

TABLE OF CONTENTS

Town Directory, Phone, Office Location, Email and Hours.....	3
Mission Statement & Town Management Staff.....	4
Town Elected & Appointed Officials, Boards & Committees.....	5
Town Organizational Chart.....	10
Town Employees & Employee Milestones List.....	11

WARRANT FOR 2021 TOWN MEETING & TOWN MODERATOR’S MESSAGE – (Yellow pages)18

WARRANT BACKGROUND INFORMATION AND ZONING AMENDMENTS – (Green pages)27

➤ Appendix A	37
➤ Appendix B	39
➤ Appendix C.....	45
➤ Appendix D.....	53
➤ Appendix E.....	57
➤ Appendix F.....	108
➤ Appendix G.....	109

BUDGET & FINANCIAL REPORTS

Report of the Selectboard and Town Manager.....	113
Finance Committee Statement on Proposed FY 2022 Budget.....	121
Budget Overview FY 2021-2022.....	122
Budget Departmental Summary.....	123
Budget Functional Presentation.....	125
Pie Charts: Proposed Budget Uses of General Fund Resources & Sources of General Fund Resources.....	128
Projected Property Tax Rates (for tax rates overseen by the Selectboard).....	130
Ten-Year Tax Rate History – Fire Districts 1 & 2.....	131
Independent Auditor’s Report & Balance Sheet for Fiscal Year ending June 30, 2020.....	134
Statement of General Indebtedness for Fiscal Year ending June 30, 2020.....	148
Trust Fund Report for Fiscal Year ending June 30, 2020.....	149
Treasurer Report for Fiscal Year ending June 30, 2020.....	150
Tax Collector’s Report for Fiscal Year ending June 30, 2020.....	151
Town Clerk’s Report for Fiscal Year ending June 30, 2020.....	152
Town Clerk’s Office.....	153
➤ Supervisors of the Checklist.....	154

REPORTS OF DEPARTMENTS

Assessing Department.....	155
➤ Town Owned Property.....	158
➤ Advisory Board of Assessors.....	161
Etna Library & Hanover Town Library Trustees.....	162
➤ Hanover Town Library (Etna) Trustees.....	164
Fire Department.....	166
Howe Library.....	171
➤ Howe Library Corporation.....	175
Human Resources Department.....	177
Community Nurse Report.....	180
Parks & Recreation Department.....	181

TABLE OF CONTENTS

REPORTS OF DEPARTMENTS – *Continued*

Planning & Zoning Department.....	188
➤ Building Inspections & Code Enforcement.....	188
➤ Zoning Administration & Enforcement.....	189
➤ Health Officer	189
➤ Rental Housing	190
➤ Zoning Board.....	190
➤ Planning Board.....	191
➤ Conservation Commission.....	194
(Includes Trails Committee, Stewardship Committee and Biodiversity Committee Reports)	
Police Department	198
➤ Parking Division.....	203
Public Works Department.....	205
➤ Water	217
➤ Water Reclamation.....	219

REPORTS OF BOARDS & COMMITTEES

Hanover Bike Walk Committee.....	225
Sustainable Hanover Committee.....	226

REPORTS FROM OTHER ORGANIZATIONS

Advance Transit.....	224
Connecticut River Joint Commissions.....	231
➤ Upper Valley Subcommittee.....	230
Hanover Improvement Society.....	233
Public Health Council of the Upper Valley.....	235
Upper Valley Lake Sunapee Regional Planning Commission.....	238
CATV.....	239
Town Meeting Minutes for 2020.....	240
Town Rate & Fee Schedule.....	270
➤ Parking Rates.....	284
➤ Parks & Recreation Rates.....	288
➤ Water Rates.....	291
➤ Sewer Rates.....	292
2021 Household Hazardous Waste Collections.....	296

TOWN OF HANOVER DIRECTORY

<u>Department</u>	<u>Phone</u>	<u>Address</u>	<u>Email</u>	<u>Hours</u>
Ambulance, Fire, Police..... EMERGENCY	911			24 hours/day --- 7 days/week
Animal Control - Police	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Assessing Department (Town Offices)	640-3207	41 South Main St	assessor@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Cemetery Department (lot maintenance and sales)	640-3376	194 Lebanon St Route 120	asa.metcalf@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Cemetery Department (deed administration, historic records)	640-3202	41 South Main St	donna.stender@hanovernh.org	Monday – Friday 8:30am – 4:30pm
Etna Library	643-3116	130 Etna Rd Etna	etna.library@hanovernh.org	Monday 3:00pm - 7:00pm; Tuesday 9:00am - 2:00pm; Wednesday 2:00pm - 6:00pm; Thursday 2:00pm – 7:00pm; Friday 9:00am - 3:00pm; Saturday 10:00am - 4:00pm Closed on Sundays
Fire Department (Non-Emergency)	643-3424	48 Lyme Rd	firedept@hanovernh.org	24 hours/day --- 7 days/week
Howe Library	643-4120	13 South St.	circulation@thehowe.org	Monday - Thursday 10:00am - 8:00pm; Friday 10:00am - 6:00pm; Saturday 10:00am - 5:00pm; Sunday 1:00pm - 5:00pm
Human Resources (Town Offices)	640-3208	41 South Main St	humanresources@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Information Technology (Town Offices)	640-3222	41 South Main St	corey.stevens@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parking Division (Town Offices)	640-3220	41 South Main St	parking@hanovernh.org	Monday – Friday 8:30am - 4:30pm
Parks & Recreation Department (Richard W. Black Center)	643-5315	48 Lebanon St	recdept@hanovernh.org	Monday - 9:00am - 5:00pm Tuesday – Friday 9:00am – 6:00pm Saturday 10:00am - 6:00pm; Closed Saturdays in July & August. Open by appointment Sundays and summer Saturdays.
Planning & Zoning (Town Offices)	643-0708	41 South Main St	planning@hanovernh.org	Monday - Friday 8:30am - 4:30pm
Police Department/Dispatch (Non-Emergency)	643-2222	46 Lyme Rd		24 hours/day --- 7 days/week
Public Works/ Highway	643-3327	194 Lebanon St Route 120	dpw@hanovernh.org	Monday – Friday 7:00am - 3:30pm
Senior Center (Richard W. Black Center)	643-5531	48 Lebanon St	liz.burdette@hanovernh.org	Monday – Friday 12:30pm - 4:30pm

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

MISSION STATEMENT & TOWN MANAGEMENT STAFF

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

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

Administrative Services - Town Clerk and Finance Director

Betsy McClain

betsy.mcclain@hanovernh.org

Assessing Director

Norm Bernaiche

norm.bernaiche@hanovernh.org

Fire Chief

Martin McMillan

martin.mcmillan@hanovernh.org

Deputy Fire Chief

Michael Gilbert

michael.gilbert@hanovernh.org

Health Officer

Michael Hinsley

michael.hinsley@hanovernh.org

Human Resources Director

David Stewart

david.stewart@hanovernh.org

Information Technology

Corey Stevens

corey.stevens@hanovernh.org

Librarian – Etna Library

Barbara Prince

barbara.prince@hanovernh.org

Library Director – Howe

Rubi Simon

rubi.simon@thehowe.org

Parks & Recreation Director

John Sherman

john.sherman@hanovernh.org

Planning & Zoning Director

Rob Houseman

robert.houseman@hanovernh.org

Police Chief

Charlie Dennis

charlie.dennis@hanovernh.org

Public Works Director

Peter Kulbacki

peter.kulbacki@hanovernh.org

Town Manager

Julia N. Griffin

townmgr@hanovernh.org

Town Officials Boards and Committees

Elected Officials (by ballot vote)

Etna Library Board of Trustees

3 year term - Ballot Vote

Kathleen Chaimberg	5/2022
Elizabeth Marden Marshall	5/2023
Elizabeth Cornell	5/2021

Moderator

2 year term - Ballot Vote

Jeremy Eggleton	5/2022
-----------------	--------

Selectboard

3 year term - Ballot Vote

<i>VChr</i>	Athos J. Rassias	5/2022
	William V. Geraghty	5/2023
<i>Chr</i>	Peter L. Christie	5/2023
	Nancy A. Carter	5/2021
<i>Sec</i>	Joanna Whitcomb	5/2021

Supervisors of the Checklist

6 year term - Ballot Vote

Alison Gorman	5/2026
---------------	--------

4 year term - Ballot Vote

Patricia Dewhirst	5/2024
-------------------	--------

2 year term - Ballot Vote

Sarah Schweitzer	5/2022
------------------	--------

Town Clerk

3 year term - Ballot Vote

Elizabeth A. McClain	5/2022
----------------------	--------

Trustees of Trust Funds

3 year term - Ballot Vote

	Sally J. Boyle	5/2022
<i>Chr</i>	Paul Gardent	5/2023
	Judson (Jay) Pierson	5/2021

Elected Officials (nominated at Town Meeting)

Advisory Board of Assessors

3 year term - Nominated at Town Mtg by Majority Vote

Judson (Jay) Pierson	5/2022
Joe Roberto	5/2023
H. McIntyre Gardner	5/2022
John Brighton - ALT (appt by Selectboard)	5/2023
Joanna Whitcomb - Selectboard Rep	

Town Officials Boards and Committees

Peter L. Christie - Selectboard Rep - ALT

Fence Viewers

1 year term - Nominated at Town Mtg by Majority Vote

Robert Grabill	5/2021
Matt Marshall	5/2021
Sarah Packman	5/2021

Pine Park Commissioner

3 year term - Nominated at Town Mtg by Majority Vote

Robert Houseman	5/2022
-----------------	--------

Surveyors of Wood and Timber

1 year term - Nominated at Town Mtg by Majority Vote

John Richardson	5/2021
Robert Keene	5/2021

Appointed Officials (by the Selectboard)

Advanced Transit Board

Appointed by the Selectboard

Mark Beliveau	*6/2022
Robert Houseman	*6/2023

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

Hanover Bike Walk Committee

Appointed by the Selectboard

	Tim Cox
	David Dostal
	Scot Drysdale
	Barbara McIlroy
	Hugh Mellert
	Joanna Whitcomb - Selectboard - ALT
<i>Chr</i>	Bill Young
	Peter Clark
	Lara Acker
	Jennie Chamberlain
	<u>Representatives & Others</u>
	Athos J. Rassias - Selectboard Rep
	Carolyn Radisch - <i>Consultant</i>
	Robert Houseman, P&Z Director
	Scott Rathburn, HPD

Town Officials Boards and Committees

Conservation Commission

3 year term - Appointed by the Selectboard

Full Members

<i>Chr</i>	Jim Kennedy	9/2022
<i>VChr</i>	Whit Spaulding	9/2023
	Hugh Mellert	9/2023
	Joel Wood	9/2023

Vacancy

Alternate Members

<i>Alt.</i>	John M. Trummel	9/2017
<i>Alt.</i>	Bill Mlacak	9/2020
<i>Alt.</i>	<i>Vacancy</i>	
	Michael Mayor - <i>Plan. Bd. Rep</i>	9/2020
	Peter L. Christie - Selectboard Rep	

Hanover Finance Committee

3 year term - Appointed by Town Moderator (Jeremy Eggleton) &

Hanover School District Moderator (Tom Csatari)

	William Fischel	9/2020
	Jeff Ives	6/2022
	Carey Callaghan	6/2022
<i>Chr</i>	Kari Asmus	9/2021
	Mary Hakken-Phillips	9/2021
	H. McIntyre Gardner	9/2023
	Kim Hartmann - <i>Hanover School Board Rep</i>	
	William Geraghty - Selectboard Rep	
	Peter L. Christie - Selectboard Rep - ALT	

Hanover Improvement Society

Peter L. Christie - Selectboard Rep

Building Code Advisory Board

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

Planning Board

3 year term - Appointed by the Selectboard

Full Members

	Iain Sim	9/2022
<i>Chr</i>	Brian Edwards	9/2020
	Paul Simon	9/2023
	April Salas	9/2023
	Elizabeth Esinhart	9/2023

Town Officials Boards and Committees

Jarett Berke 9/2024

Alternate Members

Representatives

Nancy A. Carter - Selectboard Rep

Peter L. Christie - Selectboard Rep - ALT

Sustainable Hanover Committee

3 year term - Appointed by the Selectboard

	Chris Kennedy	9/2022
	Susan Edwards	9/2023
	Stowe Beam	9/2023
	David McManus	9/2023
Co-Chr	Marjorie Rogalski	9/2023
	April Salas	9/2023
	Dennis Robison	9/2023
Co-Chr	Yolanda Baumgartner	9/2020
	Barbara Calloway	9/2021
	Emily Rogers	9/2023
	Kate Salamido	9/2023
	Judith Colla	1/2022
	Nancy Serrell	9/2024
	Marcus Welker, Dartmouth College Rep	
	Peter Kulbacki, <i>Director of Public Works</i>	
	Rob Houseman, <i>Director of Planning, Zoning & Codes</i>	

Trescott Company Board

<i>Chair</i>	Peter L. Christie - Selectboard
<i>Vice Chair</i>	Jessica Nylund - <i>Dartmouth College</i>
<i>Treas</i>	Josh Keniston - <i>Dartmouth College</i>
<i>Sec</i>	Julia Griffin - <i>Town Manager</i>
	Richard Mills
	Athos Rassias - Selectboard

Upper Valley Lake Sunapee Council

Representatives

Christopher Kennedy	12/2023
Jennie Chamberlain	12/2023

Zoning Board of Adjustment

3 year term - Appointed by the Selectboard

5 members (per RSA 673:3) up to 5 alt members

Full Members

<i>Clerk</i>	Stephen R. Marion	9/2022
Chr	H. Bernard Waugh	9/2022
V. Chr	William Fischel	9/2022

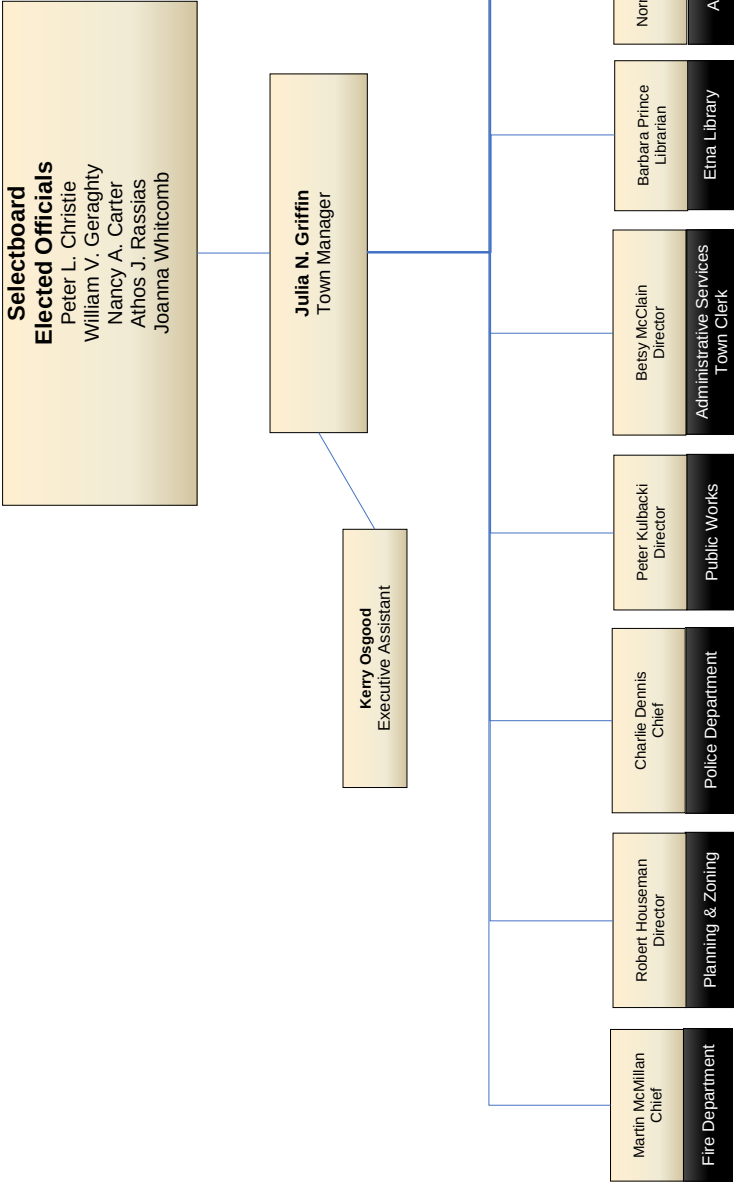
Town Officials
Boards and Committees

Jeremy Eggleton	9/2022
Arthur Gardiner	9/2020
Elizabeth Esinhart, Planning Board Rep	9/2023

Alternate Members

Alt.	Richard Green	9/2023
Alt.	Christopher Ng	
Alt.	George Stanger	
Alt.	<i>Vacancy</i>	
Alt.	<i>Vacancy</i>	

Town of Hanover



TOWN MANAGER

Julia Griffin	Town Manager	8/5/1996
Kerry Osgood	Executive Assistant to Town Manager	8/27/2018

ADMINISTRATIVE SERVICES

Elizabeth McClain	Administrative Services Director	4/23/2001
Patricia Coutermarsh	Accounting Coordinator/Treasurer	9/30/2003
Melissa Heino	Tax Collector/Associate Town Clerk	9/23/2019
Karen McCusker	Accounting Assistant	6/13/2005
Donna Stender	Deputy Tax Collector/Assistant Town Clerk	5/21/2007

ASSESSING

Normand Bernaiche	Assessing Director	3/2/2020
Sue Girouard	Financial & Information Analyst	5/23/1994
Adrienne Summers	Field Appraiser	4/6/2020

FIRE

Martin McMillan	Fire Chief	5/5/2014
Joseph Amato	Firefighter/AEMT	5/24/2018
Sheri Clifford	Administrative Assistant	5/31/2018
Robert Diehm	Fire Lieutenant I	9/27/2007
Christopher Doolan	Captain/Paramedic	3/14/2004
Wayne Dunham	Firefighter/AEMT	8/15/2006
Brian Ellstein	Firefighter/Paramedic	8/13/2006
John Emerson	Fire Lieutenant I	2/7/2007
Michael Gilbert	Captain/Paramedic	9/10/1998
Michael Hinsley*	Deputy Fire Chief	8/13/1987
Leif Jopek	Firefighter/Paramedic	8/2/2016
Jeremy Labombard	Firefighter/AEMT	2/14/2012
Scott Letson	Fire Lieutenant I	9/7/2008
Jeremiah Linehan	Firefighter/Paramedic	1/2/2005
Joshuah Lounsbury	Fire Lieutenant I	6/29/2009
Joshua Merriam	Captain/AEMT	10/3/2008
Robert Mousley	Firefighter/Paramedic	2/24/2003
Christopher Sweitzer	Firefighter/AEMT	9/19/2013
Jeremy Thibeault	Captain/Paramedic	3/16/2003
Blair Weathers	Firefighter/Paramedic	11/16/2012
Ebben Whitehair	Firefighter/AEMT	3/12/2018
Jay Whitehair	Firefighter/AEMT	7/22/2006
Jon Wilkinson	Firefighter/AEMT	9/23/2013

HANOVER TOWN LIBRARY - ETNA LIBRARY

Barbara Prince	Etna Librarian - Part Time	3/3/2000
Sarah Johnson Molesworth	Circulation Assistant - Part Time	7/1/2014
Mary Ellen Rigby	Substitute Circulation Assistant - Part Time	2/4/2017
Stephanie Snelling	Substitute/Circulation Assistant - Part Time	11/3/2008

HOWE LIBRARY

Rubi Simon	Howe Library Director	9/19/2016
Peter Appleton	Public Services Librarian	10/20/2014
Gary Barton	Youth Services Assistant - Part Time	7/5/2005
Charlotte Bernini	Circulation Assistant - Part Time	1/1/1984
Marilyn Blight	Reference Assistant - Part Time	7/5/2005
Megan Coleman	Public Relations/Outreach Librarian	9/7/2012
Gail (Pat) Cook	Circulation Assistant - Part Time	7/30/2015
Rachel Donegan	Emerging Technologies Librarian	11/28/2018
Kristen Giebutowski	Circulation Assistant - Part Time	11/4/2019
Mary Gould	Reference Assistant - Part Time	1/5/2009
Samuel Glueck	Library Page - Part Time	8/25/2013
Janice Grady	Office and Facility Manager	6/27/1988
Shivani Hamilton-Seth	Circulation Assistant - Part Time	12/14/2020
Frances Hinck	Library Page - Part Time	6/19/2017
Jared Jenisch	Public Services Librarian	6/1/2015
Mary Lockhart*	Youth Services Librarian - Part Time	8/13/2009
Stephanie McAndrew*	Circulation Assistant - Part Time	6/17/2019
Michael Morris	Public Services Librarian	2/22/2011
Rhys Morris	Circulation Assistant - Part Time	11/6/2019
Denise Reitsma	Head of Youth Services - Part Time	9/8/1998
Kate Root	Youth Services Assistant - Part Time	12/2/2011
Mary Ryan	Technical Services Librarian	8/8/1994
Ann Schofield*	Library Assistant - Part Time	4/6/1984
Kelly Sennott	Circulation Assistant - Part Time	6/18/2019
Pamela Smith	Head of Technical Services/Systems Manager	1/10/1994
Amelia Talbert	Technical Services Library Assistant	10/17/1994
Cynthia Taylor	Youth Services Assistant - Part Time	6/30/2003
Eric Ticehurst	Library Page - Part Time	4/1/2000
Sondra VanderPloeg	Head of Circulation	11/26/2018
Austin Walsh	Reference Assistant - Part Time	3/12/2020

HUMAN RESOURCES

David Stewart	Human Resources Director	12/3/2012
Deborah Maurer	Human Resources Coordinator	5/18/2020
Kitty Thresher*	Human Resources Coordinator	5/2/1988
Jen Gantrish	Welfare Coordinator / Elder Advocate	8/14/2012
Doris Yates	Community Nurse	1/2/2018

INFORMATION TECHNOLOGY

Corey Stevens	Information Technology Director	8/16/1999
Michael Hartell	Information Technology Technician	5/30/2017

PARKS & RECREATION

John Sherman	Parks and Recreation Director	9/14/2015
Brianne Barnes	Athletics Program Manager	4/16/2018
Elizabeth Burdette	Parks and Recreation Assistant Director	3/21/2008
Amelia Clause	Out of School Time Program Coordinator	1/2/2018
Tyler Howard	Maintenance Worker	1/27/2020
Cassie Hutchinson	Out of School Time Program Coordinator	8/15/2016
Christopher Koloski	Grounds Crew Leader	8/15/2016
Nicole Leonard	Out of School Time Program Director	8/18/2008
Noah Macri*	Out of School Time Program Specialist	3/16/2020
Asa Metcalf	Grounds Supervisor	11/12/2013
Susannah Psomas	Out of School Time Program Specialist	7/1/2019
Nicholas Quijano*	Out of School Time Program Specialist	8/20/2018
Camille Ricciardelli	Community Center Program Manager	7/31/2018
Judith Stevens	Adult/Senior Program Manager - Part Time	1/2/1994
Jeanne Vieten*	Community Center Program Assistant	8/18/2003

PLANNING & ZONING

Robert Houseman	Planning and Zoning Director	9/8/2016
Amber Barsaleau*	Administrative Clerk - Part Time	5/26/2020
Ryan Borkowski	Building Inspector	2/22/1999
Catheryn Hembree	Planner	9/4/2018
Michael Hinsley	Health Officer/Rental Housing Inspector	11/23/2020
Beth Rivard	Administrative Assistant	4/8/1999
April Salas	Sustainability Director	4/16/2018
Victoria Smith	Senior Planner	4/5/1999

POLICE

Charles Dennis	Police Chief	6/9/2014
Michael Alterisio	Police Officer	10/27/2014
Ethan Ball	Police Officer	12/17/2018
Jeffrey Ballard	Sergeant	5/15/2001
Michael Benson	Police Officer	11/14/2016
Mark Bodanza*	Captain	6/30/2017
Jawara Conde	Police Officer	4/16/2018
Robert DePietro	Police Officer	8/7/2017
Daniel Fowler	Sergeant	5/31/2016
Alexander Garcia*	Police Officer	11/27/2017
Ryan Kennett	Police Officer	6/1/2008
Joseph Landry	Police Officer	4/11/2016
Mary Magee	Police Officer	12/10/2018
Ethan Martin	Police Officer	4/16/2018
Timothy Meenagh	Police Officer	11/27/2017
Christopher O'Connor	LGCPA/Prosecutor	10/4/2004
Elizabeth Rathburn	Administrative Secretary	9/4/2002
Scott Rathburn	Lieutenant - Part Time	5/25/2016

POLICE (Continued)

Mark Ridge	Police Officer	1/5/2015
Christopher Swain	Sergeant	5/14/2012
Sheryl Tallman	Records Coordinator	4/28/1997
Matthew Ufford	Sergeant	3/13/2006
Audra Weber	Police Officer	4/1/2020
Peter Begin*	Police Officer - Part Time	10/13/2006
Richard Paulsen	Police Officer - Part Time	4/18/1991
G. Vince Cunningham	Police Officer - Part Time	10/1/2016

POLICE - COMMUNICATIONS

E. Douglas Hackett	Communication Services Coordinator	7/26/1999
Michael Cahill*	Communications Officer	2/14/2019
Lisa Camarra	Communications Officer	12/18/1991
Timothy Goodwin	Communications Officer	2/17/2000
Diana Marx	Communications Officer	2/27/2017
Kevin LaHaye	Communications Officer	10/23/2006
Brian Paine	Communications Officer	7/15/2013
David Saturley	Communications Officer	2/15/1998
Michael Trottier	Communications Officer	11/9/2020
Fred Cummings	Communications Officer - Part Time	8/2/2005
Duane Egner	Communications Officer - Part Time	8/6/2013
Gail Egner	Communications Officer - Part Time	7/27/2006
Caitlyn Town	Communications Officer - Part Time	7/21/2020

POLICE - PARKING

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

PUBLIC WORKS – ADMINISTRATION

Peter Kulbacki	Public Works Director	12/22/1997
Michael Chase	Operations Manager	5/1/1983
Adriane Coutermarsh	Administrative Assistant	9/10/2007
Gary Searles	Administrative Coordinator	6/21/2010

PUBLIC WORKS - BUILDING MAINTENANCE

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

PUBLIC WORKS - FLEET MAINTENANCE

Donald Foster	Fleet Maintenance Superintendent	5/11/1998
Mark Bean	Mechanic	2/13/2006
Larry Holmes	Mechanic	3/31/2012
Michael Kidder	Mechanic	12/7/2015

PUBLIC WORKS - HIGHWAY

Randall MacDonald	Highway Operations Supervisor	3/3/1997
Christopher Berry	Heavy Equipment Operator/Hwy Maintenance	3/17/2003
Christopher Chilton	Heavy Equipment Operator/Hwy Maintenance	4/8/2019
Roger Darisse	Heavy Equipment Operator/Hwy Maintenance	8/13/2003
Moses Delphia	Heavy Equipment Operator/Hwy Maintenance	1/26/2004
David Field	Heavy Equipment Operator/Hwy Maintenance	4/21/2008
Bernie Hazlett	Heavy Equipment Operator/Hwy Maintenance	9/16/1982
Robert Henry, Jr.	Heavy Equipment Operator/Hwy Maintenance	1/26/2004
Christopher Jordan	Heavy Equipment Operator/Hwy Maintenance	4/1/2019
Daniel Morancy	Heavy Equipment Operator/Hwy Maintenance	1/2/2019
Steve Perry	Sr. Heavy Equipment Operator/Hwy Maintenance	5/29/2002
Bruce Sanborn	Heavy Equipment Operator/Hwy Maintenance	4/18/2008
Hunter Stebbins	Light Equipment Operator/Hwy Maintenance	7/1/2019

PUBLIC WORKS - SEWER MAINTENANCE & CONSTRUCTION

James Cray	Sewer Maintenance & Construction Supervisor	12/12/2011
Todd Bragg	Sewer Maintenance & Construction Worker	7/1/1988

PUBLIC WORKS - WATER

William Brown	Water Distribution Technician	4/29/2013
Dylan McDermott	Senior Water Technician	7/1/2015
James Messier	Water Distribution Technician	8/14/2003
Matthew Walker	Water Distribution Technician	7/17/2000

PUBLIC WORKS - WATER RECLAMATION

Kevin MacLean	Wastewater Treatment Superintendent	8/18/2003
Jason Goodrich	Wastewater Treatment Technician	3/2/2015
Mark Roper	Pretreatment Coordinator	8/28/2006
Richard Scheuer	Laboratory Technician	6/18/2007
Dennis Smith	Wastewater Maintenance Technician	5/9/2000
Wyatt Ullman	Wastewater Treatment Technician	9/5/2017

** Indicates employee termed (resigned/retired) during 2020*

TOWN OF HANOVER
2020 MILESTONES LIST (as of December 31, 2020)
20+ YEARS OF TOWN SERVICE

# of years	Employee Name	Department	Hire Date
38	Bernard Hazlett	Public Works	9/16/1982
37	Michael Chase	Public Works	5/1/1983
36	Charlotte Bernini	Howe Library	1/1/1984
36	Ann Schofield*	Howe Library	4/6/1984
33	Michael Hinsley*	Fire	8/13/1987
32	Kitty Thresher*	Human Resources	5/2/1988
32	Janice Grady	Howe Library	6/27/1988
32	Todd Bragg	Public Works	7/1/1988
29	Lisa Camarra	Police - Communications	12/18/1991
28	Christopher McEwen	Police - Parking	12/8/1992
26	Judith Stevens	Parks & Recreation	1/2/1994
26	Pamela Soren Smith	Howe Library	1/10/1994
26	Sue Bragg Girouard	Assessing	5/23/1994
26	Mary Ryan	Howe Library	8/8/1994
26	Amelia Jane Talbert	Howe Library	10/17/1994
24	Julia Griffin	Town Manager	8/5/1996
23	Randall MacDonald	Public Works	3/3/1997
23	Sheryl Tallman	Police	4/28/1997
23	Peter Kulbacki	Public Works	12/22/1997
22	David Saturley	Police	2/15/1998
22	Donald Foster	Public Works	5/11/1998
22	Denise Reitsma	Howe Library	9/8/1998
22	Ryan Borkowski	Planning & Zoning	7/3/1998
22	Michael Gilbert	Fire	9/10/1998
21	Victoria Smith	Planning & Zoning	4/5/1999
21	Beth Rivard	Planning & Zoning	4/8/1999
21	E. Douglas Hackett	Police – Communications	7/26/1999
21	Corey Stevens	Information Technology	8/16/1999
20	Timothy Goodwin	Police	2/17/2000
20	Barbara Prince	Etna Library	3/3/2000
20	Eric Ticehurst	Howe Library	4/1/2000
20	Dennis Smith	Public Works	5/9/2000
20	Matthew Walker	Public Works	7/17/2000

By Department:

Assessing	1	Parks & Recreation	1
Fire	1	Planning & Zoning	3
Howe Library	7	Police	6
IT	1	Public Works	8
Etna Library	1	Town Manager	1

* Retired during 2020

TOWN OF HANOVER

TOWN MODERATOR'S
MESSAGE

&

2021
TOWN MEETING
WARRANT

TOWN MODERATOR'S MESSAGE

Town Meeting is an expression of pure democracy in which the voters directly act as the legislative body which approves the Town's budget and determines its other major policies. Registered voters meeting as a body have the power to pass, amend, or defeat any of the warrant articles which have been put forward by the Select Board or by voter petition.

In 2021 the COVID-19 threat remains a compelling concern, even as large numbers of people in our town and our state are finally accessing vaccination. One of the perks of turning 50 is that I qualified yesterday for the vaccine and immediately obtained it from a Hanover fire fighter on duty at the State vaccination site in the West Lebanon Plaza. Truly, we have witnessed a surge of community effort and we have risen to the challenge. Thank you.

Under these circumstances, Town Meeting, which by definition requires a gathering of our local body politic, remains a risky and dangerous endeavor. Last year, we had the great fortune of being able to hold Hanover's first outdoor town meeting in decades, if not centuries. We are authorized by the State once again to shift our Town Meeting to a later date than usual, and to be creative with our venue, in order to minimize risk to the people of Hanover. This year, postponement has the additional benefit of allowing more of our townspeople to access the vaccine. Of course, no alternative is preferable to our traditional Town Meeting, on our traditional Town Meeting date. But given the circumstances, I and the Selectboard have agreed to shift our Town Meeting to July 13, 2021. The location will be determined as soon as we feasibly can after consulting with Dartmouth College and State officials. Stay tuned.

On the positive side, the State's no-excuse absentee voting provisions for COVID-19 remain in effect. Thus, voters who may not be present on July 13, 2021 for the balloting portion of Town Meeting may vote absentee, and indeed, we encourage all voters who wish to cast ballots to do so in that manner. Voting absentee minimizes exposure of our town volunteers and election officials, who even if vaccinated, bear some risk due to variants and the transmission of symptomless COVID-19. Thanks for reaching out early to obtain your absentee ballot from the Town Clerk's office.

Please contact me directly if you have any questions or concerns: jeggleton@orr-reno.com

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

- Please wait for the microphone and state your name clearly 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 proposed amendments, try to avoid phrasing where a negative vote is needed to express a positive intent.
- Only one amendment at a time may be considered and it must be voted upon before another is proposed.
- Votes may be manifest by: voice vote, show of hands (holding colored cards for visibility) or by secret (yes/no) paper ballot, of a specified color, or marked with a specified letter, for voter clarity.
- A request for secret ballot may be made in writing by at least five registered voters delivered to the Moderator before the voice vote is called for. The Moderator may call for a secret paper ballot at any time.
- Any ruling by the Moderator may be challenged by any registered voter. The Moderator will then poll the house, with a simple majority controlling the outcome.
- Voters should make their remarks as brief and non-repetitive as possible and keep them germane to the article under consideration, so as to allow time for a full discussion of the article. The Moderator reserves the right to establish a time limitation for individual comments and to rule non-germane comments as out of order. A 2/3 vote is necessary to call the question, and a call itself is not debatable. The Moderator may himself call the question, subject to the right of the Meeting to vote to continue discussion.

- Voters will have the opportunity to speak once on a particular article, beginning with the presenter of the motion. The Moderator may give a voter a second chance to speak, but only after all others wishing to speak for the first time have spoken. The format is not a debate, and there is no right of “rebuttal.”
- All speakers must address their comments to the Moderator, not to the Meeting. If administrative questions are raised by the Meeting, the Moderator shall call on the appropriate person to respond.
- Each article remains open for further action until the Moderator moves to the next warrant article. After that, the Meeting must vote to reconsider a previous article.
- No substantive actions or decisions having costs not already budgeted may be taken under the final “any other business” article. This final warrant is the place for votes of appreciation or recognition.

We look forward to seeing you safely at Town Meeting in July and hope that next year’s Town Meeting can be more normal.

Respectfully submitted,

Jeremy D. Eggleton, Town Moderator

WARRANT FOR THE ANNUAL TOWN MEETING

GRAFTON, SS

TOWN OF HANOVER

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

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

ON TUESDAY, JULY 13, 2021 IN DARTMOUTH COLLEGE'S DEWEY PARKING LOT, 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.**

NOTE: AS A RESULT OF THE NATIONAL AND STATE EMERGENCY DECLARED RELATED TO THE COVID-19 PANDEMIC, BOTH THE OFFICIAL BALLOT AND BUSINESS PORTIONS OF TOWN MEETING HAVE BEEN POSTPONED FROM THE TRADITIONAL MAY DATE (MAY 11, 2021) TO TUESDAY, JULY 13, 2021.

ARTICLES SIX THROUGH TWENTY-ONE WILL BE PRESENTED, DISCUSSED AND ACTED UPON BEGINNING AT 7:00 PM IN AN OPEN-AIR, DRIVE-IN/WALK-UP STYLE GATHERING OF CHECKED-IN VOTERS AT THE DEWEY PARKING LOT, HANOVER, NH.

OFFICIAL BALLOT

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

Absentee Ballots Available for Qualifying Voters

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

Two Selectboard Members, each to serve for a term of three (3) years.

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

One Trustee of Trust Funds to serve for a term of three (3) years.

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

The following question is on the official ballot:

"Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?"

Amendment No. 1 would modify Article III Definitions by:

Adding a new section 301.5 which addresses conflicts between definitions in State-adopted codes for occupancy classification by following the more restrictive term; and deleting the current definition of family and replacing it with a definition of family that is more inclusive in the composition of living situations that may qualify as a family and that specifies parameters for such living situations as well as stating certain arrangements that do not constitute a family living arrangement.

At a public hearing held on May 18, 2021, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 2 would amend the Zoning Map to include the existing duplex at #59 and #61 Lyme Road, Tax Map 46, Lot 11, (currently in the SR-3 zoning district) in the RO zoning district.

At a public hearing held on March 16, 2021, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

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

The following question is on the official ballot:

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

Amendment No. 3 would amend the definition of family to include a number of people (not related by blood or marriage or adoption) not to exceed two adult persons per bedroom occupying a single dwelling unit.

At a public hearing held on March 16, 2021, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

ARTICLE FIVE: (submitted by petition) (to vote by ballot): Do you favor the continuation of the town manager plan as now in force in this town?

At a public hearing held on June 7, 2021 the Hanover Select Board voted to recommend that Town Meeting vote **yes** on this warrant article.

BUSINESS MEETING AGENDA

7:00 p.m.

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

Three Fence Viewers, each for a term of one (1) year.

Two Surveyors of Wood and Timber, each for a term of one (1) year.

Such other Officers as the Town may judge necessary for managing its affairs.

ARTICLE SEVEN: To see if the Town will vote to raise and appropriate the sum of Nine Hundred Fifty Thousand Dollars (\$950,000) for the purpose of capital repairs and renovations to selected bridges throughout the Town, and to authorize such sum to be raised through the issuance of bonds or notes under and in compliance with the provisions of the Municipal Finance Act (RSA 33), as amended; to authorize the Selectboard to apply for, obtain, and accept federal state, or other aid, gifts, and donations,

if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectboard to issue, negotiate, sell, and deliver such bonds or notes and to determine the rate of interest thereon, and the maturity and other terms thereof; and to authorize the Selectboard to take any other action necessary to carry out this vote or to pass any other vote relative thereto. This action shall be by written Yes/No ballot; polls shall remain open and ballots shall be accepted by the moderator for a period of not less than one hour following the completion of discussion on this article. (3/5 ballot vote required to pass.)

Selectboard For 5 Against 0 Absent 0

ARTICLE EIGHT: To see if the Town will vote to raise and appropriate \$18,790 for deposit into the Land and Capital Improvements Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2019-2020.

Selectboard For 5 Against 0 Absent 0

ARTICLE NINE: To see if the Town will vote to raise and appropriate \$18,790 for deposit into the Conservation Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2019-2020.

Selectboard For 5 Against 0 Absent 0

ARTICLE TEN: To see if the Town will vote to raise and appropriate \$33,430 for deposit into the Municipal Transportation Improvement Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Unassigned Fund Balance. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2019-2020.

Selectboard For 5 Against 0 Absent 0

ARTICLE ELEVEN: To see if the Town will vote to raise and appropriate the sum of \$1,432,125 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Ambulance Equipment Capital Reserve Fund <i>with funding to come from the Ambulance Fund</i>	\$82,567
Building Maintenance and Improvement Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$160,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$26,381
Fire Department Vehicle and Equipment Capital Reserve Fund <i>with funding to come from the Fire Fund</i>	\$82,567
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$398,353
Police Vehicles and Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$114,000

Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>with funding to come from the Wastewater Treatment Facility Fund</i>	\$391,757
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>with funding to come from the Water Utility Fund</i>	\$176,500

Selectboard For 5 Against 0 Absent 0

ARTICLE TWELVE: To see if the Town will vote to raise and appropriate \$1,820,400 for the purposes listed below, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the following amounts:

Building Maintenance and Improvement Capital Reserve Fund <i>Partial exterior siding replacement of RW Black Community & Senior Center; cabling and fire alarm work in selected Town properties</i>	\$95,000
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Plumbing repair and renovation in main Fire Station</i>	\$35,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Replace pick-up truck (Truck16); replace heavy Highway Department equipment including: excavator, sidewalk tractor, vacuum sweeper</i>	\$686,400
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund <i>Replace single-head parking meters with kiosks throughout parking system</i>	\$146,000
Road Construction and Improvements Capital Reserve Fund <i>Reservoir Road Roundabout Truck Apron repair and replacement; Audible Pedestrian System (APS) upgrades at targeted intersections</i>	\$149,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Pump Station #2 Phase II; Grasse Road Solar Installation (to provide power to Water Reclamation Facility -WRF- plant) Phase II</i>	\$502,000
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>Treatment and monitoring equipment; improvements to electrical wiring and metering to improve efficiency</i>	\$207,000

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, 2026, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

ARTICLE THIRTEEN: To see if the Town will vote to raise and appropriate \$20,000 for funding the construction of a sidewalk segment along Crosby Street and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2026, whichever occurs sooner.

Selectboard For 5 Against 0 Absent 0

ARTICLE FOURTEEN: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the American Federation of State,

County and Municipal Employees Council 93, Local 1348 (Public Works Department employees) on May 17, 2021, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2021-2022	\$43,718

And further to raise and appropriate the sum of \$43,718 for the 2021-2022 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard	For	5	Against	0	Absent	0
-------------	-----	---	---------	---	--------	---

ARTICLE FIFTEEN: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the American Federation of State, County and Municipal Employees Council 93, Local 3657 (Police Department employees) on May 17, 2021, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2021-2022	\$35,989

And further to raise and appropriate the sum of \$35,989 for the 2021-2022 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard	For	5	Against	0	Absent	0
-------------	-----	---	---------	---	--------	---

ARTICLE SIXTEEN: To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectboard and the International Association of Fire Fighters, Local 3288 on May 17, 2021, which calls for the following increases in salaries and benefits at the current staffing level:

<u>Year</u>	<u>Estimated Increase</u>
2021-2022	\$28,761

And further to raise and appropriate the sum of \$28,761 for the 2021-2022 fiscal year, such sum representing additional costs attributable to the increase in the salaries and benefits required by the proposed agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

Selectboard	For	5	Against	0	Absent	0
-------------	-----	---	---------	---	--------	---

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$26,321,356 to pay the operating expenses of the Town for the 2021-2022 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

Selectboard	For	5	Against	0	Absent	0
-------------	-----	---	---------	---	--------	---

ARTICLE EIGHTEEN: To see if the Town will vote to adopt the Hanover Community Power Electric Aggregation Plan which authorizes the Selectboard to develop and implement Hanover Community Power as described therein (pursuant to RSA 53-E:7).

Selectboard For 5 Against 0 Absent 0

ARTICLE NINETEEN: To see if the Town will vote to authorize the exchange of two parcels of undeveloped, town-owned land at 60 and 61 Goose Pond Road totaling 4.08+/- acres, for 26+/- acres of undeveloped land at 79 Tunis Road owned by the Bear Hill Conservancy Trust. The Town parcels will be merged with other lands of Bear Hill Conservancy Trust and will not be used for development. The property at 79 Tunis Road will become part of the Town open space system and used for conservation and recreation purposes.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY: (by petition) To see if the Town will vote to urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the federal census, will ensure fair and effective representation of New Hampshire voters without gerrymandering. Additionally, these voters ask the town of Hanover to urge the NH General Court to carry out the redistricting in a fair and transparent way through public meetings, not to favor a particular political party, to include communities of interest, and to minimize multiple-seat districts. The record of the vote shall be transmitted by written notice from town officials to Hanover’s state legislators within 30 days of the vote.

Selectboard For 5 Against 0 Absent 0

ARTICLE TWENTY-ONE: 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 7th day of June 2021.

**TOWN OF HANOVER
SELECTBOARD**

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

(This page intentionally left blank)

Part II

Explanatory Information

CHAPTER 1: INFORMATION FOR TOWN MEETING

PART II: EXPLANATORY INFORMATION

What is Town Meeting? All Hanover citizens are encouraged to participate in the yearly Town Meeting, a living example of direct democracy. Town Meeting is a meeting of citizens who come together to form the legislative body of the town. It is held yearly, the second Tuesday in May, to elect town officers, adopt the town budget, and consider other issues that require Town Meeting approval. This year, due to continued concern about COVID-19, Town Meeting will be deferred from our traditional May date until **Tuesday, July 13, 2021**.

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, for one amendment to the Hanover Zoning Ordinance proposed by the Hanover Planning Board and, this year, two articles to amend the Hanover Zoning Ordinance submitted by petition, and one article submitted by petition which would eliminate the position of Town Manager - is conducted by ballot during the day of Town Meeting (Tuesday, July 13, 2021) from 7:00 a.m. to 7:00 p.m., in Dartmouth College Dewey Parking Lot. The Town’s usual polling place is the Hanover High School Gym, but this year voting will be held outdoors to minimize COVID-19 risk. 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 Twenty-one): Discussion of and voting on Articles Six through Twenty-one – including the proposed budget in Article Seventeen - takes place at an open meeting, called the “Business Meeting,” which begins at 7:00 p.m. on Tuesday, July 13th, in a drive-in/walk-up style in the Dartmouth College Dewey Parking Lot. At the Business Meeting portion of Town Meeting, citizens sit down together and discuss, modify, and vote.

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

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

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

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

BALLOT VOTING

ARTICLES ONE – FIVE

Voting on Articles One through Five will be conducted by official ballot on Tuesday, July 13, 2021 from 7:00 a.m. to 7:00 p.m. outdoors in the lower parking lot of the Dartmouth College Dewey Lot.

Article One: Election of Town Officers

The **Selectboard**, so named because members are selected on Town Meeting Day, govern the Town and perform most of the Town's legislative functions as prescribed in the Town Charter, outside the legislative role granted voters at Town Meeting by state law. Two three-year term positions, those currently held by Nancy Carter and Joanna Whitcomb, are up for election in 2021. Both Nancy Carter and Joanna Whitcomb have filed to run for an additional three-year term. In addition, David Millman has filed to run for one of two open three-year terms.

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, Elizabeth Cornell, is seeking re-election to a three-year term.

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

*Note: The following Articles Two through Four are Amendments No. 1 – 3 to the Hanover Zoning Ordinance, which must be approved by Town Meeting. Amendment No. 1 to the Zoning Ordinance has been **approved** by the Planning Board. Amendments No. 2 and 3 have **not been approved** by the Planning Board. The full text of the amendments is included in the Appendix A that follows this section of the Town Report.*

Article Two: Alternate Definition of Family (Amendment #1 to the Hanover Zoning Ordinance)

At a public hearing held on May 18, 2021, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment. The amendment implements two modifications as briefly outlined below.

First, it amends Section 301 by adding a new subsection 301.5 which addresses conflicts between definitions in State-adopted codes for occupancy classification by following the more restrictive term. Second, it amends Section 302 Definitions by eliminating the current definition of Family and

replacing it with the proposed definition which is more inclusive in the composition of living situations that may qualify as a family and specifies parameters for such living situations as well as stating certain arrangements that do not constitute a family living arrangement.

Appendix A appendix immediately following this section provides the full amendment proposed for adoption.

Article Three: Change of Zoning District for #59 and #62 Lyme Road (Amendment #3 to the Hanover Zoning Ordinance - proposed by petition)

At a public hearing held on March 16, 2021, the Hanover Planning Board voted to recommend that Town Meeting **not approve** this zoning amendment.

The Town received a copy of a petitioned zoning amendment requesting that the zoning district including #59 and #61 Lyme Road be changed from SR-3 to RO. If approved by ballot vote at Town Meeting, the result would be a change in the zoning district boundary for that lot from SR-3 to RO and for all the uses allowed by both right and by special exception to be developed on that lot.

A copy of the petition submitted by the property owner and a map showing the lot proposed to be zoned from SR-3 to RO is shown in the Appendix B immediately following this section.

Article Four: Alternate Definition of Family (Amendment #4 to the Hanover Zoning Ordinance - proposed by petition)

At a public hearing held on March 16, 2021, the Hanover Planning Board voted to recommend that Town Meeting **not approve** this zoning amendment.

This amendment proposes a new definition of family and relates to the number and relationships of people allowed to inhabit a dwelling unit. Currently, a family plus no more than two unrelated individuals, or no more than three unrelated individuals may inhabit a dwelling, no matter what the size of the dwelling is. The proposal submitted by petition would allow up to two adults per bedroom with no limit on the number or their relationship. This means that a 3-bedroom house could host 6 residents, a 4-bedroom house could house 8 residents, etc.

The definition of family proposed by this petition amendment would read as follows:

Family

Any number of persons related by blood or marriage or adoption. *Alternatively, an amount not to exceed two* adult persons (not related by blood or marriage or adoption) *per bedroom* occupying a single dwelling unit.

A copy of the petition submitted by the signatories can be found in the Appendix C immediately following this section.

Article Five: This warrant article is the statutory language for revoking the town manager position in the Town of Hanover (proposed by petition).

Article Five was submitted by petition with the request 25 signatures of local individuals. No additional background information was provided.

A copy of the petition submitted by the signatories can be found in the Appendix D immediately following this section.

At a public hearing held on June 7, 2021, the Hanover Select Board voted to recommend that Town Meeting vote yes on this warrant article. A yes vote will continue the current Town Manager form of governance.

BUSINESS MEETING VOTING

ARTICLES SIX THROUGH TWENTY-ONE

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:

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

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

Article Seven: Authorization to Borrow up to \$950,000 for the Repair and Renovation of Town Bridges

During the budget public hearings held in early March 2021, there was much discussion on the best financing plan for the repair and renovation of the Town's many bridges. The Hanover Finance Committee was a key partner in these discussions as the pros and cons of reserving versus bonding for this work were both considered as options.

The Town is responsible for maintaining 25 bridges that are at various states of repair, with more than half built between 1929 and 1975. While staff has been able to methodically work through single bridge projects as capital reserve funding has allowed, the Town of Hanover has three bridges on the 2020 Municipal Bridge Red List, reflecting State inspections conducted through December 31, 2020. This list identifies municipally owned bridges that may risk closure and that require annual inspections due to poor conditions as they are approaching the end of their useful life. Since 1997 Town staff has upgraded or replaced 10 bridges. At the May 2004 Town Meeting, the Bridge Replacement and Renovation Capital Reserve Fund was established and has been used to fund bridge replacements since then. However, the Town of Hanover is now looking at several necessary large-dollar investments in several bridges in the near-term, and the accumulated monies in this fund are simply not adequate to cover the anticipated need without a significant front-loaded increase in the contributions to the capital reserve fund. Given the magnitude of the up-front cost of some of these bridge renovations which have a useful life of 50 years, it is in the best interest of the Town to borrow for these projects given the low interest rate environment.

Funding has been secured in an earlier budget cycle to address one of the red-listed bridges, and this project is under contract now. With the proposed bond issue, the Town will address the structural deficiencies of the remaining bridges identified on the State's Red List, and will undertake the following bridge infrastructure improvements:

- Bridge 116/097 is a cast-in-place concrete structure constructed in 1929. This bridge is located on Hanover Center Road, 700 feet south of Sausville Road and requires a new deck and guard rails (\$206,000). This bridge is on the State Red List.
- Bridge 118/080 is a twin metal arch structure constructed in 1940. This bridge is located on Ruddsboro Road, 700 feet east of Morgan Road and will require a new deck and abutments (\$350,000). This bridge is on the State Red List.
- Bridge 213/150 is an asphalt and corrugated metal deck structure constructed in 1973 (\$255,000). This bridge is located on Wolfeboro Road, 150 feet west of Goose Pond Road and requires a new deck. This bridge is anticipated to be Red-listed in the next round of State inspections.
- Bridge box #1 is a cast-in-place structure constructed in the early 1970's. The bridge is located on River Road, 1,800 feet north of Grant Road and requires concrete and guard rail repairs (\$28,500).
- Ledyard Bridge pedestrian lighting requires modifications to power feeds and improvements to the electrical system (\$36,000).
- Bridge located 100 feet to the southeast of Ruddsboro @ Three Mile Rd is a large arch culvert which requires replacement and improvements to reduce downstream erosion (\$74,500).

The payments for this bond would not begin until the following fiscal year (July 1, 2022 – June 30, 2023). While the exact borrowing instrument has not yet been negotiated, Town staff project that the cost of a 20-year bond at current interest rates will be approximately \$60,000 per year.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

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 and distributing one-half to the Land and Capital Improvements Fund and one-half to the Conservation Fund. This article distributes \$18,790, equal to one-half of the Land Use Change Tax revenue from the fiscal year 2019-2020 (total of \$37,580) into the Land and Capital Improvements Fund. The Land and Capital Improvements Fund can be utilized to purchase land for Town facilities or to assist in the construction or renovation of Town facilities, and has a current balance of roughly \$6,300, prior to action on this or any other article on this warrant.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

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 2019-2020 Land Use Change Tax revenue (\$18,790) 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, some of it restricted for specific stewardship purposes, is approximately \$295,900, prior to action on this or any other article on this warrant.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

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. Town Meeting voted to collect the additional \$5.00 surcharge at the May 2000 Town Meeting, as well as to establish the Municipal Transportation Improvement Fund. Proceeds from the Fund are to be used to support eligible local transportation improvement projects such as public transportation initiatives, roadway improvements, signal upgrades, and the development of bicycle and pedestrian paths. This article authorizes the transfer of this surcharge collected in fiscal year 2019-2020 totaling \$33,430 into the Municipal Transportation Improvement Fund. The projected balance in this fund at June 30, 2021 is approximately \$4,200.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Eleven: Payment into Capital Reserve Funds

The Town of Hanover has made a serious commitment to properly funding the capital budget on an annual basis to ensure that Town facilities, infrastructure and equipment are properly maintained, replaced and improved as required by the needs of the community. Maintaining the discipline to contribute to the Town's various capital reserve funds annually helps to insure a stable growth in the tax rate over time. This article appropriates and authorizes the payment of \$1,432,125 into various Capital Reserve Funds. This action is taken as part of the recommended budget for fiscal year 2021-2022, after a careful review of the current funding status and the projected disbursements from each of the Capital Reserve Funds.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Twelve: Withdrawals from Capital Reserve Funds

As noted above, there are several Capital Reserve Funds established to smooth out the budget impact of purchases of significant pieces of equipment and vehicles. Over the past few years, Town staff has made significant progress on the Capital Improvement Plan which now provides a more comprehensive view of future Town capital needs. These purchases are recommended as part of this Capital Improvement Plan. The previous warrant article authorizes the deposit into these several funds while this warrant article authorizes the withdrawal of \$1,820,400 from the specified Capital Reserve Funds for purchases of equipment and vehicles, or for other stipulated purposes of the Fund.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Thirteen: Withdrawal from Municipal Transportation Improvement Fund

Funds totaling \$20,000 are proposed to be withdrawn from the fund in fiscal year 2021-2022 for a missing segment of sidewalk running along Crosby Street. One short section on the west side of Crosby Street in front of Dartmouth's Mackenzie building is lacking a sidewalk, leaving pedestrians to walk along a dirt pathway. The Town seeks funding to construct this short sidewalk segment to complete the entire sidewalk length on the west side of Crosby.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Articles Fourteen, Fifteen and Sixteen: Bargaining Unit One-Year Contracts with Public Works, Police and Fire Union Employees

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

This year, the Town reached agreement with AFSCME Local 1348, AFSCME Local 3657 and IAFF Local 3288 on one-year collective bargaining agreements for the period beginning July 1, 2021 and ending June 30, 2022. The proposed contracts call for a 2% merit step increase and no cost-of-living adjustment. (The expiring two-year agreements included a 1.0% COLA each year). The decision by the Town and the three unions to enter into agreements for one year only and that exclude COLAs reflects a shared recognition that financial restraint is required as the Town gradually emerges from the COVID-19 pandemic, and that we cannot at this point adequately predict the financial outlook for Fiscal Year 2021-22.

Health care cost containment remains a major discussion point in contract negotiations. The final mid-March announcement by HealthTrust of a 6.6% premium increase for each of the Town's health plan options welcome news, given the guaranteed maximum rate used for budget projections was 7.8%.

The Selectboard voted 5-0 to support all three warrant articles during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Seventeen: Proposed Municipal Budget for Fiscal Year 2021-2022

The table below outlines the net appropriation required by this warrant article, which when added to all the additional appropriation warrant articles outlined above, funds the Town's total budget for the fiscal year 2021-2022.

Appropriation for the Proposed Municipal Budget for FY 2021-2022	\$26,321,356
Appropriation for Bond Issue to Repair Bridges (Warrant Article #6)	\$950,000
Appropriation for Payment into Various Capital Reserve Funds (Warrant Article #10)	\$1,432,125
Appropriation for Purchases to be Funded from Withdrawals from Various Capital Reserve Funds (Warrant Article #11)	\$1,820,400
Appropriation for Purchases to be Funded from Municipal Transportation Improvements Fund (Warrant Article #12)	\$20,000
Appropriation to cover impact of Public Works Department Union Contract (Warrant Article #13)	\$43,718
Appropriation to cover impact of Police Department Union Contract (Warrant Article #14)	\$35,989
Appropriation to cover impact of Fire Department Union Contract (Warrant Article #15)	\$28,761
Grand Total Appropriations of All Funds – See Budget Overview (\$1 difference due to rounding)	<u>\$30,652,349</u>

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Eighteen: Adoption of Hanover Community Power Electric Aggregation Plan

In May of 2017, Hanover Town Meeting adopted a commitment to “Ready for 100”, pledging to transition the entire community to 100% renewably-generated electricity by 2030 and renewably-produced heating and transportation fuel by 2050.

In order to meet the 2030 community-wide goal of transitioning the entire community to 100% renewably-generated electricity, Sustainable Hanover adopted four key strategies in 2018: 1) the Town of Hanover must lead by example, converting 100% of the municipal electricity use to green sources as quickly as possible; 2) launch Solarize Hanover, Weatherize Hanover and related programs to make it easier for residents and businesses to transition to green power; 3) pool retail electricity customer electricity demand in Hanover by establishing a municipal aggregation to solicit bids for green power in the wholesale power market to serve the combined electricity load of all Hanover retail customers; and, 4) pool large wholesale electricity consumers and solicit bids for a long-term power purchase agreement for purchase of green power,

Adoption of Article 18 is a necessary step in accomplishing this goal. Approval of this warrant article will enable Town staff, together with Sustainable Hanover volunteers and staff of the Community Power Coalition of NH (CPCNH), to plan for the official launch of Hanover Community Power (HPC). HPC will pool Hanover’s entire retail electric purchases with other participating NH communities through CPCNH, which in turn will contract to purchase a much greener mix of electricity, including 100% green power at favorable rates for members of the coalition.

A copy of the Electric Aggregation Plan and a set of responses to frequently asked questions immediately follow in Appendix E.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Nineteen: Bear Hill Property Swap

The Town of Hanover has owned two undeveloped parcels of land on Goose Pond Road for nearly 40 years. Tax Map 14 Lot 28, at 60 Goose Pond Road (1.08+/- acres) was acquired by the Town in 1973. Since that time, it has been managed by the Conservation Commission as wildland. It is surrounded on three sides by 82 acres of undeveloped land owned by Bear Hill Conservancy Trust. The property’s topography is gently rolling, but much of it is wetland.

Tax Map 17 Lot 23, at 61 Goose Pond Road (3+/- acres) was deeded to the Town by tax sale in 1982. This lot has also been managed as wildland by the Conservation Commission. It is surrounded on three sides by 374 acres of undeveloped land owned by Bear Hill Conservancy Trust. The property is nearly flat and according to FEMA maps, much of the land lies in the floodplain associated with Pressey Brook.

David M. Roby and Robert Z. Norman purchased 26 +/- acres at 79 Tunis Road from Patton Corporation in 1991. Recently, they transferred the property to Bear Hill Conservancy Trust. This land is undeveloped and has frontage on the Class VI Tunis Road.

The Conservation Commission engaged an appraiser who found that the values of the two Town properties totaled \$29,000 while the value of the Tunis Road property came to \$31,000. Thus, the appraised value of the Town land is less than the appraised value of the Bear Hill Conservancy land. The Conservation Commission considers the Tunis Road property to be of higher conservation and recreation values than the Town properties on Goose Pond Road for the following reasons:

- Greater wildlife habitat value including a large wetland and a significant vernal pool;
- Proximity to the Town Forest;
- Approximately 1200 feet of Class VI road frontage which contributes positively to the recreational experience when hiking or biking on Tunis Road;
- Location adjoining 139 acres of land owned by the Upper Valley Land Trust managed for wildlife and recreation; a future trail might be developed on the property to connect Tunis Road with Goose Pond Road; and
- Contribution of 26 acres of undeveloped land to the Town's system of open spaces in the section of Town known as East of Moose Mountain, one of the conservation/recreation areas identified in the Town's Open Space Priorities Plan.

The Goose Pond Road lots will be merged in with the surrounding Bear Hill Conservancy property and be managed for wildlife habitat. These lands will not be used for development purposes.

The Conservation Commission held a public hearing on the proposed swap on February 10, 2021. Public input received at that time was positive and supportive of the land swap. The Conservation Commission recommends that Town Meeting approve this exchange of property with the Bear Hill Conservancy Trust because the Town is receiving land with a higher appraised value as well as land with more conservation and recreation value.

A map depicting the location of the properties outlined above immediately follows this document in Appendix F.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Twenty: (by petition) Gerrymandering

The New Hampshire General Court is obligated to redraw the maps of political districts within the state following the federal census. By petition of at least the required number Hanover voters (25 minimum), this warrant article asks the Town to urge the New Hampshire General Court to exercise this duty in a fair and transparent manner through a series of public meetings, not to favor a particular political party, to be inclusive to communities of interest, and to minimize multiple-seat districts.

A fully copy of the petition immediately follows this document in Appendix G.

The Selectboard voted 5-0 to support this warrant article during the Pre-Town Meeting public hearing held on June 7, 2021.

Article Twenty-One: 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. Reflecting the actions of the Hanover Planning Board at Public Hearings held on March 16, 2021 and May 18, 2021.

(Text proposed to be amended is shown in ***bold italic*** and deletions are crossed out.)

Full Text of Article Two, Amendment 1:

Amend Section 301 by adding a new subsection 301.5 which addresses conflicts between definitions in State-adopted codes for occupancy classification by following the more restrictive term, as follows:

301 Conventions

301.1 The word "person" includes a firm, association, organization, partnership, trust, company, or corporation as well as an individual.

301.2 The present tense includes the future tense, the singular number includes the plural, and the plural number includes the singular.

301.3 The word "shall" or "will" is mandatory, the word "may" is permissive.

301.4 The words "used" or "occupied" include the words "intended, designed, or arranged to be used or occupied."

301.5 When a use defined in this Article conflicts with the State adopted building or life safety code for occupancy classification, the more restrictive term shall apply and be used to define the use in all districts.

Amend Section 302 Definitions by eliminating the current definition of Family and replacing it with the proposed definition which is more inclusive in the composition of living situations that may be qualify as a family and specifies parameters for such living situations as well as stating certain arrangements that do not constitute a family living arrangement, as presented below:

Current definition to be eliminated:

~~Any number of persons related by blood or by marriage or adoption, or a group of not more than three adult persons not related by blood or marriage or adoption occupying a single dwelling unit.~~

Proposed definition:

Family

A person living alone, or any of the following groups living together as a single housekeeping unit and sharing common living, sleeping, cooking and eating facilities.

1. Any number of people related by blood, marriage, civil union, adoption, foster care, guardianship, or other duly authorized custodial relationship. (Related by blood shall include only persons having one of the following relationships with another individual(s) residing within the same dwelling unit: parents, grandparents, children, sisters, brothers, grandchildren, stepchildren, first cousins, aunts, uncles, nieces, and nephews);

2. Two (2) unrelated persons and any dependent(s) related to either of them;

3. A cumulative total of up to three (3) adult persons (18 years old or older);

4. Persons living together as a functional family as determined by the criteria listed below. To qualify as a functional family, all of the following criteria shall be met:

A. The occupants must share the entire dwelling unit living and cooking together as a single housekeeping unit; and

B. The group shares expenses for food, rent or ownership costs, utilities, and other household expenses; and

C. The group is permanent and stable and not temporary or transient in nature. Evidence of such permanency and stability must include:

(1) Members of the household have the same address for purposes of voter's registration, driver's license, motor vehicle registration, and filing of taxes;

And at least one of the following:

(2) The presence of dependent(s) regularly residing in the household;

(3) At least one member of the household is employed in the area;

(4) All members of the household have been living together as a unit for a year or more, whether in the current dwelling unit or other dwelling units.

5. The following groups do not constitute a family or functional family:

A. Occupancy in a student residence, residential institution, or similar group occupancy

B. Students enrolled at a college or university and groups of more than three (3) persons living together who do not qualify as a family based on categories one or two of this definition

C. Occupants who are separate roomers in the same dwelling

Full Text of Article 3, Amendment 2:

Amend the Zoning Map to include the existing duplex at #59 and #61 Lyme Road, Tax Map 46, Lot 11, (currently in the SR-3 zoning district) in the RO zoning district.

A map showing the lot proposed to be zoned from SR-3 to RO and the zoning amendment petition are shown in Appendix B.

Full Text of Article 4, Amendment 3:

This amendment proposes a new definition of family and relates to the number and relationships of people allowed to inhabit a dwelling unit. Currently, a family plus no more than two unrelated individuals, or no more than three unrelated individuals may inhabit a dwelling, no matter what the size of the dwelling is. The proposal would allow up to two adults per bedroom with no limit on the number or their relationship.

Family

Any number of persons related by blood or marriage or adoption. ~~or~~ ***Alternatively, an amount not to exceed a group of not more than three two adult persons (not related by blood or marriage or adoption) per bedroom*** occupying a single dwelling unit.

ZONING AMENDMENT REVIEW COMMITTEE

Zoning Amendment Proposal Form

TOWN OF HANOVER

The Planning Board and the Zoning Amendment Review Committee would appreciate it if you would submit to them any proposed zoning amendment by using this form, which is designed to enable the Board and Committee to have consistent information about all zoning amendment proposals. If you need more space, please attach additional pages.

1. Name of Proponent: Warren T Coughlin (February 2021)
 Address: 61 Lyme Road
 Telephone: 603-727-8032
 E-mail: bosniamail@yahoo.com

2. Statement of Problem:
 (What do you see as the problem? Why is it a problem? Why is a change desirable? Please provide specific examples.)

The problem is that asinine Hanover Zoning regulations have been SERIOUSLY SCREWING UP MY LIFE FOR SEVEN YEARS. I still cannot put a second floor on part of my house. This is bureaucratically induced insanity.

3. Narrative Description of the Proposed Solution to the Stated Problem:
 (What in the Zoning Ordinance are you proposing to change? How and why would this address the problem? Please use ordinary English, legalese not desired.)

My solution is to simply change the zoning of my lot to Residential/Office, but since you sabotage my chances with the voters each year by your comments on the ballot, why don't you come up with something better? How about you add that you support this proposal on the ballot? How about you designate a duplex zoning district? Hanover Zoning caused the problem and I assume you are part of the bureaucracy to improve housing in Hanover. It's on you to fix it, unless you think causing me all this pain is really funny.

FEB 10 2021 PM02:30

Please attempt to complete the following three parts; Please feel free to consult with the Planning and Zoning Department Staff:

4. Relationship to the 1986 Adopted Master Plan:

(How does your proposed change support the Master Plan? Please cite specific references)

Does not affect the Master Plan.

5. Zoning Ordinance Sections and Paragraphs:

(please list which sections and paragraphs of the Zoning Ordinance would be changed or affected by your proposal)

NA

6. Detailed Proposal:

(current relevant language of the Zoning Ordinance with proposed additions (in bold italics) and deletions (stricken through) of text highlighted)

Ballot: The Town of Hanover shall correctly zone the land and existing duplex at 59 & 61 Lyme Road as a duplex in the Residential/Office zoning category.

The Planning and Zoning Department Staff will complete the following section:

7. Staff Review, Comments, and Recommendations:

Feb 2021



THE TOWN OF HANOVER SHALL ZONE THE LAND AND EXISTING DUPLEX AT 59 & 61 LYME ROAD AS A DUPLEX IN THE RESIDENTIAL/OFFICE ZONING CATEGORY.

(YOU MUST BE A REGISTERED HANOVER VOTER TO ASSIST ME GETTING THIS ON THE BALLOT.)

NAME	ADDRESS	SIGNATURE
# 108001480 WARREN T COUGHLIN	61 LYME ROAD	
# 300255655 Allyssa Scott	91 Dresden	
# 108001583 Mary Coughlin	12 Dresden Rd	Mary Coughlin
# 108001588 Thomas Coughlin	12 Dresden Rd	Thomas Coughlin
# 108000718 Georgia Brackett	50 Lyme Rd	Georgia Brackett
# 2 JAMES BRACKETTS @ this address not certain which one signed Jennifer Guess	50 Lyme Rd	Jennifer Guess
# 300512129 Robert Hawthorne	50 Lyme Rd.	Robert Hawthorne
# 108003020 David Sobel	17 Dresden Rd	David Sobel
# 108006446 Denise Dime	20 Dresden	Denise Dime
# 108001325 Ryan Powers	5 Martin Lane	Ryan Powers
# 300612450 Paul Heringston	16 Greenbrook Rd.	Paul Heringston
# 300091626 Paul Heringston	1 Milk Dr.	Paul Heringston

11 ✓
140

FEB 2021

THE TOWN OF HANOVER SHALL ZONE THE LAND AND EXISTING DUPLEX AT 59 & 61 LYME ROAD AS A DUPLEX IN THE RESIDENTIAL/OFFICE ZONING CATEGORY.

(YOU MUST BE A REGISTERED HANOVER VOTER TO ASSIST ME GETTING THIS ON THE BALLOT.)

NAME	ADDRESS	SIGNATURE
WARREN T COUGHLIN	61 LYME ROAD	[Signature]
#108003689 KATHLEEN T COUGHLIN	60 MARTIN LANE	[Signature]
#300102790 HAL COUGHLIN	2 HEMLOCK RD.	[Signature]
#108001204 Joseph CherTolt	5 Mink Dr ^{Hanover}	[Signature]
#300053021 Bill	7 Mink Drive	[Signature]
#108006018 CHARLOTTE SANBORN	1 CURTISS ROAD	[Signature]
#108005916 N. ROTH	15 HEMLOCK	NR
#108000688 [Signature]	6 LADD	[Signature]
#108001626 Richard Daley	91 Greensboro	[Signature]
SEBASTIAN #300372512 MUNDOZ-MEDINA	6 MARTIN LANE	[Signature]
Jonathan Demseren <i>Name unclear - could not find in checklist</i>	5 Martin Lane	[Signature]
#108002107 MICHAEL S. EVANS	91 LYME RD	[Signature]

John Hill → 4 Martin Ln
no John Hill on cklist @ this address

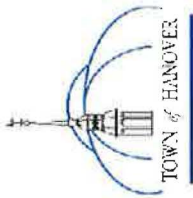
10 ok
3 No

THE TOWN OF HANOVER SHALL ZONE THE LAND AND EXISTING DUPLEX AT 59 & 61 LYME ROAD AS A DUPLEX IN THE RESIDENTIAL/OFFICE ZONING CATEGORY.

(YOU MUST BE A REGISTERED HANOVER VOTER TO ASSIST ME GETTING THIS ON THE BALLOT.)

NAME	ADDRESS	SIGNATURE
ALREADY COUNTED WARREN T COUGHLIN	61 LYME ROAD	[Signature]
#14500265 Cole Cutting	62 Lyme Road	[Signature]
#300155220 Tara Nadeau	62 Lyme Road	[Signature]
#108003019 Elaine Hawthorne	507 Hanover Center Rd	Elaine Hawthorne
#108006616 JOHN STINSON	157 LYME	[Signature]
#108005458 FRANK PIZZUT	4 ALLEN	Frank Pizzut

5 ok
1 no



N

Proposed Zoning District Change

Hanover, NH



February 12, 2021

1 inch = 544 Feet

0 544 1089 1633



Town Line	Retail Business	Institution	Single Residence, One
Parcel Lines - Ortho	Forestry and Recreation	Natural Preserve	Single Residence, Three
Water Bodies	General Residence, Two	Office & Laboratory	
Streams	General Residence, Four	Residence & Office	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

APPENDIX C

Zoning Amendment Review Committee

Zoning Amendment Proposal Form

Name of Proponent: August Ray Jones
Address: 41 West Wheelock Street, Apartment 101, Hanover NH 03755
Telephone: 917-685-6506
E-mail: augustrayjones@gmail.com

2. Statement of Problem

The Town has recently stated its intention to use the definition of "family" in the zoning ordinance to restrict residential rental properties in a manner that is improper, illogical, and contrary to decades of utilization.

"Family," when not referring to those related by blood, marriage or adoption, is presently defined as "a group of not more than three adult persons not related by blood or marriage or adoption occupying a single dwelling unit."

