

SELECTBOARD MEETING
June 2, 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, Rob Houseman, Town Manager, Jennie Chamberlain, Selectboard Member, Jarett Berke, Secretary; Ellen Bullion, Finance Director

Participating by Zoom: Athos Rassias, Selectboard Member

1. Opening of Meeting

a. Call to Order

C. Callaghan called the meeting to order.

2. Public Hearing

None

3. Agenda Review

The Chair noted item 6c, Selectboard organization will occur after item 5a, Public Comment.

4. Announcements/Recognition

None

5. Public Comment

a. Public may address the Board

Kari Asmus and Dave Chaffee, Etna spoke about the Memorial Muster Day. They were appreciative of the funding given so they could have the tent with seating underneath and audio equipment and operator. They requested the Board decide soon to approve to do it again next year and also to fund it again through the Bressett Fund.

David Vincelette, 93 Lebanon Street addressed issues he brings to all Selectboard meetings claiming local government officials have broken State and Federal laws against him and calling for their response and investigations into these matters. Additionally, he asked who authorized the dumping of asphalt waste into the water and how the public was notified of the dumping. How was Storrs Pond protected?

He continued to make specific accusations of Town departments, staff and Board members.

6c. Organizational meeting for 2025-2026 Selectboard and committee assignments

- Election of Officers
 - Chair
 - Vice Chair
 - Secretary
- Board/Committee Assignments

The Chair noted the committee assignments will occur later- after the Crosby Street presentation.

J. Whitcomb nominated C. Callaghan as Chair. A. Rassias seconded the nomination. Vote: All in favor

J. Berke nominated J. Whitcomb as Vice Chair. J. Chamberlain seconded. Vote: All in favor

J. Whitcomb nominated J. Berke as Secretary. A. Rassias seconded. Vote: All in favor

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A. Rassias left the meeting at this time.

6. Business Requiring Discussion

a. Dartmouth College Crosby Street energy project update

J. Whitcomb recused herself from the item.

This presentation aims to inform the Selectboard and the Town about an upcoming Dartmouth College project that will require the closure of Crosby Street and include the implementation of a coordinated traffic management plan. It is important to note that Dartmouth College has collaborated closely with key Town staff and the Hanover School Districts over several months to develop this plan. The plan includes strategies to minimize the impact of the road closure, including rerouting public school buses and coordinating with emergency services. Finally, Dartmouth has committed to future enhancements to the public right-of-way, designed in collaboration with the Town and aligned with Hanover's multimodal transportation goals. The yet to be designed improvements will consider the Town's broader transportation planning efforts, including the Shared Streets Vision Plan as a Safe Streets for All initiative.

Eric Bray, Senior Director Energy Transition Dartmouth College and Julia Pfeiffer, Assistant Director Energy Transition gave the presentation. Also in attendance were: David Anderson, Senior Planner and Erica Wygonik Dartmouth graduate and traffic consultant from Wall Consultant Group.

The presentation included an Energy Transition overview, Crosby Street work plan, commitments made to the Town, logistics, and traffic study findings.

Board members asked clarifying questions throughout the presentation.

Public comment and questions:

Nancy Carter asked about dump trucks. R. Houseman explained those are for a different project.

b. Deer Team presentation on proposed expanded area to Town boundaries.

Hanover has collaborated with the New Hampshire Fish and Game Department (NHFG) to obtain additional doe hunting permits due to deer overpopulation. This has been accomplished through the Special Deer Management Area (DMA) process established by NHFG.

It is unclear what steps will be necessary to expand the DMA to the Town Boundaries, or whether written landowner permission will still be required. A map of all the landowner-authorized parcels must currently be submitted to NHFG and distributed with all permits. If written landowner authorization and parcel mapping are necessary, this will require additional staff time and resources. Currently, the process involves Alex Taft, Senior Planner; Kate Shea, Town Manager's Administrative Assistant; and the Town Clerk's office, who spend approximately 40-60 hours seasonally preparing all the documents and issuing the permits. Additionally, the mapping is prepared by Dartmouth College. Finally, Town Staff is working on filing the annual NHFG application by mid-June, so any changes in the boundaries may need to be postponed until next year.

A presentation was given by the Team. There is an overpopulation of deer which creates a loss of diversity of animals in the woods. Hanover is the only town that utilized the process of allowing additional tags given out for hunting. The Team is asking for a bigger zone for hunting. The State has already allocated the three additional deer tags per person.

