

**Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, December 16, 2013 @ 7:00 PM.**

Present were Chairman Joseph R. Salvucci, Vice Chairman Susan M. Setterland, John S. Barry, Harold L. Dunn and Brian E. Barthelmes. Also present: Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee.

At 7:00 PM Chairman Salvucci 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; Advisory Committee member Don White noted he has been advised on a request he made to follow protocol and make his request through the Chairman of the Advisory Committee he noted his concern with some budgeting items. Kevin Zygadlo voiced his concern with the new procedure of receiving a receipt when paying taxes with a check at the Collector's window; Chairman Salvucci noted there may be future plans for a drop box to avoid lines at the window. Mr. Zygadlo returned two checks to the Town that had been delivered to him by U.S. Mail noting they were not addressed to him.

The Board voted to approve the meeting minutes of 11/20/13 and 12/2/13.

Chief Blanchard met with the Board and provided a handout with information for the Board's review of the Governors amendment of Section 23 of H.3539. Chief Blanchard requested the Board send a letter to Senator Kennedy urging him to reject the Governors amendment which would impact the way the ambulance payments are delivered to the Town. The Board voted to approve and signed a letter to Senator Kennedy regarding the amendment of Section 23 of H.3539 (letter attached).

The Board voted to approve the 2014 Liquor License Renewals subject to receipt of all the required paperwork. The Board signed the 2014 ABCC Renewal Certification:

All Alcohol Restaurant

Imperial Garden Restaurant  
The Squires  
Uno Chicago Grill  
Outback Steakhouse  
Tsang's Village Café  
Quan's Kitchen

Wines & Malt Restaurant

Mamma Mia of Hanover  
Siam Cuisine  
Pacini's  
Boston Bowl  
Rocco's Italian Pizzeria

Veterans' Club

Josselyn-Cummings Post  
#149 American Legion

All Alcohol Packaged Good Store

Home Spirits  
Hanover Liquors  
Vintage Wine & Spirits

Wine & Malt Packaged Good Store

T.D. Beverage, Inc.  
Myette's Country Store  
Assinippi Liquors, Inc.  
Twin's Convenience Store  
Lindy's General Store  
Grampy's General Store & Coffee Shop

The Board voted to approve the 2014 Automatic Amusement License, General License, Entertainment License and Entertainment on Sunday License to Starland Partners, LLC/Final Four, 637 Washington Street. The TM noted the senior property managers are working with Tony Marino and Chief Sweeney on prior concerns and are cooperating.

The Board voted to approve a One-Day All Alcohol Liquor License to Gerry Fanning (as the Cardinal Cushing Culinary Director) for the Hanover & Norwell Chamber of Commerce Joint Holiday Party at 376 Washington Street, on December 18<sup>th</sup> from 5:00 p.m. – 8:00 p.m., subject to the Board's Policy, Chairman Salvucci abstained from the vote.

The Town Manager updated the Board on the following:

- The Tax Classification has been submitted with the final numbers to the Department of Revenue final approval should come this week. Two members of the Board of Assessors have resigned the process will begin to fill those vacancies. One staff member from the Assessor's Office has resigned; and with keeping with the Board's goals to keep insurance and retirement costs down; the position will not be filled, some of the duties related to the position will be contracted out and the existing positions in the office will be adjusted to accommodate the remaining duties.
- The Webster Street property purchase was completed today, the property is now owned by the Town.
- Town Counsel is working with the attorney for Habitat for Humanity on the Center Street property.
- An updated report on Town vehicles use has been emailed to the Board. The Selectman Dunn inquired on the use of the vehicle by the Fire Department on April 26-28<sup>th</sup>, and also on June 1<sup>st</sup> Chairman Salvucci noted these were training dates in Barnstable. Also, why the Town Clerk signed out the vehicle for June 5<sup>th</sup> – 7<sup>th</sup> and June 25<sup>th</sup> (Special Senate Election) and also in September (Selectmen's election); the TM will check on the use for that time frame and report back to the Board. The Board inquired as to why an elected paid official would have use of the vehicle; the TM noted the Board can address this concern in the policy. The Board requested more detail be provided on the use of the pool vehicle, purpose of use etc. The Board requested to see an analysis on the cost to operate, the insurance cost and gas costs on the pool vehicles to compare the savings of mileage reimbursement.

The Board inquired on HCTV collaboration noted in the weekly highlights; the TM noted the collaboration is in the very early stages where Marshfield, Norwell and Hanover would become one entity.

The Board inquired on the expense of the Cartegraph software noting a grant is in place now but how it will impact future budgets when the grant is no longer exists. The TM noted Cartegraph is through a grant, it is a mobile application which allows residents to take pictures with their phones and send them to the DPW on issues in Town that DPW needs to address. The ongoing maintenance is paid through budgeted monies; this is a \$12,000 cost per year.

The Board inquired about the role of the Selectmen with regards to the Transfer Station contract; the TM noted he would not sign any contract unless the Board supported the contract. Further noting the Board could implement a notification period and a dollar amount. The Board suggested that the Transfer Station is a land lease and requested Town Counsel provide an opinion.

The Board requested to update the Computer Use Policy.

The Board inquired on the process of signing Town Manager initiated warrants and would it be reasonable to have a procurement policy? The TM noted the Board currently signs warrants with TM expenses and a procurement policy can be done but suggested it not impact efficiency of the day to day operation of the Town. The TM offered to add pending contracts to the Board's weekly updates; the Board agreed.

Chairman Salvucci requested Chief Sweeney have an Police Officer do a spot check on the Junk Dealer License holders in the Town.

Chairman Salvucci asked if any member of the audience had any comment or item for discussion for the Open Forum portion of the meeting; Kevin Zygaldto inquired to the modification to the Town Manager Act; the Board reported the amendment is in place now. Ed Flaherty noted his support of the Town having an electric plant.

Meeting ended and adjourned at 8:10 PM.