,915
Subtotal Capital Reserve Funds	\$ 5,190,534	\$ 33,430	\$ 6,105	\$ -	\$ (2,158,453)	\$ 3,071,616	\$ 1,432,125	\$ (1,820,400)	\$ 2,683,341
Restricted Purpose Funds									
Lou and Ann Bressett Memorial Endowment Fund	\$ 5,775,240	\$ 252,077	\$ 54,897	\$ (996,119)	\$ -	\$ 5,086,095	\$ -	\$ -	\$ 5,086,095
Bridgman Trust Fund (*)	\$ 1,959,713	\$ -	\$ 18,108	\$ (251,900)	\$ -	\$ 1,725,921	\$ -	\$ -	\$ 1,725,921
Bruce Essay Prize (+)	\$ 2,531	\$ 122	\$ 310	\$ (129)	\$ -	\$ 2,835	\$ -	\$ -	\$ 2,835
Dagmar's Place Fund	\$ 23,637	\$ 1,097	\$ 3,768	\$ (1,157)	\$ -	\$ 27,345	\$ -	\$ -	\$ 27,345
Ernest B. Dana Trust	\$ 108,969	\$ -	\$ 5,899	\$ (6,077)	\$ -	\$ 108,790	\$ -	\$ -	\$ 108,790
Dartmouth '58 Clock Maintenance Fund	\$ 2,002	\$ -	\$ 4	\$ -	\$ -	\$ 2,006	\$ -	\$ -	\$ 2,006
Education of Persons with Disabilities Fd.(*)	\$ 222,291	\$ -	\$ 439	\$ -	\$ -	\$ 222,730	\$ -	\$ -	\$ 222,730
Etna Library Expendable Fund	\$ 44,724	\$ 713	\$ 90	\$ -	\$ -	\$ 45,526	\$ -	\$ -	\$ 45,526
Adelaide Hardy Trust for Etna Library	\$ 48,998	\$ -	\$ 4,168	\$ (2,403)	\$ -	\$ 50,763	\$ -	\$ -	\$ 50,763
Jeremiah Ice Hockey Fund (+)	\$ 8,201	\$ 355	\$ 1,807	\$ (374)	\$ -	\$ 9,988	\$ -	\$ -	\$ 9,988
Land & Capital Improvements Fund	\$ 6,308	\$ 18,790	\$ 49	\$ -	\$ -	\$ 25,147	\$ -	\$ -	\$ 25,147
Murphy Lamp of Learning Prize Fund (+)	\$ 10,355	\$ 522	\$ 867	\$ (550)	\$ -	\$ 11,194	\$ -	\$ -	\$ 11,194
Norris Dartmouth Cemetery Fund	\$ 1,127	\$ -	\$ 2	\$ -	\$ -	\$ 1,129	\$ -	\$ -	\$ 1,129
Pleasant St. View and Slope Mtce. Fund	\$ 47,400	\$ -	\$ 5,657	\$ (2,424)	\$ -	\$ 50,633	\$ -	\$ -	\$ 50,633
Recreation Camp Scholarship Fund	\$ 4,959	\$ -	\$ 10	\$ -	\$ -	\$ 4,968	\$ -	\$ -	\$ 4,968
Rueb Photography Prize Fund (+)	\$ 22,026	\$ 1,199	\$ 127	\$ (1,264)	\$ (230)	\$ 21,858	\$ -	\$ -	\$ 21,858
Sawyer Trust Fund	\$ 21,995	\$ 1,195	\$ 175	\$ (1,260)	\$ -	\$ 22,105	\$ -	\$ -	\$ 22,105
School Building Maintenance Fund (*)	\$ 158,670	\$ -	\$ 21	\$ -	\$ (150,000)	\$ 8,691	\$ -	\$ -	\$ 8,691
Sixth Grade Tuition Fund (*)	\$ 279,404	\$ 100,000	\$ 745	\$ -	\$ -	\$ 380,149	\$ -	\$ -	\$ 380,149
Frank B. and Edith R. Tenney Trust	\$ 96,766	\$ 5,096	\$ 3,844	\$ (5,374)	\$ (25)	\$ 100,308	\$ -	\$ -	\$ 100,308
Termination Benefits Fund	\$ 95,153	\$ -	\$ 188	\$ -	\$ -	\$ 95,341	\$ -	\$ -	\$ 95,341
Welfare Assistance Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wicker Fdn. Cemetery Improvements Fd.	\$ 2,112	\$ -	\$ 4	\$ -	\$ -	\$ 2,116	\$ -	\$ -	\$ 2,116
Subtotal Restricted Purpose Funds	\$ 8,942,580	\$ 381,165	\$ 101,177	\$ (1,269,030)	\$ (150,255)	\$ 8,005,638	\$ -	\$ -	\$ 8,005,638
<i>*Hamover School District Funds - Dresden School District Funds</i>									
<i>* Beginning Balance Restated</i>									
Grand Total Trust Funds	\$ 14,372,487	\$ 414,619	\$ 109,489	\$ (1,301,052)	\$ (2,308,708)	\$ 11,286,835	\$ 1,432,125	\$ (1,820,400)	\$ 10,898,560

note 1: Totals may be off slightly due to allocation formulas and rounding.

2022 Town Meeting Warrants 11 and 12 appropriated payments into and distributions from the CRFs that did not take place prior to 6/30/22. This report adjusts the fund balances for those appropriations.

TOWN TREASURER'S REPORT
GENERAL FUND
for Fiscal Year 2022 (July 1, 2021 - June 30, 2022)
FY22 Audit in Progress

General Fund Cash Balances at July 1, 2021	\$ 21,046,360
Plus: Receipts from all sources	146,540,515
Plus: Transfers from Investment Account	-
Plus: Interest earned	36,998
Less: Authorized Disbursements	(156,430,652)
Less: Transfers to Investment Account	-
General Fund Cash Balances at June 30, 2022	<u>\$ 11,193,221</u>

Investment Account (CDARS) Balance at July 1, 2021	\$ 10,007
Plus: Transfers from Operating Account	-
Plus: Interest earned	41
Less: Transfers to Operating Account	-
Investment Account Balance at June 30, 2022	<u>\$ 10,048</u>

NH PDIP(*) General Fund Balance at July 1, 2021	\$ 783,004
Plus: Transfers In	-
Plus: Interest earned	1,261
Less: Transfers out	(35,708)
NH PDIP General Fund Balance at June 30, 2022	<u>\$ 748,557</u>

Respectfully Submitted,

Tamara Chapin

Town of Hanover Treasurer

(*) New Hampshire Public Deposit Investment Pool
(CDARS) Certificate of Deposit Account Registry Service

Tax Collector's Report for the Fiscal Year Ended June 30, 2022

	2021 Tax Year	2022 Tax Year
Uncollected Taxes at July 1, 2021		
Property Taxes	\$ 6,614,265.49	-
Yield Taxes	-	-
Property Tax Credit Balances	-	\$ (3,721.81)
Taxes Committed During Fiscal Year 2021	-	-
Property Taxes	\$ 25,684,784.00	\$ 24,017,722.00
Land Use Change Taxes	\$ 20,000.00	-
Yield Taxes	\$ 230.00	\$ 13,800.87
Overpayments (to be Refunded)	\$ 69,406.93	-
Interest on Delinquent Taxes	\$ 24,261.56	-
	<u>\$ 32,412,948</u>	<u>\$ 24,027,801</u>
Collections During Fiscal Year 2022		
Property Taxes	\$ 31,189,154.49	\$ 10,017,380.45
Land Use Change Taxes	\$ 36,885.00	
Excavation Tax		
Yield Taxes	\$ 230.00	\$ 7,173.37
Liens Executed (Principal Only)	\$ 22,445.20	
Property Tax Abatements	\$ 1,179,211.63	\$ 4,507.00
Interest on Delinquent Taxes	\$ 24,261.56	
Uncollected Taxes at June 30, 2022		
Property Taxes		\$ 14,023,607.15
Property Tax Credit Balances		\$ 1,240.00
	<u>\$ 32,452,188</u>	<u>\$ 24,053,908</u>

Summary of Tax Lien Amounts for the Fiscal Year Ended June 30, 2022

	Prior Years	2021 Tax Year
Unredeemed Liens July 1, 2021	\$ 146,186.83	
Liens Executed in Fiscal Year 2022 (incl. interest and fees)		\$ 194,759.44
Redemptions Collected During FY2022	\$ (39,910.19)	\$ (22,445.20)
Unredeemed Liens June 30, 2022	<u>\$ 106,277</u>	<u>\$ 172,314</u>

2022 - Ten Largest Taxpayers

Trustees of Dartmouth College	\$ 7,621,163
Kendal at Hanover	\$ 1,339,570
Salazar-Kish, Jolin	\$ 366,930
South Street Downtown Holdings Inc.	\$ 351,522
Hypertherm Inc.	\$ 284,191
Granite State Electric Company	\$ 272,927
Red Barn Trust	\$ 255,494
Bayson Hanover Properties, LLC	\$ 225,774
Seven Lebanon Street Inc.	\$ 224,100
Bridgman Realty Trust	\$ 211,842
	<u>\$ 11,153,513</u>

REPORT OF THE TOWN CLERK

for Fiscal Year Ending June 30, 2022

MOTOR VEHICLE REGISTRATIONS:

7,353 Motor Vehicle Permits Issued July 1, 2021 - June 30, 2022	\$	1,581,874
State Fees Collected Locally and Remitted to State of NH	\$	401,775
Municipal Agent and Related Fees	\$	45,480
Municipal Transportation Improvement Fund	\$	34,125
Motor Vehicle Title Fees	\$	2,470
		<hr/>
PAYMENTS TO TREASURER	\$	2,065,724

DOG LICENSES AND RELATED FEES:

996 Dog Licenses Issued July 1, 2021 - June 30, 2022	\$	4,736
State Fees Collected Locally and Remitted to State of NH	\$	2,152
		<hr/>
PAYMENTS TO TREASURER	\$	6,888

ALL OTHER FEES:

Water and Sewer Utility Collections	\$	4,085,288
Burial Fees and Cemetery Lot Payments	\$	42,450
Town Clerk Fees	\$	17,168
State Fees Collected Locally for Vital Record Copies	\$	12,237
Landfill Tickets and Recycling Bin Sales	\$	7,485
Vendor Permits	\$	4,047
Notary Fees	\$	1,365
Trail Map Sales to benefit Conservation Commission	\$	105
		<hr/>
PAYMENTS TO TREASURER	\$	4,170,145

TOTAL RECEIPTS COLLECTED BY TOWN CLERK'S OFFICE

REMITTED TO TREASURER	\$	<u>6,242,757</u>
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TOWN CLERK'S OFFICE

GENERAL SERVICES

Our office is open Monday through Friday, 8:30 a.m. to 4:30 p.m with our last transaction at 4:15 pm. We're here to help with a wide variety of services, including processing motor vehicle registrations, issuing certified copies of vital records, dog licenses, vendor permits and collecting tax and utility payments, to name a few. We added boat registrations to our roster of services back in 2019 to address a request we heard from some of our residents. Our staff is committed to providing helpful, efficient and friendly customer service: our citizens deserve nothing less!

The Town accepts online payments for property taxes, water and sewer bills, and motor vehicle registration renewals through an online bill presentment and payment utility integrated with our municipal cashing and billing software. There is no fee for paying bills with an electronic check from a checking or a savings account. The use of a credit or debit card will incur a convenience fee that will be added to the transaction and is not collected by the Town but flows directly to our online payment partner.

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

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

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

Birth: 1935 to the present (except 1949 and 1950)

Marriage: 1965 to the present

Death: 1965 to the present

Divorce: 1979 to within 6 months of the present date.

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

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

Other Services:

- Vendor permits are available at the Town Clerk's office; information about vendor spots and the vending ordinance is available on the Town's website.
- Hanover trail maps are available for sale; these proceeds are directly added to the Conservation Fund.
- Landfill tickets for the Lebanon Regional Solid Waste Facility, in which the Town of Hanover is a partner, may be purchased through our office. They are sold in a punch card of 10 punches for \$20.00. Residents are now required to use a permit to access the Lebanon Landfill. You may obtain this permit on the City of Lebanon's website.

SUPERVISORS OF THE CHECKLIST

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

This year Aileen Chaltain was elected as a new Supervisor of the Checklist, replacing Sarah Schweitzer. We are pleased that Sarah has continued to assist us at our busiest elections.

Our behind the scenes efforts included, participation in elections related webinars and podcasts, consultations with the Secretary of State's Office regarding new and/or updated state elections procedures; preparation for and processing of a near record number of same day registrants on the midterm elections day which led directly into preparations for and participation in the Dresden and Hanover school districts elections; as well as an office move to a location more available to voters and new registrants. In addition to these tasks and the four elections held this year we held two registration drives to encourage voters to register prior to election day.

Elections: In 2022 there were four elections during which the Supervisors were present as directed by New Hampshire State Law. Here are the statistics:

Hanover/Dresden School Meeting Vote –March 1, 2022

Hanover Town Meeting -- May 10, 2022

State Primary Election – September 13, 2022

State General Election – November 8, 2022

Total Registered Voters as of March 9, 2023 = 8,641

Registered Democrats 4,761 ~ Registered Republicans 558 ~ Undeclared 3,322

VOTER REGISTRATION

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

□ *Where and how do I register to vote?*

- < You may register with the Town Clerk's Office at the Town Office at 41 South Main Street during office hours (M-F 8:30 a.m. – 4:15 p.m.). Applications may be made at any point throughout the year, except for 10 days immediately prior to an election. You will be required to fill out a standard voter registration form and asked for documentation of your identity, age, citizenship and Hanover domicile. Affidavits may be executed in the absence of these documents.
- < You may also register with the Supervisors of the Checklist who conduct special registration sessions throughout the year and are required by law to meet at a date specified by them within 2 weeks prior to each election. After this meeting date and until the election, no new voter registrations will be accepted; however, Election Day registration is an option. Check the Town's website, the local newspaper or call the Town Clerk's Office for the date and time of such meeting.
- < Qualified individuals may also register to vote at the polling place on Election Day at all elections.

ASSESSING DEPARTMENT REPORT
NORM BERNAICHE, DIRECTOR OF ASSESSING

The Assessing Department is responsible for maintaining the Town's property assessment records and providing the property owners with a cost effective, property assessing system that is fair and equitable. Information on the assessment of property, the abatement process, exemptions and credits, printable property record cards and the Town's tax maps are available on the website at www.hanovernh.org or in person at Town Hall. **Printable property record cards are available on our website www.hanovernh.org under the GIS link and we are happy to help with navigation and questions.**

It has been three years since assuming the director position under the watchful eyes of concerned taxpayers, the NH Board of Tax and Land Appeals (BTLA), NH Department of Revenue Administration (DRA), and all local elected and appointed Town officials. In 2021 we completed the BTLA ordered revaluation in conjunction with Vision Government Solutions. On March 1, 2022, we received a satisfactory and fully compliant rating of the Mass Appraisal Report Standards from the NH DRA and the BTLA. This was a major accomplishment for the department, and we are proud we were able to right the ship. After the 2021 abatement process, we ended up with only four appeals beyond the local level of which one has since withdrawn their case. The other three cases are scheduled to be heard this summer. This is a drastic improvement, and we believe it is because of our openness and communication with our property owners. Additionally, the clerk, Sue received Assessing Staff Member of the Year Award from the State Assessor's Association. A well-deserved honor and congratulations for a job well done!

The Assessing Department is now a staff of three, Sue – office clerk, Jerry – Field appraiser and myself. Jerry comes to us with a background as a licensed home inspector and a local licensed real estate agent. This will allow us to complete all assessing work in-house. The ultimate plan is for me to transition to a part-time supervisory role and staff will assume my duties for a smooth transition upon my retirement in the next few years.

We are in the process of collecting exemption applications for all solar installations in Town. This has turned out to be a very time-consuming task with over 250 solar systems and we hope to get 100% compliance.

Department goals for 2023 are to complete all building permits in a timely manner, address the eight abatements applications for 2022, begin the process of re-inspection and data verification cycle, file the State MS-1 report in a timely manner for an early fall tax rate, and limit the number of abatements at the local level by delivering accurate, equitable, transparent, and explainable assessments. Therefore, a top-level assessment program. We will be notifying property owners in the Current Use program that we will be visiting their property to get an accurate picture of the land enrolled and not enrolled in the program. This will be accomplished by using a GPS data collector, our existing mapping, aerial photography, and existing Town records. As always, we strive to provide excellent customer service and a high-quality assessment program for the Town of Hanover

I would like to thank my staff for their commitment to this department. Also, I appreciate the support of the property owners, Selectboard, Advisory Board of Assessors, Alex Torpey and the rest of the Hanover team that makes this a great community to be part of.

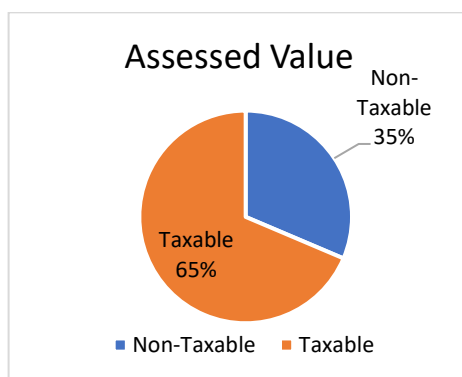
TAX YEAR 2022
SUMMARY OF ASSESSMENTS
Taxable Value

Land		
Current Use		\$ 1,577,382.
Discretionary Preservation Easement		26,780.
Residential		715,771,325.
Commercial/Industrial		<u>141,714,000.</u>
<i>Total Taxable Land</i>		<i>\$ 859,089,487.</i>
Buildings		
Residential		\$ 1,276,563,760.
Manufactured Housing		0.
Commercial/Industrial		557,503,935.
Discretionary Preservation		<u>53,140.</u>
<i>Total Taxable Buildings</i>		<i>\$1,834,120,835.</i>
Public Utilities		
<i>Electric</i>		<u>\$ 17,229,700.</u>
		<u>\$2,710,440,022.</u>

In July 2010 Hanover Water Works Company became a municipal department. As such, the Water Department now makes a Payment In Lieu of Taxes (PILOT) each year to the general fund based on its current assessment and is no longer taxable as a Public Utility.

Non-Taxable Value

Land		\$ 353,910,022.
Buildings		<u>\$1,098,106,600.</u>
Total Non-Taxable Assess Value		<u>\$1,452,016,622.</u>
Total Town Assessed Value (Taxable and Non-Taxable)		<u>\$4,162,456,644.</u>



Staff: Normand G. Bernaiche, Director of Assessing, Jerry Roberts, Field Appraiser, Sue Girouard, Data Technician



**TOWN OWNED PROPERTIES
AS OF APRIL 1, 2023**

PROPERTY LOCATION	PARCEL ID	OWNER	LAND AREA	TOTAL ASSESSMENT
63 Lyme Road	4-3-1	Dresden School District	22.85	17,538,500.
41 Lebanon Street	34-68-1	Hanover School District	28.26	36,263,800.
26 Reservoir Road	4-4-1	Hanover School District	35.00	21,900,400.

PROPERTY LOCATION	PARCEL ID	OWNER	LAND AREA	TOTAL ASSESSMENT
1 Algonquin Trail	9-106-1	Town of Hanover	.70	3,900.
3 Allen Street	33-91-1		.02	38,600.
1 Currier Place	34-40-1		.67	8,329,100.
16 Currier Place	23-52-1		.58	53,300.
20 Etna Highlands Road	2-31-1		12.50	28,000.
130 Etna Road	31-1-1		5.50	1,218,200.
137 Etna Road	31-13-1		.03	34,400.
150 Etna Road	31-3-1		.48	552,800.
226 Etna Road	5-116-1		1.90	157,900.
10 Freeman Road	39-142-1		.14	27,600.
33 Goose Pond Road	51-23-1		.23	3,800.
39 Goose Pond Road	14-26-1		96.00	76,800.
40 Goose Pond Road	14-36-1		.11	26,900.
42 Goose Pond Road	14-34-1		.10	3,300.
39 Grasse Road	4-18-1		11.10	1,245,100.
55 Great Hollow Road	1-22-1		11.40	12,500.
0 Greensboro Road	1-11-2		4.99	242,200.
6 Greensboro Road	25-7-1		.28	167,500.
110 Greensboro Road	1-11-3		157.86	1,034,100.
111 Greensboro Road	1-10-1		92.00	211,800.
161 Greensboro Road	1-15-1		21.90	97,600.
181 Greensboro Road	27-3-1		7.63	642,600.
388 Hanover Center Road	9-69-1		.15	19,600.
27 Hemlock Road	45-7-1		30.00	240,000.
9 Kingsford Road	39-50-1		.61	35,600.
11 Laurel Street	2-80-1		3.10	9,900.
46 Lebanon Street	34-83-1		.25	759,300.
48 Lebanon Street	34-84-1		.68	5,592,300.
87.5 Lebanon Street	24-43-1		.70	50,900.
87.75 Lebanon Street	24-49-1		19.50	202,800.
91 Lebanon Street	24-48-1		.50	213,900.
190 Lebanon Street	25-31-1		2.50	134,600.
194 Lebanon Street	21-3-1		8.93	4,980,900.
221 Lebanon Street	20-2-1		21.10	1,022,600.
19 Low Road	39-109-1		.45	22,500.
46 Lyme Road	46-1-1		2.00	6,134,300.
81 Lyme Road	8-2-1		6.00	98,300.
85 Lyme Road	8-4-1		17.60	56,300.
103 Lyme Road	8-39-1		.46	116,000.
110 Lyme Road	8-20-1		2.98	181,400.
4 Maple Street	23-18-1		.64	967,800.
8 Martin Lane	25-52-1		1.60	24,500.

**TOWN OWNED PROPERTIES
AS OF APRIL 1, 2023**

PROPERTY LOCATION	PARCEL ID	OWNER	LAND AREA	TOTAL ASSESSMENT
2 Montview Drive	12-112-1		.17	68,300.
15 Moose Mountain Road	6-40-1	Town of Hanover	.28	10,200.
41 Moose Mountain Road	6-44-2		66.00	105,600.
47 Moose Mountain Road	10-28-1		28.00	14,000.
51 Moose Mountain Road	10-29-1		34.00	23,800.
20 North Main Street	33-85-1		8.88	1,886,600.
3 Old Dana Road	6-45-1		.30	98,000.
31 Old Dana Road	6-38-1		36.50	216,200.
1 Parade Ground Road	9-70-1		2.40	236,900.
121 Pine Knoll Drive	19-15-1		27.00	13,241,700.
61 Pinneo Hill Road	9-104-1		7.00	9,800.
13 Pipers Lane	12-7-1		3.40	151,000.
19 Rayton Road	39-70-1		.71	39,300.
81 Reservoir Road	48-3-1		19.60	484,400.
23 Rip Road	44-57-1		1.30	9,400.
40 Ruddsboro Road	6-14-1		1.00	43,600.
79 Ruddsboro Road	6-51-1		97.90	488,500.
100 Ruddsboro Road	6-8-1		94.00	360,600.
41 South Main Street	34-4-1		1.26	6,033,200.
96 South Main Street	23-69-1		.31	404,000.
111 South Main Street	23-2-1		37.50	465,000.
114 South Main Street	19-33-1		5.80	476,200.
6 School Street	33-42-1		.11	412,200.
10 School Street	33-47-1		.28	243,600.
13 South Street	34-62-1		1.10	11,183,600.
1 Spencer Road	19-13-1		2.70	500,700.
5 Thompson Road	16-10-1		.30	1,300.
34 Thompson Road	16-14-1		63.70	31,900.
4 Thompson Terrace	19-28-1		7.53	1,490,200.
64 Trailhead Lane	20-1-1		10.60	1,060,500.
56 Tunis Road	14-8-1		.70	700.
57 Tunis Road	14-12-1		16.00	9,600.
66 Tunis Road	14-9-1		613.00	306,500.
79 Tunis Road	17-9-1		25.00	1,065.
12 Verona Avenue	41-55-1		.48	32,600.
2 West Wheelock Street	34-11-2		.10	325,000.
6 West Wheelock Street	33-38-1		.19	444,400.
83 Wolfeboro Road	14-35-1		.18	28,700.
146 Wolfeboro Road	14-41-1		125.00	125,000.
11 Woodcock Lane	5-46-1		17.40	11,100.
11 Woodmore Drive	47-32-1		.32	209,200.
Distribution Sys & ROW	0-0-4	Water Department	0.00	7,256,800.
82 East Wheelock Street	41-51-1		0.00	5,600.
110 East Wheelock Street	4-15-1		0.00	315,200.
41 Grasse Road	4-9-1		178.80	7,551,900.
130 Greensboro Road	1-12-1		.42	236,500.
319 Hanover Center Road	9-53-1		1.50	30,800.
331 Hanover Center Road	9-52-1		39.00	778,500.
90 Lebanon Street	24-25-1		0.00	40,300.

TOWN OWNED PROPERTIES
AS OF APRIL 1, 2023

92 Lebanon Street

24-62-2

4.60

1,039,000.

ADVISORY BOARD OF ASSESSORS REPORT

The Advisory Board of Assessors came into existence at Town meeting on March 10, 1931. It was *Voted*: “That an Advisory Board of three members be elected to act with the Selectmen in the assessment of real estate until such time as the Advisory Board shall be discontinued by vote in town meeting, one member of the Board to hold office for three years, one for two years, one for one year, and thereafter at every annual meeting one member shall be chosen to hold office for three years. Vacancies in said Board shall be filled by appointment by the Selectmen, such appointee shall hold office until the next annual meeting of the town.”

The first three board members elected at that town meeting were: Edgar H. Hunter, Archie B. Gile and Thomas E. Ward.

The Advisory Board of Assessors hears property tax abatements and makes recommendations to the Selectboard. The Selectboard appoints one Selectboard representative and one alternate to serve on the Advisory Board of Assessors. Our newest member is John Brighton, a former Vermont assessor. John moved from an alternate to a full member this past year, replacing former long-time member Jay Pierson. We thank Jay for his years of service.

Activities: The board heard 63 abatement cases from tax year 2021. All were resolved, with the exception of 3 which are to be heard this summer at the NH Board of Tax and Land Appeals.

In calendar year 2022, the Advisory Board of Assessors met 2 times for abatement hearings. Joe Roberto, whose term expires in May 2023 has indicated his desire to be re-appointed for another term.

The deadline for filing an abatement application is March 1 of each year.

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

Advisory Board Members: Joe Roberto (2023), Mac Gardner (2025), Chair, John Brighton, (2025)

Select Board Representative: Joanna Whitcomb, Peter Christie (Alternate)

Information Technology

The IT department has been focusing on improving the technological infrastructure in our town to enhance the efficiency of our municipal services. We have identified several areas that require attention and have made significant progress in implementing new solutions. This report aims to provide an overview of the IT department's recent activities and achievements.

Network Infrastructure:

The IT department has completed a comprehensive review of the town's network infrastructure and has identified areas that required upgrading. We have replaced outdated equipment with state-of-the-art hardware, which has improved network speed and reliability. We have also increased cybersecurity by implementing firewalls and intrusion detection systems.

Cloud-based Solutions:

To improve access to data and services, we have moved many town applications and services to cloud-based solutions. This move has allowed employees and citizens access to town services from any location. It has also increased the flexibility of our work processes.

Website Development:

The IT department has worked extensively to develop a more user-friendly, informative, and interactive town website. We have added features such as online payment options, community news, and event calendars. The new website provides a more comprehensive source of information for our citizens and has improved communication between the town and its residents.

Data Backup and Recovery:

We continue to maintain a cloud-based system for backing up and recovering data, ensuring the continuity of critical town services in the event of an emergency. Our disaster recovery plan is well-documented and tested regularly to ensure it remains effective.

Conclusion:

The IT department has accomplished significant improvements in the town's technology infrastructure over the past year. We continue to focus on enhancing security, improving access to town services, and upgrading our equipment. Our goal is to provide the highest quality technology services to support the growth and development of our town.

DEPARTMENT PRESENTATIONS



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DEPARTMENT SUMMARY

The IT department consists of two full time employees:

Corey Stevens – IT Director has been with the town for 23 years

Michael Hartell – Technology Technician has been with the town for 5 years

The department's function is to make sure that all the Town's technology needs are met. We take care of everything technology related, from cabling, software installs and updates, computer replacements/ upgrades, printing, including copiers, server installs and computer security.

Growing areas of importance include cybersecurity and digital workflows.

Over the last year we have had a few big software changes that include an ongoing update to the police software and an upgrade to our threat protection software package, recreation software change and a new website.

Cybersecurity issues have become one of the most critical IT priority areas, as towns throughout the state and country continue to face "ransomware" and other attacks that can cost millions and compromise data and services.

New hardware and software security upgrades are in place, such as with Cisco Umbrella/ Cylance/ and KnowB4. Phishing training has been instituted among all users as well.

OPERATING HIGHLIGHTS

Overall budget has only two main changes below - some expenses down slightly.

In addition to completing the website and related functions (CivicRec, SeeClickFix), we are adding two new software initiatives:

1. **Esignature/digital workflow.** After a review of options, we intend on moving forward with Adobe Pro. This will enable us to use organization-wide legally binding electronic signatures, not only improving security of documents, but reducing cost, paper and postal usage (and carbon footprint). It will also allow functions such as PDF editing and fillable forms.
2. **Email archiving.** A new email archiving package through our existing Mimecast plan that will help with email backup and streamline RSA 91A requests.

GOALS FOR UPCOMING YEAR

We are looking forward to optimizing our security software, we will continue to "train" users about phishing with our KnowB4 software.

We plan to make updates to network infrastructure to better support a new phone system that is being organized through Police.

We will be fully utilizing the new website, and rolling out new features alongside that, which includes new Recreation management systems that will make it easier for both the public and our staff, as well as "SeeClickFix" which will create a "311" portal where the public can submit non-emergency service requests that enter a comprehensive behind the scenes work management system.



ETNA LIBRARY

Mission Statement: “The Hanover Town Library in Etna provides library materials and services to community members of all ages and backgrounds, with the aim of inspiring and supporting lifelong learning, literacy, creativity, recreational passions, and cultural expression, all within the welcoming walls of our historic building, and beyond.”



Over the years, the library has earned two names, and both are equally important. The official name is the ‘Hanover Town Library,’ as it was the first library for the entire town of Hanover. The original part of the building dates from 1905 and an addition was built in 2014.

A name more commonly applied, however, is the ‘Etna Library,’ due to its location: the library proudly serves as a core of the Etna community and as a key gathering place for its residents.

Numerous aspects make the Etna Library special, such as its historic charms, rural setting, and unique programming. These elements of the Etna Library combine with the Howe Library’s larger size and more modern amenities to offer Hanover residents the best of both worlds when it comes to libraries. Even residents who don’t directly visit the Etna Library often still benefit from its services. Last fiscal year, for example, the Etna Library

sent more than 1,800 books, DVDs, audio books, magazines, and video games that it owns to the Howe Library, so that patrons could pick up the items there.

It is important to note that the Etna Library is not a branch library of Howe, but is its own institution, with its own dedicated staff, trustees, and mission. The Etna Library has only two part-time employees, a Library Director and Library Assistant, and two substitutes.

Programming and Groups

In FY22, the library’s programs included: a Gaelic music concert, author Anders Morley talking about his journey through Canada on cross-country skis, Etna resident – and amazing photographer – Jim Block recounting his trek through Nepal, pumpkin decorating and Valentine card crafting, a Dartmouth professor and Dartmouth students from Ukraine discussing Russia’s invasion, and many more. Since July of 2022 and the start of FY23, the library has offered over a dozen additional programs, including a magic show, local authors, and craft events.

Ongoing groups and programs include twice-weekly Story Times, a Knitting Club, the two book clubs that the library supports, and annual summer reading programs.

Patron Visits

The Etna and Howe libraries were closed to in-person visits for an extended period during the height of COVID. During this time, both libraries offered curbside pickups of materials and remote programming. Even though the Etna Library was recording individuals picking up materials as ‘patron visits,’ the library still saw a steep decline in visits while the building was closed. Since reopening its doors, the library has seen significant ground reclaimed and a continued trend of increasing visits. Everyone who works at, and relies on, the Etna Library is thrilled that it’s fully operating once again!

Collections and Circulation

Last fiscal year, the Etna Library began the process of looking more carefully at the circulation statistics of each of its collections. The library has significantly expanded key collections, such as kids' graphic novels, that have surged in popularity but were greatly underrepresented. The Etna Library was also the first library in the area to offer circulating video games – an innovative collection that has brought in new visitors and generated much interest.

Circulation of Etna physical items increased by 10% from FY21 to FY22. And when the period of June 2021 through January 2022 is compared to the same period this current fiscal year (June 2022 through January 2023), circulation of Etna Library's physical items again increased – this time by an additional 15%.



State-Wide Statistics

With the Etna Library, it is important to compare its size to its impact. This is a small library that does some very big things.

Every year, the NH State Library compiles and releases extensive data on all of NH's public libraries. During the period of the State Library's most recent data (9/1/2020 – 6/30/2021), the Etna Library compared very favorably, across numerous categories, to its (mostly) larger public library siblings.

In terms of programming, for example, the Etna Library was in the 60th percentile for all reporting NH public libraries for programming attendance. For many years, the Etna Library has hosted more programs and had more successful program attendance than a majority of other public libraries in the state.

When examining the Etna Library's patron visits compared to other NH public libraries, it's interesting to look conjointly at library size. In terms of size, when measured by area in square feet, the Etna Library is in the 9th percentile for all NH public libraries. There are only a handful of libraries in the state that are smaller. Despite this, when it comes to library visits, the Etna Library is in the 35th percentile, drawing in more patrons than many libraries that are significantly larger.

To look at size versus impact from one additional angle, when examining the number of physical items in NH public library collections, the Etna Library is in the 22nd percentile. Out of the 211 reporting libraries in this category, the Etna Library has a larger print collection than only 45 of them. But, when you look at the circulation of all print materials, the Etna Library jumps up to the 46th percentile. This means that, of the total 211 reporting libraries, the Etna Library has larger print circulation numbers than 98 of them, even given the smaller (and often *much* smaller) size of its collection.

Looking Ahead

Recently, the Etna Library added a 'brew station' with a k-cup machine; many new toys for children to play with; and seven new bookcases which allow the library to house many hundreds of additional books and better highlight new and featured circulating materials.

The library aims to make the most of its beautiful, natural setting, so this year it will be launching a lending Seed Library to make free seeds available for local gardeners and will also oversee construction of a new and improved Story Walk to feature story book pages which will stretch back into the hills of Hayes Farm Park, directly behind the library. Proud of its rich past and excited for the future, the Etna Library can't wait for what's next!

DEPARTMENT PRESENTATIONS



TOWN OF HANOVER | FY 2023- 2024 BUDGET

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DEPARTMENT SUMMARY

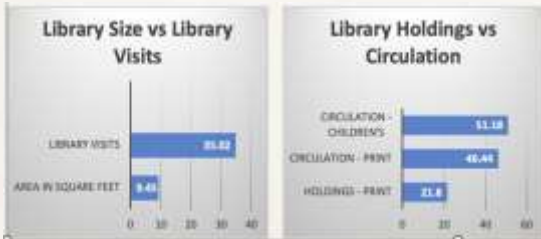
- What's in a name? Hanover Town Library? Etna Library?
- History/Rural Setting/Programming/Community
- Courier system
- Volunteers and Community Support

TOWN OF HANOVER | FY 2023- 2024 BUDGET

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YEAR IN REVIEW

- Programming
- Patron Visits
- Circulation



OPERATING HIGHLIGHTS

Overall budget has only one major program change below.

