

Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, May 20, 2019 @ 7:00 PM.

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

At 7:00 p.m. Chairman Dockter opened the meeting and asked if any member of the audience had any comment or discussion item for the Open Forum portion of the meeting;

Public Forum

Josephine Koelsch and Maureen Cooke from the Visiting Nurse Association presented the Board with a donation in the amount of \$5,000 to be used for the Parks and Recreation summer campership program. The TM noted the donation is \$5,000 and as noted in the Board's policy (Policy 7-7) the Town Manager is authorized to accept the donation without Board approval. Mrs. Koelsch requested a report be provided to the VNA on how many camperships the donation funded. The TM noted last years donation of \$5,000 from the VNA supported 24 camperships; some campers attended multiple sessions.

Board of Selectmen Reorganization

Chairman Dockter noted it has been an honor to serve as the Board's Chairman and made a motion to appoint Vice-Chairman Tuzik as Chairman. The Board voted in accordance with the Board's Policy 2-1 to appoint Vice-Chairman John Tuzik as Chairman; Vice-Chairman Tuzik accepted. The Board voted in accordance with the Board's Policy 2-1 to appoint Selectman Emmanuel Dockter as Vice-Chairman; Selectman Dockter accepted. The Board agreed to meet at 6:00 p.m. on June 3rd to conduct the Board's Annual Goal Setting session in accordance with the Board's Policy 2-1. The Board agreed to continue with the current liaison assignments and requested the liaison list be posted to the website.

At 7:06 p.m. Selectman Delaney exited the meeting.

Public Hearing Boston Bowl – Change of License Category from Beer & Wine to All Alcohol

At 7:07 p.m. Chairman Tuzik read the Public Hearing Notice ([attached](#)). The Board met with Matthew Sammartino and Philip Strazzula regarding their application for a full alcohol license. Mr. Sammartino provided a review of the Beer & Wine License they currently hold noting they have never had any issues with the license. Mr. Sammartino noted they have another location which they currently operate the business under First Boston Tenpin, Inc. dba Boston Bowl; the corporate name/dba request is to change it to Boston Bowl Hanover, Inc. and there is also a request for a change of manager from Philip Strazzula to Matthew Sammartino. The Board voted to approve the requested change of license category from beer & wine to all alcohol, as indicated on the application. The Board voted to approve the change of corporate structure as indicated on the application from First Boston Tenpin, Inc. to Boston Bowl Hanover, Inc. The Board voted to approve the change of manager to Matthew Sammartino. At 7:12 p.m. Chairman Tuzik closed the Hearing.

Public Hearing Buffalo Wild Wings

The Board met with Colin D. Ahern, the general manager for Buffalo Wild Wings and Attorney Kristin Scanlon who attended in place of Attorney Joseph Devlin for the Change of Stock Interest and the Change of Officers, Directors, and Manager for Blazin Wings, Inc. dba Buffalo Wild Wings. Attorney Scanlon noted the Change of Stock Interest and the Change of Officers, Directors, and Manager is a result of the sale of the company to Roark Capital Partners in 2018; there is no change of district managers or employees at the local level. The Change of Manager is from Vadim Matveev to Colin Ahern who has been with Blazin Wings since 2014. The Board voted to approve the Change of Stock Interest for the applicant Blazin Wings, Inc. dba Buffalo Wild Wings, as indicated on the Change of Officers, Stock or Ownership application. The Board voted to approve of Change of Officers, Directors, and Manager for the applicant Blazin Wings, Inc. dba Buffalo Wild Wings located at 1799 Washington Street, to Colin Ahern as indicated on the Change of Manager application.

Meeting Minutes of May 6, 2019

The Board voted to approve the Meeting Minutes from May 6, 2019.

Presentation of the Fiscal Year 2018 Audit

The Board met with Erica Lussier, CPA, Melanson Heath, Lincoln Heineman, Finance Director and Chelsea Stevens, Town Accountant for a review of the FY18 Audit; Management Letter ([attached](#)); Auditors' Report ([attached](#)); and Annual Financial Statements ([attached](#)). The Board recommended a reconciliation policy be put in place.

Permit for Hanover Day 2019

The Board met with Christopher Haraden, Hanover Cultural Council regarding a permit for Hanover Day. The Board voted to authorize the Cultural Council's request to host Hanover Day 2019 on Friday, June 21st and Saturday, June 22nd at Sylvester/B. Everett Hall Field/Hanover Center, pursuant to the Town of Hanover General Bylaws §6-4(1) (Public Gatherings). The Board voted to waive the permit fee for Hanover Day 2019.

Permit for Tecumseh Drive Block Party

The Board voted to authorize Rhonda Nyman's request to host the Tecumseh Drive Block Party from Noon – 6pm on Saturday, August 17th, pursuant to the Town of Hanover General Bylaws §6-4(1) (Public Gatherings).

Appointment – Tammy Murray to Old Colony Elder Services

The Board voted to appoint Tammy Murray, Director of Community Services, to Old Colony Elder Services Board as Hanover's representative.

Receive Board and Committee Appointment List for Review

The Board received the list of Board and Committee reappointments for review.

