



TOWN OF HANOVER

NEW HAMPSHIRE

ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2012 & 2013 TOWN MEETING



ANNUAL TOWN MEETING

Tuesday, May 14, 2013

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

Business Meeting: 7:00 p.m.

Hanover High School Gymnasium

41 Lebanon Street

HANOVER PUBLIC WORKS

IN REMEMBRANCE



In early February, 2013, the Town of Hanover lost a dear friend when Terry Jillson passed away. For nearly 30 years Terry was the face of the Hanover Water Works Company. Terry was always professional, loyal, dedicated, always smiling, and able to answer every question posed to her about water billing, water quality or what was happening with Hanover's drinking water. Terry believed that the customer always came first and was the consummate professional in every interaction she had with the public. Even while Terry struggled as her health declined, she continued to be an invaluable presence in the Hanover Public Works Department, providing guidance and encouragement to fellow employees. Those fortunate enough to have interacted with Terry were blessed by her guidance, dedication and wit.

Hanover will miss you Terry.

In the second week of February, 2013 our Public Works family lost a second member when Robert "Bob" Henry, Sr. passed away. Bob worked in the Grounds Division as a crew leader and was responsible for grounds care of all of the Town cemeteries and Town buildings. Bob was an excellent handy-man capable of completing many grounds repairs including building picnic tables and benches. Bob particularly enjoyed repairing cemetery grave stones which had fallen into disrepair.

In his free time Bob enjoyed riding his Harley, taking care of his guns and RVing. He particularly liked spending time with his grandchildren in their dirt biking exploits.



Clifford & Neal relaxing together

In early March, 2013 Neal Augustyn passed away following a brief illness. Neal worked as a custodian in a number of the Town buildings over the past seven years. Neal will be remembered as a hard worker and a dedicated employee who rarely missed a day of work. Neal was a master gardener and loved his pot-bellied pig, Clifford. Neal and his wife operated a pot-bellied pig rescue for many years and Clifford was Neal's pride and joy. If you asked Neal how Clifford was doing, you had to be prepared to spend a few minutes hearing all about his latest exploits.

TABLE OF CONTENTS

Town Directory, Office Location and Hours.....	3
Town Elected & Appointed Officials, Boards & Committees	4
Town Organizational Chart	7
Town Employees & Employee “Milestones” List.....	8

WARRANT FOR 2013 TOWN MEETING & TOWN MODERATOR’S MESSAGE – (Yellow pages)	13
WARRANT BACKGROUND INFORMATION AND ZONING AMENDMENTS – (Green pages)	21

BUDGET & FINANCIAL REPORTS

Report of the Board of Selectmen and Town Manager	39
Finance Committee Statement on Proposed FY 2014 Budget	48
Budget of the Town	49
Budget Overview FY 2013-2014.....	56
Budget Departmental Summary	57
Budget Functional Presentation.....	60
Pie Charts: Proposed Budget Uses of General Fund Resources & Sources of General Fund Resources	63
Projected Property Tax Rates (for tax rates overseen by the Board of Selectmen).....	65
Ten-Year Tax Rate History – Fire Districts 1 & 2	66
Independent Auditor’s Report & Balance Sheet for Fiscal Year ending June 30, 2012	68
Statement of Indebtedness	79
Trust Fund Report for Fiscal Year ending June 30, 2012.....	80
Treasurer Report for Fiscal Year ending June 30, 2012.....	81
Tax Collector’s Report for Fiscal Year ending June 30, 2012	82
Tax Collector’s Summary of Lien Accounts for Fiscal Year ending June 30, 2012.....	83
Report of Ten Largest Taxpayers in 2012	83
Town Clerk’s Report for Fiscal Year ending June 30, 2012	84
Summary of Legal Activity	85

ANNUAL REPORTS

Advisory Board of Assessors & Assessing Department.....	86
Bicycle/Pedestrian Committee.....	88
Etna Library & Hanover Town Library Trustees	89
Fire Department	93
Howe Library.....	96
Howe Library Corporation	99
Parks & Recreation Department	100
Planning & Zoning Department.....	102
➤ Health Inspections	102
➤ Building Code Advisory Committee	103
➤ Zoning Board of Adjustment	104
➤ Planning Board	105
➤ Affordable Housing Commission	107
➤ Conservation Commission.....	108
➤ Performance Indicators for 2012	112

Police Department (includes Parking Division)	113
➤ Parking Division	118
Public Works Department.....	121
➤ Water	128
➤ Water Reclamation	132
Senior Center Advisory Committee.....	137
Supervisors of the Checklist	138
Sustainable Hanover Committee	140
Town Clerk & Tax Collector	143

COMMUNITY REPORTS

Advance Transit.....	145
Grafton County Senior Citizens Council.....	146
Hanover Improvement Society	147
Headrest	148
Upper Valley Lake Sunapee Regional Planning Commission	149
Upper Valley Household Hazardous Waste Committee	150

OTHER

Letter from Executive Councilor Raymond Burton	153
Town Meeting Minutes for 2012.....	154
Town Rate & Fee Schedule	172
➤ Water Rates.....	183
➤ Sewer Rates	184
Electronics Recycling	187
Zero Sort Recycling.....	188
Recycling Calendar for 2013	(inside of back cover)

TOWN OF HANOVER DIRECTORY

<u>Department</u>	<u>Phone</u>	<u>E-Mail</u>
Animal Control	643-2222	policedept@hanovernh.org
Assessing Department	643-0703	assessor@hanovernh.org
Cemeteries	643-3327	
Community Outreach Officer	640-3219	
Etna Library	643-3116	etna.library@hanovernh.org
Finance and Administration	640-3204	
Fire Department (Non-Emergency)	643-3424	firedept@hanovernh.org
General Assistance Coordinator (Welfare)	640-3209	humanresources@hanovernh.org
Health Officer	643-0701	
Howe Library	643-4120	circulation@thehowe.org
Human Resources Department	640-3208	humanresources@hanovernh.org
MIS Department	640-3222	
Parking Division	640-3220	parking@hanovernh.org
Police Department/Dispatch (Non-Emergency)	643-2222	policedept@hanovernh.org
Planning & Zoning Department	643-0708	planning@hanovernh.org
Public Works/ Highway Department	643-3327	dpw@hanovernh.org
Parks & Recreation Department (Richard W. Black Center)	643-5315	recdept@hanovernh.org
Senior Center	643-5531	
Tax Collector	640-3201	
Town Clerk	640-3200	townclerk@hanovernh.org
Town Hall – Main Directory	643-0742	
Town Manager’s Office	643-0701	townmgr@hanovernh.org
Water Department	643-3439	
Water Reclamation Department	643-2362	

FACILITY LOCATIONS & BUSINESS HOURS

Etna Library: 130 Etna Road	Mon & Thurs 2:00 p.m. - 7:00 p.m. Tues 9:00 a.m. - 2:00 p.m. Wed 2:00 p.m. - 6:00 p.m. Fri 9:00 a.m. - 4:00 p.m. Sat 10:00 a.m. - 12:00 noon <i>Closed on Sundays</i>
Fire Department: 48 Lyme Rd	Sun – Sat 24 hours/day
Howe Library: 13 South Street	Mon – Thurs 10:00 a.m. - 8:00 p.m. Fri 10:00 a.m. - 6:00 p.m. Sat 10:00 a.m. - 5:00 p.m. Sun 1:00 p.m. - 5:00 p.m.
Parks & Recreation: 48 Lebanon Street Richard W. Black Center	Mon – Fri 9:00 a.m. - 6:00 p.m. Saturday 10:00 a.m. – 6:00 p.m. <i>Closed Saturdays in July & August</i> <i>Open by appointment Sundays and summer Saturdays</i>
Police and Dispatch Departments: 46 Lyme Rd	Sun – Sat 24 hours/day
Public Works Department: 194 Lebanon Street (Rt. 120)	Mon – Fri 7:00 a.m. - 3:30 p.m.
Senior Center: 48 Lebanon Street	Mon – Fri 12:30 p.m. - 4:30 p.m.
Town Hall: 41 South Main St	Mon – Fri 8:30 a.m. - 4:30 p.m.

*For current information, Town business calendar and meeting minutes, go to: www.hanovernh.org
Sign up to receive E-News from the Town of Hanover. Go to: www.hanovernh.org/subscriber*

TOWN OFFICIALS BOARDS AND COMMITTEES

ELECTED OFFICIALS

Board of Selectmen

3-year term -- Ballot Vote

Athos J. Rassias	2013
Peter L. Christie, Chairman	2014
William V. Geraghty	2014
Jay C. Buckey, Vice Chairman	2015
Nancy A. Carter, Secretary	2015

Moderator

2-year term -- Ballot Vote

Marilyn "Willy" Black	2014
-----------------------	------

Town Clerk

3-year term -- Ballot Vote

Charles Garipay	2013
-----------------	------

Etna Library Board of Trustees

3-year term -- Ballot Vote

Elizabeth Storrs	2013
Kim P. Wilson	2014
Ginger E. Boitnott	2015

Supervisors of the Checklist

6-year term - Ballot Vote

Elaine Hawthorne	2014
Linda McWilliams	2016
Arlene Mahler	2018

Trustees of Trust Funds

3-year term - Ballot Vote

Brian Doyle	2013
Paul Gardent - Chairman	2014
Judson (Jay) Pierson	2015

Fence Viewers

1-year term -- Nominated at Town Meeting

William F. Garrity	2013
Robert Grabill	2013
Vacancy	

Advisory Board of Assessors

3-year term -- Nominated at Town Meeting

Judson (Jay) Pierson	2013
Joe Roberto	2014
Katherine S. Connolly	2015
Jay Buckey, Select Board Representative	

Surveyors of Wood and Timber

1-year term -- Nominated at Town Meeting

Ed Chamberlain	2013
John Richardson	2013

APPOINTED OFFICIALS

Advanced Transit Board

Appointed by the Board of Selectmen

Carolyn Radisch	2013
William R. Baschnagel	2014

Bike/Pedestrian Committee

Appointed by the Board of Selectmen

Scot Drysdale - Chairman
Athos J. Rassias - Vice Chair & Select Board Rep.
Joanna Whitcomb - Secretary
Tim Cox
Doug Deaett
David Dostal
Sloane Mayor
Barbara McIlroy
Hugh Mellert
Charlie Sullivan
Carol Perera Weingeist
Bill Young
Sam Brudick
Kelly Dole

Affordable Housing Commission

3 year term -- Appointed by the Board of Selectmen

Chip Brown	2013
Karen Geiling	2013
James Reynolds	2013
Andrew Winter - Chairman	2014
Bruce Altobelli	2015
Donald Derrick	2015
Robert Chambers	2015
Edward Grampp, Jr.	2015
Len Cadwallader	2013 Alt.
Joan Collison	2015 Alt.

Building Code Advisory Board

3 year term--Appointed by the Board of Selectmen

Randy T. Mudge	2013
Bruce R. Williamson	2013
Jack Wilson	2013

Chamber of Commerce

William V. Geraghty, Select Board Representative

Conservation Commission

3 year term - Appointed by the Board of Selectmen

Ed Chamberlain - Chairman 2013
Ruth Bleyler 2013
Alan Saucier 2014
Vacancy 2014
Douglas McIlroy – Vice Chair 2015
Vacancy 2013 Alt.
Jim Kennedy 2014 Alt.
John M. Trummel 2014 Alt.
Michael Mayor, Planning Board Rep.
Athos J. Rassias, Selectboard Rep.

Howe Library Board of Trustees

3 year term - Elected by Howe Corp. Annual Meeting

Jay Pierson, Treasurer 2013
Jan Assmus 2013
Mark Beliveau 2013
Tom Blinkhorn 2013
Jayne Costello 2013
Arthur Gardiner 2013
Steve Lubrano – Chairman 2014
Mary Allen - Vice Chair 2014
William Ghezzi - Secretary 2014
Ginia Allison 2014
Laura Rice 2014
Colleen Rozzi 2014
Ann Malenka 2015
Bill Thomas 2015
Nancy A. Carter, Selectboard Rep.
Mary White, Director, Ex-Officio

Park Commissioner

Linda Fowler 2012

Parks and Recreation Board

3 year term - Appointed by the Board of Selectmen

Jeff Graham – Chair 2013
Dean Lacy 2013
Tom Lyons 2013
Darlene Roach-Branche 2014
Amy Vienna 2014
Kathy Beghosian 2015
Kathi Whitmore 2015
William V. Geraghty, Select Board Rep.

Upper Valley - Lake Sunapee Council Representatives

Joanna Whitcomb 2014
Katherine S. Connolly 2015
Jonathan Edwards 2016

Friendship/Sister Cities Advisory Committee

Katherine S. Connolly

Hanover Improvement Society

William V. Geraghty. Select Board Rep.

Hanover Finance Committee

3 year term--Appointed by Town Moderator & Hanover School District Moderator

Daryl Press 2013
Heidi Postupack 2014
Kristi Fenner - Chair 2015
Michael Gerling 2015
John Ruth 2015
Kevin Cotter, School Board Rep.
Peter L. Christie, Select Board Rep.
Jay C. Buckey, Select Board Rep. Alternate

Parking and Transportation Board

3 year term - Appointed by the Board of Selectmen

Mark Knight 2013
Matt Marshall 2013
Janet Rebman, Chamber Rep. 2013
Bill Barr, Dartmouth College Rep. 2014
Richard Brannen 2014
William R. Baschnagel, Community Rep.

Planning Board

3 year term - Appointed by the Board of Selectmen

Judith Esmay - Chair 2013
Iain Sim 2014
Michael Mayor 2014
William Dietrich – Vice Chair 2015
Katherine S. Connolly 2015
Joan Garipay 2015
Vacancy – Alternate Member 2012
Michael Hingston 2013 Alt.
Vacancy – Alternate Member 2015
Nancy A. Carter, Select Board Representative
Jay C. Buckey, Select Board Rep. Alt.

Sustainable Hanover Committee

3 year term - Appointed by the Board of Selectmen

David McManus - Chair 2013
Marjorie Rogalski 2013
Chris Soderquist 2103
MaryAnn Cadwallader 2014
Yolanda Baumgartner 2014
Chris Kennedy 2015
Amanda Charland 2015
Lym Miller 2015
Susan Edwards 2015
Peter Kulbacki, Director of Public Works

Senior Citizen Advisory Committee

3 year term - Appointed by the Board of Selectmen

Sue Matless 2013
Lee Monaco 2013
Marilyn Blodgett 2014
Marcie Ann Kennedy 2014
Shirley Montgomery 2014
Nancy C. Pierce 2014
Marilyn "Willy" Black 2015
Gail Schaal, Senior Center Coordinator

Tax Collector

Elizabeth "Liz" Meade

Treasurer

Patricia Coutermarsh

Zoning Board of Adjustment

3 year term - Appointed by the Board of Selectmen

Gert Assmus 2013
Ethan Frechette 2013
Arthur Gardiner - Chair 2014
Carolyn Radisch 2014
Stephen R. Marion 2015
H. Bernard Waugh 2013 Alt.
Vacancy 2014 Alt.
Bill Dietrich 2015 Alt.
Ruth J. Lappin 2015 Alt.
Phil Harrison 2015 Alt.

**TOWN MANAGEMENT STAFF
MISSION STATEMENT**

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

- Provide responsive, friendly, 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.

Town Manager: Julia N. Griffin

Human Resources Director: David Stewart

Director of Administrative Services and Deputy Town Clerk: Betsy McClain

Director of Assessing: Michael Ryan

Fire and Inspection Services: Roger E. Bradley, Chief

Director of Information Technology: Corey J. Stevens

Library Services: Mary H. White, Howe Library Director; Barbara Prince, Etna Library Librarian

Director of Parks and Recreation: Henry "Hank" Tenney

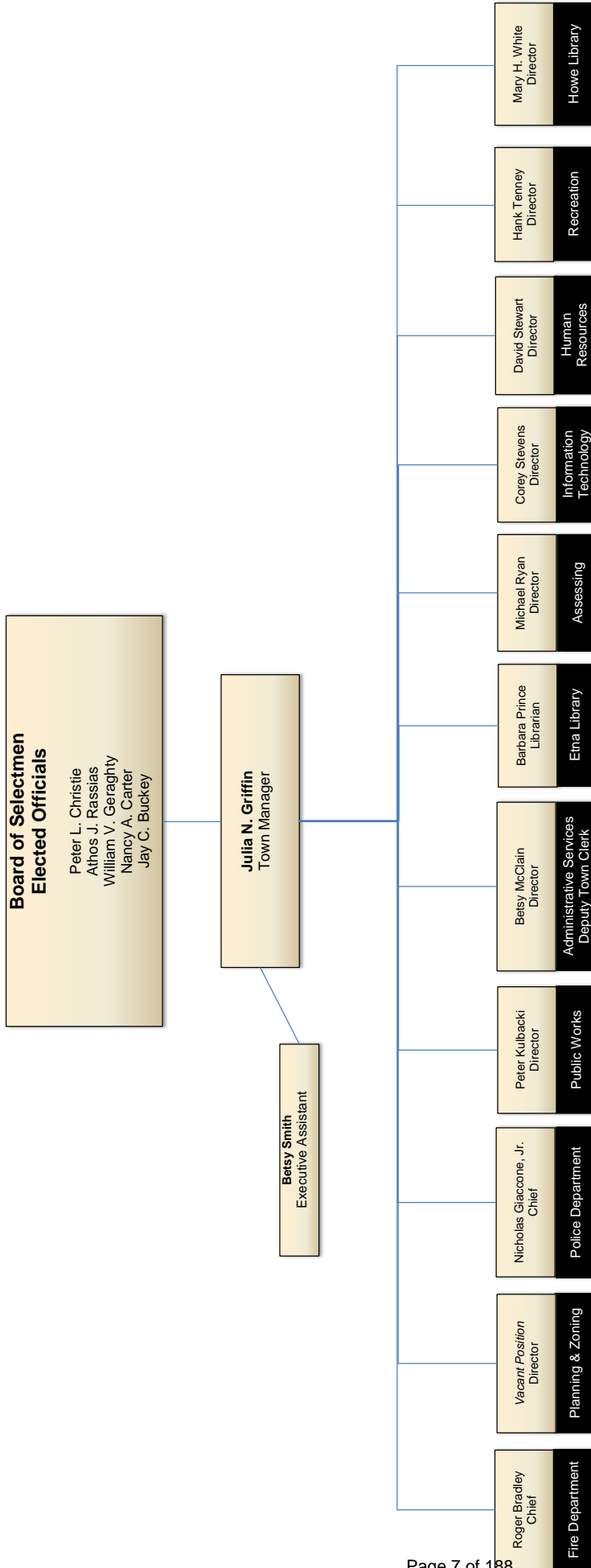
Director of Planning and Zoning: Position Currently Vacant - (*Jonathan Edwards retired December 2012*)

Health Officer: Julia N. Griffin

Police Department: Nicholas Giaccone, Chief

Director of Public Works: Peter Kulbacki

Town of Hanover



TOWN OF HANOVER EMPLOYEES

<u>Employee Name</u>	<u>Job Title</u>	<u>Date of Hire</u>
ADMINISTRATION – TOWN HALL		
Darlene Cook	Receptionist/Assistant Town Clerk	3/11/2004
Patricia Coutermarsh	Accounting Coordinator/Treasurer	9/30/2003
Sue Girouard	Financial & Information Analyst	5/23/1994
Julia Griffin	Town Manager	8/1/1996
Gloria LaCasse	Human Resources Coordinator	11/26/2007
Jessie Levine*	Human Resources Director	5/2/2011
Gerald Macy	Computer Technician	10/1/2004
Elizabeth McClain	Director of Administrative Services	4/23/2001
Karen McCusker	Accounting Assistant	6/13/2005
Elizabeth Meade	Tax Collector/Associate Town Clerk	5/29/2000
Michael Ryan	Director of Assessing	9/1/1998
Betsy Smith	Executive Assistant	5/2/1988
Donna Stender	Deputy Tax Collector/Assistant Town Clerk	5/21/2007
Corey Stevens	Director of Information Technology	8/16/1999
David Stewart	Human Resources Director	12/1/2012
FIRE DEPARTMENT		
Roger Bradley	Fire Chief	10/9/1969
Jared Cook	Firefighter/EMT Intermediate	9/13/2005
Robert Diehm	Firefighter/EMT Intermediate	9/27/2007
Christopher Doolan	Firefighter/EMT Paramedic	3/14/2004
Wayne Dunham	Firefighter/EMT Intermediate	8/15/2006
Jeryl Frankenfield	Fire Inspector	9/27/2004
Brian Ellstein	Firefighter/Paramedic	8/13/2006
John Emerson	Firefighter/EMT Intermediate	2/7/2007
Michael Gilbert	Captain	9/10/1998
Michael Hanchett*	Firefighter/Paramedic	5/8/1992
Bertram Hennessy	Captain	3/13/1994
Michael Hinsley	Captain	8/13/1987
Jeremy LaBombard	Firefighter/EMT Intermediate	1/29/2012
Troy Leatherman	Firefighter/EMT Intermediate	5/28/2010
Benjamin Lefebvre	Firefighter/EMT Intermediate	7/24/2006
Scott Letson	Firefighter/EMT Intermediate	9/7/2008
Jeremiah Linehan	Firefighter/Paramedic	1/2/2005
Joshuah Lounsbury	Firefighter/EMT Intermediate	6/30/2009
Blair McClay	Firefighter/EMT Intermediate	11/16/2012
Joshua Merriam	Firefighter/EMT Intermediate	10/3/2008
Robert Mousley	Firefighter/Paramedic	2/25/2003
Judith Stevens	Administrative Assistant	1/2/1994
Jeremy Thibeault	Captain	3/16/2003
Jay Whitehair	Firefighter/EMT Intermediate	7/22/2006
LIBRARIES		
Jeanette Abdelnur-Fadul	Substitute/Circulation Assistant – Part Time	5/25/2010
Peter Appleton	Substitute/Reference Assistant – Part Time	3/07/2011
Heather Backman	Program, Marketing & Outreach Coordinator	10/18/2010
Gary Barton	Youth Services Assistant – Part Time	7/5/2005
Charlotte Bernini	Library Assistant – Part Time	1/1/1984
Helen Bircher	Library Page – Part Time	4/19/1999

<u>Employee Name</u>	<u>Job Title</u>	<u>Date of Hire</u>
<i>(LIBRARIES – Continued)</i>		
Joanne Blais	Public Services Librarian	4/10/2000
Marilyn Blight	Substitute/Reference Assistant – Part Time	7/5/2005
Kristina Burnett	Circulation Supervisor – Part Time	1/5/1998
Janice Chapman	Substitute/Circulation Assistant- Part Time	1/14/1998
Megan Coleman	Substitute/Reference Assistant – Part Time	9/7/2012
Jayne Costello	Substitute/Circulation Asst. – Etna Library PT	11/3/2008
Christine Eickelman	Substitute/Circulation Assistant – Part Time	6/5/2000
Leah Foster	Library Page – Part Time	7/19/2010
Mary Gould	Substitute/Reference Assistant – Part Time	1/5/2009
Janice Grady	Office and Facility Manager	6/27/1988
Mary Hardy*	Senior Public Services Librarian	1/8/1987
Sylvia Jaccaud	Library Page – Part Time	3/4/1997
Lily Leveret	Library Page – Part Time	7/7/2010
Susan Leveret	Substitute/Circulation Assistant – Part Time	8/14/2007
Mary Lockhart	Teen Services Specialist – Part Time	8/13/2009
Michael Morris	Public Service Librarian	2/22/2011
Barbara Prince	Librarian, Etna Library – Part Time	3/3/2000
Denise Reitsma	Youth Services Librarian – Part Time	9/08/1998
Kate Root	Substitute/Circulation Assistant	12/02/2011
Robin Rost	Library Page – Part Time	12/22/2012
Mary Ryan	Technical Services Assistant	7/22/1996
Ann Schofield	Library Assistant II - Part Time	4/6/1984
Susan Shadford	Public Services Librarian – Part Time	8/5/2008
Pamela Smith	Head of Technical Services/Systems Manager	1/10/1994
Stephanie Snelling	Substitute/Circulation Asst. – Etna Library PT	11/3/2008
Amelia Talbert	Circulation Assistant – Part Time	9/21/1994
Cynthia Taylor	Youth Services Assistant – Part Time	6/30/2003
Eric Ticehurst	Library Page II – Part Time	4/1/2000
Caroline Tischbein	Circulation Assistant II – Etna Library PT	6/20/2007
Mary White	Director, Howe Library	7/23/2007
Zuzana Woods	Substitute/Circulation Assistant	3/7/2011

PARKS & RECREATION DEPARTMENT

Elizabeth Burdette	Assistant Director of Parks & Recreation	3/21/2008
Sherry Colfer	RWB Community Center Facility Manager	8/16/2005
Nicole Leonard	After School Program Director	8/18/2008
Gail Schaal	Senior Center Coordinator	10/29/1990
Henry Tenney	Director of Parks and Recreation	7/8/1974
Jeanne Vieten	Parks & Recreation Center Program Assistant	8/18/2003
John Wilmot	Maintenance Worker	5/2/2007

PLANNING & ZONING DEPARTMENT

Jeffrey Andrews	Assistant Building Inspector	2/14/2006
Ryan Borkowski	Building Inspector	2/22/1999
Judith Brotman	Zoning Administrator	10/1/1998
Jonathan Edwards*	Director of Planning and Zoning	8/31/1998
Debbi Franklin	Clerk, Part Time	01/07/08
Beth Rivard	Administrative Assistant	4/7/1999
Victoria Smith	Senior Planner	4/5/1999

POLICE DEPARTMENT

Jeffrey Ballard	Police Officer	6/18/2001
Eric Bates	Detective	2/23/1998
Michael Cahill	Communication Officer	02/13/2011

<u>Employee Name</u>	<u>Job Title</u>	<u>Date of Hire</u>
<i>(POLICE DEPARTMENT – Continued)</i>		
Lisa Camarra	Communication Officer	11/18/1991
Mark Caruso	Parking Control Officer	10/26/1987
Nenia Corcoran	Police Officer	9/30/12
Adriane Coutermarsh	Administrative Clerk	9/10/2007
Bernard Cummings	Communication Officer	8/2/2005
Michael Evans	Lieutenant	4/15/1991
Jeffrey Fleury	Police Officer	10/13/1994
Terry Lynn Follensbee	Parking Facility Cashier	11/3/2008
Daniel Fowler, III	Police Officer	8/21/2008
Nicholas Giaccone	Police Chief	8/20/1973
Daniel Gillis	Sergeant	8/28/1995
Timothy Goodwin	Communication Officer	2/17/2000
E. Douglas Hackett	Communication Services Coordinator	7/22/1999
Ryan Kennett	Police Officer	5/28/2008
Shannon Kuehlwein	Police Officer	4/7/1998
Kevin LaHaye	Communication Officer	10/23/2006
David Luther	Sergeant	8/20/1990
William Marx*	Communication Officer	3/30/2012
Christopher McEwen	Parking Control Officer	12/8/1992
Francis Moran	Captain	5/30/1988
Christopher O'Connor	Prosecutor	10/4/2004
Patrick O'Neill	Lieutenant	1/4/1988
Alan Patterson	Police Officer	3/19/2001
Richard Paulsen	Police Officer	4/29/2002
Marisela Platt	Parking Control Facility Supervisor	10/5/2000
Elizabeth Rathburn	Administrative Secretary	9/4/2002
Steven Read*	Police Officer	6/13/1990
Bradford Sargent	Sergeant	5/8/2000
David Saturley	Communication Officer	2/15/1998
Rolf Schemmel*	Police Officer	7/8/2002
Jeffery Shepard	Police Officer	11/26/12
Christopher Swain	Police Officer	5/14/12
Sheryl Tallman	Records Coordinator	4/28/1997
Matthew Ufford	Police Officer	3/13/2006

PUBLIC WORKS DEPARTMENT

Neal Augustyn**	Custodian	1/9/2006
Francis Austin*	Facilities and Fleet Manager	5/4/1992
Seth Bean	Wastewater Treatment Assistant	8/13/2001
Mark Bean	Stockroom Clerk/Mechanic Assistant	2/13/2006
Christopher Berry	Equipment Operator/Highway Maintenance Worker	3/17/2003
Leonard Bolduc	Sewer Maintenance & Construction Crew Supervisor	7/11/1986
Todd Bragg	Senior Mechanic	7/4/1988
James Cadwell	Equipment Operator/Highway Maintenance Worker	4/21/2008
Todd Cartier	Water Assistant Superintendent	8/2/2010
James Cray	Equipment Operator/Highway Maintenance Worker	12/12/2011
Michael Chase	Operations Manager	5/2/1983
Brandon Corey	Wastewater Treatment Technician Assistant	2/4/2008
Mark Curulla	Custodian	7/31/2006
Roger Darisse	Equipment Operator/Highway Maintenance Worker	8/13/2003
Moses Delphia	Equipment Operator/Highway Maintenance Worker	1/26/2004
William Desch	Urban Forester/Grounds Superintendent	1/1/1990
John Dumas	Water Superintendent	9/21/1998
Ross Farnsworth	Facilities Superintendent	7/12/2010

<u>Employee Name</u>	<u>Job Title</u>	<u>Date of Hire</u>
<i>(PUBLIC WORKS DEPT – Continued)</i>		
David Field	Equipment Operator/Highway Maintenance Worker	4/21/2008
Donald Foster	Fleet Superintendent	5/11/1998
Bernard Hazlett	Water Distribution Worker	9/16/1982
Robert Henry, Jr.	Equipment Operator/Highway Maintenance Worker	1/26/2004
Robert Henry, Sr.**	Grounds Crew Leader	1/1/2007
Lawrence Holmes	Stock Room Clerk	3/30/2012
Terry Jillson**	Administrative Assistant	7/1/2000
Peter Kulbacki	Director of Public Works	12/22/1997
John LaHaye	Equipment Operator/Highway Maintenance Worker	1/27/1997
John Lusona*	Equipment Operator/Highway Maintenance Worker	12/27/2006
Randall MacDonald	Highway Operations Supervisor	3/3/1997
Kevin MacLean	Wastewater Treatment Superintendent	8/18/2003
James Messier	Equipment Operator/Highway Maintenance Worker	8/14/2003
Steven Perry	Equipment Operator/Highway Maintenance Worker	5/29/2002
Wayne Piekarski	Head Custodian	1/17/2006
Mark Roper	Wastewater Chief Operator	8/28/2006
Bruce Sanborn	Equipment Operator/Highway Maintenance Worker	4/19/2008
Richard Scheuer	Wastewater Treatment Technician	6/18/2007
Gary Searles	Fiscal & Database Specialist	6/21/2010
Dennis Smith	Wastewater Treatment Technician	5/9/2000
Brian Smith	Arborist	12/1/2003
Raymond Swift	Sewer Maintenance & Construction Worker	6/15/1987
Matthew Walker	Water Distribution Worker	7/17/2000
Donald Ware	Utility Engineer	11/13/2000

*Indicates employee has left the Town's employment.

**Indicates employee is deceased–died during active employment servicing the Town.



TOWN OF HANOVER

2012 EMPLOYEE “MILESTONES” LIST = 20+ YEARS

# of years	Employee Name	Department	Hire Date	Dept Head Date
43	Roger Bradley	Fire Department	10/9/1969	1986
39	Nick Giaccone	Police Department	8/20/1973	1994
38	Hank Tenney	Recreation	7/8/1974	1974
30	Bernard Hazlett	Public Works	9/16/1982	
29	Michael Chase	Public Works	5/2/1983	
28	Charlotte Bernini	Howe Library	1/1/1984	
28	Ann Schofield	Howe Library	4/6/1984	
26	Leonard Bolduc	Public Works	7/11/1986	
25	Mary Hardy*	Howe Library	1/8/1987	
25	Raymond Swift	Public Works	6/5/1987	
25	Michael Hinsley	Fire Department	8/13/1987	
25	Mark Caruso	Police-Parking Division	10/26/1987	
24	Patrick O’Neill	Police-Parking Division	1/4/1988	
24	Betsy Smith	Town Hall	5/2/1988	
24	Francis Moran	Police Department	5/30/1988	
24	Janice Grady	Howe Library	6/27/1988	
24	Todd Bragg	Public Works	7/1/1988	
22	William Desch	Public Works	1/1/1990	
22	Steven Read*	Police Department	6/13/1990	
22	David Luther	Police Department	8/20/1990	
22	Gail Schaal	Recreation/Senior Ctr.	10/29/1990	
21	Michael Evans	Police Department	4/15/1991	
21	Richard Paulsen	Police Department	4/18/1991	
21	Lisa Camarra	Police Communications	12/18/1991	
20	Francis Austin*	Public Works	5/4/1992	
20	Michael Hanchett*	Fire Department	5/8/1992	
20	Joanne Blais	Howe Library	7/1/1992	
20	Christopher McEwen	Police–Parking Division	12/8/1992	
20	Steven Perry	Public Works	5/29/02	

**Indicates employee has left the Town’s employment.*

Number of employees per department with 20 or more years of employment with the Town of Hanover:

Police: 10
 Public Works: 8
 Howe Library: 5
 Fire: 3
 Recreation: 2
 Town Hall 1

TOWN OF HANOVER

TOWN MODERATOR'S
MESSAGE

&

2013
TOWN MEETING
WARRANT



TOWN MODERATOR'S MESSAGE

Town meeting is the oldest form of government in our country, and is the only “pure democracy” still functioning today. You, the voters, are the legislative body. You can amend, defeat, or pass any of the recommendations made by the Select Board. Any registered voter may speak to any of the items on the agenda and history reports that many motions made from the floor of the meeting have become law.

Many folks will say that attendance at Town Meeting is no longer representative, but the opportunity to come and participate is open to all voters. The opportunity to freely participate and to have our vote counted is the core value of a democratic government.

Rules for Town Meeting:

- Please state your name clearly into the microphone before making your statement.
- No non-voters may participate, except those recognized by the Moderator to offer information or answer a question.
- All substantive motions and amendments must be in writing. In all motions or amendments, try to avoid situations where a negative vote is needed to express a positive intent.
- Only one amendment at a time will be allowed.
- Votes may be manifest by: voice vote, show of hands (holding colored card for visibility) or by secret (yes/no) paper ballot, of a specified color, or marked with a specified letter, for voter clarity.
- Any request for secret paper ballot may be made in writing by five registered voters, and 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 a registered voter. The Moderator will then poll the house. A simple majority controls.
- Try to avoid shutting off debate prematurely. A 2/3 vote is necessary to call the question, and a call itself is not debatable.
- Give all the opportunity to speak once, beginning with the presenter of the motion, then recognize speakers for or against, giving a second chance only after all have spoken at least once.
- All speakers should direct their remarks to the Moderator. In the case of questions, the Moderator shall call upon the appropriate person to respond.
- Each article remains open for further action until the Moderator moves to the next article. After that, the meeting must vote to reconsider a previous article.
- No substantive actions may be taken under the “any other business” article. Votes of appreciation or recognition may be taken, and the Moderator will only call for “ayes.”

It has been my pleasure to serve as your Moderator and to have the privilege to work with the many members of the town staff and the able volunteers whose participation creates a smoothly running election. Running for office or serving on a town board, or volunteering for a town task is what makes our democracy strong. My thanks to the hundreds of folks who have served in a variety of capacities to allow our town to move forward with integrity and caring.

Thank you all.

Respectfully submitted,
Willy Black, Town Moderator

WARRANT FOR THE ANNUAL TOWN MEETING

GRAFTON, ss

TOWN OF HANOVER

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

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

ON TUESDAY, MAY 14, 2013 AT THE GYMNASIUM, HANOVER HIGH SCHOOL, LEBANON STREET, HANOVER, THERE WILL BE VOTING BY OFFICIAL BALLOT FOR THE ELECTION OF TOWN OFFICERS AND ALL OTHER ARTICLES REQUIRING VOTE BY OFFICIAL BALLOT. THE POLLS WILL OPEN AT 7:00 AM AND CLOSE AT 7:00 PM.

ARTICLES SIX THROUGH NINETEEN WILL BE PRESENTED, DISCUSSED AND ACTED UPON BEGINNING AT 7:00 PM AT THE GYMNASIUM, HANOVER HIGH SCHOOL, LEBANON STREET, HANOVER.

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

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

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

The following is on the official ballot:

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

Amendment No.1 would amend Section 204.7 by adding Agriculture, Forestry, and Environmental Research and Education as a use allowed by Special Exception in the “RR” zoning district; amend Section 204.8 by adding Agriculture, Forestry, and Environmental Research and Education as a use allowed by Special Exception in the “F” zoning district; and amend Section 902 by adding a definition of Agriculture, Forestry, and Environmental Research and Education.

*At a public hearing held on March 12, 2013, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.*

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

The following is on the official ballot:

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

Amendment No.2 would amend Section 902 Definition of Essential Service to include “private institutional utilities” in the definition and limit the inclusion of buildings in the definition to “municipal” buildings.

*At a public hearing held on March 12, 2013, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.*

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

The following is on the official ballot:

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

Amendment No.3 would delete Section 317.2(E); add a new Section 330 Athletic Scoreboards which specifies information that may be displayed on such a structure; modify Section 317.1(E) to allow animation on athletic scoreboards subject to certain restrictions and as permitted as a Special Exception and amend the definition of sign in Section 902 to make clear that athletic scoreboards are not signs.

*At a public hearing held on March 12, 2013, the Hanover Planning Board voted to recommend that Town Meeting **adopt** this zoning amendment.*

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

The following is on the official ballot:

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

Amendment No.4 would amend Section 210.1. C by replacing “domestic animals” with “non-household or farm animals”, and modifying that section to allow these animals to be kept on a lot of any size in the “F” district, but only on lots of at least three acres in the “RR” district, except in the case of poultry which can be kept on a lot in the “RR” district less than 3 acres in size only by Special Exception.

*At a public hearing held on March 12, 2013, the Hanover Planning Board voted to recommend that Town Meeting **not adopt** this zoning amendment.*

**BUSINESS MEETING AGENDA
7:00 PM**

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

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

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

A motion will be made to approve Article Eight through Article Thirteen jointly as written; however anyone is free to discuss any part of these articles and may move for separate action on any one article.

ARTICLE EIGHT: To see if the Town will vote to raise and appropriate \$15,203 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2011-2012. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Selectmen For 4 Against 0 Absent 1

ARTICLE NINE: To see if the Town will vote to raise and appropriate \$15,203 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.I, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2011-2012. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

Selectmen For 4 Against 0 Absent 1

ARTICLE TEN: To see if the Town will vote to raise and appropriate \$33,925 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2011-2012.

Selectmen For 4 Against 0 Absent 1

ARTICLE ELEVEN: To see if the Town will vote to raise and appropriate \$21,900 for substantial funding of mid-block pedestrian crossing signage and/or lighting, and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VA and will not lapse until these improvements are complete or June 30, 2018, whichever is sooner.

Selectmen For 4 Against 0 Absent 1

ARTICLE TWELVE: To see if the Town will vote to raise and appropriate \$875,800 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	\$51,000
Bridge Replacement and Renovation Capital Reserve Fund	\$54,500
Building Maintenance and Improvement Capital Reserve Fund	\$50,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund	\$25,000
Fire Department Vehicle and Equipment Capital Reserve Fund	\$56,000
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$270,000
Parking Operations Vehicles & Parking Facility Improvements Capital Reserve Fund	\$65,000
Police Vehicles and Equipment Capital Reserve Fund	\$67,000
Road Construction and Improvements Capital Reserve Fund	\$41,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$130,000
Town Revaluation Capital Reserve Fund	\$10,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund	\$56,300

Selectmen For 4 Against 0 Absent 1

ARTICLE THIRTEEN: To see if the Town will vote to raise and appropriate \$1,563,003 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Ambulance Equipment Capital Reserve Fund <i>Defibrillators</i>	\$75,000
Bridge Replacement and Renovation Capital Reserve Fund <i>Hanover Center Road bridge temporary repairs and additional work on Ruddsboro Road bridge repair 300' west of Chandler Road</i>	\$37,200
Building Maintenance and Improvement Capital Reserve Fund <i>Town Hall doorway and elevator repairs, RW Black Community Center carpet replacement, Police Department replacement of roof and air handling units</i>	\$165,785
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Replace Engine 03 at the Etna Fire Station and the departmental pick-up truck</i>	\$354,100
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Replace three Highway maintenance trucks</i>	\$206,150
Parking Vehicles and Facilities Improvements Capital Reserve Fund <i>Sweeper for the Parking Garage, Parking system meter replacements and technology upgrades</i>	\$340,322
Road Construction and Improvements Capital Reserve Fund <i>Replace traffic signal at Summer and Park Streets</i>	\$128,800
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Vehicle replacement, mower/bagger, building HVAC and other improvements</i>	\$176,646
Town Revaluation Capital Reserve Fund <i>Contracted labor for Town-wide property revaluation program</i>	\$10,000
Water Utility Fund Capital Reserve Fund <i>Dump-truck with trailer</i>	\$69,000

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, 2018, whichever is sooner.

Selectmen For 4 Against 0 Absent 1

END OF ARTICLES PROPOSED TO BE JOINTLY VOTED ON

ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate \$21,586,052 to pay the operating expenses of the Town for the 2013-2014 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.

Selectmen For 4 Against 0 Absent 1

ARTICLE FIFTEEN: To see if the Town will vote to authorize the purchase of a .4 acre parcel located at 44 Lebanon Street, Tax Map 34, Lot 82, for the purchase price of \$600,000, and to raise and appropriate that sum for this purpose by an already committed private donation of \$600,000. No funds raised in this article will come from taxation.

Selectmen For 3 Against 0 Absent 2

ARTICLE SIXTEEN: To see if the Town will vote to raise and appropriate \$25,000 for architectural services to design a gymnasium addition to the Richard W. Black Community and Senior Center for further consideration, and to fund this appropriation by authorizing the withdrawal of this sum from the Land and Capital Improvement Fund. This expenditure is dependent on passage of Article Fifteen. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until this work is complete or June 30, 2018, whichever is sooner.

Selectmen For 3 Against 0 Absent 2

ARTICLE SEVENTEEN: To see if the Town will vote to authorize the Board of Selectmen to accept a gift from Crystal Farr of 21.9 acres of land, Tax Map 1, Lot 15, located on Greensboro Road with the understanding that the Town agrees to the name, David Farr Memorial Field, in honor of David, and the Town agrees to commemorate David with a stone installation to be located prominently on the property identifying the David Farr Memorial Field.

Selectmen For 4 Against 0 Absent 1

ARTICLE EIGHTEEN: (By Petition) To see if the Town will raise and appropriate the sum of \$2,500 to support Mascoma Valley Health Initiative services provided for the residents of Hanover.

Selectmen For 1 Against 2 Absent 2

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

Given under our hands and seal of the Town of Hanover this 9th day of April, 2013.

TOWN OF HANOVER
BOARD OF SELECTMEN
Peter L. Christie, Chairman
Athos J. Rassias, Vice Chairman
Nancy A. Carter, Secretary
William V. Geraghty
Jay C. Buckey, Jr.

(This page intentionally left blank)

Part II

Explanatory Information

Youth-In-Action Child Care for Town Meeting Tuesday, May 14, 2013

YIA will be offering child care from 7:00 p.m. – 9:30 p.m. the night of Hanover Town Meeting. **Families must pre-register for this service by Friday, May 10, 2013.**

Please pre-register by e-mailing Chris Lord at via@dresden.us.

Chapter 1: Information for Town Meeting

Part II: Explanatory Information

What is Town Meeting? All Hanover citizens are encouraged to participate in the yearly Town Meeting, a living example of direct democracy. Town Meeting is a meeting of citizens who come together to form the legislative body of the town. It is held yearly, the second Tuesday in May, to elect town officers, adopt the town budget, and consider other issues that require Town Meeting approval. This year, Town Meeting will be held on May 14th.

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 Five): Voting on Articles One through Five - which includes voting for candidates for office and for amendments to the Hanover Zoning Ordinance - is conducted by ballot during the day of Town Meeting (Tuesday, May 14, 2013) from 7:00 a.m. to 7:00 p.m., in the Hanover High School Gymnasium. The daytime ballot voting is held by secret ballot, referred to as the “Australian Ballot” or the “Official Ballot”.
2. **Business meeting** (Articles Six through Nineteen): Discussion of and voting on Articles Six through Nineteen – including the proposed budget in Article Fourteen - takes place at an open meeting, called the “Business Meeting”, which begins at 7:00 p.m. on Tuesday, May 14th, in the Hanover High School Gymnasium. At the Business Meeting portion of Town Meeting, citizens sit down together and discuss, modify, and vote.

What if you cannot attend? If you cannot attend Town Meeting ...

1. **Ballot items:** You may vote by absentee ballot on the items decided by Australian or Official Ballot voting by requesting an absentee ballot from the Town Clerk’s office at Town Hall, and delivering it in person by 5:00 p.m. the day before Town Meeting or postmarked by mail by 5:00 p.m. on the day of Town Meeting.

2. **Business Meeting items:** You must be present, however, to vote on or contribute to discussion of any Warrant items to be discussed at the Business Meeting. By state law, no absentee balloting is allowed on these items.

How can you register to vote? To become a registered voter, you must be a U.S. citizen, eighteen years or older, and a Hanover resident. Information that must be provided at registration includes name, address (mailing and legal residence), place and date of birth, and proof of citizenship. You may register: (1) at the polls on Town Meeting day, May 14th; or (2) in advance at the Town Clerk's Office in Town Hall up to ten days before the election; or (3) with the Supervisors of the Checklist whose public voter registration sessions are advertised before any election.

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

Ballot Voting Articles One – Five

Voting on Articles One through Five will be conducted by official ballot on Tuesday, May 14, 2013 from 7:00 a.m. to 7:00 p.m. in the Gymnasium of Hanover High School.

Article One: Election of Town Officers

The **Selectmen**, so named because members are selected on Town Meeting day, govern the Town and perform most of the Town's legislative functions as prescribed in the Town Charter, outside the legislative role granted voters at Town Meeting by state law. One position, currently held by Athos Rassias, is up for election in 2013 for a three-year term. Athos Rassias has filed to run for re-election in 2013.

The **Town Clerk** is responsible for overseeing the implementation of all elections and also performs in an official legal capacity, responsible for several areas of Town administration. Charles Garipay, the current Town Clerk, has decided not to seek re-election. Elizabeth A. "Betsy" McClain, the Town's Administrative Services Director, is seeking election to a three-year term.

Both the Howe Library and the Etna Library are Town-supported. Each has a Board of Trustees that governs the respective library in areas of fundraising and some program functions, but they are elected differently based on the type of organization originally established. The **Howe Library Trustees** are elected by members of the Howe Corporation, which is a private non-profit corporation. The Etna Library, which is the original Town Library, is governed by the **Etna Library Trustees**, elected by Town Meeting for a three-year term. One Etna Library Trustee is up for election and the incumbent, Betsy Storrs, has decided not to seek re-election. Elizabeth Cornell and Michelle Guiliano are both seeking election to a three year term for the single Trustee position.

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

Note: The following Articles Two through Five are Amendments No. 1 – 4 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. Three of the amendments to the Zoning Ordinance have been approved by the Planning Board; one amendment was not approved by the Planning Board. The full text of all amendments is included in the Appendix that follows this section of the Town Report.

Article Two: Amendment No. 1: Add a new use, Agriculture, Forestry and Environmental Research and Education, as a use allowed by Special Exception in the RR and F zoning districts (by petition)

At a public hearing held on March 12, 2013, the Hanover Planning Board voted to recommend that Town Meeting adopt this zoning amendment.

Limitations on educational use currently prevent agricultural, forestry, and environmental research and education at all levels, within the Rural Residential (RR) and Forestry and Recreation (F) zoning districts. Only Primary and Secondary Education are permitted by Special Exception in the RR zoning district. Other levels of education are only permitted in the Institutional (I) zoning district, and are permitted by Special Exception in the Service Business and Manufacturing (BM) zoning district.

This creates a problem because it effectively prohibits educational and research activities, other than primary and secondary education, relating to agriculture, forestry, and the environment in the RR district and prohibits all educational uses in the F district. These are precisely the areas where the natural features support agricultural, forestry, and environmental research and educational activities. The proponent notes that it seems short-sighted to not allow these types of educational activities to occur in the natural settings which are best suited for study.

For example, Dartmouth's Organic Farm is located on Lyme Road in the RR zoning district, and is an ideal learning location with its fields, forests, and farm buildings. The College is allowed to have student farmers on the site to grow and harvest crops but, by current zoning, is not allowed to conduct research on-site related to agriculture, the environment or forestry; to host classes on-site or to have buildings which would support agricultural, forestry, or environmental research and education.

Allowing a limited range of educational and research uses in the RR and F zoning districts - with appropriate controls to ensure protection of the environment and abutting property owners - would provide opportunities to both Dartmouth students and the community at large to benefit from environmental research and education in a natural setting.

These proposed changes would allow agricultural, forestry, and environmental research and education activities to take place in areas with a diversity of ecosystems that are directly related to the topics being studied. In some cases (such as at the Dartmouth Organic Farm) new buildings that would support educational uses associated with the natural features of a site would help to facilitate and enhance the educational experience. There are no numbered State highways abutting parcels in the F zoning district, meaning that the educational uses would be limited to outdoor activities or space within existing buildings. The only numbered State highway abutting

parcels in the RR zoning district is Route 10 (Lyme Road). Most of the properties along this road are in single-family use, with the Dartmouth Organic Farm being a notable exception. The requirement for a Special Exception ensures that uses associated with agricultural, forestry, or environmental research and education would be thoroughly reviewed to avoid adverse impacts to the surrounding area.

The amendment proposes these specific changes to the Zoning Ordinance:

1. Add a new definition to Article IX, Section 902 of the Zoning Ordinance for a use designated as "Agricultural, Forestry, and Environmental Research and Education".
2. In the definition, restrict new buildings associated with the educational use to parcels having frontage on a numbered State Highway, thereby limiting any construction associated with Agricultural, Forestry, and Environmental research and education to areas relatively close to the core of Hanover, and preventing development in the more remote areas.
3. Allow this new use by Special Exception in the Rural Residential and Forestry and Recreation zoning districts.

This proposed amendment is consistent with several aspects of the *Master Plan*:

The introduction to Chapter 4 of the *Master Plan* (Natural Resources) emphasizes "...the importance of accepting natural resources as the essential infrastructure underlying Hanover's quality of life." Agricultural, forestry, and environmental research and education are all focused on enhancing understanding and appreciation of the natural environment. Rather than jeopardizing the unique and diverse resource base in this section of Hanover, the proposed change is intended to facilitate activities which celebrate and sustain this resource base, and which allow both Dartmouth students and the community at large to experience broader and more meaningful interactions with their natural surroundings.

Chapter 5, Open Space Lands, identifies "outdoor education" as an open space benefit valued in Hanover.

Article Three: Amendment No. 2: Add private institutional utilities to the definition of Essential Services (by petition)

At a public hearing held on March 12, 2013, the Hanover Planning Board voted to recommend that Town Meeting adopt this petitioned zoning amendment.

Under the current Town Zoning, private institutional utilities are treated differently than public or municipal utilities because they are not considered "Essential Services". The proponents contend that there does not appear to be any rational basis for this omission because institutional utilities function in the same way that municipal, public or governmental utilities function. Their operation and maintenance is equally essential to the protection of public health, safety, and welfare. By including institutional utilities in the definition of Essential Services, they would be subject to the same requirements as other utilities and any existing nonconformity would be eliminated.

Addition of private institutional utilities to the definition of Essential Services will bring those utilities within the same category and review process as other utilities in the Town. This process is important to the continued upgrade of private institutional underground utilities. To the extent that certain private institutional utilities are preexisting, nonconforming uses, they will become conforming. It will also streamline review of the erection, construction, and maintenance of institutional utilities while assuring protection of public health, safety, and welfare.

The *Master Plan* acknowledges that:

“The provision of municipal services is an important element in promoting and protecting the health, safety, and general welfare of any community. Hanover's municipal facilities and public and *private utilities* are the infrastructure that supports its local residents, businesses, institutions, and visitors.” (emphasis added. Chapter 11: Municipal Facilities and Services)

The College manages and maintains underground steam lines, chilled water facilities, and electric and telecommunications facilities for the benefit of the campus and its visitors.

College utilities not only meet the College's electricity needs, but also protect members of the public who use College facilities. (Chapter 11, page 25)

Finally, the *Master Plan* recommends that “[u]ndergrounding of utilities is an important part of the Downtown Vision” (Chapter 11, page 25). As the College continues to provide utility services to the campus and community and to continue efforts to underground utilities, the ability to effectively and efficiently erect, construct and maintain these private utilities should be permitted in the same fashion as other public utilities.

Article Four: Amendment No. 3: Add a new section, Athletic Scoreboards (by petition)

At a public hearing held on March 12, 2013, the Hanover Planning Board voted to recommend that Town Meeting adopt this petitioned zoning amendment.

In the proponent's view, restrictions on the type of information provided on athletic scoreboards per Section 317.2(E) of the Hanover Zoning Ordinance and the prohibition regarding animation per Section 317.1(E) of the Ordinance unreasonably restrain the use of contemporary athletic scoreboards by both public and private institutions in the Town.

Section 317.2(E) of the Ordinance limits the content of athletic scoreboards to the following:

- Names of home and visitor teams
- Institutional logo
- Team name
- Field name
- Name of field donor

The current Ordinance does not specifically allow for depiction of the score of the athletic event, or for content such as down, quarter, or period. The Ordinance could permit athletic scoreboards to display general information about the event being played as well as information regarding the facility, other athletic and institutional events, and other information customarily displayed on

athletic score boards. In the proponent's view, there is no rational basis for restriction on the content of athletic scoreboards, and the regulation of information content on scoreboards does not promote municipal interests. The elimination of content restrictions would permit scoreboards to adapt to current technology and practices.

Section 317.1(E) of the Ordinance prohibits "...flashing or animated signs with visible moving parts or intermittent lighting to create the visual effect of movement...". While this type of restriction may be based upon aesthetic values and public safety, the limited exposure and visibility of athletic scoreboards distinguishes them from signs in general. Athletic scoreboards are contained within an athletic venue, and are intended solely to provide information to the limited audience of attendees of the athletic event. This differentiates scoreboards from promotional signs, which are typically located so as to be visible from the public way and are by their nature designed to attract attention. Given this differentiation, the aesthetic and public safety rationale for applying sign regulations to athletic scoreboards is significantly diminished. Contemporary athletic scoreboards frequently include some form of animation (for example, the use of video images for instant replays), and stream information regarding sponsors and concessions. In order to address any public concerns regarding the use of animated scoreboards, the proponents suggest that their use be subject to review by the Zoning Board of Adjustment as a Special Exception.

The proposed solution to the stated problem is to eliminate athletic scoreboards as a category of signs, and address them separately as a specific use permitted by Special Exception, thereby protecting adjoining properties from adverse impacts and ensuring that the scoreboards address only their primary function of providing information to spectators at and participants in the athletic events being held at the site supported by the scoreboard.

The Introduction to Chapter 3 of the *Master Plan* (Land Use and Community vision) states that —among other things —the "attractive elements" that give Hanover a "distinctive New England character" include "an active college center and associated cultural, *sports* (emphasis added), and recreational amenities." A critical component of the sports amenities associated with both Dartmouth and the Town in general are up-to-date modern facilities providing users with a high-quality sports experience. The proponents believe that a modern system of athletic scoreboards helps to enhance the quality of a sporting event, and its attractiveness to spectators.

Article Five: Amendment No. 4: New lot size limits for the keeping of non-household or farm animals in the RR zoning district (by petition)

At a public hearing held on March 12, 2013, the Hanover Planning Board voted **not** to recommend that Town Meeting adopt this petitioned zoning amendment.

The current Ordinance allows the keeping of poultry, horses and other domestic animals as an accessory use in the F and RR zoning districts. Different rules apply in the SR, GR and I zoning districts.