This produces absurd results as follows.

First, it allows 3 people to occupy an efficiency apartment, which is clearly overcrowding and unsafe by any standards - but completely legal under the ordinance and frequently done.

Second, the definition of relation is outdated and fundamentally biased against the nature of modern relationships. It treats couples who live together in an informal domestic partnership worse than those that go through a process of formal marriage. It is a well known that marriage is a less prevalent arrangement in this century than in the prior one and partners frequently live together and with other people to decrease their cost of living.

Third, and most importantly, it produces clearly unintended results. For instance, there are 4 bedroom apartments and houses regularly rented in the Dartmouth College area downtown. For decades, these apartments continuously have been rented to 7-10 individuals. Many of the landlords of these units are individuals who are, or have been in the past, members of the Town government itself.

It is not any secret that Hanover is a very expensive town to live in. Some of these houses rent for more than \$5,000 per month. People have a lot of reasons to need to live downtown, including attending graduate and undergraduate education at Dartmouth. It is not safe or

feasible to rent houses in Grantham and Quechee, even though that is what is being done now. To require that a 5 bedroom single family home be only occupied by 3 individuals is unfair to the landlord and unfair to the tenant. Additionally, to attempt to enforce that limitation against properties after decades of their occupancy in larger numbers is just plain unfair.

3. Narrative Description of Proposed Solution to the Stated Problem

We propose that the number of unrelated adult residents who may occupy a housing unit be based upon the number of bedrooms in the unit. It should be obvious to anybody that a house with 5 bedrooms was built to house more than 3 individuals. It should be equally obvious that a studio/efficiency apartment was never meant to have 3 individuals stuffed into it.

Society accepts that 2 unmarried adults may share a bedroom. The zoning ordinance should be updated to allow unrelated adults to live together at a density of 2 adults per bedroom.

This will decrease the allowed occupancy of studio and 1 bedroom apartments and increase the allowed occupancy of larger apartments and houses.

4. Relationship to the 1986 Adopted Master Plan

The 1986 Master Plan is not available on the town website but this question will be answered in relationship to the 2003 Master Plan which is available at www.hanovernh.org

This proposal supports Core Objectives 2, 3, 4, 6 and 7.

Allowing proper density in housing will maintain the desired 3:1 urban/rural ratio in Objective #2 by encouraging the efficient utilization of the urban housing stock.

Future growth will be managed in Objective #3 by allowing for the proper use of existing housing stock. When a 5 bedroom house is forced to be only partially occupied, demand for additional housing is artificially inflated.

Objective #4 is enhanced by encouraging affordable coliving arrangements between consenting adults who will be able to share in splitting the very high cost of housing between them.

Objective 6 is enhanced because most housing in the urban part of the town is walkable and bikeable to the most popular destinations.

Objective 7 is enhanced by limiting the expansion of rentals in the rural areas of the town, where they are less appealing to the neighborhood.

5. Zoning Ordinance Section and Paragraphs

Article III, Section 302 (Definitions) - Definition of Family will be affected. The current wording is:

Family

Any number of persons related by blood or marriage or adoption, or a group of not more than three adult persons not related by blood or marriage or adoption occupying a single dwelling unit.

6. Detailed Proposal

Family

Any number of persons related by blood or marriage or adoption, ~~or~~ Alternatively, an amount not to exceed ~~a group of not more than three~~ two adult persons ~~(not related by blood or marriage or adoption)~~ per bedroom occupying a single dwelling unit.

38 SIGNATURES

→ 35 confirmed Registered Voters
3 not on checklist

check

RECEIVED

FEB - 5 2021

PROPOSED ZONING AMENDMENT

SUBMITTED BY PETITION

TOWN OF HANOVER

Attached please find a Zoning Amendment Review Committee form, for a proposed amendment to the Town of Hanover Zoning Ordinance. Below are the required signatures of twenty-five (25) or more registered voters in the Town of Hanover. (RSA 675:4)

- ☒ A copy of this petition has been provided to the Planning Board.
☒ A copy of this petition has been provided to the Town Clerk.

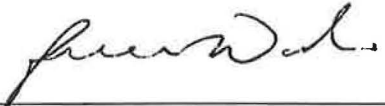
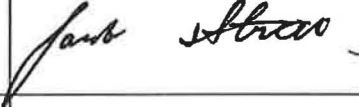
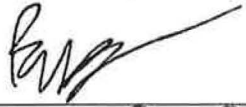
PRINT NAME	ADDRESS	SIGNATURE
# 300595112 Ella Marden	Wheeler Hall 33 College St.	Ella Marden
# 300579639 Zahni Khin	Thomas Hall 6 Maynard St.	Zahni Khin
# 300579067 Akash Chaddawada	McLore Hall 5 Old Truck Drive	Akash Chaddawada
# 300555610 Josh Freitag	South Massachusetts Hall 10 Massachusetts Row	Josh Freitag
# 300557682 Manuel Rodriguez	Richardson Hall 13 Fayerweather Hill Rd.	Manuel R.
# 300572190 Carolina Almonte	Hitchcock Hall 18 Mass Row	Carla Almonte
→ Julia Tran * not on checklist	4 North Park St	Julia Tran
# 300578471 CLAIRE BETZER	SOUTHFAIRWEATHER FALL 5 FAIRWEATHER HILL RD.	Claire Betzer
# 300557486 Charlie Ciporin	South Fayerweather Hall 5 Fayerweather Hill Rd	Charlie Ciporin
# 300557689 Julia Hamill	10213 Zimmerman Hall	Julia Hamill

Page 1 of 5

**PROPOSED ZONING AMENDMENT
SUBMITTED BY PETITION**

Attached please find a Zoning Amendment Review Committee form, for a proposed amendment to the Town of Hanover Zoning Ordinance. Below are the required signatures of twenty-five (25) or more registered voters in the Town of Hanover. (RSA 675:4)

- ☒ A copy of this petition has been provided to the Planning Board.
☒ A copy of this petition has been provided to the Town Clerk.

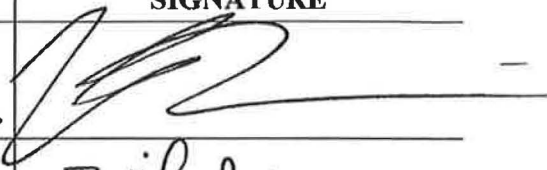
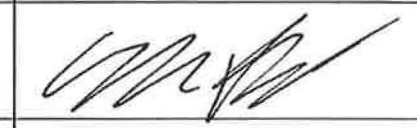
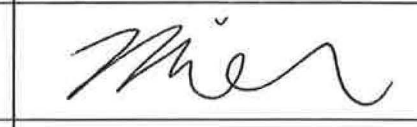
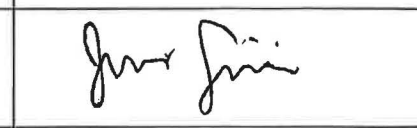
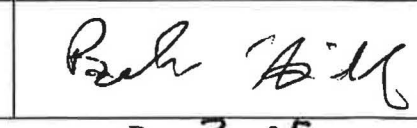
PRINT NAME	ADDRESS	SIGNATURE
Andrew #300567386 Bricklin	South Fayerweather Hall - 5 Fayerweather Turn Road	
#300542468 francesca Wood	Sigma Delta 10 N Wheelock St, Hanover, NH 03755	
#300558029 Jacob Strier	Lord Hall 14 Took Mall Hanover, NH 03755	
#300577120 Barbara Adgei	Goldsstein Hall 6 Maynard Street Hanover, NH 03755	
#300539540 Matthew Roth	Gamma Delta Chi 30 N Main St Hanover, NH 03755	
#300500481 Hannah Frater	11 Maple St Hanover, NH 03755	
#300576894 EDWARD AVERY BOUCHER - ROWE	SOUTH MASS HALL 10 MASS RD Hanover, NH 03755	
#300578198 Landon Armstrong	8 Summer St Hanover NH 03755	
#300539797 Edward Trex	41 West Wheelock St. 101 Hanover, NH 03755	
#300535794 August Jones	41 West Wheelock St. 101 Hanover, NH 03755	

Page 2 of 5

**PROPOSED ZONING AMENDMENT
SUBMITTED BY PETITION**

Attached please find a Zoning Amendment Review Committee form, for a proposed amendment to the Town of Hanover Zoning Ordinance. Below are the required signatures of twenty-five (25) or more registered voters in the Town of Hanover. (RSA 675:4)

- ☒ A copy of this petition has been provided to the Planning Board.
☒ A copy of this petition has been provided to the Town Clerk.

PRINT NAME	ADDRESS	SIGNATURE
William #300557654 Glosky	8 Currier Place, Hanover NH	
#300580309 Berit Svenson	Andres Hall, Dartmouth College	
#300647502 Aaron Flores	28 West Wheelock Apt 2	
#300528615 Justin Antolin	28 West Wheelock Unit 2	
#300514625 Milla McLaughren	5 Tuck Drive (Fahay Hall), Dartmouth College	
Christopher Sherman * not on checklist (removed.)	12 E Wheelock St. Hanover NH, 03755	
#300537443 John Parker	Andres Hall, 8 Ivy Lane NH, 03755	
#300657721 Rami Sumaida	9 Tuck Dr. Hanover NH 03755	
Jesse #300580369 Ferraioli	24 Occom Ridge Hanover NH 03755	
#300581100 Brandon Hin	31 N Main St Hanover NH 03755	

Page 3 of 5

**PROPOSED ZONING AMENDMENT
SUBMITTED BY PETITION**

Attached please find a Zoning Amendment Review Committee form, for a proposed amendment to the Town of Hanover Zoning Ordinance. Below are the required signatures of twenty-five (25) or more registered voters in the Town of Hanover. (RSA 675:4)

- ☒ A copy of this petition has been provided to the Planning Board.
☒ A copy of this petition has been provided to the Town Clerk.

PRINT NAME	ADDRESS	SIGNATURE
# 300557507 Ivana Deykin	5 Ivy Ln, Smith Hall	
# 300562797 Sara Catherine Cook	3 Ivy Ln, Woodward Hall	
* not on checklist Timothy Cushman	8 Summer St, Apt H5	
# 300557660 Catherine Gorman	10 S. Mass Hall	
# 300563170 ASHKAW MAHJOOB	six south Hotel Hanover, NH	

Page 4 of 5

Attached please find a Zoning Amendment Review Committee form, for a proposed amendment to the Town of Hanover Zoning Ordinance. Below are the required signatures of twenty-five (25) or more registered voters in the Town of Hanover. (RSA 675:4)

JUN -7 2021

TOWN OF HANOVER

Kevin Berghuis APPENDIX D

Kevin nuggle.berghuis@gmail.com

Petition

To the Town of Hanover Select Board

For Inclusion of Article in the Hanover Town Meeting July 13, 2021

RSA 39:3 and RSA Chapter 37

"Do you favor the continuation of the town manager plan as now in force in this town?"

By the following registered voters in the Town of Hanover

First and Last Name

Address

Signature

300562932	Julian Kiyabu	2 N Park St	Julian Kiyabu
300537427	Eowyn Pak	Smith Hall	Eowyn Pak
300623828	Jessica Li	Wheeler Hall	Jessica Li
300558568	Caris White	1 Fayerweather Hall	Caris White
300610322	Jake Throg JAKE THAROG	Russell Sage Hall	Jake Throg
300524107	Kenny Nguyen KENNY NGUYEN	Wheeler Hall	Kenny Nguyen
00536421	Dante LaRou	Hitchcock Hall	Dante LaRou
100557497	Laurel Dernbach	7 School St	Laurel Dernbach
100623039	Jiley Gray	mid Fayerweather -	Jiley Gray
300623854	Annie Qiu	Lord Gore Hall	Annie Qiu

(10)

page 1/4

winning

Petition
To the Town of Hanover Select Board
For Inclusion of Article in the Hanover Town Meeting July 13, 2021
RSA 39:3 and RSA Chapter 37

"Do you favor the continuation of the town manager plan as now in force in this town?"

By the following registered voters in the Town of Hanover

First and Last Name Address Signature

300542442
300611025
300500531
300517581
300615339
300557864
300616598
300534626
300628867
300609138

Veronica Winham	Zimmerman (Hinman Box 4722)	<i>[Signature]</i>
Hayden El Rafci	3 Ivy Lane	<i>[Signature]</i>
Rachel McLaughlin	Richardson Hall	<i>Rachel M2.</i>
Yuna Kim	30000m Ridge	<i>[Signature]</i>
Trace Hilburn	Wheeler Hall	<i>Trace</i>
Emily Hester	Fahey Melane Hall	<i>[Signature]</i>
Annabel Gerber	Butterfield	<i>[Signature]</i>
Julia Bergely	11 Maple St	<i>[Signature]</i>
Kiara Ortiz	N. Fay 208	<i>Kiara Ortiz</i>
David Katz	N. Fayerweather	<i>[Signature]</i>

(10)

page 2/4

Petition
To the Town of Hanover Select Board
For Inclusion of Article in the Hanover Town Meeting July 13, 2021
RSA 39:3 and RSA Chapter 37

"Do you favor the continuation of the town manager plan as now in force in this town?"

By the following registered voters in the Town of Hanover

First and Last Name

Address

Signature

300536808	Ryan Kilgallon	24 E. Wheelock St	Ryan Kilgallon
300655615	Jovani Orta	Wheeler Hall	Jovani Orta
300623827	Lucas LaRoche	South Massachusetts Hall	Lucas LaRoche
300610288	RUSSELL CHAI	TOPLIFF HALL	Russell Chai
300539530	Glennys Murphy MURPHY, GLENDORA ANNE	32 West Wheelock St, Apt I	Glennys Murphy
300539484	Stephanie Rivera RIVERA-LITTELL	17 E Wheelock	Stephanie Rivera
300534662	Sydney Gillman	140 NORTH PARK SE	Sydney Gillman
	<u>Patricia Vanni</u> ILLEGIBLE	6 South St	Patricia Vanni
	<u>Claudia Bernstein</u> NOT ON CLK LIST	7 Lodge Rd	Claudia Bernstein
300581071	Clara Hahn	25 E Wheelock St	Clara Hahn

(8)

Page 3/4

Petition
To the Town of Hanover Select Board
For Inclusion of Article in the Hanover Town Meeting July 13, 2021
RSA 39:3 and RSA Chapter 37

"Do you favor the continuation of the town manager plan as now in force in this town?"

By the following registered voters in the Town of Hanover

First and Last Name Address Signature

300654647	Jessica Chiriboga	Woodward Hall	Jessica Chiriboga
300616754	Amy Halder	Zimmerman Hall	Amy Halder
300530738	Jenny Engelman	North Park	Jenny Engelman
300579068	Rohan Chakraverty	West Wheelock	Rohan Chakraverty
300528196	Shreyas Agnihotri	North Park	Shreyas Agnihotri
300535887	Delphine Joffe	North Park	Delphine Joffe
300514943	Emma Wagner	17 E Wheelock St	Emma Wagner
300539137	Nidhi Rao	4 Midway Hall	Nidhi Rao
300580135	Joseph Riley	13 S Main St	Joseph Riley
300619599	Keelan Stevens	Top of	Keelan Stevens

(10)

page 4/4

APPENDIX E

Hanover Community Power Electric Aggregation Plan



May 2021

Executive Summary

Overview

Hanover Community Power is a program to provide electric power supply and services for residents, businesses, and other entities in the Town of Hanover that is authorized under RSA 53-E.

The Legislature's purpose in enabling Community Power was to encourage voluntary, cost effective and innovative solutions to local needs with careful consideration of local conditions and opportunities. RSA 53-E allows municipalities and counties to aggregate retail electric customers, including residential, non-profit, and small commercial accounts, to provide such customers access to competitive markets for supplies of electricity and related energy services. Refer to [Attachment 1](#) for more details on local control authorities and legislative context.

Community Power programs operate on a competitive basis and are self-funded through revenues generated by participating customers. The Town of Hanover will not need to raise taxes to fund the program.

Aggregations provide small customers with similar opportunities to those currently available to large electric customers in obtaining lower electric costs, reliable service, and secure energy supplies, particularly as they differ from standard default service provided by the incumbent electric utilities.

Hanover's three incumbent electric utilities, Liberty, Eversource and the NH Electric Co-op (NHEC), who each serve a specific region within the Town, will continue to own and operate the distribution grid and be responsible for delivering power to participating customers. The NH Public Utilities Commission (NHPUC) is currently drafting rules regarding the implementation and operation of Community Power programs within the state.

The Hanover Electric Aggregation Committee, a subcommittee of Sustainable Hanover, was tasked by the Hanover Selectboard with drafting this Electric Aggregation Plan, which sets forth goals, implementation and management principles, and requirements for the program required by RSA 53-E, for consideration by Hanover Town Meeting. Approval of this plan by Town Meeting as the legislative body then authorizes the Selectboard to arrange and contract for the necessary professional services and power supplies to launch Hanover Community Power.

The Town of Hanover is a founding member of the Community Power Coalition of New Hampshire (CPCNH, a nonprofit created to streamline and enhance the implementation and operation of multiple individual Community Power programs on a statewide basis. CPCNH will contract with qualified vendors and credit-worthy suppliers to provide the services, credit support and electricity required to launch and operate members' Community Power programs. These third parties are expected to fund the upfront cost of implementing member programs, with costs recovered through program revenues.

This plan enables, but does not require, Hanover to participate fully in CPCNH and to appoint representatives to the CPCNH Board of Directors to oversee these activities.

Due to the participation of several other municipalities, CPCNH will launch at a scale equivalent to Liberty Utilities and may become larger than Unitil within the 2022-23 timeframe (in terms of the number of customers on default service and quantity of electricity procured by these utilities).

Hanover Community Power is well aligned with our community's policy objectives of achieving 100% renewable electricity by 2030 and thermal and transportation energy by 2050, as voted on and approved at Town Meeting in May 2017 with the adoption of the community's Ready for 100 resolution. Hanover's program goals are:

- **Competitive Rates & Choices** that must meet or beat those offered by Liberty, Eversource or the NHEC at launch, and must offer choices in terms of the percentage supply of renewable power offered in each supply mix as well as pricing options.
- **Fiscal Stability & Financial Reserves** to ensure the program is able to maintain competitive rates over time and advance the Town's policy goals over the long-term (e.g, development of local energy resources and programs);
- **Enhanced Customer Focus** to enable customers to adopt new clean energy technologies that reduce energy expenditures and carbon emissions.
- **Consumer Protections** to ensure contracts entered in to are fair, and to represent the Town of Hanover's interests on energy issues at the NH Legislature and the NHPUC.
- **Cleaner, Local Power** to supply an affordable energy portfolio that prioritizes the use of cost-effective renewable energy, local energy projects and customer programs.
- **Community Resiliency** programs to reduce energy consumption, lower bills, create jobs, and pursue longer-term projects such as building local back-up power supplies.
- **Regional Development** in support of clean infrastructure developed in collaboration with municipalities, Community Power programs and other government agencies.
- **Grid Modernization** by supporting informed advocacy for policies, regulations, and infrastructure investments to ensure a decarbonized, affordable and resilient energy system.

The Town of Hanover's Electric Aggregation Committee began researching Community Power best practices in December 2019, in collaboration with the other founding members of the Coalition and advisors throughout the state. The Town did so after determining that the best approach to procuring renewably generated electricity for Hanover electricity customers was by combining the community's demand with that of other NH communities. See [Attachment 7](#) for a summary of the many actions the Town has taken since 2017 that led us to a determination to pursue formal municipal aggregation of electricity.

This plan reflects industry best practices and was developed by the Electric Aggregation Committee with input from CPCNH and from our residents, local businesses and the other prospective customers of Hanover Community Power.

Purpose of this Electric Aggregation Plan

This Electric Aggregation Plan sets forth the Town's policy goals for its Community Power program, summarizes Hanover Community Power's governance and implementation processes, and commits Hanover Community Power to comply with applicable statutes and regulations in terms of:

- Providing universal access, reliability, and equitable treatment of all classes of customers subject to any differences arising from varying opportunities, tariffs, and arrangements in the incumbent utilities' distribution franchise territories.
- Meeting, at a minimum, the basic environmental and service standards established by the

NHPUC and other applicable agencies and laws concerning the provision of service under Community Power.

This plan does not otherwise commit Hanover Community Power to any defined course of action and does not impose any financial commitment on the Town of Hanover.

Public Approval Process and Next Steps

This Electric Aggregation Plan was developed by Hanover's Electric Aggregation Committee with due input from the public, as required under RSA 53-E. Refer to [Attachment 7](#) for a summary of this process.

The Electric Aggregation Committee has determined that this Electric Aggregation Plan satisfies applicable statutory requirements and is in the best, long-term interest of the Town of Hanover and residents, businesses, and other ratepayers. As such:

1. The Electric Aggregation Committee may now submit this Electric Aggregation Plan for consideration by the Hanover Selectboard and, in turn, at Town Meeting.
2. Adoption of this Plan at Town Meeting, by majority approval of those present and voting, establishes Hanover Community Power as an approved aggregation with statutory authorities defined under RSA 53-E:3, to be exercised with due oversight and local governance, as described herein.
3. The Selectboard will appoint a primary and alternate representative to the CPCNH Board of Directors. CPCNH Board meetings will be duly noticed and conducted in accordance with New Hampshire's Right-to-Know Law (RSA 91-A).
4. Future decisions made by the Selectboard regarding how to implement and operate Hanover Community Power, including the execution of a Cost Sharing Agreement with the Coalition and delegation of authorities, if any, to Hanover's representatives on the CPCNH Board, will be made at duly noticed public meetings.

The program will not launch until regulations governing Community Power are adopted by the NHPUC. NHPUC staff are currently drafting rules, and Hanover Community Power and the Coalition will actively participate in the Commission's public review process.

Rules are expected to require submission of this plan to the Commission to provide formal notice that the Selectboard is planning to launch a Community Power program, and to authorize the Town of Hanover to request access to additional customer data from Liberty, Eversource and NHEC that will be needed for the implementation and administration of Hanover Community Power.

Overview of Hanover Community Power

Hanover Community Power is a new program to provide electricity to residents, businesses, and other entities on a competitive basis. Under the program:

- Hanover Community Power, once operational, will serve as the default electricity supplier within the Town of Hanover's boundaries and be self-funded through revenues received by participating customers. The Town will not need to raise taxes to pay for it.
- Liberty, Eversource and NHEC, the electric distribution companies that own and operate the local distribution system in Hanover (poles, wires, transformers, substations, etc.), will continue

to deliver electricity to customers.

- Hanover’s Selectboard, in coordination with advisory support from the Town Manager and the Hanover Electric Aggregation Committee, will be authorized to contract for the necessary services and power supplies to implement and operate the program, set customer rates prior to program launch and continue to provide oversight over the program thereafter.

All customers in Hanover will be notified and may choose to opt-out of, or request to opt-in to, participating in the program as described below:

- Customers currently on default service provided by Liberty, Eversource or NHEC will be notified, provided the opportunity to decline participation, and thereafter transferred to Hanover Community Power if they do not opt-out, by a specified date outlined in the notification.
 - Customer notifications will: include the initial fixed rate for the program’s default service compared with the Liberty, Eversource and NHEC rates, be mailed to customers at least 30 days in advance of program launch and provide instructions for customers to decline participation (for example, by return postcard, calling a phone number or using a web portal).
- Customers already served by Competitive Electric Power Suppliers will be notified and may request to opt-in to the program; and
- New customers will thereafter be notified and transferred onto Hanover Community Power’s default service unless they choose to take service from Liberty, Eversource, NHEC or a Competitive Electric Power Supplier.

All customers on Hanover Community Power default service will remain free to switch back to the Liberty, Eversource, NHEC or to take service from a Competitive Electric Power Supplier.

Liberty Utilities provides electric distribution service to almost all customers within the Town of Hanover. The table below shows the total number and electricity usage of customers served by Liberty, who would initially receive either “opt-in” or “opt-out” notifications:

Liberty Utilities Customers

(Eligible for Opt-In or Opt-Out Notifications)

	Customer Count	Annual Usage (MWh)
Municipal	39	2,387
Residential	2,497	20,900
Commercial	561	17,321
Industrial	12	71,745
Total	3,109	111,640

Aggregated data shown was provided by Liberty Utilities.

As Hanover prepares to implement the program, additional customer data will be provided by Liberty Utilities, as well as NHEC and Eversource, so that the Town will be able to notify and provide all customers the opportunity to participate in the program (as required under RSA 53-E).

Overview of Hanover Community Power



**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**
FOR COMMUNITIES, BY COMMUNITIES

Membership in the Community Power Coalition of New Hampshire

The Town of Hanover is a founding member of CPCNH, a nonprofit joint powers agency authorized under RSA 53-A and governed by participating communities under the terms of the Joint Powers Agreement approved by the Hanover Selectboard on January 25, 2021.

The Coalition was created so that towns, cities and counties across New Hampshire could:

- Jointly solicit and contract for the third-party services and staff support required to implement and operate municipal and county Community Power programs.
- Thereafter participate in joint power solicitations and project development opportunities.
- Facilitate knowledge-sharing and accelerate the pace at which cost-effective innovations and regional collaborations on clean energy and resilient infrastructure development are implemented at the community-level throughout the state.
- Represent the interests of member communities in state policy affairs relating to Community Power and electricity (both legislative and regulatory).

Refer to [Attachment 2](#) for supporting documentation and details regarding Hanover's role in its formation of CPCNH.

Due to the design and projected size of CPCNH, the Electric Aggregation Committee anticipates that participation will result in cost savings, lower staff requirements and enhanced quality of services for Hanover Community Power and other member programs. The sections below provide a concise summary of the key features and attributes of CPCNH.

Economies of Scale

CPCNH is designed to achieve significant economies of scale, in terms of the oversight and management of Community Power program operations.

Due to the participation of several other municipalities and growing interest of communities throughout the state, CPCNH expects to launch at a scale equivalent to Liberty Utilities and may become larger than Unitil within the 2022-23 timeframe, both in terms of the number of customers on default service and quantity of electricity procured by these utilities.

Voluntary Participation

Hanover anticipates relying upon CPCNH member services to launch and operate Hanover Community Power, but approval of this plan does not commit the Selectboard to doing so.

The Selectboard retains the authority to contract for any-and-all required program services and electricity supplies, and to pursue projects independently of CPCNH.

Community Governance

Hanover will appoint a primary and alternate representative to the CPCNH Board of Directors. All founding members will be directly represented on the Board until more than twenty-one (21) members join, at which point directors will be elected by vote of the members at annual meetings (with a Board size of between 11 and 21 representatives, at the members' direction).

As a founding member, Hanover's representatives will directly oversee the initial startup and implementation activities of CPCNH, including: the adoption of Board policies and election of officers, the hiring of key staff to provide management and oversight, the solicitation and contracting of third-party service vendors to launch and operate Community Power programs, and the appointment of directors and other community representatives to committees.

CPCNH will have six standing committees: Executive, Finance, Audit, Regulatory and Legislative Affairs, Risk Management and Governance. Additionally, the Board may establish ad-hoc committees, and each direct project that members choose to pursue in the future will be overseen by a committee specific to that project.

All meetings of CPCNH will comply with New Hampshire's Right-to-Know Law (RSA 91-A), the purpose of which is to *"ensure both the greatest possible public access to the actions, discussions and records of all public bodies, and their accountability to the people"*, based on the recognition that *"openness in the conduct of public business is essential to a democratic society."*

Cost Sharing

CPCNH costs will be tracked in three distinct categories: direct project costs, member services, and general and administrative costs (which are overhead costs that are not incurred by any specific project or member service).

These costs will be allocated in accordance with Cost Sharing Agreements executed by each member, which will be the same in all material respects. General costs will be allocated based on each Community Power program's share of total electricity usage each year, while members will choose and separately pay for the costs of specific services and projects. These expenses will be factored into the electricity rates set by each member and paid for out of the revenues received from participating customers in each Community Power program.

Additionally, the debts, liabilities and obligations of CPCNH, and of other participating Community Power programs, will be non-recourse to Hanover unless expressly agreed to by the Selectboard under Hanover's Cost Sharing Agreement or a Project Contract.

Member Services

CPCNH intends to contract with qualified vendors and credit-worthy suppliers to provide the services, credit support and electricity required to launch and operate Community Power programs.

These third parties are expected to fund the upfront cost of implementing Community Power programs, the expense of which would be amortized and recovered for a specified term, along with ongoing operating costs, in customer rates.

The CPCNH business model has been designed to provide Community Power programs with:

- **Innovative local programs and customer services:** new rates, technologies and services for customers that lower electricity supply costs and risk for Hanover Community Power in aggregate, along with the electricity bills of participating customers from a “full bill” perspective (i.e., inclusive of transmission and distribution charges).
- **Energy Risk Management & Financial Reserve Policies, Procedures and Practices:** expert guidance on energy risk management, procurement of a diversified portfolio of energy contracts, rate setting, and financial reserves — sufficient to ensure the stability and operational continuity of Hanover Community Power over the long-term (as technologies, market dynamics, risk factors, consumer preferences and energy policies continue to evolve).
- **Development of Renewable and Battery Storage Projects:** joint contracting opportunities for the construction of new renewable and battery storage projects financed under long-term contracts — to diversify our energy portfolio, provide a physical hedge against wholesale market price fluctuations, enhance the resiliency of our electrical grid, and stimulate local construction and economic development in Hanover and other participating communities.

The extent of services offered by CPCNH is expected to expand over time, in response to new market opportunities and ongoing regulatory rule reforms, and to meet the local objectives of participating Community Power programs.

CPCNH also plans to hire a small number of qualified staff to ensure effective oversight of operations, as well as enhanced transparency and expert management as the Coalition’s business operations evolve.

The following sections explain how CPCNH member services are related in ways that are intended to ensure Hanover Community Power remains operationally stable, competitive and able to achieve the full range of our local policy goals over the long-term.

Innovative Local Programs & Customer Services

Cost-effective local programs provide new retail products and services that enable customers to:

- Intelligently moderate their use of electricity from the grid during times of high wholesale power prices and when the physical grid is constrained and at-risk of not being able to deliver enough power to meet all customers’ usage requirements during the hours of “peak demand”.
- Increase their use of electricity from the grid when wholesale prices are relatively lower and the physical grid is not constrained.

Examples of innovative retail products and services that enable customers to do so include time-based rate options, individual and group net metering, distributed generation and energy storage programs, electric vehicle charging rates, and other offerings that empower customers directly and support the services of third-party energy companies that are helping customers adopt and use new technologies.

Programs that enable the intelligent use of electricity will help Hanover Community Power:

- Lower electricity supply costs and risk for the program in aggregate.
- Strengthen customer relationships and local brand recognition; and
- Protect against customer attrition (the risk that customers opt-out of the program by choosing an alternative supplier) and potentially grow the program’s customer base over time.

Local programs, in order to be cost-effective, need to be designed in ways that relate to and actively help manage the various sources of cost and risk involved in operating a competitive power agency.

As explained in the section below, CPCNH will adopt a structured approach to monitoring, analyzing and actively managing energy cost and risk — both to enable the design of cost-effective local programs, and provide additional benefits such as long-term financial stability.

Energy Risk Management & Financial Reserve Policies

Hanover Community Power will not launch unless it can offer residential electricity rates that meet or beat Liberty, Eversource or NHEC default electricity prices. Maintaining competitive rates thereafter, as market prices and incumbent utility default rates change over time, will significantly reduce the risk that customers opt-out of Hanover Community Power and allow the program to achieve our medium- to long-term goals.

To that end, and working with the other members of CPCNH, Hanover Community Power will adopt Energy Risk Management and Financial Reserve policies. The purpose of these policies is to:

- Ensure that Hanover Community Power allocates customer revenues in ways that balance our community's goals and objectives over the short-to-long term; and
- Define how CPCNH will conduct energy risk management, procure electricity and market operations on behalf of Hanover Community Power (so that the agency remains in compliance with our adopted policies).

These policies are intended to ensure that Hanover Community Power foresees and adequately plans for contingencies (such as power supply shocks, economic downturn and regulatory changes) and remains able to draw on capital reserves or credit support sufficient to maintain: (1) rate stability for our customers; and (2) adequate cash flow for CPCNH operations over the course of any adverse events and periods.

As Hanover Community Power accrues financial reserves, CPCNH will be able to facilitate additional ways to lower costs, create new value, and further enhance the financial stability of the program. As one example, the accrual of sufficient reserves will allow Hanover Community Power to begin self-providing the collateral required for wholesale power market transactions and power purchase agreements. This will lower the capital costs and risk premiums otherwise embedded into the price of power for the program. CPCNH also intends to facilitate pooled power procurement across participating Community Power programs, and to explore opportunities to jointly satisfy collateral obligations within these arrangements.

Lastly, as explained further in the section below, the combination of the Coalition's approach to energy portfolio risk management and the accrual of sufficient financial reserves by participating members is what will enable Hanover Community Power to enter into long-term contracts — in order to construct new renewable and battery storage projects.

Development of Renewable and Battery Storage Projects

As Hanover Community Power and other Community Power members of CPCNH demonstrate the ability to accrue reserves sufficient to ensure our collective financial stability — and maintain or grow our customer base by offering competitive rates and innovative services over time — CPCNH will be able to facilitate new project developments for Hanover Community Power and other programs that elect to jointly participate in long-term contracting solicitations. As context:

- Project developers and financiers require long-term power purchase agreements (typically 10 years or longer in duration) to justify the upfront cost of constructing renewables and battery storage facilities.
- Consequently, project financiers will not execute long-term contracts with a Community Power program if they do not believe that the program is likely to remain a stable, credit-worthy counterparty (i.e., unlikely to default on payment obligations over the contract term).

Achieving the ability to execute long-term contracts and build new renewables and battery storage projects is a priority for Hanover Community Power and the other Community Power programs joining together to create CPCNH.

This objective is an important policy goal for our program and will additionally diversify the energy supply portfolio managed by CPCNH. Portfolio diversification helps to stabilize operating margins by intelligently hedging Hanover Community Power's exposure to wholesale market dynamics and price fluctuations over time — and will further strengthen our program's financial stability over the long-term.

Regulatory and Policy Advocacy

Changes in law and regulations that adversely impact Community Power programs are a source of risk for Hanover Community Power. Furthermore, extending and maintaining the full range of benefits that Hanover Community Power could create for customers will require informed participation and advocacy on energy issues at the NH Legislature and NHPUC.

Coordination with other municipalities and Community Power initiatives on matters of common interest have already produced meaningful results in these areas. For example, over the last year, Hanover and other members involved in the formation of CPCNH have:

- Participated in the Community Power informal rule drafting process, including by providing the initial and subsequent draft rules for discussion, arranging bilateral meetings with utilities and other stakeholders, and leading significant portions of the subsequent stakeholder workshops at the request of NHPUC staff.
- Intervened in regulatory proceedings to represent the interests of customers and Community Power programs, such as by advocating for expanded data access in the Commission's Statewide Data Platform docket (DE 19-197), under which a settlement agreement with the utilities was negotiated and recently submitted to the Public Utilities Commission. (If adopted, the settlement would create a "Statewide Data Platform" to enable data access for customers and Community Power programs, which would be overseen by a Governance Council that includes Coalition representatives.)
- Testified in legislative hearings — and organized hundreds of people, elected officials and civic organizations to register in support of the Coalition's position on key legislation — in order to successfully negotiate critical amendments to two proposed bills to-date:
 - House Bill 315, which would clarify and expand key Community Power authorities; and
 - Senate Bill 91, which would expand the ability of Community Power programs to buy from in-state generators and battery storage projects (under 5 megawatts in size).

Hanover Community Power will continue and expand on these activities through CPCNH.

Hanover Community Power Goals and Objectives

Hanover Community Power affords the Selectboard the capacity and flexibility to realize and build on our policies pertaining to energy, economic development and infrastructure focused on community-wide use of 100% renewable electricity by 2030 and thermal and transportation energy by 2050.

Our policy goals will need to be pursued through a combination of direct program activities, regional initiatives with other Community Power programs and municipalities, and informed public advocacy at the Legislature and Public Utilities Commission. To that end, Hanover Community Power will be guided by the following objectives:

- **Competitive Rates & Expanded Choices:** launch with residential default rates that are lower than or competitive with those offered by the three incumbent utilities — Liberty serves the preponderance of Hanover customers, although Eversource serves several off Route 10 in northwestern Hanover and NHEC serves a small number in the Goose Pond Road area — and additionally offer optional products, such as supply options with higher and lower levels of renewable energy and time-varying rates that enable the intelligent use of customer energy technologies;
- **Fiscal Stability & Financial Reserves:** adopt an Energy Risk Management Policy and deposit a portion of revenues into a reserve fund to ensure that the program remains able to offer competitive rates as market prices fluctuate over time — and is therefore able to achieve Hanover's longer-term policy goals (such as the development of local energy resources and programs);
- **Consumer Protections:** ensure that the contracts entered in to on behalf of customers are fair and represent the interests of Hanover and the program's customers in the NH Legislature and NHPUC on matters pertaining to Community Power and ratepayer protection.
- **Enhanced Customer Focus:** enable customers to adopt new clean energy technologies that reduce energy expenditures and carbon emissions from the customer's perspective, by reducing household and business fuel expenses through electrification of heating appliances and vehicles, offering time varying rate structures that incentivize self-generation of electricity via solar, dispatching onsite storage or shifting power consumption when electricity market prices are high, lowering customers' utility transmission and distribution charges by reducing onsite demand in peak hours, and other strategies.
- **Cleaner, Local Power:** prioritize the development of cost-effective projects to supply an affordable energy portfolio that prioritizes the use of local renewable energy.
- **Community Resilience:** support local contractor training and education programs to lower barriers to the installation of new clean energy technologies, and support projects such as back-up power supplies, electric vehicle charging networks and community microgrids on critical facilities.
- **Regional Collaborations:** collaborate with municipalities, other Community Power programs and government agencies to jointly develop cost-effective local renewable generation and storage projects, electric vehicle transit fleets and charging corridors, and other clean energy infrastructure developments.

- **Grid Modernization:** join with other Community Power programs to advocate for policies, regulations, and infrastructure investments necessary to enable innovative customer services and the intelligent use of new clean technologies, cost-effective integration of local and regional renewable generation and the reliable operation of customer and community owned microgrids and utility's distribution grid.

Through strategies and initiatives like these, Hanover Community Power will achieve its goals of 100% renewable electricity by 2030 and thermal and transportation energy by 2050. Additional co-benefits include reducing fossil fuel consumption, enhancing the reliability of our electricity grid, creating savings and new value for customers, and attracting and supporting local businesses — areas that are essential to our continued success as a vital, sustainable community.

Short-Term Objectives

While many of the broader benefits Hanover Community Power could create for customers and the Selectboard will be developed over time, the program's immediate objectives are to:

1. Launch offering competitive rates, including residential default supply rates that meet or beat incumbent utility supply rates;
2. Begin accruing a reserve fund sufficient to ensure the program's long-term financial stability;
3. Offer voluntary products that retail customers may opt-up to receive, as well as Net Energy Metering rates that allow customer generators to participate in the program.

The following sections provide additional context relevant to our immediate objectives.

Performance Relative to Utility Default Service and Net Energy Metering Generation Rates

Hanover Community Power will need to balance customer rate levels, renewable power content and the accrual of program reserves to meet these objectives.

Compensation to customer generators under Net Energy Metering rates, the timing of the program's rate setting decisions and the procurement of electricity will need to consider incumbent utility tariffs, processes and timing in regard to these activities.

Refer to [Attachment 3](#), [Attachment 4](#), [Attachment 5](#) and the section "[Net Metering and Group Net Metering Policies](#)" for additional documentation and discussion of these factors.

Customer Rates and Products

The table below provides an illustrative example of a default service product and optional rates that could be offered to customers:

	DEFAULT SERVICE (automatic enrollment)	OPTIONAL PRODUCTS		
		Basic Service	Green Start	Prime
Attributes	5-10% above RPS	Meets RPS	~50% Renewable	100% Renewable
Price	Meet or beat default utility rate at launch	Below default utility rates	Higher or competitive w/ default utility rate	Exceeds default utility rate

Note that the products which Hanover Community Power initially offers to customers, and the rates charged for each product, will be refined and finalized in advance of program launch.

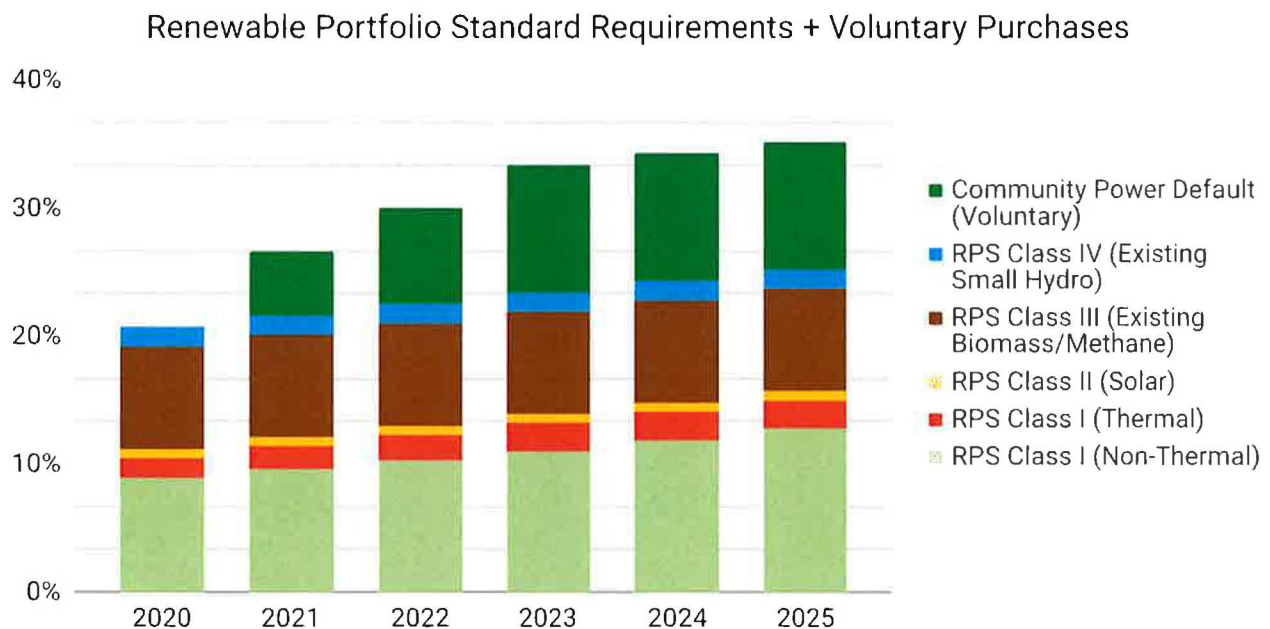
Renewable Portfolio Standard Requirements

New Hampshire's Renewable Portfolio Standard (RPS) requires all electricity suppliers to obtain RECs (Renewable Energy Credits) for four distinct "classes" of renewables, each distinguishing between different technologies and dependent upon the year that the renewable generators came online.

For 2021, the incumbent utilities are required to include 21.6% renewable energy in their energy supply. This minimum compliance requirement will increase incrementally to 25.2% by 2025 and remain fixed thereafter, absent a modification in the RPS by an act of the NH Legislature.

Hanover Community Power would seek to procure voluntary renewables well in-excess of the RPS minimum requirements from "Class I" resources (as defined in [Attachment 3](#)). Additionally, the program could seek to include as much renewable energy sourced from generating resources located in New Hampshire and New England as possible.

The chart below shows the different classes and quantities of renewable power required under the RPS between 2020 and 2025, along with, for the sake of illustration, Hanover Community Power's additional voluntary purchases (assuming the default product in the above table, which exceeds RPS requirements by 5% to 10% each year):



Energy Risk Management and Financial Reserve Policy Compliance

Hanover Community Power's power procurement, budgeting and rate-setting will be carried out in accordance with the Energy Risk Management Policy and Financial Reserve Policy that will be adopted by the Selectboard.

This decision-making framework is intended to guide the program to allocate revenues in a manner that appropriately balances our competing priorities — to ensure that Hanover Community Power will remain stable, and able to work towards achieving all of our policy goals, over the long-term.

Electric Aggregation Plan Statutory Requirements

The following requirements for this Electric Aggregation Plan, which conform to the statutory compliance requirements outlined in RSA 53-E:6, are addressed below:

- A. Organizational structure of the program.
- B. Methods of entering in to and terminating agreements.
- C. Operation and funding.
- D. Rate setting, costs, and customer enrollment process.
- E. Rights and responsibilities of program participants.
- F. Net metering and group net metering policies.
- G. Ensuring discounts for Electric Assistance Program participants.
- H. Termination of program.

Organizational Structure of the Program

Upon approval of this EAP, Hanover Community Power will be authorized to provide electricity and other related services to participating residents, businesses, and other customers in the Town of Hanover.

The Selectboard will oversee the program and has overall governance authority. Decisions regarding Hanover Community Power, such as setting program goals, adoption of an Energy Risk Management Policy and approval of customer rates, will be made at duly noticed public meetings.

The Selectboard will appoint a primary and alternate representative to the CPCNH Board of Directors, which will oversee the start-up and operation of the agency, provide input regarding the CPCNH public advocacy on matters of policy and regulation, provide direction to CPCNH's vendors and/or staff as the agency's operations and customer services evolve over time, and be responsible for advising and updating the Selectboard, for example by: assessing and reporting on program performance, evaluating how to evolve the services and products offered to customers, and otherwise elevating any matters that warrant attention to the Selectboard.

Additionally, the Selectboard may direct the Electric Aggregation Committee to continue to hold meetings for the purpose of providing community input and advisory support regarding the program.

Methods of Entering into and Terminating Agreements

This Electric Aggregation Plan authorizes the Selectboard to negotiate, enter in to, modify, enforce, and terminate agreements as necessary for the implementation and operation of Hanover Community Power.

Operation and Funding

Hanover Community Power will contract with qualified vendors and credit-worthy suppliers to provide the services, credit support and electricity required to launch and operate the program.

This plan assumes, but does not require, Hanover to participate fully in CPCNH and thereby contract for operational services jointly with other participating Community Power programs.

CPCNH third-party contractors will be expected to fund the upfront cost of implementing Hanover Community Power, the expense of which will be amortized and recovered in the program's rates and charges to participating customers. The program may also seek opportunities to apply for grant funding, either independently or through CPCNH.

Services provided by third-party entities required to launch and operate the program include portfolio risk management services, wholesale load serving entity services, financial services, electronic data interchange with the utilities, customer data management and billing services, customer notification and relationship management services (e.g., call center, website, etc.).

Additional support services such as management and planning, budgeting and rate setting, local project development support, regulatory compliance, and legislative and regulatory engagement services (on matters that could impact the program and participating customers) will be addressed through a combination of staff support and third-party services.

Hanover Community Power will provide "all-requirements" electricity supply for its customers, inclusive of all the electrical energy, capacity, reserves, ancillary services, transmission services, transmission and distribution losses, congestion management, and other such services or products necessary to provide firm power supply to participants and meet the requirements of New Hampshire's Renewable Portfolio Standard. (Refer to [Attachment 3](#) for details regarding the requirements of Renewable Portfolio Standard statute, RSA 362-F.)

Electricity supply contracts will be executed or guaranteed by investment-grade entities, and suppliers will be required to use proper standards of management and operations, maintain sufficient insurance and meet appropriate performance requirements.

Additionally, RSA 53-E provides Community Power programs with authorities pertaining to meter ownership, meter reading, billing, and other related services. These authorities provide Hanover Community Power with the practical ability to help customers adopt and use innovative technologies (for example, building management systems, smart thermostats, backup battery storage systems, controllable electric vehicle chargers, etc.) in ways that save money, enhance resiliency of the grid and decarbonize our power supply.

However, the implementation of these authorities is expected to take some time, as it requires action by the NHPUC to adopt enabling rules and coordination with the incumbent utilities to adapt existing meter and billing system processes.

Rate Setting, Costs, Enrollment Process, and Options

Customers who choose not to participate in Hanover Community Power shall not be responsible for any costs associated with the program, apart from any incidental costs incurred by the Town prior to the point at which the program starts producing revenue from participating customers. Incidental costs include, for example, staff time and attorney review of contracts, but do not include any operational or capitalized costs of the program.

Rate Setting and Costs

Hanover Community Power will only launch if it is able to offer residential default rates that are initially lower than or competitive with those offered by Liberty Utilities, Eversource and NHEC; thereafter, the program will strive to maintain competitive rates for all default service customers, as well as customers who opt-in or opt-up to receive optional retail products, while working to

achieve the program's goals as set forth in this Electric Aggregation Plan and modified from time to time at the direction of the Selectboard.

The Selectboard will adopt an Energy Risk Management Policy and Financial Reserve Policy to govern the program's power procurement cost and rate-setting decisions. Rates will be set at a level such that revenues from participating customers are projected to meet or exceed the ongoing operating and capital costs of the program.

To ensure the financial stability of Hanover Community Power, a portion of revenues will be deposited in a financial reserve account. In general, the fund will be restricted for uses such as:

- **In the near-term**, maintain competitive customer rates in the context of price fluctuations in the electricity market and other factors.
- **In the medium-term**, as collateral for power purchase agreements (including for the development of new renewable projects), and for additional credit enhancements and purposes that lower the program's cost of service.
- **Over the long-term**, may also be used to directly fund other program financial requirements, or to augment the financing for development of new projects and programs in the later years of the program, subject to the Selectboard's approval.

As required by law, the program will set rates that ensure the equitable treatment of all classes of customers, subject to any differences arising from varying opportunities, tariffs, and arrangements in the incumbent utilities' distribution franchise territory. In other words, customers will be treated the same based on their circumstances. For example, any customers that opt-in after being offered the opportunity to participate during the initial enrollment period may be offered rates that reflect how market prices have changed in the intervening period.

Changes to the program's default service rates shall be set and publicly noticed at least 30 days in advance of any rate change.

Enrollment Process and Options

Hanover Community Power intends to launch on an opt-out basis, providing an alternative default service to the utilities' default service rate. After approval of this Electric Aggregation Plan and before the launch of Hanover Community Power, all customers in the Town of Hanover will be sent notifications regarding the program and offered the opportunity to participate:

- **Customers currently on default service provided by Liberty Utilities, Eversource or NHEC** will be sent "opt-out" notifications — describing the program, its implications for the Town of Hanover, the rights and responsibilities of customers, and program rates and charges — with instructions on how to decline participation, and thereafter transferred to Hanover Community Power if they do not opt-out of the program prior to launch.
- **Customers already served by Competitive Electric Power Suppliers** will receive "opt-in" notifications describing the program and may request to opt-in to the program.

Customers will be notified through a mailing, which will be posted not less than 30 days prior to the enrollment of any customers. All information will be repeated and posted at the Town's Community Power website. A public information meeting will be held within 15 days of the notification to answer program questions or provide clarification.

Optional products, such as increased renewable power content beyond the Renewable Portfolio Standard (RPS) content of the program's default product and other energy services, may be offered on an opt-in basis.

After launch and in accordance with any applicable rules and procedures established by the Public Utilities Commission, new customers will be provided with the default service rates of Liberty, Eversource, NHEC and Hanover Community Power and will be transferred onto Hanover Community Power's default service unless they choose to be served by the incumbent utilities or a Competitive Electric Power Supplier.

Residents, businesses, and other electricity customers may opt-out of participating in Hanover Community Power default service at any time, by submitting adequate notice in advance of the next regular meter reading by the incumbent utilities (in the same manner as if they were on utility provided default service or as approved by the NHPUC).

Customers that request to opt-in to the program may do so subject to the terms of Hanover Community Power. Customers that have opted-in to an optional product offered by Hanover Community Power may switch back to the incumbent utilities or may take service from a Competitive Electric Power Supplier subject to any terms and conditions of the optional product.

Rights and Responsibilities of Program Participants

All participants will have available to them the customer protection provisions of the law and regulations of New Hampshire, including the right to question billing and service quality practices.

Customers will be able to ask questions of and register complaints with the Town of Hanover, Liberty, Eversource, NHEC and the NHPUC.

Hanover Community Power shall maintain the confidentiality of individual customer data in compliance with its obligations as a service provider under RSA 363:38 (privacy policies for individual customer data; duties and responsibilities of service providers) and other applicable statutes and NHPUC rules. Confidential data includes information that singly or in combination can identify specific customers, including individual customers' name, service address, billing address, telephone number, account number, payment information, and electricity consumption. This data will not be subject to public disclosure under RSA 91-A (access to governmental records and meetings). Suppliers and vendors for Hanover Community Power will be contractually required to maintain the confidentiality of individual customer data pursuant to RSA 363:38, V(b).

Aggregate or anonymized data that does not compromise confidentiality of individual customers may be released at the discretion of Hanover Community Power and as required by law or regulation.

Participants will continue to be responsible for paying their bills. Failure to do so may result in a customer being transferred from Hanover Community Power back to their incumbent regulated distribution utility and provider of last resort for default energy service, payment collections and utility shut offs under procedures subject to oversight by the NHPUC.

Net Metering and Group Net Metering Policies

Under the net metering process, customers who install renewable generation or qualifying combined heat and power systems up to 1,000 kilowatts in size are eligible to receive credit or compensation for any electricity generated onsite in excess of their onsite usage.

Any surplus generation produced by these systems flows back into the distribution grid and offsets the electricity that would otherwise have to be purchased from the regional wholesale market to serve other customers.

Currently, customer-generators are charged their full retail rate for electricity supplied by the utilities and receive credits for electricity they export to the grid based on their utility's Net Energy Metering (NEM) tariffs.

Hanover Community Power intends to provide new rates and terms that compensate participating customer-generators for the electricity supply component of their net metered surplus generation.

Customer-generators will continue to receive any non-supply related components (e.g., transmission and distribution credits) directly from their utility, as specified under the terms of their applicable net energy metering tariff.

Hanover Community Power's exact terms, conditions, and rates for compensating and crediting different types of NEM customer generators in the Town will be set at duly noticed public meetings and fully disclosed to all prospective NEM customers through the program's enrollment notification process and thereafter.

Certain aspects of administering net energy metering require coordination between the utilities and Hanover Community Power. The enabling services and strategies that Hanover Community Power may pursue, in order to benefit and encourage customers to adopt distributed generation, include but are not limited to:

- Dual-billing customer-generators separately for supply services;
- Offering time-varying rates and alternative credit mechanisms to compensate customers for surplus generation;
- Streamlining the establishment of new Group Net Metering and Low-Moderate Income Solar Project groups;
- Facilitating interval meter and Renewable Energy Certificate (REC) meter installations for customer-generators; and
- Engaging at the Legislature and Public Utilities Commission to advocate for upgrades and reforms to metering and billing infrastructure and business processes to enable Net Energy Metering and other innovative services to benefit customer-generators.

For additional details regarding these enabling services and strategies, refer to:

- [Attachment 5](#) which provides an overview of utility net energy metering tariffs in use today, including the "standard" and "alternative" tariffs for individual customer-generators as well as Group Net Metering and Low-Moderate Income Solar Project options, and tables showing the number of customer-generators on net metered service in each utility territory;
- [Attachment 6](#) provides an in-depth discussion regarding operational and strategic opportunities to enhance net metering and group net metering through Hanover Community Power.

Ensuring Discounts for Electric Assistance Program Participants

Income eligible households can qualify for discounts on their electric bills under the Electric Assistance Program. Hanover Community Power will support income eligible customers who enroll in the Electric Assistance Program to receive their discount.

Electric Assistance Program discounts are funded by all ratepayers as part of the Systems Benefits Charge, which is charged to customers and collected by the distribution utilities.

At present, the NHPUC and utilities only support provision of the discount to individual customers when the customer's electricity supply charges are billed through the distribution utility.

Hanover Community Power consequently plans to rely on Liberty Utilities, Eversource and NHEC to bill all customer accounts enrolled in the Electric Assistance Program. This represents no change in the provision or funding of this program.

This arrangement may be revisited if, at some point in the future, the Public Utilities Commission approves rules that enable Community Power programs to provide Electric Assistance Program customers with their discount directly.

Termination of the Program

There is no planned termination date for Hanover Community Power.

Hanover Community Power may be terminated by majority approval of those present and voting at Town Meeting. If so terminated, Hanover Community Power would cease operations after satisfying any obligations contractually entered in to prior to termination, at which point participating customers would either be transferred to default service provided by their distribution utility (either Liberty Utilities, Eversource or the NHEC) or to a Competitive Electric Power Supplier of their choosing.

Hanover Community Power will provide as much advance notice as possible regarding the potential or planned termination of the program to participating customers, CPCNH, the NHPUC, Liberty Utilities, Eversource and NHEC.

Upon termination, the balance of any funds accrued in the program's financial reserve fund and other accounts, if any, would be available for distribution or application as directed by the Selectboard and in accordance with any applicable law and regulation.

Attachments

Attachment 1: Legislative Background and Local Control Authorities

In 1996, New Hampshire led the nation in being the first state to pass an Electric Utility Restructuring Act ([RSA 374-F](#)), the purpose of which is excerpted in full below:

I. The most compelling reason to restructure the New Hampshire electric utility industry is to reduce costs for all consumers of electricity by harnessing the power of competitive markets. The overall public policy goal of restructuring is to develop a more efficient industry structure and regulatory framework that results in a more productive economy by reducing costs to consumers while maintaining safe and reliable electric service with minimum adverse impacts on the environment. Increased customer choice and the development of competitive markets for wholesale and retail electricity services are key elements in a restructured industry that will require unbundling of prices and services and at least functional separation of centralized generation services from transmission and distribution services.

II. A transition to competitive markets for electricity is consistent with the directives of part II, article 83 of the New Hampshire constitution which reads in part: "Free and fair competition in the trades and industries is an inherent and essential right of the people and should be protected against all monopolies and conspiracies which tend to hinder or destroy it." Competitive markets should provide electricity suppliers with incentives to operate efficiently and cleanly, open markets for new and improved technologies, provide electricity buyers and sellers with appropriate price signals, and improve public confidence in the electric utility industry.

III. The following interdependent policy principles are intended to guide the New Hampshire public utilities commission in implementing a statewide electric utility industry restructuring plan, in establishing interim stranded cost recovery charges, in approving each utility's compliance filing, in streamlining administrative processes to make regulation more efficient, and in regulating a restructured electric utility industry. In addition, these interdependent principles are intended to guide the New Hampshire general court and the department of environmental services and other state agencies in promoting and regulating a restructured electric utility industry.

Prior to this point, state regulators set retail customer rates to allow electric utilities to recover profits and prudently earned costs for "vertically integrated" monopoly service — spanning wholesale electricity generation, transmission, local electricity distribution and retail customer services (metering, billing, collections, call center operations and so on).

Restructuring sought to increase competition and technological innovation in the markets for wholesale electricity supply and retail customer services, by requiring electric utilities to divest of their generation portfolios, creating a Federally regulated regional electricity market or "Independent System Operator" (ISO New England is the market operator for New England), and allowing Competitive Electric Power Suppliers (CEPs) to offer electricity supply rates and other services to retail customers.

Customers that did not choose a competitive supplier were left on "default service" provided by the electric utilities — afterward referred to as "electric distribution companies" — which continue to be regulated by the Public Utilities Commission. The distribution utilities periodically hold auctions for competitive suppliers to bid against one another for the right to supply electricity to

default service customers in large groups. (Refer to Attachment 4 for additional details on this process.)

Status of the Competitive Market

Nearly a quarter century has passed, and New Hampshire's competitive market has seen little growth since 2013. Four out of five customers remain on default service provided by the distribution utilities, and the customers that are on competitive supply only account for about half of total electricity usage.

Regulated distribution utilities continue to provide services that are not natural monopolies, and could therefore be available by competitive means, such as: default electricity supply, metering, meter data management, billing and other retail customer services (such as demand response and energy storage for smaller customers).

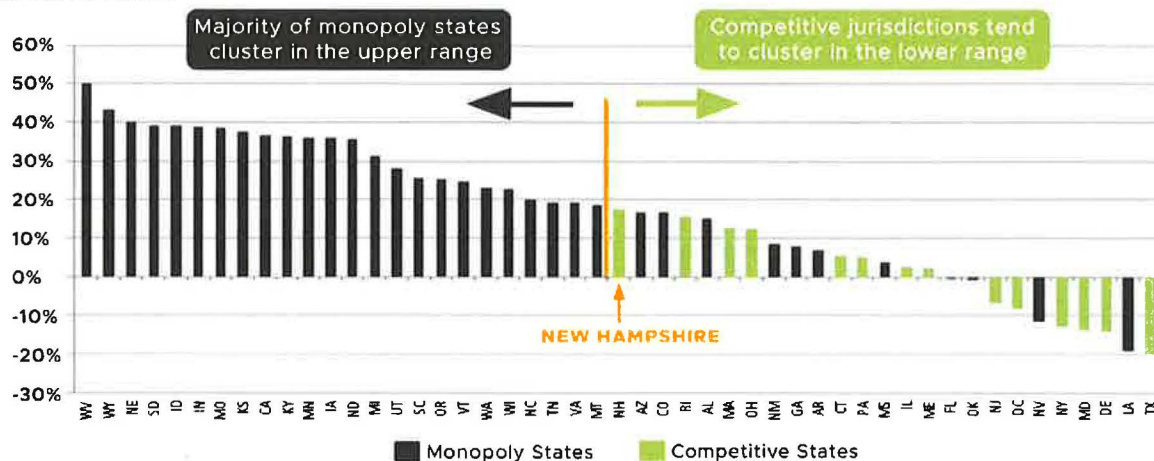
The continued reliance on utilities to provide these customer-facing services has necessitated state regulation over many aspects of the retail customer market. Utility regulation relies on administrative regulatory proceedings, which are necessarily more slow-moving and unable to respond to changing customer technologies and wholesale market dynamics (such as the increased price volatility caused by higher levels of renewable generation) compared to the nimbler, market-based framework envisioned under the Electric Utility Restructuring Act.

Residential customers are not offered many rate options or clean technology innovations today: out of the 29 competitive suppliers currently offering service in New Hampshire, only nine offer service to residential customers (and only four serve customers in every distribution utility territory).

Consequently, New Hampshire has fallen behind every other state with a restructured electricity market in terms of price competition:

All Sector Price % Price Change by State, 2008-2019

Source: EIA 861M



Credit: Retail Energy Supply Association, 2020.

The Community Power Act

In order to support the growth of competitive market services in alignment with The Electric Utility Restructuring Act, Senate Bill 286 and [RSA 53-E:6](#) have authorized towns, cities and counties to

launch Community Power programs that replace distribution utilities as default suppliers of electricity to retail customers. The purpose of RSA 53-E is excerpted below:

“The general court finds it to be in the public interest to allow municipalities and counties to aggregate retail electric customers, as necessary, to provide such customers access to competitive markets for supplies of electricity and related energy services. The general court finds that aggregation may provide small customers with similar opportunities to those available to larger customers in obtaining lower electric costs, reliable service, and secure energy supplies. The purpose of aggregation shall be to encourage voluntary, cost effective and innovative solutions to local needs with careful consideration of local conditions and opportunities.”

To achieve this purpose, RSA 53-E:3 allows Community Power programs to enter into agreements and provide for:

“the supply of electric power; demand side management; conservation; meter reading; customer service; other related services; and the operation of energy efficiency and clean energy districts adopted by a municipality pursuant to RSA 53-F and as approved by the municipality's governing body.”

RSA 53-E:3-a further provides Community Power programs with authorities and regulatory pathways to offer more advanced meters for customers, and to provide for alternative customer billing options. Both metering and billing services are important means by which Community Power programs will be able to better engage customers and offer more innovative services that lower the energy expenditures and carbon emissions for individual customers and communities.

Lastly, and to enable all municipalities to work together to achieve this purpose, RSA 53-E:3 provides that *“such agreements may be entered into and such services may be provided by a single municipality or county, or by a group of such entities operating jointly pursuant to RSA 53-A.”*

Community Power program *“shall not be required to own any utility property or equipment to provide electric power and energy services to its customers.”* To ensure that utilities are fairly compensated for their continuing role in owning and operating the distribution grid, RSA 53-E:4(III) stipulates that:

“Transmission and distribution services shall remain with the transmission and distribution utilities and who shall be paid for such services according to rate schedules approved by the applicable regulatory authority, which may include optional time varying rates for transmission and distribution services that may be offered by distribution utilities on a pilot or regular basis.”

Enabling locally controlled Community Power programs to exercise local control over these authorities and bring in third-party competitors to provide more innovative services on a community-wide scale, represents a viable and stable pathway to animate competitive retail markets across New Hampshire — and thus realize a lower-cost, more innovative and sustainable future for both our community and all Granite Staters.

Hanover is committed to using its local control authorities granted under RSA 53-E to accelerate innovation, customer and community choice in electricity supply, the creation of new economic value, and a sustainable and resilient future for our community and customers.

Attachment 2: The Community Power Coalition of New Hampshire

Hanover is a founding member of the Community Power Coalition of New Hampshire (CPCNH), a nonprofit joint powers agency authorized under RSA 53-A and governed by participating communities under the terms of the Joint Powers Agreement approved by the Hanover Selectboard on January 25, 2021.

- The CPCNH webpage is online at: <http://www.cpcnh.org/>
- The Joint Powers Agreement is available on the CPCNH webpage, includes the nonprofit's Articles of Agreement and Bylaws of the nonprofit, and details the common purpose, authorities, structure, Board of Directors, committees, cost sharing principals, liability protections, and other aspects of the organization.

CPCNH was created so that towns, cities, and counties across New Hampshire could:

1. Access the resources and support required to streamline the process of establishing an Electric Aggregation Committee, drafting an Electric Aggregation Plan and approving new Community Power programs.
2. Jointly solicit and contract for third-party services and staff support to launch and operate Community Power programs.
3. Participate in joint power solicitations and local project development opportunities.
4. Share knowledge and collaborate regionally on clean energy and resilient infrastructure development at the community-level throughout the state.
5. Speak with one voice at the NH Legislature and NHPUC on public advocacy issues related to energy and Community Power.

CPCNH is designed to achieve significant economies of scale, in terms of the oversight and management of Community Power program operations:

- The initial customer base of CPCNH's founding members will be approximately equivalent to Liberty Utilities, in terms of default electricity procurement and accounts; and
- Given the high degree of awareness and interest expressed by other municipalities in joining the Coalition to-date, the Coalition may expand to be larger than Unital within the 2022-23 timeframe.

Hanover's Participation in the Design Process

Hanover has actively participated in the exploratory "Organizing Group" process that preceded the formation of CPCNH. This process began in December 2019, with communities interested in Community Power meeting regularly to research national best practices and explore the viability of establishing a collaborative nonprofit to share services across municipalities and counties:

- The initial CPCNH Organizing Group consisted of the cities of Lebanon and Nashua, the towns of Hanover and Harrisville, and Cheshire County.
- Technical and community advisors included representatives from both Thayer School of Engineering and Tuck School of Business at Dartmouth, the Monadnock Sustainability Hub, Clean Energy New Hampshire, Growing Edge Partners and Community Choice Partners.

- Activities were carried out in four working group tracks: Governance Agreements, Regulatory and Policy Engagement, Design and Implementation, and Community Engagement.

Over the last year, members of the CPCNH Organizing Group have:

- Participated in the Community Power informal rule drafting process, including by providing the initial and subsequent draft rules for discussion, arranging bilateral meetings with utilities and other stakeholders, and leading significant portions of the subsequent stakeholder workshops at the request of NHPUC staff.
- Intervened in regulatory proceedings and legislative hearings to represent the interests of communities and customers, such as by advocating for expanded data access in the Commission's Statewide Data Platform docket, DE 19-197, and successfully negotiating the clarification and expansion of key Community Power authorities in House Bill 315.
- Assessed power agency design best practices — in terms of public governance and competitive operating models — by interviewing elected officials, senior staff and vendors operating Community Power programs in other states, along with representatives from public power associations (such as the American Public Power Association and the Vermont Public Power Supply Authority) and other industry experts.
- Hosted a virtual summit on Community Power that was attended by over eighty representatives from thirty-one municipalities, collectively representing one-quarter of the state's default electricity market.

Most recently, the City of Lebanon, using grant funding and in collaboration with the Organizing Group executed legal, community engagement and professional service contracts to help formally establish and implement the Community Power Coalition of New Hampshire.

Joint Powers Agreement Drafting Process

The CPCNH Joint Powers Agreement includes the nonprofit's Articles of Agreement and Bylaws of the nonprofit, and establishes the common purpose, authorities, structure, Board of Directors, committees, cost sharing principals, liability protections, and other aspects of the organization.

Municipalities that adopt the Joint Powers Agreement may apply for membership.

The Organizing Group surveyed other Community Power states and the broader public power industry, assessed the legal and governance structure of a selection of successful nonprofit power agencies that provide services to multiple municipal members, and interviewed staff and elected officials involved. After discussing joint governance issues and reviewing the governance documents of comparable entities, the Organizing Group created a draft Joint Powers Agreement for CPCNH in July 2020.

In September 2020, the City of Lebanon and Town of Hanover, in collaboration with the Organizing Group, reviewed six responses to a Request for Qualifications and retained the legal services of Duncan, Weinberg, Genzer & Pembroke (DWGP). The firm was hired to provide advice on key aspects of joint power agency governance and to finalize the CPCNH Joint Powers Agreement, in compliance with RSA 53-A., with additional support provided by New Hampshire counsel on a subcontracted basis. DWGP are national leaders with over 50 years in public power legal guidance, and the project was led by DWGP President Michael Postar Esq.

The Joint Action Agreement was finalized in December 2020.

Governance Formation Process

In January and then February 2021, the Town of Hanover and City of Lebanon became the first two municipalities to vote to enter into the agreement, followed by the City of Nashua and the Town of Exeter in May 2021. Cheshire County is also expected to vote on the agreement as well, based on their participation in the Coalition's design process and indications of political interest. Other communities are starting to consider joining the Coalition. Additionally, the Attorney General has reviewed and approved the agreement as conforming to the requirements of state law.

After the founding members jointly execute the agreement, CPCNH will be incorporated, and the Board constituted with Directors appointed by each member's governing body.

After approving and executing the CPCNH Joint Powers Agreement, founding member municipalities will each appoint a primary and alternate member representative of their respective Community Power programs to serve on the CPCNH Board of Directors.

All members will be directly represented on the CPCNH Board until more than twenty-one (21) members join, at which point directors will be elected by vote of the members at annual meetings.

The Board will directly oversee the initial startup and implementation activities of CPCNH, including: the adoption of Board policies and election of officers, the hiring of key staff to provide management and oversight, the solicitation and contracting of third-party service vendors to launch and operate Community Power programs, and the appointment of directors and other community representatives to committees.

CPCNH will have six standing committees: Executive, Finance, Audit, Regulatory and Legislative Affairs, Risk Management and Governance. Additionally, the Board may establish ad-hoc committees, and each direct project that individual members choose to pursue in future will be overseen by a committee specific to that project.

All meetings of CPCNH will comply with New Hampshire's Right-to-Know Law (RSA 91-A), the purpose of which is to *"ensure both the greatest possible public access to the actions, discussions and records of all public bodies, and their accountability to the people"*, based on the recognition that *"openness in the conduct of public business is essential to a democratic society."*

Implementation Process

In February 2021, the City of Lebanon, using previously secured grant funding and in collaboration with the CPCNH Organizing Group, contracted with Henry Herndon (formerly the Director of Local Energy Solutions at Clean Energy New Hampshire) and Samuel Golding of Community Choice Partners, Inc., to provide implementation support services prior to launch.

Mr. Herndon is advising on regulatory and legislative affairs, as well as branding and communications, drafting a recruitment strategy and compilation of resources for prospective members, facilitating the engagement of prospective members, and onboarding new members and their representatives to the CPCNH Board throughout the state.

Mr. Golding is advising on Community Power rule development at the NHPUC, supporting municipalities in drafting and adopting Electric Aggregation Plans, drafting a business plan and budget for CPCNH, advising on Board policies and staffing, preparing vendor surveys and a request for proposals for the services and financing required to launch Community Power programs, and assisting in the bid evaluation, award and contracting process.

Launch Process

CPCNH intends to contract with qualified vendors and credit-worthy suppliers to provide the services, credit support and electricity required to launch and operate member Community Power programs.

These third parties are expected to fund the upfront cost of implementing Community Power programs, the expense of which is expected to be amortized and recovered in the program's rates and charges to participating customers for a specified term. Similar at-risk and performance-based contract structures have been used to successfully launch and operate new joint powers agencies in other Community Power markets.

To ensure effective management of operations, as well as enhanced transparency and oversight, the Coalition plans to hire a small number of qualified staff.

Services will also include advisory support services to enhance the fiscal stability of participating Community Power programs, such as adopting Energy Risk Management and Financial Reserve policies.