Proposal from the Town Manager to Reorganize Town Department(s)

The TM reported the proposed re-organization will bring the Facilities Department back to where it was 5-6 years ago ([organization chart attached](#)). All major parties have been briefed about the proposed change and support the change including the union, impacted personnel, the School Superintendent, etc. It is anticipated this change will improve operations while providing short-term and long-term budget relief. The Board voted to approve the Town Manager's proposed re-organization, which makes the Department of Buildings & Facilities a Division of the Department of Public Works, Effective June 1, 2019, pursuant to §4(B)(3) of the Act Establishing a Town Manager Form of Government for the Town of Hanover.

Debt Issuance – Review and Approve Bond and Note Sale Results

The Board met with Lincoln Heineman, Director of Finance and Chelsea Stevens, Town Accountant for an overview on the \$19,300,000 long-term debt issuance and \$5,200,000 short-term debt issuance. Of the \$19,300,000; \$15,800,000 is for the Center School project. The Town continues to maintain a Aa2 rating. Mr. Heineman noted there also will be a \$42,000 Municipal Relief Transfer needed for our debt this year that will come before the Board in June. The Board voted to approve the Note sale of \$17,895,000 and the \$5,200,000 short-term borrowing, pursuant to the approved plan proposed by the Town Manager and accepted by the Board of Selectmen during the budget season. The official vote of the Board of Selectmen is [attached](#). The Board requested the expiring debt be provided to the Board.

Cancel Request for Proposal Issued April 18, 2018 for Sylvester Reuse

The Board voted to cancel the Request for Proposal Dated April 18, 2018 for the Edmond Q. Sylvester School, in accordance with the Board of Selectmen's Statement provided at Town Meeting on May 13, 2019.

Sylvester Reuse Pursuant to Articles 35 & 36 from Annual Town Meeting

The TM noted there are additional projects within the Town and it is important to not spread our resources thin. Michele Dailey was present for the discussion and inquired if this will be voted by the Town or is it going to be decided by the Board; Chairman Tuzik noted it will be a majority vote of the Board as voted at Town Meeting. Mrs. Dailey also noted the late hour the vote was taken on this topic at Town Meeting. Chairman Tuzik noted there will be many meetings on this topic prior to it be voted by the Board and encourages residents to attend these meetings. Steve Louko noted he is in favor of the Board taking a step back and re-evaluating the Sylvester School project. The Board discussed the process for reissuing the Request for Proposal (RFP). The Board agreed to continue this topic to a future meeting.

Update – Community Development & Municipal Inspections

The Board met with Justin DeBruin, CDMI Director for a Department update. Mr. DeBruin noted:

- Find more opportunities for customer service training;
- Website upgrades; keep current with all Boards/Committees;
- View Permit software will be expiring soon; review upgrades and other permitting software available;
- Hanover is designated MS4 community; the CDMI Department will be greatly affected by this; we are getting prepared for this.

- Grants: currently reviewing the Rail/Trail expansion; Complete Streets; and other Grants and opportunities. We are reviewing the process Rockland went through with the Rails to Trails program; Selectman Barry noted there were issues in prior years with private properties.
- The Town Planner has resigned the position has been posted on the Town's website and the Mass Municipal website; a committee will be formed to hire a new Town Planner. Our Licensing Coordinator is retiring in July.

Liaison Reports

Selectman Keegan reported:

- Debbie Sullivan resigned from the Parks & Recreation Committee; the Moderator is looking to fill the position.
- The Affordable Housing Trust and the Cluster Housing Committee are meeting on Wednesday Selectman Keegan extended an invitation to other Board members to attend.

Town Manager's Report

- NASR's Jewelers is changing their address from the Hanover Mall to 280 Columbia Road.
- Town Hall A/C Improvements: the air conditioning project is moving along at Town Hall.
- Town Hall Elevator: it appears that the problem causing the recent breakdowns has been fixed with the replacement of the main control board. The elevator will be tested before opening it back up to the public.
- Memorial Day: the Memorial Day Parade is Monday; there is a breakfast from 7:00 a.m. - 9:00 a.m. prior to the parade.
- Hanover Clean-Up Day: On Saturday, June 1st a local resident – Mike Butler – has organized a town-wide clean-up project. There are approximately 200 people who have signed up to help; he has coordinated with Police, Fire, and DPW.
- Open Space Residential Cluster Development is meeting on Wednesday, May 22nd at 6:00 p.m. at Town Hall.
- Town Records: now that Town Meeting is over we plan to put more energy to digitizing and weeding through the Town records which are currently stored at Sylvester School.

Selectmen Forum

Selectman Keegan requested information on the Senior Work-Off program be publically posted. The TM noted this information is in the COA newsletter which was distributed today. Lincoln Heineman, Director of Finance noted anyone interested should contact the COA directly.

Selectman Barry inquired on the Fireworks Site Phase III report from DEP; the TM noted the report was scheduled to be released on May 16th but it has not been received by this office.

Chairman Tuzik thanked the DPW workers for the hard work they do.

Meeting ended and adjourned at 8:30 p.m.