Certain lots located in the RR zoning district are smaller than the current three-acre minimum lot size now required for the RR zoning district. Many of these lots are located in older established subdivisions which are now essentially single family residential neighborhoods. An allowed Accessory Use in the RR zoning district is the raising or keeping of poultry, horses and other non-household or farm animals.

Proponents of this amendment feel that the keeping of horses, cows, pigs, sheep, etc., in a densely populated single family residential neighborhood with lots of less than 3 acres, with the resulting manure, urine, smell and pests, will cause too great a negative impact on the health, safety and property values of the neighbors. In addition, the keeping of these large animals on a lot less than 3 acres, which must exclude the space needed for a house, driveway and septic system, is not practical or in the best interest of the animals' safety and wellbeing.

This amendment proposes that in Section 210.1 C the words "domestic animals" be replaced by the words "non-household or farm animals", and specifies that the revised section allow these animals to be kept on a lot of any size in the F zoning district, but only on lots of at least three acres in the RR district, except in the case of poultry which can be kept on a lot in the RR district less than three acres in size only by Special Exception.

Business Meeting Voting Articles Six through Nineteen

Article Six: Election of Additional Town Officers

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

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

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

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

One **Pine Park Commissioner** for a term of three (3) years to participate in overseeing the maintenance and use of Pine Park.

Article Seven: Resolutions

During consideration of this article, the Parks and Recreation Board will read a resolution honoring the Recreation Volunteer of the Year. Several additional citizens will also be honored during this phase of the meeting.

A motion will be made to approve Article Eight through Article Thirteen jointly as written, however anyone is free to discuss any part of these articles and may move for separate action on any one article.

Article Eight: Distribution of Revenue into the Land and Capital Improvements Fund

The 1999 Town Meeting voted to create a Land and Capital Improvements Fund and a Conservation Fund, and then annually to consider taking the proceeds from the preceding fiscal year's Land Use Change Tax (a penalty tax charged when land is removed from Current Use) and distributing one-half to the Land and Capital Improvements Fund and one-half to the Conservation Fund. This article distributes \$15,203 of the Land Use Change Tax revenue (one-half of the total of \$30,406) from the fiscal year 2011-2012 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 unencumbered balance of roughly \$10,531, prior to action on this or any other article on this warrant.

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2013.

Article Nine: Distribution of Revenue into the Conservation Fund

Mirroring the action in the preceding warrant article, this article distributes one-half of the fiscal year 2011-2012 Land Use Change Tax revenue (\$15,203) into the Conservation Fund. This fund can be utilized to purchase conservation land, conservation easements, or to implement land conservation-related activities. The current balance in this Fund is roughly \$138,000, prior to action on this or any other article on this warrant.

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2013.

Article Ten: 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. At the May 2000 Town Meeting, residents voted to collect the additional \$5.00 surcharge 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 \$33,925 (the surcharge collected in fiscal year 2011-2012) into the Municipal Transportation Improvement Fund. The current balance in this Fund is roughly \$5,800; if this warrant article passes, the unencumbered amount remaining in this fund will be approximately \$39,757.

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2013.

Article Eleven: Appropriation of Funds for Installation of Pedestrian Lighting at Crosswalks

The Board of Selectmen proposes to use \$21,900 from the Municipal Transportation Improvement Fund to fund the purchase of a minimum of two sets of crosswalk lights as part of an effort to better light the Town's more heavily utilized crosswalks. Town staff has identified several crosswalks that are difficult to see by approaching drivers. Our traffic signal and ornamental streetlight provider has helped staff to develop downward focused streetlights that can be installed at either end of a crosswalk and powered by solar panels. Town staff hopes to pilot installation of two sets of these crosswalk lights in FY 2013-14 and then to begin regularly budgeting for additional sets over the course of the next several years.

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre Town Meeting public hearing on April 1, 2013.

Article Twelve: Payment into Capital Reserve Funds

This article appropriates and authorizes the payment of monies into various Capital Reserve Funds. All of these actions are taken as part of the recommended budget for fiscal year 2013-2014. The Town has a history of regular, annual contributions to these various funds and then, as required, expending monies from the funds to replace vehicles and equipment, or for other stipulated purposes of the fund.

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2013.

Article Thirteen: Withdrawals from Capital Reserve Funds

There are several Capital Reserve Funds established to smooth out the budget impact of purchases of significant pieces of equipment and vehicles. The previous warrant article authorizes the deposit into these funds; this warrant article authorizes the withdrawal from the specified Capital Reserve Funds for purchases of equipment and vehicles, or for other stipulated purposes of the Fund.

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2013.

END OF ARTICLES PROPOSED TO BE JOINTLY VOTED ON.

Article Fourteen: Proposed Municipal Budget for Fiscal Year 2013-2014

Given the significant economic downturn that has impacted the national, state and regional economy over the past 4 years, and complicated by: 1) continued downshifting by the NH Legislature that has resulted in reductions in multiple elements of state-shared revenue and elimination of State support for the retirement costs of municipal police and fire employees; 2) double digit increases in the mandatory employer contribution made on behalf of all municipal employees to the NH Retirement System resulting from severe underfunding of the System's financial obligations; 3) reduction in revenue related to a lull in building permit activity on the Dartmouth campus and reduction in interest income due extremely low interest rates; and 4) cost

pressures related to soaring gas and oil prices, the Board of Selectmen directed Town staff to prepare a budget that continues current service levels but undertakes no significant new programs or initiatives. Through a series of four public hearings held by the Board of Selectmen in late February and early March, a final Proposed Budget for FY2013-2014 was adopted which would increase by 3.3% the amount to be raised by taxes.

The table below outlines the net appropriation required by this warrant article, which when added to all of the additional appropriation warrant articles outlined above, funds the Town's total budget for the fiscal year 2013-2014.

Appropriation for the Proposed Municipal Budget for FY 2013-2014	\$21,586,052
Appropriation for Payment into Various Capital Reserve Funds (Warrant Article #12)	\$ 875,800
Appropriation for Purchases to be Funded from Withdrawals from Various Capital Reserve Funds (Warrant Article #13)	\$ 1,563,003
Appropriation from Municipal Transportation Improvement Fund (Warrant Article #11)	<u>\$ 21,900</u>
Grand Total of All Funds – See Budget Overview on page 56	<u>\$24,046,755</u>

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2013.

Article Fifteen: Appropriation of Donated Funds for Purchase of 44 Lebanon Street for Potential Community Center Expansion

A .4 acre parcel located at 44 Lebanon Street -- which is adjacent to the Summer Park residential complex, the Richard W. Black Community and Senior Center and the municipal parking lot located at 46 Lebanon Street -- was recently put on the market for sale. The attached aerial photo depicts the location of the parcel. The property, owned by Elizabeth Crory and Theodore and Anne Thompson, contains a home with four apartment units and a multi-car detached garage. The listing price is \$750,000 but the Town has negotiated a purchase price of \$600,000. Thanks to the generosity of an anonymous local donor, the Town has been offered a donation of \$600,000 to enable the purchase of the property, so that the Town will have the time to carefully consider options for potential expansion of the Richard W. Black Community and Senior Center.

When the Town acquired the property on which the current Community Center resides, we did so knowing it was ideal for its in-town location but had limitations in terms of the ability for the Town to construct a full size gymnasium to serve the community. Currently, the Town must rely on the availability of the Ray and Richmond Middle School gymnasiums to run all of our Recreation Department programs and the demand for gym space far exceeds the number of hours made available to the Town by the School District. The Town is also required to pay for the gym time it utilizes in the School's gyms. The High School gym is not available for Town use for Recreation Department programs. If the Town acquires the 44 Lebanon Street parcel and merges it with the adjoining Community Center parcel, the newly enlarged parcel will accommodate the addition of a regulation gymnasium attached to the south side of the Community Center building, and construction of additional parking required by zoning.

Addition of a regulation gym would enable the Town to offer many more exercise classes during the school day (including expanded senior exercise classes that are now size limited given the smaller size of the Community Center's multi-purpose room), to accommodate more frequent practices for our many elementary and middle school basketball teams, and to enable open gym time for volleyball, floor hockey, pick-up basketball, martial arts, etc.

As such, Article Fifteen seeks Town Meeting authorization to acquire the 44 Lebanon Street parcel, to be purchased utilizing a very generous private donation. No tax dollars will be raised for the purchase of the property. Acceptance of this gift and purchase of 44 Lebanon Street does **not** commit the Town to any specific use of the property.

Article Sixteen seeks an appropriation of funds from the Land and Capital Improvements Fund so that the Town can retain an architect to design a gymnasium addition and prepare construction cost estimates. While that work is underway, the Town plans to assemble a Gymnasium Planning and Fundraising Committee to pursue an active fundraising campaign, with the goal of returning to Town Meeting in 2014 with recommendations for community consideration. The current hope is to raise the funds for a percentage of the cost of construction of the gymnasium addition through private fundraising, the balance to be raised through bonding or other forms of public financing, as approved by a future Town Meeting.

It is anticipated that the Town will maintain the four rental units currently contained within the 44 Lebanon Street building and intends to direct the revenue into a fund that will be set aside to help fund potential construction of the new addition.

The Board of Selectmen voted 3-0, with two members absent, to support this warrant article during the second Pre-Town Meeting public hearing held on April 8, 2013.

Article Sixteen: Appropriation of Funds for Preliminary Design of Community Center Gymnasium

As noted above, Article Sixteen seeks an appropriation of \$25,000 from the Land and Capital Improvements Fund so that an architect can be retained to develop a design and cost estimates for the gymnasium addition.

The Board of Selectmen voted 3-0, with two members absent, to support this warrant article during the second Pre-Town Meeting public hearing held on April 8, 2013.

Article Seventeen: Acceptance of Farr Property Donation

This warrant article asks Town Meeting to authorize the Board of Selectmen to accept a gift from Crystal Farr of 21.9 acres of land, Tax Map 1, Lot 15, located on Greensboro Road. A map depicting the location of the property is included in Appendix C.

When David Farr, Crystal's late husband, created lots at 153 and 155 Greensboro Road to accommodate single-family homes and moved the barn to be converted to condominium units, it was his intention to donate the remaining 21.9 acres of land to the Town for recreation and conservation purposes. This piece of property adjoins the Town's Shed 2 used by the Department of Public Works for materials storage. In the near future, the Town contemplates moving these operations to other Town land off Medical Center Drive. At that time a plan for recreation and conservation use of the Shed 2 and Farr properties will be created depending on the ideas of

neighbors and other Hanover residents alike. This recreation/ park concept will be developed as future Town funding allows.

The Farr property has for many years been used for softball and more recently for youth soccer and football. The property, which straddles Mink Brook, boasts over 1,300 feet of Mink Brook frontage and a large area of Mink Brook floodplain. Wooded wetlands, wet meadows and seasonally wet fields provide wildlife habitat and floodwater storage as well as opportunities for field sports, hiking and appreciation of nature. The land on the south side of the brook includes steeply sloped hillsides with ledges that beg to be explored and connections with trails on abutting lands.

In concert with the Farr family's wishes, the Town will name the recreational field the David Farr Memorial Field and commemorate David with a stone installation to be located prominently on the property.

The Board of Selectmen voted 4-0, with one member absent, to support this warrant article during the Pre-Town Meeting public hearing held on April 1, 2013.

Article Eighteen: Funding Request for Mascoma Valley Health Initiative (By Petition)

This warrant article was submitted by petition and will be presented for discussion by the petitioners. Funding in the amount of \$2,500 is sought for FY 2013-14.

Other Items

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

APPENDIX A

Full Text of Proposed Amendments to the Hanover Zoning Ordinance

(text proposed to be amended is shown in *bold italics* and ~~*bold italic strikethrough*~~)

Full Text of Article Two

Amendment No. 1: Add a new use, Agriculture, Forestry and Environmental Research and Education, as a use allowed by Special Exception in the RR and F zoning districts (by petition)

Add the following new definition to Article XI, Section 902:

Agriculture, Forestry, and Environmental Research and Education: Research and educational activities for all age levels on topics relating to agriculture, forestry, or the environment. These activities may be conducted in the outdoors or inside a building. New buildings specifically constructed to house activities associated with agricultural, forestry, or environmental research and education activities may only be located on lots having frontage on a numbered State Highway. All area and dimensional requirements shall be as specified in the underlying zoning district.

Add *Agriculture, Forestry, and Environmental and Research Education* as new uses allowed by Special Exception to the tables of uses in the Rural Residence (Table 204.7) and Forestry and Recreation (Table 204.8) zoning districts.

Full Text of Article Three

Amendment No.2: Add private institutional utilities to the definition of Essential Services (by petition)

Amend the definition of Essential Services in Article IX, Section 902 as follows:

Essential Services:

The erection, construction or major alteration by public utilities, *private institutional utilities*, or municipal or other governmental agencies of underground or overhead gas, electrical, sewer, steam, or water transmission or distribution systems, including poles, wires, mains, drains, sewers, pipes, conduit cables, and similar equipment and accessories in connection therewith, and including *municipal* buildings, reasonably necessary for the furnishing of adequate service by such public utilities or municipal or other governmental agencies or for the public health or safety or general welfare. *Private institutional utilities shall be subject to Public Works and Building Code review and applicable permitting.* For the purposes of this Ordinance, Essential Services shall not include the replacement of facilities (other than *municipal* buildings) or minor relocations or minor additions such as street lights, hydrants, wire, electrical transformers, fire alarm boxes or pipes.

Full Text of Article Four

Amendment No. 3: Add a new section Athletic Scoreboards (by petition)

- 1) Delete Section 317.2(E) in Article III of the Ordinance, and re-letter following subsections accordingly.

~~*E. Athletic scoreboards bearing the name of the home and visitor teams as well as institutional logo, team name, name of the field and the name of the field donor(s) are permitted for public or private institutions. Scoreboards shall not display commercial advertising of any type.*~~

- 2) Add a new Section (330) to Article III, which would read as follows:

Athletic Scoreboards

Athletic scoreboards will be a permitted use in any district, must be located on the same lot as the athletic facility served, and are subject to review and approval by the Zoning Board of Adjustment as a Special Exception pursuant to Section 206 of the Zoning Ordinance. Athletic scoreboards may display:

- A. Information pertinent to the event and facility*
- B. Recognition of donors and sponsors by name only*
- C. Other general athletic or institutional information*
- D. Any other information customarily displayed on contemporary scoreboards, but not to include commercial advertising.*

- 3) Modify Section 317.1(E) to read "No flashing or animated signs with visible moving parts or intermittent lighting to create the visual effect of movement are permitted. *Animation will be permitted on athletic scoreboards subject to the restrictions stated in Section 317.6 and as permitted by the Zoning Board of Adjustment as a Special Exception under Section 206.*"
- 4) Amend the definition of "sign" in Section 902 of the Zoning Ordinance to read: "For the purposes of this Ordinance, the word "sign" includes "billboard", but does not include *athletic scoreboards*, street or traffic signs or warnings, or the flag, pennant, or insignia of any nation, group of nations, state, city, or other governmental units."

Full Text of Article Five

Amendment No. 4: New lot size limits for the keeping of non-household or farm animals in the RR zoning district (by petition)

210.1 C Gardens and Animals:

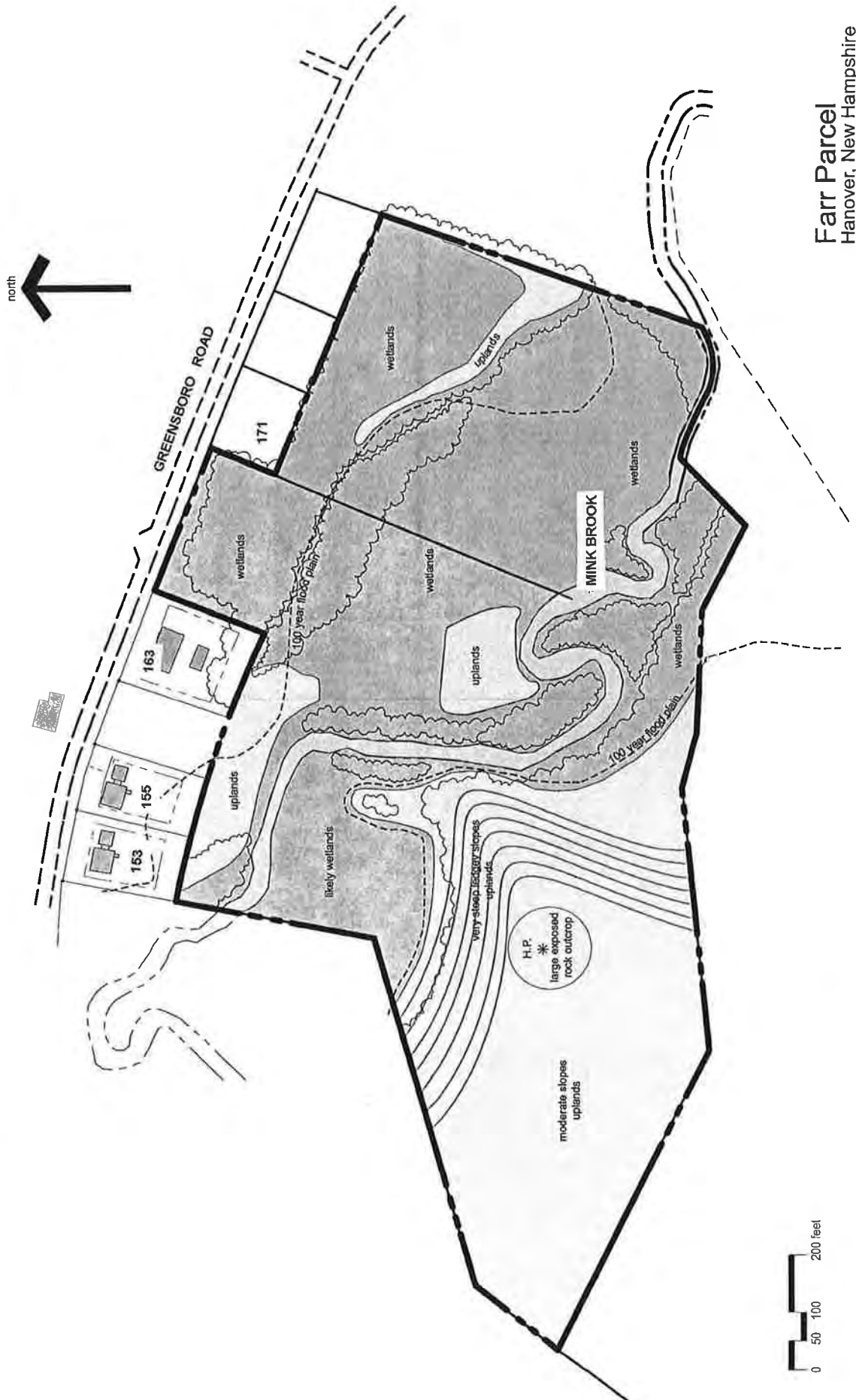
Cultivating the soil, harvesting crops, and raising or keeping household animals not for gainful business. The raising or keeping of poultry, horses or other *non-household or farm animals* ~~*domestic animals*~~ whether or not for gainful business is permitted as an accessory use in the F ~~and RR~~ Zoning Districts; *and in the RR Zoning District on lots with a minimum size of 3 acres. The raising or keeping of poultry on a lot less than 3 acres is allowed only by Special Exception in the RR Zoning District.* In the SR, GR and I Zoning Districts the keeping of poultry, horses, or other non-household animals as an accessory use is permitted only when not for gainful business and only by Special Exception.

(This page intentionally left blank)

APPENDIX B - MAP FOR ARTICLE 15



APPENDIX C - MAP FOR ARTICLE 17



Farr Parcel
Hanover, New Hampshire
Site Analysis (Preliminary)
Sauder + Flynn, Ltd. 02.03.06

REPORT OF THE BOARD OF SELECTMEN AND TOWN MANAGER

Hayes Farm Park Takes Shape

In 2010, Town Meeting authorized the purchase of the Hayes Farm property in Etna, utilizing a combination of funding sources including private donations, the Land and Capital Improvements Fund and the Conservation Fund. Joint efforts by the Conservation Commission and Hanover Conservancy led to permanent conservation of the upper portion of the property, the merging of that parcel with another adjacent conserved parcel, and creation of a bird sanctuary which is now being enjoyed by the public.

At the same time, Town staff, the Etna Library Trustees and the Town's Parks and Recreation Board began to plan for a small addition to the Etna Library to insure handicap accessibility, construction of a parking lot adjacent to the Library and enlargement of a playing field and parking area behind the Etna Fire Station. Attendees at the 2012 Town Meeting authorized funding for these improvements and all of the work is now nearing completion. By late spring of 2013, the Library addition, parking lot and new landscaping will be completed and the field improvements and parking area behind the Fire Station finalized.

This small jewel of a project is the essence of a good old fashioned Hanover project. Careful planning over several years, generous private donations buttressing Town funding, community support and a participative process, and sweat equity provided by design professionals and Town staff all resulting in a project that will benefit many members of the community and will preserve the open fields long associated with an old village farm property. The Town is very grateful to the many donors and volunteers who helped to make this project possible.

Kate Connolly Retires

Kate Connolly joined the Town as an active volunteer back in 1980, when she was recruited to join the Zoning Board of Adjustment. Mind you, the legally technical ZBA is not for the faint of heart, requiring the ability to interpret the Town's Zoning Ordinance with razor-sharp focus. Clearly Kate's scientist mind steered her towards this type of initial volunteer service on behalf of the Town, and the ZBA and Hanover benefitted from her involvement for eight (8) busy years.

Then, in 1988, Kate heard the siren call of the Hanover Board of Selectmen. And lo and behold, twenty-four (24) years later, Kate officially retired from the Board of Selectman in May of 2012. Just like that, 32 cumulative years of truly herculean service to the community seemingly flew by.

We cannot even begin to tally up the number of hours Kate has devoted to this community. Added to her many hours of Selectmen's meetings dealing with a myriad of mundane and not-so-mundane issues, Kate also served as:

- The Selectman's liaison to first the Conservation Commission and later, her first love, the Planning Board – a Board on which she continues to serve now as a regular volunteer;
- One of Hanover's three representatives to the Upper Valley Lake Sunapee Regional Planning Commission, including service as the organization's Treasurer – also a Commission on which she continues to serve;
- Town representative on countless working groups, taskforces and blue ribbon committees on just about everything having to do with master planning, zoning, transit, town infrastructure, and legislative policy;
- Town representative to the New Hampshire Municipal Association, traipsing down to Concord weekly for critical meetings during each annual legislative session;

- A member of Hanover’s Advisory Board of Assessors;
- As the Board liaison to the Senior Citizens Advisory Committee;
- As Board liaison to the Howe Library Corporation’s Board of Trustees, and, last but not least,
- As roving ambassador for Hanover in visits to both of our sister cities, Joigny in France and Nihonmatsu in Japan.

In essence, serving this community is Kate’s life and in so many countless ways Hanover has benefitted from her logical approach to all things, her detailed memory of everything that has transpired in this community over the past 32 years, and her amazing appetite for all things municipal government. Bravo Kate.....for your dedication, your selfless service, and, when all else fails, your marvelous sense of humor.

THE FY 2013-2014 BUDGET

The Proposed Budget for FY 2013-14, as adopted by the Board of Selectmen for action by Town Meeting, recommends combined total appropriations of \$24,046,755 for the General Fund, Fire Fund, Ambulance Fund, Water Reclamation Facility Fund, Water Utility Fund and the Parking Fund.

Of the total appropriations, \$8,649,940 is to be raised from property taxes, an increase of \$323,286 or 3.9% over the amount raised in FY 2012-13. Taking into account the expected \$10 million increase in total assessed valuation, the budget requires a municipal General Fund tax rate increase of 3.35%.

Of the total appropriations, \$1,834,903 represents capital purchases. These purchases are offset by appropriations of revenue from the many capital reserve funds set aside for these purposes.

Expenditures net of capital projects represent a total of \$22,211,852 representing a 2.4% increase over total expenditures net of capital projects for FY 2012-13. The components of expenditures are outlined in detail below, by fund.

Fiscal Climate

For what is now the fifth year in a row, the budget has been developed in the midst of what continues to be an enormously complex economic downturn, further complicated by the a debilitating level of political partisanship at the national and state levels. To say that political dysfunction rules would be an understatement. Sadly, local communities and our citizens are suffering as a result – either as their local property taxes increase because local communities are attempting to shoulder the service burdens abdicated by the Federal and State government, or as services are reduced to avoid the specter of raising taxes or fees. Whether we at the local level stand by and watch Federal programs defunded or State programs eviscerated or completely eliminated, in the final analysis, downshifting abounds and the buck stops at the local level. Just a few examples of the “death by a thousand cuts” phenomenon that continues to challenge us at the local level include:

- Elimination of multiple Federal Department of Transportation transit and transportation funding programs upon which our region has relied for transportation and transit capital improvement funds, combined with a \$700 million shortfall in the State’s Transportation capital budget, resulting in increasingly under-maintained roads and bridges;
- Steep Medicare and Medicaid funding cuts at the Federal level, compounded by the State’s “grabbing” of Medicaid funds to balance the State budget – funds which have traditionally been paid to hospitals and social service agencies – which has severely impacted the operations of local social service agencies, resulting in increasing numbers of seniors and the poor seeking help from local municipal welfare offices, Hanover’s included;
- The State’s elimination of general revenue sharing and shared Business Profits Tax in FY 2010 which previously returned \$177,000 per year in revenue to Hanover (a 2.2% tax rate impact);

- Elimination of the State’s 35% subsidy for Group II public safety employees in 2011 (\$120,511 or a 1.5% tax rate impact), coupled with the unrelenting biannual increases in employer mandated contributions resulting from years of mismanagement of the State’s Retirement System investment portfolio;
- Reduction in the motor vehicle registration fee assessed by the State in 2012, resulting in the loss of \$30,000 in State shared revenue which Hanover traditionally utilized to offset the annual paving program (a .5% tax rate impact);
- A “temporary suspension” in the statutorily-established increase in amount of Meals and Rooms tax to be shared with municipalities by the State, in spite of the general growth of that revenue source – what should have been a continued steady climb toward sharing a full 40% of the revenue source with municipalities stopped at 28% and has slid back down to 24% as of 2012.
- “Delaying and Deferring” (aka: expropriating) the statutorily required 20% State Aid Grant for all water, wastewater and landfill projects, including a total of \$557,000 owed in equal installments over five years to Hanover for our most recently completed wastewater treatment plant upgrade;
- Wholesale reductions in State staff across a host of State agencies, from Health and Human Services to Environmental Services, State Police to Revenue Administration, Department of Transportation to Department of Resources and Economic Development, leading to elimination of many State services and much longer delays in receipt of State services that communities rely upon (motor vehicle, permit review and issuance, legal support from the Attorney General’s Office, maintenance of State roadways, bridges and streetlights, etc.);
- Significant increases in State fees as the State has looked to boost its revenue, from dam permits to wetlands permitting, State-mandated laboratory testing to State-issued certifications;
- Plummeting interest earnings from investment of short term capital, which once generated as much as \$350,000 per year and now hovers around \$50,000 (a 3.5% tax rate impact);
- And the floor amendment adopted by Town Meeting last May, raising the Veteran’s Tax Credit to the maximum \$500 allowed by state law resulted in the need to raise an additional \$72,000 in tax revenue as many additional veterans chose to register for the significantly higher, permanent property tax credit - resulting in an additional 1% increase in the municipal tax rate.

And with that as backdrop, we now sit, poised on a precipice – awaiting the cumulative impact of “sequestration” at the Federal level, with substantial budget cuts emerging across a wide swath of agencies that provide funds to states for local community projects; while on the other hand, at the State level newly elected Governor Hassan faces a daunting line of State agencies, the University and Community College System, cities, towns, social service agencies and many other worthy causes, all holding out their hands, asking for restoration of draconian State funding cuts implemented over the past four years. While her proposed budget for the 2013-2014 biennium recommends restoring several forms of aid to cities and towns along with restoration of budget cuts that have severely impacted mental health services, several State agencies on which Towns rely for support, the State’s Superior Court system which faces serious case backlogs due to judge shortages, the network of Community Health Centers, and school catastrophic and building aid, the revenue side of her proposed budget depends on approval of one very controversial, highly regulated gambling casino. Our State Legislature is clearly a body divided between a Democratic-controlled House that opposes gambling and supports increased taxes on cigarettes and gas, and a Republican-controlled Senate that would appear to support a casino and opposes any tax increases or new taxes. From where cities and towns now sit, the upcoming State budget is anything but clear in terms of whether there is any relief in sight. What Governor Hassan has clearly **not done** is to recommend restoring any of the revenue to cities and towns that was previously “**used**” by the State to balance their own budget over the past four years. We have to continue to assume that none of that revenue is coming back anytime soon.

Highlights – Tax Supported Funds

General Fund: The General Fund Proposed Budget for FY 2013-14 recommends appropriations totaling \$13,361,940, which represents an increase of \$341,345 or 2.6% above the appropriation for FY 2012-13. Taking into account the benefit of the growth in total assessed valuation (projected to be \$10 million) and netting out the General Fund's capital reserve expenditures totaling \$569,835 which are offset by the transfer in of revenue from various reserves, a **General Fund tax rate increase of 3.35% is required to fund this budget, taking the tax rate from the current \$4.18 to \$4.32.**

Revenue

1. The Proposed Budget assumes an estimated \$10 million increase in total assessed valuation which generates an additional **\$41,800** at the current tax rates above the tax revenues budgeted for FY 2012-13.
2. We continue to be challenged in maximizing our short-term interest earnings in this climate of 3-month Treasury Bill rates hovering at zero. Consequently, we have further reduced our projected earnings by **\$20,000** (from \$70,000 budgeted in FY2012-13 to \$50,000 in the proposed budget) to reflect these increasingly lower yields. Given that we previously saw revenue in the range of \$350,000 from short-term interest earnings, this continues to represent a significant hit on local municipal budgets.
3. Rooms and Meals tax revenue is up slightly for FY 2013-14, although staff continues to worry that this source of revenue is the next likely down-shifting victim if the State's revenue picture continues to underperform this year or the Legislature begins to look for alternate sources of revenue to avoid enabling the State's first casino.
4. Building permit and related revenues are reduced by 13.9%, reflecting the overall reduction in Dartmouth-related building activity stemming from the change of administration which led to some throttling back of construction during the interim period. The College has informed us that this is a temporary lull and that construction activity is due to pick up next year, but we feel it is more prudent to rely on reduced revenue estimates for the foreseeable future.
5. The Proposed Budget reflects use of \$120,000 in undesignated fund balance. The Board had up to \$240,000 in undesignated fund balance beyond the 10% target to utilize to help offset the tax rate increase, but opted to utilize only 50% of the balance in the upcoming fiscal year, thereby leaving residual fund balance available to be used in future years.

Expenditures

1. As Salaries and Benefits comprise just over 70% of the overall General Fund Operating Budget, the Town works hard to look for opportunities to keep these costs in check. In the coming budget year, we have incorporated a negotiated 2.0% cost-of-living adjustment in the third year of three year contracts with our three bargaining units which we apply to all other employees; 1.0% or 2.0% merit steps or a one-time \$500 payment for eligible employees; and a 6.0% increase in health insurance rates. The Town and its employees worked hard in 2011 to negotiate union contracts based on a "Total Compensation" approach, linking the many forms of employee compensation together to reflect the total increased cost of compensating our employees from year to year. This approach factors in salaries, the cost of health insurance and related employee co-payments, increases in social security, worker's compensation, and the significantly increasing cost of participation in a financially challenged New Hampshire Retirement System. In FY 2013-14 the total increase in General Fund Salaries and Benefits, reflects a year-to-year increase of 3.5%, representing an additional **\$321,015** of General Fund expenditures.
 - a. After factoring in a 2.0% cost-of-living adjustment and a 1.0% or 2.0% merit step, or a one-time \$500 payment for those at the top of the pay scale for eligible employees, additional funds of **\$111,816** are proposed for FY 2013-14 salaries.

- b. The overall rate increase for the Town's FY 2013-14 health insurance premiums was set at 6.0% in March. However, projecting next year's health insurance cost given the current benefits eligibility of employees, their cost-share (which increases as their salary grows), and their opt-out status, a **2.5%** or **\$35,750**, budget-to-budget increase for the Town's cafeteria benefits plan offered to employees whose salary is funded by the General Fund is proposed.
 - c. New rates set by the NHRS effective July 1, 2013 result in a 22.39% increase in mandated employer contribution increases for Group I employees, as well as a 26.82% increase for Group II Police. This rate increase plus the overall growth in the salary base from year-to-year translates to a **\$161,938** impact on the General Fund for FY 2013-14. Suffice it to say, for the foreseeable future, every two years New Hampshire's municipal employers will be faced with very significant employer contribution rates which will need to figure heavily in our calculations regarding Total Compensation and will, by necessity, significantly impact our ability to absorb increases in other types of compensation, particularly salaries.
2. The position of Assistant Town Manager/Director of Human Resources position is converted back to a Human Resources Director position, resulting in salary savings.
 3. Recruitment of a new Planning and Zoning Director with the retirement of Jonathan Edwards will also result in salary savings due to the hiring of an individual at a lower step in grade.
 4. The General Fund benefits from a one-time "contribution holiday" of **\$25,000** in the cost of our property and liability insurance due to a decision of the Local Government Center Board to return a portion of accumulated surplus back to member cities and towns.
 5. While we continue to realize significant reductions in fuel oil consumed to heat Town buildings, the significantly increased cost of heating oil and vehicle fuel that led the Board to add significant additional funds to the FY 2012-13 Budget continues to plague the Town. We are seeing no appreciable price decreases (though certainly some fairly wild price fluctuations) and so we have opted not to reduce the fuel line items in the FY 2013-14 Proposed Budget. These fuel costs are strewn across the General Fund budget and continue to belie the very positive improvements we have made to insure that our buildings are more fuel efficient.
 6. Funds are included for installation of handicap controls on the front door of Town Hall (**\$10,000**); the weight of the front door and the age of the front door handicap controls needs to be addressed for the safety and comfort of our building users. Also, an upgrade is needed to the 25 year old elevator (**\$10,785**) in Town Hall which has developed some significant problems over the past year and at times left our 2nd floor inaccessible to the public. Both of these projects are funded from the Building Capital Reserve Fund (CRF).
 7. Carpet replacement is proposed for portions of the RW Black Community & Senior Center high traffic areas due to wear-and-tear resulting from high levels of public use (**\$20,000**). This expenditure is funded from the Building CRF.
 8. Replacement of portions of the Police Department air handling system (**\$58,660**) and installation of 13 keypad security locks (**\$32,500**) to increase the security of the building are both funded. Partial funding of these projects (\$40,000) is available in the Building CRF as well as a \$17,250, 50% match of federal funds, administered by the State Office of Homeland Security and Emergency Management, for the keypad lock system.
- a. One of the priorities established by the Board for FY 2013-14 was to determine the optimal funding level for our street paving program. Town staff has developed a refined Highway Paving Program which they reviewed with the Board during the budget discussions. In the ideal world, the Town would budget an additional **\$55,000** (\$40,000 for roads, and \$15,000 for sidewalks) beyond what is recommended in the Proposed Budget in order to insure that we stay on top of our planned paving schedule in light of the doubling of paving costs cities and towns have experienced in recent years resulting from the increase in oil prices. We hope to add the remaining \$55,000 required incrementally, over the next one or two budget cycles, as expenditure capacity allows.

9. Funding in the amount of **\$206,150** is budgeted in the Public Works Department for the replacement of one large dump truck with plow, one pick-up truck and one 9 ton trailer, adhering to our comprehensive vehicle replacement schedule. A matching amount of revenue is appropriated from the Public Works Equipment Capital Reserve Fund to provide for these purchases.
10. Funding from the Building Capital Reserve Fund is included to replace the aging roof on the Police Department (\$85,000).
13. Funding is included for repair of one of the three remaining red-listed bridges on Ruddsboro Road (**\$12,200**) and a second red listed bridge on Hanover Center Road (**\$25,000**) as part of an ongoing effort to upgrade all of the older culvert bridges on this roadway segment. A matching amount of revenue is appropriated from the Bridge Replacement and Renovation Capital Reserve Fund for this work.
14. Funding is included for replacement of the “temporary” traffic signal at South Park and Summer Street (**\$128,800**). This signal was added several years ago in response to increased traffic on Park Street and is one of last two signals with non-LED signal heads (the last being Summer and Lebanon Streets). A matching amount of revenue is appropriated from the Road Construction and Improvements Capital Reserve Fund for this signal replacement.
15. The “community contribution” charge from the Ambulance Fund to the General Fund increases 12.4% to reflect the transfer of additional staff costs from the Fire Fund to the Ambulance Fund, including the impact of the NHRS employer contribution rates, to more accurately reflect the Fire Department staff time allocated to ambulance activities. The Towns of Norwich and Lyme also see the same percentage increase in their community contributions.

Fire Fund

The proposed FY 2013-14 Budget recommends Fire Fund expenditures of \$3,218,864, representing an increase of \$183,974 or 6.1% above the FY 2012-13 appropriations. The increase is attributable to the proposed \$354,100 replacement of Engine 3, which is fully offset by a withdrawal from the Fire Capital Reserve Fund. Funding for the Fire Department is substantially drawn from property taxes assessed to three different fire districts: Fire District #1 serviced by fire hydrants; Fire District #2 not serviced by fire hydrants and west of Moose Mountain; and Fire District #3 not serviced by fire hydrants and east of Moose Mountain. The costs related to the fire hydrant system are borne only by those taxpayers in Fire District #1; all other costs, such as Personnel and fire-fighting apparatus, are shared equitably among the property valuation in Fire Districts #1 and #2; and Fire District #3 pays one-half of the Fire District #2 rate in recognition of the delay in service delivery given their remote location.

The Fire Fund is assessed an annual hydrant rental fee by the Water Utility Fund for use of the hydrant system for firefighting purposes. Previously, the Fire Fund was charged **\$588,459** by the Water Fund to cover this cost, based on a complex calculation determined by the NH Public Utilities Commission which previously regulated the Hanover Water Works Company, a private utility majority owned by Dartmouth College and minority-owned by the Town. In reviewing the PUC-mandated calculation, Town staff determined that the actual cost to maintain the fire hydrant system was significantly less than had been determined based on the PUC formula (**\$472,725**). The proposed Fire Fund budget reflects the reduction of this cost allocation from the Water Fund in its entirety.

The proposed Fire District tax levy for FY 2013-14 is projected to be \$2,732,085, up from the current year’s levy of \$2,681,016 or 1.9%. With projected growth in the Town’s net assessed valuation, if the projected tax levy was recovered through one tax rate across all Town properties, there would be a 1.1% tax rate increase to fund the proposed Fire Fund budget.

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

1. The Fire Fund has drawn down the last of the excess fund balance and so the Proposed Budget uses no fund balance to offset operating costs. The loss of this fund balance revenue forced the Department to assemble **\$50,000** in expenditure reductions in addition to the recommended reduction in the fire hydrant charge from the Water Fund. In particular, reductions in training and operational equipment were made in order to meet the required target.
2. The reduction in the hydrant rental charge from the Water Fund results in a savings of **\$115,734** in the hydrant system line item.
3. A transfer of **\$354,100** from the Fire CRF funds the purchase of a new engine to replace the 27 year old Engine 3.
4. There is a **\$35,185** or 1.9% increase in salaries and benefits, all while reflecting a 2.0% cost-of-living adjustment, 1% or 2%, or \$500 one-time payment merit awards, increased NHRS costs resulting from a 21.19% increase in Group II Fire NHRS employer contribution rates, and a 6.0% increase in health insurance costs. These additional costs were offset by the replacement of a senior firefighter who retired in 2012 with a firefighter at a lower step in grade; and a recalculation of health benefits projections to reflect the current opt-out recipients and benefits eligibility profiles.

Parking Fund:

The Parking Fund Budget for FY 2013-14 anticipates expenses and revenues of \$1,899,604, which is an increase of \$310,005 or 19.5% above the FY 2012-13 appropriations. The increase reflects the purchase of new parking meter technology to enable an alternative to coins, new ticketing technology, additional expense allocated to plowing and sweeping the Parking Facility; and increases in the amount of requested Advance Transit support. No reinstatement of the Downtown Parking District Tax is required or recommended.

The Parking System continues to generate sufficient income to operate without the need for a Parking District tax levy, but the operating budget has become increasingly more constrained. In this year and into the future, the Fund needs to look to modest additional revenue in order to maintain the operation and the commitment to facility maintenance and reserve contributions.

1. An increase of **\$19,000** in additional metered parking revenue is projected based on current year-to-date actuals. Additional Parking Fund revenues of \$340,322 draw from the Parking CRF to upgrade parking meters, to upgrade ticketing technology, and to purchase an improved sweeper for the Parking Facility.
2. Funding for purchase of new meter technology (**\$250,000**) is proposed. Town staff is researching the latest in parking meter technology to replace many of our now 10-year-old meter units. Newer technology allows for potential use of credit cards or pay-by-cell-phone and allows extension of grace periods before meters expire, among other innovations.
3. Funding for purchase of a garage sweeper (**\$54,787**) is proposed. The wear and tear caused by sand, grit and motor oil on the membrane surface of the parking decks has caused premature deterioration of the surface treatment. Replacement is both costly and leads to extended periods of garage closure. Staff has determined that one method to reduce the frequency of membrane replacement is to increase the frequency and effectiveness of the garage sweeping and power washing program, utilizing in-house staff. Our current "sweeper" is really just a broom attachment for one of our Holder sidewalk machines. The proposed new sweeper unit has been developed for facilities like parking garages and does a much more thorough job of sweeping and vacuuming the garage surface.
4. Requested is additional funding for snow plowing, sanding and snow removal for both the Parking Facility and the upper deck of the Bank of America parking facility, which the Town utilizes and maintains. Previously we budgeted \$10,000 to perform this work but given the extent of snow removal we now must do in the Downtown area, we have found it increasingly difficult to make these facilities a priority. As such, we have opted to contract out the maintenance and to increase the level of support,

which results in an additional **\$15,500** cost. This level of maintenance, combined with the purchase of the sweeper outlined above, should go a long way toward extending the life of the Parking Facility membrane and minimizing our risk of slip and fall claims in both structures.

Highlights – Non-Tax Supported Funds

Ambulance Fund

The FY 2013-14 Budget for the Ambulance Fund recommends expenditures of \$840,331, which amounts to an increase of \$114,415, or 15.8% over the FY 2012-13 Budget. The increase is largely due to the recommended charging of additional Administrative Assistant staff time from the Fire Fund to the Ambulance Fund to reflect her commitment of time to ambulance activities, and the impact of the 21.05% increase in the Group II-Fire NHRS contribution. In addition, funds are budgeted for replacement of the three front-line AED’s (**\$75,000**), all of which are now ten years old and can no longer be maintained by the service company.

The per-capita community contributions from the Towns of Hanover, Lyme and Norwich help to offset Hanover Ambulance Service operating costs not covered by patient billings. The per capita rate is proposed to increase from \$23.12 to \$25.99, or a 12.4% increase:

Town	FY2013 Contribution	Proposed FY 2014 Contribution
Hanover	\$183,412	\$206,134
Lyme	\$ 39,679	\$ 44,595
Norwich	<u>\$ 81,301</u>	<u>\$ 91,373</u>
Totals	<u>\$304,392</u>	<u>\$342,102</u>

Water Reclamation Facility Fund:

The recommended expenditures in the WRF Fund for FY 2013-14 are \$2,606,688 which represents an increase of \$237,079, or 10.0%. The increase is primarily attributable to several capital projects totaling \$156,646, which are fully offset by a transfer in from the Water Reclamation CRF.

There are no significant new initiatives planned for the Water Reclamation Division, which has just completed Phase III of the near decade-long series of treatment plant improvements including: (1) replacement of aging and obsolete equipment; (2) reduction of energy dependence; and (3) continued improvements in solids handling capacity.

One very exciting component of the completed plant overhaul is the significant reduction in the facility’s carbon footprint. With the digester rehabilitation now complete, the facility is able to utilize the previously vented methane (20 times more potent than CO₂) as a fuel source to heat our anaerobically digested sludge rather than using heating oil. The funding for heating fuel is thereby reduced from \$84,219 in FY 2012-13 to **\$28,080** in FY 2013-14.

Capital projects proposed for 2013-14 include replacement of the plant’s pump station service truck with mounted hoist (**\$40,000**) and replacement of the inefficient pneumatic building air control valves with an electronic system compatible with the facility’s environmental conditions and SCADA system (**\$57,000**). The facility environment is “challenging” in terms of maintaining air quality, and building system (HVAC) work of \$56,946 is proposed. Given all of the construction work that has taken place in the facility over the past 10 years, it is time to finally pay attention to this 40 year old system to insure the health of our employees. All of the capital projects are funded by a transfer in from the Water Reclamation CRF.

Water Utility Fund:

The recommended expenditures in the Water Utility Fund for FY 2013-14 are \$2,119,328 which represents an increase of \$425,000 or 25.1%.

The Charges to the Fire Fund for the fire hydrant and overall fire protection system operated and maintained by the Water Utility Fund is proposed to be \$472,725 for FY 2013-2014. The reduction in this line reflects the work staff has completed to determine the actual cost to maintain the fire hydrant system, as compared with the standard formula which the NH Public Utilities Commission formerly used to determine the hydrant rental charge when the water utility was privately owned by the College and the Town and subject to PUC oversight. This change takes pressure off the Fire Fund, but will ultimately necessitate either water rate increases or a reduction in the Water Utility Fund's Undesignated Fund Balance, or a combination of both to shore up the lost budget relief to the Water Utility Fund.

There are several additional items of note in the Proposed Water Utility Fund Budget:

1. As part of the Trescott Company's review of the watershed management plan, the Company's Board has developed a somewhat more aggressive plan for the removal of invasive glossy buckthorn and targeted logging designed to gradually replace the plantation management approach with a more sustainable hardwood and softwood forest. Toward that end, **\$25,000** is budgeted in the second year of the eradication program to provide funds for the Town's contribution toward this effort on the property owned by the Town surrounding each reservoir and adjacent to the filtration plant. We initiated this work in the current year, but determined that it is difficult to spend the full \$50,000 on an annual basis and implement a careful removal process that does not impact reservoir water quality.
2. The Water Utility Fund has accumulated a very substantial fund balance as a result of the timing of the municipalization and when funds were budgeted for the bond payments for the water filtration facility. The proposed budget recommends that a portion (**\$250,000**) of this accumulated reserve be used to address the failing water main along Lebanon Street. With two school closings, not to mention the multiple resident and motorist headaches over the last year caused by water main breaks along this line, this work is sorely needed!

HANOVER FINANCE COMMITTEE

Statement on Hanover FY14 Proposed Budget

At its meeting on March 11, 2013, the Hanover Finance Committee¹ (HFC) voted 5 to 2 against the proposed FY14 Hanover town budget.

Majority Opinion

After carefully reviewing the proposed budget, and meeting with town officials, the majority of HFC concluded that the FY14 budget calls for too steep an increase in the town levy beyond what is justified by inflation or the “downshifting” of costs from the State to the town. The HFC provided guidance to the Board of Selectman and Town administration in the fall 2012, asking them to bring forth a budget that would increase the town’s levy in-line with inflation (1.3/1.7%²). The HFC was disappointed to see that the town’s proposed budget calls for a 3.3% increase in the town’s tax levy, and a 7.2% increase in town spending. The majority noted that the “downshifting” of expenses from the State to the town accounts for only a 1.9% increase in the tax levy. As a result, the majority recommends that the voters reject the proposed budget and approve, in its stead, a budget in which the total tax levy increases at a rate closer to inflation.

Further, the majority believes that the budget should be amended to return to taxpayers the excess Undesignated General Fund (UGF) balance, which the town currently holds at levels beyond the town’s targets for such accounts. The UGF has accumulated beyond the town’s target balance of 5-10%. The Board of Selectmen guideline states that if a fund exceeds the targeted fund balance, which represents over taxation in prior years, the excess should be returned to the taxpayers “over no more than two fiscal years”. Based on the proposed budget, this will be the third year in a row that the UGF is in excess of 10%. The proposed budget only returns half the excess funds this year (\$120,000). The HFC believes that the Town should follow its own guidelines and return 100% of the excess in the UGF to the taxpayers in FY14.

Minority Opinion

The minority supports the budget because, although the select board did not return all excess undesignated reserve funds to taxpayers this year – as dictated by current policy – they made other prudent cost-containment decisions. In one such decision, the Board of Selectmen omitted a seemingly modest initiative to install a small sidewalk because the project would trigger significant and permanent increases to sidewalk maintenance costs. The minority considered the Board of Selectmen’s decision to return undesignated reserve funds to taxpayers over two years, rather than one, an acceptable strategy that would allow for additional capacity to address unforeseen expenses in next year’s budget.

¹ The HFC is an appointed Town committee, comprised of Hanover residents, which is charged with reviewing financial matters of the Town and Hanover School District, and offering guidance on those matters to the Town and its officials. The members of the HFC are Kristi Fenner (Chair), Peter Christie, Kevin Cotter, Michael Gerling, Heidi Postupack, Daryl Press, and John Ruth.

² 1.3% is from the U.S. CPI Urban Consumers Northeast size B/C; source: Bureau of Labor Statistics; 1.7% is from the Municipal Cost Index (MCI) published by American City & County

BUDGET OF THE TOWN

OF: _____ HANOVER _____

Appropriations and Estimates of Revenue for the Ensuing Year January 1, _____ to December 31, _____

or Fiscal Year From _____ July 1, 2013 _____ to _____ June 30, 2014 _____

IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the operating budget and all special and individual warrant articles in the appropriate recommended and not recommended area. All proposed appropriations must be on this form.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below within 20 days after the meeting.

GOVERNING BODY (SELECTMEN)

Please sign in ink.

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Signatures on File

THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT

FOR DRA USE ONLY

**NH DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPAL SERVICES DIVISION
P.O. BOX 487, CONCORD, NH 03302-0487
(603)271-3397**

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Yr (FY13) as Approved by DRA	Actual Expenditures Prior Year (FY12)	Appropriations Ensuing FY (FY14) (Recommended)	Appropriations Ensuing FY (Not Recommended)
GENERAL GOVERNMENT						
4130-4139	Executive	14	171,840	226,164	166,419	-
4140-4149	Election,Reg.& Vital Statistics	14	89,322	96,110	89,805	-
4150-4151	Financial Administration	14	220,441	209,594	236,808	-
4152	Revaluation of Property	14	64,534	68,722	65,992	-
4153	Legal Expense	14	74,000	69,727	74,000	-
4155-4159	Personnel Administration	14	2,716,462	2,598,760	2,937,088	-
4191-4193	Planning & Zoning	14	450,536	416,575	441,741	-
4194	General Government Buildings	14	618,379	606,864	647,489	-
4195	Cemeteries	14	15,250	19,086	15,250	-
4196	Insurance	14	96,419	92,912	77,204	-
4197	Advertising & Regional Assoc.		-	-	-	-
4199	Other General Government	14	83,864	81,297	91,181	-
PUBLIC SAFETY						
4210-4214	Police	14	1,537,990	1,633,631	1,645,364	-
4215-4219	Ambulance	14	669,156	600,360	714,331	-
4220-4229	Fire	14	2,953,887	2,873,345	2,808,764	-
4240-4249	Building Inspection		-	-	-	-
4290-4298	Emergency Management		-	-	-	-
AIRPORT/AVIATION CENTER						
4301-4309	Airport Operations		-	-	-	-
HIGHWAYS & STREETS						
4311	Administration	14	302,711	231,476	298,589	-
4312	Highways & Streets	14	2,220,849	2,341,440	2,375,900	-
4313	Bridges	14	8,601	21,605	8,600	-
4316	Street Lighting	14	79,000	94,350	79,000	-
4319	Other		-	-	-	-
SANITATION						
4321	Administration		-	-	-	-
4323	Solid Waste Collection	14	140,865	140,329	139,289	-
4324	Solid Waste Disposal	14	28,970	32,143	23,637	-
4325	Solid Waste Clean-up		-	-	-	-
4326-4329	Sewage Coll. & Disposal & Other	14	1,701,994	1,615,497	1,656,891	-

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Yr (FY13) as Approved by DRA	Actual Expenditures Prior Year (FY12)	Appropriations Ensuing FY (FY14) (Recommended)	Appropriations Ensuing FY (Not Recommended)
WATER DISTRIBUTION & TREATMENT						
4331	Administration		-	-	-	-
4332	Water Services	14	674,648	487,898	1,115,958	-
4335-4339	Water Treatment, Conserv.& Other		-	-	-	-
ELECTRIC						
4351-4352	Admin. and Generation		-	-	-	-
4353	Purchase Costs		-	-	-	-
4354	Electric Equipment Maintenance		-	-	-	-
4359	Other Electric Costs		-	-	-	-
HEALTH						
4411	Administration	14	6,500	151	5,000	-
4414	Pest Control	14	3,000	2,025	3,000	-
4415-4419	Health Agencies & Hosp. & Other	14	203,812	183,490	226,534	-
WELFARE						
4441-4442	Administration & Direct Assist.	14	12,600	7,264	11,600	-
4444	Intergovernmental Welfare Pymts		-	-	-	-
4445-4449	Vendor Payments & Other	14	64,860	64,610	63,976	-
CULTURE & RECREATION						
4520-4529	Parks & Recreation	14	737,543	740,207	768,913	-
4583	Patriotic Purposes		-	-	-	-
4589	Other Culture & Recreation		-	-	-	-
CONSERVATION						
4611-4612	Admin.& Purch. of Nat. Resources	14	6,700	4,471	6,700	-
4619	Other Conservation		-	-	-	-
4631-4632	Redevelopment and Housing	14	1,500	176	1,500	-
4651-4659	Economic Development		-	-	-	-
DEBT SERVICE						
4711	Princ.- Long Term Bonds & Notes	14	1,143,882	1,050,672	1,368,984	-
4721	Interest-Long Term Bonds & Notes	14	613,866	622,230	683,167	-
4723	Int. on Tax Anticipation Notes		-	-	-	-
4790-4799	Other Debt Service		-	-	-	-

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Yr (FY13) as Approved by DRA	Actual Expenditures Prior Year (FY12)	Appropriations Ensuing FY (FY14) (Recommended)	Appropriations Ensuing FY (Not Recommended)
CAPITAL OUTLAY						
4901	Land		-	-	-	-
4902	Machinery, Vehicles & Equipment		-	-	-	-
4903	Buildings		-	-	-	-
4909	Improvements Other Than Bldgs.	14	514,400	132,092	10,000	-
OPERATING TRANSFERS OUT						
4912	To Special Revenue Fund	14	49,000	84,671	44,000	-
4913	To Capital Projects Fund		-	-	-	-
4914	To Enterprise Fund		-	-	-	-
	- Sewer		-	-	-	-
	- Water		-	-	-	-
	- Electric		-	-	-	-
	- Airport		-	-	-	-
4915	To Capital Reserve Funds		-	-	-	-
4916	To Expendable Trust Funds		-	-	-	-
4918	To Nonexpendable Trust Funds		-	-	-	-
4919	To Fiduciary Funds		-	-	-	-
OPERATING BUDGET TOTAL			20,902,492	20,046,946	21,586,052	-

Use page 5 for special and individual warrant articles.

