

TOWN OF HANOVER ANNUAL REPORT

For Fiscal Year Ending June 30th 2013

Cover Photo Provided By Diane Hallett

ONE HUNDRED
AND
SIXTY FIRST
ANNUAL REPORT
of the
OFFICERS AND COMMITTEES
of the
TOWN OF HANOVER
WWW.HANOVER-MA.GOV



FOR FISCAL YEAR ENDING JUNE 30th 2013

In Memoriam

Christine A. (David) Abboud

1945 – 2013

Council on Aging

Melba E. (Conrad) Clair

1922 – 2012

School Department

Heather A. (Scaranari) Courson

1974 - 2013

Police Department

Robert W. Keys

1928 - 2013

John Curtis Library

Council on Aging

Harry E. Monks, Jr.

December 8, 2012

Fire Department

Margaret B. (Bellows) Noreen

1925 – 2012

Council on Aging

Elwood B. Turner

1923 - 2013

Call Firefighter

TOWN OF HANOVER

PLYMOUTH COUNTY, MASSACHUSETTS

As of January 1, 2013

SENATOR IN CONGRESS

Scott P. Brown, Wrentham

REPRESENTATIVE IN CONGRESS

Ninth Congressional District

William R. Keating, Bourne

COUNCILLOR

Fourth District

Christopher A. Iannella, Jr., Boston

SENATOR IN GENERAL COURT

Second Plymouth & Bristol District

Thomas P. Kennedy, Brockton

REPRESENTATIVE IN GENERAL COURT

Fifth Plymouth District

Rhonda L. Nyman, Hanover

COUNTY COMMISSIONERS

Gregory Hanley, Pembroke

Daniel A. Pallotta, Hanover

Sandra M. Wright, Bridgewater

Population

Federal Census - 13,879 (as of 2010)

Town Census - 14,438 (as of January 2, 2013)

Registered Voters – 9,772 (as of January 2, 2013)

ELECTED TOWN OFFICERS

As of January 1, 2013

BOARD OF SELECTMEN

Joseph R. Salvucci, Chairman	2013
Susan M. Setterland, Vice Chairman	2014
John S. Barry	2014
Harold L. Dunn, III	2015
Gary W. Young	2015

BOARD OF ASSESSORS

Paul J. Barresi, Chairman	2013
Thomas G. Kokoliadis	2015
Nancy C. Lyons	2014

BOARD OF HEALTH

Lynn A. White, Chairman	2013
John D. Dougherty	2014
Richard W. Farwell	2015

BOARD OF PUBLIC WORKS

Louis N. Avitabile, Chairman	2014
John L. Benevides	2015
Edward P. Ryan	2013

HOUSING AUTHORITY

Thomas M. Burke, Chairman	2013
Diane Campbell	2014
Caitlin M. Cavanagh	2013
Joseph P. Lynch	2015
Stephen J. Carroll (State Appointee)	2013

MODERATOR

Doug Thomson	2013
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PLANNING BOARD

Richard V. Deluca, Chairman	2015
Kenneth Blanchard	2016
Anthony D. Losordo, Jr.	2017
Louis Paradis	2013
Jeffrey M. Puleo	2014

Associate Members

Bernie R. Campbell	2014
Meaghan Neville Dunne	2014

SCHOOL COMMITTEE

Elizabeth R. Corbo, Chairman	2014
William C. Marriner, Vice Chairman	2015
Kevin W. Bradley	2014
John T. Geary	2015
Kevin M. McLeod	2013

TOWN CLERK

Robert C. Shea	2013
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TRUSTEES OF PUBLIC LIBRARY

Lawrence W. Bandoni, Chairman	2013
Joan R. Thomas,	2015
Elaine J. Shea	2014

AS OF JANUARY 1, 2013

TOWN MANAGER

Troy B.G. Clarkson

DIRECTOR OF COMMUNITY SERVICES; DIRECTOR OF MUNICIPAL INSPECTIONS

Anthony L. Marino

DIRECTOR OF PUBLIC WORKS

Victor Diniak

DIRECTOR OF MUNICIPAL FINANCE; SENIOR TOWN ACCOUNTANT

Janine Smith

FIRE CHIEF

Jeffrey R. Blanchard

POLICE CHIEF

Walter L. Sweeney, Jr.

TOWN COUNSEL

James A. Toomey, Esq.

**BOARDS, COMMITTEES, COMMISSIONS & REPRESENTATIVES
AS OF JANUARY 1, 2013**

ADVISORY COMMITTEE

Brian E. Barthelmes, Chairman	2013
David C. Bond	2014
Florence W. Grady	2014
Helen F. Graves	2015
Donald W. Moores	2015
Gerard O’Hearn	2013
John O’Leary	2014
James Van Arsdale	2015
Joan Young	2013

AFFIRMATIVE ACTION COMMITTEE

Jeffrey R. Blanchard, Chief, HFD	2013
Troy BG Clarkson, Town Manager	2013
Gregory Nihan, Lieutenant, HPD	2013

AFFORDABLE HOUSING TRUST

Stephen J. Carroll, Chairman	2013
Susan M. Setterland (Selectman)	2013
Alexa Lewis (Citizen at Large)	2013
Kirsten Zwicker Young (Citizen at Large)	2013
Thomas M. Burke (Housing Auth.)	2013
Michael Holland (CPC)	2014
Denise Quirk (Citizen at Large)	2014

**ANIMAL CONTROL & DOG OFFICER;
INSPECTOR OF ANIMALS**

Brian J. Golemme	2014
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**BOARD OF OVERSEERS OF
THE STETSON HOUSE**

Roger A. Leslie, Sr., Chairman	2013
Richard T. Flanagan	2015
Donald E. Morrison	2014

BOARD OF REGISTRARS OF VOTERS

Nancy J. Goldthwait, Chairman	2013
Pamela D. Ferguson	2014
Katherine DiSabato	2015
Maureen E. Vierra	2015
Robert C. Shea, Town Clerk	2013

**BUILDING COMMISSIONER;
ZONING, SIGN & CODE
ENFORCEMENT OFFICER**

Anthony L. Marino

BYLAW REVIEW COMMITTEE

Barbara Y. Itz, Chairman	2014
Kathy C. Gilroy	2015
Mary Lou Stewart	2013
Stephen Tucker	2013
Vacant	

**CENTER SCHOOL
FEASIBILITY STUDY COMMITTEE**

Kim Booker	2013
Jason Cavallaro	2013
Elizabeth Corbo	2013
Kristen Dailey	2013
Eric Stroshine	2013

**COMMUNITY ACCESS
& MEDIA COMMITTEE**

Leslie J. Molyneaux, Chairman	2013
Brian C. Durkin	2013
Kenton Greene	2013
Richard W. Kelly	2013
Vacant	

**COMMUNITY
PRESERVATION COMMITTEE**

Diane Campbell, (Hsg. Auth.), Chairman	2014
William B. Scarpelli, Citizen-at-large	2013
Michael Holland, Citizen-at-large	2014
Jonathan Chu, Citizen-at-large	2015
John S. Goldthwait (Historical Comm.)	2015
Wallace M. Kemp (Open Space Comm.)	2015
Jeffrey M. Puleo (Planning Board)	2014
Frank Brierly (Conserv. Comm.)	2013
Vacant (Parks & Rec. Comm.)	2013

CONSERVATION COMMISSION

Louis Paradis, Chairman	2015
Neal Merritt	2014
Lisa Satterwhite	2013
William Woodward	2015
Frank Brierly, Associate Member	2013
Keith Calder, Associate Member	2013

COUNCIL ON AGING

Donald F. Buckley, Chairman	2013
Richard Farwell, Vice-Chairman	2013
James E. Gallant	2013
Eleanor M. Kimball	2013
Elmont Mickunas	2013
Joan Picard	2013
Claire M. Flynn	2013

CULTURAL COUNCIL

Katie Duff, Chairman	2014
Diane Campbell	2014
Karen Cass	2015
Ellen Fitzpatrick	2015
Wallace M. Kemp	2014
Linda McCarthy	2013
Christopher Haraden	2015

DESIGN REVIEW BOARD

William J. Dooley, Co-Chairman	2015
Steven C. Habeeb, Co-Chairman	2015
Bruce A. Nordstrom	2015
Ronald DePesa	2015

E-911 COORDINATOR

Kevin R. Short

EDUCATION FUND COMMITTEE

Joan F. Dubois	2013
Marie L. Marrucci	2013
Joan T. Port-Farwell	2013

ELDERLY SERVICES DIRECTOR

Robyn Mitton

EMERGENCY COMMUNICATIONS

CENTER COMMITTEE

Chief Jeffrey Blanchard, Director
Lt. Gregory Nihan
Deputy Chief Barbara Stone
Deputy Supt. Curt Maclean

EMERGENCY MANAGEMENT AGENCY

Chief Jeffrey R. Blanchard, Director	2013
Deputy Chief Barbara Stone, Deputy Dir.	2013
Kenneth Blanchard, Communications Ofc.	2013
James Browning, Public Info. Ofc.	2013
Michael Assad, Field Oper. Ofc.	2013
Michael Barry, Safety/Liaison Ofc.	2013
Joan T. Port-Farwell, Emerg. Shelter Ofc.	2013
Richard Farwell, Emerg. Shelter Ofc.	2013

FAIR HOUSING COMMISSION

Mary S. Deame	2015
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**FIRE STATION BUILDING &
RECONSTRUCTION COMMITTEE**

Daniel F. Ahern
Mark Basiliere
Donna Buckley
Donald E. Morrison
Joseph R. Salvucci (Selectman)

FOREST FIRE WARDENS

Fire Chief Jeffrey R. Blanchard
Deputy Fire Chief Barbara Stone

**HACKETT'S POND DAM
STUDY COMMITTEE**

Roger A. Leslie, Chairman
Anthony G. Manna
David R. Vanduyne
Derek Schipper
Margaret Pacella

HEALTH AGENT

Anthony L. Marino

HISTORICAL COMMISSION

Carol A. Franzosa	2014
Katie Duff	2013
John S. Goldthwait	2015
Peter K. Johnson	2014
Charles H. Minott	2013

MBTA ADVISORY BOARD

Gerald B. Lewis	2013
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**OPEN SPACE & RECREATION
PLANNING COMMITTEE**

Mary E. Dunn	2013
Harold D. Thomas, Chairman	2015
George Mallard	2014
Judy Grecco	2014
Wallace M. Kemp	2015
Jocelyn Keegan	2013

PARKS & RECREATION COMMITTEE

Michael Tivnan, Chairman	2014
Kristen Bishop	2014
Chris Brown	2013
Harrold L. Dunn, III	2013
Mark Rice	2014
Amy Perkins	2013

PUBLIC CONSTABLES

Robert S. Barlow, Marshfield	2015
Stephen M. Cook, Sagamore	2015
Kevin J. Dalton, Braintree	2015
Michael C. Moore, So. Weymouth	2014

**REPRESENTATIVES TO
NORTH RIVER COMMISSION**

Daniel C. Jones	2013
John O'Leary, Alternate	2013

**REPRESENTATIVES TO
OLD COLONY ELDERLY SERVICES**

Joyce Wilson	2013
Vacant, Alternate	

**REPRESENTATIVES TO OLD COLONY
PLANNING COUNCIL AREA AGENCY ON
AGING ADVISORY COMMITTEE**

Joyce Wilson	2013
Nancy Mickunas, Alternate	2013

**REPRESENTATIVE TO
SOUTH SHORE REGIONAL SCHOOL
DISTRICT COMMITTEE**

Robert Heywood	2015
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**ROUTE 53 CORRIDOR
JOINT STUDY COMMITTEE**

John Connolly, Chairman
Arnold Itz
Debra A. McGlame
Dennis Toner
Jeffrey Blanchard (Fire Chief),
John L. Benevides (Board of Public Works)
Richard V. DeLuca (Planning Board)
Anthony D. Losordo, Jr. (Planning Board)
Harold L. Dunn, III (Selectman)

**SCHOOL OVERSIGHT MANAGEMENT
COMMITTEE**

Sandra Leitao, Chairman
John S. Barry
Joan Port-Farwell
Courtne V. Graybill
William C. Marriner

**SOUTH SHORE RECYCLING
COOPERATIVE**

Victor Diniak (DPW) 2013
Steven D. Herrmann (DPW) 2013

TAXATION AID COMMITTEE

Nancy C. Lyons 2013
Joan T. Port-Farwell 2013
Joan R. Thomas 2013

TOWN COLLECTOR/ TREASURER

Darlene L. Sullivan

TOWN CONSTABLES

Thomas F. Hayes 2013
Paul Newcomb 2013
Howard Rollins (Sergeant) 2013

TOWN PLANNER

Vacant

**VETERANS' SERVICE OFFICER;
VETERANS' BURIAL AGENT AND
VETERANS' GRAVES OFFICER**

Michael Thorpe 2013

ZONING BOARD OF APPEALS

Matthew W. Perkins, Chairman 2013
David R. Delaney, Vice-Chairman 2014
Linda Martin-Dyer 2015
Daniel Ahearn, Assoc. Member 2013
David B. Connolly, Assoc. Member 2014
John C. Tuzik, Assoc. Member 2014

REPORT OF THE BOARD OF SELECTMEN

For Fiscal Year July 1, 2012 – June 30, 2013

One of the goals of the Board of Selectmen was to meet and open the lines of communications with the members of the Boards and Committees who so generously volunteer their time to the Town. During the year the Board developed and implemented a Joint Meeting Policy, the Policy was provided to the Board and Committee Chairpersons cites the annual meeting component of the Policy. These meetings give Boards and Committees the opportunity to reviewed their organizational structure, responsibilities, and role in the community and present reports on the accomplishments of the past year and objectives for the upcoming year.

In July, the Selectmen addressed the increased popularity of Road Races that were being held in Town and in collaboration with Police Chief Walter Sweeney the Board implemented a Road Race Policy. The Board recognized in prior year's community policing monies were available to aid with the cost of the required police details now the Race Organizer will be responsible for all costs associated with Road Races.

The Board also implemented a Vehicle Use Policy which sets guidelines under which Town vehicles are authorized to Town personnel including guidelines under which Town vehicles may be operated and used. Now the Town has the availability of a pool vehicle for general use when employees attend meetings, trainings and seminars.

During the year the Selectmen were engaged in discussions with State Agencies regarding the Fireworks Site to keep the cleanup process within State's jurisdiction. In September the Board voted to appoint a committee of five citizens at large to support the residents of the Town with the existing environmental issues at the Fireworks Site and to develop detailed recommendations on beneficial re-use and redevelopment at the site. The Committee will report their findings back to the Board of Selectmen prior to the next Annual Town Meeting. In November, the Selectmen coordinated a Public Hearing with DEP and the Department of Public Health in an effort to keep the residents of the Town current on the status of the Fireworks Site. The Board continues to work with the State Agencies towards a long-term solution.

In August, the Board voted to adopt the Greater Attleboro-Taunton Regional Transit Authority, GATRA, to Hanover. This service will provide transportation to the elderly and disabled residents of the Town at no cost to them.

The Board met with Robyn Mitton the Director of the Council on Aging to discuss the possibility of implementing of a Senior Tax Program. If implemented the program would allow senior citizens to work for minimum wage, for the Town, to pay down their tax bill to a maximum amount of \$1,000.00. Prior to the program moving forward it will have to be approved and funded through Town Meeting.

Article 28 of the 2011 Annual Town Meeting appropriated funds to demolish the Curtis School. On September 24, 2012 the Curtis School was demolished the property will remain to be owned by the Town.

The Board of Selectmen and School Committee members met to conduct interviews to fill the vacancy on the School Committee created by the resignation of Stephanie Gertz. Kevin McLeod was the successful candidate and was appointed to the School Committee.

In November the Board reviewed and voted to increase the water rates by 5% for all usage tiers for Fiscal Year 2013, effective for all water commitments after November 5, 2012.

The Board in conjunction with the Board of Assessors held a Public Hearing regarding the taxing of real and personal property according to its classification or use. The Board voted the FY'13 Tax Rate computation as presented by the Board of Assessors setting the tax rate at \$15.55 for residential, per thousand, and \$16.50 for commercial and industrial per thousand.

In February the Selectmen's Office and the Chamber of Commerce held, for the first time, the State of the Town Breakfast at Town Hall.

The Board and Chief Blanchard presented proclamations to Richard Cullen, Russell Reynolds and Russell Ferguson for their involvement in the rescue of a young girl who had fallen through the ice at Forge Pond.

In March, Selectman Gary Young submitted his resignation from the Board of Selectmen a Special Election will be held to fill the vacant seat.

The Selectmen successfully supported Article 43 on the 2013 Annual Town Meeting Warrant which amended the Town Manager Act. Article 43 restores duties to the Selectmen which had been removed from them in the original Town Manager Act.

