

Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, July 15, 2019 @ 7:00 PM.

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

At 7:03 p.m. Chairman Tuzik opened the meeting and recognized the one-year anniversary of the fatal shooting of Weymouth Police Officer and Hanover resident Michael Chesna and Weymouth resident Vera Adams. Chairman Tuzik recognized the passing of former Selectman Donald "Don" Deluse who also served on the Advisory Committee and as Town Moderator.

Chairman Tuzik 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 of June 3, 2019, June 17, 2019 and July 5, 2019; Selectman Barry abstained from the vote of the June 17, 2019 and July 5, 2019 Meeting Minutes.

DPW Director Victor Diniak–Water System Update-Chloramine/Disinfection Byproduct Project

The Board met with the Department of Public Works Director Victor Diniak who provided and reviewed a presentation ([attached](#)), with the Board, on the water system Chloramine/Disinfection Byproduct Project. Mr. Diniak noted a notice will be mailed to update residents on the current status of the Federal regulations compliance. Mr. Diniak further noted the Town is currently out of compliance at the 70 Ponderosa water test site which is not considered a public health emergency. There will also be another notice mailed to residents regarding chloramines urging anyone with a fish tank, fish pond or amphibious pets to note the special precautions needed to protect these pets. Health facilities are also being notified regarding the pending change to chloramines including special precautions needed to be taken for dialysis patients; Mr. Diniak urged residents to read the notice and to talk to their health care providers.

Policy #5-15 (Cellular Telephones, Tablets, Communication, and Technology Devices)

The TM noted Policy 5-15 Cellular Telephones, Tablets, Communication, and Technology Devices has been amended from the policy the Board reviewed at their last meeting. The current policy ([attached](#)) has been review by Town Council and addresses the deficiency raised by the Town Auditors. Vice-Chairman Dockter noted concern with Section ii. Provisions letter i noting "shall be consider public records" could be handcuffing the Town and questioned if that language can be removed, noting some documents may not be public records. The TM reported Town Council is comfortable with the amended language noting the following language in the policy "may be subject to disclosure" noting this language could protect some documents. The Board voted to approve Board of Selectmen Policy 5-15 as amended and presented on July 15, 2019.

Policy #5-17 (Internet Access and Use)

The TM reported we have received feedback from Town Council and the Department Heads and this policy ([attached](#)) should be held until our next meeting in September. Chairman Dockter inquired if the language in the policy “right to examine” allows private phones to be examined. The TM will request clarification from Town Council.

Policy #5-18 (Electronic Mail)

The TM reported we have received feedback from Town Council and the Department Heads and this policy ([attached](#)) should be held until our next meeting in September. Vice-Chairman Dockter noted concerns with language in this policy regarding public records. The TM will request clarification from Town Council.

Appointments:

April Manupelli to the Parks & Recreation Committee

The Board voted to approve the Town Moderators appointment of April Manupelli to the Parks & Recreation Committee pursuant to §4-18 of the Town of Hanover General Bylaws.

Justin DeBruin & Joe Colangelo to the Metropolitan Area Planning Council (MAPC)

The Board voted to appoint CDMI Director Justin DeBruin as the Town of Hanover’s representative to the Metropolitan Area Planning Council and Joe Colangelo, Town Manager, as Hanover’s alternate.

Michele Grenier, Town Planner, to the Old Colony Planning Council (OCPC)

The Board voted to appoint Michele Grenier, Town Planner, as the Town of Hanover’s representative to the Old Colony Planning Council.

Vice Chairman Dockter requested information on the differences between the MAPC and the OCPC; the TM will provide that information at the Board’s next meeting.

Nancy Goldthwait to Board of Registrars

The Board voted to re-appoint Nancy Goldthwait to the Board of Registrars to a three (3) year term.

Town Manager’s Report:

Hanover Crossing – Staff is preparing a memorandum, similar to the one prepared for the ZBA last November but not narrowly focused on just the two (2) variances discussed at that time, in response to the application materials and July 1st presentation provided by PREP & Hanover Co. This memorandum should be available for the public by July 22nd in advance of the July 29th Planning Board meeting. Department Heads will attend the 7/29 meeting to provide information and answer questions from Planning Board members and the public.

Transfer Station – As a result of inquiries from members of the Advisory Committee and the Board of Selectmen John Barthelmes, Stonehill College student and Town of Hanover summer intern, has visited roughly 12 transfer stations and is preparing a presentation detailing how various locations around the Commonwealth operate. This presentation will be scheduled for one of the Selectmen’s meetings in September. Finding new solutions to how Hanover’s

Transfer Station operates and is funded was singled out as a priority by the Advisory Committee in the upcoming budget year.

Staff Update – Josh Adams, Assistant Assessor, is now also working for DPW as a project manager in the Buildings & Facilities Division for five hours a week; interviews for the executive assistant positions in Finance and CDMI will commence in the near future; the Town Accountant should be moved into her new office within a month; the new Animal Control Officer was hired.