Decreases:

- Auto Reimbursement – down \$400
- Furniture & Fixtures – down \$3,765

Increases:

- Added hours, \$5,378
- Copier, \$50, Office supplies, \$100, Processing supplies, \$150
- Programs, \$100

Responsive to community feedback - the additional funding provides an 3-4 hours more per week for the Etna Library to remain open and available.

GOALS FOR UPCOMING YEAR

- Brew Station/Toys/New Bookcases/Therapy Dog/Laptop
- Collection Statistics
- Seed Library
- Story Walk
- New Groups
- Program Ideas
- Collaborations with the Hanover Historical Society and the Hayes Farm Park Committee



ETNA LIBRARY TRUSTEE REPORT

The Hanover Town Library, or Etna Library as it is more commonly known, is a welcoming gem in the community of Etna and the wider community of Hanover. Housed in a historic building in a rural setting, it offers many things to many people.

As trustees, we continue to take pride in our selection of Jeff Metzler as librarian following the retirement of longtime librarian, Barbara Prince, in the fall of 2021. He works alongside Assistant Librarian Sarah Molesworth, substitutes Mary Ellen Rigby and Stephanie Snelling, and a host of volunteers to keep the library doors open to patrons throughout each week. We meet with Jeff once a month. At each of these meetings we are stunned by Jeff's creativity as he proposes ideas for improvement to the operation of the library, from management of the collection to ideas for programs to the installation of new bookshelves.



During his first year at the library, Jeff introduced a new website (recently further updated) and started sending out a monthly newsletter. The library continues to attract children for story times and programs, and a new 'I Spy Case' offers fun for all as hidden items are found with the goal of winning a prize. A collection of video games now on offer attracts older children and teenagers to the library as well.

Jeff conjured ideas for replacing small pieces of furniture with bookshelves and moving certain collections of books, with a goal of making more prominent displays of popular materials. As a result, new bookshelves, sporting newly released books, now greet patrons as soon as they enter the library. Additional new bookshelves have been added throughout the interior to take advantage of its

many unique spaces. Programs such as Book Bingo, the annual Pie Sale, and Love My Library are just a few of the events that continue to please. The patron desktop PC has been joined by a laptop, allowing patrons to sit on the couch or table with the laptop (possible while enjoying a coffee or tea from the library's new Brew Station). The upcoming Seed Library will offer a variety of seeds and accompanying planting guidelines and will encourage sharing among patrons in a whole new way.

In addition to all the changes he has introduced to the library itself, Jeff has become a steward of the library's history and its unique environment adjacent to the Hayes Farm Park and King Bird Sanctuary. Throughout his relatively short time at the library, it has been our distinct pleasure to watch him oversee this treasure of an institution and make it even more special.

HANOVER FIRE DEPARTMENT

Mission Statement

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



Department Staffing

The Fire Department is a combination department with twenty-three career and eight paid call members working out of two fire stations. The main station located within the Public Safety Building at 46-48 Lyme Road, houses the department's administrative staff and operates 24/7 with a four-group system. Each group is staffed with a Captain, Lieutenant, and three Firefighters/Paramedics/AEMTs. The Etna Station is staffed with paid on-call personnel and is located in the Village of Etna at 150 Etna Road.

The Fire Department has not been immune to the challenges of maintaining a fully staffed workforce. The department was fortunate to have a full staff for the past several months, however, August 2022 Firefighter/AEMT Jay Whitehair retired after sixteen years of service, and Captain Christopher Doolan retired effective March 31, 2023, having served the Hanover Fire Department since 2004.

In July, Richard Kahan and Christopher Mielewski were hired. Richard Kahan is a Firefighter/AEMT and lives in Strafford, VT. Richard worked for the St Johnsbury Fire Department in Vermont for a few years before returning to the Upper Valley. Christopher Mielewski is a Firefighter/Paramedic, he and his children live in Littleton NH. Christopher came to us from the South Burlington Fire Department in Vermont where he worked in a high-volume service and gained great experience.

October 2022, Brandon Adams and Helder Ferreira joined the department. Brandon, a Firefighter/AEMT lives in Andover, NH with his wife and daughter. Before joining the Hanover Fire Department, he worked for the Franklin NH Fire Department. Helder Ferreira, a Firefighter/AEMT, born and raised in Northern Portugal, he lives with his family in Grantham, NH. Along with working internationally in the fire service, Helder worked for the Brattleboro Fire Department in Vermont for 2 years.

Year In Review

The Fire Department has successfully completed the Hazardous Mitigation Plan update which had been delayed due to the pandemic. We also renovated our training room to be used as the Town's Emergency Operation Center and opened it a several times this past winter due to damaging storms.



The Fire Department held the first awards banquet since COVID honoring promotions, new hires, unit citations, life savings awards, EMS Provider of the Year and Firefighter/Officer of the Year. It was a very special event that recognized the accomplishments of our dedicated staff. Families and friends also attended the event.

Total Calls for Service

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Fire/ Explosion (building fires, brush fires, dumpster fires)	46	31	32
Overpressure Rupture (overpressure rupture, gas, steam, chemical)	3	0	1
Rescue Call (medical call, rescues, motor vehicle accidents)	866	976	1220
Hazardous Condition (gas/ propane leak, CO problem, chemical leak)	51	48	71
Service Call (assist of agency, water problem, lock out)	158	129	213
Good Intent Call (smoke scare, dispatched and cancelled enroute)	154	162	180
False Call (fire alarm, CO alarm, sprinkler problem)	349	383	434
Severe Weather (flooding, snow, wind)	0	1	5
Special Type/ Complaint	42	2	6
<u>Total</u>	1669	1732	2163

Emergency Medical Services by Town

	<u>FY' 19-20</u>	<u>FY' 20-21</u>	<u>FY' 21-22</u>
Hanover	642	598	770
Lyme	102	109	101
Norwich	131	144	148
Mutual Aid	50	49	49
<u>Total</u>	925	900	1068

A SHIFT - TRAINING

Over the past year members of the department logged nearly 2000 hours of training. This includes training hosted by our department, the NH Fire Academy, various conferences, workshops, and shift level drills.

Some of our members became certified as Fire Instructors, Officers, and Inspectors. Other trainings attended ranged from Rope Rescue Technician to Basic Life Support in Obstetrics. Presently we have one member enrolled in a Paramedic program, with an anticipated graduation date of spring of 2024. Quarterly competency drills continue to be completed on topics such as rope rescue, fireground mayday procedures, and adult and pediatric cardiac arrest. We rely heavily on our mutual aid partners when addressing significant emergencies throughout the region. To remain proficient, we train with the Lebanon and Hartford Fire Departments on multiple rescue disciplines. These joint trainings are conducted in areas such as trench, confined space, rope, swift water rescue, and firefighter safety and survival. Members report annually to the NH Fire Academy to conduct live fire training; this is also completed with our mutual aid counterparts.

We were pleased this year to partner with the Lebanon and Hartford Fire Department to offer mental health awareness training. We recognize that investing in the health and wellness of our employees has a direct impact on our ability to meet the needs of our community.

I would like to commend the membership for their continued dedication to training and professional development. Emergency service delivery continues to evolve and our personnel stand ready to meet the challenges we face.

B SHIFT - MAINTENANCE

B Shift was tasked with multiple large equipment projects throughout the past year. The first was designing and outfitting a swift water inflatable boat trailer. Boat 1 a 14' inflatable boat and Boat 2 a 12' inflatable boat was purchased and outfitted with an outboard motor and a jet drive motor which is the first of its kind in this area. The trailer was custom built at High Country Aluminum Products in WRJ, VT. The second project was designing and outfitting a water rescue trailer that will respond to all water related emergencies. This trailer was custom built at Proline Products LLC in Milton, NH. The whole shift then constructed the inside of the trailer to house all our water rescue equipment. Both trailers will be a great asset and resource for our community and the surrounding communities. The third project was to write the spec for a new fire engine to replace our Engine 4 in FY '26, new fire engines now take over two years to build at the manufacturer. This new engine will be like our Engine 3 but will carry 1500 gallons of water on board. Desorcie's Emergency Products out of St. Albans, VT helped us design and spec out this fire engine. B Shift continues to train, maintain our equipment, and update old equipment.

Firefighter Richard Kahan is looking to enroll in the next available swift water class. Firefighter Brandon Adams is interested in taking diver classes and becoming a certified public safety diver. Firefighter Leif Jopek has started a family and is very busy with twins! Lt. Jeremiah Linehan is finishing up his paramedic refresher and has been teaching wilderness rescue medicine on his days off. Capt. Scott Letson is enrolled in a 6-day National Fire Academy course called Command and Control this spring that will aid in managing small to large emergency scenes.



C SHIFT - COMMUNICATION/BUILDING MAINTENANCE

This past year, C Shift trained two members that joined the department. Firefighter Harlow successfully completed his AEMT certification and his one-year probationary period. Firefighter Mielewski joined us bringing strong paramedic skills and sixteen years of experience.

Through the generous donation from the Byrne Foundation, we are in the process of updating a Station Alerting System to improve the current alerting process for incoming emergency calls. The current system has been in place since 1973 and has numerous problems and makes it difficult to hear what has been said and respond accordingly. Communication and technology improvements have been made to the training room as it has become the home of the Town's Emergency Operation Center.

Station renovations to the old fire alarm room are ongoing to transition the space into a Quarter master's room. Bathroom renovations are also underway in the living quarter area of the station.

D SHIFT - EMERGENCY MEDICAL SYSTEMS

D Shift has had a busy year, maintaining the Town's many AEDs, providing Stop the Bleed training and Take-10 Hands-Only (non-certified) CPR training, updating and maintaining the EMS equipment required to keep two ALS ambulances operating efficiently. We have also been working to provide EMS training for members. With new EMS protocols from Vermont having been issued this year, and new protocols for New Hampshire expected next year, there are many updates and improved practices to learn and deploy.

From an agency perspective, it has been a great year for Hanover Ambulance Service, we've had several CPR saves and our regular volume of high-acuity calls.

We welcomed Firefighter Helder to our shift this year. Firefighter Wilkinson is working hard on completing the Paramedic Program. Firefighter Weathers recently completed her education to achieve certification as a Fire Inspector. Lieutenant Diehm has spent numerous hours training the newest members of the department. Captain Lounsbury continues to keep all necessary VT and NH certifications up to date while overseeing the department.



Fire Department Administration:

Chief Martin McMillan, Deputy Chief Michael Gilbert, Administrative Assistant Sheri Clifford

A Shift

Captain/AEMT Joshua Merriam, Lieutenant/Paramedic Jeremy LaBombard, Firefighter/Paramedic Robert Mousley, Firefighter/AEMT Christopher Sweitzer, Firefighter/AEMT Kevin LaHaye

B Shift

Captain/AEMT Scott Letson, Lieutenant/Paramedic Jeremiah Linehan, Firefighter/Paramedic Leif Jopek, Firefighter/AEMT Richard Kahan, Firefighter/AEMT Brandon Adams

C Shift

Captain/Paramedic Christopher Doolan, Lieutenant/AEMT John Emerson, Firefighter/Paramedic Ebben Whitehair, Firefighter/AEMT Shawn Harlow, Firefighter/Paramedic Christopher Mielewski

D Shift

Captain/AEMT Joshua Lounsbury, Lieutenant/Paramedic Robert Diehm, Firefighter/Paramedic Blair Weathers, Firefighter/AEMT Jon Wilkinson, Firefighter/AEMT Helder Ferreira

Etna Station Call Members

Lieutenant John Hochreiter, Glenn Elder, Patrick Elder, Cristina Hammond, Craig McKinney, Elijah Snelling, Thomas Trimarco, Jay Whitehair

Respectfully Submitted,

Martin W. McMillan

Martin W. McMillan
Fire Chief



Annual Retiree Firefighter Pancake Breakfast



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


The Howe Library was established in 1900 through a gift from Emily Howe to The Howe Library Corporation. Since then, the library has grown to be a vital and highly used resource of the community. The Howe Library serves a population of 11,416 Hanover residents, as well as Upper Valley patrons who pay for non-resident memberships.



Engaging the Community-Programs, Services, and Collections:

Howe Library

- ✦ The Howe Library is one of the two public libraries that primarily serves the Town of Hanover & Etna residents as well as the Upper Valley community since 1900.
- ✦ The Howe Library is open 7 days a week for a total of 57 hours and offers a diverse array of indoor and outdoor literacy programs ranging from author talks, writing workshops & lecture series for all ages to storytimes, world music performances, chess, and STEAM programs.



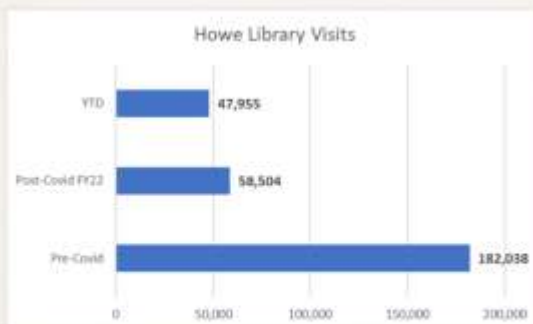
YEAR IN REVIEW FY 22

- ❖ In the past year, the library offered over 400 programs for all ages with over 5,000 attendees which included collaborations with Parks & Rec on events such as Summer Reading, Park Series, and Home for the Holidays.
- ❖ We added one of our most popular services Hoopla. Along with Kanopy and OverDrive we now offer a broader range of library items and services available 24/7 that also benefit the Etna library.
- ❖ The Howe Library's total collection holdings both print and digital is over 1 million items that include books, movies, music, & our *Library of Things* collection that includes art prints, puzzles, a telescope and musical instruments to name a few. Our overall circulation for the year was a total of 178,878 items.
- ❖ We continued to offer maker projects through our Studio H.
- ❖ Major staffing changes included the retirement of Mary Ryan our acquisitions librarian who had served the library for over 25 years.
- ❖ And our most exciting event was welcoming our new Head of Youth Services, Lauren Cockerill.

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

OPERATING HIGHLIGHTS

- ❖ We've had such successful chess program that the Howe library was mentioned in various VT news outlets after one of our young chess program attendees won the VT state chess championship!
- ❖ We had one of our most successful and popular Summer Reading Programs "Oceans of Possibilities" this summer offering over 30 programs for kids helping prevent summer slide and fostering a love for libraries and reading.
- ❖ We are seeing library visits trending towards pre-COVID levels.



TOWN OF HANOVER | FY 2023 - 2024 BUDGET

Howe Library Zoom Room

- ❖ Our most exciting project of all was receiving an ARPA grant that enabled our new Zoom Room installation allowing us to expand on our programming opportunities. It's allowed us to collaborate with cultural and educational institutions around themes relevant to the region and the country.
- ❖ This new fully hybrid platform offers an enhanced multi-media technology that extends our access to lifelong learning and community as well as promote dialogue and connection around the issues of the day. It will be a new collaborative forum for Upper Valley residents to come together for cultural exchanges and to process their collective experiences during challenging times in this complicated world.
- ❖ An added benefit to the community is that local organizations, once trained can utilize the Zoom Room to broaden their reach and enhance their impact on the community.



UPCOMING GOALS

- ❖ Expansion of new youth programming and Summer Reading Program with our new head of youth services.
- ❖ To hire a new Teen Services Librarian that will allow us to develop teen programming and create opportunities for volunteering and leadership opportunities.
- ❖ Offering more Zoom Room programming and community training.
- ❖ Check This Out! Our new author series where we partner with author Rachel Barenbaum to interview ten authors of newly published works in the fall and spring featuring new, emerging novelists and authors representing diverse voices.
- ❖ Our library strategic plan expires this year, and we will be working on launching a strategic planning process.



The Mission of the Howe Library Corporation is to enhance the library facilities and collections beyond what can be expected from tax revenues from the Town of Hanover consistent with the intent of the donors and in ways which will encourage other gifts.

THE HOWE LIBRARY CORPORATION FY 2022 Board of Trustees

Barbara Spaid	Jennifer Rickards
Carolyn Dever	Jim Healey
Debra Williamson	Keri Craft
Heidi Reynolds	Laura Larrick
Irasema Saucedo	Nancy Carter
Janice Starkey	Stan Colla
Jeffrey Harris	Tracy Walsh

FUNDED PROGRAMS & RESOURCES



Here are some of the many kinds of resources and programming the Howe offers...

- Everyone is Reading, a program promoting community dialogue through the shared experience of reading and discussing the same book.
- Summer Reading, a program for kids and teens that includes performers, reading incentives, and materials.
- Spanish and Chinese language materials for adults and children.
- Makerspace programs in our Studio H digital media lab.
- Streaming videos, DVDs, books on CD, music CDs, and the digital services Hoopla and Kanopy.
- Overdrive, which provides Howe cardholders with the ability to download eBooks and audiobooks anytime, anywhere, for free.
- Packets of books for book discussion groups.
- Special performances for children by musicians, theater groups and other entertainers.
- Educational Lego sets designed to support coding and robotics.
- Museum Passes for free or reduced admission to 11 New England museums.
- Tech talks on computer skills and hands-on tech support.
- Access to online databases such as Ancestry.com, Consumer Reports, and the New York Times.
- And many more...

Operations

The Howe Library traditionally relies on three funding sources: the Town of Hanover, the Howe Library Corporation operating cash flows and our Endowment. Pursuant to a Memorandum of Understanding, the Town primarily funds operations and the Corporation supplements this with funds for programs (adult and youth), collection support, building enhancements and new initiatives. For fiscal year 2022, the Town funded \$1,231,515 of overall operations, while the Corporation withdrew \$55,000 from our Endowment. An unanticipated source of funding came in the form of grant money from the American Rescue Plan Act (ARPA); one of the US government's fiscal support programs intended to soften the financial impact of COVID-19. In total, the Howe Corporation received around \$39,000 from ARPA and used these funds to broaden our digital footprint.

Revenues

Contributions to the Annual Fund, historically our largest and most essential source of revenue, totaled approximately \$116,000, coming in above budget. However, Annual Fund contributions were down in the prior years as the last fiscal year had benefited from two extraordinary gifts. Our Community Sponsorships represented approximately 10% of our contributions and came in lighter than expected. Overall, our Community Sponsorship efforts, which replaced our signature Howel Classic event, are still in transition, but the addition of a new Bookkeeper and Development Coordinator should enable us to expand our community support. Overall, total revenues reached nearly \$233,000.

Expenses

Expenses totaled \$234,000 and were well below budget, predominantly due to lower payroll costs associated with the delays in hiring our new Bookkeeper and Development Coordinator. We expect expenses to return to a more normal level now that our financial team is fully staffed. A breakout of expenses is shown in the circular graph. Expenses related to collections and programming comprised 65% of our total operating expenses.

Finance Committee

The Finance Committee has the fiduciary obligation to manage the Endowment in the best interest of the Howe Library Corporation. During fiscal year 2022, the Finance Committee composition changed, but the Investment Policy Statement (IPS) that was approved in 2021 remained unchanged.

Endowment

As stated earlier, the Corporation withdrew from the Endowment \$55,000 over the past year or roughly 1% of the average value of the investment portfolio. The Endowment drawdowns were critical funds needed to offset an operating cash flow shortfall. The 1% drawdown was well within the 3% spending policy of the Endowment. The financial market weakness of fiscal 2022 largely reversed a good chunk of the prior year's gains in our Endowment. The strength of the new IPS was evident during the volatile financial markets in the second half of fiscal year 2022. Our focus on long-term growth and broad diversification among asset classes helped control risk and limit our losses in a declining market environment. Our disciplined IPS, especially with respect to our bond holdings, allowed us to outperform our market benchmark. As of June 30th, the Endowment was valued at approximately \$4.8 million, down approximately 11% for the year. Endowments play a critical role in supporting operating activities for most non-profit organizations. During periods of economic stress, funding from Endowment assets becomes more vital, and we're grateful we had the financial resources of the Endowment to call upon in 2022. However, we're also reminded that we are stewards of the assets and must prudently manage the Endowment for the benefit of our community today and for tomorrow.

Finance Committee

The Finance Committee has the responsibility to oversee the assets of the Corporation. The committee maintain an investment policy which requires that the endowment be invested in certain stock and bond index funds and prohibits more speculative investments. The Finance Committee regularly meets with our investment counselors at Mascoma Wealth Management to review performance and plans.

Donors & Community Sponsors

We can't thank our wonderful and dedicated champions of the Howe Library enough. Your donations and financial support breathe life and energy into our library, and we are grateful for the continued and steady efforts of this community. Donations to The Corporation fund 100% of our print & electronic collections and programming. We appreciate your support of this treasured community resource.

Community Nurse Report

As Hanover's Community Nurse for the past 5 years, I have partnered with individuals in the community to address their health concerns and find solutions that meet their needs. I am an employee of the Town of Hanover, and as such, I am able to offer services free of charge to Hanover residents. My practice centers primarily on home visits with approximately 88% of time spent on home calls with an additional approximately 8% of time spent on phone visits with clients, family and caregivers. On average, I follow about 20-25 people actively, and another 10-15 occasionally when a need arises. I can accept referrals from anyone. The majority of my clients are seniors, with several in their late 80s or 90s, but I am available to assist Hanover residents in any age group and their families. I offer help in a variety of ways, including facilitating communication and clarifying information to/from medical providers and health agencies, monitoring medication compliance and health status, contacting social services when needed, teaching about how to manage health conditions, communicating with relatives who live out of town, and providing in person contact and socialization to combat isolation. I also collaborate with my fellow town employees in this effort: the Hanover Fire Department, the Hanover Police Department, and Jen Gantrish, Hanover's Welfare Coordinator and Elder Advocate.

The services I provide differ from direct ("hands on") home nursing care typically provided through visiting nurse or home health care agencies. I have the ability to visit individuals for as long as there is a reason for me to be involved. There is no fixed number of visits or time limit per visit. This model of nursing, among other things, helps allow seniors to continue living in their own homes safely and independently for longer than they would otherwise, while also relieving the anxiety of family members. In addition to in person visits, I also am available to answer questions or address concerns by phone.

At this time, it should be clear to everyone that we are in a health care crisis with workforce shortages and service delays the norm. For this reason, help in the home is even more important to support seniors living alone to manage their health concerns. I was able to get homebound clients the flu and Covid booster vaccines they needed this past winter. I have been able to alleviate the emotional toll of isolation which many suffered because of the pandemic, and I have assisted with VNA responsibilities to my clients because that organization has been very short staffed. Finally, the use of technology now to access information or even for simple communication is a very real challenge for many of our elderly. So I find I am often needed to assist with this as well as to interpret and implement what is required to maintain a healthy home environment.

It is gratifying to provide Hanover residents with these vital services. A flyer that includes my contact information and a brief summary of the types of services provided is available on the front page of the Town of Hanover website. (Click on "Community Nurse").

Thank you.

Doris Yates, RN

PARKS AND RECREATION DEPARTMENT



INTRO

We at Hanover Parks & Recreation, “HPR”, are pleased to present our annual FY22 report. The Covid-19 Pandemic had gripped the nation for the previous sixteen months as we entered the new fiscal year on July 1, 2021. For much of the fiscal year, we were operating under Covid-19 Precautions with the RWB Community Center closed to the public for the first quarter and indoor mask mandates in place once we did reopen. As was true for the previous two fiscal years, FY22 was another trying year due to the pandemic. With so much uncertainty around when the vaccine would be approved for children, vaccine mandates in regards to both employment and program participation, and indoor mask recommendations we had our work cut out for us as we continued to navigate the ever changing Covid-19 landscape. During the fourth quarter on April 18, 2022, we officially ended all Covid-19 restrictions and returned to a “new normal”.

The pandemic ushered in a seismic shift in ongoing economic trends. With the “Great Resignation” and historic low unemployment numbers, we were hit particularly hard within our department in both recruitment and retention of employees. At a time when fuel prices surged beyond \$4 per gallon in 2022, several employees with long commutes found jobs closer to home. Throughout the year we struggled to fill our seasonal positions and our full-time openings took longer than usual to fill. There are many employment challenges facing us in the months and years ahead. It will take creative solutions and a new way of thinking for us to succeed as an employer in the post pandemic job market.

After four and a half years with HPR and twenty-eight years of dedicated service to the Town and people of our community Judy Stevens retired in June. Judy was the friendly face who always greeted you with enthusiasm at our programs and special events. She has been truly missed and we wish her the best as we know she is spending more time with friends and family.

RWB Community Center Enrichment & Recreation Programs:

The RWB Community Center was still closed to the public at the start of the fiscal year due to the pandemic. On October 25, 2021, we moved to a partial reopening with numerous Covid-19 precautions in place. We allowed very limited programs to take place with only one program per floor at any given time. Weekend rentals were limited to one per day to allow a thorough cleaning and sanitizing in between each event. It was not until the fourth quarter of the fiscal year, on April 18, 2022, that the RWB Community Center fully opened to normal operations.

Much like FY21 the Covid-19 restrictions in place along with a significant uptick in positive numbers over the winter, had a drastic impact on programming and revenues. In FY21 we saw a 62% drop in RWB revenue from FY20. With our slow reopening in FY22 revenue increased by 69% but was still down from our pre-pandemic numbers by 36%.

Athletic Programs:

Hanover Parks and Recreation offers three seasons of sports opportunities for kindergarten through eighth grade; fall, winter, and spring. With no Covid-19 restrictions in place and anxiety over the pandemic waning, we saw an overall increase in participation numbers over last year.

Fall sports continue to be our highest participation season, as we offer K-8 soccer, K-8 field hockey, K-8 flag football, and 6th – 8th grade cross country. In October, HPR hosted another successful 3rd – 4th grade soccer jamboree at Sachem Fields with over 25 teams participating from around the Upper Valley.

During the winter months, basketball is offered by our department for students in grades K-8th. Once again, this season was operated under COVID-19 restrictions. Although teams were allowed to practice in the schools, we were not allowed to host home games. This resulted in a truncated season with only away games. With these restrictions in place, we were not able to hold the annual basketball tournament.

For the spring sports season, we once again offered 3rd – 8th grade softball, 6th – 8th grade track and field, K-6th girls and boys lacrosse, and K-3rd coed baseball.

As always, all our youth sports programs are coached by volunteer parents or community members, without their help our young athletes would not have successful programs in which to compete.

OST Programs:

The Out of School Time “OST” Programs include the afterschool program, KAST, Minicamps (February, April, Quest, Outdoor Adventurers & Can’t Get Enough), and our traditional 6-week summer camp (PLAY, Circle H, Dragonfly & Tween).

Kids After School Time (“KAST”) is for children in grades K-5 and runs out of the Ray Elementary School for grades K-2 & Richmond Middle School for grades 3-5. We were back in the schools in August of 2021 after running a COVID year at the RWB Community Center. Activities included active play, arts & crafts, STEM projects, sports and games, seasonal clubs, and outdoor programming. We partnered once again with the Ford Sayre Ski Program. To meet the needs of working parents, 29 KAST children were dressed by KAST staff and walked to Garipay Fields to participate in the ski program.

The 2 summer minicamps (Quest, Outdoor & Can’t Get Enough) were run at Tenney Park. Outdoor Adventure was full with 60 participants and Quest camp had 55 participants grades K-5. Due to Covid-19 restrictions we were unable to take field trips so we spent time at the Mink Brook and did a “Book Walk” through Hanover, OST staff took a popular children’s book and set up a page at different locations around Hanover with an activity at each location. We did not have enough staff to run Can’t Get Enough Minicamp, so we outsourced to a group called Arts Tech Theatre, who ended up canceling due to staff coming down with COVID. The 2 school year minicamps February and April were run out of the RWB Community Center. Both February and April Minicamp had 33 participants in grades K-4 open to only KAST participants.

Our traditional 6-week summer camp (PLAY, Circle H, Dragonfly & Tween) was run out of the Ray Elementary School for 126 participants per week in grades K-7 (normally we would have around 140 per week) seeing 500+ kids throughout the 3 sessions (2 weeks per session). Due to Covid-19 restrictions we did not have swim lessons or field trips. We did visit Storrs Pond throughout each week, and we were creative with special events by having them outside under HPR’s big top tent.

The summer session of PLAY was also full with 10 participants each week and we ran a Winter and Spring session for the 1st time which had 5 participants each. The 2-4 year olds had free play time in the multipurpose room, stations (sand/water table, art easel, blocks, books) in the craft room upstairs and Zumbini music time. We plan to expand our numbers next year.

HPR continues to strive to meet the year-round childcare needs of the community while balancing our recent struggles in staffing.

Grounds Division:

The Grounds Division continues to be responsible for the maintenance of all town grounds, cemeteries and trees along our roads and within town properties, parks, playing fields, cemeteries and landscaped areas. This past year was challenging to say the least. Staffing shortages seemed to be our greatest challenge. We had to rely on staff from other departments to help with the grounds maintenance, especially in Pine Knolls Cemetery. The hot, dry conditions also presented a great challenge. We spent a lot of time watering the town gardens and newly planted trees. In spite of this, we were able to keep up with our daily maintenance of town grounds, cemeteries, athletic fields, trees and landscaped areas. We completed 12 new tree plantings in various locations around town. We conducted 46 burials in the town cemeteries. With the arrival of the Emerald Ash Borer to the region, we have begun having a number of ash trees in the urban area treated to help prevent infestation. A total of 16 trees have been treated so far. This year once again proved to be a challenging year with the recruitment of seasonal staff! Thank you also to the DPW staff that helped with mowing this past summer.

Special Events:

This year marked the beginning of the return of special events! HPR was able to host small events outdoors early in this fiscal year and by the end of the year were thrilled to offer Fallfest and the Turkey Trot without Covid restrictions.

4th of July: With Covid restrictions and concerns still in place, we decided to forego the traditional large-scale event and continued with our Flamingos, Flags and the 4th event. Once again residents were invited to decorate patriotic flamingos to be displayed throughout Hanover’s downtown.

Farmer’s Market: The outdoor mask ordinance was lifted while the market was happening over the summer. Residents were able to choose to shop masked or unmasked. The market offered a much-missed opportunity for community members to run into their friends and neighbors whom they hadn’t seen in a long time. The market also highlighted local musical talent. Bi-weekly.



Fallfest: We were thrilled to host the Fallfest event in its full form. And we stepped it up! Fallfest was held on the last day of the Farmer's Market, so the event included more food choices, vendors and the traditional Town of Hanover activities hosted by each department. The event had a large turnout of families who were grateful to be participating in this traditional event.

Turkey Trot: The race returned with a strong showing, both the 5K and 10K came back with pre-Covid registration numbers. The weather cooperated and everyone enjoyed competing in person once again.

Holiday Market: The market ran for five weeks starting November 10th through December 15th at the RWB Community Center in the multipurpose room. The market hosted up to 15 vendors each week and shoppers enjoyed a diverse experience of homemade goods. Products included homemade bagels, coffee, jewelry, towels, sweets, pottery, soaps and lotions. The Holiday Market provided local access to unique holiday gifts for residents.

Home for the Holidays: The previous year's Celebration of Lights grew into Hanover's Home for the Holidays. The celebration boasted two weekends packed with activity for families and adults. In conjunction with the Upper Valley Business Alliance, the events kicked off with their traditional Celebrate the Season evening. It included HPR's Chili Cook Off with Main Street Kitchens, Lous, Pine, Co-Op and Boloco all completing. Main Street Kitchens took home the top prize. Next came the Progressive Downtown Dinner, Outdoor Movie with dinner, Silent Disco, and a self-guided Book Scavenger Hunt. The celebrations ended with the largest event, the Snow Much Fun Fair on Allen Street.

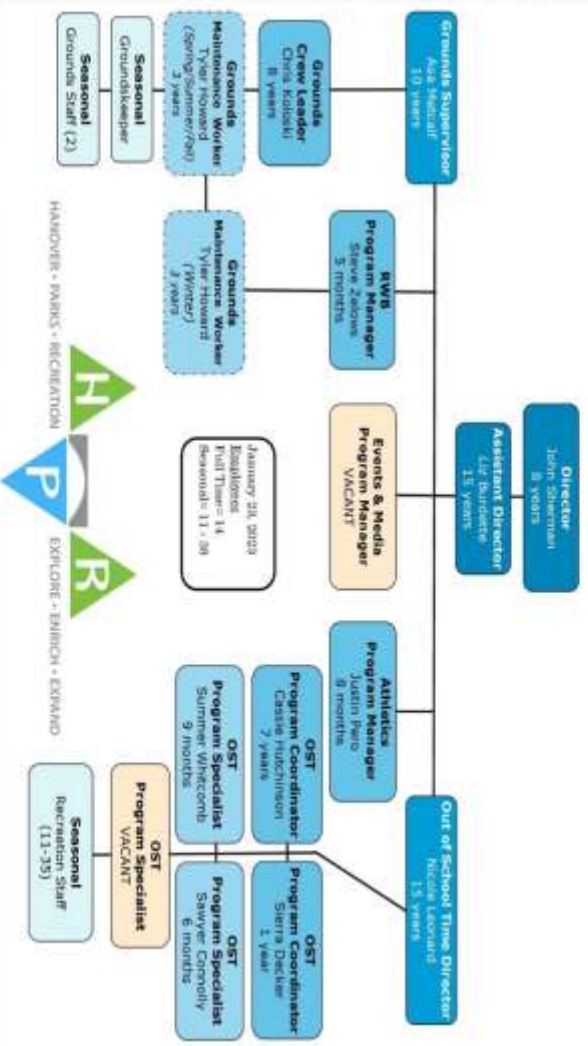
Eggstravaganza Egg Hunt: Registration was required in order to limit the number of kids participating this year. The hunt was held at the softball field at RMS. The event still featured the bunny for pictures, sweet treats and bunny bait.

Zumbathon: Early May, HPR's Zumba instructors Jolin Salizar-Kish, Rhonda Fenton, Liz Burdette and Michelle Carlson hosted an outdoor Zumbathon to support HPR's scholarship fund. 25 people attended the two-hour class and danced the entire time. The event was outside at Tenney Park.

Staff: John Sherman, Director; Liz Burdette, Assistant Director; Nicole Leonard, Out of School Time Program Director; Asa Metcalf, Arborist; Justin Pero, RWB Program Manager; Bri Barnes, Athletics Program Manager; Cassie Hutchinson & Amelia Clause, OST Program Coordinators; Chris Koloski, Grounds Crew Leader; Tyler Howard; Grounds Worker; Judy Stevens, Adult & Senior Program Manager; Sierra Decker, Summer Whitcomb & Xandra Wisnefsky, OST Program Specialists.

DEPARTMENT PRESENTATIONS - DEPARTMENT OVERVIEW

Town of Hanover Organization Chart
Parks & Recreation Department



HPR is comprised of four distinctive divisions: Recreational Programs, Grounds Cemeteries & Trees, Out of School Time Programs, and Special Events.