In May, the Selectmen submitted a letter of support to MassHousing for the Chapter 40B Project to redevelop the Kennedy Building on the Cardinal Cushing Center campus into 37 units of affordable housing. The Selectmen recognize the importance of developing affordable housing in the community and supports the Kennedy Building development.

In June, the Board, in recognition of Lt. Greg Nihan and Police Officer Paul Torino contribution to the Boston Marathon bombings presented Lt. Nihan and Officer Torino with Commendations and Awards.

The Board of Selectmen recognizes Douglas Billings (Public Works Department) who retired after 39 years of service, Firefighter/EMT John Allen who retired after serving nearly 21 years; and long-time Safety Officer James Metivier who retired with from the Police Department. The Board wishes them good health and happiness in their retirement.

Respectfully submitted,

Joseph R. Salvucci, Chairman
Susan M. Setterland, Vice Chairman
John S. Barry
Harold L. Dunn

REPORT OF THE TOWN MANAGER

For Fiscal Year July 1, 2012 – June 30, 2013

Fiscal Year 2013 was a productive and busy year for the Town of Hanover and its valued employees. The year began with a first-ever strategic planning session for the Board of Selectmen, where our elected executives charted a course for the future of our community, setting out their vision for Hanover 2020, including eight broad and well-defined goals, supported by more than thirty individual objectives to meet those goals. The goals were: Improve Communication, Improve Hanover's Business Environment, Revitalize Route 53, Realize Tangible Progress on the Fireworks Area, Strengthen and Sustain the Partnership with the Mall, Strengthen Hanover's Business & Community Identity, Strengthen Relationships and Partnerships in the Community, and to Maintain the Town's Curb Appeal.

Each of those goals sprouted a wide variety of activities, ranging from a strong and enthusiastic public outreach, including the launching of a new and updated website, to community meetings on the progress of the cleanup of the Fireworks Site, to multiple meetings with our partners in the community. In short, every day included work toward fulfilling the goals of the Board of Selectmen. Hanover's more accountable and streamlined government is working, and the elected executives are charting a clear course for a sound future.

In December, the town welcomed new Finance Director Janine Smith, replacing departed Finance Director Jen Petit. Janine brought significant experience from several communities, and worked swiftly and resolutely to improve Hanover's financial accountability, supported by the Selectmen's financial policies.

The town continued its aggressive and thorough investment in infrastructure, working to repair roads through the town's approved road bond. More than 3 miles of public infrastructure were improved and repaired during the year. This was also the first full year of the combined Facilities Department, seeing a full integration of maintenance and upkeep of the town's public facilities, including school buildings. The town continues to be a model for other communities contemplating this more efficient model for maintaining the peoples' property.

Working closely together, the Board of Selectmen and the Hanover Chamber of Commerce saw an augmented partnership. The Chamber occupied vacant office space in the Town Hall, providing local businesses an opportunity for one-stop-shopping for business development. The Chamber and the town also partnered together to host the inaugural State of the Town Breakfast in Town Hall.

The Town continued its strong partnership with the Hanover Mall, working closely to assist in site development and planning for future endeavors. The town and the Mall, with the ongoing support and presence of the Hanover Police Department, continue to feature a unique program

where a permanent police presence in the mall is both a deterrent to crime and an excellent source of community policing.

The town continued active participation in the Mayflower Municipal Health Group, ensuring quality and low-cost insurance for its employees, and savings to taxpayers through lower premiums.

It was a busy year. It was a productive year. It was a very good year.

Respectfully submitted,

Troy B.G.Clarkson

Town Manager

**REPORT OF THE HANOVER FIRE DEPARTMENT
And
EMERGENCY MANAGEMENT AGENCY**

For Fiscal Year July 1, 2012-June 30, 2013

I hereby submit the following report to the Board of Selectmen and the citizens of Hanover.

The Hanover Fire Department responded to 3075 incidents between July 1, 2012 and June 30, 2013. This was the busiest year in department history. The breakdown of calls is as follows:

Total number of Fire Incidents: 1446

Total number of Rescue and/or Emergency Medical Incidents: 1629

The Department collected \$855,089.34 in ambulance fees and \$20,644.00 in permit fees.

The Fire Department of the Town of Hanover is charged with the protection of life, property, and the natural environment. To this end, its responsibilities include the prevention, suppression, and investigation of fires, the provision of Emergency Medical Services, public assistance in the event of natural, accidental, or intentional disasters, and the enforcement of all codes and regulations pertaining thereto. The Department is committed to the provision of these and other public services to all persons within the Town's corporate limits in the most compassionate and professional manner possible.

Some notable incidents that occurred during the fiscal year include:

On October 29th, 2012 Tropical Storm Sandy caused widespread damage to trees, and utilities. Fire Department apparatus and personnel partnered with Police and DPW to form "task forces" that responded to emergency calls during the height of the storm. Fire crews responded to 143 calls the day of and day after the storm.

On November 16th a suspicious fire was reported at 775R Washington St. On arrival firefighters found a 1 ½ story wood frame garage/storage building heavily involved in fire. This partially occupied building was completely destroyed.

On January 3, 2013 firefighters responded to 723 Whiting St for a reported chimney fire. The fire was located in the wall between the chimney and the woodstove. Homeowners, awakened by the smoke alarms sounding were able to evacuate safely, and the damage to the home was limited.

On February 8th the blizzard "Nemo" struck our area with high winds and more than twenty inches of snow. Many residents lost power for days. Firefighters responded to 224 emergency calls between February 8th and 12th. Though the majority of these calls were for downed power lines, other calls included trees on homes, motor vehicle accidents, and carbon monoxide poisonings from emergency power generators. Members also assisted with the transportation of residents to the shelter at Hanover High School

and to the Regional Shelter in Weymouth. There were three building fires attributed to the storm, two of them are described in more detail below.

On February 10th firefighters responded to 30 Whiting St for a reported chimney fire. The fire was located in the wall between the chimney and the rear of the fireplace. Homeowners, awakened by the smoke alarms sounding were able to evacuate safely. The residents were using the fireplace to heat their home because they had been without power for days. Chimney fires, particularly during winter storms and power outages are on the rise. Residents are reminded to: have your chimney flue cleaned before each heating season; burn only dry, well-seasoned, hardwood to reduce creosote accumulation; and install and maintain smoke alarms and carbon monoxide detectors to provide protection for your family.

On February 11th firefighters were alerted by neighbors to smoke detectors sounding in the home at 18 Spruce Circle. On arrival, firefighters reported smoke showing and found that a small fire in the kitchen had been extinguished by the homeowner's son. Reports were that electricity had just been restored to the home, and that a candle had been left on the stove. Though there were no occupants in the home at the time of the fire, activation of the smoke alarm provided early warning and helped to minimize damage to the home.

On March 8th Hanover experienced another severe winter storm with high winds and heavy snow. Firefighters responded to 65 emergency calls that day.

The Department took delivery of a new ambulance in January of 2013. This joined a 2008 model as the second four-wheel-drive ambulance in the fleet. The four-wheel-drive units proved to be invaluable this winter. The department also operates a third ambulance that is a 2004 two-wheel-drive model. During the May 2013 Annual Town Meeting voters approved the replacement of a 2004 command vehicle.

The Fire Department secured \$15,200.00 through the Assistance to Firefighters Grant Program (AFG) and purchased a gear washer and dryer. This equipment is made specifically for cleaning firefighting gear after fires and hazardous material incidents. Routine cleaning of personal protective equipment increases firefighter safety and extends the life span of fire gear. AFG grants are extremely competitive and we were pleased to have received this award.

During the month of May, Firefighter EMT John Allen retired after serving nearly 21 years with the Department. John began his career as a call firefighter in 1992 and was appointed as a full-time member in 1995. We wish him and his family the best in his retirement years.

The Hanover Emergency Management Agency (HEMA) was very busy during the fiscal year. Tropical Storm Sandy on October 29th, 2012; Blizzard Nemo on February 8, 2013; and a severe winter storm on March 8, 2013 caused widespread damage to trees and utility lines. HEMA worked with National Grid to identify power outages and expedite restoration. HEMA members also worked to recover Federal Disaster funds to help offset the costs incurred by the department of public works, police and fire departments.

The Hanover Community Emergency Response Team (CERT) provided valuable assistance during the Blizzard Nemo. Team members staffed the shelter and provided comfort to those who sought refuge from the storm. Members worked alongside community leaders preparing and serving hot meals to shelter occupants and emergency workers. The Team continues to grow in number and will work to be prepared for future shelter needs. Residents who are interested in joining CERT are urged to contact HEMA at 781-826-3151.

The Local Emergency Planning Committee (LEPC) applied for and received “Start-Up Certification” from the Commonwealth of Massachusetts State Emergency Response Commission. The LEPC has representation from twelve categories including Elected Local Officials, Law Enforcement, Emergency Management, Fire Service, Emergency Medical Services, Health, Local Environmental, Hospital, Transportation, Media, Community Groups, Facilities using Extremely Hazardous Substances and Public Works. Certified LEPCs are eligible to receive grant funding to help support emergency management operations. The LEPC will continue to work towards achieving “Full Certification” by the end of 2015.

HEMA reached out to the Metropolitan Area Planning Council (MACP) for assistance with the development of a FEMA Hazard Mitigation Plan. State, Tribal and Local governments are required to have approved plans in order to receive Federal non-emergency disaster assistance, including funding for mitigation projects. We hope to have an approved plan in place by the end of 2014.

During the year HEMA secured 3 grants, Federal and State funded, for a total of \$7,585.00. With these funds we have purchased portable radio equipment; shelter supplies including cots, blankets, pillows and personal care kits, tables, chairs and canopies; and office supplies to support efforts of EMA and the Local Emergency Planning Committee. We continue to seek grant and other types of funding to support the mission of the Fire Department and HEMA.

Residents are urged to check our website www.hanoverfiredept.com where you can find more information about the department and the services we provide. We also provide useful information and safety tips throughout the year on our Twitter accounts @HanoverFire and @HanoverEMA.

I want to thank the members of the Hanover Fire Department, HEMA volunteers and CERT members for their continued dedication to serving our community. I would also like to thank the Town Manager, Department Heads, Town Boards and the Citizens of Hanover for their support and cooperation during this past year.

Respectfully submitted,

Jeffrey R. Blanchard
Fire Chief
Emergency Management Director

Hanover Fire Department Incident Reporting 7/1/12 – 6/30/13

Fire or Explosion	Total:	66
Building fire		12
Cooking fire, confined to container		10
Chimney or flue fire, confined to chimney or flue		2
Fuel burner/boiler malfunction, fire confined		5
Passenger vehicle fire		3
Road freight or transport vehicle fire		1
Natural vegetation fire, other		10
Forest, woods or wildland fire		5
Brush, or brush and grass mixture fire		7
Grass fire		1
Outside rubbish, trash or waste fire		3
Dumpster or other outside trash receptacle fire		4
Special outside fire, other		1
Outside storage fire		1
Outside equipment fire		1
Overpressure, Rupture, Explosion	Total:	3
Overpressure rupture, explosion, overheat other		2
Fireworks explosion (no fire)		1
Rescue Call & EMS Incident	Total:	1629
Medical assist, assist EMS crew		9
Emergency medical service incident, other		2
EMS call, excluding vehicle accident with injury		1360
Motor vehicle accident with injuries		96
Motor vehicle/pedestrian accident		2
Motor vehicle accident with no injuries		149
Lock-in		1
Search for person on land		2
Extrication, rescue, other		2
Extrication of victim(s) from vehicle		2
Removal of victim(s) from stalled elevator		1
High-angle rescue		1

	Extrication of victim(s) from machinery	1
	Rescue or EMS standby	1
Hazardous Condition, (No Fire)		Total: 401
	Hazardous condition, other	18
	Gasoline or other flammable liquid spill	10
	Gas leak (natural gas or LPG)	27
	Oil or other combustible liquid spill	2
	Chemical hazard (no spill or leak)	1
	Chemical spill or leak	1
	Carbon monoxide incident	24
	Electrical wiring/equipment problem, other	42
	Heat from short circuit (wiring), defective/worn	2
	Overheated motor	2
	Breakdown of light ballast	3
	Power line down	232
	Arcing, shorted electrical equipment	22
	Biological hazard, confirmed or suspected	7
	Aircraft standby	1
	Vehicle accident, general cleanup	3
	Explosive, bomb removal	4
Service Call		Total: 389
	Service Call, other	4
	Person in distress, other	1
	Lockout	139
	Ring or jewelry removal	4
	Water problem, other	11
	Water or steam leak	8
	Water evacuation	2
	Smoke or odor removal	3
	Animal rescue	1
	Public service assistance, other	10
	Assist police or other governmental agency	6
	Police matter	12
	Public service	9
	Assist invalid	35

Defective elevator, no occupants	1
Unauthorized burning	31
Cover assignment, standby, move-up	112

Good Intent Call **Total: 193**

Good intent call, other	30
Dispatched & canceled en route	73
Wrong location	1
No incident found on arrival at dispatch address	56
Authorized controlled burning	3
Steam, other gas mistaken for smoke, other	1
Smoke scare, odor of smoke	23
Steam, vapor, fog or dust thought to be smoke	1
Smoke from barbecue, tar kettle	1
HazMat release investigation w/ no HazMat found	4

False Alarm & False Call **Total: 272**

False alarm or false call, other	23
Malicious, mischievous false call, other	1
Central station, malicious false alarm	9
Bomb scare – no bomb	1
System malfunction, other	11
Sprinkler activation due to malfunction	10
Smoke detector activation due to malfunction	18
Heat detector activation due to malfunction	1
Alarm system sounded due to malfunction	15
CO detector activation due to malfunction	44
Unintentional transmission of alarm, other	25
Sprinkler activation, no fire –unintentional	2
Extinguishing system activation	1
Smoke detector activation, no fire-unintentional	47
Detector activation, no fire – unintentional	14
Alarm system activation, no fire – unintentional	38
Carbon monoxide detector activation, no CO	12

Severe Weather & Natural Disaster		Total:	116
	Severe weather or natural disaster, other		16
	Wind storm, tornado/hurricane assessment		98
	Lightning strike (no fire)		2
Special Incident Type		Total:	6
	Citizen Complaint		6
TOTAL INCIDENTS	7/1/12 – 6/30/13		3075

Hanover Fire Department Inspections 7/1/12 – 6/30/13

<u>Residential:</u>		Total	306
	Oil burner & Tanks	66	
	Smoke Detector / Carbon Monoxide Detector	171	
	Propane	37	
	Completions - New Homes	29	
	Underground Storage Tanks – Removal	3	
<u>Commercial Inspections:</u>		Total	412
	Quarterly Inspections	0	
	Fire Alarm Installations	25	
	Sprinkler Installations	77	
	Occupancy Inspections	65	
	School Exit Drills	17	
	School Drills (Other)	1	
	Re-Occupations	6	
	Hazard Inspections	15	
	Underground storage tanks	15	
	Other	191	
TOTAL INSPECTIONS	7/1/12 – 6/30/13		718

REPORT OF THE HANOVER POLICE DEPARTMENT

For Fiscal Year July 1, 2012 – June 30, 2013

I hereby submit the following report of the Hanover Police Department from July 1, 2012 to June 30, 2013.

The Hanover Police Department provided residents and businesses with professional and dedicated service during fiscal year 2013. This was achieved with funding from our annual budget appropriation and supplemented by federal and state grants. Grant funding has been reduced significantly and in many cases eliminated on both state and federal levels and the competition for the remaining funds is strong. The Hanover Police Department continues to pursue every possible opportunity for grant funding. Once again the Hanover Police Department has been the recipient of several private grants. The Copeland Family Foundation awarded the department a grant to support the DARE program. This funding was essential in order to continue to offer this program to all Hanover Public Schools fifth grade classes. The Wal-Mart Foundation has also funded a variety of community safety programs through an annual grant program.

The Mission of the Hanover Police Department is to prevent crime, preserve order, and to protect the rights, lives and property of the citizens of Hanover. We will cultivate partnerships within our community to identify and effectively respond to the diverse, ever-changing social and cultural demands. Together we will accomplish this with emphasis on integrity, fairness and professionalism.

The Hanover Police Department demonstrates its commitment to the community by providing various programs that enhance the quality of life for the citizens of Hanover. Based on the philosophy of community oriented policing, the Hanover Police Department reaches out to the community with initiatives that will be positive and productive. Officers who have expertise in their respective disciplines provide specialized programs. The programs that are provided by these officers include crime prevention, school safety, participation in the recreation department summer camp program, senior citizen liaison, child safety seat installations, firearm permits, firearms training, fish and game enforcement and many others. The police department has provided child identification packets during numerous events at the Hanover Mall, YMCA, Shaw's Supermarket and S Bank. The department has worked with numerous non-profit organizations in the planning and coordination of 5K road races in town.