Attachment 3: New Hampshire's Renewable Portfolio Standard

New Hampshire's Electric Renewable Portfolio Standard ("RPS") statute, RSA 362-F, established the renewable energy policy for the State.

The RPS statute requires each electricity provider, including Liberty and Eversource and Hanover Community Power, to meet a certain percentage of customer load by purchasing, generating or otherwise acquiring Renewable Energy Certificates ("RECs"):

- One REC represents the renewable attributes of one megawatt-hour of electricity, or the equivalent amount of useful thermal energy.
- RECs are generated by certified renewable energy facilities for power that is physically delivered into the New England wholesale electricity market operated by ISO-New England (which means the power can come from within New England, New York or eastern Canada).
- The New England Power Pool Generation Information System (NEPOOL GIS) issues and tracks RECs for the region.
- RECs are generally used for compliance in the same year as the renewable power was generated, though suppliers may "bank" RECs for up to two years to meet up to 30% of compliance requirements.

There are four distinct "classes" of renewable certificates under the RPS, each distinguishing between different technologies and dependent upon the year that the generators came online:

1. Class I is divided between thermal and non-thermal renewables:
 - Class I non-thermal electricity, from generators that came online after January 1, 2006: wind, solar, small hydroelectric, methane (biologically derived such as from anaerobic digestion of organic materials), biomass, hydrogen (from methane or biomass), ocean thermal, current, tidal or wave energy and biodiesel (if produced in state).
 - Class I thermal energy, from generators that came online after January 1, 2013 (and are producing thermal energy, rather than electricity): geothermal, solar thermal, biomass and methane.
2. Class II: solar generation that came online after January 1, 2006
3. Class III: biomass & methane that came online before January 1, 2006
4. Class IV: small hydroelectric that came online before January 1, 2006

Electricity suppliers must obtain RECs for each of the four classes of renewables as a set percentage of their retail electric load, which increase on an annual basis (until plateauing after 2025, unless the RPS is raised in future):

Compliance Year	Total RPS Requirement	Class I Non-Thermal	Class I Thermal	Class II Solar	Class III Biomass & Methane	Class IV Small Hydro
2020	20.70%	8.90%	1.60%	0.70%	8.00%	1.50%
2021	21.60%	9.60%	1.80%	0.70%	8.00%	1.50%
2022	22.50%	10.30%	2.00%	0.70%	8.00%	1.50%
2023	23.40%	11.00%	2.20%	0.70%	8.00%	1.50%
2024	24.30%	11.90%	2.20%	0.70%	8.00%	1.50%
2025 onwards	25.20%	12.80%	2.20%	0.70%	8.00%	1.50%

Note the following flexibilities in meeting Class I requirements:

- Class I non-thermal requirements may be met with Class I thermal biomass and methane resources.
- Class I requirements may also be met with Class III (biomass & methane, thermal and non-thermal) or Class IV (small hydroelectric, non-thermal) resources that have been restored through significant investment or have otherwise begun generating in excess of historic baselines.
- Solar that came online after January 1, 2006 may be used to satisfy Class II or Class I requirements.

Additionally, net metered customers (primarily customers with solar photovoltaics) that meet certain registration and administrative requirements can track and sell their RECs (which are accounted for in NEPOOL's Generation Information System). Not all customers do, however, and the REC production from such customer generators are estimated by the Public Utilities Commission each year and applied to lower the Class I and Class II procurement requirements of the utilities and other suppliers.

If the electricity providers are not able to meet the RPS requirements by purchasing or acquiring renewable energy certificates, they must pay alternative compliance payments (ACPs). The funds are used for a variety of renewable programs in New Hampshire.

The result is that these alternative compliance payment prices essentially act as a price ceiling for the REC market in New Hampshire. The ACPs for RECs by class in recent years are:

Inflation Adjusted Alternative Compliance Payment Rate (\$ per Megawatt Hour)					
	2017	2018	2019	2020	2021
Class I (Non-Thermal)	\$ 56.02	\$ 56.54	\$ 57.15	\$ 57.61	\$ 57.99
Class I Thermal	\$ 25.46	\$ 25.69	\$ 25.97	\$ 26.18	\$ 26.35
Class II	\$ 56.02	\$ 56.54	\$ 57.15	\$ 57.61	\$ 57.99
Class III	\$ 55.00	\$ 55.00	\$ 55.00	\$ 34.54	\$ 34.99
Class IV	\$ 27.49	\$ 28.00	\$ 28.60	\$ 29.06	\$ 29.44

For example, Eversource, Unitil and the New Hampshire Electric Co-op have recently made alternative compliance payments instead of purchasing certain categories of RECs:

2019 Company	Alternative Compliance Payments (ACPs)					
	Class I	Class I Thermal	Class II	Class III	Class IV	Total
Liberty Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Hampshire Electric Cooperative	\$ -	\$ 187,192	\$ -	\$ -	\$ -	\$ 187,192
Eversource Energy	\$ -	\$ 519,893	\$ -	\$ -	\$ -	\$ 519,893
Unitil Energy Systems, Inc.	\$ -	\$ -	\$ 1,029	\$ -	\$ -	\$ 1,029
Distribution Utilities Subtotal	\$ -	\$ 707,085	\$ 1,029	\$ -	\$ -	\$ 708,114

For additional information on the Renewable Portfolio Standard, refer to:

- [New Hampshire's RPS statute \(RSA 362-F\)](#)
- [Public Utilities Commission RPS Website](#)
- [New Hampshire Renewable Energy Fund Annual Report \(1 October 2020\)](#)
- [UNH Sustainability Institute Study: New Hampshire RPS Retrospective 2007 to 2015](#)

Attachment 4: Utility Default Procurement Cycles and Rate Setting

Hanover Community Power has a goal of maintaining competitive default rates compared to Liberty, Eversource or NHEC, while also offering voluntary products that retail customers may opt-in to receive.

The timing of the program's rate setting decisions and the procurement of electricity will need to consider when Liberty and Eversource, in particular, conduct these same activities (particularly for the program's default electricity product).

As context, Eversource, Liberty Utilities and Unitil all issue requests for proposals (RFPs) twice annually for competitive suppliers to assume load-serving entity obligations and supply default customers with electricity for 6-month "strip" periods, with suppliers bidding to serve individual "tranches" or segments of customers by class.

The procurement schedules, tranches and rate practices for each distribution utility are:

- **Eversource** (Public Service Company of New Hampshire): issues RFPs in May and November with bids due in early June and December for suppliers to begin serving customers in August and February, offering four ~100 MW tranches to serve small customers and a single tranche to serve large customers (five tranches in total). Retail rates are fixed over the 6-month period for small customers and vary by month for large customers.
- **Liberty Utilities**: follows the same supplier RFP schedule and retail pricing as Eversource but (1) solicits supply for small customers in a single 6-month block tranche and for large customers in two, consecutive three-month block tranches (3 tranches total), and (2) allows bidders to include and price RPS compliance obligations separately (as an additional product).
- **Unitil**: issues RFPs in March and August for delivery beginning in June and December, offering tranches of residential, small commercial, outdoor lighting and large customers classes (four tranches). The large customer RFP is structured in a distinct fashion, in that it passes through market costs for energy and so suppliers compete to price capacity, congestions, ancillary services, etc. for the large customer tranche over the 6-month term; retail rates reflect these load-serving entity costs along with the pass-through of real time locational marginal market prices (which are load-weighted by the entire class' hourly load shape i.e., not the individual large customer's usage profile). Retail rates for the residential, small commercial, and outdoor lighting classes are fixed over the 6-month term, though customers have the option to choose variable monthly pricing if the election is made prior to the start of the next 6-month term.

Supplier bids are priced in dollars per megawatt-hour (\$/MWh) monthly and generally exclude Renewable Portfolio Standard (RPS) compliance obligations (called "Renewable Energy Certificates" or "RECs"), though Liberty Utilities allows RECs to be bid as a separate product. Distribution utilities typically procure most or all their supply of RECs through competitive solicitations held separately from the auctions for default electricity service.

New Hampshire's RPS requires all electricity suppliers to procure or otherwise obtain RECs for four distinct "classes" of renewables, each distinguishing between different technologies and dependent upon the year that the generators came online.

For 2021, Liberty and Eversource are required to include 21.6% renewable energy in their energy supply. This minimum compliance requirement will increase incrementally to 25.2% by 2025 and remain fixed thereafter, absent an increase in the RPS.

Attachment 5: Overview of Utility Net Energy Metering Tariffs

Discussion of Liberty, Eversource and NHEC's Net Metering, Group Net Metering and Low-Moderate Income Solar Project Tariffs

Under the net metering process, customers who install renewable generation or qualifying combined heat and power systems up to 1,000 kilowatts in size are eligible to receive credit or compensation for any electricity generated onsite in excess of their onsite usage.

Any surplus generation produced by these systems flows back into the distribution grid and offsets the electricity that would otherwise have to be purchased from the regional wholesale market to serve other customers.

The credits and compensation customer-generators receive for electricity exported to the grid are defined under Net Energy Metering (NEM) tariffs offered by Eversource, Liberty Utilities, Unitil and the New Hampshire Electric Co-op (NHEC). Note that:

- Liberty Utilities provides distribution service to almost all customers in Hanover, although Eversource serves several off Route 10 in northwestern Hanover and NHEC serves a small number in the Goose Pond Road area.
- NHEC is member-owned cooperative and as such, its rules and regulations are approved by its Board of Directors and are not subject to regulation by the Public Utilities Commission. Additional information regarding NHEC's Net Energy Metering tariffs may be found online under their "[Terms and Conditions](#)".
- The Public Utilities Commission regulates the Net Energy Metering tariffs of Eversource, Liberty Utilities, Unitil in accordance with [PUC Rule 900](#) and [RSA 362-A:9](#) (refer to [RSA 362-A:9, XIV](#) specifically for Group Net Metering statutes).

In regard to both Liberty Utilities and Eversource's NEM tariffs, note that:

- NEM tariffs offered by the utilities underwent a significant change several years ago.
- Customer-generators that installed systems before September 2017 may still take service under the "NEM 1.0" tariff ("standard" or "traditional" NEM).
- Systems installed after August 2017 must take service under the "NEM 2.0" tariff ("alternative NEM").
- NEM 1.0 customers may switch to taking service under the NEM 2.0 tariff but cannot subsequently opt-back to NEM 1.0 (with limited exceptions, e.g., participation in certain pilot programs).

Under both tariffs, customer-generators are charged the full retail rate for electricity supplied by Liberty and Eversource and receive credits for electricity they export to the grid for some (but not all) components of their full retail rate. Refer to the next subsection for tables comparing NEM 1.0 to 2.0 tariffs.

To appropriately measure and credit customer-generators taking service under a NEM tariff, the utilities install a bi-directional net meter that records each kilowatt-hour (kWh) supplied to the customer from the grid and also each kWh that flows back into the grid. This data is recorded and collected on a monthly billing-cycle basis.

For NEM 1.0 tariff systems (installed before September 2017), any kWh exported to the grid are netted against kWh consumed. If there is a net surplus of kWh at the end of the monthly billing period (i.e., more power was exported to the grid by the customer-generator than was consumed) those surplus or negative kWh are carried forward and can be used to offset future kWh consumption (so the customer only pays for their “net” energy consumption).

For NEM 2.0 tariff systems (installed after August 2017), all customer-generators receive a monetary credit for each kWh that is exported valued at 100% of their default electricity supply rate component for the month. Smaller systems (up to 100 kilowatts in size) additionally receive credits for 100% of the transmission component and 25% of the distribution component of their retail rate. (Larger systems, up to 1,000 kilowatts in size, only receive full credit for the electricity supply rate component.)

Note that most customer-generators in Hanover Community Power are expected to be taking service under Liberty’s NEM 2.0 tariffs going forward.

Any credits that accumulate over time are tracked and used to offset the customer-generator’s future electricity bills. Customers may also request to cash-out their surplus credit once a year, after their March billing cycle, if the balance exceeds \$100 (or any balance in the event of moving or service disconnection). NEM 1.0 surplus balances are tracked as kWh credits and are converted to dollars at wholesale avoided costs, while NEM 2.0 surplus balances are tracked as monetary credits directly (in dollars). Note that these cash-outs are treated as taxable income by the Internal Revenue Service (IRS). Payments of \$600 or more remitted to the customer are accompanied by a 1099 form for the IRS. Utilities may also issue IRS Form 1099s for smaller amounts.

Alternatively, Group Net Metering is a process that allows any customer-generator to share the proceeds of their surplus generation credits to directly offset the electricity bills of other customers, which is financially more advantageous and can increase the effective value of the system. All the members in the group need to be within the same distribution utility service territory but may be served by different suppliers. The credits are calculated based on the host site’s NEM tariff and retail rate, and payments are credited to offset the electricity bills of each member directly by their respective utility (if the customers are billed for supply by their utility). These allocations are governed by a Group Net Metering Agreement between the host customer-generator and group members, which is part of the registration process overseen by the Public Utilities Commission.

Note that larger systems (up to 1,000 kilowatts in size) must register as group hosts in order to qualify for net metering in the event that the customer-generator exports more than 80 percent of the power produced onsite to the distribution grid. Additionally, if the electricity exported from larger systems exceeds the total electricity usage of the group on an annual basis, the credit for the residual amount (e.g., electricity exported in excess of the group’s total usage) is re-calculated based on the incumbent utility’s avoided cost of electricity supply. This rate is lower than the NEM credit based on the customer-generator’s retail rate, and results in a downward payment adjustment issued by the incumbent utility to the host customer. Residential systems under 15 kilowatts, however, are not subject to this adjustment.

Most recently, a Low-Moderate Income (LMI) Community Solar Project option has been implemented under Group Net Metering. The program currently provides an incentive of 3 cents per kWh (dropping down to 2.5 cents after July 2021) in addition to the host site’s NEM credits, and solar systems may be either rooftop or ground-mounted systems. To qualify, groups must include

at least five residential customers, a majority of which are at or below 300 percent of the federal poverty guidelines, and non-residential customers cannot account for more than 15 percent of the total projected load in the group.

Lastly, all group hosts (except for residential systems under 15 kilowatts) must file an annual report with the NHPUC and their incumbent utility that includes the annual load of the host and members, annual total and net surplus generation of the host site system, and additional information for Low-Moderate Income Community Solar Projects.

In addition to NEM credits, all customer-generators have the option of selling the Renewable Energy Certificates (RECs) produced by their systems. This can provide an additional revenue stream to customer-generators, but requires a separate REC meter, registration and ongoing reporting requirement.

Alternatively, the NHPUC estimates the RECs that could be produced by all customer-generators who do not separately meter and sell their RECs and lowers the Renewable Portfolio Standard procurement requirements for all load-serving entities by an equivalent amount.

Comparison of Utility “Standard” and “Alternative” Net Energy Metering Tariffs

The tables below compare the two tariff structures, which offer different credits to customers depending on the size of their installed system, for customer-generators taking service from Liberty and Eversource:

Net Energy Metering (NEM) Credit on Net Monthly Exports to Grid

	NEM 1.0 <i>“Standard NEM”</i> <i>Offered prior to 9/1/2017</i>	NEM 2.0 <i>“Alternative NEM”</i> <i>Effective 9/1/2017</i>
Large Systems <i>100 Kilowatts to 1 Megawatt</i>	Full credit (at the customer’s retail rate) for electricity supply <u>only</u>	
Small Systems <i>≤ 100 Kilowatts</i>	Full credit for electricity supply, distribution, transmission, System Benefits, Stranded Cost & Storm Recovery charges	Full credit for electricity supply and transmission; 25% credit for distribution & no credit for other charges

As shown in the table above, levels of compensation for small customer-generators (with systems up to 100 kilowatts) were lowered, such that these customers no longer receive full compensation on their distribution rate component or several other small charges (e.g., the System Benefits, Stranded Cost and Storm Recovery charges).

Additionally, the NEM 2.0 tariff modified the type of credit, and the ways credits for surplus generation are tracked and refunded, for both small and large customer generators:

- Under NEM 1.0, any surplus generation would be tracked as a kilowatt-hour (kWh) credit, which was carried forward to offset the customer’s consumption (and bill) in future months. For any kWh credits remaining on an annual basis (at the end of March each year), such customers have

the option of either continuing to bank their credits to offset future usage, or to convert the kWh credit into a monetary credit, at a rate set by the Public Utilities Commission (typically ~3-4 cents per kilowatt-hour) and to apply the amount to their account or receive a check for the amount owed.

- Under NEM 2.0, kWh credits are automatically converted into a monetary credit every month, valued at the customer's retail rate for that specific month. Customers have the option of either carrying the credit forward to offset to their electricity bill in future months or may receive the refund directly as a check.

The crediting mechanism under NEM 1.0 was relatively more advantageous for customers in one respect. Solar systems generate more power in the spring and summer months relative to other seasons; consequently, the credits that customer-generators would accrue during the summer months would offset their consumption in the winter months on a one-to-one, kWh per kWh basis. This is advantageous because winter supply rates are above summer rates on average.

In another respect, NEM 2.0 offers an advantage to customers that accrue surplus credits over the course of the year, because the surplus is calculated based on components of the customer's retail rate — which is higher than the ~3-4 cents per kilowatt-hour value that is applied to convert NEM 1.0 kWh credits into a monetary credit whenever customers elect to cash-out their surplus.

These changes are summarized in the table below, and apply to all customer-generators regardless of system size:

NEM 1.0 <i>"Standard NEM"</i> <i>Offered prior to 9/1/2017</i>	NEM 2.0 <i>"Alternative NEM"</i> <i>Effective 9/1/2017</i>
kWh credit carried forward. May be refunded at a rate calculated by the Public Utilities Commission (typically ~3-4¢ per kWh).	kWh converted to monetary credit automatically each month. Monetary credit carried forward as a bill credit or refundable.

Additional details may be found in the Eversource, Liberty Utilities and Unitil tariffs and the Public Utilities Commission website:

- [Eversource Tariffs](#)
- [Unitil Tariffs](#)
- [Liberty Utilities Tariffs](#)
- [PUC overview of Net Metering](#)
- [PUC graphic explanation of NEM 1.0 vs. NEM 2.0.](#)

Net Energy Metering Systems by Utility Territory

According to the most recent [Energy Information Agency \(EIA\) Form 861m data](#), there are about 11,000 customer-generators taking service under Net Energy Metering tariffs in New Hampshire, with a cumulative installed capacity of approximately 140 megawatts (in terms of nameplate

capacity in alternating current, or “AC”). Estimated numbers of customer-generators and installed capacity by technology are summarized below:

- Solar photovoltaics: ~120 megawatts (MW) and 10,760 customer-generators; note that:
 - Group Net Metering accounts for an additional ~1.5 MW serving 56 customers; and
 - Sixteen residential customers, in addition to solar photovoltaics, also have battery storage systems with a cumulative capacity of 175 kilowatts (an average size of ~11 kilowatts per customer).
- Onsite wind: 412 kilowatts (kW) and 72 customer-generators.
- “Other” technologies (presumably, small hydro or qualifying combined heat and power systems, or “CHP”): ~17.5 megawatts (MW) and 55 customer-generators.

The table below provides the number of customer-generators in each distribution utility territory:

Number of Net Metered Customer-Generators by Technology

	Customer-Generators by Technology				Subsets of Solar PV Customers	
	Total	Wind	Other (CHP or Hydro)	Solar PV	Group Net Metering	Battery Storage
Eversource	7,949	37	52	7,860	21	0
Unitil	1,066	3	1	1,062	0	0
Liberty Utilities	724	1	0	723	22	16
NHEC	1,204	31	2	1,171	13	0
Total	10,943	72	55	10,816	56	16

The number of customer-generators by customer class with onsite solar photovoltaic systems, total installed capacity, and average solar system size in each utility territory are provided for reference in the tables below.

Note that these tables do not include Group Net Metered systems and participating customers within groups and reflect only installed solar photovoltaic system capacity (i.e., exclusive of onsite battery storage capacity).

Net Metered Solar Photovoltaic Systems: Number of Customer-Generators

	Residential	Commercial	Industrial	Total Customer-Generators
Eversource	7,195	630	35	7,860
Unitil	973	61	6	1040
Liberty Utilities	633	77	0	710
NH Electric Coop	1,065	81	4	1,150
Total	9,866	849	45	10,760

Net Metered Solar Photovoltaic Systems: Total Installed Capacity (MW-AC)

	Residential	Commercial	Industrial	Total Installed Capacity (MW-AC)
Eversource	54.15	29.66	5.09	88.91
Unitil	7.40	2.30	0.73	10.43
Liberty Utilities	4.78	5.12	0.00	9.90
NH Electric Coop	7.61	2.46	0.60	10.66
Total	73.94	39.54	6.42	119.90

Net Metered Solar Photovoltaic Systems: Average System Size (kW-AC)

	Residential	Commercial	Industrial	Average System Size (kW-AC)
Eversource	7.5	47.1	145.5	66.7
Unitil	7.6	37.8	121.2	55.5
Liberty Utilities	7.6	66.5	N/A	24.7
NH Electric Coop	7.1	30.3	149.0	62.2
Average	7.5	45.4	138.6	52.3

Attachment 6: Hanover Community Power Net Metering, Group Net Metering and Low-Moderate Income Solar Project Opportunities

Please refer to Attachment 5: Overview of Utility Net Metering Tariffs as context for this section.

RSA 362-A:9,II grants Community Power programs broad statutory authority to offer customer-generators new supply rates and terms for the generation supply component of Net Energy Metering (NEM). The relevant statutory authority is quoted in full below:

“Competitive electricity suppliers registered under RSA 374-F:7 and municipal or county aggregators under RSA 53-E determine the terms, conditions, and prices under which they agree to provide generation supply to and credit, as an offset to supply, or purchase the generation output exported to the distribution grid from eligible customer-generators. The commission may require appropriate disclosure of such terms, conditions, and prices or credits. Such output shall be accounted for as a reduction to the customer-generators' electricity supplier's wholesale load obligation for energy supply as a load service entity, net of any applicable line loss adjustments, as approved by the commission. Nothing in this paragraph shall be construed as limiting or otherwise interfering with the provisions or authority for municipal or county aggregators under RSA 53-E, including, but not limited to, the terms and conditions for net metering.”

Hanover Community Power intends to offer a NEM generation rate and terms to customers with onsite renewable generation eligible for net metering from the incumbent utilities. Note that any non-supply related components of the Net Energy Metering tariff (e.g., credits for transmission and distribution) will continue to be provided to customer-generators directly by the incumbent utilities.

How Hanover Community Power calculates, accounts for and provides NEM credits to participating customer-generators for the different types of eligible system sizes, customer types and group configurations will have a number of important financial and practical implications for the program and customers in Hanover.

Hanover Community Power also anticipates encountering practical challenges of an operational nature in administering net metering and group net metering programs. This is partly because net energy metering continues to evolve in response to new policy and regulatory requirements, and the day-to-day processes that govern the coordination between the program, participating customers and incumbent utilities are subject to refinement and change over time.

In particular, Hanover Community Power will be one of the first default aggregation programs to launch in the Liberty, Eversource and NHEC service territories, and the process of transferring significant numbers of NEM customers may cause unanticipated issues due to the metering, billing and data management requirements of this subset of customers. Hanover Community Power will maintain close coordination with the incumbent utilities to expeditiously resolve any such issues that may occur.

For example, Hanover Community Power may decide to separately issue supply bills to customers that have installed systems after September 2017.

The advantage in dual-billing this subset of customers stems from what is essentially an accounting irregularity in how the incumbent utilities' billing systems may currently treat customer-generators taking service under the NEM 1.0 tariff, which applies to systems installed before September 2017, versus the NEM 2.0 tariff, which applies to all systems installed after that date. As context:

- The cumulative surplus generation exports of net metered customer-generators will decrease the amount of electricity that Hanover Community Power will have to purchase from the regional power market to supply other customers in the program. The surplus generation from both NEM 1.0 and NEM 2.0 customer-generators is tracked and netted out from the program's wholesale load obligations by the incumbent utilities for this purpose.
- However, for the purpose of netting out of the program's Renewable Portfolio Standard (RPS) compliance requirements, the surplus generation from NEM 1.0 customers is tracked and accounted for differently than it is for NEM 2.0 customers:
 - Surplus generation from NEM 1.0 customers is tracked as a kWh credit that is carried forward to offset the customer's future electricity supply requirements; these kWh credits will be counted as an offset that decreases the total electricity supplied by the program to retail customers in aggregate — which lowers the program's RPS compliance obligation.
 - Surplus generation from NEM 2.0 customers is tracked as a monetary credit that is carried forward to offset the customer's future electricity bills; even though the monetary credit is calculated each month based on every customer's kWh surplus generation, the monetary credit is treated as a re-sale or delivery of power generated by NEM 2.0 customer and provided to other participating customers through the program — it is not treated, in other words, as an offset that decreases the total electricity supplied by program to retail customers in aggregate — and therefore does not lower RPS compliance obligations in the same way.

The practical consequence of this accounting treatment is that Hanover Community Power would have to purchase Renewable Energy Certificates matching the amount of surplus generation supplied by NEM 2.0 customer-generators (but not NEM 1.0 customer-generators) in the same way as if the program had imported that amount of electricity from the regional wholesale market.

- Taking on the responsibility of billing this subset of NEM 2.0 customers directly may allow Hanover Community Power to track and account for the impact of their surplus generation in ways that lower the program's RPS compliance obligations and costs. Specifically, the program could credit customers currently on the utility's NEM 2.0 tariff in the same way that NEM 1.0 customers are credited (i.e., using kWh credits to track surplus generation on the supply portion of the bill). Note that RSA 362-A:9-II explicitly grants Community Power programs the flexibility to offer net metered customers either:
 - A *"credit, as an offset to supply"* for their surplus generation, which is equivalent to the NEM 1.0 tariff accounting.
 - To *"purchase the generation output exported"*, which is equivalent to how the NEM 2.0 tariff tracks surplus generation.

Exercising the first option listed above, by offering NEM 2.0 customers a kWh credit tracked as an offset to supply, would allow Hanover Community Power to harmonize the accounting

treatment of NEM 1.0 and 2.0 surplus generation for the purpose of program RPS compliance reporting. This would lower program rates and is an option that the program may therefore find cost-effective to implement.

Additionally, certain customer-generators currently receiving IRS Form 1099 taxable income from monetary credits under the incumbent utilities' NEM 2.0 tariff may benefit financially from receiving kWh credits for the supply portion of their monthly surplus generation instead.

While dual billing is typically avoided — as it is less convenient for most customers to receive a separate bill from their utility and supplier — customers with onsite generation systems tend to be highly informed on energy issues and respond positively to more active engagement with both their utility and supplier.

Consequently, dual billing may enhance customer satisfaction, awareness and ongoing participation in the program for customer-generators. Furthermore, dual billing could be done electronically, which is more convenient for the customer and less costly for the program than sending paper bills.

Furthermore, Hanover Community Power may be able to create additional value for customer-generators through a combination of dual billing, assistance with metering upgrades and time-varying rate structures. For example:

- Many customer-generators with solar systems may benefit from local programs that help them reduce their full energy bill costs.
- Providing the customer with a separate supply-only bill would allow Hanover Community Power to also offer a time-varying rate (which may not otherwise be available through the incumbent utilities' billing systems).
- Upgrading to an interval meter (if the customer does not have one) and installing onsite battery storage, combined with a time-varying rate, may enable the customer-generator to further lower their overall bill by shifting their pattern of electricity usage at times of high-power prices and constrained generation and transmission capacity. This could also help to manage and lower the program's electricity supply costs in aggregate as well, and thus benefits all participating customers.

Similarly, Hanover Community Power may be able to streamline the process and cost of installing REC production meters, registering customer who generate electricity and purchasing their RECs for the onsite power generated to satisfy part of the program's overall RPS compliance requirements. This would allow the program to source RECs locally and would provide an additional source of revenue for customer-generators in the Town of Hanover.

Hanover Community Power also intends to evaluate ways to enhance the value of the NEM credits that customers receive overall, from both the program and the incumbent utilities. For example, customer-generators may benefit by becoming hosts in Group Net Metering, including by establishing a Low-Moderate Income Solar Project group. The program may be able to streamline the process required to do so, which entails:

- Matching customers interested in becoming members with prospective group hosts.
- Executing a Group Net Metering Agreement together.
- Registering the group with the Public Utilities Commission and the incumbent utilities.

- Thereafter filing annual compliance reports.

Lastly, NEM tariffs are subject to revision and Hanover Community Power, through CPCNH, intends to work with the incumbent utilities, participate in NHPUC proceedings and engage at the NH Legislature on issues that impact how the tariffs evolve going forward.

Customers are increasingly adopting new energy technologies and expect to be offered rates and services that provide them with new choices and fair compensation based on their investment; the program's ability to assist customers in these ways is heavily dependent on how state policies and utility regulations evolve over time.

Hanover Community Power will seek to represent the interests of our community and customers in these matters.

Attachment 7: Hanover's Public Planning Process

October 23, 2017	Hanover Selectboard appoints Hanover Electric Aggregation Committee
Fall 2017 – Spring 2019	Hanover Electric Aggregation Committee, a subcommittee of Sustainable Hanover, begins meeting monthly to pursue a range of options to provide a green power alternative electricity product for Hanover "retail" (residential, small business, non-profits) electricity customers, who, because of their small electricity demand, must purchase default power from the incumbent utility at higher retail prices. The EAC began working with consultants from 3Degrees to help the Town explore formal implementation of a municipal aggregation. Through their work it became apparent that the Town faced three constraints: • RSA 53-E established an "opt in" aggregation program available to NH municipalities, a model which has proven ineffective in other states because of relatively lower rates of customer participation. The solution was to amend RSA 53-E to convert the program to "opt out." • Electricity suppliers required complete electricity consumption data ("load curve") for all customer classes in Hanover on a 15-minute interval basis. Once the Town filed the request with Liberty Utilities, it took over 6 months to provide the data to Hanover, further delaying decision-making. • Liberty was unwilling to allow the electricity suppliers access to their customer database for purposes of third-party billing.
January 2019	Legislation is sponsored on behalf of the City of Lebanon and other interested parties, proposing to amend RSA 53-E to shift the municipal electricity aggregation model to "opt out" and several additional components designed to facilitate multi-community and county municipal aggregation. Legislation passes and is forwarded to the Governor for signature in June.
April 2019	3Degrees and the Town of Hanover issue an RFP to electricity suppliers, seeking pricing on a 100% green power mix based on Hanover's residential electricity load. Only one proposal was received and the respondent was unable to work with Liberty on the pricing and billing logistics.
June 2019	EAC approaches Liberty Utilities to formally request that they create a 50% and 100% green electricity product as an alternative to their default power. Liberty declines arguing that there is no demand and

	urges the Town of Hanover simply to purchase Renewable Energy Certificates as an offset to the retail load consumed by Hanover. Town staff reports that the Town already does so as part of our EPA Green Power Community status.
July 2019	Hanover approaches Clean Energy NH to ask for their staff assistance in establishing a statewide Community Power Aggregation together with the City of Lebanon. CENH agrees to make Henry Herndon available to staff a fledgling coalition.
September 2019	A small group of communities begin meeting at Clean Energy NH in Concord to discuss the launch of Community Power NH. Participating communities include Hanover, Lebanon, Nashua, Harrisville, and Cheshire County along with the Monadnock Sustainability Hub and the CPNH Steering Committee is formed.
October 2019	Governor Sununu signs legislation that converts RSA 53-E to “opt out”.
Fall 2019 – Winter 2021	CPNH Steering Committee meets over a series of 16 months, formulates a plan utilizing the advisory services of a municipal aggregation consultant and the legal services of both an in-state team of lawyers and a D.C.-based attorney with specific expertise in Community Power Aggregations; develops a Joint Powers Agreement, By-Laws and Articles of Incorporation for the Community Power Coalition of NH; submits the documents to the Attorney General for review and approval; receives said approval on January 14 th , 2021 and prepares to launch.
January - March 2021	Hanover Selectboard and Lebanon City Council vote to sign the Joint Powers Agreement. Nashua and Cheshire County form Electric Aggregation Committees and begin to develop Electric Aggregation Plans.
February 2021	Hanover EAC begins finalizing draft of Electricity Aggregation Plan for Selectboard review and 2021 Town Meeting approval.
March 22, 2021	Hanover Selectboard conducts initial review of draft Electricity Aggregation Plan and outlines process for acquainting the public with the proposed EAP, including the holding of a virtual webinar and Board public hearing prior to Town Meeting.
June 2, 2021	Sustainable Hanover EAC members and Town staff host a public webinar on Hanover Community Power and the Proposed Electric Aggregation Plan.
June 7, 2021	Hanover Selectboard hosts a public hearing on Hanover Community Power and the Proposed Electric Aggregation Plan.

Frequently Asked Questions

Community Power Coalition of NH

Hanover Community Power

1. What is “Community Choice Aggregation” or “Community Power”?

Community choice aggregation (CCA), also known as “municipal aggregation” or “community power”, are programs that allow local governments to procure power on behalf of their residents, businesses, and municipal accounts from an alternative supplier while still receiving transmission and distribution service from their existing utility provider. CCAs are an attractive option for communities that want more local control over their electricity sources, more green power than is offered by the default utility and/or lower electricity prices. By aggregating demand across an entire community, cities and towns gain leverage to negotiate better rates with competitive suppliers and can have access to greener power sources.

“Community Power”, which in New Hampshire is authorized by RSA 53-E, democratizes energy purchasing by empowering towns, cities and counties to choose where their electricity comes from and how it is generated on behalf of their residents and businesses. This enables electricity customers to choose sources of electricity that differ from the standard retail or “default” mix of power offered by the incumbent electric utilities in NH, which include Liberty, Eversource, Unitil and the NH Electric Co-op. Across the U.S., different states determine the percentage of retail or default power offered by the incumbent utilities that must be derived from renewable sources. In NH, that percentage (referred to as the Renewable Portfolio Standard or RPS) is very low at 21.6%. In addition, there are efforts currently underway in the NH Legislature to further reduce the State’s RPS. Hanover wants to push beyond this very low RPS offered in the standard incumbent utility default power mix.

In many states across the country, municipalities and counties have launched regional Community Power programs as a means of taking control of their combined electricity purchases, both to reduce the cost to consumers and to push for production of more renewable energy as a percentage of the total electricity

produced in the U.S. Increased demand for green power fosters investment in renewable energy producers by insuring a sizeable and sustainable customer base.

2. Why must Hanover adopt an Electric Aggregation Plan?

Under RSA 53-E, the Community power statute, in order to launch a municipal electric aggregation a community must first appoint an Electric Aggregation Committee (EAC). That EAC, which the Hanover Selectboard officially appointed in the fall of 2017, is then charged with developing an Electric Aggregation Plan (EAP) which must include components that are specifically outlined in the statute. Once that EAP has been developed, it must be adopted by the local legislative body in each community which, in Hanover, is Town Meeting. That is why the Hanover Community Power Electric Aggregation Plan is proposed to be included on the Warrant for Hanover's July 13th Town Meeting.

Given how complex and technical a community EAP must be to comply with RSA 53-E, Town staff and Hanover's Electric Aggregation Committee have prepared these Frequently Asked Questions to provide background for interested residents. We will also be holding one or more public informational meetings via Zoom in June to enable residents to familiarize themselves with this proposal, the Selectboard will also hold a public hearing on the Electric Aggregation Plan on Monday, June 7th.

3. What is the Community Power Coalition of NH?

The Community Power Coalition of New Hampshire is a non-profit Joint Powers Agency in development, governed "by communities, for communities", that will empower communities and counties across New Hampshire to:

1. Streamline the process for authorizing a Community Power program in each community and county.
2. Share services and staff support across member communities and counties.
3. Participate in joint power solicitations and local project development opportunities such as community solar, large-scale battery installation, robust energy efficiency programs, electric charging infrastructure, etc.
4. Share knowledge and collaborate regionally on clean energy and resilient infrastructure development.
5. Speak with one voice at the NH Legislature and Public Utilities Commission on public advocacy issues related to energy and Community Power.

CPCNH is guided by several core values, including:

- Embody an inspiring vision for New Hampshire's energy future.
- Support communities to reduce energy costs and pursue economic vitality by harnessing the power of competitive markets and innovation.
- Support communities to implement successful energy and climate policies and to promote the transition to a carbon neutral energy system.
- Balance the interests of member communities who are diverse in demographics, geography and their energy goals.
- Use shared expertise, leadership and skills to educate, empower and build the capacities of member communities and counties.
- Help communities demystify the power sector to help them make informed decisions.
- Facilitate collaboration and teamwork by championing diversity, equity and inclusion of people and communities of all kinds.

The Coalition's scale and structure as a Joint Powers Agency is what allows it to provide Members with continuous, expert management of a diversified portfolio of short- to long-term energy contracts negotiated with multiple competing suppliers. This approach is more "hands on" and flexible in terms of risk management compared to Community Power programs in most other states, where a municipality will typically: hire a broker on an individual basis, contract with a single electricity supplier at a fixed-price for a 1-to-3-year term, and hope that the program results in cost savings for customers on average (compared to how utility default service rates change over the length of contract).

4. Why has Hanover been active in forming Community Power Coalition of NH?

Formation of CPCNH is a natural progression in the work the Town has done around green power over the past 8 years.

Early Steps to Renewable Electricity

Sustainable Hanover volunteers and Town staff began steering the community toward green power in 2013 as part of a nationwide push by the EPA during the Obama Administration. Hanover became the first EPA Green Power Community in New England when we were selected in the summer of 2014, committing to purchase Renewable Energy Certificates to offset more than 10% of the community's total electricity consumption.

In May of 2015, Sustainable Hanover launched the Hanover Green Power Challenge, enlisting the assistance of electricity supplier ENH to go out to bid to

procure 100% green power as an option for any interested Hanover residential customer. During a 6-week recruitment period, 384 residential property owners signed up for the program, opting to purchase the 100% green power package offered by ENH rather than the largely brown default power mix provided to all Liberty retail (residential and small commercial) electricity customers. Unfortunately, Sustainable Hanover had to discontinue the bulk purchasing effort in the spring of 2017 after ENH was purchased by another company which was not willing to continue the Hanover program, arguing that our small community electricity purchasing co-op was too small for them to service. Hanover became increasingly aware that we needed strength in numbers of customers to develop a successful green power program that could rival the default power option offered by Liberty, Unitil, Eversource and the NH Electric Co-op.

Strategies to Achieve Ready for 100 Goals

In May of 2017, Hanover Town Meeting voted to become a “Ready for 100” community, pledging to shift the **entire community** to 100% renewably generated electricity by 2030 and 100% renewable transportation and heating fuel by 2050. Hanover was the first community in the nation to make this commitment on behalf of the whole community; most cities and towns had only committed to procuring 100% renewable energy for just the municipal government entity and not on behalf of all utility customers within their boundaries.

Since 2017, many local Sustainable Hanover volunteers and Town staff, combined with efforts on the Dartmouth campus, have been steadily moving the community toward 100% renewably generated electricity, one kwh at a time. As part of that work, the Town identified four strategies to achieve the 2030 goal including:

1. Position the town to “walk the talk” by: 1) shifting 100% of municipal electricity consumption to rooftop and ground mounted solar on Town buildings and property; 2) converting all heating and cooling systems in Town buildings to air source heat pumps or other non-fossil fuel alternatives; 3) maximizing the energy efficiency of each Town building (re-insulation of building envelopes, installation of new windows, LED lighting, re-roofing, etc); and 4) shifting vehicles and other technology to electric power as soon as the technology is reliably available, all powered by local solar generation.
2. Implement ***Solarize Hanover*** and ***Weatherize Hanover*** to enable local homeowners and small businesses to reduce fossil fuel consumption by installing onsite solar, investing in community solar projects and improving the energy efficiency of their homes and businesses, thereby reducing their dependence on fossil fuel. These programs involve connecting residents and

business owners with the technical expertise and state and federal funding programs available to incentivize these transitions.

3. Pursue municipal aggregation of electricity purchases, as authorized by RSA 53-E to enable Hanover retail electricity customers (residential and small commercial) to purchase electricity generated from renewable sources rather than relegating them to a Liberty, Eversource or NH Electric Co-op default power mix which, based on the current NH RPS, is less than 22% green.
4. Pursue aggregation of large consumers' electricity purchases and look to undertake a 15+ year Power Purchase Agreement to enable them to lock in competitive green power pricing with a preference toward purchasing New England-based renewably generated electricity.

Hanover Benefits from Joining the Community Power Coalition of NH

The launch of the Community Power Coalition of NH and our accompanying local electricity aggregation, Hanover Community Power, will enable the Town to consolidate our community-wide buying power and contract with CPCNH to pool the community's retail electricity purchases with those of other member communities. By doing so, Hanover tackles the third goal outlined above. Hanover staff spent 18 months developing the CPCNH model together with representatives from several other communities and Cheshire County as the first step in aggregating electricity purchasing. During the planning process, we have kept Sustainable Hanover updated on an ongoing basis. By pooling electricity purchases, CPCNH and Hanover Community Power as a participating member, will be able to bid a 100% green power product, as well as an electricity mix that is significantly greener than the current incumbent utility default service. Purchasing in large quantity and demanding a much larger percentage of green power in that mix results in substantial price reductions for all participating customers and enables participating communities to shift the electricity generation landscape in New England to offshore wind, large scale solar and geothermal. Given that New England trails behind other parts of the U.S. in terms of solar, wind and geothermal electricity production, this is our chance to make our mark in our region as supporters of green power.

4. Will my current electricity provider in Hanover (Liberty Utilities, Eversource or the NH Electric Co-op) continue to deliver my electricity?

Yes, your current incumbent electric utility will continue to own the transmission and distribution system including all electricity substations, power lines, utility poles, transformers, the electricity feed to your home and your meter. NH is a deregulated state which means that the incumbent electric utility that provides your service owns all the transmission and distribution equipment, maintains these

systems and bills you for the electricity you use. The incumbent utilities purchase the electricity they supply from independent electricity generators, bidding their electricity business on the open market on a periodic basis.

5. What role will Hanover Community Power and CPCNH play in providing my electricity?

Hanover Community Power will serve as the local aggregator for electricity purchases for all participating retail (residential and small commercial) customers who do not choose to opt-out of participating in the combined electricity purchase.

Hanover Community Power will then contract with CPCNH to go out to bid for electricity supply for all participating Hanover customers along with the customers from other participating communities that adopt similar Electricity Aggregation Plans. CPCNH will package the bid for electricity, receive and review all bids, select the electricity providers and then notify all customers participating in each community aggregation of the price secured for electricity as well as the range of electricity options available. Customers will have a fixed period of time to **opt out** of the purchase if they would prefer to continue purchasing their incumbent utility's default power. For Hanover Community Power, CPCNH will provide usage data to their utility so they receive a single bill representing all electricity charges.

6. How can I sign up to participate in Hanover Community Power?

Prior to launch of a Community Power program, all eligible customers are mailed notifications and provided the opportunity to opt-out or opt-in to the program, depending on whether they currently take service from their incumbent default service provider or a Competitive Electric Power Supplier:

- Customers currently on utility-provided default service will be notified, provided the opportunity to decline participation, and transferred to Hanover Community Power if they do not "opt-out". These customer notifications will include the initial fixed rate for the aggregation program's default service compared with the utility default service rate and will be mailed to customers at least 30 days in advance of program launch, providing instructions for customers to decline participation (for example, by return postcard, calling a phone number or using a web portal).
- Customers who previously chose to take service from a Competitive Electric Power Supplier rather than their incumbent electric utility will be notified and may request to "opt-in" to the Hanover Community Power program.

Any new customers that move into the municipality in future will automatically receive default service from the Community Power program and will be notified by mail.

7. What if I change my mind about participating? Can I revert back to Liberty or Eversource default power?

Yes, all customers supplied electricity from Community Power programs are free to switch back to the utility-provided default service, or to take service from a Competitive Electric Power Supplier, by opting-out of the program and switching suppliers in advance of their next billing cycle.

8. Will Hanover Community Power provide various electricity options?

While planning is still in the initial stages and will not likely launch until the spring of 2022, the current hope is to provide a range of options, to include a 100% green, a 75% green and a 50% green offering. In general, a larger green power mix is more expensive than a pure brown power mix and CPCNH wants to be sensitive to individual customers' abilities to pay. By offering a range of mixes, the goal would be to have an option that works for all customers depending on their capacity to expend. The larger the aggregation, the lower the cost per kilowatt hour, no matter the power mix. And, as the Biden Administration works with the private and public sector to fast-track renewable energy generators, over time, the cost of green power is likely to come down when compared with the cost of electricity generated by fossil fuels or nuclear.

9. If I own solar panels that provide electricity for my property, can I still participate in Hanover Community Power?

Hanover Community Power intends to offer a Net Energy Metering (NEM) generation rate and terms to customers with onsite renewable generation eligible for net metering from the incumbent utilities. Note that any non-supply related components of the NEM tariff (e.g., credits for transmission and distribution) will continue to be provided to customer-generators directly by the incumbent utilities.

How Hanover Community Power calculates, accounts for and provides NEM credits to participating customer-generators for the different types of eligible system sizes, customer types and group configurations will have a number of important financial and practical implications for the program and customers in Hanover.

Hanover Community Power also anticipates encountering practical challenges of an operational nature in administering net metering and group net metering programs. This is partly because NEM continues to evolve in New Hampshire in response to new policy and regulatory requirements, and the day-to-day processes that govern the coordination between the program, participating customers and incumbent utilities are subject to refinement and change over time.

Specifically, Hanover Community Power will be one of the first default aggregation programs to launch in the Liberty, Eversource and NHEC service territories, and the process of transferring significant numbers of NEM customers may cause unanticipated issues due to the metering, billing and data management requirements of this subset of customers. Hanover Community Power will maintain close coordination with the incumbent utilities to expeditiously resolve any such issues that may occur.

10. Is CPCNH and Hanover Community Power unique or is this sort of aggregation already being done elsewhere in New England or nationally?

No, CPCNH and Hanover Community Power are not unique. In nine U.S. states, state law enables the establishment of Community Power Aggregations, including California, Illinois, Ohio, Massachusetts, New Jersey, New York, Rhode Island, Virginia and New Hampshire. In the state of California alone, there are more than 4 dozen CPAs functioning, serving millions of California electricity customers. While the statute has been in place in NH since 1997, CPCNH is the first effort to establish a multi-community and county power aggregation. Neighboring Massachusetts was the first state in the nation to enable the establishment of CPAs and hosted the first CPA, Cape Light Compact, serving Cape Cod and Martha's Vineyard customers. CPCNH is fortunate that there are dozens of great CPA models to emulate around the U.S. and a myriad of available technical advisors and well-established resources to rely on as we move forward.

11. Now that Hanover has signed the Joint Powers Agreement what is the cost of CPCNH membership?

There is no cost to adopting the Joint Powers Agreement and joining the Coalition as a Member. Initial Members will participate in the development of the Coalition's cost-sharing agreements in accordance with Article V of the JPA. Municipalities are under no financial obligation until they execute a cost-sharing agreement.

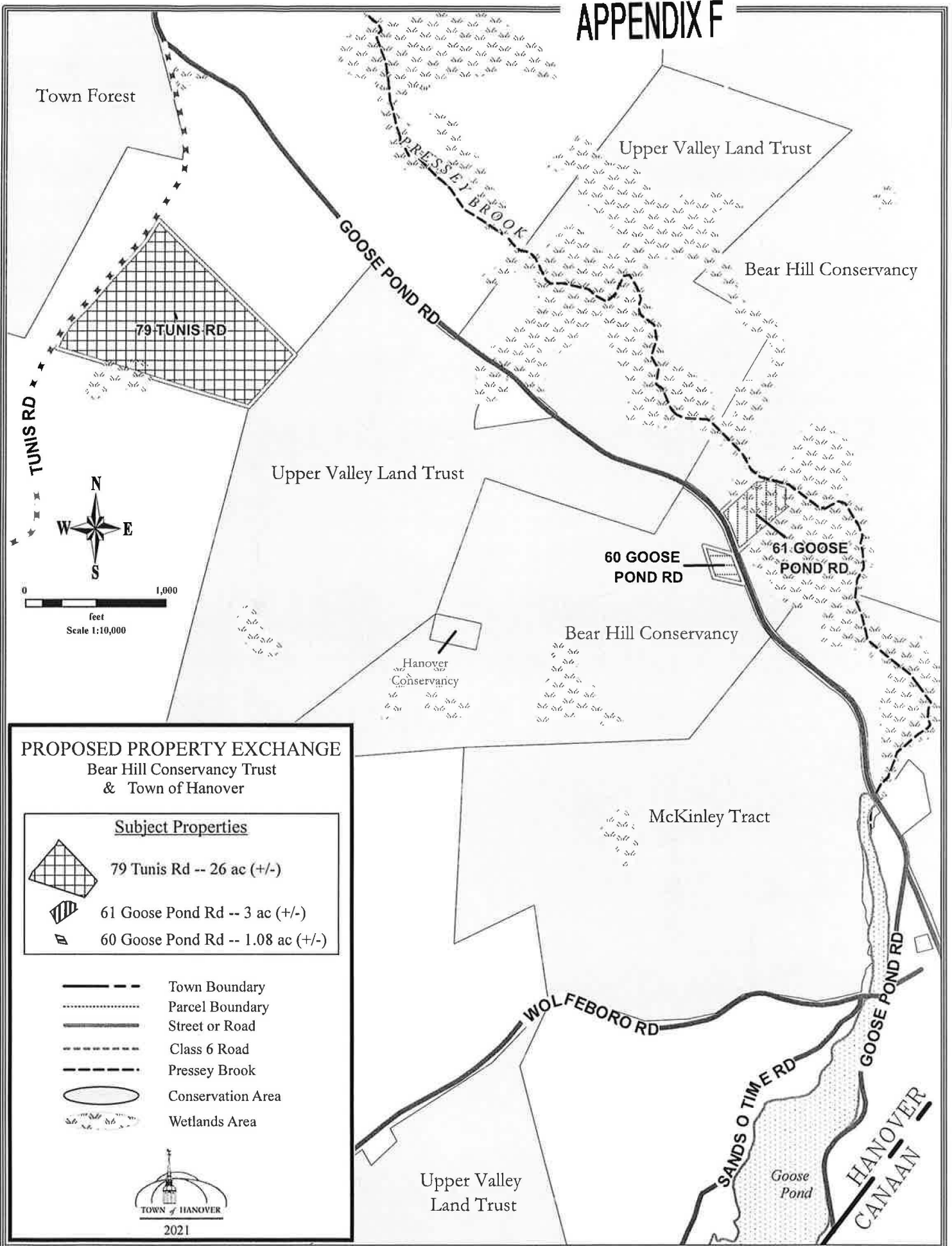
The Joint Powers Agreement provides for three types of costs:

1. **CPA Member Services Costs:** Costs incurred to provide a menu of services which Members may choose from, including a Complete Service Bundle, will be recovered from Members receiving those services. The Complete Service Bundle will include services such as: power supply procurement and management, data and billing, and customer service.
2. **Direct Project Costs:** Members may choose to participate in a specific Project (e.g., community solar project). Costs associated with specific Projects will be recovered from participating Members.
3. **General and Administrative:** Costs of the Corporation that are not allocated to CPA Member Services or Projects will be recovered as General and Administrative Costs. General and Administrative costs are to be based on a *pro rata* share of each Member's annual electricity sales and are expected to be recovered from the proceeds of those sales.

Member Services Costs and Direct Project Costs are only incurred by Members actively electing to contract for those specific services. Members will be able to launch Community Power programs at no upfront expense through the Coalition, with implementation and operating costs recovered through program revenues post-launch.

Municipalities may withdraw from the Coalition prior to entering into a cost-sharing agreement without any financial obligation. Municipalities may thereafter withdraw from the Coalition subject to any continuing obligations pursuant to cost-sharing agreements.

APPENDIX F



APPENDIX G

PETITION TO THE HANOVER SELECTBOARD TO INSERT A WARRANT ARTICLE

RECEIVED
MAY 18 2021

We, the undersigned registered voters of the Town of Hanover request you to insert in the warrant for the 2021 Town Meeting, the following article:

TOWN OF HANOVER

By petition of 25 or more eligible voters, to see if the Town will vote to urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the federal census, will ensure fair and effective representation of New Hampshire voters without gerrymandering. Additionally, these voters ask the town of Hanover to urge the NH General Court to carry out the redistricting in a fair and transparent way through public meetings, not to favor a particular political party, to include communities of interest, and to minimize multiple-seat districts. The record of the vote shall be transmitted by written notice from town officials to Hanover's state legislators within 30 days of the vote.

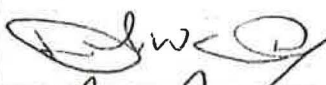
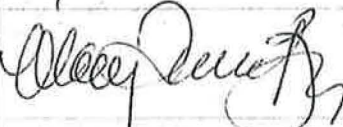
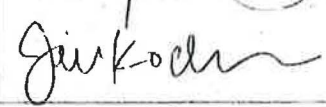
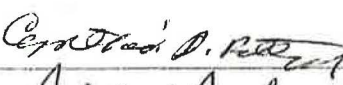
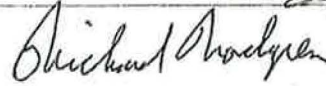
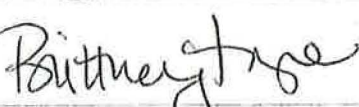
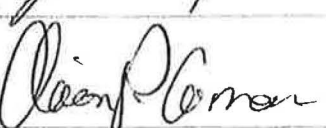
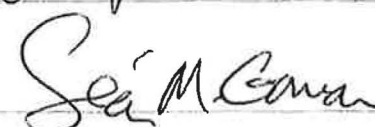
	Legal Name (please print legibly)	Signature	Hanover/Etna Voting Domicile Address
108004978 1	Deborah H. Bacon Nelson	<i>[Signature]</i>	21 Forest Edge Dr. Hanover 03755
300041895 2	ULRIKE RAINER	<i>[Signature]</i>	21 FOREST EDGE DR
300187851 3	Frances Brokaw	<i>[Signature]</i>	4 Stonehurst Cmn. Hanover
108000442 4	BILL BLACK	<i>[Signature]</i>	23 FOREST EDGE DR HANOVER, NH 03755
108000829 5	Bill Brown	<i>[Signature]</i>	4 STORRS RD HANOVER, NH 03755
108000813 6	Jean Brown	<i>[Signature]</i>	4 Storrs Rd Hanover, NH 03755
108005395 7	Judith Pettingell	<i>[Signature]</i>	13 Woodmore Dr, Hanover, NH 03755
108005054 8	Sharon Nordgren	<i>[Signature]</i>	23 Rose Ferry Rd. Hanover, NH 03755
300103947 9	Barbara Silver	<i>[Signature]</i>	26 Stonehurst Cmn. Hanover, NH 03755
300197718 10	Ann M Beams	<i>[Signature]</i>	36 Stonehurst Comm Hanover, NH 03755

Additional signatures on resolution calling for fair, transparent,
and nonpartisan redistricting following the federal census.

Legal name printed

Signature

voting address (domicile)

300425958 11B	DAVID WEST ALLEN III		8 HOVEY LN HANOVER, NH 03755
12 300425957	MARCELA DIBLASI		8 HOVEY LN HANOVER, NH 03755
13	MARY QUINTON BARRY		5 RIDGE ROAD HANOVER 03755
300370343 14	JILL KOCLANES		17 SHADOW BROOK DR. HANOVER, NH 03755
?? 15	<u>Belle</u> Koclanes not on checklist		17 Shadow Brook Dr. Hanover, NH 03755
108000437 16	Cynthia D. Bittlinger		7 Conant Road Hanover, NH 03755
108005053 17	Richard Nordgren		23 Rope Ferry Rd. Hanover NH 03755
108002658 18	LIRTHI GOVINDARAJAN		13 ROPE FERRY RD HANOVER, NH 03755
300434085 19	Brittney Joyce		82 King Road Etna, NH 03750
300434894 20	Brian Joyce (STEVEN BRIAN JOYCE)		82 King Rd Etna, NH 03750
20 300425005	MARY A. HAKKEN-PHILLIPS		79 LEBANON ST. HANOVER, NH 03755
300425004 21	Joseph D. Phillips		79 Lebanon ST Hanover NH 03755
108002642 22	Alison P. Gorman		4 Moody Lane Etna NH 03750
108002647 23	Sean M. Gorman		4 Moody Lane Etna, NH 03750

Additional signatures on resolution calling for fair, transparent,
and nonpartisan redistricting following the federal census.

Legal name printed signature voting address (domicile)

300368751

25

Jamie Monzo T.S.	<i>Jamie Monzo</i>	12 Stonehurst Comm Hanover, NH
---------------------	--------------------	-----------------------------------

300502415

26

Rachel Hoffman Gilmore	<i>Rachel Hoffman</i>	68 Greensboro Rd Hanover NH
---------------------------	-----------------------	--------------------------------

300502413

27

Daniel Gilmore	<i>Daniel Gilmore</i>	68 Greensboro Rd. Hanover, NH
----------------	-----------------------	----------------------------------

27

28

29

30

31

32

33

34

35

36

37

(This page intentionally left blank)

REPORT OF THE SELECTBOARD AND TOWN MANAGER

2020 – The Year of COVID and an Unprecedented Presidential Election

It is safe to say that 2020 will go down in history as one of the most challenging years in recent memory, not just for the Town of Hanover but for the State, the nation, and the world. COVID struck China in January, rolled into the U.S. during February and took firm hold in March, resulting in nationwide shutdowns as we all scrambled to keep our communities healthy in the face of a highly contagious, little understood novel corona virus. So much of the Town's work over the course of 2020 focused on COVID response, both in conjunction with the State of NH, our local Public Health Region partners, Dartmouth College, the school district, all our congregate senior residential communities and many individual residents. From making initial lockdown decisions to modifying the way we provided services to our residents, translating State and Federal directives at the local level, responding to hundreds of inquiries, complaints from both near and far and suggestions, advising the leaders and owners of many local entities and businesses, 2020 was a year of fast-paced decision-making.

As COVID rolled through, so too did the uncertainty resulting from a tumultuous Presidential election. While we were able to pull off an extremely active, highly participatory February Primary election in person, the national shutdown that followed in late March forced local leaders to focus on how to run both public meetings and elections safely. From our early experiments with public meetings held virtually via Zoom to our 2020 first ever drive-in Town Meeting in July, to an indoor State Primary in Leverone Arena in September under strict COVID protocols with massive absentee ballot participation rates, quickly followed by an even larger national election in Leverone in November, capped off with several days of uncertainty regarding the Presidential election results as states grappled with processing millions of absentee ballots, 2020 was a year that will go down in the record books as a challenging year on the elections front. Suffice it to say that by late November, elections officials all over the nation were just plain exhausted...as were the voters.

We ended 2020 staring at frightening daily COVID infection and death statistics in NH and all over the country. The only bright light was the promise of better leadership on the COVID management and response front at the federal level. The promise of the Pfizer and Moderna vaccines being available to front-line medical and public safety staff as well as citizens over age 65 come early January had us ringing in the New Year feeling somewhat more optimistic.

Downtown Hanover Struggles and Then Steps Up

In March of 2020, Downtown Hanover and the business community nationwide were catapulted into the unknown as the great COVID shutdown began. Town staff quickly went to work to help local businesses who were negatively impacted. Overnight, local restaurants scrambled to implement robust online ordering platforms and perfect their take-out procedures and retailers turned to significantly improving their websites and making curbside pick-up of goods the new normal. Town staff joined with a local consortium of banks, the local Upper Valley Business Alliance (the region's newly merged Hanover and Lebanon Chambers of Commerce), Vital Communities, the Grafton County Economic Development Corporation, several local landlords and some of our State partner agencies who jumped into the fray, quickly offering business support, loan and rent forbearance and then helped businesses access the federal COVID relief funds that began to flow in late April. Planning and Zoning staff, with the quick support of the Selectboard and Planning Board, set the Zoning Ordinance aside and enacted an emergency provision to allow for significantly increased outdoor dining for Hanover restaurants, a new opportunity that was joyfully embraced by restaurant owners and their customers. Town Grounds staff

and the Hanover Garden Club stepped up to enhance Downtown plantings and container gardens and the Parks and Recreation staff created new programming we could all enjoy in Downtown Hanover. Once the holidays hit at Thanksgiving and Downtown Hanover grew quiet once again as students left the region, Town and UVBA staff worked with downtown business owners to dress up Downtown for the holidays with enhanced holiday lighting, decorations and music.

Through all of this, Upper Valley residents rediscovered our own local businesses. Business owners reported feeling surrounded by support from residents who bought gift cards to support area retailers and restaurants, ate take-out meals at a brisk pace and shopped locally, perfecting the fine art of curbside pick-up. A pandemic silver lining emerged as residents discovered how satisfying it was to stay local, eat local and shop local and we all felt a renewed commitment to supporting our neighbors and our own Upper Valley.

2021 Full Revaluation Begins with 2020 Inspections

Despite a worldwide pandemic, 2020 saw the Town's Assessing staff busily planning and then implementing town-wide property inspections as the first step in implementing the 2021 Revaluation. Under normal circumstances, during a traditional revaluation in NH, most communities are lucky if they succeed in obtaining indoor access to more than 30% of properties as part of the inspection process, Hanover was fortunate to have excellent cooperation from property owners as the Assessor and his staff sought permission to view properties both inside and outside. One fortunate result of the 'working virtually from home' phenomenon was that so many people were at home during the typical workday, making home inspections much easier. For those individuals who were not comfortable having one of our Assessing staff enter their home or business, we were easily able to accommodate virtual visits via Zoom or Facetime.

Leavitt Property Becomes the Mink Brook Community Forest

During 2020, Strafford's own J.T. Horn of the Trust for Public Land, supported by our partners at the Hanover Conservancy and Town staff and buoyed by a very successful fundraising campaign and grants from both the State and Federal government, masterfully steered the Leavitt property over a series of hurdles toward final purchase for permanent conservation with a small corner set aside for a workforce housing opportunity. As J.T. and TPL worked behind the scenes to move the purchase through to completion, Town staff and a facilitator from the Northern Forest Center, funded by TPL, helped guide a community visioning process to explore future public access options for the Leavitt property. What began in 2020 as a large tract of privately-owned land wrapped around Greensboro Road, which had been a candidate for large-scale residential development, emerged at year-end as a beautiful piece of conserved land to include a wide range of thoughtfully planned and executed hiking trails designed to acquaint the community with the property's many beautiful elements. The final closing on the property occurred just after the first of the year and on the very same day, TPL turned the Mink Brook Community Forest over to the Town of Hanover.

Continued Progress on Ready for 100 Goals

While the world slowed down in 2020, the Town did not slow its work on the community's Ready for 100 goals. Specifically, the following projects were implemented during the year:

Town Facility Rooftop and Ground-Mounted Solar Installations:

In 2020, Revision partnered with the Town to install rooftop solar installations on the east facing rooftop of the Hanover Police Department, the full rooftop of the Hanover Fire Department main station, and the Salt Storage and Equipment Storage buildings at the Public Works Department. In addition,

Revision installed the first phase of a two-part, large ground mounted solar array on Town-owned land behind the Water Filtration Facility on Grasse Road. By the end of 2020, the Town hosted a combination of solar arrays nearing 2 MW installed on Town property, fueling 65% of the Town's total electricity consumption. With the completion of the second part of the large ground-mounted array in summer of 2021, the Town will be host to solar arrays totaling almost 3 MW of solar installed on Town facilities and land – coming very close to meeting the entire municipal electricity load.

Air-Source Heat Pumps Replace Oil and Gas Furnaces:

One silver lining related to municipal buildings generally closed to the public during the pandemic was that the Town was able to move forward on the planned replacement of oil and propane heating systems with installation of air source heat pumps. In 2020, the Town took advantage of a closed Howe Library and Community Center to install air source heat pumps in both facilities. The Howe and RWB joined the Fire Department, Town Hall and the Water Reclamation Facility in hosting this all-electric heating and cooling system, fueled by the Town's various rooftop and ground-mounted solar installations.

Town Facility LED Lighting Upgrades:

Benefitting from helpful rebates provided by Liberty as part of the NHSaves Energy Efficiency program, the Town worked with our resident Liberty EE consultant to replace lighting lamps and fixtures throughout Town buildings with the latest LED technology. These installations resulted in dramatic electricity savings immediately and the cost was heavily offset by the rebates provided to the Town.

Year of Planning for Launch of Hanover Community Power and the Community Power Coalition of NH:

Sustainable Hanover volunteers and Town staff spent significant time in 2020 planning for the launch of Hanover Community Power and the Community Power Coalition of NH. They joined volunteers from the City of Lebanon, Nashua, the Town of Harrisville and Cheshire County in this planning effort, all with an eye toward launching the state's first large-scale, multi-community and county electric aggregation. Hanover plans to utilize Hanover Community Power as a vehicle for procuring 100% renewably-generated electricity for all Hanover retail electricity customers at prices that are comparable with or lower than the default power prices charged by Liberty, Eversource and the NH Electric Co-op. By the end of 2020, a Joint Powers Authority document had been created to establish the Community Power Coalition of NH, Articles of Incorporation and Bylaws had been finalized and submitted for approval by the NH Attorney General's Office and drafting of a model Municipal and County Electric Aggregation Plan was well underway, all with an eye toward launching late summer of 2021, after Hanover's 2021 Town Meeting.

The FY 2021-2022 Budget

The proposed budget detail reflects a municipal tax rate increase of 2.93%, which would take the current municipal tax rate of \$4.44 per \$1,000 of property valuation to \$4.57. This translates to a 2.9% increase in the tax levy and necessitates raising an additional \$310,461 in General Fund tax revenue above what is budgeted in the current fiscal year.

The combined totals for the seven funds included in the Proposed Budget for FY 2021-22 recommend expenditures of \$30,652,350 which is a decrease of 5.2% below the total appropriations approved for FY 2020-21. Of the total appropriation, \$1,914,537 represents capital reserve and other reserve fund purchases which are fully offset by the appropriation of revenue to finance the purchases from their respective reserves. As such, the utilization of these reserved funds does not impact the proposed FY

2021-22 tax rate. The total capital reserve expenditure recommendations represent a \$2,677,936 or 58.3% decrease from the FY 2020-21 Budget.

The actual expenditures for all funds net of capital projects funded from capital reserves and other reserve funds represent a total \$28,737,813 or 3.6% above the FY 2020-21 Budget. The expenditure details are outlined in detail below, by fund.

Highlights – Tax Supported Funds

General Fund

The General Fund Proposed Budget for FY 2021-22 recommends appropriations totaling \$18,047,921, which represents a decrease of \$291,813 or 1.6% below the appropriation for FY 2020-21. After accounting for the benefit of the growth in total assessed valuation (projected to be \$8 million) and netting out the General Fund's capital reserve expenditures totaling \$1,914,537 which are fully offset by the transfer in of revenue from various reserves, **a General Fund tax rate increase of 2.93% is required to fund this budget, taking the tax rate from the current \$4.44 to \$4.57, an increase of 13 cents per thousand dollars of valuation.**

Revenue

1. The Proposed Budget assumes an estimated \$8 million increase in total assessed valuation which generates an additional \$35,520 in General Fund revenue at current tax rates.
2. For FY 2021-22 we anticipate generating short term interest revenue of only **\$96,000** which is clearly much lower than the \$360,000 we had originally projected to generate in FY 20-21, before the pandemic resulted in dramatic downward shifts in the interest rate by the Fed to protect the economy.
3. NH Rooms and Meals tax revenues are budgeted to hold relatively steady at **\$582,032**. The Governor's biennial budget for 2019 and 2020 did not reflect any increase in the **percentage** of Rooms and Meals tax revenue shared by the State with municipalities, even though a state statutory formula requires the State to increase the municipal allocation on a biennial basis to bring the percentage allocated to municipalities to 40%.
4. Certain other non-tax revenues are conservatively projected to perform at about the same level they did in FY 20-21. Despite the pandemic, motor vehicle registration revenue was strong in FY 20-21 and is projected to remain so in FY 21-22.
5. The Proposed Budget reflects use of **\$449,785** in Undesignated Fund Balance (UDFB) to help the Town weather the upcoming relatively weaker revenue performance in the face of the COVID pandemic.
6. Building Permit fee revenue is decreased by **\$42,750** for FY 2021-22 to reflect a decrease in high value Dartmouth projects anticipated to be permitted in the coming fiscal year, offset by what we expect to be an increase in residential building permit revenue stemming from pent-up demand for building projects on the part of homeowners who have delayed implementation during the pandemic.
7. As part of the revised MOU between the Howe Corporation and the Town, the Corporation will no longer provide the Town with the annual maintenance subsidy of **\$24,400** but, in turn, they

will cover the full cost of the collection acquisitions, resulting in a **\$60,700** savings to the Town, for a positive net impact of **\$36,300**.

Expenditures

1. In FY 2021-22, the total increase in General Fund Salaries and Benefits, reflects a year-to-year increase of 2.8%, representing an additional **\$329,289** of General Fund expenditures. This increase includes the impact of an 7.8% “guaranteed maximum price” increase in our health insurance premiums; the budgeted schedule of 2% annual merit step increases as part of our comprehensive employee classification and compensation system; and a **\$198,354** budgeted increase in NHRS employer mandated contributions on behalf of employees whose salaries are charged to the general fund. No funds are budgeted in FY 21-22 for an overall cost-of-living adjustment to the wage scale system given the many revenue and expenditure challenges resulting from the COVID pandemic.
2. Funds are budgeted in the Planning and Zoning Department to enable the use of a 24 hour -per-week Health, Rental Housing and Life Safety Code Inspector to both implement the Rental Housing Inspection Program and to assist with all things building and life safety code inspection (**\$59,148**). During the COVID pandemic, this position is and will be fully utilized to oversee the Town’s pandemic response as the Health Officer. Sufficient revenue is budgeted (**\$100,000**) in the Department to fully offset the cost but is dependent on adoption of an enhanced Rental Housing Inspection program this spring. Funds are also budgeted for a part-time Sustainability Director (**\$65,400**) which was fully funded by the Bressett Fund for the past three years. This part-time position has proven instrumental in helping support the work on renewable energy being led by Sustainable Hanover.
3. In the Assessing Department we budget **\$56,305** to fully fund the Assessing Technician position to assist with the work of the Assessor, both in implementation of the upcoming revaluation and to better enable the Department to manage the routine property inspections and property assessment tracking going forward.
4. Highway Capital Reserve Fund purchases total **\$686,400**, offset by a transfer in from reserve of that amount. This withdrawal will fund the replacement of the excavator (**\$225,000**), the vacuum sweeper (**\$263,000**), one of the Town’s three sidewalk tractors (**\$165,000**), one pick-up truck (**\$33,400**).
5. The Town is responsible for maintaining twenty-five bridges that are at various states of repair, with more than half built between 1929 and 1975. While staff has been able to methodically work through single bridge projects as capital reserve funding has allowed, the Town of Hanover has three bridges on the 2020 Municipal Bridge Red List, reflecting State inspections conducted through December 31, 2020. The Town of Hanover is looking at several necessary large-dollar investments in several bridges in the near-term, and the accumulated monies in the Town’s Bridge Reserve fund are simply not adequate to cover the anticipated need without a significant front-loaded increase in the contributions to the capital reserve fund. Given the large up-front cost of some of these bridge renovations coupled with a useful life of 50 plus years, long-term borrowing for these projects when the interest rates are so low is in the Town’s best financial interest. As such, this proposed budget recommends bonding for this work. The payments for the bond would not begin until the following fiscal year (July 1, 2022-June 30, 2023). The exact borrowing instrument has not yet been negotiated. The Town staff has used a 20-year note with annual debt service conservatively projected at less than \$60,000 per year for modeling purposes.
6. Funds are withdrawn from the Road Improvement Reserve (**\$149,000**) to install additional audible pedestrian mid-block crosswalk signals in several priority locations (**\$69,000**) and to

replace the roundabout apron surrounding the island in the middle of the Reservoir Road roundabout **(\$80,000)**.

7. Funds are withdrawn from the Municipal Transportation Improvement Reserve for installation of a sidewalk segment on Crosby Street, along the east frontage of MacKenzie Hall **(\$20,000)**. There has never been a sidewalk segment along this frontage, leaving the pedestrian to fend for themselves on a grass and dirt path between sidewalk segments to the north and south.
8. Funds are withdrawn from the Building Capital Reserve **(\$95,000)** for replacement of siding on the lower portion of the Community Center **(\$70,000)** due to deterioration of the siding, and for re-cabling and replacement of the fire alarm systems in Town Hall and the Public Works Department as the Town finally transitions away from the outdated fire alarm boxes **(\$25,000)**.

Fire Fund

The proposed FY 2021-22 Budget recommends Fire Fund expenditures of \$3,762,377, representing an increase of \$133,302 or 3.7% over the FY 2020-21 appropriations.