Our activities range from adult art classes, youth athletics, summer camps, adult & senior fitness classes and numerous special events such as the Annual Old-Fashioned 4th of July Celebration.

The Grounds Division maintains a total of 61.5 acres ranging from athletic fields, parks, and cemeteries.

Parks and Recreation

Parks and Recreation

DEPARTMENT PRESENTATIONS - YEAR IN REVIEW

- Half of all full-time staff have been with HPR for less than one year. This has been a rebuilding year with a focus on training to get staff up to speed on all we do.
- Seasonal staffing has been a struggle since the onset of the pandemic. We had to eliminate 3rd, 4th, & 5th Grades from the KAST program due to lack of FT & seasonal staff. We had to pay DPW Staff overtime to work evenings in the cemeteries to keep up with maintenance.
- In collaboration with Dartmouth College, we held a cemetery conservation workshop that included seminars & hands on training from preservationists from the National Parks Service.
- Due to critical staffing shortages we had to cancel our annual Fallfest Special Event.
- With the vacancies of two positions (due to retirements), we restructured our staffing and combined them into a new Events & Media Manager position.
- As the Emerald Ash Borer beetle continues to infect more trees in our area, we have been able to limit our liability by removing numerous Ash Trees in our parks and along our roads. Downtown specimen trees are being treated to resist the beetle.
- We ran more than 60 individual programs with a total of 6,018 participants, with 574 being first time participants. Our special events attracted another 1,500 individuals over the course of the year.

DEPARTMENT PRESENTATIONS - OPERATING HIGHLIGHTS

- FY24 sees no changes in our staffing levels. We are hopeful that we will get to full staffing levels as we have consistently had at least one vacancy over the last 12 months.
- Budget expense lines that saw reductions during the pandemic are slowly being restored as our revenues start to return to normal.
- We broke out the Special Events expenditures & revenues into its own line items as they were previously within the RWB Community Center budget lines.



Parks and Recreation

Parks and Recreation

DEPARTMENT PRESENTATIONS - UPCOMING GOALS

- Fill all our full-time positions. This will reopen KAST to all participants in grades K – 5 and allow us to run all our special events.
- Continue to get our programs back up to our pre-pandemic participation numbers.
- Upgrade equipment & furniture that is original to the opening of the Community Center in 2003.
- Seek new partnerships to provide services in a crowded market. *i.e.: Working with the Culinary Students at the Hartford Area Career & Technology Center to provide senior lunches.*
- Continue our staff training and development to deliver a high level of customer service.



PLANNING, ZONING, AND CODES DEPARTMENT

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

Staff comprises Super Senior Planner Vicki Smith, Senior Planner Alex Taft, Planner Bruce Simpson, Building Inspector/ Health Officer Ryan Borkowski, Assistant Building Inspector Shayne Pratte, Administrative Assistant Beth Rivard, and Director Robert Houseman.

BUILDING INSPECTIONS & CODE ENFORCEMENT

Building Codes help to protect the community from disasters such as fires, weather-related events, and structural collapse as well as promote energy conservation. Codes are subject to changes and amendments. The 2018 edition of the International Building Codes, with amendments, became effective in New Hampshire on July 1, 2022. The 2022 National Electrical Code went into effect on January 1, 2022. A complete list of Building codes adopted in New Hampshire, along with state amendments, are available at: <http://www.nh.gov/safety/boardsandcommissions/bldgcode/nhstatebldgcode.html>. Information on the adopted State Fire Code is available at: <http://www.nh.gov/safety/divisions/firesafety/>. Please check with the Building Inspector about any additional local amendments or for assistance with the various building codes applicable to your project.

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

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

Bldg/Zoning

Code & Zoning Permits (FY2022: 07/2021-06/2022)

One/Two-family	470
Multi-family & condo	23
Commercial	106
Institution	109
Mobile Food Truck	1
Rental Housing Registration & Complaints	15
NH DES & NH Health/Human Svcs	21
Enforcement	89
TOTAL PERMITS	834
TOTAL FEES COLLECTED	602,168
Code inspections conducted:	730

HEALTH OFFICER'S REPORT

The duties of the Town Health Officer are typically coordinated through the Planning and Zoning Department. Regular responsibilities of the Health Officer and Deputy Officers include:

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

For public health-related concerns, please contact:

Health Officer:	Ryan Borkowski	603 640-3216
Deputy Health Officer:	Robert Houseman	603-640-3212

Health (FY2022: 07/2021-06/2022)

Asbestos abatement	7	MISC Health/Human Svcs	1
Child care	4	Mobile Food Trucks	1
Complaints	-	Restaurant INSP reports	41

RENTAL HOUSING

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

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

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

Rental Housing (FY2022: 07/2021-06/2022)

Rental property registrations	12
Rental properties unregistered	0
Complaints	2
Violations (units not registered)	0

PLANNING BOARD

FY 22 was a relatively quiet year for the Planning Board. As pandemic-era concerns wain and public health improved, meetings were held primarily in person. The Board has eagerly monitored the work of the consultant and the Advisory Committee on the Sustainability Master Plan. FY 23 will be exciting as the Board works on documenting a vision of Hanover's future with input from community members who live, work, play, and attend school in Hanover. Grants from the New Hampshire Housing Authority will help implement this work by informing what amendments need to be made to the land use regulations to support goals and objectives.

The Planning Board met twelve times to review projects, work on town regulations and further their understanding of New Hampshire planning law.

During its meetings in FY2022, the Planning Board's work included:

Reviewing and approving site plans at:

- 11 South Park Street – new multi-unit residential
- 33 Tuck Mall- new exterior lighting

- 35 South Park Street- modification of site plan
- 33 South Main Street- new exterior lighting
- 4 East Wheelock Street- renovation of the Hopkins Center

Pursuant to RSA 231:54, held a public hearing on:

- 53 Ruddsboro Road – a utility making improvements on a scenic road.

Reviewing and approving subdivisions to create one new lot at:

- 89 Three Mile Road

Reviewing and approving a voluntary lot merger at:

- 2 and 4 Rip Road- two parcels merged

The Planning Board met once to discuss re-envisioning Hanover’s downtown and Main Street improvements. The Dartmouth College Strategic Campus Framework was the focus at one meeting. In addition, the Board considered the following:

	Workshops	Public hearings
Site Plan Regulations	4	0
Zoning Ordinance	6	2

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

- 23 Forest Edge Drive – exterior condensers
- 55 Moose Mountain – new generator
- 101 Brook hollow – exterior condenser
- 3 Tuck Mall – new entry
- 11 Gile Drive – exterior condenser
- 36 College Hill – exterior condenser
- 43 Forest Edge Drive- exterior condensers

The members of the Planning Board as of December 31, 2022, are Jarett Berke, Brian Edwards (chair), Elizabeth Esinhart (vice-chair), Iain Sim, Paul Simon, and Kristine McDevitt. Nancy Carter and Peter Christie serve as Board of Selectmen Representative and Alternate Representative, respectively. Alternates Jack O’Toole, Catherine Rieke, and Michael Cox attend meetings and are ready to fill in for members who cannot sit on a particular case or attend a meeting. Planning Board members and alternates are appointed by the Board of Selectmen.

Generally, the Planning Board hears applications for subdivision and site plan review on the first and third Tuesdays of each month. The Board’s Master Plan Advisory Committee holds workshop sessions to focus on Master Plan development generally on the second Tuesday of the month. The public is cordially invited to attend and participate in all meetings of the Planning Board and the Master Plan Advisory Committee. The Planning Board welcomes your comments in writing or by email at alex.taft@hanovernh.org.

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

PLANNING BOARD (FY2022: 07/2021-06/2022)

Site Plan Review – Major Projects, Design Review & Modifications	7
Planned Residential Developments & Continuing Care Retirement Communities	-
Major Subdivisions	-
Minor Subdivisions	1
Subdivision Modifications	-
Lot Line Adjustments/Voluntary Mergers	1

Prelim Plans, Revocations, Scenic Roads, etc.	1
Projects of Regional Impact	1
Site Plan Review – Minor Projects	8
Field Changes	5
TOTAL FEES COLLECTED	26,715
Other Business	
Site Plan Regulation Amendments	3
Zoning Amendments	6
Meetings	12 PB / 5 MPRC
Site Visits	-

ZONING BOARD OF ADJUSTMENT

State Statute allows up to ten Zoning Board of Adjustment (ZBA) members consisting of not more than five full members and five alternate members appointed by the Selectboard. The current full members are H. Bernard Waugh, Chair; William Fischel, Vice-Chair, Richard Green, Clerk, and Jeremy Eggleton

The alternate members are Elizabeth Esinhart and Matt Stover.

The Board would like to recognize the following members of the Board who completed their terms in the past year and thank them for their service: Arthur Gardiner, Chris Ng, Skip Stanger, and Steve Marion.

Generally, the ZBA holds one public hearing each month, usually on the fourth Thursday of the month. A deliberative session is scheduled separately, often on the following Thursday evening, when a decision is drafted. Both public hearings and deliberation meetings are open to the public. However, no additional testimony is allowed during deliberations.

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

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

ZBA (FY2022: 07/2021-06/2022)

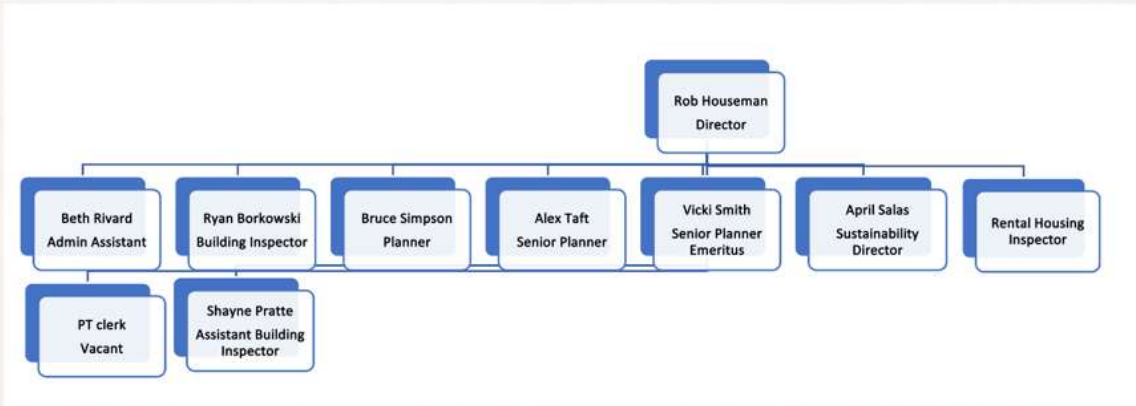
Appeals of an administrative Decision	2
Building Code appeals	-
Equitable Waivers	1
Rehearing requests	3
Rehearings	-
RSA 674:41	-
Special Exception	6
Special Exception Wetlands	9
Variance	12
Other	-
TOTAL FEES COLLECTED	13,965
Public hearings / Deliberations	11 / 10

DEPARTMENT PRESENTATIONS



TOWN OF HANOVER | FY 2023 - 2024 BUDGET

DEPARTMENT SUMMARY



TOWN OF HANOVER | FY 2023 - 2024 BUDGET

GOALS FOR UPCOMING YEAR

- Successfully Launch the rental housing registration and inspection program
- Assist the Town Manager with special initiatives
- Manage the MBCF workforce housing project
- Initiate the Sustainable Master Plan implementation focused on Zoning revisions, and streamlining permitting
- Migrate the ZBA and Site Plan applications to our online software
- Complete the Housing Opportunity Grant program and prepare Zoning Amendments to implement the recommendations
- Continue to provide support to the Planning Board, ZBA, Conservation Commission, Sustainable Hanover, UVTMA, Bike/Walk



POLICE DEPARTMENT

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

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



RECRUITMENT

Our continued efforts to recruit entry-level and certified officers to join our agency paid off in 2022. There were two entry-level officers that started the Police Academy in February of 2022. We also hired two additional entry-level officers that attended the Police Academy in August of 2022. Training at the Academy runs 16 weeks and upon graduation, officers enter our 12-week field training program.

We hired two certified officers to take over vacant supervisory positions. Sergeant Nicholas McNutt is assigned to the Investigations Division and Sergeant Taylor (Louk) McNutt is assigned to the Parking Division.



Sergeant Nicholas McNutt



Sergeant Taylor (Louk) McNutt

Academy Graduation

Officers Aaron Frank, Lincoln Tracey, Kayla Boisvert and Austin Aziz graduated from the NH Police Standards and Training Academy in 2022.



Officer Aaron Frank



Officer Lincoln Tracey



Officer Kayla Boisvert



Officer Austin Aziz

RETIREMENT

Sergeant Jeffrey Ballard retired from the Hanover Police Department on August 19, 2022, after over 21 years of service. Sergeant Ballard served in many different roles over the course of his career including but not limited to Lead Firearms Instructor, Detective, Master Police Officer, Patrol Sergeant, and at the time of his retirement, the Parking Division Sergeant. We wish Sergeant Ballard all the best in his retirement as he pursues new adventures.



DEPARTMENT AWARDS

In 2022, the Department held its first Awards Ceremony in person since the pandemic. Here are this year's award recipients:

Unit Citation March 22, 2022

Communication Supervisor Doug Hackett, Communications Officers Caitlyn Town and Gail Egner

In recognition of their actions in handling a potential active shooter event involving multiple agencies while trying to navigate a brand-new CAD system. Their coordinated actions for this event were handled seamlessly and resulted in better awareness for this multi-jurisdictional response.

Unit Citation September 30, 2022

Communications Supervisor Doug Hackett and Communications Officer Diana Marx

In recognition of their actions in handling a call for a lost or injured individual. The call required extensive problem-solving skills in unfamiliar territory while still handling other incoming emergency calls. Their persistence, patience and kindness resulted in the victim being located and rescued by emergency services.

Unit Citation May 24, 2022

Sergeant Matthew Ufford, Corporal Ethan Martin, Officer Tim Meenagh and Officer Joe Landry

In recognition of their efforts in dealing with an individual experiencing a mental health crisis and threatening harm to another in an active hostage situation. Their actions of bravery resulted in the suspect being taken into custody without injury to himself, the victim, or the officers involved, while also risking their own safety.

Unit Citation August 17, 2022

Corporal Ryan Kennett and Officer Lincoln Tracey

In recognition of their proactive actions in searching for a missing juvenile who was armed with a stolen firearm and their thorough investigation which resulted in the recovery of stolen property.

Community Service Award

Corporal Michael Alterisio

In recognition of Corporal Alterisio's efforts to create a program in which officers and other Department employees read to children in grades K-3 which will further enhance connections between officers and children in our community which is essential to our future success.

Outstanding Service Award July 20, 2022

Sergeant Daniel Fowler and Corporal Ethan Martin

In recognition of their outstanding police work involving the prevention of a potential active shooter event and the apprehension of the armed suspect who made threats to a business in downtown Hanover and a targeted individual. Their actions during this incident went above and beyond to meet the standard for outstanding service.

PATROL DIVISION

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

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

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

The Hanover Police Bicycle Patrol Unit consists of department members who successfully completed a rigorous and physically demanding training course to become certified bicycle patrol officers. Bicycle Patrol is a very effective way to patrol the Town of Hanover both in its low cost and community engagement benefit. Bicycle patrols are conducted in Hanover from the beginning of May until the end of September each year. In 2022, the department purchased two E-Bikes that will enhance the Bicycle Patrol Units' ability to respond to incidents during large scale events such as Dartmouth's Homecoming Bonfire and Commencement.



COMMUNICATIONS DIVISION

The Hanover Communications Division consists of a coordinator, supervisor, and seven (7) full-time and three (3) part-time Communications Officers. The Communications Division spent most of the year short of two full-time employees, which created an increase of overtime shifts to be covered by other full-time staff and by members of our part-time staff. We are proud that almost half our staff have over 20 years of service to the Town of Hanover.

Our staff have been working since June on preparing to transition our CAD (Computer Aided Dispatch) and RMS (Records Management Systems) from our 22-year-old IMC Software to CSI Technologies INFOSHARE. The preparation involved many table file creations, verifications, and extensive testing.

On March 22, 2022, at 10:00 am, the dispatch center transitioned to our new, cloud based, Computer Aided Dispatch program, CSI. After having utilized our previous software for over 22 years, this was a major change. Staff spent months prior to the transition populating data files, testing, and training on the new system.

The dispatch center has been working towards starting our much-needed dispatch renovation. We paused the project once in 2021 due to COVID, had to delay the project in 2022 due to funding shortages, and are again faced with cost over runs preventing the start of the project. Each time we think we are prepared to begin, we discover

that the market price increases have put the project out of reach. We are continuing to identify additional funding sources as well as potential cost-cutting measures.

The dispatch center staff continues to work on our grant that we were awarded for \$286,000 to upgrade our aging Fire A and B Repeater systems, serving our south-eastern coverage area. Currently, nine of the twelve sites have been replaced, with the remaining three to be online in the near future.

A regional grant was awarded jointly to the Grafton County Sheriff's Department Dispatch Center and Hanover Dispatch for \$196,000 which provides both dispatch centers with two laptop remote Motorola radio consoles. We were delayed in receiving this equipment due to supply chain issues; however, we have seen an increase in the delivery of the components and have had on-site workers preparing for the upgrade and installation. Both the Fire A and B Repeater system upgrade and the Console upgrade are 100% grants, with no local match required.

PARKING DIVISION



The Parking Division consists of five (5) full-time and four (4) part-time employees. The Parking Division went through major changes in staffing in 2022. In addition to Sergeant Ballard's retirement, the Parking Clerk resigned and one of the Parking Cashiers retired. The Division was fortunate to be able to hire Eric Hudson as the new Parking Administrative Clerk just days prior to Sgt. Jeff Ballard's retirement. Chris Ng was hired as a part-time Parking Enforcement Officer leaving just one part-time Parking Cashier position open.

Parking Administrative Clerk – Eric Hudson

Parking Facility Supervisor Chris McEwen took over the role of supervising the entire Division until Sgt. Taylor (Louk) McNutt was hired and completed her field training in early 2023.

In the proposed budget for FY2024, the Parking Division is requesting funding for structural and cosmetic repairs to the Parking Garage as recommended by DESMAN Consulting. There were repairs completed in 2018 and 2019 but the proposed repairs were not included in that scope of work. The stairwell railing in the north stair tower has a lot of rust and corrosion, especially in the lower levels, and we are proposing replacing the iron railings with stainless steel. The lighting conversion project is still in progress to enhance security lighting and improve visibility. There are additional Electric Vehicle (EV) charging stations proposed in this budget to be installed in Lot 1 behind Town Hall. There are currently EV charging stations located in the Parking Garage.

The Parking Enforcement Division (as well as Patrol Officers) issue parking notices for violations of the Hanover Parking Ordinance, to include expired meters, parking in handicap zones without a permit, parking in prohibited areas and for parking on streets and lots after midnight during the winter parking ban.

The Parking Division offices are located on the first floor of Town Hall, where staff answer questions and process permit and ticket payments utilizing their comprehensive computer-based tracking system. Payments and appeals can also be made over the phone or online at <http://parking.hanovernh.org>.

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

There are over 500 metered parking spaces in Hanover, mostly offering two or three-hour parking to customers and visitors of the Central Business District, accepting payment by either mobile app, or coin and credit card at the meters. Long-term metered areas are located in the Marshall Lot as well as on School Street, Crosby Street and Lebanon Street and offer downtown business employees cheaper parking options. Additionally, the Town

offers low-cost permit parking situated on the periphery of the Business District, or free permits for downtown business employees to park in one of the Town's fifty spaces in the Thompson Arena Lot. Related permits are available at the parking office in Town Hall and more information on specific permits is available on the Town's website.



The Parking Division also manages the 289-space Parking Garage located at 7 Lebanon Street, where both short-term and long-term parking is available for customers. The Parking Garage is open 24/7, with cashiers on duty between 7:00 a.m. and approximately 8:00 p.m. every day except Sunday. There is a parking validation program for merchants to purchase validation stickers to offer customers an hour of free parking in the Parking Garage; tickets can be purchased at the parking office. The covered sections of the garage are a good option for overnight parking during the winter parking ban. The parking ban is in effect November 15 through April 30 each year, between the hours of 12:01am – 7:00am. New signs were installed in the downtown area to try to discourage bicycles, skateboards and scooters on sidewalks and note the existing Town Ordinance in effect. There has also been additional enforcement directly related to these ever-increasing incidents affecting public safety.

ACCREDITATION

In April 2021, the Department officially enrolled and was accepted into the Commission on Accreditation for Law Enforcement (CALEA) accreditation process. The process is comprised of five phases listed below:

1. Enrollment
2. Self-assessment
3. Assessment
4. Commission Review and Decision
5. Maintaining Compliance and Reaccreditation



Generally, the self-assessment phase is a two-to-three-year process, but a lot of work has been completed by numerous HPD staff members over the past several years that will assist us in expediting through this phase. Accreditation is a top priority for our agency and is one of the goals in our Strategic Plan.

You may be asking yourself why does accreditation matter? One, it shows that the Department is committed to continually assessing our strengths and weaknesses. Two, it shows the Department is open to being audited annually by an external party. Third, it shows the Department is committed to continually evolving and providing better service to its community.

There are numerous benefits to being accredited through CALEA, such as:

- Increased Community Advocacy
- Staunch Support from Government Officials
- Stronger Defense Against Civil Lawsuits
- Reduced Risk and Liability Exposure
- Greater Accountability Within the Agency

We are anticipating becoming a CALEA accredited agency in 2023.

COMMUNITY OUTREACH AND PROGRAMS



Sgt. Matthew Ufford spearheaded the second annual “**Josie’s Drive**” which was a blood drive in collaboration with the Blood Donor Program at DHMC held in honor of a local child who has battled leukemia. This event was established in 2021 and continues on an annual basis. To continue awareness and in honor of Josie – the Department placed magnets on each cruiser promoting Childhood Cancer Awareness in September and are making this an annual community awareness event.



Sgt. Ufford created a video promotion and designed a new decal for the “**Haunted Cruiser**” which was out on patrol on Halloween night. The Halloween inspired decal and other special effects provided an opportunity for fun connections with local ghouls and goblins. The spooky video with all of the special effects can be found online by searching ‘Hanover NH Haunted Cruiser’ which will link to our Facebook page and was featured on WPTZ Channel 5.

Corporal Michael Altersio coordinated the **Ray School Book Patrol** program in which officers spend time reading to students in grades K through 3rd. Officers read from their favorite children’s books or choose from a list of books that cover a range of topics including safety, honesty, bullying, courage, sharing, communication, helping, fairness, respect, etc. These topics tie in to the life lessons relevant to the police profession. This program is successful in establishing positive relationships with some of our youngest residents.

Download our app today!

Search: Hanover Police



Hanover Police Department Smartphone App

The Hanover Police Department encourages you to use the Smartphone App where the agency can connect with Hanover residents and visitors, providing information quickly and efficiently to anyone with a smartphone. The app offers quick access to items of public interest and is easy to use. In just a few clicks, users can:

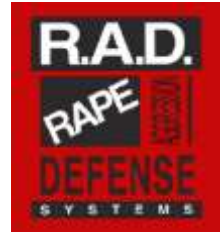
- Submit a Tip
- Receive important notifications
- Connect to the organization’s Social Media platforms
- Provide Compliments and Concerns to the department
- Read the latest News and Press Releases
- Access Hanover Parking Information and more!

The Hanover Police Department app is available for download for free in the App Store and Google Play by searching “Hanover Police”.



The Hanover Police Department and The Special Needs Support Center joined forces to expand the Special Needs Information Program (SNIP) which helps emergency responders identify and respond effectively to vulnerable residents with special needs. This is a voluntary program in which special needs community members of any age can have their information entered into the Department’s database including crucial information such as triggers and special accommodations, emergency contacts and a photograph for safe interactions during emergency responses. This program is also in use by the Lebanon and Hartford Police Departments.

The Hanover Police Department continues to offer the Rape Aggression Defense (R.A.D.) Systems Program; a basic self-defense program specifically designed for women. For information relating to R.A.D. or to schedule a R.A.D class, please contact Sgt. Chris Swain at (603) 643-2222 or Christopher.Swain@HanoverNH.org.



C.R.A.S.E. Training



C.R.A.S.E. (Civilian Response to Active Shooter) is a valuable training we continue to provide to our businesses, schools, churches, and community groups. The training is 1.5 hours in length. The goal of this training is to increase the survivability of victims who find themselves in an active attack, by providing them with pre-planned response options they can easily remember and initiate under extreme stress.

Drug Take Back Program: The Hanover Police Department hosts an anonymous drop box for anyone to properly dispose of used or out-of-date medications. This is available 24 hours a day, 7 days a week in the lobby of the Public Safety building.



You Have Options Program: Employees of the Hanover Police Department receive training on the “You Have Options Program” which is a victim-centered and offender-focused response by law enforcement officers to reports of sexual violence. One of the goals of the program is to make the reporting process easier and more victim centered. In 2018, Hanover Police became the 7th certified agency in the United States with this organization.

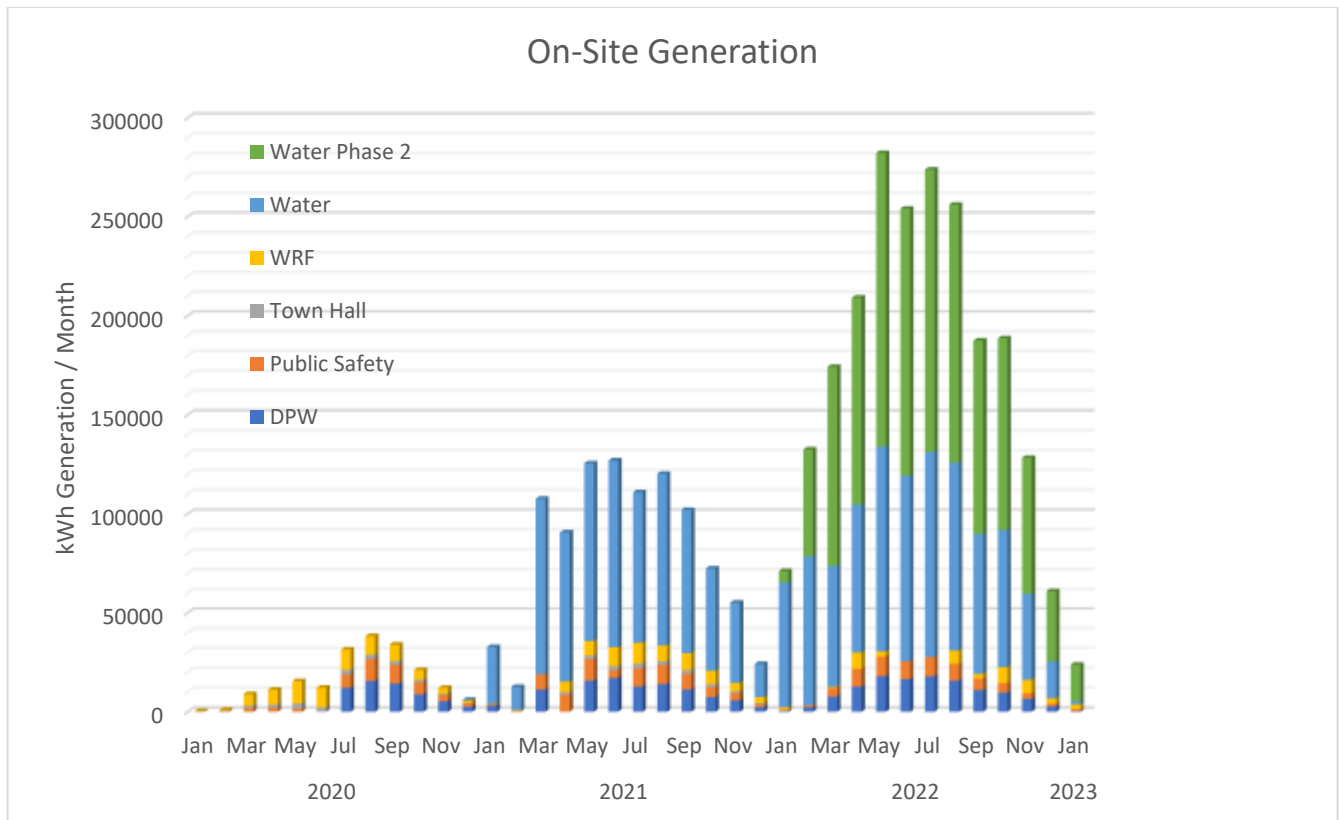
DEPARTMENT OF PUBLIC WORKS

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

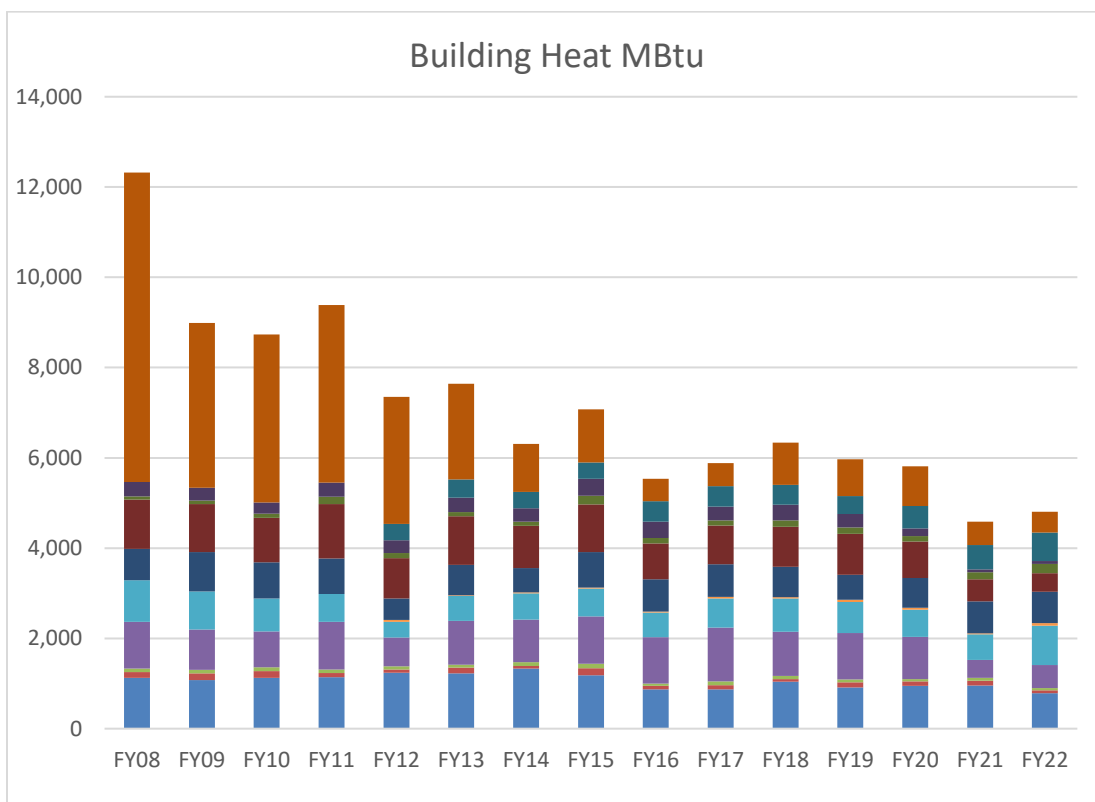
- Administration
- Facilities
- Highway
- Fleet Maintenance
- Line Maintenance & Construction
- Water Distribution and Treatment
- Water Reclamation

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

- With the Town’s vote to commit to 100 percent renewable electricity by 2030 and renewable sources for heating and transportation by 2050, the staff continues to be active with Town projects and supporting Sustainable Hanover initiatives. In 2022, 2,181 MWh of onsite generation offset 87 percent of the municipal electrical energy load (2,520 MWh). The percentage offset is anticipated to decrease (in 2021, 109% was offset) as more of the facilities are converted to heat pumps, eliminating on-site use of fossil fuels. The year over year decrease was due to the addition of heat pumps as the primary heating source for the R.W. Black Community Center, Howe Library and the Public Works Fleet shop and facilities. In addition, Howe & Etna Libraries and R.W. Black Community Center were not fully open to the public and operating at a reduced energy load. Four of the onsite solar installations were completed using third party financing through a power purchase agreement (PPA). The PPA allowed the Town to take advantage of solar tax credits through energy rates and deferred upfront capital costs. The Town is budgeting in several reserve funds to purchase all the systems outright by 2030.



- Staff oversaw the replacement of two bridges by M.A. Associates out of Sanbornton, NH, with plans to replace one additional bridge on Ruddsboro Road in the coming year. The bridges that were replaced are Ruddsboro Road (Bridge #118/080) 600 feet east of Morgan Road and River Road (a Box Culvert1) half a mile south of the Lyme Town line.
- There continue to be steady reductions in building fossil fuel usage as facilities transition to heat pumps as the primary source of heating. This includes the following facilities:
 - Howe Library
 - Town Hall
 - Richard W. Black Community Center
 - Lyme Road Fire Station
 - Etna Library
 - Hanover Dispatch Center (within the Police Department)
 - Water Treatment Shop
 - Water Reclamation Facility Office
 - Parking Garage Office



- Water meter replacements: It was anticipated that water meters would be required to be replaced every ten years out of the Water and Wastewater Capital Reserves. The water meters were installed between 10-12 years ago and will need to be replaced. A Request for Qualifications was issued which resulted in seven vendor responses and interviews. A short list of four vendors responded to a Request for Proposals. The selected meters will be replaced over the next two-to three years.
- Staff attended several webinars sponsored by NHDES regarding the new lead service removal requirements, grant & loan funding opportunities, as well as asset management grant programs.
- Staff applied for and received confirmation of a \$50,000 Lead Replacement Planning Grant for a Lead Service Inventory and Replacement Plan which is required by EPA and due October of 2024.

- Pre-applications were submitted for a \$7.8M water project to NHDES for State Revolving loan funding for a water distribution replacement project. NHDES indicated that the Town will receive 30 percent forgiveness on a \$3.68M loan, a \$0.92M American Rescue Plan Act grant and up to 49 percent on \$1.2M loan forgiveness for lead services replaced.
- The 5-foot diameter drain outlet on the downstream side of the Ledyard Bridge was repaired.



Ledyard Bridge Drain Outlet Repair

- A Water Interconnection Agreement was completed with the City of Lebanon to allow for a backup water supply for both systems. This agreement memorializes the understanding between the communities and allows each to supply water in need, be it by emergency or a planned project. The Town of Hanover plans to utilize this connection on the NH120 side of interconnection when the Greensboro water tank is reconditioned and repainted.
- A new hydrant flushing plan was developed and implemented for the water system's 41 miles of distribution mains.
- A \$60,000 grant was received for Wastewater and Collection System Asset Management through the Clean Water State Revolving funds from NHDES as part of the American Rescue Plan Act and State Revolving Fund program.
- A \$30,000 grant was received for Stormwater Asset Management Grant as part of the American Rescue Plan Act grants through the Clean Water State Revolving funds from NHDES.
- Implemented cross-training in the Water, Wastewater and Line Maintenance & Construction utility teams and held quarterly utility meetings for informational, training, networking, and resiliency.