The DARE program was once again an important aspect of the Hanover Police Department's youth outreach program. Officer Michael McKeever or "Officer Mike" to his students has the knowledge and ability to interact with the youth of our community. This is accomplished in both a classroom environment and while performing his duties as a patrol officer. In collaboration with the Hanover School Department students complete a ten week course of instruction in drug, alcohol and violence prevention. The department also participates in the Plymouth County District Attorney's annual summer camp. This provides an opportunity for approximately 14 Hanover students to participate in a one week program which brings school age children and police officers from the area together for a week of mentoring and drug abuse and violence prevention education.

The Governor's Highway Safety Bureau provided funding for seatbelt, driving under the influence of alcohol and road respect enforcement initiatives. There were three enforcement periods scheduled. Holidays and high traffic periods are targeted for these enforcement initiatives. There are a total of 36 hours of enforcement for each period. The focus of these enforcement operations has been seatbelt and operating under the influence of alcohol and drug violations.

In September, long-time Safety Officer James Metivier retired. Officer Metivier's input and knowledge was critical to the traffic safety and school safety plans for the Town of Hanover. We wish Officer Metivier a healthy and happy retirement. Sergeant John Owens, Jr. has been appointed to the position of Safety Officer.

In October, Sergeant Timothy Kane and Sergeant Derek Richards began new assignments as shift commanders for the department. Both officers were promoted from within the ranks of the department.

In February the Town of Hanover prepared for major snow event. On February 8-9, a blizzard arrived. Governor Patrick declared a State of Emergency for a 24 hour period. The Police Department participated along with Hanover Fire, local emergency management, public health, inspectional services and town departments in the operation of an Emergency Operations Center. Utilizing a unified command model, Task Forces comprised of Police/Fire/EMS/Department of Public Works personnel responded to a variety of calls for service in which all agencies worked together in order to provide for the needs of the community. A community shelter was opened and the department assisted in those operations at Hanover High School. The department was busy over the course of the three day event in which there were responses to 10 motor vehicle crashes, 40 burglar alarms, 32 medical calls and numerous other calls for assistance. Three violations were issued to motorists who did not comply with the Governor's ban on motor vehicle operation during a 24 hour period.

In April, Officer Matthew Haidul joined the department and began his training at the Plymouth Police Academy.

On April 15, 2013 during the Boston Marathon a terrorist bombing occurred. Within hours after this event members of the Hanover Police Department assigned to the Metropolitan Law Enforcement Council (METROLEC) responded to the City of Boston. Officer Paul Torino and Lieutenant Gregory Nihan assigned to the METRO mobile operations unit worked tirelessly in providing security and investigative support assistance throughout the city. These assignments included crime scene security, infrastructure security, dignitary security and traffic control. Lieutenant Nihan and Officer Torino were recognized for their efforts by the Board of Selectmen in June.

I would like to remind residents of several ways to obtain emergency information from the police department. Please visit our website www.hanoverpolice.org or follow our Twitter account: HanoverPolice or Facebook HanoverPolice Dept. Our webpage and social networking sites are updated on a regular basis with upcoming events. Up to the minute safety information is posted on the social networking sites during critical events. Residents may also sign up for CODE RED alerts for public safety messages. This service is offered by the Plymouth County Sheriff's Department. Hanover town officials

have the ability to send reverse 911 notifications to all individuals who have signed on for this service. Alerts are sent to your home phone, cell phone or email it is your choice. Please sign up for the Plymouth Bristol Emergency Alert System at www.pcsdma.org. If you do not have access to the worldwide web please call 508-830-6200.

The Emergency Communications Center (ECC) has responsibility for all equipment and personnel necessary for the call taking and call dispatching for Police, Fire and EMS services in the town. This includes the operation of E911 as well as other business and emergency telephone lines. ECC personnel demonstrate their professionalism and commitment on a daily basis.

During fiscal year 2013, The ECC competed for and was awarded a training grant from the Executive Office of Public Safety. This grant enabled the Town of Hanover to train and certify each full time and part time dispatcher for emergency medical dispatch duties. This is an extremely important first step in the town's emergency medical services plan. All dispatchers have also completed the required certification in the National Incident Management System (NIMS) and Incident Command System (ICS100). The ECC is in compliance with new a regulation requiring 16 hours per year of continuing education for each dispatcher. This is being accomplished in a variety of ways including on-line computer based learning as well as hands on classroom training for skills such as CPR. Local training is held on a quarterly basis to keep dispatchers up to date on policies and best practices.

The ECC would like to remind all residents of the outdoor burning permit line, which is staffed from January 15 through May 1 each year. The phone number is 781-826-7850. Residents are reminded to please utilize this phone line when requesting outdoor burning information.

Serving on the Emergency Communications Center Committee during fiscal year 2013 were, Deputy Chief Barbara Stone and Lieutenant Gregory Nihan. Their individual efforts and expertise contributed to the efficient operation of the town's E911 and Police, Fire and EMS dispatch service.

We wish to express our appreciation and recognition to the Dispatchers for their continued efforts to provide efficient, dedicated and skilled services to the residents of Hanover.

I would like to personally thank the members of the Hanover Police Department both sworn officers and civilian employees. Their collective efforts provide the professional delivery of police services to the citizens of Hanover. I would also like to recognize the efforts of all Town of Hanover departments as well as elected and appointed officials for their cooperation throughout the year. The police department's daily interaction with these departments and individuals helps to provide the town with a true sense of community.

Respectfully submitted,
Walter L. Sweeney, Jr.
Chief of Police

REPORT OF THE HANOVER POLICE DEPARTMENT

Annual Court Report – July 1, 2012 to June 30, 2013

Sgt. Daniel A. Salvucci – Court Prosecutor

Days in Court	252
Arraignments.....	391
Arrests (including warrant arrests).....	457
Cases Cleared.....	372
Motor Vehicle Citations issued.....	1643
Monies Collected:	
Fines, Fees from District Court and the Registry of Motor Vehicles	\$64,864.00
Monies Collected for Marijuana Citations.....	\$2,100.00
Monies Collected for Police Reports, Solicitors, Detail Admin Fee	\$30,216.19
Monies Collected for Parking Tickets	\$2,337.20

Respectfully submitted,

Sgt. Daniel A. Salvucci
Hanover Police Prosecutor

Firearms Licenses – July 1, 2012 to June 30, 2013

Officer Erin M. Tucker – Firearms Officer

Firearms Identification Card – Class A (License to Carry)	226
Firearms Identification Card – Class B (License to Carry)	0
Firearms Identification Card – Class C	10
Firearms Identification Card – Class D (Mace Only).....	7

All firearms licensing fees are collected and reported by the Town of Hanover Tax Collector.

Respectfully submitted,

Officer Erin M. Tucker
Firearms License Officer

Fish and Game Violations – July 1, 2012 to June 30, 2013
Officer David W. Tyrie – Environmental Officer

Environmental Citations Issued	7
Fish and Game Violations Cited	11
Fish and Game Violations Arrests	0
Fish and Game Criminal Complaints/Summonses	7
Total Fines for Above Citations.....	\$400.00

Recreational Motor Vehicle Violations – July 1, 2012 to June 30, 2013

Chapter 90B Violation Citations Issued	4
Recreational. MV Violations Cited.....	4
Summonses	0
Total Fines for Above Citations.....	\$200.00

Respectfully submitted,

Officer David W. Tyrie
Environmental Officer

MAJOR/MINOR INCIDENTS – July 1, 2012 to June 30, 2013
UNIFORM CRIME REPORT

Missing Person-Adult	16
Missing Person-Juvenile	4
Missing Person-Small Child	2
Sexual Force-Fondling Juvenile	1
Assault-Simple	10
Assault-Intimidation	1
Assault-ODW (Dangerous Weapon)	5
Disturbance-General	96
Disturbance-House Party	2
Disturbance-Fight	14
Disturbance-Neighbors	4
Disturbance-Noise Complaints	61
Keep the Peace	25
Suspicious Activity-Persons	285
Suspicious Activity-Motor Vehicle	227
Suspicious Package	5
Phone Calls-Harassing	29
Phone Calls-Obscene	1
Fatal Motor Vehicle Accident	1
Business/Residence/Area Check	2418
Motor Vehicle Accident Investigated	281
Motor Vehicle Accident Not Investigated	146
Motor Vehicle Accident Hit-Run/Property Damage	23
Motor Vehicle Accident Hit-Run/Person Injured	2
Motor Vehicle Accident Hit-Run/Not Investigated	42
Motor Vehicle Accident/Police Vehicle	4
Motor Vehicle Accident/Town Vehicle-Non Police	1
Motor Vehicle General-Traffic Enforcement	1120
Motor Vehicle General-Towed by Police	323
Motor Vehicle General-Towed by Private Party	1
Motor Vehicle General-Disabled	89
Motor Vehicle General-Abandoned	1
Motor Vehicle General-Repossessed	1
Motor Vehicle General-Traffic Violation	223
Motor Vehicle Mini Bike/ATV/Snow Mobile	11
Investigation-Outside/Inside	370
Medical-General	1062
Medical-Sudden Death	10
Medical-Suicide/Attempted	5
Medical-Mental Health	39
Medical-Well Being Check	90
Public Assist-Fire/Police	62
Fire-Commercial	18

Explosion	1
Fireworks Complaint	22
Gas Odor	11
Fire-Notified Fire Department	27
Fire-Residential	23
Spills-Chemicals/Fuels	1
Fire-Vehicle	5
Fire-Woods/Grass/Other	20
Burglary/B & E	8
Burglary/B & E Motor Vehicle	18
Burglary/Residence	10
Burglary/Business	2
Burglary/Unlawful Residence	3
Burglary/Attempt Residence	6
Burglary/Attempt Business	1
Larceny-Purse Snatching	3
Larceny-Shoplifting	96
Larceny-Theft From Building	22
Larceny-Theft From Coin Op Machine	1
Larceny-From Motor Vehicle	31
Larceny-Theft MV Part	4
Larceny-All Others	64
Larceny-Theft Bicycle	3
Larceny-Attempted	1
Motor Vehicle-Theft	6
Motor Vehicle-Theft Other Vehicles	1
Motor Vehicle-Theft/Plate Only	4
Motor Vehicle-Theft/Recovered Vehicle Local	1
Motor Vehicle-Theft/Recovered Vehicle Outside	4
Motor Vehicle-Theft/Recovered Local Stolen Other	1
Counterfeiting/Forgery	2
Fraud-Conf. Game/Swnd/Flse/Prt	9
Fraud-Credit Card/Auto Teller	23
Fraud-Impersonation	10
Fraud-Wire	4
Stolen Property-General	13
Stolen Property-Firearms	2
Vandalism-Destruction/Damage Property	95
Arrest-Adult	192
Arrest-Juvenile	11
Arrest-Loc Warrant By Other PD	22
PC-Adult	6
PC-Released From Custody	2
Community Policing	1133
Safety Officer Request	28
Crime Prevention	30

Computer Data Specialist	57
Drug/Narcotic Offense	43
Drug Equipment Violations	2
Sexual-Non-Force/Assault Child	1
Sexual-Non-Force/Exposing	1
Sexual-Non-Force/Other	3
Civil	52
Prostitution	1
Prostitution Assisting/Promot	1
Intelligence-Bikers	1
Intelligence-Criminal	9
Intelligence-Drugs	1
Roadway Hazard	24
Open Door-Business/Residence	28
Lost or Recovered Property	87
DPW-Call Out	2
Safe Keeping Property	3
Minor With Alcohol	3
Police Information	3
Trash Dumping	12
Town Property Damage	3
Road Kill Deer	22
Animal Control-Deer	4
Animal Control-Dog Complaint	33
Animal Control-All Others	28
Assist Municipal Agency	74
Metro Star Activation	11
Metro Star Training	4
Animal Control-ACO Page Out	114
Inspect License Business	1
Code Enforcement Inspections	17
Weapons Law Violation	1
Fish And Game Violation	4
Fish And Game Enforcement	2
Warrants-Summons Service	74
Warrants-209A Service	57
Warrants-Fugitive From Justice	1
Harassment-Non Domestic	90
Juvenile Matters-Other	19
Threats-Simple	21
Threats-To Kill	6
Robbery W/FA Service Station	1
Robbery W/ODW Convenience Store	1
Homicide-MV Endangering	1
Homicide-MV OUI	1
Alarms-Commercial	492

Alarms-Residential	359
Alarms-School	66
Alarms-Fire	150
OCPAC Task Force Operation	6
Assist to the General Public	122
Cruiser Maintenance	133
Checks-Bad	6
Disorderly Conduct	1
OUI-Alcohol or Drugs	12
Domestic-Drunkenness	7
Domestic-Abuse/Neglect	40
Trespass Real Property	11
Child Abuse/Neglect	2
Domestic Abuse/209A Violation	19
Police-General Request	97
911-Hang Up Call	159
Parking Complaint-Handicap	2
Parking Complaint-General	10
911-Unknown Emergency	25
911-General Check (Wrong #'s)	68
Total - Major/Minor Incidents (July 2012-June 2013)	<u>11824</u>
Total - Non-Classified Calls for Service (July 2012-June 2013)	<u>1121</u>
Grand Total – All Calls for Service (July 2012-June 2013)	<u><u>12945</u></u>

***Statewide Warrant Management System:**

Hanover warrant arrests made by other departments are not reportable as Hanover Police arrests.

Please Note:

Non-classified calls for service are calls, which do not meet the criteria of the Uniform Crime Reports.

Effective January 1, 2009 possession of less than 1 ounce of marijuana is a non-criminal civil offense. Prior to this date this offense was most often an arrest.

Report of the Dog Officer/Animal Control Officer

Annual Report of Calls – July 1, 2012 to June 30, 2013

DOGS

Killed by Automobile	4
Injured by Automobile	18
Reported Lost	55
Returned to Owner	48
Died of Natural Causes	unknown
Removed from Town	0
Bites with Human Injury	6
Bites to or from other Animals.....	22
Quarantined	28
Strays Impounded	77
Strays Returned to Owner or Placed	75
Strays Destroyed	2
General Information Calls	1,265
Police Calls	125

CATS

Killed by Automobile	15
Complaints of Strays	93
Bits/Scratches to Humans	12
Quarantined	35
Cats Destroyed by Veterinarian	unknown
General Information Calls/Complaints	144

WILD ANIMALS

Killed by Automobile	243
----------------------------	-----

General Information/Complaints:

Squirrel	34
Coyote	105
Skunks	19
Raccoon	65
Fox	14
Woodchuck	11
Turtle	14
Deer	25

Bird	26
Duck	15
Rabbit	2

I remind all dog and cat owners there is an Animal Control Law in Hanover (General Bylaws Section 6-10). This law will be strictly enforced. Owners of dogs unlicensed after April 30 will be fined \$35.00 plus License Fee. The fine for a dog or cat that is not vaccinated for rabies is \$50.00. The owner of any dog that is impounded will be fined plus all kennel fees.

Respectfully submitted,
Brian J. Golemme
Animal Control Officer
&
Inspector of Animals

2013 REPORT OF THE COUNCIL ON AGING

For Fiscal Year July 1, 2012 – June 30, 2013

The Hanover Council on Aging respectfully submits its Annual Report for July 1, 2012 through June 30, 2013.

It is the mission of the Hanover Council on Aging to help our elder residents to be as independent as possible through advocacy, services, educational programs and activities which enhance and promote the highest quality of life for each individual.

The Senior Center is a primary source of assistance and visible point of access and outreach for older people in our community. The Hanover Council on Aging serves as the primary advocate of support services to seniors in Hanover. It serves as a vital link in the aging network.

BOARD

The Hanover Council on Aging Board is appointed by the Board of Selectmen. It consists of seven members who meet on a monthly basis to advise and assist the Director in the operation of the Senior Center.

STAFF

Staff at the Senior Center consists of a full-time Director and Outreach Coordinator, one full-time Transportation/Volunteer Coordinator, one part-time maintenance person, one full-time Administrative Assistant, and one full time and one part-time Van Drivers.

OUTREACH

Home visits are made and need-assessments are formulated. Fuel Assistance, Medicare and medical insurance questions continue to be a concern for seniors. The Council on Aging Outreach worker coordinates the Fuel Assistance and Food Stamp Programs. We encourage residents of any age struggling with heating bills to contact us at 781-924-1913. Our Outreach Department also serves as a liaison between the Police Department, Fire Department, Health Department, Visiting Nurse and the Sherriff's Department on the R.U.O.K. (Are You Okay?) program. We also link Seniors with other agencies that provide assistance.

