



TOWN OF HANOVER
550 HANOVER STREET
HANOVER, MASSACHUSETTS 02339

Advisory Committee

Hanover Advisory Committee

550 Hanover Street

Hanover, MA 02339

Meeting Minutes

Wednesday, February 8, 2023 - 6:30 pm

In-Person and Remote

Committee Attendees:

Emmanuel Dockter, Chair

Mike Cianciola

Nancy Clinton

Steve Freedman

Sandy Hayes

Jim Hoyes

Rachael Hughes

Joan Port-Farwell

Committee Attendees Remote:

Greg Satterwhite

Other Attendees:

Joe Colangelo, Town Manager

Chelsea Stevens, Finance Director

Police Chief Tim Kane

Fire Chief Jason Cavallaro

Deputy Chief Fire Fred Freeman

Deputy Chief Fire Gino DeAcetis

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

Chair Dockter asked the committee if there were any changes to the January 4, 2023 meeting minutes. There were none. A motion was made and seconded to approve the minutes of the January 4, 2023 meeting. The motion carried with one abstention because they were absent from the meeting.

Chair Dockter asked the committee if there were any changes to the January 30, 2023 meeting minutes. There were none. A motion was made and seconded to approve the minutes of January 30, 2023. The motion carried with eight members present for the vote.

Chair Dockter welcomed Police Chief Kane to present his FY'24 Budget

Chair Dockter asked Tim about the by-law relating to a Deputy Chief for the department. Tim explained that there needs to have a command structure with a 2nd in Command. This would be an appointed position and not a civil service position.

Tim continued with his budget presentation. Tim reviewed the head-count slide. With police reform we won't have Permanent/Intermittent staffing. There is a level of training required. There is a bridge academy that Intermittent Officers are required to take. These officers would be required to take 2400 hours. Some communities have abolished part-time with no mechanism to replace.

Animal Control - Tim explained that this is a joint initiative with Pembroke. Our Animal Control Officer is working on fee schedules and looking at our by-laws.

Cruiser Replacement Schedule – Tim thinks they can work it with 2, and repurposing a couple of cruisers.

Question: Is the turn-around time still long. Tim indicated that right now there is about a 6 month turn-around.

Body worn Cameras – This is a big initiative for the department. The department has been awarded an \$110,000 grant for full-time officers. They are holding off on dash cams because of the equipment needed to store the camera footage.

Grant Funding Awarded

- Body Worn Camera Program
- Ballistic Vests
- Comfort Dog
 - She arrived on Sunday
 - She will be named with a contest through the schools
 - Training donated by a local dog trainer
- D.A.R.E.
 - Officer McKeever stepping down from being the DARE Officer
- Traffic Safety Equipment
- Thermal Imaging Device

Grant Money – We are always pursuing grant opportunities.

- \$80,000 to launch a Jail Diversity/Co-Response

- Partnership with Pembroke PD
 - Through D.C.F. we will hire a licensed mental health clinician to ride with officers 2 days a week.
 - Renewable annual grant
 - Animal Control Officer – Tim shared that they are looking at hiring a part-time Animal Control Officer to help support the current Animal Control Officer.

Chief Kane reviewed Future Capital Budget Requests

Chief Kane moved to FY'24 Operating Budget

Questions – Is there a way to regionalize?

With the ROCCC we have a grant that paid for 3 years, then 50%.

Chair Dockter asked if there were more questions. There were no more questions.

Chair Dockter thanked Tim for his presentation.

Chair Dockter welcomed Fire Chief Cavallaro and Deputy Chiefs Freeman and Deputy Chief DeAcetis.

Chair Dockter asked Jason if there were any changes to the posted Warrant articles (Cardiac Monitors & Command Vehicle. Jason indicated there were no changes,

Chief Cavallaro opened his presentation reviewing the department Priorities. Chief Cavallaro explained that the department decided to develop a strategic plan internally. Through that work they redefined their **Mission** statement. They then developed a Vision statement for the department. Developing our **Vision** Statement made us take a hard look at ourselves. The department then developed goals. The **Goal** statement can be found on their presentation on the town website. Some key factors in developing their goals included the need to recognize that we have some dangerous buildings with hazards. They also recognized that there are hazards with electric vehicles and solar panels. Another recognized area where there is a need is for a school radio system for the high school.

