

Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, October 15, 2018 @ 7:00 PM.

Present were Chairman Emmanuel Dockter, Selectmen: David Delaney, Jocelyn Keegan and John Barry. Also present: Town Manager (TM) Joe Colangelo and Executive Assistant Ann Lee. Vice-Chair John C. Tuzik was unable to attend.

At 7:03 p.m. Chairman Dockter opened the meeting.

The Board held a joint meeting with members of the Advisory Committee and received a PowerPoint presentation ([attached](#)) from the Town Manager on the 2020 Capital Budget Requests. The TM will provide additional details at a future meeting.

Chairman Dockter asked if any member of the audience had any comment or discussion item for the Open Forum portion of the meeting; no response.

The Board voted to approve the Meeting Minutes from 10-1-18.

Appointments:

The Board held a joint meeting with the Board of Assessors to fill the vacancy created by the resignation of Frank Grecco. Chairman Dockter noted for this process Selectman Delaney will be also voting as a member of the Board of Assessors. The Boards by Roll Call Vote voted to appoint Elaine Shea to fill the Board of Assessors vacancy with the term to expire upon the next Annual Town Election, Chairman Dockter, aye; Selectman Delaney, aye; Selectman Barry, aye; Selectman Keegan, aye; Board of Assessors member, David Delaney, aye.

Chairman Dockter noted his prior involvement with the Master Plan Committee and requested to be the Board's representative to the Master Plan Implementation Committee. The Board voted to appoint Emmanuel Dockter as the Board of Selectmen's representative to Master Plan Implementation Committee.

Licenses/Permits:

The TM reported all staff requirements have been met with regard to the One-Day Liquor License requested by Cardinal Cushing. The Board voted to approve the One-Day Liquor License requested by Cardinal Cushing for the Donor Appreciation Dinner at 375 Washington Street on November 8, 2018 from 5:30 p.m. to 7:30 p.m., as requested ([attached](#)).

The TM reported all staff requirement have been met with regard to the Change of Manager for 7-Eleven ([application attached](#)); there are representatives present. The Board met with Erin Flinn (current store manager) and Jon Aieta from McDermott Quilty & Miller regarding the 7-Eleven, 2103 Washington Street, Change of Management request. Mr. Aieta provided an employment history for Ms. Flinn noting her experience as a Manager noting this is the second store in Hanover that she has managed, she is TIPS certified and there are protocols in place for ID verification, and she has been working at this location for one-year. The Board voted to approve the Change of Manager to Erin B. Flinn at the 7-Eleven located at 2103 Washington Street.

The Board met with Jon Aieta from McDermott Quilty & Miller regarding the 7-Eleven, 2103 Washington Street Change of Beneficial Interest ([application attached](#)). Attorney Aieta noted two officers have changed, Robbie Lee Radant is being replaced by Robert Schwerin and the Assistant Secretary will be James Baker. Attorney Aieta noted there was not a prior Assistant Secretary. The Board voted to approve the change in corporate structure of 7-Eleven with the addition of Robert Schwerin as President and James Baker as an officer.

Discussion/Action Items:

Chairman Dockter noted current Town Counsel Lauren Galvin is moving on from Murphy, Hesse, Toomey & Lehan; the TM noted Cindy Amara is her replacement and further noted the Town has access to the entire firm. Chairman Dockter requested Attorney Amara's contact information be provided to the Board. The Board agreed this is an opportunity to look at other options for Town Counsel as long as it does not hinder with pending items, the budget process and Town Meeting. Chairman Dockter will work with the TM to put together a RFP and report back to the Board at a future meeting.

The Board voted to approve the Warrant for the November 6th State Election ([attached](#)) as recommended by the Town Clerk.

Presentations:

The TM provided and reviewed a PowerPoint presentation on the Personnel Regulations ([attached](#)). The TM disclosed he has a contract and is not impacted by any changes made to the Regulations. The topics discussed are intended for employees hired prior to the 2014 Personnel Regulations being implemented. The topics discussed were: vacation time allocated at year 15 of employment, monthly sick time earned, and hourly longevity aka service awards; the benefits involve approximately 18 employees. The Board inquired on the cap of rollover sick days from year to year and how many of the 18 employees are eligible for the sick leave buyback. The Board requested the TM provide the proposed language and the current language at a future meeting for the Board's consideration.

The Board met with Lincoln Heineman, Finance Director for a Fiscal Year 2019 Quarter 1 Budget Status Report. Mr. Heineman provided and reviewed with the Board a memo ([attached](#)) on the Fiscal Year 2019 Quarter 1 Budget Status Report.

Proposals:

The Board received the draft of the Warrant Articles Policy ([attached](#)); Chairman Dockter requested the Board review the Policy for a vote at the Board's next meeting.

Updates:

The Board met with Lincoln Heineman for an update on the Finance Department. Mr. Heineman provided and reviewed with the Board a PowerPoint presentation ([attached](#)).

Lincoln Heineman, Finance Director provided the Board with a memo ([attached](#)) regarding the "Board of Commissioners of Trust Funds Update".

Bylaw Review Committee: The TM reported there is a Bylaw being drafted regarding the maintenance of private fire hydrants which would require private hydrants to be maintained annually/bi-annually; there are currently over 100 private hydrants in Town.

Center/Sylvester School Building Committee: The TM reported the paving and line striping is completed at Center School; the 1953 section should be completed by the end of October; the auditorium should be completed by the end of November; and all the students should be in the school as of January 2019. Selectman Keegan reported she and the TM will be meeting with the Historical Commission on the Sylvester School project.

Community Access and Media Committee: The TM reported a Public Hearing has been scheduled with the Board and the Community Access and Media Committee for the November 19th meeting regarding the Verizon contract.

Liaison Reports

Residential Development BOS Goal Update: The TM reported the Hanover Housing Group met last week with a consultant to discuss timeline of events, what the Committee expects to achieve and cottage cluster housing.

Fireworks Site BOS Goal Update: The TM reported the monthly updates continue and they are looking at bringing power to the site; Selectman Barry added they are working on getting the legal documents in place for an easement. The meeting with DEP on the Phase II report is still pending.

Town Manager Report: The TM reported the classification pay study is being finalized the MRI consultant expects to have it completed in November. Staff evaluations and goal setting will be completed in October. Town Hall improvements continue the TM invited the Board to visit the 2nd floor to view the changes. The OPEB investment manager RFQ will be completed tomorrow. The Traffic Safety Committee is reviewing: Winter Street for a traffic study with OCPC; a four way stop at the historic Four Corners section; and the four way stop at the YMCA should be put up this week. The 334 King Street owners have obtained legal representation and have filed an appeal.

Selectmen Forum

Selectman Keegan thanked those involved with A Simple Gesture who are helping with stocking the Food Pantry.

Selectman Delaney noted Wednesday is the last day to register to vote; Selectman Delaney thanked the office staff for work done for the Community Cookout.

At 9:02 p.m. Chairman Dockter requested a Roll Call Vote of the Board to go into Executive Session in accordance with GL c.30A §21(a)(6) to consider the purchase, exchange, lease or value of real property (Sylvester School Building) as an open meeting may have a detrimental effect on the negotiating position of the public body, and consider the status of public way. The Board will not return to Open Session. Roll Call Vote: Chairman Dockter, aye; Selectman Barry, aye; Selectman Delaney, aye and Selectman Keegan, aye. Town Manager Joe Colangelo and Executive Assistant Ann Lee were also present. Vice Chairman Tuzik was unable to attend.

Meeting ended and adjourned at 9:52 PM.