NUTRITION

Meals are served five days a week with a Nutrition site Manager from Old Colony Elderly Services. Meals on Wheels lunch delivery is also included in this program. Volunteers support this important service. Meals on Wheels are one of the Council's most valuable programs. In addition the Center hosts a Plow and Anchor Luncheon (in honor of our Town Seal) which is held monthly. It offers a very affordable lunch while promoting local restaurants.

TRANSPORTATION

We presently have one, twelve-passenger, handicapped-equipped van, including a chair lift. In addition, the C.O.A. has the use of a Town vehicle that is used when the van is full. Any Senior, sixty and over, needing transportation may be taken to medical appointments, food shopping, to the Senior Center or to visit a loved one in a Nursing Home. This service is based on availability. GATRA (Greater Attleboro-Taunton Regional Transit Authority) is in effect and helping Seniors with transportation to their Boston medical appointments.

PROGRAMS

The Hanover Council on Aging offers an array of programs, special interest classes and recreational/social activities throughout the year.

The following regularly occurs at the Senior Center:

Blood pressure screenings, Glucose Screening, Acupuncture, Hearing Tests, Foot care, SHINE counseling, legal assistance, Information and Referral, Friendly visiting program, computer classes, art education, exercise, yoga, zumba, poker, cribbage, bridge, mah jong, Arthritis exercise, book club, Movie, water color classes, art deco classes, oil painting, knitting, seasonal crafts, VOICES, monthly ladies tea, men's breakfast, cultural programs and social events. We continue to participate in Hanover Days.

THANK YOU

The Hanover Senior Center and Council wish to express their gratitude to all town departments and all in our community who assists us in answering the various needs of the Hanover Senior community.

VOLUNTEER SERVICE

The Senior Center is able to accomplish much with our Volunteers commitment and dedication. The Hanover community has a wonderful network of volunteers who assist us on a daily basis. Volunteers are crucial to our operation. Without their thousands of hours of labor and professional services, our agency would not be able to adequately meet the needs of our seniors. In recognition of the priceless services that our volunteers provide, a Volunteer Recognition Luncheon was held in April.

2013 VOLUNTEERS

Laura Anderson	Judy Higgenbottom	Theresa Nichols
Maryanne Aylesworth	Bennette Hirsch	Judy Noon
Elaine Backer	Ruth Hunt	Joanne Packer
Judy Barca	Joan Hurlburt	Julianne Parsloe
Eda Barese	Betty Ingle	Bora Pervane
Frank Barker	Jo Judge	Joan Picard
Marjorie Bates	Helen Kelley	Kristin Pineo-Zammit
Lee Bodkin	Amy Kelly	Ruth Popp
David Bond	Elizabeth Kelly	Joan Port-Farwell
Sally Boutin	Eleanor Kimball	Claire Quinlan
Donna Bruder	Janet Kirby	Mary Quinlan
Donald Buckley	Darlene Lambert	Anne Quinn
Ellen Butler	Roger Leslie	Dot Quinn
Shirley Cavanagh	Nancy Lester	Kara Rappaport
Stephen Chapman	Darlene Lewis	Barbara Rasmesen
Susan Chapman	Ruth Lincoln	Sister Eleanor Riordan
Clara Cohen	Thelma Litchfield	Joe Rivers
Janice Connolly	John Lomarere	Margie Rooney
Betty Crawford	Luke Lukoski	Maria Rose
Elaine Crowley	Tina Macivar-Welch	Mary Rosebach
Irene Daika	Mary Mahoney	Carolyn Ryan
Linda Dempsey	Rick Mattes	Judith Scannell
Joan Dubois	Josephine McCoole	Amy Schneider
Linda Ducharme	Pamela McInnes	Susan Setterland
Tina Erickson	Deborah McIntosh	Corina Silva
Richard Farwell	Mary McDermott	Richard Stevens
Patricia Fennessey	Dottie McDonough	Catherine Sykes
Kristen Feoli	Ann McIntyre	Virginia Szejnar
Donna FitzGerald	Joe McLaughlin	Hal Thomas
Claire Flynn	Mary McLaughlin	Burton Thompson
William Flynn	Elmont Mickunas	John Thomson
Jim Gallant	Nancy Mickunas	Dallas Turner
Theresa Gratzner	Jean Migre	Jane White
Amy Greene	Richard Mitton	Marjorie White
Christine Greenough	John Mullaney	Betty Whitney
Elizabeth Grosso	Sean Mulready	Mary Wilkinson
Peg Hanson	Tina Murphy	Jessie Williamson
Charles Hilsdon	Verna Mulready	Jo-Ellen Wood
Holly Harris	Barbara Nolan	Linda Wright
Lorraine Hebb	Maryann Nolan	Eileen Zadorian
		LOU Program at Cardinal
Linda Hickey	Clare Nichols	Cushing

FUNDRAISING

Fundraising is led by the Friends of the Hanover Council on Aging and continue to raise money to supplement the Town and State funds which are available to Hanover seniors. All donations and monies raised go directly to services for our seniors and the needs of the facility. We are extremely thankful for their support and we thank the many volunteers who give their gift of time to these events.

CONTACTING THE COUNCIL ON AGING

Office Hours: Monday through Friday 8:00 AM to 4:00 PM.

Location: 665 Center St, Hanover, MA, 02339

Telephone: 781-924-1913

Fax: 781-924-5071

E-mail for general inquiries: coa@hanover-ma.gov.

Respectfully submitted,

Donald Buckley, Chairman

Eleanor Kimball, Treasurer

James Gallant

Elmont Mickunas

Richard Farwell

Claire Flynn

Joan Picard

Robyn Mitton, Director

TOWN OF HANOVER



SENIOR CITIZEN

PROPERTY TAX WORK OFF PROGRAM

Through September
2014

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
PROGRAM INDEX

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TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
PROGRAM POLICY

What is the Senior Citizen tax work-off program?

The Hanover Senior Citizen Tax Work-off Program is a program that offers seniors the opportunity to contribute up to 125 hours of service to the Town and receive up to a \$1,000 reduction in real estate taxes. The pay rate is the Massachusetts minimum wage (\$8.00/ hour), but participants will not earn paychecks. Instead they will receive a voucher that can be submitted to the Tax Collector as evidence of the amount earned, which will then be deducted from the property tax bill (only good for the year of service).

Under the law (CH59 5K) the reduction in property taxes is exempt for state income tax purposes. **It is** considered income for federal tax purposes. The Town of Hanover will issue a W-2 to all the residents who participate in this program. Each individual property owner should discuss with a financial advisor or accountant to determine how this may affect any retirement benefit they currently receive.

What are the eligibility requirements?

Participants in the Town of Hanover must be 60 years of age or older. Also they must be year-round Hanover tax-paying primary residents who have demonstrated financial hardship or need in order to have first priority in the program. Applicants who have some special skill will receive second priority. See next page for more information.

What is the nature of the work to be performed?

Depending on the interest or experience of the participants, the work may be clerical work or other assistance at the Library, Council on Aging, Department of Public Works or any Town department listed on the application. Preference is not guaranteed.

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
PROGRAM OVERVIEW

Goals:

To allow qualified senior citizens to perform community service for the Town of Hanover in order to receive an abatement on the property tax for the home in which they reside.

To enhance municipal services by utilizing the skills of senior citizens in various departments throughout the Town.

Eligibility:

- 1) Must be 60 years of age or older.
- 2) Possess and identify employable skills.
- 3) Be the owner of record (or the spouse of the owner of record) and a permanent resident at the property for which the abatement is being requested.
- 4) Present a copy of the most recent tax bill at the time of application.
- 5) Be the only resident of a property participating in the program in a given year.
- 6) Must not be currently employed by the Town of Hanover.
- 7) Assessed valuation of residence cannot exceed \$700,000 as of January 1, 2014.
- 8) Meet Annual Gross Income (including Social Security) of \$52,000 as an individual or \$78,000 as a couple. May be adjusted annually to coincide with Social Security increases.

Position availability:

- 1) Applicable positions will be determined by Department Heads and may be available in any municipal department.
- 2) Placements will be determined by matching the skills of the applicant with the available requests. There will be a two-week probationary period during which either the applicant or the Department Head may determine that the placement is not appropriate.
- 3) Participants will be responsible for their own transportation. During fiscal year 2014, work must be completed between January 1, 2014 and September 15, 2014.

Conditions of participation:

- 1) If selected as a participant, the resident must notify the Elder Services Director of any changes in eligibility.
- 2) Per IRS regulations, each participant will be required to fill out a W-4 form.
- 3) Participants agree to complete their work within the prescribed time frame.
- 4) Both a Criminal Offender Record Information (CORI) and Sex Offender Registry Information (SORI) check is required for all participants.

Compensation:

- 1) The abatement will be a maximum of \$1,000 divided in increments based on the state minimum wage, not to exceed the total net tax bill.
- 2) The hourly credit compensation is based on the Massachusetts minimum hourly wage (\$8.00 per hour).
- 3) Abatements earned under the program will be credited to the senior's actual tax bill.

Administration:

- 1) The program will be administered by the Elder Service Director.
- 2) The Elder Service Director will issue a letter each year to the Town Department Heads to determine what jobs will be available.
- 3) The program shall be limited to no more than 12 participants.
- 4) The Elder Services Department shall conduct interviews and match applicants with job descriptions. They shall then make recommendations, which must be approved by the appropriate Department Head or designee.
- 5) At the end of each year, the participants and the Department Heads will be surveyed to determine the effectiveness of the program.

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
PROGRAM APPLICATION

Name _____ **Telephone** _____

Address _____

Eligibility:	Yes	No
Hanover property owner prior to July 1, 2013	___	___
Age 60 years or over	___	___
Reside at property for which abatement requested	___	___
Copy of current tax bill attached	___	___
Past participation	___	___
Valid driver's license/ identification	___	___

Education: Please include schools that you attended, degrees received, special certifications you have earned (are you a CPA, certified teacher, etc.)

Past Work Experience and Skills: Please describe past work experiences that might assist us with your job placement. Include any particular skills you may have.

Interests, Past Volunteer Community Service: Please indicate special interests, hobbies, community service, offices you have held, etc, that you feel might be helpful in determining your work placement.

Please indicate the job or jobs in which you are interested

Town Hall Senior Center Schools Library
 Public Works Other: _____

Would you accept another position if the above are not available? Yes No

Agreement:

If I qualify for the Property Tax Work Off Program, I understand that the maximum amount of money that can be applied to my fiscal year 2014 net property tax bill is limited to \$1,000 for 125 hours which must be completed by September 30, 2014. I also agree not to hold the Town liable for any problems incurred while participating in this program.

Signature _____ **Date** _____

NOTE: IN ADDITION TO APPLICATION, PARTICIPANT MUST FILL OUT CORI AND SORI REQUEST FORMS

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
APPLICATION PROCESSING

This application is: Granted _____ Denied _____

Interviewed on: _____

Job assignment and department: _____

Waiting List for: _____

OR

Reason for denial: _____

Other or Pending Job Assignments/Departments:

Staff Signature: _____

Department: _____

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
PARTICIPATION AGREEMENT

The Town of Hanover, a municipality housed at 550 Hanover Street, Hanover, MA, hereinafter “the Town” and _____ of _____, Hanover, MA, hereinafter “the participant” on this _____ day of _____, agree as follows:

The participant will provide service to the Town for a maximum of one hundred and twenty-five hours (125) between January 1, 2014 and September 15, 2014 or \$1,000 maximum (at Massachusetts minimum wage (\$8.00 per hour)).

It is agreed and understood by both parties that the actual work assignment may be made on a week-to-week basis and may vary according to the needs of the department to which the Participants is assigned.

The nature of the work assignment shall be dictated by the needs of the Town and the head of the department to which the Participant is assigned.

The Participant is a volunteer in this program and is not entitled to benefits under any classification, compensation, or benefit schedule.

This Agreement will terminate on September 15, 2014, but may be terminated sooner at the discretion of the Hanover Board of Selectmen upon no less than seven (7) days written notice of termination, which shall be given or mailed to the Participant’s residential address listed above.

Volunteer Participant _____

Director, Council on Aging _____

Department Head _____

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
MONTHLY REPORT

DATE:

INQUIRIES:

APPLICANTS:

NEW:

ACTIVE:

INACTIVE:

COMPLETED PROGRAM:

COMMENTS: _____

SIGNED: _____

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
CERTIFICATE OF COMPLETION
MA GENERAL LAWS CHAPTER 59, SECTION 5K. AS AMENDED

To: The Board of Assessors, Hanover, MA

_____, Owner of a parcel at: _____

_____, Hanover, MA, has completed _____ hours of
volunteer work to be credited toward the fiscal year _____ tax assessed on the parcel
listed above at the rate of Massachusetts minimum wage (\$8.00 per hour), for a total credit of
\$ _____ for the fiscal year stated herein.

Signature of person certifying work _____

Printed name of person certifying work _____

Action taken by the Board of Assessors:

Approved: _____ Amount abated: \$ _____

Other action taken: _____

Approved: _____
Finance Director

Date: _____

TOWN OF HANOVER
SENIOR CITIZEN PROPERTY TAX WORK-OFF
MASSACHUSETTS INFORMATIONAL GUIDELINES

Massachusetts General Law, Chapter 59, §5K

Section 5K - Property tax liability reduced in exchange for volunteer services; persons over age 60

In any city or town which accepts the provisions of this section, the board of selectmen of a town or in a municipality having a town council form of government, the town council or the mayor with the approval of the city council in a city may establish a program to allow persons over the age of 60 to volunteer to provide services to such city or town. In exchange for such volunteer services, the city or town shall reduce the real property tax obligations of such person over the age of 60 on his tax bills and any reduction so provided shall be in addition to any exemption or abatement to which any such person is otherwise entitled and no such person shall receive a rate of, or be credited with, more than the current minimum wage of the commonwealth per hour for services provided pursuant to such reduction nor shall the reduction of the real property tax bill exceed \$1,000 in a given tax year. It shall be the responsibility of the city or town to maintain a record for each taxpayer including, but not limited to, the number of hours of service and the total amount by which the real property tax has been reduced and to provide a copy of such record to the assessor in order that the actual tax bill reflect the reduced rate. A copy of such record shall also be provided to the taxpayer prior to the issuance of the actual tax bill. Such cities and towns shall have the power to create local rules and procedures for implementing this section in any way consistent with the intent of this section.

In no instance shall the amount by which a person's property tax liability is reduced in exchange for the provision of services be considered income, wages, or employment for purposes of taxation as provided in chapter 62, for the purposes of withholding taxes as provided in chapter 62B, for the purposes of workers' compensation as provided in chapter 152 or any other applicable provisions of the General Laws, but such person while providing such services shall be considered a public employee for the purposes of chapter 258, but such services shall be deemed employment for the purposes of unemployment insurance as provided in chapter 151A.

A city or town, by vote of its legislative body, subject to its charter, may adjust the exception in this clause by: (1) allowing an approved representative, for persons physically unable, to provide such services to the city or town; or (2) allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than \$1,000.

REPORT OF THE JOHN CURTIS FREE LIBRARY

For Fiscal Year July 1, 2012 – June 30, 2013

To The Citizens of Hanover:

On December 14, 2012 the Trustees of the Library held a reception as a thank you to the many supporters and Town officials who throughout the year helped to keep the Library a strong and vibrant institution. This was the second annual holiday celebration sponsored by the Library. A professional musical band plus a large assortment of refreshments added to the festivities. The Friends of the Library used the evening as an opportunity to present the Trustees with a check for \$5,000 to purchase items that the Library needs. The Trustees and Staff are very grateful for this support.

At the end of the fiscal year, 6,912 patrons were registered as Hanover Library users. These library patrons have unlimited access to the 77,054 items the library owns. Hanover belongs to the Old Colony Library Network which is a consortium of 26 public libraries and three academic libraries. The 29 member libraries share a web based catalog of over three million items. Anyone with a valid library card is eligible to borrow any of these materials. Last year the Hanover Library borrowed 20,072 items for Hanover users and lent 18,754 to other libraries for their patrons. The Library's total circulation for the fiscal year was 123,965. OCLN's database is available 24 hours a day, seven days a week. The home user may place holds, renew materials, search databases, and download books and music. For those patrons with email, the Network will alert them when items are due or when materials are available for pick-up.