****SPECIAL WARRANT ARTICLES****

Special warrant articles are defined in RSA 32:3,VI, as appropriations: 1) in petitioned warrant articles; 2) appropriations raised by bonds or notes; 3) appropriation to a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) an appropriation designated on the warrant as a special article or as a nonlapsing or nontransferable article.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Yr (FY13) as Approved by DRA	Actual Expenditures Prior Year (FY12)	Appropriations Ensuig FY (FY14) (Recommended)	Appropriations Ensuig FY (Not Recommended)
4916	Transfer half of Land Use Change Tax to Land and Capital Improvements Fund (from reserve)	8	10,170		15,203	
4916	Transfer half of Land Use Change Tax to Conservation Fund (from reserve)	9	10,170		15,203	
4915	Transfer Transportation Registration Fees to Municipal Transportation Improvement Fund (from reserve)	10	32,730		33,925	
4909	Withdrawal from Municipal Transportation Improvement Fund for mid-block Pedestrian Crossings	11	-		21,900	
4915	To transfer funds into existing Capital Reserve Funds	12	994,888		875,800	
4909	Withdrawals from Capital Reserve Funds	13	537,555		1,563,003	
4903	Purchase of 44 Lebanon Street	15	-		600,000	
4520	Withdrawal from Land & Capital Improvements Fund for architectural services related to acquisition of 44 Lebanon Street	16	-		25,000	
4414	Petitioned Warrant Article in support of Mascoma Valley Health Initiative	18	-	-	2,500	
SPECIAL ARTICLES RECOMMENDED			1,585,513		3,152,534	

****INDIVIDUAL WARRANT ARTICLES****

"Individual" warrant articles are not necessarily the same as "special warrant articles". Individual warrant articles might be negotiated cost items for labor agreements or items of a one time nature you wish to address individually.

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	Warr. Art.#	Appropriations Prior Yr (FY13) as Approved by DRA	Actual Expenditures Prior Year (FY12)	Appropriations Ensuig FY (FY14) (Recommended)	Appropriations Ensuig FY (Not Recommended)
INDIVIDUAL ARTICLES RECOMMENDED						

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year (FY13)	Actual Revenues Prior Year (FY12)	Estimated Revenues Ensuing Year (FY14)
TAXES					
3120	Land Use Change Taxes - General Fund		10,000	30,406	10,000
3180	Resident Taxes		-	-	-
3185	Yield Taxes		10,000	11,828	10,000
3186	Payment in Lieu of Taxes		42,637	42,637	43,414
3189	Other Taxes			-	-
3190	Interest & Penalties on Delinquent Taxes		54,000	50,733	54,000
	Inventory Penalties			-	-
3187	Excavation Tax (\$.02 cents per cu yd)			-	-
LICENSES, PERMITS & FEES					
3210	Business Licenses & Permits		-	-	-
3220	Motor Vehicle Permit Fees		1,218,000	1,167,919	1,218,000
3230	Building Permits		426,188	314,530	367,257
3290	Other Licenses, Permits & Fees		167,325	160,263	161,482
3311-3319	FROM FEDERAL GOVERNMENT		-	90,966	16,250
FROM STATE					
3351	Shared Revenues		-	-	-
3352	Meals & Rooms Tax Distribution		505,554	502,956	505,500
3353	Highway Block Grant		243,183	275,092	243,182
3355	Housing & Community Development		-	-	-
3356	State & Federal Forest Land Reimbursement		5,781	5,664	5,781
3357	Flood Control Reimbursement		-	-	-
3359	Other (Including Railroad Tax)		-	-	-
3379	FROM OTHER GOVERNMENTS		-	-	-
CHARGES FOR SERVICES					
3401-3406	Income from Departments		1,238,183	1,553,457	1,303,945
3409	Other Charges		-	-	-
MISCELLANEOUS REVENUES					
3501	Sale of Municipal Property		16,250	15,167	16,250
3502	Interest on Investments		70,000	30,865	50,000
3503-3509	Other		104,693	60,277	650,738

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year (FY13)	Actual Revenues Prior Year (FY12)	Estimated Revenues Ensuing Year (FY14)
INTERFUND OPERATING TRANSFERS IN					
3912	From Special Revenue Funds		5,313,822	5,057,584	5,253,708
3913	From Capital Projects Funds		-	-	-
3914	From Enterprise Funds		-	-	-
	Sewer - (Offset)		2,304,258	2,230,706	2,385,707
	Water - (Offset)		1,761,017	1,561,594	2,120,018
	Electric - (Offset)		-	-	-
	Airport - (Offset)		-	-	-
3915	From Capital Reserve Funds		537,555	955,933	1,584,903
3916	From Trust & Fiduciary Funds		43,675	6,986	28,675
3917	Transfers from Conservation Funds		-	-	-
OTHER FINANCING SOURCES					
3934	Proc. from Long Term Bonds & Notes		-	-	-
	Amount Voted From Fund Balance		150,000	-	120,000
	Estimated Fund Balance to Reduce Taxes		-	-	-
TOTAL ESTIMATED REVENUE & CREDITS			14,267,472	14,171,929	16,193,145

****BUDGET SUMMARY****

Operating Budget Appropriations Recommended (from page 4)	20,902,492	21,586,052
Special Warrant Articles Recommended (from page 5)	1,585,513	3,152,534
Individual Warrant Articles Recommended (from page 5)	-	-
TOTAL Appropriations Recommended	22,488,005	24,738,586
Less: Amount of Estimated Revenues & Credits (from above)	(14,267,472)	(16,193,145)
Plus: Overlay and Veteran's Credits	108,801	107,000
Estimated Amount of Taxes to be Raised (FY2014 Amount = \$8,649,941 plus \$2,500 petitioned warrant article)	8,329,334	8,652,441

**TOWN OF HANOVER - Gross Appropriations
Budget Overview FY 2013-2014**

	2012-2013	2013-2014	<u>FY2012-13 to FY2013-14</u>	
	Approved Budget	Proposed Budget	\$ CHANGE	% CHANGE
General Fund and Special Accounts:				
General Government Administration	1,741,152	1,776,320	35,168	2.0%
Town Properties	827,216	967,794	140,578	17.0%
Police Department	2,108,880	2,223,046	114,166	5.4%
Public Works	3,795,301	3,610,564	(184,737)	-4.9%
Health and Social Services	267,372	286,710	19,338	7.2%
Parks and Recreation	736,458	763,643	27,185	3.7%
Libraries	1,030,305	1,050,487	20,182	2.0%
Conservation Commission	21,700	15,700	(6,000)	-27.6%
Unallocated - Pooled Expenditures	2,492,211	2,667,676	175,465	7.0%
Total General Fund	13,020,595	13,361,940	341,345	2.6%
Tax Supported Funds:				
General Fund	13,020,595	13,361,940	341,345	2.6%
Fire Fund	3,034,890	3,218,864	183,974	6.1%
Parking Operations*	1,589,599	1,899,604	310,005	19.5%
Total Expenditures-Tax Supptd. Funds	17,645,084	18,480,408	835,324	4.7%
Tax Subsidy	11,092,670	11,467,026	374,356	3.4%
Tax Ratio	62.87%	62.05%		-1.3%
<i>*The Parking Operations Fund is substantially self-funded from Parking fees and fines, receiving a fixed amount of \$85,000 annually from Tax Increment Financing District taxes levied.</i>				
Non-Tax Supported Funds:				
Water Reclamation Facility	2,369,609	2,606,688	237,079	10.0%
Water Utility Fund	1,694,328	2,119,328	425,000	25.1%
Hanover Ambulance Services	725,916	840,331	114,415	15.8%
Total Non-Tax Funds	4,789,853	5,566,347	776,494	16.2%
Grand Total All Funds	22,434,937	24,046,755	1,611,819	7.2%
Capital Projects Funded from Capital Reserve and Other Reserve Funds:				
General Fund	572,905	569,835	(3,070)	-0.5%
Fire Department	25,000	354,100	329,100	1316.4%
Parking Operations	63,650	340,322	276,672	434.7%
Water Reclamation Facility	20,000	176,646	156,646	783.2%
Water Utility Fund	49,174	319,000	269,826	548.7%
Ambulance Services	6,000	75,000	69,000	1150.0%
Total Monies from Reserve Funds	736,729	1,834,903	1,098,174	149.1%
Grand Total All Funds Less Capital and Other Reserve Purchases	21,698,208	22,211,852	513,645	2.4%

Town of Hanover Budget Departmental Summary

	<u>FY2012 Year- End Actuals</u>	<u>FY2013 Adopted Budget</u>	<u>FY2014 Proposed Budget</u>	<u>% Change FY13 Budget to FY14 Budget</u>
<u>General Fund Revenues</u>				
Administrative Svcs & Other Genl Govt	1,317,702	1,393,200	1,337,200	-4.0%
Planning and Zoning	348,554	499,488	429,939	-13.9%
Town Properties	157,934	83,513	207,548	148.5%
Police	921,429	541,628	608,415	12.3%
Public Works	1,110,474	764,711	771,912	0.9%
Parks and Recreation	536,804	487,250	500,950	2.8%
Libraries	62,801	63,205	63,250	0.1%
Conservation Commission	51,134	15,500	10,500	-32.3%
Unallocated - Pooled Revenues	8,766,537	9,172,100	9,432,225	2.8%
Total General Fund Revenues	13,273,368	13,020,595	13,361,940	2.6%
<u>General Fund Expenditures</u>				
Personnel Costs				
Administrative Svcs & Other Genl Govt	1,002,000	984,385	1,001,348	1.7%
Planning and Zoning	371,206	386,895	380,183	-1.7%
Town Properties	243,438	223,731	244,498	9.3%
Police	2,039,657	1,974,459	2,003,220	1.5%
Public Works	1,408,184	1,550,386	1,567,552	1.1%
Health and Social Services	8,946	9,000	14,000	55.6%
Parks and Recreation	478,680	518,709	526,646	1.5%
Libraries	884,523	903,666	925,601	2.4%
Associated Employee Benefits	2,472,950	2,601,469	2,810,668	8.0%
Total Personnel	8,909,583	9,152,700	9,473,715	3.5%
Non-Personnel Costs				
Administrative Svcs & Other Genl Govt	359,703	306,231	332,232	8.5%
Planning and Zoning	45,369	63,641	62,558	-1.7%
Town Properties	667,801	603,485	723,296	19.9%
Police	360,277	134,421	219,826	63.5%
Public Works	2,300,974	2,244,915	2,043,012	-9.0%
Health and Social Services	235,885	258,372	272,710	5.5%
Parks and Recreation	260,886	217,749	236,997	8.8%
Libraries	110,933	126,639	124,886	-1.4%
Conservation Commission	55,217	21,700	15,700	-27.6%
Unallocated - Pooled Expenditures	(89,054)	(109,258)	(142,992)	30.9%
Total Non-Personnel	4,307,992	3,867,895	3,888,225	0.5%

Town of Hanover Budget Departmental Summary

	<u>FY2012 Year- End Actuals</u>	<u>FY2013 Adopted Budget</u>	<u>FY2014 Proposed Budget</u>	<u>% Change FY13 Budget to FY14 Budget</u>
Total General Fund Expenditures				
Administrative Svcs & Other Genl Govt	1,361,704	1,290,616	1,333,580	3.3%
Planning and Zoning	416,575	450,536	442,740	-1.7%
Town Properties	911,238	827,216	967,794	17.0%
Police	2,399,934	2,108,880	2,223,046	5.4%
Public Works	3,709,158	3,795,301	3,610,564	-4.9%
Health and Social Services	244,831	267,372	286,710	7.2%
Parks and Recreation	739,566	736,458	763,643	3.7%
Libraries	995,456	1,030,305	1,050,487	2.0%
Conservation Commission	55,217	21,700	15,700	-27.6%
Unallocated - Pooled Expenditures	2,383,897	2,492,211	2,667,676	7.0%
Total General Fund Expenditures	13,217,575	13,020,595	13,361,940	2.6%
 General Fund - Municipal Tax Rate				
Tax Subsidy	7,973,771	8,326,654	8,649,940	3.9%
Tax Ratio	60.3%	63.9%	64.7%	
 <u>Special Funds Revenues</u>				
Fire Department	2,933,345	3,034,890	3,218,864	6.1%
Hanover Ambulance Services	572,214	725,916	840,331	15.8%
Water Reclamation Facility	2,296,375	2,369,609	2,606,688	10.0%
Water Utility Fund	1,472,662	1,694,328	2,119,328	25.1%
Parking Operations	1,540,314	1,589,599	1,899,604	19.5%
Downtown Business Service District	4,000	-	-	-
Total Special Funds Revenues	8,818,911	9,414,342	10,684,815	13.5%
 <u>Special Funds Expenditures</u>				
Personnel Costs				
Fire Department	1,801,229	1,853,179	1,888,364	1.9%
Hanover Ambulance Services	443,693	505,608	545,704	7.9%
Water Reclamation Facility	608,900	574,726	603,510	5.0%
Water Utility Fund	461,046	425,196	437,349	2.9%
Parking Operations	434,176	469,672	463,497	-1.3%
Total Personnel	3,749,045	3,828,381	3,938,422	2.9%
 Non-Personnel Costs				
Fire Department	1,132,116	1,181,711	1,330,500	12.6%
Hanover Ambulance Services	207,427	220,308	294,628	33.7%
Water Reclamation Facility	1,318,188	1,794,883	2,003,178	11.6%
Water Utility Fund	1,025,995	1,269,132	1,681,979	32.5%
Parking Operations	1,105,100	1,119,927	1,436,107	28.2%
Downtown Business Service District	20,586	-	-	-
Total Non-Personnel	4,809,411	5,585,961	6,746,392	20.8%

Town of Hanover Budget Departmental Summary

	<u>FY2012 Year-</u> <u>End Actuals</u>	<u>FY2013</u> <u>Adopted Budget</u>	<u>FY2014 Proposed</u> <u>Budget</u>	<u>% Change FY13</u> <u>Budget to FY14</u> <u>Budget</u>
Special Funds Total Expenditures				
Fire Department	2,933,345	3,034,890	3,218,864	6.1%
Hanover Ambulance Services	651,120	725,916	840,331	15.8%
Water Reclamation Facility	1,927,088	2,369,609	2,606,688	10.0%
Water Utility Fund	1,487,041	1,694,328	2,119,328	25.1%
Parking Operations	1,539,276	1,589,599	1,899,604	19.5%
Downtown Business Service District	20,586	-	-	-
Total Special Funds Expenditures	8,558,456	9,414,342	10,684,815	13.5%
Special Funds Tax Subsidy				
Fire District Taxes	2,563,518	2,681,016	2,732,085	1.9%
Fire Fund Tax Ratio	87.4%	88.3%	84.9%	
Parking District and Tax Increment Financing District Taxes	87,360	85,000	85,000	0.0%
Parking Fund Tax Ratio	5.7%	5.3%	4.5%	
Downtown Business Service District Tax	-	-	-	-
Downtown Business Service District Tax Ratio	0.0%	n/a	n/a	

Town of Hanover - Recast Budget Summary - Functional Presentation

	2011-12 YTD	2012-13	2013-14		
	<u>Actuals</u>	<u>Approved Budget</u>	<u>Proposed Budget</u>	<u>% Incr</u>	<u>\$ Incr</u>
General Fund					
<i>Sources</i>					
Property Taxes - Town Portion Only	7,973,771	8,326,654	8,649,940	3.9%	323,286
Motor Vehicle and Other Town Clerk Fees	1,189,881	1,235,100	1,235,100	0.0%	-
Charges for Services and Participant Fees	1,298,677	1,083,049	1,105,012	2.0%	21,963
State Appropriations and Federal and Other Grants	869,014	748,232	764,932	2.2%	16,700
Planning & Zoning Permits and Fees	341,894	469,488	399,939	-14.8%	(69,549)
Transfers from Capital Reserves, Trust Funds and Other Reserve Funds	952,131	468,080	570,010	21.8%	101,930
Other Taxes and Related Items (Land Use Change Tax, PILT, Yield Tax, Cable Franchise Fee)	264,058	171,490	177,884	3.7%	6,394
Outside Project Revenue/Other Project Support	217,508	130,000	130,000	0.0%	-
Other Miscellaneous Income	135,569	168,502	159,121	-5.6%	(9,380)
Investment Income	30,865	70,000	50,000	-28.6%	(20,000)
Transfer from General Fund Undesignated Fund Balance	-	150,000	120,000	-20.0%	(30,000)
Total General Fund Sources	13,273,368	13,020,595	13,361,940	2.6%	341,345

<i>Uses (w/Allocation of Facilities, Fringe Benefits and Other Costs)</i>					
Public Works	4,768,721	4,831,291	4,643,116	-3.9%	(188,174)
Police Department	3,373,443	3,065,881	3,423,252	11.7%	357,371
General Town Government	2,069,495	2,056,168	2,126,218	3.4%	70,050
Libraries	1,498,586	1,560,564	1,601,919	2.7%	41,355
Parks & Recreation	1,107,105	1,116,120	1,163,525	4.2%	47,406
Other Town Functions	400,225	390,572	403,910	3.4%	13,338
Total General Fund Uses	13,217,575	13,020,595	13,361,940	2.6%	341,345

Fire Fund					
<i>Sources</i>					
Fire District Taxes	2,563,518	2,681,016	2,732,085	1.9%	51,069
Transfer from Fire Fund Undesignated Fund Balance	178,982	192,000	-	-100.0%	(192,000)
Hydrant Rentals (Pymts from Users of Private Hydrants)	150,836	78,536	78,536	0.0%	-
Charges for Services (e.g., Fire Alarms, Special Detail)	40,009	30,000	30,000	0.0%	-
Transfers from Capital and Reserve Fund	-	25,000	354,100	1316.4%	329,100
Payment in Lieu of Taxes (former Water Co. Taxes)	-	23,508	24,143	2.7%	635
Federal, State and Other Grants	-	4,830	-	-100.0%	(4,830)
Total Fire Fund Sources	2,933,345	3,034,890	3,218,864	6.1%	183,974

<i>Uses</i>					
Salaries and Benefits	1,801,229	1,853,179	1,888,364	1.9%	35,185
Hydrant System Charges (transfer to Water Fund)	660,016	588,459	472,725	-19.7%	(115,734)
Fire Suppression	274,383	372,216	287,024	-22.9%	(85,192)
Fire Apparatus and Vehicle Replacement	102,236	98,236	452,336	360.5%	354,100
Facilities Costs (Main and Etna Fire Stations)	41,438	57,934	55,839	-3.6%	(2,095)
Administration (includes G&A Overhead Allocation)	29,206	30,504	35,512	16.4%	5,008
Training and Professional Development	15,751	18,447	12,854	-30.3%	(5,593)
Hazardous Materials, Fire Prevention and Alarm Mtce.	9,087	15,915	14,211	-10.7%	(1,704)
Total Fire Fund Uses	2,933,345	3,034,890	3,218,864	6.1%	183,974

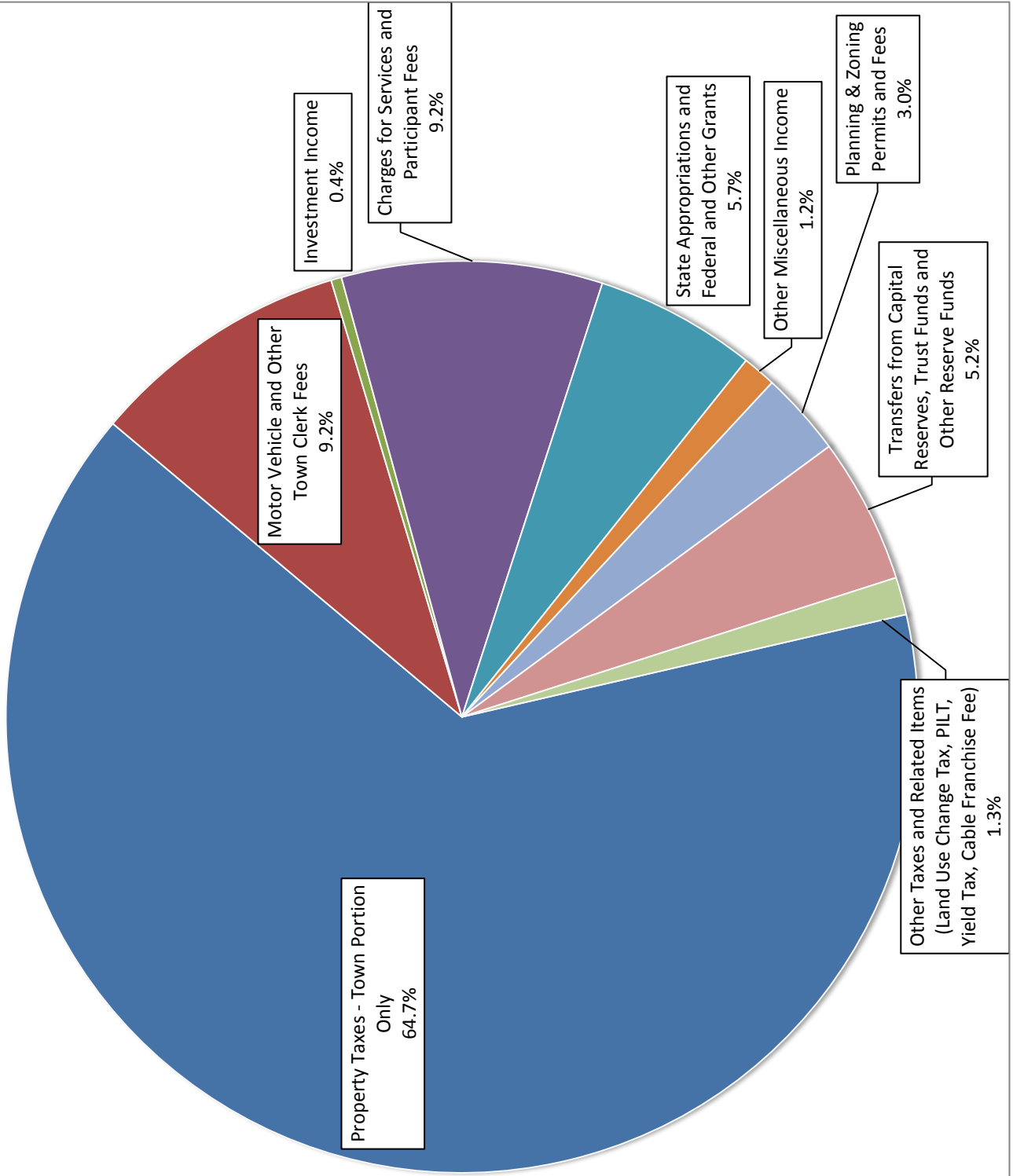
Town of Hanover - Recast Budget Summary - Functional Presentation

	2011-12 YTD	2012-13	2013-14		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<u>Ambulance Fund</u>					
<i>Sources</i>					
Service Charges (net of uncollectibles)	278,980	374,789	392,755	4.8%	17,966
Community Per Capita Contributions	291,667	304,392	342,101	12.4%	37,709
Transfer from Ambulance Fund Undesig. Fund Balance	-	40,000	26,275	-34.3%	(13,725)
Transfers from Capital Reserve Fund	-	6,000	75,000	1150.0%	69,000
Other Income	1,567	735	4,200	471.4%	3,465
<i>Total Ambulance Fund Sources</i>	572,214	725,916	840,331	15.8%	114,415
<i>Uses</i>					
Salaries and Benefits	443,693	505,608	545,704	7.9%	40,096
Administration (includes G&A Overhead Allocation)	125,738	137,163	141,748	3.3%	4,585
Ambulance and Rescue Apparatus Replacement	54,365	56,760	126,000	122.0%	69,240
Operational Equipment and Supplies	27,324	26,385	26,880	1.9%	495
<i>Total Ambulance Fund Uses</i>	651,120	725,916	840,331	15.8%	114,415
<u>Water Reclamation Facility (Sewer) Fund</u>					
<i>Sources</i>					
Sewer Usage Billings	2,175,030	2,221,793	2,307,492	3.9%	85,699
Outside Projects	-	50,000	50,000	0.0%	-
NH DES Grant-in-Aid	46,366	45,351	44,335	-2.2%	(1,016)
Sewer Connection Fees	33,519	21,215	21,215	0.0%	-
Transfers from Capital Reserves	19,303	20,000	176,646	783.2%	156,646
Other Income	22,157	11,250	7,000	-37.8%	(4,250)
Transfer from WRF Fund Undesignated Fund Balance	-	-	-	-	-
<i>Total WRF Fund Sources</i>	2,296,375	2,369,609	2,606,688	10.0%	237,079
<i>Uses</i>					
Plant Operations	1,006,597	1,077,268	1,003,381	-6.9%	(73,887)
Plant Improvements-Capital Investment, Debt Svc	311,591	667,615	949,797	42.3%	282,182
Salaries and Benefits	608,900	574,726	603,510	5.0%	28,784
Outside Project Work	-	50,000	50,000	0.0%	-
<i>Total WRF Fund Uses</i>	1,927,088	2,369,609	2,606,688	10.0%	237,079
<u>Water Utility Fund</u>					
<i>Sources</i>					
Water Customer Billings	1,453,799	1,555,593	1,595,033	2.5%	39,440
Outside Projects	-	75,000	75,000	0.0%	-
Transfer from Water Fund Undesig. Fund Balance	-	49,174	365,734	643.8%	316,560
Transfers from Capital Reserves	-	-	69,000	-	69,000
NH DES Grant-in-Aid	7,861	7,861	7,861	0.0%	-
Water Connection Fees	3,970	6,300	6,300	0.0%	-
Other Income	7,033	400	400	0.0%	-
<i>Total Water Fund Sources</i>	1,472,662	1,694,328	2,119,328	25.1%	425,000
<i>Uses</i>					
Plant Improvements-Capital Investment, Debt Svc	999,143	1,019,680	1,331,976	30.6%	312,296
Salaries and Benefits	461,046	425,196	437,349	2.9%	12,153
Payment in Lieu of Taxes (former Water Co. Taxes)	269,600	241,413	241,413	0.0%	(0)
Plant Operations	414,739	521,498	506,314	-2.9%	(15,184)
Hydrant System Charges (transfer from Fire Fund)	(660,016)	(588,459)	(472,725)	-19.7%	115,734
Outside Project Work	2,529	75,000	75,000	0.0%	-
<i>Total Water Fund Uses</i>	1,487,041	1,694,328	2,119,328	25.1%	425,000

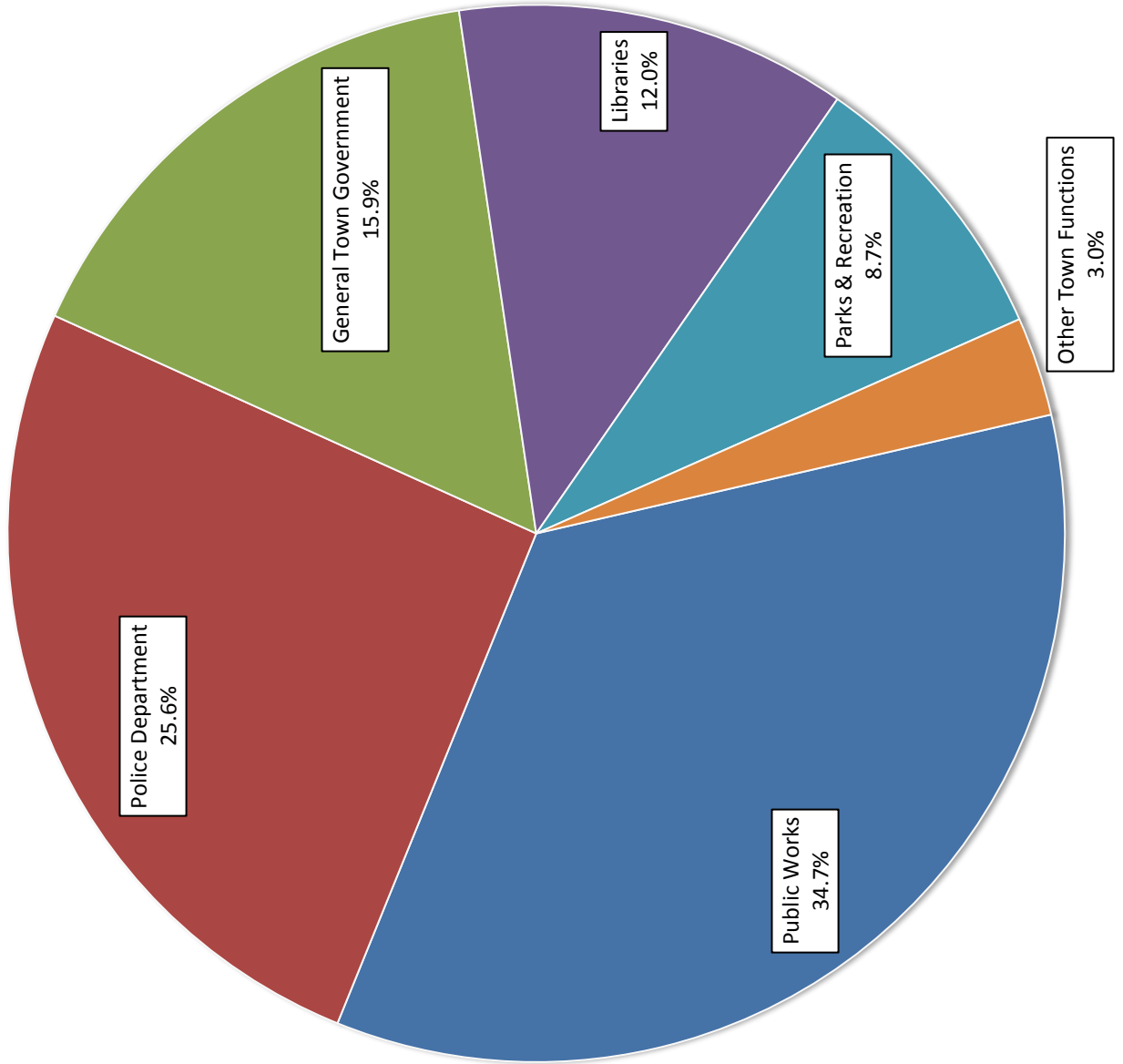
Town of Hanover - Recast Budget Summary - Functional Presentation

	2011-12 YTD	2012-13	2013-14		
	Actuals	Approved Budget	Proposed Budget	% Incr	\$ Incr
<u>Parking Fund</u>					
<i>Sources</i>					
Parking Facility Permit, Leased and Short Term Parking	490,185	530,563	543,840	2.5%	13,277
Surface Lot and Street Metered and Permit Parking	549,094	510,386	530,442	3.9%	20,056
Parking Fines	405,046	400,000	400,000	0.0%	-
Tax Increment Financing (TIF) District Levy	87,360	85,000	85,000	0.0%	-
Transfers from Capital Reserve Fund	8,629	63,650	340,322	434.7%	276,672
<i>Total Parking Fund Sources</i>	1,540,314	1,589,599	1,899,604	19.5%	310,005
<i>Uses</i>					
Salaries and Benefits	434,176	469,672	463,497	-1.3%	(6,175)
Parking Facility Debt Service	321,466	325,272	323,672	-0.5%	(1,600)
Administration (includes G&A Overhead Allocation)	249,149	253,585	292,368	15.3%	38,783
Advance Transit Shuttle Service, Municipal Contribution	180,384	195,749	202,254	3.3%	6,505
Parking Facility Operating Costs	142,362	174,375	166,233	-4.7%	(8,142)
Surface Lot and Street Parking Operating Costs	63,875	56,173	321,793	472.9%	265,620
Parking System Capital Costs	147,863	114,773	129,787	13.1%	15,014
<i>Total Parking Fund Uses</i>	1,539,276	1,589,599	1,899,604	19.5%	310,005

2013-14 Proposed Budget - Sources of General Fund Revenues



2013-14 Proposed Budget - Uses of General Fund Resources



TOWN OF HANOVER

TAX RATES OVERSEEN BY THE BOARD OF SELECTMEN

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

		PROPOSED 2013 Tax Rate (4/1/13-3/31/14)				2012 Actual Tax Rate (4/1/12-3/31/13)		
		Estimated Net Valuation	Tax Levy	Rate per \$1,000	% Incr	Net Valuation	Tax Levy	Rate per \$1,000
Town Funds	General Municipal Tax Rate	2,002,020,500	8,649,941	4.32	3.35%	1,992,020,500	8,329,334	4.18
	Fire District #1	1,449,777,271	2,090,653	1.44	-0.69%	1,442,535,700	2,091,677	1.45
	Fire District #2	539,126,713	633,726	1.18	7.27%	536,433,800	590,077	1.10
	Fire District #3	13,116,516	7,709	0.59	7.27%	13,051,000	7,178	0.55
		Combined Fire District #1		5.76	2.31%			5.63
		Combined Fire District #2		5.50	4.17%			5.28
		Combined Fire District #3		4.91	3.81%			4.73

These tax rates are *estimates* only; the final tax rate will be set in early October 2013 by the NH Department of Revenue Administration.

During budget discussions, the Board of Selectmen considered a composite average property tax rate to assess the year-to-year change in the tax rate. If the total tax levy for the General Fund and the Fire Fund were recovered from all properties on the same basis (i.e., if there were no separate Fire Districts), the tax rate would be:

2013 Tax Year 5.69 2.79%

2012 Tax Year 5.53



**Town of Hanover - 10 Year Tax Rate History of Municipal, School and County Combined Tax Rates
Fire District #1 (Properties w/in Hydrant System)**

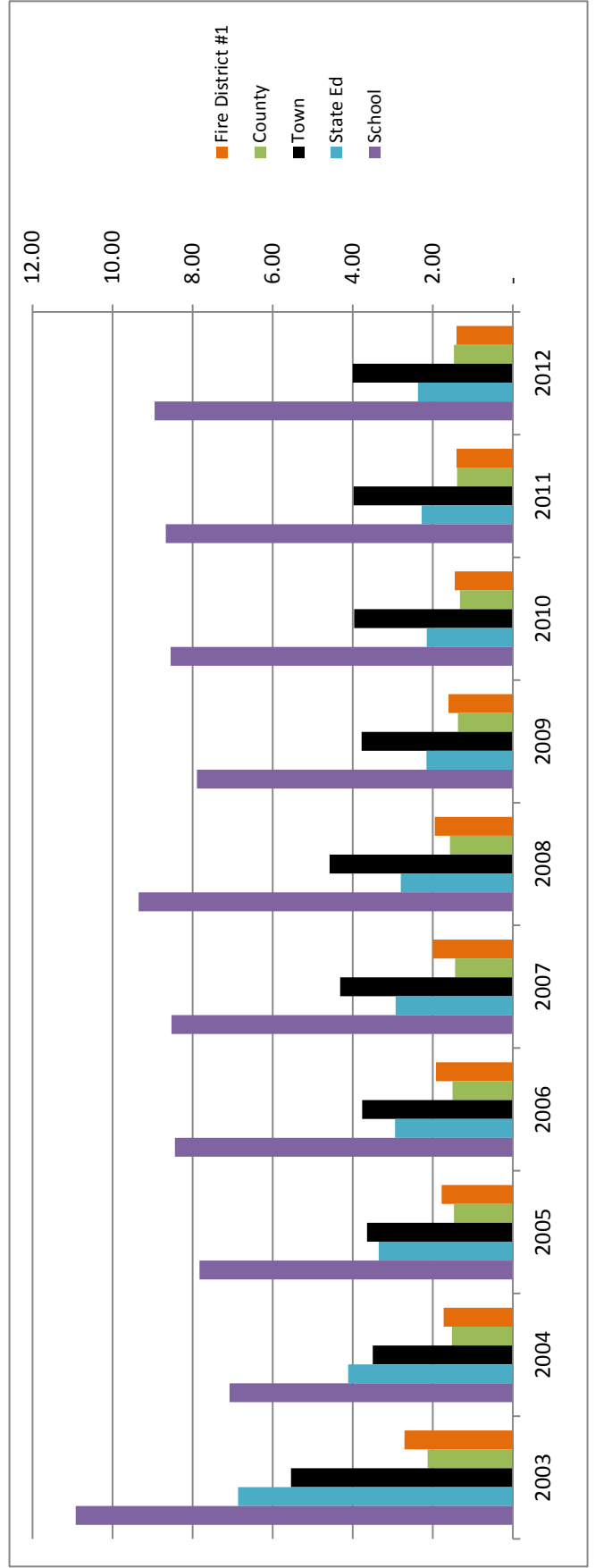
Tax Rate Breakdown

Year	Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Town	Fire District #1	County	School	State Ed
2012	1,992,020,500	17,255,400	18.49	1.6%	4.18	1.45	1.60	8.92	2.34
2011	1,974,765,100	10,142,900	18.20	2.7%	4.00	1.41	1.47	8.95	2.37
2010	1,964,622,200	27,281,600	17.73	1.7%	3.98	1.41	1.39	8.67	2.28
2009	1,937,340,600	38,747,400 (^)	17.43	3.7%	3.96	1.45	1.32	8.55	2.15
2008	1,898,593,200	366,842,500 (*)	16.81	-17.0%	3.78	1.61	1.37	7.89	2.16
2007	1,531,750,700	37,983,000 (+)	20.25	5.4%	4.58	1.95	1.57	9.35	2.80
2006	1,493,767,700	52,267,300	19.21	3.4%	4.31	2.00	1.44	8.53	2.93
2005	1,441,500,400	19,594,500	18.57	2.8%	3.76	1.92	1.51	8.44	2.94
2004	1,421,905,900	18,611,800	18.07	0.7%	3.64	1.78	1.47	7.83	3.35
2003	1,403,294,100	557,544,300 (*)	17.94	-36.3%	3.50	1.73	1.52	7.08	4.11
2002	845,749,800	22,401,000	28.16	3.2%	5.54	2.71	2.13	10.92	6.86

(^) State Revenue Sharing eliminated to address State budget deficit - Town Property Tax rate increased by \$.10 to address lost revenues.

(*) Revaluation Year

(+) Fire Districts Reconfigured



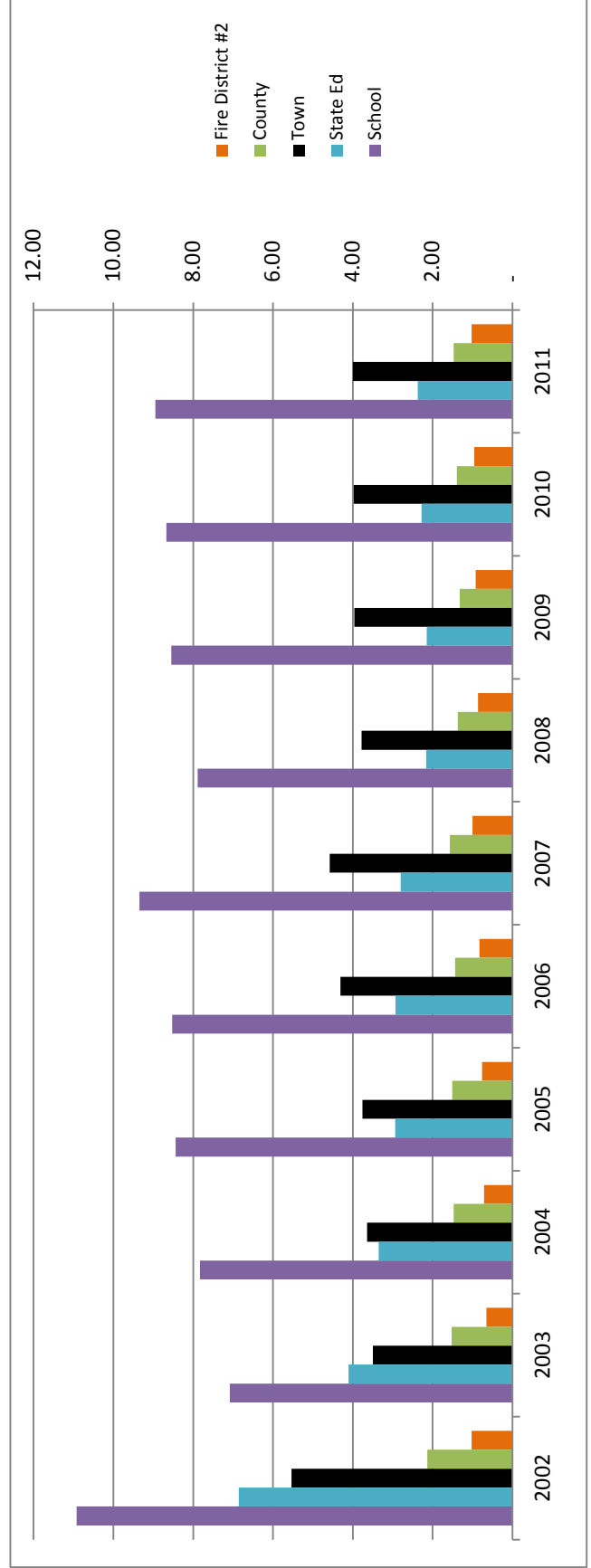
**Town of Hanover - 10 Year Tax Rate History of Municipal, School and County Combined Tax Rates
Fire District #2 (Properties w/o Hydrant-West of Moose Mtn)**

Year	Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Tax Rate Breakdown				
					Town	Fire District #2	County	School	State Ed
2012	1,992,020,500	17,255,400	18.14	1.9%	4.18	1.10	1.60	8.92	2.34
2011	1,974,765,100	10,142,900	17.81	3.1%	4.00	1.02	1.47	8.95	2.37
2010	1,964,622,200	27,281,600	17.28	2.2%	3.98	0.96	1.39	8.67	2.28
2009	1,937,340,600	38,747,400 (^)	16.90	5.2%	3.96	0.92	1.32	8.55	2.15
2008	1,898,593,200	366,842,500 (*)	16.06	-16.8%	3.78	0.86	1.37	7.89	2.16
2007	1,531,750,700	37,983,000 (+)	19.30	7.0%	4.58	1.00	1.57	9.35	2.80
2006	1,493,767,700	52,267,300	18.04	3.6%	4.31	0.83	1.44	8.53	2.93
2005	1,441,500,400	19,594,500	17.41	2.4%	3.76	0.76	1.51	8.44	2.94
2004	1,421,905,900	18,611,800	17.00	0.8%	3.64	0.71	1.47	7.83	3.35
2003	1,403,294,100	557,544,300 (*)	16.86	-36.3%	3.50	0.65	1.52	7.08	4.11
2002	845,749,800	22,401,000	26.47	3.2%	5.54	1.02	2.13	10.92	6.86

(^) State Revenue Sharing eliminated to address State budget deficit - Town Property Tax rate increased by \$.10 to address lost revenues.

(*) Revaluation Year

(+) Fire Districts Reconfigured





MELANSON HEATH & COMPANY, PC

CERTIFIED PUBLIC ACCOUNTANTS
MANAGEMENT ADVISORS

149 Hanover Street
Manchester, NH 03101
Tel (603) 669-6130 • Fax (603) 624-6757
www.melansonheath.com

INDEPENDENT AUDITORS' REPORT

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

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of and for the year ended June 30, 2012, which collectively comprise the Town's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the Town of Hanover's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Hanover, New Hampshire, as of June 30, 2012, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Accounting principles generally accepted in the United States of America require that management's discussion and analysis and other post-employment benefits schedule of funding progress be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be

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

an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Melanson, Heath + Company P.C.

December 21, 2012

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Hanover, we offer readers this narrative overview and analysis of the financial activities of the Town of Hanover for the fiscal year ended June 30, 2012.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net assets presents information on all assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, sanitation, and culture and recreation. The business-type activities include water and water reclamation activities.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary funds. Proprietary funds are maintained as follows:

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Specifically, enterprise funds are used to account for water and water reclamation operations.

Proprietary funds provide the same type of information as the business-type activities reported in the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and water reclamation operations, both of which are considered to be major funds.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information

which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$ 47,371,643 (i.e., net assets), a change of \$ 1,030,983 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$ 6,067,433, a change of \$ (120,088) in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$ 1,365,076, a change of \$ 16,617 in comparison to the prior year.
- Bonds payable at the close of the current fiscal year was \$ 15,070,710, a change of \$ (773,355) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

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

	Governmental Activities		Business-Type Activities		Total	
	2012	2011	2012	2011	2012	2011
Current and other assets	\$ 28,598,540	\$ 26,591,245	\$ 1,337,440	\$ 1,571,650	\$ 29,935,980	\$ 28,162,895
Capital assets	33,434,108	33,026,627	28,392,481	25,213,065	61,826,589	58,239,692
Total assets	<u>62,032,648</u>	<u>59,617,872</u>	<u>29,729,921</u>	<u>26,784,715</u>	<u>91,762,569</u>	<u>86,402,587</u>
Long-term liabilities outstanding	7,897,174	8,047,918	9,999,506	10,547,823	17,896,680	18,595,741
Other liabilities	22,862,714	21,060,931	3,631,532	405,255	26,494,246	21,466,186
Total liabilities	<u>30,759,888</u>	<u>29,108,849</u>	<u>13,631,038</u>	<u>10,953,078</u>	<u>44,390,926</u>	<u>40,061,927</u>
Net assets:						
Invested in capital assets, net	28,931,973	28,204,635	14,265,752	12,438,859	43,197,725	40,643,494
Restricted	1,649,231	2,701,866	-	-	1,649,231	2,701,866
Unrestricted	691,556	(397,478)	1,833,131	3,392,778	2,524,687	2,995,300
Total net assets	<u>\$ 31,272,760</u>	<u>\$ 30,509,023</u>	<u>\$ 16,098,883</u>	<u>\$ 15,831,637</u>	<u>\$ 47,371,643</u>	<u>\$ 46,340,660</u>

CHANGES IN NET ASSETS

	Governmental Activities		Business-Type Activities		Total	
	2012	2011	2012	2011	2012	2011
Revenues:						
Program revenues:						
Charges for services	\$ 4,481,764	\$ 3,769,561	\$ 4,484,713	\$ 4,571,148	\$ 8,966,477	\$ 8,340,709
Operating grants and contributions	285,869	463,145	17,259	-	303,128	463,145
Capital grants and contributions	-	-	-	18,274	-	18,274
General revenues:						
Property taxes	10,818,921	10,639,008	-	-	10,818,921	10,639,008
Motor vehicle permit fees	1,204,109	1,164,139	-	-	1,204,109	1,164,139
Penalties and interest on taxes	230,200	133,695	-	-	230,200	133,695
Grants and contributions not restricted to specific programs	778,048	762,396	7,861	15,395	785,909	777,791
Investment income	31,573	112,269	-	-	31,573	112,269
Other	387,945	439,713	14,288	14,801	402,233	454,514
Total revenues	18,218,429	17,483,926	4,524,121	4,619,618	22,742,550	22,103,544
Expenses:						
General government	4,542,931	4,304,485	-	-	4,542,931	4,304,485
Public safety	7,252,412	6,847,548	-	-	7,252,412	6,847,548
Highway and streets	3,287,750	2,681,583	-	-	3,287,750	2,681,583
Sanitation	158,867	229,365	-	-	158,867	229,365
Health and human services	269,539	294,035	-	-	269,539	294,035
Culture and recreation	1,931,083	1,631,489	-	-	1,931,083	1,631,489
Interest on long-term debt	216,123	183,552	-	-	216,123	183,552
Water	-	-	1,599,916	2,171,873	1,599,916	2,171,873
Water reclamation	-	-	2,506,997	2,189,901	2,506,997	2,189,901
Total expenses	17,658,705	16,172,057	4,106,913	4,361,774	21,765,618	20,533,831
Change in net assets before transfers, permanent fund contributions and extraordinary items	559,724	1,311,869	417,208	257,844	976,932	1,569,713
Transfers in (out)	149,962	(1,172,570)	(149,962)	1,172,570	-	-
Permanent fund contributions	54,051	68,122	-	-	54,051	68,122
Acquisition capital	-	-	-	2,539,426	-	2,539,426
Change in net assets	763,737	207,421	267,246	3,969,840	1,030,983	4,177,261
Net assets - beginning of year (as restated)	30,509,023	30,301,602	15,831,637	11,861,797	46,340,660	42,163,399
Net assets - end of year	\$ 31,272,760	\$ 30,509,023	\$ 16,098,883	\$ 15,831,637	\$ 47,371,643	\$ 46,340,660

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net assets were \$ 47,371,643, a change of \$ 1,030,983 from the prior year.

The largest portion of net assets \$ 43,197,725 reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital

assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net assets \$ 1,649,231 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$ 2,524,687, if it were positive, may be used to meet the government's ongoing obligations to citizens and creditors.

Governmental activities. Governmental activities for the year resulted in a change in net assets of \$ 763,737. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ 24,253
Fire fund activity	(173,092)
Nonmajor fund activity	28,751
Depreciation, which is not budgeted or funded, over principal maturities, a budgeted expense	(1,700,700)
Capital asset additions, net of disposals	2,511,627
Other	<u>72,898</u>
Total	<u>\$ 763,737</u>

Business-type activities. Business-type activities for the year resulted in a change in net assets of \$ 267,246. Key elements of this change are as follows:

Water operations	\$ 560,880
Water reclamation operations	<u>(293,634)</u>
Total	<u>\$ 267,246</u>

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$ 6,067,433, a change of \$ (120,088) in comparison to the prior year. Key elements of this change are as follows:

General fund operations	\$	24,253
Fire fund activity		(173,092)
Nonmajor fund activity		<u>28,751</u>
Total	\$	<u><u>(120,088)</u></u>

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$ 1,365,076, while total fund balance was \$ 3,616,651. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

<u>General Fund</u>	<u>6/30/12</u>	<u>6/30/11</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 1,365,076	\$ 1,348,459	\$ 16,617	10.9%
Total fund balance	\$ 3,616,651	\$ 3,592,398	\$ 24,253	28.9%

The total fund balance of the general fund changed by \$ 24,253 during the current fiscal year. Key factors in this change are as follows:

Revenues less than budget	\$	(429,567)
Expenditures less than budget		868,797
Expenditures of prior year encumbrances		(56,694)
Change in capital reserves		(96,931)
Other timing issues		<u>(261,352)</u>
Total	\$	<u><u>24,253</u></u>

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

	<u>6/30/12</u>	<u>6/30/11</u>	<u>Change</u>
Capital reserves	\$ <u>1,771,997</u>	\$ <u>1,868,928</u>	\$ <u>(96,931)</u>
Total	\$ <u><u>1,771,997</u></u>	\$ <u><u>1,868,928</u></u>	\$ <u><u>(96,931)</u></u>

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

Unrestricted net assets of the enterprise funds at the end of the year amounted to \$ 1,833,131.

Other factors concerning the finances of proprietary funds have already been addressed in the entity-wide discussion of business-type activities.

E. GENERAL FUND BUDGETARY HIGHLIGHTS

There were no differences between the original budget and the final budget.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental and business-type activities at year end amounted to \$ 61,826,589 (net of accumulated depreciation), a change of \$ 3,586,897 from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital asset events during the current fiscal year included the following:

Governmental Activities:

2012 Freightliner Dump Trucks	\$	462,147
Lebanon Street - Visual Arts	\$	200,639
River Road Bridge	\$	145,565
Park Street - Bike/Sidewalk Path	\$	131,681
Storrs Farm	\$	209,025

Business-type Activities:

Sewer Line Slip Lining	\$	31,614
Fletcher Reservoir	\$	118,299
Parker Reservoir	\$	148,549
Wastewater Treatment Plant Upgrade	\$	6,694,999

Additional information on capital assets can be found in the Notes to the Financial Statements.

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was \$ 15,070,710, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to the Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Hanover's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Director of Administrative Services
Town of Hanover
P.O. Box 483
Hanover, New Hampshire 03755
(603) 640-3203

TOWN OF HANOVER, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2012

	General	Fire Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and short-term investments	\$ 20,318,148	\$ -	\$ 644,579	\$ 20,962,727
Receivables:				
Property taxes	7,337,749	-	-	7,337,749
User fees	124,946	2,878	88,973	216,797
Due from other funds	-	529,161	1,645,052	2,174,213
Other assets	33,351	-	-	33,351
TOTAL ASSETS	\$ 27,814,194	\$ 532,039	\$ 2,378,604	\$ 30,724,837
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 1,109,028	\$ 6,874	\$ 387,205	\$ 1,503,107
Due to other governments	13,698,191	-	-	13,698,191
Deferred revenues	4,558,076	-	62,025	4,620,101
Tax paid in advance	13,271	-	-	13,271
Due to other funds	4,794,347	-	-	4,794,347
Deposits held in custody	-	-	3,757	3,757
Other liabilities	24,630	-	-	24,630
TOTAL LIABILITIES	24,197,543	6,874	452,987	24,657,404
Fund Balances:				
Nonspendable	-	-	465,396	465,396
Restricted	-	520,665	1,191,021	1,711,686
Committed	1,986,328	-	269,200	2,255,528
Assigned	265,247	4,500	-	269,747
Unassigned	1,365,076	-	-	1,365,076
TOTAL FUND BALANCES	3,616,651	525,165	1,925,617	6,067,433
TOTAL LIABILITIES AND FUND BALANCES	\$ 27,814,194	\$ 532,039	\$ 2,378,604	\$ 30,724,837

See notes to financial statements.

**Town of Hanover Statement of General Indebtedness FY 2011-12
Projected Balances Due - including Principal and Interest**

		FY2011-12			
		Balance Due @	FY2011-12	Debt Incurred	Balance Due @
	Matures	7/1/2011	Debt Service	or	6/30/2012
			Payments	(Refinanced)	
General Fund					
2002 Police Dispatch Console Bond	6/14/2012	\$ 15,638	\$ (15,638)	\$ -	\$ -
2003 Community Center Bond	1/15/2023	1,139,388	(113,633)	-	1,025,755
2004 Dresden Note for HHS Property Option	8/15/2023	1,300,000	(100,000)	-	1,200,000
2007 Town-Wide IP Telephone Switch	3/1/2014	54,663	(28,134)	-	26,529
2010 Surveillance System - Police Department	7/15/2013	18,865	(6,288)	-	12,577
2010 Networked Copier Lease - Howe Library	12/31/2014	16,843	(5,614)	-	11,229
2011 Ntwk Copier Lease - Planning & Zoning	8/13/2014	6,395	(2,132)	-	4,263
2011 Ntwk Copier Lease - Police Department	1/31/2015	10,837	(3,024)	-	7,813
2012 Networked Copier Lease - Public Works	9/1/2015	335	(2,271)	9,290	7,355
2012 Ntwk Copier Lease - Parks & Recreation	5/1/2016	2,703	(3,338)	15,251	14,615
2012 Networked Copier Lease - Town Hall	11/1/2016	512	(2,743)	13,387	11,156
2012 Wide Format Plotter - Public Works	9/1/2016	-	(2,920)	17,520	14,600
Total General Fund		\$ 2,566,178	\$ (285,735)	\$ 55,448	\$ 2,335,891
Fire Fund					
2007 E-1 Aerial Tower - Fire Department	10/3/2015	211,177	(42,236)	-	168,941
2011 Networked Copier Lease - Fire Dept	8/13/2014	6,395	(2,132)	-	4,263
Total Fire Fund		\$ 217,572	\$ (44,367)	\$ -	\$ 173,205
Water Utility Fund					
SRF Loan 1	7/1/2021	3,351,784	(304,708)	-	3,047,076
SRF Loan 2	7/1/2027	7,750,946	(455,938)	-	7,295,008
Citizens Loan	7/15/2015	505,368	(125,345)	-	380,023
Total Water Utility Fund		\$ 11,608,097	\$ (885,991)	\$ -	\$ 10,722,106
Water Reclamation Facility (Sewer) Fund - see below Note #1					
2008 Treatment Plant Bond - (State Water Pollution)					
Aid received to apply against debt service)	12/1/2027	3,310,240	(236,073)	-	3,074,167
2009 Networked Copier Lease - Treatment Plant	10/31/2012	2,412	(1,809)	-	603
2011 Dump Trailer (for sludge hauling)	7/15/2015	46,193	(9,239)	-	36,955
Total Water Reclamation Facility Fund		\$ 3,358,845	\$ (247,121)	\$ -	\$ 3,111,725
Parking Fund					
1999 Parking Facility Bond	1/15/2029	5,702,128	(321,466)	-	5,380,662
2011 Video Surveillance Eqpt (Garage, Lot#1)	12/15/2014	40,649	(10,162)	-	30,487
Total Parking Fund		\$ 5,742,777	\$ (331,628)	\$ -	\$ 5,411,149
Total Outstanding Indebtedness All Funds		\$ 23,452,821	\$ (1,784,680)	\$ 55,448	\$ 21,723,589

Note #1: State Revolving Loans totaling \$5,944,807 have been closed out by NH Department of Environmental Services in FY2013, with the debt service of one of the loans (\$1,709,807 in Principal) to begin in FY2013 and the debt service of the other loan (\$4,235,000 in Principal) to begin in FY2014. Town Meeting authorized this indebtedness for sewer plant improvements in May 2008; however, the loans were not closed out until the work to be funded with this indebtedness was complete.