- Reinstated monthly DPW staff training meetings for safety and operation technical training that had been suspended during COVID.



Fire Department Personnel Providing Stop the Bleed and CPR Training

Administrative Staff: Peter Kulbacki, P.E., Director; Christina Hall, P.E., Deputy Director of Engineering and Utilities; Deputy Director of Highway and Fleet (Vacant); Gary Searles, Administrative Coordinator/GIS; and Adriane Coutermarsh, Administrative Assistant.

HANOVER, NH, TOWN OF CONGRATULATIONS FOR BEING SUCH ACTIVE RECYCLERS!

Below please find information on the positive impact your recycling has had on our environment. The recyclable materials listed below were sent to market to be remanufactured into new products through your non-profit recycling organization, the Northeast Resource Recovery Association.

RECYCLABLE MATERIAL	2022 RECYCLED AMOUNTS	ENVIRONMENTAL IMPACT!
GLASS	82,090.00 LBS	Here is <u>only one</u> benefit of recycling materials rather than manufacturing products from virgin resources.   You conserved the equivalent of about 1,128.74 gallons of diesel being consumed!

DEPARTMENT SUMMARY

The Public Works Department is responsible for design, construction, maintenance and repair of all town infrastructure including highways, sidewalks, culverts, ditches, drains, bridges, traffic signals & streetlights, recycling program, municipal energy purchasing, all town buildings, all town fleet, parking lots, parking garage, engineering review and assisting the Planning & Zoning Department inspections of private site development.

Additionally, jointly with the Parks & Recreation Department, Public Works manages street trees and roadside vegetation.

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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DEPARTMENT SUMMARY

The following dedicated employees are responsible for keeping all public infrastructure functioning at the levels expected by Hanover's citizens and visitors:

- **Management:** Peter Kulbacki, P.E., Director; Christina Hall, P.E. Deputy Director for Engineering & Utilities; Deputy Director for Highways and Fleet (vacant); Gary Searles, Administrative Coordinator/GIS; Adriane Coutermarsh, Administrative Assistant
- **Fleet:** Donald Foster, Fleet Superintendent; Larry Holmes, Mechanic; David Brown, Mechanic; Mechanic (vacant)
- **Buildings:** Ross Farnsworth, Facilities Superintendent; Ed Woodbury, Facilities Maintenance & Operations Technician; Wayne Piekarski, Head Custodian; Mark Curulla, Custodian; Chris Jordan, Custodian
- **Sewer line Maintenance and Sidewalks:** James Cray, Line Maintenance Supervisor; Todd Bragg, Line Maintenance Worker
- **Highways:** Randy MacDonald, Highway Operations Supervisor; Steve Perry, Senior Heavy Equipment Operator; Chris Berry, Roger Darisse, Robert Henry, Jr., Moses Delphia, Bruce Sanborn, David Field, Bernie Hazlett, Hunter Stebbins, Hugh Townsend, (vacant) Equipment Operators/Highway Maintenance Workers

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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YEAR IN REVIEW

Public Works is adjusting to the loss of institutional knowledge of over 100 years due to retirements, transfers and employee departures. Many of the planned projects were delayed due to staffing shortages with much of the department's focus on maintenance and repairs.

- The second bridge on Ruddsboro Road and the second to last bridge on River Road were replaced as part of the FY21 Bridge Bond.
- Ledyard Bridge lights were upgraded due to changes made by VT Agency of Transportation changes which eliminated power to ½ the sidewalk lights.
- A wash bay was completed, reducing risk to employees cleaning equipment after winter storms and extending the equipment life through more effective cleaning.
- Storm damage clean up, flushed 36,325' and videoed 25,817' of sewer lines, slip lined 1,883' of sewer lines and repaired two Sewer Manholes (SMH) and installed a SMH on Lebanon Street.
- Completed the Mink Brook slope sewer line protection restoration.
- Heating system improvements were made to the Howe and R.W. Black Recreation Center, converting the primary heating sources to low temperature heat pumps.

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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YEAR IN REVIEW

- The R.W. Black deteriorating lower siding was replaced.
- Town Hall and Public Works Facility ethernet was re-cabled. Fire alarm systems were upgraded to be compliant to the fire monitoring system due to the Fire Department's transition away from maintaining the hard cable fire alarm system.
- The largest municipal solar (1 MW DC) array was completed at 39 Grasse Road through a Purchase Power Agreement (PPA). Along with arrays at the water treatment facility (adjacent to 39 Grasse Road), DPW, Police, Fire, Town Hall, and Water Reclamation, approximately 94% of the annual municipal electricity load is offset by onsite solar. Several of the arrays were developed using PPAs which funding for purchasing after 7 years is budgeted in several of the capital reserves.
- Trescott, Ruddsboro from Etna to King, and Stevens Roads were repaved along with temporary pavement repairs made to the Reservoir Road roundabout.
- The following equipment was replaced: Excavator, Sweeper, Sidewalk Tractor #2, Pickup Truck #16, and the Calcium chloride tank system (used for dust control and ice control).

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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GOALS FOR UPCOMING YEAR

Complete the following sidewalk segments approved in previous budgets:

- Verona Willow Springs to East Wheelock, Crosby West side gap, Reservoir Road – Ledge Road to Strong Trail

Complete the reconstruction of College Street adjacent to the Green:

- This includes roadway reconstruction, raised mid-block crossing, bicycle stripping for counter-flow lane, rebuilding sidewalks, installing drainage and curbing on east side of road, formalizing parking areas

Replace roofs at R W Black and Eastside of Howe Library**Implement a new Work Order/Asset Management system****Complete security and parking improvements at DPW****Sewer System Improvement:**

- Adjust manholes for paving projects, flushing sewer lines, slip lining based on video inspection, replace culverts and clear trees in Mink Brook ROW, and with Utility Crew – replace water main, sidewalk, sewer and drainage as needed on Summer Street

Fill vacant positions, 6 current 2 additional expected in coming year – there has never been more than one position open in DPW at a time in the past 25 years.

- Vacancies: Deputy Director for Highway & Fleet, Mechanic, 2 Highway Heavy Equipment Operators, Wastewater Treatment Technician, and pretreatment Coordinator

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

This last fiscal year has been challenging to say the least.

Major projects completed during 2022-2023: At the Hanover Fire Department (HFD) we are replumbing the drain line, moving the laundry room, adding a women's bathroom, and updating the men's bathroom. These projects are still a work in progress. The HFD is also having an air-to-air exchanger installed this spring to bring in fresh air. Town-wide, we are having eGauge data readers installed, which will allow us to read how much power we buy and how much we make with solar. The R.W. Black Recreation Center will receive a new roof this spring.

Several mid-sized projects include: new windows installed in the training room at the Hanover Police Department (HPD) as well as new ceiling grid and tiles and dimmable LED lights. In addition, new flooring was installed, and the walls painted. A rubber mat system was installed in the office off the training room for weightlifting and strength training. The back shed at the HPD has been insulated, the walls sheathed, and LED lights and electrical outlets were installed. Two rooms for bike storage were added in the back with solid secured doors. The Etna Library is scheduled to have a solar tracker installed this spring. The Department of Public Works is getting new flooring in the common areas of the administrative part of the building, which will have Pulastic floor coating. New carpeting will be installed in the office areas. The Water Reclamation Facility will get more outside doors installed this spring.

Small projects include: stripping and waxing all the Town's tile floors, most of which must be done by the custodial crew on weekends. The Water Department had a circulator replaced with a variable frequency drive Grundfos circulator to save power. A touch screen was also added to the heating control system. The Hanover Fire Department had LED lights with motion detectors installed in the tower stairway, and a door was installed to give access to the roof. At the Department of Public Works we built walls and added doors to create three office areas. At the Howe Library we had flooring replaced in the Children's area. The Etna Library had custom-built fir bookshelves made in-house.

Currently the Facilities division is working on reconfiguring the parking area at the Department of Public Works, which will include relocating in-ground propane tanks to create added spaces for parking on the back side of the administrative building. This will allow the Town's glass recycling container to be moved out front. Gates will also be installed to keep the public from entering areas with frequently-moving heavy equipment.

Buildings Division Staff: Ross Farnsworth, Facilities Superintendent; Ed Woodbury, Facilities Maintenance & Operations Technician; Wayne Piekarski, Head Custodian; Mark Curulla, Custodian; and Chris Jordan joined the crew this year as Custodian.

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

Ross H Farnsworth
Facilities Superintendent

HIGHWAY DIVISION: The Highway division oversees the infrastructure of the Town of Hanover. It is our mission to not only maintain the roads, sidewalks, parking lots, and drainage systems, but to improve them as well. During the winter season the Highway personnel accept the challenge of getting the public to their destination safely and back again. Summer is a remarkably busy season of making improvements to the infrastructure such as, but not limited to, pavement overlays, upgrading of our gravel roads, culvert & drainage upgrades, sidewalk reconstruction, special projects as assigned, and ongoing right-of-way maintenance.

Accomplishments for 2021-2022:

- Highway staff completed the rebuild of the end of Rope Ferry Road next to the Dartmouth Clubhouse. This area is used for parking and access to the Pine Park trail system. A full depth excavation was completed and grades reestablished to help with drainage. Parking areas received new striping and better handicap accessibility was created.
- Highway staff helped with the replacement of two bridges: one on the far end of River Road and the other on Ruddsboro Road. These bridge projects enable Hanover's abundant wildlife access to free-flowing water while simultaneously providing safe crossings to the traveling public as well as controlling rain and spring runoff, thereby protecting citizen and Town of Hanover assets.



Ruddsboro Road Bridge Replacement

- Highway staff continue to repair and replace road signs throughout town. This includes updating signs for reflectivity, repairing, or replacing signs that have been inadvertently damaged or stolen. The upgrading of street name signs continued throughout the year. This helps emergency vehicles find streets more easily and bring the town into compliance with Federal standards of the Manual on Uniform Traffic Control Devices (MUTCD).
- Town crews painted all road markings, consisting of 39.5 miles of double-yellow line, 75 miles of fog line, 3,984 feet of crosswalk, 70 yield symbols, 72 pedestrian symbols, 2,400 feet of stop bars, and all parking areas in town. Our road marking responsibilities continue to increase with added pedestrian warning symbols.

- Right of Way ditching continues to be an ongoing process. We consistently ditch areas that will be paved the following year. Though this work takes place during the entire construction season, the majority happens during the autumn months when the leaves and other fallen debris choke the ditch lines and create overflows. This time investment limits our exposure to road washouts during heavy rain events and springtime runoff.
- Roadside mowing occurs throughout the summer and fall months. This helps keep unwanted brush from growing in our ditches and the Town rights of way. This also helps maintain extended sight lines which allows for safer traffic flows.
- A 42” culvert was sliplined on Stevens Road. Town staff assisted in this process. Sliplining was completed in one day. If the conventional process of replacement was done it would have required shutting the road down for 2-3 days.



Culvert Sliplining on Stevens Road

- Two new chloride tanks have been installed at Public Works. Having two tanks will give us flexibility for using different products. The new location allows for easier access and ground level operation. In addition, the pump was installed in a heated area to prevent freezing.
- Two underground propane tanks have been relocated at the Public Works facility. This was done as the first step in reconfiguring the parking lot.
- Paving overlays consisted of Stevens Road, Trescott Road, and two miles of Ruddsboro Road

- The Highway Division personnel continue to extend themselves beyond their normal tasks to provide added services to other Divisions and Departments within the Town. They do so with the best of intentions, integrity, and good, honest labor. This Division would like to thank the citizens, our coworkers, colleagues, and visitors to our town for another successful year. Thank you for your patience, understanding, and kindness as we navigated through construction, emergencies, and weather events.



Colorful Skies Over Public Works Garage Bays

Highway Division Staff: Randy MacDonald, Highway Operations Supervisor; Steve Perry, Senior Heavy Equipment Operator; Chris Berry, Roger Darisse, Robert Henry, Jr., Moses Delphia, Bruce Sanborn, David Field, Bernie Hazlett, Hunter Stebbins, and Hugh Townsend, Equipment Operators/Highway Maintenance Workers.

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

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

Our vision moving forward is to find ways to reduce our carbon footprint without compromising the effectiveness of our operational equipment. In 2019, we installed Verizon Network Fleet in most of our vehicles and large equipment. This device is used as a management tool to track multiple functions on a piece of equipment such as GPS location, fault codes, idle time and much more. Forward thinking, we are not too far away from electric vehicles and have given consideration as to structuring our CIP to future administrative vehicles and small pickup purchases.



Highlights of 2022:

- \$47,436.75 in sales of decommissioned and surplus town property.
- Staff training included: CDL test, UST exam.
- Assisted in Highway snow removal (21 labor hours).
- Re-deck two highway equipment trailers
- Fabricated tow behind brine trailer and mount used brine sprayer system.
- Replace tracks and adjusters on bulldozer.
- Refurbish dump insert on Parks & Rec truck.
- Purchased bulk Brine and Calcium replacement tanks.
- Prepared specifications for, took delivery of, or set up the following equipment for the departments listed below:

Highway Division:

- (1) 2023 Western Star single axle truck w/dump body, sander, plow&wing (Put in-service 7/1)
- (1) 2021 Holder S75 Sidewalk Tractor (Put in-service 1/28)

WRF / LM&C Division:

- (1) 2022 Vactron (Put in-service 3/21)
- (1) 2023 Ford F350 Utility w/crane (Spec. & Reorder)

Police Department:

- (1) 2023 Ford Police Utility HYBRID Patrol (Spec. & Order)
- (1) 2023 Ford Police Utility HYBRID Admin (Spec. & Order)

Parks & Recreation Division:

- (1) 2022 Ford F350 (Put in-service 5/10)

Fire Department:

- (1) 2022 Ford F350 – Utility 1 (Put in-service 10/25)
- (1) 2022 High Country custom trailer - Swiftwater boat trailer (Put in-service 6/10)
- (1) 2023 Proline trailer – Water rescue trailer (Put in-service 11/16)

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

LINE MAINTENANCE & CONSTRUCTION DIVISION: The Line Maintenance & Construction crew handles the safe and uninterrupted flow of wastewater from the source to the treatment facility. They maintain and improve 44 miles of the gravity sewer lines and over 1,200 sewer manhole structures and 4 syphon chamber structures. The crew consists of James Cray, the Line Maintenance Supervisor, and Todd Bragg, the Line Maintenance Worker. The crew provides the services and work needed to keep the collection system serviceable and up to date.

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

- The Line Maintenance crew handles the preventive maintenance of over 44 miles of collection system pipe using a high-pressure flushing unit, a manual rodding unit, and an assortment of specialty tools and small equipment. Approximately 1,550 feet of sewer line are flushed monthly, and 2,550 feet are flushed quarterly, to prevent any back-ups and maintain uninterrupted flow from the Town's collection system to the treatment facility. This number will continue to go down because of the aggressive slip lining program. Other lines are done annually and semi-annually.
- The Line Maintenance crew continues with their annual root-cutting program. This year 3,400 feet of line was serviced due to root growth. Root-cutting is now done with the high-pressure flushing unit that has a special nozzle. This number also was reduced due to the slip lining efforts of the Department. It is faster and does a better job than the older root-cutting machine.
- The Line Maintenance Division has been using some of the new trenchless technology referred to as "Slip lining." Slip lining method the town has been using involves lining an old pipe with a new process curing, that adheres to and restores the existing pipe without digging up the road or any other invasive excavation on private or Town property.
- This year we were able to line 1,883 linear feet of sewer [1,485 feet of 8-inch CIPP (Cured-in-Place-Pipe) lining and 398 feet of 6-inch CIPP lining].
- 36,326 feet of line have been jetted and cleaned by our staff in addition to the monthly routine cleanings.
- 25,817 feet of lines have been surveyed and documented using CCTV (closed circuit tv recording).
- This year the crew installed one new sewer manhole on Lebanon Street. This was near the end of the line and services were tied directly into the structure. This manhole was out in the middle of Lebanon Street and due to the location and high traffic volume, the work was performed by our crew at night. This is one of the trouble spots in the system and there was a break in the line earlier in the year.



Sewer Manhole Repair on Sand Hill (Lebanon Street)

- The crew continues with manhole repairs and inspections. Manholes are inspected at the time of cleaning. 238 manholes were inspected this year and two manholes were repaired. The one on Sand Hill had inflow coming into it, so it was rebricked and a new frame and cover was replaced. The other manhole repaired and rebuilt was on Stevens Road and was repaired for the same reasons. There were several manholes raised on Stevens Road for the Town's summer paving project.
- The Line Maintenance crew is continuing its efforts in the collection of data from the wastewater collection system so it can be digitized into the computerized data and maps system. This data collection is approaching completion but will always be a continuing effort to keep and maintain real-time information and updates to the collection system.
- There are currently five flow meters placed out in the system. These were relocated in the spring in to help pin-point inflow and infiltration (I & I) in the collection system. The information is gathered and reviewed and compared to rain data and flows throughout the course of the year.
- The Crew reconstructed and restored a 140 linear foot section of the embankment along the Mink Brook/Brook Rd. This project was approved by the wetland board in January of 2022 and is the result of a 2019 storm when the embankment was washed out and was jeopardizing our sewer interceptor. A temporary fix had been completed with riprap but required a permanent approved restoration using FES (fabric encapsulated soil) layers, native plantings, back to the original toe of slope prior to the storm.



Mink Brook Restoration



Finished Mink Brook Restoration

- The crew provided the mowing and maintenance of five to six miles of sewer line rights-of-way. Several of these rights-of-way and easements have been trimmed of brush, trees and debris that can potentially hamper the crew's ability to maintain the system. Most of these easements and rights-of-way are also used as walking paths for the public. Along with the regular maintenance of these areas, the crew also maintains two pocket parks in town. This year, the two large storms at the end of December required the crews to perform a lot of storm damage clean up along the easements.
- The crew is working on re-conditioning the sidewalk benches on Main Street. Two to three benches are done each year. This work is done during the winter months when the benches are removed from Main Street. Reconditioning includes disassembly of the benches, scraping and sanding the components and repainting metal parts, refinishing wood parts and then reassembly.
- The crew continues to diligently take on the responsibility of maintaining the Town's sidewalks during winter months. The crew also continues with help and support of the snow removal in town.
- Throughout the year, the crew continues to aid other departments with projects, repairs, and emergencies wherever needed. They continue to assist with many other smaller projects such as fire hydrants, mainline valves, and service valves. One of the larger projects that they lead and assisted in was the installation of 450 linear feet of 8" water line along Hilton Field Lane.



Repairing Water Main Break on Claflin Circle

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

WATER DEPARTMENT: The Water Department oversees the operation and maintenance of the treatment facility located at 41 Grasse Road. The distribution system includes forty-one miles of distribution lines throughout the town, 325 fire hydrants, and 975 gate valves, and four PRVs (pressure reducing valves) that require year-round maintenance. We also maintain three reservoirs and four storage tanks as well as 1,927 water meters. The meters are in an Advanced Metering Infrastructure (AMI) network that allows us to read these meters remotely. A customer access portal was rolled out in the summer of 2022 to give access to meter reading data. This is to allow users to see how they use water, be alerted to leaks and to receive notices of potential disruptions and water emergencies.

Water consumption for the Town of Hanover was up, due to the prior year’s lower usage because of COVID. In 2022 we produced an average of 797,000 GPD (gallons per day) which was still down from 851,000 GPD pre-pandemic. The Town’s largest consumer, Dartmouth College, was back to near capacity, so their consumption was near pre-pandemic numbers. The late summer and fall of 2022 had more rainfall than normal which allowed the reservoirs to recharge back to full capacity following the previous year’s moderate drought.

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

Statistics

- Length of distribution lines = 41 miles
- Number of Metered Accounts = 1,927
 - Water Accounts = 1,820
 - Sewer Only Accounts = 107
- Number of hydrants = 325
- Number of reservoirs = 3
- Total Impounded Volume = 415.6 million gallons
- Number of storage tanks = 4
- Total volume in storage = 2.38 million gallons
- Total volume of water processed in 2022 = 291 million gallons
- Average daily volume processed in 2022 = 797,200 gallons

2022 Projects

- Crews responded to eight water main breaks: four public (Verona Avenue, Curtiss Road, Claflin Circle, and Summer Street) and four private.



Repairing Water Main Break on Claflin Circle

- Replaced two hydrants (Rope Ferry Road and Hitchcock Lane) and installed two new hydrants (South Main Street and Hilton Field Lane)



Fire Hydrant Installation on South Main Street



Water Line Replacement on South Main Street

- Utility staff (Water and Line Maintenance) installed 416 linear feet of eight-inch ductile iron water main on Hilton Field Lane and replaced/installed four services and two hydrants.



Water Service Line Installation on Hilton Field Lane

- Painted 20 hydrants along Route 120 (Sand Hill) and West Wheelock Street
- Made repairs to Reservoir 1 spillway by repairing longitudinal cracking, filling voids, joints and pitting, and abutment surface cracking; Also cleared brush, vines, and removed trees near dam abutments in Reservoirs 1, 2, and 3.



Concrete crack repairs on the Lower Reservoir Spillway

- Cleaned and exercised 389 inline mainline system valves.
- 35 meters and 112 data transmitters (MUI) were installed by our staff. These were replacements of failing meters and transmitters. There remains a backlog of replacements with some residents reluctant to allow access into their homes due to continuing COVID concerns.
- Replaced Variable Frequency Drives (VFD) in the raw water pumping building.
- Installed security camera at Greensboro pump station. The camera has motion sensors and will send an alarm to our on-call pager. It has been linked to our SCADA system and can be monitored 24 hours a day.
- Cleaned and inspected the clear well and the Grasse Road Water Storage Tank
- Presented a Hanover water system overview to the Kendal community.
- Assisted the Highway Department with snow removal operations.

- The Water Treatment Plant completed phase 4 of our filtration module replacement. A portion of the water filtration modules are still original to the plant built in 2006. The filters have a life expectancy of 10-15 years, so the town has been replacing a section of the 160 modules each year. 40 filters were replaced in 2022.



Filtration module replacement at Water Treatment Facility



Hydrant Flushing



Security camera set up at the Greensboro Pump Station

Water Department Staff: Dylan McDermott, Senior Water Technician; Bill Brown and Jim Messier, Water Distribution Technicians; Vacant, Water Distribution Technician.

DEPARTMENT SUMMARY

The Hanover Water Department is responsible for both the water treatment and oversight of the 41 miles of distribution system. The oversight includes construction maintenance and repair maintenance of 3 reservoirs, a treatment facility, 41 miles of distribution system, 4 storage tanks, 1 pump station, 325 hydrants, 975 gate valves, 4 pressure reducing valves and 1,927 meters.

The following dedicated employees take considerable pride in their work to ensure the residents are provided, clean, safe and an uninterrupted reliable drinking water.

- **Management:** Peter Kulbacki, P.E., Director; Christina Hall, P.E. Deputy Director of Engineering & Utilities
- **Treatment:** Dylan McDermott, Senior Water Tech. (Operator); Wyatt Ulman, Water Technician
- **Water Line Maintenance:** Jim Messier, Water Technician; Mark Bean, Water Technician
- **Sidewalk Maintenance:** Jim Messier, Mark Bean, Wyatt Ulman, Todd Bragg (Sewer Line Maintenance)

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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YEAR IN REVIEW

The Water Department lost considerable institutional knowledge with half the staff retiring in the past year. Even though this has been the case, the department has worked extremely hard to continue with service, maintenance and improvement to the system.

- **Treated 291 million gallons of water**
- **Reservoir 1 Dam:** filled and seeded the embankment adjacent to the spillway, cleaned and repaired longitudinal cracking, joints and pitting in the spillway, filled voids and abutment surface cracks, cleared brush, tree and vine debris along the face of the dam
- **Reservoir 2 Dam:** cut trees and brush adjacent to the dam, filled areas of animal activity, and cleared brush along the face of the dam
- **Reservoir 3 Dam Repairs:** Cut trees and brush adjacent to the spillway.
- 35 meters and 112 data transmitters (MIU) were installed by replacing failing meters and transmitters. There remains a backlog of replacements with some residents reluctant to allow access in their homes due to continuing COVID concerns.
- Cleaned and inspected the treatment facility clear well and Grasse Road water storage tank
- Replaced Variable Frequency Drives (VFD) in the raw water pumping building.

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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YEAR IN REVIEW

- Completed a Water Interconnection Agreement with Lebanon to allow for backup supply for both systems
- Replaced 40 filtration modules in the treatment facility
- Completed fiberoptic installation between Sand Hill (Lebanon Street) tank to Greensboro pump station and integrated telemetry of Greensboro Road water tank into the SCADA system
- Presented a Hanover water system overview to the Kendal community
- Water meters are 12 years old and are scheduled to be replaced with funding from reserves. An RFQ was issued to determine the most appropriate meter replacement. 7 vendors were interviewed. Subsequently an RFP was issued with a replacement meter and vendor selected. Meter replacements will take place over the coming 2-3 years.
- Attended several webinars sponsored by NHDES regarding new lead removal requirements, grant and loan funding opportunities, and asset management grant programs

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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YEAR IN REVIEW

- Applied for and received confirmation of a \$50,000 Lead Replacement Planning Grant, for a Lead Service inventory and replacement plan which is due Oct. 2024
- Submitted Pre-Applications for a \$7.8M project to NHDES for SRF loan funding for a water distribution replacement project. NHDES indicated that the Town will receive 30% forgiveness on a \$3.68M loan, \$0.92M ARPA Grant, and up to 49% or \$1.2M loan forgiveness for Lead Services replaced
- Applied for Water Asset management plan grant with confirmation expected in the fall.
- Utility Staff (Water and LMC) installed 416' of 8" ductile water main on Hilton Field Lane.
- Painted 20 hydrants in the system along Route 120 (Sand Hill), Lebanon Street, and West Wheelock
- Cleaned and exercised 389 inline mainline system valves
- Developed and implemented new flushing plan for the system's 41 miles of distribution mains in the spring and fall of 2022.
- Responded to and repaired 4 water main breaks –Verona Ave, Summer Street, Claflin Circle, and Curtiss, and responded to 4 private water service breaks
- Installed 2 new hydrants (NH Rte. 10, Hilton Field), replaced 2 hydrants (Rope Ferry and Hitchcock Lane)

TOWN OF HANOVER | FY 2023 - 2024 BUDGET

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GOALS FOR UPCOMING YEAR

- Meter Replacement Program:
 - Staff will begin replacing water meters over the coming years
 - Once a meter has been replaced, new online software will allow customers to monitor their usage and set warnings for excessive flows, leaks or unusual usage. The software will also provide the Town the ability to notify customers in an area of an issue such as a water main break or scheduled outage
- Summer Street water main project:
 - This includes replacing the 500' of 1893 cast iron water main and services that potentially have lead in them.
 - Temporary water will be installed
 - Drainage structures will be replaced or upgraded
 - The road, sidewalk and curb will be reconstructed
 - All work, excluding paving, will be accomplished by Town staff
- Lebanon and Hanover interconnection project – Summer of 2024:
 - The City of Lebanon will be constructing a water pumping station (servicing Lebanon) and pressure reducing valve (serving Hanover) which will enhance the interconnection between both communities' water systems and will provide emergency and planned backup supply.
- Complete the remaining in-house gate cleaning and exercising of valves (approx. 400)
- Begin inventory of the 1927 private water service lines from curb-stops to residences for lead service inventory requirements (plan to be completed by Oct. 2024)
- Complete spillway repairs of Reservoirs #2 and #3
- Replace 6 Variable Frequency Drives (VFD) at the filtration plant – this will allow pumps to run at the most efficient rate, reduce energy costs, and extend pump lives
- Clean and inspect gate house intakes at Lower Reservoir and Sand Hill tank
- Continue cross-training of positions in the water department with LMC and Wastewater
- Replace 2 existing aging hydrants and install a new hydrant capable of pressure monitoring.

WATER RECLAMATION FACILITY {WRF}



Facility aerial view

Water Reclamation Facility staff:

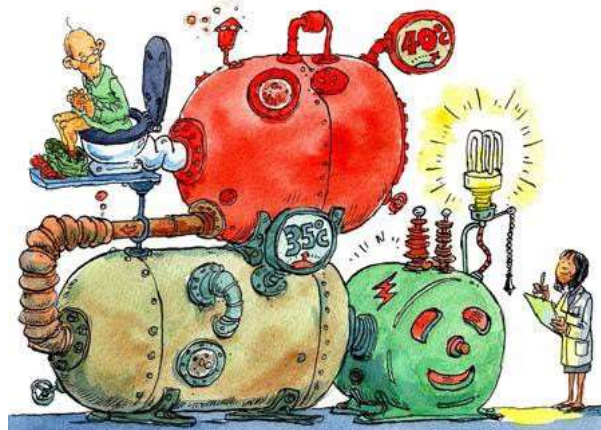
Kevin MacLean – Superintendent, Dennis Smith – Maintenance Technician,
Jason Goodrich – Treatment Technician, Richard Scheuer – Lab Technician,
IPP Coordinator/Chief Operator-**vacant**, Treatment Technician(assistant)-**vacant**

General statistics for 2022 include:

- 2022 has brought us closer to what we refer to as “normalcy”. However, the rise of supply chain issues and production interruptions combined to reveal a quick changing field to navigate. Luckily the support network for the wastewater treatment field in New England is relatively sound and no significant issues arose but modest price increases and prolonged lead times for orders are in place still. Surcharges are tacked onto essentially every purchase. This will most likely land us in budgetary shortfalls or very close by the end of the 2022-2023 fiscal year.
- Treatment of 378 million gallons of raw wastewater to secondary treatment levels. This is a decrease of 10 million gallons or 2.6% from 2021 levels.
- Total precipitation recorded for 2022 was 24.4” of rain and 43.0” of snow. These amounts show a 6.7” decrease of rain and an increase of 6.1” of snow from last year.
- The Water Reclamation Facility received 221,215 pounds of Total Settleable Solids {TSS} and 234,459 pounds of Biochemical Oxygen Demand {BOD}-these are measurable parameters established in our permit. In 2022 the WRF continues to average of 98% of the TSS and 98% of the BOD from the wastewater last year. Our permit mandates that we achieve a minimum of 85%. These figures represent a 2.9% decrease in TSS loadings and a 5.9% decrease of loading for BOD.
- There were no reportable violations once again of our permit in 2022.
- Production of 879 wet tons of bio-solids which were hauled to the Lebanon Landfill for onsite composting to be used for slope stabilization and vegetative cover establishment. This reveals an increase of 15% from 2021.
- Continued adherence to the Sludge Quality Certification with NHDES. This program quantifies the quality of the dewatered residuals from this facility to be safely managed through all available options. We continue to meet NH “Low metals” certification of our biosolids, due to the effectiveness of the Industrial Pretreatment program.

- The Facility Plan drafted by Wright Pierce Engineers is completed. A warrant article is being drafted for Town Meeting this May for voter approval. This project will allow the WRF to effectively remove nitrogen from the discharge into the Connecticut River.
- The facility continues to provide influent samples to the State lab for Covid tracing efforts.
- Staff performed its seasonal tank draining/inspection & maintenance work over the course of the Summer.
- Currently {February 9th, 2023} finds the WRF without two (2) full time positions. We are hopeful in our search for dedicated people to join our team in the near future.

A kind reminder from “the plant” – your toilets, sinks, showers, and tubs are for personal care and hygiene, and they are not trash receptacles. Please refrain from disposing of cooking grease/oil, harsh cleaners/solvents, paints, medications, chemicals, pesticides, dental floss, plastics, reinforced paper towels, etc. into your system. IF IT IS NOT TOILET PAPER OR RELEASED FROM YOUR BODY – IT BELONGS IN THE TRASH CAN.



Happily, private, public and academic groups are venturing out once again for tours to see what goes on at the end of Pine Knolls. We welcome everyone back and extend an open invitation to all interested parties to stop in and see what we dedicatedly due every day to protect the public/nature and our precious surface water.

Sincerely,
 Kevin MacLean – Superintendent
 Hanover Water Reclamation Facility {WRF}



DEPARTMENT SUMMARY

The Wastewater Department is responsible for the treatment of wastewater from Hanover and portions of Lebanon including Centerra, Altaria, DHMC, Sachem and Pinewood Villages, Quail Hollow and developments along Route 10 North of Campion Arena. The department is also responsible for five pump stations within Hanover.

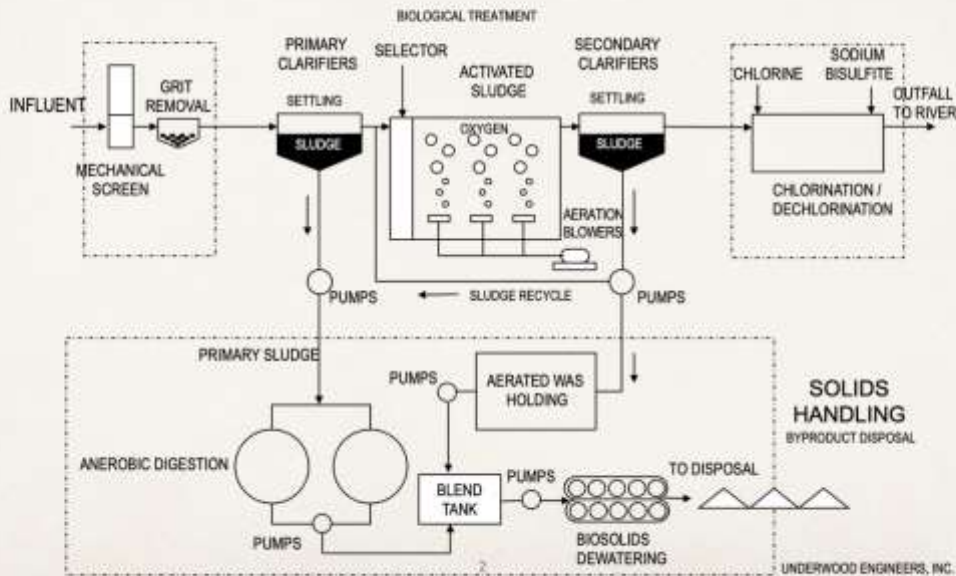
The treatment process involves removing harmful contaminants, including bacteria, viruses, metals, and solids which are collected through a network of pipes and five pump stations. The treatment process utilizes settling, screening, biological treatment, anerobic digestion of solids, and disinfection. The Water Reclamation Facility (Wastewater Treatment plant) was built in the early 1960s with upgrades to the treatment process in 1986 to secondary and further upgrades in 2007 & 2008.

The following dedicated employees are responsible for keeping all public infrastructure functioning at the levels expected by Hanover's citizens and visitors:

- Management: Peter Kulbacki, P.E., Director; Christina Hall, P.E. Deputy Director for Engineering & Utilities; Adriane Coutermarsh, Administrative Assistant.
- Wastewater Staff: Kevin MacLean – Superintendent, Dennis Smith – Maintenance Technician; Jason Goodrich – Treatment Technician, Richard Scheuer – Lab Technician; IPP Coordinator/Chief Operator-vacant, Treatment Technician (assistant)-vacant

DEPARTMENT SUMMARY

How does it all work? It's considerably more complex than just 'flowing downhill.'