The Children's Room, under the direction of Librarian Lynne Campbell, hosted 256 children's programs with a total attendance of 2,986 children. Programs included toddler and preschool story times, craft programs, kindergarten bus orientation, book clubs, a recycling contest, plays, and a summer reading program for school age students. One hundred fifty eight adult and young adult programs were sponsored by the library with a total attendance of 489 participants. Programs included internet instruction, piano and voice concerts, an annual spelling bee, a digital photography workshop, informational slide presentations, author appearances and book signings. In May the Hanover and Walnut Hill Garden Clubs joined together to sponsor "Books in Bloom." Thirty-nine books accompanied by individually interpreted floral arrangements were on display from May 31 to June 1. The Friends of the Library, led by Chair Tracy Marchetti, held a number of fundraising events to benefit the Library, including fundraising raffles, an annual book sale, an art show, and a family photo day. The Friends, in conjunction with the Cultural Council, also sponsored a Town wide kite day. They also generously provided the funds for adult and children's programming and purchased museum passes to the New England Aquarium, South Shore Science Center, the Franklin Park/Stone Zoo, and the Heritage Museum. Other passes held by the library include the Children's Museum, Museum of Fine Arts, Science Museum, JFK museum, Roger Williams Zoo, the Isabella Stewart Gardner Museum, and Plimoth Plantation (funded jointly by the Cultural Council and an anonymous donor in memory of Neva Peroni Newcomb.) Passes may be reserved in the library or by visiting the library's website at www.hanovermass.com/library.

National Library Week was celebrated in April with a number of library activities including the traditional breakfast honoring the many dedicated volunteers who work diligently all year to help the library operate smoothly. The Hanover Woman's Club, Jrs once again did an outstanding job of hosting the event.

The library's meeting rooms are available to non-profit organizations at no charge. The large meeting room may also be reserved by local artists to display their art work. There are also two display cases available for community use. A number of organizations and individuals made donations to the library during the year. The Hanover Woman's Club, Jrs., Hanover Lions Club, Hanover Garden Club, Walnut Hill Garden Club, South Shore Genealogical Society, Hanover Historical Society, and individual members of the community donated library materials or made contributions towards the purchase of library materials. The Trustees and Staff are very appreciative of this support.

Respectfully Submitted,
Board of Library Trustees

Elaine Shea, Chairman
Joan Thomas, Treasurer
Lawrence Bandoni, Secretary

OFFICE OF VETERANS' SERVICES

For Fiscal Year July 1, 2012 – June 30, 2013

The Hanover office of Veterans' Services continues to serve Veterans, their spouses and/or dependents by counseling, advising, and assisting in procuring Federal and State benefits or entitlements for which they may be eligible. On the State and Local levels, we seek benefits for financial assistance; medical treatments; fuel assistance; tax abatements; housing; employment and counseling to those that are qualified under MGL: Chapter 115. The program is 75% reimbursable back to Hanover.

The process may require appointments at the office or the client's home, or the JFK building in Boston, and at Department of Veterans Affairs (VA) Hospitals in order to verify and justify eligibility. An investigation of assets or other sources of income is performed to seek alternative sources such as Social Security, Social Security disability, and VA pensions for which the Veteran and/or spouse and dependents may be eligible. This investigation helps limit the financial exposure to the Town and the State. The Federal Government does not automatically grant benefits to Veterans. Veterans must apply for benefits. The Veterans' Service Officer also visits hospitalized Veterans and those in nursing homes and eldercare facilities.

Our department also provides assistance in obtaining federal benefits such as service-connected disabilities, non-service pensions, enrollment in the VA Healthcare System and educational benefits. We provide Veterans and dependents assistance in obtaining military records, replacement of medals and ordering grave markers. The office supports town activities such as Memorial Day and Veterans Day.

The needs are growing very fast in today's post-Iraq conflict and continue in Afghanistan with Veterans arriving home to a very poor economy and needing transitional benefits such as employment training, job search, medical care and housing assistance. For the past year we have seen an increase of over 50% for Veterans who have applied and who have been approved for benefits.

I also serve as VSO in Duxbury and Norwell and travel between the three towns based on need and/or appointment. Our office is located in Town Hall on the second level. It has discreet and excellent stair or elevator access for older or handicapped Veterans, their spouses and dependents.

I would like to thank Priscilla Bracket of Kingston who continues to provide her service and expertise for all Veterans on a regular basis.

Respectfully submitted,

Michael J. Thorp
Veterans' Service Officer, Hanover

TOWN OF HANOVER



UNITED STATES VETERAN

PROPERTY TAX WORK OFF PROGRAM

Through September
2014

TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
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TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
PROGRAM POLICY

What is the Veteran tax work-off program?

The Hanover Veteran Tax Work-off Program is a program that offers veterans the opportunity to contribute up to 125 hours of service to the Town and receive up to a \$1,000 reduction in real estate taxes. The pay rate is the Massachusetts minimum wage (\$8.00/ hour), but participants will not earn paychecks. Instead they will receive a voucher that can be submitted to the Tax Collector as evidence of the amount earned, which will then be deducted from the property tax bill (only good for the year of service).

Under the law (CH59 5K) the reduction in property taxes is exempt for state income tax purposes. **It is** considered income for federal tax purposes. The Town of Hanover will issue a W-2 to all the residents who participate in this program. Each individual property owner should discuss with a financial advisor or accountant to determine how this may affect any Veteran's benefit they currently receive.

What are the eligibility requirements?

Priority will be given to veterans based on eligibility, age, income and assets. Veterans who qualify, if disabled, may appoint a volunteer to work on their behalf; the volunteer will be required to complete a successful SORI/CORI. Also the veteran must be year-round Hanover tax-paying primary residents who have demonstrated financial hardship or need in order to have first priority in the program. Applicants who have some special skill will receive second priority. See next page for more information.

What is the nature of the work to be performed?

Depending on the interest or experience of the participants, the work may be clerical work or other assistance at the Library, Council on Aging, Department of Public Works or any Town department listed on the application. Preference is not guaranteed.

TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
PROGRAM OVERVIEW

Goals:

To allow qualified veterans to perform community service for the Town of Hanover in order to receive an abatement on the property tax for the home in which they reside.

To enhance municipal services by utilizing the skills of veterans in various departments throughout the Town.

Eligibility:

- 1) Must provide DD-214 information.
- 2) Possess and identify employable skills.
- 3) Be the owner of record (or the spouse of the owner of record) and a permanent resident at the property for which the abatement is being requested.
- 4) Present a copy of the most recent tax bill at the time of application.
- 5) Be the only resident of a property participating in the program in a given year.
- 6) Must not be currently employed by the Town of Hanover.
- 7) Assessed valuation of residence cannot exceed \$700,000 as of January 1, 2014.
- 8) Meet Annual Gross Income (including Social Security) of \$52,000 as an individual or \$78,000 as a couple.

Position availability:

- 1) Applicable positions will be determined by Department Heads and may be available in any municipal department.
- 2) Placements will be determined by matching the skills of the applicant with the available requests. There will be a two-week probationary period during which either the applicant or the Department Head may determine that the placement is not appropriate.
- 3) Participants will be responsible for their own transportation. During fiscal year 2014, work must be completed between January 1, 2014 and September 15, 2014.

Conditions of participation:

- 1) If selected as a participant, the resident must notify the Veteran Services Director of any changes in eligibility.
- 2) Per IRS regulations, each participant will be required to fill out a W-4 form.
- 3) Participants agree to complete their work within the prescribed time frame.
- 4) Both a Criminal Offender Record Information (CORI) and Sex Offender Registry Information (SORI) check is required for all participants.

Compensation:

- 1) The abatement will be a maximum of \$1,000 divided in increments based on the state minimum wage, not to exceed the total net tax bill.
- 2) The hourly credit compensation is based on the Massachusetts minimum hourly wage (\$8.00 per hour).
- 3) Abatements earned under the program will be credited to the veteran's actual tax bill.

Administration:

- 1) The program will be administered by the Veteran Service Director.
- 2) The Veteran Service Director will issue a letter each year to the Town Department Heads to determine what jobs will be available.
- 3) The program shall be limited to no more than 12 participants.
- 4) The Veteran Services Department shall conduct interviews and match applicants with job descriptions. They shall then make recommendations, which must be approved by the appropriate Department Head or designee.
- 5) At the end of each year, the participants and the Department Heads will be surveyed to determine the effectiveness of the program.

TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
PROGRAM APPLICATION

Name _____ Telephone _____

Address _____

Eligibility:	Yes	No
Hanover property owner prior to July 1, 2013	___	___
Possesses Proper DD-214 information	___	___
Reside at property for which abatement requested	___	___
Copy of current tax bill attached	___	___
Past participation	___	___
Valid driver's license/identification	___	___

Military Experience: Please provide location, rank and any awards received while serving.

Education: Please include schools that you attended, degrees received, special certifications you have earned (are you a CPA, certified teacher, etc.)

Past Work Experience and Skills: Please describe past work experiences that might assist us with you job placement. Include any particular skills you may have.

Interests, Past Volunteer Community Service: Please indicate special interests, hobbies, community service, offices you have held, etc, that you feel might be helpful in determining your work placement.

Please indicate the job or jobs in which you are interested

Town Hall Senior Center Schools Library
 Public Works Other: _____

Would you accept another position if the above are not available? Yes No

Agreement:

If I qualify for the Property Tax Work Off Program, I understand that the maximum amount of money that can be applied to my fiscal year 2014 net property tax bill is limited to \$1,000 for 125 hours which must be completed by September 30, 2014. I also agree not to hold the town liable for any problems incurred while participating in this program.

Signature _____ **Date** _____

NOTE: IN ADDITION TO APPLICATION, PARTICIPANT MUST FILL OUT CORI AND SORI REQUEST FORMS



TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
APPLICATION PROCESSING

This application is: Granted _____ Denied _____

Interviewed on: _____

Job assignment and department: _____

Waiting List for: _____

OR

Reason for denial: _____

Other or Pending Job Assignments/Departments:

Staff Signature: _____

Department: _____

TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
PARTICIPATION AGREEMENT

The Town of Hanover, a municipality housed at 550 Hanover Street, Hanover, MA, hereinafter “the Town” and _____ of _____, Hanover, MA, hereinafter “the participant” on this _____ day of _____, agree as follows:

The participant will provide service to the Town for a maximum of one hundred and twenty-five hours (125) between January 1, 2014 and September 15, 2014 or \$1,000 maximum (at Massachusetts minimum wage (\$8.00 per hour).

It is agreed and understood by both parties that the actual work assignment may be made on a week-to-week basis and may vary according to the needs of the department to which the Participants is assigned.

The nature of the work assignment shall be dictated by the needs of the Town and the head of the department to which the Participant is assigned.

The Participant is a volunteer in this program and is not entitled to benefits under any classification, compensation, or benefit schedule.

This Agreement will terminate on September 15, 2014, but may be terminated sooner at the discretion of the Hanover Board of Selectmen upon no less than seven (7) days written notice of termination, which shall be given or mailed to the Participant’s residential address listed above.

Volunteer Participant _____

Director Veteran Services _____

Department Head _____

TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
MONTHLY REPORT

DATE:

INQUIRIES:

APPLICANTS:

NEW:

ACTIVE:

INACTIVE:

COMPLETED PROGRAM:

COMMENTS: _____

SIGNED: _____

TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
CERTIFICATE OF COMPLETION
MA GENERAL LAWS CHAPTER 59, SECTION 5K. AS AMENDED

To: The Board of Assessors, Hanover, MA

_____, Owner of a parcel at: _____,

Hanover, MA, has completed _____ hours of volunteer work to be credited toward the fiscal year _____ tax assessed on the parcel listed above at the rate of Massachusetts minimum wage (\$8.00 per hour), for a total credit of \$_____ for the fiscal year stated herein.

Signature of person certifying work _____

Printed name of person certifying work _____

Action taken by the Board of Assessors:

Approved: _____ Amount abated: \$ _____

Other action taken: _____

Approved: _____ Date: _____

Finance Director

TOWN OF HANOVER
VETERAN PROPERTY TAX WORK-OFF
MASSACHUSETTS INFORMATIONAL GUIDELINES
Massachusetts General Law, Chapter 59, §5K

Section 5K - Property tax liability reduced in exchange for volunteer services; persons over age 60

In any city or town which accepts the provisions of this section, the board of selectmen of a town or in a municipality having a town council form of government, the town council or the mayor with the approval of the city council in a city may establish a program to allow persons over the age of 60 to volunteer to provide services to such city or town. In exchange for such volunteer services, the city or town shall reduce the real property tax obligations of such person over the age of 60 on his tax bills and any reduction so provided shall be in addition to any exemption or abatement to which any such person is otherwise entitled and no such person shall receive a rate of, or be credited with, more than the current minimum wage of the commonwealth per hour for services provided pursuant to such reduction nor shall the reduction of the real property tax bill exceed \$1,000 in a given tax year. It shall be the responsibility of the city or town to maintain a record for each taxpayer including, but not limited to, the number of hours of service and the total amount by which the real property tax has been reduced and to provide a copy of such record to the assessor in order that the actual tax bill reflect the reduced rate. A copy of such record shall also be provided to the taxpayer prior to the issuance of the actual tax bill. Such cities and towns shall have the power to create local rules and procedures for implementing this section in any way consistent with the intent of this section.

In no instance shall the amount by which a person's property tax liability is reduced in exchange for the provision of services be considered income, wages, or employment for purposes of taxation as provided in chapter 62, for the purposes of withholding taxes as provided in chapter 62B, for the purposes of workers' compensation as provided in chapter 152 or any other applicable provisions of the General Laws, but such person while providing such services shall be considered a public employee for the purposes of chapter 258, but such services shall be deemed employment for the purposes of unemployment insurance as provided in chapter 151A.

A city or town, by vote of its legislative body, subject to its charter, may adjust the exception in this clause by: (1) allowing an approved representative, for persons physically unable, to provide such services to the city or town; or (2) allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year, rather than \$1,000.

REPORT OF THE VISITING NURSE

For Fiscal Year July 1, 2012 – June 30, 2013

The Hanover Visiting Nurse Association continues to provide health care to all residents and has since its inception in 1929. The agency has a long and proud legacy of community care. Nursing services are provided at no charge to residents. The Hanover Visiting Nurse Association remains committed to our founding objective of professional home nursing care.

The agency provides a variety of health promotion and illness prevention programs to residents. Yearly Flu clinics are sponsored in conjunction with the Hanover Board of Health.

The Hanover Visiting Nurse Association works closely with the Council of Aging, Police, Fire, School Nurses, Old Colony Elder Services, Hanover Food Pantry, as well as social service departments of area hospitals and rehabilitation centers.

Each year the Hanover Visiting Nurse Association awards camperships, scholarships and assistance to families throughout the year.

Over 100 families received assistance during the 2012 Holiday season.

We are most grateful to the Hanover community for its generosity and support. It is because of the generosity of the community that we are able to be of greater good to the residents of Hanover.

My deepest appreciation to the Hanover V.N.A. volunteer Board of Management for their tireless work on behalf of the agency. I also extend my thanks and deep appreciation to Nancy Funder, RN, Ellen Lehane, RN and Donna Hynes our secretary.

A total of 3189 clients were seen this past year. There were 1034 nursing visits, 823 health promotion visits and 1332 clients were seen at various clinics, health fairs or social services.

SCHEDULE OF CLINICS

:

Adult Blood Pressure - Second Wednesday
of each month, 6:30 – 7:30 P.M., Nurse's Office, Town Hall or by appointment.

Legion Housing - Second Wednesday
of each month, 1:30 – 2:30 P.M. Except July & August.

Barstow Village - Third Wednesday
of each month, 1:30 – 2:30 P.M. Except July & August.

Cardinal Cushing Residence - First Wednesday
of each month, 1:30 – 2:30 P.M., at alternating buildings. Except July & August.

Hanover Senior Center - Last Wednesday
of each month, 12:00 – 1:00 P.M.

Diabetic Screening - by appointment.

Mantoux (TB) Testing by appointment.
Fee \$5.00.

The Visiting Nurse Office is located on the lower level of Town Hall. An answering machine will take your message when the nurse is out of the office.

Respectfully submitted,

Maureen L. Cooke, RN
Nurse Administrator
Visiting Nurse

REPORT OF THE ZONING BOARD OF APPEALS

For Fiscal Year July 1, 2012 – June 30, 2013

To the Board of Selectmen and Citizens of the Town of Hanover:

The Zoning Board of Appeals held **thirteen (13)** posted meetings at the Hanover Town Hall during the period from July 1, 2012 through June 30, 2013. There were **seven (7)** petitions filed in FY 2013. The Board issued **three (3)** Special Permits and **four (4)** Variances. In September of 2012 the Board issued a denial of Woodland Village Comprehensive Permit application. The Applicant has appealed the decision and the case was heard by the Massachusetts Housing Appeals Court. Hanover is currently awaiting a decision. Webster Village, a 40 B development applied to the Board for a change in project from a prior decision. The Board opened the public hearing process in April of 2013. The hearing process has carried into FY 2014.

The Zoning Board of Appeals wishes to express its appreciation to all personnel of the Boards and Commissions of the Town of Hanover and the abutting towns for the cooperation we received this year.