Note #2: Certain beginning balances have been restated and will deviate from the ending balances reported as of June 30, 2011.

	6/30/2011 Market Value Balance	Income Net of Management Fees	Change in Market Value	Deposits	Withdrawals	Authorized but not yet Disbursed	6/30/2012 Market Value Balance
Common Trust Funds							
Cemeteries	\$ 153,992	\$ 3,686	\$ (5,986)	\$ -	\$ (3,074)	\$ -	\$ 148,618
Library	1,900	45	(74)	-	(38)	-	1,833
Poor	290	7	(11)	-	(6)	-	280
Subtotal Common Trust Funds	\$ 156,182	\$ 3,738	\$ (6,071)	\$ -	\$ (3,118)	\$ -	\$ 150,731
Capital Reserve Funds							
Ambulance Equipment	\$ 76,073	\$ 59	\$ -	\$ 50,760	\$ -	\$ -	\$ 126,892
Bridge Replacement and Renovations	199,988	152	-	40,000	-	(167,100)	73,040
Building Maintenance and Improvements	164,530	126	-	50,000	-	(86,300)	128,356
Dispatch Center Eqpt. and Renovations	46,415	35	-	12,240	-	-	58,690
Fire Department Vehicle and Equipment	357,014	270	-	60,000	-	-	417,284
Highway Construction and Mtce. Eqpt.	256,551	205	-	265,000	-	(446,100)	75,656
Parking Vehicles and Facility Improvements	498,490	375	-	46,710	-	(8,629)	536,946
Police Vehicles and Equipment	115,056	90	-	89,500	-	(193,501)	11,145
Property Revaluation	41,560	32	-	15,000	-	(45,000)	11,592
Road Construction and Improvements	39,023	31	-	25,000	-	-	64,054
Sewer Eqpt. and Facilities Improvements	1,811,185	1,358	-	56,215	-	(1,719,303)	149,455
Municipal Transportation Improvement Fund	78,042	60	-	32,730	-	(105,000)	5,832
Water Treatment and Distrib Eqpt. & System	-	5	-	113,050	-	-	113,055
Subtotal Capital Reserve Funds	\$ 3,683,927	\$ 2,798	\$ -	\$ 856,205	\$ -	\$ (2,770,933)	\$ 1,771,997
Restricted Purpose Funds							
Bridgman Trust Fund (*)	\$ 1,243,520	\$ 53,685	\$ (78,441)	\$ -	\$ (35,000)	\$ -	\$ 1,183,764
Bruce Essay Prize (+)	1,380	33	(54)	-	(25)	-	1,334
Dagmar's Place Fund	14,784	354	(575)	-	-	-	14,563
Dartmouth '58 Clock Maintenance Fund	1,728	1	-	274	(121)	-	1,882
Education of Persons with Disabilities Fd. (*)	198	3	-	60,000	-	-	60,201
Etna Library Expendable Fund	25,953	21	-	5,517	(3,441)	-	28,050
Fierro Fire Department Memorial Fund	2,641	2	-	-	-	-	2,643
Adelaide Hardy Trust for Etna Library	46,068	1,103	(1,791)	-	-	-	45,380
Jeremiah Ice Hockey Fund (+)	6,717	161	(261)	-	-	-	6,617
Land & Capital Improvements Fund	354	1	-	10,170	-	-	10,525
Murphy Lamp of Learning Prize Fund (+)	5,786	138	(225)	-	(100)	-	5,599
Norris Dartmouth Cemetery Fund	1,060	-	-	-	-	-	1,060
Pleasant St. View and Slope Mtce. Fund	17,321	415	(673)	-	-	-	17,063
Rueb Photography Prize Fund (+)	13,144	315	(511)	-	(263)	-	12,685
Sawyer Trust Fund	15,296	366	(595)	-	(306)	-	14,761
School Building Maintenance Fund (*)	54,284	42	-	25,000	-	-	79,326
Sixth Grade Tuition Fund (*)	945	-	-	-	-	-	945
Tax Stabilization Fund (*)	70,133	15	-	-	(70,148)	-	-
Frank B. and Edith R. Tenney Trust	54,463	1,304	(2,117)	-	(520)	-	53,130
Termination Benefits Fund	89,330	67	-	-	-	-	89,397
Welfare Assistance Fund	-	-	-	359	-	-	359
Wicker Fdn. Cemetery Improvements Fd.	1,984	1	-	-	-	-	1,985
Subtotal Restricted Purpose Funds	\$ 1,667,089	\$ 58,027	\$ (85,243)	\$ 101,320	\$ (109,924)	\$ -	\$ 1,631,269
<i>*Hanover School District Funds, +Dresden School District Funds</i>							
Grand Total Trust Funds	\$ 5,507,198	\$ 64,563	\$ (91,314)	\$ 957,525	\$ (113,042)	\$ (2,770,933)	\$ 3,553,997

TOWN TREASURER'S REPORT
GENERAL FUND
for 2012 fiscal year (July 1, 2011 - June 30, 2012)

The Treasurer of the Town of Hanover for the fiscal year ending June 30, 2012 submits the following summary report of receipts and disbursements, and cash and cash equivalents:

General Fund Cash Balances at July 1, 2011	\$ 12,301,359
Plus: Receipts from all sources	49,468,203
Plus: Transfers from Investment Account	19,275,232
Plus: Interest earned	29,155
Less: Authorized Disbursements	(52,223,389)
Less: Transfers to Investment Account	(18,500,000)
Less: Change in Petty Cash Account	(50)
General Fund Cash Balances at June 30, 2012	<u>\$ 10,350,510</u>
Investment Account Balance at July 1, 2011	\$ 5,752,686
Plus: Transfers from Operating Account	18,500,000
Plus: Interest earned	22,546
Less: Transfers to Operating Account	(19,275,232)
Investment Account Balance at June 30, 2012	<u>\$ 5,000,000</u>
NH PDIP(*) General Fund Balance at July 1, 2011	\$ 875,055
Plus: Interest earned	391
Less: Transfers out	(450,738)
NH PDIP General Fund Balance at June 30, 2012	<u>\$ 424,708</u>

Respectfully Submitted,
Patricia B. Coutermarsh
Town of Hanover Treasurer

(*) New Hampshire Public Deposit Investment Pool

Town of Hanover
Tax Collector's Report
Fiscal Year Ended June 30, 2012

	2011 Tax Year	2012 Tax Year
Uncollected Taxes, July 1, 2011		
Property Taxes	\$ 3,062,489	\$ -
Yield Taxes	665	-
Property Tax Credit Balances	(15,839)	-
Taxes Committed, Fiscal Year 2012		
Property Taxes	18,422,416	18,020,738
Land Use Change Taxes	30,160	-
Yield Taxes	3,275	8,836
Overpayments	11,457	-
Interest on Delinquent Taxes	50,733	-
TOTALS	\$ 21,565,356	\$ 18,029,574
Collections During Fiscal Year 2011		
Property Taxes	\$ 21,336,271	\$ 10,918,517
Land Use Change Taxes	30,160	-
Yield Taxes	3,903	8,634
Liens Executed (Principal Only)	135,309	-
Property Tax and Other Abatements	3,975	15,736
Interest	50,733	-
Uncollected Taxes, June 30, 2011		
Property Taxes	5,005	7,099,756
Yield Taxes	-	202
Property Tax Credit Balances	-	(13,271)
TOTALS	\$ 21,565,356	\$ 18,029,574



Town of Hanover
Tax Collector's Report
Summary of Tax Lien Accounts
Fiscal Year Ended June 30, 2012

	Prior Years	2010 Tax Year	2011 Tax Year
Unredeemed Liens July 1, 2010	\$ 58,203	\$ 167,060	\$ -
Liens Executed in Fiscal Year 2011 (includes interest and fees)	-	-	145,760
Collections During Fiscal Year 2011	50,503	63,828	23,906
Unredeemed Liens June 30, 2011	\$ 7,700	\$ 103,232	\$ 121,854

2012 - Ten Largest Taxpayers

Dartmouth College	\$ 5,481,661
Kendal at Hanover	1,181,082
Dartmouth College, Trustees of	520,191
South Street Downtown Holdings Inc.	364,497
Hypertherm Inc.	226,563
Byrne, Dorothy	201,895
The Sheridan Group, Inc.	185,314
Bayson Hanover Properties LLC	179,204
Granite State Electric Company	173,504
Hanover Hospitality LLC	159,014

**REPORT OF THE TOWN CLERK
for Fiscal Year Ending June 30, 2012**

ISSUE OF DOG LICENSES:

840 Dog Licenses	\$	3,275
Payments due State on Dog Licenses		432
Payments due State on Pet Overpopulation Fund		1,510

PAYMENTS TO TREASURER	\$	5,216
------------------------------	-----------	--------------

AUTO REGISTRATIONS:

Auto Permits Issued	\$	1,109,554
Title Fees		2,486
Municipal Agent Fees		21,648
Municipal Transportation Improvement Fund		33,940
Mail-In Fees		3,008

PAYMENTS TO TREASURER	\$	1,170,636
------------------------------	-----------	------------------

ALL OTHER FEES:

Dog Fines	\$	500
Extra Recycling Bins		1,302
Landfill Tickets		19,380
Miscellaneous Fees		3,677
Notary Fees		910
Payments to State on Certified Copies & Marriage Licenses		18,277
Town Clerk Fees		7,463
Vendor Permits		3,885

PAYMENTS TO TREASURER	\$	55,394
------------------------------	-----------	---------------

TOTAL RECEIPTS REMITTED TO TREASURER	\$	1,231,246
---	-----------	------------------

2012 SUMMARY OF LEGAL ACTIVITY

<u>Case/Type</u>	<u>Opposing Attorney</u>	<u>Town Attorney</u>	<u>Outcome</u>	<u>Town Legal Expenses</u>
Paragon ZBA Appeal	Barry Schuster	Walter Mitchell	Pending	\$ 3,634
Dana Property/Pasture Rd.	Brad Atwood	Walter Mitchell	Pending	\$ 8,147
Fairpoint Tax Assessment	Devine, Millimet	Jae Whitelaw	Pending	\$ 2,629
Patton Zoning Enforcement	James Mulligan	Walter Mitchell	Pending	\$ 2,598
Vincelette Tax Deeding	Pro Se	Walter Mitchell	Completed	\$ 1,002
			Subtotal	\$18,010

General Legal Advice

<u>Subject</u>	<u>Town Attorney</u>	<u>Legal Expenses</u>
Labor Relations	Matthew Upton	\$ 522
Welfare Client Assistance	Peter Decato	\$ 1,049
Municipal Legal Matters	Walter Mitchell & Laura Spector Morgan	\$21,684
Municipal Legal Matters	Matthew Cairns	\$ 824
Telecommunications	Robert Ciandella	\$ 1,607
		Subtotal
		\$25,686

TOTAL 2012 LEGAL EXPENSES \$43,696

ADVISORY BOARD OF ASSESSORS REPORT

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

Activities: In calendar year 2012, the Advisory Board of Assessors met six times and heard thirty-one Tax Year 2011 abatement requests. Eighteen abatement recommendations were forwarded to the Selectmen. Deadline for filing an abatement application for Tax Year 2011 was March 1, 2012.

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

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

Select Board Representative: Jay Buckey, Jr.

ASSESSING DEPARTMENT REPORT

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

Local real estate market: The local residential real estate market has stabilized, and over the past twelve months depreciation has not been a factor in the market. Demand for residential homes and condominiums has stabilized; we will not have a clear picture of the direction of the market going forward until we see what happens with sales between May and early September of 2013. Any improvement in the residential real estate market over the next twelve months would have a positive effect on all segments of the market.

Average assessment: The Town's median equalization ratio for tax year 2012 is 101.7%, which means the average assessment in Hanover is at 101.7% of market value as of April 1, 2012. The equalization ratio for tax year 2011 was 101.3%, an indication that not much has changed in the local real estate market over the past twelve months in terms of the relationship between residential assessments and their sales prices. One important change has taken place and that is supply and demand is closer to being in balance than it has been over the past several years. This trend has stabilized the market in the short term and we will continue to monitor this trend very closely over the next few months going into the 2013 revaluation.



Property Revaluation Program: In an effort to improve the accuracy and equity of all assessments and comply with the State of New Hampshire's five year assessment certification program, the Assessing Department is in the process of completing a town-wide property revaluation program. Residential and commercial data collection efforts are complete. The department is in the sale analysis and final review phase of the program. Overall assessments are expected to remain roughly the same as the previous year or decrease slightly between 1% and 8% depending on the type of property and location. The analysis is not 100% complete therefore I cannot rule out that some areas may increase slightly. Each taxpayer will receive notice of their new assessment(s) in the summer of 2013 along with information pertaining to taxpayer hearings. The new assessments will become effective with the fall 2013 tax bill. This is part of a continuing program designed to develop, improve and maintain a comprehensive property tax system for the Town of Hanover.

**Tax Year 2012
Summary of Assessments**

<u>Land</u>	
Current Use (19,463 Acres)	\$ 1,315,300
Conservation Restriction	8,300
Residential	524,567,600
Commercial/Industrial	<u>106,144,600</u>
Total Taxable Land	\$ 632,035,800
 <u>Buildings</u>	
Residential	\$ 929,140,000
Commercial/Industrial	<u>420,122,400</u>
Total Taxable Buildings	\$ 1,349,262,400
 <u>Public Utilities</u>	
Electric	<u>\$ 12,632,300</u>
Total	<u>\$ 1,993,930,500</u>

The Hanover Water Works Company was municipalized in July, 2010; the Water Department makes a pilot payment each year to the general fund based on its current assessment and is no longer tabulated above under taxable Public Utilities.

Respectfully submitted,
Michael Ryan, Director of Assessing

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

HANOVER BICYCLE / PEDESTRIAN COMMITTEE (HBPC)

The HBPC is an advisory committee to the Hanover Select Board. The committee works to improve biking and pedestrian opportunities in Hanover. It meets the first Thursday of each month at 4 pm at the Howe Library. The public is encouraged to attend.

In 2012 we celebrated the repaving of Park Street, including bike lanes on North and South Park Street, the completion of the sidewalks on South Park Street (there had been gaps), and improvements to crosswalks at several places along the road. The committee thanks the Select Board for approving the project and Peter Kulbacki and Public Works for doing the repaving, striping, and sidewalks.

A second highlight of 2012 HBPC efforts was the completion of the final version of the *Town of Hanover Pedestrian and Bicycle Master Plan*. When we presented the draft plan to the Select Board a member requested that we come up with a priority ranking for our recommendations. We worked with Carolyn Radish of ORW Landscape Architects and Planners to categorize recommendations as short term, medium term, and long term and discussed which recommendations we considered most urgent. The Select Board accepted the report.

Other activities in 2012 include:

- Participated in the Safe Routes to School Task Force. Two committee members were on the task force and the entire committee discussed the report and made suggestions.
- Worked with the Lebanon Bike/Pedestrian committee to study Rt. 10 between Hanover and Sachem Village and recommend improvements to make this route safer for bicyclists and pedestrians. The joint report has been delivered to the Select Board in Hanover and the City Council in Lebanon.
- Considered a number of streets in town that would benefit from having sidewalks and recommended that sidewalks be built on Verona Avenue.
- Suggested that the sharrows in front of the high school become permanent and recommended other roads for sharrow treatment. (Sharrows are “share the road” symbols on the pavement, and indicate where bicyclists should ride.)
- Submitted an application for Bike Friendly Community Designation.



In the coming year, we will be considering ways to expand bicycle parking in town, particularly sheltered bicycle parking. We plan to work on bike safety education and to continue our engagement in the Safe Routes to School project. We plan to talk with Dartmouth about its plans for North College Street improvements.

For further information about the Hanover Bicycle/Pedestrian Committee, find us on the town's web site at: <http://hanovernh.org>

Committee Members: Sam Burdick, Tim Cox, Doug Deaett, Kelly Dole, David Dostal, Scot Drysdale (Chair), Sloane Mayor, Barbara McIlroy, Hugh Mellert, Athos Rassias (Select Board Representative), Carol Perera Weingeist, Joanna Whitcomb, Bill Young, Charles R. Sullivan (Ex Officio, now lives in Lebanon)

ETNA LIBRARY

According to its mission statement, the Hanover Town Library in Etna “will maintain an active presence in the community, providing services in a personal manner and preserving its historic building for future generations.” Built in 1905, the library is listed on the National Register of Historic Places.

The Etna Library holds a collection of approximately 9,800 adult and children’s titles. All of the library’s materials are included on KnowHowe, the online catalog of the Howe Library. Internet access is provided on a public computer and through wireless connection. A courier service allows patrons to reserve a title at either the Etna or Howe Library and to choose where to pick it up. Items may also be borrowed from other libraries in New Hampshire or elsewhere in the United States. Through the New Hampshire Downloadable Book Consortium, audios and e-books can be downloaded either on a home computer or at the library.

This year, plans were drawn up by a local architect in collaboration with Town staff, Etna Library trustees and library staff for the construction of a new entrance and handicapped accessible bathroom. In Fall 2012, Mink Hill Timber Frame began construction of the new entrance/bathroom addition, financed by a combination of Town funding and generous gifts from the Byrne Foundation, Hanover Improvement Society, Hanover Rotary and Mascoma Savings Bank. The Hanover Public Works Department constructed an off-the-road parking area and walkways.

In the winter of 2012, the Hanover Town Library Planning Committee produced a survey about library services, collected survey results and updated the 1999 Long Range Plan. The updated plan is available on the library page of the Town of Hanover website www.hanovernh.org under the department of Etna Library.

The Etna Library book group for adults meets monthly to discuss both classic and contemporary titles. Additional 2012 adult programs included *Mindful Living Skills* presented by Melissa Laverack, a reading of *A Curious and Gentle Path* by Ginger Wallis, *Etna Memories*, a discussion of recent Etna history and *Healthy People, Healthy Planet*, a series connecting human and environmental health, led by Joyce Noll.

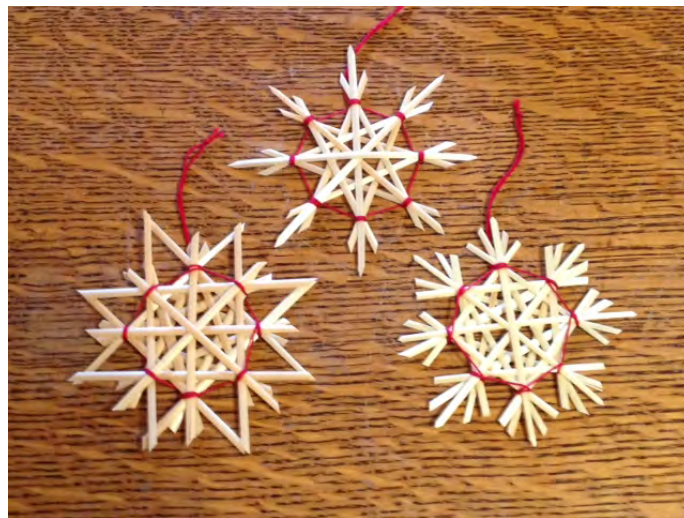


Etna Memories Program at Etna Library

Following last year's 250th Anniversary of the Hanover Charter, the library sponsored several projects to collect historical information. Ann Cioffi and Tom Byrne organized a project to collect historic photos and written accounts about people and events. This is an ongoing project and we invite you to bring to the library, or e-mail, memories on topics such as farming, roads, fire department, churches, the library and downtown Etna. In addition, the Historic Homes Committee is collecting information on pre-Civil War homes and their original inhabitants. Committee members Dick Baughman, Tim Bent, Tom Byrne, Ed Chamberlain, Ann Cioffi, Jonathan Edwards and Sylvia Nelson welcome any pictorial or written contributions to this effort. Photos, documents and maps will be added to the Howe Library online historic collection.

Children's programs include story times for preschoolers, seasonal events for children of all ages and the summer reading program. *Stories and Art* for young children is held twice a week - Tuesday and Friday mornings at 10:00. Each month, Caroline Tischbein runs a crafts program on a Wednesday so that school children can attend this on the early dismissal days. On the fourth Saturday of each month, Carmen Rentel introduces preschoolers and kindergarteners to the Spanish language with books, songs and games.

Children's summer 2012 programs featured *Beginners Origami* with Judy Anderson, *If Bats Can Fly, Why Aren't They Birds?* with Sherri Colfer, *Fun with Duck Eggs* with Michelle King and *Calligraphy* with Amy Kono. Fall events included viewing the nighttime sky with Dartmouth graduate student Julie Skinner and decorating pumpkins donated by the Hanover Co-op.



Straw Star Craft at Etna Library

Volunteers play an integral part of providing Etna Library services in several ways. They staff the library on Saturday mornings and, throughout the week, deliver books between the Howe and Etna Libraries. Along with the Etna Ladies Aid, Etna Library supporters run the very successful annual Thanksgiving Pie Sale fundraising event.

Library hours are Monday from 2 to 7, Tuesday from 9 to 2, Wednesday from 2 to 6, Thursday from 2 to 7, Friday from 9 to 4 and Saturday from 10 to noon. For more information, please call the library at 643-3116 or e-mail etna.library@hanovernh.org.

Respectfully submitted,
Barbara Prince, Librarian

Staff
Barbara Prince, Librarian
Caroline Tischbein, Library Assistant

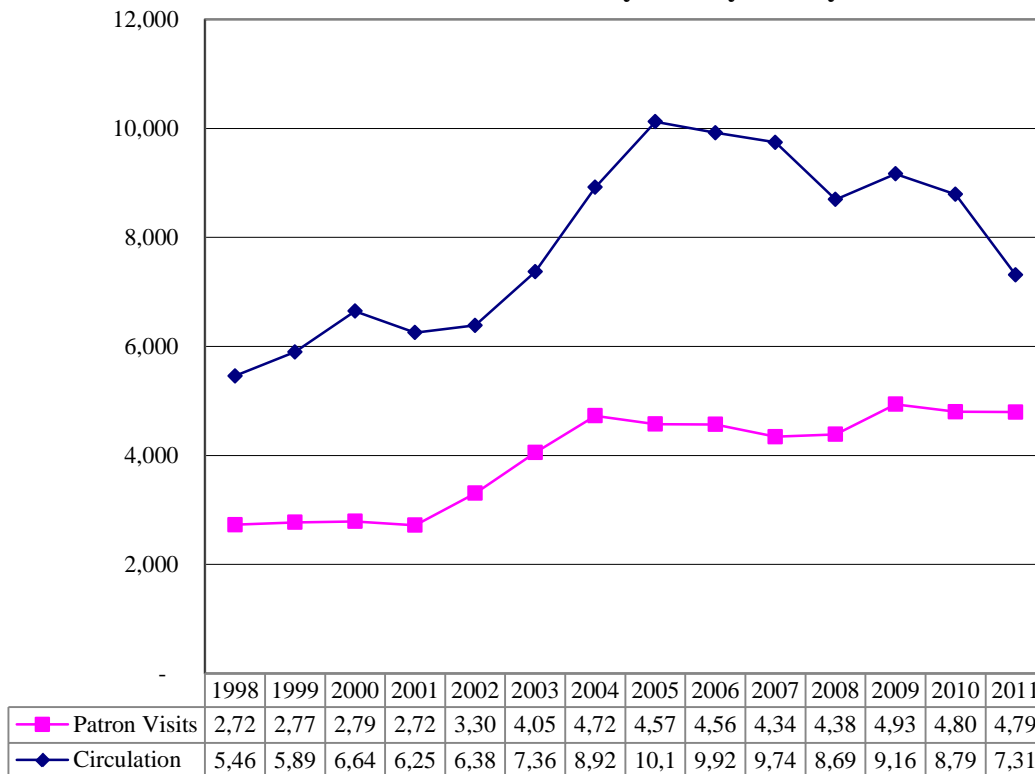
HANOVER TOWN LIBRARY

Performance Indicators FY 2005 – FY 2012

	<u>FY2005</u>	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>
Circulation by Owning Library - Adult	4,745	4,780	4,505	4,197	4,421	4,748	3,864 (*)	3,884
Circulation by Owning Library - Youth	5,379	5,142	5,240	4,499	4,747	4,044	3,447 (*)	3,549
Circulation by Owning Library - Total	10,124	9,922	9,745	8,696	9,168	8,792	7,311 (*)	7,433
Circulation by Circulating Library - Adult							3,724	3,687
Circulation by Circulating Library - Youth							3,577	3,851
Circulation by Circulating Library - Total							7,301	7,538
Holds Filled							1,383	1,027
Patron Visits - Adult	2,907	2,901	2,730	2,771	3,281	3,363	3,282	3,270
Patron Visits - Youth	1,667	1,667	1,615	1,615	1,657	1,439	1,320	1,326
Patron Visits - Total	4,574	4,568	4,345	4,386	4,938	4,802	4,602	4,596
Library Programs	118	107	126	122	121	114	117	132
Program Attendance	1,487	1,393	1,433	1,466	1,452	1,085	926	1,199
Volunteer Hours	128	138	165	134	131	123	123	134
Hours Open Weekly	20	24	24	24	28	28	28	28

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

Etna Library Activity History



HANOVER TOWN LIBRARY (ETNA) ANNUAL TRUSTEES REPORT

The Hanover Town Library, the Etna Library, has been an important part of life in Hanover for over a century. The present library, built in 1905, is listed on the National Register of Historic Places.

The Trustees of the Etna Library are elected by town voters and serve for three year terms. The Trustees oversee the operations of the library and meet monthly with the Head Librarian, Barbara Prince.

In the Fall of 2012, construction commenced on the addition to the Etna Library, providing handicap access and off-road parking. Mink Hill Timber Frame began construction of the new addition in conjunction with the Hanover Public Works department.

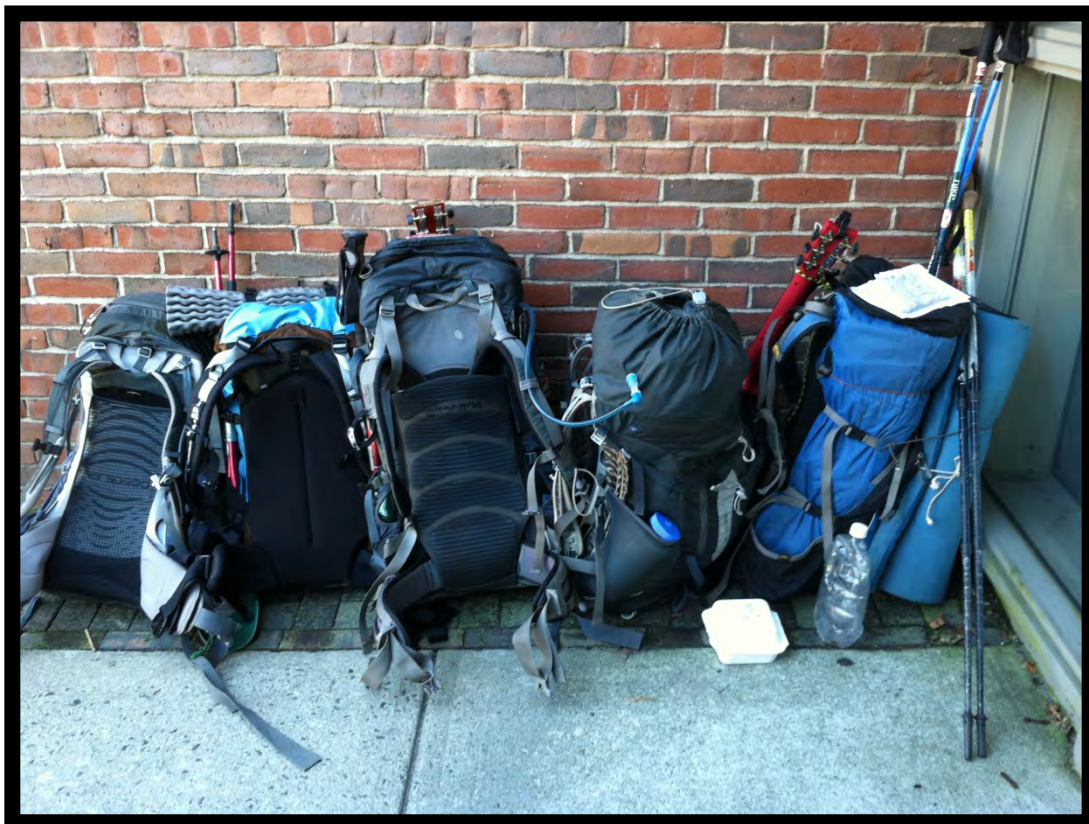
In the Winter of 2012, an update to the 1999 Long Range Plan was completed. The goals of the updated plan are based on a survey developed by the Hanover Town Library Planning Committee. The plan is available on the Town of Hanover website under the department Etna Library.

Barbara Prince and Assistant Caroline Tischbein continue to offer diverse programs to interest all ages of our community. Circulation remains consistent and community volunteers add greatly to the library by offering Saturday morning hours for patrons. Barbara's ongoing interest and commitment to the collection and organization of historical information by community members is an important contribution to our village.

Respectfully submitted,

Elizabeth P. Storrs, Kimberly P. Wilson, and Ginger E. Boitnott

Appalachian Trail Hikers Line up Backpacks at Howe Library



Hikers from farthest away are Hawaii, Australia, Alberta, and Germany

FIRE DEPARTMENT

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

The Hanover Fire Department is a combination department, meaning that we have full-time paid members and we have paid call members, more commonly called volunteers. We continue to be short staffed with volunteers and encourage anyone with an interest in serving the community to get in touch with us to explore opportunities with the department.

Members of the Hanover Fire Department remain dedicated to improving and maintaining their skills to provide the highest level of service to the citizens of Hanover. This past year they participated in over 1,600 hours of training, covering all aspects of Emergency Services including many different types of technical rescue situations, structural firefighting and emergency medical services.

New Hampshire Fire Standards and Training and Emergency Medical Services received a \$4.3 million grant to provide the State's First Responders with technical rescue training. Members of the Hanover Fire Department used approximately \$50,000 of this money for certifications in Hazardous Materials, Swift Water Rescue, Building Collapse and Rope Rescue and hosted a Trench Rescue class in Hanover with the assistance of the Department of Public Works. In addition to the Trench Rescue Technician program, we also hosted a Modular Emergency Response Radiological Transportation course to better prepare our responders for a radiological incident.



Members of the Hanover Fire Department participate in Trench Rescue Training

The New Hampshire Fire Academy held a Firefighter I program at the Hanover station. While all members of the Hanover Fire Department are certified at this level, this program allowed us to be a good neighbor and give firefighters from surrounding communities the education they need to be safe and effective.

In 1996, the National Highway Traffic Safety Administration (NHTSA) and the Health Resources and Services Administration (HRSA) published the EMS agenda for the future. This included plans to standardize care across the nation and to increase and standardize the level of training for all responders by 2016. In October, we began a two year plan to move to the new standard. Five of our members have completed the transition from EMT Intermediate to Advanced EMT. This will allow them to administer additional medications and perform more advanced procedures. The other half of the EMT-I staff will complete this transition next fall.



Hanover Firefighters vent the roof at a fire on Lyme Road

The Hanover municipal fire alarm box testing was completed for approximately 60 boxes located throughout the Town. The department continues to upgrade the fire alarm system by replacing old sections of open wire and installing underground wire where appropriate. This system must be regularly tested and maintained throughout the year to ensure that the Hanover Dispatch Center is able to receive all alarms transmitted via this method. The system has over six miles of cable and 62 alarm boxes.



Firefighter Ellstein leads the State of NH Combined Honor Guard at the State House during the 9-11 Memorial

New underground fire alarm and communication cables were installed on Lebanon, Currier and South streets. The goal to remove utility poles in the downtown Lebanon Street area was accomplished.

Located outside the municipal water system are several dry hydrants that provide water for firefighting in the rural areas of Town. We test these rural water supplies annually to ensure they are operational.

This past year we installed radio repeaters in both ambulances and two fire engines which enhance our communication with the Hanover Dispatch Center.

We purchased new firefighter protective clothing this past year. This was a planned purchase using funds from the capital reserve account.

This past year we had a longtime employee, Michael Hanchett, retire which necessitated recruiting a replacement. On November 16, 2012 we hired Blair McClay. Blair came to us trained as a Level II Firefighter, as well as a licensed Paramedic.

We take this opportunity to thank the citizens of Hanover for your support which allows us to continue to serve you in your time of need.

We also would like to remind you that we offer CPR classes, as well as portable fire extinguisher training classes. Please call the Fire Department for additional information.

Respectfully submitted,
Roger Bradley, Fire Chief



*~ The Hanover Fire Department Honor Guard ~
 Presenting the colors at Fenway Park on Memorial Day weekend.
 L-R: FF Wayne Dunham, Honor Guard Commander FF Troy Leatherman,
 FF Jeremiah Linehan, FF Brian Ellstein, Capt. Jeremy Thibeault*

Fire Services

	<u>FY' 10</u>	<u>FY' 11</u>	<u>FY' 12 through 02/28/13</u>
Structure Fires	20	21	10
Vehicle Fires	2	3	1
Brush Fires	4	2	1
Trash/Dumpster	4	0	2
Spills or Leaks	10	21	6
Electrical Problems	26	26	29
Water Evacuations	9	7	3
Smoke Removal	13	0	1
Smoke Odor	26	23	6
Malicious False Alarms	15	14	4
Mutual Aid Provided	30	33	26
Alarm Malfunctions	104	102	64
Unintentional Alarms	239	283	190
Other*	190	183	78
Total	<u>692</u>	<u>718</u>	<u>421</u>

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

Emergency Medical Services

	<u>FY' 11</u>	<u>FY' 12</u>	<u>7/12 – 02/13</u>
Hanover	829	815	559
Lyme	77	90	75
Norwich	109	148	88
Mutual Aid	49	69	23
Total	<u>1,064</u>	<u>1,122</u>	<u>745</u>

Full-time Staff:

Fire Chief: Roger Bradley

Fire Captains: Michael Hinsley, Michael Gilbert, Bertram Hennessy and Jeremy Thibeault

Administrative Assistant: Judy Stevens

Firefighter/Paramedics: Brian Ellstein, Christopher Doolan, Jeremiah Linehan, Blair McClay, Robert Mousley

Firefighter/EMTs: Jared Cook, Robert Diehm, Wayne Dunham, John Emerson, Jeremy LaBombard, Troy Leatherman, Benjamin Lefebvre, Scott Letson, Joshua Lounsbury, Joshua Merriam, Jay Whitehair

Part-time Staff:

Fire Prevention Inspector: Jeryl Frankenfield

Call Firefighters: Julie Bean, Timothy Bent, Glenn Elder, John Hochreiter, Michael Lauria, Kenneth Pelton.



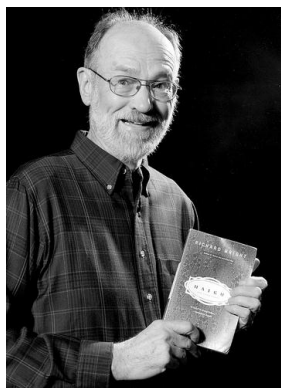
Mission:

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

Howe Library serves 7,660 Hanover residents, 3,600 Dartmouth College students, and more than 1,000 people from 72 other New Hampshire and Vermont towns who pay for non-resident cards. The special partnership between the Town of Hanover and the private, non-profit Howe Library Corporation helps to make this library so successful as demonstrated by the performance indicators on the last page.

Programs and Partnerships:

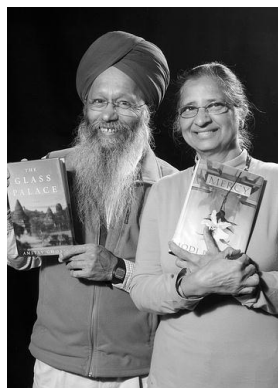
While we offer a large array of programs and events, the “My Favorite Book” project was, without a doubt, my most favorite of the year. In February we asked several of our patrons and local community leaders to pose for a photograph with their favorite book. There is nothing that gives a librarian more joy than seeing the people in her community showing off the books that have touched their lives. This special series was funded by The Sunup Foundation in memory of long-time Howe volunteer Joy Lange Boardman. Photos are courtesy of John Douglas/Flying Squirrel.



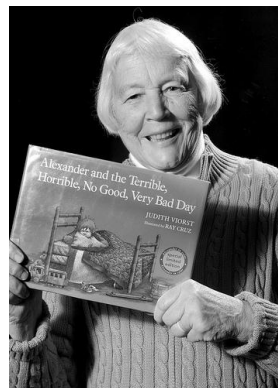
Larry Litten



The Stebbins Family



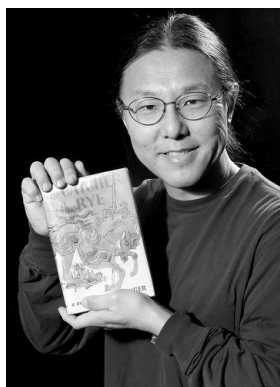
Dev & Sukhbir Sodhi



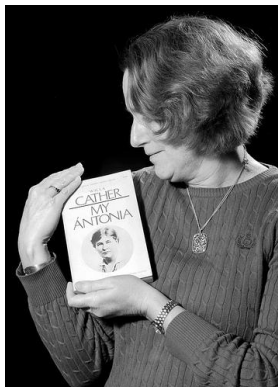
Willy Black



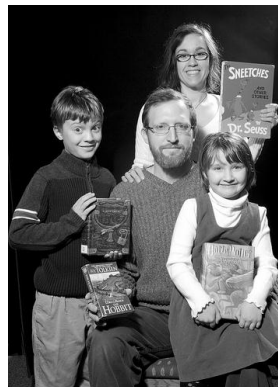
Sarah Buckey



Fred Lee



Julia Griffin



The Spaeth & Velozo Family

One of the goals in our 10-year strategic plan is to strengthen programs that create community interactions. We continue to offer more than 560 programs each year and in fiscal year 2012 9,711 people attended these events. Fifty-four programs were offered off-site including Ray

School (for the Kids After-School Time), AVA Gallery (for *Rapid Reviews: 30 Books in 30 Minutes*), Hood Museum (teen program on Aboriginal Australian artists), and Hanover and Woodstock Rotary Clubs (for *Rapid Reviews*).

Our fourth annual Everyone is Reading community-wide series featured the book *Moby Duck: the True Story of 28,800 Bath Toys Lost at Sea* by author Donovan Hohn. Nine programs were offered, with 160 people participating. A patron who attended Don Perovich's talk on the Arctic stated, "Don was a clear, concise speaker who offered a great mix of storytelling, humor and thought-provoking information." Another visitor who attended the author's presentation said, "This book was an excellent choice. The author is truly creative and his approach to this topic is refreshing."

For the third time, Howe collaborated with four area libraries (Dartmouth College, Norwich, Lebanon and Woodstock) to offer a Notable Lectures event. The May 2012 program featured the Archivist of the United States, David Ferriero, who discussed the role of the National Archives – from the records of the Continental Congress to today's White House tweets.

Efforts to welcome Appalachian Trail hikers continue. Our 13-foot-long Appalachian Trail Hikers' Wall is filled with many wonderful letters and pictures we receive when hikers complete their journeys. One hiker wrote, "This is the best library on the AT. I've been to over 30 of them in the last five years and this is, by far, the best!"

Howe staff:

After 26 years of service at the Howe, our Senior Public Services Librarian, **Mary Hardy** retired the end of July. While we are delighted she is enjoying her extra leisure time, we miss her poise and professionalism. This change, however, brought some good news with **Joanne Blais**, a Howe employee for 18 years, stepping into that role, **Mike Morris** becoming a full-time employee, and **Peter Appleton** moving up to a 23-hour per week position. In September we welcomed **Megan Coleman** as our new reference substitute. Megan received her Master's in Library Science from Simmons College in 2008 and works part-time as a library technician at River Valley Community College. It's a pleasure to have Megan here with us. At the end of December, long-time children's room substitute **Joanne Scobie** retired. We wish her the very best as she spends more time traveling with her husband.



Mary Hardy retired after 26 years of service.

Technology:

Borrowing of downloadable books continues to be popular and Howe has seen a 57% increase since 2011. A recent Pew Research Center report (12/27/12) revealed that the number who read e-books has increased from 16% of all Americans (ages 16 and older) to 23% in 2012. Our New

Hampshire Downloadable Books Consortium now has 21,686 books in its collection and Howe Library continues to offer a variety of training sessions on loading ebooks onto various devices.



Mary King receives training from Howe systems librarian Pamela Smith.

In 2010 Howe migrated to an open-source integrated library system to save taxpayer dollars. Since that time we have worked closely with four small New Hampshire libraries who are joining our system and, on December 6, the first of these four, Meriden Public Library, flipped the switch. Our systems librarian, Pamela Smith, was the leader for this important project. Mary King, director of the Meriden library, stated, "We would not have been able to reach this goal without the help and support of the Howe Library and the Town of Hanover, and we want to express our thanks and gratitude for their 'pay it forward' philosophy."

Respectfully submitted, Mary H. White, Director



Performance Indicators – FY08 - FY12

	2007-08	2008-09	2009-10	2010-11	2011-12	Notes
Items owned	75,439	77,246	79,683	86,541	99,491	
Circulation, total	282,214	298,837	297,316	268,475	258,196	FY11 / new system
Holds/reserves placed	11,890	13,390	14,547	9,281	8,196	FY11 / estimate
Registered patrons	7,471	7,081	6,795	7,700	8,740	
Resident patrons	4,567	4,105	3,913	5,728	6,290	
Days open	336	335	335	347	348	FY11 / summer Sundays
Hours open, weekly av.	58	58	58	59	59	
Visitors, estimated	228,608	235,200	245,000	246,200	246,000	
Reference questions	10,612	11,112	10,035	9,770	9,562	
Interlibrary loans	3,270	3,208	3,300	3,422	2,987	
Library programs	518	573	611	565	585	
Attendance/library programs	7,978	9,175	10,248	9,711	10,126	
Public meeting room use	561	692	720	746	737	
Total meeting room use	826	997	1,025	985	948	
Volunteer hours	2,215	2,599	2,141	1,267	1,391	Excludes trustee hours
Electronic database use	6,609	6,959	7,029	8,521	*14,996	*now counts sessions, not searches



The Howe Library Corporation Board of Trustees

The key to Howe's success as a community library and outstanding resource is the special partnership between the Town of Hanover and the private, non-profit Howe Library Corporation. Each year The Howe Library Corporation, a 501(c)3 organization, pays 25% of the library's operating expenses. These funds, totaling \$270,000 in FY12, support the purchase of library materials; all adult, teen, and children's programs; building maintenance and repair; payments towards the USDA Rural Development building loan; technology enhancements; and staff professional development.

The Howel Classic Mini-Golf Extravaganza:

Since 2007, the 400-member Howe Library Corporation has held an annual fundraising event to obtain some of these needed monies. The Corporation's Events Committee decided, in 2011, to reach a broader audience by hosting a special occasion that would be both a fundraiser and a "friend-raiser" to raise awareness that the library relies on more than tax dollars for support. From these discussions The Howel Classic was born, named after the library's mascot:



Howel the owl, an eight-foot-high sculpture that is well-loved by all Howe Library visitors. Eighteen holes of miniature golf are set up on all three levels of the library – including the main stairway -- for this two-day extravaganza. The Saturday evening gala, *The 19th Hole Party*, is for adults only and offers wine, beer, and hors d'oeuvres while featuring music performed by a local jazz group whose lead singer is a Hanover High School student. The Sunday event, *The Howel Open*, is a chance for kids and adults to get a little loud in the library!

The Events Committee begins its work six months prior to the late-March date, a perfect time of year for winter-weary New Englanders. Thirty-seven volunteers (Corporation trustees, Events Committee members, Corporation members, and other Hanover residents) contributed 195 hours to make the 2012 event a success. These volunteers solicited corporate sponsorships; personalized invitations; stuffed envelopes; purchased, prepared and served food; set up and broke down the 18-hole golf course; and greeted each participant with a smile. Our second *Howel Classic*, in March 2012, enjoyed a 127% net revenue increase in comparison to our first wine tasting event in 2007. The Saturday festivity attracted 123 supporters and the Sunday family day brought in 200 participants. We hope you will join us for the third annual event on March 23 and 24, 2013.

Annual Appeal:

The annual fund goal is \$100,000 for fiscal year 2013, ending June 30, 2013. As of this writing at the end of January a total of \$93,401 has been raised from 410 donors. This primary activity included the personalized direct mailing of 811 letters to potential contributors. We are very grateful for your continued support for this well-loved and well-used community treasure.

Steve Lubrano, Chair / The Howe Library Corporation Board of Trustees

PARKS AND RECREATION DEPARTMENT

Facilities: The Parks and Recreation Department is located in the Richard W. Black Recreation and Senior Center, which is located at 48 Lebanon Street. The RW Black Center, which is fully handicapped accessible, is open to the public Mondays, 9 am to 5 pm, Tuesday through Friday, 9 am through 6 pm, and Saturdays, 10 am – 6 pm. At other times the building may be accessed by reservation which may be made through the Facility Manager by calling 643-5315, extension 3305.

The RWBC is a 22,000 SF, two-story building with a full basement. The first floor houses the Facility Manager's office, the Reception desk, the Main Lounge, the Director's Office and the Multi-Purpose Room & Kitchen. The Multi-Purpose Room offers an athletic-style gym with half court basketball and when combined with the Dining Room can be used for large functions. The Multi-Purpose Room also has a drop down theater projection screen and sound system. The rear portion of the first floor is designated as the Senior Center which offers an attractively designed living room/kitchen facility, a health screening area and crafts center. The Senior Center Coordinator's office is also in the Senior Center.

The second floor of the RWBC offers five Conference and Activity Rooms which can accommodate between 12 and 50. The Assistant Director and the Out of School Time Programs Director have offices on the second floor.

The Center is well equipped with tables, chairs, craft equipment, electronic equipment, presentation materials and a wide variety of athletic/recreation gear, including the birthday party favorite the blow-up Bouncy House.

The Parks and Recreation Department was proud to complete a major project, the playground located at Thompson Terrace. There has also been great progress made at the ice rink in Etna. Funding for these projects came from the Pig & Wolf Live(stock) Auction.

The Grand Opening of the Thompson Terrace playground was in May. The event was attended by Town officials, 250th Commemoration Leaders, Pig & Wolf artists, and community members and of course lot of kids! The playground has been well received by the neighborhood and the community.



Grand Opening of the Thompson Terrace playground

L-R: Bill Hammond, Julia Griffin, Willy Black, Bill Young, Hank Tenney, Jeff & Casey Graham, and Athos Rassias

The outdoor ice rink in Etna has already seen one upgrade, with more underway. The water access has been moved closer to the rink in order to simplify the flooding process. Moving the water supply also allows for more parking. Over the winter, Etna residents met with Town Officials to make recommendations for improvements to the rink. The recommendations were used to complete plans; the project is slated for completion during the spring and summer of 2013.

Programs: The RW Black Center offers a variety of age specific programming for tots through adults. They include Playhouse, Clay & Kids, French, archery, Puppetry, Hammer, Saw & Drill, a variety of drawing and hands-on art classes, Line Dancing, drop-in volleyball, yoga, Tai Chi, pilates, Zumba, Fighting Fit, Babysitter Training, SAT Prep classes, watercolor, drawing and still life painting. This holiday season the Center sponsored a canned food drive, which after great success, the food collected was delivered to The Haven. There are several successful camps run by the Recreation Department which include Vacation Mini-Camps, 'Tween Camp, Camp Dragonfly, Camp Circle H, and Camp Quest.

KAST (Kids After School Time): KAST is an after school program for Hanover students in grades 1-6 and is located on site at the Bernice A. Ray Elementary School and the Richmond Middle School. KAST runs directly after school on all days school is in session. Activities include theme days, special events, indoor and outdoor sports, arts & crafts, homework help and much more. **KASS (Kids After School Study)** is a new program which was added for the 2011-12 school year. This program provides homework help to students in grades 6-8 located in the library at Richmond Middle School. Students have access to school curriculum and computers.

Special Activities: The Hanover Parks and Recreation Department once again offered a large number of varied special events throughout 2012. These events included: Pre-School Halloween Carnival, Halloween Costume Parade, Halloween Dinner & Activities, Haunted Mystery Tour, Muster Day, Annual Hanover Old Fashioned Fourth of July Celebration, Occom Pond Party, Egg-stravaganza Egg Hunt, Mini-Vacation Camps, the Quarter Great Quest, Annual 10K Turkey Trot, Quarterly Family Nights, Annual Hanover Basketball Invitational Tournament, 6th Grade BBQ and four additional themed dances for middle school aged children. In addition, an Adult Drop-In Volleyball Night saw its participant numbers climb throughout the year.

Participation Statistics:

<u>Season</u>	<u>Athletic</u>		<u>Non-Athletic</u>	
Spring '12	Youth – 223	Adult – n/a	Youth – 176	Adult – 102
Summer '12	Youth – 102	Adult - n/a	Youth – 680	Adult – 30
Fall '12	Youth – 380	Adult – n/a	Youth – 52	Adult – 131
Winter '12-13	Youth – 194	Adult – n/a	Youth – 230	Adult – 115

<u>Season</u>	<u>Activity</u>	<u>Ray K-6</u>	<u>Activity</u>	<u>RMS 7-8</u>
Spring '12	Gr. K-1 Farm Baseball	45	Gr. 7-8 Boys Baseball	26
	Gr. 2-3 C Minor Baseball	23	Gr. 7-8 Girls Softball	5
	Gr. 3-6 Girls Softball	26	Gr. 7-8 Girls Lacrosse	0
	Gr. 3-6 Lacrosse	53	Gr. 7-8 Boys Lacrosse	0
			Gr. 6-8 Co-Ed Track	45
Summer '12	Track – 37		Soccer Camp – 65	
Fall '12	K Soccer	35	Gr. 7-8 Soccer	62
	Gr. 1-6 Soccer	162	Gr. 7-8 Football	29
	Gr. 4-6 Football	24	Gr. 7-8 Field Hockey	25
	Gr. 5/6 Field Hockey	12	Gr. 7-8 Volleyball	17
	Gr. 2-3 Flag Football	14		
Winter '12-13	Gr. K-6 Basketball	103	Gr. 7-8 Basketball	65
			TSI Basketball	25

Website: The Town of Hanover Recreation Department has a very in-depth website which continuously keeps the community in the loop regarding special events and programs offered. Directions to games, schedules, brochures, and specifics on various events can be found at <http://www.hanovernh.org/parks&recreation>.

The RW Black Center continues to be well used. During the period July 1, 2011-June 30, 2012, 3,238 clients reserved space in the Center for a total of 8,133 reserved hours. From July 1, 2012 until December 31, 2012, 1,361 groups reserved space in the Center. These figures included a variety of users. One of the biggest draws to the Center is families renting the Multi-Purpose Room and our Bouncy House for birthday parties. Other renters include the Hanover Boy Scouts, Hanover Cub Scouts, Hanover Girl Scouts, Hanover Lion’s Club, Institute for Lifelong Education at Dartmouth, Jamie Orr Dance Instruction, Hanover Blue Wave Tae Kwon Do, Norwich Bridge Club, Upper Valley Dance Club, Youth In Action, Middle Eastern Dance Classes, The Princeton Review, Christ Redeemer Church, and Hanover Church of God as well as a variety of Hanover High School clubs and teams and Town of Hanover sponsored organizations

Staff: Henry “Hank” Tenney, Director; Liz Burdette, Assistant Director; Gail Schaal, Senior Center Coordinator; Jeanne Vieten, Receptionist; Chris Lord, Youth-In-Action; Sherry Colfer, Facility Manager; John Wilmot, Building Maintenance, Nicole Leonard, Out of School Time Programs Director.

PLANNING AND ZONING DEPARTMENT

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



*Jonathan Edwards
Retired on December 31, 2012*

Staff comprises of the Planning and Zoning Director and Health Officer Jonathan Edwards (retired December 31, 2012), Senior Planner Vicki Smith, Zoning Administrator Judith Brotman, Building Inspector and Deputy Health Officer Ryan Borkowski, Assistant Building Inspector Jeffrey Andrews, Deputy Health Officer Dr. Carolyn Murray, Administrative Assistant Beth Rivard, and Planning and Zoning Clerk Debbi Franklin.

Health Inspections

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

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

2012 Health Cases	104
air quality INSPs	3
asbestos abatements	29
child/foster care INSPs	9
food INSPs	35
herbicide use	1
public complaint	1
septic	1
staff generated cases	3
State complaint	3
State licensing	10
State permits/reports	9

For public health-related concerns, please contact:

Health Officer:	Julia Griffin	603 643-0701
Deputy Health Officer:	Ryan Borkowski	603 640-3216
Deputy Health Officer:	Carolyn Murray, MD	603 643-0708

Building Code Advisory Committee

The Building Code Advisory Committee advises the Building Inspector on matters pertaining to building construction, safety, codes, and technological changes. The committee also acts in the capacity of a building codes appeals committee. Their combined expertise in construction is a valuable asset to the Zoning Board of Adjustment (ZBA) in matters of appeals regarding the Building Inspectors' decisions, interpretations of code requirements, or allowing the use of new technologies.

The Building Code Advisory Committee consists of the following members: Bruce Williamson, Chair; Randy Mudge, Secretary; and Jack Wilson. Currently, there are also two vacancies. The Committee is always seeking individuals that would be interested in serving. If you are interested in serving on this committee please send a written request to the Town Manager's office.

The building inspectors review building permit applications, review construction documents for general conformity to the codes, issue building permits and related orders, and perform inspections at various stages of construction.

The construction and permitting process can, at times, appear complicated. Be assured that Town staff want to assist you to have a successful, safe and compliant project and are available to assist you with any aspect of the permitting and inspection process. Application forms, and other important information needed for your project, can be found on the Town of Hanover Website:

http://www.hanovernh.org/Pages/HanoverNH_Planning/Inspections/apps

The 2009 edition of the Building Codes, with amendments, became effective in New Hampshire on April 1, 2010. The NH State Building Code now includes the International Existing Building Code. Codes are subject to changes and amendments. Therefore, please check with the inspectors for any additional local amendments or assistance with the various building codes applicable to your project. For a complete listing of Building codes adopted in NH, along with state amendments, see the New Hampshire State Building Code web site at: <http://www.nh.gov/safety/boardsandcommissions/bldgcode/>

Additionally, please also be aware that New Hampshire also has an adopted State Fire Code in effect. For information on the fire code see the NH Department of Safety website at: <http://www.nh.gov/safety/divisions/firesafety/>

2012 Performance Indicators

New One- and Two-Family Residences	
Number of Permits Issued:	5
Total Value of All Permits:	\$2,626,939
Average Permit Value:	\$525,388
Additions, Alterations, & Maintenance to 1&2-Family Residences	
Number of Permits Issued:	227
Total Value of All Permits:	\$9,364,324
Average Permit Value:	\$41,253
New Multi-Family, & Additions and Alterations	
Number of Permits Issued:	39
Total Value of All Permits:	\$956,142
Average Permit Value:	\$24,516
New Institutional Buildings	
Number of Permits Issued:	0
Total Value of All Permits:	0
Average Permit Value:	0

Additions and Alterations to Existing Institutional Buildings	
Number of Permits Issued:	48
Total Value of All Permits:	\$12,370,854
Average Permit Value:	\$257,726
New Commercial Buildings and Additions and Alterations	
Number of Permits Issued:	106
Total Value of All Permits:	\$23,017,424
Average Permit Value:	\$217,146
Demolition Permits	
Number of Permits Issued:	12
Blanket Permits	
Number of Permits Issued:	120
Total Number of All Permits	557
Total Value of All Permits (not including Demo's & Blankets)	\$48,335,682.97
Average Permit Value (not including Demo's & Blankets)	\$113,731
Total Fees Collected	\$252,242

Zoning Board of Adjustment

The Zoning Board of Adjustment held 12 Public Hearings, 13 deliberation sessions, and one site visit in the calendar year 2012. During this period 42 applications were filed: 18 Special Exceptions, 5 Special Exception – Wetlands, 12 Variances, 3 Appeals of Administrative Decisions, and 4 Requests for Rehearing.

