



TOWN OF HANOVER  
550 HANOVER STREET  
HANOVER, MASSACHUSETTS 02339

*Advisory Committee*

## **Hanover Advisory Committee**

**550 Hanover Street**

**Hanover, MA 02339**

Meeting Minutes

Wednesday, March 8, 2023 – 6:30 pm

**In-Person and Remote**

### **Committee Attendees:**

Emmanuel Dockter, Chair

Mike Cianciola

Nancy Clinton

Sandy Hayes

Jim Hoyes

Rachael Hughes

Joan Port-Farwell

Greg Satterwhite

**Committee Absent:** Steve Freedman

### **Other Attendees:**

Joe Colangelo, Town Manager

Ann Lee, Asst. Town Manager/HR Dir. and CDMI

Sandra MacFarlane, Conservation Agent

William Scarpelli, Chair CPC

Mary Dunn, CPC

Adam Hill, Park & Rec.

Mike Barube from Duxbury (consulting)

Ann Manna, Resident

Christine Stickney, Town Planner

Chelsea Stevens, Finance Director

Tammy Murray, Dir. of Community Serv.

Lisa Satterwhite, Vice Chair Conservation

Jonathan Chu, CPC

Judy Grecco, CPC

Jason Cavallaro, Park & Rec.

Anthony Manna, Resident

Maura Longeuil, Resident

MaryAnn Brugnoli, Chair Planning Board

Chair Emmanuel Dockter called the Advisory Meeting to order at 6:30 pm.

Chair Dockter asked for a motion to approve the minutes from the February 15<sup>th</sup> meeting. A motion was made and seconded unanimously.

The Chair welcomed Ann Lee to present her budget.

Ann shared that she has a level funded budget. Ann provided detail for:

- Building Permits – much slower this year. Anticipating a drop-off next year.
  - A question was asked about Mall money. *Ann will get information to Chelsea.*
- Health Department – on par with last year.
- Org Chart – 8 full-time and 9 part-time. The current planner is part-time. She is retiring and we are actively recruiting for a full-time planner for July 1<sup>st</sup>. Pay ½ year ARPA and then operating. The Tobacco Coordinator is paid for by a grant and it is a full-time position.

**Question:** With the opening of the mall will your staff be able to meet the demand? *Ann shared that everyone is cross-trained and it not anticipating any issues meeting the demand.*

The Chair asked if there were any additional questions. There were none. The Chair thanked Ann for her presentation.

The Chair welcomed Tammy Murray. Tammy started her presentation sharing the Council on Aging's organization chart. The chart does not include the Visiting Nurses because they will be moving to the Fire Department budget. The COA has a team with a combination of Full-time employees, Volunteers and Senior Tax Work-off staff. Tammy shared that those positions that are being paid for by ARPA funds do not have a job promised post ARPA funds. Tammy is also the Park and Rec Administrator as of last July.

Tammy shared an accomplishment slide sharing the types of cases they are working on; along with the number of rides this year over last year (309) and the number of meals served this fiscal year (4806).

Veterans Services is also Tammy's responsibility. Since October they have been handling VSO issues with a part-time Assistant. assigned to VSO responsibilities. The assistant works 19 hours and additional hours for urgent situations. We were sending claims to the VSO's in Rockland and Abington. We now have access to the VA claims. We can now process these claims ourselves. They are also providing Behavioral Health Services. Tammy shared a slide with the sources of funding for Veteran's Services.

Tammy then transitioned to Park and Recreation – Tammy shared that they are reviewing all the fields and determining what they want to fix and when. She shared that the snack bar will be open at Forge Pond Park this year. She also shared that the adult softball league will be coming back to Park and Rec. It wasn't a fit for FACE.

PEG (Public Education Government Television) – is under Community Services. Tammy shared an appropriation slide of PEG funds.

Tammy will email Joe how much ARPR funding they are using.

The Chair asked if there were any questions. There were none. The Chair thanked Tammy for her presentation.

The Chair welcomed the Chair of Community Preservation Committee Bill Scarpelli.

Bill started his presentation on the story of James Ludden. The purpose of the conversation was to share that there are no historical documents stating why Luddum's Ford and adjacent parkland was named Luddum. It is an interesting conundrum; and how do you remedy a historical inaccuracy; and what amount and quality of scholarship is sufficient to adopt a change. Article 48 – Correct Spelling of Luddam's Ford Park to Ludden's Ford Park.