Funding for the Fire Department is substantially provided by 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 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 proposed Fire District tax levy for FY 2021-22 is projected to increase by 3.6% (or \$123,248; from \$3,387,908 to \$3,511,156). With an \$8 million projected growth in the Town's net assessed valuation, if the projected tax levy were recovered through one tax rate across all Town properties, there would be a 2.8% tax rate increase to fund the proposed Fire Fund budget, taking the blended Fire District rate up from the current \$1.48 to \$1.52.

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

1. In FY 2021-22, there is a significant increase (7.4% or \$174,643) in total Fire Fund Salaries and Benefits, reflecting annual 2% step increases, a 7.8% "guaranteed maximum" increase in health insurance premiums, and a **\$73,573 or 12.5%** increase in the budgeted employer-mandated contribution to the NHRS on behalf of Group II firefighters. In addition, in FY 21-22, we budget fully for the Deputy Chief in the Fire Fund rather than offsetting a portion of the cost resulting from the position allocated 50% to Fire and 50% to the Planning and Zoning Life Safety Code inspection activity. The Deputy Chief is now fully tasked in the Fire Department, and the Health, Rental Housing and Life Safety Code Inspection services are now fully budgeted in the General Fund under the Planning & Zoning Department.
2. A withdrawal of **\$35,000** from the Fire Capital Reserve Fund is budgeted in FY 2021-22 to implement several plumbing repairs in the bathroom/locker/ laundry room area in the living quarters on the second floor of the Main Fire Station.

Parking Fund

The Parking Fund Budget for FY 2021-22 anticipates expenses and revenues of \$1,879,415 which is a decrease of \$320,113 or 14.6% below the FY 2020-21 appropriation, simply reflecting a less ambitious

CIP agenda for the upcoming fiscal year. The Proposed Budget includes no recommended CIP expenditures.

The Parking operation was the hardest hit of our Town operations resulting from the pandemic. Downtown business slowed significantly, particularly last spring and later this fall, after Dartmouth had wound down for the holidays. While our revenue projections for FY 21-22 are not as conservative as our actuals were for FY 19-20, we have forecast quite conservatively for next year presuming that business activity and reoccupation of downtown office spaces will take time to bounce back in FY 21-22. Parking and DPW staff were able to take advantage of the lull in business and related parking activity over the past 9 months to implement several parking related capital projects, and we do not contemplate undertaking anything significant in FY 21-22.

Highlights – Non-Tax Supported Funds

Ambulance Fund

The FY 2021-22 Budget for the Ambulance Fund recommends expenditures of \$1,025,609, which amounts to a net decrease of \$93,017 or 8.3% below the FY 2020-21 Budget. The decrease reflects reductions in purchase of equipment, training and fleet expenses related to the recent acquisition of new vehicles which require less repair. No capital reserve purchases are planned for the upcoming fiscal year. Salaries and benefits increase by \$33,013, reflecting the combined impact of annual step increases, a 7.8% anticipated health insurance premium increase and a significant increase in the employer-mandated contribution to the NHRS on behalf of employees.

A 5.7% increase in the per capita support fee for the provision of ambulance services to our participating communities is recommended in FY 2021-22, increasing from \$38.05 to \$40.22.

Town	FY2020-21 Contribution	Proposed FY2021-22 Contribution
Hanover	\$301,798	\$319,059
Lyme	\$ 65,291	\$ 69,025
Norwich	\$129,897	\$137,326
Totals	\$496,986	\$525,409

Water Reclamation Facility Fund

The recommended expenditures in the WRF Fund for FY 2021-22 are \$3,625,878 representing a decrease of \$1,316,940 or 26.6%, due to a smaller number of costly capital projects proposed to be implemented and funded from reserves in the coming fiscal year. The FY 2021-22 Proposed Budget calls for a withdrawal of **\$502,000** from the Water Reclamation Facility Equipment and Plant Reserve Fund for: phase 2 construction of Pump Station #2 (**\$198,000**) and installation of the phase 2 ground mounted solar installation on Grasse Road (**\$304,000**) with all the power produced offsetting power consumed by the reclamation facility.

Funds are withdrawn from UDFB (\$182,200) to enable the replacement of four metal doors and door frames in the plant (\$10,400), to replace a roof blower (\$6,800), to replace the facility's garage air handler (\$15,000) and to otherwise balance the budget (\$150,000). Due to the extremely healthy state

of the WRF UDFB, staff opted to recommend this approach for FY 21-22 rather than bring the fee increase recommendations to the Board, acknowledging that this has been a difficult year for residents on many levels and, as such, we have opted to hold off on implementing the water and wastewater rate study recommendations until at least FY 22-23.

Water Utility Fund

The recommended expenditures in the Water Utility Fund for FY 2021-22 are \$2,311,148 which represents an increase of \$210,017 over the FY 2020-21 appropriation. Of this total appropriation, **\$207,000** is proposed to be funded by the Water Utility Capital Reserve Fund for the replacement of the Vactron (\$100,000), for enhancement of the chlorination process (\$50,000), for electrical metering and energy efficiency improvements (\$35,000) and for manganese monitoring and analysis (\$22,000).

HANOVER FINANCE COMMITTEE

Position Statement on the Proposed Town of Hanover Bond and FY2022 Budget

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

During a public meeting on March 8, 2021, the Hanover Finance Committee voted unanimously to support the proposed bond for the maintenance of bridges in an amount up to \$950,000, and the proposed Town budget in the amount of \$30,652,350, representing a 2.96% (or 17 cents) increase in the combined Town General Fund and “blended” Fire Fund tax rates which currently stand at \$5.92 per \$1,000 of taxable assessed property value prior to this increase. After subtracting all revenues, the amount to be levied to taxpayers is \$14,070,391.

The Finance Committee supports bonding for the maintenance of bridges, a departure from the current practice of saving money in each of the 10 years prior to the work being done. Ironically, the historically low interest rates have created both a favorable borrowing environment as well as the impetus to borrow as the loss of short-term interest income has increased pressures on the Town’s tax rate. By bonding, the Town will lessen the annual impact of bridge maintenance on the tax rate by spreading payments out over 20 years—an appropriate approach for necessary infrastructure investments with an expected life span of 75 years.

In addition to bonding, the Town also introduced other budgetary measures this year to minimize the tax impact of lost revenues and increased costs. The loss in multiple revenue streams alone totaled more than \$450,000—an amount equal to 19 cents on the tax rate. Cost drivers included a nearly \$200,000 increase in required contributions to the NH Retirement System (9 cents on the tax rate), a \$184,000 or 2% increase in personnel costs for “steps” (8 cents) and the addition of approximately \$90,000 (4 cents) in staffing costs previously paid for by the Bressett Fund—but now to be borne by tax payers as hoped-for alternative funding was not achieved.

To mitigate these impacts, the Selectboard paused some payments into capital reserve funds and took the unprecedented step of using \$370,000 (an amount equivalent to a 16 cent in the tax rate) in one-time monies from the Undesignated Fund Balance to support on-going operational expenses—measures that potentially defer a difficult fiscal situation into FY23 if revenues do not bounce back sufficiently and/or if federal relief funds do not replenish the Undesignated Fund. Taking these steps, however, allowed the Selectboard to achieve a maximum increase of 3% in the tax rate without staff layoffs or making cuts to services and programs such as paving or recycling.

While these measures could involve negative tradeoffs in future years, the Finance Committee notes that one of the greatest challenges this year has been the economic and financial “unknowns” due to the continued impacts of Covid-19 as well the federal government’s reaction to them. We commend the Selectboard and Town administration for their hard work on the budget—all the while continuing extraordinary efforts to keep our Town thriving and yet safe during a pandemic—and for bringing forward a set of warrant articles that balances the needs of our Town for services with those of the taxpayer.

¹ Members this year have been Kari Asmus, Carey Callaghan, Mac Gardner, Mary Hakken-Phillips, Jeffrey N. Ives, William V. Geraghty (Hanover Selectboard member), and Kimberly Hartmann (Hanover School Board member).

Town of Hanover - Gross Appropriations Budget Overview

	2020-2021 Approved Budget	2021-2022 Proposed Budget	Incr/(Decr)	% Change
General Fund:				
General Government Administration	2,482,457	2,486,860	4,403	0.2%
Town Properties	1,781,108	991,467	(789,641)	-44.3%
Police Department	3,003,890	3,014,541	10,651	0.4%
Public Works	4,200,962	5,104,901	903,939	21.5%
Health and Social Services	414,742	435,500	20,758	5.0%
Parks and Recreation	1,435,149	1,260,756	(174,394)	-12.2%
Libraries	1,473,781	1,428,888	(44,894)	-3.0%
Conservation Commission	542,700	30,700	(512,000)	-94.3%
Unallocated - Pooled Expenditures	3,004,944	3,294,308	289,364	9.6%
Total General Fund	18,339,734	18,047,921	(291,813)	-1.6%
Tax Supported Funds:				
General Fund	18,339,734	18,047,921	(291,813)	-1.6%
Fire Fund	3,629,075	3,762,377	133,303	3.7%
Parking Operations*	2,199,529	1,879,415	(320,113)	-14.6%
Total Expenditures-Tax Supptd. Funds	24,168,337	23,689,714	(478,624)	-2.0%
Tax Subsidy	13,721,682	14,155,391	433,709	3.2%
Tax Ratio	56.78%	59.75%		
<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	4,942,818	3,625,878	(1,316,940)	-26.6%
Water Utility Fund	2,101,131	2,311,148	210,018	10.0%
Hanover Ambulance Services	1,118,626	1,025,609	(93,017)	-8.3%
Total Non-Tax Funds	8,162,575	6,962,636	(1,199,939)	-14.7%
Grand Total Appropriations-All Funds	32,330,912	30,652,350	(1,678,563)	-5.2%
Capital Projects Funded from Capital Reserve and Other Reserve Funds:				
General Fund	2,429,526	950,400	(1,479,126)	-60.9%
Fire Fund	75,133	76,937	1,804	2.4%
Parking Operations	120,000	146,000	26,000	21.7%
Water Reclamation Facility	1,809,500	534,200	(1,275,300)	-70.5%
Water Utility Fund	53,314	207,000	153,686	288.3%
Hanover Ambulance Services	105,000	-	(105,000)	-100.0%
Total from Reserve Funds for Capital Projects	4,592,473	1,914,537	(2,677,936)	-58.3%
Grand Total All Funds <u>Less</u>				
Reserve Funded Capital Projects	27,738,439	28,737,813	999,373	3.6%

Town of Hanover Budget Departmental Summary

	<u>FY18ACT</u>	<u>FY19ACT</u>	<u>FY20ACT</u>	<u>FY21BUDG</u>	<u>Proposed FY22BUDG</u>	<u>% Change FY21 Budget to FY22</u>	<u>\$ Change FY21 Budget to FY22</u>
<u>General Fund Revenues and Transfers from Reserve Funds</u>							
Administrative Svcs/Genl Govt	1,715,274	1,738,126	1,689,829	1,749,875	1,868,701	6.8%	118,826
Planning and Zoning	426,105	1,566,128	734,223	739,400	604,000	-18.3%	(135,400)
Town Properties	123,469	22,471	226,244	718,500	95,000	-86.8%	(623,500)
Police	638,009	583,154	982,232	939,621	845,258	-10.0%	(94,363)
Public Works	874,095	766,097	738,682	1,075,843	2,213,935	105.8%	1,138,092
Parks and Recreation	797,794	835,403	762,256	885,775	721,577	-18.5%	(164,198)
Libraries	62,595	115,499	103,951	128,440	105,705	-17.7%	(22,735)
Conservation Commission	81,220	11,100	37,580	188,500	10,000	-94.7%	(178,500)
Municipality-Wide Unallocated Costs	10,494,301	10,737,243	11,007,920	11,913,780	11,583,746	-2.8%	(330,034)
Total General Fund Revenues/Tsfrs	15,212,863	16,375,222	16,282,916	18,339,734	18,047,922	-1.6%	(291,813)
<u>General Fund Expenditures</u>							
Personnel Costs							
Administrative Svcs/Genl Govt	1,096,540	1,107,495	1,184,494	1,179,875	1,223,865	3.7%	43,989
Planning and Zoning	494,787	495,316	520,921	625,159	648,013	3.7%	22,854
Town Properties	271,222	281,227	269,722	302,717	306,358	1.2%	3,642
Police	2,179,711	2,175,505	2,308,829	2,493,196	2,513,354	0.8%	20,158
Public Works	1,478,030	1,490,783	1,406,179	1,616,001	1,638,598	1.4%	22,597
Health and Social Services	18,839	31,870	30,612	21,500	20,000	-7.0%	(1,500)
Parks and Recreation	877,369	928,697	949,712	1,107,294	1,025,017	-7.4%	(82,277)
Libraries	1,089,021	1,160,829	1,204,947	1,343,406	1,358,983	1.2%	15,577
Associated Employee Benefits	2,968,822	2,982,574	3,304,293	3,237,752	3,522,000	8.8%	284,248
Total Personnel	10,474,341	10,654,296	11,179,707	11,926,899	12,256,189	2.8%	329,289
Non-Personnel Costs							
Administrative Svcs/Genl Govt	329,402	387,358	352,083	596,736	532,208	-10.8%	(64,527)
Planning and Zoning	42,279	48,658	156,715	80,688	82,774	2.6%	2,087
Town Properties	799,473	813,715	1,093,427	1,478,391	685,108	-53.7%	(793,282)
Police	299,762	227,061	573,305	510,694	501,187	-1.9%	(9,507)
Public Works	2,400,347	2,278,027	2,407,139	2,584,961	3,466,303	34.1%	881,342
Health and Social Services	349,363	355,798	366,726	393,242	415,500	5.7%	22,258
Parks and Recreation	327,417	345,105	307,341	327,855	235,738	-28.1%	(92,117)
Libraries	131,192	108,348	110,049	130,375	69,905	-46.4%	(60,470)
Conservation Commission	104,556	102,962	16,593	542,700	30,700	-94.3%	(512,000)
Municipality-Wide Unallocated Costs	(209,945)	(214,623)	(104,845)	(232,808)	(227,692)	-2.2%	5,116
Total Non-Personnel	4,573,846	4,452,409	5,278,533	6,412,835	5,791,733	-9.7%	(621,102)
Personnel and Non-Personnel							
Administrative Svcs/Genl Govt	1,425,942	1,494,853	1,536,577	1,776,611	1,756,073	-1.2%	(20,538)
Planning and Zoning	537,066	543,974	677,636	705,847	730,787	3.5%	24,941
Town Properties	1,070,694	1,094,942	1,363,148	1,781,108	991,467	-44.3%	(789,641)
Police	2,479,473	2,402,566	2,882,134	3,003,890	3,014,541	0.4%	10,651
Public Works	3,878,377	3,768,809	3,813,318	4,200,962	5,104,901	21.5%	903,939
Health and Social Services	368,202	387,668	397,337	414,742	435,500	5.0%	20,758
Parks and Recreation	1,204,786	1,273,802	1,257,053	1,435,149	1,260,756	-12.2%	(174,394)
Libraries	1,220,214	1,269,177	1,314,996	1,473,781	1,428,888	-3.0%	(44,894)
Conservation Commission	104,556	102,962	16,593	542,700	30,700	-94.3%	(512,000)
Municipality-Wide Unallocated Costs	2,758,877	2,767,951	3,199,449	3,004,944	3,294,308	9.6%	289,364
Total General Fund Expenditures	15,048,187	15,106,705	16,458,240	18,339,734	18,047,921	-1.6%	(291,813)
General Fund Municipal Property Tax	9,630,522	9,937,331	10,057,685	10,248,774	10,559,235	3.0%	310,461
General Fund Tax Ratio		65.8%	61.1%	55.9%	58.5%		

Percentage of General Fund Appropriations Paid for by Taxes

Town of Hanover Budget Departmental Summary

	<u>FY18ACT</u>	<u>FY19ACT</u>	<u>FY20ACT</u>	<u>FY21BUDG</u>	<u>Proposed FY22BUDG</u>	<u>% Change FY21 Budget to FY22</u>	<u>% Change FY21 Budget to FY22</u>
<u>Special Funds Revenues</u>							
Fire Department	3,440,540	3,708,245	3,607,600	3,629,075	3,762,377	3.7%	133,302
Hanover Ambulance Services	1,021,848	1,224,508	1,296,917	1,118,626	1,025,609	-8.3%	(93,016)
Water Reclamation Facility	2,895,637	3,530,702	3,139,844	4,942,818	3,625,878	-26.6%	(1,316,940)
Water Utility Fund	1,911,200	2,077,487	2,131,595	2,101,131	2,311,148	10.0%	210,017
Parking Operations	2,080,610	2,021,642	2,095,536	2,199,529	1,879,415	-14.6%	(320,113)
Total Special Funds Revenues	11,349,835	12,562,584	12,271,493	13,991,179	12,604,428	-9.9%	(1,386,750)
<u>Special Funds Expenditures</u>							
Personnel Costs							
Fire Department	2,192,224	2,173,093	2,302,023	2,354,849	2,529,492	7.4%	174,643
Hanover Ambulance Services	645,646	693,727	675,353	696,543	729,556	4.7%	33,013
Water Reclamation Facility	563,818	585,490	609,695	689,147	709,969	3.0%	20,822
Water Utility Fund	377,041	352,761	392,196	426,084	457,513	7.4%	31,429
Parking Operations	400,543	421,412	380,683	527,020	554,943	5.3%	27,923
Total Personnel	4,179,272	4,226,484	4,359,949	4,693,644	4,981,474	6.1%	287,830
Non-Personnel Costs							
Fire Department	1,152,444	1,371,883	1,305,577	1,274,226	1,232,885	-3.2%	(41,341)
Hanover Ambulance Services	267,838	522,103	631,305	422,083	296,053	-29.9%	(126,030)
Water Reclamation Facility	2,028,289	2,874,751	2,471,310	4,253,671	2,915,909	-31.4%	(1,337,762)
Water Utility Fund	1,426,324	1,577,392	1,631,947	1,675,047	1,853,636	10.7%	178,589
Parking Operations	1,574,421	1,697,232	1,976,080	1,672,508	1,324,472	-20.8%	(348,036)
Total Non-Personnel	6,449,317	8,043,362	8,016,219	9,297,534	7,622,955	-18.0%	(1,674,580)
Personnel and Non-Personnel							
Fire Department	3,344,669	3,544,976	3,607,600	3,629,075	3,762,377	3.7%	133,303
Hanover Ambulance Services	913,484	1,215,830	1,306,658	1,118,626	1,025,609	-8.3%	(93,017)
Water Reclamation Facility	2,592,107	3,460,242	3,081,005	4,942,818	3,625,878	-26.6%	(1,316,940)
Water Utility Fund	1,803,365	1,930,153	2,024,143	2,101,131	2,311,148	10.0%	210,018
Parking Operations	1,974,964	2,118,645	2,356,763	2,199,529	1,879,415	-14.6%	(320,113)
Total Special Funds Expenditures	10,628,589	12,269,846	12,376,169	13,991,179	12,604,428	-9.9%	(1,386,750)
<u>Special Funds Tax Support</u>							
Fire District Taxes	3,118,542	3,255,466	3,272,417	3,387,908	3,511,156	3.6%	123,248
Fire Fund Tax Ratio	93.2%	91.8%	90.7%	93.4%	93.3%		
<i>Percentage of Fire Fund Appropriations Paid for by Taxes</i>							
Parking District and Tax Increment							
Financing District Taxes	88,929	85,395	88,803	85,000	85,000	0.0%	-
Parking Fund Tax Ratio	4.5%	4.0%	3.8%	3.9%	4.5%		
<i>Percentage of Parking Fund Appropriations Paid for by Taxes</i>							

Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2020 Year- End Actuals</u>	<u>FY2021 Adopted Budget</u>	<u>FY2022 Proposed Budget</u>	<u>% Incr Budget to Budget</u>	<u>\$ Incr Budget to Budget</u>
<u>General Fund</u>					
<i>Sources</i>					
Property Taxes - Town Portion Only	10,057,685	10,248,774	10,559,235	3.0%	310,460
Motor Vehicle and Other Town Clerk Fees	1,572,115	1,609,400	1,601,400	-0.5%	(8,000)
Charges for Services and Participant Fees	1,482,510	1,599,718	1,568,259	-2.0%	(31,459)
State Appropriations and Federal and Other Grants	928,814	937,073	874,738	-6.7%	(62,335)
Reserve Funds	1,031,604	1,985,776	1,158,899	-41.6%	(826,877)
Planning & Zoning Permits and Fees	672,616	644,700	601,500	-6.7%	(43,200)
Other Taxes and Related Items (Abatements, Land Use Change Tax, Yield Tax, Cable Franchise Fee)	(208,615)	(5,270)	(7,806)	48.1%	(2,536)
Other Miscellaneous Income	161,923	429,563	95,912	-77.7%	(333,651)
Transfer from General Fund Undesig Fund Balance	281,256	430,000	449,785	4.6%	19,785
Outside Project Revenue/Other Project Support	23,794	100,000	100,000	0.0%	-
Anticipated Bond Proceeds	-	-	950,000	n/a	950,000
Investment Income	279,212	360,000	96,000	-73.3%	(264,000)
Total General Fund Sources	16,282,916	18,339,734	18,047,921	-1.6%	(291,813)
<i>Uses (w/Allocation of Facilities, Fringe Benefits and Other Costs)</i>					
Public Works	4,723,129	5,339,316	6,120,115	14.6%	780,799
Police Department	4,228,362	4,082,085	4,178,400	2.4%	96,315
General Town Government	3,203,120	3,898,609	3,478,712	-10.8%	(419,898)
Libraries	2,070,625	2,721,565	2,218,384	-18.5%	(503,181)
Parks & Recreation	2,233,004	2,298,159	2,052,311	-10.7%	(245,849)
Total General Fund Uses	16,458,240	18,339,734	18,047,921	-1.6%	(291,813)
<u>Fire Fund</u>					
<i>Sources</i>					
Fire District Taxes	3,272,417	3,387,908	3,511,156	3.6%	123,248
Transfer from Fire Fund Capital Reserve Fund	55,415	30,000	35,000	16.7%	5,000
Hydrant Rentals (Pymts from Users of Private Hydrants)	104,324	102,356	112,847	10.2%	10,491
Charges for Services (e.g., Fire Alarms, Special Detail)	44,845	38,000	28,000	-26.3%	(10,000)
Payment in Lieu of Taxes (former Water Co. Taxes)	24,570	25,078	25,938	3.4%	860
Transfer from Fire Fund Undesignated Fund Balance	93,564	45,133	48,437	7.3%	3,304
Miscellaneous Income	12,465	600	1,000	66.7%	400
Total Fire Fund Sources	3,607,600	3,629,075	3,762,377	3.7%	133,302
<i>Uses</i>					
Salaries and Benefits	2,302,023	2,354,849	2,529,492	7.4%	174,643
Hydrant System Charges (transfer to Water Fund)	405,616	405,000	426,937	5.4%	21,937
Fire Suppression	344,962	469,829	407,101	-13.4%	(62,728)
Facilities Costs (Main and Etna Fire Stations)	231,090	88,572	99,555	12.4%	10,983
Fire Apparatus and Vehicle Replacement	276,458	218,533	215,100	-1.6%	(3,433)
Administration	32,570	38,909	39,860	2.4%	951
Hazardous Materials, Fire Prevention and Alarm Mtce.	10,478	38,235	28,785	-24.7%	(9,450)
Training and Professional Development	4,403	15,148	15,548	2.6%	400
Total Fire Fund Uses	3,607,600	3,629,075	3,762,377	3.7%	133,302

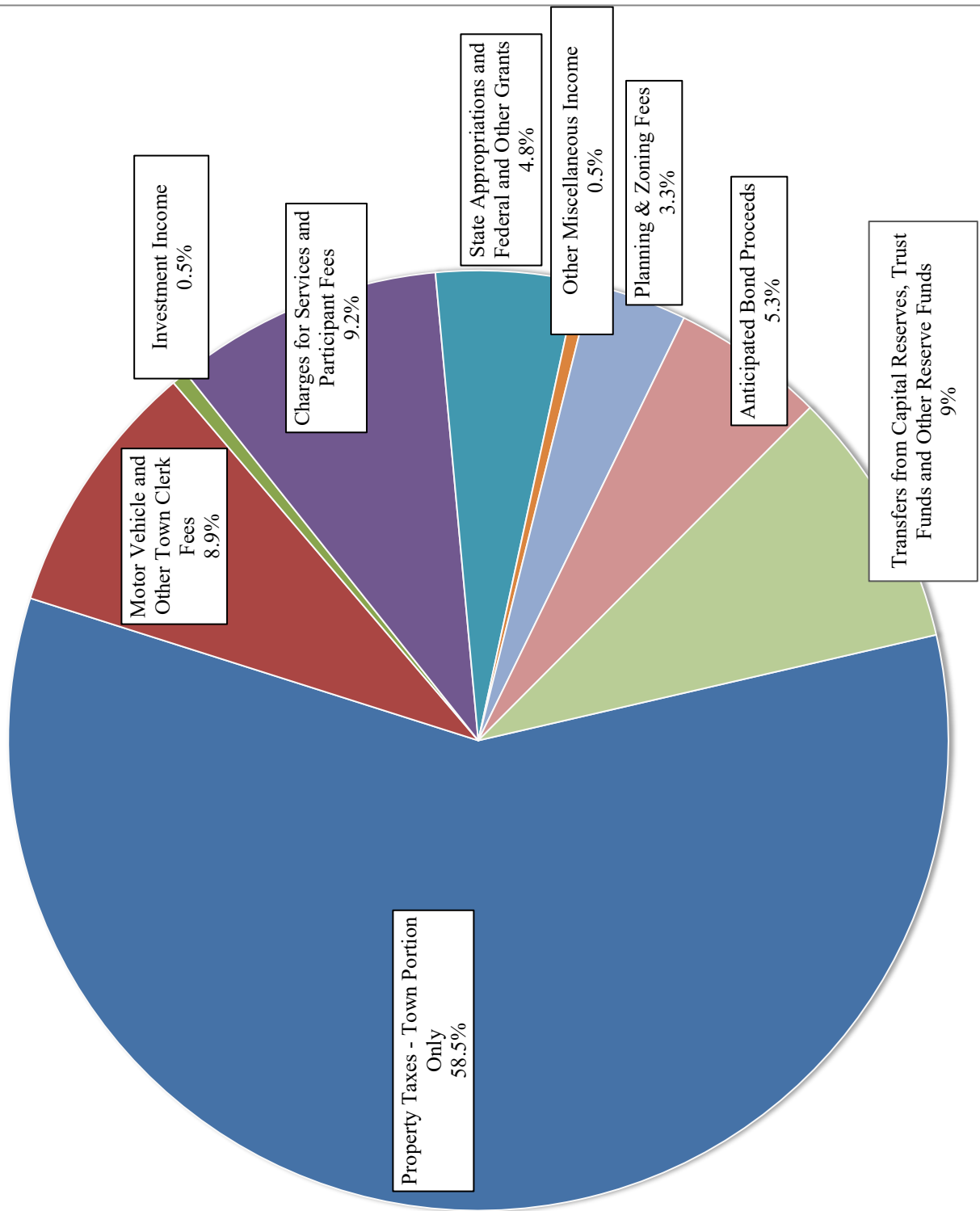
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2020 Year- End Actuals</u>	<u>FY2021 Adopted Budget</u>	<u>FY2022 Proposed Budget</u>	<u>% Incr Budget to Budget</u>	<u>\$ Incr Budget to Budget</u>
<u>Ambulance Fund</u>					
Sources					
Service Charges (net of uncollectibles)	410,510	480,000	480,000	0.0%	-
Community Per Capita Contributions	482,477	496,985	525,409	5.7%	28,424
Transfer from Ambulance Fund Undesig. Fund Balance	110,000	18,441	-	-	(18,441)
Other Income	23,931	18,200	20,200	11.0%	2,000
Transfers from Capital Reserve Fund	270,000	105,000	-	-	(105,000)
Total Ambulance Fund Sources	1,296,917	1,118,626	1,025,609	-8.3%	(93,016)
Uses					
Salaries and Benefits	675,353	696,543	729,556	4.7%	33,013
Administration (includes G&A Overhead Allocation)	133,601	168,979	157,904	-6.6%	(11,075)
Ambulance and Rescue Apparatus Replacement	441,942	187,567	82,567	-56.0%	(105,000)
Operational Equipment and Supplies	55,762	65,537	55,582	-15.2%	(9,955)
Total Ambulance Fund Uses	1,306,658	1,118,626	1,025,609	-8.3%	(93,017)
<u>Water Reclamation Facility (Sewer) Fund</u>					
Sources					
Sewer Usage Billings	2,506,943	2,912,625	2,722,000	-6.5%	(190,625)
Other Income	9,323	10,000	10,000	0.0%	-
Outside Projects	7,704	1,050,000	50,000	-95.2%	(1,000,000)
NH DES Grant-in-Aid	177,378	105,889	104,874	-1.0%	(1,015)
Sewer Connection Fees	165,495	54,804	54,804	0.0%	-
Transfers from Capital Reserves	273,000	499,500	502,000	0.5%	2,500
Transfer from WRF Fund Undesignated Fund Balance	-	310,000	182,200	-41.2%	(127,800)
Total WRF Fund Sources	3,139,844	4,942,818	3,625,878	-26.6%	(1,316,940)
Uses					
Plant Operations	1,205,034	1,531,247	1,338,154	-12.6%	(193,092)
Plant Improvements-Capital Investment, Debt Svc	1,265,958	1,672,424	1,527,755	-8.7%	(144,669)
Salaries and Benefits	609,695	689,147	709,969	3.0%	20,822
Outside Project Work	319	1,050,000	50,000	-95.2%	(1,000,000)
Total WRF Fund Uses	3,081,005	4,942,818	3,625,878	-26.6%	(1,316,940)
<u>Water Utility Fund</u>					
Sources					
Water Customer Billings	1,950,931	1,972,587	2,028,918	2.9%	56,331
Transfer from Water Fund Undesig. Fund Balance	-	-	-	-	-
Outside Projects	23,256	50,000	50,000	0.0%	-
Transfers from Capital Reserves	121,100	53,314	207,000	288.3%	153,686
Water Connection Fees	25,694	16,530	16,530	0.0%	-
Other Income	10,614	8,700	8,700	0.0%	-
Total Water Fund Sources	2,131,595	2,101,131	2,311,148	10.0%	210,017
Uses					
Plant Improvements-Capital Investment, Debt Svc	1,128,004	1,103,752	1,272,751	15.3%	168,999
Plant Operations	641,832	703,739	713,329	1.4%	9,589
Salaries and Benefits	392,196	426,084	457,513	7.4%	31,429
Payment in Lieu of Taxes (former Water Co. Taxes)	253,830	267,556	267,556	0.0%	-
Outside Project Work	8,281	-	-	-	-
Hydrant System Charges (transfer from Fire Fund)	(400,000)	(400,000)	(400,000)	0.0%	-
Total Water Fund Uses	2,024,143	2,101,131	2,311,148	10.0%	210,018

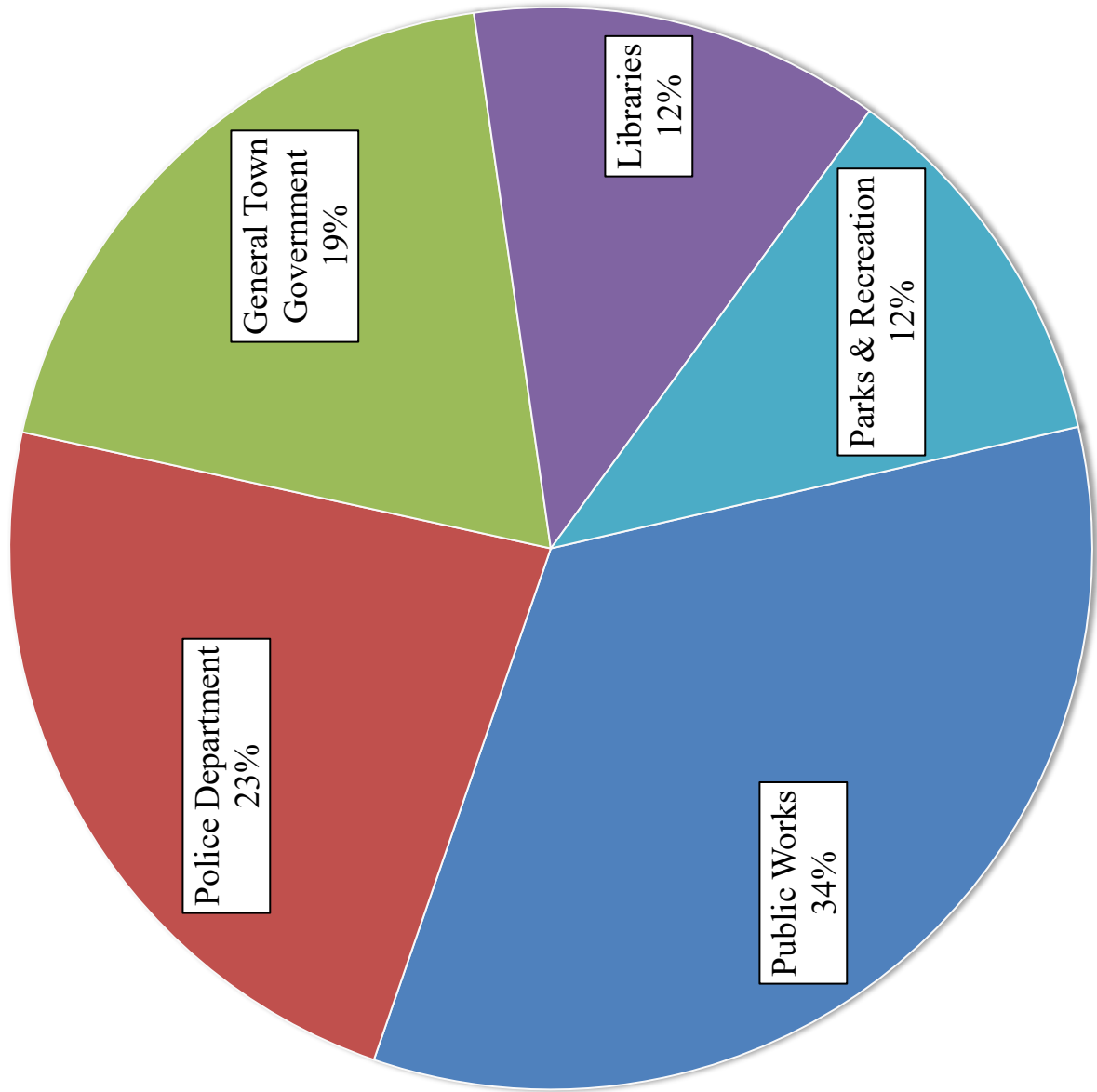
Town of Hanover - Recast Budget Summary - Functional Presentation

	<u>FY2020 Year-</u> <u>End Actuals</u>	<u>FY2021</u> <u>Adopted</u> <u>Budget</u>	<u>FY2022</u> <u>Proposed</u> <u>Budget</u>	<u>% Incr</u> <u>Budget to</u> <u>Budget</u>	<u>\$ Incr Budget to</u> <u>Budget</u>
<u>Parking Fund</u>					
<i>Sources</i>					
Surface Lot and Street Metered and Permit Parking	1,116,893	1,065,823	811,223	-23.9%	(254,600)
Parking Facility Permit, Leased and Short Term Parking	346,515	605,500	497,240	-17.9%	(108,260)
Parking Fines	135,403	300,000	300,000	0.0%	-
Tax Increment Financing (TIF) District Levy	88,803	85,000	85,000	0.0%	-
Transfers from Capital and Other Reserve Funds	-	-	146,000	n/a	146,000
Miscellaneous Revenues	7,760	23,206	39,952	72.2%	16,747
Fund Balance and Designated Reserve Balance Used	400,162	120,000	-	-	(120,000)
<i>Total Parking Fund Sources</i>	2,095,536	2,199,529	1,879,415	-14.6%	(320,113)
<i>Uses</i>					
Parking Facility Capital Costs	928,388	615,279	462,904	-24.8%	(152,375)
Salaries and Benefits	380,683	527,020	554,943	5.3%	27,923
Administration (includes G&A Overhead Allocation)	281,666	176,896	154,184	-12.8%	(22,712)
Surface Lot and Street Parking Operating Costs	329,125	374,672	304,600	-18.7%	(70,072)
Advance Transit Shuttle Service, Municipal Contributor	230,067	293,948	254,394	-13.5%	(39,555)
Parking Facility Operating Costs	206,834	211,713	148,390	-29.9%	(63,323)
<i>Total Parking Fund Uses</i>	2,356,763	2,199,529	1,879,415	-14.6%	(320,113)

FY2022 Proposed Budget - Sources of General Fund Revenues



FY2022 Proposed Budget - Uses of General Fund Resources



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

Town Funds
General Municipal Tax Rate
Fire District #1
Fire District #2
Fire District #3

In budget adoption discussions, the Select Board considered a composite average property tax rate in an attempt to net out the impact of the three separate Fire Districts to arrive at a single tax rate increase number to discuss. If the total tax levy for the General Fund and the Fire Fund was recovered from all properties on the same basis (i.e., disregarding Fire Districts), this tax rate would be:

2020 Tax Year

5.92

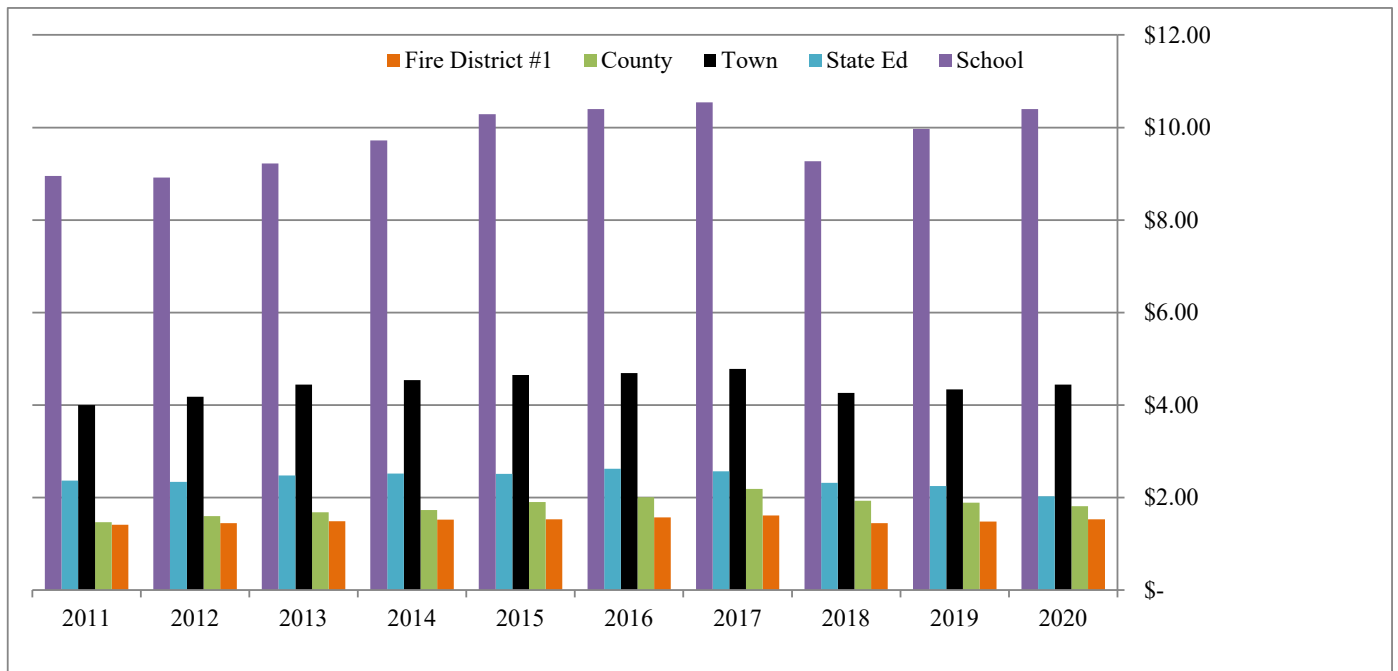
Town of Hanover - Tax Rate History of Municipal, School and County Combined Tax Rates

Fire District #1 (Properties w/in Hydrant System)

Tax Rate (per \$1,000 Taxable Valuation)
Breakdown

Tax Year	Town-wide Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Fire Breakdown				
					Town	District #1	County	School	State Ed
2020	2,300,746,395	15,756,315	20.21	1.4%	4.44	1.53	1.81	10.40	2.03
2019	2,284,990,080	(35,411,338)	19.93	3.6%	4.34	1.48	1.89	9.97	2.25
2018	2,320,401,418	310,403,718 (*)	19.23	-11.3%	4.26	1.45	1.93	9.27	2.32
2017	2,009,997,700	6,775,500	21.69	1.9%	4.78	1.61	2.19	10.54	2.57
2016	2,003,222,200	19,534,200	21.29	2.0%	4.69	1.57	2.01	10.40	2.62
2015	1,983,688,000	18,743,400	20.88	4.2%	4.65	1.53	1.90	10.29	2.51
2014	1,964,944,600	18,135,200	20.03	3.7%	4.54	1.52	1.73	9.72	2.52
2013	1,946,809,400	(45,211,100) (*)	19.31	4.4%	4.44	1.49	1.68	9.22	2.48
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

(*) Revaluation Year



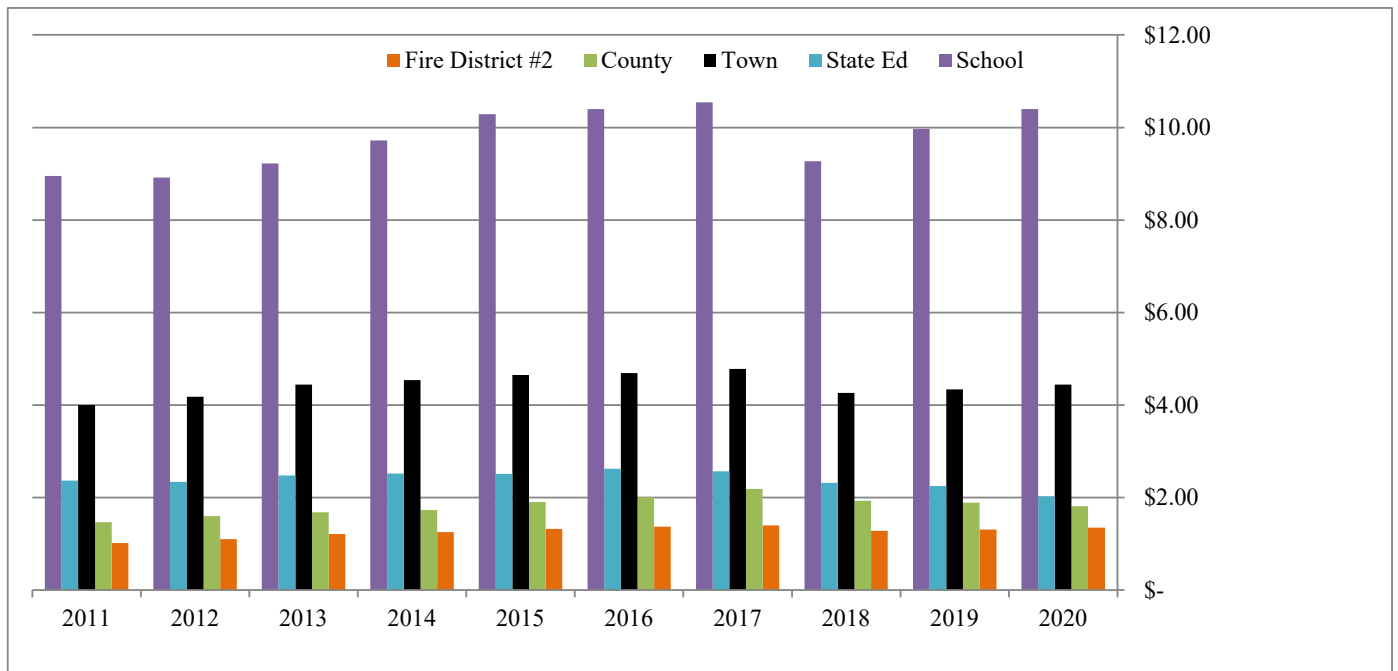
Town of Hanover - Tax Rate History of Municipal, School and County Combined Tax Rates

Fire District #2 (Properties w/o Hydrant-West of Moose Mtn)

Tax Rate (per \$1,000 Taxable Valuation)
Breakdown

Tax Year	Town-wide Taxable Valuation	Change in Valuation from Previous Year	Tax Rate per \$1,000	% Increase from Previous Year	Fire Breakdown				
					Town	District #2	County	School	State Ed
2020	2,300,746,395	15,756,315	20.03	1.4%	4.44	1.35	1.81	10.40	2.03
2019	2,284,990,080	(35,411,338)	19.76	3.7%	4.34	1.31	1.89	9.97	2.25
2018	2,320,401,418	310,403,718 (*)	19.06	-11.3%	4.26	1.28	1.93	9.27	2.32
2017	2,009,997,700	6,775,500	21.48	1.8%	4.78	1.40	2.19	10.54	2.57
2016	2,003,222,200	19,534,200	21.09	2.0%	4.69	1.37	2.01	10.40	2.62
2015	1,983,688,000	18,743,400	20.67	4.6%	4.65	1.32	1.90	10.29	2.51
2014	1,964,944,600	18,135,200	19.76	3.8%	4.54	1.25	1.73	9.72	2.52
2013	1,946,809,400	(45,211,100) (*)	19.03	4.9%	4.44	1.21	1.68	9.22	2.48
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	0.5%	4.00	1.02	1.47	8.95	2.37

(*) Revaluation Year



Town of Hanover - Historic Tax Levies plus Projected*

	FY2012- Tax Year 2011	FY2013- Tax Year 2012	FY2014- Tax Year 2013	FY2015- Tax Year 2014	FY2016- Tax Year 2015	FY2017- Tax Year 2016	FY2018- Tax Year 2017	FY2019- Tax Year 2018	FY2020- Tax Year 2019	FY2021- Tax Year 2020	FY2022* Tax Year 2021
Town Tax Levy	7,892,326	8,329,334	8,665,194	8,938,366	9,215,611	9,392,777	9,630,522	9,894,974	9,927,986	10,215,105	10,559,235
Fire District #1	2,009,763	2,091,677	2,100,509	2,165,363	2,211,775	2,291,757	2,365,173	2,475,862	2,470,811	2,569,512	2,642,100
Fire District #2	547,120	590,077	624,160	646,904	692,487	725,797	743,674	768,999	790,896	822,789	857,631
Fire District #3	6,635	7,178	7,417	7,751	8,892	9,333	9,695	10,605	10,710	11,042	11,425
Total Town Tax Levies	10,455,844	11,018,266	11,397,280	11,758,384	12,128,765	12,419,664	12,749,064	13,150,440	13,200,403	13,618,448	14,070,391
	0.89%	5.38%	3.44%	3.17%	3.15%	2.40%	2.65%	3.15%	0.38%	3.17%	3.32%
School Tax Levy	22,325,539	22,397,425	22,732,780	24,012,931	25,374,991	26,051,191	26,370,263	26,861,911	27,873,007	28,564,014	
	4.12%	0.32%	1.50%	5.63%	5.67%	2.66%	1.22%	1.86%	3.76%	2.48%	
County Tax Levy	2,909,051	3,187,711	3,264,175	3,393,236	3,764,130	4,028,704	4,412,016	4,468,371	4,326,543	4,170,246	
	6.38%	9.58%	2.40%	3.95%	10.93%	7.03%	9.51%	1.28%	-3.17%	-3.61%	
GRAND TOTAL ALL TAX LEVIES	35,690,434	36,603,402	37,394,235	39,164,551	41,267,886	42,499,559	43,531,343	44,480,722	45,399,953	46,352,708	
	3.33%	2.56%	2.16%	4.73%	5.37%	2.98%	2.43%	2.18%	2.07%	2.10%	



INDEPENDENT AUDITORS' REPORT

To the Selectboard and Town Manager
Town of Hanover, New Hampshire

Report on the Financial Statements

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, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant

Merrimack, New Hampshire
Andover, Massachusetts
Greenfield, Massachusetts
Ellsworth, Maine

800.282.2440 | melansoncpas.com



accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

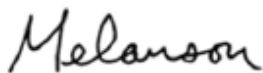
Opinions

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, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Budgetary Comparison for the General Fund and major special revenue funds, and certain Pension and OPEB schedules be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be 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.



Merrimack, New Hampshire
May 10, 2021

800.282.2440 | melansoncpas.com

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Hanover (the Town), we offer readers this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2020.

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 required 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 Position presents information on all assets, liabilities, and deferred outflows/inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position 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, health and human services, 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.

Proprietary Funds

Proprietary fund reporting focuses on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows.

Enterprise funds are used to report activity for which a fee is charged to external users, and must be used when one of the following criteria are met: (1) activity is financed with debt that is secured solely by a pledge of the net revenues from fees and charges, (2) laws or regulations require the activity's costs of providing services be recovered with fees and charges, and (3) the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs such as depreciation or debt service. The primary focus on these criteria is on fees charged to external users. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements, only in more detail. Specifically, enterprise funds are used to account for water and water reclamation operations, 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.

Required Supplementary Information (Other Than MD&A)

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.

Financial Highlights

- As of the close of the current fiscal year, net position in governmental activities was \$24,752,444, a change of \$(2,331,020) in comparison to the prior year, and net position in business-type activities was \$16,062,569, a change of \$461,648 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$12,702,917, a change of \$(2,387,521) in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$936,465, a change of \$(2,157,584) in comparison to the prior year.

Government-Wide Financial Analysis

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

	NET POSITION					
	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 39,751,832	\$ 40,932,834	\$ 4,278,734	\$ 3,643,948	\$ 44,030,566	\$ 44,576,782
Capital assets	35,206,557	34,550,610	22,227,516	23,000,668	57,434,073	57,551,278
Total assets	74,958,389	75,483,444	26,506,250	26,644,616	101,464,639	102,128,060
Deferred outflows of resources	2,843,099	3,565,951	360,067	415,770	3,203,166	3,981,721
Long-term liabilities outstanding	21,879,546	20,263,748	1,559,564	1,176,784	23,439,110	21,440,532
Other liabilities	24,069,239	25,124,285	9,059,373	10,148,899	33,128,612	35,273,184
Total liabilities	45,948,785	45,388,033	10,618,937	11,325,683	56,567,722	56,713,716
Deferred inflows of resources	7,100,259	6,577,898	184,811	133,782	7,285,070	6,711,680
Net investment in capital assets	32,698,886	32,126,104	14,526,145	14,134,365	47,225,031	46,260,469
Restricted	7,323,124	8,295,410	-	-	7,323,124	8,295,410
Unrestricted	(15,269,566)	(13,338,050)	1,536,424	1,466,556	(13,733,142)	(11,871,494)
Total net position	\$ 24,752,444	\$ 27,083,464	\$ 16,062,569	\$ 15,600,921	\$ 40,815,013	\$ 42,684,385

As noted earlier, net position may serve over time as a useful indicator of a town's financial position. At the close of the most recent fiscal year, total net position was \$40,815,013, a change of \$(1,869,372) in comparison to the prior year.

The largest portion of net position, \$47,225,031, 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 position, \$7,323,124, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position reflects a deficit of \$(13,733,142), primarily resulting from unfunded pension and OPEB liabilities.

CHANGES IN NET POSITION							
	Governmental Activities		Business-Type Activities		Total		
	2020	2019	2020	2019	2020	2019	
Revenues:							
Program revenues:							
Charges for services	\$ 4,369,394	\$ 4,495,915	\$ 5,046,293	\$ 5,091,495	\$ 9,415,687	\$ 9,587,410	
Operating grants and contributions	536,083	337,887	148,272	149,520	684,355	487,407	
Capital grants and contributions	206,122	86,271	-	-	206,122	86,271	
General revenues:							
Property taxes	11,427,030	13,146,848	-	-	11,427,030	13,146,848	
Motor vehicle permit fees	2,338,440	3,201,932	-	-	2,338,440	3,201,932	
Penalties and interest on taxes	244,973	233,163	-	-	244,973	233,163	
Grants and contributions not restricted to specific programs	884,647	877,030	-	-	884,647	877,030	
Investment income	689,391	838,811	16,939	18,436	706,330	857,247	
Other	236,208	699,552	53,669	25,539	289,877	725,091	
Total revenues	20,932,288	23,917,409	5,265,173	5,284,990	26,197,461	29,202,399	
Expenses:							
General government	6,266,203	6,101,546	-	-	6,266,203	6,101,546	
Public safety	9,905,876	8,843,784	-	-	9,905,876	8,843,784	
Highway and streets	3,423,018	3,896,351	-	-	3,423,018	3,896,351	
Sanitation	846,197	444,791	-	-	846,197	444,791	
Health and human services	414,337	402,714	-	-	414,337	402,714	
Culture and recreation	2,393,470	2,478,012	-	-	2,393,470	2,478,012	
Conservation	12,317	48,834	-	-	12,317	48,834	
Interest on long-term debt	120,822	150,853	-	-	120,822	150,853	
Water services	-	-	2,197,273	1,621,263	2,197,273	1,621,263	
Water reclamation services	-	-	2,487,320	3,136,826	2,487,320	3,136,826	
Total expenses	23,382,240	22,366,885	4,684,593	4,758,089	28,066,833	27,124,974	
Change in net position before transfers	(2,449,952)	1,550,524	580,580	526,901	(1,869,372)	2,077,425	
Transfers in (out)	118,932	27,500	(118,932)	(27,500)	-	-	
Change in net position	(2,331,020)	1,578,024	461,648	499,401	(1,869,372)	2,077,425	
Net position - beginning of year	27,083,464	25,505,440	15,600,921	15,101,520	42,684,385	40,606,960	
Net position - end of year	\$ 24,752,444	\$ 27,083,464	\$ 16,062,569	\$ 15,600,921	\$ 40,815,013	\$ 42,684,385	

Governmental Activities

Governmental activities for the year resulted in a change in net position of \$(2,331,020). Key elements of this change are as follows:

General fund operations	\$ (1,332,071)
Capital assets acquired with current year revenues, net of disposals	2,458,798
Depreciation expense in excess of principal debt	(2,328,773)
Change in pension expense from GASB 68	(238,162)
Change in OPEB Expense from GASB 75	(81,808)
Other	<u>(809,004)</u>
Total	\$ <u>(2,331,020)</u>

Business-Type Activities

Business-type activities for the year resulted in a change in net position of \$461,648. Key elements of this change are as follows:

Water operations	\$ 148,294
Water reclamation operations	<u>313,354</u>
Total	\$ <u>461,648</u>

Financial Analysis of the Town'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.

General Fund

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$936,465, while total fund balance was \$4,679,463. The June 30, 2020 change in unassigned fund balance was largely due to the recognition of an actual BTLA liability of \$505,736 paid out just after year end and an anticipated BTLA liability of \$983,000 to be paid out in the subsequent period. 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>6/30/20</u>	<u>6/30/19</u>	<u>Change</u>	<u>% of General Fund Expenditures</u>
Unassigned fund balance	\$ 936,465	\$ 3,094,049	\$ (2,157,584)	6.1%
Total fund balance	\$ 4,679,463	\$ 6,011,534	\$ (1,332,071)	30.3%

The total fund balance of the general fund changed by \$(1,332,071) during the current fiscal year. Key factors in this change are as follows:

Use of fund balance as a funding source	\$ (842,997)
Revenues and other financing sources as compared with budgeted amounts	(1,536,857)
Expenditures and other financing uses as compared with budgeted amounts	380,191
Expenditures of current year encumbrances over prior year encumbrances	225,418
Change in capital reserves	<u>442,174</u>
Total	<u>\$ (1,332,071)</u>

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

	<u>6/30/20</u>	<u>6/30/19</u>	<u>Change</u>
General capital reserves	\$ 2,019,521	\$ 1,577,347	\$ 442,174

Individual year-end account balances include the following:

Ambulance Equipment	\$ 24,942
Bridge Replacement and Renovation	229,184
Building Maintenance and Improvement	320,556
Dispatch Equipment and Center Renovation	160,618
Fire Department Vehicle and Equipment	220,951
Highway Construction and Maintenance	327,571
Parking Vehicles and Equipment	398,226
Police Vehicles and Equipment	27,385
Property Renovation	27,079
Road Construction and Improvements	159,527
Other	<u>123,482</u>
Total	<u>\$ 2,019,521</u>

Other Major Funds

The *fire fund* is used to account for fire protection services which are funded by fire district taxes (separate from property taxes). Assessments are levied according to district. Three distinct fire districts are defined by their proximity to fire hydrant systems and the level of fire protection services provided by the Town.

The *nonexpendable permanent trust fund* is used to account for certain financial resources that are legally restricted to the extent that only earnings, not principal, may be used to support governmental programs for the benefit of residents.

Non-Major Governmental Funds

The non-major fund balance changed by \$(1,099,440) primarily resulting from timing differences between the receipt and disbursement of grants and permanent financing of capital projects.

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 position of the enterprise funds at the end of the year amounted to \$1,536,424, a change of \$69,868 in comparison to the prior year.

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

General Fund Budgetary Highlights

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

Capital Asset and Debt Administration

Capital Assets

Total investment in capital assets for governmental and business-type activities at year end amounted to \$57,434,073 (net of accumulated depreciation). 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:

FY20 Shim Overlay/Paving	\$ 690,849
2019 E-One Cyclone Emax Pumper	\$ 607,500
Parking Garage Improvements	\$ 422,880
2019 Ford F550 4x4 Lifeline	\$ 304,809
Police Covered Garage Improvements	\$ 226,384
Traffic Signal - Wheelock	\$ 238,228

Business-type Activities:

Primary Clarifier Replacement	\$ 225,482
WRF Facility Solar Roof	\$ 164,780
Pump Station #2 Replacement	\$ 159,367

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 \$10,109,937, 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

Statement of Net Position
June 30, 2020

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Assets			
Current:			
Cash and short-term investments	\$ 27,271,003	\$ 2,149,035	\$ 29,420,038
Investments	5,397,189	-	5,397,189
Restricted cash	2,019,521	-	2,019,521
Receivables, net of allowance for uncollectibles:			
Property taxes	4,024,906	-	4,024,906
User fees	237,594	759,677	997,271
Intergovernmental	2,637,000	232,848	2,869,848
Other assets	294,368	1,137,174	1,431,542
Total Current Assets	39,247,218	4,278,734	43,525,952
Noncurrent:			
Property taxes, net of allowance for uncollectibles	504,614	-	504,614
Capital assets:			
Land and construction in progress	4,523,422	549,949	5,073,371
Other capital assets, net of accumulated depreciation	30,683,135	21,677,567	52,360,702
Total Noncurrent Assets	35,711,171	22,227,516	57,938,687
Total Assets	74,958,389	26,506,250	101,464,639
Deferred Outflows of Resources			
Related to pensions	2,279,281	288,662	2,567,943
Related to OPEB	563,818	71,405	635,223
Total Deferred Outflows of Resources	2,843,099	360,067	3,203,166
Liabilities			
Current:			
Accounts payable	1,101,039	208,309	1,309,348
Accrued liabilities	452,357	138,767	591,124
Due to other governments	17,571,623	-	17,571,623
Other liabilities	1,967,814	-	1,967,814
Current portion of long-term liabilities:			
Bonds payable	290,000	1,122,533	1,412,533
Dresden Regional School District	100,000	-	100,000
Compensated absences	240,336	15,265	255,601
Capital leases	156,377	74,690	231,067
Total Current Liabilities	21,879,546	1,559,564	23,439,110
Noncurrent:			
Bonds payable, net of current portion	2,270,000	6,427,404	8,697,404
Net pension liability	15,038,448	1,904,563	16,943,011
Net OPEB liability	4,053,989	513,422	4,567,411
Dresden Regional School District, net of current portion	300,000	-	300,000
Compensated absences, net of current portion	2,163,579	137,387	2,300,966
Capital leases, net of current portion	243,223	76,597	319,820
Total Noncurrent Liabilities	24,069,239	9,059,373	33,128,612
Total Liabilities	45,948,785	10,618,937	56,567,722
Deferred Inflows of Resources			
Related to pensions	1,133,959	143,613	1,277,572
Related to OPEB	250,882	31,773	282,655
Unearned revenues	5,715,418	9,425	5,724,843
Total Deferred Inflows of Resources	7,100,259	184,811	7,285,070
Net Position			
Net investment in capital assets	32,698,886	14,526,145	47,225,031
Restricted for:			
Grants and other statutory restrictions	1,640,958	-	1,640,958
Permanent funds:			
Nonexpendable	5,411,442	-	5,411,442
Expendable	270,724	-	270,724
Unrestricted	(15,269,566)	1,536,424	(13,733,142)
Total Net Position	\$ 24,752,444	\$ 16,062,569	\$ 40,815,013

The accompanying notes are an integral part of these financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

Statement of Activities
For the Year Ended June 30, 2020

	Program Revenues				Net (Expenses) Revenues and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business- Type Activities	Total
Governmental Activities							
General government	\$ 6,266,203	\$ 21,580	\$ 44,217	\$ -	\$ (6,200,406)	\$ -	\$ (6,200,406)
Public safety	9,905,876	3,567,736	486,536	-	(5,851,604)	-	(5,851,604)
Highway and streets	3,423,018	23,794	1,630	206,122	(3,191,472)	-	(3,191,472)
Sanitation	846,197	9,695	-	-	(836,502)	-	(836,502)
Health and human services	414,337	28	3,700	-	(410,609)	-	(410,609)
Culture and recreation	2,393,470	745,698	-	-	(1,647,772)	-	(1,647,772)
Conservation	12,317	863	-	-	(11,454)	-	(11,454)
Interest on long-term debt	120,822	-	-	-	(120,822)	-	(120,822)
Total Governmental Activities	23,382,240	4,369,394	536,083	206,122	(18,270,641)	-	(18,270,641)
Business-Type Activities							
Water operations	2,197,273	2,383,467	-	-	-	186,194	186,194
Water reclamation operations	2,487,320	2,662,826	148,272	-	-	323,778	323,778
Total Business-Type Activities	4,684,593	5,046,293	148,272	-	-	509,972	509,972
Total	\$ 28,066,833	\$ 9,415,687	\$ 684,355	\$ 206,122	(18,270,641)	509,972	(17,760,669)
General Revenues and Transfers:							
Property taxes					11,427,030	-	11,427,030
Motor vehicle permit fees					2,338,440	-	2,338,440
Penalties, interest, and other taxes					244,973	-	244,973
Grants and contributions not restricted to specific programs					884,647	-	884,647
Investment income					689,391	16,939	706,330
Other					236,208	53,669	289,877
Transfers, net					118,932	(118,932)	-
Total general revenues					15,939,621	(48,324)	15,891,297
Change in Net Position					(2,331,020)	461,648	(1,869,372)
Net Position							
Beginning of year					27,083,464	15,600,921	42,684,385
End of year					\$ 24,752,444	\$ 16,062,569	\$ 40,815,013

The accompanying notes are an integral part of these financial statements.

TOWN OF HANOVER, NEW HAMPSHIRE

Governmental Funds
Balance Sheet
June 30, 2020

	<u>General Fund</u>	<u>Fire Fund</u>	<u>Non Expendable Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Assets					
Cash and short-term investments	\$ 24,196,856	\$ 709,493	\$ 14,253	\$ 2,350,401	\$ 27,271,003
Investments	-	-	5,397,189	-	5,397,189
Restricted cash	2,019,521	-	-	-	2,019,521
Receivables:					
Property taxes	4,554,685	-	-	-	4,554,685
User fees	190,464	-	-	47,130	237,594
Intergovernmental	2,637	-	-	-	2,637
Other assets	<u>170,763</u>	<u>23,622</u>	<u>-</u>	<u>17,705</u>	<u>212,090</u>
Total Assets	<u>\$ 31,134,926</u>	<u>\$ 733,115</u>	<u>\$ 5,411,442</u>	<u>\$ 2,415,236</u>	<u>\$ 39,694,719</u>
Liabilities					
Accounts payable	\$ 904,408	\$ 33,191	\$ -	\$ 163,440	\$ 1,101,039
Accrued liabilities	117,395	131,479	-	135,384	384,258
Tax refunds payable	1,489,000	-	-	-	1,489,000
Due to other governments	17,571,623	-	-	-	17,571,623
Other liabilities	<u>478,814</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>478,814</u>
Total Liabilities	20,561,240	164,670	-	298,824	21,024,734
Deferred Inflows of Resources					
Unavailable revenues	5,894,223	23,622	-	49,223	5,967,068
Fund Balances					
Nonspendable	35,298	-	5,411,442	-	5,446,740
Restricted	-	544,823	-	1,366,859	1,911,682
Committed	2,449,521	-	-	811,029	3,260,550
Assigned	1,258,179	-	-	-	1,258,179
Unassigned	<u>936,465</u>	<u>-</u>	<u>-</u>	<u>(110,699)</u>	<u>825,766</u>
Total Fund Balances, as reclassified	<u>4,679,463</u>	<u>544,823</u>	<u>5,411,442</u>	<u>2,067,189</u>	<u>12,702,917</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 31,134,926</u>	<u>\$ 733,115</u>	<u>\$ 5,411,442</u>	<u>\$ 2,415,236</u>	<u>\$ 39,694,719</u>

TOWN OF HANOVER, NEW HAMPSHIRE

**Reconciliation of Total Governmental Fund Balances
to Net Position of Governmental Activities
in the Statement of Net Position
June 30, 2020**

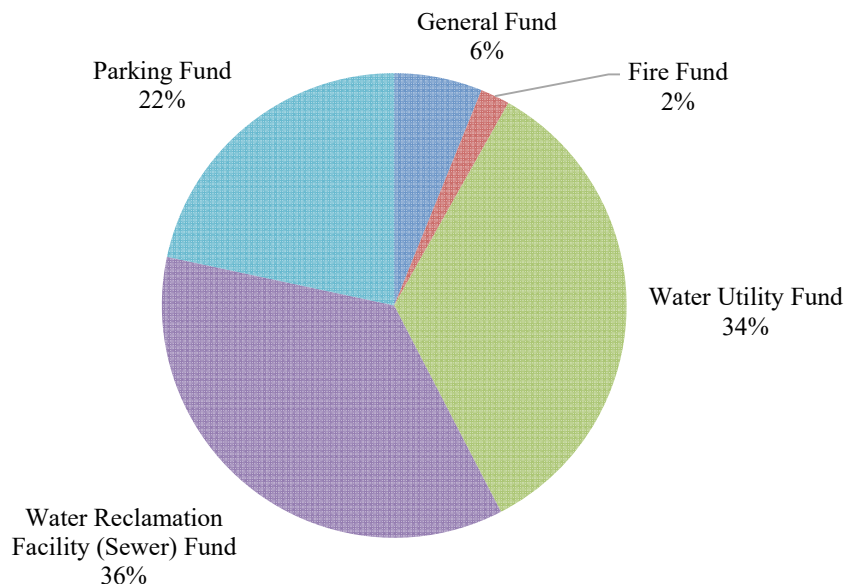
Total governmental fund balances	\$ 12,702,917
Investment in Trescott Company is not a financial resource and, therefore, is not reported in the governmental funds.	73,200
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	35,206,557
Revenues are reported on the accrual basis of accounting and are not deferred until collection.	235,563
Long-term liabilities, including bonds payable, net pension liability, and net OPEB liability are not due and payable in the current period and, therefore, are not reported in the governmental funds.	
Bonds payable	(2,560,000)
Leases payable	(399,600)
Pension liability, net of related deferred outflows and inflows of resources	(13,893,126)
OPEB liability, net of related deferred outflows and inflows of resources	(3,741,053)
Compensated absences	(2,403,915)
Dresden School District liability	(400,000)
Accrued interest	<u>(68,099)</u>
Net position of governmental activities	\$ <u>24,752,444</u>

Town of Hanover Statement of General Indebtedness FY 2019-20

Projected Balances Due - including Principal and Interest

		FY2019-20 Debt		FY2019-20 Debt	
		Balance Due @	Service	Incurred or	Balance Due @
	Matures	7/1/2019	Payments	(Refinanced)	6/30/2020
General Fund					
2003 Community Center Bond	1/15/2023	\$ 323,675	\$ (84,774)	\$ -	\$ 238,902
2004 Dresden Note for HHS Property Option	8/15/2023	500,000	(100,000)	-	400,000
2020 Security and Video System Equipment	7/15/2022	-	(26,373)	51,848	25,475
2020 Trackless Sidewalk Machine	2/12/2025	-	(24,762)	148,571	123,809
Total General Fund		\$ 823,675	\$ (235,909)	\$ 200,419	\$ 788,185
Fire Fund					
2019 E-One Cyclone Emax Pumper	7/23/2021	397,598	(132,533)	-	265,065
Total Fire Fund		\$ 397,598	\$ (132,533)	\$ -	\$ 265,065
Water Utility Fund					
2002 Hanover Water Works SRF#1071010	7/1/2021	914,122	(304,708)	-	609,414
2007 Hanover Water Works SRF#1071010-04	7/1/2027	4,103,442	(455,938)	-	3,647,504
2013 Water Meter Replacement Project	10/14/2021	235,817	(78,606)	-	157,211
Total Water Utility Fund		\$ 5,253,380	\$ (839,251)	\$ -	\$ 4,414,129
Water Reclamation Facility (Sewer) Fund					
2008 Hanover Sewer Plant SRF#CS-330197-03	12/1/2027	1,566,392	(194,720)	-	1,371,672
2013 Hanover Sewer Plant SRF#CS-333197-05	8/1/2026	592,890	(74,111)	-	518,778
2013 Hanover Sewer Plant SRF#CS-330197-04	7/1/2027	3,089,748	(343,305)	-	2,746,443
Total Water Reclamation Facility Fund		\$ 5,249,030	\$ (612,136)	\$ -	\$ 4,636,893
Parking Fund					
1999 Parking Facility Bond	1/15/2029	3,116,678	(325,014)	-	2,791,664
Total Parking Fund		\$ 3,116,678	\$ (325,014)	\$ -	\$ 2,791,664
Total Outstanding Indebtedness All Funds		\$ 14,840,361	\$ (2,144,843)	\$ 200,419	\$ 12,895,937

PROPORTIONATE DEBT SERVICE BY FUND



Town of Hanover Trust Funds

	7/1/2019 Market Value Balance (per Investment Stmnt)	Fund Additions (Includes Realized Capital Gains)	Income (net of mgmt fees)	Change in Market Value	Withdrawals	6/30/2020 Market Value Balance (per Investment Stmnt)	Appropriated for Disbursement Before 6/30/20 but not yet Disbursed	6/30/2020 Adjusted Balance
Common Trust Funds								
Cemeteries	\$ 194,529	\$ 7,865	\$ 4,009	\$ (3,800)	\$ (9,029)	\$ 193,573	\$ -	\$ 193,573
Library	2,395	97	49	(47)	(121)	2,373	-	2,373
Citizens in Need	366	15	7	(7)	(18)	363	-	363
Subtotal Common Trust Funds	\$ 197,291	\$ 7,976	\$ 4,065	\$ (3,854)	\$ (9,168)	\$ 196,310	\$ -	\$ 196,310
Capital Reserve Funds								
Ambulance Equipment	\$ 477,995	\$ 62,567	\$ 4,304	\$ -	\$ (519,924)	\$ 24,943	\$ -	\$ 24,943
Bridge Replacement and Renovation	240,193	103,271	3,720	-	-	347,184	(118,000)	229,184
Building Maintenance and Improvements	313,608	146,737	4,233	-	(51,022)	413,556	(93,000)	320,556
Dispatch Center Eqpt. And Renovations	70,326	89,197	1,095	-	-	160,618	-	160,618
Fire Department Vehicle and Equipment	433,153	88,510	3,646	-	(304,358)	220,951	-	220,951
Highway Construction and Mtce. Eqpt.	459,908	384,508	4,955	-	(376,114)	473,257	(145,686)	327,571
Municipal Transportation Improvement Fund (note 2)	116,950	-	419	-	(113,327)	4,042	(32,000)	(27,958)
Parking Vehicles and Facility Improvements	631,267	174,955	8,948	-	(67,000)	748,170	(349,944)	398,226
Police Vehicles and Equipment	165,035	88,766	2,544	-	(151,740)	104,605	(77,220)	27,385
Property Revaluation	18,964	10,000	268	-	(2,152)	27,079	-	27,079
Road Construction and Improvements	129,389	68,825	1,813	-	(40,500)	159,527	-	159,527
Sewer Eqpt. And Facilities Improvements	875,427	363,757	12,936	-	(154,043)	1,098,076	(768,457)	329,620
Water Treatment and Distrib Eqpt.	313,419	176,650	4,003	-	(190,031)	304,040	-	304,040
Subtotal Capital Reserve Funds	\$ 4,245,634	\$ 1,757,743	\$ 52,882	\$ -	\$ (1,970,212)	\$ 4,086,047	\$ (1,584,307)	\$ 2,501,741
Restricted Purpose Funds								
Lou and Ann Bressett Memorial Endowment Fund	\$ 5,030,792	\$ 311,720	\$ 117,211	\$ (85,151)	\$ (356,294)	\$ 5,018,278	\$ -	\$ 5,018,278
Bridgman Trust Fund (*)	1,511,571	60,483	36,307	9,268	(14,675)	1,602,954	-	1,602,954
Bruce Essay Prize (+)	1,965	75	82	(36)	-	2,085	-	2,085
Dagmar's Place Fund	18,281	673	1,003	(325)	-	19,631	-	19,631
Ernest B. Dana Trust	87,362	3,534	1,759	(1,709)	(1,500)	89,446	-	89,446
Dartmouth '58 Clock Maintenance Fund	1,970	-	30	-	-	2,001	-	2,001
Education of Persons with Disabilities Fd. (*)	218,755	-	3,379	-	-	222,134	-	222,134
Etna Library Expendable Fund	31,305	8,258	512	-	(356)	39,719	-	39,719
Adelaide Hardy Trust for Etna Library	37,903	1,397	2,061	(676)	-	40,686	-	40,686
Jeremiah Ice Hockey Fund (+)	6,309	218	486	(105)	-	6,908	-	6,908
Land & Capital Improvements Fund	120,318	-	1,859	-	-	122,177	-	122,177
Murphy Lamp of Learning Prize Fund (+)	8,065	320	224	(155)	-	8,454	-	8,454
Norris Dartmouth Cemetery Fund	1,109	-	17	-	-	1,126	-	1,126
Pleasant St. View and Slope Mtce. Fund	36,791	1,410	1,487	(682)	-	39,007	-	39,007
Recreation Camp Scholarship Fund	4,207	435	70	-	-	4,712	-	4,712
Rueb Photography Prize Fund (+)	17,744	735	193	(355)	(450)	17,866	-	17,866
Sawyer Trust Fund	18,158	732	386	(354)	(880)	18,043	-	18,043
School Building Maintenance Fund (*)	156,146	-	2,412	-	-	158,558	-	158,558
Sixth Grade Tuition Fund (*)	103,961	173,094	2,152	-	-	279,207	-	279,207
Frank B. and Edith R. Tenney Trust	77,079	3,124	1,492	(1,511)	(866)	79,319	-	79,319
Termination Benefits Fund	93,639	-	1,447	-	-	95,086	-	95,086
Welfare Assistance Fund	-	-	-	-	-	-	-	-
Wicker Fdn. Cemetery Improvements Fd.	2,078	-	32	-	-	2,111	-	2,111
Subtotal Restricted Purpose Funds	\$ 7,585,509	\$ 566,208	\$ 174,602	\$ (81,792)	\$ (375,021)	\$ 7,869,507	\$ -	\$ 7,869,507

*Hanover School District Funds, +Dresden School District Funds

^ Beginning Balance Restated

Grand Total Trust Funds	\$ 12,028,433	\$ 2,331,928	\$ 231,550	\$ (85,646)	\$ (2,354,400)	\$ 12,151,865	\$ (1,584,307)	\$ 10,567,558
--------------------------------	----------------------	---------------------	-------------------	--------------------	-----------------------	----------------------	-----------------------	----------------------

note1: Totals may be off slightly due to allocation formulas and rounding.

note2: Due to the 2020 Town Meeting being deferred until 7/7/2020, the funding transfer of \$33,860 cannot be reflected at 6/30/2020 creating the appearance of an overdrawn balance.