YEAR IN REVIEW

- Supply chain issues and production interruptions continue to challenge the ability to obtain needed materials and equipment. While modest price increases have been seen, the larger issues have been the long lead time for most orders.
- The facility treated 388 million gallons of raw wastewater to secondary levels. This is an increase of 9 million gallons or 2.3% from 2020.
- Total precipitation recorded for 2021 was 31.3" of rain and 36.9" of snow. These amounts show a 4" increase of rain and a decrease of 6" of snow from last year.
- The Water Reclamation Facility received 227,903 pounds of Total Suspended Solids (TSS) and 247,056 pounds of Biochemical Oxygen Demand (BOD). In 2021 the facility maintained a high level of removal of TSS averaging 98% and BOD removal of 98%. Hanover is required by the US EPA to achieve 85% of both TSS & BOD.
- Produced 747 wet tons of bio-solids which were hauled to the Lebanon Landfill for onsite composting and daily cover, an increase of 9.1% from 2020.
- Maintained a Sludge Quality Certification with NHDES. This program ensures that dewatered residuals (biosolids) from this facility are safely managed and meet required standards for reuse. We continue to meet NH "Low metals" certification of our biosolids, due to the effectiveness of our Industrial Pretreatment program.
- Wright Pierce Engineers completed a Facility Plan which reviewed the facility and prioritized necessary improvements which will be required to ensure the facility is able to effectively process wastewater over the next 20-30 years. The plan addressed life safety issues, air quality, electrical hazards, failing structures, equipment available life and addressed the facilities National Pollutant Discharge Elimination System (NPDES) permit expected to be issued in the next few months of 2023.
- On October 5th, 2021, the Town accepted ownership of the new Pump Station #2 as the result of a joint project between the Town and Dartmouth College. The station was constructed to accommodate flows from the Dartmouth West End campus and West Wheelock buildout. This project was managed by the Town, saving both entities considerable costs and ensured the system met Town requirements. The station replaced an undersized station which was installed in 1994.
- WRF staff worked alongside contractors to install two (2) new aeration blowers. The work was accomplished from the operational budget with minimal overtime and costs from engineering firms.
- WRF staff partnered with Dartmouth Hitchcock Hospital and a national firm Biobot Analytics[®] to conduct wastewater monitoring and testing for the COVID-19 virus and its variants.
- The last primary clarifier was sandblasted and coated with epoxy paint for future preservation efforts.
- All the staff at the facility are licensed under the NHDES Wastewater Engineering Bureau.

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GOALS FOR UPCOMING YEAR

- The Town expects to receive a new draft National Pollutant Discharge Elimination System (NPDES) in Spring of 2023. That document is co-written by the Environmental Protection Agency (EPA) Region #1 and the State of New Hampshire Department of Environmental Services (NHDES) and typically is re-issued every five (5) years. The aforementioned project is intended to allow the WRF to meet the new permit requirements.
- The ongoing search and hire for the two (2) vacant positions currently present at the facility.
- Continue to achieve the highest level of treatment possible for the facility given the current configuration.
- We will be undertaking a digester cleaning operation to remove sediment and conduct inspections of the internal structure of one of the two (2) anaerobic digesters.
- Obtain the necessary training of all staff for their wastewater licenses as required by NHDES.
- Conduct even more tours to educate the public on the operation of a treatment facility.
- Install an "E-gauge" to measure the output from the solar array on the roof, how energy is used in the facility and what is provided from the grid.
- Continue to store and burn the methane generated by the anaerobic digesters to heat both digesters and offset some of the heating requirements for the main buildings. "Free fuel".
- Initiate a functional Asset Management Program to better track/plan and justify repair, replacement and maintenance of existing and future assets.
- Cost share the installation of new water meters to better capture sewer use in outlying areas.
- Work with the City of Lebanon on updating the Intermunicipal Agreement which outlines the requirements for Lebanon to discharge wastewater to the Hanover facility. *(Lebanon currently makes up approximately 28% of the daily flow entering the WRF).*

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REPORTS FROM
BOARDS,
COMMITTEES,
AND
OTHER AGENCIES

ADVANCE TRANSIT

Advance Transit (AT) is a bi-state regional nonprofit 501©3 public transportation system headquartered in Wilder, Vermont. Our mission is to assure the continued livability and accessibility of Upper Valley communities by providing safe, effective, and friendly public transportation services. Our services include FREE regularly scheduled fixed-route bus service, park-and-ride shuttles, and ADA paratransit service in New Hampshire and Vermont. Routes, schedules, live service map, and rider information are available at www.advancetransit.com.

2022 was a significant year for AT. In the fall, Van Chesnut, former Executive Director, retired from his position after thirty-five years of leadership. The AT facility has been renamed the Van Chesnut Transit Operations Center in honor of Chesnut's years of dedicated service and his invaluable impact on the organization and the community.



On October 1, Adams Carroll assumed the role of Executive Director, joining AT with years of experience in transportation operations and planning in the cities of Nashville, Tennessee and Pittsburgh, Pennsylvania. He and Chesnut worked together since June to ensure a smooth leadership transition. AT also added two more new staff members to their management team. In June, Trish Palao joined AT as its Director of Marketing and Philanthropy. In August, Catherine Gazda joined AT as its Director of Finance.

At the end of July, AT installed air purification systems from United Safety in all vehicles. Using PHI-Cell® Technology, this new bus feature continually sanitizes the air and surfaces within AT vehicle interiors. Utilized by hospitals and universities world-wide and tested multiple times by various transit agencies, these purifiers have proven to be effective in helping to mitigate the spread of airborne viral and bacterial pathogens.

In 2022, AT began work on its the Transit Development Plan (TDP). Updated every five years, the TDP is a tactical guide for improving, cultivating, and evolving public transportation services in the Upper Valley. This multi-phased process includes: a review of existing services; a survey of passengers; and an analysis of travel patterns, which considers planned construction and development projects that may affect public transportation in the future. A crucial part of this process is community feedback. In October, AT collected online surveys to learn more about community needs and current ridership trends. Surveys were also distributed to riders on board AT buses. Listening sessions with community members in Vermont and New Hampshire were held in November. An interim report with feedback and survey results is available at www.advancetransit.com/plan. Further listening sessions regarding proposed service changes are scheduled for the spring and summer of 2023.



In December, AT added two electric buses to its fleet. These new vehicles are the first set in a series of planned changes, with more electric vehicles slated for late 2023. Funded by grants from the U.S. Department of Transportation awarded to the Vermont Agency of Transportation and from the New Hampshire Department of Transportation, this initiative to replace existing buses with zero emissions buses will help reduce local air pollution, improve public transit infrastructure, and support AT's goals to eliminate carbon emissions and combat climate change. The electric buses began service on March 13, 2023.

AT buses take commuters to work, students to school, senior citizens to doctors' appointments, families to the

grocery store, and friends to parks and restaurants. In 2022, 460,000+ rides were provided on AT's fixed-route service and 4,250+ rides on AT's paratransit service. Service and community are at the heart of our work, and we appreciate our partners and sponsors, who help us in driving our mission forward!



Finally, we're incredibly grateful to our generous donors, whose gifts help us provide free transit services to meet community needs. These donations help provide greater access to transit options, decrease the demand for parking, and reduce local and regional air pollution. Your support makes a difference and we thank you!

With gratitude,
Adams Carroll (Executive Director); Mark Beliveau and Robert Houseman (Hanover Representatives to the AT Board of Directors)



HANOVER BIKE WALK updated our [Walk Bike Plan](#) to promote walking and biking throughout Hanover by increasing access to an all ages walk and bike network.

Hanover Bike Walk celebrated the installation of the 25 mph Default Unless Otherwise Posted Speed Limit within the town's urban compact - an Hanover Bike Walk idea adopted by the Select Board with support from the Hanover Police Department, Planning, and Public Work.

Hanover Bike Walk conveyed community safety concerns to the town, leading to the town's re-launch of the Safety Committee to provide a coordinated town effort to address these concerns.

Hanover Bike Walk provided the town and Dartmouth with guidance as to zoning codes and development considerations that encourage walking and biking.

Hanover Bike Walk [mapped all reported car crashes with people walking or biking](#) for the past decade to identify trouble spots, and is working with Hanover Police Department to create on-going monitoring.

Hanover Bike Walk once again teamed up with Parks and Recreation, Hanover Police Department, Sustainable Hanover and Dartmouth Bikes to host a community events, such as a Community Walk and Rolls in the Occom Pond and Dresden neighborhoods, a Bicycle Fix It Pop Up, the E-Bike Lending Library, a Bike Rodeo at the Ray School, and the creation of multiple ice slides in Hanover and also Norwich to promote winter outdoor fun.



CONSERVATION COMMISSION

The primary purpose of the Commission is to ensure the proper utilization and protection of the natural and water resources of the Town of Hanover. The Commission shall conduct research and keep an index of all open spaces and natural, aesthetic, or ecological areas within the town. The commission shall advise the Selectboard, the Planning Board, the Zoning Board of Adjustment, the New Hampshire Department of Environmental Services, and other state and federal agencies. Other purposes of the Commission are to preserve and maintain lands of natural resource importance, to monitor conservation easements, to maintain a trail network, to conduct a conservation education program, and to cooperate with other conservation organizations.

The Conservation Commission, along with other local, regional, statewide, and federal partners, has worked to make open space available not only as a backdrop to our built environment, a support to natural systems, and a source of daily inspiration but also for hiking, skiing, snowshoeing, dog walking, wildlife habitat, protection of water quality, and access to nature. The Commission maintains nearly 50 miles of Town trails (part of the 108 miles of trail in Town), stewards 39 Town-owned conservation properties, and monitors 24 conservation easements.

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

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

Members of the Commission at year-end 2022 were Whit Spaulding, Chair; Hugh Mellert, Vice-Chair; John Trummel, and John Donovan. Our representative from the Board of Selectmen is Peter Christie. Thank you to all Commissioners for your service!

Conservation Commission Activities in 2022:

Education and Outreach

- Trails & Wildlife presentation by Jim Oehler NH Fish & Game
- Emerald Ash Borer Presentation by Bill Davidson NH Forests and Lands
- Old Growth Interpretive walk with David Govatski US Forest Srvce/NH Big Tree Program
- Carbon Markets and Sequestration Dynamics with John Roe,

Restoration

Native Brook Trout habitat restoration at the Headwaters of Tunis Brook.

Regulatory

-Visited numerous sites, town properties, or locations requiring wetlands or Town Ordinance 4 permitting

-Commented on wetlands applications to Hanover Zoning Administrator, ZBA, and/or NH DES

Land conservation

-Monitored conservation easements, and followed up as needed

Ongoing Activities

-Invasives management

-Deer Management

-Trillium monitoring.

Land and Trail management

Volunteer Assistance

Trails Committee: For keeping our trails safe and open to the public, we thank Trails Committee members: Hugh Mellert, Doug McIlroy, John Trummel, Tom Jack, Sean Ogle, Jon Criswell, Nancy Horton and Willow Nilsen.

-With the assistance of an active Trails Committee, other volunteers and the Upper Valley Trails Alliance, maintained 108 miles of trails.

-Held a number of trail workdays to improve the trail system, such as adding new bog bridges at Highway 38/Hudson Farm; adding a new trail to connect Pasture Road to the Ridge Trail on Moose Mountain.

-Hired Upper Valley Trails Alliance to install a new handrail on the stairway at Mink Brook Community Forest.

- Participated in the recreation management and improvement of trails in the Trescott Company Lands including workdays

-Coordinated with other trail maintainers: UV Land Trust, Hanover Conservancy, Pine Park Association, Appalachian Trail Conservancy, UV Trails Alliance, Dartmouth Outing Club, Cardigan Mountain Highlanders

-Removed invasive plants along the trail at Lower Slade Brook and at Cory Road Trail.

-Worked with neighborhood groups in their effort to control Garlic Mustard. Harvested bags of Garlic Mustard were collected at Tenney Park. Special thanks to Parks and Recreation for hauling the bags to the landfill.

-Applied for and was awarded 150 special deer management antlerless permits, which were distributed by lottery for hunting in the 3800-acre special deer management area

-Managed yellow rattle at Hayes Farm Park with hand-pulling and mowing (it is decreasing!) and hired a professional to target the removal of Oriental bittersweet, Multi-flora rose, and Barberry at Hayes Farm Park. Thanks to Parks and Recreation for mowing trails and fields at Hayes Farm Park.

-Mowed the field and opened up trailhead entrances at Baum Conservation Area.

Special Thanks to the following trail volunteers who helped in many trail projects: Bill Young, Don Esinhart, Ned Gallagher, Bruce Atwood, Myrilla Hartkopf, Nancy Horton, Bob Brentrup, Theresa Ciambra, Scott Farr, Barry Harwick, Doug McIlroy, Steve Fowler.

FY 22 Balance of Accounts:

General Purpose Fund	\$146,658.61
Stewardship Fund	\$105,157.36
Storrs Farm Conservation Fund	\$17,742.22
CC Biodiversity Fund	\$762.17
Mink Brook Community Forest	\$100,202.19

Special Thank you!

There are many people to thank for their roles in supporting our work and community engagement. In particular, we would like to thank the Parks and Recreation Dept and The Department of Public Works for their help in maintaining so many of the properties which make this town unique.

We would also like to thank Rob Houseman for his insights, expertise, and patient support.

And we would like to salute two retiring GIANTS from the Conservation Commission:

Jim Kennedy for his decades of service: Conservation Commission Chair. Man for all seasons: landscape architect, cartographer extraordinaire, natural communities expert, field educator, wetlands soil scientist, and yes, poet! (His vernal pool “Whirligig” poem is a must-read).



Vicki Smith Town of Hanover Senior Planner: When you’re out in one of the numerous and marvelous natural areas of Hanover, chances are Vicki Smith was involved in its protection and wise stewardship.



Biodiversity Committee

Town-wide pushback on garlic mustard continues in 30 neighborhoods. We discovered 2 new small colonies. All methods, including mowing, weed whack and pulling were used. The total effort led to 88 30-gallon black plastic bags, fewer bags this year than last, due in some part to declining colonies. Several populations are too large for volunteer efforts.

Two formal work parties had volunteers over the summer: the Girl Brook Trail had 9 volunteers for a workday on 8 different types of invasives found in the herbaceous layer. In the Mink Brook Community Forest three volunteers removed 1000 stalks of wild parsnip on 2000ft of Greensboro Road frontage. Five of our colleagues helped HHS students with a buckthorn pull at HHS on an Earth Day outing organized by the Environment Club.

About 15 volunteers assist with the ten Trillium stations that help monitor the level of deer browse in Hanover. Each station has 3 plots: one caged and two control plots. Volunteers measure once, and do a count 4 times during the summer. Some stations now have blossoms after 5 years of deer hunting with the town's special permits.

The committee updated several posters about invasive plants and created a new factsheet on herbaceous invasive plants now found in our forests (until this year, garlic mustard was the most urgent plant).



MASTER PLAN ADVISORY COMMITTEE

The Master Plan Advisory Committee was formed as a subcommittee of the Planning Board to steward our Sustainable Master Plan process and craft its contents. Working with town staff and consultants, VHB, the Committee is updating the *2003 Master Plan*'s narrative and focus, such that the new plan aligns with the principles of sustainability to:

meet the needs of the town and region in the present without compromising abilities of future generations to meet their own needs in consideration of changing climate conditions. Moreover, the plan will provide guidance to support a cohesive community that can take action to balance the environment and economics, with a strong focus on justice and equity.

Following the kick off meeting in September 2021, the Committee met eight times through June 2022. Their tasks included:

- Reviewing the results of early stakeholder interviews;
- Formulating a public involvement plan;
- Sponsoring a survey to gather community input on the “greatest strength of” and the “greatest wish for” Hanover;
- Inviting the community to gather in a virtual meeting room for a live workshop to develop a vision for the Town. Both participants in the live workshop and visitors to the virtual meeting room after the workshop contributed to the draft vision;
- Organizing a forum on Development Solutions, held in person at the R. W. Black Center to hear from the public about where and how development should occur in the future. Community members could also offer their opinions on-line if they were unable to attend the forum.

The Committee continues to meet to develop goals and strategies and review the plan content. Once satisfied with a draft plan, the Committee will forward the plan to the Planning Board, the group responsible for its adoption. To stay up to date with drafts of plan chapters, visit the Master Plan website, [Hanover Sustainability Master Plan \(hanovernhmasterplan.com\)](http://hanovernhmasterplan.com), which can also be accessed easily from the Town home page [Town of Hanover NH](http://TownofHanoverNH.org). You can provide input via the “get involved” button on the website, joining in on the next public forum, attending a Committee meeting, and by contacting the Planning Office at Vicki.Smith@HanoverNH.org.

Committee members are:

Beth Esinhart, Chair
Yolanda Baumgartner
Jarett Berke
Brian Edwards
Eric Hryniewicz
Chris Kennedy
Paul Simon
Joanna Whitcomb



SUSTAINABLE HANOVER

It was a year of transitions for Sustainable Hanover (SH). We experienced change in key leadership roles, starting with a farewell to Julia Griffin in June. Julia was an invaluable advisor and partner to SH from SH's Day One. In the fall, Susan Edwards stepped down as Recycling Chair and Marjorie Rogalski, as Co-Chair of Sustainable Hanover. The Select Board issued Proclamations to honor their significant contributions over many years of service. We are delighted they continue to serve as at-large members of SH. Judi Colla replaced Marjorie as SH Co-Chair. Lynn Sheldon is our new Chair for Recycling and Waste Reduction. Judy Reeve is our new Sustainable Landscaping team leader, carrying on from Lyn Swett Miller who has championed this effort since 2019.

Our volunteer ranks continue to grow. Volunteers constitute the single most important element of SH. We appreciate each of the more than 100 volunteers at the Community Yard Sale, the Window Insert Build, the Styrofoam Collection, etc. whose work made those events the successes that they were. We welcomed Catherine Rieke to the SH committee, and Sarah Stewart and Doug McIlroy to the Communications Team. We connected with other Hanover organizations through collaboration and partnerships. The list this year includes the Hanover Rotary, Hanover Conservancy, Hanover Conservation Commission, Hanover Bike/Walk, and the Hanover and Dresden School Boards. Two SH members, Yolanda Baumgartner and Chris Kennedy, are members of the Master Plan Advisory Committee.

We are very fortunate to enjoy outstanding support from town staff, including Rob Houseman, Planning Director; Pete Kulbacki, Public Works Director; Kerry Osgood, Executive Assistant; and April Salas, Sustainability Director. We are excited about the sustainability ideas that our new Town Manager Alex Torpey brings and look forward to working with him on these initiatives.

The Communications Team is one of our newer groups and supports all our projects. Judi Colla chairs its weekly meetings to develop and maintain web pages, review weekly WHO KNEW articles, and coordinate messaging campaigns. At this writing, Hanover Community Power is a major focus. Our website traffic grows monthly as new content attracts more readers. During a recent 30 day period, 752 unique visitors paid 864 visits to our website (sustainablehanovernh.org). Another major accomplishment was a video celebrating the 5th anniversary of Hanover's Town Meeting vote to adopt 100% renewable energy goals for our community. Judi produced the video with the help of CATV to document progress and our vision for the journey ahead. Finally, the SH Newsletter, under the able leadership of Dennis Robison, continues to expand and now interfaces with the SH website.

In January SH began working actively on the public engagement campaign for the rollout of Hanover Community Power. A key event will be the Public Information Session to be held on Thursday, April 6, 6:30 to 8 pm at the Richmond Middle School. It will be streamed online and recorded for later viewing. This will be SH's first in-person community event since COVID began three years ago.

ENERGY

As of May 2023, it will be six years since the Town of Hanover voted to adopt its Ready for 100 goals to have the entire town use 100% renewable sources of energy for its electricity by 2030 followed by heating/cooling and transportation by 2050. As of July, it will be six years since Sustainable Hanover launched its Energy Initiative to "lead, support, and engage the community in efforts to achieve" these goals.

Equity, Inclusion, Justice (EIJ). Value statements adopted in our first year of operation continue to guide our efforts. These values include a commitment to "an accessible, inclusive, and equitable process for both getting

to and maintaining our vision” as well as a dependence upon “ideas, leadership, and participation from entities throughout the town.”

We are grateful for the Energy Justice Clinic at Dartmouth with whom we are collaborating for a second year (<https://journeys.dartmouth.edu/ejclinic/current-projects/new-hampshire/>). Most relevant have been their efforts to analyze community aggregation through the EIJ lens, support outreach for the launch of Hanover Community Power, and interface with Dartmouth graduate students with regard to their energy burdens.

We continue to be mindful of EIJ issues in the programs we support directly. We partnered with the Gile Hill Association to hold E-bike Library events at Gile Hill where there are 61 housing units that meet the NH Housing Finance Authority’s affordability definition. Twenty-five percent of the window inserts built through our Window Dressers Program were designated for low income households. And Hanover Community Power will make lower cost and higher renewable content electricity available to nearly all residents and businesses, including our most vulnerable.

Efficiency. We cannot repeat too many times that “the greenest energy is the energy we don’t use.” Despite challenges with the Public Utilities Commission and a delayed start, NHSaves money finally became available so that Andrew Hatch could continue his stellar energy efficient work with commercial customers. During 2022, Hanover businesses and nonprofits saved over 600,000 annual kWh with energy efficient upgrades, largely through greater engagement with Dartmouth College and Hypertherm. Andrew also worked with Dartmouth students from the Energy Justice Clinic to promote understanding of the importance of energy audits and highlight the need for weatherization in off-campus student housing. Municipally, the most important work yet to be completed is upgrading Hanover’s street lights which will yield annual savings of over 180,000 kWh.

Challenges at the State level discouraged our residential Weatherize efforts. Consequently, we are concentrating on a different and rewarding efficiency program over which we have more control -- Window Dressers. In Collaboration with the Norwich Energy Committee as well as with leadership from Dennis Robison and Yolanda Baumgartner and the support of 80 volunteers, this program built 280 window inserts for a variety of facilities, including private homes and rental properties. We were pleased to reciprocate support provided by Thetford during our first year by building inserts for some of their low-income residents this second year. We are also grateful to the Church of Christ at Dartmouth College for generously providing space for this project.

Renewable Electricity

Walking the Talk. Because of the Town’s remarkable achievement in meeting nearly 100% of its power needs through efficiency and locally installed solar, we were able to shift some of our attention this year to our public schools. The Dresden and Hanover schools are in the middle of a strategic planning cycle which includes energy audits of all facilities. In collaboration with these two school boards, Yolanda Baumgartner and Judi Colla helped draft articles for the school warrants asking the school boards to establish policies that support our schools transitioning from fossil fuels to renewable energy. We were delighted by voters’ overwhelming support for these articles -- the first public statements from our schools on energy.

Locally Installed Solar. Nearly 300 Hanover households (roughly 10%) are partially or fully powered by locally installed solar. We expect this number to grow at a steady pace as more residents act to take advantage of the 30% credit reinstated by the Inflation Reduction Act. At the 2021 - 2022 Town meeting, voters passed an article that makes solar viable for more residents; solar systems are now treated similarly to accessory units such as garages and sheds regarding rear and side setbacks. We remain a resource for those interested in installing solar.

Large Consumers. Last May, a team of five first year Tuck students presented their plan for our six largest consumers of power to move toward green electricity through a power purchase agreement (PPA). Dartmouth, Hypertherm, and Kendall were extremely receptive.

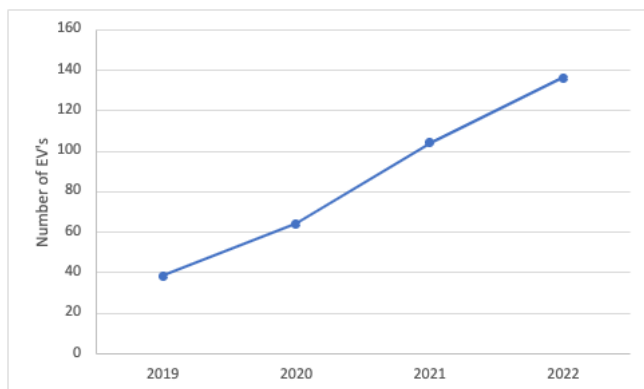
Community Power. Sustainable Hanover’s signature accomplishment this year regarding renewable electricity has been the launch of Hanover Community Power (HCP) (<https://sustainablehanovernh.org/communitypower>). All of the rates associated with our finalized menu of power offerings through July are lower than what consumers currently pay Liberty and Eversource. Furthermore, our DEFAULT, the option in which most Hanover consumers will be automatically enrolled, has a 10% higher renewable energy content than currently available from these

two utilities. Most significant is that HCP provides a vehicle through which consumers have more control and choice over their power choices and municipalities can develop innovative programs and projects that shape its energy future. HCP will be transformational in helping us meet our 100% renewable electricity goal by 2030.

Political Environment. The political environments in Washington and Concord continue to impact our work. This year, the passing of the federal Inflation Reduction Act (IRA) created a new and more hopeful course for American climate action. This massive investment encourages clean energy, electrification, resilience, building efficiency, and domestic manufacturing. It also includes money for environmental justice block grants and public housing efficiency improvements. Sustainable Hanover intends to take advantage of this legislation and keep its eyes on the State as it determines how to distribute - or not distribute - a significant portion of these funds. As evidenced by the passing and impact of the IRA, it is worth repeating that the single most important thing that each of us can do to support our Ready for 100 goals is to vote for individuals whose interests align with ours.

TRANSPORTATION

Electric Vehicles. Transportation is the largest source of greenhouse gasses in NH, surpassing heating and electricity. Hanover has committed to having 100 percent renewable transportation by 2050 and in 2022, has made strides towards that goal. The number of electric vehicles (EV's) in Hanover in 2022 is 136, up 30 percent from 2021. This total does not include the additional 96 plug in hybrid vehicles that typically do not use gas for local trips.



The Inflation Reduction Act, signed into law in August 2022, extended and increased the tax credits available for EV purchase. The new law also includes credits for used EVs, but there are restrictions on income level and where the car and components were manufactured. We summarized these restrictions in an article in the Sustainable Hanover Newsletter (<https://sustainablehanovernh.org/newsletter>) for people considering an EV.

The town has been working on increasing the number of chargers to accommodate the increased number of EVs. This effort involves collaborating with Lebanon to find suitable locations for both level 2 and DC fast chargers. This effort has been aided by a survey sent out by the regional planning commissions. The town has also submitted a letter of intent to the NH Department of Transportation Congestion Mitigation and Air Quality Improvement (CMAQ) Program to request funding for chargers.

E-Bikes. We partnered with Hanover Bike/Walk to host the Vital Communities's Upper Valley E-bike library for three weeks in June. The Library is a free service. Its goal is to encourage e-biking as a low carbon mode of transportation. Seventy-seven people experienced a one-hour Demo ride or signed out an e-bike for a more extensive two-day trial. Virtually all riders were new to e-biking. We offered three Demo ride Saturdays, two based at the upper deck of the Town garage and one at Gile Hill. Gile Hill was very well attended and a great success for neighbors and volunteers alike. We also held a special Demo day at the Middle and High Schools for teachers from all three Hanover schools. Our wonderful volunteer team checked e-bikes in and out and showed new riders how to ride them. Special thanks to the team: Jennie Chamberlain, Ann Carper, Rich Greger, Dave Dostal, Beth McKinnon, Mary Ann Rankin, and Yolanda Baumgartner.

RECYCLING AND WASTE REDUCTION

The goal of the Recycling and Waste Reduction Committee is to improve waste reduction in Hanover and give people options to get rid of things that can't go into the Zero Sort curbside bins.

We are very happy to report that the Community Yard Sale was reinstated on Labor Day weekend 2022 after cancellations during the Covid pandemic. It was a huge success! With 109 vendors participating, the gross income from the event was \$3,650. Susan Edwards was the main organizer with help from Joyce Noll, Teresa Oden, Carolyn Fry, Mary Donin, Libby Barry, Lynn Sheldon, and many other community volunteers. We are planning with Dartmouth College to repeat in 2023 because it advances all three of our goals - Reduce, ReUse, Recycle!

In the Fall we began a project to get Textile Recycling Bins for Hanover because textiles are very damaging to landfills and it is difficult to find alternate ways to dispose of spent textiles, such as old sheets, blankets, towels and clothing that are too worn for reuse. Teresa Oden took charge and put us in touch with Apparel Impact, a textile recycling company in Bedford, NH that provides bins for textiles, shoes, handbags and other accessories. There is no charge for the bins, and they are emptied weekly by Apparel Impact. We hope to place three bins in convenient locations throughout Hanover and will announce these locations when plans are finalized later this spring.

In February, 2023 a Styrofoam Recycling event was arranged by Yolanda Baumgartner, Ann Carper and Beth McKinnon with help from members of the Recycling Committee, the Hanover Rotary club and many other community volunteers. 141 households brought so much styrofoam that we had to make two trips with a 26 foot UHaul truck to Gilford, NH where the transfer station has equipment to compress the Styrofoam into ingots that can be sold to manufacturers of plastic items. The event was largely paid for by the kind donations from town Styrofoam recyclers! Special thanks to Cindy Heath for sharing her considerable expertise on Styrofoam recycling and Chris Ng, our steadfast volunteer UHaul driver.

Projects we are considering for the future include how to make it easier for people to compost food waste and to take a closer look at Zero Sort curbside recycling by Casella to better understand how plastics are being recycled.

COMMUNITY CLIMATE CONNECTIONS

The mission of Community Climate Connections (3Cs) is to share information about the activities of Sustainable Hanover (SH) and ideas about ways to live a more sustainable life. Our main activity is to post a WHO KNEW every Tuesday on the Hanover listserv and the SH website. We have shared information about many topics of interest such as styrofoam recycling events, the Town Yard Sale, "No Mow May," reducing the area of lawns, removing invasive species and planting native plants, the Inflation Reduction Act, and, most recently, Hanover Community Power. We have also contributed articles to the SH Newsletter.

SUSTAINING LANDSCAPES

The School Street Sustainable Park is Hanover's one public park in the Main Street district, located between School Street and Main Street, behind the Town Hall parking lot. In 2022, Sustainable Hanover Landscapes volunteers with Parks and Recreation personnel and the Town Forester continued to refine and develop the park. Students, visitors to Hanover, shoppers, workers, neighbors, and participants in Parks and Recreation activities have discovered this oasis in downtown. Essential purposes of the park continue to be to demonstrate sustainable landscape practices while providing a natural place to find quiet with seating, children's play areas and native plants, trees and shrubs appropriate for a residential setting. The park was planned to demonstrate a safe, procreative and diverse habitat for all—from soil microorganisms to pollinator-friendly native plants, shrubs, trees and wildlife to people of all ages and abilities.

Most features have been created by local artists using New England materials. The Little Free Garden Library (2021), built by Ross Farnsworth and Ed Woodbury of Hanover Public Works, has been a great success. It's a place to give and take medium and small garden books for young and old. The native black locust wood & granite

benches (2021), designed and built by the Upper Valley's Lee Schuette, and the re-used picnic table are frequently in use for resting, reading, eating, working or chatting. After buying coffee or take-out from downtown restaurants, students and families enjoy the Emil and Elisabeth Rueb memorial bench and seating circle.

We are excited to announce that our Eastern Box Turtle granite sculpture was completed and installed in June 2022—to be climbed on, sat upon, played around and admired! From Barre, VT, Heather Milne Ritchie is our turtle's professional designer and granite sculptor. Her family roots go back generations at the Barre Granite Quarry.

Coming in 2023 is an educational park website and a “Spring Surprise.” Thank you, especially, Case Ohz.

Appreciations go to Asa Metcalf (Town Arborist), John Sherman (Director of Parks and Recreation), and to Susan Edwards, Lyn Swett Miller and Judy Reeve for their work creating and maintaining this special spot in downtown Hanover. Our community park can only thrive with the ongoing support and participation of members of our community. We hope you will consider not just visiting and enjoying the School Street Sustainable Park, but also volunteering to help maintain and sustain it into the future. To get involved, contact Judy Reeve, Sustainable Hanover, at judith.reeve@gmail.com.

Sustainable Hanover Committee: Yolanda Baumgartner (Co-Chair), Stowe Beam, Barbara Callaway, Judith Colla (Co-Chair), Susan Edwards, Rob Houseman (Director, Planning and Zoning), Chris Kennedy, Peter Kulbacki (Director, Public Works), David McManus, Catherine Rieke, Dennis Robison, Marjorie Rogalski, Emily Rogers (Hanover Food Coop), April Salas (Director of Sustainability), Nancy Serrell, Marcus Welker (Dartmouth College)

Communications: Yolanda Baumgartner, Stowe Beam (Webmaster), Barbara Callaway, Judith Colla (Chair) Doug McIlroy, Marjorie Rogalski, Sarah Stewart

Community Climate Connections: Barbara Callaway (Chair), Susan Edwards, Robin Kaiser, Barbara McIlroy, Rebecca Paquette, Judith Pettingel, Sarah Young

Energy: Yolanda Baumgartner (Co-Chair), Stowe Beam, Bill Brown, Barbara Callaway, Judith Colla (Co-Chair), Robin Kaiser Gish, Rob Houseman (Director, Planning and Zoning), Peter Kulbacki (Director, Public Works), Dennis Robison, Marjorie Rogalski, April Salas (Sustainability Director), Ben Steele, Robert Taylor

Recycling and Waste Reduction: Libby Barry, Mary Donin, Susan Edwards, Carolyn Frye, Joyce Noll, Teresa Oden, Lynn Sheldon (Chair)

Sustaining Landscapes: Susan Edwards, Lyn Swett Miller, Judith Reeve (Chair), John Sherman (Director, Parks & Recreation)

Transportation: Yolanda Baumgartner, Sherry Boschert, Bill Brown, Judith Colla, Dennis Robison, Marjorie Rogalski, Ben Steele (Chair), Orian Welling



Formerly CATV, Inc. (Community Access Television)

Building community in the Upper Valley through media arts

JAM Government (Comcast 1085) / Upper Valley Life (Comcast 1075)

uvjam.org

2022 ANNUAL REPORT

Submitted to the Town of Hanover, NH

Dear Hanover Community:

The Town of Hanover and CATV both underwent big changes in 2022. On our side, CATV repositioned and embraced a new identity, JAM – Junction Arts & Media, to reflect our evolution as the Upper Valley’s non-profit community media organization dedicated to building community through the media arts across platforms. We are grateful to continue our partnership with the residents of Hanover to provide local media coverage on cable and streaming online, non-profit media education, and production services that aim to uplift diverse, local voices; safeguard transparency in government; enable civic participation; and foster creativity and media literacy to harness the power of media for our common good.

Transparency in local government – JAM maintained continuous coverage of local government meetings for Hanover while supporting workforce training on the job for new producers. JAM staffed, live-cablecast on Comcast and livestreamed on uvjam.org in-person meetings for the Hanover Selectboard and Town Meeting. JAM provided hybrid (in-person with remote/Zoom participation) coverage of Hanover, Dresden, and SAU70 board meetings with live cable/streams. JAM chapters all meetings with links from the agenda to the video timecode for ease of public access to articles of interest. JAM re-broadcasted/streamed each meeting at least once, and all meetings remain available on-demand at [JAM On-Demand](#), [YouTube](#) with Hanover-specific playlists, and archived at Archive.org.