The presenters and Team addressed ideas as to what could be done to protect the other users of the woods, such as closing access to lands to non-hunters during hunting season, and what land the current zone includes and what land the expansion would include.

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It was clarified that the request is not to expand the land zone, but to define where the additional tags are allowed to be utilized.

Kari Asmus, Etna is in favor of the request due to the public health safety for the number of ticks present.

R. Houseman noted if the board endorses the expansion of the municipal boundaries, staff can reach out to Fish and Game and incorporate it into the staff process for next year.

J. Berke and J. Whitcomb stated they are in favor.

R. Houseman further clarified the request and will send around the 2024 deer map to the board for review.

The Team requested the Board submit a letter of endorsement that can be given to the state as part of the request. They gave further explanations regarding issues with vegetation.

The Chair indicated the board supports the request and if there is a letter requiring signature the Town Manager will bring that to the board.

The agenda was further reviewed and organized to allow items e and f to be heard next.

e. Ledyard Park presentation

R. Houseman gave an update to the Board and the public on the public/private partnership regarding a site of land which he described and showed slides of the proposal. He addressed the fundraising plan, plans for furniture and fixtures along with design and purpose. The Town is funding the design, and the fundraising is being led by the downtown group.

Public Comment

Kari Asmus, Etna asked some questions about construction costs, licensing agreement, insurance.

R. Houseman addressed the questions and added the space will be coordinated through Parks and Recreation Department. It will be available for rental through that department.

Board member comments

J. Chamberlain appreciates the design and doesn't want to have bright orange or bright yellow traffic barriers in front of it. She requests more aesthetic options.

f. Review proposed 2026 Rates and Fees Schedule

E. Bullion reviewed the overall yearly process and showed the spreadsheet which highlight the changes proposed. She also noted the Planning and Zoning dept rates and fees need additional review before being presented to the Board. The public hearing needs to be set for June 16, 2025, and the rates and fees need to be posted seven days before so those numbers will be provided to the Selectboard and public in advance of that meeting.

The other department rates and fees that aren't set yet are for ambulance division. This is due to legislation currently ongoing. She gave some explanations and possible impacts to Hanover rates and fees.

J. Chamberlain suggested some changes to the meter rate for the 10-hour parking to encourage people to use the parking garage. The parking garage has confusing rates which could be cleared up. She also addressed event parking.

She is looking to make a few quick changes currently and looks forward to the parking study for more information.

She handed out a few pages she prepared in advance.

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Discussion ensued among board members and Town Manager on the matter. It was clarified that rates and fees can be adjusted at other times of the year although a public hearing is necessary. Timeline of the parking study was discussed.

J. Berke agrees with J. Chamberlain's comments but also agrees with R. Houseman to wait to hear from the parking experts. He does not want to wait a year. He suggests more testing with parking rates and willingness to make changes much more frequently as necessary if issues arise. He also noted the winter vs summer parking is very different and the parking rates and fees should reflect that.

The board will discuss this matter further in two weeks.

A few other line items were clarified.

The fee for parklets was discussed and noted that last year the Board agreed the fees should go up to better reflect the loss of parking revenue. That might have been lost in the transfer of Town Manager, so the Board agreed to up the fees prior to the next application cycle. Rates set at the upcoming public hearing on June 16th would be setting rates for the next application cycle which happens prior to Town Meeting.

d. Statutory Boards and Committees Review

As requested, a chart of all Town Boards is included in the Selectboard meeting materials packet.

Some discussion occurred about the liaison role of Selectboard members on committees etc.

c. Organizational meeting for 2025-2026 Selectboard and committee assignments

- Board/Committee Assignments

C. Callaghan noted he will put the chart provided into a grid with current assignments and send it around so Board members can decide what they are interested in taking on this year.

8. Business Requiring Action

b. Approval of NH Municipal Bond bank loan agreement for new fire truck (approved at 2023 Town Meeting).

E. Bullion introduced the item stating the Selectboard needs to vote to allow the Town to enter into the loan agreement. NH Municipal Bond Bank will then issue the bonds to purchase the fire truck which was approved at Town Meeting in May of 2023. She gave additional details about the official process and next steps.

At 9:19 pm J. Whitcomb MOVED to approve the NH Municipal Bond bank loan agreement for the new fire truck (the bond was authorized at the 2023 Town Meeting). J. Chamberlain SECONDED. All in favor

c. Approval of Post-Issuance Tax Compliance Policies and Procedures Resolution.