State Statute allows up to ten Zoning Board members consisting of not more than five full members and five alternate members appointed by the Board of Selectmen.

The current full members of the Zoning Board of Adjustment are Arthur Gardiner, Chair; Carolyn Radisch, Clerk; Steve Marion, Gert Assmus and Ethan Frechette. Alternate members are Ruth Lappin, H. Bernard Waugh, Phil Harrison and Bill Dietrich. There is currently one vacant alternate seat.

Generally, the Zoning Board of Adjustment holds one Public Hearing each month, usually on the fourth Thursday of the month. A deliberation meeting is scheduled separately, often on the following Thursday evening. Interested individuals should check the hearing and deliberation schedule, especially around the holidays, as meetings are apt to be rescheduled in order to accommodate the fullest compliment of board members.

Prior to the night of a public hearing, board members scheduled to sit for the hearing receive a packet of information on each case, allowing time for pre-hearing review of the case material. This allows the board members to ask relevant questions during the hearing. Following the hearing, board members individually visit the property site, review the submitted information and hearing testimony, and individually draft preliminary case decisions. At the public deliberation session, a board member's draft decision is read aloud, specifics of the decision are discussed by board members, (the public does not participate in deliberation discussions), decisions are revised and reworked according to the board members' discussions, and a final decision vote is taken.

All hearings and meetings of the Board begin at 7:00 pm, and are open to the public.

Zoning Board of Adjustment Activity in 2012

Zoning Board of Adjustment Cases:	
Special Exceptions	18
Special Exceptions – Wetlands	5
Variances	12
Appeals of Administrative Decisions	3
Building Code Appeals	-
Requests for Rehearing	4
Rehearings	-
Other	-
Total:	42

Zoning & Use Permits:	
Residential:	316
Commercial / Multi-Family:	174
Institutional:	92
Miscellaneous (DES, Violation Inquiries, etc.):	27
Total:	609
Wetland Administrative Permits	3

Planning Board

In 2012, the Planning Board was busy with both development review and residential planning work. Minor subdivisions created six new building lots. In addition to the review of a number of smaller site plan projects, the Planning Board has concentrated on considering alternate forms of zoning and developing policy regarding re-zoning Hanover’s residential neighborhoods.

Our major planning emphasis this year has been to understand Hanover’s residential neighborhoods and what makes them such great places to live. The Board began its work in 2009 by inviting landowners and residents to three public forums held at the Ray School. In 2010, the Board’s Residential Project Committee held 47 meetings, some of which included site walks, to better understand Hanover’s residential areas and to develop policies upon which zoning proposals can be based. The amendment proposed for the Goose Pond area was adopted by Town Meeting in 2011. The Residential Project Committee met 8 times in 2012 to discuss topics such as workforce housing and non-conforming structures, lots and uses.

In 2012, following a well-attended community forum on zoning in the residential areas of Hanover, what started as a re-write of the residential sections of the Zoning Ordinance metamorphosed into a commitment to engaging with the community neighborhood by neighborhood. We have developed a neighborhood planning workshop prototype and will be meeting with our first neighborhood group in early 2013. The workshops give neighbors an opportunity to gather and interact in a low pressure, informal “non-crisis” setting to talk about what they love about their neighborhood and what they would like changed. The Planning Board will gain a more in-depth appreciation about what is special about each neighborhood and most highly valued by its residents. This information will be used to develop a plan for the neighborhood and a new Master Plan for the town, and guide land use regulations and infrastructure improvements. Neighbors will get to know each other, learn more about the planning and land use regulatory process and be empowered to guide their neighborhood’s future. Each participant will be asked to reflect on his/her relationship with the place they call home and take part in making it even better. This is exciting work that we at the Planning Office and on the Planning Board are considering as planning parties.

To streamline our regulatory process, the Planning Board significantly revised its Site Plan Regulations to clarify the submission requirements and set a threshold for site plan review. Smaller projects are now reviewed by the Minor Project Review Committee (MPRC), comprising Town employees. This Committee met six times and reviewed seven projects. This work allows the Board more time to focus on the larger development projects and residential re-zoning work.

During its 38 meetings in 2012, the Planning Board’s work included:

- Reviewing and approving site plans for: The Friends of Hanover Crew’s seasonal dock and boat storage/rowing facility, Dartmouth College’s chillers at Thompson arena and composting toilets at the Organic Farm, exterior seating at Hanover Park, a temporary and replacement telecommunications tower on Moose Mountain, and the Town’s improvements at the Etna Library and Hayes Farm Park.
- Reviewing and approving the creation of new lots on Grasse Road, Tyler Road, Dogford Road, Lyme Road and Three Mile Road.
- Reviewing and approving modifications to the Dartmouth College subdivision at Grasse Road, the Moister subdivision on Dogford Road and the site plan for the Hanover Inn.
- Reviewing and approving 9 minor lot line adjustments and mergers.
- Hiring a consultant to help with a technical revision of the zoning ordinance and to assist with the October residential zoning project workshop.
- Discussing the residential zoning project, the division of the Dana-Pasture property, the *Bicycle and Pedestrian Master Plan* and bicycle and pedestrian improvements along Route 120.
- Meeting with the Affordable Housing Commission, the Bicycle/Pedestrian Committee, Hanover Select Board and the Lebanon Planning Board.
- Preparing a draft rental housing ordinance for consideration by the Select Board.
- Preparing zoning amendments that were considered and adopted at the Annual Town Meeting in May 2012 and holding hearings on these amendments.

The current members of the Planning Board, as of December 31, 2012, are Judith Esmay, Chair; Michael Mayor, Kate Connolly, Iain Sim; and Joan Garipay. Our alternate members are William Dietrich and Michael Hingston. Nancy Carter and Jay Buckey serve as Board of Selectmen Representative and Alternate Representative, respectively. Planning Board members are appointed by the Board of Selectmen. Michael Mayor serves on the Conservation Commission to provide coordination between the Commission and Planning Board. Kate Connolly and Bill Dietrich are active representatives to the Upper Valley Lake Sunapee Regional Planning Commission. This year, we note with gratitude the retirement of James Hornig from the Board. Jim’s many years of wise guidance and environmental advocacy are much appreciated. Also, our Planning and Zoning Director, Jonathan Edwards, will be missed. His maps and planning expertise added greatly to our work.

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

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

<u>2012 Planning Board Performance Indicators</u>	
Meetings:	
Planning Board	38
Minor Project Review Committee (7 applications)	6
Residential Planning Committee	8
Site Visits	6
Cases:	
Site Plans	19

Site Plan Waivers	-
Planned Residential Developments and Continuing Care Retirement Communities	-
Major Subdivisions	-
Minor Subdivisions	5
Modifications	1
Lot Line Adjustments/Lot Mergers	9
Prelim Plans, Revocations, Extensions, Scenic Rds, etc	2
Lebanon applications	9
Projects of Regional Impact	2
RSA 674:54 microwave dish	
TOTAL CASES:	47
TOTAL FIELD CHANGES:	14

Affordable Housing Commission

The Hanover Affordable Housing Commission (HAHC) was established by action of the Selectboard on September 10, 2001 as a commission under its jurisdiction. In 2009 Town Meeting voted to establish a Housing Commission, as a restructuring of the Affordable Housing Commission, pursuant to RSA 673:1, and other pertinent New Hampshire Statutes which govern municipal commissions, their conduct, and their receipt of appropriated funds to carry out their charge, according to terms and conditions to be determined by the Selectboard. The name of the Commission remains the same. The Commission finished taking all of the steps needed to effectuate this change. One significant result is that the Commission is now able to receive and retain real and fiduciary assets which can be used to further its mission.

The purpose of the Commission is to develop and recommend to appropriate boards of the Town of Hanover permanently affordable housing policies and regulations; promote affordable housing; identify Town resources that could assist in the effort to provide affordable housing; study suitable sites in the Town for affordable housing; explore and recommend partnerships with other Town Boards and Commissions and with organizations such as Twin Pines Housing Trust and Habitat for Humanity; evaluate and report the effectuation of Town policies on affordable housing; represent the Town at regional meetings; and serve as an educational resource for the community.

The Commission held nine meetings in 2012. These are held at 7:30 PM, at Town Hall, on the third Thursday of the month. The public is always welcome to attend.

Members are Bruce Altobelli (Chair), Chip Brown, Don Derrick, Karen Geiling (Secretary), Ed Grampp, James Reynolds, Robert Chambers; Len Cadwallader and Joan Collison serve as Alternate Members.

In-Town and Regional Housing Needs

The HAHC has been studying the possibilities of various In-Town and other sites for affordable housing. The Commission is also working cooperatively with Dartmouth College on the planning of off-campus housing for its employees.

In addition, during 2012 the Commission worked closely with the Hanover Planning Board on planning initiatives to provide for increased housing diversity, in order to address the housing needs of a diversifying population with respect to income levels; aging and the relative increase in the proportion of Hanover households with fixed incomes; changes in family and household characteristics; and anticipated increases in the costs of heating, utilities, transportation and commuting, and other housing necessities. The Commission reviewed drafts of land-use policy concepts developed by a Planning Board study committee and provided advice to the committee. Next step is for the Planning Board to hold a series of neighborhood-centered meetings to discuss a number of the residential rezoning concepts, to include increasing opportunities for development of more diverse types of housing in in-town neighborhoods.

Workforce Housing Developments

The Gile Hill housing development, which started in 2001, was shepherded by the HAHC through concept, preliminary design, and into project management by Twin Pines Housing Trust and the Hartland Group. The development was dedicated by Governor Lynch in October 2007. It is the largest mixed affordable and market-rate housing development in New Hampshire, and it has become a model inspiring similar efforts in many other communities throughout our state. Eight buildings are now open and fully occupied. At this point, 97 of the projected 120 dwelling units have been constructed. All 61 rental apartments have been fully occupied, of which 46 are affordable to low- and moderate-income households, and there is now a long waiting list. The other 36 dwellings are condominium units, eight of which are affordable. Even the market-rate condominiums are affordable relative to the Hanover market in that they are priced at less than the median for housing in Hanover, thus being available to moderate- and middle-income families. Because of the weak housing market, it is not known when the remaining 23 condo units in the final two buildings will be built.

TPHT and a private developer are now proceeding with planning and permitting for construction of the final set of market rate and affordable rental units as part of the final phase of the Gile Hill development.

While significant moderate-income workforce-affordable rental housing has been built recently in Lebanon, addressing a need which has attracted much attention as a result of the recent recession, there are no active plans for the same types of large-scale development in Hanover. It is doubtful that any major housing developments will be pursued until Gile Hill is finished and has been absorbed into the local housing supply.

NOTICE

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.

Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

To restore your property to pre-merger status, you must:

- Make a request to the local governing body
- No later than December 31, 2016.

Once restored:

- Your properties will once again become separate lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.

This notice must be:

- *Posted continuously in a public place from January 1, 2012 until December 31, 2016, and*
- *Published in the 2011 through 2015 Annual Report.*

Read the full statute at [RSA 674:39-aa Restoration of Involuntarily Merged Lots](#).

Conservation Commission

What would Hanover be without its public open spaces and trails? Probably not as fun or as beautiful a place as it is now! The Conservation Commission along with other local, regional, statewide and federal partners has worked to make open space available not only as a backdrop to our built environment and a source of daily inspiration, but also for hiking, dog walking, wildlife habitat, protection of water quality, and appreciation of nature. The Commission maintains nearly 50 miles of trails, stewards 38 Town-owned conservation properties and monitors 22 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 supply, the Town Forest and other conserved lands, trails and other open space, scenic views, and wildlife habitat. The Commission is responsible for educating the public about natural resource topics, monitoring conservation easements, and coordinating 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.

Members of the Commission at year-end 2012 are Edwin Chamberlain, Chair; Doug McIlroy, Vice-Chair; Ruth Bleyler; James Kennedy; Michael Mayor; Alan Saucier; and John Trummel. Our representative from the Board of Selectmen is Athos Rassias.

Volunteer Assistance:

For their tireless work keeping our trails safe and open to the public under the direction and guidance of Doug McIlroy, we thank Trails Committee members: Doug McIlroy, Ron Bailey, Mark Buck, Larry Litten, Bill Mlacak, Tedd Osgood, Peter Shumway and John Trummel; people who participated in the work days organized by the Upper Valley Mountain Bike Association to create new trails at the Rinker Steele Natural Area and at the Town Forest; groups organized by the Hanover Conservancy and Balch Hill Management Committee; and John Taylor of the Upper Valley Trails Alliance who magnifies the effect of his 80 hour contract for work on town trails by recruiting volunteers from Hypertherm, Tuck School, and King Arthur Flour. There is no full record of how many hours were expended on trail maintenance, but everyone’s efforts on this never-ending task are much appreciated.

Thanks also to Open Space Committee members, Carolyn Tenney and Anne Morris, for their time and creative conservation ideas.

The work of our Biodiversity Committee also relies on volunteers. The members of the Committee include: Nina Banwell, Ruth Bleyler, Susan Edwards, Pete Helm, Helene Hickey, Jim Kennedy, Michael Lunter, Barbara McIlroy, Gail McPeck, Adair Mulligan, Joyce Noll, Alan Saucier and Elizabeth Tobiasson. Our work to promote biodiversity in the Town by controlling invasive plants is supported by many individuals including those listed in the report below, Pietie Birnie, Heather and Zach Dexter, Jeff Evans, Andrea Caruso, Marilyn Denk, Bryant Denk and Cam Rankin. Many volunteers helped with our invasive control work at the Tanzi Tract, Fletcher Passow’s Scout project at the Hayes Farm Park, Davey Stocken’s Scout project at the Rinker Steele Natural Area and during our annual neighborhood garlic mustard pull.

Conservation Commission Activities in 2012:

The Commission continued its easement monitoring and baseline documentation program. Again in 2012, all 22 properties protected by conservation easements or restrictions were monitored.

Through the Open Space Committee and the leadership of Vicki Smith and Ed Chamberlain, the Commission has worked with landowners to clarify easements held by the Town and on stewardship plans and responsibilities on Town-owned properties.

Through its Trails Committee, the Commission:

Maintained trails:

- Raised cribbing was installed on a periodically flooded part of the River Trail.
- A dozen people organized through Youth in Action rerouted the Tanzi Tract's Forest Loop, to avoid a soggy wetland crossing. They cleared treadway, dug some benching and installed three bog bridges to cross hillside seeps.
- Major trail clearing work on the Moose Mountain Ridge with Tom Linell putting in dozens of hours of work.
- Clean up following Hurricane Sandy in addition to regular trail work on River Trail, South Esker trails, Highway 38, Tanzi Tract trails, Rinker Steele Natural Area trails, Fullington Farm Trail, Grasse Trail, Indian Ridge Trail, Baum Conservation Area trails, Pasture Road, Ridge Trail, Great Hollow Trail,

Stevens Road Trail, Fullington Farm Trail, Hayfield trail easement, Balch Hill trails, Quinn Trail extension, Wheelock Trail, and Corey Road.

Created new trails:

- Goodwin Town Forest bike trail. Upper Valley Mountain Bike Association volunteers has almost completed about three miles of trail in the course of several work days led by Brian Riordan and Kevin O'Leary. Kevin deserves special recognition for organizing at least a dozen volunteers who worked several hundred hours
- Sited a new mountain bike trail at the Rinker Steele Natural Area to divert bikes from sensitive parts of the property.

Planning for a new look:

- New signage standards were adopted and materials obtained for installation in 2013.

The Commission spent over \$2000 from its operating account for contracted assistance in maintaining trails with the Upper Valley Trails Alliance. The UVTA provided 84.5 hours of staff time and organized 77.25 hours of volunteer time for work on our trails.

Through its Biodiversity Committee, the Commission:

Hayes Parcel in Etna: A three-day effort was coordinated by Boy Scout Fletcher Passow, whose final report summarized the following: *“At the work site, thirty-nine (39) volunteers – from age 8 to 80 – spent over 200 hours clearing one fifth of an acre of dense barberry, glossy buckthorn, common buckthorn, multiflora rose, and honeysuckle. They used weed wrenches, loppers, shovels, mattocks, rock bars, and a Jeep to take out the mature invasive plants (5-25 feet tall), roots and all. The only injuries were two bee stings. The volunteers at the work site learned to identify and remove five invasive species.”* This project had photo coverage on page 2 of the Valley News that helped to promote the event and educate the public. Many feet of magnificent stonewall are now exposed.

Tanzi Tract: 7 volunteers worked a total of 21 hours to remove seedling invasives that had crept back since a prior workday 4 years earlier. Several large colonies of shrub barberries had become established, probably distributed by birds from seeds found in nearby residential barberry plants. This particular area has been the focus of 12 years of restoration and maintenance efforts which are described in a new poster installed at the Tract.

Rinker-Steele Natural Area: In February we prepared a proposal for control work in the fall. Boy Scout Davey Stocken organized two workdays involving 19 volunteers who cleared 700sf of heavily infested land and flagged approximately 120 buckthorn plants, too large for hand removal. The Hanover Conservation Commission organized a third workday for 12 volunteers and cut-stem work by a licensed herbicide expert.

Holding beds: Two holding beds at the wastewater treatment plant contain native trees and shrubs for use in restoration work. During the spring, we installed 50 new hazelnut seedlings from the NH state nursery funded from the special Ledyard Tree Fund, and in the fall 7 volunteers helped to weed and mulch one of the beds.

Garlic Mustard campaign: In an effort led by Barbara McIlroy to educate the public and engage neighborhoods in control efforts for more than 30 colonies of Garlic Mustard we developed a more coordinated effort, and are beginning to see some results. One new project was to reach out to the 7th grade biology students at the Richmond Middle School with the assistance of science teachers Ginger Wallis and Chris O'Brian. We prepared a power-point lesson about invasive species and garlic mustard in particular, and several community volunteers helped to present the lessons. Since there is a real-live garlic mustard population behind the school, probably due to infested hay bales, more than 20 students and 6 adults managed to pull 26 bags of garlic mustard in 1.5 hours! In more than 20 neighborhoods with large colonies, more than 80 volunteers (counting the leaders and Richmond school effort) helped to remove more than 200 garbage bags of this noxious plant. Leaders who recruited volunteers and helped educate neighbors include: Len and Mary Ann Cadwallader, Carolyn Cravero, Debbie Crowell, Ann Crow, Rich Daley, Karen Geiling, Pete Helm, Helene Hickey, Anne Hill, Larry Litten, Michael Lunter, Betsy McGean, Barbara McIlroy, Gail McPeek, and Susan Shadford. Many unnamed volunteers also helped.

Other Outreach Efforts: Sandy Yu and Noah Adams, two students in the AP Hanover High School Environmental Studies program, mapped the invasive plants on the school grounds. It is expected that control efforts will begin at HHS in 2013 with their mapping as a basis for a work plan. The Biodiversity committee also improved the content of its website.

We have coordinated efforts with those of the Hanover Conservancy and the Upper Valley Land Trust. This committee is open to anyone interested in protecting biodiversity, and welcomes volunteers and new members.

Other Activities:

The Commission partnered with the Hanover Conservancy for on-going stewardship at the King Bird Sanctuary, located in Etna Village behind the Library and Fire Station, the Rinker Steele Natural Area, Balch Hill Natural Area, and Greensboro Ridge Natural Area. A brochure with information about the King Bird Sanctuary is available free of charge at the Town Offices.

The Commission continued its water quality monitoring program at Girl Brook and began a water quality monitoring program at Mink Brook in Etna Village. A single water test costs \$125.

Thanks to Ledyard Bank for their support of our purchase of native shrubs from the NH State Nursery. A holding bed for many of these 'new' native shrubs was installed at the wastewater treat plant. These shrubs are used to fill in places where invasive plants are removed and with streambank protection projects.

The Commission conducted 9 site visits to review proposals and commented on 9 proposed projects within wetland or water body setbacks for the property owners, Zoning Administrator, Zoning Board of Adjustment, Planning Board, and State of NH Wetlands Bureau.

Collaboration continued with the Hanover Conservancy, Hanover Garden Club, Boy Scout Troop 45, Pine Park Association, Youth in Action, Upper Valley Mountain Bike Association, Upper Valley Land Trust, the Mascoma Watershed Conservation Council, the Goose Pond Lake Association and their Lake Host Program, the Appalachian Trail Conservancy, the Lebanon Conservation Commission, Upper Valley Trails Alliance with \$50 support for dues, NH Association of Natural Resource Scientists with \$20 support for dues and the New Hampshire Association of Conservation Commissions with \$488 support for dues.

The Conservation Commission's regularly scheduled monthly meetings are held on the second Wednesday of each month at 5:00 PM, in the Town Hall. The Open Space and Trails committees meet regularly once a month while the other committees of the Commission meet as necessary for project needs. The Commission and its committees are always eager for wider participation. The public is welcome to attend its meetings. Town citizens are encouraged to attend its meetings and join in on the work of the Commission and its committees.

We are in need of a few new conservation commissioners to support our work and bring in fresh ideas. Volunteers are welcome. Please contact the Planning and Zoning Office for these meeting schedules. Contact Vicki Smith (640-3214 or (Vicki.Smith@Hanovernh.org) or Ed Chamberlain (643-4150 or edwin_chamberlain@valley.net) for more information on how you can join in with the work of the Hanover Conservation Commission.



Hayes parcel in Etna - before invasive removal



Hayes parcel in Etna - after invasive removal

2012 (Calendar Year) Performance Indicators - Department of Planning and Zoning

New One- and Two-Family Residences	
Number of Permits Issued:	5
Total Value of All Permits:	\$ 2,626,939
Average Permit Value:	\$ 525,388
Additions, Alterations, & Maintenance to 1&2-Family Residences	
Number of Permits Issued:	227
Total Value of All Permits:	\$ 9,364,324
Average Permit Value:	\$ 41,253
New Multi-Family, & Additions and Alterations	
Number of Permits Issued:	39
Total Value of All Permits:	\$ 956,142
Average Permit Value:	\$ 24,516
New Institutional Buildings	
Number of Permits Issued:	-
Total Value of All Permits:	\$ -
Average Permit Value:	\$ -
Additions and Alterations to Existing Institutional Buildings	
Number of Permits Issued:	48
Total Value of All Permits:	\$ 12,370,854
Average Permit Value:	\$ 257,726
New Commercial Buildings and Additions and Alterations	
Number of Permits Issued:	106
Total Value of All Permits:	\$ 23,017,424
Average Permit Value:	\$ 217,146
Demolition Permits	
Number of Permits Issued:	12
Blanket Permits	
Number of Permits Issued:	120
Total Number of All Permits	557
Total Value of All Permits (not including Demo's & Blankets)	\$ 48,335,682.97
Average Permit Value (not including Demo's & Blankets)	\$ 113,731
Total Fees Collected	\$ 252,242

Health Cases	104
air quality INSPs	3
asbestos abatements	29
child/foster care INSPs	9
food INSPs	35
herbicide use	1
public complaint	1
septic	1
staff generated cases	3
State complaint	3
State licensing	10
State permits/reports	9

Zoning & Use Permits:	585
Residential:	291
Commercial / Multi-family:	175
Institutional:	92
Miscellaneous (DES, Violation Inquiries, etc.):	27
Total Fees Collected	\$16,591.85
Wetland Administrative Permits:	3

Violations	47
Expired permits closed out in violation	32
Investigated complaints	6
Work without permits	9

POLICE DEPARTMENT



The Hanover Police Department's mission is to provide professional and compassionate police service through partnerships that build trust, reduce crime, create a safe environment and enhance the quality of life in our community. To fulfill this mission we will have an uncompromising insistence on quality people who believe in the following core values: Integrity, Respect, Fairness, and Excellence. The Police Department includes the following divisions: Administration, Patrol, Investigation, Communications, and Parking.

2013 Ford Police Interceptor Sedans

The department's main fleet of four police cars was replaced in 2012. While the cost for these cars was borne by the 2011-2012 budget, a delay in production and delivery resulted in the four cars arriving in the summer of 2012, approximately ten months later than we had expected to replace our fleet.

One consequence of the late delivery was an unanticipated *trial* of extending our cars out an extra year, a question that occasionally surfaces at Town Meeting. For years, we have been replacing the patrol fleet every three years. We have been reluctant to try to stretch the life of these cars to a fourth year based on some of the repair work that we experience near the end of the three-year lifecycle. The late delivery from Ford forced us to use our cars, which first went into service in the fall of 2008, well into the summer of 2012. What we experienced was a marked increase in breakdowns and repairs, and a significant cost hike for parts and labor. The 2009 model year Crown Vics all had well over 100,000 miles when finally taken out of service, some nearing 140,000. The additional mileage also decreased the value we could expect from the sale of these cars, with many buyers - usually companies that refurbish them and sell them as taxicabs - willing to pay top-dollar for well-maintained cars under 100,000 miles.



The "old" and the "new".

With a new platform planned for our new cars, there was broad department-wide support for a change in appearance. Ultimately we decided to switch to the traditional black & white color scheme. Since our new cars hit the streets this past summer, feedback from the public has been nearly exclusively positive. Our officers have a new sense of pride in our new look and the two-tone design makes them extremely visible as they patrol the Town. They also have a retro-feel as we join law enforcement agencies across the country in returning to the traditional look of American law enforcement vehicles.

The new cars are 2013 Ford Police Interceptor Sedans, based on the Ford Taurus. They have V6 engines, and we have increased our average miles-per-gallon averages by 16%. The all-wheel-drive cars also make getting around safer and easier in all weather conditions. One 20+ year officer described these as the best patrol cars he's ever used in police work. We are proud of this very visible symbol of the Hanover Police Department and thank the community for its support.

Police Garage / Storage Building

2012 saw the completion of a project we have been working on for a few years - a garage behind the police station. This structure had been a single family rental house in Dartmouth's former Rivercrest complex just up Lyme Road. When Dartmouth razed the other structures, they agreed to save this last structure so that we could re-purpose it for a storage garage behind the police



Former Rivercrest house "hits the road".

station. On a Sunday morning in June, Field and Sons Transport of Grantham moved the building to its current location. With some assistance from the Public Works department for site preparation, most of the labor for transforming an unwanted house into a garage was performed by police department staff.

During the winter, this building allows us to store unused police vehicles inside during inclement weather. We also store various equipment and a collection of unclaimed bicycles pending our annual auction which were previously held in a rental container whose annual fee would now be eliminated from our budget. The end result was the reuse of a structure that would have otherwise ended up in a landfill, while providing a much needed building at a cost of thousands of dollars less than if we had one built with new materials.



Patrol Division:

2012 was not without its trials when it came to staffing. The department's authorized strength of twenty (20) sworn positions was never achieved. We went into the new fiscal year down one position and endured two retirements at the end of the calendar year.

Master Police Officer Rolf Schemmel, having served the Town of Hanover for over ten years but with more than 20 years of law enforcement experience in New Hampshire and Connecticut, retired in November. Master Police Officer Steven Read retired in December after serving the Town of Hanover for his entire twenty-two year police career. We wish them both a safe and healthy retirement, with thanks for their many years of service.



MPO Steven Read



MPO Rolf Schemmel

What has always been a challenge for us is finding suitable replacements. We are a unique community when it comes to policing and finding the person with the right fit is not always easy. We went through a couple of hiring rounds which included both certified and uncertified candidates. Certified candidates would seem to be the most likely quick fix, but experience tells us that we had to be careful when an already certified officer is leaving his last place of employment. In the end we went the route of hiring raw recruits with the hope of molding them into officers that would find Hanover a stimulating to place to work in and make this their long-term home.

The first one came on board in the Spring of 2012. Officer Christopher Swain did have some police experience (part-time certified) but was off to the Police Academy for the entire summer. In the Fall of 2012 we took on two new recruits without any police experience: Nenia Corcoran and Jeff Shepard. As of this writing they are in the police academy. But these are not quick fixes. Based on when they are hired relative to the start of the police academy, an inexperienced recruit will not be a productive member anywhere from 6 to 9 months from the date of hire. Then, couple this when you have an experienced officer go out on extended sick leave and the demands of in-service training where an officer leaves for a week or two, you end up running a 24-7, 365 days a year department on the lowest end of coverage.



Officer Chris Swain



Officer Nenia Corcoran



Officer Jeff Shepard

As to that coverage, patrol never knows when they will have to be called into action as evident by the October 9, 2012 report of man down in the outside tennis courts of the Berry Sports Complex. Sgt. Brad Sargent, while on routine patrol passing the courts at that exact moment, was flagged down and then sprung into action using one of the department's automated external defibrillator (AED) and then performed CPR until ambulance personnel arrived on the scene and took over. As a result of his quick and decisive actions, this man survived and in gratitude, donated enough money to purchase two more AEDs for the department.

Detective Division:

The role of the Detective Division at the Hanover PD is varied and case dependent. A primary responsibility involved providing the Hanover Patrol Division with investigative support, guidance and added oversight. In 2012 the Detective Division consisted of two (2) full-time investigators, Detective Eric Bates with 14 years of service and Detective Captain Frank Moran, a 24 year veteran.

The Detective Division conducted general and detailed investigations, at times beyond the scope or in conjunction with a first responding Patrol Officer. The cases handled by or assisted by the Detective Division involved of a spectrum of crimes listed in the NH Criminal Code and NH Motor Vehicle Code. The Detectives were the lead investigators in over eighty cases and assisted in many others. The Detective Division was responsible for thirty-eight arrests and assisted the Patrol Division in several others.

The Detective Division continued its commitment to the enforcement of NH liquor law at Dartmouth College and throughout Hanover. The Detectives worked closely with Dartmouth College counterparts in efforts to address cases of providing alcohol to minors and underage binge drinking. The Detective Division also supported the efforts of the Patrol Division in the investigation of liquor law offenses. A total of seven (7) cases involving Greek houses that provided alcohol to minors resulted in charges in 2012. These organizations were subjected to either a structured diversion process or prosecution:

- Beta Alpha Omega fraternity,
- Gamma Delta Chi fraternity,
- Kappa Kappa Kappa fraternity,
- Chi Heorot fraternity,
- Alpha Phi sorority,
- Alpha Delta fraternity, (two separate cases),

Some cases are still pending adjudication. The completed prosecutions resulted in convictions, fines and community service.

Among the more noteworthy criminal matters handled by the Detective Division in 2012 were:

- **Child Sexual Assault:** The investigation, arrest and prosecution of an adult male for the crime of sexual assault against a male juvenile.
- **Criminal Threatening:** The assistance rendered to the Los Angeles Police Department in a matter of criminal threatening. The services provided resulted in the prevention of a home invasion by an armed person.
- **Theft by Renter:** The investigation, arrest and prosecution of a woman who had stolen furnishings from a rental residence following her eviction.

- Dartmouth Laptop Theft Ring: The investigation, arrest and pending prosecution of a male and female in connection to a large number of laptop computer thefts that occurred at the Dartmouth College Baker-Berry Library over a period of months. 17 of the 22 laptops reported stolen were recovered.
- Pharmacy Drug Diversion: The investigation, indictment and prosecution of a pharmacist in connection to prescription drug diversion at Dartmouth College's Dicks House Pharmacy.
- Felon in Possession of Firearms & Drugs: The follow-up investigation, indictment and prosecution of a wanted person from the State of Vermont who had been found staying in a local motel. A number of firearms and illicit drugs were seized in connection.
- Elderly Fraud: The follow-up investigation of a long-term defrauding of an elderly woman that involved extensive evidence/records collection and concluded with the coordination with federal authorities.
- Dartmouth Alumni Embezzlement: The investigation, indictment and pending prosecution of a male 2006 Dartmouth College graduate for the embezzlement of class funds.
- Text Book Theft Scheme: The investigation, indictment and pending prosecution of a female Dartmouth College student in connection to a criminal scheme that involved stealing a large volume of text books from local vendors and then selling them for profit to a secondary seller.
- Dartmouth Drug Overdose/Possession: The follow-up investigation, indictment and pending prosecution of a Dartmouth student in connection to a drug overdose involving two (2) students.
- Residential Prescription Drug Theft: The investigation, arrest and pending prosecution of a woman in connection to repeated thefts of prescription drugs from a residence.
- Possession of Stolen Property: The follow-up investigation, indictment and pending prosecution of a male who had stolen a vehicle in one community, alluded police in another community, and ultimately abandoned the vehicle in Hanover.

In addition to their primary duties, Detective Bates and Detective Captain Moran assisted in the renovation of a re-purposed structure located behind the police station.

Criminal Activity:

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	% Change <u>11-12</u>
Murder	0	0	0	0	0	0%
Sexual Assault	7	4	5	5	11	37.5%
Robbery	1	1	1	1	0	-100%
Burglary	11	19	12	17	14	-17.6%
Theft	199	181	130	152	218	43.4%
Motor Vehicle Theft		2	1	0	0	-100%
Arson	0	2	2	1	2	100%
UCR Stolen	201,448	202,638	97,020	236,855	254,707	7.5%
UCR Recovered	28,339	20,685	16,518	12,498	27,825	122.6%
Recovery Ratio	29%	9.8%	17%	5%	11%	120.0%
Assault	30	53	39	44	37	-15.9%
Forgery	6	2	3	5	2	-60.0%
Fraud	40	32	17	26	34	30.8%
Vandalism	54	90	83	70	82	17.1%
Possession of Stolen Property	1	1	4	5	9	80.0%
Indecent Exposure	1	0	2	2	1	-50.0%
Drug Violations	55	31	46	40	46	15.0%
DUI	17	40	16	16	10	-37.5%
Liquor Violations	149	181	205	131	115	-12.2%
Intoxication (PC)	27	50	109	88	111	26.1%
Disorderly Conduct	17	26	23	24	20	-16.7%
Harassment	7	13	12	13	12	-7.7%
Domestics	5	6	11	3	4	33.3%
Facilitate an Underage Drinking Party	3	2	4	3	0	-100%
Open Container-Public	1	3	3	0	0	0%

Tobacco Violations	7	4	7	3	0	-100%
Land Violations (Zoning)	0	33	20	15	0	-100%
MV Unlocks	673	374	333	349	379	8.6%
Detentions-Adult	145	191	159	98	110	12.2%
Detentions-Juvenile	21	13	12	11	8	-27.3%
Total Arrests All Categories	396	498	513	406	406	0.0%
Accidents- Total	244	250	230	247	224	-9.3%
Accidents-Fatalities	0	0	1	1	0	-100%
Accidents-Injury	28	25	36	37	24	-35.1%
Accidents-Pedestrian	3	4	2	4	1	-75.0%
Accidents-Hit and Run	78	80	60	69	62	-10.1%
Accidents-Bicycle	5	1	6	3	4	33.3%
Accidents-Reportable	162	175	169	183	166	-9.3%
Total MV Stops	4,035	4,617	3,192	2,912	2,329	-20.0%
MV Citations	365	523	523	253	160	-36.8%
Speeding	169	224	224	107	55	-48.6%
Towed Vehicles	79	95	95	74	189	155.4%
Patrol Mileage	178,896	185,394	185,394	156,229	163,483	4.6%
Patrol Fuel	13,296	15,748	15,748	13,437	12,876	-4.2%

As evident of the above statistics it becomes clear where the department has been spending a substantial amount of its time. Although Hanover is considered a college town, thus having a young and vibrant community, there is still a rather large retirement population and it is this population that is often targeted for fraud. Financial crimes, especially against the elderly, have been the biggest driver when it comes to the total value of property reported stolen and the poor recovery rate. Regardless of the success where 17 out of the 22 laptops reported stolen were recovered, that only represents just 15% of the total value reported stolen in 2012. Although there are community reach-outs and the occasional news story, the message never seems to get to all of the population who are the most vulnerable and when the scammers hit, there is little likelihood that any of the funds would be recovered, as most are destined to foreign countries.

What also jumps out and corresponds with low staffing are the significant drop in the number of traffic stops and the corresponding drop in the number of tickets being issued.

And, finally the number of alcohol cases continues a downward trend which, although too early to tell, could be attributed to the College efforts in targeting binge drinking.

Communications Division:

The Communications Center consists of the division's supervisor and seven (7) full time dispatchers. Three part-time employees also supplement the Center. The current staffing level was deemed necessary to adequately provide round-the-clock coverage to the other thirteen New Hampshire and nine Vermont towns that contract with the Town of Hanover for this service. Maintaining staffing continues to be a challenge. It is a national problem, with the 53 percent of communications centers nationwide reporting retention problems increasing. The Communications Center spent most of the year short one position, and continues to struggle to find qualified candidates to fill the open position.



The Communication Center saw a marked increase in the volume of calls they handled this year, up almost 3,500 calls. The call volume into the public safety complex rose a staggering 87% this year. We answered almost 50 thousand more incoming telephone calls. This is a national trend that can be traced partially to the cellular phone. It is not uncommon to receive 10 or more telephone calls for every accident, smoke scare, or dog running in traffic.

This year the Communication Center staff spent countless hours preparing for the FCC's narrow banding deadline of January 1, 2013. We secured a grant for almost Thirty-two Thousand dollars to replace the highway radio system, and all radios that were not narrow banded. One of our Communication Officers, Timothy Goodwin, spent days re-programming the radios in our Dispatch System, touching in excess of 125 mobiles and 200 portables.

The Communication Center also spent 8 months designing, specifying, and ultimately awarding a contract to replace the aging Fire Radio System. The Town of Hanover secured a nearly \$400 thousand dollar grant, and the Town of Hartford secured a \$56 thousand dollar grant from the State of Vermont to create an 8 site, simulcast repeater system to cover our service area. This collaboration between towns will benefit everyone, and we look forward to working on other regionalized projects.

Dispatch Division Statistics

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>%Change</u> <u>11-12</u>
Total Incidents	42,674	45,518	40,057	45,167	48,619	7.6%
Hanover Incidents	22,641	21,598	14,534	15,551	14,910	-4.1%
All Incoming Calls	*	126,947	128,699	124,035	178,796	44.1%
Handled by Dispatcher	*	66,864	67,985	66,094	70,081	6.0%
Calls Transferred	*	60,083	60,714	57,941	108,715	87.6%
911 Calls	3,124	3,005	3,122	3,518	3,434	-2.4%
7 am-3 pm Calls	*	77,104	77,097	75,859	111,028	46.4%
3 pm-11 pm Calls	*	41,295	42,513	39,740	59,900	50.7%
11 pm-7 am Calls	*	7,592	8,189	8,436	17,699	109.8%
SPOTS-Dispatch	293,582	331,769	284,230	241,161	280,794	16.4%
SPOTS-Mobile Data	180,874	391,710	330,113	322,632	302,897	-6.1%
Police Calls-All Depts.	40,180	44,101	36,973	42,441	45,986	8.4%
Fire Calls-All Departments	3,114	3,264	3,132	3,260	3,312	1.6%
Ambulance Calls-All Depts.	3,023	3,217	3,303	3,241	3,690	13.9%
Fast Squad-All Depts.	772	694	767	1,137	1,208	6.2%
Public Works-All Depts.	788	648	587	816	802	-1.7%
Bank Alarms	138	65	52	45	37	-17.8%
All Other Alarms	778	792	1,233	1,715	1,151	-32.9%

*Denotes no data available for that year

Parking Operations:

Staff of the Police Department and Parking Enforcement Division writes improper parking notices for violations of the Hanover parking ordinance, to include expired meters, parking in handicap zones without a permit, parking in prohibited areas and for parking on streets and lots after midnight during the winter.

Parking enforcement offices are located in Town Hall on the first floor, where staff accepts payments, answers questions and processes ticket payments through the use of their computer based violation tracking system. Parking accepts payments in several forms, to include cash, check and credit card.

Revenue generated through parking related activities flows into a separate Parking Fund that is overseen by the Parking & Transportation Board and the Board of Selectmen. Funds are used to support on-street and parking

facility operations, maintenance of parking areas, the Advance Transit shuttle service for commuters and future improvements to the parking system.

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

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

Parking Division notables during 2012 include:

A parking study group appointed by the Board of Selectmen chose DESMAN Associates of Boston, MA from four respondents to the RFQ to conduct a parking study focusing on two elements:

- Impact of planned improvements to the Hanover Inn on parking and access in downtown Hanover and an evaluation of their valet parking plan;
- Survey downtown employees and provide evaluated solutions to correct employee parking and access issues.

The parking study is underway with implementation of any approved initiatives in July of 2013.

Parking facility emergency 9-1-1 call boxes located on each level of the facility were replaced during the summer of 2012. These new boxes shine a constant blue light for easy identification by the public and flash upon activation. Each box has a unique identifier to direct first responders to an exact location in the four-level garage.

Parking Division Statistics	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2011-12</u> <u>% Change</u>
Total Tickets	27,055	25,859	29,005	30,366	29,763	-2%
Handicap	35	72	39	48	47	-2%
Loading - Bus	7	22	18	20	18	-10%
Left Wheels to Curb	104	150	97	101	86	-15%
Expired Meter	23,958	23,095	26,039	27,624	27,275	-1%
Winter/Summer Parking Ban	938	883	979	729	663	-9%
2-Hour Zone	7	2	4	8	0	-100%
Improper Parking	151	156	191	243	198	-19%
Meter Feeding	261	94	162	8	11	38%
2&3 Expired Meter Violation	464	436	556	621	672	8%
Prohibited Zone	515	491	466	510	438	-14%
Towing Charge	17	15	2	24	11	-54%
No Town Permit	569	422	438	367	263	-28%
Restricted Area	na	na	na	37	52	41%
Sidewalk	29	18	13	19	13	-32%
Other	0	3	1	7	16	129%
Court Actions	5	5	11	14	4	-71%
Tickets Issued by Parking	25,763	24,311	27,462	29,353	28,834	-2%
Tickets Issued by Police	1,292	1,548	1,543	998	928	-7%
Ticket Voids	2,676	2,769	3,158	3,289	2,834	-14%
Meter Revenue	396,211	411,769	421,523	421,958	402,008	-5%

Fine Revenue	412,927	363,070	389,239	409,721	429,070	5%
Immobilization Warnings	405	221	94	106	53	-50%
Vehicles Booted	57	22	20	26	2	-92%

Hanover Alcohol Diversion Program

The Hanover Alcohol Diversion Program is an educational alternative for first time offenders who have been charged with an alcohol violation and are 18, 19 or 20 years of age. A person’s participation in the program is dependent on the officer’s recommendation for the individual to attend the program.

Once the offer of Diversion is made and accepted, the individual must contact the Diversion Program Coordinator to enroll. The sessions are held once or twice a month depending on the number of students that need to get through the program. The individual is required to participate in a 6 hour class on a Saturday consisting of a total of 8 participants who work with a Licensed Alcohol and Drug Abuse Counselor. As a group, participants discuss their experience and issues surrounding alcohol use/abuse and other risky behaviors. Each participant will also have a one-on-one appointment with the Counselor where they receive the results of a risk assessment that was completed during the session. The Counselor will make recommendations to the individual regarding the possible need for additional counseling or other resources that the participant may consider, but are not required to follow. The fee for the program is set at \$400.00 which covers the cost of the Counselor and other materials for the program. This fee is set to be in line with the fine that would be charged if the participant were to go to court. The expenditure of \$20,400 (level-funded) is allocated to cover the Counselor’s fees for the program.

The Diversion program was reviewed and restructured in 2012 to update the course and streamline the process. There used to be two sessions; a day long class on a Saturday and then the one-on-one session with the Counselor the following day. The feedback from participants has been very positive and students continue to learn new things about the risks associated with binge drinking.

In 2012, there were 91 people who participated in the Diversion program of which 87 were Dartmouth students and 4 were Non-Dartmouth students. (The first three sessions of the year consisted of participants who were offered Diversion in 2011 and were carried over to attend sessions during the first two months of 2012.) The participants consisted of 42 arrests and 49 people who were taken into protective custody after requiring medical treatment and transported to the hospital for alcohol consumption. A person who is taken into protective custody due to intoxication and requires medical treatment is offered the opportunity to participate in Diversion in lieu of arrest. A person who is arrested but does not require medical attention is offered Diversion in lieu of court. All offers of Diversion are subject to eligibility requirements.

Year to year comparison:

	<u>2010</u>	<u>2011</u>	<u>2012</u>
Total number of participants	101	87	91
Dartmouth students	90	78	87
Non-Dartmouth students	11	9	4

Full Time Staff at year end: Chief Nicholas J. Giaccone, Jr.; Captain Frank Moran; Lieutenant Michael Evans; Lieutenant Patrick O’Neill; Detective Eric Bates; Sergeants: Daniel Gillis, Bradford Sargent and David Luther; Patrol Officers: Steven Read (ret.), Jeffrey Fleury, Shannon Kuehlwein, Alan Patterson, Jeffrey Ballard, Richard Paulsen, Rolf Schemmel (ret.); Matthew Ufford, Ryan Kennett, Daniel Fowler, III, Christopher Swain, Nenia Corcoran, and Jeff Shepard; Administrative Assistant/Diversion Program Coordinator Elizabeth Rathburn; Records Coordinator Sheryl Tallman; Communications Coordinator E. Douglas Hackett; Dispatchers: Lisa Camarra, David Saturley, Tim Goodwin, Fred Cummings, and Kevin Lahaye. Parking Enforcement Technicians: Mark Caruso, Christopher McEwen; Parking Secretary Adriane Coutermarsh; and Parking Control/Facility Supervisor Marisela Platt.

PUBLIC WORKS DEPARTMENT

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

- Administration
- Buildings
- Grounds
- Highway
- Fleet Maintenance
- Sewer Line Maintenance
- Water Distribution and Treatment
- Water Reclamation

Administration Division: The Administration Division provides long range planning, engineering, inspections, issuing of permits, and the overseeing of the daily operations. During 2012, the Administrative Division provided reviews and site utility inspections for Planning & Zoning, as well as overseeing the improvements to the Wastewater Treatment Facility.

- Staff continues to work with the Trescott Company, a land holding company formed out of the Hanover Water Works Company to ensure the water supply is protected as well as sustainable forestry practices. A program was developed to look at methods to control invasive plants, buckthorn in particular, which jeopardize the water quality by preventing beneficial undergrowth from establishing increasing erosion and reducing the forests ability to remove potentially harmful organisms and organic chemicals which can't be removed in the treatment process. The program includes mechanical removal on selected areas and brush hogging with follow up flame treatment in others. Test plots were established to determine how effective each method is and the level of effort needed to allow regeneration. Also included in the plan are various forest regeneration methods such as: natural regeneration after mowing with retention of viable species, "do nothing" in sensitive areas and removal and replacement of single species plantations with multi-species. Harvesting occurs as existing trees mature and markets allow.
- Bicycle lanes and sidewalks were completed on Park Street. The improvements complete vital bicycle and pedestrian connections between Summer and Lyme Road.
- A vendor was selected to begin to collect GPS locations of municipal infrastructure which will allow staff to begin to assess and collect data for an on-line GIS program which doesn't require proprietary software. Over the coming years, staff will be collecting data to populate layer information. As various layers are completed, maps will be able to be routinely updated internally and will be available to the general public.
- Once again we dodged a major tropical storm. Sandy brought us wind, some down trees and power outages. However, damage was not widespread, roads were cleared and power returned within a day for most residents. Once again there was little damage to the drainage system, a testament to hard work done by the Highway Department over the past 7 years (since the devastation storm on June 15, 2006).
- The final phase of facility work approved in 2008, which is targeted at the replacement of existing equipment, improving reliability, increasing emergency efficiency and reducing the community's carbon foot print continues with numerous process disruptions. Work is expected to be completed in the spring of 2013, at which time the staff can breathe a sigh of relief (and clean air as well).



Old Digester Cover Removal

Administrative Staff: Peter Kulbacki, P.E., Director; Michael Chase, Operations Manager; Don Ware, P.E., Utility Engineer; Gary Searles, Data and Financial Specialist; Administrative Assistant (*position currently vacant*).

Buildings Division: The Buildings 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 Department) 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 (formerly known as the Waste Water Treatment Facility) located at Pine Knolls Drive; the Water Treatment Facility on Grasse Road, the Summer Park Subsidized Housing Units (3 units) located at 42 Lebanon Street, the Parking Garage located off from Lebanon Street; and the Public Works Facility located on Route 120.

Significant accomplishments during 2011/2012 included many upgrades and retrofits in a continuous effort to reduce energy usage and continued capital repair and upgrades to Town facilities. Projects completed were:

- **Public Works:** Replaced the back section of the 25 year old roof, approximately 7500sqft, with a solar reflective membrane to include R-30 insulation. Replaced roof on the Salt Shed, to prevent the rain from washing salt away.
- **Police Station:** Installed a Viessmann Solar Hot Water System. This will cut back on the gallons of #2 fuel needed to make hot water as well as reduce the town's carbon foot print.
- **Fire Station:** Also had a solar hot water system installed cutting back on gallons of propane needed.
- **Town Parking Garage:** Installed a new membrane on deck 3-A. Also made repairs on top deck and added a drain to deck 2-B. New doors were also installed in the stairway.
- **Summer Park Subsidized Housing:** We replaced light fixtures throughout the building cutting watts from 54 to 36 per fixture. Ninety six lights were replaced saving a total of 2,112 watts.

Buildings Division Staff: Ross Farnsworth, Facilities Superintendent; Ed Woodbury, Facilities Maintenance & Operations Technician; Wayne Piekarski, Head Custodian; Mark Curulla, Custodian; Custodian (*position currently vacant*).

Grounds Division: This year was exceptionally warm. The lack of snow in the winter meant that soil moisture was lower than normal for the spring and summer. Grounds crews had to meet the challenge of keeping new plantings watered. These included new shade trees on Park, South, Lewin, Reservoir, Lyme and Main Streets, as well as new specimen trees at the Pine Knolls Cemetery.



Lupines in the wildflower area of Pine Knolls

In addition to the contribution of flowers and volunteerism of the Hanover Garden Club, two generous Hanover residents donated funding for landscaping in the Pine Knolls Cemetery and wildflowers in the Reservoir Road roundabout.

The treatment of the mature elms in the downtown area continued with cambial microinjection for elm diseases and scale. These trees are inspected annually for hazard mitigation and safety assurance. Also treated were trees on North Main, Maple, Woodmore, Tyler, and School Streets and the young elms around the south roundabout.

Several diseased or hazardous trees were removed. In addition to the contracted pruning, the arboriculture team pruned trees in all four areas of downtown and in the country cemeteries.

An equipment shed was built in Pine Knolls from pines and spruces harvested in Hanover.

Grounds Division Staff: William E. Desch, Urban Forester; Brian Smith, Arborist; Crew Leader, (*position currently vacant*); 1-Seasonal Gardener and 4-Seasonal Workers (during summer).



Fleet Maintenance Division: The Fleet Maintenance Division is responsible for the maintenance and repairs of all Town of Hanover vehicles, standby generators, operational equipment, and fuel systems. The Division provides regularly scheduled maintenance on over 100 pieces of registered equipment and approximately 60 additional pieces of small equipment.

The Fleet Division prides itself on several years of Fleet Maintenance experience to effectively maintain and provide the Town of Hanover with efficient, quality service. With this know-how, town wide departments experience minimal downtime and personalized service to meet their needs. In addition, we make our mechanics available for the Highway Division during snow removal operations and for occasional plowing when necessary.

Highlights of 2012:

- With input from the Highway and Water Reclamation Divisions, we prepared specifications for, and took delivery of, the following equipment:
 - 2012 Cat motor grader (*pictured to right*)
 - 2012 Godwin 4” dri-prime diesel pump



- Through Grant funds obtained by our Police Dispatch Coordinator, we assisted in the upgrade and replacement of mobile radios in several Public Works vehicles and equipment. This upgrade was required for future narrow banding capabilities.
- Finalized the purchase and set-up of (3) Dump Trucks w/plows and (4) new Police cruisers. Cleaned and stripped equipment out of (4) used Police cruisers for resale, and put out to bid.
- Refurbish the integrated dump body on our 10 wheeler.

Fleet Maintenance Division Staff: Donald Foster, Fleet Superintendent; Todd Bragg, Senior Mechanic; Mark Bean, Mechanic; Larry Holmes, Stock Room Clerk

Highway Division:

The Highway Division is responsible for the infrastructure of the Town of Hanover. It is our mission to not only maintain the roads, sidewalks, parking lots and drainage systems, but to improve them as well. During the winter season the highway personnel accept the challenge of getting everybody to his or her destination safely and back again. Summer time is a very busy season making improvements to the infrastructure such as, but not limited to, pavement overlays (67 miles), upgrading of our gravel roads (33 miles), culvert & drainage upgrades, sidewalk reconstruction, special projects as assigned and ongoing right-of-way maintenance.