Article 29 – To appropriate \$5,000 to be transferred to the Hanover Affordable Housing Trust.

Article – 31 – To appropriate \$7,500 for Stetson House Gardens & Grounds. The plantings would be historically appropriate.

Article 32 – Appropriate \$9,500 for Stetson House Lower Barn Stone Wall Restoration.

Article 34 – To appropriate \$10,000 for the Weights & Measures Cabinet

**Question:** The committee asked if CPC would provide a brief description for their warrant articles.

Article 30 – To appropriate \$500,000 to provide the site work necessary to install athletic field lighting at Forge Pond Park to enhance and increase recreational opportunities at Forge Pond Park by installing LED athletic field lighting for a baseball field and a softball field.

**Questions:**

- Does this light all fields? – *No just 1 baseball field and 1 softball field.*
- Will the full project be completed with the \$500,000? *No*
- **Concern** – We do the initial phase, and we have an incomplete project.
- Is the wording too limited? *Aare we including parking lots? Parking lots were not on our radar. The way the poles are placed we can add lights to pole for parking lots.*
- Safety – *Lighting is very directional.*

The committee would like to see the whole plan. How many phases? What does this project look like? What is the town buying into? It is incomplete where do we stand. Is there a report from last year available? Does this require a ZBA variance? Is the Building Commissioner involved? Concern was raised about abutters and the need for an outreach to them.

*Jason shared that the intent was to eventually do all fields. This Funding is for 1 baseball and 1 softball field and future funding for the rest. The future depends on funding that might be available. We don't have a phase 2, 3 or 4.*

*Mike Barube has been consulting with Park & Rec. He shared that the lights would be on surface playing space. The funding does include the work for all electrical and underground work for the whole park. FUTURE READY!*

The Chair asked if there were any additional questions. There were none. The Chair thanked CPC and Park & Rec for their presentations.

The Chair invited Sandy and Lisa - to review Article 49 – Amend General Bylaws – Conservations. The bylaws have not been updated since 2009. We needed to make DEP updates. We also felt we needed to address new permits. We want the permitting process to be easy. The Commission may waive minor activities for emergency or safety situations. Sandy shared that the purpose of this article is to bring clarification and ease of reading to the by-laws. It is basically a housekeeping article. There was a need to clarify that an abutters list for conservation is 100' from center of parcel not 300" that is for planning. We are trying to clean up the wording.

**Question** – Are there fines or penalties? *We don't fine very often. We work with people rather than fine them.*

Article 50 – General Bylaws – Amendments to 4-12 Conservation Commission. Sandy shared that this bylaw did not reference 6-14. This had been inadvertently left off.

The Chair asked if there were any additional questions. There were none. The Chair thanked Sandy and Lisa for their presentation.

The Chair invited Anthony & Anne Manna to present petition Article 51 – Transfer of town owned land to the conservations commission to be held for conservation for passive recreation and or historic preservation purposes in perpetuity.

Anthony along with his wife Ann were live via Zoom. Anthony did not realize that the Select Board had to make the request to move land to be held by Conservation. Since the land in question has been determined to be undevelopable this article may not be necessary. The article will remain on the warrant. The article could be passed over at town meeting if the petitioner so requests. The town manager and the petitioner will talk.

**Questions:** Have you made a recommendation to the Select Board?

Have you spoken to the Town Moderator? It was suggested that Anthony reach out to the Moderator to talk.

What is opinion of Conservation? *Sandy shared that the property is valuable for wildlife. She shared that wetlands directly affect our quality of life.*

The Chair asked if there any additional questions. There were none. The Chair thanked Anthony and Ann for participating at the meeting.

There are 4 articles on the warrant relating to Digital Board & Signs.

Article 38 is a Petition Article to Prohibit Digital Message Boards, Flashing and Moving Signs.

Article 39 is a Revision of Petition Article 38 that inserts a New Section 5.900 Permit for Digital Message Boards.

Chair Dockter welcome Maura to review petition articles 38 & 39.