Respectfully submitted,

Matthew W. Perkins, *Chairman*
David R. Delaney, *Vice Chairman*
David Connolly, *Associate Member*
John Tuzik *Associate Member*

REPORT OF THE BUILDING COMMISSIONER

For Fiscal Year July 1, 2012 – June 30, 2013

The following permits were issued and fees collected by the Building Department during the period July 1, 2012 through June 30, 2013

<u>Description</u>	<u>Valuation</u>	<u>Permits Issued</u>
New Business/Commercial	\$11,462,480.00	7
Business Alterations/Remodels	1,667,893.00	32
Demolitions/Business/Residential	116,300.00	9
New Homes	5,666,600.00	23
Pools & Decks	597,229.00	54
Reroof/Reside Residential	646,140.00	100
Reroof/Reside Business	36,460.00	2
Residential Additions	1,362,292.00	30
Residential Alteration/Remodels	1,655,499.00	98
Sheds/Barns and Tents	186,610.00	29
Stoves: Coal/Wood, etc.	107,481.00	26
Fees Certificate of Inspections	5,400.00	68
Sign Permits Issued: Business/Political/Yard	231,672.00	67
Solar Panel Install	271,404.00	10
Cell Towers	15,000.00	1

<u>Description</u>	<u>Fees</u>
Fees for Building Permits Issued	330,271.95
Fees for Sign Permits Issued	25,350.70
Fees for Occupancy Permit	2,250.00
Fees for Gas Permits	15,165.50
Fees for Plumbing Permits	29,335.50
Fees for Electric Permits	43,157.00
Fees for Weights and Measures	4,585.00
Fees for Mechanical Permits	7,043.00

The Building Department is responsible for ensuring that buildings are constructed and repaired safely and used properly. The Building Department issues building, electrical, mechanical and plumbing permits. These permits allow the construction, reconstruction, repair, alteration and demolition of buildings and structures as well as the installation of equipment. The Department enforces the Commonwealth of Massachusetts Building Code and the Hanover By-Laws. The Department is responsible for the occupancy and the uses of all buildings, structures and land.

Churches, restaurants, theaters and public buildings with a seating capacity of over fifty must be inspected annually. The Department is also responsible for enforcing the Zoning By-Laws, Sign By-Laws and the General Town By-Laws.

While our total number of inspections continues at a constant pace we are now seeing more additions and remodeling projects with fewer new homes. The widening of Route 53 continues to generate interest in the available commercial space, with daily requests for information and zoning determinations as to acceptable uses. The Department of Municipal Inspections continues to assist and work with these potential business owners to make the process as streamlined as possible.

Construction on the new Prime GMC dealership, Wendy's, The University Sports Complex and McGee Toyota are now complete. And the entire municipal inspection department stands ready to assist developers and business owners as they continue to choose Hanover as their primary place of business.

There is a constant demand to supply records, review plans, and check the Assessors' maps and Zoning maps for the general public. We enforce the Re-Inspection Bylaw for Commercial spaces for the Town. All applicants must show us their current License(s) and proof of insurance and we are responsible to verify that they are current and valid. The Building Department enforces M.G.L., Chapter 40, Section 57, which affects a delinquent taxpayer's access to building permits and certificates of occupancy. All complaints concerning signage, building and zoning violations may be referred to this department.

At this time, I would like to thank the Department of Municipal Inspections staffs for their continued professionalism in addressing the various concerns and questions that are submitted throughout the day. The combined staff of Building, Conservation, Health and Planning continues to work hard and provide superior customer service to the residents and business owners of the Town of Hanover. I look forward to the future as we continue to streamline the permitting process to include the implementation of our online permitting software and increase overall efficiency.

The Building Permit Applications, Zoning By-Laws and Regulations are available on-line at: www.hanover-ma.gov.

We want to thank all applicants, residents and businesses for their cooperation and support this past year. In addition, we thank all Town departments for their continued cooperation.

Respectfully submitted,

Anthony Marino

Anthony Marino
Building Commissioner
Zoning Enforcement Officer, Sign Officer

REPORT OF THE INSPECTOR OF WIRES

For Fiscal Year July 1, 2012 – June 30, 2013

We hereby submit the Wiring Inspector's report for the period July 1, 2012 through June 30, 2013.

During this period we issued 398 Wiring Permits and collected fees in the amount of \$43,157.00.

As always, we are most appreciative of the cooperation we receive from contractors and electricians we have worked with this past year. We also thank the residents and the businesses for their continued goodwill. Finally, we thank the various Town departments for their support.

Respectfully Submitted,

William F. Laidler
Inspector of Wires

Robert W. Stewart
Alternate Inspector of Wires

Dan Condon
Alternate Inspector of Wires

REPORT OF THE GAS/PLUMBING INSPECTOR

For Fiscal Year July 1, 2012 – June 30, 2013

We issued 241 gas permits, and collected fees in the amount of \$15,165.50. We also issued 246 plumbing permits and collected fees in the amount of \$29,335.50.

We would like to take this opportunity to thank all of the residents, as well as the business establishment in town, for their continued support. In addition, we want to thank all of the installers and contractors for their cooperation this past year. We would like to extend our thanks to the various Town departments for their continued good will.

Respectfully submitted,

Gary A. Young
Gas/Plumbing Inspector

REPORT OF THE SEALER OF WEIGHTS

For Fiscal Year July 1, 2012 – June 30, 2013

To the Board of Selectmen and the Citizens of Hanover:

The function of the Sealer of Weights and Measures is to protect the consumer, provide service to the business community, and ensure accuracy is present for both the consumer and the business community for every transaction whether it is by the individual unit, the pound, yard or gallon.

The following is a summary of activities reported for the period covering July 1, 2012 to June 30, 2013.

Scale	44
Scanners	115
Gas Meters	88
Reverse Vending Machine	5

Fees collected and returned to the Town Collector from the above noted inspections were. \$4,585.00.

I look forward to serving the Town of Hanover.

Respectfully Submitted,

Robert S. O'Rourke
Sealer of Weights and Measures

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE

For Fiscal Year July 1, 2012 – June 30, 2013

The Town of Hanover Community Preservation Committee is proud to submit its year-end report for fiscal year 2013. This report includes an update of all projects approved by Town Meeting in 2013 as well as a brief history of the Act in Massachusetts.

The Commonwealth of Massachusetts adopted the Community Preservation Act (CPA) in September, 2000. Since that time the Act has been amended many times. The full Act can be viewed on the mass.gov website. The CPA gives municipalities the opportunity to raise funds through a surcharge of up to 3% of local property taxes. Under the Act, locally raised funds are matched by the Commonwealth of Massachusetts from fees for the registration of deeds for real property. **These funds are to be used by municipalities for open space preservation, creation of community housing, and preservation of historic buildings and landscapes.** The Act requires that 10% of the funds raised in each fiscal year be spent or reserved annually for each of the CPA's main purposes. The remaining 70 percent of CPA funds in each fiscal year are available to be appropriated or "banked", according to the Community Preservation Committee's (CPC) recommendations and Town Meeting approval for one or more of the three purposes listed above and for public recreational uses. This gives each community the opportunity to determine its priorities for public benefit, plan for its future, and have the funds to bring those plans to fruition.

The Town of Hanover adopted the CPA in May of 2004, established the Community Preservation Committee in 2005 and approved a 3% surcharge for residents beginning in 2006. The following example illustrates the amount of this surcharge for the owner of an average priced home in Hanover:

Average price of a home in Hanover	\$375,000
Less \$100,000 Residential Exemption	\$275,000
Residential Tax Rate	\$15.55 /\$1,000
Average Annual Tax	\$4,276.25
Annual Community Preservation surcharge for average-priced home based on \$325,000 $\$325 \times \$15.55 \times 3\% =$	\$128.29

The Hanover Community Preservation Committee Bylaw established a nine member Community Preservation Committee (CPC). Three members are appointed by the Town Moderator and the other six members are representatives of the following Boards or Committees and are appointed by their respective committees:

- Conservation Commission
- Historical Commission
- Housing Authority
- Park and Recreation Commission
- Planning Board
- Open Space Committee

Many worthwhile projects have been funded after being recommended by the Community Preservation Committee and subsequently voted at Town Meeting. The following is a report on the projects that have been funded by the CPA in May of 2013.

<u>Project</u>	<u>Amount Appropriated</u>	<u>Reserve Funds/Category</u>
Purchase of Open Space on Webster Street	\$325,000	Open Space Reserve
Affordable Housing Trust	\$110,000	Community Housing Reserve Funds
Preservation of Historic Cemeteries	\$160,000	Historic Preservation Fund/Undesignated Reserve Fund
Restoration of Hackett's Pond Dam	\$120,000	Undesignated Reserve Fund
Climate Control at Historic Stetson House	\$18,000	Historic Preservation Reserve Funds
Map of the Town's Recreation and Historic Areas	\$10,600	Undesignated Reserve Fund

In FY 2013 the Town of Hanover received \$70,640.00 in surcharges from local property taxes. In addition Hanover received State matching funds of \$251,700.00, based on FY 2013 fees for registration of real property deeds. Since fiscal 2005, the Commonwealth has provided a match of the Town's CPA surcharge. The match is based on the prior year's actual surcharge. During the first three years, the Commonwealth has provided 100% matching funds for Hanover but as a consequence of a slow housing market and more communities adopting the CPA law, the Commonwealth's match was less than 100% for several years. This year the state's FY2013 budget surplus will be sufficient to transfer \$25 million to the statewide CPA Trust Fund which will give the communities that have adopted the Community Preservation Act additional funds.

The Community Preservation Committee meets once a month and accepts applications for funds until early November. Any individual, non-profit organization, Town Board, Committee or Commission may apply for funds. All applicants meet with the CPC to discuss their requests.

After reviewing applications the Committee makes recommendations to Town Meeting, which votes to appropriate the funds.

Additional information about the work of the Hanover Community Preservation Committee is provided on the Town's Website: www.hanover-ma.gov or by contacting the Community Preservation Coordinator at communitypreservation@hanover-ma.gov or by phone at 781-826-7730. CPA grant application instructions and forms also are available on the website.

The Committee wants to thank Community Preservation Coordinator, Margaret Hoffman for her valuable support and assistance and well as the Selectmen for their continued support of CPA and the Committee's efforts. Primarily, appreciation is due to the residents of Hanover for their foresight in passing the Community Preservation Act and for their continued support of its goals.

Respectfully Submitted By the Town of Hanover
Community Preservation Committee

Diane Campbell – (Housing Authority) Chairperson
William Scarpelli – Vice Chairperson
John Goldthwait – (Historical Commission)
Wallace Kemp – (Open Space Committee)
Richard DeLuca – (Planning Board)
Mike Holland – Member
Jonathan Chu – Member

REPORT OF THE CONSERVATION COMMISSION

For Fiscal Year July 1, 2012 – June 30, 2013

The fiscal year opened July 2012 with the following Members of the Conservation Commission: Lisa Satterwhite- Chairman, Lou Paradis- Vice Chair, Neal Merritt- Hearing Officer, Bill Woodward- Commissioners, two (2) Associate Member positions were vacant. The Commission reorganized in September 2012 resulting in Lou Paradis as Chairman and Lisa Satterwhite as Vice Chairman. Keith Calder and Frank Brierley were welcomed as Associate Members to the Commission at the September 21 meeting. In January 2013, Frank Brierley was appointed to fill the vacant full Member position, and sadly, the Commission accepted the resignation of 10 year Member Neal Merritt. The Commission noted Commissioner Merritt's valued contributions to the Commission, including his terms as Chairman, Vice Chair and Hearing Officer. He will surely be missed by all.

The Staff continued their exemplary work for the Commission during this fiscal year with Conservation Agent Patrick Gallivan starting his 7th year and DMI Administrative Assistant, Sandra MacFarlane, completing her 12th year of service with the Commission. The Staff remained diligent in their efforts to keep the Commission abreast of the latest revisions to State and Federal regulations and worked with such agencies as Department of Environmental Protection (DEP), Army Corps of Engineers (ACOE), Federal Emergency Management Agency (FEMA), Natural Heritage and Endangered Species Program (NHESP), the North River Commission, and many others.

During the January 9, 2013 Commission meeting, the Commission sadly accepted the resignation of Conservation Agent, Patrick Gallivan. Mr. Gallivan's quick wit and wry sense of humor was greatly appreciated by the thousands of homeowners, developers, engineers, staff and many others that benefited from his expertise in the field. Mr. Gallivan set an all-time record of more than **300** inspections half way through the fiscal year. January 2013 saw a change in staff when the Commission and staff welcomed new Conservation Agent, Amy Walkey, former 6-yr. Conservation Commission Member and Massachusetts Licensed Site Professional (LSP). The Commission looked forward to working with Ms. Walkey, as did the staff. Since joining us, she has proven to be a valued asset.

During fiscal year '13, the Conservation Commission voted to maintain their regular schedule of meeting each first and third Wednesday of the month. Therefore, **24** regular scheduled meetings were planned. However, due to summer schedules, Holidays, and unforeseen circumstances, **4** meetings were cancelled and **1** additional meeting was held to accommodate a family in an emergency situation. This resulted in a total of **21** Commission meetings. During those meetings, **77** public hearings were held for the following types of applications:

18 Notice of Intent applications were reviewed during **35** public hearings resulting in the issuance of **16** Orders of Conditions.

2 Abbreviated Notice of Resource Area Delineation applications were reviewed during **4** public hearings resulting in the issuance of **2** Orders of Resource Area Delineation.

27 Request for Determination of Applicability applications were reviewed in **33** public hearings resulting in the issuance of **21** Determination of Applicability permits.

4 Requests to Amended Orders of Conditions were received and discussed in **5** public hearings resulting in the issuance of **3** Amended Orders of Conditions.

The Agents investigated more than 36 complaints from residents as well as 14 additional incidents that resulted in 53 enforcement action and violation review discussions during Conservation meetings. The Staff and Commission Members conducted over 450 site inspections related to applications, complaints, post-permitting reviews, complaints, Open Space trails, and similar. Site inspections also served to educate home owners, real estate persons, and others in regard to the type of resource areas on their property, yard care for proper protection and preservation of resource areas and buffer zones, and some resulted in the relocation of proposed structures far enough away from the resource area so that an application did not have to be submitted.

The Commission also reviewed 43 requests for Certificates of Compliance for completed projects, while requests for extensions of time for incomplete projects approaching their deadlines were decreased to a single request. This was a result of the State's on-going Automatic Extension Program which offered an automatic 2 year extension period to any permit in effect between the dates of August 15, 2008 and August 15, 2010, as per Senate Bill #2582, c. 240, s. 173, with a very few exceptions.

9 requests to review minor changes to approved plans resulted in 9 discussions at public hearings, 8 requests from various community groups and individuals for use of Conservation Parcels for various events such as weddings, fishing derby's, cookouts, overnights, and large family events, and 22 requests for Minor Activity Permits due to downed trees or other minor incidents not requiring a public hearing.

Following is a summary of income for the Department:

Misc. Income (copies, cons. plaques, lot release, bank letters, etc.):	\$250.20
Requests for Certificates of Compliance (with fees- only for OOC's prior to 1993):	\$ 0.00
Enforcement Order Fees/Fines	\$ 0.00
Requests for Extension Permits:	\$ 0.00
Notice of Intent applications and Notice of Resource Area Delineation applications:	\$12,713.50
Requests for Amended Orders of Conditions:	\$850.00
Request for Determination of Applicability applications:	\$2,750.00
Total Income from Application Fees, Fines, and misc:	\$16,563.70

Current Commission Members and Staff:
 Lou Paradis, Chairman
 Lisa Satterwhite, Vice Chairman
 Frank Brierley, Hearing Officer
 William Woodward, Commissioner
 Justin Shepard, Commissioner
 (vacant), Associate Member
 (vacant), Associate Member
 Amy Walkey, Conservation Agent
 Sandra MacFarlane, Assistant Conservation Agent

REPORT OF THE BOARD OF HEALTH

For Fiscal Year July 1, 2012 – June 30, 2013

The Board of Health respectfully submits the following report for the period of July 1, 2012, through June 30, 2013, to the citizens of Hanover. The current Board Members are: John Dougherty - Chair, Lynn White and Richard Farwell.

The Board meets two times each month and all meetings are posted with the Town Clerk. The office is open Monday, Tuesday and Thursday from 8:00 a.m. to 4:00 p.m., Wednesday from 8:00 a.m. to 8:00 p.m. and Friday from 8:00 a.m. to noon. Anthony Marino, Health Agent, oversees day to day operations of the Health Office, under the umbrella of the Department of Municipal Inspections (DMI). A full time Assistant Health Agent, Kimberly Dixon and Part-time Assistant Health Agent/DMI Inspector, Arthur Cuervels and Nancy Funder, Public Health Nurse/Food Inspector staff the office. Nancy Funder is also the milk inspector. Dr. Richard W. Ashburn, MD provides medical oversight to the Board of Health. Staff and occasionally consultants perform inspectional services, which may include; sanitary inspections, food inspections, percolation tests, septic plan review and Title 5 installation inspections.