Media Arts & Literacy Education – JAM partnered with Hanover High School to provide a Film Production March Intensive and the Francis C. Richmond School to offer an after-school Film Club in 2022. Hanover students also participated in the Freedom & Unity Young Filmmaker Contest, the 48-Hour Film Slam!, and JAM summer media arts camps. JAM’s adult media education support in 2022 included free circulating production equipment, podcasting support, JAM Media Labs, and Documentary Production through Osher at Dartmouth.

On-Air and Streaming Programming – JAM deepened our roots in Hanover in 2022, sharing its content with the Upper Valley. JAM aired almost 650 programs from more than 50 local sources on topics that ranged from cooking and crafts to the arts and international politics. We

built strong relationships with multiple departments at Dartmouth. The Rockefeller Center, the Hood Museum, the Dickey Center, TEDx, and the student-run Dartmouth Political Union gave JAM access to nearly 75 lectures by world-class scholars and leaders. Our relationship with OSHER continued with 14 new lectures. Our viewers learned how to make rainy-day crafts, thanks to the Howe Library's 'Maker' series; how to cook tasty meals, thanks to the Co-Op; and they learned about local wildlife and plants in dozens of scenic videos from the Upper Valley Land Trust. We included content from Mighty Yoga, St. Denis, the Church of Christ at Dartmouth, and many other Hanover entities now aggregated on CATV to reflect and inspire our strong local identity.

Community Engagement, new location & new website – In June, 2022 CATV completed its move from the HACTC to 5 South Main Street, White River Junction, VT. In September, CATV renamed and repositioned itself to become [JAM – Junction Arts & Media](#). The new JAM space at ground level in the Gates-Briggs block allows easy public access and offers a creative maker-space open to the public weekdays 9am-5pm and many evenings for community groups such as the JAM Scriptwriters Circle, Story JAM, First Friday live music and improv, etc. JAM now also serves as the venue manager for the Briggs Opera House, aiding the public in utilizing this community arts space for media production and/or live performance. This year JAM merged with WRIF (White River Indie Films) to bring the annual film festival under our roof at the Briggs Opera House (March 2023); this annual festival of the best of global and local cinema is supported in large part by Dartmouth film faculty and unites the Upper Valley in a celebration of uplifting and challenging visual storytelling. JAM undertook a major redesign of our website for accessibility through a Digital Capacity Grant. Check out our new look and offerings at [uvjam.org](#). JAM's weekly [newsletter](#) continues to grow as a new "channel" connecting the Upper Valley with an open rate that has climbed from 20% to nearly 50%.

Looking ahead – Free speech is a fundamental democratic principle that depends upon vigilant and creative efforts at the hyperlocal level to ensure inclusion of all residents and voices in government process and civic life. JAM continues to serve this mission and seek your support as a provider of essential services to the community. Funding for JAM is almost exclusively raised through cable TV subscriber fees collected by your cable provider, Comcast, and contractually shared with the Town of Hanover in exchange for Comcast's use of Hanover's public right of way. Hanover determines the portion of this collected fee to be paid to JAM for our public access media services. We endeavor to be worthy of the Town of Hanover's continued financial support for services of value to the community. Thank you for your continued partnership and support in 2022, and we hope to see you at JAM as we grow, adapt, and create in 2023.

Submitted by: Samantha Davidson Green, JAM Executive Director – samantha@uvjam.org

JAM – Junction Arts & Media is the trade name of Community Access Television, Inc.,
a 501(c)(3) non-profit public access media center serving the Upper Valley of NH and VT. FEIN – 22-3205843

Mailing Address: P.O. Box 141, White River Junction, VT 05001

Physical Address: 5 S. Main St. 1st Floor, White River Junction, VT 05001

uvjam.org



UPPER VALLEY BUSINESS ALLIANCE

The Upper Valley Business Alliance (UVBA) had a busy year in 2022. UVBA continued supporting Upper Valley businesses as they navigated through the federal and state relief programs. We worked with New Hampshire's federal delegation and the New Hampshire Governor's Office for Emergency Relief and Recovery to message out recovery programs to businesses. In some cases, we worked one on one with businesses to track their applications or find alternative programs.

UVBA contracted with UNH Cooperative Extension Economic Development to hold several Business Retention Roundtables with local business leaders. The purpose of the roundtables was to discuss the current business climate of the Upper Valley, key issues and explore possible solutions or next steps. Not surprisingly, the main issues revolved around housing, lack of workforce and lack of child care. However, the issue around creating more engagement with younger citizens to get involved with local government also came up several times. The roundtables were held in both Hanover and Lebanon.

UVBA launched the Upper Valley BIPOC Network in May with a kick off social event. The purpose of the UVBN was to provide a framework for people of color in the Upper Valley to build community, network and social connections. The UVBN has been steadily growing and holding regular social events. In September, UVBA received funding from the NH Community Development Finance Authority to serve as a Community Navigator to promote and support BIPOC business ownership and entrepreneurship.

The Upper Valley Young Professionals, an initiative of UVBA, continued to grow and hold several monthly events. UVYP is an important workforce program aimed at making social connections for professionals under age 40. The goal is to both recruit and retain talented younger workers to the Upper Valley.

The Upper Valley Arts Alliance, a program merged under UVBA in late 2021, held several strategic planning sessions round promoting and supporting the arts and creative economy. The arts play an important role in the economy of the Upper Valley.

The MedTech Collaborative, an initiative of UVBA, held a pitch competition for startup entrepreneurs in the medical technology field in spring 2022. MTC was formed to support this important sector of the Upper Valley's economy. MTC held the Northern New England MedTech Conference in October in Hanover, bringing over 150 medtech experts from all over New England.

UVBA was chosen to lead and be a study region for a multi-state USDA Rural Tourism research project. The study will examine current assets for supporting tourism and identify measures needed. The project will be an important step in crafting a regional tourism strategic plan that will provide a roadmap for future funding and development.

UVBA also received a Joint Promotional Program (JPP) grant from the NH Department of Travel and Tourism. The grant provided funding for UVBA to produce 5 videos promoting Dining, Shopping, Outdoor Recreation, Entertainment and Lodging in the Upper Valley. The videos are being used in social media campaigns, on UVBA's website and available for businesses to use in their own recruitment efforts.

In December, UVBA, in partnership with the Hanover Parks & Recreation, held our annual Celebrate the Season to kick off the holiday season. The event was very well attended with a chili cook off, the traditional Dartmouth tree lighting, Santa and friends at Mascoma Bank and the participation of many downtown businesses.



To further our mission of supporting our Upper Valley communities, UVBA launched the Upper Valley Business Alliance Foundation in 2022. The Foundation is a 501c3 arm of UVBA whose purpose is to be able to attract funding to further initiatives such as supporting BIPOC entrepreneurship, the arts, economic development projects and other activities.

UVBA thanks the businesses and town of Hanover for their support of our organization.

Respectfully submitted,

Tracy Hutchins, Executive Director



THE HANOVER IMPROVEMENT SOCIETY

57 South Main Street Hanover, NH 03755 603-643-2408
WWW.HANOVERIMPROVEMENT.ORG

In 2022 the Hanover Improvement Society continued to provide wonderful services at its three venues, the Nugget theater, Storrs Pond Recreation Area (SPRA), and James Champion rink. More than 200,000 people enjoyed our offerings and this number will continue to grow each year.

Storrs Pond eclipsed its 2021 visits with pavilion rentals, swim lessons, and camping, all popular activities for the community. Complete with two new playgrounds and a new pool heater, the summer of 2022 was an active one as we stretched the season into late fall due to demand.

James Champion rink continues to be a busy place with 25 user groups renting ice from October until March. We are excited to announce the Renew Champion project which will be a two phase project commencing this spring. A new lobby, locker rooms and the addition of a multipurpose room for all to use are all part of the first phase. Please visit www.renewchampion.org for more details.

For 117 years the Nugget theater continues to be the Upper Valley's choice to see the best films Hollywood has to offer. Attendance continues to increase and using real butter on our popcorn helps make the Nugget movie experience second to none.

Thank you for all of your continued support and we hope to see you at one or all of our venues soon!

Jeff Graham GM
Hanover Improvement Society



The PHC is the largest and broadest coalition of advocates on public health issues in the greater Upper Valley region. Our mission is to improve the health of Upper Valley residents through shared public health initiatives. We have become a trusted and solution-oriented convener that makes a positive difference in the lives of everyone in our region. The PHC is a force multiplier for the organizations, professionals, and citizens, who together make our communities healthier places to live, work, and play.

In 2022, PHC staff and partners worked together to increase collaboration, promote greater health equity, and address priority public health issues for the region. The greatest of these priorities was COVID-19 and its ongoing impact on our region. Our work this year has included:

- Hosted regular meetings for PHC partners to share information about pandemic resources and provide opportunities for sharing and problem solving.
- Ensured cross-border communication about COVID vaccination efforts and helped coordinate vaccine clinics as needed, primarily in New Hampshire given the two states different approaches to vaccine distribution.
- Provided staff support to Upper Valley emergency response efforts and committees within Upper Valley Strong.
- Hosted five flu clinics in rural communities, providing about 1,450 free vaccines, with support from Dartmouth Hitchcock, Geisel School of Medicine and many local partners.
- Continued health equity work by facilitating a committee to explore racism and health as well as consulted on several student projects exploring health equity issues. We are also serving as host for the Upper Valley Community Health Equity Partnership, a program funded by the State of Vermont through a grant from the US Centers for Disease Control and Prevention.
- Collaborated with local school districts and the Hartford Community Coalition to ensure availability of summer meals for children in the region.

PHC appreciates the opportunity to serve the residents of Hanover and will continue to work hard to meet your needs in 2023. For more information about PHC, visit us at www.uvpublichealth.org.

Downtown Business Working Group Progress Report

Over this past winter, around twenty downtown businesspeople, including property owners, merchants, and Dartmouth College representatives and student leaders met with Town Manager Alex Torpey in several two-hour work sessions to identify key downtown challenges and opportunities. Thank you, Alex, for championing this.

Challenges. The downtown business community shares an overall concern that the Town of Hanover could provide more support for the downtown, as do some other Upper Valley towns for their downtowns and village centers, especially after challenges of recent years. Additionally, there may be perception issues among local and regional area residents that the downtown doesn't offer what people need (even if it actually does). Several key prime storefront vacancies and lack of centrally-located public bathrooms and outdoor spaces to "hang out" amplify this perception.

The downtown also suffers from a perceived and at times real parking issues. Are we turning people away because of parking costs and fines, or is the downtown accessible to all audiences? Are there enough spaces, or are they there, but not always easy to find? And importantly, are they safe (Re: Angled spaces on Main Street).

Based on feedback gained, Dartmouth students may also be unaware of the wide range of downtown offerings and may visit more if they knew more about what was available in the downtown. Merchant/College collaboration to this end could be greatly improved. Both the downtown and the Upper Valley region could use more visitor/tourism promotion. Some of that will be done through partnerships with the Upper Valley Business Alliance, but some may be a responsibility of the town/downtown itself.

Concerns were also raised about some restrictive downtown signage and zoning rules, a shortage of walking distance housing, the cost and permitting hurdles faced by small entrepreneurs, as well as the ongoing labor shortage which is aggravated by housing and childcare challenges.

Opportunities. Right from the outset of these meetings, a fresh spirit of collaboration quickly yielded a plan by the College to set aside a specific time during this year's first-year student orientation for a downtown merchant tour.

Appealing, central locations for potential "hanging-out," such as pocket parks or pedestrian plazas, were identified and a grant has already been submitted to help pay for outdoor furniture and other improvements for these spaces. A downtown merchant events planning calendar is operational. Planning for outdoor art is underway. Town Manager Torpey is working with stakeholders to explore ways to make parking in Hanover more user friendly. An informal business-to-entrepreneur consulting service is underway to foster the establishment of new downtown merchants to fill product/service gaps. These are great steps that will reap benefits for the downtown and entire community.

Medium and longer term, funding must be identified for some sort of paid downtown activities coordinator to manage new initiatives and help think up new ways to bring different audiences to the downtown. Businesses were clear that in the long term, leaving this up to a volunteer committee or group would not yield the kind of focused, sustained momentum needed. But where does that funding and support come from? Although most business owners appear willing to kick in, can the Town and other stakeholders do so as well? A vibrant downtown is a benefit to every single person and

organization townwide in Hanover, and we feel as though there is room for improvement in how proactive and intentional we are.

The business working group imagined more pedestrian areas, public spaces, pocket parks and public bathroom maintenance, downtown special events, a widely shared easy to access events calendar, and a downtown marketing and social media presence, potentially in collaboration with the Upper Valley Business Alliance. Past efforts to sustain these activities with volunteers have not succeeded, so new funding sources need to be identified. There are a number of different funding opportunities and tools available, that stakeholders need to work on identifying which one(s) are best for our downtown. Improved wayfinding is needed. Housing in the downtown could be significantly increased, creating more foot traffic and activity if zoning were to permit more density, especially in areas within walking distance to campus. We are optimistic that the zoning changes coming through the Planning Board, which could greatly improve redevelopment opportunities and bring more people into our downtown, not just as visitors, residents and customers, but as potential new entrepreneurs, business owners and event/activity organizers.

We love being part of the Downtown in Hanover, and are excited about the opportunity to work alongside the Town, College, and other community stakeholders to lay out a renewed vision for our beautiful, historic downtown.

Submitted by Jim Rubens, Hanover resident and downtown property owner

Co-signed by:

- *Jarett Burke, Lou's Restaurant;*
- *Jay Champion, Property owner;*
- *Kieran Champion, Property owner, Sawtooth;*
- *Kenny Fabrikant, property owner;*
- *Chris Kennedy, MA+KE Architects,*
- *Mike McCabe, Red Kite;*
- *John Pepper, Property Owner, Boloco;*
- *Kayla Brennan, Maven;*
- *Bryan Smith, RPMNH;*
- *Allie Levy, Still North Books;*
- *Tracy Hutchins, UVBA*
- *Anne Duncan Cooley, Grafton Regional Dev Corporation*
- *Dave Anderson, Dartmouth College Planning;*
- *Heather Drinnan, Dartmouth College Government Affairs;*
- *Laura Hercord, Dartmouth College President's Office;*
- *Josh Ocampo, DC Class of '22 Student Design Challenge Team;*
- *David Millman, DC Class of '22 Student Body President;*
- *Nancy Carter, Town of Hanover Selectboard*

Hanover School District

Dear Hanover Community,

At the risk of jinxing us, the fact that we are two thirds of the way through the 2022-23 school year with no resurgence of COVID makes me confident in declaring this our first post-pandemic school year. In addition to allowing us time to reflect, the fact that we are no longer preoccupied with mitigation measures, testing protocols, quarantines, and extended absences has allowed us to devote much more of our attention to our primary duties as an educational institution. In addition to the day-to-day work of providing and supporting instruction, we have been able to shift our focus from constant worry about public health to long-deferred efforts to assess our systems and plan for the future. An important aspect of this planning will be to collaborate with our towns to in order to align our goals and make the best use of our resources.

In last year's report, I shared that state assessment reports seemed to indicate that our students had maintained or improved on their English Language Arts, Math, and Science proficiency despite the pandemic, even as test scores in NH and VT dropped over the same period. Reviewing this past year's data, that trend continues to hold, and I am confident in my assumption that it is our community's strong commitment to our schools that not only buffered the impact of the pandemic, but allowed our students to thrive. If you are interested in studying student performance in both states, the links below will take you to the NH DOE and the VT AOE's interactive school performance websites. On the NH site, you'll find a program called *iExplore* that will allow you to examine school performance in the context of other relevant data, such as cost per pupil, class size, and many other reported factors.

<https://dashboard.nh.gov/t/DOE/views/iReport/FrontPage?%3Aembed=y&%3Aiid=1&%3AisGuestRedirectFromVizportal=y&%3Atabs=no&%3Atoolbar=no>

<https://education.vermont.gov/data-and-reporting/vermont-education-dashboard/assessment>

While the data is reassuring, it isn't just our community's shared commitment to education that has allowed our system to weather this incredibly disruptive challenge. Our students and families deserve a great deal of recognition for doing their part to keep our schools safe. Our taxpayers not only funded our normal operations, but a number of grant programs provided an infusion of one-time revenue from our federal government. As important as those contributions to the effort were, our teachers, support staff, and administrators did (and continue to do) an unbelievable job. A by-product of the pandemic has been an across-the-board labor shortage, which has been particularly difficult for schools. The impact on our schools may be invisible from the outside, but please know that we have been functioning with partial staffing in many areas, especially among our educational assistants. Compounding the problem, substitute teachers have been much more difficult to recruit. Our educational assistants, or EAs, are often asked to fill in for absent teachers, so you can imagine how difficult it is to keep operating smoothly when our already depleted ranks of EA's serve as substitute

teachers, and our substitute teachers are in short supply. This continual shortage of staff has led to an all-hands-on-deck culture that creates the illusion that everything is back to normal, when in fact, everyone is having to work considerably harder than before the pandemic, and many are doing work that is outside their normal job descriptions.

I am deeply grateful to all of our educators and support staff for their flexibility and perseverance, and to our entire community for your generous support of our schools.

Sincerely,

Jay Badams
Superintendent

DARTMOUTH COLLEGE – PRESIDENT HANLON

Dear neighbors,

It is hard for me to believe that nearly 10 years have gone by since I became president of Dartmouth. I simply want to take this opportunity, as my presidency comes to a close, to say thank you to the Town of Hanover and to everyone in the community.

Ever since Gail and I arrived in Hanover, you welcomed us with open arms, and we have thoroughly enjoyed being active members of the Hanover and Upper Valley communities.

It's been an especially exciting time in Dartmouth's history. Historic levels of investment in our academic enterprise have fueled an unprecedented advancement in the quality of our teaching, research and creative work. This, in turn, has enabled us to attract truly exceptional global talent to our community and deepen our collective impact on the world.

Indeed, we've accomplished so much over the past decade, and none of that would have been possible without your engagement and support. It is worth noting that Gail and I were invited to dinner by the Hanover Town Manager on our very first night in Hanover those 10 years ago. And in the intervening years, we have enjoyed so many opportunities to interact with the community, from summer gatherings with the Select Board, to my annual meetings with the Hanover Rotary to Gail's service to organizations that better the Upper Valley, like WISE, the Hope Foundation and the Haven. Together, Dartmouth and the Town of Hanover have worked in partnership to support our community and enable Dartmouth to preserve its rich history through events like the Bonfire, while steering a bold course for the future. Even in sometimes contentious moments, your feedback helped Dartmouth chart directions that were better and stronger and, for that, we are so grateful.

I hope you will continue to take full advantage of some of the incredible opportunities Dartmouth has to offer, from the recently renovated Hood Museum of Art to the hub of innovation and entrepreneurship that's emerged in our West End of campus. We are delighted when community members join us for Dartmouth athletics events, artistic performances and distinguished guest speakers. There's much more to come, as well, in the form of an expanded Hopkins Center for the Arts, which I know you'll enjoy.

In the years ahead, I hope the relationship between the Town of Hanover and the College that helps make it such a special place to live continues to thrive. I know my successor stands ready to pick up that charge.

In the meantime, Gail and I look forward to our remaining few months in office, and we thank you for being great neighbors and friends.

Sincerely,

Philip J. Hanlon '77
President

Upper Valley Lake Sunapee Regional Planning Commission Highlights

- Local to communities: UVLSRPC staff have worked with several municipalities in planning circuit rider work and GIS support and provided technical assistance on transportation-related projects. Staff have assisted municipalities with successful grant writing and completed plans such as hazard mitigation plans, natural resource inventories, and master plans.
- Regional Housing: UVLSRPC continued to fight our region's housing challenges by teaming up with the State of New Hampshire and the other 8 Regional Planning Commissions to update the Regional Housing Needs Assessment. Our team gathered data, provided outreach, and worked with consultants to draft methodology and an analysis of the NH workforce housing statute. www.Keystothevalley.com
- Regional Transportation: UVLSRPC has the knowledge and expertise in the areas of Regional Transportation. Our team wrapped up our corridor planning effort with a guided Action Plan to further assist communities in developing shovel-ready transportation projects for funding. Staff have assisted on several technical requests, developed many projects to be 'application ready' and supported engineering on seven projects. Our goal is to bring more transportation funds to the Upper Valley Region through project development and technical assistance. <https://www.uvlsrpc.org/projects/transportation/regional-corridor-transportation-plan/>
- Regional Economic Development: UVLSRPC provided various regional and local technical assistance to our communities, including grant administration support on economic development projects. Our team also completed a Comprehensive Economic Development Strategy Plan for Sullivan County and worked with the State to convene the Southwest Comprehensive Economic Development Region to promote collaboration on funding opportunities.

Connect with us at info@uvlsrpc.org or 603-448-1680

Meghan Butts, Executive Director, mbutts@uvlsrpc.org

Annual Report 2022

The mission of **UNH Cooperative Extension** is to strengthen people and communities in New Hampshire by providing trusted knowledge, practical education and cooperative solutions, working in collaboration with county, state and federal government. Some examples of how Extension has been working towards this mission in Grafton County are summarized below in a few highlights of the past year.

Through the Nutrition Connections program, guidance on building raised garden beds, seeds, and nutrition lessons were provided to residents at a housing location who built raised beds for its tenants. In addition, recipe cards, and vegetables grown by Master Gardeners were provided so participants could apply lessons they learned in class. Master Gardeners were also involved in several community gardens that resulted in donations to food pantries.

Food and Agriculture staff conducted the second year of its cucumber variety trial in the high tunnel at the county complex. The trial looks to find marketable varieties while also monitoring yields and pest and disease resistance. Over 800 pounds of cucumbers from the trial were donated.

The Jumpstart to Farm Food Safety program continues to assist farmers in Maine and New Hampshire. This joint initiative aids fruit and vegetable farmers with farm food safety planning and offers them the chance to work individually with an Extension educator, trained in produce safety.

As part of a Building Community Resilience grant, Community and Economic Development staff worked with Mascoma and Greater Haverhill communities, providing technical support and training to build partnerships, identify needs, and develop a more resilient future.

Members of our Natural Resources team secured a Wildfire Risk Reduction grant for a fire management plan and prescribed fire projects at the Grafton County property. This will include education and training for local fire departments, forest rangers, DOC residents, natural resource professionals, and the public.

4-H youth from several counties took part in the Bunny Basics workshop in March, learning about the care of rabbits and how to exhibit them at a show. Many participants went on to demonstrate their knowledge at the Pint-size Pet Showcase at the North Haverhill Fair.

Please visit our website, extension.unh.edu for more information on programs and upcoming events.

Respectfully submitted by Donna Lee, UNH Extension, Grafton County Office Administrator

Town Meeting 2022 Minutes
Tuesday, May 10, 2022
Hanover High School
Ballot Voting 7:00 a.m. – 7:00 p.m.
Business Meeting 7:00 p.m.

The annual Town Meeting of Hanover, New Hampshire convened on May 10, 2022, at 7:00 a.m. by the town moderator, Jeremy Eggleton. Moderator Eggleton explained the polls would be open from 7:00 a.m. to 7:00 p.m. for the purpose of voting for candidates for Town Meeting and for all other articles requiring vote by official ballot as set forth in Articles One through Article Eleven of the Town Meeting Warrant.

Article One: To Vote (by nonpartisan ballot) for the following Town Officers:

One Selectboard Member to serve for a term of three (3) years.

Athos John Rassias 1,100

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

Kathleen Chaimberg 1,082

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

Sally Boyle write-in vote 31

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

Aileen Anne Chaltain 1,064

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

Roberta (Bobbie) Hitchcock 1,067

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

The following question is on the official ballot:

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

Amendment No. 1 would amend Sections 504 Setbacks, 505 Height Standards and Section 718 Solar Energy Systems by:

- Modifying 504.1 C to clarify that ground-mounted solar energy systems are allowed no closer than ten feet to the side and rear lot line and to assign a height limit in section 505.2;
- Modifying 505.2 by adding a new section that states in all districts except the B, D and I districts, ground-mounted solar energy systems located in the side or rear setback may not exceed 18 feet in height and add a summary table which sets forth the height limits for building mounted and ground mounted solar energy systems by zoning district and by location in or out of the lot setbacks; and
- Modifying 718 to clarify that solar energy systems are not permitted in the front setback in most zoning districts and may be allowed in the side or rear setback subject to the height and setback standards in the modified Sections 504.1 and 505.2.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: Yes 1061 No 175 ARTICLE PASSED

Article Three: (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance in Amendment No. 2:

The following question is on the official ballot:

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

Amendment No. 2 would modify section 702.2 C regarding the calculation of accessory dwelling unit floor area so as not to count areas with ceiling heights less than five feet.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting approve this zoning amendment.

RESULTS: YES 1152 No 93 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 3 would modify Section 702.2 G (3) by eliminating the requirement for an accessory dwelling unit to be setback from the front line of the principal building on lots on the

RR zoning district where the principal building is greater than 150 feet from the front property line.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting disapprove this zoning amendment.

RESULTS: YES 1105 No 135 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No 4 proposes to amend Article III Definitions, modify Tables 405.7 (GR), 405.8 (SR) and 405.9 (RR) and add to the Ordinance a new article, Affordable Nonprofit -Provided Workforce Housing by:

- Adding to Article III Definitions for “affordable nonprofit-provided workforce housing” and “recognized affordable nonprofit housing organization”;
- Adding “affordable nonprofit -provided workforce housing” to the list of special exceptions in Tables 405.7 and 405.8 and adding “affordable nonprofit-provided workforce housing on lots that are also part of the SR or GR districts” to the list of special exceptions in Table 405.8; and
- Adding a new article, Affordable Nonprofit-Provided Workforce Housing, that includes standards for development of this housing type.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: Yes 1086 No 157 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No.5 would amend the definition of structure in Article III to include as an exemption from that definition for retaining walls of four feet or less and amend the height

limitations in Section 505.2 by adding a new subsection to address the combination of retaining walls and fences within a building setback.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: Yes 1115 No 99 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 6 would change the zoning district boundary between the Forestry District and the Rural Residential District to include Tax Map 5, Lot 82, 96 Dogford Road in the Rural Residential District.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: Yes 1097 No 116 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 7 would amend Section 302 definition of family by eliminating the existing definition and replacing it with: “Any number of persons related by blood or marriage or adoption. Alternatively, an amount of adult person (18 years or older) not to exceed two adult persons (not related by blood or marriage or adoption) per bedroom occupying a single dwelling unit.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

RESULTS: Yes 227 No 997 ARTICLE REJECTED

ARTICLE NINE: (submitted by petition) (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by petition 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 petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 8 would amend Section 302 definition of family by eliminating #4 defining a functional family and #5 defining groups that do not constitute a family, and modifying #3 as follows:

A cumulative total of up to ~~three~~ **one** adult persons (18 years old or older) **plus one person per bedroom of a shared dwelling unit.**

Amend Section 519 Rentals to:

- Allow a non-owner-occupied dwelling unit to be rented as a residence for one person plus one person per bedroom of a shared dwelling unit, or a family, instead of limiting the tenancy to a family or no more than three unrelated individuals:
- Allow rooms without separate cooking facilities to be rented in any owner-occupied dwelling unit to not more than one person plus one person per bedroom of a shared dwelling unit and eliminating the prohibitions against renting rooms to more than three non-transient persons and renting rooms in non-owner-occupied dwelling units.
- Allow short-term rentals, hosted and un-hosted, to be permitted for a total of 90 days in any calendar year eliminating the limit of 30 days for un-hosted rentals.
- Allow short-term rentals in investor-owned dwellings and remove the limitation that hosted and un-hosted short-term rentals be allowed only in a principal residence of its owner.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

RESULTS: Yes 360 No 1031 ARTICLE REJECTED

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

The following question is on the official ballot:

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

Amendment No. 9 would amend Section 405.6 Institution by removing “ground-mounted solar energy system” and “student residence” from the list of uses allowed by special exception and adding these uses to the list of permitted uses.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

RESULTS: Yes 251 No 1029 ARTICLE REJECTED

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

The following question is on the official ballot:
“Are you in favor of the adoption of Amendment No. 10 as proposed by petition for the Hanover Zoning Ordinance as follows?”

Amendment No. 10 would establish a new zoning district, the Main Wheelock District, which allows for higher density residential development, with some accessory commercial use along West Wheelock Street.

At a public hearing held on March 1, 2022, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: Yes 775 No 565 ARTICLE PASSED

Business Meeting
7:00 p.m.

Moderator Jeremy Eggleton called the meeting to order at 7:00 p.m. at Hanover High School. Moderator Eggleton introduced the Selectboard Members present: Peter Christie – Chairman, Nancy Carter, Joanna Whitcomb, Athos Rassias, Bill Geraghty, and the Town Manager, Julia Griffin. Ms. Griffin introduced Town Department Heads present. Selectboard Member Carter led the Pledge of Allegiance.

Moderator Eggleton asked for a motion from the Selectboard to only read each warrant article once before the question is called.

Moderator Eggleton called the question.

The motion PASSED.

Article 12: To choose the following Town Officers to be elected by majority vote:

Two Advisory Board of Assessors, one for a term of three (3) years and one for a term of two (2) years. Nominees: Mac Gardener (3-year term) and John Brighton (2-year term)

Three Fence Viewers, each for a term of one (1) year. Nominees: Robert Grabill, Matt Marshall, and Sarah Packham

Two surveyors of Wood and Timber. each for a term of one (1) year. Nominees: John Richardson and Robert Keene

One Pine Park Commissioner for a term of three (3) years. Nominee: Robert Houseman

Such other Officers as the Town may judge necessary for managing its affairs.

Selectboard Member Whitcomb Moved to Nominate the above persons for the above offices.

The motion was seconded.

Moderator Eggleton called the question.

The motion PASSED and the nominees were ELECTED.

Carey Callaghan, Vice-Chair of the Finance Committee, read the following statement:

“Thank you – I am Carey Callaghan, 9 N Park Street, Vice Chair of the Hanover Finance Committee, and I would like to speak to Articles 13,14 and 15 – respectively exemptions for the elderly, disabled and blind. First, I would like to thank Kari Asmus, Chair of the Finance Committee, for flagging this as an issue to be revisited, and to thank the Selectboard and town administrators for the work and support in updating these articles. While the finance committee typically focuses on budgets and capital appropriations, we also look to tax impacts and tax relief, such as in these articles, which is a part of our work. Since 2008, when last amended, inflation is up by more than 30%, making these adjustments especially important in the view of the Committee – which fully supports this update. Thank you.”

Article 13: To see if the Town will vote to modify the elderly exemption from property tax in the Town of Hanover, based on the assessed value, for qualified taxpayers, to be as follows: for a persons 65 years of age up to 75 years, increase the exemption to \$96,000; for a person 75 years of age up to 80 years, increase the exemption to \$144,000; for a person 80 years of age or older, increase the exemption to \$198,000. To qualify, the person must have been in New Hampshire resident for at least 3 consecutive years, own the real estate individually or jointly, or if the real estate is owned by such person’s spouse, the must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$36,800 or, if married, a combined net income of less than \$51,700 and own net assets not in excess of

\$125,000 excluding the value of the person’s residence. This article represents a recommended modification of the current exemption for the elderly from \$80,000 for a person 65 to 75 years of age, \$120,000 for a person 75 years of age up to 80, and \$165,000 for a person 80 years of age or older, from net income of not more than \$32,000 if single and \$45,000 if married, and from net assets not exceeding \$75,000. This article would be effective April 1, 2022, for the 2022 tax year.

Selectmen For 5 Against 0 Absent 0

Selectboard Member Whitcomb Moved to approve Article 13.

The motion was seconded by an audience member.

Moderator Eggleton asked if any member of the public had any comments or questions. Pat Glowa asked about instances of overlapping age groups. Ms. Kimberly Hartman stated ages would be determined as of April 1st of each year so the age of the applicant would not overlap.

Moderator Eggleton called the question.

Article 13 PASSED.

Article Fourteen: Shall we modify the exemption for the disabled? The exemption, based on assessed value, for qualified taxpayers shall be increased to \$198,000. To qualify, the person must have been a New Hampshire resident for at least 5 years and own and occupy the real estate individually or jointly, or if the real estate is owned by a spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$29,900 or, if married, a combined net income of not more than \$40,200; and own net assets not in excess of \$125,000 excluding the value of the person’s residence. This article represents a recommended modification of the current exemption for the disabled of \$165,000 and would be effective April 1, 2022, for the 2022 tax year.

Selectmen For 5 Against 0 Absent 0

Selectboard Member Whitcomb Moved to approve Article 14.

The motion was seconded by a member of the audience.

Moderator Eggleton called the question.

Article 14 PASSED.

Article Fifteen: Shall we adopt the provisions of RSA 72:37 for the exemption for the blind from the assessed value of residential real estate for property tax purposes? This statute provides that every inhabitant who is legally blind shall be exempt each year, for property tax purposes, from the assessed value on a residence to the value of \$35,000. This article represents a

recommended modification of the current exemption for the blind of \$30,000 and would be effective April 1, 2022, for the 2022 tax year.

Selectmen For 5 Against 0 Absent 0

Selectboard Member Whitcomb Moved to approve Article 15.

The motion was seconded by a member of the audience.

Moderator Eggleton called the question.

Article 15 PASSED.

Article Sixteen: To see if the Town will vote to raise and appropriate \$5,000 for deposit into the Land and Capital Improvements Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2020-2021.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Rassias Moved to approve Article 16.

The motion was seconded by a member of the audience.

Moderator Eggleton called the question.

Article 16 PASSED.

Article Seventeen: To see if the Town will vote to raise and appropriate \$5,000 for deposit into the Conservation Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2020-2021.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Rassias Moved to approve Article 17.

The motion was seconded by a member of the audience.

Moderator Eggleton called the question.

Article 17 PASSED.

Article Eighteen: To see if the Town will vote to raise and appropriate \$32,000 for deposit into the Municipal Transportation Improvement Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2020-2021.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Rassias Moved to approve Article 18.

The motion was seconded by Bill Young.

Moderator Eggleton called the question.

Article 18 PASSED.

Article Nineteen: To see if the Town will vote to raise and appropriate \$23,600 for funding the construction of a sidewalk segment along Reservoir Road from Hemlock Road to the western entrance to the Strong Trail and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non- lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2027, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Rassias Moved to approve Article 19.

The motion was seconded by a member of the audience.

Michael Evens asks where Strong Trail is located. Town Manager Griffin responded to the question.

Moderator Eggleton called the question.

Article 19 PASSED.

Article Twenty: To see if the Town will vote to raise and appropriate the sum of \$2,173,002 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Item	Amount
Ambulance Equipment Capital Reserve Fund <i>with funding to come from the Ambulance Fund</i>	\$82,567
Building Maintenance and Improvement Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$174,300
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$ 34,181
Fire Department Vehicle and Equipment Capital Reserve Fund <i>with funding to come from the Fire Fund</i>	\$243,500
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$443,534
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund <i>with funding to come from the Parking Fund</i>	\$174,955
Police Vehicles and Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$114,000
Road Construction and Improvements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$ 36,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>with Funding to come from the Wastewater Treatment Facility Fund</i>	\$388,757
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>with funding to come from the Water Utility Fund</i>	\$481,208

Selectboard For 5 Against 0 Absent 0

Selectboard Member Carter Moved to approve Article 20.