TOWN TREASURER'S REPORT
GENERAL FUND
for Fiscal Year 2020 (July 1, 2019 - June 30, 2020)

General Fund Cash Balances at July 1, 2019	\$ 11,669,263
Plus: Receipts from all sources	160,877,522
Plus: Transfers from Investment Account	8,150,000
Plus: Interest earned	99,465
Less: Authorized Disbursements	(154,804,668)
Less: Transfers to Investment Account	(3,500,000)
General Fund Cash Balances at June 30, 2020	<u>\$ 22,491,582</u>

Investment Account Balance at July 1, 2019	\$ 5,133,792
Plus: Transfers from Operating Account	-
Plus: Interest earned	62,886
Less: Transfers to Operating Account	(5,186,676)
Investment Account Balance at June 30, 2020	<u>\$ 10,002</u>

NH PDIP(*) General Fund Balance at July 1, 2019	\$ 9,117,319
Plus: Transfers In	3,500,000
Plus: Interest earned	139,801
Less: Transfers out	(8,583,865)
NH PDIP General Fund Balance at June 30, 2020	<u>\$ 4,173,255</u>

Respectfully Submitted,
Patricia B. Coutermarsh
Town of Hanover Treasurer

(*) New Hampshire Public Deposit Investment Pool

Tax Collector's Report for the Fiscal Year Ended June 30, 2020

	2019 Tax Year	2020 Tax Year
Uncollected Taxes at July 1, 2019		
Property Taxes	\$ 4,024,906	\$ -
Yield Taxes	-	-
Property Tax Credit Balances	(26,335)	-
Taxes Committed During Fiscal Year 2020		
Property Taxes	23,240,743	22,969,489
Land Use Change Taxes	19,450	18,130
Yield Taxes	12,828	14,544
Overpayments (to be Refunded)	28,141	-
Interest on Delinquent Taxes	22,820	-
	<u>\$ 27,322,553</u>	<u>\$ 23,002,163</u>
Collections During Fiscal Year 2020		
Property Taxes	\$ 27,027,745	\$ 18,726,036
Land Use Change Taxes	19,450	18,130
Yield Taxes	12,828	14,544
Liens Executed (Principal Only)	205,766	
Property Tax Abatements	33,945	3,128
Interest on Delinquent Taxes	22,820	-
Uncollected Taxes at June 30, 2020		
Property Taxes	-	4,303,036
Property Tax Credit Balances	-	(62,711)
	<u>\$ 27,322,553</u>	<u>\$ 23,002,163</u>

Summary of Tax Lien Amounts for the Fiscal Year Ended June 30, 2020

	Prior Years	2019 Tax Year
Unredeemed Liens July 1, 2019	\$ 194,928	\$ -
Liens Executed in Fiscal Year 2019 (incl. interest and fees)	-	218,795
Redemptions Collected During FY2020	(106,560)	(55,513)
Unredeemed Liens June 30, 2020	<u>\$ 88,368</u>	<u>\$ 163,282</u>

2020 - Ten Largest Taxpayers

Trustees of Dartmouth College	\$ 7,264,811
Kendal at Hanover	\$ 1,408,695
South Street Downtown Holdings Inc.	\$ 398,631
Hypertherm Inc.	\$ 275,761
Bridgman Realty Trust	\$ 260,972
Bayson Hanover Properties, LLC	\$ 254,089
Seven Lebanon Street Inc.	\$ 240,925
Granite State Electric Company	\$ 238,609
Red Barn Trust	\$ 229,962
Salazar-Kish, Jolin	\$ 189,347
	<u>\$ 10,761,802</u>

REPORT OF THE TOWN CLERK

for Fiscal Year Ending June 30, 2020

MOTOR VEHICLE REGISTRATIONS:

7,383 Motor Vehicle Permits Issued July 1, 2019 - June 30, 2020	\$	1,472,222
State Fees Collected Locally and Remitted to State of NH		383,301
Municipal Agent and Related Fees		43,378
Municipal Transportation Improvement Fund		33,430
Motor Vehicle Title Fees		2,420

PAYMENTS TO TREASURER \$ 1,934,751

DOG LICENSES AND RELATED FEES:

818 Dog Licenses Issued July 1, 2019 - June 30, 2020	\$	3,731
State Fees Collected Locally and Remitted to State of NH		2,407

PAYMENTS TO TREASURER \$ 6,138

ALL OTHER FEES:

Water and Sewer Utility Collections	\$	3,998,325
Parking Operations Collections		212,069
Summer Park Rent Payments		26,277
Burial Fees and Cemetery Lot Payments		21,800
Town Clerk Fees		12,061
State Fees Collected Locally for Vital Record Copies		12,449
Landfill Tickets and Recycling Bin Sales		9,341
Vendor Permits		2,535
Notary Fees		390
Trail Map Sales to benefit Conservation Commission		120

PAYMENTS TO TREASURER \$ 4,295,366

TOTAL RECEIPTS COLLECTED BY TOWN CLERK'S OFFICE

REMITTED TO TREASURER \$ 6,236,255

TOWN CLERK'S OFFICE

GENERAL SERVICES

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. We added boat registrations to our roster of services back in 2019 to address a request we heard from some of our residents. Our staff is committed to providing helpful, efficient and friendly customer service: our citizens deserve nothing less!

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

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

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

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

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

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

Other Services:

- Vendor permits are available at the Town Clerk's office; information about vendor spots and the vending ordinance is available on the Town's website.
- Hanover trail maps are available for sale; these proceeds are directly added to the Conservation Fund.
- Landfill tickets for the Lebanon Regional Solid Waste Facility, in which the Town of Hanover is a partner, may be purchased through our office. They are sold in a punch card of 10 punches for \$15.00. Residents should be advised that they may also purchase these landfill tickets directly from the City of Lebanon, LaValley's, Jake's Market and West Lebanon Feed and Supply.

SUPERVISORS OF THE CHECKLIST

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

This past year, three new supervisors assumed the helm of the checklist, a job made infinitely easier by the work of our predecessors, Elaine Hawthorne, Arlene Mahler, and Ann Bradley. Their long service to the town and spirit of civic duty have inspired and helped us in innumerable ways. We are grateful to them for their guidance, wisdom, and generosity. They continue to give their time to the town as Election Day volunteers of particular skill and experience. Thank you!

This year was a year like no other, of course. In the interest of keeping voters safe, supervisors and town staff fanned out across town to register residents before elections. Prior to the general election, more than 200 voters were registered at Dartmouth and at after-hours drives at the Town Hall and the Coop. The early registrations helped keep crowds down at the polling place, Dartmouth's Leverone Field House. We thank the college for making the safest space available for an election that saw 7,171 voters, including 2,655 in-person voters (even as only a third of students were on campus).

We were so pleased to see many new volunteers raise hands to register and guide voters through registration at both the primary and the general election. In particular, young people, including Dartmouth students, were a force in the effort and their energy and enthusiasm were infectious. We welcome volunteers and hope to see more new faces at our polling sites.

This year the supervisors will embark on a state-mandated decennial review of the voter list. As mandated by State law, this work will be complete by August 31, 2021.

Elections: In 2020 there were five elections during which the Supervisors were present as directed by New Hampshire State Law. Here are the statistics:

Presidential Primary Election – February 11, 2020

Hanover/Dresden School Meeting Vote – March 3, 2020

Hanover Town Meeting -- July 7, 2020

State Primary Election – September 8, 2020

State General Election – November 3, 2020

Total Registered Voters as of March 12, 2021 = 11,927

Registered Democrats 6,159 ~ Registered Republicans 778 ~ Undeclared 4,990

VOTER REGISTRATION

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

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

ASSESSING DEPARTMENT REPORT

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, exemptions, printable property record cards and a complete set of the town's tax maps are available on the website at www.hanovernh.org or at the Assessing Office on the first floor of Town Hall. **Property record cards are now available online and can be found on the front page of the town website under the GIS link. If you need help, please reach out.**

As many of you may already know I joined the Town of Hanover in March of 2020. Assuming the position under the watchful eye of many concerned taxpayers, NH Board of Tax and Land Appeals, NH Department of Revenue Administration and both local elected and appointed Town Officials. What a year it has been! We have accomplished so much this past year and still have a ways to go. The two most important tasks to be completed is the complete property revaluation for 2021 expected to be noticed to the public in July and regaining the trust in the assessment program here in Hanover. We can honestly disagree on an assessment, but the process needs to be open, transparent, rational and explainable. The Real Estate market is chugging right along in terms of anything related to the residential market. The commercial market in certain sectors is being watched closely to determine the effects of the pandemic.

We now have a staff of 3 which includes Sue Girouard, Adrienne Summers and myself. This will allow us to bring all work in-house for the foreseeable future. The ultimate plan is for me to transition down to a part-time supervisory role and bring along the staff to eventually assume all of my duties and make for a smooth transition upon my retirement. It is not expected for several years though.

During the pandemic we have been very successful in the data collection phase of the revaluation achieving a high level of cooperation from property owners. Monthly reports have been supplied on the town's website along with other useful information. A spreadsheet of assessment to sales is supplied so those interested can query by style, neighborhood, size etc.. It's a useful tool for those looking to determine how sale prices in relation to assessments are trending in various neighborhoods.

Upon my arrival there were over 60 Superior Court lawsuits and another 20 or so NH Board and Tax and Land Appeals cases pending. Most have been amicably settled with only the Fraternities still pending. We converted to one on-line mapping system teaming up with the Planning Department to bring a robust one - stop data mapping system.

Goals for 2021 are to complete the revaluation in a timely manner giving taxpayers the opportunity to review the findings, file the State reporting MS-1 in a timely manner and ultimately limit the number of appeals at the local level by delivering a defensible, explainable and transparent assessment and therefore a top-level assessment program.

I would like to thank my Staff, Sue Giouard and Adrienne Summers for their commitment to this department. Also I appreciate the support of the Taxpayers, Selectboard, Advisory Assessor's Board, Julia Griffin and the rest of the Hanover team that makes this a great community to be part of.

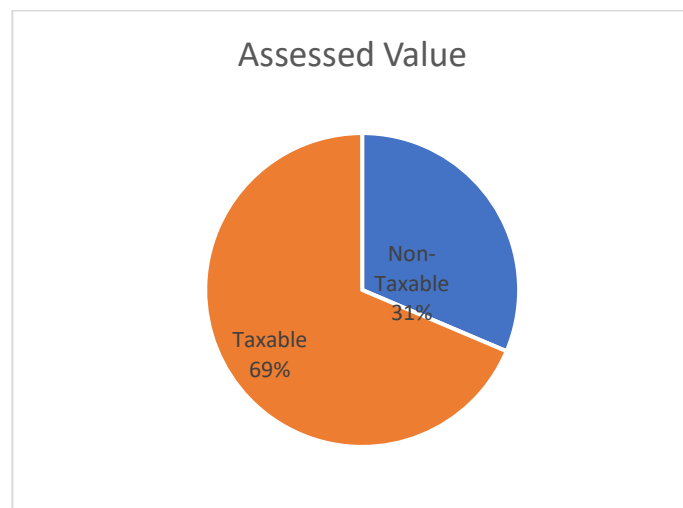
I look forward to proving excellent customer service and a high quality assessment program for the foreseeable future.

TAX YEAR 2020
SUMMARY OF ASSESSMENTS
Taxable Value

Land		
Current Use	\$	1,102,709
Conservation Restriction		10,937
Discretionary Preservation		26,780
Residential		711,324,025
Commercial/Industrial		<u>126,950,211</u>
Total Taxable Land	\$	839,414,662
Buildings		
Residential	\$	1,034,297,820
Manufactured Housing		12,100
Commercial/Industrial		418,329,813
Discretionary Preservation		<u>19,800</u>
Total Taxable Buildings		\$1,452,659,533
Public Utilities		
Electric	\$	<u>14,077,900</u>
Total Taxable Assess Value		<u>\$2,306,152,095</u>

The Hanover Water Works Company was municipalized in July 2010; the Water Department makes a PILOT (Payment In Lieu of Taxes) each year to the general fund based on its current assessment and is no longer tabulated above under taxable Public Utilities.

	Non-Taxable Value	
Land	\$	345,421,310
Buildings	\$	716,297,500
Total Non-Taxable Assess Value		<u>\$1,061,718,810</u>
Total Town Assessed Value (Taxable and Non-Taxable)		<u>\$3,367,870,905</u>



Staff: Normand G. Bernaiche, Director of Assessing, Adrienne Summers, Data Technician, Sue Girouard

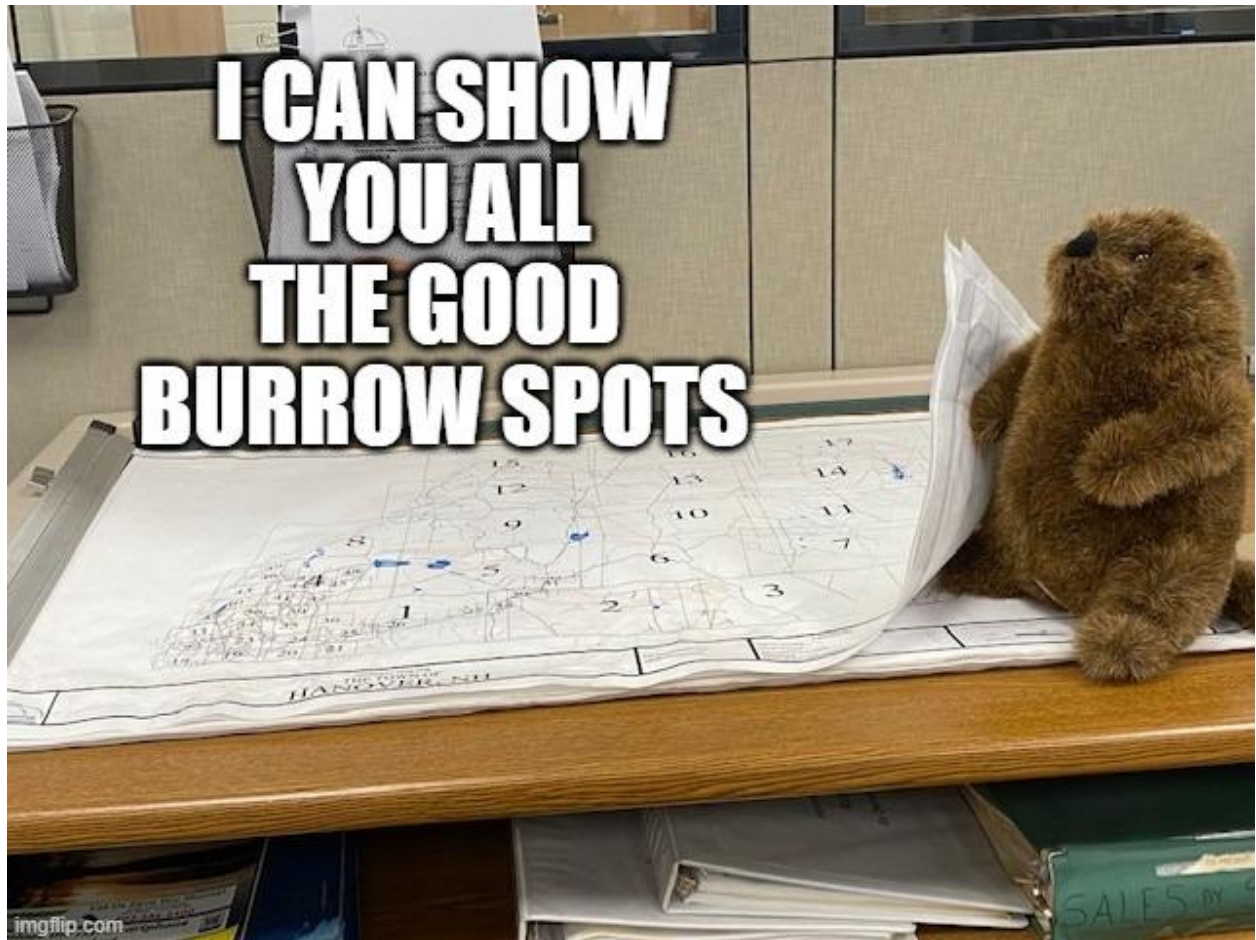


Photo Credit: Julia Griffin

Caption Credit: Howe Library Staff

**Town Owned Property
As of April 1, 2020**

Property Location	Parcel ID	Owner(s)	Land area	Total Assmt
1 ALGONQUIN TRL	9-106-1	HANOVER, TOWN OF	0.70	20,200
3 ALLEN ST	33-91-1	HANOVER, TOWN OF	0.02	8,600
1 CURRIER PL	34-40-1	HANOVER, TOWN OF	0.67	7,458,700
16 CURRIER PL	23-52-1	HANOVER, TOWN OF	0.58	30,800
20 ETNA HIGHLANDS RD	2-31-1	HANOVER, TOWN OF	12.50	196,100
130 ETNA RD	31-1-1	HANOVER, TOWN OF	5.50	677,800
137 ETNA RD	31-13-1	HANOVER, TOWN OF	0.03	34,200
150 ETNA RD	31-3-1	HANOVER, TOWN OF	0.48	475,500
226 ETNA RD	5-116-1	HANOVER, TOWN OF	1.90	187,700
10 FREEMAN RD	39-142-1	HANOVER, TOWN OF	0.14	11,800
33 GOOSE POND RD	51-23-1	HANOVER, TOWN OF	0.23	3,400
39 GOOSE POND RD	14-26-1	HANOVER, TOWN OF	96.00	113,000
40 GOOSE POND RD	14-36-1	HANOVER, TOWN OF	0.11	25,200
42 GOOSE POND RD	14-34-1	HANOVER, TOWN OF	0.10	2,300
60 GOOSE POND RD	14-28-1	HANOVER, TOWN OF	1.08	3,400
61 GOOSE POND RD	17-23-1	HANOVER, TOWN OF	3.00	9,300
39 GRASSE RD	4-18-1	HANOVER, TOWN OF	11.10	194,700
55 GREAT HOLLOW RD	1-22-1	HANOVER, TOWN OF	11.40	19,800
6 GREENSBORO RD	25-7-1	HANOVER, TOWN OF	0.28	126,100
161 GREENSBORO RD	1-15-1	HANOVER, TOWN OF	21.90	102,300
181 GREENSBORO RD	27-3-1	HANOVER, TOWN OF	7.63	442,100
388 HANOVER CENTER RD	9-69-1	HANOVER, TOWN OF	3.00	198,600
15.5 HASKINS RD	39-148-1	HANOVER, TOWN OF	0.15	12,200
27 HEMLOCK RD	45-7-1	HANOVER, TOWN OF	30.00	122,200
9.5 KINGSFORD RD	39-50-1	HANOVER, TOWN OF	0.61	18,200
11 LAUREL ST	2-80-1	HANOVER, TOWN OF	3.10	10,000
46 LEBANON ST	34-83-1	HANOVER, TOWN OF	0.25	505,700
48 LEBANON ST	34-84-1	HANOVER, TOWN OF	0.68	3,356,100
87.5 LEBANON ST	24-43-1	HANOVER, TOWN OF	0.70	64,500
87.5 LEBANON ST	24-49-1	HANOVER, TOWN OF	19.50	162,800
91 LEBANON ST	24-48-1	HANOVER, TOWN OF	0.50	126,500
190 LEBANON ST	25-31-1	HANOVER, TOWN OF	2.50	152,300
194 LEBANON ST	21-3-1	HANOVER, TOWN OF	8.00	2,742,400
221 LEBANON ST	20-2-1	HANOVER, TOWN OF	21.10	946,300
19.5 LOW RD	39-109-1	HANOVER, TOWN OF	0.45	11,900
46 LYME RD	46-1-1	HANOVER, TOWN OF	2.00	4,767,900
81 LYME RD	8-2-1	HANOVER, TOWN OF	6.00	200,200

**Town Owned Property
As of April 1, 2020**

Property Location	Parcel ID	Owner(s)	Land area	Total Assmt
84 LYME RD	8-3-1	KENDAL AT HANOVER / C/O HANOVER	10.70	448,000
85 LYME RD	8-4-1	HANOVER, TOWN OF	17.60	204,300
103 LYME RD	8-39-1	HANOVER, TOWN OF	0.46	156,100
110 LYME RD	8-20-1	HANOVER, TOWN OF	2.98	234,600
4 MAPLE ST	23-18-1	HANOVER, TOWN OF	0.64	2,260,400
8 MARTIN LN	25-52-1	HANOVER, TOWN OF	1.60	24,600
2.5 MONTVIEW DR	12-112-1	HANOVER, TOWN OF	0.17	78,500
15 MOOSE MOUNTAIN RD	6-40-1	HANOVER, TOWN OF	0.28	3,300
41 MOOSE MOUNTAIN RD	6-44-2	HANOVER, TOWN OF	66.00	113,400
47 MOOSE MOUNTAIN RD	10-28-1	HANOVER, TOWN OF	28.00	7,500
51 MOOSE MOUNTAIN RD	10-29-1	HANOVER, TOWN OF	34.00	21,100
20 NORTH MAIN ST	33-85-1	HANOVER, TOWN OF	8.88	5,119,200
3 OLD DANA RD	6-45-1	HANOVER, TOWN OF	0.30	171,900
31 OLD DANA RD	6-38-1	HANOVER, TOWN OF	36.50	88,600
35 OLD DANA RD	6-37-1	HANOVER, TOWN OF	0.60	3,400
1 PARADE GROUND RD	9-70-1	HANOVER, TOWN OF	2.40	289,000
61 PINNEO HILL RD	9-104-1	HANOVER, TOWN OF	7.00	22,000
13 PIPERS LN	12-7-1	HANOVER, TOWN OF	3.40	199,000
19.5 RAYTON RD	39-70-1	HANOVER, TOWN OF	0.71	15,100
81 RESERVOIR RD	48-3-1	HANOVER, TOWN OF	19.60	100,900
24 RIP RD	44-57-1	HANOVER, TOWN OF	1.30	26,800
40 RUDDSBORO RD	6-14-1	HANOVER, TOWN OF	1.00	71,500
79 RUDDSBORO RD	6-51-1	HANOVER, TOWN OF	97.90	297,000
100 RUDDSBORO RD	6-8-1	HANOVER, TOWN OF	94.00	274,100
6 SCHOOL ST	33-42-1	HANOVER, TOWN OF	0.11	1,029,200
10 SCHOOL ST	33-47-1	HANOVER, TOWN OF	0.28	422,000
41 SOUTH MAIN ST	34-4-1	HANOVER, TOWN OF	1.26	6,493,900
96 SOUTH MAIN ST	23-69-1	HANOVER, TOWN OF	0.31	392,300
111 SOUTH MAIN ST	23-2-1	HANOVER, TOWN OF	37.50	675,300
114 SOUTH MAIN ST	19-33-1	HANOVER, TOWN OF	5.80	831,400
121 SOUTH MAIN ST	19-15-1	HANOVER, TOWN OF	27.00	16,286,600
13 SOUTH ST	34-62-1	HANOVER, TOWN OF	1.10	5,681,000
1.25 SPENCER RD	19-13-1	HANOVER, TOWN OF	2.70	396,600
5 THOMPSON RD	16-10-1	HANOVER, TOWN OF	0.30	8,600
34 THOMPSON RD	16-14-1	HANOVER, TOWN OF	63.70	59,300
4 THOMPSON TER	19-28-1	HANOVER, TOWN OF	7.53	1,946,600
64 TRAILHEAD LN	20-1-1	HANOVER, TOWN OF	10.60	1,486,400
56 TUNIS RD	14-8-1	HANOVER, TOWN OF	0.70	1,700

**Town Owned Property
As of April 1, 2020**

Property Location	Parcel ID	Owner(s)	Land area	Total Assmt
57 TUNIS RD	14-12-1	HANOVER, TOWN OF	16.00	10,700
66 TUNIS RD	14-9-1	HANOVER, TOWN OF	613.00	251,700
12 VERONA AVE	41-55-1	HANOVER, TOWN OF	0.48	20,200
2 WEST WHEELOCK ST	34-11-2	HANOVER, TOWN OF	0.10	174,500
6 WEST WHEELOCK ST	33-38-1	HANOVER, TOWN OF	0.19	1,233,000
83 WOLFEBORO RD	14-35-1	HANOVER, TOWN OF	0.18	26,400
146 WOLFEBORO RD	14-41-1	HANOVER, TOWN OF	125.00	161,600
11 WOODCOCK LN	5-46-1	HANOVER, TOWN OF	15.40	269,700
11.5 WOODMORE DR	47-32-1	HANOVER, TOWN OF	0.32	311,000

PARCEL COUNT	84	1639.47	71,940,800
--------------	----	---------	------------

Property Location	Parcel ID	Owner(s)	Land area	Total Assmt
41 LEBANON ST	34-68-1	HANOVER SCHOOL DISTRICT	28.26	29,244,700
63 LYME RD	4-3-1	DRESDEN SCHOOL DISTRICT	22.85	16,099,300
26 RESERVOIR RD	4-4-1	HANOVER SCHOOL DISTRICT	35.00	12,839,100

PARCEL COUNT	3	86.11	58,183,100
--------------	---	-------	------------

Property Location	Parcel ID	Owner(s)	Land area	Total Assmt
0 DIST, FLOWAGE, ROW	0-0-4	WATER DEPARTMENT / TOWN OF HANOVER	0.00	7,401,900
82 EAST WHEELOCK ST	42-51-1	WATER DEPARTMENT / TOWN OF HANOVER	0.00	14,400
110 EAST WHEELOCK ST	4-15-1	WATER DEPARTMENT / TOWN OF HANOVER	0.00	320,300
41 GRASSE RD	4-9-1	WATER DEPARTMENT / TOWN OF HANOVER	178.80	7,145,900
130 GREENSBORO RD	1-12-1	WATER DEPARTMENT / TOWN OF HANOVER	0.15	249,600
331 HANOVER CENTER RD	9-52-1	WATER DEPARTMENT / TOWN OF HANOVER	39.00	794,100
319 HANOVER CENTER RD	9-53-1	WATER DEPARTMENT / TOWN OF HANOVER	1.50	36,700
90 LEBANON ST	24-25-1	WATER DEPARTMENT / TOWN OF HANOVER	0.00	41,800
92 LEBANON ST	24-62-2	WATER DEPARTMENT / TOWN OF HANOVER	4.60	948,500

PARCEL COUNT	9	224.05	16,953,200
--------------	---	--------	------------

GRAND TOTAL	96	1949.63	147,077,100
--------------------	-----------	----------------	--------------------

ADVISORY BOARD OF ASSESSORS REPORT

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

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

The Advisory Board of Assessors hears property tax abatement requests and makes abatement recommendations to the Board of Selectmen. The Board of Selectmen appoints one Selectmen’s representative and one alternate to serve on the Advisory Board. Our newest alternate is John Brighton, a former assessor himself in Vermont. Welcome John!

Activities: In calendar year 2020, the Advisory Board of Assessors met four (4) times and heard abatement requests encompassing 125 properties. This unusually large figure is due continued fallout from new and unresolved abatements from the 2018 revaluation. This was accomplished in essentially 2 meeting as only those where the taxpayer wished to be heard took up the Board’s time. The other meetings were scheduled to discuss the newly created By-Laws and discussion around neighborhood delineation which is an important component in the valuation process. The Board has been updated monthly regarding the progress of the 2021 revaluation well underway and expected to be completed by the 2021 Town Meeting. The deadline for filing an abatement application is March 1 of each year. In 2021, we have only received 39 abatements and of those 10 are the Fraternities which are in Superior Court.

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

Advisory Board Members: Joe Roberto (2023), Chair, Jay Pierson (2022), Mac Gardner (2022) John Brighton, (Alternate 2023)

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

Etna Library

Despite the difficulties of the past year, the Hanover Town (Etna) Library continued to fulfill its goal to “maintain an active presence in the community, providing services in a personal manner and preserving its historic building for future generations.” With the onset of the pandemic in March 2020, library services were briefly interrupted while the staff developed a plan to provide them safely. In April, children’s story times, the book discussion group and the needlecraft group resumed online. In June, curbside service began. Although the building remains closed to the public, patrons can request and pick-up books, audiobooks and DVD’s on the library’s porch.

This year, the Etna Library was exceptionally fortunate to offer numerous informative programs given by talented, entertaining and engaging people. Children’s programs included author visits with *Jason Chin* and *Anne Sibley O’Brien*, *Spanish Games* with Silvia Holman, *Math Club* with Ingrid Stallsmith, *Healthy Snacks* for middle-schoolers and *Eat a Rainbow* for preschoolers with *Lindsay Smith*, *A Visit to the Eric Carle Picture Book Museum* with *Courtney Waring*, *Architecture* with Randy Mudge, *An Interactive Musical Journey for Preschoolers* with *Mr. Aaron*, and *Watercolor Painting* with Helah Snelling. Regular children’s programs include story times twice a week and monthly seasonal programs.

This year’s adult programs included mask-making by Mary Beth Stocken; gardening (*Growing Vegetables from A (artichokes) to Z (zucchini)* and *Growing Great Flowers including Old Favorites and Lesser Known Beauties* with Henry Homeyer, and *Planning Your Flower Garden* with Diane Guidone), practical crafts and hobbies (*Landscape Painting* with Tina Nadeau, *Furniture Refinishing* with Mark Chaimberg, *Alpacas in Etna* with John Chickering, *Genealogy* with Erin Robinson, and *Birding on Five Islands in Maine* with Jim Block); travel (*ACTS Honduras* with Bob Keene and *A Virtual Trip to Peru* with Silvia Holman); local history (*How a Lodge Became an Inn of Destination in Etna NH* with Bob Keene and *Seventy Years as a Yankee* with Willem Lange); and cooking (*Pearl Meatballs* with Lijun Guo, and *A Blissful Feast* with author Teresa Lust).

During the warm weather, we also held story times outdoors, limiting them to three family groups and requiring masks and social distancing. In the summer and fall, the library collaborated with the Hanover Conservancy to present a *Nature Poetry Walk*. Gail McPeck posted poems about birds, trees, flowers and butterflies along the path that goes through Hayes Farm Park up to the Nan and Allen King Bird Sanctuary. The library invited walkers to compose poems, which were added to the library’s webpage.

All Etna Library materials are included on KnowHowe, the online catalog of the Howe Library (www.thehowe.org). Howe items can be requested for pick-up in Etna. On request we happily provide bags of books for children that reflect their reading level and interests. We also will obtain items not owned by the Howe or Etna libraries through the New Hampshire State interlibrary loan system. A listing of programs for adults and children is found on the library’s website (www.hanovernh.org/etna-library). For more information, please contact us at the library by phone (643-3116) or by e-mail (etna.library@hanovernh.org).



Drive up pie sale

Hanover Town Library, Etna

Performance Indicators - FY2009 through FY2020

	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011(*)</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Circulation by Owning Library - Adult	4,421	4,748	3,864	3,884	4,093	3,963	4,085	4,682	4,732	4,858	4,707	3,571
Circulation by Owning Library - Youth	4,747	4,044	3,447	3,549	2,880	3,028	3,694	3,476	4,491	4,215	4,865	3,085
Circulation by Owning Library - Total	9,168	8,792	7,311	7,433	6,973	6,991	7,779	8,158	9,223	9,073	9,572	6,656
Circulation by Circulating Library - Adult			3,724	3,687	3,772	3,565	3,662	4,280	4,341	4,470	4,172	3,206
Circulation by Circulating Library - Youth			3,577	3,851	3,039	3,017	3,623	3,271	4,273	4,146	4,662	2,964
Circulation by Circulating Library - Total			7,301	7,538	6,811	6,582	7,285	7,551	8,614	8,616	8,834	6,170
Holdings Filled			1,383	1,027	609	663	1,112	881	986	1,169	1,073	868
Downloaded e-books and audios (25% of Overdrive downloads)								4,230	4,400	4,798	5,230	6,940
Use of Ancestry database (25% of Ancestry usage)								3,052	2,542	1,895	1,248	1,252
Use of Heritage database (25% of Heritage usage)								1,097	633	915	348	566
Patron Visits - Adult	3,281	3,363	3,282	3,270	3,511	3,066	3,178	3,199	3,960	3,829	3,910	2,563
Patron Visits - Youth	1,657	1,439	1,320	1,326	1,306	1,185	1,172	1,302	1,604	1,239	1,598	934
Patron Visits - Total	4,938	4,802	4,602	4,596	4,817	4,251	4,350	4,501	5,564	5,068	5,508	3,497
Library Programs												
In-person Programs	121	114	117	132	125	134	122	136	166	169	168	116
Online Programs	0	0	0	0	0	0	0	0	0	0	0	51
Total Library Programs	121	114	117	132	125	134	122	136	166	169	168	167
Program Attendance												
In-person Attendance	1,452	1,085	926	1,199	1,283	1,267	1,186	1,265	1,816	1,599	1,855	1,114
Online Attendance	0	0	0	0	0	0	0	0	0	0	0	501
Total Program Attendance	1,452	1,085	926	1,199	1,283	1,267	1,186	1,265	1,816	1,599	1,855	1,615
Volunteer Hours	131	123	123	134	152	138	168	207	176	168	159.5	126
Hours Open Weekly	28	28	28	28	28	28	28	30	30	30	30	30

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

Etna Library Hours: Monday 3:00-7:00; Tuesday 9:00-2:00; Wednesday 2:00-6:00; Thursday 2:00-7:00; Friday 9:00-3:00; Saturday 10:00-4:00; closed Sunday

Staff: Barbara Prince, Librarian; Sarah Molesworth, Assistant Librarian

Hanover Town Library (Etna)

Report of the Trustees

Three elected trustees meet monthly with head librarian Barbara Prince to consider improvements to our historic building and gardens, to interpret visit and circulation data and to help plan programs. In **2020** we fittingly celebrated Barbara's **twentieth year** here - a year, it turns out, in which we'd more reason than ever to shout her praises.

It began routinely robust: with Barbara hosting a spirited village bake-off and a tea to appreciate library volunteers; curating lectures; packing shelves with February's new patron-supported Love-My-Library acquisitions. When all came to an inconceivable halt just shy of Spring, Barbara and Assistant Librarian Sarah Molesworth powered through coronavirus data and advice from health experts, state and national library associations. Barbara scoured blogs, joined virtual calls and consulted peers as an active participant in the Librarians of the Upper Valley group.

Resulting protocol is sensible and reassuring, at times even creative. An occasional wifi refugee drawn by superior connectivity camps at our doorstep. Patrons' safety while picking up or returning books being foremost, Barbara opted not to simply shoo laptoppers away but instead offered them a welcoming new office amid the gardens, creating al fresco workspace with donated materials. This year's Thanksgiving Pie Sale, drive-thru edition, is another example. The generous donation of baked goods by volunteers and the Etna Ladies Aid is a ritual. More than a fundraising effort, the annual sale gives patrons an opportunity to share partnership in a sense - and so Barbara balanced both physical safety with the needed emotional well-being tradition brings.

As ever, there were examples this past year of enrichment at little or no cost. Small but cherished gifts, pumpkins to decorate at home were displayed through a Zoom-date. A volunteer-led protective mask-making program provided donated materials to adults and teen participants. With a virtual visit to the Eric Carle museum, Barbara allowed children to choose their own book by the author. For summer reading, readers of all ages were awarded gift cards to Hanover's Still North Books. Library discards typically donated to a cancelled local charitable book sale are instead offered by on-line request. Patrons, Barbara says, are thrilled with these timely gifts.

Before she was a librarian here, Barbara would drive her own young children from downtown Hanover to Etna Library storytime. She lights up when she talks about her littlest visitors. Worried the on-line stories weren't enough, she modified her program last summer to allow for carefully distanced Outdoor Story Times using COVID-19 safety measures. She also added enchanting children's books to circulation for at-home reading time.

Trustees help Barbara curate online programs in the popular Jerry Nunnally Memorial lecture series -- aimed largely at enhancing an understanding of rural life and history. Willem Lange, a beloved member of Etna's pantheon, charmed a large crowd handily via Zoom with: "My Seventy Years as a Yankee: stories about trying to understand this unique part of the universe, ever since being exiled here at the age of fifteen."

Through warm e-mails, Barbara offers unique opportunity during this time to connect experts, friends and neighbors. She'll even reach out to the community when new residents have questions. Who, for example, can plow a driveway or advise on internet service. We've no doubt that when it is safe to do so Barbara will seamlessly transition back to pre-Covid activities. We look forward to in-person meetings. And to the return of a volunteer roster, which Barbara typically manages with unmatched flexibility but which is sadly benched for now.

Even in the most difficult of times she is clearly respectful of all library patrons, her staff and the town administrators and public works employees who engage in operations here. Ever a beacon, her energetic,

enthusiastic and always professional spirit yields carefully considered opportunities to engage a community. As trustees, it is a privilege to serve with her.

Respectfully Submitted,

Elizabeth Cornell (chair), Kathleen Chaimberg, Liz Marden Marshall



HANOVER FIRE DEPARTMENT

Mission Statement

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

Department Staffing

The Fire Department is a combination department with twenty-three career and seven paid call members working out of two fire stations. The main station located within the Public Safety Building at 46-48 Lyme Road, houses the department's administrative staff and operates 24/7 with a minimum staff of four officers/firefighters/EMTs. The Etna Station is staffed with paid on-call personnel and located in the Village of Etna at 150 Etna Road.

In November Deputy Chief Michael Hinsley retired after 34 years of service. Due to the pandemic, we were not able to bid a proper farewell for all that he has done for the department; we wish him well in his new role as Health and Rental Housing Inspector for the Town. The position of Deputy Chief was filled by Captain Michael Gilbert, a 22-year member of the department. Lieutenant Scott Letson was promoted to Captain and Firefighter Jeremiah Linehan was promoted to Lieutenant; both officers have been assigned to B Shift. The department currently has one vacant Firefighter/EMS position and anticipates hiring one of several excellent candidates that have responded to our recruiting effort.

In March of 2020, the Upper Valley experienced its first positive cases of Covid-19 infection. These initial infections significantly impacted our department and consumed a considerable amount of time as we developed response guidelines that seemed to change on a weekly basis. Our response to the Covid-19 pandemic triggered a series of life changing events that affected our entire workforce. Shortages of personal protective equipment (PPE) became the norm through-out the country and forced emergency responders and health care workers to conserve these items. We developed response strategies that were designed to limited potential exposures to responding personnel. The primary goal was to maintain our staffing levels so we could respond to emergencies and the needs of our community. The department had several members who were required to either isolate or quarantine due to Covid-19 exposures.

The department worked with Dartmouth College, DHMC, Lebanon Fire Department, Upper Valley Health Network, Upper Valley MACE, NH National Guard, and many other NH State agencies to create an Alternate Care Site (ACS) on the Dartmouth Campus (see photo). Several smaller sites were also utilized to provide additional beds for first responders. The department is currently staffing several local vaccination sites. We anticipate an increase in demand for staff members as more vaccine becomes available.

On behalf of the Hanover Fire Department, we look forward to welcoming the public back into the firehouse sometime in the foreseeable future. We really appreciate the overwhelming support that our department has received from everyone.



Total Calls for Service

	<u>FY' 17-18</u>	<u>FY' 18-19</u>	<u>FY' 19-20</u>
Fire/ Explosion (building fires, brush fires, dumpster fires)	40	32	38
Overpressure Rupture (overpressure rupture, gas, steam, chemical)	2	2	1
Rescue Call (medical call, rescues, motor vehicle accidents)	1161	1107	968
Hazardous Condition (gas/propane leak, CO problem, chemical leak)	56	45	36
Service Call (assist of agency, water problem, lock out)	165	167	120
Good Intent Call (smoke scare, dispatched and cancelled enroute)	162	168	152
False Call (fire alarm, CO alarm, sprinkler problem)	424	397	385
Severe Weather (flooding, snow, wind)	3	4	0
Special Type/ Complaint	0	1	6
Undetermined	0	0	0
<u>Total</u>	2016	1923	1706

Emergency Medical Services by Town

	<u>FY' 17-18</u>	<u>FY' 18-19</u>	<u>FY' 19-20</u>
Hanover	843	802	642
Lyme	88	103	102
Norwich	121	100	131
Mutual Aid	64	60	50
<u>Total</u>	1116	1065	925



A SHIFT - TRAINING

Hanover Fire Department continues to adapt our training delivery during the pandemic to continue to meet our needs by offering more remote learning opportunities. The number of documented training hours over the past year total 1,217.

Deputy Chief Gilbert, Captain Merriam, Captain Letson, Lieutenant Lounsbury, Lieutenant Linehan, Firefighter J. Whitehair, Firefighter Dunham completed their certification as Public Safety Divers. Hanover Fire Department hosted this drill and joined by members of the New London Fire Department (NH), Colchester Technical Rescue (VT), and Boston Fire Department (MA).

Multiple joint drills with Hartford and Lebanon FD were held, including rope rescue, confined space, and fire ground operations. Hanover firefighters were able to utilize Housing for the Elderly building before demolition to train on forcible entry, hose line advancement, and vertical ventilation. We continue our work with DHMC Office of EMS and Dr. Trimarco to provide CQI of EMS calls in Hanover.

Hanover Fire Department hosted a remote training session with NH Adult Protective Services on Elder Abuse and Neglect, with multiple agencies represented from our region. In collaboration with the Office of EMS and our own Paramedics responsible for CQI embarked on standardizing our patient care documentation, an area identified to improve our service delivery.

Captain Merriam and FF E. Whitehair completed Trench Rescue Technician in Hartford VT. FF Weathers completed her certification as a Fire Instructor at the NH Fire Academy. FF Sweitzer completed his certification as a Fire Inspector I at the NH Fire Academy. FF E. Whitehair was accepted to the New England EMS Institute Paramedic program with an anticipated graduation date of February 2022. Firefighter Labombard successfully completed the Paramedic Program with the New England EMS Institute in Manchester, NH.

B SHIFT - MAINTENANCE

Dive equipment has been updated and some new equipment was purchased to follow our new standard for dive operations.

Two new sonar/chart plotters were purchased for Marine 1 to replace the current outdated sonar unit. These new sonars have side scan/down imaging and live scope capabilities which can give you a clear live image under the water. This will aid and help tremendously in water search and rescue operations.

FF J. Whitehair continues to train department members on the Hovercraft. FF Whitehair and FF Amato have been tasked to develop and renovate our fire department shop to better equip our needs and be more efficient when working on projects and servicing equipment.

C SHIFT - COMMUNICATION/BUILDING MAINTENANCE

Over the course of the year C Shift has been involved in exploring options for a new station alerting system that would integrate with dispatch to provide early notification of calls and provide better visual and audio information. We are in the final stages of removing the telegraph box system that has been in use since the 1950's, currently our alerting system uses this technology.

This year took a different spin as we could not physically enter area schools for Fire Prevention Week, so we ran a prevention campaign using a banner and the town website to spread our safety message. We continue to train and learn, to perform our job at the highest levels to benefit the citizens of Hanover.

D SHIFT - EMERGENCY MEDICAL SYSTEMS

Emergency Medical Services makes up a large part of the calls that the Hanover Fire Department responds to each year. Providing Advanced Life Support at a very high level in varying environments.

This year we accepted delivery of a new Lifeline High-Liner Ambulance on a 2019 Ford F-550 chassis. With this purchase the departments two ambulances are now identical allowing for more consistent operations for our staff. At the time of this writing, we are also about to receive delivery of three new Zoll Medical Corporation X-Series advanced multi-function cardiac monitors. These machines are packed with the most advanced technology ever in a cardiac monitor including the ability of the staff in the emergency department at Dartmouth Hitchcock Medical Center to see what the machine sees in real time, virtually bringing the doctor to the scene with our providers for the most critical emergencies.



Without a doubt, this past year has been challenging for everyone, the pandemic has limited every aspect of our daily lives and forced us to question what is now the new normal. The Hanover Fire Department has also had to make many changes to adapt, upgrading policies regarding patient care for everyone's protection and wellbeing without limiting quality care, and following local, State and Federal regulations to name a few.

However, there is one aspect that remains the same for the Hanover Fire Department, our commitment to Hanover and its residents. On duty firefighters along with several volunteer firefighters from other shifts armed with roof rakes were pleased to be able to assist Hanover Terrace clear snow and ice from their roof prior to a forecasted rainstorm. All shifts assisted

with constructing several of the concession huts seen outside of area businesses and assisted with hanging holiday lights and decorating for the winter season.

As always, the Hanover Fire Department remains committed to assisting at all times and as needs arise.



Fire Department Administration:

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

A Shift

Captain/AEMT Joshua Merriam, Lieutenant Joshua Lounsbury, Firefighter/Paramedic Jeremy LaBombard, Firefighter/Paramedic Brian Ellstein, Firefighter/Paramedic Leif Jopek

B Shift

Captain Scott Letson, Lieutenant/Paramedic Jeremiah Linehan, Firefighter/AEMT Jay Whitehair, Firefighter/AEMT Joseph Amato, Firefighter open position

C Shift

Captain/Paramedic Christopher Doolan, Lieutenant/Paramedic Robert Diehm, Firefighter/AEMT Wayne Dunham, Firefighter/Paramedic Blair Weathers, Firefighter/AEMT Ebben Whitehair

D Shift

Captain/Paramedic Jeremy Thibeault, Lieutenant/AEMT John Emerson, Firefighter/Paramedic Robert Mousley, Firefighter/AEMT Christopher Sweitzer, Firefighter/AEMT Jon Wilkinson

Etna Station Call Members

Lieutenant John Hochreiter, Lieutenant Timothy Bent, Lieutenant Kenneth Pelton, Glenn Elder, Cristina Hammond, Craig McKinney, Elijah Snelling, Thomas Trimarco

Respectfully Submitted,

Martin W. McMillan

Martin W. McMillan
Fire Chief



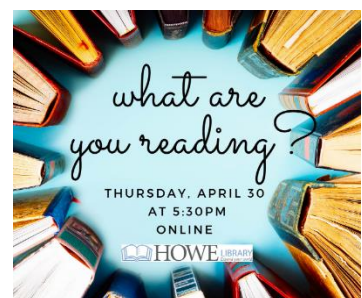
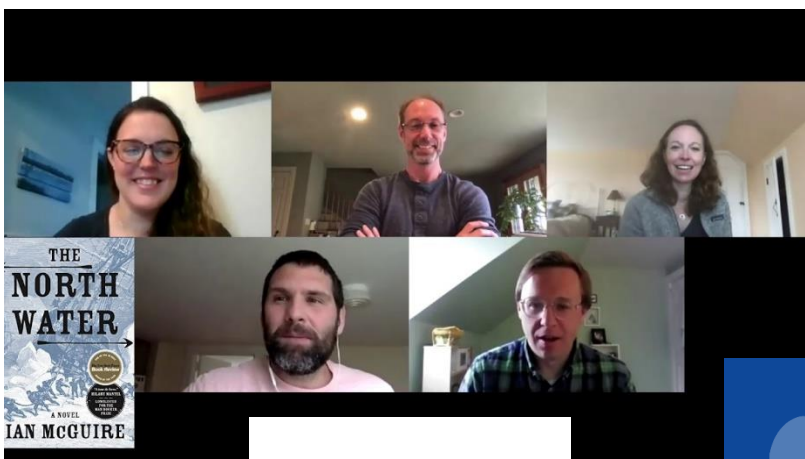
Mission Statement: Howe Library brings together people, resources and information to engage our minds and to strengthen connections to our community and the world.

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

In 2020, despite the pandemic, we have continued doing the work of our strategic plan with a focus on the five primary objectives: Library Space, Technology, Programs, Services and Collections, and Engaging the Community. Highlights include:

Engaging the Community-Programs, Services, and Collections:

The past year was definitely included a year of highs and lows. The Howe started out the year on our usual high note as a bustling public library with high circulation rates. By the end of 2019, The Howe was the 8th highest circulating library in the state. In early 2020 due to Covid, the library moved from uncertainty to a complete shutdown in March. None of us could have imagined at the beginning of the year that we would have had to completely redefine everything we knew regarding the delivery of library services. Essentially, our days of a collaborative, busy and full library with very little social distancing seemed to come to an end. COVID truly challenged us to think outside the box, restructure and completely revamp.



Circulation:

The Circulation Department experienced significant staff turnover between July 2019 and June 2020 -- three circulation assistants left the library to pursue other opportunities, and our longest-serving Library Assistant, Ann Schofield, retired from Howe Library in May 2020. Two new Circulation Assistants were hired and began work in November 2019. In February 2020, we implemented a major upgrade of our Evergreen integrated library system, and staff learned to work with new features and functionality. Just as we were getting comfortable with new staff and new technology, March arrived and with it, the COVID pandemic.

We were obligated to close the building in mid-March 2020, and at that time over 10,000 library items were out in circulation. The book return drops were boarded up and the staff went home to begin figuring out how to offer our numerous library services remotely. By mid-May, the Management Team was planning for our phased restoration of services – figuring out how to circulate the physical collection again was a priority. Circulation staff returned to the building in June and learned to work with new procedures and safety protocols. Book returns resumed in mid-June – with a 72-hour book return quarantine system in place. By early July we launched our popular contactless Library Take-Out service.

Collections:

Our patrons lost access to our physical collection for over three months when the library building was closed in March 2020. Howe staff immediately pivoted to enhancing our online collections by reallocating the remainder of our collections budget to our electronic resources. While we were unable to purchase physical items during this time, we purchased new titles and multiple copies of popular titles in e-book and e-audio formats.

In addition, we enhanced our video streaming options to replace access to our DVD collection. We lifted the monthly limit of 8 videos allowing unlimited access to the Kanopy collection. We also added another streaming video option, RB Digital, which has the popular Acorn service, Great Courses, and Qello which features full length concerts. Continuing to provide content, information and entertainment to our patrons has been our priority during the pandemic.



Youth and Teen Programming Highlights

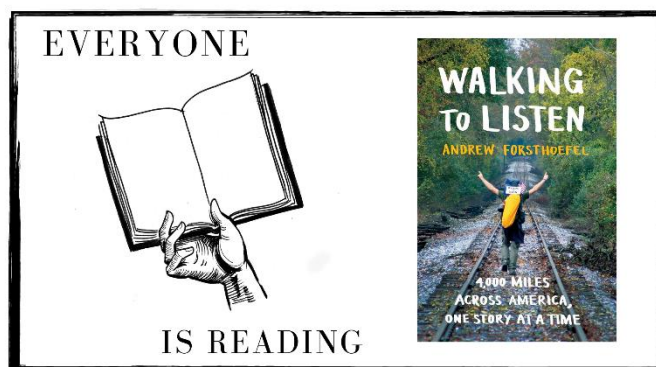
The National Collaborative Summer Reading theme was “Stories in the Stars” and we invited Dr. Jay Buckley to tell us about his experience in space, which brought in an enthusiastic audience with lots of questions. We also had the Star Lab from VINS come and show us some constellations and tell their stories. We were fortunate to tap into other talented community members to expand our programs: Kelly Jarosz gave We Sign Together story times for babies, Aida Gibbs and Kianny Antigua kept our Spanish story time going, and



HHS student Sophie Usherwood shared her amazing origami skills with kids after school. The Youth staff's weekly programs included story time for preschoolers, music & movement, Legos, playgroups and we ventured out of the building for story time at 4 local preschools and the Recreation Department Out-of-School programs.

Adult Programming Highlights

Everyone is Reading, our annual community read, was a success with one of the highlights being a visit from Andrew Forsthoefel, the author of *Walking to Listen*. Reading Upwards! a book group about living, meaning, and belonging in perilous times began in October. We offered several writing workshops in the winter prior to Covid-19. We pivoted to providing virtual programs since April 2020. Our YouTube channel was revived with content created by Howe staff including Rapid Reviews and tutorials on using Howe Library resources at home. While some of our in-person programming was easily adaptable online, we also tried new programs aimed to help maintain a sense of community. The library's website and social media channels were used to alert the public about changes in access to the building, new services, and virtual programs. However, email has become the most effective way to reach people in a timely manner.



SEPTEMBER 26 - NOVEMBER 5
THEHOWE.ORG/EIR

Integrated Library System: Howe Evergreen Project



The Howe Library formed the Howe/Evergreen project in 2012. Today the Howe Library continues to administer the Evergreen Integrated Library System for seven New Hampshire libraries which include: Howe, Etna, Meriden, Piermont, Philip Reid (Plainfield), Westmoreland, and the Pease Library (Plymouth). The Orford Free and Orford Social Libraries are in the process of adding their catalog records to the consortium. This cooperative arrangement has made it possible for libraries with limited resources to automate and offer a broader range of information services to their communities.

Technology:



In the Fall of 2019, Adult Services Librarian, Peter Appleton, conducted a Grow with Google resume building and job seeking workshop. Our weekly drop-in tech help program continued to be popular with Howe staff answering questions and assisting users with their devices. When the library building closed, Howe Library staff adeptly utilized videoconferencing tools including Zoom and Jitsi Meet to bring programs, collections, and services to people in their homes. Staff used Howe's YouTube channel to provide video tutorials instructing users on how to navigate the online resources available to all cardholders. Our adult services librarians also produced book, video and podcast reviews. Drop-In Tech Help went virtual in May 2020 and continues weekly via our online platforms.

MakerSpace

Covid came just as we were gaining momentum from the work that had been done creating the maker spaces and programming. Emerging Technology Librarian, Rachel, had been successful in developing this new pilot program and establishing a range of maker and digital making programs through our new Studio H in the library space and the Community Maker Space at Hanover High School.

The Howe Community Makerspace ran two sessions of a 6-week beginning woodworking class, held monthly laser cutting trainings, and invited a guest instructor to train high school staff and the public on the CNC routers. Weekend workshops introduced community members to digital design and fabrication. And two community member instructors were on board to teach on the newly repaired wood lathes. Then COVID concerns required all in-person programming to cease.



Studio H, while closed to the public, became the center of maker programming at the Howe. Over 30 YouTube DIY videos were created on topics from sewing to stop motion animation. Make, Invent, and Code Club shifted from in-person on Wednesdays to virtual Zoom meetings on Tuesdays. Students were coding 3D printed snowflakes, creating vinyl decals, and laser engraving ceramic tiles remotely and picking up their finished products via the Howe's contactless Take-Out service. Patrons could order 3D printed models and book time to consult with Rachel on laser cutting or other digital projects. Studio H's resources: laptops, microphones, and tablets all became crucial resources for staff working and producing content and attending meetings at home.

A sewing machine was lent to a patron who wanted to make masks for essential workers but didn't own a machine. A community member who was required to wear a mask 8 hours a day at work requested "ear-savers" which were printed on Studio H's 3D printer.

Other resources, like Sphero robots, micro-bit microcontrollers, and various tech learning tools that were previously utilized for in-person programming were repurposed into tech kits that could be checked out, complete with written and video instructions.

The Emerging Technology Librarian, a 3-year pilot position to develop the maker space initiative, will conclude in December 2021. Unfortunately, the library was not able to secure Ongoing funding for this innovative position. We will continue to pursue funding options in the next several months. Based on the last 2 years, it is evident that there is a demand and need from our community for the Howe to continue offering these services. Our patrons have expressed a desire to see the in-person maker programs resume once the pandemic challenges have been resolved.



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

THE HOWE LIBRARY CORPORATION FY 2019 Board of Trustees



Jennifer Brown
Tom Brydges
Nancy Carter
Keri Craft
Mary Donin
Wayne Gersen
Mariruth Graham

Rick Lemay
Heidi Reynolds
Jennifer Rickards
Rebecca Roebuck
Michele Sacerdote
Barbara Spaid
John Steidle

FUNDING:

We are pleased to report that the donors to the Howe Library Corporation sustained their contribution levels despite the pandemic.

FUNDING SOURCES: The Howe Library is funded from two sources. The Howe Library continues its partnership between The Howe Library Corporation and the Town of Hanover pursuant to a Memorandum of Understanding. The town manages and funds the day-to-day staffing operations of the library, while the corporation undertakes projects beyond the scope of the town's budget, including building renovations, programming, literacy, and technology initiatives. Under the recently updated Memorandum of Understanding the Corporation will increase its funding levels to the library's collections, and fully fund the programs and services for adults, teens, and children.

FUNDED PROGRAMS & SERVICES:

The pandemic cut into our in-person programming, but the Howe staff continued to offer an array of services using online technology and, when the weather permitted, some socially distanced outdoor activities. Here are the kinds of programming the Howe hopes to offer when the pandemic is over:

- Everyone is Reading, a program promoting community dialogue through the shared experience of reading and discussing the same book.
- Summer Reading, a program for kids and teens that includes performers, reading incentives, and materials.
- Spanish and Chinese language materials for adults and children.
- Makerspace programs in our Studio H digital media lab and HHS Community Makerspace.
- Streaming videos, DVDs, books on CD, music CDs, and the digital service Kanopy.
- LinkIn Learning, a database containing over 3,000 online courses on a multitude of topics.
- Overdrive, which provides Howe cardholders with the ability to download ebooks and audiobooks anytime, anywhere, for free.
- Packets of books for book discussion groups.
- Stop motion animation programs, in which participants can make simple movies using an iPad.

- Special performances for children by musicians, theater groups and other entertainers.
- Educational Lego sets designed to support coding and robotics.
- Museum Passes for free or reduced admission to 11 New England museums.
- Tech talks on computer skills and hands on tech support
- Access to online databases such as Ancestry.com, Consumer Reports, and the New York Times.
- And many more...

THANK YOU FOR YOUR ONGOING & GENEROUS SUPPORT

The Howe Library Corporation is extremely grateful for the financial support received from many individuals, local businesses, and foundations. For fiscal year 2019, contributions to our Annual Fund were almost \$97,000 from 434 donors. An additional \$35,536 was raised through The Howel Classic. Donations to The Corporation fund 100% of our programming and a portion of library operations. We appreciate your support of this treasured community resource. Overall, in the 2019 Fiscal year which ended June 30, the Town funded \$1,166,793 and the Corporation \$220,553, consisting of \$137,969 in gifts, \$46,848 in other income receipts, and \$56,946 drawn from our endowment.

REVENUES: The majority of the Corporation's income comes from gifts to the Annual Fund, which raised \$97,220 this year from 434 donors, including 45 new supporters. Even though it was cancelled due to COVID restrictions, the Howel Classic brought in \$35,536.

EXPENSES: The Corporation's expenses for the library are quite varied and are budgeted in seven categories: Administration, Technical Service, Public Services, Furniture and Equipment, Building Maintenance, Development Program, and Other. The Corporation's expenses totaled \$220,553 in FY20.

INVESTMENTS: Thanks to donors over many years, the Corporation holds a substantial Endowment. At our June 30 fiscal year end, the endowment stood at \$4.2 million, up 2.4% (\$88,000) over the previous year. As noted previously we usually draw a fairly small amount (2-3 %) from the Endowment to supplement the portion of the Corporation's annual activities that are not covered by our fundraising. At this withdrawal rate we anticipate that the Endowment will be sustained over the long run.

FINANCE COMMITTEE

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



HUMAN RESOURCES

Our Mission

The Human Resources Department promotes the morale and well-being of Town employees, ensures fair and equitable employment practices, and fosters collaborative work environments that inspire excellence in public service.

We partner with all Town departments to recruit a highly talented and diverse workforce, conduct sound employee and labor relations, and help coordinate education and training sessions that help employees maintain the knowledge base and skills required to perform at the highest level. The Human Resources Department also oversees employee compensation and benefits and workplace health and safety programs, and we advise on and make recommendations with respect to the Town's employment policies and practices.

Recruiting

The Town of Hanover received and processed over 450 job applications during calendar year 2020 for 55 job openings (including full-time, part-time, and seasonal employment opportunities).

Labor Relations

The Town has three collective bargaining units. Public Works employees are represented the American Federation of State, County, and Municipal Employees (AFSCME) Local 1348. This unit also includes Parks and Recreation grounds division employees. Police employees are represented by AFSCME Local 3657 and Fire employees by the International Association of Fire Fighters (IAFF) Local 1388.

Collective bargaining agreements (contracts) with our three unions expire on June 30, 2021. The Town reached agreement on new contracts with our Public Works and Police unions, effective July 1, 2021, subject to voter approval. These are one year contracts, expiring June 30, 2022. Most notably, the new contracts, unlike prior agreements, do not provide for cost of living adjustments or any other across the board wage increases. Otherwise, the parties agreed to maintain the "status quo" for a one year period. Negotiations on successor agreements will likely begin in the fall.

Health Insurance Premiums

Premiums for the Town's health insurance plans will increase by 6.6% effective July 1, 2021. A premium increase is never welcome, of course, but ours is significantly lower than what many similarly situated NH municipalities have been quoted for FY 2022. Moreover, this increase follows an unusually small increase of only 0.2% in 2020. We recognize that premium increases can fluctuate considerably from year to year. To address this unpredictability, the Town's collective bargaining agreements continue to include a provision authorizing the Town to re-open and re-negotiate the agreements in their entirety if insurance premiums are projected to exceed 10% during the contract term.

Health and Wellness Programs

The Town is committed to the health and wellness of its workforce and helping employees attain their personal health and fitness goals. The Human Resources Department in coordination with NH HealthTrust, sponsored a variety of health-related events throughout calendar year 2020, including a biometric screening, and an in-house flu clinic administered by the Hanover Fire Department. Employees who complete an annual on-line health assessment and biometric screening and participate in fitness activities are eligible for incentives and rewards offered through HealthTrust and its affiliated services. HR also partnered with newly designated wellness coordinators in each Town department to develop additional in-house initiatives. As a result of this effort, departments have started rolling out their own health and fitness events (or "challenges"), which are open to all Town employees.

Workplace Safety and Anti-Harassment Trainings

We are equally committed to the safety of our employees in every work setting. We continue to coordinate with our workers' compensation and property liability carrier, Primex, to deliver regular workplace safety and injury prevention trainings Town-wide. These trainings are tailored to individual departments and specific types of work as required.

Our safety program also includes periodic mandatory trainings for all staff on preventing sexual harassment and other forms of unlawful workplace discrimination. These trainings emphasize the Town's commitment to strict enforcement of its anti-harassment and non-discrimination policies and ensure that employees are familiar with all available options for reporting inappropriate workplace behavior by a supervisor or co-worker. Attendance levels remain at or near maximum for all health and wellness and safety-related events.

Employee Benefits

The Town continues to offer a competitive flexible benefits package that helps us attract and retain top talent within our region and from across the country. Non-union and union employees participate in the same broad menu of benefits options. In addition to health insurance, we offer short- and long-term disability insurance, life, and dental coverage; medical and dependent care reimbursement accounts; and voluntary (employee paid) supplemental insurances. Our full-time employees participate in the New Hampshire Retirement System as required by law, and all benefits-eligible staff are encouraged to enroll in a supplemental (IRC 457) retirement plan funded exclusively by their own pre-tax contributions.

Staff: David Stewart, HR Director
Dee Maurer, HR Coordinator

	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
Executive	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Human Resources	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Administrative Services	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Information Technology/MIS	1.6	1.6	1.6	1.6	1.6	1.6	2.0	2.0	2.0	2.0	2.0
Assessing	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	3.0	3.0
Planning & Zoning	5.4	5.4	5.4	5.4	4.8	5.6	5.6	6.1	6.1	6.5	6.5
Sustainability								0.6	0.6	0.6	0.6
Town Clerk	3.0	2.6	2.6	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
General Government Administration	19.0	18.6	18.6	18.0	17.4	18.2	18.6	19.7	19.7	21.1	21.1
Etna Library	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9
Howe Library	14.2	14.3	15.3	15.3	15.3	15.3	15.3	16.2	16.2	16.2	16.2
Libraries	15.1	15.2	16.2	16.2	16.2	16.2	16.2	17.1	17.1	17.1	17.1
Parks & Recreation	6.5	6.5	6.5	7.5	8.5	9.5	9.5	12.3	12.3	13.0	13.0
Public Works Fleet & Facilities	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0	9.0
Public Works Operations	21.0	22.0	21.0	21.0	21.0	21.0	21.0	19.0	19.0	19.0	19.0
Water Reclamation Facility	7.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Water Utility Fund	5.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Department of Public Works	42.0	42.0	41.0	41.0	41.0	41.0	41.0	39.0	39.0	39.0	39.0
Emergency Communications	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	9.0	9.0	9.0
Parking Operations	6.9	6.9	6.9	5.5	4.5	4.5	4.5	5.5	5.5	5.5	5.5
Police Department	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.4	21.5	21.5	21.5
Police Department	36.3	36.3	36.3	34.9	33.9	33.9	33.9	34.9	36.0	36.0	36.0
Fire & Ambulance	22.5	22.5	22.5	22.4	22.4	22.4	22.4	22.4	22.4	23.0	23.0
TOTAL REPORTED FTEs	141.4	141.1	141.1	140.0	139.4	141.2	141.6	145.4	146.5	149.2	149.2
Year-to-Year FTE Increase/Decrease	141.4	-0.3	0.0	-1.1	-0.6	1.8	0.4	3.8	1.1	2.7	0
Year-to-Year % Increase/Decrease	0.0%	-0.2%	0.0%	-0.8%	-.4%	1.3%	0.3%	2.7%	0.7%	1.8%	0.0%

COMMUNITY NURSE REPORT

Our Community Nurse works with you, your family, and other health professionals and caregivers to provide coordinated health care that addresses your physical, emotional, and social needs. Our goal is to help Hanover residents live safely and as independently as possible at home and in their community.

There is no fee for Community Nurse services, which include:

- Coordinating your care with your primary physician(s) and other community agencies and resources.
- Providing health education, resource information, and referrals as needed.
- Serving as your advocate for your medical needs.
- Making home visits to assess your current health care needs.
- Clarifying and helping you work towards personal health and lifestyle goals.
- Sharing care plans with family members, if desired.
- Assisting in scheduling medical appointments and helping ensure you can attend and effectively participate in visits with health care providers.
- Assisting in helping you obtain medical equipment.
- Assisting with questions about insurance, advance directives, and long-term care planning.

CONTACT: Doris Yates, RN Email: doris.yates@hanovernh.org - Phone: 603-727-2832

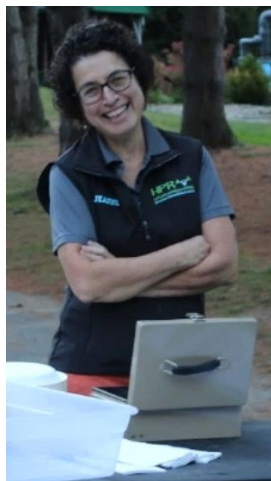
As the Hanover Community nurse since 2018, my practice is based primarily on home visits to residents. On average, I follow about 25 people actively, and another 15 occasionally when a need arises. Referrals can come from anyone. The vast majority of my clients are over 85 with several in their 90s. Services provided are: facilitating and clarifying information to/from medical providers and health agencies, monitoring medication compliance and health status, contacting social services when needed, teaching about health conditions, and providing in person contact and socialization to combat isolation. An important component is to discuss various concerns with my clients and together we try to find solutions, including communication with their relatives who live out of town. Collaboration with my fellow town employees is key: the Hanover Fire Department, Hanover Police Department, Health Safety Officer Michael Hinsley and Jen Gantrish, General Assistance Coordinator and Elder Advocate. As a community nurse, I am paid by the town. The Community Nurse does not give direct nursing care and there is no charge for my service as the VNA does. Consequently, I can visit people for as long as there is a reason for me to be involved and this has often enabled seniors to stay in their homes longer.

During this past year of COVID, the need to combat isolation, especially in our older population living alone, has been a major concern. Weekly visits take on increased significance. Assisting with vaccination registration has also been important and time consuming. It has been challenging for everyone to follow restrictions and stay safe, but we have succeeded.

PARKS AND RECREATION DEPARTMENT



We at Hanover Parks & Recreation, “HPR”, are pleased to present our annual report. 2020 started off much like every year but the onset of the pandemic quickly changed that in the 4th quarter. Our first response was to cancel all our senior activities in early March as the data at the time showed this to be our most vulnerable population. Two weeks later the RWB was closed, along with all other municipal buildings, and we transitioned into a remote work setting. During this time, we were unable to run our traditional programming or special events, but our staff still strived to provide engaging virtual opportunities to the community. We began to think out of the box in our approach to creating programs that would interest the community. Zumba and Pilates became livestream classes over Zoom. Health and Nutrition workshops, Oil Painting Classes and Demos were being held livestream as well. We also partnered with Green Mountain Hypnosis and Open Door to provide additional workshops and classes. To assist older adults with this new technology, we created Zoom 101 which provided guidance and education on how to access the virtual program format. A Phone Pals program was created to connect older adults and community members during quarantine.



With spring in full bloom, we began incorporating outdoor activities geared toward getting people outside and moving while the Grounds Crew began spring cleanup in our parks and cemeteries. HPR staff created a Valley Quest through Vital Communities to encourage community members to get out on the water, identify plants and animals, and explore town parks. The Hydration Challenge took place in June 2020 to encourage physical activity and increase daily water consumption. By mid-June, all remaining staff returned to the RWB Community Center to begin preparations for summer camp and opening additional programs with all the new COVID-19 precautions in place. As we became familiar with all the new protocols and safety precautions, we developed a four phased approach to reopening the RWB Community Center and to offering outdoor programs as all indoor activities remained closed throughout the summer.