Board of Selectmen Meeting Room Upgrades – We are moving forward on improvements to the Board of Selectmen meeting room. Phase 1 will be acoustic paneling.

Town Records & Documents – Digitization work is scheduled to commence in August.

Four Corners – Gearing up to make some improvements at Four Corners including installation of brick pavers in the area to add a historic aspect to the area which will add a traffic calming influence. The Historical Commission is being kept involved with the improvements.

Annual Town Meeting Articles (Status Update) – provided by the TM to the Board.

<u>Article</u>	<u>Issue</u>	<u>Status</u>
<u>1</u>	Accept Reports in Annual Report	Ok
<u>2</u>	Hear/Accept Reports of Committees & State Officials	Ok
<u>3</u>	Authorize Treasurer to Accept Trust Funds	Ok
<u>4</u>	Assume Liability to Allow State DEP Work	Ok
<u>5</u>	Set Pay for Elected Officials	Updated pay for Town Clerk effective July 1, 2019
<u>6</u>	Appropriate CPC Revenues for FY2020	Ok
<u>7</u>	General Fund Operating Budget	The FY2020 budget was implemented in the Town's accounting system prior to the start of the Fiscal Year, and line item departmental budgets have been distributed to relevant staff.
<u>8</u>	Water Enterprise Budget	The FY2020 budget was implemented in the Town's accounting system prior to the start of the Fiscal Year, and the line item departmental budget was distributed to relevant staff.

<u>9</u>	Accept Chapter 90 Road Grant Monies	DPW will spend this grant account in the negative in FY2020, and then in conjunction with the Finance Department will follow the reimbursement process at the end of the fiscal year so that these funds are replenished from the state grant.
<u>10</u>	Set Limits on Revolving Funds	The Town Meeting-approved spending limits have been instituted in the Town's accounting system.
<u>11</u>	Amend General By-Law Section 6-13: Departmental Revolving Funds	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>12</u>	Amend General By-Law Section 6-25: False Alarms	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>13</u>	Amend General By-Law Section 6-24: Water Use Restriction	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>14</u>	Add to General By-Laws: Private Fire Hydrant	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>15</u>	Accept MGL Ch 59 §5 Clause 54 – Low Value Personal Property Tax Exemption	These bills were NOT issued this year.
<u>16</u>	Accept Provisions of MGL Chapter 43D	State Committee approved the town's application for 43D on June 13, 2019
<u>17</u>	PEG Access & Cable Related Fund	The FY2020 PEG budget has been posted in the Town's accounting system.
<u>18</u>	Amend CAM Committee Mission Statement	The Community Services Department has updated all applicable documents.
<u>19</u>	Appropriate Funds – Inventory of Historical/Cultural Resources	The Invitation to Bid has been completed and submitted.
<u>20</u>	Appropriate Funds – Shipyard Markers	The new Town Planner will be meeting with C. Estabrooks/Historic Commission in the near future to further this project along
<u>21</u>	Appropriate Funds – Tennis Courts at High School	Engineering work has commenced. It's more likely than not that this work will not be able to start before the New Year.
<u>22</u>	Appropriate Funds –Cedar School Security Upgrades	Design is largely complete; waiting for Town Counsel to review front end of the specification(s). Project will not be complete as hoped for the start of the 2019-2020 school year.
<u>23</u>	Appropriate Funds – Renovate Cedar School Bathrooms	Using State contract to procure plumbing services – final proposal expected soon. Bathroom renovations will be completed prior to the start of school.

<u>24</u>	Appropriate Funds – Police Station Jail Cells Toilets	The Police Chief and DPW Director are working to obtain necessary state approval of proposed work before replacement work can begin
<u>25</u>	Appropriate Funds – One Ton Dump Truck	This Article was voted down at Town Meeting.
<u>26</u>	Appropriate Funds – 4x4 Pick-Up Truck	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Vehicle has been ordered through a MAPC/GBPC contract with Colonial Municipal Group. We hope to receive the vehicle in late fall/early winter.
<u>27</u>	Appropriate Funds – Cemetery Dump Truck	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Vehicle has been ordered through a MAPC/GBPC contract with Colonial Municipal Group. We hope to receive the vehicle in late fall/early winter
<u>28</u>	Appropriate Funds – Ambulance	Funds are now available in the Town’s accounting system for the DPW to make this purchase. The Fire Department has developed specifications for the ambulance and is working with a vendor to acquire one through the Metropolitan Area Planning Council (MAPC) Collective Purchasing Program
<u>29</u>	Appropriate Funds – Assessing Software	Contract has been finalized to implement the necessary upgrade to the Town’s Vision software, and this conversion is scheduled to occur from August 7-21. Changes to parcels’ property cards will not be able to be entered during this time.
<u>30</u>	Appropriate Funds – Town-Wide Data Cabling	Funds are now available in the Town’s accounting system for the Information Technology Department to make this purchase. IT Director is completing this work over the summer; prior to the start of the 2019-2020 school year.
<u>31</u>	Appropriate Funds – School Wi-Fi Upgrades	Funds are now available in the Town’s accounting system for the Information Technology Department to make this purchase. IT Director is completing this work over the summer; prior to the start of the 2019-2020 school year.
<u>32</u>	Appropriate Funds – School VOIP Phones	Funds are now available in the Town’s accounting system for the Information Technology Department to make this purchase. IT Director is completing this work over the summer; prior to the start of the 2019-2020 school year.