REVENUE:

Fees for the Board of Health licenses, permits and septic system inspections produced \$100,388.

SEPTIC PERMITS AND TESTS:

Disposal Works Permits:	87
Percolation Tests:	120
Observation Holes:	173
Tight Tanks:	0

LICENSES/PERMITS ISSUED:

Septic Installer	56	Milk	81
Sewage pumpers	24	Public/private camps	4
Rubbish collectors	15	Public swimming pools	9
Food	165	Barns/stables	30
Catering/mobile	6	Body Art	1
Frozen food dessert	6	Tanning salon	1
Funeral director	1	Dorms/group homes/motels	13
Tobacco Sales	22	Title 5 Inspectors	32

REGULATIONS:

FOOD

The Board of Health continues to emphasize the important concepts of safe food handling, good personal hygiene, site security and food labeling. Most food establishments are inspected twice a year.

TOBACCO

The Board continues to enforce regulations governing smoking in food establishments and the workplace. We also license and regulate all smoke shops.

BODY ART

Body Art regulations encompass the regulation of tattooing, clarification and body piercing. The Board of Health has one establishment with a Body Art license in town.

SEPTIC

The Board of Health continues to review numerous domestic and commercial septic systems. The Board of Health monitors nine (9) commercial groundwater discharge permits on a monthly basis. This office also monitors the performance of thirty-eight (38) alternative treatment facilities and seventeen (17) non-industrial holding tanks.

POOL AND CAMP

The office continues to inspect and permit all camps, as well as semiprivate and public pools in town. These inspections are governed by DPH regulations and include requirements for camp facilities, medical information and medical oversight (including immunization histories) on campers and staff and expanded (SORI and CORI) checks on all adolescent, adult staff and volunteers. This year the office permitted three (4) summer camp, seven (7) semi-public pools and two (2) special purpose pools.

DISEASE:

WEST NILE VIRUS/EEE/LYME

An increase in the detection of both West Nile Virus and Eastern Equine Encephalitis in mosquitoes caused great concern for those engaging in outside activities. Precautions regarding protection against the viruses were once again broadcast utilizing the local media outlets.

Information on these diseases are available in the Board of Health office or on the Town of Hanover's website.

MOSQUITO AND TICK-BORNE ILLNESS

Mosquito and Tick-borne illnesses continue to cause serious concern for Hanover and all of Southeastern Massachusetts. Hanover had West Nile Virus and Eastern Equine Encephalitis detected in mosquitoes very early in the summer of 2013, necessitating the closure of public fields and playgrounds between sunset and sunrise. This is a public health measure aimed at minimizing the potential for people exposed to mosquitoes carrying disease.

Numbers for tick-borne illnesses, such as Lyme disease, remain elevated and that risk remains unchanged. The Town posts guidelines to minimize the risk of Lyme disease on its website, broadcasts field closures on local media and also works closely with the Department of Public Health and the Plymouth County Mosquito Control Project.

EMERGENCY PLANNING:

The Hanover Board of Health continues to update and refine its Local Emergency Management Plan (LEMP), which outlines responsibilities and actions in response to: Infectious disease outbreaks, bioterrorism, chemical or radiological incidents, public health emergencies and natural disasters, and any other emergency requiring a response from the Board of Health. This plan outlines procedures to protect and maintain public health and safety, conduct disease investigation, distribute mass prophylaxis (vaccines and antibiotics) and provide support for other emergency response actions. BOH receives funding through and works closely with the

Department of Public Health, Region 4b and its neighbors to further planning initiatives. Nancy Funder is the 4b representative for the town of Hanover. Working with the Massachusetts Department of Public Health Region 4B, the Board of Health receives grant funding to further the Towns emergency planning initiatives.

The Hanover Board of Health is continuing to recruit volunteers for a regional Medical Reserve Corps (MRC) who can serve during local emergency health situations in the community. Volunteers will be trained to assist their communities during public health emergencies. Anyone interested in volunteering can contact the Hanover Board of Health.

CLINICS:

The Board of Health offers Mantoux (TB) testing in partnership with the Hanover VNA on an as needed basis. This testing can be required for certain people, such as food handlers, people working with children and college students.

In October and November the annual adult immunization clinics were held. Residents were offered inoculations for flu, pneumonia and tetanus.

The Board held a rabies clinic in cooperation with Roberts Animal Hospital. Ninety-one (91) dogs and cats were vaccinated against rabies.

DISEASE REPORT:

The following cases of communicable diseases and animal bites were reported to the State:

- 34 Communicable diseases (Hepatitis A, B or C, Legionella, Calicivirus)
- 6 Food Borne (Salmonella, Giardia, E-Coli, Campylobacter)
- 36 Tick Borne Illness
- 1 Tuberculosis
- 27 Animal Bites

COMPLAINTS:

- 8 Unsanitary conditions (business)
- 6 Restaurant (uncleanliness)
- 3 Landlord (repairs, etc.)
- 4 Animal complaints (excluding dog bites)
- 4 Debris around business and homes
- 5 Odor

HOUSING:

- 15 Housing Inspections
- 2 Condemnation Order

During the elections that were held in May 2013, Lynn White was re-elected for a three year term on the Board of Health.

Respectfully submitted,

John Dougherty, Chairperson
Lynn White
Richard Farwell

REPORT OF THE OPEN SPACE COMMITTEE

For Fiscal Year July 1, 2012 – June 30, 2013

The Open Space Committee (OSC) was chartered to ensure that the Town's rural character is maintained and enhanced both through protection of existing resources and acquisition of new properties.

Voters at the May 2013 Town Meeting approved the use of \$325,000 in Community Preservation Act (CPA) funds to purchase 45 acres of wooded open space between Webster Street and The Elms on Main Street. When combined with two other Town owned properties, the purchase creates over 76 acres of open space in an area of Hanover that lacks public walking trails. Plans are underway to create new walking trails on this property.

To better acquaint residents with open space trails, public walks were held at Denham Pond, Forge Pond/Clark Bog, Chicken Alley at Four Corners, Webster Street Parcel, Iron Mine Brook/Indian Head River, Morrill Allen Phillips Sanctuary and the Greenway from Myrtle Field to Luddams Ford. The OSC again participated in Hanover Day in efforts to better inform the public of the open space trails and to get their input on future needs.

The OSC operates without a budget and relies on citizen volunteers who donate countless hours to build, maintain and mark trails. One of the volunteers has created detailed trail maps, available through the Town website, www.hanover-ma.gov or Facebook, Hanover Massachusetts Open Space. We are extremely grateful for the help from our volunteers and encourage anyone interested in open space to contact us for ways they can volunteer. The committee meets monthly on the first Monday at 7:30PM at the Town Hall and the public is always welcome.

Respectfully submitted,
Harold D. Thomas, Co-Chair
Mary Dunn, Co-Chair
Judy Grecco
Jocelyn Keegan
Wallace Kemp
George Mallard

REPORT OF THE PLANNING BOARD

For Fiscal Year July 1, 2012 – June 30, 2013

The Town of Hanover's Planning Board is charged with administering the approval of Subdivision Plans, Special Permits and Site Plan Approvals in accordance with state statutes and local zoning and subdivision control regulations. In addition, the Board is responsible for establishing the Town's long term Master Plan and ensuring its implementation. The Planning Board regularly reviews and recommends updates to the Zoning Bylaw and Subdivision Rules and Regulations in order to comply with recent state statutes, case law, and the changing needs of the community. The Planning Board is responsible for making recommendations relative to long-term planning and land use regulation at Town Meeting.

Fiscal Year 2013 brought its own set of challenges due to the recovering economic climate in the development and construction industry. The Board saw a slight increase in the number of Special Permit and Site Plan requests indicating a positive outlook for Hanover. The Board heard six modification requests to permits that were issued in the prior years. The majority of business applications came from the Route 53 corridor. The Board has worked with developers and the community to try to keep Route 53 a vital commercial destination within the community and region. The expansion of commercial business along Route 53 can be seen with the redevelopment and reuse of the former Star Land property into the University Sports Complex, the largest indoor sports complex in New England. The Planning Board permitted a new waste water treatment plant at the Hanover Mall allowing for future expansion. The Board and community are pleased with the quality and location of permitted project that have come to fruition.

The Board submitted three warrant articles to Town Meeting in May. A one year moratorium on medical marijuana facilities was developed and adopted in order to give the Board time to develop local bylaws to further regulate these types of facilities. The State has adopted regulations for the use, cultivation and dispensing of medical marijuana and the Board has begun work on a new bylaw that would regulate these facilities in Hanover which will be submitted to Town meeting in May 2014. The Town also adopted a new bylaw allowing accessory dwelling units. This bylaw was in response to the increased demand for in-law apartments. The Board brought forward an article to amend the existing Interchange District Bylaw in an attempt to enhance the economic development opportunities in the area at the intersection of Routes 3 and 53. This amendment was ultimately not supported by the Board after further discussions with the property owner.

Public Meetings & Public Hearings

The Planning Board held twenty (20) meetings in FY 2013 and had nine (9) public hearings. The Board issued nine (9) Special Permits and four (4) Site Plan Approvals. The Board issued one subdivision modification this year extending Twin Fawn Drive. There were no new subdivision applications during FY 2013 indicating a continuation of the slower growth in the residential market. Four (4) new lots were created through the Approval Not Required process.

Special Thanks

The Board would like to take this opportunity to express its gratitude to the residents of the Town and to the various Boards, Commissions, Departments, Town officials and employees for their cooperation, support and assistance throughout the year in ensuring that Hanover remains a desirable community within the region.

The Planning Department has been fully incorporated into the Department of Municipal Inspections. The Board wishes to thank Amy Walkey & Peter Matchak, Administrative Assistant and Margaret Hoffman, Assistant Town Planner for their continued support throughout the year

The Planning Board looks forward to FY 2014 to continue the work of keeping Hanover a viable and livable community for current and future residents.

Respectfully submitted,

PLANNING BOARD

Richard DeLuca, Chairperson
Kenneth Blanchard, Member
Anthony Losordo, Member
Lou Paradis, Member
Jeff Puleo, Member
Bernie Campbell, Associate Member
Meaghan Neville-Dunne, Associate Member

REPORT OF THE BOARD OF PUBLIC WORKS

For Fiscal Year July 1, 2012 – June 30, 2013

The mission of the Department of Public Works is to protect, preserve, improve, and manage the Town's infrastructure, facilities, and related assets. This infrastructure includes the Town's roadway and drainage networks, dams, cemeteries, parks, transfer station, water distribution system, and water treatment plants. Facilities include all town-owned buildings. In addition, the DPW operates the town's recreation program. The Department employs 66 full-time and eighteen seasonal or part-time employees, as well as 50 part-time seasonal recreation employees. Public Works employees are either working or on-call 24 hours a day, seven days a week, 365 days a year to respond to any infrastructure related challenges that may arise.

The Board of Public Works would like to recognize Douglas Billings who retired after 39 years of service to the Town including 20 years as the Water Supervisor. We would also like to recognize William Fullerton who retired as the water meter reader. We wish Mr. Billings and Mr. Fullerton well in their retirement.

Due to several resignations and retirements, Adam Flood was hired as a water meter reader in the water distribution division, Christopher Coviello as the custodial foreman in the custodial and maintenance division, Neal Merritt as Deputy Superintendent – Water Operations, Gerald Peterson as Deputy Superintendent – Facility Operations, Justin Blythe as a custodian at the Center School, Stephen Murphy as a custodian at the Middle School, and Steven Ruzzo as a skilled maintenance worker in the custodial and maintenance division.

The change to a Town Manager form of government which was implemented in August of 2010 drastically changed the role of the Board of Public Works. Most of the duties of the Board were transferred by the enabling Town Manager statute to the Town Manager. The Board of Selectmen retained the water rate setting authority. The Town Manager subsequently delegated many of the day to day roles to the Director of Public Works while retaining oversight authority. The Board of Public Work's role has become one of advisory in nature. The Director of Public Works has asked the Board to meet periodically to discuss general public works policy and to advise him on water abatement decisions and other situations where residents are unhappy with decisions that have been made. While DPW staff is busy on a day-to-day basis responding to the operation and maintenance needs of the Town's infrastructure, they need feedback on the issues that are important to residents. The Board of Public Works welcomes your feedback on any town issue and will communicate your thoughts to both the Director of Public Works and to the Town Manager. The Director of Public Works also welcomes residents to contact him and speak their mind on the issues that are important. We don't always have the resources to solve every problem, but will consider your concerns and do the best we can to meet your expectations.

The DPW is organized into operating divisions. As we have done in the past, what follows is a brief description of the activities of these divisions for the fiscal year.

PUBLIC WORKS AND WATER ADMINISTRATION

The public works and water administration divisions provide overall budgeting, planning, accounts payable, payroll, water billing, public bidding, and general administrative support for all DPW operations. In addition, the divisions handle hundreds of telephone calls and email a year and are responsible for issuing roughly 21,000 water bills and 8,000 transfer station stickers annually. Finally, with the addition of facility operations to the DPW's responsibilities, the administration group manages the Town's building use permitting process.

As reported last year, in an effort to increase efficiency and enhance customer service, the Department applied for and received a \$46,000 Community Innovation Challenge Grant from the Commonwealth of Massachusetts in 2012. This grant has allowed us to experiment with software and hand-held devices, pushing technology out into the hands of our field crews as well as enhance the use of our work order software. In addition, the grant funded a smart phone application that allows residents to report problems and concerns to the DPW through their phones and helped fund changes to the DPW's website to report the activities of the newly formed centralized maintenance organization described below under facility maintenance. This work was rolled out in the spring of 2013 and is a work in progress. We hope that the smart phone application and web sites will open a dialogue with residents and allow residents to become better informed as they make future choice about the maintenance of both their traditional horizontal infrastructure (roads, bridges, etc...) and their vertical infrastructure (buildings). We are currently working to enhance the performance of the smart-phone application and are investigating other means to reach out to the Town's residents.

The Department currently hosts a website, www.hanoverdpw.org, which describes departmental operations. The site is in its infancy and will be expanded as we learn the types of information that are important to our residents. We ask for your patience as this work is being accomplished with existing staff and we are just learning the best ways to focus our efforts in this venture. Based on feedback that we have received from residents on how they communicate and obtain information, we are actively developing a presence in social media as a means of providing timely information to residents and business that may be impacted by or have an interest in our operations. We expect these efforts to ramp up in FY 14.

HIGHWAY

The highway division maintains the Town's network of roads and drainage systems, including all related structures such as bridges, sidewalks, shoulders, pavement markings, and street signs. The division is responsible for roughly 85 miles of roadway, 35 miles of sidewalks, and 55 miles of curbing. The drainage system contains roughly 2,800 catch basins, 1,300 manholes, and numerous miles of drainage pipe. The exact number of signs is not known.

The road program was quite busy in FY 13. The summer of 2012 started with the complete full depth reconstruction of Mayflower Circle, Studley Lane, and Longwater Drive. Work on these streets included the resetting of curbing and the reconstruction of the sidewalks as well as minor drainage improvements. Localized curbing and sidewalk repairs were also performed on Old Farm Road. The work on Studley Lane and Mayflower Circle was complicated by the last

minute installation of a gas main at the request of the residents in cooperation with Columbia Gas. This work delayed completion of the street by several months.

The summer of 2012 work continued with the resetting of curbing on Birch Drive, Clark Circle, King Hill Road, and Stockbridge Road. Sidewalks were reconstructed on these roads as well as on Brigg's Lane, Briarwood Drive, Old Forge Road, Tilden Lane, and Wilder Lane. Briarwood Drive, Brigg's Lane, Clark Circle, King Hill Road, Tilden Lane, and the walking trails at Forge Pond Park were subsequently overlaid in the fall of 2012.

The spring of 2013 was also very busy with the application of leveling courses on Arend Circle, Ash Lane, Broadway (Columbia Road to Saddle Lane), Buttercup Lane, Dillingham Way, First Parish Lane, Folly Hill Lane, Indian Head Drive, Old Elm Street, Old Farm Road (Fair Acres to cul-de-sac), Paul Road, Read Drive, Saltwind Drive, Setterland Farm Road, Tindale Way, Twin Fawn Drive, Union Street (Stonegate Lane to Main Street), Wade Way, and Water Street. Curbing and sidewalk work will proceed on these streets through the summer of 2013 with final top coats scheduled for the fall of 2013. In addition, top courses were applied to Stockbridge Road and Birch Drive. All of the work was funded through the roadway debt exclusion article passed at the May 2011 Town Meeting.