After 17 years of dedicated service to HPR and the people of our community Jeanne Vieten retired in June. Jeanne was the friendly face that always greeted you upon arrival. She has

been truly missed and we wish her the best as we know she is spending more time with family, especially her grandchildren.

RWB Community Center Enrichment & Recreation Programs and Senior Center: Our programs here range from activities for preschool through adults. The biggest draw for children is our twice weekly open playtime at the Bounce House. Supervised by caregivers, children under the age of 5 can play in the



Bounce House and climb on our soft furniture and explore our collapsible tunnels. School age children's offerings, chess for beginners through advanced, and Hip-Hop Dance Workshops. We also continue to offer the Red Cross Babysitter Training class. Due to COVID-19, we only certified 10 students compared to the usual 20 students per year. For the adult population HPR offered Pilates, Zumba, Yoga, Tai Chi, Oil Painting, Line Dance, Tai Ji Quan, Dance Classes, Hypnosis Workshops partnered with Green Mountain Hypnosis, Dog

Obedience Classes, Nutritional Workshops, Women's Mountain Biking and General Mobility classes. We have continued to partner with the Hanover Conservancy to offer family events such as the Trail Hike Challenge in the summer, and Family Snowshoe in the winter.

Older Active Adult programming at the RWB Community Center has become integrated with Hanover Parks and Recreation and today's older adults have greater choices and options for recreation, socialization, and aging-related services. A bi-monthly publication called the Active Adult Newsletter continues to be a great resource to attract participants to attend programs and classes. We offer a wider variety of exercise programs for both the younger and older senior population, as well as health and wellness programs (i.e., foot clinics, various health related workshops, blood pressure screenings); arts and crafts (i.e., painting, basket weaving, knitting) as well as leisure, educational and luncheon programs (i.e., Bridge, gardening tips, HPR Brown Bag Lunch & Learn (in collaboration with OSHER) and community/birthday/potluck luncheons).



The RWB Community Center continues to be a prime location for area families to host birthday parties and family get-togethers, organizations to hold events and meetings, and area businesses to use the facility for a variety of purposes. During the 2019-20 fiscal year we saw a decrease in renters and building usage due to COVID-19. 226 clients reserved a total of 2,356 hours. Local families have continued to rent space for parties and gatherings with the majority renting the Multi-Purpose Room and the

Bounce House. During the winter months, the Multi-Purpose Room is rented all day on the weekends. Repeat renters include Hanover Boy Scouts, Hanover Cub Scouts, Hanover Lions Club, Hanover Girl Scouts, OSHER, Hanover Blue Wave Tae Kwon Do, Upper Valley Dance Club, Middle Eastern Dance, Christ Redeemer Church, Youth in Action, Dartmouth Organizations, Hanover Co-op, BNI Twin State Chapter, as well as a variety of Town of Hanover committees and other civic organizations. After

checking availability, Hanover residents are always welcome to use the facility to informally meet, exercise, practice dance or piano, and shoot hoops or play pickleball in the Multi-Purpose Room. There were 291 Appalachian Trail hikers who stopped at the Center to use the shower/laundry facilities, the Wi-Fi system, the temporary storage room and to just sit back and relax before starting on the next leg of their journey.

Athletics: Hanover Parks and Recreation offers three seasons of sports opportunities for kindergarten through eighth grade; fall, winter, and spring. Fall sports continue to be our highest participation season (480), as we offer K-8 soccer, K-8 field hockey, K-8 flag football, and 6th – 8th grade cross country. On Sunday, October 20th, HPR hosted another successful 3rd – 4th grade soccer jamboree at Sachem Fields. There were 23 teams from the following recreation programs: Lyme, Lebanon, Mascoma, Plainfield, Norwich, and Hanover. During the winter months, basketball is offered by our department. Participation in the K-2 basketball program has continued to increase over the past three years (2018 – 20, 2019 – 39, 2020 – 44). The HPR Winter Basketball Tournament hosted 30 teams from around the Upper Valley in February. There were a lot of great games including multiple buzzer beating championships.

As we headed into the spring sports season, we were faced with the unfortunate reality of COVID-19 and ended up canceling our sports programs. Typically, we offer 3rd – 8th grade softball, 6th – 8th grade track and field, K-6th girls and boys lacrosse, and K-3rd coed baseball. Since our department began working from home our creativity needed to shift to reach our community. HPR organized a new E-Sports league for teens and young adults using the Mission Control platform. Popular titles included Mario Kart, FIFA20 & NBA2K20. Athletic Program Manager, Bri Barnes, introduced HPR Sport Skills Videos via the Hanover Parks and Recreation Department's Facebook page. There were 14 sport skills videos produced and each video posted received over 100 views.

Due to COVID-19, HPR's new adult programming for the summer and fall months were postponed. We are hopeful that we will be able to implement the 3 on 3 basketball tournament, cornhole leagues, dodgeball tournaments, and the Upper Valley Ultimate Frisbee league in 2021.

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

OST Programs: The Out of School Time "OST" Programs include the afterschool program, KAST, minicamps (February, April, Quest, Outdoor Adventurers & Can't Get Enough), our traditional 6-week summer camp, and our newest addition, PLAY. Kids After School Time "KAST" is for children in grades K-5 and runs out of the Ray Elementary School and the Richmond Middle School during the school year. Activities include active play, arts & crafts, STEM projects, seasonal clubs, special events and special outdoor programming (programming run by KAST staff as well as programming coordinated with the Hanover Conservancy), Wednesday field trips & homework help for grade 3-5 plus much more. The program staff do their best to meet the needs of working parents by partnering with Ford Sayre Ski Program and the Ray School for school sponsored programs and events so that kids can participate in other programs that they may not otherwise have the opportunity to attend. KAST went remote in March due to the pandemic. The FT OST staff and part-time seasonal KAST staff created videos that were shared with our



families weekly; we shared animals on a farm, grossology, cooking, science experiments, exercise, arts and crafts and story time. Parents and kids enjoyed seeing their favorite KAST counselors and



supervisors via Zoom. February Minicamps was run out of the Richard W. Black Center for 50 participants in grades K-5, we were not able to run April minicamp as usual due to the pandemic but for many families that stayed registered, we offered interactive Zoom with a KAST supervisor each day. Parents were given a list of supplies and joined the Zoom with their child ready to create the project for that day. Our traditional summer camps (Circle H, Dragonfly & Tween) were run out of the Ray Elementary School and Tenney Park for participants in grades K-7. Summer camp did not include swim lessons or field trips, but we took trips to Storrs Pond and had special events outside under a pole tent at both locations. OST staff got creative with arts & crafts, grossology, sports and many more activities to small pods of 8 participants. Our new addition, PLAY, for children ages 3 & 4 was intended to be offered during the school year but due to the pandemic we were only able to offer the summer session. The summer session of PLAY was a huge hit with 10 participants each week. Summer Camp registrations for 2021 are filling up and we hope to have KAST back to full capacity at the Bernice A. Ray School

and Richmond Middle School in the fall. HPR continues to work to meet the year-round childcare needs of the community and adjusts and conforms to obstacles such as a pandemic.

Grounds Division: The Grounds Division continues to be responsible for the maintenance of all the trees along our roads and within town properties, parks, playing fields, cemeteries, and landscaped areas. In October 2019 we installed another new playground in one of our parks. After 20+ years of service the playground at Dagmar's Park was replaced. In keeping with the neighborhood setting, we once again used a cedar playground and added some standalone play elements as well. This year we completed the planting of 13 trees on Rt. 120 and an additional 23 trees and shrubs in various locations throughout town. The varieties planted on Rt.120 were Fremani Maple, Swamp White Oak and Japanese Zelkova. 1,500 tulip bulbs were planted in the Co-Op triangle (always a lovely sight!). We conducted 32 burials in the town cemeteries. Hanover, along with Dartmouth College, were the 2020 recipients of the International Society of Arboriculture Gold Leaf Award for Outstanding Landscape Beautification Activities. Thank you to all the Grounds staff for their hard work during a very challenging year!



Special Activities: Each year the Hanover Parks & Recreation Department is proud to host a variety of special events for the community. These range from huge community festivals, like the Old Fashioned 4th of July Celebration and the Occom Pond Party, to intimate family night entertainment presented at the RWB



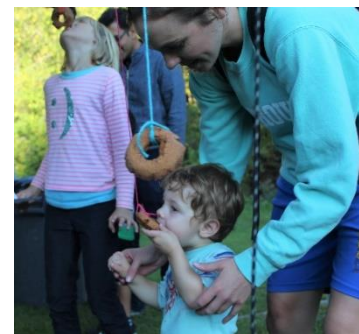
Community Center. HPR strives to provide a variety of activities to appeal to the diverse population it serves. These events are made possible by community businesses and civic group's financial support along with the army of volunteers to staff these celebrations. Thank you to those who have helped enrich the Hanover community through your support.

Each season HPR hosts a community event. In the spring, Muster Day is held on the Hanover Center Green to remember the sacrifices which have been made by many to ensure our country's liberties. Muster Day takes place on Memorial Day and draws a crowd of about 150 people. The day includes a guest speaker, reading of the Gettysburg Address, live music, replacing flags on the graves of veterans, and food.

The summer welcomes the Old Fashioned 4th of July Celebration! This patriotic event features a hometown parade which steps off at Hanover High School and finishes on the Dartmouth Green. There is a parade contest for the best entries. Three cash prizes are awarded. The parade is followed by live entertainment, games for the kids, touch-a-truck activities, food, pony rides, and an apple pie eating contest. This celebration always takes place on the 4th of July and draws 500 to 800 people to downtown Hanover. The summer of 2019 HPR was thrilled to partner with Dartmouth College to host the "Kids Zone" during the college's 250th year celebration. The event was marked with field games, face painting, bubbles, live entertainment, make your own ice cream and kite making. This free event was enjoyed by 100s of families from across the Upper Valley and took place on the Dartmouth Green.



Fall is celebrated at Storrs Pond with HPR's Fallfest. This event features employees from each Town Department, as well as civic groups, running activities. Town Hall staff challenge kids to eat donuts on a string, Hanover Police show off their gear and let kids check out the inside of a cruiser, Hanover Fire of course bring trucks and an ambulance but also give kids a chance to tryout a firehose, and not to be out done the Department of Public Works comes with all their heavy equipment. Both the Etna and Howe Libraries also join in by brings books and crafts to enjoy. There is also live entertainment, cider making, craft activities and food provided by HPR.



New to this year's fall programs we added our Halloween Spooktacular. People were encouraged to come dressed in costume and festivities included a pumpkin carving contest where prizes were awarded for originality and creativity, a s'more making party and storytelling by British Award-Winning Storyteller, Simon Brooks.

Winter marks HPR's largest event, the Occom Pond Party! Each year 2,500 to 3,000 people from across the Upper Valley come to Occom Pond for an afternoon of fun. There are activities for all ages. The event boasts a six to seven-foot-high ice castle with an ice slide for little ones. The zany fun begins with the midway games, which are popular with the pre-k age group, and include "ice fishing", penguin bowling, and building colored ice block sculptures. Unique games begin immediately after the ticker tape parade. These games are popular with elementary kids through adults! Teams compete in the Coach Potato Race, the Human Dog Sled Race, and the Bananthalon. Other activities at the Pond Party include a DJ, Sugar-on-Snow, Sleigh Rides, a variety of food, Snow Sculptures, a Tube Run and Marshmallow Roasting.



In between hosting these large community events HPR keeps busy with special programs like the Annual 5K & 10K Turkey Trot and Tiny Turkey Trot races, the Make & Take Party, the Egg-Stravaganza Egg Hunt, quarterly family nights, and a middle school semi-formal dance. HPR staff are always looking and open to new program and event ideas or ways to expand existing offerings. If you have an idea let HPR know!

COVID-19 had a huge impact on HPR's Special Events. In March of 2020 staff was disappointed to cancel what would have been the 42nd annual Egg-Stravaganza Egg Hunt. The annual Zumbathon to support HPR scholarships happened virtually as well as the Main Street Mile in May. The virtual events were a great way to keep participants involved in their beloved activities and staff is looking forward to being able to host in-person events again.

Staff: John Sherman, Director; Liz Burdette, Assistant Director; Nicole Leonard, Out of School Time Program Director; Asa Metcalf, Arborist; Camille Ricciardelli, RWB Program Manager; Bri Barnes, Athletics Program Manager; Cassie Hutchinson, OST Program Coordinator; Amelia Clause, OST Program Coordinator; Chris Koloski, Grounds Crew Leader; Suzy Psomas, OST Program Specialist; Noah Macri, OST Program Specialist; Jeanne Vieten, Community Center Program Assistant; Judy Stevens, Adult & Senior Program Manager; Tyler Howard; Grounds Worker.



PLANNING ZONING, AND CODES DEPARTMENT

The Planning, Zoning, and Codes Department serves the Planning Board, Zoning Board of Adjustment, Conservation Commission, Building Code Advisory Committee, 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.

Staff comprises Senior Planner Vicki Smith, Planner Catheryn Hembree, Building Inspector/Deputy Health Officer Ryan Borkowski, Health Officer, Life Safety, Building & Rental Housing-Inspector Michael Hinsley, Administrative Assistant Beth Rivard and Director Robert Houseman.

BUILDING INSPECTIONS & CODE ENFORCEMENT

Building Codes help to protect the community from disasters such as fires, weather-related events, and structural collapse as well as promote energy conservation. Codes are subject to changes and amendments. The 2015 edition of the International Building Codes, with amendments, became effective in New Hampshire on September 15, 2019. The 2017 National Electrical Code went into effect on January 1, 2018. A complete list of Building codes adopted in New Hampshire, along with state amendments, are available at: <http://www.nh.gov/safety/boardsandcommissions/bldgcode/nhstatebldgcode.html>. Information on the adopted State Fire Code is available at: <http://www.nh.gov/safety/divisions/firesafety/>. Please check with the Building Inspector about any additional local amendments, or for assistance with the various building codes applicable to your project.

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

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

Building Permits (FY2020: 07/2019–06/2020)			
One- and Two-Family Residences: NEW	ACCESS	iWorQ	TOTAL
Number of Permits Issued	6	3	9
Total Value of All Permits	\$4,775,250	\$2,109,190	\$6,884,440
Average Permit Value	\$795,875	\$703,063	\$764,938
One- and Two-Family Residences: Additions, Alterations			
Number of Permits Issued	196	37	233
Total Value of All Permits	\$73,417,094	\$1,571,850	\$74,988,944
Average Permit Value	\$374,577	\$42,482	\$321,841
Multi-family: NEW, Additions, Alterations			
Number of Permits Issued	16	0	16
Total Value of All Permits	\$245,908		\$245,908
Average Permit Value	\$15,369		\$15,369
Institutional Buildings: NEW			
Number of Permits Issued	0	0	0
Total Value of All Permits			
Average Permit Value			
Institutional Buildings: Additions, Alterations			
Number of Permits Issued	38	5	43
Total Value of All Permits	\$72,886,811	\$287,635	\$72,886,811
Average Permit Value	\$1,918,074	\$57,527	\$1,918,074
Commercial Buildings: NEW, Additions, Alterations			
Number of Permits Issued	59	5	64
Total Value of All Permits	\$7,207,324	\$153,000	\$7,647,959

Average Permit Value	\$122,158	\$30,600	\$110,840
Total Number of Permits with construction cost value	315	50	365
Total Value of Permits	\$158,532,386	\$4,121,675	\$162,654,062
Average Permit Value	\$503,277	\$82,434	\$448,083
Demolition Permits	9	2	11
Blanket Permits	44	1	45
MISC Permits (reinstate, extend, temp controls, etc.)	54	13	67
Total Number of All Permits	422	66	488
Total Fees Collected	\$563,279	\$22,863	\$586,142
Code Inspections Conducted	913 (ave = 76/month)		

ZONING ADMINISTRATION & ENFORCEMENT

Violations (FY2020: 07/2019–06/2020)

Sign without permit	7
Use/occupancy without issuance of Certificate of Occupancy	138
Uses (not allowed or without approval)	-
Work without permits	1
Permits Reinstated to Rectify Violations	6

HEALTH OFFICER'S REPORT

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

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

For public health-related concerns, please contact:

Health Officer:	Michael Hinsley	603-640-3315
Deputy Health Officer:	Ryan Borkowski	603 640-3216
Deputy Health Officer:	Robert Houseman	603-640-3212
Deputy Health Officer:	Mark Roper	
Deputy Health Officer:		

HEALTH OFFICER'S REPORT

Health (FY2020: 07/2019-06/2020)

Asbestos Abatements	7	MISC Health/Human Svcs	4
Child care	1	Mobile Food Trucks	2
Complaints		Restaurant inspection reports	28
MISC DES	4	Fees Collected	\$250

RENTAL HOUSING

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

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

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

Rental Housing (FY2020: 07/2019-06/2020)

Rental Properties registrations	21
Rental Properties unregistered	1
Complaints	2
Violations (units not registered)	-
Fees Collected	-

ZONING BOARD OF ADJUSTMENT

State Statute allows up to ten Zoning Board of Adjustment (ZBA) members consisting of not more than five full members and five alternate members appointed by the Board of Selectmen. The current full members are: Carolyn Radisch, Chair; Steve Marion, Clerk; H. Bernard Waugh, Jeremy Eggleton and Arthur Gardiner. Alternate member is: Richard Green.

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

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

ZBA (FY2020: 07/2019-06/2020)

Appeals of an Administrative Decision	2
Building Code Appeals	
Equitable Waiver	1
Rehearing requests	1
Rehearings	
RSA 674:41	2
Special Exceptions	15
Special Exception - Wetlands	8
Variances	11
Other	
Total Fees Collected	\$14,729
Public Hearings / Deliberations	12 / 12

PLANNING BOARD

FY 20 has been a year of transition for the Planning Board in terms of membership and interaction with folks with plans and others who are interested in those plans. As your life has been impacted by the pandemic, so too, has the work of the Planning Board. Beginning with its public hearing on the short-term rental zoning amendment on March 31, 2020, the Board's meetings have been held remotely, first using conference calling and now via video conferencing. Where outreach to the public and face to face interaction on land use matters were the norm, now personal and public health are priorities, limiting the robust public interaction that is a hallmark of the Board's work. While the Board has continued to fulfill its regulatory responsibilities reviewing subdivisions and site plans, its planning work, specifically on the Town Master Plan, has been put on hold pending resumption of public in-person meetings. The silver lining is that the Board and staff have become competent in new means of outreach that will benefit us in the future being able to reach folks who are unable to attend in person. The Board also recognized that a master plan effort conceived pre-pandemic would have been derailed due to the pandemic. Planning for a post-pandemic sustainable future incorporates new challenges and a better perspective on the variety of possible futures that historic trends might suggest.

Spring 2020 brought to our Town another great loss. Judith Esmay, our chairperson, died from non-COVID complications. Her insight, patience, knowledge of the law and inquisitive nature not to mention her inscrutable leadership and listening talents were no longer. Our heartfelt condolences our extended to Judith's family. Her high standard of conduct and positive outlook on even the most challenging situations are inspiration for us all. Our vice-chair, Brian Edwards, has so capably come forward to lead the Board. We offer sincere thanks to him and the Planning Board members who carry out the work of the Board. Special thanks to our Board members, Iain Sim, Beth Esinhart, April Salas, Paul Simon and Nancy Carter, and alternate, Jarett Berke, for showing up on Zoom and doing that work.

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

During its meetings in FY2020, the Planning Board's work included:

Reviewing and approving site plans at:

- 11 East Wheelock Street- reconfigure parking and add a condenser with screening
- 11 South Main Street- re-build a prep kitchen and permit outside dining
- 15 College Street- construct ramp, stair and utility improvements
- 42 & 44 Lebanon Street- 18- unit residential housing building
- 15 Great Hollow Road- install a propane tank
- 16 Great Hollow Road- reorganize parking lot, construct an addition, pedestrian paths and bioretention area
- 35 South Park Street- alterations and additions to existing dental office and apartment
- 29-33 South Main Street- install exterior lighting
- 10 Hilton Field Lane- renovate Dartmouth Outing Club with an addition, new mechanical systems, site lighting upgrades, and new accessible route to the pond level
- 63 South Main Street- install new concrete stair, landing, door and lighting with modifications to the retaining wall and drainage
- 8 Dewey Field Lane- demolish a walkway and construct an elevated stairway connecting Dewey Field parking with the Life Science Building

Pursuant to RSA 674:54, held a public hearing on:

- Replacement of a municipal pump station located off West Wheelock Street on land owned by Dartmouth College

Reviewing and approving modifications to site plans:

- Off Tuck Mall - Moving Thayer Computer Science Center ten feet to the south
- Kendal at Hanover- reconstruct garden near Kendal Main entrance

- Greensboro Road- three-year extension of site plan approval for Gros Ventre River Development, LLC

Meeting with developers to learn about the conceptual plans for development by:

- Dartmouth College for moving the computer science building 10.79 feet
- Creare to expand the office building, add pedestrian paths, a bioretention area, and LP tank farm
- Decker-Pilon LLC to renovate an existing multi-use residential and office building
- Dartmouth College to renovate Dartmouth Hall

Reviewing the site plan design at:

- 10 Hilton Field Lane- addition, new mechanical systems, site lighting upgrade and new accessible route to the pond level

Site visit to:

- 11 S. Main Street to view the proposed improvements to prep kitchen and outdoor dining area

Reviewing and approving minor lot line adjustments at:

- 2 and 6 Buck Road
- 11 and 14 Elm Road
- 9 and 14 Gates Road
- 14 Gates Road and 50 Stevens Road
- 9 Gates Road and 50 Stevens Road

Reviewing and approving a subdivision at:

- 4 Summer Street creating two condominiums with shared common space

Reviewing and approving voluntary lot mergers at:

- 31 West Wheelock Street with 10 North Main Street- two parcels merged
- 4 and 5 Rand Road- two parcels merged
- 16 and 18 Ledge Road- two parcels merged

Reviewing and holding four public hearings on trimming and cutting on Town-designated scenic roads: Clement Road, Hilton Field Lane, Occom Ridge, Pinneo Hill, Pleasant Street, River Road, Rope Ferry Road and Ruddsboro Road

The Planning Board met seven times to discuss how to address short-term rentals (eg. AirBnB, VRBO, etc.). Once the Board had formulated an approach which included an amendment to allow short-term rentals, two listening sessions were held. Please note that while the Zoning Ordinance now permits short-term rentals under certain circumstances, the Selectboard must first adopt a rental housing ordinance to establish occupancy standards, and a registration and inspection process for all rental properties before Hanover property owners may rent short-term. Rentals of more than 30 days may occur once the property has been registered as a rental with the Town.

In addition, the Board discussed zoning amendments eight times and held two public hearings on proposed zoning amendments that were considered for adoption at Town Meeting.

The Planning Board attended two workshops: one, a conference call with Town Counsel, was held to learn about the Religious Land Use and Institutionalized Persons Act; the second was held via Zoom to learn about the Essentials of a Zoom Meeting.

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

- 215 Brook Hollow- installation of exterior condensers
- 9 West Wheelock Street- installation of a yard drain and stormwater management chamber system
- 127 Brook Hollow- installation of exterior condensers

The members of the Planning Board as of December 31, 2020 are Brian Edwards, chair, Elizabeth Esinhart, April Salas, Iain Sim, and Paul Simon. Nancy Carter and Peter Christie serve as Board of Selectmen Representative and Alternate Representative, respectively. Alternate Jarett Berke attends all meetings and is ready to fill in for members who cannot sit on a particular case or attend a meeting. Planning Board members and alternates are appointed by the Board of Selectmen. Many thanks to Kelly Dent, Jenna Musco, and Jonathan Criswell for their years of service to the Planning Board.

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 the 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 vicki.smith@hanovernh.org.

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

PLANNING BOARD

FY2020 Planning Board (07/2019 – 06/2020)

Site Plan Review – Major Projects, Design Review and Modifications	14
Planned Residential Developments and Continuing Care Retirement Communities	0
Major Subdivisions	0
Minor Subdivisions	1
Modifications	2
Lot Line Adjustments/Voluntary Mergers	5/3
Prelim Plans, Revocations, Scenic Rds, etc	4
Projects of Regional Impact	2
Site Plan Review – Minor Projects	3
Field Changes	12
Total Fees Collected	\$14,332.38
Other Business	
Site Plan Regulation Amendments	0
Zoning Amendments	10
Meetings	25
Site Visits	1
Minor Project Review Committee meetings	3

CONSERVATION COMMISSION

It does not take a pandemic to know that Hanover's public open spaces and trails are some of the most appreciated features of life in Hanover. However, this year more than ever, we heard from you that you love Hanover's open spaces. Thank you for getting out and getting to know them better. 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, skiing, snowshoeing, dog walking, wildlife habitat, protection of water quality, and being close to nature. The Commission maintains nearly 50 miles of Town trails (part of the 108 miles of trail in Town), stewards 38 Town-owned conservation properties and monitors 24 conservation easements.

The Conservation Commission was established by the 1966 Hanover Town Meeting "for the proper utilization and protection of the natural resources and for the protection of watershed resources of Hanover." Important natural resources include wetlands, water bodies and groundwater, all critical for our water supplies. Hanover's natural resources also include Town Forests and other conserved lands, and trails. Protecting open space, scenic views, and wildlife habitat are all important to the Commission's goals. The Commission is responsible for educating the public about natural resource topics, monitoring conservation easements, and coordinating our efforts with other public and private conservation agencies. The Commission supports and advises the Board of Selectmen, the Planning Board, and the Zoning Board of Adjustment regarding policies and projects involving conservation issues.

The Commission gets its funding for its every-day activities from the Hanover Town budget; for managing its forest lands from timber harvest revenues; and for land conservation projects from its Conservation Fund and public fund-raising. The Commission's Conservation Fund receives its funds from a 50% share of the Current Use Change tax that is received by the Town from all projects where land use is changed from an open space use to a development use, or when lots are subdivided and are no longer large enough to qualify for current use tax consideration. A portion of the Conservation Fund is also set aside for any legal expenses necessary to protect conserved lands from violations of their conservation easements.

In the past year, all Commission activities and gatherings were hindered out of concern for personal and public health due to the pandemic.

Members of the Commission at year-end 2020 are James Kennedy, Chair; Whit Spaulding, Vice-Chair; Hugh Mellert, John Trummel, and Joel Wood. Our representative from the Board of Selectmen is Peter Christie. Our deepest appreciation goes to Bill Mlacak for his many years of service to the Commission and his extraordinary work as the Trails Committee chair.

Volunteer Assistance

Trails Committee: For keeping our trails safe and open to the public, we thank current and former Trail Committee members: Ron Bailey, Hugh Mellert, Doug McIlroy, Bill Mlacak, John Trummel, Tom Jack, Sean Ogle, Rory Gawler, Nancy Horton and Willow Nilsen.

Extra thanks are extended to our 2020 Trail Adopters: Ron Bailey, Emily Biolsi, Sandy Chivers, Dan Collison, Luke Dann, Joe Danna, Jr., Rory Gawler, Nancy Horton, Tom Jack, Kathy Jones, Kelley Lemay, Michael Liu, Doug McIlroy, Hugh Mellert, Ken Milkie, Bill Mlacak, Katie Robbins, Kris Robbins, Lois Roland, Marc Shapiro, Sean Smith, Gretchen Stokes, John Trummel and Bill Young.

Our special appreciation goes to the following folks who committed time and energy to work on our trails in FY 20: Anthony Allard, Dwight Aspinwall, Ron Bailey, Ariana Baumann, Martha Beattie, Jim Beattie, Andrew Beliveau, Danny Bender, Elsa Bolinger, David Brenner, Bill Brown, Bob Bruce, Jack

Buffington, Mae Candon, John Carey, Seth Carl, Kyle Carter, Molly Castaldo, Nathan Chickering, Sandy Chivers, Bridger Close, Nancy Collier, Dan Collison, Meg Colton, Laura Conkey, Daylynn Corliss, Luke Dann, Kathleen S. Darrah, AJ DeBois, Michael Dolan, Jody Donahue, Joe Danna Jr., Courtney Dragiff, Jim Eakin, Owen Eskey, Gavin Farnsworth, Phyllis Farrell, Gault Farrell, Linda Fowler, Steve Fowler, Meg Frost, Adam Gilbert-Diamond, Amanda Gokee, Alex Gottlieb, Barry Harwick, Luke Holmes, Nancy Horton, Rowen Hutchins, Tom Jack, Kathy Jones, Aidan Keane, Don Kollisch, Nathaniel Krawitt,, Jordan Larson, Michelle LeClaire, Grace Lewandowski, Mackenzie Liu, Scott MacDonald, Caleb MacNeil, Aaron Matthew, Rachel Matthew, Amelia McCurdy, Peter McIlroy, Doug McIlroy, Harrison McCrae, Ewan McCrae, Gail McPeck, Hugh Mellert, Robert Miller, Madeline Miller, Tom Milligan, Todd Minsk, Bill Mlacak, Grace Mlodzik, Teddy Mlodzik, Anna Mlodzik, Peter Mlodzik, Holly Neuhausser, Jill Kearney Niles, Dick Nordgren, Grace Novotny, Simon W Phipps, Edith Phyfe, Bridget Putnam, Spiros Rassias-Markwood, Helene Rassias-Miles, Cathie Redpath, Jada Rich, Marjory Rogalski, Eli Seale, Kian Schifferdecker, Zane Schiffman, Ron Shaiko, Dudley Smith, Hanna Smith, Katelyn Smith, Sean Smith, Max Solberg, Kathryn Stearns, Gretchen Stokes, Rich Synott, Freddie Tagupa, Michelle Townsend, Heidi Trimarco, Joanna Whitcomb, Sharon Wight, Doug Withington, Justein Wilson, Ryan Woodbeck, Jim Wooster, Bill Young, Zipeng Zhou

Stewardship Committee: Jim Kennedy continues his work on the management plan for Hayes Farm Park in Etna Village and has provided great leadership in the update of the Open Space Plan. The Stewardship Committee has also overseen the update of the Town Forest Management Plan with consultants, Forester Jeff Smith and Naturalist Rick Van de Poll.

Biodiversity Committee: Despite this unusual year, the Biodiversity Committee and its volunteers conducted some socially-distanced invasive plant management, educational and deer-browse-monitoring projects.

Committee members: Nina Banwell, Jason Berard (Upper Valley Land Trust), Courtney Dragiff (Hanover Conservancy) Mary Erdei, Avery Hoppa, Michael Lunter, Joyce Noll (Hanover Garden Club), Barbara McIlroy, Elizabeth Tobiasson, and Vicki Smith (Town of Hanover).

Others: *Garlic mustard campaign:* Karen Geiling, Liz Gould, Pat Johnson, Mary Brown, Holly Taylor, Liese Shewmaker, Len Cadwallader, Linda and Steve Fowler, Lyn Miller, Bill Young and the many other individuals and hikers who took a role in their neighborhoods and trails. *Trillium Monitoring / Impact of Deer Browse:* Margaret Bragg, Betsy Derrick, Vicky Druker, Betsy Eaton, Kari Asmus, Betsy Storrs, Sandra Johnson, Craig Layne, Judy Oxman, Mary Ann Rankin, Karen Sluzinski, Julie Smith, Audrey Williams and Christiana Whittington.

Hayes Farm: *Deer fence:* Sharry Baker and David Merker. *Yellow rattle / special mowing:* Dave Cioffi.

Conservation Commission Activities in 2020:

Meetings

- Commissioners met fifteen times for regular and special meetings
- Three committees, Trails, Stewardship and BioDiversity, met regularly
- Commission members also participate on other town committees including the Trescott Company Lands Recreation Committee, Pine Park Association, Balch Hill Stewardship Committee, Hayes Farm Park Stewardship Committee, and Hanover Deer Team

Regulatory

- Eight site visits to town properties or to locations requiring wetlands or Town Ordinance 4 permitting
- Commented on fifteen wetlands applications to Hanover Zoning Administrator, ZBA and/or NH DES

Land conservation

- Monitored 24 conservation easements, and followed up as needed

Land and trail management

- With the assistance of an active Trails Committee, other volunteers and the Upper Valley Trails Alliance, maintained 108 miles of trail
- Participated in the recreation management and improvement of trails in the Trescott Company Lands including workdays to re-route the Mason Trail, install signs, three bridges and trail blazing. A contractor was hired to machine build a flow trail section on the 1772 Trail.
- Coordinated with other trail maintainers: UV Land Trust, Hanover Conservancy, Appalachian Trail Conservancy, UV Trails Alliance, Dartmouth Outing Club, Cardigan Mountain Highlanders
- Held a number of trail workdays including hosting UV High School Trail Corps for five workdays, one on Balch Hill and four on the Trescott Company lands
- Hypertherm volunteers built a bridge extension and water bar on the 1772 Trail and worked on the Audrey McCollom Trail to provide a pedestrian connection between Woodcock and Partridge Road. This trail right of way was established in 1969 as part of the Trescott Ridge subdivision
- Improved sections of the River Trail with installation of new steps
- Improved access and treadway of River Trail. This fully accessible trail runs along the north bank of Mink Brook
- On Highway 38 a stone step stream crossing was improved and permitting for a new bridge was completed
- Implemented successful systems for Trail Adopters and Trail Reports. Now 40 adopters are monitoring 70 trails!
- Reviewed a request for private construction on Class VI Etna Highlands Road
- Developed a maintenance policy to address Class VI roads
- Continued work on Town Forest management plan including site visit
- Continued work on update of *Open Space Priorities Plan* with public forums on scenic views, historic and cultural resources, recreation, natural resources and climate resilience
- Removed invasive plants along the trail just south of Wilson's Landing to open up views to the River
- Worked with twenty neighborhood groups in their effort to control Garlic Mustard. In 2020, we entered the UNH Garlic Mustard Challenge for the first time and reported the removal of 150 30-gallon bags of the plant (a few large colonies got mowed). This was the first year that we had help from the town in removing the bags to the landfill - thanks to Parks & Recreation.
- Applied for and was awarded 150 special deer management antlerless permits which were distributed by lottery for hunting in the 3800-acre special deer management area
- Managed yellow rattle at Hayes Farm Park with hand-pulling and mowing (it is decreasing!)
- Installed (and removed for winter) a fence to protect Canada lilies from deer at Hayes Farm Park
- Hired professional to clip invasive yellow iris seed heads from Mink Brook for the third year
- Worked with Hanover Parks and Recreation to transfer land management of in-town open space lands to park management
- On hold in 2020: Japanese Knotweed Control project for the Girl Brook Watershed. A preliminary survey exists for roadside (and some interior) knotweed colonies.

Education/outreach

- Held a public presentation of findings from the rapid ecological assessment at the Town Forest
- Supported and contributed to AT Day Hike Map in the Upper Valley
- Continued work on a trail map update.
- Continued *Trillium* monitoring at 11 stations to gauge levels of deer browse within the town
- Created a 1-page invasive plant handout intended for hikers
- Created new material on garlic mustard identification and control measures
- Prepared a deer harvest summary for Hanover / Wildlife Management Unit G1 for 2019

- Continued to update information for Biodiversity Committee's pages on Hanover's website
- Contributed to the invasive plant section of the Town Forest Management Plan

Overview of the Conservation Fund

The Conservation General Purpose Fund is our active land protection fund. The Commission uses this money for conservation projects and limited work/studies associated with Town-owned conservation property. Recent expenditures have included assisting the Upper Valley Land Trust with purchasing conservation property on the east side of Moose Mountain. Of the \$246,000 in the fund at the end of FY20, \$4,000 is earmarked for an appraisal of 30 acres of the Storrs Farm; \$10,000 is earmarked to give to the Hanover Conservancy for stewardship of the Hayes Farm Park conservation easement when the easement on Hayes Farm Park is given to the Conservancy; and \$229,000 had been earmarked for the purchase of Mink Brook Community Forest.

The Stewardship Account holds \$104,000. This account is on hand for enforcement of a violation of a conservation easement where the owner is not cooperative with remedying the violation and the Town may need to hire lawyers, surveyors, foresters, appraisers, etc. While this seems like a large sum of money, most land trusts hold \$10,000- \$20,000 per easement for this purpose. The Town holds 24 easements, so by current standards this account is underfunded.

The \$17,700 in the Storrs Farm Phase 2 Fund is comprised of donations made to the Town specifically for protecting the remainder of the Storrs Farm at the corner of Hanover Center and Ruddsboro Roads.

The Biodiversity Account holds \$260. This is used to fund biodiversity projects and pay for guest speakers on the related topics.



Hanover Town Meeting July 7, 2020 – photo credit Michael Hinsley

POLICE DEPARTMENT



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

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



Hanover PD launched its HPD C.A.R.E.S. campaign in 2017; Compassion and Respect in Every Situation. We continue our presence on social media through the Hanover Regional Communications Center's Facebook page, Twitter, as well as the Town website.

The Police Department includes the following divisions: Administration, Patrol, Investigations, Communications and Parking.

Hanover PD – Goes GREEN with a new Fleet of Hybrid Cruisers



The Hanover Police Department replaced the fleet of cruisers with Ford Interceptor SUV Hybrids and a new design incorporating high-visibility green striping.

Patrol Division:

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

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

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

Recruitment



Officer Audra Weber contacted our agency in 2017 as she explored career options in New Hampshire, pending her retirement in Washington State and her anticipated move to the area. She kept in touch and spent time in the area before officially applying in 2019, starting the background process.

Officer Weber was hired on April 1, 2020 after retiring from the Kirkland Washington Police Department. She earned her bachelor's degree in criminal justice from Western Washington University and then her master's degree in sociology and law from Northeastern University. Officer Weber successfully completed the 182nd Academy Law Package which was held virtually for the first time due to the pandemic.

Her orientation to the community has been limited due the pandemic but she is eager to engage with the public when restrictions are lifted.

Officer Audra Weber

Bicycle Patrol Unit:

The Bicycle Patrol Unit currently consists of three department members who all successfully completed a rigorous and physically demanding training course to become certified bicycle patrol officers. It is hopeful more members will be added in the future to supplement the current unit. Bicycle Patrol is a very effective way to patrol the Town of Hanover both in its low cost and community engagement benefit. Bicycle patrols are conducted in Hanover from the beginning of May until the end of September each year.

The department utilizes the most current and up to date equipment and uniforms which are set up for high visibility and the officer is easily identifiable as a bicycle patrol officer. Hanover Police currently has two fully equipped police bicycles. The police patrol vehicles are equipped with bicycle racks for ease of carry and deployment of the bicycles to any area in town.

For the 2020 summer, the bicycle patrol unit logged approximately 80 hours of regular bicycle patrol time. In the fall, the unit participated in bike/walk to school day and its members assisted in educating fellow bicycle riders on the rules and regulations pertaining to bicycle riding within the Town of Hanover and the State of New Hampshire. The unit has historically supported events within the Town and Dartmouth College but due to COVID, those activities were greatly decreased.

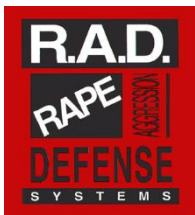
The bicycle patrol unit looks forward to serving and engaging with the Town of Hanover community for years to come.

Unit Leader/Supervisor: Sergeant Daniel Fowler
Unit Member: Corporal Ryan Kennett
Unit Member: Officer Mark Ridge

Community Outreach:

In 2020, we were not able to participate in the majority of our Community Outreach programs. We were able to offer a R.A.D. class to the Hanover High School students as part of their March Intensive program just prior to the NH State of Emergency Declaration.

The following programs are normally offered by our agency and we look forward to the chance to see everyone again in person.



The Hanover Police Department continues to offer the Rape Aggression Defense (R.A.D.) Systems Program; a basic self-defense program specifically designed for women.

For information relating to R.A.D. or to schedule a R.A.D class, please contact Sgt. Christopher Swain at (603) 643-2222 or Christopher.Swain@HanoverNH.org.

COFFEE WITH A COP

The Hanover Police Department continues outreach to the community through *Coffee with a Cop* events. *Coffee with a Cop* is a national initiative supported by the United States Department of Justice, Office of Community Oriented Policing Services. Similar events are being held across the country, as local police departments strive to make lasting connections with the communities they serve. The program aims to advance the practice of community policing through improving relationships between police officers and community members one cup of coffee at a time.

The majority of contacts law enforcement has with the public happen during emergencies or emotional situations. Those situations are not always the most effective times for relationship building with the community, and some community members may feel that officers are unapproachable on the street.

Coffee with a Cop provides a unique opportunity for community members to ask questions and learn more about the department's work in Hanover's neighborhoods and allows for a relaxed, one-on-one conversation between community members and members of our Department.



C.R.A.S.E. Training

(Civilian Response to Active Shooter Events)

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



- ❖ **Drug Take Back Program:** The Hanover Police Department hosts an anonymous drop box for anyone to properly dispose of used or out-of-date medications. This is available 24 hours a day, 7 days a week in the lobby of the Public Safety building. In 2020, Hanover collected and disposed of 216.6 lbs. worth of medications.
- ❖ **You Have Options Program:** All employees of the Hanover Police Department receive training on the “You Have Options Program” which is a victim-centered and offender-focused response by law enforcement officers to reports of sexual violence. One of the goals of the program is to make the reporting process easier and more victim-centered. On March 1, 2018, the department became the 7th certified agency in the United States with this organization.

Police Activity:	2016	2017	2018	2019	2020	% Change 2019 ~20
Accidents ~ Bicycle	1	2	2	4	2	-50%
Accidents ~ Fatalities	1	0	0	0	0	0%
Accidents ~ Hit and Run	22	40	63	80	38	-53%
Accidents ~ Injury	34	20	14	30	16	-47%
Accidents ~ Pedestrian	5	3	5	4	1	-75%
Accidents ~ Total	162	171	220	244	137	-44%
Adult Arrests	222	188	154	136	129	-5%
Arson	1	3	1	0	2	200%
Assault	27	34	66	93	36	-61%
Burglary	12	9	10	10	8	-20%
Disorderly Conduct	23	15	10	9	8	-11%
Domestic Disturbances	11	6	5	7	4	-43%
Drug Violations	47	40	34	20	7	-65%
DUI	6	7	13	8	8	0%
Fingerprints	469	670	744	646	88	-86%
Forgery	5	2	3	1	3	200%
Fraud	20	23	21	12	15	25%
Harassment	6	3	12	12	4	-67%
Indecent Exposure	3	3	1	2	2	0%
Juvenile Arrests	15	15	27	14	17	21%
Liquor Violations	93	65	55	51	15	-71%
Motor Vehicle Citations	244	281	218	174	152	-13%
Motor Vehicle Stops	3609	3801	3390	3326	1882	-43%
Motor Vehicle Theft	1	1	0	0	1	100%
Motor Vehicle Unlocks	174	177	146	127	82	-35%
Murder	0	0	0	0	0	0%
Robbery	1	0	0	0	0	0%
Sexual Assault	12	12	5	4	4	0%
Suspicious Activity	493	427	421	338	305	-10%
Theft	120	109	89	85	48	-44%
Total Arrests	237	203	181	150	146	-3%
Vacant Residence Checks	129	92	78	69	29	-58%
Vandalism	30	38	52	39	42	8%

Communications Division:

The Hanover Communications Division consists of a coordinator, supervisor, and seven (7) full-time and four (4) part-time) Communications Officers. In 2020, the Division was able to promote a new supervisor and hire an additional part-time Communications Officer.

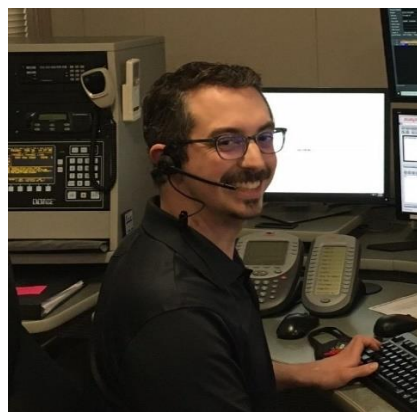
The Hanover Communications Center continues to provide services to 22 New Hampshire and Vermont towns in the Upper Valley. The Center spent much of the past year down two full-time employees but were able to successfully hire one full-time employee and one part-time employee. Both of these employees have recently completed their training programs and have started filling the open shifts in our schedule. We are happy to welcome Michael Trottier and Caitlyn Town to our team.

The COVID-19 pandemic had a direct impact on staff including the extra efforts required to protect staff within the building and adding specific screening questions on all calls to help protect the first responders out in the community. The Communications Center has been closed to all non-Communications Center personnel to ensure the continuation of emergency call services and the planned renovation has been postponed due to the ongoing pandemic. Our Communications Officers showed remarkable dedication during this very challenging year and appreciated all of the community support.

Based on recommendations from our Communications Center Study in 2016, we have spent the past year evaluating new Computer-Aided Dispatch (CAD) and Records Management Systems (RMS) software for the Center, police and fire departments. The 2016 study classified our software as being outdated and in need of replacement. The proposed budget has funding to replace the CAD and RMS system with a modern, cloud-based software solution that will enhance our day-to-day operations and dramatically improve reporting features.



Timothy Goodwin
Communications Supervisor



Michael Trottier
(FT) Communications Officer



Caitlyn Town
(PT) Communications Officer

Communications Statistics	2015	2016	2017	2018	2019	2020	% Change
Total Incidents	45,946	47,372	46,837	45,185	48,435	44,080	-8.99%
Hanover Incidents	15,694	17,832	18,825	17,905	17,606	14,711	-16.44%
911 Calls	3,336	3,524	3,511	3,726	5,461	4,350	-20.34%
Handled by Dispatcher	69,142	73,247	77,810	52,165	54,802	61,284	11.83%
Calls Transferred	113,314	117,776	118,403	103,567	90,160	101,287	12.34%
All Incoming Calls	182,456	191,023	196,213	155,732	144,962	162,271	12.15%
7 am-3 pm Calls	113,324	115,213	116,001	95,848	91,806	105,261	14.66%
3 pm-11 pm Calls	60,490	64,013	65,098	50,079	44,217	48,274	9.18%
11 pm-7 am Calls	8,642	11,797	15,114	9,805	8,939	9,036	1.09%
SPOTS-Dispatch	326,011	343,702	316,729	321,472	318,621	212,298	-33.37%

SPOTS-Mobile Data	336,971	376,660	401,101	408,377	431,295	787,890	82.68%
Police Calls-All Depts.	42,382	43,458	42,974	41,081	44,382	40,098	-9.65%
Fire Calls-All Departments	3,383	3,687	3,591	3,734	3,783	5,296	39.99%
Ambulance Calls-All Depts.	3,569	3,851	3,755	3,854	3,988	3,605	-9.6%
Fast Squad-All Depts.	1,222	1,248	861	1,960	1,951	1,847	-5.33%
Public Works-All Depts.	714	574	989	794	835	713	-14.61%
Bank Alarms	21	23	32	30	49	26	-46.94%
All Other Alarms	957	1,145	1,289	1,192	1,492	1,393	-6.64%

Parking Division



Sgt. Jeffrey Ballard

Sgt. Jeff Ballard oversees the Parking Division where he supervises five (5) full-time and four (4) part-time employees.

In the proposed budget for FY2022, the Parking Division is preparing to take on routine maintenance of the parking garage which will result in further cost savings to the Parking Fund. We will also be replacing the majority of the remaining single space meters with 20 new parking kiosks, a project that is necessary because the old meters will not function without costly upgrades after 2021. Changing from single-space meters to kiosks will result in further long-term savings. Based on the major impact that the COVID-19 pandemic has had

on parking revenue since March of 2020, we have proposed a conservative revenue projection for the FY 2022 budget.

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

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

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

There are over 500 metered parking spaces in Hanover, mostly offering two or three-hour parking to customers and visitors of the Central Business District, accepting payment by either mobile app, coin, or credit card at the meters. Long-term metered areas are located in the Marshall Lot as well as on School Street, Allen Street, Crosby Street and Lebanon Street offering downtown business employees less expensive parking options. Additionally, the Town offers low-cost permit parking situated on the periphery of the Business District, or free permits for downtown business employees to park in one of the Town's fifty spaces in the Thompson Arena Lot. These permits are available at the parking office in Town Hall and more information on specific permits is available on the Town's website.

The Parking Division manages parking in the 289-space Parking Garage located at 7 Lebanon Street, where both short-term and long-term parking is available for customers. The Parking Garage is open 24/7, with cashiers on-duty between 7:00 a.m. and approximately 9:00 p.m. every day except Sunday. There is a parking validation program for merchants to purchase validation stickers to offer customers an hour of free parking in the Parking Garage; tickets can be purchased at the parking office. The covered sections of the garage are a good option for overnight parking during the winter parking ban. The parking ban is in effect November 15 through April 30 each year, between the hours of 12:01am – 7:00am.

In 2020 we hired two new employees; Parking Enforcement Officer Sean Grady and Administrative Clerk Lorraine Hennessey to fill two vacant positions. We also completed a large renovation of the Municipal Lot

behind Town Hall which included repaving, an overhead lighting upgrade to programmable LED lights, a new sidewalk and fence along the southwest boundary, and 4 new parking kiosks to replace the 85 single-space meters. This renovation also allowed us to revise the layout of the parking lot, which reduced the number of spaces slightly but allowed for larger parking stalls that are consistent with industry standards.

Parking Division Statistics	2015	2016	2017	2018	2019	2020
Total Tickets	21,883	18,576	22,591	17,180	16,648	12,476
Handicap	24	20	31	17	29	23
Loading - Bus	3	6	12	24	8	11
Left Wheels to Curb	67	51	130	98	73	70
Expired Meter	19,005	16,109	19,252	14,589	13,873	10951
Winter/Summer Parking Ban	562	399	1,322	787	778	466
2-Hour Zone	8	12	0	11	5	5
Improper Parking	340	309	300	264	295	122
Meter Feeding	284	164	22	2	339	107
2&3 Expired Meter Violation	737	435	103	249	348	142
Prohibited Zone	237	238	320	287	222	127
Towing Charge	4	11	28	20	18	3
No Town Permit	468	423	543	453	293	237
Restricted Area	134	70	52	53	21	9
Sidewalk	9	44	6	12	17	6
Ticket Appeals	2,103	2,140	1,034	1,021	1,095	959
Meter Revenue	701,142	735,234	732,522	697,428	856,812	442,515
Fine Revenue	344,071	272,967	377,807	394,221	254,095	232,241

Full-Time Staff at Year End

Administration: Chief Charles Dennis, Lt. Scott Rathburn and Administrative Assistant Elizabeth Rathburn. Prosecutor Christopher O'Connor; and Records Coordinator Sheryl Tallman. **Sergeants:** Matthew Ufford, Christopher Swain, Jeff Ballard (Parking) and Daniel Fowler. **Corporals:** Ryan Kennett, Ethan Ball and Michael Alterisio. **Patrol Officers:** Mark Ridge, Joe Landry, Detective Michael Benson, Robert DePietro, Tim Meenagh. Ethan Martin, Jawara Conde, Mary Magee and Audra Weber. **Communications:** Coordinator E. Douglas Hackett; Lisa Camarra, David Saturley, Tim Goodwin, Kevin Lahaye, Brian Paine and Diana Marx. **Parking Enforcement:** Parking Control/Facility Supervisor Christopher McEwen; Parking Enforcement Technicians Doug Lantz and Sean Grady; Parking Administrative Clerk Lorraine Hennessy; and Parking Cashier Richard Sorochak.

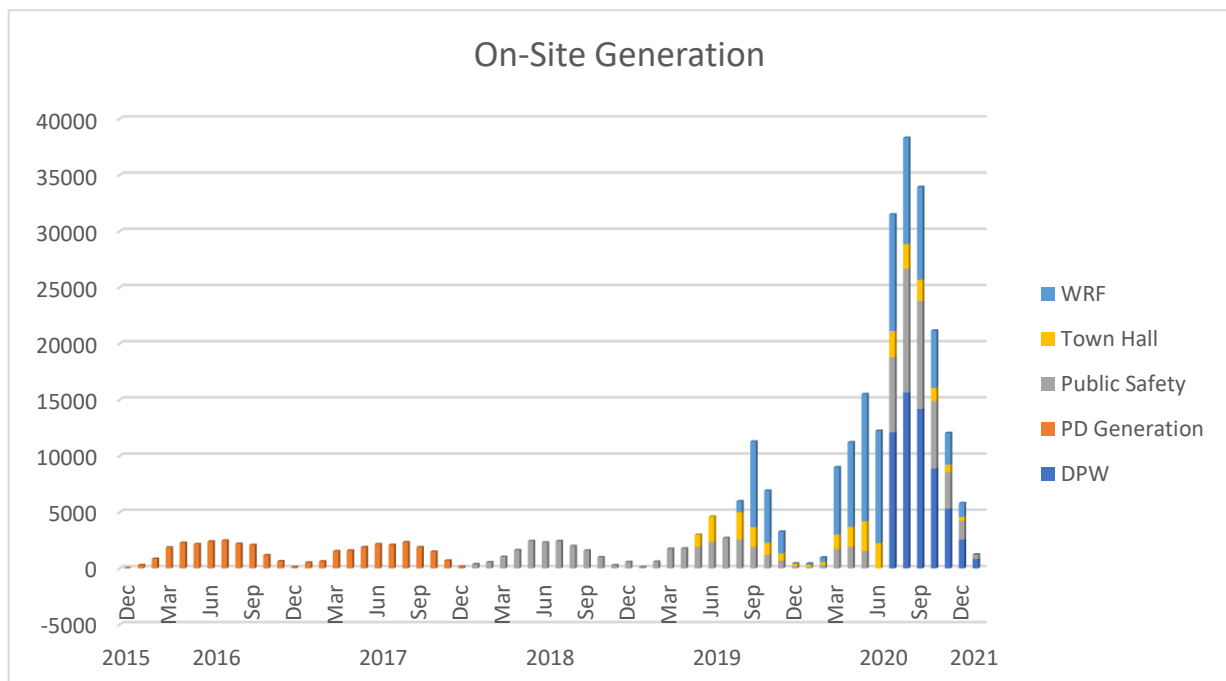
DEPARTMENT OF PUBLIC WORKS

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

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

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

- With the Town's vote to commit to 100% renewable electricity by 2030 and renewable sources for heating and transportation by 2050, the staff have been busy with Town projects and supporting Sustainable Hanover initiatives. This year we completed three solar installations on Town facilities and signed agreements for one more ground mount facility. At the end of 2020 generation capacity equaled 49% of the municipal consumption. By mid-summer of 2021, another 47% of generation capacity will be added. Based on 2020 consumption, 96% of the municipal electrical energy load will be offset by on-site solar generation. Four of the installations are or will be accomplished through third party financing using a power purchase agreement (PPA). The PPA allows the Town to take advantage of solar tax credits which it is not able to and upfront capital costs. The Town is budgeting to buy all the systems outright In FY28 or FY29, depending upon the location. It is fully expected that the municipal electrical energy needs will increase as staff transitions facilities and fleets from fossil fuels.





Solar on Winter Materials Barn @ Public Works



Grasse Rd Phase 1 Solar

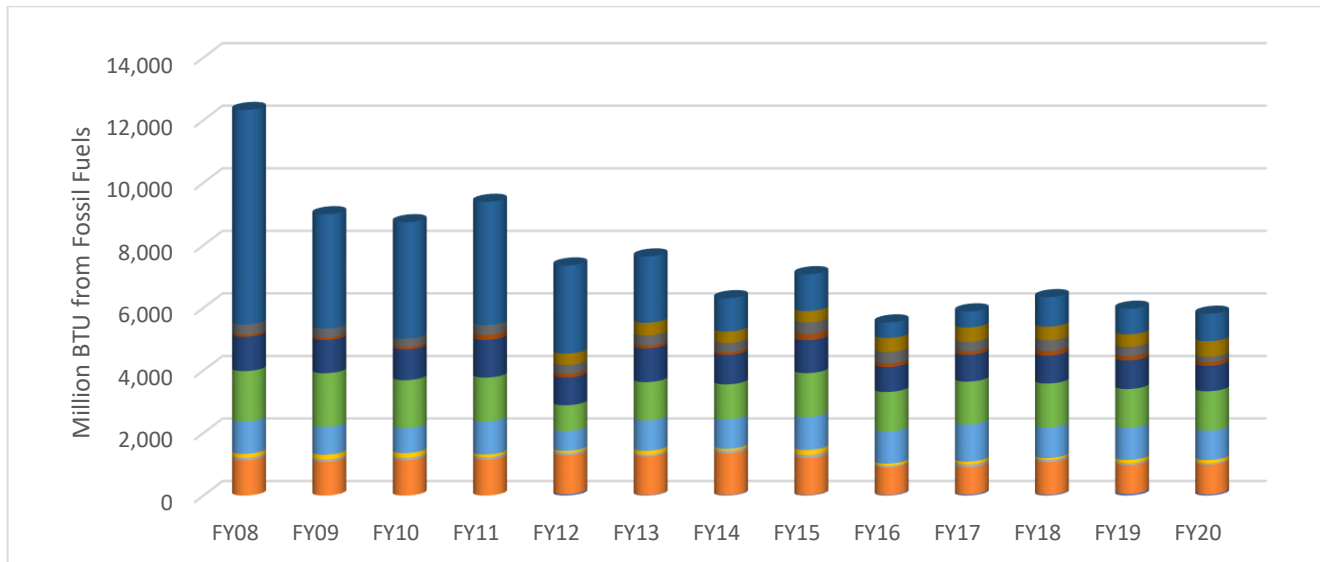
- Staff designed and constructed improvements to the Municipal Lot (Lot 1), installing a new sidewalk and parking kiosk.
- Staff designed, contracted, and assisted in the construction of improvements to Reservoir #1 spillway tailwater which was damaged in the July 1, 2017 storm. Funding was provided from FEMA through a grant.



Before

After

- There continue to be steady reductions in building fossil fuel usage as facilities transition to heat pumps for heating. Facilities which now include heat pumps as their primary heating source include:
 - Howe Library
 - Town Hall
 - Richard W. Black Community Center
 - Lyme Road Fire Station
 - Etna Library
 - Hanover Dispatch Center
 - Water Treatment Facility
 - Water Reclamation Facility Office
 - Parking Garage Office



Administrative Staff: Peter Kulbacki, P.E., Director; Michael Chase, Operations Manager; (Vacant), Utility Engineer; Gary Searles, Administrative Coordinator/GIS; and Adriane Coutermarsh, Administrative Assistant.

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

Significant projects completed during 2020/2021 include the temporary repair of the Howe Library's cooling system due to a 60-ton compressor failure. With help from ARC Mechanical, the system was re-piped to run off the remaining 40-ton compressor, allowing the Town the time to install a new heat pump system.

Several mid-sized projects included a bike parking and repair station on the top deck of the 7 Lebanon Street Parking Garage. This structure can park and secure 10 bikes. The facility includes a service area with tools and an air pump for minor bike repairs.



At Public Works an office was constructed to provide staff isolation and old windows in the Facilities Superintendent and Highway Supervisor's offices were replaced. LED (light emitting diodes) lights were installed in the Grounds bays, Line Maintenance bays, sign shed and pole barn. LED lighting upgrades were installed in the Water Department shop area as well.

Work was done at the Raw Water building to make it a net-zero building. This entailed removing roof penetrations and sealing holes, insulating the buildings envelope. Also, a new roof and LED lights were installed.



Town Hall now has nice granite steps for the side entry that will service the town for many years. The previous deteriorating concrete steps were replaced by Neil H. Daniels.



Town Hall Stair Replacement

Small projects include stripping and waxing the tile floors throughout all Town buildings. Water dispensers with bottle-filling capabilities were installed at the RW Black Recreation Center. At the Hanover Police Department, the Sally Port floor was resurfaced and walls were painted. We rebuilt the shed at the 7 Lebanon Street Parking Garage that temporarily housed e-Bikes in a pilot program available to residents. Time was spent building seasonal decorations and giving the downtown area holiday music.

COVID-19 concerns consumed a lot of time and resources, including constructing sneeze guards, clock-in stations, sanitizer dispensers, and numerous other employee accommodations. I am proud of how my staff and other departments performed during the difficult times.



Sneeze guards Town Hall



Sneeze Guards RW Black

Energy-efficiency projects continued including installation of LED-lighting in all town buildings, with the process nearing completion. Solar projects at the Water Department are on-schedule with phase 1 up-and-running and phase 2 scheduled to start this summer. Heat pumps are working at the Howe Library and the RW Black Recreation Center.



Howe Library Heat Pumps



RW Black Heat Pumps

Facilities Division Staff: Ross Farnsworth, Facilities Superintendent; Ed Woodbury, Facilities Maintenance & Operations Technician; Wayne Piekarski, Head Custodian; Mark Curulla, Custodian; Robert Sumner, Custodian

The Town should be proud of the amount and quality of work that gets accomplished every year from such a small staff. Ed Woodbury does a fantastic job keeping the Town's buildings looking good and running well. Wayne Piekarski, along with Mark Curulla and Robert Sumner keep the buildings clean and safe. These employees understand that we are a support group for all other Town departments and the public. They try to do what is needed to make life easier, cleaner, more efficient, and safer. They work hard and take considerable pride in doing their job.

Ross H Farnsworth
Facilities Superintendent

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

Accomplishments for 2019-2020:

- Highway staff completed the replacement of a large culvert on Old Dana Road next to the Old Dana Cemetery. This involved excavation, erosion controls, installation (128 x 83 pipe arch) including 18" embedment & gravel stream bed within the culvert, overflow culverts, headwalls and restoration. With the dry summer the work was able to be carried out with no effect to the stream which was not flowing during construction.



- Highway staff completed construction work for a new sidewalk, parking, fencing and kiosk for the municipal lot (Lot 1). This included excavating, installing conduit for future car chargers and new pavement preparation.



- Working with Dartmouth College, Highway staff built a new sidewalk on the West side of West Street connecting Maple to Wheelock Street sidewalks. Staff completed all the excavation, bedding, drainage improvements and restoration of surfaces.



West Street looking North

West Street looking South

- Highway staff continue to repair and replace road signs throughout town. This could be anything from updating signs for reflectivity, repairing, or replacing signs that have been inadvertently damaged or stolen. Upgrading of street name signs continued throughout the year. This will help emergency vehicles find streets more easily and bring the town into compliance with federal standards of the Manual Uniform Traffic Control Devices (MUTCD). In addition, we completed an inventory and GPS finding of ALL signs located in the town rights-of-way.
- 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. Our road marking responsibilities continue to increase with added pedestrian warning symbols.
- Ditching continues to be an ongoing process. We continually try to ditch areas that will be paved the following year. This maintenance also is continually performed in known problem areas.
- During the fall months Highway staff work aggressively to clean all town ditches of leaves and fallen debris. This takes countless hours to accomplish. This limits our exposure to road washouts caused by bunched up leaves and sticks or leaf-choked culverts. It also helps with spring runoff and grading.
- Roadside mowing happens throughout the summer and fall months. This helps keep unwanted brush from growing in our ditches and the Town right-of-way. This also helps maintain sight lines for safer traffic flows.
- The deck and guard rails of the bridge at the bottom of Stevens Road were replaced by M.E. Bean Associates out of Sanbornton, NH in a 3-week period. The deck is now a pre-cast concrete structure replacing a corrugated metal and asphalt deck. The bridge now has an expected life of an added 75 years.



Stevens Road Bridge

- Our traffic lights continue to receive upgrades. This included new cabinet hardware to new LED bulbs as well as Audible Pedestrian Systems (APS) at the new West Street and West Wheelock and Main and Wheelock intersections. These devices will enable visually impaired pedestrians to navigate crosswalks and improve the Town's commitment to ADA.
- Added pedestrian improvements were made to mid-block crossings with the standardization of Rapid Rectangular Flashing Devices (RRFD) which will in the future include additional pedestrian activated lighting. Staff has identified 17 mid-block crossings which will receive improvements based on available funding that are prioritized by pedestrian volumes and proximity to schools and slower crossers.
- We continue to improve traffic flow throughout town through upgrades of traffic controls, including the ability to collect vehicle data and coordinate signals.
- An approximately 4,800' section of Ruddsboro Road was rebuilt beginning at King Hill Road heading toward Lebanon. By rebuilding this section of roadway, the travel condition will remain at an acceptable level longer increasing the pavement restoration/treatment cycle by 40% or 4-5 years.
- Highway Division personnel have gone beyond their normal tasks to provide added services to other divisions of the Town as well.

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

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



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

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

Highlights of 2020:

\$10,059.00 in sales of decommissioned and surplus town property
Assisted Highway with snow removal (42 overtime hours)

Staff training included: Bucket truck operator training, Hazardous Waste Coordinator training, UST recertification training.

Repurpose (1) 2016 Police Utility vehicle to accommodate the Hanover's Health/Safety Officer
Explored options for street sweepers, sewer jetting and catch basin cleaning equipment. Prepared specifications for, took delivery of, or set up the following equipment for the departments listed below:

Highway Division:

- (1) 2020 Western Star dump truck, plow, and sander
- (1) 2019 Trackless MT7 sidewalk plow and sander
- (2) 2019 Ford F350 4-wheel drive, plow, and sander
- (1) 2020 Cat 926M Wheel Loader
- (1) 2021 Cat 920 Wheel Loader (5-year lease)
- (1) 2020 Falcon Asphalt Hot Box
- (1) 2021 Western Star tandem axle dump truck and sander
- (1) 2016 Ford F550 Bucket truck

WRF / LM&C Division:

- 2019 Ford Ranger
- (1) 2021 ECO Sewer Line cleaner

Police Department:

- (4) 2020 Ford Police Utility Hybrid vehicles

Parks & Recreation Division:

- (1) 2020 Kubota L47 Loader/Backhoe and brush hog mower
- (1) 2019 Ford F350 w/ plow

Fire Department:

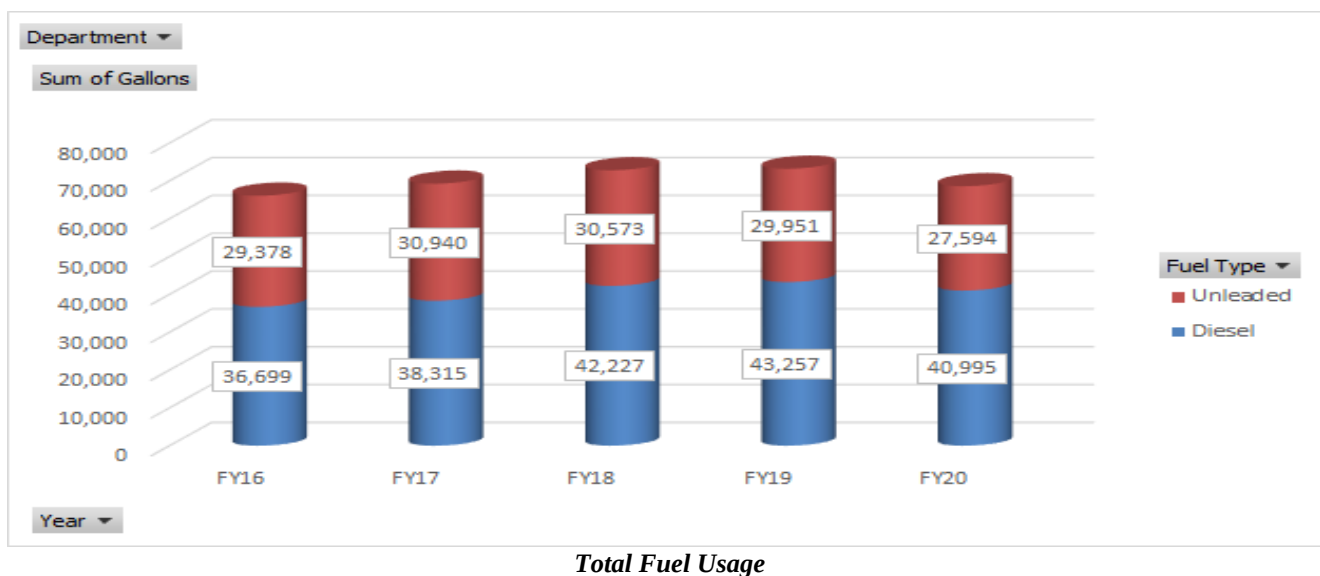
- (1) 2019 E-One Cyclone II - Rescue Pumper
- (2) (1) 2019 Ford F550 Ambulance #2

Facilities Division:

- (1) 2020 Ford F150

Water Division:

- (1) 2019 Ford F350 w/ plow



Fleet Maintenance Division Staff: Donald Foster, Fleet Superintendent & Fleet Parts; Mark Bean, Mechanic; Larry Holmes, Mechanic; Mike Kidder, Mechanic.

LINE MAINTENANCE & CONSTRUCTION DIVISION: The Line Maintenance & Construction crew handles the safe and uninterrupted flow of wastewater from the source to the treatment facility. They maintain and improve 44 miles of the gravity sewer lines and over 1,200 sewer manhole structures.

The crew consists of James Cray, the Line Maintenance Supervisor, and Todd Bragg, the Line Maintenance Worker, to provide the services and work needed to keep the collection system serviceable and up to date.

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

- The Line Maintenance crew handles the preventive maintenance of over 44 miles of collection system pipe using a high-pressure flushing unit, a manual rodding unit, and an assortment of specialty tools and small equipment. Approximately 4,500 feet of sewer line are flushed on a monthly basis to prevent any back-ups and maintain uninterrupted flow from the Town's collection system to the treatment facility. This number will continue to go down because of the aggressive sliplining program. 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 41,000 feet of line. Root-cutting is now done with the high-pressure flushing unit that has a special nozzle. This number also was reduced due to the sliplining efforts of the Department. It is faster and does a better job than the older root-cutting machine.
- The Line Maintenance Division has been using some of the new trenchless technology referred to as "Sliplining." Sliplining involves lining an old pipe with new PVC pipe without digging up the road or any other invasive excavation on private or Town property.
- This year we were able to line 1,050 linear feet of sewer line.
- 41,600 feet of line has been jetted and cleaned in addition to monthly routine cleanings.
- 4,900 feet of lines have been cleaned, observed and documented using CCTV (closed circuit tv recording).
- We installed one new manhole, repaired six, and repaired inverts for two. Work continues with manhole repairs and inspections. This year we tried a newer technology of manhole lining with a spray type grout. Two manholes were lined with successful results.



- The Line Maintenance crew is continuing its efforts in the collection of data from the wastewater collection system so it can be digitized into the computerized data and maps system. This data collection is approaching completion but will always be a continuing effort to keep and maintain real-time information and updates to the collection system.



- The crew provided the mowing and maintenance of five to six miles of sewer line rights-of-way. Several of these rights-of-way and easements have been trimmed of brush, trees and debris that can potentially hamper the crew's ability to maintain the system. Most of these easements and rights-of-way are also used as walking paths for the public. Along with the regular maintenance of these areas, the crew also maintains two pocket parks in town.
- The crew is working on re-conditioning the sidewalk benches on Main Street. Two to three benches are done each year. This work is done during the winter months when the benches are removed from Main Street. Reconditioning includes disassembly of the benches, scraping and sanding the components and repainting metal parts, refinishing wood parts and then reassembly.
- The crew continues to diligently take on the responsibility of maintaining the Town's sidewalks during winter months. The crew also continues with help and support of the snow removal in town.
- Throughout the year, the crew continues to aid other departments with projects, repairs, and emergencies wherever needed. They continue to assist with many other smaller projects such as fire hydrants, mainline valves, and service valves.
- The Line Maintenance crew does have personnel from other departments who have been cross trained to respond and assist in any emergency that may require additional people. These employees are Chris Berry, Jim Messier, Matthew Walker, David Field and Bernard Hazlett.

WATER DEPARTMENT: The beginning of 2020 not only began with the COVID-19 pandemic—in March we entered a moderate drought which continues through the writing of this text in March of 2021. Although rainfall was less than usual, the COVID shutdowns dropped the average daily demand to 780,000 gallons which enabled the Town to hold off the need for water restrictions which were implemented in surrounding communities. The Water Department handles the operation and maintenance of the treatment facility located at 41 Grasse Road, where we produced, on average, 780,000 down from 851,000 gallons of water per day in 2019. The distribution system includes 41 miles of distribution lines throughout the town, 325 fire hydrants, and 975 gate valves that require year-round maintenance. We also maintain 3 reservoirs and 4 storage tanks as well as 1,927 water meters. The meters are in an Advanced Metering Infrastructure (AMI) network that allows us to read these meters remotely. Soon to be rolled out will be customer access to meter reading data. This will allow users to see how they use water, be alerted to leaks and to receive notices of potential disruptions and water emergencies.

Water Department personnel take considerable pride in their work with a goal to provide the best quality uninterrupted service possible to all customers while providing clean, safe, and reliable water.