Maura shared that the revision to article 38 to article 39 is for only digital billboards. The planning department is receiving 2-4 requests for digital signs a month. The question for the town is - what is the town vision for digital signs.

**Question:** Does this require a majority vote or a 2/3 vote. *This is a 50+1 (majority) vote.*

The Chair asked if there were any questions. There were questions that related more to the Planning Board Article(s) on digital signs and Maura didn't feel she should speak for Planning. There were no other questions. Chair Dockter thanked Maura for presenting her articles.

The Chair welcomed Ann, Christine and Maryann to review the Planning Board articles

Maryann started her conversation with the history of digital signs. In 2016, we had an article and the Attorney General did not approve the article as written because the struck the word "**special**" permit and left in the word permit and we missed that change.

Article 40 is a Planning Board Article –Amend Sign Bylaws Article 5 Delete Language under Section 5.1.1. This is the article to correct what was missed when the Attorney General removed SPECIAL because under General Bylaws there can't be special permits. We did not catch that in 2016. When we found this out last year, we immediately went to Ann and our town attorney. The town attorney recommended that we put a moratorium on any sign permits until we go before the town meeting and correct the will of the town meeting from 2016. Maryann will send Attorney General Letter to Joe Colangelo for the committee to receive. Special permits fall under Zoning bylaws.

Article 41 is a Planning Board Article – To see if the town will amend the Hanover Zoning bylaws with the insertion of a new section for digital message boards. This inserts New Section 5.900 Permit for Digital Message Boards. Zoning bylaws requires a 2/3 vote.

Maryann moved to the other Planning Board articles.

Article 35 – Amend Zoning Bylaws Section 2100 Definitions. This is cleaning up definitions.

Article 36 – Amend Zoning Bylaws Section 5.040 Grandfathered Project Approval. Bringing bylaw into compliance

Article 37 – Amend Zoning Bylaws Section 13.200 Limitation of Variance or Special Permit Grants – Variance separated from special permits.

Articles 42 and Articles 43 – These 2 articles put a size of 800 SF. They will require a special permit process. Agriculture exempt, along with pools and tennis courts. Roof and size describe the structure. The Chair shared that the town meeting needs to be informed during the discussion at town meeting. Possibly have a list of often used structures.

Article 42 – Amend Zoning Bylaws – Section 6.100(G) Accessory Building and Uses

Article 43 – Amend Zoning Bylaws – Section 5.300 Accessory Structures.

Article 44 – Amend Zoning Bylaws – Section 6 Use Regulations – Medical Health Care Facilities. This article is part of Article 35 Definitions. *This article maybe should be closer to article 35.*

Article 45 – Amend Zoning Bylaws – Section 9.010 Minimum Parking Requirements – *Parking table requirements maybe should be moved closed to 35 also.*

Article 46 – Amend Planning Office Fees – The fees were last changed in 2009 with 5 categories. With the modifications to definitions, zoning, we will have fairer application fees. The Chair asked for table of new fees compared to old. The Chair also asked the Committee to give some thought on the zoning fees charges.

The Chair asked if there were any additional questions for Planning. There were none. The Chair thanked Maryann Christine and Ann for their presentation.

The committee then moved to review articles on the warrant.

Article 15 – Authorize Select Board to Purchase Property Adjacent to Pond Street Wells. This is a 6 acre parcel. It would give us control of the 6 acres around our wells, protecting our water.  
1) Authorize to purchase; 2) authorize funding (possibly water enterprise).

Article 16 – Appropriate Funds – Funding for Town Costs Required to Run Winter Fest and Hanover Day (\$50,000). Straight forward information!

Article 21 – Municipal Aggregation Program – To grant the Select Board authority to research, develop and participate in a contract, or contracts, to aggregate the electricity load of the resident, businesses and local government entities in the Town of Hanover and for other related services, independently, or in joint action with other municipalities, retaining the right of individual residents and businesses to opt-out of the aggregation.

- First Step – work out agreement with utilities
- Final agreement - Select Board
- How do residents opt-out

- Let's have an understanding of how this all works

The Chair reviewed open items:

- School line item budget
- It looks like we might have to add a meeting.

Chair Dockter asked for a motion to adjourn the meeting. The motion was seconded and approved unanimously. The meeting adjourned at 9:02 pm.