The motion was seconded by a member of the audience.

Moderator Eggleton asked if any member of the audience had any comments or questions. Kari Asmus clarifies a number that she believes was corrected at the last Selectboard budget meeting. Rebecca Paquette questions if the new vehicles proposed in the budget will be hybrid

or electric. Town Manager Griffin responds that the Town Engineer vehicles will be an EV and the police vehicles will be hybrid. Iain Sim asks for a comparison from the previous year. Town Manager Griffin will need some time to calculate an exact number. She later comes back with an amount around \$148,385 less. Bill Fischel questions voting on assessing tax exemptions, does not remember ever voting on these exemptions before. Joanna Whitcomb indicates exemptions were last voted on in 2008.

Moderator Eggleton called the question.

Article 20 PASSED.

Article Twenty-One: To see if the Town will vote to raise and appropriate \$1,541,051 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Item	Amount
Building Maintenance and Improvement Capital Reserve Fund: <i>RWB roof replacement; DPW security & parking improvements, flooring & window replacement; HPD flooring replacement and lighting replacement</i>	\$268,500
Fire Department Vehicle and Equipment Capital Reserve Fund: <i>Utility 1 vehicle purchase; HVAC improvements; metal door replacements; plumbing renovations.</i>	\$308,801
Highway Construction and Maintenance Equipment Capital Reserve Fund: <i>Bulldozer major repairs; construction of liquid calcium chloride storage building; Truck 5 replacement (6-wheel dump truck with plow)</i>	\$263,100
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund: <i>911 call boxes; cellular mesh network; parking facility and lot security cameras; facility joint repair</i>	\$ 94,650
Police Vehicles and Equipment Capital Reserve Fund: <i>police cruiser replacements (2)</i>	\$ 97,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund: <i>Greensboro Rd tank repainting; SCADA & instrumentation upgrades; treatment module replacement; VFD & compressor head replacements; Utility Engineer electric vehicle purchase</i>	\$509,000

This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these specified purchases are complete or June 30, 2027, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Carter Moved to approve Article 21.

The motion was seconded by a member of the audience.

Moderator Eggleton asked if any member of the public had any comments or questions. Donald Collis commented regarding the R.W. Black Center roof replacement when the building was less than 20 years old. Town Manager Griffin commented that it has been 19 years and due to wear and tear it does need to be replaced. The new product should have a 25-year life span.

Moderator Eggleton called the question.

Article 21 PASSED.

Article Twenty-Two: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the American Federation of State, County and Municipal Employees Council 93, Local 1348 (Public Works Department employees) on March 21, 2022, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2022-2023	\$84,682

And further to raise and appropriate the sum of \$84,682 for the 2022-2023 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Geraghty Moved to approve Article 21.

The motion was seconded by a member of the audience.

Selectboard Member Christie read the following statement:

“Managing with unusual uncertainty was a theme in last year’s budget and continued into this

year as well.

Being a contract year, perhaps the biggest uncertainty was staffing cost and I want to give you some more detail relative to staff compensation that was not directly included in the bargaining agreements but was contingent upon those agreements being accepted.

With wages and benefits representing about 70% of the budget, the Select Board is very involved in compensation decisions. At the beginning of each negotiation season, the Select Board and Town Manager meet with our consultant Matt Upton. Matt is very experienced and represents many communities in union negotiations. He has invaluable insight into what other communities have done or are thinking to do. The Select Board and the Town Manager discuss with Matt the outcome we hope to achieve, get his input, and then move forward with a plan.

This year's plan was driven by several factors:

*Perhaps foremost, was that last year the unions responded to our concerns about the uncertainties in the year ahead by agreeing to a contract with **no** cost-of-living increase. That was not the case in many towns. Fortunately, our fears were not realized, partially due to the budgetary discipline of staff, and the Select Board felt that some sort of pay back or catch up was appropriate this year.*

The Town also anticipated that the Unions would enter the negotiations asking for a very significant Cost of Living Increase based on the 7% year over year increase in the CPI index. Affording that high a COLA would have required a tax rate increase greater than what the Select Board felt the Town would support.

The Town ultimately proposed a one-time non-recurring payment of \$ 1,000 to all union and non-union staff and an additional \$500 for all staff who are at the top of their scale and thus not eligible for step increases and a contract with a 3% COLA .

The one-time payments total \$174,500 and will be paid for from a previous Health Trust rebate and thus do not impact this year's tax rate. We were gratified when all unions agreed to the offer.

A theme that was recurring in our Budget Hearings was the concern by department heads relative to filling vacant positions. This is a particularly serious problem for police and dispatch that are now six below the desired staffing level. Responding to the shortage in police and dispatch has required extensive overtime. In recognition of this, the Town instituted a \$100 a week Critical Staffing payment for qualifying personnel in those departments until they return to normal staffing levels. The additional payments will come from salary saved on unfilled positions and thus are fully accounted for in the proposed budget.

Bill will now more specifically address the collective bargaining agreements themselves.

Selectboard Member Geraghty adds additional comments and clarifies the vote for Articles 22, 23, and 24

Kari Asmus, Chair of the Hanover Finance Committee, read the following statement:

“Good evening, Mr. Moderator. My name is Kari Asmus, from Etna. I am now speaking in my capacity as Chair of the Hanover Finance Committee. I would like to follow in the footsteps of my colleague, Carey Callaghan, and give comments just once although they apply to all three collective bargaining warrant articles.

So . . . Given the current inflationary environment, the amazing effort of staff these past two years, and other factors, the Finance Committee voted unanimously to support the 2% Steps and 3% COLA, contained in these contracts. At the time, we understood that Cost of Living Adjustments would begin on employee anniversary dates, and that few, if any employees would experience a full 5% increase in the coming year. All things considered, this struck us as “more than reasonable”—“reasonable” being our normal standard. We did not, however, know of all the payments that would be made outside of the contracts, and therefore we were not able to take them into consideration when we voted our support. We regret that we cannot now represent what the actual increases, or range of increases will be.

That said, the Finance Committee has long maintained that the Town--and Schools--need compensation scales that allow them to attract and retain the quality of staff that the community desires, and the Committee believes we need to keep this in the forefront of our decision-making. Further, we continue to be grateful that because of our employees, our Town weathered the vagaries of the pandemic, and we thank them for that.”

Moderator Eggleton called the question.

Article 22 PASSED.

Article Twenty-Three: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the American Federation of State, County and Municipal Employees Council 93, Local 3657 (Police Department employees) on April 4, 2022, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2022-2023	\$32,700

And further to raise and appropriate the sum of \$32,700 for the 2022-2023 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits

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

Selectboard For 5 Against 0 Absent 0

Selectboard Member Geraghty Moved to approve Article 23.

The motion was seconded by a member of the audience.

Peter Bouchard asked why the police force was down 6 employees. Town Manager Griffin explained Hanover has seen a departure of many officers over the past few years. Some have gone to the State Police, one left the profession, one resigned, one retired, and one to another jurisdiction. Hanover has to compete with competitive salary offers with signing bonuses. Chief Dennis commented that it was a nationwide problem and Hanover does not look appealing when potential hires look at salary vs housing prices.

Moderator Eggleton called the question.

Article 23 PASSED.

Article Twenty-Four: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the International Association of Fire Fighters, Local 3288 on April 4, 2022, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2022-2023	\$28,337

And further to raise and appropriate the sum of \$28,337 for the 2022-2023 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Geraghty Moved to approve Article 24.

The motion was seconded by a member of the audience.

Moderator Eggleton called the question.

Article 24 PASSED.

Article Twenty-Five: To see if the Town will vote to raise and appropriate \$28,239,746 to pay the operating expenses of the Town for the 2022-2023 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

Selectboard For 5 Against 0 Absent 0

Selectboard Member Christie Moved to approve Article 25.

The motion was seconded by a member of the audience.

Selectboard Member Christie read the following statement:

“Good evening again before getting to the budget I wanted to say a few words about why the Board withdrew an originally proposed warrant article concerning a possible leash ordinance.

A request for the Board to consider a leash ordinance came up early last summer and was taken under advisement. State law simply states that you must have your dog “under your control “, but does not define control and stops way short of requiring a leash. State law also defines a two-step process that a Town must follow to adopt a leash ordinance. Step one is to adopt RSA 466:31 at a Town meeting and step two is for the Select Board to adopt a specific ordinance. The Board initially voted to put the RSA on the warrant this year but reconsidered when we saw the actual language of the RSA in our final review of all warrant articles. The RSA is poorly written to say the least and we found ourselves debating its meaning. We became concerned that putting it forward on its own would lead to an unhelpful debate about the RSA rather than a helpful debate on the pros and cons of a leash law.

We decided to move to plan B, which is to engage the Town in a broad discussion of what a draft ordinance might include and to provide that as background for the potential adoption of the RSA. The idea being to encourage discussion of the draft ordinance rather than the RSA itself. I might add that at this time the Selectboard has differing views on this issue, so I predict a healthy debate Town wide.

On to the budget:

I want to bring you up to date on the Bressett Fund. You will remember that the Fund was established in 2016 thanks to a bequest from Lou and Anne Bressett, the owners of Lou’s restaurant. The original bequest was around \$3.6 million and even after funding several important projects has grown to \$4.5 million as of June 2021 and this year spun off \$260,000.

The Bressett’s intended the fund to be spent aggressively with a withdrawal rate of 5% on special projects that otherwise would have to be delayed or could not be funded at all through the normal Town budget process. This year’s budget request from the Bressett Fund totals \$465,000 which includes the \$260,000 that the Fund spun off and \$205,000 carried forward from prior years.

During our Budget Hearings two projects were identified for FY '23 including a two-year commitment of \$100,000 a year to the Hanover Improvement Society's Champion Rink renovation and \$40,000 to the Pine Park Association to help fund substantial trail improvements in Pine Park. Since the Budget Hearings the Board has approved \$20,000 to support merchants who are participating in outside dining to cover a portion of their expenses to conform to our new Parklets ordinance. The Board is also considering a request from the Friends of Oak Hill (think Ford Sayer) to contribute a total of \$200,000 towards a \$5 million project to provide snow making and grooming at Oak Hill for cross country skiing. If that request is approved, that would leave \$105,000 for the Select Board to allocate to other worthy projects if they come to our attention during FY'23.

Managing the Bressett Fund is a shared responsibility with the Trustee of Trust Funds. The Select Board has the responsibility to identify worthy projects. By State law, the Trustees are responsible for the investment of the Fund and to assure that the money is spent in accordance with the intent of the Trust. Together we have developed a spending policy that is intended to preserve the buying power of the Trust while still conforming with the desire of the Bressett's that the Trust be used aggressively and not as a rainy-day fund.

Major projects that have been funded or are planned to be funded by the Bressett Fund include:

\$ 30,000 for the Community Nursing Program

\$ 137,000 for the Sustainability Director

\$ 130,000 for the Emerging Technology Director

\$ 200,000 towards the purchase of the Mink Brook Community Forest

\$ 200,000 for Champion Rink

\$ 200,000 for Oak Hill

\$ 40,000 for Pine Park

\$ 20,000 for outdoor dining in Hanover

Lou was a founding member of the HIS, a great supporter of Champion Rink and a restaurant owner on Main Street, so I think he would be particularly pleased with those two grants.

These are all substantial contributions to the betterment of Hanover and learning how to properly manage the Fund has been a fun upscale challenge for the Select Board and the Trustees of Trust Funds.

More on the Budget.

In November the Board set a guideline of 3.5 – 4.0 % increase in the tax rate and the budget

proposed tonight is at the lower range of that target. As I mentioned when discussing Article 22, managing with unusual uncertainty was a theme in last year's budget and continued into this year as well. Fortunately, we are coming out of FY '22 in better shape than we had projected. On the income side, motor vehicle registrations and parking fund revenue, amongst others, are coming in better than budget. On the expense side the Department Heads are doing a great job in holding down expenses pretty much across the board. These result in our projected Undesignated Fund balances being in better shape than we had predicted. We have already discussed in previous articles the resolution of staff cost which was the biggest uncertainty going into this year's budget.

Thank you for supporting those Articles.

This budget continues our commitment to Sustainability and the work of the Sustainability Committee by funding additional conversion of Town facilities to Heat Pumps. This past year we completed the solar field out near the Water Plant which means the Town now generates nearly all of its own electric needs. Thanks to last year's vote to move forward with aggregating the purchase of Clean Electricity with some 18 other towns, Hanover will be able to provide nearly 100% clean electricity to all town residents, hopefully in 2023. The next goal is to be off fossil fuels by 2050 as we move to buy only electric vehicles as they become available. That technology is coming along more slowly than we would like so the large truck funded in this year's budget is unfortunately not electric.

Managing our Undesignated Fund balances was also critical this year. We continue to try and use UDF for only one-time expenses, which can be a challenge when our needs and desires exceed our tax rate target and temptation calls. \$470,000 of General Fund UDF is used in this budget, but even with this the Fund is still in its desired range.

Our capital reserves also remain strong, but we have been advised by suppliers of projected cost increases in the 5-10 % range which when compounded over many years for big ticket items will be a real challenge and require additional future contributions above those currently projected in the CIP.

The town is also staring at a 5-to-10-million-dollar bond issue in the near future as the regulatory requirement to remove nitrogen and phosphorus from our wastewater is almost now certain. We do have some bonds coming to completion and hopefully there will also be Federal and State money to help.

Stand by.

On a separate note, this year's budget does not address how the Town will spend the 1.2 million already coming our way over two years because of the ARPA federal grant, nor another possible significant sum as a result of the Infrastructure Investment and Jobs Act. This is intentional as we made the judgment that we needed to see the full picture before committing to funding projects with tax dollars that otherwise might be paid for from Federal grants. Ideas on how to best allocate these onetime wind falls are abundant and will be sorted out soon. That being said

we did receive approval for two projects via federal earmark funds thanks to the support from our federal delegation, including \$271,000 to fund the replacement of all Liberty owned high pressure sodium streetlights with Town owned LED fixtures (thank you Congresswoman Küster) and \$350,000 for construction of a multi-use path from Chase Field to the Ray School (thank you Senator Shaheen).

Hopefully, I have given you some sense of the challenges and successes in the proposed budget. For those who want more detail it can be found in the Town's Annual Report or in the Budget books.

Again, this budget calls for a 3.5% tax rate increase and hopefully earns your support.

As always, I want to thank our Department Heads and all Town staff who performed above and beyond during this past year and throughout the entire Covid challenge. A recurring theme during our budget hearings was Department Heads thanking their staffs for working through the very challenging past 24 months. Along with Town staff, our volunteers also went the extra mile to keep their areas of interest alive and thriving. We also appreciate the support of the Finance Committee who were particularly helpful in identifying some errors in our early budgets.

Let me stop here and open the floor for questions."

Kari Asmus, Chair of the Hanover Finance Committee, read the following statement:

"Again, my name is Kari Asmus, and I am the Chair of the Hanover Finance Committee. The committee's full statement is on page 70 of the Annual Report. I would like to start this evening by introducing my colleagues who have done an incredible job this year.

They are:

Selectboard Member Bill Geraghty;

School Board Member Kim Hartmann.

At-Large Members:

Carey Callaghan;

Mac Gardner;

Herschel Nachlis; and stepping down after six years,

Jeff Ives—our Secretary and quiet keel who brought a wealth of talents to the committee as Dartmouth's Assistant Vice President of Finance.

90 years ago, the Finance Committee was voted into existence at a Town Meeting, probably not too dissimilar from this one, and it is an honor for us to carry on the tradition of service to the Selectboard and residents of Hanover. We invite interested individuals to attend our meetings — typically on the second Monday of the month—or to take advantage of some other opportunity to bend our ears.

For those for whom we are a bit of an enigma, Finance Committee members are appointed jointly by the Town and School Moderators, and as decided by Town Meeting vote, our job is

to: Provide advisory review and monitor the budget process; interpret, analyze and summarize the budgets; to educate and of course, to opine.

So, without further ado . . .

During our public meeting on March 24th, the Hanover Finance Committee voted unanimously to support the proposed Town budget as presented in this warrant article and all the previous articles—indicating a Town blended tax rate increase of 3.6%.

This is an average increase which varies, as shown on page 82 of the Annual Report, from 3.17% for properties in the “in town hydrant district” to 5.29% for properties on the far side of Moose Mountain. This variation is greater than in a typical year, and we do not expect to see it repeat in the future.

Although everyone, including the Selectboard, would have liked to have seen a lower increase in the tax rate, the 3.6% is at the lower end of the original range that they contemplated. The funding in the FY23 budget covers the current level of services provided by the town (i.e. it’s a “maintenance budget”) and does not raise public dollars for new initiatives. We also saw a tightening of estimated expenditures on a number of line items.

We do note, however—as just mentioned by the Chair of the Selectboard, that for a second year in a row, the budget proposes use of significant one-time monies from the Undesignated Fund Balance to support on-going expenses and dampens what would otherwise have been a 5.6% tax rate increase. This is not consistent with Town policy. Nonetheless, the Finance Committee supports the usage owing to: 1) a Fund Balance, even after this drawdown, that is expected to remain above the target range; 2) the prospect of Federal monies that may allow for a smoother weaning off of the funds; and 3) the prospect of lower-than-anticipated expenditures due to longer-than-usual vacancies in open positions, reflecting the current job market.

Looking forward, we can all see immediate challenges—volatile fuel costs, high inflation, an unstable state revenue base, and of course, continued turnover in key positions in Town administration and governance. Times like these require careful fiscal management, but the Finance Committee would also like to suggest to the Selectboard that it take time to evaluate how it might improve the budget process and transparency in an era when we expect to see new faces who may not immediately grasp the old ways—and when it will be more important than ever that we all communicate and work well together.

Looking further into the future, our community has ambitious goals revolving around renewable energy, affordable housing, conservation, sustainability planning and infrastructure upgrades. Essential to the vitality and resiliency of our community, these efforts will entail substantial investment, and we urge the Selectboard and administrators to carefully plot the multi-year fiscal trajectory to keep it manageable to taxpayers.

In closing, the Finance Committee appreciates the opportunity to have been a part of the

budget review process and thanks the Selectboard and Town administration for their hard work. We would also like to take this opportunity to salute the longstanding service of Town Manager Julia Griffin, whose deft skills and good cheer will be missed.”

Moderator Eggleton called the question.

Article 25 PASSED

Selectboard Member Christie made a presentation to recognize the retirement of Town Manager Griffin. This was Town Manager Griffin’s last Town Meeting. The audience applauded and Town Manager Griffin stepped on to the podium to thank the volunteers, selectboard members, and department heads for making her 26-year career so meaningful.

Moderator Eggleton announces the ballot results for Articles 1 - 11.

Article Twenty-Six: To transact any other business that may legally be brought before this Town Meeting.

Moderator Eggleton made a motion to approve Article 26.

The motion was seconded by a member of the audience.

Moderator Eggleton asked if any member of the public had any business. David Vincelette requests the FBI investigate the Government Officials in Hanover. **No Second, Motion Rejected.**

Peter Bouchard questions segregation of voters vs. non-voters in relation to non-U.S. Citizens who live within the United States. Mr. Bouchard’s information was intended for informational purposes and further discussion.

Lucas, a Dartmouth Student, thanks the Town for their hard work and support of Article 11.

Moderator Eggleton called the question.

Article 26 PASSED.

A motion to adjourn was made.

The motion was seconded by a member of the audience.

Moderator Eggleton called the question.

Town Meeting was adjourned at 8:39 p.m.

Respectfully submitted,

Roberta Hitchcock, Town Clerk

Minutes prepared by Cathryn Hembree

FIRE DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Fire Safety Crowd Control - Manpower	Cost +35%	Cost +35%	Cost +50%	Cost +50%
Fire Safety Crowd Control - Manned Apparatus	\$210.00/hour	\$210.00/hour	\$210.00/hour	\$210.00/hour
False Alarm Charge - Fire Service	1st: Free	1st: Free	1st: Free	1st: Free
	2nd: \$110.00	2nd: \$110.00	2nd: \$110.00	2nd: \$110.00
	3rd: \$210.00	3rd: \$210.00	3rd: \$210.00	3rd: \$210.00
	4th and beyond: \$310 per response	4th and beyond: \$310 per response	4th and beyond: \$310 per response	4th and beyond: \$310 per response
Fire Extinguisher Training (for 1-10 students)	\$110.00	\$110.00	\$110.00	\$110.00
Fire Extinguisher Training (for 10 or more students)	\$15.00 per student	\$15.00 per student	\$15.00 per student	\$15.00 per student
Fire Suppression System Review: new systems, additions, alterations	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.45/\$1,000 cost of construction
Fire Alarm Review: new systems, additions, alterations	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.45/\$1,000 cost of construction
Additional Fire Inspection Services	n/a	n/a	n/a	\$75.00/hour
Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not ready for test	n/a	n/a	n/a	\$510.00
Report Copy (Flat Fee)	\$25.00	\$25.00	\$25.00	\$25.00
AMBULANCE DIVISION				
Per Capita - Hanover	\$36.94	\$38.05	\$40.22	\$41.31
Per Capita - Lyme	\$36.94	\$38.05	\$40.22	\$41.31
Per Capita - Norwich	\$36.94	\$38.05	\$40.22	\$41.31

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Community Contributions Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	
Report Copy (Flat Fee)	\$25.00	\$25.00	\$25.00	\$25.00
<u>Treatment with Transport - Basic Life Support – (plus mileage)</u>	\$900.00	\$900.00	\$900.00	\$900.00
<u>Treatment with Transport - Advanced Life Support Level 1 – (plus mileage)</u>	\$900.00	\$900.00	\$900.00	\$900.00
<u>Treatment with Transport - Advanced Life Support Level 2 – (plus mileage)</u>	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00
<u>Treatment with Transport - Special Care Transport</u>	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00
Mileage Rate	\$20.00/mile	\$20.00/mile	\$20.00/mile	\$20.00/mile
<u>Treatment and Release Fee</u>	\$150.00	\$150.00	\$150.00	\$150.00
Emergency Services Paramedic Intercept Charge	\$350.00	\$350.00	\$350.00	\$350.00
Ambulance - Special Event Standby	\$225.00/hour	\$225.00/hour	\$225.00/hour	\$225.00/hour

GENERAL ADMINISTRATION / OTHER				
<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Processing Fee for Returned Deposit Item (NSF Checks or Checks Drawn on Closed Accounts; Rejected ACH Transactions)	\$25.00	\$25.00	\$25.00	\$25.00
Late Fee on Overdue Balances from General Service Invoices (billed through the Town's Accounting Office)	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest
General Photocopying, including RSA 91-A Right-to-Know Requests single page (8.5" x 11.0")	\$.25/page	\$.25/page	\$.25/page	\$.25/page
General Photocopying, including RSA 91-A Right-to-Know Requests – single page (8.5" x 14.0")	\$.50/page	\$.50/page	\$.50/page	\$.50/page
General Photocopying, including RSA 91-A Right-to-Know Requests – single page (11.0" x 17.0")	\$.75/page	\$.75/page	\$.75/page	\$.75/page
Copies of Appraisal Card for Property Owner	No charge	No charge	No charge	No charge
Copies of Appraisal Card for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00
Copies of Warranty Deed	\$1.00/page	\$1.00/page	\$1.00/page	\$1.00/page
Copies of Tax Map	\$2.00	\$2.00	\$2.00	\$2.00
Copies of Tax Bills for Property Owner	No charge	No charge	No charge	No charge
Copies of Tax Bills for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00
Electronic Files from Town Databases – on flashdrive or via email (no data filtering a/o manipulation)	\$25.00	\$25.00	\$25.00	\$25.00
Public Voter Checklist – in any form (paper, e-mail, etc.)	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs
Hanover Master Plan - 2003	\$25.00	\$25.00	\$25.00	

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Master Plan Land Use Concept Map	\$3.00	\$3.00	\$3.00	\$3.00
Zoning Ordinance with Map	\$15.00	\$15.00	\$15.00	\$15.00
Zoning Map	\$3.00	\$3.00	\$3.00	\$3.00
Subdivision Regulations	\$4.00	\$4.00	\$4.00	\$4.00
Site Plan Regulations	\$4.00	\$4.00	\$4.00	\$4.00
Building Code Ordinance	\$3.00	\$3.00	\$3.00	\$3.00
Open Space, Water Resources, and Other One-Sided Color Maps	\$1.00	\$1.00	\$1.00	\$1.00
Trail Maps – Combined Area Trails (effective FY2014: proceeds go to Conservation Fund)	\$7.00	\$7.00	\$7.00	\$7.00
Landlord Agent Filing Fee (per RSA 540:1-b, effective January 1, 2011)	\$15.00	\$15.00	\$15.00	\$15.00
Notary Public Services – per signature – Non-Residents	\$7.50	\$7.50	\$7.50	\$7.50
Notary Public Services – per signature for Hanover Residents (NH ID showing Hanover address must be presented)	No charge	No charge	No charge	No charge
Vendor Permit (Regular Size) - Daily	\$15.00	\$15.00	\$15.00	\$15.00
Vendor Permit for 9 Months beginning March 1 and ending November 30	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
Pole License	\$10.00	\$10.00	\$10.00	\$10.00
Articles of Agreement (Filing Fee)	\$5.00	\$5.00	\$5.00	\$5.00
Vital Statistics (e.g., Certified Copy of Birth Certificate)	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time
Marriage License Fees (set by State of NH)	\$50.00	\$50.00	\$50.00	\$50.00
Conduit License Agreement		\$1.20/linear ft.	\$1.20/linear ft.	\$1.20/linear ft.
HIGHWAY				
Driveway Permits (DPW Review)	\$90.00	\$100.00	\$100.00	\$100.00
Private Construction - Class VI Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Excavation Permits	\$90.00	\$100.00	\$100.00	\$100.00
Obstruction Permits	\$40.00	\$40.00	\$40.00	\$40.00

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Project Inspection	\$85.00/hr	\$85.00/hr	\$85.00/hr	\$90.00/hr
RECYCLING & SOLID WASTE				
Recycling Bins	\$8.00	\$8.00	\$8.00	n/a
Dump Ticket to City of Lebanon Landfill (includes convenience fee levied to partially fund curbside recycling program)	\$15.00 for punch-card of 10 punches; 1 punch = 1 bag of household trash.	\$15.00 for punch-card of 10 punches; 1 punch = 1 bag of household trash.	\$15.00 for punch-card of 10 punches; 1 punch = 1 bag of household trash.	\$20.00 for punch-card of 10 punches; 1 punch = 1 bag of household trash.

HOWE LIBRARY & ETNA TOWN LIBRARY				
<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Out-of-State Inter-Library Loan Flat Fee	\$5.00	\$5.00	\$5.00	\$5.00
Museum Pass Non-Pickup Fee	\$5.00	\$5.00	\$5.00	\$5.00
Museum Pass Overdue Return Fee	\$5.00/day	\$5.00/day	\$5.00/day	\$5.00/day
Non-Resident Family – 12 Month Membership	\$140.00	\$140.00	\$140.00	\$140.00
Non-Resident Family – 3 Month Membership	\$60.00	\$60.00	\$60.00	\$60.00
Non-Resident Senior Citizen – 12 Month Membership (65+)	\$95.00	\$95.00	\$95.00	\$95.00
Dresden Employee Card	No charge	No charge	No charge	No charge
Non-Resident Childcare Providers	\$140.00	\$140.00	\$140.00	\$140.00

PLANNING BOARD				
<u>Type of Fee</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Adopted</u> <u>FY2020-21</u>	<u>Adopted</u> <u>FY2021-22</u>	<u>Proposed</u> <u>FY2022-23</u>
LCHIP fee* (<i>Land & Community</i>)	\$25.00	\$25.00	\$25.00	\$25.00
*Mandate by the State to record all Plans or Plan Sets				
*Separate certified check or money order required, made payable to "Grafton County Registry of Deeds"				
Legal Notice fee	\$25.00	\$75.00	\$75.00	\$75.00
Notification fee	\$5.00 PLUS USPS Certified Mail rate per name on Notification List	\$5.00 PLUS USPS Certified Mail rate per name on Notification List	\$10.00 PLUS USPS Certified Mail rate per name on Notification List	\$10.00 PLUS USPS Certified Mail rate per name on Notification List
Registry fee	\$25.00 processing fee PLUS charge from Registry of Deeds	\$25.00 processing fee PLUS charge from Registry of Deeds	\$25.00 processing fee PLUS charge from Registry of Deeds	\$25.00 processing fee PLUS charge from Registry of Deeds
Subdivision (payable at time of design review application submission)				
Minor	\$300 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$325 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$325 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$325 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Major	\$600 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$625 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$625 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$625 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry
<u>Modification of Approval</u>				
Minor	\$200.00	\$200.00	\$200.00	\$200.00
SPR-Mnr	n/a	n/a	\$300.00	\$300.00
Major	\$500.00	\$500.00	\$500.00	\$500.00
<u>Site Plan Review</u>				
Minor Projects	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC	\$75.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC	\$75.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC	\$75.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC
Major Projects	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$525.00 PLUS Legal Notice, Notification, PLUS:	\$525.00 PLUS Legal Notice, Notification, PLUS:	\$525.00 PLUS Legal Notice, Notification, PLUS:
\$0 to \$10,000,000 ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC
\$10,000,001 - \$30,000,000 ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC
\$30,000,001 and over ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Modification of Approval	\$500.00	\$500.00	\$500.00	\$500.00
Certificate of Compliance Inspection	\$50.00	\$50.00	\$50.00	\$50.00
Field Change	/inspection	/inspection	/inspection	/inspection
	\$50.00	\$50.00	\$50.00	\$50.00
<u>Minor Lot Line Adjustment and Boundary Agreements</u>	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry
<u>Lot Merger</u>	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry

ZONING & BUILDING PERMITS				
<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
<u>Minimum Permit Fee</u>				
One- and Two-Family Residential	\$100.00	\$100.00	\$100.00	\$100.00
Commercial, Institutional, Multi-Family, and Other Non-One- and-Two-Family-residential construction	\$100.00	\$100.00	\$100.00	\$100.00
<u>One- and Two-Family Residential</u>	\$100 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
Finished dwellings & additions, etc.	\$0.75/sf	\$0.75/sf	\$0.75/sf	\$0.75/sf
Renovations, alterations, etc.	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
Non-Habitable Structures (Porch, garage, shed, fence, pool, temporary trailer, retaining wall, etc.)	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
<u>Commercial, Institutional, Multi-Family Residential (ALL construction)</u>	\$100 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost
<u>Sign, Awning, or Canopy</u>	\$100.00	\$100.00	\$100.00	\$100.00
<u>Moving or Demolition</u>	\$150.00	\$150.00	\$150.00	\$150.00
<u>Revision Plan Review and Partial Submissions</u>	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)
<u>Projects Requiring Outside Consulting Assistance</u> (where outside consulting services for plan review, testing or inspection are required)	The Town of Hanover has 30 days to review complete One- & Two-Family Project applications and 60 days to review complete Commercial & Multi-Family Projects & Properties under Condominium Ownership applications. In the event an applicant wants expedited review, or the Building Inspector deems the scope and complexity of the project to warrant outside review, the applicant shall, in addition to fees specified herein, pay costs of review by a third-party consultant selected by the Town.			
<u>Blanket Permit per Project</u> (Sec. IX of Building Code Adoption Ordinance)	\$50.00	\$50.00	\$50.00	\$50.00
<u>Application Resubmittal</u> (if filed 6 months or more after date of rejection, must file for new permitting)	\$100.00 for all projects	\$100.00 for all projects	\$100.00 for all projects	\$100.00 for all projects
<u>Permit Extension</u>	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
<u>Re-Inspection</u>	\$75.00	\$75.00	\$75.00	\$75.00
<u>Additional Inspection</u>	\$75.00	\$75.00	\$75.00	\$75.00
Request for <u>Life Safety Inspection</u> to enable occupancy prior to C.O. issuance				
To be paid prior to scheduling C.O. insp	\$100.00	\$100.00*	\$100.00*	\$100.00*
Permit Reinstatement - please note that the reinstatement of a building permit also requires reinstatement of a zoning permit, which is an additional fee	Half of the original Code Review fee or \$50.00, whichever is greater	Half of the original Code Review fee or \$50.00, whichever is greater	Half of the original Code Review fee or \$50.00, whichever is greater	\$100.00
<u>Deferred Electrical/Plumbing/ Mechanical Submission</u>	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)
Administrative Fee for <u>Beginning Work w/o Permits/Approvals</u>	\$300.00	\$300.00	\$300.00	\$300.00
<u>Health Inspection</u>	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection
ZONING PERMIT ONLY	\$50.00	\$50.00	\$50.00	\$50.00
<u>Wetlands Administrative Permit</u>	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$6.00 PLUS USPS 1st Class mail rate per name on Notification List)
<u>Septic Design Review</u> (Prerequisite for DES Review)	\$50.00	\$50.00	\$50.00	\$50.00
<u>Driveway Permit (Zoning Review)</u>	\$50.00	\$50.00	\$50.00	\$50.00

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
ZONING BOARD OF ADJUSTMENT				
Legal Notice fee	\$25.00	\$25.00	\$75.00	\$25.00
Notification fee	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$10.00 PLUS USPS Certified mail rate per name on Notification List	\$10.00 PLUS USPS Certified mail rate per name on Notification List
<u>Special Exception</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$325.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Variance</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$325.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Appeal of Administrative Decision</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$325.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Equitable Waiver</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$325.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Hearing Under RSA 674:41</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$325.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Rehearing</u>	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$125.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)

PLANNING, ZONING, CODE ENFORCEMENT-BUILDING SAFETY				
Type of Fee	Adopted FY2019-20	Adopted FY2020-21	Adopted FY2021-22	Proposed FY2022-23
Fire Building Systems Review Fee (payable at time of design review application submission)				
Fire Permits: Stand-Alone Gas Installation and/or Replacement	\$60.00	\$60.00	\$60.00	\$60.00
Fire Permits: Additional Appliances (Gas) beyond Original Permit	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
Fire Permits: Stand-Alone Oil Installation and/or Replacement	\$60.00	\$60.00	\$60.00	\$60.00
Fire Permits: Additional Appliances (Oil) beyond Original Permit	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
Re-inspection Fee – Gas or Oil	\$110.00	\$110.00	\$110.00	\$110.00
Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge

POLICE DEPARTMENT				
Type of Fee	Adopted FY2019-20	Adopted FY2020-21	Adopted FY2021-22	Proposed FY2022-23
Pistol Permits (5 year Permit)	\$10.00	\$10.00	\$10.00	\$10.00
Special Services Detail – Police Personnel (per hour)	\$70.00	\$70.00	\$70.00	\$70.00
Special Services Detail <i>Non-Profit</i> – Police Personnel (per hour)	<i>Note: Certain Non-Profits may qualify for reduction in the special detail admin. Chg. From 50% to 25%</i>			\$65.00
Special Services Detail - Cruiser Fee (where cruiser is part of alert presence)	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Copies of Police Reports	actual copying costs @ \$0.25/page	actual copying costs @ \$0.25/page	actual copying costs @ \$0.25/page	actual copying costs @ \$0.25/page
Fingerprints - Hanover Residents and Hanover Businesses	\$25.00 for first 2 cards and \$5.00 for each addtl card	\$25.00 for first 2 cards and \$5.00 for each addtl card	\$25.00	\$25.00
Fingerprints - Non-residents	\$50.00 for first 2 cards and \$5.00 for each addtl card	\$50.00 for first 2 cards and \$5.00 for each addtl card	\$50.00	\$50.00
Digital Images from Police Reports (e.g., photos on CD, DVD of Cruiser Video used for Discovery)	\$25.00	\$25.00	\$25.00	\$25.00
Alarm Connection Fee – One-Time Charge	\$90.00	\$90.00	\$100.00	\$90.00
Annual Alarm Monitoring Fee	\$375.00 within Town; \$475.00 out-of-Town pro-rated monthly	\$375.00 within Town; \$475.00 out-of-Town pro-rated monthly	\$385.00 within Town; \$485.00 out-of-Town pro-rated monthly	\$385.00 within Town; \$485.00 out-of-Town pro-rated monthly
Police Service in response to alarm – Residential	\$55.00	\$55.00	\$55.00	\$55.00
Police Service in response to alarm – Commercial	\$55.00	\$55.00	\$55.00	\$55.00
Penalty Charge for Inaccurate Call List related to alarm monitoring	\$15.00	\$15.00	\$15.00	\$15.00
<u>Dog License</u> – Neutered Male and Female; and Puppies Under 7 Mos.	\$7.50	\$7.50	\$7.50	\$7.50

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

Type of Fee	Adopted FY2019-20	Adopted FY2020-21	Adopted FY2021-22	Proposed FY2022-23
<u>Dog License</u> – Unneutered Male and Female	\$10.00	\$10.00	\$10.00	\$10.00
<u>Dog License</u> – First Dog – Sr. Citizen Owner	\$3.00	\$3.00	\$3.00	\$3.00
<u>Dog License</u> – Group License for 5 or more Dogs	\$21.00	\$21.00	\$21.00	\$21.00
<u>Dog License</u> – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
<u>Dog License</u> – Replacement Tag and License #	\$3.00	\$3.00	\$3.00	\$3.00
Nuisance Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00
Menace Dog Fine	\$50.00	\$50.00	\$50.00	\$50.00
Vicious Dog Fine	\$100.00	\$100.00	\$100.00	\$100.00
Unlicensed Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00

PARKING DIVISION				
<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
<u>Lot Rentals</u> – CBD (Commercial Business District) Space Monthly Rentals	\$90.00	\$90.00	\$90.00	\$90.00
<u>Lot Rentals (Lease w/6 mo. Commitment)</u> – Facility Space Monthly Rentals no specific level	\$135.00	\$135.00	\$135.00	\$135.00
<u>Lot Rentals</u> – ZBA (Zoning Board of Adjustment) Required Monthly Lot Rentals	\$82.50/space	\$82.50/space	\$82.50/space	\$82.50/space
<u>Temporary Parking Permits (M-F, 9-5)</u>	\$20.00/day	\$20.00/day	\$20.00/day	\$20.00/day
<u>Reserved Space / Meter Rental (24 hours a day, 7 Days a week)</u>	\$25.00/day	\$25.00/day	\$25.00/day	\$25.00/day
<u>Hovey Lane and lower Lebanon Street Permit Parking - 2-Month Permit thru 12/31/22, 1-Month Permit effective 1/1/2023</u>	\$80.00	\$80.00	\$80.00	\$40.00
<u>Hovey Lane and lower Lebanon Street Permit Parking - SPECIAL EVENT</u>	\$25.00	\$25.00	\$25.00	\$30.00
<u>Annual Parking Permits</u> – Replacement of Misplaced Permits	\$10.00	\$10.00	\$10.00	\$10.00
<u>Annual Parking Permits</u> – Fee for Lost or Unreturned Parking Permits	\$10.00	\$10.00	\$10.00	\$10.00
Town Parking Garage Rates - Please Note: Total Parking Facility Charge				
Town Parking Garage - Short Term Rates - Monday- Friday 7:00am-9:00pm, Saturday 9:00am-6:00pm, Sundays free	Hourly Rate / Total \$	Hourly Rate / Total \$	Hourly Rate / Total \$	Hourly Rate / Total \$
Town Parking Garage – Short Term Rates – Grace Period Exit Before 10-Minutes	\$-0-	\$-0-	\$-0-	\$-0-
Town Parking Garage – Short Term Rates – <i>Minimum Charge 10- to 30-Minutes</i>	\$0.50 / \$0.50	\$0.50 / \$0.50	\$0.50 / \$0.50	\$0.50 / \$0.50
Town Parking Garage – Short Term Rates – <i>2nd Half Hour</i>	\$0.50 / \$1.00	\$0.50 / \$1.00	\$0.50 / \$1.00	\$0.50 / \$1.00
Town Parking Garage – Short Term Rates – <i>2nd Hour</i>	\$1.00 / \$2.00	\$1.00 / \$2.00	\$1.00 / \$2.00	\$1.00 / \$2.00
Town Parking Garage – Short Term Rates – <i>3rd Hour</i>	\$1.00 / \$3.00	\$1.00 / \$3.00	\$1.00 / \$3.00	\$1.00 / \$3.00
Town Parking Garage – Short Term Rates – <i>4th Hour</i>	\$3.00 / \$6.00	\$3.00 / \$6.00	\$3.00 / \$6.00	\$3.00 / \$6.00
Town Parking Garage – Short Term Rates – <i>5th Hour</i>	\$3.00 / \$9.00	\$3.00 / \$9.00	\$3.00 / \$9.00	\$3.00 / \$9.00
Town Parking Garage – Short Term Rates – <i>6th Hour</i>	\$3.00 / \$12.00	\$3.00 / \$12.00	\$3.00 / \$12.00	\$3.00 / \$12.00
Town Parking Garage – Short Term Rates – <i>7th Hour</i>	\$3.00 / \$15.00	\$3.00 / \$15.00	\$3.00 / \$15.00	\$3.00 / \$15.00

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Town Parking Garage – Short Term Rates – <i>8th Hour and Over</i>	\$5.00 / \$20.00	\$5.00 / \$20.00	\$5.00 / \$20.00	\$5.00 / \$20.00
Town Parking Garage – Validation Stickers: One Hour @ \$0.75 each (minimum purchase 96)	\$72.00	\$72.00	\$72.00	\$72.00
Town Parking Garage – Validation Stickers: One Hour Bulk @ \$0.50 each (minimum purchase 984)	\$492.00	\$492.00	\$492.00	\$492.00
Town Parking Garage – Validation Stickers: All-Day @ \$20.00 each (minimum purchase 10)	\$200.00	\$200.00	\$200.00	\$200.00
Town Parking Garage - Electric Car Charging Station Fee	\$1.50/hour	\$1.50/hour	\$1.50/hour	\$1.50/hour
Town Parking Garage – Gate Pass Card Reactivation Fee	\$10.00	\$10.00	\$10.00	\$10.00
Meter Rates - Please Note: Meter Rate Charge Increases				
<u>Meter Rates</u> – for 2-Hour and 3-Hour Limit *On Street* Metered Areas and Municipal Lot 1	\$.05 = 2 min; \$.10 = 4 min; \$.25 = 10 min; \$1.00 coin = 40 min	\$.05 = 2 min; \$.10 = 4 min; \$.25 = 10 min; \$1.00 coin = 40 min	\$.05 = 2 min; \$.10 = 4 min; \$.25 = 10 min; \$1.00 coin = 40 min	\$.05 = 2 min; \$.10 = 4 min; \$.25 = 10 min; \$1.00 coin = 40 min
<u>Meter Rates</u> – for 2-Hour and 3-Hour Limit *Off Street* Metered Areas *except Municipal Lot 1*	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min; \$1.00 coin = 60 min (1 hr)	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min; \$1.00 coin = 60 min (1 hr)	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min; \$1.00 coin = 60 min (1 hr)	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min; \$1.00 coin = 60 min (1 hr)
<u>Meter Rates</u> – for 10-Hour Limit Meter Areas	\$.05 = 6 min; \$.10 = 12 min; \$.25 = 30 min; \$1.00 coin = 120 min (2 hr)	\$.05 = 6 min; \$.10 = 12 min; \$.25 = 30 min; \$1.00 coin = 120 min (2 hr)	\$.05 = 6 min; \$.10 = 12 min; \$.25 = 30 min; \$1.00 coin = 120 min (2 hr)	\$.05 = 6 min; \$.10 = 12 min; \$.25 = 30 min; \$1.00 coin = 120 min (2 hr)
<u>Meter Violations</u> – Expired Meter	\$15.00	\$15.00	\$15.00	\$15.00
Meter Violations – Fine After 14 Days	\$25.00	\$25.00	\$25.00	\$30.00
Meter Violations – Fine After 28 Days	\$35.00	\$35.00	\$35.00	\$40.00
<u>Meter Violations</u> – Overtime Violation (2 Hr. Zone)	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations</u> – Overtime Meter Feeding	\$25.00	\$25.00	\$25.00	\$25.00
Meter Violations – Fine After 14 Days	\$40.00	\$40.00	\$40.00	\$50.00
Meter Violations – Fine After 28 Days	\$50.00	\$50.00	\$50.00	\$60.00
<u>Meter Violations</u> – 2nd Meter Ticket This Date	\$20.00	\$20.00	\$20.00	\$20.00

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Meter Violations – Fine After 14 Days	\$30.00	\$30.00	\$30.00	\$40.00
Meter Violations – Fine After 28 Days	\$40.00	\$40.00	\$40.00	\$50.00
<u>Meter Violations –</u>				
3rd Meter Ticket This Date	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations – Towing Charge (Winter Parking Ban)</u>	\$150.00	\$150.00	\$150.00	\$200.00
Meter Violations – Fine After 14 Days	\$200.00	\$200.00	\$200.00	\$250.00
Meter Violations – Fine After 28 Days	\$210.00	\$210.00	\$210.00	\$250.00
<u>Meter Violations – Handicapped Space</u>	\$500.00	\$500.00	\$500.00	\$500.00
Meter Violations – Fine After 14 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Meter Violations – Fine After 28 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
<u>Meter Violations –</u>				
No Parking 12:01AM – 7:00AM; 2:00AM – 6:00AM	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations –</u>				
Parking in Prohibited Zone	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations –</u>				
Parking in Prohibited Zone *Enhanced Fine*	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations – Fine After 14 Days	\$80.00	\$80.00	\$80.00	\$80.00
Meter Violations – Fine After 28 Days	\$90.00	\$90.00	\$90.00	\$90.00
<u>Meter Violations – No Town Permit</u>	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations – Left Wheels to Curb</u>	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations – Loading/Bus Zone</u>	\$75.00	\$75.00	\$75.00	\$75.00
Meter Violations – Fine After 14 Days	\$150.00	\$150.00	\$150.00	\$150.00
Meter Violations – Fine After 28 Days	\$160.00	\$160.00	\$160.00	\$160.00
<u>Meter Violations – Improper Parking</u>	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations – Parking on Sidewalk</u>	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations – Parking in Restricted Area</u>	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Meter Violations – Parking in Violation of Site Plan Approval	\$50.00	\$50.00	\$50.00	\$50.00
Meter Violations – Fine After 14 Days	\$75.00	\$75.00	\$75.00	\$100.00
Meter Violations – Fine After 28 Days	\$100.00	\$100.00	\$100.00	\$110.00
Boot Removal Fee	\$50.00	\$50.00	\$50.00	\$50.00

PARKS & RECREATION DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Adopted</u> <u>FY2020-21</u>	<u>Adopted</u> <u>FY2021-22</u>	<u>Proposed FY2022-</u> <u>23</u>
Athletic Programs Resident Fees	\$57.00	\$57.00	\$57.00	\$60.00
Athletic Programs NON-Resident Fees	\$67.00	\$67.00	\$67.00	\$70.00
<u>Athletic Programs All Basketball</u> <u>Participants</u> – Facilities Usage Fee Made Payable to SAU #70	\$41.00	\$41.00	\$41.00	\$73.00
Late Registration Fee for Registrations Received after Deadline	\$26.00	\$26.00	\$26.00	\$26.00
Instructional Athletic Programs Resident Fees	\$36.00	\$36.00	\$36.00	\$40.00
Instructional Athletic Programs Non-Resident Fees	\$46.00	\$46.00	\$46.00	\$50.00
Uniform Deposit Fee	\$67.00	\$67.00	\$67.00	\$70.00
OST KAST monthly – 5 day enrollment	\$361.00	\$361.00	\$361.00	\$375.00
OST KAST monthly – 4 day enrollment	\$294.00	\$294.00	\$294.00	\$305.00
OST KAST monthly – 3 day enrollment	\$227.00	\$227.00	\$227.00	\$235.00
OST KAST monthly – 2 day enrollment	\$160.00	\$160.00	\$160.00	\$165.00
OST KAST – Drop-In (if space is available)	\$26.00/day \$36.00/Wed.	\$26.00/day \$36.00/Wed.	\$26.00/day \$36.00/Wed.	\$27.00/day \$37.00/Wed.
OST (Out of School Time) Program – Late Pick-up Fee	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.
KAST (Kids After School Time) – Late Payment Fee	\$25.00 if payment not made by the 4th of the month	\$25.00 if payment not made by the 4th of the month	\$25.00 if payment not made by the 4th of the month	\$25.00 if payment not made by the 4th of the month
<u>KAST Schedule Change Fee</u> (after registration)	1st occurrence free; each additional \$10	1 st occurrence free; each additional \$10	1 st occurrence free; each additional \$10	1 st occurrence free; each additional \$10
<u>KAST Membership Fee</u>	\$25.00	\$26.00	\$26.00	\$28.00
<u>Summer Camp Membership Fee</u>	\$25.00	\$26.00	\$26.00	\$28.00
<u>3-week Summer Camp Resident Fees</u> - Circle H, Dragonfly, Tween	n/a	\$345.00	\$350.00	n/a
<u>3-Week Summer Camp Non Resident Fees</u> - Circle H, Dragonfly, Tween	n/a	\$510.00	\$510.00	n/a

New KAST Fees will go into effect Quarter 3 of FY23 starting in January 2023

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022- 23</u>
<u>2-week Summer Camp Resident Fees - Circle H, Dragonfly, Tween</u>	n/a	n/a	\$300.00	\$310.00
<u>2-Week Summer Camp Non Resident Fees - Circle H, Dragonfly, Tween</u>	n/a	n/a	\$510.00	\$525.00
<u>Mini-Camps – Resident Weekly Fees</u>	\$180.00	\$180.00	\$205.00	\$215.00
<u>Mini-Camps – Non-Resident Weekly Fees</u>	\$235.00	\$235.00	\$285.00	\$295.00
<u>Camp Quest – Resident Fees</u>	\$285.00	\$285.00	\$285.00	n/a
<u>Camp Quest – Non-Resident Fees</u>	\$335.00	\$335.00	\$335.00	n/a
Adult and Youth Instructional Programs – Fees Determined Based on Instructors’ Costs and Administrative and Materials Costs; Program Revenue is split 70/30 between the Instructor and the Recreation Department; Instructor may keep 70% of total income earned up to a maximum of \$75.00/hour after expenses.	varies	varies	varies	varies
Athletic Field Rental	\$36/hour for Hanover Youth Activities; \$46/hour for Youth Activities; \$206/week for Hanover Youth Sports Seasons; \$77/hour for Adult Activities	\$36/hour for Hanover Youth Activities; \$46/hour for Youth Activities; \$206/week for Hanover Youth Sports Seasons; \$77/hour for Adult Activities	\$36/hour for Hanover Youth Activities; \$46/hour for Youth Activities; \$206/week for Hanover Youth Sports Seasons; \$77/hour for Adult Activities	\$46/hour for Hanover Community Youth Sports; \$206/week for Hanover Community Youth Sports Seasons; \$77/hour for Hanover Community Adult Sports; \$100/hour for Non-Town Sponsored Groups/Commercial Activities
Lining of Athletic Field	Per Field: \$154 for Hanover Youth Organizations \$309 for All Others	Per Field: \$154 for Hanover Youth Organizations \$309 for All Others	Per Field: \$154 for Hanover Youth Organizations \$309 for All Others	Per Field: \$175 for Hanover Youth Organizations \$350 for All Others
Basketball Tournament Fees per Team	\$85.00	\$85.00	\$85.00	\$85.00
Middle School Dance Admission	\$5.00	\$5.00	\$5.00	\$10.00
RWB COMMUNITY CENTER FEES				
<i>Security and Key Deposits will be reviewed on an individual basis.</i>				
HPR Programs, Town of Hanover Functions, or organizations working with HPR offering free community events.	No Fee	No Fee	No Fee	No Fee
Resident or Non Profit Groups <i>(certificate of non profit status required)</i>				
Week Day Hourly Rate	\$30.00	\$30.00	\$30.00	\$40.00

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022- 23</u>
Week Day Multi-Purpose Room Group Size LESS than 35	\$30.00	\$30.00	\$30.00	\$40.00
Week Day Multi-Purpose Room Group Size MORE than 35	\$40.00	\$40.00	\$40.00	\$50.00
Weekend Multi-Purpose Room Group Size LESS than 35 (4 hour time block)	\$120.00	\$120.00	\$120.00	\$150.00
Weekend Multi-Purpose Room Group Size MORE than 35 (4 hour time block)	\$180.00	\$180.00	\$180.00	\$200.00
Non-Resident and all other Groups				
Week Day Hourly Rate	\$40.00	\$40.00	\$40.00	\$50.00
Week Day Multi-Purpose Room Group Size LESS than 35	\$40.00	\$40.00	\$40.00	\$50.00
Week Day Multi-Purpose Room Group Size MORE than 35	\$50.00	\$50.00	\$50.00	\$60.00
Weekend Multi-Purpose Room Group Size LESS than 35 (4 hour time block)	\$160.00	\$160.00	\$160.00	\$190.00
Weekend Multi-Purpose Room Group Size MORE than 35 (4 hour time block)	\$220.00	\$220.00	\$220.00	\$240.00
Monthly Basement Storage Fee for groups with recurring rentals.	\$25 - \$50	\$25 - \$50	\$25 - \$50	\$25 - \$50
Hourly rate for staff set up/take down during normal operating hours.	\$75.00	\$75.00	\$75.00	\$125.00
Bounce House Rental	\$45.00	\$45.00	\$45.00	\$45.00
Renter's Fee for RWB Damage	n/a	n/a	n/a	\$250.00
Hourly rate for add'l. cleaning if needed	\$150.00	\$150.00	\$150.00	\$250.00
TENNEY PARK PAVILION				
Residents Hourly Rate	\$26.00	\$26.00	\$26.00	\$30.00
Non-Residents Hourly Rate	\$41.00	\$41.00	\$41.00	\$40.00
<i>Fundraising Events</i>				
Hanover Based Groups Hourly Rate	\$46.00	\$46.00	\$46.00	\$46.00
Dresden School District Groups Hourly Rate	\$52.00	\$52.00	\$52.00	\$52.00
Non-Hanover Based Groups:	\$72.00	\$72.00	\$72.00	\$75.00
All Other Organizations Hourly Rate	\$77.00	\$77.00	\$77.00	\$80.00
PUBLIC GROUNDS				
Cemetery Lots - Hanover Residents	\$650.00	\$650.00	\$700.00	\$700.00
Cemetery Lots - Non-Residents	\$2,050.00	\$2,050.00	\$2,050.00	\$2,050.00
Interment - Weekday	\$650.00	\$650.00	\$650.00	\$700.00
Cremation/Urn Interment - Weekday	\$250.00	\$250.00	\$300.00	\$250.00
Interment - Weekend	n/a	n/a	n/a	\$800.00
Cremation/Urn Interment - Weekend	n/a	n/a	n/a	\$400.00
Winter (November-March) Interment Additional Fee-Full Burial	-	-	\$100.00	\$100.00
Winter (November-March) Interment Additional Fee-Cremation	-	-	\$50.00	\$50.00
Gravesite Disinterment	\$1,050.00	\$1,050.00	\$1,050.00	\$1,500.00

Town of Hanover Schedule of Rates and Fees for FY2023 (July 1, 2022-June 30, 2023) Updated January 1, 2023

<u>Type of Fee</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022- 23</u>		
Main Street Streetlight Banner Installation	\$25.00/banner	\$25.00/banner	\$25.00/banner	\$30.00/banner		

WATER DEPARTMENT						
Meter Size	<u>Adopted FY2020-21</u>		<u>Adopted FY2021-22</u>		<u>Proposed FY2022-23</u>	
	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used
5/8"	\$69.00	\$41.10	\$72.00	\$42.33	\$72.00	\$43.56
3/4"	\$69.00	\$41.10	\$72.00	\$42.33	\$72.00	\$43.56
1"	\$69.00	\$41.10	\$72.00	\$42.33	\$72.00	\$43.56
1 1/2"	\$69.00	\$41.10	\$72.00	\$42.33	\$72.00	\$43.56
2"	\$108.00	\$41.10	\$112.00	\$42.33	\$112.00	\$43.56
3"	\$196.00	\$41.10	\$202.00	\$42.33	\$202.00	\$43.56
4"	\$340.00	\$41.10	\$351.00	\$42.33	\$351.00	\$43.56
6"	\$697.00	\$41.10	\$718.00	\$42.33	\$718.00	\$43.56
Average Annual Domestic Bill (185 gallons/day)		\$646.00		\$669.00		\$680.00
Unmetered Water Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$807.50		\$836.25		\$850.00
		<u>Adopted</u> <u>FY2020-21</u>		<u>Adopted</u> <u>FY2021-22</u>		<u>Proposed</u> <u>FY2022-23</u>
Private Fire Suppression Rates: applicable only to those private hydrants on properties not already paying Fire District Taxes		\$2,490.00		\$2,564.70		\$2,639.08
Hose Outlet (each):		\$6.64		\$6.84		\$7.04
Sprinkler (per nozzle):		\$1.30		\$1.34		\$1.38
Hydrant - Flow Test: Flow test between November 15th and April 15th at Town's discretion, not done during semi-annual flushing		\$260.00/test		\$260.00/test		\$275.00/test
Hydrant Meter - will be assessed a base charge, which includes the first 100 CF, plus actual water usage. Base charge shall be paid up front		\$550.00 plus flow charge		\$575.00 plus flow charge		\$590.00 plus flow charge
Commercial Emergency Call-In		\$165.00		\$165.00		\$170.00
Residential (Single Family Home) Emergency Call-In: There is no charge for the first call-in, subsequent call-in charge is billed as shown		\$135.00 (no charge for the first call-in)		\$135.00 (no charge for the first call-in)		\$140.00 (no charge for the first call-in)
Final Reading		\$40.00		\$42.00		\$45.00
Out-of-Cycle Reading		\$40.00		\$42.00		\$90.00
Water On/Off (Flat fee to be assessed for each action)		\$40.00		\$42.00		\$45.00
Backflow Device (Testable units only)						
Initial inspection and testing:		\$85.00		\$85.00		\$90.00
Inspection (per hour)		\$85.00		\$85.00		\$90.00
Connection Fee for Hanover Water System: The Connection/Increase in Flow Fee includes (1) a fixed fee of \$200.00 to cover admin costs and up to one Inspection and (2) a Recapture Fee assessed on GPD (Gallons per Day as determined in the Sewer Recapture Fee table). Meters and setters will be charged at cost.		\$200.00 + \$2.63/ GPD plus Meter and Setters at-cost		\$200.00 + \$2.87/ GPD plus Meter and Setters at-cost		\$250.00 + \$2.95/ GPD plus Meter and Setters at-cost
Water Connection Tie-In Fee includes tap only, 3/4" and 1"		\$265.00		\$280.00		\$290.00
Water Connection Tie-In Fee includes tap only, 2" saddle tap		\$475.00		\$500.00		\$525.00
Water Connection Tie-In Fee includes tap only, 4" and larger		\$725.00		\$750.00		\$800.00

SEWER DEPARTMENT						
Base Capacity Charge plus Flow Charge	Adopted FY2020-21		Adopted FY2021-22		Proposed FY2022-23	
Meter Size*	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**
5/8"	\$28.00	varies	\$29.00	varies	\$30.00	varies
3/4"	\$74.00	varies	\$76.00	varies	\$78.62	varies
1"	\$196.00	varies	\$200.00	varies	\$206.90	varies
1 1/2"	\$393.00	varies	\$401.00	varies	\$414.83	varies
2"	\$629.00	varies	\$642.00	varies	\$664.15	varies
3"	\$1,481.00	varies	\$1,511.00	varies	\$1,563.13	varies
4"	\$2,348.00	varies	\$2,395.00	varies	\$2,477.63	varies
6"	\$13,884.00	varies	\$14,162.00	varies	\$14,650.59	varies
Average Annual Domestic Bill (185 gallons/day)		\$448.00		\$459.00		\$475.00
Unmetered Sewer Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$560.00		\$573.75		\$593.75
Quarterly base charge for single family residence on a private well with a water treatment system installed prior to July 1, 2010 which discharges to the municipal wastewater system - Application of this fee to be determined in consultation with Public Works staff.	\$28.00		\$29.00		\$30.00	
* Meter Size: Meter Size is generally determined by fixture count.						
** Sewer Flow Charge per 1000 Cubic Feet of Water Used -- Flow & Strength Charge per 1000 CF (kcf):						
Category A BOD/TSS < 250 mg/l (most residential accounts)	\$37.38 per kcf		\$38.13 per kcf		\$39.45 per kcf	
Category B BOD/TSS > 250 < 400 mg/l	\$42.13 per kcf		\$42.97 per kcf		\$44.45 per kcf	
Category C BOD/TSS > 400 mg/l	\$47.04 per kcf		\$47.98 per kcf		\$49.64 per kcf	
<i>Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems</i>						
City of Lebanon - Base Capacity Charge	Adopted FY2020-21		Adopted FY2021-22		Proposed FY2022-23	
Meter Size*	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**
5/8"	\$29.00	varies	\$30.00	varies	\$31.67	varies
3/4"	\$78.00	varies	\$80.00	varies	\$84.44	varies
1"	\$210.00	varies	\$215.00	varies	\$226.93	varies
1 1/2"	\$420.00	varies	\$429.00	varies	\$452.81	varies
2"	\$658.00	varies	\$672.00	varies	\$709.30	varies
3"	\$1,560.00	varies	\$1,592.00	varies	\$1,680.36	varies
4"	\$2,438.00	varies	\$2,487.00	varies	\$2,625.03	varies
6"	\$14,742.00	varies	\$15,037.00	varies	\$15,871.55	varies
** Sewer Flow Charge per 1000 Cubic Feet of Water Used -- Flow & Strength Charge per 1000 CF (kcf):						
Category A BOD/TSS < 250 mg/l (most residential accounts)	\$37.38 per kcf		\$38.13 per kcf		\$40.25 per kcf	
Category B BOD/TSS > 250 < 400 mg/l	\$42.13 per kcf		\$42.97 per kcf		\$45.35 per kcf	
Category C BOD/TSS > 400 mg/l	\$47.04 per kcf		\$47.98 per kcf		\$50.64 per kcf	
<i>Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems</i>						

Industrial Discharge Permit and Septage Disposal			
	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Industrial Discharge Permit Application:			
Class 1:	\$550.00	\$575.00	\$595.00
Class 2:	\$275.00	\$300.00	\$315.00
Class 3:	\$55.00	\$75.00	\$80.00
Septage - Tipping Fee for Residents (fee is per 1,000 gallons)	\$115.00	\$125.00	\$130.00
Septage - Tipping Fee for Non-Residents (fee is per 1,000 gallons)	\$135.00	\$150.00	\$155.00
Septage - Tipping Fee for Non-Residents from Towns who have banned Land Application of Sludge (fee is per 1,000 gallons)	\$205.00	\$225.00	\$320.00
Holding Tank with BOD/TSS < 400 mg/l. > 400 mg/l will be considered Septage	\$60.00	\$75.00	\$80.00
Sewer Connection Fees			
	<u>Adopted FY2020-21</u>	<u>Adopted FY2021-22</u>	<u>Proposed FY2022-23</u>
Connection Fee for Hanover Sewer System – Includes Basic Fee of \$200.00 to Cover one Inspection and a Recapture Fee rate assessed on GPD (Gallons per Day as determined below)	\$200.00 + \$4.76/ gallon of GPD	\$200.00 + \$4.81/ gallon of GPD	\$250.00 + \$4.90/ gallon of GPD
Sewer Connection Tie-In Fee	\$1,525.00	\$1,550.00	\$1,600.00
Recapture Fee Table			
The Recapture Fee will be determined by multiplying the peak day flow in gallons by the GPD rate above. The following are flows which shall be used to determine the peak day flow from a sewer connection:			
	GPD	Units	Category
Apartments: Studio (one bedroom)	225		A
Apartments: Per Bedroom	150	bedroom	A
Athletic Facilities including Gyms and Stadiums: Participant	15	person	A
Athletic Facilities including Gyms and Stadiums: Classroom	15	seat	A
Athletic Facilities including Gyms and Stadiums: Spectator	3	seat	A
Bar / Lounge	20	seat	B
Bed & Breakfast	60	bedroom	B
Camps: Campground w/comfort station	25	site	A
Camps: Recreation Trailers	90	site	A
Camps: Construction Sites	50	site	A
Camps: Day Camp - no meals	15	site	A
Camps: Resort Camp (night & day) limited plumbing	50	person	A
Camps: Dining Facility only	25	person	B
Catering & Dining Facilities	12	patron	B
Church: Sanctuary	5	seat	A
Country Club: Dining Room	10	seat	B
Country Club: Snack Bar	10	seat	B
Country Club: Locker and Showers	20	locker	A
Dentists: Chair	200	each	A
Dentists: Staff	35	employee	A
Doctor's Office: Patient	10	each	A
Doctor's Office: Staff	35	employee	A
Dog Kennels	50	kennel	B
Dwellings: (two bedroom minimum)	150	bedroom	A
Dwellings: Rooming House with meals	60	bedroom	B
Dwellings: Rooming House without meals	40	bedroom	A
Factories (excl industrial waste): Light industry w/o cafeteria or showers	20	employee	A
Factories (excl industrial waste): Light industry with cafeteria no showers	25	employee	B
Factories (excl industrial waste): Light industry with cafeteria and showers	35	employee	B
Factories (excl industrial waste): Warehouse	35	employee	A
Factories (excl industrial waste): Assembly	20	employee	A

Factories (excl industrial waste): Research Facilities to be determined				B
Floor Drains NOT ALLOWED				
Fraternities & Sororities	150	bed		B
Hairdressers: Chair	150	each		A
Hairdressers: Staff	35	employee		A
Hospital: Bed	250	bed		B
Outpatient surgery: Bed	200	bed		B
Hotel & Motel: single bed*	100	bed		A
Hotel & Motel: double bed*	200	bed		A
*with food services category B				
Laundromats, coin operated	500	machine		B
Maintenance Facility to be determined				B
Nursing Homes & Assisted Living Facilities	125	bed		B
Office Building: without cafeteria	15	employee		A
Office Building: with cafeteria	20	employee		B
Office Building: Unspecified Office Space	15	100 SF		A
Picnic Parks: Bathroom only	5	person		A
Picnic Parks: Bath house, showers and toilets	10	person		A
Restaurant or Cafeteria: Eat-in with bathroom and kitchen waste	40	seat		B
Restaurant or Cafeteria: Eat-in paper service, plus toilet and kitchen waste	20	seat		B
Restaurant or Cafeteria: Kitchen waste only	3	seat		B
Restaurant or Cafeteria: Seasonal Outdoor seating	20	seat		B
Bars and lounges	20	seat		B
Bars and lounges	35	employee		A
Function Rooms	12	seat		B
Schools:				
Boarding	100	bed		B
Day Care & Nursery	15	person		A
Day, without gym, cafeteria or showers	15	person		A
Day, without gym, showers with cafeteria	20	person		B
Day, with gyms, showers and cafeteria	35	person		B
Post Secondary School / Classroom	15	seat		A
Post Secondary School / Dormitory	85	bed		A
Post Secondary School / Dormitory with Cafeteria	125	bed		B
Service Stations	10	vehicle		B
Shopping Centers/Grocery/Convenience stores: Large Dry Goods	5	100 SF		A
Garbage Grinder are NOT ALLOWED				
Shopping Centers/Grocery/Convenience stores: With meat dept. w/o garbage grinder	11	100 SF		B
Shopping Centers/Grocery/Convenience stores: with deli	3	meal		B
Small Dry Goods	100	each		A
	3	meal		B
Swimming Pools	1000	800 SF		A
Tennis Courts	250	per court		A
Theatres	5	seat		A
Workers: Construction bathroom only	5	employee		A

Uses not listed will be determined from previous metered usage corrected for strength and a multiplied by a peaking factor of 2 and shall be approved by the Director of Public Works.

Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems.

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

blockages or Sanitary Sewer Overflow's (SSO) attributed to F.O.G. shall warrant the discharger to be charged for all cleanup and administrative costs as well as an impact fee of \$500.00, with disconnection of service after 2 occurrences.

Household Hazardous Waste

2023 COLLECTION DAYS



All collections are **9:00 am—Noon**

Sat, May 6—Lebanon High School, 195 Hanover Street

Sat, June 3—Newport Highway Garage, 449 S. Main (Rt. 10 S)

Fri, July 14 —Lebanon High School, 195 Hanover Street (off Rt 120)

Sat, August 5—Newbury Highway Garage, 50 South Road

(Tricky location—watch for signs: Rt 103→Village Rd→South Rd)

Sat, September 30—Lebanon High School, 195 Hanover Street

FREE to residents from Claremont, Cornish, Enfield, Goshen, Hanover, Lebanon, Lempster, Lyme, New London, Newbury, Newport, Orford, Piermont, Plainfield, Springfield, Sunapee, Unity, Washington, and Wilmot. Other residents and businesses welcome for a fee. **ANYONE** with 25 gallons or more must pre-register by calling number below. Any Business 2-week pre-registration.

WHAT TO BRING:

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

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



For
information
contact the

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



Aerosol cans, empty: Recycle with scrap metal. Talk to your town. (Bring cans with product in them to collection.)

Ammunition and explosives: State Police at 271-3636.

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

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

Batteries, automotive: Take to parts store for cash or your transfer station

Fire extinguishers: Recycle empty extinguishers (NRRRA takes from towns).

Fluorescent lights: May be taken at your town facility. Check with your town. Food Co-ops and Home Depot may take CFLs (spiral bulbs), not tubes.

Latex paint: Use kitty litter, sawdust, or shredded paper to dry out latex paint; throw in your trash. Empty, dry metal cans may be recycled as scrap metal at your recycling facility. If it says "clean up with soap and water," it's latex.

Medical sharps: Place in a rigid container (e.g. detergent bottle), seal cap with duct tape, and label container with marker, "Sharps, not for recycling."

Dispose of with regular trash by handing to a waste collector—can become a projectile if compacted in trash. *Lebanon Police Station accepts some sharps.*

Medicine: See www.twinstatesafemeds.com for police stations taking meds.

Propane or helium tanks: Propane/helium tanks can be exchanged/refilled at a distributor; or contact town transfer station about empty tanks.

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

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



Photo Credit: Unknown