

SELECTBOARD MEETING
March 10, 2025
7PM - MUNICIPAL OFFICE BUILDING - HANOVER, NH

The meeting of the Selectboard was called to order at 7p.m. by C. Callaghan, Chair.

Also present were: Joanna Whitcomb, Vice Chair, Athos Rassias, Selectboard Member, Rob Houseman, Town Manager, Jennie Chamberlain, Selectboard Member, Jarett Berke, Secretary, Ellen Bullion, Finance Director

Absent: None

1. Opening of Meeting

a. Call to Order

C. Callaghan called the meeting to order.

2. Public Hearing

None

3. Agenda Review

None

4. Announcements/recognition

None

5. Public Comment

a. Public may address the Board

David Vincelette, 93 Lebanon St, received a narrative from a lieutenant regarding his allegations that his driveway had been blocked. He read this into the record and commented on it. R. Houseman also sent him a letter this week about the driveway blockage. Mr. Vincelette wants R. Houseman to admit he fenced in the driveway in 2016.

C. Callaghan discussed the matter with Mr. Vincelette. Mr. Vincelette believes his civil liberties were revoked by this action and Town officials won't look into it.

6. Business Requiring Discussion

R. Houseman recognized that the room updates are complete relating to Zoom and microphone technologies.

Amplification is not possible and listening headsets will be provided for those who need assistance hearing in the room.

a. Presentation of the consolidated budget, including, Fire, Enterprise Funds, and Capital Reserves

E. Bullion walked the board through the current budget by going through the summary chart, and reviewing the changes since the department review presentations. The biggest change is the proposed use of the fund balance. She explained the details and breakdown of this.

Discussion ensued with board members asking clarifying questions.

In-depth discussion occurred on parking budget details and plans.

In-depth discussion occurred about the budget and effects on/options for the tax rate.

E. Bullion reviewed the capital reserve funds budget based on the CIPC recommendations.

The board and staff discussed whether to add additional directives at this time such as not increasing the tax rate as currently proposed to align better with an inflation increase only.

Options such as using additional undesignated fund balance to buy down the tax rate and looking through the line items one more time to see what can be cut were mentioned by J. Berke.

An additional idea of using additional undesignated fund balance to bolster the capital reserve fund rather than buy down the tax rate was expressed by J. Chamberlain.

John Dolan and Greg Snyder were present from the Finance Committee.

John Dolan noted the Capital reserve fund is reactive and responds to needs already determined. Costs have also been estimated, and extra funds should not be added there for future uses. Funds should be added based on the cost estimates prepared for the projects identified.

The board agreed to discuss the matter again in two weeks and staff will bring additional information and options.

b. Review proposed use of Undesignated Fund Balance

Included in above discussion.

c. Review of Bressett Fund Policy

Overview

1. Purpose:

The fund is meant to provide a yearly endowment distribution for projects, programs, and activities that enhance and enrich the lives and welfare of residents of the Hanover community.

2. Restrictions:

- a. The funds cannot be used for buildings or permanent structures (e.g., a new firehouse).
- b. The funds cannot replace or substitute for ongoing town expenses funded by tax dollars.

3. Qualifying Uses:

- a. The fund may support initiatives that enhance quality of life but do not fall under typical municipal budget items.
- b. While major capital projects are ineligible, smaller enhancements may qualify.

4. Approval & Management:

- a. The Hanover Selectboard decides on the use of the fund.
 - b. The Trustees of Trust Funds (TTF) have a fiduciary duty to ensure distributions align with the trust's terms.
 - c. An annual distribution of approximately 5% of the fund's value is expected but can be flexible.
 - d. Unused funds roll over to future years.
- J. Whitcomb noted that an application for potential proposals has been developed.

The allotted FY25 funds have not been spent and the board agreed to bring it to Town Meeting to roll it into the FY26 budget.

Town Manager Report

Town Manager Rob Houseman highlighted the following department updates:

- Fire
- Planning, Zoning, Codes
- DPW

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- Police

7. Business Requiring Action

a. Recommendation to set a Public Hearing on Monday, March 24, 2025, and April 7, 2025, if needed, for Review and Approval of the FY 2026 Budget

At 8:39 pm J. Whitcomb MOVED to set a Public Hearing on Monday, March 24, 2025, and April 7, 2025, if needed, for Review and Approval of the FY 2026 Budget. J. Chamberlain SECONDED. All in favor

b. Consideration of the Fire Department's Union Contract

On February 19, 2025 the Union voted to accept the proposed contract. This contract now brings the Fire Union to parity with all other Town employees for compensation and health insurance. Additional information was included in the Selectboard meeting materials packet. R. Houseman highlighted the changes to the contract.