Accomplishments for 2012-2013

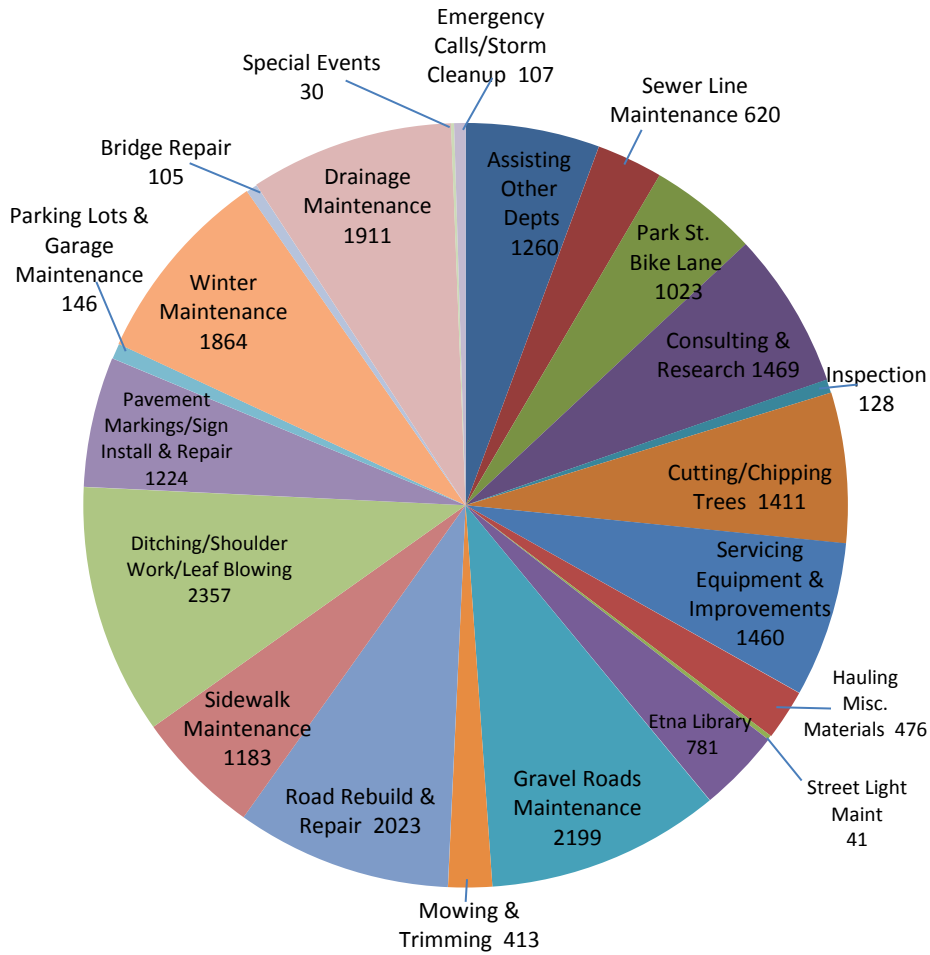
- The Town of Hanover and Dartmouth College completed the process of putting all overhead utilities on Lebanon Street underground. During this process, new street lights were also installed. Along with this project, all on-street drainage structures were replaced and/or repaired. Bike friendly drainage grates were used in areas that may see bike traffic. The street was milled from Crosby to Main Street and then resurfaced. Upon completion of resurfacing, all street markings were then repainted. Main Street was milled and resurfaced as part of the Lebanon Street project.
- Again this year, shoulder stone (crushed ledge and fines) was added to parts of Pinneo Hill Road along with a section of Goose Pond Road. Due to the high volume of traffic on these roads they are prone to potholes and wash boarding. By adding the shoulder stone, we were able to make the roads safer plus extend our grading intervals on these roads as well.
- Over 270 catch basins were cleaned and inspected this year. This annual project limits storm sediment run off.
- The road surface reclaiming program was in full swing in 2012. Almost a mile of Laramie Road along with almost a mile of Hanover Center Road was completed in areas that are prone to extreme heaving in the winter time. The reclaiming process consists of grinding the old asphalt surface to a depth of twelve inches and adding six inches of new gravel. All culverts were replaced along with ditching of all ditch lines. This will give the road a new sub-base of eighteen inches. Chloride is then applied and town crews start grading/compacting the new sub-base. Because our grader is equipped with a computer system that controls the slope of the road, many man-hours are saved in engineering layout. A new asphalt surface consisting of a two inch base along with a one inch wear course is then put down increasing the asphalt life of the road from five years to ten years.
- Our culvert replacement program always keeps us busy. We replaced several hundred feet of failing culvert this year.
- Highway staff continues to repair and replace road signs throughout town. This could be anything from updating signs for reflectivity or repairing signs that have been inadvertently damaged. This continues to be an ongoing process.
- At the intersection of West Wheelock and School Street two bump outs were installed. This enabled us to install a crosswalk at a more visible and safer location. In addition, solar powered pedestrian lights were installed in the new bump outs. This allows pedestrians to push a button to activate flashing warning lights to safely cross the road.
- Town crews finished the bike lane project on North and South Park Streets. This included realigning the curb line, installing new sidewalk and bike friendly storm drain grates. The road surface was then repaved and repainted to clearly define the new bike lanes. Thermal plastic bike symbols were used in this area to help define the bike lanes.
- Town crews painted all road markings consisting of 39.5 miles of double yellow line, 75 miles of fog line, 3,984 feet of crosswalk, 79 yield symbols, 81 pedestrian symbols, 2,400 feet of stop bars and all parking areas in town.
- Thermal plastic was used on the crosswalks on Main Street this year. This should result in the crosswalks staying well defined throughout the year. Due to heavy traffic, paint tends to wear off during the winter months.

- Tree trimming continued on Ruddsboro Road this year. We hope to start trimming upper Dogford Road in the near future. This not only helps in preventing damage to town equipment but also aids in roadside mowing. In addition, this also allows more sunlight to reach the road surface helping in winter maintenance along with providing better visibility for motorist.
- Town crews also did a considerable amount of ditching this year. Over 5 miles of roadway received ditch maintenance. This process removes unwanted material from our ditch lines and aids in water control during rainfall and winter melting.
- Our paving program completed a considerable amount of resurfacing last year. This included all of the Blueberry area, Maple Street neighborhood, Rennie Road, River Road, Lower Dogford and a section of Hanover Center Road.
- We continue to crush asphalt that we accumulate from various jobs over the year. The crushed asphalt is then used on our gravel roads, giving us a very durable product at an economical price.
- Town staff was able to repair the bridge at the bottom of Stevens Road. A portion of the corrugated decking needed to be replaced. New asphalt was then added. This will allow us some time until the bridge can be rebuilt.
- Roadside mowing happens throughout the summer and fall months. This helps to keep unwanted brush from growing in our ditches and in the town right-of-way. In addition, this also helps maintain sight lines for safer traffic flows.
- You may have noticed yellow arrows pointing towards the edge of some of the blacktop roads. These arrows help us to locate storm water drainage during storms. As we paint the arrows, staff is also checking to see if structures or grates need repair or cleaning.
- A 48” culvert on Hanover Center Road was relined this summer. Relining allowed us to complete this project without digging up the road surface. This process allowed traffic to be maintained resulting in no traffic disruptions.
- The Hayes Farm/Etna library project was started this fall. Clearing was completed behind the Etna Fire Station. This allowed for the expansion of the current ice rink, allowing for a bigger rink and a playing field. Final grading will be completed in the coming year. In addition, we also started on a new parking lot at the Etna Library. This involved digging out unstable material and laying down stabilization fabric before placing suitable material down. During this process a gravel wetlands was also installed. This helps to filter any unwanted materials. New parking lot lights were also installed at this time. Once the addition is complete, final grading will be done along with an asphalt surface.

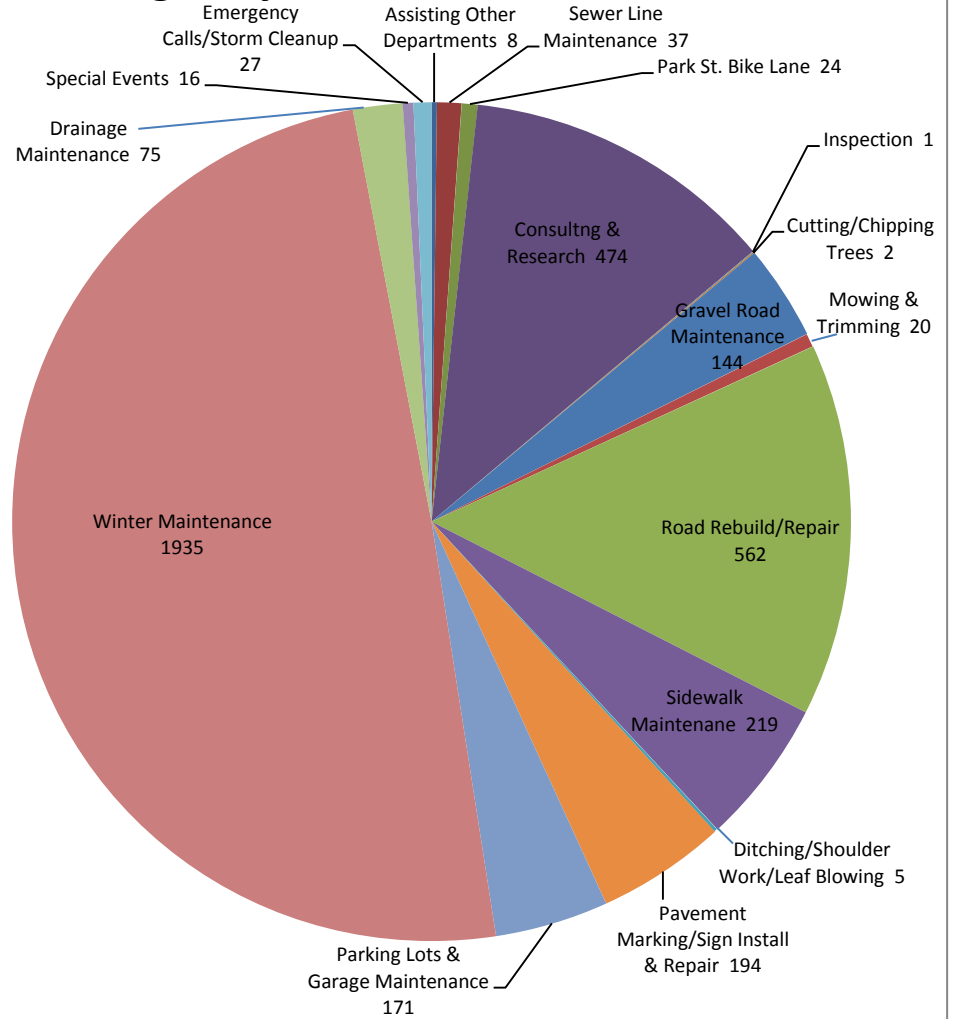
The Highway Division Personnel has gone beyond their normal tasks to provide additional services to other divisions of the Town. Here is a breakdown:

Highway Division Staff: Operations Supervisor – Randy MacDonald; Equipment Operators/Highway Maintenance Workers - John Lahaye, Steve Perry, Chris Berry, Roger Darisse James Messier, Robert Henry, Jr., Moses Delphia, Jack Lusona, Bill Brown, Bruce Sanborn, James Cadwell , David Field and James Cray.

Highway Regular Hours & Tasks



Highway Overtime Hours & Tasks



Sanitary Line Maintenance & Construction Division: The Line Maintenance crew is responsible for the safe and uninterrupted flow of wastewater from the source to the treatment facility. They maintain and improve forty-four (44) miles of the gravity sewer lines and over twelve-hundred (1200) sewer manhole structures.

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

- The Line Maintenance crew is responsible for the preventive maintenance of over forty-four (44) miles of collection system pipe, using a high-pressure flushing unit. Approximately sixty-five hundred (6500) feet of sewer line are flushed on monthly basis to prevent any back-ups. Other lines are done annually and semi-annually.
- The Line Maintenance crew continues with their annual root-cutting program. This year the crew serviced more than five-thousand (5,000) feet of line. Root cutting is now done with the high-pressure flushing unit that has a special nozzle. It is faster and does a better job than the older root cutting machine.
- The Sewer Line Division has started using some of the new trenchless technology referred to as “Slip Lining.” Slip lining involves lining an old clay tile pipe with new PVC pipe, without digging up the road.
- This year, one hundred and sixty five (165) feet of old eight inch (8”) clay tile sewer line was slip lined with new pipe on East Wheelock Street. Also slip lined was four-hundred and seventy-five (475) feet of eight inch (8”) clay tile pipe on Chandler Drive and two hundred (200) feet of six inch (6”) clay tile pipe off of Lebanon Street.
- With this year’s paving program, 10 sewer manhole frames and covers were upgraded for overlays on Main, Lebanon and Currier Streets. Several other sewer manholes were upgraded with new frames and covers, invert, Inflow & Infiltration work.
- The crew provided the mowing and maintenance of approximately five to six (5-6) miles of sewer line rights-of-way, which also doubles as nature walk paths. The crew also mows two pocket parks.
- The crew is working on re-conditioning the sidewalk benches on Main Street. Two to three benches are refurbished each year. This work is done during the winter months when the benches are removed from Main Street.
- The crew is also responsible for the winter maintenance of fourteen (14) miles of sidewalks. This is done with the town’s three sidewalk plows. Also sweeping of the sidewalks is done in the spring along with some highway culvert flushing.
- Chris Berry and Steve Perry, from the Highway Division, received on the job training and are now qualified to be on the emergency call list for any sewer line related issues.

Sanitary Collection System Staff: Lenny Bolduc, Sewer Line Maintenance Crew Supervisor; Raymond Swift, Line Maintenance Worker. In addition, during peak construction time and winter operations of sidewalks, the crew is assisted by other cross-trained DPW workers.

Water Distribution & Treatment:

Friday, October 13, 2012, marked the sixth year of operation of the water filtration facility for the Town of Hanover. The facility continues to operate nearly flawlessly, producing high quality potable finished water day after day. The staff performs routine checks, fills chemical tanks, and takes care of the preventative maintenance items, while the computer controls all the requirements to meet the water demand, chemical additions, and cleaning cycles. The facility processed a total of 314 million gallons of water for the year. This equals an average daily demand of 0.86 million gallons per day.

During this past year, there was only one coliform violation. This occurred on August 8 at 15 Great Hollow. The required re-sampling occurred on August 13 at an upstream site, a downstream site and at the original site. The results of the repeat sampling were all negative. This appeared to be an isolated incident most likely caused by some kind of localized contamination at the tap or within the sample container.



New Lowered Spillway Crest at Fletcher Reservoir

Work on the two lower dams has continued through 2012. The work this year consisted of lowering the spillway crest heights. The spillway is an opening in the dam face with an overflow elevation lower than the dam crest. The lower elevation of the spillway crest protects the dam structure from being overtopped by water stored in the reservoir. If this opening is too small, there is a potential during a prolonged or particularly intense rain event for the water to go over the earthen dam crest, creating a dam failure.



Cutting Spillway at Fletcher Reservoir



Removing Blocks from Spillway at Fletcher Reservoir

The Parker Reservoir spillway was lowered 1.3 feet and the Fletcher Reservoir spillway was lowered 2 feet. This was necessary to meet the requirements set by the State Dam Bureau that the spillways be able to pass a volume of water equivalent to 1.5 times the 100-year rainfall event without endangering the integrity of the earthen dam.



Parker Reservoir Spillway Winter Construction



Parker Reservoir Spillway Crest Cut ready for new top

The Water Department has undertaken the task of fully automating the meter reading system. Through the years, we have advanced from manually reading all the meters, which required Water Department personnel to enter the home or business, to a reading system where an employee driving by the home or business could read the meter via a radio transmitter and receiver located in the vehicle. There were many variations along the way including outside readers and touch pad readers, all of which were designed to be less intrusive, more accurate, and less time intensive, however all but the “drive – by” system still required an employee to visit each account. Even the “drive – by” method still required up to 20 man hours for an employee to read all the meters each quarter. This data had to be checked manually for potential errors and then processed for billing. The Town of Hanover began looking in 2011 for a more efficient way to read the meters and do the billing. In 2012, the Town decided to move forward with a new system which will use meters with no moving parts (nothing to clog or wear out), and a reading system that allows the meters to be read from a central office at any time.



New Residential Meter and Transponder

This new system adds a new level of efficiency for the Water Department in that zero man hours will be spent doing the actual meter reading as this will be done by computer. Final readings for real estate transactions will be able to be done directly from a central office, no longer requiring an employee to drive to the site to collect the reading, consumption rate on an hourly basis will be electronically stored in the meter for up to 320 days and can easily be retrieved in the event of a disputed bill. There are other benefits available through the new system for both the consumer and the Town, which will be outlined later as we get more meters installed and the entire system becomes ready to go on line.

The Water Department responded to four main line breaks and eight service line leaks. Seven of the eight service line leaks were the property owners' responsibility to repair. The Town policy for service lines is the Town is responsible for repair and maintenance from the main distribution line, usually located in the street, to the non – pressure side of the curb stop. The property owner is responsible for the repair and maintenance from the non – pressure side of the curb stop valve to the building.



Old Wood Cribbing Under 1893 Pipe on Lebanon Street



1893 Pipe from Lebanon Street

The Water Department worked closely with the Highway Department during the summer of 2012 to prepare several streets in Town for paving. Of particular note were South Main Street and Lebanon Street as these are very heavily used thoroughfares. It was necessary to do much of the work of raising gate valve boxes and the paving at night. Ironically, Lebanon Street had only been completed for several weeks when a section of pipe dating to 1893 sprung a leak. Although this break necessitated a large excavation and patch to make the repair the fortunate thing was the break occurred on July 3 and the street was back together and ready for the holiday festivities.

I want to use a few lines to thank my three co-workers, the administrative staff, including but not limited to Mr. Peter Kulbacki, Director of Public Works, Mr. Don Ware, Utility Engineer and Ms. Terry Jillson, Administrative Assistant, and the other Town departments for their continued efforts and diligence to help us accomplish all that needs to be done. There are many varied tasks in operating a water treatment and distribution system ranging in scope from housekeeping, to operating heavy equipment, to monitoring and adjusting the treatment facility operations through the computer system to optimize chemicals. The staff has tackled these tasks without question. My many thanks to Todd Cartier, Assistant Superintendent; Matthew Walker, Distribution Worker; and Bernie Hazlett, Distribution Worker, for their efforts and recommendations. Keep up the great work.

In addition are the many hours of recordkeeping, budget administration, public relations, and planning that are aptly handled by the folks behind the scenes in the administrative staff. Their duties are too numerous and too varied to mention here but I would be amiss to not mention a few. Terry is the one who knew of you by name when you call with a question or concern regarding your water or sewer bill. Don is the field inspector and keeper of records for such undertakings as FEMA and ARRA grants, no small task. Peter is the guide through many a hectic situation. He is always available with knowledge of Town policy and fair analysis of various situations.



Grasse Road 1.0 Million Gallon Storage Tank



Sand Hill 0.800 Million Gallon Storage Tank

Thank you all.

Respectfully Submitted,
John F. Dumas

Statistics

- Length of distribution lines = 40.8 miles
- Number of Accounts = 1927
 - Water Accounts = 1820
 - Sewer Only Accounts = 107
- Number of hydrants = 325
- Number of meters = 1927
- Number of reservoirs = 3
- Total Impounded Volume = 437.5 million gallons
- Number of storage tanks = 4
- Total volume in storage = 2.38 million gallons
- Total volume of water processed in 2012 = 314 million gallons
- Average daily volume processed in 2012 = 0.86 million gallons

Hanover Water Department Staff: John F. Dumas, Superintendent; Todd Cartier, Assistant Superintendent; Matthew Walker, Distribution Worker; Bernie Hazlett, Distribution Worker

Water Reclamation Facility:



Facility aerial view

The past year brought many challenges to facility staff as a result of the soon to be completed upgrade project. During the construction we have had to work diligently to remain in compliance and fully operational all while having major systems demolished or shut down. Staff has had to react and anticipate both new and existing equipment failures as well as planned power outages that required flow diversion and adaptive strategies from staff and contractors. The project will reach Substantial Completion by February of 2013 and Final Completion projected for late spring.

As a reminder, the nature of this project was to replace aging and outdated equipment, enhance efficiencies, performance and reliability. Our Federal and State permit is being jointly rewritten by USEPA Region #1 and the NH Department of Environmental Services. It is unknown as to the full content of the new permit, but it is fairly certain that the permit conditions will become even more stringent.

General statistics for 2012 include:

- Treatment of approximately 443 million gallons of raw wastewater to secondary treatment levels. This is a decrease of approximately 83 million gallons or 16% from 2011 levels. The reduction can be associated with a couple of conditions; water conservation measures from users and precipitation levels only reached 61" in 2012 as opposed to 117" in 2011.
- The Water Reclamation Facility received 262,940 pounds of Total Settleable Solids {TSS} and 305,561 pounds of Biochemical Oxygen Demand {BOD}-*these are measureable parameters established in our permit.* Of these loading measurements, we removed **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 15% reduction in TSS loadings and a 6% decrease of loading for BOD. This is the first time in several years that a decrease in loadings has been recorded.

- Production of approximately 2,126 wet tons of bio-solids which were hauled to the Lebanon Landfill for onsite composting to be used for slope stabilization and vegetative cover establishment. This reveals an increase of approximately 34% from 2011. This increase can be attributed to the facility upgrade project which required both anaerobic digesters to be completely emptied.
- Ongoing Sludge Quality Certification with NHDES. *This program quantifies the quality of the dewatered residuals from this facility to be safely managed through all available options.*
- Public, private, academic and professional groups continue to visit the facility for tours.
- The Industrial Pretreatment Program {IPP} has identified 91 facilities that meet the criteria for permitting. Of those 91, 74 have been permitted and 83 have been inspected. Much attention has been directed to the control of Fats, Oils & Greases {FOG} from establishments discharging to the facility.
- Receipt and treatment of approximately 40,890 gallons of portable toilet waste. This denotes a decrease of approximately {59%} from 2011. This substantial reduction is attributed to essentially no septage being brought into the facility.
- Hanover has adopted the Inter Municipal Agreement {IMA} with the City of Lebanon. This document dovetails with the Sewer Use Ordinance which has also been revised and adopted.
- *A kind reminder from “the plant” – your toilets, sinks, showers and tubs are for personal care and hygiene, 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.*

I would like to express my genuine thanks and gratitude to all staff for being dedicated and supportive through the last year while undergoing construction. They have faced and dealt with all kinds of unanticipated malfunctions, failures and emergencies and still managed to maintain a very high level of operational success. Oh, let us not forget the horrible odors that had to be endured! Both personal and town issued clothing, vehicles and property still bear the foul lingering smell of raw septic sludge. Returning home from work or shopping at the local store brought some very odd and inquisitive looks from anyone standing in the close proximity to us.

For bearing through all of that I thank you and offer that it will only get better from here!

Sincerely,
Kevin MacLean – Superintendent

Water Reclamation Facility Staff: Kevin MacLean, Superintendent; Mark Roper, Industrial Pre-Treatment Coordinator; Dennis Smith, Maintenance Technician; Seth Bean, Treatment Technician; Richard Scheuer, Treatment Technician, Brandon Corey, Treatment Technician Assistant



New Digester Covers and Methane Collection



New Plant Water System



New Primary Sludge Pumps



New Centrifuge Feed Pumps



New Digester Recirculation and Transfer Pumps



New RAS / WAS Sludge Pumps



New Anaerobic Digester Mixing Pumps



Old Digester Cover Removal



New Gas Holding Cover Installation



Digester Access Cutting



Yes-that is what you think in that tank!



Hanover, N.H. Water Reclamation Facility 2012 Labor Summary



Area of work	Hours {% of change} from 2011		
Solids Handling	1744.0 {↑6.0%}	Pump Station #2 O&M	76.3 {↓18.4%}
Laboratory	1496.0 {↓0.9%}	Headworks	72.5 {↑3.8%}
Industrial Pre Treatment	1246.0 {↑4.5%}	Dewatering Systems	67.3 {↑53.2%}
Daily Facility Checks	939.5 {↑1.5%}	Snow Removal	62.8 {↓193.6%}
Daily Pump Station Checks	507.8 {↓1.1%}	Staff Meetings	54.8 {↓397.3%}
Housekeeping	369.0 {↑3.5%}	Pump Station #4 O&M	50.0 {↓39.5%}
Secondary Systems	259.5 {↑4.5%}	Kendal Pump Station O&M	48.5 {↓10.8%}
Aeration Systems	258.0 {↑2.6%}	Thickened Waste Systems	40.0 {↓67.5%}
Education	240.3 {↑9.1%}	Plant Water Systems	35.0 {↑98.6%}
Grounds keeping	156.5 {↓22.7%}	Polymer Systems	23.5 {↓102.1%}
Facility Maintenance	196.8 {↑67.4%}	Grit Removal Systems	20.5 {↓491.5%}
Disinfection Systems	126.8 {↓46.7%}	Minor Pump Station O&M	18.0 {↓33.3%}
Pump Station #5 O&M	124.0 {↓23.6%}	Data entry	15.5 {↑100.0%}
Regulatory	124.3 {↓71.6%}	Electrical Systems	12.5 {↓280.0%}
Primary Systems	103.0 {↓60.2%}	Chemical/Material Handling	12.3 {↓100.0%}
Anaerobic Digesters	98.5 {↑42.1%}	HVAC systems	9.0 {↑100.0%}
Pump Station #3 O&M	83.5 {↑5.7%}	Work orders	4.0 {↓887.5%}
Septage Receiving	80.0 {↓42.8%}	Plant air systems	2.0 {↑100.0%}

Scheduled Overtime

Weekend/Holiday Operations 388.0 {↓0.6%}

Call - ins

WRF	23.5 {↓1560.6%}
PS#5	9.5 {↓278.9%}
PS#3	2.0 {↑87.5%}
PS#2	1.5 {↓108.3%}
PS#4	0.0 {na}
 CALL in Totals	 36.5 {↓58.3%}

HANOVER SENIOR CENTER ADVISORY COMMITTEE REPORT

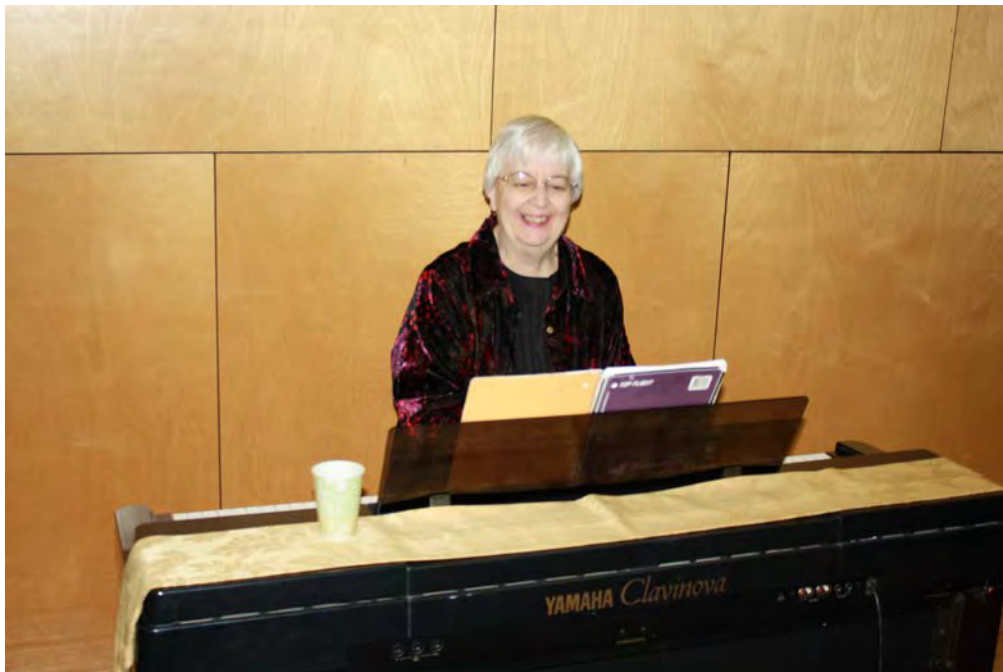
The Senior Citizen Advisory Committee meets at 1:30 p.m. on the first Monday of each month. The meetings are open and all are welcome.

The members of the board are: Constance Carr, Marcie Ann Kennedy, Shirley Montgomery, Lee Monaco, Sue Matless, Nancy Pierce, Marilyn Blodgett, Nora Wijn, Willy Black and Gail Schaal (Senior Center Coordinator).

Our regular schedule is very busy with three very well attended exercise classes a week, and bi-monthly ceramics classes with volunteer Linda Couture, a monthly potluck lunch with volunteer pianist Karolyn Wiebe, and a birthday celebration. We also have art classes happening twice a month with volunteer Annette Houston and monthly lunches sponsored and served by the area churches. The VNA brings two health clinics a month to the center for Blood Pressure and Foot Care.

Line dancing has become a very popular form of exercise at the senior center with instructor Jamie Orr. A group also meets at the senior center once a month for an interfaith coffee. We also offer bridge on Tuesdays and Thursday afternoons and a current movie matinee on the first Wednesday. Many trips to varied locations are offered during the year. Some seniors do volunteer mailings for the Hanover Chamber of Commerce and The Hanover/Norwich Schools.

All programs at the Richard W. Black Community/Senior Center are open for all seniors at all times. Please join us.



*Karolyn Wiebe entertains during the Town Holiday Party
at R.W. Black Community Center*

SUPERVISORS OF THE CHECKLIST

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

Elections: In 2012, there were five elections during which the Supervisors were present as directed by New Hampshire Law. Here are some interesting statistics:

- ❖ 7,445 = the number of registered voters for the Presidential Primary, which was held in January.
- ❖ 2,209 = the number who voted.
- ❖ 268 = the number of new registrations on that day

- ❖ 1,424 = the number of voters who cast a ballot for the Hanover and Dresden school vote in March.
- ❖ 7,667 = the number of voters on the checklist in May for our Town Meeting
- ❖ 521 = the number of voters who cast a ballot

- ❖ 1,488 = number of people who voted during the State Primary in September.

One of our challenges this year came with the General/Presidential election in November when 7,323 voters cast a ballot. This was 74% of the total voters in Hanover. We also had 1,432 new registrations which made for a very busy day.

Several special registrations were held on the Dartmouth College campus in preparation for the Primary and the Presidential Elections. The cooperation of Dartmouth College in providing verification of student domiciles and the help of other volunteers who have assisted us during the registration sessions and on voting days is greatly appreciated.

❖ Total Registered Hanover Voters (as of March 5, 2013)	=	9,821
➤ Undeclared		4,806
➤ Registered Democrats		3,782
➤ Registered Republicans		1,233

VOTER REGISTRATION

Every resident of Hanover 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 the Town. A resident is someone who has a domicile in the Town on a continuing basis for a significant portion of each year. A person can have only one domicile for the purpose of voting.

Voter Registration Form: Information that must be provided includes name, address (mailing and legal residence), place and date of birth, and proof of citizenship. Filling out the voter registration form and signing it executes a solemn oath that the information is true. If the qualifications to vote are met, the Supervisors of the Checklist will add the application to the voter checklist.

Party Affiliation: No one is required to list a party affiliation. In New Hampshire there are only two recognized political parties, and a voter may choose to register as a Democrat or a Republican. There is no recognized Independent party in New Hampshire. A voter may choose to not affiliate with one party or the other and may be Undeclared. In Primary elections, voters registered as Democrats or Republicans may only receive their party's ballot. Undeclared voters may request either party's ballot at the polls and will then be listed on the voter checklist in the future as affiliated with that particular party. Voters who wish to return to Undeclared status after voting may do so at the polling place by stopping by the designated station near the ballot box.

Where to Register: Individuals may register to vote at the Town Office on Main Street during office hours Monday – Friday, 8:30 a.m. – 4:30 p.m. Applications may be made at any time during the year (except for 10 days immediately prior to any election). There are also special registration sessions conducted by the Supervisors of the Checklist on Saturday mornings and during evening hours on certain dates leading up to an election. These dates are published in the *Valley News* and posted on our website. Voters can also register at the polls on Election Day with proper proof of identification and proof of residence.

**State of New Hampshire
Voter ID Law - Laws of 2012, Chapter 289
Explanatory Document**

During the 2012 legislative session the legislature passed House Bill 1354, also known as the “Voter ID” Law. The new law will phase-in a photo identification requirement over a period of time.

This explanatory document is required under the “Voter ID” law as part of the process of educating the public about the law’s requirements and application and outlines the law’s requirements for 2012.

What type of photo ID will I need in order to vote?

For any election before Sept. 1, 2013, you will be asked to provide one of the following:

- ❖ Driver’s license issued by any state (even if expired);
- ❖ ID card issued by NH DMV (Division of Motor Vehicles);
- ❖ U.S. Armed Services ID card;
- ❖ U.S. Passport (even if expired);
- ❖ Valid photo ID card issued by either the federal government or a state, county or municipal government;
- ❖ Valid student ID card
- ❖ Other photo ID deemed legitimate by the supervisors of the checklist, the moderator, or the clerk; or
- ❖ Verification of identity by a supervisor of the checklist, the moderator or the clerk



SUSTAINABLE HANOVER COMMITTEE

In 2012 the Sustainable Hanover Committee continued focus and efforts within several areas of the goals numbered below that were established in 2011.

1. **Net-zero energy consumption** (we produce as much as we consume).

- A Following up on a meeting with ReKnew Energy to discuss group discounts for solar energy installations, it was decided that it would be better to instead focus on energy audits/retrofits as a first step to make sure homes and businesses are buttoning up before trying to produce energy that could easily be offset by dollar losses due to be leaky buildings. Efforts commenced in the rounding up of local energy auditing firms.
- B Made contact with Revolution Energy who is doing Solar Power Purchase Agreements for town buildings and schools in NH.

2. **Net-zero emissions** (we are able to absorb all we produce).

- A Action Steps Around the Hanover Emissions and Emissions-Reduction Model. Due to its enormous contribution to carbon emissions locally, a major effort is underway lead by Chris Soderquist to develop a tool (an iOS application for phones and computers) for families to track the amount of driving they are doing in hopes that town residents will drive less and thereby reduce fuel consumption and carbon emissions.

3. **Zero waste** (we are able to use all the waste that we generate);

- A Peter Kulbacki successfully negotiated Zero Sort recycling to come online for all town residents at no higher cost to the town. Susan Edwards was present in the HHS gym most of Election Day informing residents and handing out flyers.
- B The Waste Reduction Sub-committee conducted four garden pot recycling days in conjunction with Longacres Nursery in Lebanon and sent 6 “very densely packed” pallets off for recycling.
- C The Waste Reduction Subcommittee held Hanover’s Third Community Yard Sale, with 78 families/groups participating which produced net income of \$649.
- D The Committee continues to search for a viable means of implementing downtown business and sidewalk recycling and composting.
- E Electronics were collected for recycling at the Town Garage in May.
- F On October 2 a regional meeting convened by the Lake Sunapee Regional Planning Commission discussed cooperative waste management possibilities, including composting (perhaps at the Hartland landfill).

4. **Balanced, healthy natural systems** (we are maintaining the present diversity of plant and animal species in our eco-systems);

- A The Biodiversity subcommittee is focusing on garlic mustard removal, and does so working with the Ray School and Hanover High School, and neighborhood groups.

5. **A vibrant and efficient economic and social structure** (we are all enjoying access to sufficient food, shelter, education and healthcare).

- A Recognizing Community Sustainability Leadership – Green Carpet Awards. A SHC sub-committee was formed to discuss and subsequently inaugurate SHC’s annual recognition of companies and other organizations within the community that have implemented exemplary sustainability practices within their day-to-day operations. In an event held at Dartmouth College, SHC presented Hypertherm with the large-business sustainability leadership award and Domus with the small-business award. Six South Street Hotel and the Hanover Co-op were also cited for commendable business practices.

- B Coop Sustainability Expo - SHC member Chris Soderquist tabled at this event and explained the carbon emission model to attendees
- C “The Pizza Project” Local Food Initiative - David McManus introduced Green Mountain Flour’s locally made pizzas to the Coop and Ray School. The folks at Green Mountain Flour were nice enough to thank us for our efforts:

David McManus, working on behalf of Sustainable Hanover, was able to broker a healthy working relationship for us with the Ray School. This was part of an initiative to bring healthy, locally grown food to school children in Hanover. Now Green Mountain Flour is producing pizzas once or twice a month for "Pizza Friday." We would not have met Victoria Baughman on our own.

As part of the "local wheat" school pizza program, David set up a meeting for us with the Hanover Coop general manager, the Operations manager and the Food Service Director to explore co-distribution potentials.

It was as a result of this meeting that we became a food coop vendor supplying the Hanover Coops with locally grown and stone-milled flour, porridges, bread and pizza and supporting the viability of the small diversified farms that characterize our region.

Without David’s angel marketing, and Sustainable Hanover’s interest in elevating it’s school’s food to a healthier and more locally based program, it would have taken Green Mountain Flour much longer to achieve the growth that we have over this past year. We are very grateful and look forward to working with SH and area schools, stores and restaurants in the future.

*Daniella Malin & Zachary Stremlau, co-owners
Green Mountain Flour*

Multi-goal initiatives: Public education on sustainability issues and solutions

- A Larry Litten sought out and introduced sustainability initiatives carried out by other municipalities including Portsmouth, NH and Portland, Oregon.
- B SHC’s Mission Statement now reads - *The Sustainable Hanover Committee supports the efforts of the community to assure that the Town of Hanover thrives for present and future generations* - an effort led by Yolanda Baumgartner
- C Lyn Miller continued to drive change for improving the way the Committee represents itself on the Web.
- D Now residing in the Howe Library, the SHC kiosk offers a space where sustainability events can be advertised and local sustainability initiatives can be recognized. New posters were created highlighting ideas and information for residents that aligned with Committee initiatives.
- E In order to be more formal in the Committee’s decision making process, agenda items are henceforth discussed and then decided when motions are made, seconded, and voted upon using a parliamentary procedure.
- F An SHC group calendar project was undertaken by Chris Kennedy which will enable events to be coordinated across multiple town committees, the school board, etc.
- G New Hampshire Local Sustainability Initiatives Study. The SHC continued serving as a case study for James Howard of the University of New Hampshire’s study of local sustainability initiatives. He has named Portsmouth, Keene, and Hanover as the leaders in the state in addressing sustainability.

Committee Composition

We also wish to recognize Susan Edwards’ outstanding leadership of our Waste Reduction Sub-committee and our tireless “minutes taker” and Secretary Mary Ann Cadwallader.

Respectfully submitted,
David McManus, Chair (October-December 2012)
Larry Litten, Chair (January-September 2012)

Committee Members: Yolanda Baumgartner, Mary Ann Cadwallader (Secretary), Amanda Charland, Susan Edwards, Julia Griffin (Hanover Town Manager), Rosi Kerr (Dartmouth College), Chris Kennedy, Peter Kulbacki (Public Works Director), David McManus (Chair), Lyn Miller, Jenna Musco (Dartmouth College), Marjorie Rogalski, Chris Soderquist (Systems Consultant).

Waste Reduction Sub-Committee. Susan Edwards, chair. Joyce Noll, Theresa Odin, Carolyn Frye



Informational Kiosk regarding Sustainable Hanover at Howe Library



Alternative Fuel



Backyard Composter



Alternative Transportation

TOWN CLERK AND TAX COLLECTOR

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

Motor Vehicle Registration: The Town of Hanover processes all motor vehicle registration through M.A.A.P. (the State's Municipal Agent Automation Project). Vehicle registrations are entered directly into the state's DMV system and are processed instantaneously. Effective December 2011, Hanover is now a "single-payer" municipality so that our residents now can remit a single check to cover both the local and State portion of their registrations. Our office can process and provide vanity plates, conservation plates, and survivorship transfers.

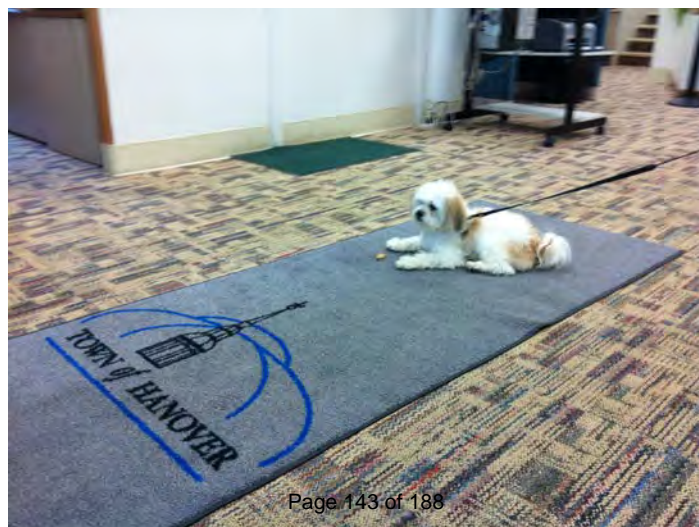
Vehicle owners must begin the registration process for their new vehicles at the Town Clerk's office. To re-register, owners may use the mail-in procedure or come into the Municipal Office with your renewal notice or previous registration. Renewals, decals, transfers and plates are available. Residents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

You can also renew your vehicles online by going to www.HanoverNH.org and click on the E-REG icon, have your bank routing and account number ready, and follow the instructions. There is a \$1.50 per vehicle fee and a per transaction fee of 35 cents.

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

- Birth Records: 1987 - present
- Death Records: 1990 - present
- Marriage Records: 1989 - present
- Divorce Records: 1990 to within 6 months from the present date
- In addition to records accessible through the State-wide data base, we have records that go back to the 1800's for events that occurred in Hanover.

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



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

Other Services:

- Vendor permits are available at the Town Clerk's office.
- We provide notary services at no charge for Hanover residents; there is a \$5.00 fee per signature for nonresidents.
- Trail maps and Hanover town maps are available as well.
- Landfill tickets are also purchased through our office; they are sold in a punch card of 10 punches for \$15.00. Each punch is equal to approximately 25 lbs. Recycling bins are available at \$7.00 each.



One resident makes a case for more benches in downtown Hanover

ADVANCE TRANSIT

Advance Transit, Inc. is a bi-state regional nonprofit 501(c)3 public transportation system headquartered in Wilder. Our services include FREE regularly scheduled fixed-route bus service, park-and-ride shuttles, and the Upper Valley Rideshare carpool matching service. Information on routes and schedules, as well as the Upper Valley Rideshare program, can be obtained at the Town offices and many other locations or by phone 8-4:30 Monday through Friday. Call (802) 295-1824 or visit our website at www.advancetransit.com for more information.

Hanover Ridership Trends: In general, ridership on the Advance Transit system has grown rapidly over the past 10 years. Ridership on the system grew 278% for the 10-year period from 2000 to 2010. In FY 2012 136,840 passenger trips were boarded in Hanover on fixed-route buses, and 70,974 passenger trips were boarded on the Dartmouth/Downtown Shuttle. This equates to a 3% increase for the year in fixed-route ridership and a slight increase (1%) for the year in shuttle ridership.

It is worthy of note that system-wide, the number of ‘choice’ riders (riders that have a car available but choose to ride the bus) on the AT system has been steadily increasing, and now accounts for over half of all AT riders.



(Conceptual rendering of the Mobility Hub)

Hanover Mobility Hub: Advance Transit has been an active partner working with the Town of Hanover and Dartmouth College to improve transit facilities at the Hanover Inn. Planned improvements to the area will include expanded curbside accommodation for buses, improved shelter and waiting areas, streetscape improvements, pedestrian walkways and crosswalks, covered bike parking and transit information. The Town has successfully obtained grant funding for streetscape improvements to the area and design and engineering is currently underway for the first phase of work including improved sidewalks and a pedestrian crossing of East Wheelock Street.

New Hybrid Bus: We added one more low-emission diesel-electric hybrid bus to the fleet in 2012. We now have three hybrid buses. If funding is available, we will continue to replace buses as they age out of the system with low-emission vehicles.

2012 Passenger Survey: A survey of AT passengers was conducted in May 2012. Results of the survey indicate that 58% of riders use the bus to commute to and from work. Passengers give the quality of service high marks: 98% said buses were usually or nearly always clean; 97% reported that buses were usually or nearly always comfortable and that bus drivers were usually or nearly always polite and helpful.

Financial Support: Financial support at the municipal level, with Hanover and Lebanon being major supporters, is vital to AT, but we have also worked hard to broaden our base of support. Over 1,200 donors have stepped forward, many of whom are riders. Local institutions, foundations, and businesses are providing financial support in the form of contributions and sponsorships. In 2012, a report from the Transportation Research Board (TRB) of the National Academies on “Implementation and Outcomes for Fare-Free Transit Systems” had this to say about Advance Transit’s funding support: “*Among rural transit programs in the nation, Advance Transit has developed one of the most innovative and diversified funding packages to support its operations.*” Since Advance Transit implemented its fund raising program in 2007 it has raised over \$525,000 in addition to revenue gained from its sign sponsorship program. We wish to thank all of the communities, institutions, and donors that support AT service and help to make our service so successful.

“See you on the bus!”

Bill Baschnagel, AT Board

Carolyn Radisch, AT Board



P.O. Box 433
Lebanon, NH
03766-0433

Phone: 603-448-4897
Fax: 603-448-3906
Web site: www.gcsc.org

GRAFTON COUNTY SENIOR CITIZENS COUNCIL, INC. ANNUAL REPORT 2012

Centers for Senior Services

Horse Meadow Senior Center
(N. Haverhill 787-2539)

Linwood Area Senior Services
(Lincoln 745-4705)

Littleton Area Senior Center
(Littleton 444-6050)

Mascoma Area Senior Center
(Canaan 523-4333)

Newfound Area Senior Services
(Bristol 744-8395)

Orford Area Senior Services
(Orford 353-9107)

Plymouth Regional Senior Center
(Plymouth 536-1204)

Upper Valley Senior Center
(Lebanon 448-4213)

Sponsoring
RSVP & The Volunteer Center
(toll-free 1-877-711-7787)

ServiceLink of Grafton County
(toll-free 1-866-634-9412)

*Grafton County Senior Citizens Council, Inc.
is an equal opportunity provider.*

2012-2013 Board of Directors

Jim Varnum, Etna, *President*
Rich Crocker, Plymouth, *Vice President*
Emily Sands, Meriden, *Treasurer*
Caroline Moore, Dartmouth Centers
for Health and Aging, Lebanon, *Secretary*

Patricia Brady, Haverhill
Rev. Gail Dimick, Orford
James D. "Pepper" Enderson, Littleton
Clark Griffiths, Lebanon
Dick Jaeger, Orange
Larry Kelly, West Lebanon
Jenny Littlewood, Orford
Mike McKinney, Bristol
Flora Meyer, Lebanon
Molly Scheu, Hanover
Becky Smith, Kendal at Hanover
Frank Thibodeau, Canaan
Qiaolan "Nancy" Zhuo, Revers Tuck
Board Fellow

Roberta Berner, *Executive Director*

Grafton County Senior Citizens Council, Inc. is a private nonprofit organization that provides programs and services to support the health and well being of our communities' older citizens. The Council's programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

The Council operates eight senior centers in Plymouth, Littleton, Canaan, Lebanon, Bristol, Orford, Haverhill and Lincoln; and sponsors the Grafton County ServiceLink Resource Center and RSVP and the Volunteer Center. Through the centers, ServiceLink and RSVP, older adults and their families take part in a range of community-based long-term services including home delivered meals, community dining programs, transportation, outreach and counseling, chore/home repair services, recreational and educational programs, and volunteer opportunities.

During 2011-12, 113 older residents of Hanover were served by one or more of the Council's programs offered through the Upper Valley Senior Center or RSVP, and 96 were assisted through ServiceLink:

- Older adults from Hanover enjoyed 486 balanced meals in the company of friends in the center's dining room.
- They received 2,322 hot, nourishing meals delivered to their homes by volunteers.
- Hanover residents were transported to health care providers or other community resources on 784 occasions by our lift-equipped buses.
- Hanover residents benefited from Adult In-Home Care, offering one-on-one companionship and assistance a total of 532 hours. (*GCSCC no longer provides this service as of July 1, 2012.*)
- They received assistance with problems, crises or issues of long-term care through 106 visits by a trained outreach worker and 217 contacts with ServiceLink. (The Town of Hanover contracts with GCSCC to provide social services for older adults.)
- Hanover's citizens also volunteered to put their talents and skills to work for a better community through 633 hours of volunteer service.

The cost to provide Council services for Hanover residents in 2011-12 was \$55,867.47.

Such services can be critical to elderly individuals who want to remain in their own homes and out of institutional care in spite of chronic health problems and increasing physical frailty, saving tax dollars that would otherwise be expended for nursing home care. They also contribute to a higher quality of life for older friends and neighbors. As our population grows older, supportive services such as those offered by the Council become even more critical. *Hanover's population over age 60 has increased by 66% over the past 20 years, according to U.S. Census data from 1990 to 2010.*

Grafton County Senior Citizens Council very much appreciates Hanover's support for our programs that enhance the independence and dignity of older citizens and enable them to meet the challenges of aging in the security and comfort of their own communities and homes.

Roberta Berner, Executive Director

HANOVER IMPROVEMENT SOCIETY

Storrs Pond Recreation Area had a banner year due to the excellent summer weather we all experienced. Champion Ice Rink continued to provide the best ice in the area for figure skating and hockey as well as casual skating for community members of all ages. The Nugget Theaters presented excellent movies, which were well received by those who enjoy the BIG SCREEN. The Hanover Improvement Society continues to focus on making Hanover a better place. General Manager Matt Marshall directs our operations along with M Kaufman at the Nugget and Dick Dodds at the pond and rink. A volunteer board of directors, made up of corporation members, meets monthly to review the general operation of the non-profit corporation.

The charge of the corporation is to help make Hanover a better place by contributing to projects or things, which will benefit the entire community. We continue to contribute to the maintenance of the flowers in baskets on Main Street and at the many flowerbeds around town, which are attended to by the Hanover Garden Club and the Hanover Public Works Department. We contributed to the Etna Library for their accessibility project, which will be realized this spring. We sponsored a Chamber of Commerce outstanding citizen Award for our past General Manager Tom Byrne recognizing his longstanding and positive contributions to Hanover and the entire Upper Valley community. We contributed funds to The Farmers Market, Occum Pond winter clearing and Winter Party as well as the Hanover Fourth of July.

A key capital project is the purchase of four digital projectors for the Nugget theaters. This departure from celluloid film keeps us in step with an historic change in the cinema industry. We are studying energy conserving projects for Campion Rink and the Nugget, which will enhance the environmental efficiency of both facilities. Frisbee Golf may be the next activity developed at Storrs Pond

We will continue to consider and support community projects, which will bring positive outcomes to the most people in Hanover. Our goal is to make an excellent community better.

Randall T. Mudge
President
Hanover Improvement Society



*Swimming Pool at Storrs Pond
Photo courtesy of Bill Mlacak*



D A Y A N D N I G H T



Serving Vermont and New Hampshire 24/7 for 42 years

This program is funded by the NH DHHS' Division of Community Based Care Services,
Bureau of Drug and Alcohol Services

BOARD OFFICERS

President

John Creagh

Vice President

John Ferney

Secretary

Andy Daubenspeck

Treasurer

John Ziegler

BOARD MEMBERS

Dan Evans

John Hammel

Laurie Harding

David McGaw

Marty Mundy

Ed Rajsteter

Elsa Roth

Charlotte Sanborn

Executive Director

Michael Cryans

Clinical Director

Judyth Leavitt

Residential Manager

Al Carbonneau

Hotline Coordinator

Jo-An Morin

Dear Residents of Hanover:

2012 brought about a major change for Headrest when the State of New Hampshire changed our status from a Clinically Managed Residential Detoxification program to a Transitional Living program. What this means is that for someone looking at our residential services, we are no longer are a 3-14 day Detox but a 90-day transitional program. Those individuals who enroll in this program will live at 14 Church Street in Lebanon while securing a job, attending AA/NA meetings, counseling sessions and follow our house rules. This program is developed to help people in recovery transition back into the community. Headrest has eight beds for this program and screenings are performed for eligible clients.

Another big change for Headrest was the accreditation of the Hotline by the American Association of Suicidology for the period of July 1, 2012 to June 30, 2015. Headrest answers two national suicide hotlines (1-800-SUICIDE & 1-800-273-TALK). The Hotline since its founding in 1971 is always here to take crisis calls. It also provides information & referral for available services as well as information on both Headrest and other programs that deal with substance abuse issues.

Headrest has four counselors to work with clients regarding substance abuse on an outpatient basis. In addition we send a counselor to the Grafton County House of Correction two days a week. Headrest plays a major role in the counseling for the Drug Court. We also offer an Intensive Outpatient Program (IOP).

No one is denied services for an inability to pay.

Thank you for your continued support of Headrest!

Sincerely yours,

Michael J. Cryans



UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

The Commission has been providing professional planning assistance to municipal boards since 1963 when it was the Upper Valley Development Council. The Commission is one of nine regional planning commissions (RPCs) in New Hampshire created to coordinate all aspects of planning, act as a liaison between local and state/federal agencies and provide advisory technical assistance on land use issues and development. We serve 27 communities from Piermont to Charlestown along the Connecticut River and from Wilmot to Washington to the east.

Revenue for the Commission was \$934,322.74 for FY12. About 16% of last year's revenue was received through local contracts with municipalities over and above dues, demonstrating the need and value of services. Currently, 93% of the municipalities within the region are members of the Commission. About 25% of Commission revenue came from the Unified Planning Work Program utilizing Federal Highway Administration funding through the NH Department of Transportation. Other state and federal funding sources include USDA Rural Development, EPA funding distributed through NH Department of Environmental Services and FEMA through the NH Department of Safety - Homeland Security and Emergency Management. Approximately 1.15% of the Commission revenue was received from state resources through the NH Office of Energy and Planning.

Local dues from municipalities support just under 10% of the budget. In FY12, member communities and counties provided membership dues that allowed the Commission to leverage approximately \$619,580 in federal funding to assist municipalities within the region.

The Commission consists of representatives appointed by the leadership of each member municipality or county. Each municipality that is a member of the Commission is entitled to two representatives to the Commission. Municipalities with a population of over 10,000 but less than 25,000 are entitled to have three representatives on the Commission. Counties are entitled to two representatives as well. ***The Town of Hanover is currently represented by Katherine Connolly and Joanna Whitcomb.***

In February 2012 the Commission implemented a new tracking system to ensure efficient use of and accountability for public dollars. This now allows us to provide a better understanding of the services that are provided to communities. Between February and September 2012 the Town of Hanover received 107 hours of technical assistance service as a member; those services included, developing a Title VI policy to meet FTA requirements, Applying for 5311(f) Bus Livability funding, traffic data requests, work w/Public Works to scope RFQ for Hanover Inn/Hopkins Ctr Bus stop requirements, GIS data requirements, developed application for Section 5309 Bus Livability grant joint-use stop and completed application to NHDOT, Engineering and Architecture RFQ, assisted w/interviewing eng/arch, data development for Advance Transit Fare Analysis, provided overview of Regional Plan, providing CENSUS data resources and coordination on energy issues.

The Commission was engaged in over 51 projects within the region this year and has increased its capacity to serve the communities of the region. Please visit our website www.uvalsrpc.org to view project currently underway and those recently completed.

ANNUAL REPORT FOR THE HOUSEHOLD HAZARDOUS WASTE COMMITTEES

During 2012, a new website was established to represent both the Upper Valley Household Hazardous Waste Committee and the Greater Sullivan County Household Hazardous Waste Committee. This regional website (hhw.uvlsrpc.org/) provides educational outreach, nontoxic alternatives to typical toxic products, and the schedule for upcoming household hazardous waste and unwanted medicines collections provided by the Upper Valley Lake Sunapee Regional Planning Commission.

The Commission received a USDA grant to include assessing current HHW collection practices and evaluate if there are more efficient methods to garner greater participation, especially from towns that are farthest from collection sites.

Home & Life Show Event Booth: The Household Hazardous Waste Committee's booth in March 2012 featured information on buying nontoxic products in the store. The exhibit showed enlarged examples of labels on every day products such as toilet bowl cleaner. Who could read the tiny print to see you should wear goggles, gloves, and protective clothing to clean your toilet!! A large map displayed the household hazardous waste collections in the area in both New Hampshire and Vermont with their dates, times, and contacts for further information. Schedules for local HHW and unwanted medicine collections were also provided. About 200 people participated in an educational survey and a drawing for nontoxic cleaning ingredients. Fewer people attended the Home Show in 2012 due to the unusually gorgeous weather.

Household Hazardous Waste Collection Support: Both Committees provided volunteer support at the collections keeping waiting times short and residents informed. There were four collections in 2012: July 12th in Lebanon, August 18th in Sunapee; September 15th in Claremont; and October 20th back in Lebanon. A total of almost 900 households from Claremont, Cornish, Enfield, Goshen, Hanover, Lebanon, Lempster, Lyme, Newbury, Newport, Orford, Piermont, Plainfield, Springfield, Sunapee, Unity Washington, and Wilmot participated in the collections.

Unwanted Medicine Collections: Dartmouth-Hitchcock Medical Center Outpatient Pharmacy partnered with the Committees and the Upper Valley Lake Sunapee Regional Planning Commission to provide unwanted medicine collection at the Lebanon collections. Local police provided collection in Sunapee and Claremont. Almost 140 households brought unwanted medicines for proper disposal to the four collections in 2012.

Both Committees are made up of volunteers from towns in the Upper Valley Lake Sunapee Region. We encourage anyone interested to attend our meetings and become involved as a member or as an event volunteer. Contact Joyce Noll, Chair of the Upper Valley HHW Committee at 643-3083. They typically meet in Lebanon. Contact Tom Bennett, Chair of the Greater Sullivan County HHW Committee at 763-4614. They typically meet in Sunapee. We would love to talk to you about how you can help educate your community and provide proper hazardous waste management.



2013 Hazardous Waste & Unwanted Medicine Collection

The Upper Valley Lake Sunapee Regional Planning Commission, and host towns will provide **FREE** household hazardous waste collections for residents of participating towns (see reverse side).