<u>33</u>	Appropriate Funds – Water Service Van	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Vehicle has been ordered through a MAPC/GBPC contract with Colonial Municipal Group. We hope to receive the vehicle in late fall/early winter
<u>34</u>	Appropriate Funds – Water Main Improvements	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Phase 3 of this project will likely start in the spring (2020). The 2 nd phase funded at the May 2018 Annual Town Meeting started on July 8 th and is progressing as expected.
<u>35</u>	Transfer Sylvester School Property	Appraisal work as authorized by the Board of Selectmen on the Sylvester and Salmond properties is moving forward; full report expected at the end of July.
<u>36</u>	Dispose, Lease, Sell Sylvester School Property	Appraisal work as authorized by the Board of Selectmen on the Sylvester and Salmond properties is moving forward; full report expected at the end of July.
<u>37</u>	Name Veterans Memorial	The Community Services Department (Veterans Agent is a division of the department) is working to ensure all applicable documents and signs are updated appropriately.
<u>38</u>	Modify Parking Violation Fine Schedule	New blank tickets which reflect the Town Meeting-approved changes to the parking violation fine schedule have been ordered. Once they are received they will be distributed to the Police Department and old blank tickets will be destroyed.
<u>39</u>	Establish Annual Fee Farmer-Brewery Alcoholic Beverage License	Janet Tierney is the new Licensing Coordinator (effective July 1, 2019) and will implement this new fee in the fee schedule.
<u>40</u>	Petition General Court – 13 Additional Alcohol Licenses	The request to file this legislation on behalf of the Town has been communicated to Rep. David DeCoste.
<u>41</u>	Amend Zoning Map	NA
<u>42</u>	Transfer Funds to OPEB Trust Fund	Transfer will occur shortly.
<u>43</u>	Appropriate Funds – Special Education Reserve Fund	The transfer of these funds to the Special Education Reserve Fund has occurred.

Selectman Barry inquired on the status of the tennis courts; the TM reported the contract has been signed; engineering work has commenced; and DPW Director Victor Diniak is consulting with School officials for input as to when they would like the project to start contingent on the results on the engineering work being completed.

Vice-Chairman Dockter inquired on the status of Build the Boards; the TM will provide a report to the Board via email.

Selectman Keegan inquired on the status of the Winter Street air quality study; the TM reported the funds became available on July 1st we will be in contact with the company to have the study done prior to the colder winter months.

Selectman Keegan inquired on the publishing of the schedules and classes at the Gun Range; the TM reported the Police Department, Conservation Agent and the neighbors are scheduling a meeting regarding this matter.

Vice-Chairman Dockter confirmed with the TM that funds approved at Town Meeting for projects become available on July 1st; the TM confirmed that is correct, funds approved at the Special Town Meeting for projects are available immediately after Town Meeting.

Selectman Barry inquired on the status of Previte's; the TM did not have an update available.

Selectmen Forum:

Selectman Keegan reported she has been in touch with the Chair of the Affordable Housing Trust and meetings will resume in September any questions can be directed to Selectman Keegan or Affordable Housing Chairman Tom Burke. Selectman Keegan thanked the Parks and Recreation Committee and Bevin Gray, Tammy Murray and Lauren Rodday for their work highlighting two proposed projects at Forge Pond Park one being the addition of a turf field and the other is an automated closing gate. Selectman Keegan thanked April Manupelli for returning to serve on the Parks and Recreation Committee.

Selectman Barry reminded all those interested in attending the Planning Board meeting regarding the Mall redevelopment that it is scheduled for July 29th.

Vice-Chairman Dockter thanked all the residents in Town for acknowledging the anniversary of Police Officer Michael Chesna.

At 7:55 p.m. the Board entered into Executive Session to consider the purchase, exchange, lease, or value of private property vis-à-vis land rights and easements needed for future clean-up efforts at the Fireworks Site. The Board of Selectmen entered Executive Session pursuant to M.G.L 30A §21 (6) and the Chairman declared that an open meeting on this matter would have a detrimental on the negotiation position of the Board of Selectmen and that the public disclosure of the properties under discussion would compromise the purpose of this executive session. Roll Call Vote: Chairman John Tuzik, aye; Vice-Chairman Emmanuel Dockter, aye; Selectmen: and Jocelyn Keegan, aye. The Board will not return to Open Session. Town Manager (TM) Joe Colangelo and Executive Assistant Ann Lee were also present. Selectmen David Delaney and John Barry were unable to attend

The meeting ended and adjourned at 8:16 p.m.