At 8:42 pm J. Chamberlain MOVED to approve the Fire Department's Union Contract. J. Berke SECONDED. All in favor

c. Acceptance of Equipment Grant Agreement from the State of New Hampshire to purchase Mobile Data Terminals for two Police Department cruisers, replacing older models.

At 8:43 pm J. Chamberlain MOVED to accept the Grant Agreement, from the State of New Hampshire to Purchase Mobile Data Terminals for Two Police Department Cruisers and to authorize the Town Manager to execute the documents. A. Rassias SECONDED. All in favor

d. Acceptance of the State of New Hampshire Library Moose Plate Grant for \$7,694.00, Awarded for Repair and Digitization of Some of Hanover's Oldest Vital Record

R. Houseman explained the proposal.

At 8:44 pm J. Chamberlain MOVED to accept the State of New Hampshire Library Moose Plate Grant and authorize the Town Manager to execute the documents. J. Whitcomb SECONDED. All in favor

e. Consider Affirming Resolution Strongly Objecting to the Freezing of Federal Grant Programs to States, Municipalities, and Organizations Supporting Hanover Residents, as Presented

The resolution was provided in the meeting packet. Board members discussed their thoughts on the matter.

At 8:46 pm J. Whitcomb MOVED that the Hanover Selectboard hereby adopts this Resolution objecting to the freezing of federal grant programs to states, municipalities, and organizations that support Hanover residents, as presented. J. Berke SECONDED. All in favor

At 8:47pm, J. Whitcomb moved that the Hanover Selectboard shall seek additional support for this Resolution from other New Hampshire municipalities and organizations, in an effort to build as broad of a coalition as possible prior to forwarding the resolution to the named representatives no later than April 1, 2025. C. Callaghan SECONDED. All in favor.

f. Approval of February 24, 2025, Selectboard Minutes

At 8:47 pm J. Berke MOVED to approve the minutes of February 24, 2025 as submitted. C. Callaghan SECONDED. All in favor

8. Selectboard Reports

- J. Berke
 - Downtown working group
 - Parking Committee
- J. Whitcomb
 - Nothing to Report
- C. Callaghan
 - Nothing to Report
- A. Rassias
 - Nothing to Report
- J. Chamberlain
 - Bike Walk
 - Planning/Zoning
 - Zoning Amendments for "house scale residential dwelling" allowing for small-scale infill in water and sewer districts are being discussed at March 18 and April 1 Planning Board Meetings
 - Sustainability
 - Earth Day events

Other Business

None

9. Adjournment

The board did not need to attend a non-public session.

J. Whitcomb MOVED to adjourn at 8:58pm. J. Chamberlain SECONDED.

All in favor. The meeting adjourned at 8:58PM.

Respectfully Submitted,

Jarett Berke
Secretary

SUMMARY

Item 7a

At 8:39 pm J. Whitcomb MOVED to set a Public Hearing on Monday, March 24, 2025, and April 7, 2025, if needed, for Review and Approval of the FY 2026 Budget. J. Chamberlain SECONDED. All in favor

Item 7b

At 8:42 pm J. Chamberlain MOVED to approve the Fire Department's Union Contract. J. Berke SECONDED. All in favor

Item 7c

At 8:43 pm J. Chamberlain MOVED to accept the Grant Agreement, from the State of New Hampshire to Purchase Mobile Data Terminals for Two Police Department Cruisers and to authorize the Town Manager to execute the documents. A. Rassias SECONDED. All in favor

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Item 7d

At 8:44 pm J. Chamberlain MOVED to accept the State of New Hampshire Library Moose Plate Grant and authorize the Town Manage to execute the documents. J. Whitcomb SECONDED. All in favor

Item 7e

At 8:46 pm J. Whitcomb MOVED that the Hanover Selectboard hereby adopts this Resolution objecting to the freezing of federal grant programs to states, municipalities, and organizations that support Hanover residents, as presented. J. Berke SECONDED. All in favor

Item 7f

At 8:47 pm J. Berke MOVED to approve the minutes of February 24, 2025, as submitted. C. Callaghan SECONDED. All in favor

Item 9

The board did not need to attend a non-public session.

J. Whitcomb MOVED to adjourn at 8:58pm. J. Chamberlain SECONDED.

All in favor. The meeting adjourned at 8:58PM.