Time:

9:00 a.m. – noon

Ask to swap your mercury thermometer for a digital at any collection

Dates & Locations:

Saturday, May 18, 2013

*Lebanon Solid Waste Facility,
370 Plainfield Road
(Rt 12A south of Home Depot)*

Saturday, June 15, 2013

*Newport Highway Garage
449 South Main St./Route 10
(Town providing electronics collection)*

Saturday, August 17, 2013

*Newbury Highway Garage
50 South Road
(tricky location—watch for signs)
Route 103→Village Rd→South Rd*

Saturday, September 21, 2013

*Lebanon Solid Waste Facility,
370 Plainfield Road
(Rt 12A south of Home Depot)*

If you are a household NOT from a participating town, you are welcome to come, but you must pay a fee of \$40 for 10 gallons depending on type and quantity of materials (\$15 for one gallon of medicine including containers).



At All Four Collections!

Unwanted Medicines will be accepted at the Hazardous Waste Collections from residents as shown on the reverse side of this sheet.



Bring your unwanted prescription and over-the-counter medications (including veterinary medicine) as follows:

- Medicines in their original containers
- Leave labels on medicine
- Black out patient's name only
- Do NOT bring sharps or needles (EpiPens OK)

DO NOT FLUSH OR POUR MEDICINE DOWN THE DRAIN! It goes into our drinking water! If there are no collections, it is better to put unwanted medicine with your trash.

See www.nh.gov/medsafety for great information.

Thanks to Dartmouth-Hitchcock Outpatient Pharmacy for making this collection possible.

For information, call:

**UVLSRPC at (603) 448-1680
Monday – Thursday, 8:30 - 4:00**

Businesses & Institutions:

Small businesses, schools, churches...must register at least two weeks in advance of the collection and pay disposal costs or make arrangements with sponsoring town. Call Vickie Davis at the Regional Planning Commission at (603) 448-1680.

CHECK OUT OUR NEW WEB SITE... <http://hhw.uvlsrpc.org>

The website provides HHW collection schedules including links for all collections in New Hampshire and Vermont, information on what to do with common household wastes, recipes for alternative cleaning products, and more information on Committee activities. Volunteers always wanted!

Participating Towns in 2013

Cornish
Enfield
Goshen
Hanover
Lebanon
Lempster


Lyme
New London
Newbury
Newport
Orford
Piermont

Plainfield
Springfield
Sunapee
Unity
Washington

Residents from Non-Participating Towns are welcome to participate, but they must pay a fee of \$40 per 10 gallons or more dependent on type and quantity of materials. \$15 per gallon of medicines including containers.

WHAT TO BRING:

Look on the product labels for words like “caution,” “warning,” “danger,” “poisonous,” or “keep away from children or pets.” Examples of hazardous products to bring to a collection are as follows:

- Button batteries
- Rechargeable batteries
- Ni-cad batteries
- Smoke & Carbon Monoxide Detectors with radioactive symbol 
- Oil-based paint (not latex)
- Solvents
- Varnishes
- Stains
- Paint removers
- Household cleaners
- Polishes
- Photo chemicals
- Hobby chemicals
- Pool chemicals
- Pesticides & herbicides
- Flea powder
- Antifreeze
- Dirty gasoline
- Adhesives
- Driveway sealer
- Mercury-containing devices such as thermostats and thermometers
- Kerosene
- And much more...

WHAT NOT TO BRING AND WHAT TO DO WITH IT:

- **Alkaline batteries** for flashlights and other household items are not considered hazardous and can be thrown in the trash. This includes most non-rechargeable batteries such as AA, AAA, C, D, and 9-volt batteries. If in doubt, just bring them to the collection.
- **Ammunition and explosives, fire extinguishers** - Contact your local police or fire departments.
- **Asbestos** must be handled by a specialist. Contact NH DES at 271-1370 for disposal info. Ask if there's a hauler working in your area who might take your asbestos.
- **Automotive batteries** can be exchanged, given, or sold to local garages and auto parts stores.
- **Empty aerosol cans** can be recycled with scrap metal. Talk to your town first.
- **Fluorescent lights** may be taken at your town facility. Check with your town. Food Co-ops in the Upper Valley and Home Depot take CFLs (spiral bulbs), but not the tubes.
- **Latex paint** is not considered hazardous. Use kitty litter, sawdust, or shredded paper to dry out latex paint and then throw in your trash. Empty, dry metal cans may be recycled as scrap metal at your recycling facility. If it says clean up with soap and water, it's probably latex.
- **Medical sharps** must be placed inside a rigid, puncture-resistant container such as a detergent bottle with cap, seal cap with duct tape, and label container with marker, “Sharps, not for recycling.” Dispose of with regular trash by handing to a waste collector. EpiPens may be brought to unwanted medicine collections. See www.nh.gov/medsafety.
- **Propane or helium tanks** can be exchanged or refilled at a distributor; or contact town transfer station. Helium is a precious gas and should be returned to the party store if any gas is left.
- **Spray insulation tanks** should be returned to retailer if possible as they cost several hundred dollars each for disposal if still containing any chemicals.
- **Used motor oil** is collected at many town facilities or local garages on a regular basis.





Raymond S. Burton

338 River Road
Bath, NH 03740
Tel. 603-747-3662
Car Phone 603-481-0863
E-mail: ray.burton@myfairpoint.net

*Executive Councilor
District One*

Report to the People of District One by Ray Burton Executive Councilor, District One



Towns in Council District #1

BELKNAP COUNTY:
Alton, Center Harbor, Gilford, Laconia,
Meredith, New Hampton, Sanbornton,
Tilton

CARROLL COUNTY:
Albany, Bartlett, Brookfield, Chatham,
Conway, Eaton, Effingham, Freedom,
Hart's Loc., Jackson, Madison,
Moultonborough, Ossipee, Sandwich,
Tamworth, Tuftonboro, Wakefield,
Wolfeboro

COOS COUNTY:
Carroll, Clarksville, Colebrook, Columbia,
Dalton, Dixville, Dummer, Errol, Gorham,
Jefferson, Lancaster, Milan, Millsfield,
Northumberland, Pittsburg, Randolph,
Shelburne, Stark, Stewartstown,
Stratford, Whitefield

GRAFTON COUNTY:
Alexandria, Ashland, Bath, Benton,
Bethlehem, Bridgewater, Bristol,
Campton, Canaan, Dorchester, Easton,
Ellsworth, Enfield, Franconia, Grafton,
Groton, Hanover, Haverhill, Hebron,
Holderness, Landaff, Lebanon, Lincoln,
Lisbon, Littleton, Lyman, Lyme, Monroe,
Orange, Orford, Piermont, Plymouth,
Rumney, Sugar Hill, Thornton, Warren,
Waterville Valley, Wentworth, Woodstock

MERRIMACK COUNTY:
Andover, Danbury, Hill, New London,
Wilmot

STRAFFORD COUNTY:
Middleton, Milton, New Durham

SULLIVAN COUNTY:
Claremont, Cornish, Croydon, Grantham,
Newport, Plainfield, Springfield, Sunapee

As one of five members of the Executive Council, I will again take the Oath of office on January 3, 2013. I am now representing 108 Towns, four cities- Berlin, Laconia, Claremont and Lebanon spread across all or parts of seven of NH's ten Counties, - Carroll, Grafton, Belknap, Coos, Sullivan, Strafford and Merrimack. I was sorry to lose, through the redistricting process, the towns of Belmont and Charlestown.

Governor Hassan will be the tenth Governor I have served with in the last 35-36 years of public service to the 263,000 people of this large Northern Rural District. The Governor is required to nominate citizens to serve on the dozens of volunteer Boards and Commissions which the Council will vote on. I urge anyone who is interested in serving to send a letter of interest and resume to the Governors Office, 107 North Main Street, Concord, NH 03301. For a list of the Boards and Commissions go to <http://www.sos.nh.gov/redbook/index.htm> contact my office or utilize your local town or city library.

With the support of the NH Health and Human Services Department, I have three District Health Councils which meet about every 4 months with Commissioner Nick Toumpas and his staff for about 2 hours. We receive updates and respond to local health concerns, consumers, providers and elected officials - local, county and state. These 2 hour sessions are open and frank discussions about the health of all NH citizens. The notification is all by email. Please send me your email to add to the list if you are interested at ray.burton@myfairpoint.net

2013-2014 is the year of the 10 year NH Transportation Plan. The Five Member Council will work closely with the local Regional Planning Commissions; hold required hearings on the recommendations for the next ten years for all modes of transportation- highways, rail, air and public transportation. We then submit our recommendations to the Governor by December 15, 2013. The Governor reviews and submits her recommendations of the plan to the NH House and Senate by February 15, 2014 which will become a legislative bill concluding with a new 10 year transportation plan by July 1, 2014. Keep in touch with my office or the NH Dept. of Transportation Planning Office at 271-1484 on this. There will be some interesting and in depth discussions and votes.

Please contact my office anytime I can be of assistance. I enjoy participating and speaking at local events and consider it an honor to serve you.

Sincerely,

Ray Burton, Executive Councilor

**2012 TOWN MEETING
TOWN OF HANOVER
Tuesday, May 8, 2012
Hanover High School Gymnasium**

The annual Town Meeting of Hanover, New Hampshire convened on May 8, 2012 at 7 a.m. by the Town Moderator, Marilyn (Willy) Black, at the Hanover High Gymnasium. Moderator Black explained that the polls would be open from 7 a.m. until 7 p.m. for the purpose of voting for candidates for Town Offices and for all other articles requiring vote by official ballot as set forth in Articles One through Six of the Town Meeting Warrant.

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

Three Selectmen, one to serve for a term of two (2) years and two to serve for a term of three (3) years;

William V. Geraghty	454 (2 year term)
Jay C. Buckey, Jr.	356 (3 year term)
Nancy A. Carter	299 (3 year term)

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

Ginger E. Boitnott	450
--------------------	-----

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

Marilyn (Willy) Black	484
-----------------------	-----

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

Arlene Mahler	463
---------------	-----

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

Judson T. (Jay) Pierson	470
-------------------------	-----

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

The following 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 amend the Hanover Zoning Map to change the zoning district in which the property designated as Lot 3 on Assessors Map 8, currently occupied by the Chieftain Motor Inn, from the RR Rural Residence zoning district to the GR-4 General Residence-4 zoning district, and would amend the Hanover Zoning Ordinance by amending Section 204.5 to add “Hotel” to the list of uses allowed by special exception in the GR-4 district and to add dimensional controls for a hotel in that district, by amending Section 204.7 to remove “Hotel” from the list of uses by special exception in the RR district, and by amending the definition of “Hotel” in Section 902.

At a public hearing held on February 28, 2012, the Hanover Planning Board voted to recommend that Town Meeting adopt this zoning amendment.

RESULTS: YES 382 NO 128 ARTICLE PASSED

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

The following is on the official ballot:

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

Amendment No. 2 would amend Section 210.2 so that in the RO, SR and GR zoning districts, in addition to the 25 percent allowed for accessory structures, each lot will be credited with a 600-square-foot allowance for a garage.

At a public hearing held on March 13, 2012, the Hanover Planning Board voted to recommend that Town Meeting adopt this zoning amendment.

RESULTS: YES 421 NO 80 ARTICLE PASSED

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

The following 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 amend Sections 310 and 1006.4 to allow the Zoning Administrator to issue temporary permits for a period not to exceed 18 months to allow the use of an otherwise non-conforming structure for access to a building if such structure is for a person with a disability.

At a public hearing held on March 13, 2012, the Hanover Planning Board voted to recommend that Town Meeting adopt this zoning amendment.

RESULTS: YES 454 NO 44 ARTICLE PASSED

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

The following 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 would amend Section 803 so that a landowner wishing to rebuild a non-conforming structure is relieved of the requirement to rebuild an exact replica.

At a public hearing held on March 13, 2012, the Hanover Planning Board voted to recommend that Town Meeting adopt this zoning amendment.

RESULTS: YES 429 NO 65 ARTICLE PASSED

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

The following 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?”

Amendment No. 5 would add a new Section 213 to create a West End Neighborhood Overlay District setting forth development and building-form standards; would make related amendment to Tables 204.5 and 204.6 to refer to those standards for properties in the West End; and would add a zoning map showing the boundaries of the overlay district.

At a public hearing held on March 13, 2012, the Hanover Planning Board voted to recommend that Town Meeting adopt this zoning amendment.

RESULTS: YES 374 NO 117 ARTICLE PASSED

BUSINESS MEETING

Moderator Black called the meeting to order at 7:00 p.m. and announced that the meeting would begin with The Pledge of Allegiance with Lieutenant Michael Evans leading the audience. Moderator Black invited Selectman Geraghty to present Article Seven.

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

Selectman Geraghty MOVED to Nominate the Following Persons for the Following Offices:

One member of the Advisory Board of Assessors for a term of three (3) years;

Katherine Connolly

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

Robert Grabill

William Garrity

Vacancy

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

John Richardson

Ed Chamberlain

Such other officers as the Town may judge necessary for managing its affairs.

Vice Chairman Connolly SECONDED the Motion. The motion PASSED and the nominees were ELECTED.

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

Selectman Geraghty MOVED that the reports from the Selectmen, Town Clerk, Treasurer, Collector of Taxes and other Town Officers as printed in the 2011 Town Report be accepted, as well as any Special Resolutions.

Selectman Geraghty invited Hank Tenney, Parks & Recreation Director, to present the Recreation Volunteer of the Year Award. Mr. Tenney stated that each year they have to figure out a way to get their recipient to Town Meeting. Mr. Tenney asked Liz Burdette to present the award because she is very close to this year's recipient.

Liz Burdette made the following presentation:

“This year's recipient of the Hanover Parks and Recreation Department's Volunteer of the Year Award goes to a very special person. She started volunteering as soon as her children started participating in programs in 2006. She has volunteered as a parent contact, helped out at practices in whatever capacity was needed from keeping score to running drills, helping at special events including manning the water station at the Turkey Trot, taking money at Halloween events, and assisting at the Pond Party. Even now that her daughters are in high school and beyond, she can still be found four times a year taking money at middle school dances and the basketball tournament, and helping at family nights. This year's recipient is truly dedicated to providing opportunities for our community including countless hours served as a Girl Scout leader. She has a network of friends and family that she pulls from to help find volunteers to ensure events are fully staffed. The department would also like to take this time to thank Scott, Courtney, and Shannon for their hours of service while working side by side with their wife and mother, this year's recipient of the Hanover Parks and Recreation's Volunteer of the Year Award, Dodi Hill.”

Ms. Hill was presented with a plaque and applause from the audience.

Selectman Geraghty invited Vice Chairman Connolly to make two presentations; one for the Planning Board and one for the Senior Citizens Advisory Committee.

Vice Chairman Connolly made the following presentation to Charlie Faulkner to honor his 24 years of service on the Planning Board:

“Charlie Faulkner has served on the Planning Board since 1987 – that’s 24 years in total. Remember that number by the way; you may hear it again tonight. Sometimes his length of service seems to have been beyond reckoning. For quite a few of those years, Charlie served as the Chair. Charlie is the consummate gentleman, reliably bestowing civility on the Board’s proceedings, extending courtesy and consideration to everyone who served on the Board and to everyone who spoke to the Board, no matter what the other’s demeanor or opinion.

Charlie devoted much of his time to conversations with other members, ever seeking harmony and mutual respect. He devoted even more time to study to be sure that he understood fully every application coming to the Board. He usually lingered in the background of most discussions; sometimes to the point where observers were not sure if he remained awake, only to be then surprised by Charlie’s ensuing pithy, direct, comprehensive, and cogent analysis.

Charlie has always sought common ground, finding those points of concord within what on the surface seem to be disparate and even conflicting perspectives. He always expected the best of those around him, and by treating them with this expectation and with respect and kindness; he always brought out the best in others.

Not only will we miss Charlie’s incisive and calming presence with us, we already have.”

Mr. Faulkner was presented with a gift from the Town and the audience applause.

Vice Chairman Connolly made the following presentation to Chrysanthi Bien to honor her for her 24 years of service on the Senior Citizens Advisory Committee:

“Chrysanthi Bien has devoted herself to the service of elders in the Hanover area for so long that no one I spoke with could date the beginning of her involvement. Through an examination of town records, we’ve discovered that Chrysanthi joined the steering committee of the Hanover Senior Center in 1988; twenty-four years ago. She’s continuously chaired the group for the past twenty-one years. Since 1986, she has also led the committee running the 55-Plus Art Show at the Howe Library.

When Chrysanthi first began, the Senior Center offered only a few informal activities. Today its schedule is rich with exercise and craft classes, lunches, health clinics, and social activities. Chrysanthi played a role in the overall growth of the center’s offerings, but she has also directly involved herself in nurturing several programs. Once a month, various Upper Valley churches take turns sending members to make lunch for the center’s seniors. Chrysanthi coordinates the program, making many phone calls to ensure that there are enough volunteers and that plans are in place.

Over the years, she has helped maintain the continuity of craft offerings by leading activities herself. Each December, for example, she gets greens from our family’s Christmas tree farm for wreath making. As a painter, she also encourages the work of others, promoting senior center participation in Howe Library’s art show and guiding the hours of labor necessary for the show’s success. She has initiated and supported the development of connections between young people and seniors at the center and is instrumental in the advisory committee’s volunteering monthly to prepare a meal for guests at the Upper Valley Hostel.

Gracious, thoughtful, kind and always upbeat ~ this is Chrysanthi to a “T” and the seniors of Hanover have vastly benefitted by her leadership amongst them for a quarter of a century. Bravo, Chrysanthi. I also wanted to add that Chrysanthi has been awarded the Vaughn Award which I believe is the NH State Award for those who have aided senior centers for a great length of time.”

Ms. Bien was presented with a gift from the Town and the audience applause.

Selectman Geraghty invited Julia Griffin to present the Conservation Commission award.

Ms. Griffin made the following presentation to Judy Reeve to honor her 23 years of service on the Conservation Commission:

“There is no one who cares more about the natural environment, good design and plants than Judy Reeve. Judy’s training and experience as a landscape architect has brought a wealth of talent and useful knowledge to the Conservation Commission over many years of service to this community. Judy is a keen observer of landscape and how people interact with their environment and is first and foremost always about enhancing those experiences for our residents and visitors. She is also an “ace” at reading site grading plans which is not a skill held by your average community volunteer.

Judy served for 23 years as a member of the Conservation Commission and as Chair for the last several years until she turned the reigns over to Ed Chamberlain. While a Commission member, Judy helped the Town permanently conserve many acres of land, participated in writing an award winning Open Space Plan for the Town and guided commissions through some difficult development reviews. During that time, Judy always kept her eye on changing statutes and rules at the State level and was a regular attendee at state and regional conferences in order to be current with both rules and best practices. She was also a champion for “in-town” open spaces and for places where people could go with their dogs. Many of us fondly remember all of the site visits that Judy’s dog, Lily, faithfully attended as a representative of the Hanover canine community.

Judy is often opinionated, always passionate, but a wonderful listener with a keen ability to synthesize competing perspectives as she helped to steer the Commission toward consensus. Always fun to be with, we also know that Judy makes a mean marmalade and takes great pride in her children and grandchildren. The Commission misses her leadership and perspective but is fortunate that she can still make time to serve on its Open Space Committee. Thank you Judy for your labor of love that has been the Hanover Conservation Commission for 23 years.”

Ms. Reeve was presented with a gift from the Town and applause from the audience.

Selectman Geraghty invited Chairman Christie to make a special presentation. Chairman Christie asked Judy Doherty to rise and made the following presentation to thank her for her service on the Board of Selectmen:

“It was not long after Judy Doherty landed a new position at Dartmouth College in 2006 that she was snagged to join Hanover’s Parks and Recreation Board. Members of the Recreation Board and Department recognized an active working Mom who was busily raising not one but three athletic children and they just knew she would bring a fresh perspective to their programs. Judy served on the Recreation Board for 3 years demonstrating her ever thoughtful and focused style of decision-making.

It was that quiet leadership style that led Brian Walsh to encourage Judy to run for the Select Board in 2009. On the Select Board, her perspective as a working parent, as a long-time senior college administrator well acquainted with Town and Gown issues, and her trademark ability to tackle issues logically via her commitment to understanding and carefully evaluating the data, have been of invaluable help. Whether evaluating the benefits of new software designed or immersed in the often challenging discussions around alcohol use at Dartmouth College and the role played by local law enforcement, Judy always brought a calm, thoughtful and carefully reasoned approach.

On a personal note, I’ve had the privilege of working with Judy since her election to the Board of Selectmen and in a true Venus and Mars fashion have greatly appreciated her approach to decision making.

Before tackling the specifics of any issue, she would always step back and ask about the background and history, question the policy implications, and ask if there was anything that we could learn from other towns

Having gotten comfortable at the 20,000 foot level, she would then dive into the specifics: a wonderful problem solving skill that has benefitted the Town greatly.

The Board wishes Judy all the best as she and her family transition to Meriden as part of her husband's work with Kimball Union Academy. We will keep her engaged as a citizen ex officio, knowing we can continue to benefit from her spirit, her commitment to community, and her understanding of how colleges and, now communities, work.

Thank you Judy - you are a gem and you will be missed!"

Ms. Doherty was presented with a gift from the Town and applause from the audience.

Ms. Griffin noted that this year the Town decided that they wanted to support a local manufacturer so the gifts presented are "Hanover" bowls from Simon Pearce with the Town of Hanover seal engraved on it.

Selectman Geraghty invited Brian Walsh, Retired Chairman of the Select Board, to make a presentation to honor Kate Connolly.

Mr. Walsh invited Kate Connolly to sit in her Town of Hanover rocking chair and made the following presentation:

"Kate Connolly joined the Town as an active volunteer back in 1980, recruited to join the Zoning Board of Adjustment. Mind you, the legally technical ZBA is not for the faint of heart, requiring the ability to interpret the Town's Zoning Ordinance with razor-sharp focus. Clearly Kate's scientist mind steered her towards this type of initial volunteer service on behalf of the Town, and the ZBA and Hanover benefitted from her involvement for eight (8) busy years.

Then, in 1988, Kate heard the siren call of the Hanover Board of Selectmen. And lo and behold, twenty-four (24) years later, Kate officially retires from the Board of Selectman later this evening. Just like that, 24 years of truly herculean service to the community has flown by and, in the meantime, we cannot even begin to tally up the number of hours Kate has devoted to this community. Added to her many hours of Selectmen's meetings dealing with a myriad of mundane and not-so-mundane issues, Kate has also 1) served as the Selectman's liaison to first the Conservation Commission and later, her first love, the Planning Board; 2) she has been one of Hanover's three representatives to the Upper Valley Lake Sunapee Regional Planning Commission, including service as the organization's Treasurer; 3) she has served on countless working groups, taskforces and blue ribbon committees on just about everything having to do with master planning, zoning, transit, town infrastructure, and legislative policy; 4) she has been an active Town representative to the New Hampshire Municipal Association, often traipsing down to Concord weekly for critical meetings during each annual legislative session; 5) she has served as a member of Hanover's Advisory Board of Assessors (and was just appointed by all of you to serve as a full member of that committee as she retires from the Board of Selectmen); 6) as the Board liaison to the Senior Citizens Advisory Committee; 7) as Board liaison to the Howe Library Corporation's Board of Trustees, and, last but not least, 8) has served as roving ambassador for Hanover in visits to both of our sister cities, Joigny in France and Nihonmatsu in Japan.

In essence, serving our community has been Kate's life and in so many countless ways Hanover has benefitted from her logical approach to all things, her detailed memory of everything that has transpired in this community over the past 32 years, and her amazing appetite for all things municipal government.

Bravo Kate for your dedication, your selfless service, and, when all else fails, your marvelous sense of humor. The Board and staff will miss you in your long-standing role as a Selectman, but looks forward to your continued service in the areas of planning, assessing and public policy we can trap you into. Please rise and give Kate a hand."

Vice Chairman Connolly received a rocking chair from the Town and applause from the audience.

Moderator Black invited Representative David Pierce to give a brief legislative update.

Rep. Pierce stated that he is the State Representative representing Hanover and Lyme along with Sharon Nordgren who was present as well. Rep. Pierce stated that he is in his 3rd term in the House and wanted to address Town Meeting about what is going on in Concord.

Rep. Pierce reported that there are a number of things that are affecting the Town; he serves on the Election Law Committee so he knows those issues best. One of the things that came up this time was a proposed bill to make it a lot easier to challenge voters as they check in and obtain their ballot. He recalled that in 2002, this created a problem in Hanover because there were challengers from out of town coming in and challenging all of the college students that were coming in to vote. This made for long lines and people had to wait a very long time in the cold November weather. He stated that they were able to get that defeated because even though it passed the House, the Senate decided to kill that bill.

Rep. Pierce reported that another bill coming out of Election Law is the consideration of a photo ID bill. The vote will be on Thursday and then it will go to the House and there will be some negotiations between the Senate and the House as to the version that will get passed, if anything.

Rep. Pierce felt that this could also cause an impact and problem in Hanover if they allowed the Senate version of the bill allowing student IDs to serve as proof of identity; the House version is going to take that out. He is doing his best to make sure that the bill is reasonable as it comes out of committee.

Rep. Pierce reported that one of the most impactful legislation that has come out of the Legislature this year has been with budget issues. He stated that the Legislature slashed Medicaid reimbursement rates and reconfigured the disproportionate share hospital tax system so that DHMC has lost approximately \$100 million in revenue and he and the other representatives in Concord fought hard against this because this is \$100 million being taken out of the local economy.

Rep. Pierce stated that there has been some downshifting of costs from the State to the Town which puts more pressure on the Town budget. He stated that he has kept a particularly close eye on the tax rate and he feels that the Select Board and the Finance Committee have done a good job and the residents have a lot to be thankful for; they are trying to keep the tax rate as low as it is in light of the downshifting from Concord.

Rep. Pierce noted that residents are encouraged to contact the four representatives and Senator Matt Houde anytime they have questions. Rep. Pierce asked for any questions from the audience.

Richard Howarth, 2 Sausville Road, asked about redistricting in the general court and the State Senate district and what will happen with that. Rep. Pierce stated that he serves on the Redistricting Committee as well and the Senate bill to redistrict the Senate districts went through both houses without much opposition; it met the constitutional requirements. The new Senate District runs from Lyme to Charlestown and to Enfield and Canaan; so they are adding Claremont and Charlestown at the Southern end of the district but it removes Towns to the east; Grantham, Franklin, & Hill.

Rep. Pierce stated that for the House Districts, they opposed really strongly the redistricting plan because it did not meet the new Constitutional Amendment that the people passed in 2006. Essentially, that amendment said that if your Town or your Ward has enough population to justify one Representative, you get one Representative or however many is justified for that. Rep. Pierce stated that the House plan that was passed awards only 65% of those Towns or Wards that have enough population to have their own Representative. There have now been 5 lawsuits lodged against the State; the City of Manchester, the City of Concord, and legislators and other concerned citizens that have all filed suit to object to the House Redistricting Plan.

Rep. Pierce reported that the Court proceedings have started and the Superior Court is trying to expedite things so that it can get up to the State Supreme Court because the filing period for the next Legislature opens on June 6th. If redistricting goes beyond that date, the Court will have to hold off the filing period until it is resolved. For Hanover specifically, under the State Constitution Hanover is entitled to 3 of its own Representatives because it has sufficient population to justify that. Moderator Black thanked Rep. Pierce for his update.

Moderator Black stated that before they move forward, none of this would be possible without the Hanover staff and she asked Julia Griffin to introduce the Department Heads that were present. Ms. Griffin introduced Nick Giaccone, Police Chief; Hank Tenney, Parks & Recreation Director; Jonathan Edwards, Planning & Zoning Director; Mary White, Howe Library Director; Barbara Prince, Etna Library Director; Jessie Levine, Assistant Town Manager/Human Resources Director; Corey Stevens, Information Technology Director; Roger Bradley, Fire Chief; and Peter Kulbacki, Public Works Director. Ms. Griffin noted that Mike Ryan, Town Assessor, was absent due to illness. Ms. Griffin later introduced Betsy McClain, Administrative Services Director.

Moderator Black asked Town Meeting if they wished to have each of the Articles read by the Select Board or individually. Town Meeting asked that each Article be read once.

Vice Chairman Connolly read through Articles Nine through Thirteen.

ARTICLE NINE: To see if the Town will vote to raise and appropriate \$10,170 for deposit into the Land and Capital Improvements Fund, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2010-2011. Funding deposited into the Land and Capital Improvements Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

ARTICLE TEN: To see if the Town will vote to raise and appropriate \$10,170 for deposit into the Conservation Fund created as authorized by RSA 36-A:5.I, and to authorize funding of this amount by transfer from the Land Use Change Tax Reserve, with no funds being raised by taxation. The amount appropriated is the equivalent of 50% of the total collected in the Land Use Change Tax Reserve in the fiscal year 2010-2011. Funding deposited into the Conservation Fund derives from 50% of the land use change tax proceeds, paid by property owners when they take land out of current use.

ARTICLE ELEVEN: To see if the Town will vote to raise and appropriate \$32,730 for deposit into the Municipal Transportation Improvement Fund, and to authorize funding of this amount by transfer from the Transportation Improvement Fee Reserve, with no funds being raised by taxation. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2010-2011.

ARTICLE TWELVE: To see if the Town will vote to raise and appropriate \$994,888 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	\$50,760
Bridge Replacement and Renovation Capital Reserve Fund	\$40,000
Building Maintenance and Improvement Capital Reserve Fund	\$50,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund	\$12,240
Fire Department Vehicle and Equipment Capital Reserve Fund	\$56,000
Highway Construction and Maintenance Equipment Capital Reserve Fund	\$270,000
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund	\$66,123
Police Vehicles and Equipment Capital Reserve Fund	\$67,000
Road Construction and Improvements Capital Reserve Fund	\$25,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund	\$307,615
Town Revaluation Capital Reserve Fund	\$5,000

Water Treatment and Distribution Equipment and System Capital Reserve Fund	\$45,150
---	----------

ARTICLE THIRTEEN: To see if the Town will vote to raise and appropriate \$537,555 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Ambulance Equipment Capital Reserve Fund <i>Radio repeaters for ambulances</i>	\$6,000
Bridge Replacement and Renovation Capital Reserve Fund <i>Ruddsboro Road bridge repair – 300’ west of Chandler Road</i>	\$67,705
Building Maintenance and Improvement Capital Reserve Fund <i>Continued roof replacement at Richard Hauger Public Works Facility</i>	\$58,000
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Partial funding for turn-out gear replacement</i>	\$25,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Replace two Highway maintenance trucks and a grader</i>	\$282,200
Parking Vehicles and Facilities Improvements Capital Reserve Fund <i>Replace Emergency 911 call boxes and sealing maintenance on the brickwork at the Parking Facility</i>	\$63,650
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Trailer-mounted 6” trash pump</i>	\$20,000
Town Revaluation Capital Reserve Fund <i>Contracted labor for Town-wide property reevaluation program</i>	\$15,000

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, 2017, whichever is sooner.

Vice Chairman Connolly MOVED to Approve Article Nine through Article Thirteen jointly as written. SECONDED from the floor.

Bob Russell asked about Article Thirteen and how firm the numbers are in this budget because some of them look like they might be estimates. Ms. Griffin stated that the numbers are accurate and are based on the Town’s cost estimate for various pieces of equipment; the Town cannot exceed that cost.

Kim Perez asked about the amounts reserved in the Capital Reserve Fund and whether these amounts are the same each year. Vice Chairman Connolly stated that they are pretty steady each year although the withdrawals aren’t necessarily. Ms. Perez asked if she could clarify whether it is more or less than last year. Ms. Griffin stated that the Town does 20 year projections and year to year there may be slight adjustments but by and large the number stays the same.

Kari Asmus referred to the Minutes from the last Town Meeting and noted that this is a significant increase over last year which was \$710,425 versus \$1 million.

The motion PASSED and Articles Nine through Thirteen were ADOPTED as written.

Moderator Black announced the results of the election. Jay Buckey, Jr. and Nancy Carter each won the election for the 3 year term for Select Board; William V. Geraghty won the election for the 2 year term for Select Board. (Willy Black won the election for Moderator.) Library Trustee is Ginger Boitnott; Supervisor of the Checklist is Arlene Mahler; and Trustee of Trust Funds is Judson (Jay) Pierson.

ARTICLE FOURTEEN: To see if the Town will vote to raise and appropriate \$20,899,991 to pay the operating expenses of the Town for the 2012-2013 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.

Chairman Christie MOVED that the Town vote to raise and appropriate \$20,899,991 to pay the operating expenses of the Town for the 2012-2013 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. SECONDED from the floor.

Chairman Christie made the following budget presentation:

“Okay, this was going to be a pretty straight forward budget year. Give Julia a reasonable target; turn her and the department heads loose, and bing, bang, problem solved. Oh well, budget season never seems to be quite that easy and lots of things happen on the way to the forum.

After years of asking Julia to bring back budgets with tax rate increases significantly below the Consumer Price Index (CPI), this year we set the target at the CPI or 3.5%. Julia was also tasked with bringing to the Board a prioritized list of expense reductions that would get us down to 2.5% and another list of add backs that would take us up to 4.5%.

The budget presented tonight hits the 3.5% tax rate increase target. For the sake of full disclosure, the amount raised from taxes in this budget is up 4.5 %, but this is offset by the anticipated increase of \$18 million in the grand list to arrive at the 3.5% tax rate impact.

So what’s the problem, we hit our target ~ right?

Well, on the way to the forum, several major items needed to be addressed which turned out to be the drivers in this budget. One of these was the increase in energy costs which impact both fuel purchased by the town and the paving that we do. Total energy related costs including paving, electricity, heating oil, and fuel went from \$726,000 in FY 2012 to \$912,000 in this budget, an increase of \$186,000, almost 26%.

Since this category represents around 10% of our non payroll expenses it has a major impact. To make matters even more interesting, when we asked Peter Kulbacki, our head of Public Works, what keeps him up at night, he told us that we are falling behind in our paving program. Oh Joy!

We spend about \$500,000 a year on paving, but have not increased that amount enough over the years to keep pace with the ever rising cost. Given that it costs over 10 times more to rebuild a road than to repave it, it is bad economics to fall behind.

Our short term response to this reality was to raise the originally proposed paving budget by \$50,000, but in reality this pretty much just keeps us from falling further behind and we have catch up to do down the road (no pun intended).

When we asked Peter to propose an economically optimum amount that we need to be thinking about, his first estimate was in the \$700,000 per year range. We will be looking at this carefully relative to next year’s budget, so hold on to your seats.

The other objective that was hard to achieve in this budget was the funding for what came to be affectionately called the Etna Village Project. You will remember that at last year’s town Meeting you appropriated \$190,000 from the Land and Capital Improvements Fund, which along with \$55,000 from the Conservation Fund and \$115,000 in private fund raising allowed the Town to buy 9.4 acres in Etna Village from the Hayes family. The

Etna Library is on one corner of this land which then stretches up behind the Etna Fire Station and abuts the Appalachian Trail.

The vision behind this purchase was to make the Library handicap accessible and to eliminate dangerous parking along the Etna Road by creating a parking lot behind the Library and adding a handicap accessible entry from the new parking area.

In addition, we also have a wonderful opportunity to expand the outdoor skating rink up behind the fire station which is a magnet for folks of all ages during the winter, and to add a small playing field for general use. All of this, however, comes with a pretty hefty \$300,000 price tag.

To make a long story short, the Board looked at a variety of options from bonding, to doing the project in stages, to not doing it at all and concluded that we wanted and needed to fulfill the original vision. Given the safety issues relative to parking and the limitation of access that comes from no handicap accessibility and the two sets of very steep steps that currently need to be navigated to get in the front door, we decided to find a way to get the project done this year when we have some capacity in Public works that will not be available the following year.

We also wanted to live within our 3.5% guideline. We accomplished all of the above by funding \$55,000 from taxes, using \$150,000 from undesignated reserves, accepting \$40,000 from trust funds controlled by the Library Trustees, and by looking to raise an additional \$55,000 from private fund raising.

Through our discussions, the Board came to appreciate even more this gem of a Town Library that will shine even brighter and be used by even more citizens of all ages when the improvements are made.

Okay, what else can I tell you about this budget? On a more macro level, the Town continues to be very sensitive to the fact that property taxes keep going up even while some of our citizens ability to pay has been stagnant or even gone down. The Town is committed to finding and funding new ways of doing business that can reduce our costs going forward. A few examples of this can be found in this budget.

With this proposed budget, we hope to be an early adopter of an on-line bill presentation and payment tool that will provide convenient and more timely tax and utility bill information. This new tool will allow us to reduce our front-office staff, reclassifying a full-time position to part-time.

Also in the proposed budget are funds to make tax maps, property cards and other assessment information available on-line. In addition to providing this information in a more convenient and often asked-for format, we reduce operating costs by eliminating the public computer kiosk.

Included in this budget is a lease-purchase of more accurate water meters and a remote meter reading system to more carefully measure and bill for all water usage. Not only will this new system maximize revenues in the Water Fund, but the streamlining of the meter reading will allow for some creative possibilities to re-deploy staff.

None of these measures individually make a large difference, but collectively over the years can be very significant.

It would not seem like a budget talk if I did not continue to harp about State downshifting which continues to be alive and well. Be clear, the State of New Hampshire does have a broad based tax; it is called the property tax. The way it works is that the State, in an effort to balance its own budget, downshifts costs or keeps for itself money that it previously shared. Because of the magnitude of the downshifting, towns have limited choice but to pass the downshifting along in the form of increased property taxes. The cumulative effect of State downshifting has now grown to an anticipated \$328,000 in this budget, representing about 4% of the General Fund portion of the tax bill. This is a winning strategy for the State and we can expect to see more of it in the years ahead. So again, hold on to your seats.

On a different note, I do want to tell you about one experiment that we inadvertently ran this past year. You will remember that we replace our police cruisers on a three year cycle, which always causes heartburn and seems too aggressive to some. The new fleet was approved in last year's budget, but because we wanted to move to a new platform that included an all wheel drive feature, we had to wait in line for their availability. You guessed it, Murphy struck and we had to replace three out of the four transmissions before retiring the vehicles. Life goes on.

In wrapping up, as always our thanks go out to Julia, Betsy, Jessie and all the department heads who work hard on their budgets and to all of our wonderful Town Staff who make our lives better each and every day. Thank you."

Moderator Black asked for any discussion on the budget.

Kari Asmus asked if someone was present from the Finance Committee that could speak about their divided vote on this budget.

Heidi Postupack serves on the Finance Committee and she read the report of the Hanover Finance Committee's comments regarding the Hanover FY13 Proposed budget:

"With six of the seven Hanover Finance Committee members present its meeting on March 12, 2012, the Hanover Finance Committee (HFC) voted 5 to 1 in favor of the FY13 town budget as approved by the Hanover Select Board at its meeting on March 1, 2012.

The HFC reached this decision after carefully reviewing details of the projected revenues and expenditures as presented in the town budget proposal by town administrators and individual department heads, and by discussing the details with town officers. Representatives of the HFC attended all public meetings held by the Select Board, during which the budget was discussed and approved.

The Hanover Finance Committee is an appointed resident body charged to opine on financial matters of the Town of Hanover and Hanover School District. The members are Kristi Fenner (Chair), Michael Gerling, Heidi Postupack, Daryl Press, John Ruth, Peter Christie (Hanover Board of Selectmen Representative), and Kevin Cotter (Hanover School Board Representative).

The Hanover Board of Selectmen met four times from February 27 to March 1, 2012, to review and approve the proposed town budget for FY13 (July 2012-June 2013). During these public meetings, administrators provided detailed reviews of individual town departments' budgets, concluding with a summary board discussion of and vote on the FY13 budget. Before these budget hearings began, the Finance Committee was briefed by Julia Griffin, Hanover Town Manager, Jessie Levine, Assistant Town Manager and Betsy McClain, Director of Administrative Services. Finance Committee members also attended the Board of Selectmen meetings.

Majority Opinion

In light of the uncertain financial environment and rising costs in many areas of the budget, the majority commends the Board of Selectmen, town administrators, department heads and their staff for their diligent efforts to cut costs while maintaining essential public services.

The majority framed its assessment of the impact of the town's budget in terms of a "blended tax rate," an artificial rate that incorporates combined general fund and fire fund tax rates proportionally distributed across the three fire districts. No property owner actually sees this rate; it is a benchmark for the Finance Committee and the Select Board and town administration.

The majority supports the general principle that the Board of Selectmen constructs the town's budget to meet town needs, given reasonable assumptions about revenues – including revenues from the state – rather than cut the budget in anticipation of potential state impacts or other circumstances wholly out of the town's control. That is, the majority supports the notion that the town's leadership crafts budgets to meet the town's needs for services, and not make up for other entities' (namely, the state and county) issues. The majority also feels it is not wise to skip expenses in one year just to postpone them to future years.

The majority notes that the Board of Selectmen, in preparing the town's FY13 budget, was attentive to potential contraction in revenues given the degraded financial environment -- for example, short-term interest rates -- and the significant uncertainties regarding the state's finances: appropriations, downshifting of costs, reduction in revenue sharing, and grant monies combined with rising costs related to the escalation in oil prices. During budget planning, the town administration prepared a budget based on the 3.5% target tax rate increase set by the Board of Selectmen. In addition, the Town administration prepared a list of potential expense reductions and add-backs for the Select Board to consider that could adjust the increase in the property tax rate from 3.5% all the way down to 1.02%.

Total proposed FY13 appropriations for the General Fund, the major tax-supported fund, are \$721,093 less than the current FY12 approved budget, a 5.2% decrease. This reduction in expense is artificially high, as it includes the elimination of a one-time FY12 amount of \$700,000 budgeted in both expenditures and non-tax revenues for the undergrounding of utilities along Lebanon Street that was funded by outside sources. This reduction in total appropriations is offset by a reduction in non-tax revenues, resulting in a 3.5% budget-to-budget increase of the General Fund tax levy and a 3.54% increase in a General Fund and Fire Fund "blended" tax rate. Growth in the Fire Fund tax levy is 4.2%, or \$108,525. A blended tax rate is used because there are three distinct Fire Districts and the rate will vary depending upon the Fire District.

Minority Opinion

The minority (minority of 1) feels that increase to the tax rate is not a meaningful metric as it is highly dependent on changing assessed property valuations. As a result of rising assessed property values, the tax rate increase understates the total increase in town taxes levied (i.e., excluding school and county taxes) against Hanover residents, which will rise by roughly \$470,000 or 4.5% and further noted that:

- 1) From FY03 to FY12 the total town taxes levied has increased by 5.3% per year, a rate of growth that is **2.6%** per year greater than inflation in New England for the same time period.
- 2) Total town staffing levels have increased by 12% over the last 10 years during a time with little or no population growth.
- 3) The Etna Library renovations should be funded solely with private donations and/or user fees. The proposed budget will allocate \$205,000 of taxpayer funds that is not warranted given the small portion of the population served.

It is the minority view that no increase in town taxes levied is warranted."

Ms. Postupack was available to answer any questions and apologized for reading the lengthy document but it was prepared for the Town Report for people to read at home at their leisure.

Bill Young had a question related to the Hayes Farm project and the Pig and Wolf Auction that was held. It was his understanding that some of the money from the Auction was going to be designated for that project and wanted to confirm that money was included in the budget presented.

Ms. Griffin stated that the bulk of the funds that were raised from the Pig & Wolf Auction went to purchase a new playground at Thompson Terrace but there is about \$5,000 to \$10,000 left over that was included in the Hayes project.

Kim Perez stated that she is having a hard time following the budget numbers. Every place she looks in the Town Report shows a total which seems to indicate decreases in each column so she is trying to see where the increase is and is it the \$700,000 that was mentioned in the budget presentation.

Chairman Christie stated that one of the problems in following the numbers year to year is the handling of capital expenses. The capital expenses need to be included in the expenditures line but in essence the tax impact is the amount of money that goes into the reserves. For example: The \$700,000 for the work on Lebanon Street to put power underground was all supported by Dartmouth College and it shows up as a revenue item and it shows up as an expense. Budget to budget it goes away but then appears to be a decrease of \$700,000. A lot of the confusion has to do with changes in the capital purchases year to year and he agrees it's not easy to follow.

Ms. Perez asked about the table on page 57 and asked whether it is the property tax line that she should be looking at.

Chairman Christie stated that the Board has focused on the tax rate and it's comparison to CPI because that's what consumers pay and that's what taxpayers can associate that they are paying the increase with. They had to fund the \$300,000 for the Etna Project but managed it against the tax rate and he hopes that this rides above all the detail. Ms. Perez stated that the question is whether they should manage this against the tax rate or look at the total expense which was the minority Finance Committee member's opinion. Chairman Christie stated that this is the information that he provides in his budget presentation and tonight he stated that the tax rate went up 3.5% and the total expenditures went up 4.5%; the difference being that they have \$18 million more in the Grand List offsetting the 4.5%; they feel that the number most meaningful to residents is the tax rate increase.

Kari Asmus asked about the discussion regarding the Undesignated Fund Balance. It was decided to use \$150,000 for the Etna Project and she was wondering if the remaining balance is still in the range recommended for fiscal health and if it is, whether they could have used even more to reduce the balance.

Chairman Christie stated that the Town has a good policy for use of the Undesignated Reserve Funds which is the cumulative amount of tax money that has been raised but not spent over a number of years. The guideline is to maintain the balance at 5% to 10% of the General Fund; it is currently at 13% and will go down to 11% with the use of \$150,000 in this budget. The Board and the Finance Committee has discussed changing the range to 10% to 15%. There will be further discussion this year but he anticipates raising the number in the next fiscal year.

Chairman Christie stated that they also do not use Undesignated Fund Balance to fund recurring expenses because this would come back to bite them in the years that follow. The \$150,000 is a one-time expense and the policy does allow for the Town to use this fund as long as the balance remains at 5 to 10%.

Moderator Black asked for any additional comments. There were no further comments. Moderator Black asked for a vote on Article Fourteen.

The motion PASSED and Article Fourteen was ADOPTED as written.

ARTICLE FIFTEEN: To see if the Town will vote to adopt the optional Veterans' Tax Credit in the amount of \$100. The optional Veterans' tax credit shall replace the standard Veterans' Tax Credit of \$50 currently in place and shall not be in addition thereto. The optional Veterans' Tax Credit shall be subtracted each year from the property tax on the veteran's residential property or, for a surviving spouse of a resident who suffered a service-connected death, they may have the same amount subtracted from the property tax on any real property in the same municipality where the surviving spouse is a resident. Persons shall qualify for the optional Veterans' Tax Credit based on the requirements outlined in RSA 72:28 IV. The optional Veterans' Tax Credit shall take effect in the tax year beginning April 1, 2012.

Selectman Rassias MOVED that the Town vote to adopt the optional Veterans' Tax Credit in the amount of \$100. The optional Veterans' Tax Credit shall replace the standard Veterans' Tax Credit of \$50 currently in place and shall not be in addition thereto. The optional Veterans' Tax Credit shall be subtracted each year from the property tax on the veteran's residential property or, for a surviving spouse of a resident who suffered a service-connected death, they may have the same amount subtracted from the property tax on any real property in the same municipality where the surviving spouse is a resident. Persons shall qualify for the optional Veterans' Tax Credit based on the requirements outlined in RSA 72:28 IV. The optional Veterans' Tax Credit shall take effect in the tax year beginning April 1, 2012. SECONDED from the floor.

Robert Chambers, Etna resident, MOVED to amend Article Fifteen to change the amount of the proposed optional Veterans' Tax Credit from \$100 to \$500. SECONDED from the floor.

Mr. Chambers stated that he is a Vietnam War Veteran; he went into the Navy in 1962 and served aboard the USS Kitty Hawk so he felt that he should disclose that if this tax credit is changed, he would benefit from it.

Mr. Chambers stated that during the year that he was on the USS Kitty Hawk, he was paid \$45/month in hazardous duty pay.

Mr. Chambers stated that he has done a lot of research on the Veterans' Tax Credit and he wanted to share this information with the audience. In 1955, the State of NH approved a bill that was signed in to law to honor veterans that risked their lives serving our country. This law requires the town to offer a \$50 tax credit that can be increased to \$500 should the Town elect that option. The Town of Hanover hasn't changed the amount since 1955.

Mr. Chambers noted that the median national income in 1955 was \$4,137 per year. A \$50 tax credit would have provided a 1.2% honor to the veterans out of their median income at that point in time. The average family income in Hanover, New Hampshire in 2011 was \$127,397 and this \$50 credit would provide an honor to our veterans at .039% of today's median income. This award has dropped by 307 times in 57 years.

Mr. Chambers reported that he called a number of communities to find out how they are honoring their veterans. In researching 25 towns, he learned that the Town of Hanover has the lowest benefit of any Town of the 25 towns that he surveyed. There were only 2 towns out of 25 that had a benefit that was lower than \$150; 17 of the 25 towns that he spoke to provide the maximum of \$500; Haverhill, NH provides a \$500 benefit and they have 150% more veterans on their tax rolls than Hanover; Newport and Lyme also provide the benefit at \$500.

Selectman Rassias stated that the Select Board has considered this issue several times over the years and they did consider alternatives for the increase however several issues led them to the proposed increase from \$50 to \$100. This credit is not need based but is a recognition and acknowledgement of service to our country. While it may seem like these are relatively small numbers, increasing the credit to \$500 is a 1% increase on the tax rate. Due to these and several other reasons, the Board decided to raise the credit to \$100.

Doug McIlroy, Hanover Center, stated that he was very disappointed in the reasoning in the flyer that was handed out. It compared a median income to an average income and he felt that this was deceptive advertising. He also agreed with Selectman Rassias that this is not need based and the argument that Hanover has a very high income and thus it should have a very high payout is quite strange to him. He stated that this has nothing to do with disparaging veterans; it has to do with the way this particular amendment was presented.

Kari Asmus asked about the voting results published in the Town Report indicating that there were 4 Selectmen in support, 1 against and 1 absent. There are only 5 Selectmen. Ms. Griffin stated that this was a typo and the vote was 3 in favor, 1 against and 1 absent.

Kevin Knuuti stated that he moved to the area about a year and a half ago. He stated that an article in the Valley News mentioned a comment in some of the discussion that the Board had which stated that the Board didn't feel that they needed to raise the tax credit higher because it's not need based. Ms. Griffin was quoted in the paper as saying that this would effectively amount to about a \$10 increase per tax bill for a home valued at \$490,000 in the Town of Hanover. Mr. Knuuti stated that he is also a veteran so he would personally benefit from this as well but he feels that if the cost is about \$10 per household, if that is the average household price, it is really a small price to pay to say thanks for your service to the veterans in the Town of Hanover.

Ms. Griffin offered some statistical information regarding the optional Veterans' Tax Credit. The Department of Revenue Administration has made this information available on their website. There is a full spreadsheet with information about the 3 Veterans' Tax Credits that are available to communities in New Hampshire. One is the optional Veterans' Tax Credit with a minimum of \$50 and the Town can then adopt a maximum of \$500. Another is the Total Disability Tax Credit and the Surviving Spouse Tax Credit. In terms of the optional Veterans' Tax Credit, out of the 259 total towns in NH, 35 towns have adopted the \$50 credit; 33 towns have adopted between \$51 and \$100; 25 towns adopted a credit of \$101 to \$200; 27 towns adopted a credit of \$201 to \$300; 6 towns adopted a credit of \$301 to \$400 and 133 adopted the credit at the \$401 to \$500 level. A much smaller number of communities have adopted the Total Disability Credit which is a maximum of \$2,000 and the Surviving Spouse Veterans' Tax Credit in the amount of \$2,000; 94 communities in the State have adopted the maximum of those two and Hanover is one of those 94.

Rich Howarth, Hanover Center, asked how many people would receive the optional Veterans' Tax Benefit. Ms. Griffin stated that 162 veterans participate in the optional Veterans' Tax Credit currently so they assume that it would be 162 that would take advantage of the credit. By increasing the tax credit by \$50 to \$100, this would result in the loss of tax revenue in the amount of \$16,200; an increase to \$250 would result in a loss of revenue of \$40,500 and if they increase the credit to \$500 they would lose \$81,000 in revenue that needs to be made up. She noted that \$81,000 is approximately equal to a 1% tax rate increase. She calculated that if you look at the median household value of \$490,000, this would be a \$9.80 increase in their tax bill per year.

Mr. Chambers asked how a 1% tax rate increase equals \$80,000 when the overall budget is over \$20 million. Ms. McClain stated that Mr. Chambers is comparing the percentage to the total cost of expenditures but the discussion is really about the percentage of the taxes. Ms. Griffin stated that if Town Meeting adopts the \$500 tax credit, the Town would see a reduction in revenue that it receives of approximately \$72,000; currently there is a loss in revenue of \$8,100 from the \$50 tax credit so the net increase would be \$72,000. This is a little bit less than losing 1% of the taxable value. The Town would then need to raise additional tax revenue to support the entire appropriation of the budget. Ms. Griffin stated that anytime the Town loses revenue, there needs to be an offset increase in the tax rate.

Mr. Chambers stated that he heard the term 1% of the budget which caused the confusion. He also offered that he served with people in the US Navy that were millionaires and he knew some that lost their lives. When this law went into place in 1955, it was designed to honor the veterans and had nothing to do with being needs based.

Bob Strauss asked what RSA 72 states; is it a means qualification or is a no means qualification? Ms. Griffin stated that there is a procedure for veteran's to apply for the tax credit and the application is available on the State and Town website; any qualifying veteran has to be able to provide representation of service in a specific set of qualifying war or armed conflicts. Specifically, WWI between certain periods of time; WWII, the Korean Conflict, Vietnam Conflict, a secondary Vietnam Conflict if the resident earned the Vietnam Service Medal or Armed Forces Expeditionary Medal, Persian Gulf War and any other war or armed conflict that has occurred since May 8, 1975 in which the resident earned an Armed Services Expeditionary Medal or Theater of Operations Services Medal.

Ms. Griffin stated that the Town simply requires that the applicant provide them with service paperwork that they can use to verify eligibility for the credit. It is not needs based, its service based. Moderator Black stated that a Veteran can apply with a discharge certificate with the Assessor's office.

Kim Perez, Etna, asked how many veterans receive the disability tax credit; she is wondering about the proportion between the 162 qualifying for the optional tax credit versus the disability tax credit. Ms. Griffin stated that she does not have those figures with her but it is a significantly smaller number. Ms. McClain stated that she recalls seeing 1 or 2 that take advantage of the \$2,000 Total Disability Credit.

Moderator Black asked for a vote on the Amendment to raise the amount of the optional Veterans' Tax Credit to \$500. There was a split among the audience so a paper ballot was required. Moderator Black asked for a paper vote.

Moderator Black announced the results on the Amendment to Article Fifteen; 62 in favor, 41 against. The amendment passed.

Selectman Rassias MOVED that the Town vote to adopt the optional Veterans' Tax Credit in the amount of \$500. The optional Veterans' Tax Credit shall replace the standard Veterans' Tax Credit of \$50 currently in place and shall not be in addition thereto. The optional Veterans' Tax Credit shall be subtracted each year from the property tax on the veteran's residential property or, for a surviving spouse of a resident who suffered a service-connected death, they may have the same amount subtracted from the property tax on any real property in the same municipality where the surviving spouse is a resident. Persons shall qualify for the optional Veterans' Tax Credit based on the requirements outlined in RSA 72:28 IV. The optional Veterans' Tax Credit shall take effect in the tax year beginning April 1, 2012. SECONDED from the floor.

The motion PASSED and Article Fifteen was ADOPTED as amended.

Moderator Black thanked a Veteran present in the audience for his service.

ARTICLE SIXTEEN: (By Petition) To see if the Town will vote to raise and appropriate \$1,000 to support the services provided the residents of Hanover by the Goose Pond Lake Association with water quality sampling protocols (DES-VLAP and UNH-LLMP) and invasive species screening (Lake Host Program). This is the first time this article has appeared on the warrant.

Selectman Rassias MOVED that the Town vote to raise and appropriate \$1,000 to support the services provided the residents of Hanover by the Goose Pond Lake Association with water quality sampling protocols (DES-VLAP and UNH-LLMP) and invasive species screening (Lake Host Program). This is the first time this article has appeared on the warrant. SECONDED from the floor.

