



TOWN OF HANOVER  
550 HANOVER STREET  
HANOVER, MASSACHUSETTS 02339

*Advisory Committee*

## **Hanover Advisory Committee**

**550 Hanover Street**

**Hanover, MA 02339**

Meeting Minutes

Wednesday, October 18, 2023 – 6:30 pm

**In-Person and Remote**

### **Committee Attendees:**

Emmanuel Dockter, Chair

Jim Hoyes

Mike Cianciola

Nancy Clinton

Lynne Hash

Sandy Hayes

Greg Satterwhite

### **Members Absent:**

Steve Freedman

Rachel Hughes

### **Other Attendees:**

Joe Colangelo, Town Manager

Library Director Virginia Johnson

Chelsea Stevens, Finance Director

Director of Community Services Tammy Murray

Chair Emmanuel Dockter called the Advisory Meeting to order at 6:31 pm.

The Chair opened the meeting with a discussion relating to the potential of a discussion at Town Meeting about an override. That being the case the Chair would like to have 3 meetings with each department. The first meetings will happen in October to Early November – Capital Plans. The second meetings will happen in Mid-November into December review of services and operating budget. The third meetings will be held in January services and operating budget.

In preparation for these meetings the Chair is asking each department to review the following for their department:

- The services your department provides
- The level of service
- The cost to provide the service

In preparing for these meeting the Town Manager and School Superintendent have put together a list and have suggested that we compare our local geographic towns:

Norwell  
Pembroke  
Rockland

In addition compare towns with similarly situated:

Holliston  
Middleboro  
North Reading  
Sandwich  
Westwood  
Wrentham

We are asking all department heads to put some thought into the services that you provide and how do those services compare with the other towns.

If this list doesn't work and a town should be deleted or added have a discussion with the Town Manager. If a town would be a good comparison it could be added. If a town is not a good comparison please explain why.

The Chair welcomed Library Director Virginia (Ginny) Johnson to discuss the Library Capital budget.

FY'24 - Wheelchair Lift in the Staff Corridor. Re-asking for FY'25. Looking to find another funding source – Trustee CD, Grant; something outside of Free Cash. The FY'27 amount should be removed from the budget.

FY'25 – Replace Carpet and Interior Finishes – the carpet is buckling in several areas. Sandy Hayes will go over and visit the Library and check on the condition and report back. Victor can also add commentary during his presentation next week.

**Question** – Has the town considered material other than carpet? Carpet is used in Libraries for softening noise, but maybe there is a hard surface that would last longer that might be something to consider for other carpet replacements?

FY'27 HVAC Upgrades – Victor will need to discuss this line item during his presentation next week.

The Chair thanked Ginny for her presentation.

The Chair welcomed Director of Community Services Tammy Murray.

Director Murray's presentation focused on Park and Recreation (Rec). Tammy shared that this is an update from last year's budget.

Forge Pond Park Fence Extension – the \$25,000 has already been approved.

FY'26 Forge Pond Park Playground – this is supposed to be paid for through donations. This has been moved to FY'26.

**Question** - If they receive the \$250,000 in donations why would they need the \$250,000? That depends on the estimates.

**Question** – Are donations identified? \$20,000 so far! The donations are deposited into the Park & Rec playground accounts. This is on hold until we upgrade our limitation of donations.

**Question** – How are you planning on maintaining the playground?

**Question** – Who would be deciding on where they would be? The people who use the park, Park & Rec and DPW.

Forge Pond Park Lights – This project is being held up by a zoning appeal. CPC has 2 years to complete the project, but extension can be approved. We will push out into budget for future years.

B Everett Master Plan – eliminate the FY'24 \$12,000 that is an error. FY'25 CPC placeholder end of October deadline. We have a plan. The \$500,000 is a placeholder to allow for engineering and getting the project shovel ready.

**Question** – On Comprehensive Park Plan – Park and Rec started in May. They reviewed all fields (conditions). They are ready to put together an order of importance list.

**Question** – How are we evaluating Recreation demand? Community Services & Park & Rec. We haven't had a lot of requests for more fields at this time.

Ellis Field Improvements – FY'27/ 28/ 29 -\$75,000 each year

Hanover Dog Park – Funding sources will be from donations and grants. This won't be on capital plan for a couple of years.

Basketball Court Improvements (Myrtle St) – \$100,000 is a rough amount. There is discussion to move this to a later date. We could move this to next year.

COA – Study for expanded COA services – UMass is doing a comprehensive study for us. It is extremely comprehensive. \$25,000 is being used from ARPA money for this study. They will do surveys, comparison will include the additional services we have, i.e Social Workers as well as what can be developed for Veterans. The final package should be ready by next September. This expense fits into what ARPA was for.

Tammy has a question – Most towns have a COA, do you want me to break-out our services. Please stay with the nine towns.

The Chair thanked Tammy for her presentation.

The Chair asked Chelsea if she is prepared to share her capital tonight for Finance. She is prepared.

Chelsea shared that she only has one item for FY'28 Assessing 5-year re-evaluation.

Chelsea shared that Ann was in another meeting, but she had Ann's information if they wanted her to share.

CDMI – CDMI has no requests. She has given me updates on projects.

- Forge Pond Lights – no up-date the case is in the appeal process.
- Historical Society Archival Project – The have to purchase the proper materials in order to go forward with this \$5,000 project. They are working on the list of materials that they need for the project.
- Stetson House Gardens - \$7,500 – They are working with Evergreen Landscaping. They have already completed the landscaping for the front garden. The rest of the work should be done by 10/28.
- Stetson House – Lower Barn and Stone Wall Restoration - \$9,500 – is complete. They are awaiting for the invoice so they can pay.
- Weights and Measures Cabinet – Restoration is near completion.

CPC – we don't have any new information.

**Question** – Could we get a copy of CPC's timeline? Maybe they could give us a draft of potential projects. CPC normally has their hearings in January.

Town Manager Colangelo shared that they are waiting for the fencing for the Rail Trail. An abutter is donating land that will allow the rail trail to connect to Ellis Field.

The Chair thanked Chelsea for her finance update and for sharing CDMI's information along with Joe for the updates for CPC.

The Chair reminded the committee that next week they would be reviewing DPW information and the following week they would be reviewing School information.

The Chair asked for a motion to adjourn the meeting. The motion was seconded and approved unanimously by the Advisory Committee. The meeting adjourned at 7:17 pm.