Statistics

- Length of distribution lines	= 40.8 miles
- Number of Metered Accounts	= 1,927
Water Accounts	= 1,820
Sewer Only Accounts	= 107
- Number of hydrants	= 325
- Number of reservoirs	= 3
- Total Impounded Volume	= 415.6 million gallons
- Number of storage tanks	= 4
- Total volume in storage	= 2.38 million gallons
- Total volume of water processed in 2019	= 311 million gallons
- Average daily volume processed in 2020	= 780,000 gallons

2019-2020 Projects

- We began the year with replacement of failing water meter transmitters and expected all transmitters to be replaced by July 1, 2020. However, with COVID concerns by residents and to protect staff the replacement program was suspended with 20% of the remaining to be replaced. Once a safety protocol was developed replacements continued albeit at a much slower rate. It is not expected that the upgrades will be completed until the majority of COVID restrictions have been lifted.
- Responded to two water main breaks and four leaking service lines.
- Completed repairs to the Reservoir #1 spillway tailwater and training walls that were damaged in the FEMA-declared event of July 1, 2017.



- Assisted the Highway Department with snow removal operations.
- Rebuilt several pumps and motors at the treatment facility.

Water Department Staff: Dylan McDermott, Senior Water Technician; Matt Walker, Bill Brown and Jim Messier, Water Distribution Workers.

Water Reclamation Facility {WRF}



Facility aerial view

Water Reclamation Facility staff:

Kevin MacLean – Superintendent, Mark Roper – Industrial Pre-Treatment Coordinator / Compliance Manager,
Dennis Smith – Maintenance Technician,
Jason Goodrich – Treatment Technician, Richard Scheuer – Lab Technician, Wyatt Ulman – Treatment Technician

General statistics for 2020 include:

- To say that 2020 was a challenging year is an understatement. The performance metrics listed below show a significant reduction from past years due to the COVID-19 pandemic. The facility remained operational and in compliance through it all and the staff remained healthy and dedicated to carrying out the necessary duties.
- Treatment of 379 million gallons of raw wastewater to secondary treatment levels. This is a decrease of 116 million gallons or 23% from 2019 levels. Total precipitation recorded for 2020 was 27.0” of rain and 43.0” of snow. These amounts show a 9” decrease of rain and a decrease of 5” of snow from last year.
- The Water Reclamation Facility received 199,243 pounds of Total Settleable Solids {TSS} and 223,120 pounds of Biochemical Oxygen Demand {BOD}-*these are measurable parameters established in our permit*. These quantities depict an increase of TSS. In 2020 the WRF continues to average of **98%** of the TSS and **98%** of the BOD from the wastewater last year. *Our permit mandates that we achieve a minimum of 85%*. These figures represent a 32% decrease in TSS loadings and a 25% decrease of loading for BOD.
- There were no reportable violations of our permit in 2020.
- Production of 679 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 a decrease of 23% from 2019.
- 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*. We continue to meet NH “Low metals” certification of our biosolids, due to the effectiveness of the Industrial Pretreatment program.

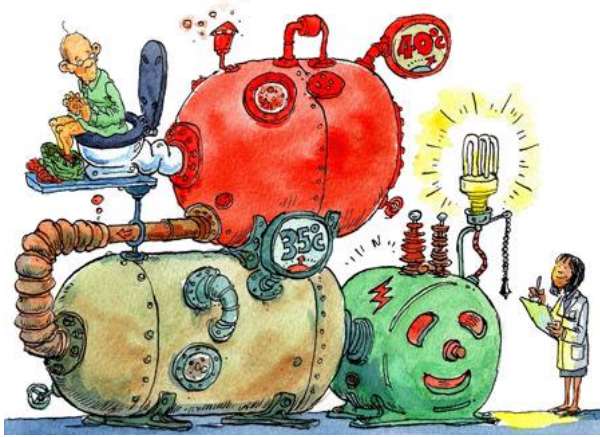
- Industrial Pre-Treatment Coordinator, Mark Roper continues to be extensively involved in the public outreach effort to curb illicit disposal methods of Fats, Oils and Greases [FOG] into storm drains from cooking establishment grease hood cleaning operations. Mark was also the main contact for the facility as it pertained to the joint effort with Dartmouth Hitchcock Memorial Hospital and efforts to confirm and trace COVID-19 markers throughout the wastewater collection system.
- The National Pollutant Discharge Elimination System {NPDES} is the Federal and State issued standards that the facility is allocated to legally discharge into the Connecticut River. This permit is typically administered in 5-year cycles. The existing permit expired at midnight on January 31st, 2020. At this time, a replacement permit has not been drafted for review, however we are administratively covered under the old permit until that point. It is unclear what may be included in the new permit, but staff is working with Wright Pierce Engineering to review current conditions and additions in the next permit.
- The joint project between the Town and Dartmouth College to replace the pump station adjacent to the Ledyard bridge is nearing completion and should be online by the end of May 2021.



- Two (2) new primary clarifier drive mechanisms have been installed and one (1) tank has been coated to protect the concrete and mechanism steel. The second tank will be done in the Spring of 2021.



- *A kind reminder from “the plant” – your toilets, sinks, showers, and tubs are for personal care and hygiene, and they are not trash receptacles. Please refrain from disposing of cooking grease/oil, harsh cleaners/solvents, paints, medications, chemicals, pesticides, dental floss, plastics, reinforced paper towels, etc. into your system. IF IT IS NOT TOILET PAPER OR RELEASED FROM YOUR BODY – IT BELONGS IN THE TRASH CAN.*



The WRF typically hosts many tours each year – except for this year. Hopefully, some normalcy will return, and we can welcome interested individuals to see what goes on at the end of Pine Knolls road once again.

Sincerely,

Kevin MacLean – Superintendent
Hanover Water Reclamation Facility

(This page intentionally left blank)



REPORTS FROM
BOARDS,
COMMITTEES,
AND
OTHER AGENCIES

ADVANCE TRANSIT

Advance Transit, Inc. (AT) is a bi-state regional nonprofit 501(c)3 public transportation system headquartered in Wilder, VT. Our services include **FREE** regularly scheduled fixed-route bus service, park-and-ride shuttles, and ADA paratransit service. Information on routes and schedules can be found at www.advancetransit.com.

AT is committed to the following **goals**:

- Reduce traffic congestion in village centers and help preserve the small-town character of area communities.
- Provide area commuters with an efficient and convenient alternative to driving alone.
- Assist towns, employers, and area institutions with parking management strategies.
- Provide improved access to jobs and increased employment opportunities for area.
- Help ensure that area senior citizens can continue to participate fully in their communities without driving a car.
- Provide enhanced mobility and improved transportation options for area residents with disabilities.
- Offer convenient transit access to area hospitals, shopping centers, schools, and community agencies.

The free AT smartphone app – updated and better than ever. The app use is growing thanks in part to efforts by Vital Communities.

Transit, made easy.

**FIND YOUR BUS.
PLAN YOUR TRIP.**

REAL-TIME
from our friends at
Advance Transit.com



Electric Bus -AT has received a grant to assist in the purchase of electric buses with expected delivery this year, the first in the Upper Valley. The award will cover a substantial portion of the vehicle's cost. However, AT will still have to raise a significant amount through a capital campaign.

Thank you for helping AT to realize our vision by riding the bus and providing financial support.

Mark Beliveau and Robert Houseman, Hanover Representatives to the AT Board.

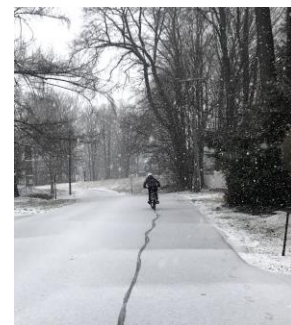
Hanover Bike Walk Committee

In a year of heartbreak, walking and biking shined as a critical means of mobility, a needed respite, and a chance for our community to safely socialize. With fewer vehicles on the road, we discovered a world more inviting to walking and biking, one with al fresco dining, unparalleled demand for bicycles, and lots and lots of walking. Schools reported record numbers of walkers on Walk to School Day, even without a coordinated parade.

“If I couldn’t walk fast and far, I should just explode and perish.” - Charles Dickens

2020 also refocused our attention on inclusion, justice and climate. Key to our mission is creating an environment where people of all ages and abilities feel free to walk and bike throughout Hanover, connecting people, places, goods and services. We’re updating our Walk Bike Plan to reflect the improvements of the past decade, help the town reach its sustainability goals, and increase access to walking and biking for all.

We’ve been pushing forward in support of a 25mph safe speed limit, robust standards for walking and biking street markings, and improved ADA accessibility, like the new audible crosswalks downtown! We’ve helped more people get on bikes by teaming up with Dartmouth Bikes to host a physically distanced free Bicycle Fix It Pop Ups, fixing over a hundred bikes! We volunteered at the E-Bike Lending Library, lending out over 60 e-bikes. We’ve been mapping walk bike amenities, including all of the town’s walking paths, and thanking those who have made Hanover more walk bike friendly. We’re actively extending outreach to the community about walking and biking needs, developing a following on Facebook, and connecting up with other walk bike organizations in the state. And to further some of the outdoor fun, our HBW volunteers helped construct an ice slide at the Ray School!





SUSTAINABLE HANOVER COMMITTEE

What a remarkable year—2020 may have been the most challenging yet for Sustainable Hanover, just as it was for everyone facing the global pandemic. That said, thanks to laudable efforts by our volunteers, partners, town staff and many others across the community, there is much progress to report. We have made notable headway on the path to 100% renewable electricity. Using the zoom platform necessitated by the pandemic, we hosted and sponsored a record number of online programs reaching beyond the geographical and chronological constraints usually imposed by in-person attendance. We welcomed new committee members Nancy Serrell and Ben Steele who helped us expand into new topic areas--Nancy for reducing food waste and Ben for electric vehicles.

Ten years ago, Sustainable Hanover established five goals, one of which was to achieve “a vibrant and efficient economic and social structure (where) we are all enjoying access to sufficient food, shelter, education and healthcare”. This year we revisited what this goal means as our society confronts glaring issues of injustice and inequity. With support from the newly formed Inclusion, Equity, and Justice task force led by Judi Colla, we are dedicating renewed effort to ensure that our programs are accessible and inclusive in design and implementation.

Our communications team is beginning the development of a new webpage to make it easier for residents and others to access information about our many projects. The web project is led by Stowe Beam. The SH Newsletter completed a second successful year publishing quarterly issues under the leadership of co-editors Dennis Robison and Rob Taylor. You are invited to subscribe at www.hanovernh.org/subscribe. Back copies are archived at the SH website (<https://www.hanovernh.org/sustainable-hanover-committee/pages/newsletters>).

We gratefully acknowledge the assistance of community members, including Tuck Professor Kevin Keller for consultation with our communications team, History Professor Matt Delmont whose guidance helped us launch our equity, justice and inclusion task force, and Earth Science Professor Erich Osterberg who gave a compelling climate presentation at our Solarize webinar.

We’re excited to announce our next Annual Forum is scheduled for April 29, 2021. We are looking forward to a wonderful and varied virtual event open to all so please join us online. Announcements will be issued on the Town E-News and the Hanover listserv.

As always, Town Manager Julia Griffin, Public Works Director Peter Kulbacki, Planning Director Rob Houseman, and Sustainability Director April Salas were essential partners in all our efforts. We give heartfelt thanks to this remarkable team for their invaluable and tireless wisdom and support.

ENERGY

Sustainable Hanover launched its Energy Initiative in July, 2017, to “lead, support, and engage the community” in its efforts to achieve the ‘Ready for 100’ goals of 100% renewable energy for electricity by 2030 followed by heating/cooling and transportation by 2050.

Value statements adopted in our first year include a commitment to “an accessible, inclusive, and equitable process for both getting to and maintaining our vision” as well as a dependence upon “ideas, leadership, and participation from entities throughout the town.” To that end, we are grateful to Matthew Delmont, the Sherman Fairchild Distinguished Professor of History at Dartmouth for sharing his expertise with us and helping us recommit to intentional efforts in this area. The pandemic brought the inequalities of our society into sharp relief, including air pollution from brown energy being linked to increased numbers of covid cases, as well as access to affordable housing and high-speed internet. The obvious discrepancies and the economic challenges of transitioning to clean energy were the subject of many discussions and Sustainable Hanover will work to incorporate policies to address Equity, Inclusion and Justice in our future work and projects.

Recognizing that “the greenest energy is the energy we don’t use,” we are pleased to report that electricity consumption is continuing to drop town-wide from 119,251 MW in 2019 to 111,640 MW in 2020. The decline since 2013 is 15.4 percent. In collaboration with Liberty Utilities’ NHSaves program, Andrew Hatch of Resilient Buildings Group spearheaded his third year of efforts to help commercial, industrial, and municipal customers access energy-efficiency technical assistance and incentives. Andrew now has over 80 projects in the region, 38 of which are in Hanover. His efforts have facilitated \$1,000,000 worth of incentives in the Upper Valley and reaped an annual savings of more than 6 million kWh’s of electricity!

In January, under the able leadership of Barb Callaway, WEATHERIZE Hanover, a collaboration with Vital Communities and Liberties’ NHSaves, was launched to help Hanover residents improve the energy efficiency of their homes. Due to the pandemic, we shifted from in-home audits to virtual outreach via listserv postings, SH Newsletter articles and webinars. We provided information on weatherizing one’s home, DIY opportunities and assistance with the NHSaves rebate application. Collaborating with energy committees in Enfield, Canaan, Plainfield and Cornish had the additional benefit of strengthening bonds with our neighbors. At least 86 residents signed up to make their homes more energy efficient and contractors have completed at least 18 audits and 10 projects.

In addition to efficiency work, we have made solid progress in our march towards 100% renewable energy. Our SOLARIZE campaign finished Year 2 of a three-year drive to double the number of residences powered by solar. Hanover homeowners chose from fixed solar panels for roof or ground, a rotating solar tracker, or membership in NH’s first community solar project. The end of 2020 saw 193 homes powered by clean local energy, 14 courtesy of the community solar project. We are optimistic about reaching our goal of 250 solar homes by 2021. Meanwhile Dartmouth added 3 large rooftop systems and the town installed a 702 kW ground array on Grasse Road. Community-wide, Hanover’s solar capacity nearly doubled from last year to 4,009 kW in 2020.

The Community Choice Aggregation Bill passed in 2019 allows municipalities to purchase electricity on behalf of its residents. In January 2021 the Town joined the Community Power Coalition of NH (CPCNH), a statewide coalition to support implementation of the bill. SH members are assisting town staff in developing an Electric Aggregation Plan for Select Board endorsement and Town meeting approval. The EAP is the first step towards creating Hanover Community Power, an entity that will enable residents, businesses, institutions, and others to select from a menu of electricity options, including a 100% green power option, rather than defaulting to Liberty’s power which is derived largely from natural gas and nuclear power.

TRANSPORTATION

In July, the Energy Subcommittee established a Transportation Task Force to work towards the goal of 100% renewable transportation by 2050. The task force’s main emphasis has been to educate residents on the benefits of electric vehicles (EV’s). A survey invitation sent out on the Hanover listserv and Town E-news yielded 86 owners of all-electric vehicles or plug-in hybrids in Hanover and surrounding towns. Sixty-eight of these owners offered to provide information to prospective buyers on their cars or EVs in general. We offered basic information on EVs and contact information for current owners identified by the survey. As of March, 45 people have requested this information.

The task force is also canvassing Hanover employers on the availability of EV chargers on their property, offering information on chargers, and encouraging installation. Progress towards the goal of 100% renewable

transportation by 2050 will be tracked by the town vehicle registration system. Thirty-nine all-electric cars were registered in 2019 and the numbers for 2020 will be available shortly.

SH and seven other local energy committees created the Upper Valley E-Bike Library to introduce electric bicycles as a healthy low-emission transportation choice for commuting and other local trips. In October SH hosted the Library's stop in Hanover. 65 residents borrowed an e-bike overnight or came for a test ride on a Demo Day. For many it was their first e-bike experience and the feedback was overwhelmingly positive. Post-loan surveys indicate many are considering buying an e-bike, some to replace a second car.

Besides SH, more than a dozen organizations contributed to the Library's success. Six expert cyclists from Bike Walk Hanover and the Upper Valley E-Bike Initiative provided individual consultation with each borrower before their first ride. Their expertise was also tapped for route suggestions and the development of a Hanover e-bike resource sheet.

E-bikes were checked out and returned at the Town's new covered bicycle parking area at the parking garage. Ross Farnsworth and his Public Works team supplied a wonderful space for overnight charging and secure storage. Planning for the Library was generously facilitated by Vital Communities. Local Motion, a Burlington-based non-profit, supplied the reservation system, rental expertise and administrative management.

The UV E-Bike Library returns to Hanover with an expanded fleet for three weeks beginning the week of May 9, 2021. Watch for an announcement on the Town E-News. Based on the enthusiastic response to last year's event, we suggest you sign-up early for your e-bike appointment.

RECYCLING AND WASTE REDUCTION

After 10 years of running an enormously successful yard sale, covid-19 interrupted our flow. Many of us have had time to clean house and are now looking forward to a future sale when restrictions are lifted.

2020 changed several things on the recycling front. New totes were distributed to all residents and glass was taken out of the zero-sort mix for curbside pickup. Residents may take their glass to a collection point the Town DPW has provided so the discarded resource can be upcycled into fiberglass rather than wasted. A large collection bin can be found just outside the Water Reclamation Plant at the back of the Pine Knoll Cemetery. There are plans for the temporary container to be replaced by a larger, more user-friendly version.

There is no charge to Hanover residents for curbside recycling. If preferred, sorted recyclables can be taken to the Lebanon Solid Waste and Recycling Facility. We continue to focus our efforts on reducing and reusing rather than simply recycling. We support food waste reduction and encourage composting. Composting in your backyard is free but if you choose to use Nordic Waste or take your food scraps to the Lebanon landfill, there is a charge. See our website for details and prices

<https://www.hanovernh.org/sustainable-hanover-committee/pages/composting-resources-hanover-residents>

COMMUNITY CLIMATE CONNECTIONS

Like so many organizations last year, C3 was forced to change plans and improvise to accommodate COVID restrictions. In January of 2020 we initiated Climate Conversations to gather monthly with community members for informal discussions about topics such as environmentally friendly clothing, recycling and waste. Unfortunately, this effort was put on hold after only two, well-attended sessions due to COVID lockdowns.

Rebecca Paquette's efforts on the NH legislative process were hugely successful in 2020, as she put together two well-attended webinars about how the legislative process works. In addition, Rebecca sent out regular communications regarding important, upcoming environmental legislation so that individuals could voice their support, or dissent, for various bills. Rebecca is also in touch with our local representatives regarding environmental legislation.

As a group, C3 was responsible for dozens of “Who Knew” blurbs appearing in local listservs. Topics included: weatherizing your home, composting, energy policy, wind turbines, LED lighting, and many more.

C3 took advantage of the lockdown to focus on narrating our individual “climate stories.” This is a work in progress as we hope to include climate stories from other members of the community and make them available through our SH website and newsletter.

SUSTAINING LANDSCAPES

The School Street Park is starting to feel like a park! When the land thawed last spring, the three benches were installed in the contemplation area. Signage now welcomes people from either direction and celebrates those who have supported the park’s creation. Lighting was installed in the summer. Throughout the year we weeded, pruned, and planted additional shrubs. The Director of Hanover Parks and Recreation, John Sherman has been working with a local craftsman to create two natural benches, which were in process, but stalled due to Covid. The goal is to have the benches added in Summer 2021. Committee members Susan Edwards, Judy Reeve and Lyn Miller planted a slew of daffodils in the fall of 2020, which we hope will be in full bloom by the time this goes to print! We look forward to having an official opening for the park in Fall 2021 when hopefully people can gather again.

* * * * *

A final note—a huge thank you to our SH volunteers who contribute countless hours of thought and effort to our work. We never cease to be amazed at their dedication, creativity, and willingness to work together for our common goals and the greater good.

Respectfully submitted,

Yolanda Baumgartner, co-chair
Marjorie Rogalski, co-chair
sustainablehanovernh@gmail.com

Sustainable Hanover Committee: Yolanda Baumgartner (Co-Chair), Stowe Beam, Barbara Callaway, Judith Colla, Susan Edwards, Julia Griffin (Town Manager), Rob Houseman (Director, Planning and Zoning), Chris Kennedy, Peter Kulbacki (Director, Public Works), David McManus, Dennis Robison, Marjorie Rogalski (Co-Chair), Emily Rogers (Hanover Food Coop), Katherine Salamido, April Salas (Director of Sustainability), Nancy Serrell, Marcus Welker (Dartmouth College)

Energy: Yolanda Baumgartner (Co-Chair), Stowe Beam, Barbara Callaway, Judith Colla (Co-Chair), Robin Kaiser Gish, Julia Griffin (Town Manager), Rob Houseman (Director, Planning and Zoning), Peter Kulbacki (Director, Public Works), David McManus, Dennis Robison, Marjorie Rogalski, April Salas (Sustainability Director), Katherine Salamido, Ben Steele, Robert Taylor, Heidi Trimarco

Transportation: Yolanda Baumgartner, Bill Brown, Judith Colla, Dennis Robison, Marjorie Rogalski, Ben Steele (Chair), Orian Welling

Recycling and Waste Reduction: Mary Donin, Susan Edwards (Chair), Carolyn Frye, Joyce Noll, Teresa Odin.

Sustaining Landscapes: Susan Edwards, Lyn Swett Miller (Chair), Judith Reeve, John Sherman (Director, Parks & Recreation)

Community Climate Connections: Barbara Callaway, Suzanne Cronkite, Robin Kaiser, Lyn Miller, Rebecca Paquette, Judith Pettingell, Sarah Young



Connecticut River Joint Commissions

10 Water Street, Suite 225

Lebanon, NH 03766

(603) 727-9484

<http://www.crjc.org>

CRJC Upper Valley Subcommittee Annual Report - 2020

The Upper Valley Subcommittee of the Connecticut River Joint Commissions (CRJC) meets every two months and consists of up to two volunteers nominated by participating municipalities, with allowance for alternates. Since March 2020, the Subcommittee has met via video conference call and continues to while state emergency orders are active due to the COVID-19 pandemic. Current members of Vermont are Ben Dana from Fairlee; Lynn Bohi and David Barrell from Hartford; Bill Bridge, Tara Bamford and Linda Matteson (alternate) from Thetford; and openings in Bradford & Norwich. Current members of New Hampshire are Alice Creagh from Hanover; Ruth Bleyler, Eric Agterberg and Bruce Garland (alternate) from Lebanon; Bill Malcolm from Lyme; Carl Schmidt and Edmond Cooley from Orford; and Karyn Brown and Helga Mueller from Piermont. During 2020, Jim Kennedy from Hanover served as chair and Lynn Bohi of Hartford served as vice-chair. Those communities with one representative have an opening for a second volunteer.

The Subcommittee provides a local voice to help steward the resources on or affecting a portion of the Connecticut River, particularly on topics related to the maintenance of good water quality and wildlife habitat. Meeting and events are open to the public. The Subcommittee is one of five that are a part of the Connecticut River Joint Commissions. Specific responsibilities include providing feedback to NH Department of Environmental Services, VT Agency of Natural Resources and municipalities on matters pertaining to the river; reviewing and commenting on proposed permits and plans; and maintaining a corridor management plan.

The Subcommittee stayed up to date and commented on a number of issues including Vermont basin management plans, changes to the NH wetlands permitting process, and CRJC's new strategic plan. The Subcommittee recommended the incorporation of increased training for road crews, which was incorporated into the basin plan. The Subcommittee reviewed and commented on a series of permits and activities including Quail Hollow Phase V and Westboro rail yard in Lebanon; new dock in Hanover; boathouse in Lyme; and a new home and application of glyphosate in Lyme. Letters were submitted for each review, including comments on the incorporation of living shoreline techniques, tree removal, consideration of brownfields and pollutant run-off.

If you or someone in your community is interested in learning about or contributing to river management for the watershed, including serving as a liaison to the Upper Valley Subcommittee, please contact our staff support Olivia Uyizeye at ouyizeye@uvlsrpc.org or visit our website at www.crjc.org to learn more.



***Connecticut River Joint Commissions – FY 2020 Annual Report
July 1, 2019 through June 30, 2020***

Suite 225, 10 Water St., Lebanon, NH 03766.

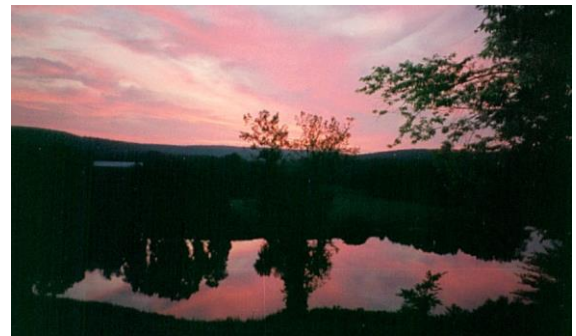
Website at <http://www.crjc.org>

CRJC continues its mission to preserve the visual and ecological integrity and working landscape of the Connecticut River Valley. With five local subcommittees and over 100 volunteers, CRJC is guiding the watershed's growth by reviewing and commenting on hydro-electric dam relicensing, regulatory proposals, shoreland protection, and initiatives on clean water.

CRJC continues to bring policy makers from both states and the public together to keep them abreast of the issues facing the Connecticut River Watershed. This year CRJC engaged with the "Rails-to-Trails Conservancy" who envisions a connected trail network of roads and highways throughout northern New England. There are 60 miles along the Connecticut River in both New Hampshire and Vermont that the Conservancy believes might be identified as part of a trails network.

CRJC completed a Strategic Plan 2020-2025 which builds on over 30 years of experience in engaging communities in the Connecticut River Valley of Vermont and New Hampshire in a "shared commitment to safeguard a good place and a good life." (Connecticut River Corridor Management Plan, 1997)

The CRJC is a quasi-governmental organization composed of Governor-appointed and designated Commissioners from Vermont and New Hampshire, and the parent organization to five Local River Subcommittees. They may represent different interests, but are united in a shared regard of the Connecticut River, the surrounding landscape, and the ecosystem as a whole. Together, they identify and pursue collaborative efforts that safeguard the Valley.



We anticipate the Connecticut River Valley will see substantial growth related to migration from metropolitan areas to our east and south driven by climate change and sea level rise, as well as the current pandemic. The need for facilitated cooperation and coordination between the two states on development within the watershed will only increase. The actions proposed in this plan leverage the group's strongest assets: the passion and commitment of the volunteer members and Commissioners, and its statutorily-enabled purpose and connection to state government.

In the short term, these strategic leverage points will build internal capacity to help sustain the organization. Over time and amidst those global challenges, the CRJC intends to continue serving communities of the Valley by helping to guide the growth and development in a way that conserves landscape integrity and stewards the use of its natural resources. The CRJC is well-situated to play a convening and advocating role, and understands that this work is most effective in partnership with existing organizations and initiatives. The CRJC values connection, advocacy, and mutual support, and is therefore dedicated to elevating collective efforts and collaborating with like-minded partners.

A copy of the full plan can be viewed or downloaded here: http://www.crjc.org/wp-content/uploads/2020/09/CRJC_StrategicPlan_FINAL.pdf

CRJC gratefully acknowledges the assistance of the New Hampshire Charitable Foundation to complete the strategic plan and the facilitation of Emily Davis of Brattleboro, Vermont.

The current Executive Committee of the Joint Commissions are; Lionel Chute, President (NH); Christopher Campany, Vice President (VT); Jennifer Griffin, Treasurer (NH); Jason Rasmussen, Secretary (VT); Ken Hastings, (NH); Marie Caduto (VT); and Steven Lembke, Immediate Past President (VT). The Commission currently has several openings available for residents of both New Hampshire and Vermont. For more information on responsibilities and the appointment process e-mail contact@crjc.org

For more information on CRJC see <http://www.crjc.org>.

HANOVER IMPROVEMENT SOCIETY



STORRS POND • NUGGET THEATER • CAMPION RINK

www.hanoverimprovement.org

THE HANOVER IMPROVEMENT SOCIETY

57 South Main Street Hanover, NH 03755 603-643-2408

WWW.HANOVERIMPROVEMENT.ORG

The Hanover Improvement Society continues to be a bright spot in the community during a year filled with so many challenges. We are very proud that we were able to keep the Storrs Pond Recreation Area (SPRA) open for the summer as we were one of the few pools in the area to do so. Our patrons were appreciative and our staff did a terrific job following protocols and ensuring all guidelines were adhered to.

The James Champion rink has been a popular winter skating destination as this too has allowed people of all ages the chance to get some exercise while following all the state mandated regulations. Although rental of ice time was decreased to allow time for staff to ensure the facility was as safe as possible for all patrons, I am pleased to report that the procedures we established, were adopted as the guidelines by the State of New Hampshire as it's skating rink guidelines.

With the closure of one of our tenants, Nugget Scoops, an ice cream shop serving Vermont made Kingdom Creamery ice cream, was opened. Nugget Scoops filled a void in Hanover and proved to be a popular place on a hot summer day to enjoy an ice cream cone downtown.

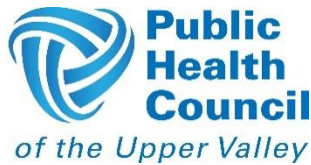
Our flagship facility, The Nugget Theater will soon again be thriving as a Main Street cornerstone and will bring life back to the south end of town. With painted floors and a brand new HVAC system constantly exchanging air in the theaters, we are looking forward to the reopening of the theater as we continue to bring the best movie experience to the Upper Valley.

We are looking forward to the time when all of our facilities will be open and we can continue to provide terrific enjoyment for the entire community to enjoy.

Serving our community in the safest way possible will continue to be our goal as we look forward to that day soon when we can welcome everyone back and put a smile on everyone's face once again!

Jeff Graham – Hanover Improvement Society – General Manager





Thank you to the residents of Hanover for supporting the Public Health Council of the Upper Valley (PHC) in 2020.

The PHC is the largest and broadest coalition of advocates on public health issues in the greater Upper Valley region. Our mission is to improve the health of Upper Valley residents through shared public health initiatives. We have become a trusted and solution-oriented convener that makes a positive difference in the lives of everyone in our region. The PHC is a force multiplier for the organizations, professionals, and citizens, who together make our communities healthier places to live, work, and play.

In 2020, PHC staff and partners worked together to increase collaboration, promote greater health equity, and address priority public health issues for the region. The greatest of these priorities was the COVID-19 pandemic and its impact on our region. Our work this year has included:

- Provided staff support to Upper Valley emergency response efforts and committees within Upper Valley Strong. Led a project to connect with, support, and gather information from over 50 towns to inform Upper Valley Strong efforts.
- Hosted five flu clinics in rural communities, providing over 1,350 free vaccines, with support from Dartmouth Hitchcock, Geisel School of Medicine and many local partners.
- Collaborated with Upper Valley Hunger Council, local school districts and Hartford Community Coalition to ensure availability of summer meals for children in the region.
- Continued health equity work by co-hosting several training events and organizing an Upper Valley Anti-Racism Council.
- Hosted regular meetings for PHC partners, Aging in Community Groups, and with Regional Planning colleagues to share information about pandemic resources and provide opportunities for sharing and problem solving.
- Hosted Lead-Safe Practices trainings for local contractors and started planning several childhood lead poisoning prevention education efforts.

PHC greatly appreciates the support we receive from Hanover and will continue to work hard to meet your needs in 2021. For more information about PHC, visit us at www.uvpublichealth.org.

UPPER VALLEY BUSINESS ALLIANCE

2020 marked the first year of the Upper Valley Business Alliance, the result of merging the Hanover Area and Lebanon Area Chambers of Commerce into one unified organization in late 2019. Although we had many plans for new initiatives, our mission in 2020 quickly became to provide support to our local businesses and organizations as they navigated covid protocols. UVBA provided critical information to our businesses in order to apply for federal and state relief programs, and follow health and safety guidance.

We know that the challenges of navigating covid will continue into 2021 and UVBA plans to continue supporting the business community during this difficult time and preparing for post-covid. Our goals for 2021 include looking for new and better ways to connect businesses with each other and the community, as well as new programs that address workforce development issues and a better utilization of the ‘virtual’ world.

UVBA thanks the businesses and town of Hanover for their support of our organization.

Respectfully submitted,

Tracy Hutchins, Executive Director

2020 UVBA Accomplishments

Advocacy

- UVBA worked one on one with over 250 businesses in applying for the PPP, EIDL, Main Street Relief Funds, Nonprofit Relief Funds or Self-Employment Relief Funds. We intervened on behalf of many members with state agencies as to issues receiving funds, lost applications, or ineligibility issues and we were able to obtain relief for several businesses.
- When the State published their map of rapid covid test sites, we saw that there was no testing site located in the Upper Valley –the closest sites were Keene, Concord or Littleton. UVBA contacted the State and worked with officials to expedite the rapid antigen testing in Lebanon at the Armory.
- Provided numerous email updates and information to businesses as new legislation for Covid19 relief was passed.

Covid Response activities:

- Gave out \$44,000 to local businesses for PPE, sanitation supplies/equipment from the New Hampshire-Dartmouth Lake Sunapee Region Chambers Partnership grant that UVBA received in October.
- Gave \$15,500 to local businesses to adapt to doing business post-covid such as adding e-commerce to websites, or marketing funnels.
- Promoted an Upper Valley To Go Restaurant List during the shut down to encourage continued customer support of local restaurants.
- Promoted a list of retailers doing curbside pickup or online ordering on our website and social media.

- Held several online workshops such as marketing online, safe practices for Covid19 and reopening guidelines.
- Coordinated the bulk order of face masks and pick up from the Newport DMV to save businesses from driving 2 hours roundtrip.
- Coordinated with the Rotary Clubs of Hanover & Lebanon to hold a “Mask Up Upper Valley” event, giving out 3300 face masks and promoting awareness of wearing of masks.
- Coordinated a “Gift card Giveaway” with sponsors BioXCell & Valley News to encourage local shopping & dining.
- Worked with Dartmouth-Hitchcock on establishing their Neighborhood Provisions website and initiative.
- Created the Upper Valley MedTech Collaborative to promote emerging medtech companies located in the Upper Valley.
- Held a Downtown Hanover is Open for Business Space Tour to address empty retail spaces.
- Promoted a Shop Local campaign called Upper Valley Holiday BINGO to incentivize shopping locally and holding two Live Virtual Shopping events for retailers in Hanover (Dec 4) and Lebanon (Dec 12).
- Created a Local Upper Valley community newsletter to provide business information to the community.

Workforce

- Merged with the Upper Valley Young Professionals.
- Brought the Dual Career Network under UVBA to support employee recruitment.
- Held a virtual job fair regionally as part of a State-Dartmouth Lake Sunapee Region Chambers Partnership grant.
- Planned ‘soft skills’ workshops under the State-Dartmouth Lake Sunapee Region Chambers Partnership grant for employees to learn better customer service skills and address customer service techniques during covid.

Tourism

- Launched a tourism/workforce recruitment website for the region under the State-Dartmouth Lake Sunapee Region Chambers. Campaign included radio, digital, social media ads promoting this region as a destination for relocation.
- Created the UVBA Community Guide brochure, distributed to welcome centers in New Hampshire and local hospitality businesses in which all UVBA members were listed.

UVLSRPC ANNUAL REPORT TO MEMBER COMMUNITIES 2020

Serving 27 communities in Grafton, Sullivan and Merrimack Counties since 1963, the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) has been providing professional planning assistance to municipal boards, along with providing inter-municipal planning services, acting as a liaison between local and state/federal agencies, and providing assistance on development, public health, transportation, and environmental issues throughout the region.

Although 2020 presented a new challenge to the world, UVLSRPC still had a successful year. Highlights of our work and accomplishments in 2020 include:

Regional Plans

- Regional Corridor Transportation Plan – We continued work on a corridor-based plan for each of the eight identified regional corridors. Staff has met with municipal staff throughout the region to gather information on transportation concerns and areas of improvement. Final plan is expected to be completed by June 30, 2021 and it will include a prioritized action plan with shovel ready projects.
- Keys to the Valley Housing – We continued working with partners in New Hampshire and Vermont to develop and enhance the Regional Housing Needs Assessment. Report will be out Spring 2021. We encourage you to visit www.keystothevalley.com to participate in Community Engagement.

Regional Programs

- EPA Brownfields - We continued identifying sites and performing environmental assessments for hazardous material and petroleum within the region. We are always looking for more sites to evaluate.
- USDA – We continued our work on Household Hazardous Waste Collections, solid-waste facility trainings and worked with schools on new compost programs.
- NHDOT – We developed funding applications for regionally prioritized transportation improvements for the State Ten Year Plan. In 2020 we conducted over 120 traffic counts throughout our region. Our NHDOT contract also funds some engineering services for our member communities. With this program we were able to provide 3 of our communities with engineering cost estimates for 9 transportation projects. Finally, NHDOT funds our Transit Assistance programming. We worked with Advance Transit and Southwestern Community Transportation to discuss improvements and long-term planning of how transit fits into the rural transportation system in our region.
- UV Strong – We participated in weekly meetings to support Upper Valley residents and businesses throughout the COVID-19 pandemic

Local

- Circuit Riders - Staff provided planning board support in varying degrees to Charlestown, New London, Newport, Orford, Springfield, and Wilmot and GIS support for Claremont.
- Completed Stream Assessments in Claremont, Grafton, Orange, and Plainfield
- Completed a Road Surface Management study in Newport
- Provided Master Plan and Land Use Support for Acworth, Charlestown, Goshen, New London, and Piermont

Upper Valley Lake Sunapee Regional Planning Foundation (UVLSRPF)

The UVLSRPF was established in 2019 and it's sole focus is to support the work of UVLSRPC. The 3 areas of focus for the coming years are based on regional need: Public Health, Housing, and Community Engagement. The non-profit will provide another source of revenue to leverage the work we do throughout the region and enhance and implement region planning efforts.

Please contact us at (603) 448-1680 or mbutts@uvlsrpc.org, to share your thoughts and suggestions about how we can better serve our community. It is a pleasure to serve the municipalities of this region.

Meghan Butts

Meghan Butts
Interim Executive Director

COMMUNITY ACCESS TELEVISION

1 Gifford Road, White River Junction, VT 05001 • 802-359-4705

Your Voice • Your Media • Your Community



your voice, your channel,
your community

2020 ANNUAL REPORT TO COMMUNITY

Dear Hanover Community,

Thank you to the community for valuing and using CATV's local non-profit media services.

CATV goals include being a media conduit that **fosters community connectedness** in Hanover and its surrounding communities, providing a **public access platform** so the community can examine **diverse perspectives**, and ensuring that you and your neighbors have access to training & equipment to **harness and apply the power of media**—important contemporary skills.

CATV films, airs and archives your local community events, as well as local government and school board meetings on both cable TV and through the internet. CATV also airs educational shows such as the Dartmouth OSHER summer lecture series, runs local film competitions & summer camps as part of a media education program, lends audio-video equipment and provides studio and staff to all Hanover residents.

Considered an essential organization by the state, CATV has been permitted to work ceaselessly through the pandemic to ensure that Hanover and its surrounding towns could air hybrid and teleconferenced local govt. meetings including filming Hanover's parking lot town meeting, and remote community events using our internet and cable TV distribution network, so residents could remain connected despite the pandemic. A year of adjusted expectations, CATV's flexibility helped many non-profit organizations & individuals to find their media "sea legs" to quickly adjust to an altered communication reality.

Funding for CATV is almost exclusively raised through a cable TV subscriber fee collected by your cable provider, Comcast, and contractually shared with the Town of Hanover for using the town's public right of way. Hanover determines what part of this collected fee will be paid to CATV for our public access media services. Although only some of the Hanover community pays into this fee, CATV's services **benefit the entire town population** with online accessibility to local and regional shows, and with free media education services, and job skills training.

Freedom of Speech as a democratic principal is fragile, but one worthy of your support; each NH community must decide if they value this concept that has birthed public access media services.

Please **feel free to make a show, film an event, learn new media skills, or document something important to you.** We hope to collaborate with you this year, so your voice is heard.

**2020 TOWN MEETING
TOWN OF HANOVER
Tuesday, July 7, 2020
Dewey Field**

Due to the COVID-19 Pandemic, Hanover's Annual Town Meeting, usually held the first Tuesday of May, was rescheduled to June 23, 2020. Due to the need to further reschedule the Town Meeting, it was held on July 7, 2020 at the Dewey Field Parking Lot as a drive-in Town Meeting.

The annual Town Meeting of Hanover, New Hampshire convened on July 7, 2020 at 7 a.m. by the Town Moderator, Jeremy Eggleton, at Dewey Field. Jeremy Eggleton explained that the polls would be open from 7 a.m. to 7 p.m. for the purpose of voting for candidates for Town Meeting and for all other articles requiring vote by official ballot as set forth in Articles One through Fifteen of the Town Meeting Warrant.

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

Two Selectmen, each to serve for a term of three (3) years;

William Vincent Geraghty	702
Peter L. Christie	681

One Moderator

Jeremy David Eggleton	893
-----------------------	-----

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

Elizabeth Marden Marshall	930
---------------------------	-----

Three Supervisors of the Checklist, one to serve for a term of six (6) years, one for a term of four (4) years, and one for a term of two (2) years.

Alison Gorman (6-year term)	914
Patricia Dewhirst (4-year term)	908
Sarah Schweitzer (2-year term)	909

One Trustee of Trust Funds to serve for a term of three (3) years.

Paul Gardent	889
--------------	-----

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

The following question is on the official ballot:

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

Amendment No. 1 would:

Regulate places of assembly, rather than regulating churches and private clubs and allow places of assembly in the OL and BM zoning district. This amendment includes:

- a) Amend Article III Definitions by removing the definition of “church”.
- b) Amend Article III Definitions by adding the definition for “place of assembly”.
- c) Amend Article III Definitions by modifying the definition of “downtown civic” by eliminating “church” and “assembly” and adding “places of assembly”.
- d) Amend Article III Definitions by removing the definition of “private club”.
- e) Remove “Church” from the lists of permitted uses and uses allowed by special exception in the RO (Section 405.4), I (Section 405.6), GR (Section 405.7), SR (Section 405.8), and RR (Section 405.9) districts.
- f) Remove “Private club” from the lists of uses and uses allowed by special exception in the B (Section 405.3), RO (Section 405.4), I (Section 405.6), GR (section 405.7) and RR (Section 405.9) districts.
- g) Remove from Section 1002.1 the parking standard for Private club or lodge.
- h) In Section 1002.1, replace the term “places of public assembly” with “places of assembly”.
- i) Add “place of assembly” to the list of permitted uses in the I (Section 405.6), OL (Section 405.5), B (Section 405.3), and BM (Section 405.1) zoning districts and to the list of uses allowed by special exception in the RO (Section 405.4), GR (Section 405.7), SR (Section 405.8), and RR (Section 405.9, zoning districts); and
- j) Replace the word “churches” with the words “places of assembly” in Section 715.2 C related to signs size and location.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 965 NO 114 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 2 would:

Broaden the definition of residential institution to include supervised independent living units, eliminate the use from the RR district, update some terms and eliminate the use from the RR zoning district. This amendment includes:

- a) Amend Article III Definitions by modifying the definition: residential institution A facility intended for group living, which may include independent dwelling units with shared common space, that provides supervised care and is designed to accommodate the specific needs of its residents ,limited to home for individuals with disabilities, senior living, orphanage, assisted living, and extended care facility; and

- b) Eliminate “Residential institution” from the list of Uses allowed by special exception in the RR (Section 405.9) district.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 981 NO 94 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 3 would update the array of lodging accommodations available in Hanover. This amendment includes:

- a) Amend Article III Definitions by removing the definition of “tourist home”.
- b) Eliminate “tourist home” from the definition of “dwelling unit.”
- c) Eliminate “tourist home” from the list of uses in Section 1002.1 requirements for off-street parking; and
- d) Remove “tourist home” from the list of uses in the B (Section 405.3) district.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 924 NO 143 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 4 would:

Allow in all zoning districts, except the D and I districts, solar energy systems to be mounted on buildings such that the solar energy system may exceed the height limit but only if the system is not visible from abutting public ways. This amendment includes:

- a) Adding a new subsection, 505.1 G In all districts except the D and I zoning districts, building-mounted solar energy systems may exceed the height limit provided they are not visible from any abutting public way; and
- b) Re-labeling the existing sub-section 505.1 G, to be sub-section 505.1 H.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 1000 NO 87 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 5 would:

Make clear that porches may be located in the side or rear setback under certain circumstances. Amend Section 504.1 C as follows:

- A. A garage, carport, or any accessory building, whether or not attached to the principal structure, not exceeding 15 feet in height and no part of which is used as a dwelling space, as well as a deck, a patio, an unenclosed and unscreened porch, a swimming pool or a tennis court, may be located within the side or rear setback, but not closer than ten feet to the side or rear lot line. This exception does not apply to any lot within the BM, B, D, OL, or I district that adjoins a residential district.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 1027 NO 56 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 6 would:

Modify Section 715.2 to make clear where and how many residential yard signs may be located.

- a) Amend Section 715.2 A as follows:
 - A. Not more than two signs, displaying the street number not exceeding one square foot in area on each of two sides may be displayed on any lot. These signs may be erected without a zoning permit.
- b) Add a new subsection F:

- F. On lots where the principal use is residential, not more than two temporary signs, neither exceeding four square feet in area on each of two sides and not located nearer to a street lot-line than ten feet. These signs may be erected without a zoning permit and may be installed for a period not to exceed one year.
- c) Re-label the existing sub-section 715.2 F, to be sub-section 715.2 G.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 907 NO 169 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 7 would:

Establish a standard for freestanding sign height and clarify rules that apply to building-mounted signs.

Amend Section 715.1(I) as follows:

No building-mounted sign may project more than six inches above the roof or parapet line of a building, nor more than sixteen inches out from the wall to which it is attached. Building-mounted signs which project more than four inches out from the building may be no less than 8’-6” above the finished grade in front of the building below the sign. In the GR, SR, RR, RO and GP zoning districts, no freestanding sign may exceed six feet in height at its highest point above the finished grade.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 989 NO 91 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 8 would:

Clarify that political signs are permitted as allowed by statute and all other applicable laws or regulations.

Add a new sub-section N to Section 715.1 Signs to address political advertising as follows:

N. Political advertising, as defined in RSA 664:2, is permitted in accordance with RSA 664:14 through RSA 664:17, and all other applicable laws or regulations.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 998 NO 55 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 9 would:

Update the Wetlands Section of the Ordinance to comport with changes in NH DES’s Wetlands Administrative Rules.

Amend Subsections 1103.5 A and D as follows:

A. Activities within the jurisdiction of the Division of Water Resources of New Hampshire Department of Environmental Services (*NHDES*) for which a Statutory Permit By Notification (SPN), Lower Scrutiny Approval (LSA), Permit by Notification (PBN), or an Expedited Permit (EXP) has been filed with NHDES, and that the application has been signed by the Hanover Conservation Commission indicating that its right to intervene has been waived. New Hampshire permits subject to this-section do not apply to activity in buffers. See Section 1103.6 A for required standards for activity in a buffer associated with activity for which a *SPN, LSA, PBN or EXP* has been obtained.

Paragraphs B and C are unchanged.

D. Notice required by this section must be filed with the Clerk of the Town of

Hanover at least 15 days before the activity begins with a copy to be transmitted by the Town Clerk to the Hanover Conservation Commission. In the case of matters permitted under Subsection A, the notice must be that required by the New Hampshire Department of Environmental Services in order that the proposed activity be processed as, a Statutory Permit By Notification (SPN), Lower Scrutiny Approval (LSA), Permit by Notification (PBN), or an Expedited Permit (EXP), as the case may be. In the case of matters permitted under Subsection B, the notice must identify

the applicant, the proposed activity, and factual material sufficient to establish the basis for the applicability of this section. In the case of matters permitted under Subsection C, the notice must be a copy of the certification of the Grafton County Conservation District.

At a public hearing held on February 18, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 1005 NO 49 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 10 would:

Modify the standards regarding bed and breakfast.

This amendment includes:

- a) Eliminate from Section 708.1 the sentence allowing bed and breakfast in an accessory building.
- b) In Section 1002.1, reduce the number of required parking spaces for the dwelling unit at a bed and breakfast from 3 to 2 spaces.
- c) Amend Section 708.2 to eliminate the table and replace it with:
708.2 A bed and breakfast is subject to the following limitations:
 - A. The minimum lot size is three acres.
 - B. The maximum number of transient guests is one guest per 0.375 acre, not to exceed 16 persons.
 - C. The maximum number of bedrooms is one-half the maximum number of transient guests.

At a public hearing held on March 3, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 880 NO 154 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 11 would:

Eliminate unnecessary and confusing rules regarding the storage of natural materials.

Delete Section 518 Storage of Natural Material.

At a public hearing held on March 3, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 1006 NO 41 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 12 would:

Modify the definition of maintenance yard to delete the area requirement and measurement thereof.

Modify the definition of maintenance yard as follows:

Any area, used for unenclosed storage, handling, and processing of construction materials, property maintenance materials, landscaping materials, recycling materials, composting materials, or related vehicles, equipment, trailers, containers, or job-site trailers or structures, or any combination of the above, not accessory to residential use.

At a public hearing held on March 3, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 948 NO 81 ARTICLE PASSED

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

The following question is on the official ballot:

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

Amendment No. 13 would:

Allow limited short-term rental use.

The amendments shall become effective only upon the Selectboard adoption of a rental housing inspection ordinance that establishes occupancy standards, and a registration and inspection process for all rental properties.

- A. In Article 3, amend to clarify definitions of owner-occupied dwelling and seasonal dwelling.
- B. Add to Article 3 new definitions for investor-owned dwelling; calendar year; transient; hosted short-term rental; seasonal un-hosted short-term rental; and un-hosted short-term rental.
- C. Add hosted short-term rental to the list of permitted uses in the GR, SR, RR, GP and F zoning districts.
- D. Add un-hosted short-term rental to the list of uses allowed by Special Exception in the GR, SR, and RR zoning districts.
- E. Add seasonal un-hosted short-term rental to the list of permitted uses in the GP and F zoning districts.
- F. Add a new Section 519.4 with seven sub-sections containing standards for STRs such as limiting the number of guests in a STR; restricting STR use of accessory dwelling units; limiting STR use to not more than 90 days with only 30 of those days being un-hosted; restricting STR to principal residences of owners, not in investor-owned dwellings; limiting seasonal STR use to not more than 182 days; requiring registration for all STRs; and setting parking standards for STRs.
- G. Add to Section 1002.1, Off-Street Parking Spaces, requirements for hosted and un-hosted short-term rentals.

At a public hearing held on March 31, 2020, the Hanover Planning Board voted to recommend that Town Meeting **approve** this zoning amendment.

RESULTS: YES 802 NO 253 ARTICLE PASSED

ARTICLE FIFTEEN (submitted by petition) (to vote by ballot): To see if the Town will vote to amend the Hanover Zoning Ordinance as proposed by the Hanover Planning Board in Amendment No.14:

The following question is on the official ballot:

“Are you in favor of the adoption of Amendment No. 14 as proposed by the Planning Board for the Hanover Zoning Ordinance as follows?”

Amendment No. 14 would amend the Zoning Map to include the existing duplex at #59 and #61 Lyme Road, Tax Map 46, Lot 11, (currently in the SR-3 zoning district) in the RO zoning district.

At a public hearing held on March 3, 2020, the Hanover Planning Board voted to recommend that Town Meeting **disapprove** this zoning amendment.

RESULTS: YES 307 NO 712 ARTICLE FAILED

BUSINESS MEETING

Moderator Eggleton called the meeting to order at 7:06 p.m. and asked Selectboard Member Carter to lead the Pledge of Allegiance. Moderator Eggleton reviewed the rules of the meeting.

Julia Griffin, Town Manager, introduced Town Staff: Peter Kulbacki – Department of Public Works, Robert Houseman – Planning, Zoning & Codes, Charlie Dennis – Police Chief, Martin McMillan – Fire Chief, Corey Stevens – IT Director, Rubi Simon – Howe Library, Barbara Prince – Etna Library, Dave Stewart – Human Resources, John Sherman – Parks and Recreation, Norm Bernaiche – Assessing, Betsy McClain – Financial Services/Town Clerk

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

Selectboard Member Joanna Whitcomb 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; Joseph Roberto

Three Fence Viewers, each for a term of one (1) year; Robert Grabill, Matt Mitchell, Sarah Packham

Two Surveyors of Wood and Timber, each for a term of one (1) year; John Richardson and Robert Keene

Such other Officers as the Town may judge necessary for managing its affairs.

The motion was SECONDED from the Floor

The motion PASSED and the Nominees were ELECTED

Selectboard Member Peter Christie made a statement regarding the budget process:

Before we introduce specific budget articles, I thought it important to set the stage by providing an overview of this year's budget process and answer some big picture questions that have been asked.

As most of you know the budget process starts in November when Betsy presents the board with a five-year forecast projecting various spending and revenue expectations. Based on that review the Board sets a tax rate increase target for the budget.

Staff then prepares a budget and presents it at three public hearings in March, decisions are made, and the proposed budget is adopted by the Select Board for voting on at the business session of Town Meeting.

This year's tax rate increase target was set at 3%, the budget when adopted had an implied tax rate increase of 2.9%. Due to recent good news relative to the grand list, the proposed budget now has an implied tax rate increase of 2.4 %

To say the least, much has happened since March and I wanted to report on the Town's response to those events.

The two most asked questions are:

- 1. What specific spending reductions will be made to offset the anticipated lower than budgeted non-tax revenues; and*
- 2. Given the economic outlook, why hasn't the budget been reduced to lower the tax rate increase?*

On the first issue, the major non-tax revenue assumption in the budget specifically are:

\$ 593,000 Rooms and Meals Tax

\$ 1,524,000 Motor Vehicle Registrations fees

\$ 510,000 Building Permit revenue and

\$ 360,000 short term interest revenue

First let me say that no budget ever plays out exactly as it is planned. Every year town staff make adjustments in spending to reflect the changes that occur. While this year has the potential to be more volatile, we are no strangers to adjusting spending to match revenues.

In the current fiscal year, the town has already cut back on discretionary spending. These cuts will continue into next year and include professional development, DPW tools, parts and equipment budget, and freezing vacant positions when possible. The savings from these cuts is forecasted to be \$100,000 in 2021.

If those cuts are not adequate, ALL spending will be scrutinized including: Capital Projects, Road Repair, Recycling expense, and staffing just to name a few.

The reason that no specific additional cuts have been identified yet is that we do not yet know if more cuts will be needed or how deep the cuts will need to be, and without that data it would be premature to do so. We would be shooting in the dark rather than being guided by data.

For example, in discussions going back several months, we felt that the most vulnerable revenue items would be Rooms and Meals Tax revenue and motor vehicle registration revenue. It is now looking like those areas will not be as hard hit as we feared, if impacted at all. The governor has recently pledged that towns will receive the same amount from the state rooms and meals tax next year as they did this year, even though revenue at the state level will certainly be less. While I remain skeptical that he will fulfill that pledge who knows we may be pleasantly surprised.

As to motor vehicle registrations, to our surprise, they have been very robust for several months as folks continue to buy new cars, and expensive ones at that.

Mistakes certainly would have resulted had we made decisions without data and based on false assumptions.

What I can assure you is that if actual revenues are not as robust as in the budget, proportional expense cuts will be made along with the potential use of additional undesignated fund balances if necessary, to balance the budget. Taxes will NOT be raised to cover any shortfalls.

As I said earlier, this is not unique or new, adjustments must be made every year. We are good at it.

The other question that has been asked is why has the Budget not been reduced to decrease the tax rate given the economic environment?

The answer here is twofold.

We do not yet have data to show that our citizen's ability to pay has been diminished to the point that they would like to see lower services in order to pay lower taxes. Remember that cutting expenses by \$100,000 or 1% on the tax rate would save only \$20.00 on a \$500,000 home, but would have a significant impact on that budget item.

The second is that every dollar that we do not raise in taxes just adds to the amount that we would have to reduce expenses by in order to balance the budget. Reducing tax revenue would just exacerbate the problem caused by possible shortfalls in non-tax revenues discussed above. My dad taught me that when you are in a hole, the first thing to do is stop digging. Reducing tax revenue would just make the hole deeper.

That is not to say that the picture might look a lot different in November as we prepare the 2022 budget. If the College furloughs staff, if the hospital cuts staff, if Hypertherm, Creare or other Hanover/Lebanon companies experience layoffs, these would all factor into next year's target which could be quite different than this year.

We also have another bite at the apple in October to reduce the tax rate should the Select Board think that is appropriate given the data at that time.

I hope this has been helpful and that you will support the detailed articles as we go through them. I understand that there is a large element of trust needed in the Town's management and the Select Board to make the necessary adjustments as we proceed through the year, but please remember this is true every year and that, in my opinion, Hanover has perhaps the most experienced town staff anywhere -- please let them do their jobs.

ARTICLE SEVENTEEN: To see if the Town will vote to raise and appropriate \$5,550 for deposit into the Land and Capital Improvements Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2018-2019.

Selectboard Member Joanna Whitcomb MOVED to raise and appropriate \$5,550 for deposit into the Land and Capital Improvements Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. The

amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2018-2019.

Moderator Eggleton called the question.

SECONDED from the Floor

Motion PASSED and Article Seventeen was ADOPTED

ARTICLE EIGHTEEN: To see if the Town will vote to raise and appropriate \$5,550 for deposit into the Conservation Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2018-2019.

Selectboard Member Joanna Whitcomb MOVED to raise and appropriate \$5,550 for deposit into the Conservation Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. The amount appropriated is the equivalent of 50% of the total collected in Land Use Change Tax in the fiscal year 2018-2019.

Moderator Eggleton called the question.

SECONDED from the Floor.

Motion PASSED and Article Eighteen was ADOPTED

ARTICLE NINETEEN: To see if the Town will vote to raise and appropriate \$33,860 for deposit into the Municipal Transportation Improvement Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2018-2019.

Selectboard Member Athos Rassias MOVED to raise and appropriate \$33,860 for deposit into the Municipal Transportation Improvement Fund, and to fund this appropriation by authorizing the withdrawal of this amount from the Undesignated Fund Balance. This amount is equivalent to the total Transportation Fee surcharge for each motor vehicle registered in the Town of Hanover (\$5.00 per vehicle) during fiscal year 2018-2019.

Moderator Eggleton called the question.

SECONDED from the Floor.

Motion PASSED and Article Nineteen was ADOPTED

ARTICLE TWENTY: To see if the Town will vote to raise and appropriate the sum of \$1,795,343 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established:

Ambulance Equipment Capital Reserve Fund <i>with funding to come from the Ambulance Fund</i>	\$82,567
Bridge Replacement and Renovation Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$103,271
Building Maintenance and Improvement Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$155,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$89,197
Fire Department Vehicle and Equipment Capital Reserve Fund <i>with funding to come from the Fire Fund</i>	\$86,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$394,505
Parking Operations Vehicles and Parking Facility Improvements Capital Reserve Fund <i>with funding to come from the Parking Fund</i>	\$174,955
Police Vehicles and Equipment Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$100,766
Road Construction and Improvements Capital Reserve Fund <i>with funding to be raised through taxation</i>	\$68,825
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>with funding to come from the Wastewater Treatment Facility Fund</i>	\$363,757
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>with funding to come from the Water Utility Fund</i>	\$176,500

Selectboard Member Nancy Carter **MOVED** to raise and appropriate the sum of \$1,795,343 and authorize payment into existing capital reserve funds in the following amounts for the purposes for which such funds were established (see chart above).

Moderator Eggleton called the question.

SECONDED from the Floor

Motion PASSED and Article Twenty was **ADOPTED**

ARTICLE TWENTY-ONE: To see if the Town will vote to raise and appropriate \$1,951,934 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>Cardiac monitors/defibrillators</i>	\$105,000
Bridge Replacement and Renovation Capital Reserve Fund <i>Stevens Road bridge #102/066</i>	\$195,000
Building Maintenance and Improvement Capital Reserve Fund <i>Wash bay at Public Works Facility; heat pumps at Howe Library</i>	\$420,000
Dispatch Equipment and Dispatch Center Enhancements Capital Reserve <i>Communications Center renovations</i>	\$140,000
Fire Department Vehicle and Equipment Capital Reserve Fund <i>Lighting in the main station apparatus bay and at Etna Station</i>	\$30,000
Highway Construction and Maintenance Equipment Capital Reserve Fund <i>Backhoe and truck replacements</i>	\$356,120
Police Vehicles and Equipment Capital Reserve Fund <i>Mobile data terminals in cruisers; exterior ballistic vests</i>	\$52,000
Property Revaluation Capital Reserve Fund <i>Measure and list services</i>	\$26,000
Road Construction and Improvements Capital Reserve Fund <i>"Gridsmart" vehicle detection systems for targeted intersections</i>	\$75,000
Sewer Equipment and Facilities Improvements Capital Reserve Fund <i>Aeration blower installation; sewer flusher; roll-off container; Pump Station #2 phased construction</i>	\$499,500
Water Treatment and Distribution Equipment and System Capital Reserve Fund <i>Treatment module replacement (phase 4 of 5)</i>	\$53,314

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, 2025, whichever occurs sooner.

Selectboard Member Nancy Carter MOVED to raise and appropriate \$1,951,934 for the amounts and purposes listed above, and to authorize funding these amounts by withdrawal from the listed capital reserve funds in the amounts as listed.

SECONDED by the Floor

Donald Kollish asked for explanation of Gridsmart System, Julia Griffin responded that Gridsmart does not have the ability to ID vehicles, it measures the queuing to enhance the flow of traffic.

Martha Rigby questions the need for exterior ballistics vests. Julia Griffin responded all police officers nationwide are required to wear bullet proof vests as standard issue.

Anna Olson asks why rethinking the expenditure of these funds based on current economic conditions. Believes ballistic vests are not a necessary expenditure, Julia Griffin responded police officers are required to wear protective vests for safety and are a standard part of an officer's uniform. The vests have a useful life of 5 years and are on a 5-year replacement plan and are fundamental.

Bill Coyle states he doesn't believe firearms are the cause of necessary vests, violent people are.

Chris Connelly asked how we know how many firearms are in Hanover? Julia Griffin responds, generally on the national level, there is a larger per person firearm ownership, comparatively. We don't know exactly how many firearms are in Hanover.

Moderator Eggleton called the question.

The Motion PASSED and Article Twenty-One was ADOPTED.

Point of Order called by Kari Asmus regarding Article 21- people still trying to speak to last Warrant Article (21)

Moderator Eggleton asked if Kari Asmus wants a reconsideration of Article 21– Moderator Eggleton was unsure if he can call for reconsideration.

In light of the comments, Moderator Eggleton considers the vote on Article 21 to be void for further comments

Rich Howarth indicates no Motion to close Article 21

Moderator Eggleton opened the Floor again for contributions to Article 21

Dalia Rodriguez Caspeta wants to know why, with the national climate and racial injustice. is there an increase in police spending, suggested looking into directing that money towards

building communities within Hanover. The crime rate in Hanover has one of the lowest crime rates in the nation questioned the need to increase spending in police.

Christine Croitoru asked if vests are required nationwide, why are there no funds in the large police budget already, Julia Griffin responded the budget for replacement is out of the Capital Reserve Fund, there are no funds in the police budget to replace the vests.

Kim Perez commented on young voters. The concern raised about how the budget been has been adapted in light of the pandemic and racial injustice. This will be responded to in Article 24

Moderator Eggleton MOVED to close, SECONDED by the Floor.

The Motion PASSED and Article 21 is CLOSED.

The Motion PASSED and Article Twenty-One was ADOPTED.

ARTICLE TWENTY-TWO: To see if the Town will vote to raise and appropriate \$33,700 for funding a segment of sidewalk identified as a priority by the Bike and Pedestrian Master Plan and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2025, whichever occurs sooner.

Selectboard Member Athos Rassias MOVED to raise and appropriate \$33,700 for funding a segment of sidewalk identified as a priority by the Bike and Pedestrian Master Plan and to fund this appropriation by authorizing the withdrawal of this sum from the Municipal Transportation Improvement Fund. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until these improvements are complete or June 30, 2025, whichever occurs sooner.

SECONDED from the Floor

Pat Glowa asked where the section of sidewalk is. Selectboard Member Athos Rassias responded that no sidewalk has been identified, funds are to be set aside.

Bill Young commented to support the article. Tentative sidewalk is Verona, it was in the Master Plan in 2012. A path is being considered for all users. A good way will be found to use these funds.

Jim Alberghini commented that he would like consideration for some sort of walkway from Verona.

Susan Baum stated that Verona is unsafe for walkers, urges construction sooner rather than later.

The Motion PASSED and Article Twenty-Two was ADOPTED.

Moderator Eggleton MOVED to close Article Twenty-Two.

ARTICLE TWENTY-THREE: To see if the Town will vote to raise and appropriate \$500,000 to fund the Town's commitment toward the purchase of the 265 acre Leavitt property, located on the north and south side of Greensboro Road at 110 (Map 1, Lot 10 and Map 1, Lot 11); and to authorize the withdrawal of \$121,500 from the Land and Capital Improvements Fund as partial funding for this appropriation. Further, to acknowledge that the remaining funding for this project will come from the Conservation Fund (RSA 36:A-5) in the amount of \$178,500 and the Lou and Ann Bressett Memorial Endowment Fund in the amount of \$200,000, with no monies raised from taxation. Further, upon purchase of the combined 265-acre parcel by the Trust for Public Land (TPL), to see if the Town will vote to approve the transfer of the property from TPL to the Town. No new tax dollars will be utilized for the transfer with the majority of the funds to be used by TPL for the initial purpose to be raised from federal and state grants and private donations. Approximately 260 acres will be owned by the Town and maintained as permanent conservation land, available for community recreation while one (1) acre and the farmhouse will be sold to generate revenue toward the property purchase and approximately four (4) acres will be transferred to Twin Pines Housing Trust for future development of a small cluster of cottage homes for workforce housing, subject to future approval at Town Meeting. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the purchase is complete or June 30, 2025, whichever occurs sooner.

Selectboard Member Bill Geraghty moved to raise and appropriate \$500,000 to fund the Town's commitment toward the purchase of the 265 acre Leavitt property, located on the north and south side of Greensboro Road at 110 (Map 1, Lot 10 and Map 1, Lot 11); and to authorize the withdrawal of \$121,500 from the Land and Capital Improvements Fund as partial funding for this appropriation. Further, to acknowledge that the remaining funding for this project will come from the Conservation Fund (RSA 36:A-5) in the amount of \$178,500 and the Lou and Ann Bressett Memorial Endowment Fund in the amount of \$200,000, with no monies raised from taxation. Further, upon purchase of the combined 265-acre parcel by the Trust for Public Land (TPL), to see if the Town will vote to approve the transfer of the property from TPL to the Town. No new tax dollars will be utilized for the transfer with the majority of the funds to be used by TPL for the initial purpose to be raised from federal and state grants and private donations. Approximately 260 acres will be owned by the Town and maintained as permanent conservation land, available for community recreation while one (1) acre and the farmhouse will be sold to generate revenue toward the property purchase and approximately four (4) acres will be transferred to Twin Pines Housing Trust for future development of a small cluster of cottage homes for workforce housing, subject to future approval at Town Meeting. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the purchase is complete or June 30, 2025, whichever occurs sooner.

SECONDED from the Floor

Avery Hoppa asked about ratio of land set aside for Twin Pines, Town Manager Griffin explained the long history to this property. Explained road frontage and how the 4 acres works.

Ryan Clauson commented that growing up his land bordered the Leavitt property and he is very excited this Town has this opportunity.

Jerry Madden wonders about recreational use of land.

Town Manager Griffin responded that public process will be initiated.

Moderator Eggleton called the question.

SECONDED by the Floor.

The Motion PASSED and Article Twenty-Three was ADOPTED

ARTICLE TWENTY-FOUR: To see if the Town will vote to raise and appropriate \$28,049,935 to pay the operating expenses of the Town for the 2020-2021 fiscal year, for the purposes set forth in the Town budget. This sum does not include the funds voted in any of the preceding or succeeding articles.

Selectboard Chair Peter Christie MOVED to raise and appropriate \$28,049,935 to pay the operating expenses of the Town for the 2020-2021 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 by Sharon Nordgren

Selectboard Chair Peter Christie made the following presentation:

Each year brings a different challenge to the budgeting process. This year was no different.

The story of this year's budget is as much about last year as it is about this year.

As many of you will remember, after passing the FY 20 budget last March, we had a large number of abatements resulting from the 2018 revaluation which significantly reduced the Grand List. At that time, in order to balance the FY20 budget, the Select Board decided to use \$165,000 of additional Undesignated Fund Balance rather than increase the tax rate.

Think of the Undesignated Fund Balance as a rainy-day fund or savings account that has accumulated over many years from budget surpluses. The use of UDF allows the town to make expenditures without impacting the tax rate.

Hanover has guidelines for the use of UDF and the desired size of the fund.

Part of those guidelines encourage limiting the use of UDF for non-recurring or onetime expenses. Think one-time projects like the multi-use path along Route 10 leaving town. Those onetime projects will not repeat in the following years budget.

The guidelines discourage the use of UDF for recurring expenses (think salaries, or road salt), since those expenses will still be there in the next budget sooner or later you need to build those expenses into the tax rate. Postponing that reality only increases the pain on the day of reckoning.

The consequence of last year's decision was that we started this year's budget in a \$165,000 hole. At \$100,000 per 1% in the tax rate, that represented over a 1.5 % tax rate increase just to cover recurring expenses that had been paid for in the previous year using DDF. With a targeted tax rate increase of 3% that left room for only a 1.5% increase in additional expenses.

With salaries and benefits, which represent 70 % of the budget, going up by 3% based on contracts, it was necessary to significantly reduce expenses in other areas to meet the targeted tax rate.

In the end, the proposed budget requires a 2.4% tax rate increase which represents an increase in municipal taxes of \$70 for a \$500,000 home.

Even though it was a lean year in terms of new initiatives, much was accomplished in this year's budget.

Let me review some of the highlights:

As previously promised, this budget includes funding for additional support staff in our assessing office, and a full measure and list revaluation to be completed by the Spring of 2021. Our new assessor has hit the road running and we are well on our way to resolving any issues with the 2018 revaluation.

We continue to make steady progress on meeting our "Ready for 100" sustainability goals of sourcing 100% of our electricity from renewable sources by 2030 and eliminating fossil fuel use for heating and transportation by 2050.

This budget supports the installation of ground mounted solar which will be located adjacent to the Water Plant.

By the end of 2021, the Town will be very close to generating all the municipal electricity load via solar panels installed on town property.

In addition to solar generation of electricity, this budget supports our continued effort to reduce our overall fossil fuel consumption by the use of heat pumps to heat and cool our buildings. All of Town Hall is now served by a new heat pump system while our old oil furnace remains idle as a backup.

Next on our list for heat pumps is the Black Center, the Howe Library, and our Public Safety Buildings.

After 10 years of effort the Leavitt Property is now under contract. The Town's portion of the \$2.5 M purchase price is \$500,000 which has been pieced together using Bressett Funds, the Land and Capital Improvement Fund, and the Conservation Fund. The purchase of this land will complete a critical link permanently conserving what some call the "string of green pearls" parcels connecting all the way from the Lebanon / Hanover Town line to the Connecticut River at Wilson's Landing.

Our thanks to Julia and other town staff and the Trust for Public Land who have persisted over many years to make this possible.

This budget includes full funding of Capital Reserves, a long-time goal that has taken many years to finally achieve.

Some items have already been voted on in earlier articles, but I think deserve mentioning again. These include:

Funds are withdrawn from the Capital Reserve Fund in the amount of \$195,000 to replace the Stevens Road Bridge just east of the intersection of Stevens and Etna Road.

\$75,000 is withdrawn from the Road Improvement Reserve to install video camera detection at Park and Wheelock, Park and Lyme Road and Main Street and South Street to ease traffic flow by coordinating signals based on traffic queuing.

Funds are withdrawn from the Building Capital Reserves to install heat pumps at the Howe Library (\$210,000) and to construct a wash bay addition to the Public Works Storage building to reduce the injury risk to staff, particularly in the winter months (also \$210,000) .

This budget includes a \$140,000 expansion and upgrade of our Dispatch Center as we continue to provide dispatch services to more communities. All served towns pay their fair share for this service.

So, while it is a lean budget, much is still accomplished.

And again, in summary the proposed budget requires a 2.4% tax rate increase which represents an increase in municipal taxes of \$70 on a \$500,000 home.

Let's wrap it up here.

As I do every year, I want to thank Julia, Betsy, our Department Heads, our volunteers, and all of our Town staff who work every day to make Hanover the wonderful town that it is. And, especially this year, for all of the planning and work that went into providing us a safe place to hold town meeting.

I would like to answer questions at this time.

Jim Rubens thanked the Town for managing its services but spoke against the General Fund and recommends the budget be rejected.

Kari Asmus, Chair of the Hanover Finance Committee made the following statement:

Good evening, Mr. Moderator. Thank you for your recognition.

My name is Kari Asmus, and I am the Chair of the Hanover Finance Committee. Our statement, as written in March, is on page 72 of the Annual Report.