Joan Garipay, Hanover Resident, MOVED to table Article Sixteen.

Ms. Garipay stated that in previous years this has been part of the Hanover budget and last year was the first year that they didn't include it; residents signed a petition to have it included and it is part of the budget that has already been voted on.

The motion to table Article Sixteen PASSED.

ARTICLE SEVENTEEN: (By Petition) To see if the Town will raise and appropriate the sum of \$2,500 to support Mascoma Valley Health Initiative services provided for the residents of Hanover.

Selectman Rassias MOVED that the Town vote to raise and appropriate the sum of \$2,500 to support Mascoma Valley Health Initiative services provided for the residents of Hanover. SECONDED from the floor.

Dr. Bill Boyle, Hanover resident and Chairman of the Mascoma Health Initiative, stated that he has been a pediatrician since 1970 and has been the Health Officer in Hanover and a member of the Hanover Water Company for a long time. The Mascoma Valley Health Initiative is a non-profit 501(c) (3) public health organization serving the Upper Valley since 2003. The initiative was initially meant to serve the 5 towns in the Mascoma Valley but expanded at the request of the State and now includes 13 towns that make up Public Health Region 4.

Dr. Boyle stated that Region 4 stretches from Cornish in the South to Piermont in the North and as far east as Orange, Dorchester, Grafton and includes Grantham. The request is to help support a public health development project and apply a partial match to a grant to MVHI from the NH Charitable Foundation. The State has designated the 13 Towns as a regional health district and the project will help coordinate a public health structure that will help many entities that provide public health services to respond to emerging needs and sustain existing services.

Dr. Boyle stated that the Region does a nice job coordinating emergency response but other public health activities are very spotty. For example, each town has to have a health officer. There are 13 health officers in this region but they are not supported by anything, there are no requirements to be a health officer other than to agree to be one. There are no resources available to them to work together and he said it is a lonely job at times when trying to figure out what is going on. There are oral health programs and other health programs around the Region that exist but they need to put this all together to have a reasonable regional health system. The plan would be to weave the existing resources together to create a blanket that will more effectively and more efficiently cover the local public health services. Six towns in the region have already supported MVHI with money at their Town Meeting. The Select Board also recommends that taxpayers support this and he hopes that they will.

There was no further discussion. Moderator Black asked for a vote on Article Seventeen.

The motion PASSED and Article Seventeen was ADOPTED as written.

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

Vice Chairman Connolly MOVED that the Town vote to transact any other business that may legally be brought before this Town Meeting.

Maris Noble stated that she would like the Select Board to study the pros and cons of having Town Meeting to take place in March.

Bill Baschnagel wanted to congratulate the Board and the Staff on the Town Report this year stating that it is a remarkable document and they should be proud of it. He would like to congratulate the Board on sending out a smaller mailer but he would like the Board to seriously consider their policy of not mailing out the Town Reports to the citizens of the Town.

Mr. Baschnagel stated that the Town Report has valuable information about what is going on in the Town and it's a good educational piece as well. It really needs to be sent out to people. If sending them out to the taxpayers is a problem, the Town should look at the voting list to get it out to the residents of the Town. There will be more participation if that document gets out there.

Moderator Black noted that Jessie Levine, Assistant Town Manager/Human Resources Director, did the Town Report this year and should be congratulated for it.

Moderator Black thanked all the voters for coming out to vote, all the volunteers who worked at the election and the staff that has put in countless hours. She also recognized the Supervisors of the Checklist who are required to be at the polls for 12 hours.

A resident from the audience MOVED to adjourn. SECONDED from the floor. The meeting adjourned at 8:54 p.m.

Respectfully Submitted,
Charles Garipay, Town Clerk

Minutes prepared by Elizabeth S. Rathburn

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Fire	Fire Safety Crowd Control	Cost +35%	Cost +35%	Cost +35%	Cost +35%
Fire	Annual Monitoring Fee – Master Fire Box	\$300.00	\$300.00	\$300.00	\$300.00
Fire	False Alarm Charge – Fire Service	1 st : Free 2 nd : \$100.00 3 rd : \$200.00 4 th and beyond: \$300 per response	1 st : Free 2 nd : \$100.00 3 rd : \$200.00 4 th and beyond: \$300 per response	1 st : Free 2 nd : \$100.00 3 rd : \$200.00 4 th and beyond: \$300 per response	1 st : Free 2 nd : \$100.00 3 rd : \$200.00 4 th and beyond: \$300 per response
Fire	Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not ready for test	\$500.00	\$500.00	\$500.00	\$500.00
Fire	Fire Permits: Stand-Alone Gas Installation and/or Replacement	\$55.00	\$55.00	\$55.00	\$55.00
Fire	Fire Permits: Additional Appliances (Gas) beyond Original Permit	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance
Fire	Fire Permits: Stand-Alone Oil Installation and/or Replacement	\$55.00	\$55.00	\$55.00	\$55.00
Fire	Fire Permits: Additional Appliances (Oil) beyond Original Permit	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance	\$15.00/per appliance
Fire	Re-inspection Fee – Gas or Oil	\$100.00	\$100.00	\$100.00	\$100.00
Fire	Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge	Full cost +10% admin charge
Fire	Fire Extinguisher Training (for 1-10 students)	n/a	\$100.00	\$100.00	\$100.00
Fire	Fire Extinguisher Training (for 10 or more students)	n/a	\$10.00/student	\$10.00/student	\$10.00/student
Fire	CPR Training	n/a	n/a	\$75.00/student	\$75.00/student
Fire	Report Copy (Flat Fee)	n/a	\$10.00	\$15.00	\$15.00
Ambulance	Per Capita – Hanover	\$22.31	\$22.81	\$22.84	\$23.12
Ambulance	Per Capita – Lyme	\$22.31	\$22.81	\$22.84	\$23.12
Ambulance	Per Capita – Norwich	\$22.31	\$22.81	\$22.84	\$23.12

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Ambulance	Community Contributions	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues
Ambulance	Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	\$10.00	\$10.00	\$15.00	\$15.00
Ambulance	Report Copy (Flat Fee)	\$400.00	\$400.00	\$415.00	\$415.00
Ambulance	Treatment with Transport - Basic Life Support – (plus mileage)	\$475.00	\$475.00	\$500.00	\$500.00
Ambulance	Treatment with Transport - Advanced Life Support Level 1 – (plus mileage)	\$675.00	\$675.00	\$700.00	\$700.00
Ambulance	Treatment with Transport - Advanced Life Support Level 2 – (plus mileage)	\$775.00	\$775.00	\$775.00	\$775.00
Ambulance	Special Care Transport	\$11.00/mile	\$11.00/mile	\$11.00/mile	\$11.00/mile
Ambulance	Mileage Rate	\$100.00	\$100.00	\$100.00	\$100.00
Ambulance	Treatment/No Transport – Advanced Life Support	Additional Treatment Charges (with or without Advanced Life Support Transport) – Oxygen Charge	\$45.00	\$50.00	\$50.00
Ambulance	Additional Treatment Charges (with or without Advanced Life Support Transport) – Defibrillation	\$100.00	\$100.00	\$100.00	\$100.00
Ambulance	Additional Treatment Charges (with or without Advanced Life Support Transport) – Esophageal Obturator Airway	\$150.00	\$150.00	\$150.00	\$150.00
Ambulance	Additional Treatment Charges (with or without Advanced Life Support Transport) – Endotracheal Tube Administration	\$150.00	\$150.00	\$150.00	\$150.00
Ambulance	Additional Treatment Charges (with or without Advanced Life Support Transport) – Cardiac Monitoring	\$100.00	\$100.00	\$100.00	\$100.00
Ambulance	Additional Treatment Charges (with or without Advanced Life Support Transport) – IV/Drug Administration	\$100.00	\$100.00	\$100.00	\$100.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Ambulance	Additional Treatment Charges (with or without Advanced Life Support Transport) – Medications	\$50.00	\$50.00	\$50.00	\$50.00
Ambulance	Emergency Services	\$200.00	\$250.00	\$250.00	\$250.00
Ambulance	Paramedic Intercept Charge	\$150.00/hour	\$150.00/hour	\$150.00/hour	\$150.00/hour
General Administration	Special Event Standby	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Processing Fee for Returned Deposit Item (NSF Checks or Checks Drawn on Closed Accounts)	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Late Fee on Unpaid General Service Invoices (billed through the Town's Accounting Office) Overdue Balances	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest
General Administration	General Photocopying, including RSA 91-A Right-to-Know Requests single page (8.5" x 11.0"); may include additional Administrative Fee for Research	\$25.00/page	\$25.00/page	\$25.00/page	\$25.00/page
General Administration	General Photocopying, including RSA 91-A Right-to-Know Requests – single page (8.5" x 14.0"); may include additional Administrative Fee for Research	\$50.00/page	\$50.00/page	\$50.00/page	\$50.00/page
General Administration	General Photocopying, including RSA 91-A Right-to-Know Requests – single page (11.0" x 17.0"); may include additional Administrative Fee for Research	\$75.00/page	\$75.00/page	\$75.00/page	\$75.00/page
General Administration	Administrative Fee for Researching, Redacting, and Producing Public Records, including RSA 91-A Right-to-Know Requests	n/a	n/a	n/a	\$30.00/hour (minimum 1 hour)
General Administration	Copies of Appraisal Card for Property Owner	No charge	No charge	No charge	No charge
General Administration	Copies of Appraisal Card for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00
General Administration	Copies of Warranty Deed	\$1.00/page	\$1.00/page	\$1.00/page	\$1.00/page

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
General Administration	Copies of Tax Map	\$2.00	\$2.00	\$2.00	\$2.00
General Administration	Copies of Tax Bills for Property Owner	No charge	No charge	No charge	No charge
General Administration	Copies of Tax Bills for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00
General Administration	Electronic Files from Town Databases – on diskette or e-mailed (no data filtering a/o manipulation)	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Public Voter Checklist – in any form (paper, e-mail, etc.)	n/a	n/a	n/a	n/a
General Administration	Customized Reports from Town Databases (e.g., Assessment and Town Clerk Databases)	\$50.00	\$50.00	\$50.00	\$50.00
General Administration	Valuation Listing (Hardcopy) from Assessment Database	No charge	No charge	No charge	No charge
General Administration	Mailing Labels from Town Databases	\$35.00/page	\$50.00/page	\$50.00/page	\$50.00/page
General Administration	Hanover Code of Ordinances and Regulations	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Hanover Master Plan - 2003	\$25.00	\$25.00	\$25.00	\$25.00
General Administration	Master Plan Land Use Concept Map	\$3.00	\$3.00	\$3.00	\$3.00
General Administration	Zoning Ordinance with Map	\$10.00	\$10.00	\$10.00	\$10.00
General Administration	Zoning Map	\$3.00	\$3.00	\$3.00	\$3.00
General Administration	Subdivision Regulations	\$4.00	\$4.00	\$4.00	\$4.00
General Administration	Copies of Recorded Tapes	\$5.00 each	\$5.00 each	\$5.00 each	\$5.00 each
General Administration	Site Plan Regulations	\$4.00	\$4.00	\$4.00	\$4.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
General Administration	Building Code Ordinance	\$3.00	\$3.00	\$3.00	\$3.00
General Administration	Wetlands Permit Filings and Other One-Sided Color Maps	\$10.00 plus cost of certified mail postage	\$10.00 plus cost of certified mail postage	\$10.00 plus cost of certified mail postage	\$10.00 plus cost of certified mail postage
General Administration	Open Space, Water Resources, and Trail Maps – Combined Area	\$1.00	\$1.00	\$1.00	\$1.00
General Administration	Landlord Agent Filing Fee (per RSA 540:1-b, effective January 1, 2011)	n/a	\$15.00	\$15.00	\$15.00
General Administration	Notary Public Services – per signature – Non-Residents	\$5.00	\$5.00	\$5.00	\$5.00
General Administration	Notary Public Services – per signature for Hanover Residents (NH ID showing Hanover address must be presented)	No charge	No charge	No charge	No charge
General Administration	Vendor Permit (Regular Size) - Daily	\$15.00	\$15.00	\$15.00	\$15.00
General Administration	Vendor Permit (Limited Size) - Daily	\$10.00	\$10.00	\$10.00	n/a
General Administration	Vendor Permit for 9 Months beginning March 1 and ending November 30	\$1,200 (minimum bid)	\$1,200 (minimum bid)	\$1,200 (minimum bid)	\$1,200 (minimum bid)
General Administration	Pole License	\$10.00	\$10.00	\$10.00	\$10.00
General Administration	Articles of Agreement (Filing Fee)	\$5.00	\$5.00	\$5.00	\$5.00
General Administration	Vital Statistics (e.g. Certified Copy of Birth Certificate)	\$12.00	\$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
General Administration	Marriage License Fees	\$45.00	\$50.00	\$45.00	\$45.00
Highway	Driveway Permits	\$75.00	\$75.00	\$75.00	\$75.00
Highway	Private Construction - Class VI Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Highway	Excavation Permits	\$75.00	\$75.00	\$75.00	\$75.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Highway	Obstruction Permits	n/a	n/a	\$25.00	\$25.00
Howe Library and Etna Town Library	Overdue Materials Fine (with exceptions below) – before 2 nd Notice	\$.10/day	\$.10/day	\$.10/day	\$.10/day
Howe Library and Etna Town Library	Overdue Fine for videos, DVDs, CD-ROMs, art prints and reference books	\$1.00/day	\$1.00/day	\$1.00/day	\$1.00/day
Howe Library	Interlibrary Loan Fee – all fee payers per transaction	\$10.00	\$10.00	\$10.00	\$10.00
Howe Library	Museum Pass Non-Pickup Fee	\$5.00	\$5.00	\$5.00	\$5.00
Howe Library	Museum Pass Overdue Return Fee	\$5.00/day	\$5.00/day	\$5.00/day	\$5.00/day
Howe Library	Amazon Kindle (electronic book display) Overdue Fee	\$1.00/day	\$1.00/day	\$1.00/day	\$1.00/day
Howe Library and Etna Town Library	Non-Resident Family – 12 Month Membership	\$115.00	\$120.00	\$120.00	\$135.00
Howe Library and Etna Town Library	Non-Resident Family – 3 Month Membership	\$50.00	\$50.00	\$50.00	\$56.00
Howe Library and Etna Town Library	Non-Resident Senior Citizen – 12 Month Membership (65+)	\$80.00	\$80.00	\$80.00	\$90.00
Howe Library and Etna Town Library	Dresden Student Card; (Dresden Tuition Students – paid for by SAU, not by student)	\$15.00	\$15.00	\$15.00	\$15.00
Howe Library and Etna Town Library	Dresden Employee Card	No charge	No charge	No charge	No charge
Howe Library and Etna Town Library	Resident Childcare Providers – A proportion of the Non-Resident Family 12-Month Membership fee of \$135.00 based on percentage of non-resident children whose families do not have Howe Library non-resident memberships; borrowing limits apply	varies	varies	varies	varies
Howe Library and Etna Town Library	Non-Resident Childcare Providers; borrowing limits apply	\$120.00	\$120.00	\$120.00	\$120.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
	Zoning and Building Permits:				
Zoning and Building Permits	Minimum Permit Fee Residential:	\$25.00	\$60.00	\$60.00	\$60.00
	Commercial, Institutional, Multi-Family, and Other Non-Single-and-Two-Family-Residential Construction, Additions, Renovations, Alterations:	\$50.00	\$85.00	\$85.00	\$85.00
Zoning and Building Permits	Single- and Two-Family Houses	\$25.00 plus \$0.50/sq.ft.	\$60.00 plus \$0.50/sq.ft.	\$60.00 plus \$0.50/sq.ft.	\$60.00 plus \$0.50/sq.ft.
Zoning and Building Permits	Residential Renovations	\$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.
Zoning and Building Permits	Non-Habitable Structures Accessory to One- and Two-Family Residential: Porch, garage, shed, fence, pool, temporary trailer, retaining wall, and similar	\$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.	\$60.00 plus \$0.25/sq.ft.
Zoning and Building Permits	Commercial, Institutional, Multi-Family, and Other Non-Single-and-Two-Family-Residential Construction, Additions, Renovations, Alterations:	\$50.00 plus:	\$85.00 plus:	\$85.00 plus:	\$85.00 plus:
	for Portion of Construction Cost up to \$10,000,000	\$5.50 per \$1,000 of Construction Cost	\$5.50 per \$1,000 of Construction Cost	\$5.50 per \$1,000 of Construction Cost	\$5.50 per \$1,000 of Construction Cost
	for Portion of Construction Cost between \$10,000,001 and \$20,000,000	\$4.15 per \$1,000 of Construction Cost	\$4.15 per \$1,000 of Construction Cost	\$4.15 per \$1,000 of Construction Cost	\$4.15 per \$1,000 of Construction Cost
	for Portion of Construction Cost Exceeding \$20,000,000	\$1.85 per \$1,000 of Construction Cost	\$1.85 per \$1,000 of Construction Cost	\$1.85 per \$1,000 of Construction Cost	\$1.85 per \$1,000 of Construction Cost

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Zoning and Building Permits	Sign, Awning, or Canopy	\$25.00, plus \$30.00 for electrical or foundation	\$35.00, plus \$30.00 for any structural or electrical	\$35.00, plus \$30.00 for any structural or electrical	\$35.00, plus \$30.00 for any structural or electrical
Zoning and Building Permits	Moving or Demolition	\$75.00	\$110.00	\$110.00	\$110.00
Zoning and Building Permits	Revision Plan Review and Partial Submissions	\$50.00 per hour of review time	\$50.00 per hour of review time	\$50.00 per hour of review time	\$50.00 per hour of review time
Zoning and Building Permits	Projects Requiring Outside Consulting Assistance (where outside consulting services for plan review, testing or inspection are required)	The Town of Hanover has 60 days to review complete 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.			
Zoning and Building Permits	Zoning Permit Only	\$35.00	\$35.00	\$35.00	\$35.00
Zoning and Building Permits	Blanket Permit per Project (Sec. IX of Building Code Adoption Ordinance)	\$30.00	\$30.00	\$30.00	\$30.00
Zoning and Building Permits	Application Resubmittal	n/a	Equal to minimum permit fee	Equal to minimum permit fee	Equal to minimum permit fee
Zoning and Building Permits	Permit Extension	n/a to \$50.00	\$50.00	\$50.00	\$50.00
Zoning and Building Permits	Re-Inspection	\$50.00	\$50.00	\$50.00	\$50.00
Zoning and Building Permits	Additional Inspections	\$50.00	\$50.00	\$50.00	\$50.00
Zoning and Building Permits	Wetlands Administrative Permit	\$50.00 plus actual costs of notifying abutters	\$50.00 plus actual costs of notifying abutters	\$50.00 plus actual costs of notifying abutters	\$50.00 plus actual costs of notifying abutters
Zoning and Building Permits	Septic Design Review, prerequisite for DES Review	n/a	\$35.00	\$35.00	\$35.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
------------	-------------	-------------------	-------------------	-------------------	-------------------

<u>Zoning Board of Adjustment:</u>					
Zoning Board of Adjustment	Special Exception	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Variance	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Appeal of Administrative Decision	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Equitable Waiver	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Hearing Under RSA 674:41	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters	\$150.00, plus actual costs of notifying abutters
Zoning Board of Adjustment	Rehearing (to be Refunded if Relief Granted)	\$50.00, plus actual costs of notifying abutters	\$50.00, plus actual costs of notifying abutters	\$50.00, plus actual costs of notifying abutters	\$50.00, plus actual costs of notifying abutters

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
------------	-------------	-------------------	-------------------	-------------------	-------------------

<u>Planning Board:</u>					
Planning Board	Subdivisions, All Types, payable at time of design review application	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters	\$200 base fee plus \$100 per lot, plat, site, or other division of land including units per RSA 672:14, plus actual costs of notifying abutters
Planning Board	Site Plan Review – Minor Projects Base Fee; plus additional based on Estimated Full Cost of Construction (ECC), as verified by the Building Inspector	n/a	\$50.00, plus actual costs of notifying abutters; plus \$5.00 per \$10,000 of ECC	\$50.00, plus actual costs of notifying abutters; plus \$5.00 per \$10,000 of ECC	\$50.00, plus actual costs of notifying abutters; plus \$5.00 per \$10,000 of ECC

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Planning Board	Site Plan Review Major Projects Base Fee Plus additional cumulative as follows, based on Estimated Full Cost of Construction (ECC), as verified by the Building Inspector: \$0 to \$2,500,000 ECC \$2,500,001 to \$5,000,000 ECC \$5,000,001 to \$10,000,000 ECC \$10,000,001 to \$15,000,000 ECC \$15,000,001 to \$20,000,000 ECC Over \$20,000,000 ECC	\$500.00, plus actual costs of notifying abutters, plus:	\$500.00, plus actual costs of notifying abutters, plus:	\$500.00, plus actual costs of notifying abutters, plus:	\$500.00, plus actual costs of notifying abutters, plus:
		\$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
		\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC	\$4.00 per \$10,000 of ECC
		\$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
		\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC	\$2.00 per \$10,000 of ECC
		\$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
		\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC	\$-0- per \$10,000 of ECC
		\$200.00	\$200.00	\$200.00	\$200.00
		\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters
		\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters
Planning Board	Minor Lot Line Adjustment	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters
		\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters
Planning and Zoning	Boundary Agreement	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters
		\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters	\$100.00, plus actual costs of notifying abutters

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Planning Board	Lot Merger	n/a	\$50.00, includes fee for Registry of Deeds	\$50.00, includes fee for Registry of Deeds	\$50.00, includes fee for Registry of Deeds
		\$10.00	\$10.00	\$10.00	\$10.00
Police	Pistol Permits (4 year Permit)	\$54.58	\$55.83	\$61.28	\$62.59 (\$43.16/hr for officer + 45% admin. chg.); plus signage and barricade rental, if required
		\$54.58	\$55.83	\$61.28	\$62.59 (\$43.16/hr for officer + 45% admin. chg.); plus signage and barricade rental, if required
Police	Special Services Detail – Police Personnel	\$54.58	\$55.83	\$61.28	\$62.59 (\$43.16/hr for officer + 45% admin. chg.); plus signage and barricade rental, if required
		\$54.58	\$55.83	\$61.28	\$62.59 (\$43.16/hr for officer + 45% admin. chg.); plus signage and barricade rental, if required
Police	Reports (Flat Fee)	\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card
		\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card	\$20.00 for first 2 cards and \$5.00 for each additional card
Police	Fingerprints (Non-Resident) 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
		\$400.00	\$400.00	\$400.00	\$400.00
Police	Alcohol Diversion: Ages 18-20 Penalty to Reschedule 2 nd	\$75.00	\$75.00	\$75.00	\$75.00
		\$75.00	\$75.00	\$75.00	\$75.00
Police	Diversion Counseling Session Alarm Connection Fee – One-Time Charge	\$75.00	\$75.00	\$75.00	\$75.00
		\$75.00	\$75.00	\$75.00	\$75.00
Police	Annual Alarm Monitoring Fee	\$325.00 within Town; \$425.00 out-of-Town	\$355.00 within Town; \$450.00 out-of-Town	\$355.00 within Town; \$450.00 out-of-Town	\$355.00 within Town; \$450.00 out-of-Town
		\$325.00 within Town; \$425.00 out-of-Town	\$355.00 within Town; \$450.00 out-of-Town	\$355.00 within Town; \$450.00 out-of-Town	\$355.00 within Town; \$450.00 out-of-Town
Police	Police Service – Residential	\$50.00	\$50.00	\$50.00	\$50.00
		\$50.00	\$50.00	\$50.00	\$50.00
Police	Police Service – Commercial	\$50.00	\$50.00	\$50.00	\$50.00
		\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Police	Penalty Charge for Inaccurate Call List	\$10.00	\$10.00	\$10.00	\$10.00
Police	Dog License – Neutered Male and Female; and Puppies Under 7 Mos.	\$6.50	\$6.50	\$6.50	\$6.50
Police	Dog License – Unneutered Male and Female	\$9.00	\$9.00	\$9.00	\$9.00
Police	Dog License – First Dog – Sr. Citizen Owner	\$2.00	\$2.00	\$2.00	\$2.00
Police	Dog License – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
Police	Dog License – Group License for 5 or more Dogs	\$20.00	\$20.00	\$20.00	\$20.00
Police	Nuisance Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00
Police	Menace Dog Fine	\$50.00	\$50.00	\$50.00	\$50.00
Police	Vicious Dog Fine	\$100.00	\$100.00	\$100.00	\$100.00
Police	Unlicensed Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00
Parking	Lot Rentals – Peripheral Space Monthly Rentals	\$35.00	\$35.00	\$35.00	\$35.00
Parking	Lot Rentals – CBD (Commercial Business District) Space Monthly Rentals	\$75.00	\$75.00	\$75.00	\$82.50
Parking	Lot Rentals (Lease w/6 mo. Commitment) – Facility Space Monthly Rentals Level 2	\$140.00	\$140.00	\$140.00	\$154.00
Parking	Lot Rentals (Lease w/6 mo. Commitment) – Facility Space Monthly Rentals Level 3	\$100.00	\$100.00	\$100.00	\$110.00
Parking	Lot Rentals (Lease w/6 mo. Commitment) – Facility Space Monthly Rentals Level 4	\$100.00	\$100.00	\$100.00	\$110.00
Parking	Lot Rentals – Monthly Facility Pass	\$150.00	\$150.00	\$150.00	\$165.00
Parking	Lot Rentals – ZBA (Zoning Board of Adjustment) Required Monthly Lot Rentals	\$75/space	\$75/space	\$75/space	\$82.50/space
Parking	Temporary Parking Permits	\$7.50/day	\$7.50/day	\$7.50/day	\$7.50/day
Parking	30 Consecutive Day Parking Permit – Hovey Lane and lower Lebanon Street	\$35.00	\$35.00	\$35.00	\$35.00
Parking	Annual Parking Permits – Replacement of Misplaced Permits	\$10.00	\$10.00	\$10.00	\$10.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Parking	Annual Parking Permits – Fee for Lost or Unreturned Parking Permits	\$10.00	\$10.00	\$10.00	\$10.00
Town Parking Garage Rates – Please Note: Total parking facility charge increases every additional 10-15 minutes stay between hours.					
		Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
		Total \$	Total \$	Total \$	Total \$
Parking	Town Parking Garage – Short Term Rates – Grace Period Exit Before 10-Minutes	n/a	n/a	n/a	n/a
Parking	Town Parking Garage – Short Term Rates – Minimum Charge 10- to 30-Minutes	Free	Free	Free	\$0.25
Parking	Town Parking Garage – Short Term Rates – 2 nd Half Hour	\$0.50	\$0.50	\$0.50	\$0.50
Parking	Town Parking Garage – Short Term Rates – 2 nd Hour	\$0.75	\$0.75	\$0.75	\$0.75
Parking	Town Parking Garage – Short Term Rates – 3 rd Hour	\$1.00	\$1.00	\$1.00	\$1.00
Parking	Town Parking Garage – Short Term Rates – 4 th Hour	\$2.00	\$2.00	\$2.00	\$2.00
Parking	Town Parking Garage – Short Term Rates – 5 th Hour	\$2.50	\$2.50	\$2.50	\$2.50
Parking	Town Parking Garage – Short Term Rates – 6 th Hour	\$2.50	\$2.50	\$2.50	\$2.50
Parking	Town Parking Garage – Short Term Rates – 7 th Hour	\$3.75	\$3.75	\$3.75	\$3.75
Parking	Town Parking Garage – Short Term Rates – 8 th Hour and Over	\$2.00	\$15.00	\$2.00	\$15.00
Parking	Town Parking Garage – Short Term Rates – Parking between 6:00 p.m. and 9:00 p.m. Flat Rate Monday thru Saturday	\$1.00	\$1.00	\$1.00	\$1.00
Parking	Town Parking Garage – Short Term Rates – Saturdays Only Park Less than 3 Hours	No Charge	No Charge	No Charge	Regular short-term rates apply
Parking	Town Parking Garage – Validation Stickers One Hour @ \$0.50 each (minimum purchase 96)	\$48.00	\$48.00	\$48.00	\$48.00
Parking	Town Parking Garage – Validation Stickers One Hour Bulk @ \$0.35 each (minimum purchase 984)	\$344.40	\$344.40	\$344.40	\$344.40

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectment: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Parking	Town Parking Garage – Validation Stickers All-Day @ \$15.00 each (minimum purchase 10)	\$150.00	\$150.00	\$150.00	\$150.00
Parking	Town Parking Garage – Gate Pass Card Reactivation Fee	n/a	n/a	\$10.00	\$10.00
Parking	Meter Rates – for 15-Minute, 2-Hour and 3-Hour Limit Meter Areas			\$0.05 = 6 minutes; \$0.10 = 12 minutes; \$0.25 = 30 minutes	\$0.05 = 6 minutes; \$0.10 = 12 minutes; \$0.25 = 30 minutes
Parking	Meter Rates – for 10-Hour Limit Meter Areas			\$0.05 = 12 minutes; \$0.10 = 24 minutes; \$0.25 = 1 hour	\$0.05 = 12 minutes; \$0.10 = 24 minutes; \$0.25 = 1 hour
Parking	Meter Violations – Expired Meter	\$10.00	\$10.00	\$10.00	\$10.00
Parking	Meter Violations – Fine After 14 Days	\$20.00	\$20.00	\$20.00	\$20.00
Parking	Meter Violations – Fine After 28 Days	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Overtime Violation (2 Hr. Zone)	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Overtime Meter Feeding	\$20.00	\$20.00	\$20.00	\$20.00
Parking	Meter Violations – Fine After 14 Days	\$40.00	\$40.00	\$40.00	\$40.00
Parking	Meter Violations – Fine After 28 Days	\$50.00	\$50.00	\$50.00	\$50.00
Parking	Ticket This Date	\$15.00	\$15.00	\$15.00	\$15.00
Parking	Meter Violations – Fine After 14 Days	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 28 Days	\$40.00	\$40.00	\$40.00	\$40.00
Parking	Ticket This Date	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectment: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Towing Charge (Winter Parking Ban)	\$50.00	\$50.00	\$50.00	\$50.00
Parking	Meter Violations – Fine After 14 Days	\$100.00	\$100.00	\$100.00	\$100.00
Parking	Meter Violations – Fine After 28 Days	\$110.00	\$110.00	\$110.00	\$110.00
Parking	Meter Violations – Handicapped Space	\$500.00	\$500.00	\$500.00	\$500.00
Parking	Meter Violations – Fine After 14 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Parking	Meter Violations – Fine After 28 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Parking	Meter Violations – No Parking 12:01 a.m. – 7:00 a.m.; 2:00 a.m. – 6:00 a.m.	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Parking in Prohibited Zone	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Parking in Prohibited Zone *Enhanced Fine*	\$40.00	\$40.00	\$40.00	\$40.00
Parking	Meter Violations – Fine After 14 Days	\$80.00	\$80.00	\$80.00	\$80.00
Parking	Meter Violations – Fine After 28 Days	\$90.00	\$90.00	\$90.00	\$90.00
Parking	Meter Violations – No Town Permit	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Left Wheels to Curb	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Loading/Bus Zone	\$75.00	\$75.00	\$75.00	\$75.00
Parking	Meter Violations – Fine After 14 Days	\$150.00	\$150.00	\$150.00	\$150.00
Parking	Meter Violations – Fine After 28 Days	\$160.00	\$160.00	\$160.00	\$160.00
Parking	Meter Violations – Improper Parking	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Parking on Sidewalk	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Parking in Restricted Area	\$30.00	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Parking	Meter Violations – Parking in Violation of Site Plan Approval	n/a	\$30.00	\$30.00	\$30.00
Parking	Meter Violations – Fine After 14 Days	n/a	\$60.00	\$60.00	\$60.00
Parking	Meter Violations – Fine After 28 Days	n/a	\$70.00	\$70.00	\$70.00
Parking	Boot Removal Fee	\$50.00	\$50.00	\$50.00	\$50.00
Public Grounds	Cemetery Lots – Hanover Residents	\$400.00	\$400.00	\$400.00	\$600.00
Public Grounds	Cemetery Lots – Non-Residents	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Public Grounds	Interment	\$600.00	\$600.00	\$600.00	\$600.00
Public Grounds	Cremation Interment	\$100.00	\$100.00	\$100.00	\$100.00
Public Grounds	Gravesite Disinterment	n/a	n/a	n/a	\$1,000.00
Public Grounds	Gravestone Foundation	\$500.00	\$500.00	\$500.00	\$500.00
Public Grounds	Project Inspection	\$75.00/hr	\$75.00/hr	\$75.00/hr	\$75.00/hr

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Parks and Recreation	Athletic Programs Resident Fees – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track	\$50.00	\$50.00	\$50.00	\$50.00
Parks and Recreation	Athletic Programs Non-Resident Fees – Baseball, Softball, Soccer, Basketball, Field Hockey, Volleyball, Track	\$60.00	\$60.00	\$60.00	\$60.00
Parks and Recreation	Athletic Programs All Basketball Participants – Facilities Usage Fee Made Payable to SAU #70	\$40.00	\$40.00	\$40.00	\$40.00
Parks and Recreation	Athletic Programs Resident Fees – Girls Lacrosse	\$50.00	\$50.00	\$50.00	\$50.00
Parks and Recreation	Athletic Programs Non-Resident Fees – Girls Lacrosse	\$60.00	\$60.00	\$60.00	\$60.00
Parks and Recreation	Athletic Programs Resident Fees – Boys Lacrosse	\$65.00	\$65.00	\$65.00	\$65.00
Parks and Recreation	Athletic Programs Non-Resident Fees – Boys Lacrosse	\$75.00	\$75.00	\$75.00	\$75.00
Parks and Recreation	Athletic Programs Resident Fees – Football	\$65.00	\$65.00	\$65.00	\$65.00
Parks and Recreation	Athletic Programs Non-Resident Fees – Football	\$75.00	\$75.00	\$75.00	\$75.00
Parks and Recreation	Late Registration Fee for Registrations Received after Deadline	\$20.00	\$20.00	\$20.00	\$20.00
Parks and Recreation	Instructional Athletic Programs Resident Fees	\$30.00	\$30.00	\$30.00	\$30.00
Parks and Recreation	Instructional Athletic Programs Non-Resident Fees	\$40.00	\$40.00	\$40.00	\$40.00
Parks and Recreation	After School Adventures – 5 day enrollment			\$325.00/month	\$325.00/month
Parks and Recreation	After School Adventures – 4 day enrollment			\$260.00/month	\$260.00/month
Parks and Recreation	After School Adventures – 3 day enrollment			\$195.00/month	\$195.00/month
Parks and Recreation	After School Adventures – 2 day enrollment			\$130.00/month	\$130.00/month
Parks and Recreation	After School Adventures – Drop-In (if space is available)			\$20.00/day	\$20.00/day
Parks and Recreation	After School Adventures – Late Pick-up Fee			\$25.00/Wed.	\$25.00/Wed.
Parks and Recreation	After School Adventures – Late Pick-up Fee			\$1.00 for each minute after 5:30 p.m.	\$1.00 for each minute after 5:30 p.m.

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Parks and Recreation	After School Adventures – Late Payment Fee			\$10.00 if payment not made by the 4 th of the month	\$10.00 if payment not made by the 4 th of the month
Parks and Recreation	Dragonfly Summer Day Camp (Full Session of 6 wks)	n/a	n/a	n/a	\$425.00
Parks and Recreation	Dragonfly Summer Day Camp (Full Session of 6 wks) Non-Resident Fees – Full-Day	n/a	n/a	n/a	\$550.00
Parks and Recreation	Dragonfly Summer Day Camp (Full Session of 6 wks) Resident Fees Per Morning or Afternoon Session	\$175.00	\$175.00	\$175.00	\$270.00
Parks and Recreation	Dragonfly Summer Day Camp (Full Session of 6 wks) Non-Resident Fees Per Morning or Afternoon Session	\$350.00	\$350.00	\$350.00	\$350.00
Parks and Recreation	Dragonfly Summer Day Camp (Session of 1 wk) Resident Fees	\$85.00	\$85.00	\$85.00	\$95.00
Parks and Recreation	Dragonfly Summer Day Camp (Session of 1 wk) Non-Resident Fees	\$170.00	\$170.00	\$170.00	\$150.00
Parks and Recreation	Circle H Camp for Rising Kindergartners (Full Session of 6 wks) Resident Fees – Full-Day	n/a	n/a	n/a	\$425.00
Parks and Recreation	Circle H Camp for Rising Kindergartners (Full Session of 6 wks) Non-Resident Fees – Full-Day	n/a	n/a	n/a	\$550.00
Parks and Recreation	Circle H Camp for Rising Kindergartners (Full Session of 6 wks) Resident Fees Per Morning or Afternoon Session	\$125.00	\$125.00	\$175.00	\$270.00
Parks and Recreation	Circle H Camp for Rising Kindergartners Camp (Full Session of 6 wks) Non-Resident Fees Per Morning or Afternoon Session	n/a	n/a	\$350.00	\$350.00

Town of Hanover – Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Parks and Recreation	Circle H Camp for Rising Kindergartners Camp (Session of 1 wk) Resident Fees	n/a	n/a	n/a	\$95.00
Parks and Recreation	Circle H Camp for Rising Kindergartners Camp (Session of 1 wk) Non-Resident Fees	n/a	n/a	n/a	\$150.00
Parks and Recreation	Mini-Camps – Resident Fees	\$30.00/day	\$30.00/day	\$30.00/day	\$30.00/day
Parks and Recreation	Mini-Camps – Non-Resident Fees	\$40.00/day	\$40.00/day	\$40.00/day	\$40.00/day
Parks and Recreation	Tween Camp – Resident Fees	\$70.00/wk	\$85.00/wk	\$85.00/wk	\$100.00/wk
Parks and Recreation	Tween Camp – Non-Resident Fees	\$140.00/wk	\$170.00/wk	\$170.00/wk	\$155.00/wk
Parks and Recreation	Camp Quest – Resident Fees	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk	\$50.00/day or \$200.00/wk
Parks and Recreation	Camp Quest – Non-Resident Fees	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk	\$60.00/day or \$240.00/wk
Parks and Recreation	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
Parks and Recreation	Athletic Field Rental	Up to \$100.00 per field per day	Up to \$125.00 per field per day	Up to \$125.00 per field per day	Up to \$125.00 per field per day
Parks and Recreation	Rental of Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$25.00 for use of Recreational Equipment	Up to \$25.00 for use of Recreational Equipment
Parks and Recreation	Basketball Tournament Fees	\$30.00 per team	\$30.00 per team	\$30.00 per team	\$30.00 per team
Parks and Recreation	Middle School Dance Admission	\$5.00	\$5.00	\$5.00	\$5.00
Parks and Recreation	Rental of R.W. Black Community and Senior Center Facilities – see Separate Attached Schedule				

Town of Hanover -- Rate and Fee Schedule

Adopted by the Board of Selectmen: June 11, 2012

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Recycling	Recycling Bins	\$7.00	\$7.00	\$7.00	\$7.00 for punch-card of 10 punches; disposal of 29 pounds per punch
Trash Dumping	Dump Ticket to City of Lebanon Landfill (includes convenience fee levied to partially fund curbside recycling program)	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	\$15.00 for punch-card of 10 punches; disposal of 29 pounds per punch	Note: These tickets are available directly from the City of Lebanon for Hanover residents at \$10 per punch-card; the Town of Hanover charges a \$5.00 convenience fee on top of the cost of the ticket.

Richard W. Black Recreation and Senior Center Fee Structure for FY2012-13

Adopted by the Board of Selectmen: June 11, 2012

Security and Key Deposits will be reviewed on individual basis.

Category #1 -- No Charge

Hanover Recreation Department programs, Town Functions, Programs run by the Senior Center, Youth in Action, or Town of Hanover After School Program.

Category #2 -- No Charge

Hanover-based organizations that are not charging admission, dues, participation fee or paying instructors through an organization to run a program and are serving Hanover Residents only.

Category #3 -- \$ 25.00 Hour {Per Room}

Hanover based organizations that are charging admission, dues, participation fees or paying instructors through an organization to run a program and are serving Hanover residents only.

Category #4 -- \$35.00 Hour {Per Room}

Non Hanover based organizations groups that are serving a regional area.

Category #5 Flat Fee {Multi Purpose Room, Room 106-107-108 Only} {Prices based on 4 hour time slots}

Residents {Hanover/Etna}	\$100	Non-Residents	\$150
Banquets {Multi Purpose Room}	\$125	Non-Hanover	\$175
Hanover School			
Fundraising Events	\$175	Hanover Based Groups	
	\$200	Dresden School District Groups	
	\$275	Non-Hanover Based Groups	
All Political Organizations {Multi Purpose Room}			\$300

One Day Special Events such as birthday parties, political events, service organizations, social events and banquets, to mention a few, will be charged a flat fee per four hours of usage. Special equipment is available for use during the events at an additional fee. Example: Bouncy Castle \$45 per 4 hour use.

Last Revised: June 2009

1. The programs conducted by the Hanover Recreation Staff, Senior Center Staff, Town of Hanover After School Program or any Town of Hanover government activities will be exempt from building fees.
2. Special rooms such as craft, kitchen could include additional fees for supplies.
3. Those activities that wish to store equipment while running programs will be charged a storage fee ranging from \$25-\$50 a month depending on quantity.
4. PA system, along with other special equipment, is available and a fee could be charged.
5. If any additional work needs to be done for set up an additional fee could be charged.

Town of Hanover – Water Rates

Adopted by the Board of Selectmen: June 11, 2012 (rev. Oct. 2012)

Town of Hanover – Water Rates

Adopted by the Board of Selectmen: June 11, 2012 (rev. Oct. 2012)

Meter Size	Adopted FY2010-2011 Water Rates		Adopted FY2011-2012 Water Rates		Adopted FY2012-2013 Water Rates	
	Quarterly Base Charge	Flow Charge per 100 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 100 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used
5/8"	\$47.25	\$2.552	\$47.25	\$2.552	\$48.00	\$25.97
3/4"	\$47.25	\$2.552	\$47.25	\$2.552	\$48.00	\$25.97
1"	\$47.25	\$2.552	\$47.25	\$2.552	\$48.00	\$25.97
1 1/4"	\$47.25	\$2.552	\$47.25	\$2.552	\$48.00	\$25.97
1 1/2"	\$47.25	\$2.552	\$47.25	\$2.552	\$48.00	\$25.97
2"	\$71.51	\$2.552	\$71.51	\$2.552	\$73.00	\$25.97
3"	\$131.88	\$2.552	\$131.88	\$2.552	\$134.00	\$25.97
4"	\$228.15	\$2.552	\$228.15	\$2.552	\$232.00	\$25.97
6"	\$469.07	\$2.552	\$469.07	\$2.552	\$477.00	\$25.97

Dept/Board	Type of Fee	HWWCo 2009	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Water	Private Fire Suppression Rates				
	Hydrant (each – new in FY2012-2013: applicable only to those private hydrants on properties not already paying Fire District Taxes)	\$1,685.33	\$1,685.33	\$1,685.33	\$1,685.33
	Hose Outlet (each)	\$4.71	\$4.71	\$4.71	\$4.71
Water	Commercial additional meter reading (per location)	\$0.92	\$0.92	\$0.92	\$0.92
	Residential additional meter reading (per location)	\$50.00	\$50.00	\$50.00	\$50.00
Water	Water On/Off (note this is a flat fee to be assessed for each action)	n/a	\$25.00	\$25.00	\$25.00
		\$10.00	\$25.00	\$25.00	\$25.00

Dept/Board	Type of Fee	HWWCo 2009	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Water	Backflow Device (Testable units only)	n/a	\$100.00	\$100.00	\$50.00
	Initial inspection and testing				
Water	Subsequent inspections due to continued failures	n/a	\$100.00	\$100.00	\$50.00
	Inspection (per hour)	n/a	\$75.00	\$75.00	\$75.00
Water	Connection Fee for Hanover Water System				
	Includes Fee of \$200.00 for one Inspection and 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.	n/a	\$200.00 + \$1.26/ GPD plus Meter and Setters at-cost	\$200.00 + \$1.25/ GPD plus Meter and Setters at-cost	\$200.00 + \$1.23/ GPD plus Meter and Setters at-cost

Town of Hanover – Sewer Rates

Adopted by the Board of Selectmen: June 11, 2012

Sewer Usage Rates – Industrial Discharge Permit and Septage Disposal

Department	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Sewer	Industrial Discharge Permit Application:				
	Class 1	n/a	\$500	\$500	\$500
	Class 2	n/a	\$250	\$250	\$250
	Class 3	n/a	\$50	\$50	\$50
Sewer	Septage – Tipping Fee for Residents (fee is per 1,000 gallons)	\$110	\$110	\$110	\$110
Sewer	Septage – Tipping Fee for Non-Residents (fee is per 1,000 gallons)	\$130	\$130	\$130	\$130
Sewer	Septage – Tipping Fee for Non-Residents from Towns who have banned Land Application of Sludge (fee is per 1,000 gallons)	\$200	\$200	\$200	\$200
Sewer	Holding Tank with BOD/TSS < 400 mg/l. > 400 mg/l will be considered Septage	n/a	\$55	\$55	\$55

Sewer Connection Fees

Dept/Board	Type of Fee	Adopted FY2009-10	Adopted FY2010-11	Adopted FY2011-12	Adopted FY2012-13
Sewer	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 + \$10.14/ gallon of GPD	\$200.00 + \$4.78/ gallon of GPD	\$200.00 + \$4.82/ gallon of GPD	\$200.00 + \$4.93/ gallon of GPD

Sewer Usage Rates – Base Capacity Charge plus Flow Charge

	Adopted FY2010-2011 Sewer Rates		Adopted FY2011-2012 Sewer Rates		Adopted FY2012-2013 Sewer Rates	
	Annual Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used
Meter Size*						
5/8"	\$84.00	\$27.24	\$21.00	varies	\$21.00	varies
3/4"	\$236.00	\$27.24	\$59.00	varies	\$59.00	varies
1"	\$616.00	\$27.24	\$154.00	varies	\$154.00	varies
1 1/4"	\$920.00	\$27.24	\$230.00	varies	\$230.00	varies
1 1/2"	\$1,227.00	\$27.24	\$307.00	varies	\$307.00	varies
2"	\$1,964.00	\$27.24	\$491.00	varies	\$491.00	varies
2 1/2"	\$4,620.00	\$27.24	\$1,155.00	varies	\$1,155.00	varies
3"	\$7,220.00	\$27.24	\$1,805.00	varies	\$1,805.00	varies
6"	\$43,312.00	\$27.24	\$10,828.00	varies	\$10,828.00	varies
Average Annual Domestic Bill (275 gallons/day)		\$448.56		\$475.20		\$475.20
Unmetered Sewer Accounts (include 25% Surcharge)						
Above Average Annual Domestic Bill		\$560.70		\$594.00		\$594.00
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.					\$21.00	varies

* Meter Size Meter Size is generally determined by fixture count.

Flow & Strength Charge per 1000 CF (kcf):

Category A BOD/TSS < 250 mg/l - \$29.15 per kcf (most residential accounts)
 Category B BOD/TSS > 250 < 400 mg/l - \$32.24 per kcf
 Category C BOD/TSS > 400 mg/l - \$35.34 per kcf

Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems

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:

Description	GPD	Units	Category
Apartment			
Studio (one bedroom)	225	bedroom	A
Per Bedroom	150	bedroom	A
Athletic Facilities including Gyms and Stadiums			
Participant	15	person	A
Classroom	15	seat	A
Spectator	3	seat	A
Bar/Lounge	20	seat	B
Bed & Breakfast	60	Bedroom	B
Camps			
Campground w/ comfort station	25	site	A
Recreation Trailers	90	site	A
Construction Sites	50	site	A
Day Camp no meals	15	site	A
Resort Camp (night & Day) limited plumbing	50	person	A
Dining Facility Only	25	person	B
	12	patron	B
Catering & Dinning Facilities			
Church			
Sanctuary	5	seat	A
Country Club			
Dining Room	10	seat	B
Snack Bar	10	seat	B
Locker and Showers	20	locker	A
Dentists			
Chair	200	each	A
Staff	35	employee	A
Doctors Office			
Patient	10	each	A
Staff	35	employee	A
Dog Kennels	50	kennel	B
Dwelling			
(two bedroom minimum)	150	bedroom	A
Rooming House with meals	60	bedroom	B
Rooming House without meals	40	bedroom	A

Factories (excluding industrial waste)			
Light industry w/o cafeteria or showers		20	employee
Light industry with cafeteria no showers		25	employee
Light industry with cafeteria and showers		35	employee
Warehouse		35	employee
Assembly		20	employee
Research Facilities		to be determined	
Floor Drain			
not allowed			
Fraternities & Sororities		150	bed
Hairdressers		150	chair
		35	employee
Hospital			
Bed		250	Bed
Outpatient surgery		200	Bed
Hotel & Motel			
single bed		100	bed
double bed		200	bed
Laundromats, coin operated		500	machine
Maintenance Facility		to be determined	
Nursing Homes & Assisted Living Facilities		125	bed
Office Building			
W/O cafeteria		15	Employee
With cafeteria		20	employee
Unspecified Office Space		15	100 SF
Picnic Parks			
Bathroom only		5	person
Bath house, showers and toilets		10	person
Restaurant or Cafeteria			
Eat-in with bathroom and kitchen waste		40	seat
Eat-in paper service, plus toilet and kitchen waste		20	seat
Kitchen waste only		3	seat
Seasonal Outdoor seating		20	seat
Bars and lounges		20	seat
Bars and lounges		35	employee
Function Rooms		12	seat
School			

	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:		
	Large Dry Goods	5 100 SF	A
		NOT ALLOWED	
	With meat dept. with garbage grinder		
	With meat dept. w/o garbage grinder	11 100 SF	B
	With deli	3 meal	B
		100 Each	A
	Small Dry Goods		
		3 meal	B
		1000 800 SF	A
	Swimming Pools	250 per Court	A
	Tennis Courts	5 seat	A
	Theatres		
	Workers		
		5 employee	A
	Construction bathroom only		

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.

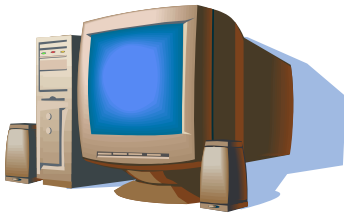
Food grinding is prohibited – period – if discovered, a notice to cease the activity within 30 days, or penalties of \$150.00/day shall be instituted. A recurrence will be charged \$500.00, and then disconnection of service.

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

ELECTRONICS RECYCLING

Saturday, May 11, 2013

at Hanover Public Works
194 Lebanon St (Rte 120)
Hanover, NH



9 am – 1 pm

Safely dispose of your old computers, televisions, VCRs, DVD players, cell phones and other electronic devices.

This Recycling Event is Open to Upper Valley Residents

Recycling fees may apply:

Checks and cash only

Computer Monitors \$10 20" or more \$15	Televisions 19" or below \$10 Console Televisions \$25
Stereos, small faxes, VCRs & scanners \$5	Desktop printers, large faxes & scanners \$5
Larger printers \$10	Computers, keyboards, cables, mice Free
Personal Printers Free	Cell phones, pagers Free
Handheld games, CD players Free	Microwaves \$10

Please leave original packaging at home.

For more information, contact WinCycle at (802) 674-6320, email at wincycle@wincycle.org, or visit: www.wincycle.org

ITEMS NOT ACCEPTED: Freon containing devices (refrigerators, AC, dehumidifiers), hazardous waste, fluorescent bulbs, and paint





Sponsored by Sustainable Hanover

What are you paying for?

Electronics, particularly televisions and computer monitors, contain lead and other hazardous materials. The electronics are transported to an electronics recycling facility for safe destruction and recycling. Costs cover shipping, labor, insurance and proper disposal. No materials are sent overseas.

Recycling electronics saves landfill space and protects our environment.

Town of Hanover has converted to Zero Sort (single stream)! No need to sort your recyclables.
 For more information, please go to: www.hanovernh.org or call (603) 643-3327.

ITEM	ACCEPTABLE	NOT ACCEPTABLE
<p>GLASS</p> 	<p>Food and beverage containers only.</p> <p><i>Rinse clean.</i></p>	<p>No light bulbs, Pyrex, drinking glasses, window panes or ceramics.</p>
<p>PLASTICS 1-7 & RIGID PLASTICS</p> 	<p>Containers, bottles & jugs for foods, beverages, beauty, and cleaning products, detergents, dairy tubs (yogurt, sour cream, etc) 5 gallon pails, laundry baskets, sleds, take-out containers, flower pots and trays, and frozen-food trays. Minimum size: 2" on any two sides.</p> <p><i>Rinse clean.</i></p>	<p>No filmy or pliable plastic (grocery bags, bubble wrap, etc.) No foam polystyrene (Styrofoam) products such as cups, take-out containers, packaging blocks and peanuts, etc. No house wares, office products, etc. No motor oil containers or electronics housing. No biodegradable plastics (PLA) fiber.</p>
<p>ALUMINUM CANS, FOIL, PIE PLATES, AND METAL CANS, & AEROSOL CANS</p> 	<p>Food and beverage cans only. Labels are OK. Can lids are OK placed inside the cans.</p> <p><i>Rinse clean.</i></p> <p>Metal Aerosol cans (empty) –Separate cap from container</p>	<p>No oil filters or scrap metal. No aluminum with stuck-on food or grease.</p> <p>Take paint, cleansers, automotive sprays, and other hazardous fluids to local hazardous waste disposal sites.</p>
<p>BOXBOARD & CORRUGATED CARDBOARD</p> 	<p>Cereal, shoe, and dry-food boxes, soda carries, paper egg cartons, tissue boxes, paper towel and toilet paper cores. <i>Empty.</i> Remove and discard plastic liners.</p>	<p><i>No</i> Styrofoam cups. <i>No</i> stuck-on food or grease. <i>No</i> oil, paint, or chemical stained, wet unclean, or wax coated cardboard. <i>No</i> strapping or string. <i>No</i> plastic, filmy, or foam packing materials.</p>
<p>PAPER, NEWSPAPER, MAGAZINES, AND SOFT COVER BOOKS</p> 	<p>Magazines, catalogs, office/fax paper, window envelopes, manila folders, construction/color paper, telephone books and newspaper. Glue or staple-bound publications, paperback books, phone books, catalogs, etc. Shredded paper – place in clear plastic bags and tie bag shut.</p>	<p><i>No</i> plastic wrapping, CDs or plastic covers. <i>No</i> shredded plastic (credit cards, etc) <i>No</i> pressure-sensitive duplication forms. <i>No</i> foil paper. <i>No</i> paper towels or facial tissue. <i>No</i> stickers or sticker backing material. <i>No</i> Tyvek or plastic envelopes. <i>No</i> bubble wrap padded mailers.</p>

All go together in Hanover recycle bins

Recycle Calendar for year 2013

January

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

RECYCLE WEEK – A (green weeks)
 RECYCLE WEEK – B (white weeks)
 If a holiday falls on your recycle day, place your bins out on Friday instead (same week).

To learn your street's week, go to:
www.hanovernh.org and click on "Recycling",
 "Recycling in Hanover", then "Street List"
 or call (603-643-3327)

Holidays observed by Casella and Make-up Days:	
<u>Holiday</u>	<u>Friday Make-up Day:</u>
New Year's Day, Jan 1	January 4
Memorial Day, May 27	May 31
Independence Day, July 4	July 5
Labor Day, Sept 2	September 6
Thanksgiving Day, Nov 28	November 29
Christmas Day, Dec 25	December 27

Special Collection Dates:

For hazardous waste collection, electronics collection, Christmas tree collection and plastic plant pot collection, visit our website or call 643-3327.



CHARLIE GARIPAY, TOWN CLERK & MARILYN "WILLY" BLACK, MODERATOR