Jason discussed the fire department budget and shared how the department has 3 teams with 6 members on each team. They recognize that determining that analytics are important, but we have to have good data. There are areas of support - BLS which is Basic Life Support and there is ALS which is Advanced Life Support. Jason talked about the growth in the community with Hanover Crossing, Benchmark Assisted Living and Mill St. Apartments.

Question: When the mall was discussed during the development stage there was a question as to impact to the fire services. There seemed to be some recollection that it would not impact services. No one was sure of the answer. *Jason shared that Market Basket has numerous calls weekly. Benchmark has just opened and they are seeing the numbers increasing as more residents are registered. When the initial question was*

asked the plans for an assisted living facility were not even considered. This is an example of where good analytics are important in future planning.

Jason shared a slide “Calls for Service:

Benchmark Assisted Living	59
Bethany Apartments	49
Market Basket	38
Cumberland Farms	27
Chic-Fil-A	12
Elmwood Farm Drive	169
Cardinal Cushing School	29
South Shore YMCA	25
Starland/The U	20

Jason shared two slides with Future Calls for Service including a slide from Foxborough who has an apartment complex also built by Hanover Company (248 units). Foxborough has seen an increase in calls.

Jason then talked about mutual aid. The fire service depends on mutual aid. Jason shared a slide relating to mutual aid ambulance activity. The ambulance receipts help to purchase future ambulances. Ambulance receipts totaled \$1,370,848.

Jason shared the number of grants that the fire department was granted during 2022. The committee congratulated the fire department for their successful grant writing and writers. Grants and reimbursements totaled \$603,152 in 2022.

Jason shared their Fiscal Year 2024 Budget at a Glance. The change is the addition of the Visiting Nurses moving from Community Services to the Fire Department. This is an area for opportunities for Advanced Services for the department.

Jason continued with several slides breaking down the department’s budget. The goal in the budget is to maintain appropriate daily shift strength 24/7. There was discussion about making plans for hiring, with the possibility of getting a Safer Grant.

Jason shared several slides on training and the need to include extra money in the budget to train staff. 2/3 of firefighters have less than 6-years of experience. The training needs to be meaningful on-duty and off-duty, basic and advanced higher level of training. Jason continued that "Future Investment in Training is Critical". Training is a huge priority. "We are obliged to keep the firefighters safe".

Jason shared another goal – Leverage New Technologies to Provide Enhanced Services. We are awaiting additional Mobile Data Terminals (MDTs) from ROCCC transition.

Jason then discussed Vehicle Maintenance. The cost of maintenance and supplies is going up. Warranties on equipment are running out. Costs are escalating and the fire department is looking at ways to save costs.

South Shore Hospital just informed the fire department that they no longer are providing medication for the ambulance. \$3,000 to \$6,000 will need to be spent on medicine for the ambulances.

Advisory- It would be good to know if you need to update your budget with these added expenses.

Jason then proceeded to IT costs. Fred shared information on the Handtevy technology (pediatric cardiac arrest equipment) this is a very stressful situation for paramedics. This is a great concept. This technology gives the paramedic information on how much medication they should be giving to a child based on weight. This budget line has increased over \$2,000. Fred shared this is an important tool for us. Jason wanted the committee to know that IT expenses are part of the IT budget, but he wanted the committee to realize how technology plays a large role in their day-to-day operation and how IT and the Fire Department work together.

The rest of the slides are capital.

Chair Dockter asked if there were any more questions. There were none.

Chair Dockter thanked the fire team for the completeness in their presentation.

Member Discussion - The committee is concerned about long-term planning. It is recognized that everyone is trying to keep their budgets in check. A member asked if we are looking to see if other communities have operational overrides periodically.

Chair Dockter asked for a motion to adjourn the meeting. The motion was seconded and approved unanimously by the Advisory Committee. The meeting adjourned at 9:51 pm.