As I prepared for tonight, I felt that I should keep my comments more brief than in past years, so I decided to skip the part of how our committee was established in the 1930's by the Town's people. And I decided that I could dispense with mentioning that we are appointed jointly by you, Mr. Moderator, and the school Moderator, and thus we are independent of the Select and school boards.

So, done with that, but I would still like to introduce the members of our committee for this past year:

Bill Geraghty has been our member from the Selectboard.

Kim Hartmann has been our member from the School Board.

Our five members-at-large are:

Myself;

Carey Callaghan;

Mary Haken-Phillips;

Jeff Ives;

And stepping down after three-years, is distinguished Professor Emeritus of Economics, Bill Fischel—who, by the way, is NOT throwing in his civic towel altogether as he will continue to serve on the Zoning Board of Adjustments. So, thank you, Bill. You are welcome to darken our doorway whenever you want.

And by the way, should anyone here tonight be interested in filling Bill's seat, I believe the moderators are still accepting letters of interest. Please feel free to contact me, our Moderator, or Town Hall for the email address.

I should also mention that as a committee, our goal is to reflect the values of the community as a whole, and towards that end, we warmly invite members of the public to attend our meetings which are generally held the second Monday of every month.

Now on to the main event: The budget.

As part of our oversight, the Finance Committee started attending Town budget meetings in October and continued through to the last public hearing on March 4. At our meeting the following week on March 9, we voted unanimously to recommend the approval of the budget as presented in this warrant article and all the previous articles—indicating a Town blended tax rate increase of 2.94%.

On that day that we voted the stock markets were rattled and news of the first Corona case in Hanover had been circulating for a week. We could intuit that some of the revenue projections that had seemed reasonable just five days before were no longer a sure bet; yet we judged the budget itself to be responsible and in line with the needs of the community.

Over the following months, we continued to monitor the situation. We were particularly concerned by how hard hit local businesses were and by the fact that many in our community will be seeing 0% wage and salary increases in the coming year. We thought it would be a bad idea in this environment to ask tax payers to dig deeper to make up for other lost revenues, but we also thought that it would not be fiscally prudent to rely solely on the Undesignated Fund Balance to fill the hole.

Therefore we asked the Selectboard to consider how they might curtail expenses in the 2021 fiscal year—admittedly a difficult task when no one knows the size of the hole—but with the goal of easing the tax burden while also protecting the Undesignated Fund Balance.

To everyone's relief, as stated, the projected Town Net Assessed Valuation has improved markedly since March, giving the Selectboard the option of lowering the projected tax increase to 2.44%—a step the Finance Committee thinks is a good idea.

It was also gratifying to learn that through an Emergency Order of the Governor, the Selectboard will have the option in September, before the tax rate is set, to review revenues and make an informed decision as to whether appropriations (or expenditures) should be reduced, and if so, by how much. The Finance Committee has voiced strong support for this approach and looks forward to engaging in further discussion.

With these two developments and understandings, the Finance Committee remains comfortable supporting the budget as presented.

In closing, we thank the Selectboard and our Town Administrators for the extraordinary efforts required to move this budget cycle forward even as a new fiscal year has already begun.

Carey Callaghan, member of the Hanover Finance Committee, made the following statement:

I'm Carey Callaghan, Hanover resident and a member of the Hanover Finance Committee. I would like to thank the Selectboard, town administration and departments for their work on the budget, and for the consideration of Finance Committee suggestions to amend the budget in light of considerable economic uncertainty. In the end, no such changes were made, but it is our

understanding that the State of NH has allowed the Town to potentially reduce expenditures from the budget this Fall in light of the extraordinary circumstances we face. This is an opportunity that should not go unused.

Yours is not an easy job – on the Selectboard (thank you for your service) or in town administration. It's especially not easy now. Uncertainty and anxiety are high. And, very importantly, the services and programs that the Town of Hanover provides are in many cases absolutely critical to our resiliency in times such as these. And, unfortunately and unlike the Federal government, the town can't run a deficit. Revenue uncertainty is high – whether from collapsed interest rates, auto sales, permit and parking fees, and more. The economic hardship to Hanover residents is mixed, but unfortunately falls on different individuals very disproportionately. Not all that dissimilar from the virus itself.

The Hanover Finance Committee unanimously supported the budget in March, as Kari Asmus indicated. Speaking for myself, but I believe capturing some of the sentiment of my fellow committee members, I would urge you in the months ahead to be judicious in thinking through non-critical expenditures and discretionary capital programs.

Additionally, this year's budget precedes the potential commitment to several multi-year program expansions. These include: 1) a number of programs initially seeded by the Bressett Fund; and 2) several incremental solar investments. While these programs are laudable, no question, in light of what is likely to be on-going economic hardship, their timing and magnitude should be reconsidered and carefully weighed against taxpayer costs and benefits.

Thank you again, Selectboard, administrators and town employees for all that you do for Hanover.

Kristina Wolff requested that the Police budget not be increased and to look at increasing spending in other areas, such as Health and Human Services.

Kim Perez commented to amend the budget by \$117,000 +/- which is the difference between the Health and Human Services and Police budgets.

Moderator Eggleton gave feedback on what options are available for an amendment.

Town Manager Griffin commented and asked for more comments from Kim Perez to explain the numbers that are being compared, Kim Perez commented further, Town Manager Griffin asked if the notion was to shift some funding from the Police budget to Health and Human Services? Kim Perez responded that not necessarily from Police budget, but that there will likely be an increased need for Health and Human Service. Julia Griffin explained that they are tracking to try to anticipate potential needs and set up programs to address, such as a multi-town homelessness initiative, changes in policing. One area that they are looking to decrease is training and travel, except for Police training. The town can re-align funding as needs arise.

Yolanda Huertas indicated that there seems to be a decrease in ambulance services and suggested removing the allocation in the budget for ballistic vests, to amend police budget. She was

interested in what police trainings are offered. Town Manager Griffin responded that the ambulance service difference is due to not needing to buy new ambulances. Calls for service have dropped, but seems to be primarily because students are not on site. They are not anticipating a reduction in operating cost and there is no impact to services. The reduction is solely due to not purchasing new equipment

Miriam Ashton commented that she thinks that the police funds can be reduced and recommends rejecting the budget.

Anna Olson wants the budget rejected as it is not focused on community needs.

Brittany Joyce inquired about the CARES ACT and if federal funding was initiated. She questioned if Hanover received an allotment, how do we determine amount for social services?

Town Manager Griffin responded that Hanover is allocated \$272,000 from the CARES ACT, with 3 rounds being available to meet that amount. Round 1 was applied for and we will be requesting rounds 2 and 3.

Arthur Gardiner commented that he strongly endorses the budget. He commented that the Selectboard has put forth the best effort to produce a planning document but he is concerned to hear residents are afraid to contact the police for help. He has had need for police assistance and has had exemplary interaction. He suggests Motion to Present Sense of Meeting and that all possible steps be taken to provide fair assurance to all members of the community.

Arthur Gardiner **Motions** that Town and Police Department take all steps to reduce fear that people are afraid to seek Hanover Police Department help. **Sense of Community Motion SECONDED from the Floor.**

Yolanda Huerta doesn't understand the Motion, Moderator Eggleton explained.

Kristina Wolff explained that this is what they tried to do with the Fair and Impartial Policing Ordinance and she would like to work with folks to make the current Order stronger.

Interim Motion PASSED

Scott Drysdale asked if the budget is voted down then where does it leave the Town. Town Manager Griffin responded that if there is no budget then the next step would be to call a Special Town Meeting with a revised budget or to reduce it tonight. She hopes the budget is not rejected. Scott Drysdale stated that he hopes that the budget is not rejected.

Anna Olson suggested that a Special Town meeting happen to revise the budget.

Jim Rubens proposed an Amendment to level fund the General Fund.

Moderator Eggleton indicated a Motion is on the table to amend the general budget to a 0% increase.

Seconded by the Floor.

Arthur Gardiner asked for Selectboard reaction. Selectboard Chair Peter Christie responded that they anticipate lower than budget non-tax revenue and that they will have to find expenditure reductions to match those. At some point these reductions will equate to reduction in services. We work hard to sustain a level of services that the Town has come to expect. The impact to the average taxpayer is quite minimal, but the impact to services can be quite extraordinary.

Nick Carney commented that he views this budget as a minimal increase and strongly supports this budget.

Pat Glowa indicated that this a modest increase and that this is not a time to reduce commitment to the community.

Bill Coyle commented that we are looking at an economic downturn that is unprecedented, yet spending would remain at the same or higher level at the government level.

Duncan Syme stated that he is stunned by the discussion going on. No one knows what is going to happen and he suggests putting expenses on hold. He suggests a 2% reduction from last year's budget and would like Jim Rubens to modify his amendment.

Jim Rubens declines to modify his amendment.

Pete Murdza commented that cutting the budget will aggravate the economic difficulties of the Town.

Moderator Eggleton called the question.

Motion to Amend DID NOT PASS

Back to Original Article 24

Dave Cioffi commented that he agrees with Jim Rubens regarding the state providing promised revenue but believes if cuts are needed then the Selectboard are the best people to make that decision. He is appalled by the issues with the police. They keep us safe. He questions if the Town provides funds to social agencies and if so, where are they? Town Manager Griffin responded that in the budget appropriations funds are earmarked for several Health and Human Service partner organizations that may provide services to Hanover. We rely on Upper Valley partner organizations.

Dave Cioffi commented that the community members contribute to social services, too.

Moderator Eggleton called the question.

SECONDED by the Floor. Motion PASSED

Christie Morse declared Question of Assembly and requests hand vote.

Moderator Eggleton sought 10 people to support the request and asked if Christine meant paper ballot or recount of hand vote, Christine said Roberts Rules request for a hand vote.

Moderator Eggleton needs 9 people to support the request:

Richard Morse

Kristina Wolff

Martha Rigby

Yolanda Huerta

Dalia Rodriguez Caspeta

Deb Nelson

Anna Olson

John Morse

Susan Locke

Jim Rubens

Moderator Eggleton deemed paper ballots are needed.

Bill Fishel recommends hand vote with fans to avoid spreading the virus as we are in a pandemic. Moderator Eggleton indicates this is a concern of his, but there is a lawful request for ballot tickets.

Christie Morse agreed to paddles being raised to be counted.

Marilyn Blight wanted to make sure that everyone voting is aware of what they are voting for.

Motion on Table is whether or not to approve Article 24

Total Aye votes – 163

Nay votes – 43

The Motion PASSED and Article Twenty-Four was ADOPTED.

ARTICLE TWENTY-FIVE: To see if the Town will vote to authorize the swap of a small portion of an eleven (11) acre parcel of Town-owned vacant land located at 39 Grasse Road, immediately south of the Hanover Water Filtration Facility (Map 4 Lot 18) for a similarly sized portion of vacant land owned by Dartmouth College at 1 Grasse Road, immediately adjacent to the Town-owned property (Map 4 Lot 10), and also to swap one additional piece of Town-owned vacant land contained within the 250 foot setback on the southern edge of Reservoir 1 (41 Grasse Road, Map 4, Lot 9) with one similarly sized piece of property owned by the Trescott Company adjacent to the Hanover Water Filtration Facility (50 Trescott Road, Map 5, Lot 112). Both property swaps are for properties equal in square footage and will enable construction by the Town of a large ground-mounted solar array to serve the electricity needs of Town facilities by net metering which is not allowed on properties that straddle property lines.

Selectboard Member Athos Rassias **MOVED** to authorize the swap of a small portion of an eleven (11) acre parcel of Town-owned vacant land located at 39 Grasse Road, immediately south of the Hanover Water Filtration Facility (Map 4 Lot 18) for a similarly sized portion of vacant land owned by Dartmouth College at 1 Grasse Road, immediately adjacent to the Town-owned property (Map 4 Lot 10), and also to swap one additional piece of Town-owned vacant land contained within the 250 foot setback on the southern edge of Reservoir 1 (41 Grasse Road, Map 4, Lot 9) with one similarly sized piece of property owned by the Trescott Company adjacent to the Hanover Water Filtration Facility (50 Trescott Road, Map 5, Lot 112). Both property swaps are for properties equal in square footage and will enable construction by the Town of a large ground-mounted solar array to serve the electricity needs of Town facilities by net metering which is not allowed on properties that straddle property lines.

SECONDED by the Floor.

The Motion PASSED and Article Twenty-Five was ADOPTED.

ARTICLE TWENTY-SIX (submitted by petition): To see if the Town will vote to adopt the following resolution:

WHEREAS, the Medicare-for-All Acts of 2019 ((H.R. 1384/S. 1129) would provide national health insurance for every person in the United States for all necessary medical care including prescription drugs; hospital, surgical and outpatient services; primary and preventative care; emergency services; reproductive care; dental and vision care; and long-term care; and

WHEREAS the health and quality of life for the residents of Hanover will improve with Medicare-for-All because they would be able to get the ongoing care they need, without limited networks and without co-pays and deductibles.

WHEREAS the Medicare-for-All Acts would result in the elimination of Town and School District insurance costs – and result in significantly lower property taxes for the residents of Hanover.

FY2020 Budgeted Health costs:

Town of Hanover: \$2,574,871 (appx. 8.5% of total budget)

Dresden School District: \$2,740,831

Hanover School District: \$1,502,901

BE IT RESOLVED that the voters of Hanover, New Hampshire enthusiastically support the Medicare-for-All Acts of 2019, and instruct Hanover's congressional representatives to work towards its immediate enactment, assuring appropriate and efficient health care for all residents of the United States.

Selectboard Member Geraghty **MOVED** to adopt the resolution as stated in the article.

SECONED by the Floor.

Don Kollisch made the a statement:

Mr. Moderator,

There is a long History of town meeting being a forum for expressing our concerns on National Social Issues which have local impact. Article 26 is in that tradition.

I won't belabor the obvious. Residents of Hanover are well-informed about Health Care Policy. All experts – except those who are hired by insurance companies – agree that National Health Insurance that covers everyone is the only long-term means of controlling costs, achieving equity and fairness, and improving outcomes.

And the impact of COVID-19 has widened the fracture in health care equity. Leaps in unemployment have resulted in loss of insurance for low wage workers. And people of color are severely hit, with disproportionately high death rates.

Experts DO have varying opinions about how to GET there, but all agree that we have to do something! And most support Medicare-for-All, as do the majority of NH Doctors. So, I'm going to speak about Hanover, because Hanover is why we are here. This year we have budgeted \$6,818,000 for insurance premiums and related medical costs for Town and School. If Medicare-for-All were in place, that would be ZERO dollars. But – obviously – health care does have to be paid for. The fees and payroll taxes to cover our employees would be 55-70% of that amount. So...we would conservatively see a savings of over 2 million dollars!

Medicare-for-all is rational, compassionate, fair and ethical. It is both socially progressive and fiscally conservative.

I urge you to vote "yes" on Article 26. Thank you.

Iain Simm commented regarding government healthcare and its deficiencies.

The Motion PASSED and Article Twenty-Six was ADOPTED.

ARTICLE TWENTY-SEVEN (submitted by Petition): To see if the town will vote to urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the 2020 census, will do so in a manner that ensures fair and effective representation of New Hampshire voters. In order to fulfill this obligation, the New Hampshire General Court shall appoint an independent redistricting commission that draws the new district maps in a way that does not rely on partisan data such as election results or party registration or that favor particular political parties or candidates.

Selectboard Member Nancy Carter MOVED to urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the 2020 census, will do so in a manner that ensures fair and effective representation of New Hampshire voters. In order to fulfill this obligation, the New Hampshire General Court shall appoint an independent redistricting commission that draws the new district maps in a way that does not rely on partisan data such as election results or party registration or that favor particular political parties or candidates.

SECONDED by Sharon Nordgren

Sharon Nordgren commented and explained what redistricting is.

The Motion PASSED and Article Twenty-Seven was Adopted.

Moderator Eggleton thanked everyone for coming, Dartmouth College for providing location and asks folks to join a Board or Commission.

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

Jeremy Eggleton MOVED to transact any other business that may legally be brought before this Town Meeting.

SECONED by the Floor

Deb Nelson thanks Mary Jane Mulligan, Polly Campion and Martha Hennessy for representing Hanover as State Reps.

Town Meeting Adjourned at 9:39 p.m.

Respectfully submitted,

Elizabeth A. McClain, Town Clerk

Minutes Prepared by Amber Barsaleau

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

FIRE DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Fire Safety Crowd Control - Manpower	Cost +35%	Cost +35%	Cost +35%	Cost +35%
Fire Safety Crowd Control - Manned Apparatus	\$210.00/hour	\$210.00/hour	\$210.00/hour	\$210.00/hour
Annual Monitoring Fee - Master Fire Box	\$310.00	\$310.00	\$310.00	\$310.00
False Alarm Charge - Fire Service	1st: Free	1st: Free	1st: Free	1st: Free
	2nd: \$110.00	2nd: \$110.00	2nd: \$110.00	2nd: \$110.00
	3rd: \$210.00	3rd: \$210.00	3rd: \$210.00	3rd: \$210.00
	4th and beyond: \$310 per response	4th and beyond: \$310 per response	4th and beyond: \$310 per response	4th and beyond: \$310 per response
Fire Building Systems Review Fee (payable at time of design review application submission)				
Fire Suppression System Review: new systems, additions, alterations	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction
Fire Alarm Review: new systems, additions, alterations	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction	\$110 base review fee PLUS \$0.10/\$1,000 cost of construction
Additional Fire Inspection Services	\$75.00/hour	\$75.00/hour	\$75.00/hour	\$75.00/hour
Rescheduling of Fire Alarms or Sprinkler Acceptance Test because of contractor/owner not ready for test	\$510.00	\$510.00	\$510.00	\$510.00
<u>Fire Permits:</u> Stand-Alone Gas Installation and/or Replacement	\$60.00	\$60.00	\$60.00	\$60.00
<u>Fire Permits:</u> Additional Appliances (Gas) beyond Original Permit	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
<u>Fire Permits:</u> Stand-Alone Oil Installation and/or Replacement	\$60.00	\$60.00	\$60.00	\$60.00
<u>Fire Permits:</u> Additional Appliances (Oil) beyond Original Permit	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance	\$20.00/per appliance
Re-inspection Fee – Gas or Oil	\$110.00	\$110.00	\$110.00	\$110.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
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 Extinguisher Training (for 1-10 students)	\$110.00	\$110.00	\$110.00	\$110.00
Fire Extinguisher Training (for 10 or more students)	\$15.00 per student	\$15.00 per student	\$15.00 per student	\$15.00 per student
Report Copy (Flat Fee)	\$25.00	\$25.00	\$25.00	\$25.00
AMBULANCE DIVISION				
Per Capita - Hanover	\$35.86	\$35.86	\$36.94	\$38.05
Per Capita - Lyme	\$35.86	\$35.86	\$36.94	\$38.05
Per Capita - Norwich	\$35.86	\$35.86	\$36.94	\$38.05
Community Contributions Adjustment to Cover Insurance Contractual Obligations for Ambulance Calls Originating in Community	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues	Pro-Rated Share of Lost Revenues
UVA Call Coverage Fee	\$412.00/call	\$412.00/call	\$412.00/call	\$412.00/call
Report Copy (Flat Fee)	\$25.00	\$25.00	\$25.00	\$25.00
<u>Treatment with Transport - Basic Life Support – (plus mileage)</u>	\$900.00	\$900.00	\$900.00	\$900.00
<u>Treatment with Transport - Advanced Life Support Level 1 – (plus mileage)</u>	\$900.00	\$900.00	\$900.00	\$900.00
<u>Treatment with Transport - Advanced Life Support Level 2 – (plus mileage)</u>	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00
<u>Treatment with Transport - Special Care Transport</u>	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00
Mileage Rate	\$20.00/mile	\$20.00/mile	\$20.00/mile	\$20.00/mile
<u>Treatment and Release Fee</u>	\$150.00	\$150.00	\$150.00	\$150.00
Emergency Services Paramedic Intercept Charge	\$350.00	\$350.00	\$350.00	\$350.00
Ambulance - Special Event Standby	\$225.00/hour	\$225.00/hour	\$225.00/hour	\$225.00/hour

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

GENERAL ADMINISTRATION / OTHER				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Processing Fee for Returned Deposit Item (NSF Checks or Checks Drawn on Closed Accounts; Rejected ACH Transactions)	\$25.00	\$25.00	\$25.00	\$25.00
Late Fee on Overdue Balances from General Service Invoices (billed through the Town's Accounting Office)	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest	12.00% per annum interest
General Photocopying, including RSA 91-A Right-to-Know Requests single page (8.5" x 11.0")	\$.25/page	\$.25/page	\$.25/page	\$.25/page
General Photocopying, including RSA 91-A Right-to-Know Requests – single page (8.5" x 14.0")	\$.50/page	\$.50/page	\$.50/page	\$.50/page
General Photocopying, including RSA 91-A Right-to-Know Requests – single page (11.0" x 17.0")	\$.75/page	\$.75/page	\$.75/page	\$.75/page
Copies of Appraisal Card for Property Owner	No charge	No charge	No charge	No charge
Copies of Appraisal Card for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00
Copies of Warranty Deed	\$1.00/page	\$1.00/page	\$1.00/page	\$1.00/page
Copies of Tax Map	\$2.00	\$2.00	\$2.00	\$2.00
Copies of Tax Bills for Property Owner	No charge	No charge	No charge	No charge
Copies of Tax Bills for Requesters Other than Property Owner	\$1.00	\$1.00	\$1.00	\$1.00
Electronic Files from Town Databases – on flashdrive or via email (no data filtering a/o manipulation)	\$25.00	\$25.00	\$25.00	\$25.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Public Voter Checklist – in any form (paper, e-mail, etc.)	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs	\$25.00 for first 2,500 names on checklist plus \$.50 per thousand names or portion thereof in excess of 2,500; plus any shipping costs
Hanover Master Plan - 2003	\$25.00	\$25.00	\$25.00	\$25.00
Master Plan Land Use Concept Map	\$3.00	\$3.00	\$3.00	\$3.00
Zoning Ordinance with Map	\$10.00	\$15.00	\$15.00	\$15.00
Zoning Map	\$3.00	\$3.00	\$3.00	\$3.00
Subdivision Regulations	\$4.00	\$4.00	\$4.00	\$4.00
Copies of Recorded Tapes	\$5.00 each	\$5.00 each	\$5.00 each	\$5.00 each
Site Plan Regulations	\$4.00	\$4.00	\$4.00	\$4.00
Building Code Ordinance	\$3.00	\$3.00	\$3.00	\$3.00
Open Space, Water Resources, and Other One-Sided Color Maps	\$1.00	\$1.00	\$1.00	\$1.00
Trail Maps – Combined Area Trails (effective FY2014: proceeds go to Conservation Fund)	\$7.00	\$7.00	\$7.00	\$7.00
Landlord Agent Filing Fee (per RSA 540:1-b, effective January 1, 2011)	\$15.00	\$15.00	\$15.00	\$15.00
Notary Public Services – per signature – Non-Residents	\$7.50	\$7.50	\$7.50	\$7.50
Notary Public Services – per signature for Hanover Residents (NH ID showing Hanover address must be presented)	No charge	No charge	No charge	No charge
Vendor Permit (Regular Size) - Daily	\$15.00	\$15.00	\$15.00	\$15.00
Vendor Permit for 9 Months beginning March 1 and ending November 30	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
Pole License	\$10.00	\$10.00	\$10.00	\$10.00
Articles of Agreement (Filing Fee)	\$5.00	\$5.00	\$5.00	\$5.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Vital Statistics (e.g., Certified Copy of Birth Certificate)	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time	\$15.00 for initial copy; \$10.00 for additional copies ordered at same time
Marriage License Fees (set by State of NH)	\$50.00	\$50.00	\$50.00	\$50.00
Conduit License Agreement				\$1.20/linear ft.
HIGHWAY				
Driveway Permits (DPW Review)	\$90.00	\$90.00	\$90.00	\$100.00
Private Construction - Class VI Highway Permit	\$100.00	\$100.00	\$100.00	\$100.00
Excavation Permits	\$90.00	\$90.00	\$90.00	\$100.00
Obstruction Permits	\$35.00	\$35.00	\$40.00	\$40.00
Project Inspection	\$80.00/hr	\$80.00/hr	\$85.00/hr	\$85.00/hr
PUBLIC GROUNDS				
Cemetery Lots - Hanover Residents	\$650.00	\$650.00	\$650.00	\$650.00
Cemetery Lots - Non-Residents	\$2,050.00	\$2,050.00	\$2,050.00	\$2,050.00
Interment	\$650.00	\$650.00	\$650.00	\$650.00
Cremation/Urn Interment	\$250.00	\$250.00	\$250.00	\$250.00
Gravesite Disinterment	\$1,050.00	\$1,050.00	\$1,050.00	\$1,050.00
Gravestone Foundation	\$550.00	\$550.00	\$550.00	\$550.00
Main Street Streetlight Banner Installation		\$25.00/banner	\$25.00/banner	\$25.00/banner
RECYCLING & SOLID WASTE				
Recycling Bins	\$8.00	\$8.00	\$8.00	\$8.00
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; 1 punch = 1 bag of household trash.	\$15.00 for punch-card of 10 punches; 1 punch = 1 bag of household trash.

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

HOWE LIBRARY & ETNA TOWN LIBRARY				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Overdue Materials Fine (with exceptions below)– before 2nd Notice	\$.10/day	\$.10/day	\$.10/day	\$.10/day
Overdue Fine for videos, DVDs, art prints and reference books	\$1.00/day	\$1.00/day	\$1.00/day	\$1.00/day
Out-of-State Inter-Library Loan Flat Fee	\$5.00	\$5.00	\$5.00	\$5.00
Museum Pass Non-Pickup Fee	\$5.00	\$5.00	\$5.00	\$5.00
Museum Pass Overdue Return Fee	\$5.00/day	\$5.00/day	\$5.00/day	\$5.00/day
"Expand Your World" Collection (telescope, ukuleles, bird watching kit, AV conversion kits) Overdue Fee	\$1.00/day	\$1.00/day	\$1.00/day	\$1.00/day
Non-Resident Family – 12 Month Membership	\$140.00	\$140.00	\$140.00	\$140.00
Non-Resident Family – 3 Month Membership	\$60.00	\$60.00	\$60.00	\$60.00
Non-Resident Senior Citizen – 12 Month Membership (65+)	\$95.00	\$95.00	\$95.00	\$95.00
Dresden Employee Card	No charge	No charge	No charge	No charge
Non-Resident Childcare Providers	\$140.00	\$140.00	\$140.00	\$140.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

PLANNING BOARD				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
LCHIP fee* (<i>Land & Community</i>)	\$25.00	\$25.00	\$25.00	\$25.00
*Mandate by the State to record all Plans or Plan Sets				
*Separate certified check or money order required, made payable to "Grafton County Registry of Deeds"				
Legal Notice fee	\$25.00	\$25.00	\$25.00	\$75.00
Notification fee	\$5.00 PLUS USPS Certified Mail rate per name on Notification List	\$5.00 PLUS USPS Certified Mail rate per name on Notification List	\$5.00 PLUS USPS Certified Mail rate per name on Notification List	\$5.00 PLUS USPS Certified Mail rate per name on Notification List
Registry fee	\$25.00 processing fee PLUS charge from Registry of Deeds	\$25.00 processing fee PLUS charge from Registry of Deeds	\$25.00 processing fee PLUS charge from Registry of Deeds	\$25.00 processing fee PLUS charge from Registry of Deeds
<u>Subdivision</u> (payable at time of design review application submission)				
Minor	\$200 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$300 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$300 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$325 base fee PLUS \$100/lot, plat, site or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Major	\$500 base fee PLUS \$100/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$600 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$600 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry	\$625 base fee PLUS \$150/lot, plat, site, or other division of land including units per RSA 672:14, PLUS LCHIP, Legal Notice, Notification, AND Registry
<u>Modification of Approval</u>				
Minor	\$200.00	\$200.00	\$200.00	\$200.00
Major	\$500.00	\$500.00	\$500.00	\$500.00
<u>Site Plan Review</u>				
Minor Projects	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC	\$50.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC	\$75.00 PLUS Legal Notice, Notification AND \$5.00 per \$10,000 ECC
Major Projects	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$500.00 PLUS Legal Notice, Notification, PLUS:	\$525.00 PLUS Legal Notice, Notification, PLUS:
\$0 to \$10,000,000 ECC		\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC	\$5.00 per \$10,000 of ECC
\$10,000,001 - \$30,000,000 ECC		\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC	\$3.00 per \$10,000 of ECC
\$30,000,001 and over ECC		\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC	\$1.00 per \$10,000 of ECC

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
\$0 to \$2,500,000 ECC	\$5.00 per \$10,000 of ECC			
\$2,500,001 to \$5,000,000 ECC	\$4.00 per \$10,000 of ECC			
\$5,000,001 to \$10,000,000 ECC	\$3.00 per \$10,000 of ECC			
\$10,000,001 to \$15,000,000 ECC	\$2.00 per \$10,000 of ECC			
\$15,000,001 to \$20,000,000 ECC	\$1.00 per \$10,000 of ECC			
Over \$20,000,000 ECC	\$-0- per \$10,000 of ECC			
<u>Modification of Approval</u>	\$500.00	\$500.00	\$500.00	\$500.00
Certificate of Compliance Inspection	\$50.00 /inspection	\$50.00 /inspection	\$50.00 /inspection	\$50.00 /inspection
Field Change	\$50.00	\$50.00	\$50.00	\$50.00
<u>Minor Lot Line Adjustment and Boundary Agreements</u>	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry	\$150.00 PLUS LCHIP, Legal Notice, Notification AND Registry
<u>Lot Merger</u>	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry	\$50.00 PLUS Registry
<u>Zoning Petitions</u>	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition	\$100.00/ petition

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

ZONING & BUILDING PERMITS				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
<u>Minimum Permit Fee</u>				
One- and Two-Family Residential	\$100.00	\$100.00	\$100.00	\$100.00
Commercial, Institutional, Multi-Family, and Other Non-One- and-Two-Family-residential construction	\$100.00	\$100.00	\$100.00	\$100.00
<u>One- and Two-Family Residential</u>	\$100 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
Finished dwellings & additions, etc.	\$0.75/sf	\$0.75/sf	\$0.75/sf	\$0.75/sf
Renovations, alterations, etc.	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
Non-Habitable Structures (Porch, garage, shed, fence, pool, temporary trailer, retaining wall, etc.)	\$0.50/sf	\$0.50/sf	\$0.50/sf	\$0.50/sf
<u>Commercial, Institutional, Multi-Family Residential (ALL construction)</u>	\$100 PLUS	\$100 PLUS	\$100 PLUS	\$100 PLUS
	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost	\$6.00 per \$1,000 of Construction Cost
<u>Sign, Awning, or Canopy</u>	\$100.00	\$100.00	\$100.00	\$100.00
<u>Moving or Demolition</u>	\$150.00	\$150.00	\$150.00	\$150.00
<u>Revision Plan Review and Partial Submissions</u>	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)	\$75.00/hr (min 1 hour)
<u>Projects Requiring Outside Consulting Assistance</u> (where outside consulting services for plan review, testing or inspection are required)	The Town of Hanover has 30 days to review complete One- & Two-Family Project applications and 60 days to review complete Commercial & Multi-Family Projects & Properties under Condominium Ownership applications. In the event an applicant wants expedited review, or the Building Inspector deems the scope and complexity of the project to warrant outside review, the applicant shall, in addition to fees specified herein, pay costs of review by a third-party consultant selected by the Town.			
<u>Blanket Permit per Project</u> (Sec. IX of Building Code Adoption Ordinance)	\$50.00	\$50.00	\$50.00	\$50.00
<u>Application Resubmittal</u> (if filed 6 months or more after date of rejection, must file for new permitting)	\$100.00 for all projects	\$100.00 for all projects	\$100.00 for all projects	\$100.00 for all projects
<u>Permit Extension</u>	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
<u>Re-Inspection</u>	\$75.00	\$75.00	\$75.00	\$75.00
<u>Additional Inspection</u>	\$75.00	\$75.00	\$75.00	\$75.00
Request for <u>Life Safety Inspection</u> to enable occupancy prior to C.O. issuance				
To be paid prior to scheduling C.O. insp	\$100.00	\$100.00*	\$100.00*	\$100.00*
Permit Reinstatement - please note that the reinstatement of a building permit also requires reinstatement of a zoning permit, which is an additional fee	Half of the original Code Review fee or \$50.00, whichever is greater	Half of the original Code Review fee or \$50.00, whichever is greater	Half of the original Code Review fee or \$50.00, whichever is greater	Half of the original Code Review fee or \$50.00, whichever is greater
<u>Deferred Electrical/Plumbing/ Mechanical Submission</u>	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)	\$75.00/hr (note: minimum \$75 1-hour fee)
<u>Administrative Fee for Beginning Work w/o Permits/Approvals</u>	\$300.00	\$300.00	\$300.00	\$300.00
<u>Health Inspection</u>	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection	\$75.00 / Inspection
ZONING PERMIT ONLY	\$50.00	\$50.00	\$50.00	\$50.00
<u>Wetlands Administrative Permit</u>	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)	\$50.00 PLUS cost to prepare and mail notices to abutters (\$5.00 PLUS USPS 1st Class mail rate per name on Notification List)
<u>Septic Design Review</u> (Prerequisite for DES Review)	\$50.00	\$50.00	\$50.00	\$50.00
<u>Driveway Permit (Zoning Review)</u>	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
ZONING BOARD OF ADJUSTMENT				
Legal Notice fee	\$25.00	\$25.00	\$25.00	\$25.00
Notification fee	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List	\$5.00 PLUS USPS Certified mail rate per name on Notification List
<u>Special Exception</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Variance</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Appeal of Administrative Decision</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Equitable Waiver</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Hearing Under RSA 674:41</u>	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification	\$300.00 PLUS Legal Notice PLUS Notification
<u>Rehearing</u>	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)	\$100.00 (PLUS Legal Notice & Notification, if granted)

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

POLICE DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Pistol Permits (5 year Permit)	\$10.00	\$10.00	\$10.00	\$10.00
Special Services Detail – Police Personnel (per hour)	\$68.67	\$69.36	\$70.00	\$70.00
	<i>Note: Certain Non-Profits may qualify for reduction in the special detail admin. chg. from 50% to 25%</i>			
Special Services Detail - Cruiser Fee (where cruiser is part of alert presence)	\$15.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Copies of Police Reports	\$25.00	actual copying costs @ \$0.25/page	actual copying costs @ \$0.25/page	actual copying costs @ \$0.25/page
Fingerprints - Hanover Residents and Hanover Businesses	\$25.00 for first 2 cards and \$5.00 for each additional card	\$25.00 for first 2 cards and \$5.00 for each additional card	\$25.00 for first 2 cards and \$5.00 for each additional card	\$25.00 for first 2 cards and \$5.00 for each additional card
Fingerprints - Non-residents		\$50.00 for first 2 cards and \$5.00 for each additional card	\$50.00 for first 2 cards and \$5.00 for each additional card	\$50.00 for first 2 cards and \$5.00 for each additional card
Digital Images from Police Reports (e.g., photos on CD, DVD of Cruiser Video used for Discovery)	\$25.00	\$25.00	\$25.00	\$25.00
Alarm Connection Fee – One-Time Charge	\$90.00	\$90.00	\$90.00	\$90.00
Annual Alarm Monitoring Fee	\$360.00 within Town; \$460.00 out-of-Town pro-rated monthly	\$360.00 within Town; \$460.00 out-of-Town pro-rated monthly	\$375.00 within Town; \$475.00 out-of-Town pro-rated monthly	\$375.00 within Town; \$475.00 out-of-Town pro-rated monthly
Police Service in response to alarm – Residential	\$55.00	\$55.00	\$55.00	\$55.00
Police Service in response to alarm – Commercial	\$55.00	\$55.00	\$55.00	\$55.00
Penalty Charge for Inaccurate Call List related to alarm monitoring	\$15.00	\$15.00	\$15.00	\$15.00
<u>Dog License</u> – Neutered Male and Female; and Puppies Under 7 Mos.	\$7.50	\$7.50	\$7.50	\$7.50
<u>Dog License</u> – Unneutered Male and Female	\$10.00	\$10.00	\$10.00	\$10.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
<u>Dog License</u> – First Dog – Sr. Citizen Owner	\$3.00	\$3.00	\$3.00	\$3.00
<u>Dog License</u> – Group License for 5 or more Dogs	\$21.00	\$21.00	\$21.00	\$21.00
<u>Dog License</u> – Late Fee per Month after May 31	\$1.00	\$1.00	\$1.00	\$1.00
<u>Dog License</u> – Replacement Tag and License #	\$3.00	\$3.00	\$3.00	\$3.00
Nuisance Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00
Menace Dog Fine	\$50.00	\$50.00	\$50.00	\$50.00
Vicious Dog Fine	\$100.00	\$100.00	\$100.00	\$100.00
Unlicensed Dog Fine	\$25.00	\$25.00	\$25.00	\$25.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

PARKING DIVISION				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Lot Rentals – CBD (Commercial Business District) Space Monthly Rentals	\$82.50	\$82.50	\$90.00	\$90.00
Lot Rentals (Lease w/6 mo. Commitment) – Facility Space Monthly Rentals no specific level	\$154.00/ \$110.00	\$154.00/ \$110.00	\$135.00	\$135.00
Lot Rentals – ZBA (Zoning Board of Adjustment) Required Monthly Lot Rentals	\$82.50/space	\$82.50/space	\$82.50/space	\$82.50/space
Temporary Parking Permits (M-F, 9-5)	\$15.00/day	\$15.00/day	\$20.00/day	\$20.00/day
Reserved Space / Meter Rental (24 hours a day, 7 Days a week)	-	-	\$25.00/day	\$25.00/day
Hovey Lane and lower Lebanon Street Permit Parking - 2-Month Permit	\$75.00	\$75.00	\$80.00	\$80.00
Hovey Lane and lower Lebanon Street Permit Parking - SPECIAL EVENT	-	\$25.00	\$25.00	\$25.00
Annual Parking Permits – Replacement of Misplaced Permits	\$10.00	\$10.00	\$10.00	\$10.00
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				
Town Parking Garage - Short Term Rates - Monday-Friday 7:00am-9:00pm, Saturday 9:00am-6:00pm, Sundays free	Hourly Rate / Total \$	Hourly Rate / Total \$	Hourly Rate / Total \$	Hourly Rate / Total \$
Town Parking Garage – Short Term Rates – Grace Period Exit Before 10-Minutes	\$-0-	\$-0-	\$-0-	\$-0-
Town Parking Garage – Short Term Rates – <i>Minimum Charge 10- to 30-Minutes</i>	\$0.25 / \$0.25	\$0.25 / \$0.25	\$0.50 / \$0.50	\$0.50 / \$0.50
Town Parking Garage – Short Term Rates – <i>2nd Half Hour</i>	\$0.25 / \$0.50	\$0.25 / \$0.50	\$0.50 / \$1.00	\$0.50 / \$1.00
Town Parking Garage – Short Term Rates – <i>2nd Hour</i>	\$0.75 / \$1.25	\$0.75 / \$1.25	\$1.00 / \$2.00	\$1.00 / \$2.00
Town Parking Garage – Short Term Rates – <i>3rd Hour</i>	\$1.00 / \$2.25	\$1.00 / \$2.25	\$1.00 / \$3.00	\$1.00 / \$3.00
Town Parking Garage – Short Term Rates – <i>4th Hour</i>	\$2.00 / \$4.25	\$2.00 / \$4.25	\$3.00 / \$6.00	\$3.00 / \$6.00
Town Parking Garage – Short Term Rates – <i>5th Hour</i>	\$2.50 / \$6.75	\$2.50 / \$6.75	\$3.00 / \$9.00	\$3.00 / \$9.00
Town Parking Garage – Short Term Rates – <i>6th Hour</i>	\$2.50 / \$9.25	\$2.50 / \$9.25	\$3.00 / \$12.00	\$3.00 / \$12.00
Town Parking Garage – Short Term Rates – <i>7th Hour</i>	\$3.75 / \$13.00	\$3.75 / \$13.00	\$3.00 / \$15.00	\$3.00 / \$15.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Town Parking Garage – Short Term Rates – <i>8th Hour and Over</i>	\$2.00 / \$15.00	\$2.00 / \$15.00	\$5.00 / \$20.00	\$5.00 / \$20.00
<u>Town Parking Garage – Validation Stickers:</u> One Hour @ \$0.75 each (minimum purchase 96)	\$48.00	\$48.00	\$72.00	\$72.00
<u>Town Parking Garage – Validation Stickers:</u> One Hour Bulk @ \$0.50 each (minimum purchase 984)	\$344.40	\$344.40	\$492.00	\$492.00
<u>Town Parking Garage – Validation Stickers:</u> All-Day @ \$20.00 each (minimum purchase 10)	\$150.00	\$150.00	\$200.00	\$200.00
<u>Town Parking Garage - Electric Car Charging Station Fee</u>	\$1.00/hour	\$1.00/hour	\$1.50/hour	\$1.50/hour
<u>Town Parking Garage – Gate Pass Card Reactivation Fee</u>	\$10.00	\$10.00	\$10.00	\$10.00
Meter Rates - Please Note: Meter Rate Charge Increases				
<u>Meter Rates</u> – for 2-Hour and 3-Hour Limit Metered Areas Except South Main Street and Municipal Lot 1	\$.05 = 4 min; \$.10 = 8 min; \$.25 = 20 min	\$.05 = 4 min; \$.10 = 8 min; \$.25 = 20 min	-	-
<u>Meter Rates</u> – for 2-Hour and 3-Hour Limit *On Street* Metered Areas and Municipal Lot 1	-	-	\$.05 = 2 min; \$.10 = 4 min; \$.25 = 10 min; \$1.00 coin = 40 min	\$.05 = 2 min; \$.10 = 4 min; \$.25 = 10 min; \$1.00 coin = 40 min
<u>Meter Rates</u> – 2-Hour and 3-Hour Limit Metered Areas In Municipal Lot 1 and South Main Street	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min	-	-
<u>Meter Rates</u> – for 2-Hour and 3-Hour Limit *Off Street* Metered Areas *except Municipal Lot 1*	-	-	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min; \$1.00 coin = 60 min (1 hr)	\$.05 = 3 min; \$.10 = 6 min; \$.25 = 15 min; \$1.00 coin = 60 min (1 hr)
<u>Meter Rates</u> – for 10-Hour Limit Meter Areas	\$.05 = 9 min; \$.10 = 17 min; \$.25 = 43 min; \$1.00 coin = 2 hrs 52 min	\$.05 = 9 min; \$.10 = 17 min; \$.25 = 43 min; \$1.00 coin = 2 hrs 52 min	\$.05 = 6 min; \$.10 = 12 min; \$.25 = 30 min; \$1.00 coin = 120 min (2 hr)	\$.05 = 6 min; \$.10 = 12 min; \$.25 = 30 min; \$1.00 coin = 120 min (2 hr)
<u>Meter Violations – Expired Meter</u>	\$10.00	\$10.00	\$15.00	\$15.00
Meter Violations – Fine After 14 Days	\$20.00	\$20.00	\$25.00	\$25.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

Type of Fee	<u>Adopted</u> FY2017-18	<u>Adopted</u> FY2018-19	<u>Adopted</u> FY2019-20	<u>Adopted</u> FY2020-21
Meter Violations – Fine After 28 Days	\$30.00	\$30.00	\$35.00	\$35.00
Meter Violations – Overtime Violation (2 Hr. Zone)	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Overtime Meter Feeding	\$20.00	\$20.00	\$25.00	\$25.00
Meter Violations – Fine After 14 Days	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations – Fine After 28 Days	\$50.00	\$50.00	\$50.00	\$50.00
Meter Violations – 2nd Meter Ticket This Date	\$15.00	\$15.00	\$20.00	\$20.00
Meter Violations – Fine After 14 Days	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 28 Days	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations – 3rd Meter Ticket This Date	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Towing Charge (Winter Parking Ban)	\$100.00	\$100.00	\$150.00	\$150.00
Meter Violations – Fine After 14 Days	\$200.00	\$200.00	\$200.00	\$200.00
Meter Violations – Fine After 28 Days	\$210.00	\$210.00	\$210.00	\$210.00
Meter Violations – Handicapped Space	\$500.00	\$500.00	\$500.00	\$500.00
Meter Violations – Fine After 14 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Meter Violations – Fine After 28 Days	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Meter Violations – No Parking 12:01AM – 7:00AM; 2:00AM – 6:00AM	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking in Prohibited Zone	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Parking in Prohibited Zone *Enhanced Fine*	\$40.00	\$40.00	\$40.00	\$40.00
Meter Violations – Fine After 14 Days	\$80.00	\$80.00	\$80.00	\$80.00
Meter Violations – Fine After 28 Days	\$90.00	\$90.00	\$90.00	\$90.00
Meter Violations – No Town Permit	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Left Wheels to Curb	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
Meter Violations – Loading/Bus Zone	\$75.00	\$75.00	\$75.00	\$75.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Meter Violations – Fine After 14 Days	\$150.00	\$150.00	\$150.00	\$150.00
Meter Violations – Fine After 28 Days	\$160.00	\$160.00	\$160.00	\$160.00
<u>Meter Violations</u> – Improper Parking	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations</u> – Parking on Sidewalk	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations</u> – Parking in Restricted Area	\$30.00	\$30.00	\$30.00	\$30.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$60.00	\$60.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$70.00	\$70.00
<u>Meter Violations</u> – Parking in Violation of Site Plan Approval	\$30.00	\$30.00	\$50.00	\$50.00
Meter Violations – Fine After 14 Days	\$60.00	\$60.00	\$75.00	\$75.00
Meter Violations – Fine After 28 Days	\$70.00	\$70.00	\$100.00	\$100.00
<u>Boot Removal Fee</u>	\$50.00	\$50.00	\$50.00	\$50.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

PARKS & RECREATION DEPARTMENT				
<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Athletic Programs Resident Fees	\$55.00	\$55.00	\$57.00	\$57.00
Athletic Programs NON-Resident Fees	\$65.00	\$65.00	\$67.00	\$67.00
<u>Athletic Programs All Basketball Participants – Facilities Usage Fee Made Payable to SAU #70</u>	\$40.00	\$40.00	\$41.00	\$41.00
Late Registration Fee for Registrations Received after Deadline	\$25.00	\$25.00	\$26.00	\$26.00
Instructional Athletic Programs Resident Fees	\$35.00	\$35.00	\$36.00	\$36.00
Instructional Athletic Programs Non- Resident Fees	\$45.00	\$45.00	\$46.00	\$46.00
Uniform Deposit Fee	\$65.00	\$65.00	\$67.00	\$67.00
OST KAST monthly – 5 day enrollment	\$350.00	\$350.00	\$361.00	\$361.00
OST KAST monthly – 4 day enrollment	\$285.00	\$285.00	\$294.00	\$294.00
OST KAST monthly – 3 day enrollment	\$220.00	\$220.00	\$227.00	\$227.00
OST KAST monthly – 2 day enrollment	\$155.00	\$155.00	\$160.00	\$160.00
OST KAST – Drop-In (if space is available)	\$25.00/day \$35.00/Wed.	\$25.00/day \$35.00/Wed.	\$26.00/day \$36.00/Wed.	\$26.00/day \$36.00/Wed.
OST (Out of School Time) Program – Late Pick-up Fee	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.	Between one to thirty minutes late: \$1.00 per minute with a minimum \$10.00 charge. More than thirty minutes late: \$2.00 per minute.
KAST (Kids After School Time) – Late Payment Fee	\$25.00 if payment not made by the 4th of the month	\$25.00 if payment not made by the 4th of the month	\$25.00 if payment not made by the 4th of the month	\$25.00 if payment not made by the 4th of the month
<u>KAST Schedule Change Fee (after registration)</u>	1 st occurrence free; each additional \$10	1 st occurrence free; each additional \$10	1 st occurrence free; each additional \$10	1 st occurrence free; each additional \$10
<u>KAST Membership Fee</u>	\$25.00	\$25.00	\$25.00	\$25.00
<u>Summer Camp Membership Fee</u>	\$25.00	\$25.00	\$25.00	\$25.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
<u>Summer Camp Resident Weekly Fees - Circle H, Dragonfly, Tween</u>	\$110.00	\$110.00	\$115.00	N/A
<u>Summer Camp Non Resident Weekly Fees - Circle H, Dragonfly, Tween</u>	\$165.00	\$165.00	\$170.00	N/A
<u>3-week Summer Camp Resident Fees - Circle H, Dragonfly, Tween</u>				\$345.00
<u>3-Week Summer Camp Non Resident Fees - Circle H, Dragonfly, Tween</u>				\$510.00
<u>Mini-Camps – Resident Weekly Fees</u>	\$175.00	\$175.00	\$180.00	\$180.00
<u>Mini-Camps – Non-Resident Weekly Fees</u>	\$225.00	\$225.00	\$235.00	\$235.00
<u>Camp Quest – Resident Fees</u>	\$275.00	\$275.00	\$285.00	\$285.00
<u>Camp Quest – Non-Resident Fees</u>	\$325.00	\$325.00	\$335.00	\$335.00
Adult and Youth Instructional Programs – Fees Determined Based on Instructors’ Costs and Administrative and Materials Costs; Program Revenue is split 70/30 between the Instructor and the Recreation Department; Instructor may keep 70% of total income earned up to a maximum of \$75.00/hour after expenses.	varies	varies	varies	varies
Athletic Field Rental	\$35/hour for Hanover Youth Activities; \$45/hour for Youth Activities; \$200/week for Hanover Youth Sports Seasons; \$75/hour for Adult Activities	\$35/hour for Hanover Youth Activities; \$45/hour for Youth Activities; \$200/week for Hanover Youth Sports Seasons; \$75/hour for Adult Activities	\$36/hour for Hanover Youth Activities; \$46/hour for Youth Activities; \$206/week for Hanover Youth Sports Seasons; \$77/hour for Adult Activities	\$36/hour for Hanover Youth Activities; \$46/hour for Youth Activities; \$206/week for Hanover Youth Sports Seasons; \$77/hour for Adult Activities
Lining of Athletic Field	Per Field: \$150 for Hanover Youth Organizations \$300 for All Others	Per Field: \$150 for Hanover Youth Organizations \$300 for All Others	Per Field: \$154 for Hanover Youth Organizations \$309 for All Others	Per Field: \$154 for Hanover Youth Organizations \$309 for All Others

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

<u>Type of Fee</u>	<u>Adopted FY2017-18</u>	<u>Adopted FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Adopted FY2020-21</u>
Basketball Tournament Fees per Team	\$65.00	\$65.00	\$85.00	\$85.00
Middle School Dance Admission	\$5.00	\$5.00	\$5.00	\$5.00
RWB COMMUNITY CENTER FEES				
<i>Security and Key Deposits will be reviewed on an individual basis.</i>				
HPR Programs, Town of Hanover Functions, or organizations working with HPR offering free community events.			No Fee	No Fee
Resident or Non Profit Groups <i>(certificate of non profit status required)</i>				
Week Day Hourly Rate			\$30.00	\$30.00
Week Day Multi-Purpose Room Group Size LESS than 35	Fee Restructured FY2019-20		\$30.00	\$30.00
Week Day Multi-Purpose Room Group Size MORE than 35			\$40.00	\$40.00
Weekend Multi-Purpose Room Group Size LESS than 35 (4 hour time block)			\$120.00	\$120.00
Weekend Multi-Purpose Room Group Size MORE than 35 (4 hour time block)			\$180.00	\$180.00
Non-Resident and all other Groups				
Week Day Hourly Rate	Fee Restructured FY2019-20		\$40.00	\$40.00
Week Day Multi-Purpose Room Group Size LESS than 35			\$40.00	\$40.00
Week Day Multi-Purpose Room Group Size MORE than 35			\$50.00	\$50.00
Weekend Multi-Purpose Room Group Size LESS than 35 (4 hour time block)			\$160.00	\$160.00
Weekend Multi-Purpose Room Group Size MORE than 35 (4 hour time block)			\$220.00	\$220.00
Monthly Basement Storage Fee for groups with recurring rentals.	\$25 - \$50	\$25 - \$50	\$25 - \$50	\$25 - \$50
Hourly rate for staff set up/take down during normal operating hours.			\$75.00	\$75.00
Bounce House Rental Monday- Thursday	\$45.00	\$45.00	\$25.00	\$25.00
Bounce House Rental Friday-Sunday	\$45.00	\$45.00	\$45.00	\$45.00
Hourly rate for add'l. cleaning if needed			\$150.00	\$150.00
TENNEY PARK PAVILION				
Residents Hourly Rate	\$25.00	\$25.00	\$26.00	\$26.00
Non-Residents Hourly Rate	\$40.00	\$40.00	\$41.00	\$41.00
<i>Fundraising Events</i>				
Hanover Based Groups Hourly Rate	\$45.00	\$45.00	\$46.00	\$46.00
Dresden School District Groups Hourly Rate	\$50.00	\$50.00	\$52.00	\$52.00
Non-Hanover Based Groups:	\$70.00	\$70.00	\$72.00	\$72.00
All Other Organizations Hourly Rate	\$75.00	\$75.00	\$77.00	\$77.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

WATER DEPARTMENT						
	<u>Adopted FY2018-19</u>		<u>Adopted FY2019-20</u>		<u>Adopted FY2020-21</u>	
Meter Size	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used	Quarterly Base Charge	Flow Charge per 1000 Cubic Feet of Water Used
5/8"	\$64.00	\$37.28	\$67.00	\$39.14	\$69.00	\$41.10
3/4"	\$64.00	\$37.28	\$67.00	\$39.14	\$69.00	\$41.10
1"	\$64.00	\$37.28	\$67.00	\$39.14	\$69.00	\$41.10
1 1/2"	\$64.00	\$37.28	\$67.00	\$39.14	\$69.00	\$41.10
2"	\$100.00	\$37.28	\$105.00	\$39.14	\$108.00	\$41.10
3"	\$181.00	\$37.28	\$190.00	\$39.14	\$196.00	\$41.10
4"	\$314.00	\$37.28	\$330.00	\$39.14	\$340.00	\$41.10
6"	\$645.00	\$37.28	\$677.00	\$39.14	\$697.00	\$41.10
Average Annual Domestic Bill (185 gallons/day)		\$592.00		\$620.00		\$646.00
Unmetered Water Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$740.00		\$777.50		\$807.50
		<u>Adopted FY2018-19</u>		<u>Adopted FY2019-20</u>		<u>Adopted FY2020-21</u>
Private Fire Suppression Rates: applicable only to those private hydrants on properties not already paying Fire District Taxes		\$2,258.51		\$2,371.00		\$2,490.00
Hose Outlet (each):		\$6.02		\$6.32		\$6.64
Sprinkler (per nozzle):		\$1.18		\$1.24		\$1.30
Hydrant - Flow Test: Flow test between November 15th and April 15th at Town's discretion, not done during semi-annual flushing		\$260.00/test		\$260.00/test		\$260.00/test
Hydrant Meter - will be assessed a base charge, which includes the first 100 CF, plus actual water usage. Base charge shall be paid up front		\$500.00 plus flow charge		\$550.00 plus flow charge		\$550.00 plus flow charge
Commercial Emergency Call-In		\$165.00		\$165.00		\$165.00
Residential (Single Family Home) Emergency Call-In: There is no charge for the first call-in; subsequent call-in charge is billed as shown		\$135.00 (no charge for the first call-in)		\$135.00 (no charge for the first call-in)		\$135.00 (no charge for the first call-in)
Final Reading		\$35.00		\$40.00		\$40.00
Out-of-Cycle Reading		\$35.00		\$40.00		\$40.00
Water On/Off (Flat fee to be assessed for each action)		\$35.00		\$40.00		\$40.00
Backflow Device (Testable units only)						
Initial inspection and testing:		\$60.00		\$85.00		\$85.00
Inspection (per hour)		\$85.00		\$85.00		\$85.00
Connection Fee for Hanover Water System: The Connection/Increase in Flow Fee includes (1) a fixed fee of \$200.00 to cover admin costs and up to one Inspection and (2) a Recapture Fee assessed on GPD (Gallons per Day as determined in the Sewer Recapture Fee table). Meters and setters will be charged at cost.		\$200.00 + \$2.19/ GPD plus Meter and Setters at-cost		\$200.00 + \$2.37/ GPD plus Meter and Setters at-cost		\$200.00 + \$2.63/ GPD plus Meter and Setters at-cost
Water Connection Tie-In Fee includes tap only, 3/4" and 1"		\$250.00		\$265.00		\$265.00
Water Connection Tie-In Fee includes tap only, 2" saddle tap		\$450.00		\$475.00		\$475.00
Water Connection Tie-In Fee includes tap only, 4" and larger		\$700.00		\$725.00		\$725.00

Town of Hanover Schedule of Rates and Fees for FY2021 (July 1, 2020 - June 30, 2021)

SEWER DEPARTMENT						
Base Capacity Charge plus Flow Charge	Adopted FY2018-19		Adopted FY2019-20		Adopted FY2020-2021	
Meter Size*	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**
5/8"	\$25.00	varies	\$26.00	varies	\$28.00	varies
3/4"	\$67.00	varies	\$68.00	varies	\$74.00	varies
1"	\$176.00	varies	\$180.00	varies	\$196.00	varies
1 1/2"	\$354.00	varies	\$361.00	varies	\$393.00	varies
2"	\$566.00	varies	\$577.00	varies	\$629.00	varies
3"	\$1,332.00	varies	\$1,359.00	varies	\$1,481.00	varies
4"	\$2,112.00	varies	\$2,154.00	varies	\$2,348.00	varies
6"	\$12,488.00	varies	\$12,738.00	varies	\$13,884.00	varies
Average Annual Domestic Bill (185 gallons/day)		\$403.00		\$413.00		\$448.00
Unmetered Sewer Accounts - Include 25% Surcharge Above Average Annual Domestic Bill		\$503.75		\$516.25		\$560.00
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.			\$26.00		\$28.00	
* Meter Size: Meter Size is generally determined by fixture count.						
** Sewer Flow Charge per 1000 Cubic Feet of Water Used -- Flow & Strength Charge per 1000 CF (kcf):						
Category A BOD/TSS < 250 mg/l (most residential accounts)	\$32.96	per kcf	\$34.29	per kcf	\$37.38	per kcf
Category B BOD/TSS > 250 < 400 mg/l	\$37.15	per kcf	\$38.65	per kcf	\$42.13	per kcf
Category C BOD/TSS > 400 mg/l	\$41.48	per kcf	\$43.16	per kcf	\$47.04	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						
City of Lebanon - Base Capacity Charge	Adopted FY2018-19		Adopted FY2019-20		Adopted FY2020-2021	
Meter Size*	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**	Quarterly Base Capacity Charge	Flow Charge per 1000 Cubic Feet of Water Used - See Below**
5/8"	\$26.00	varies	\$27.00	varies	\$29.00	varies
3/4"	\$71.00	varies	\$72.00	varies	\$78.00	varies
1"	\$189.00	varies	\$193.00	varies	\$210.00	varies
1 1/2"	\$377.00	varies	\$385.00	varies	\$420.00	varies
2"	\$592.00	varies	\$604.00	varies	\$658.00	varies
3"	\$1,403.00	varies	\$1,431.00	varies	\$1,560.00	varies
4"	\$2,193.00	varies	\$2,237.00	varies	\$2,438.00	varies
6"	\$13,260.00	varies	\$13,525.00	varies	\$14,742.00	varies
** Sewer Flow Charge per 1000 Cubic Feet of Water Used -- Flow & Strength Charge per 1000 CF (kcf):						
Category A BOD/TSS < 250 mg/l (most residential accounts)	\$32.96	per kcf	\$34.29	per kcf	\$37.38	per kcf
Category B BOD/TSS > 250 < 400 mg/l	\$37.15	per kcf	\$38.65	per kcf	\$42.13	per kcf
Category C BOD/TSS > 400 mg/l	\$41.48	per kcf	\$43.16	per kcf	\$47.04	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						

Industrial Discharge Permit and Septage Disposal					
		<u>Adopted</u> <u>FY2018-19</u>		<u>Adopted</u> <u>FY2019-20</u>	<u>Adopted</u> <u>FY2020-21</u>
Industrial Discharge Permit Application:					
Class 1:		\$550.00		\$550.00	\$550.00
Class 2:		\$275.00		\$275.00	\$275.00
Class 3:		\$55.00		\$55.00	\$55.00
Septage - Tipping Fee for Residents (fee is per 1,000 gallons)		\$115.00		\$115.00	\$115.00
Septage - Tipping Fee for Non-Residents (fee is per 1,000 gallons)		\$135.00		\$135.00	\$135.00
Septage - Tipping Fee for Non-Residents from Towns who have banned Land Application of Sludge (fee is per 1,000 gallons)		\$205.00		\$205.00	\$205.00
Holding Tank with BOD/TSS < 400 mg/l. > 400 mg/l will be considered Septage		\$60.00		\$60.00	\$60.00
Sewer Connection Fees					
		<u>Adopted</u> <u>FY2018-19</u>		<u>Adopted</u> <u>FY2019-20</u>	<u>Adopted</u> <u>FY2020-21</u>
Connection Fee for Hanover Sewer System – Includes Basic Fee of \$200.00 to Cover one Inspection and a Recapture Fee rate assessed on GPD (Gallons per Day as determined below)		\$200.00 + \$5.09/ gallon of GPD		\$200.00 + \$4.63/ gallon of GPD	\$200.00 + \$4.76/ gallon of GPD
Sewer Connection Tie-In Fee		\$1,525.00		\$1,525.00	\$1,525.00
Recapture Fee Table					
The Recapture Fee will be determined by multiplying the peak day flow in gallons by the GPD rate above. The following are flows which shall be used to determine the peak day flow from a sewer connection:					
		GPD		Units	Category
Apartments: Studio (one bedroom)		225			A
Apartments: Per Bedroom		150		bedroom	A
Athletic Facilities including Gyms and Stadiums: Participant		15		person	A
Athletic Facilities including Gyms and Stadiums: Classroom		15		seat	A
Athletic Facilities including Gyms and Stadiums: Spectator		3		seat	A
Bar / Lounge		20		seat	B
Bed & Breakfast		60		bedroom	B
Camps: Campground w/comfort station		25		site	A
Camps: Recreation Trailers		90		site	A
Camps: Construction Sites		50		site	A
Camps: Day Camp - no meals		15		site	A
Camps: Resort Camp (night & day) limited plumbing		50		person	A
Camps: Dining Facility only		25		person	B
Catering & Dining Facilities		12		patron	B
Church: Sanctuary		5		seat	A
Country Club: Dining Room		10		seat	B
Country Club: Snack Bar		10		seat	B
Country Club: Locker and Showers		20		locker	A
Dentists: Chair		200		each	A
Dentists: Staff		35		employee	A
Doctor's Office: Patient		10		each	A
Doctor's Office: Staff		35		employee	A
Dog Kennels		50		kennel	B
Dwellings: (two bedroom minimum)		150		bedroom	A
Dwellings: Rooming House with meals		60		bedroom	B
Dwellings: Rooming House without meals		40		bedroom	A
Factories (excl industrial waste): Light industry w/o cafeteria or showers		20		employee	A
Factories (excl industrial waste): Light industry with cafeteria no showers		25		employee	B
Factories (excl industrial waste): Light industry with cafeteria and showers		35		employee	B
Factories (excl industrial waste): Warehouse		35		employee	A
Factories (excl industrial waste): Assembly		20		employee	A
				Factories (excl industrial waste): Research Facilities to be determined	B

		Floor Drain NOT ALLOWED				
Fraternities & Sororities		150			bed	B
	Hairdressers: Chair	150			each	A
	Hairdressers: Staff	35			employee	A
	Hospital: Bed	250			bed	B
	Outpatient surgery: Bed	200			bed	B
	Hotel & Motel: single bed*	100			bed	A
	Hotel & Motel: double bed*	200			bed	A
	*with food services category B					
Laundromats, coin operated		500			machine	B
		Maintenance Facility to be determined				B
Nursing Homes & Assisted Living Facilities		125			bed	B
	Office Building: without cafeteria	15			employee	A
	Office Building: with cafeteria	20			employee	B
	Office Building: Unspecified Office Space	15			100 SF	A
	Picnic Parks: Bathroom only	5			person	A
	Picnic Parks: Bath house, showers and toilets	10			person	A
	Restaurant or Cafeteria: Eat-in with bathroom and kitchen waste	40			seat	B
	Restaurant or Cafeteria: Eat-in paper service, plus toilet and kitchen waste	20			seat	B
	Restaurant or Cafeteria: Kitchen waste only	3			seat	B
	Restaurant or Cafeteria: Seasonal Outdoor seating	20			seat	B
	Bars and lounges	20			seat	B
	Bars and lounges	35			employee	A
	Function Rooms	12			seat	B
Schools:		Boarding	100		bed	B
	Day Care & Nursery	15			person	A
	Day, without gym, cafeteria or showers	15			person	A
	Day, without gym, showers with cafeteria	20			person	B
	Day, with gyms, showers and cafeteria	35			person	B
	Post Secondary School / Classroom	15			seat	A
	Post Secondary School / Dormitory	85			bed	A
	Post Secondary School / Dormitory with Cafeteria	125			bed	B
	Service Stations	10			vehicle	B
	Shopping Centers/Grocery/Convenience stores: Large Dry Goods	5			100 SF	A
		Shopping Centers/Grocery/Convenience stores: With meat dept. with garbage grinder NOT ALLOWED				
	Shopping Centers/Grocery/Convenience stores: With meat dept. w/o garbage grinder	11			100 SF	B
	Shopping Centers/Grocery/Convenience stores: with deli	3			meal	B
Small Dry Goods		100			each	A
	With deli	3			meal	B
	Swimming Pools	1000			800 SF	A
	Tennis Courts	250			per court	A
	Theatres	5			seat	A
	Workers: Construction bathroom only	5			employee	A

Uses not listed will be determined from previous metered usage corrected for strength and a multiplied by a peaking factor of 2 and shall be approved by the Director of Public Works.

Category C includes all facilities with BOD and/or TSS > 400 mg/l and All Food Preparation Establishments without Approved Automated Grease Removal Systems.

Food grinding is prohibited – period – if discovered, a notice to cease the activity within 30 days, or penalties of \$150.00/day shall be instituted. A reoccurrence 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.

ADA	Americans with Disabilities Act	LCHIP....	[New Hampshire] Land and Community Heritage Investment Program
AED.....	Automated external defibrillator	LED	light emitting diode
AEMT....	Advanced Emergency Medical Technician	LGCPA ..	Lower Grafton County Prosecutorial Association (formerly UVPA)
APWA ...	American Public Works Association	MIS	Management information system
ATC	Appalachian Trail Conservancy	MV	Motor vehicle
B	Retail Business Zoning District	NHDES..	New Hampshire Department of Environmental Services
BM.....	Service Business and Limited Manufacturing Zoning District	NHPTV..	New Hampshire Public Television
BOD.....	Biochemical Oxygen Demand	NHRS	New Hampshire Retirement System
CATV	Community Access Television	NP	Natural Preserve Zoning District
CBOC	Community-Based Outpatient Clinic	NPDES...	National Pollutant Discharge Elimination System
CIP	Capital Improvement Plan	OL	Office and Laboratory Zoning District
CO.....	Certificate of occupancy	OPEB....	Other Post-Employment Benefits
CO2.....	Carbon dioxide	PBS	Public Broadcasting System
CPI.....	Consumer Price Index	PEG.....	Public, educational, and government access television
CPR.....	Cardiopulmonary resuscitation	PILT.....	Payments in lieu of taxes
CRREL ..	U.S. Army Cold Regions Research and Engineering Laboratory	PTO.....	Parent Teacher Organization
D	Downtown Zoning District	PVC	polyvinyl chloride
DES.....	[New Hampshire] Department of Environmental Services	RFP	Request for proposal
DHMC ...	Dartmouth Hitchcock Medical Center	RMS.....	Richmond Middle School
DMV.....	Department of Motor Vehicles [New Hampshire]	RO.....	Residence and Office Zoning District
DPW	Department of Public Works	RR.....	Rural Residence Zoning District
DUI.....	Driving under influence	RSA	[New Hampshire] Revised Statutes Annotated
ECC	Estimated Construction Cost	RTV	Rough terrain vehicle
EMS.....	Emergency medical services	SAU	School Administrative Unit
EPA.....	Environmental Protection Agency	SPOTS ...	State Police Online Terminal
F	Forestry and Recreation Zoning District	SR	Single Residence Zoning District
FEMA....	Federal Emergency Management Agency	SRF	Sewer Recapture Fee
FLSA	Fair Labor Standards Act	STEM....	Science, technology, engineering, math
FTE.....	Full time equivalent	SWAT....	Sustainable Works Around Town
FY	Fiscal year	TSS	Total Settleable Solids
G&A	General and administrative expenses	UCR.....	Uniform Crime Reporting
GIS.....	Geographic Information System	UNH	University of New Hampshire
GP	Goose Pond Zoning District	USHUD .	U.S. Department of Housing and Urban Development
GPS.....	Global Positioning System	UVA	Upper Valley Ambulance
GR.....	General Residence Zoning District	UVPA	Upper Valley Prosecutorial Association (now LGCPA)
HHS	Hanover High School	UVTA....	Upper Valley Trails Alliance
HUD	U.S. Department of Housing and Urban Development	VINS.....	Vermont Institute of Natural Science
HVAC....	heating, ventilating, air conditioning	VTANR .	Vermont Agency of Natural Resources
I.....	Institution Zoning District	WRF	Water Reclamation Facility
ILS	Integrated library system	ZBA	Zoning Board of Adjustment
IP	Internet Protocol		

Household Hazardous Waste 2021 COLLECTION DAYS

One Friday
Collection

WHEN

All collections are 9:00 am—Noon

Sat, May 1—Lebanon High School, 195 Hanover Street

Sat, June 5 —Newport Highway Garage, 449 S Main Street (Rt 10S)

Fri, July 16 —Lebanon High School, 195 Hanover Street (off Rt 120)

Sat, August 7—Sunapee Highway Garage, 621 Route 11

Sat, October 2—Lebanon High School, 195 Hanover Street

FREE to residents from Claremont, Cornish, Enfield, Goshen, Hanover, Lebanon, Lempster, Lyme, New London, Newbury, Newport, Orford, Piermont, Plainfield, Springfield, Sunapee, Unity, Washington, and Wilmot. Other residents and businesses welcome for a fee. **ANYONE** with 25 gallons or more must pre-register by calling number below. Any Business 2-week pre-registration.

WHAT TO BRING:

Pesticides, Herbicides, Flea/Tick
Antifreeze, Dirty Gas & Kerosene
Adhesives & Driveway Sealer
Mercury Thermostats & Thermometers
Household Cleaners & Polishes
Hobby & Pool Chemicals,
Lead Fishing Tackle, Smoke Detectors
Oil-Based Paint (not Latex!)
Solvents, Varnishes, Stains
Button, Ni-Cad, Lithium, and
Rechargeable Batteries

...And much more...give a call or
visit <http://hww.uvlsrc.org>



Aerosol cans, empty: Recycle with scrap metal. Talk to your town. (Bring cans with product in them to collection.)

Ammunition and explosives: State Police at 271-3636.

Asbestos: Get a licensed asbestos specialist. Asbestos is hazardous to your health—don't remove it yourself!

Batteries, alkaline: Most non-rechargeable batteries (AA, AAA, C, D, and 9-volt) are trash in NH. If in doubt, just bring to collection. Tape 9-volt terminals before disposal to avoid fire in your trash!

Batteries, automotive: Take to parts store for cash or your transfer station

Fire extinguishers: Recycle empty extinguishers (NRRRA takes from towns).

Fluorescent lights: May be taken at your town facility. Check with your town. Food Co-ops and Home Depot may take CFLs (spiral bulbs), not tubes.

Latex paint: Use kitty litter, sawdust, or shredded paper to dry out latex paint; throw in your trash. Empty, dry metal cans may be recycled as scrap metal at your recycling facility. If it says "clean up with soap and water," it's latex.

Medical sharps: Place in a rigid container (e.g. detergent bottle), seal cap with duct tape, and label container with marker, "Sharps, not for recycling."

Dispose of with regular trash by handing to a waste collector—can become a projectile if compacted in trash. *Lebanon Police Station accepts some sharps.*

Medicine: See www.twinstatesafemeds.com for police stations taking meds.

Propane or helium tanks: Propane/helium tanks can be exchanged/refilled at a distributor; or contact town transfer station about empty tanks.

Used motor oil: Take to town transfer station or a service station for recycling.

CHECK OUT OUR WEBSITE FOR MORE INFO: <http://hww.uvlsrc.org>



For
information
contact the

Upper Valley Lake Sunapee
Regional Planning Commission
at (603) 448-1680 or
vdavis@uvlsrc.org