E. Bullion gave information and recommendations received from the bond counsel and explained the need for the next vote which approves tax compliant policies drafted by bond counsel.

At 9:24 pm J. Whitcomb MOVED to approve the Post-Issuance Tax Compliance Policies and Procedures resolution as presented, and that the Board names the Director of Finance as the "Coordinator" under the Post-Issuance Tax Compliance Policies, and that the Director of Finance has accepted such nomination, and finally that this resolution shall take effect from and after its adoption. J. Berke SECONDED. All in favor

d. Approval of item i to ii by Consent

i. Appointments - Commissioner of Conservation Commission and Deputy Town Clerk

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The Board asked Amy Haak, applicant for Conservation Commission, to come forward. They are happy to have her join the Commission.

At 9:26 pm J. Whitcomb MOVED the appointment of Amy Haak to the Conservation Commission and Roberta Hitchcock to Deputy Town Clerk, J. Berke SECONDED.

All in favor

ii. Light pole banner and Main Street pennant requests

To bring awareness and support to the 44th annual Prouty

At 9:27 pm J. Berke MOVED to approve the light pole banner and Main Street pennant requests as presented.

J. Whitcomb SECONDED. All in favor

7. Town Manager Report

Town Manager Rob Houseman submitted his report in writing which highlighted the following department updates:

- Finance
- Howe Library
- Town Manager
- IT
- Parks and Recreation
- Fire
- Police
- Etna Library

He did note he had some training on electioneering. Discussion ensued regarding regulations for Selectboard members and Town Manager in relation to the topic.

He also learned about tax deeded properties and the obligations of the Town.

Item 8a. Approval of May 19, 2025, Selectboard Minutes

At 9:33 pm J. Berke MOVED to Approve the minutes of May 19 as submitted. C. Callaghan SECONDED. 3 in favor with J. Whitcomb abstaining

9. Selectboard Reports

- J. Berke
 - Nothing to report
- J. Whitcomb
 - Sustainability, reported on student project gaging the potential of geothermal micro-districts, and conference about municipalities and sustainability coming to Dartmouth and working with Sustainable Hanover to showcase town sustainability efforts
 - Howe Corporation
- C. Callaghan
 - Nothing to Report
- A. Rassias
 - No Report
- J. Chamberlain
 - Sustainability, more student projects related Sustainable Hanover and decision-making in uncertainty to be presented Thursday

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- Planning Board, next meeting Tuesday 6/3/2025, proposal being brought forth to redevelop the back half of the Davidson building, and create more housing units above retail
- Bike Walk, next meeting Monday 6/9/2025 Town Hall 4 PM

10. Adjournment

91:1:3 II (A)(B)(D)(E)(L)

At 9:41 R. Houseman indicated there was a need to have non-public session. Video recording ended at 9:41pm.

Respectfully,

Jarett Berke, Secretary

SUMMARY

Item 6c

J. Whitcomb nominated C. Callaghan as Chair. A. Rassias seconded the nomination. Vote: All in favor

J. Berke nominated J. Whitcomb as Vice-Chair. J. Chamberlain seconded. Vote: All in favor

J. Whitcomb nominated J. Berke as Secretary. A. Rassias seconded. Vote: All in favor

Item 8b

At 9:19 pm J. Whitcomb MOVED to approve the NH Municipal Bond bank loan agreement for the new fire truck (the bond was authorized at the 2023 Town Meeting). J. Chamberlain SECONDED. All in favor

Item 8c

At 9:24 pm J. Whitcomb MOVED to approve the Post-Issuance Tax Compliance Policies and Procedures resolution as presented, and that the Board names the Director of Finance as the "Coordinator" under the Post-Issuance Tax Compliance Policies, and that the Director of Finance has accepted such nomination, and finally that this resolution shall take effect from and after its adoption. J. Berke SECONDED. All in favor

Item 8d

At 9:26 pm J. Whitcomb MOVED the appointments of Amy Haak to the Conservation Commission and Roberta Hitchcock as Deputy Town Clerk, J. Berke SECONDED.

All in favor

At 9:27 pm J. Berke MOVED to approve the light pole banner and Main Street pennant requests as presented.

J. Whitcomb SECONDED. All in favor

Item 8a

At 9:33 pm J. Berke MOVED to Approve the minutes of May 19 as submitted. C. Callaghan SECONDED. 3 in favor with J. Whitcomb abstaining