Work on the Hackett's Pond Dam progressed in FY 13. Amory Engineers advanced a design for the repairs and subsequently obtained the necessary permits from the local Conservation Commission and state's Office of Dam Safety in the winter of 2013. The May 2013 Town Meeting appropriated \$120,000 to complete the repairs. The primary construction contract was awarded to J. Hockman, Inc. for \$67,053.75. The repair work is expected to take place during the summer of 2013. Minor enhancements to the sidewalk, parking, and landscaping will be performed in the spring of 2014. Our hope is that the dam will be a destination for residents to enjoy in addition to its function as a flood control structure. Once completed, the dam will be in a condition where it can be incrementally maintained on an annual basis by DPW personnel.

With the completion of the Hackett's Pond Dam, the next dam that is scheduled for repairs is the Factory Pond Dam. This dam is jointly owned by the Conservation Commissions of both the Town of Hanover and the Town of Hanson. We have had preliminary talks with officials from the Town of Hanson and are on track to commence repairs in the summer of 2014, pending appropriations from the Town Meetings of both communities.

We report again this year that storm water management continues to be a topic of great concern to the Board of Public Works. Like all other communities of our size nationwide, we are under a mandate under the Federal Clean Water Act to reduce the amount of pollutants entering the rivers and streams in our community as a result of our storm water system. As Hanover has built up, the margin of error for the failure of the storm water system has grown smaller and smaller. We are seeing more frequent incidences of flooding as a result of greater impervious area, not only in Hanover but also in the communities to the north and west of Hanover which partially drain through Hanover. The extreme flooding that occurred in March of 2010 is an example of stress on the Town's drainage systems. In addition, as some of the subdivisions built in the 80's and 90's start to mature, the retention ponds that were built to support these subdivisions are starting to fail due to improper maintenance. In general, the basins were designed to be

maintained by homeowner's associations that were supposed to have been formed by the residents of each subdivision. This has with few exceptions simply not happened. As time goes on, we expect that the state or federal government will most likely mandate the formation of storm water utilities whose specific purpose will be to adequately maintain the storm water network. Such utilities are typically supported through user fees based on the amount of impervious area on each property. This activity is currently beyond the existing resources of the DPW. As a result we respond to problems as they come up but are unable to completely and adequately manage this infrastructure within current funding sources.

As we have done in years past, we wish to remind residents who live along drainage ditches and streams that these ditches and streams are an integral part of the Town's drainage system. Encroachment by abutters, often as simple as a leaf pile, grass clippings, or brush placed near the bank of a stream, narrows the capacity of the stream, causing backups and often flooding upstream. Children's toys and plastic buckets that find their way into the streams can cause similar problems. We ask residents to help themselves and their neighbors by keeping these streams clear. Please notify the Department if you see any buildup of debris near a drainage inlet, outlet, or culvert pipe in your neighborhood.

The total cost of highway operations in FY 13 was \$493,007.

SNOW AND ICE

FY 13 started slow but ended up being a somewhat busy snow and ice season with five plowable storms and 28 salting runs at a total cost of \$520,852. A "normal" year is typically four to five plowable storms and 25-30 salting runs. Statistically, Hanover's season was average, but it was somewhat compressed into a six week window, stressing the department's operations.

The February blizzard severely impacted the Town, forcing us to operate around the clock for several days to keep roads clear. While virtually all of Hanover's roads remained open throughout the storm with the exception of a one or two streets that were blocked by fallen trees, many of our neighboring towns fared much worse. After action analysis of our operations as well as feedback by some residents on the quality of Hanover's roads after the blizzard as well as the quality of snow removal efforts on state owned routes 53 and 139 which the Town does not plow has caused us to adjust our approach to future major storms. It is our intention to employ road graders and to add belly scrapers to several of our trucks to help break up ice pack that sometimes forms on some of the higher traffic major road. We have been reluctant to take such extreme measures as the equipment can prematurely degrade the road surface and pavement markings but will utilize this equipment as necessary to meet the Town's "black road" goals.

Salt prices have remained stable over the past three years as a result in our ongoing participation in the state salt contract. This coupled with our efforts to reduce the quantity of salt applied to roads has allowed us to somewhat control our costs. We purchased 1,875 tons of salt in FY 13.

A single round of salt applied to the Town's roads, including labor costs, is approximately \$6,500. The Department's snow and ice managers participate in ongoing continuing education

programs offered by various agencies such as the Federal Highway Administration and Mass Executive Office of Transportation to learn ways to manage snowstorms at lower costs while still achieving the same results. By applying some of the lessons from these programs to our operation, we have been able to reduce our salt usage by 40-45% without a noticeable reduction in the level of service. However, this reduction requires greater oversight by storm managers of the weather conditions and application rates, as well as proper timing of the applications. We feel we are ahead of the curve in these areas, reducing the quantity of material used per lane mile while still achieving the goals of the Board's "black road" policy.

The Board of Public Works understands that Hanover is a bedroom community and the residents have a desire to get out of their houses to get to work shortly after a storm. Like most of the surrounding communities we maintain a "black road" policy. This aggressive snow and ice control policy is quite expensive to maintain and requires the use of up to 40-45 contract plows to supplement our own 20-25 pieces of equipment for every storm. The cost of a 3 inch or more snow storm is \$3,500-\$5,500 per hour with a typical snow fighting effort lasting 12-15 hours and sometimes longer. The heavy use of deicing chemicals also takes its toll on vehicles, drainage structures, and the environment. These additional costs are impossible to quantify. Finally, accumulated compensatory time in lieu of overtime as optionally provided for under the federal Fair Labor Standards Act reduces productivity across the entire Department in the late spring and summer as employees take well-earned time off. We have increased the use of contract plows in the past few years to reduce the wear and tear on Town equipment. This shift is an acknowledgement that capital funds for vehicle replacement are simply not available. We are therefore trying to extend the life of our existing equipment. A secondary benefit of additional contract plows is a reduction in the stress that long duration storms place on Town employees. The DPW does have an aging workforce and long duration storms take their toll on our personnel. Nevertheless, town workers are solely responsible for all salting operations and are fully engaged from start to finish on all plowing operations.

Despite the ongoing costs, the Board of Public Works will continue to advocate for a "black road" policy as long as it continues to be a priority for the residents. We are, however, starting to see the Commonwealth of Massachusetts reduce its level of service regarding snow and ice control, especially on the overnight hours when traffic is reduced, and this may pave the way towards similar reductions on the local level as attitudes evolve.

The Board of Public Works wishes to remind residents that the Department needs to fully clear roads from edge-of-pavement to edge-of-pavement to ensure adequate access for public safety vehicles and to ensure that there will be adequate room, especially in January and February, for the next storm that may come through. This policy is largely driven by the need for emergency vehicles to have access to and staging areas in front of houses should the need arise. The result is a policy similar to that of the Massachusetts Highway Department regarding snow plow damage. The Town is not responsible for damage to mailboxes, fences, shrubs, etc... that is within the layout of the road as a result of the snow removal operation. The road layout, which varies from street to street, typically extends 5-8 feet past the edge of the pavement. The vast majority of snow damage is caused by the weight of the snow coming off of the plow. We do actively monitor the performance of our employees and contractors and strive to try to have supervisors investigate all reports of damage to ensure that damage isn't the result of reckless behavior.

We understand the need to have mailboxes close enough to the road to ensure that mail will be delivered by the U.S. Postal Service. We recommend placing mailboxes 18-24 inches off of the curb line where they will be typically far enough away from the road to avoid being hit directly by a plow and still be accessible to the mail carrier.

The Board of Public Works asks those of you who have private plows to not plow your snow into the street. This also extends to those who use snow blowers. Not only does this create a hazard to the traveling public but it also increases the Town's costs as it often forces us to go back and replot streets that have already been cleared and treated with chemicals. In addition, we caution you to keep your children and pets away from the side of the road and the snow banks when plows are in the area. Visibility during a storm is typically very poor and road conditions are such that it is very difficult for a snow plow to stop quickly on an icy road.

Snow removal is a strenuous and stressful task for all of those who are involved. Our focus is public safety. While storms may leave you frustrated, we ask you to be considerate and to understand that drivers simply can not pay special attention to your driveway or mailbox as there are 5,000 driveways and 5,000 mailboxes that line the Town's streets. The Board of Public Works thanks our plow operators for their efforts so that the rest of us can lead our lives during the winter with minimal disruption.

PUBLIC GROUNDS AND CEMETERIES

The public grounds division maintains the Town's three cemeteries, the Town's athletic complexes including Ellis Field, Myrtle Street Playground, B. Everett Hall Field, Gallant Field, Briggs Field, and Forge Pond Park, as well as the grounds of the Library, the Stetson House, the Luddam's Ford site, fire stations, and the DPW facilities. Facility operations personnel maintain the fields behind and adjacent to the schools with the exception of the fields behind Sylvester School and Center School which are now maintained by the DPW. The public grounds division also maintains an active tree and roadside brush control program around town. All told the division operates and maintains approximately 88 acres of facilities with a staff of 5 employees and is assisted in its larger projects by employees of other DPW divisions.

The Board and the DPW's employees take pride in the condition of the playing surfaces and will continue to work hard in the future to work with the Parks and Recreation Committee and local groups to provide residents with high quality recreation facilities. We are quite concerned, however, that while we are excited that the number of parks has increased and the usage of the parks has increased, the resources and time that are available to the public grounds staff to maintain the facilities has not increased. We are unfortunately on a collision course between needs and available resources. Without an increase in resources, whether that is through the tax rate or through user fees, we do expect that the quality of service we provide will have to be scaled back over time.

A total of 63 graves in 30 lots were sold in the Hanover Center Cemetery in FY 13. The cemetery staff accommodated 68 internments including cremations.

The Board of Public Works thanks the department staff and the residents whose efforts make the Hanover Center Cemetery such a beautiful venue for the Town's annual Memorial Day Observance.

The total cost of public grounds and cemetery operations in FY 13 was \$339,629.

TRANSFER STATION

The transfer station division continues to offer a cost effective means of handling the Town's solid waste needs. Through the recycling efforts of the residents, a significant percent of the total waste handled by the Town was diverted to recycling programs. Not only do these programs remove much of the state banned wastes from the waste stream, they significantly reduce the cost of operations as the cost of trucking and disposing of the recycled items is well below the cost trucking and disposing of the mixed waste that ends up being thrown in the main pit.

The overall amount of waste handled by the transfer station was down slightly in FY 13. The table below summarizes the amounts of various categories of waste for the past three years.

	FY 11 tons	FY 12 tons	FY 13 tons	% Change FY 12 to FY13
Mixed Waste (main pit)	4,501	4,525	4,470	-1.2%
Construction and Demolition	947	979	854	-12.8%
Bulky Furniture	144	131	144	9.9%
Paper	419	382	336	-12%
Cardboard	337	315	324	2.9%
Plastic	88	80	87	8.7%
Cans	18	13	16	23.1%
Glass	140	139	146	5%
Metals	275	240	233	-2.9%
Other Recyclables	202	197	207	5.1%
Yard Waste (estimate)	1,700	1,700	1,700	0%
Total Solid Waste	8,771	8,701	8,517	-2.1%

The approximate cost per ton, including labor and overhead for each of the components of waste was as follows: mixed waste - \$107.50, construction and demolition - \$144.28, bulky waste - \$184.84, recyclables - \$43.90, yard waste - \$4.98. The cost of mixed waste is down slightly due to reductions in disposal fees. All other costs are similar to those of FY 12. The recycling costs are largely due to the labor and overhead associated with the recycling programs. Many of the recyclables have no trucking or disposal costs and in fact generate revenues.

The DPW's brush and compost piles located on Ames Way are considered part of the Town's solid waste operation. These piles divert waste which many years ago was handled through back yard brush and compost piles. As time has gone on, this type of waste found itself into landfills

and incinerators as residents statewide did not want to have piles in their yards. To combat the growing problem, the state somewhat mandated that communities offer brush and compost piles to divert such waste so it could be recycled. The Town's brush pile costs \$9,000 to process in FY 13. The compost pile cost \$2,950. Residents are urged to utilize extreme caution and to drive slowly when entering the highway facility as this is an active highway maintenance facility. In addition, residents are reminded that both piles may be closed at times for maintenance and are not open during or shortly after snow storms.

The Board of Public Works wishes to remind residents that the Town does have a mandatory recycling bylaw. In addition, State regulations ban recyclable materials from landfills. The Board encourages residents to take full advantage of the recycling opportunities so tax dollars that are literally thrown away with the solid waste can be used for more constructive purposes.

Total revenues from solid waste operations in FY 13 were \$123,387, down from \$146,778 in FY 12. The revenue reduction is largely the result of both the timing of payments by our vendors and an overall reduction in the amount of paper that is being recycled. Total expenses associated with the Town's solid waste operation in FY 13 were \$706,472, down from \$813,195 in FY 12. The reduction in expenses is the result of a new competitively bid contract for the final disposal of the municipal solid waste (waste that is thrown in the main pit).

WATER TREATMENT

The water treatment division maintains and operates the Town's three water treatment plants and nine wells in four well fields. Overall, the treatment division produced 467,679,440 gallons of water during the fiscal year.

Electrical costs account for 20 percent of the treatment expenses. Chemicals account for 14 percent. Any change in either of these two items has a significant impact on the treatment costs. We are constantly looking for ways to stabilize these costs. Labor costs also play a significant role in the water treatment operation, accounting for 38 percent of our operating costs. We continue to be hampered by a local and a nationwide shortage of licensed water treatment operators. We continue to look for ways to automate treatment operations to control labor costs and increase reliability of the facilities.

The Department processed 47.8 million gallons of water through the Broadway Treatment Plant in FY 13 at a cost of \$4.07 per thousand gallons. The Beal Plant processed 132.8 million gallons at a cost of \$2.18 per thousand gallons. The Pond Street Plant treated 287.1 million gallons at a cost of \$2.50 per thousand gallons. The cost per thousand gallons at Broadway is up sharply in FY 13 due to major repairs to the Broadway #1 well that were both costly and which limited production for several months. Overall, the cost of producing water is up slightly from \$2.61 per thousand gallons produced to \$2.68 per thousand gallons. This increase is due to some major repairs to pumping equipment and a reduction in the total gallons produced over which to distribute fixed overhead.

We wish to remind residents that Hanover receives all of its drinking water from that which falls from the sky and sinks into the ground. The Town is limited by the Commonwealth of

Massachusetts in the amount of water we may withdraw from the ground over the course of the year. This limit, known as our Water Management Act permit amount, is designed to protect the region's rivers and streams from being pumped to dangerously low levels by area water suppliers. The Town is at our Water Management Act ceiling as a result of new development and the over watering of lawns. Increasing regulation at the state level to protect the environment will force mandatory water bans in the future. We encourage the use of conservation measures including environmentally friendly landscaping techniques to minimize the outside use of water. The Department continues to partner with the North and South Rivers Watershed Association (NSRWA) in co-sponsoring their Greenscapes program. Details of this program are available on the NSRWA's website at www.nsrwa.org. We encourage you to visit this website as well as those of the Environmental Protection Agency (EPA) (www.epa.gov) and the American Water Works Association (www.awwa.org) to learn more about drinking water.

The total cost of water treatment operations in FY 13 was \$1,253,437.

WATER DISTRIBUTION

The water distribution division manages and maintains roughly 110 miles of water mains, a thousand fire hydrants, over a thousand distribution system valves, and approximately 5,000 water services. This year the division performed seven emergency repairs of water breaks, replaced five hydrants, installed several new water service, supervised the installation of ten new meters on services installed by contractors, performed semi-annual flushing of the Town's fire hydrants and water mains, and continued with the ongoing testing, repair, and replacement of water meters. In addition, the division maintained an aggressive program of testing of backflow prevention devices, performing 450 tests on 303 devices to ensure and protect the integrity of the distribution system from cross contamination. Finally, the water distribution division performed approximately 21,000 water meter readings.

The water distribution division continued its program of installing radio read water meters. The current count is 909 meters. As we reported last year, the conversion to radio read meters is a natural progression of the Town's meter automation efforts that started in 1988 which we hope will help us perform the 21,000 meter readings we do annually in a more efficient manner.

The total cost of water distribution operations in FY 13 was \$495,359.

FACILITY MAINTENANCE

As reported last year, the DPW took over operational responsibility for custodial and maintenance services at all non-school facilities on July 1, 2011. The Department assumed operational responsibilities for all town-owned facilities on July 1, 2012. The transition went smoothly as a result of the hard work of custodians, maintenance workers, and senior DPW managers with supporting roles at key times by other public works personnel. While the DPW's facility operations staff works hard every day to meet the expectations of our clients, the success of the centralized maintenance efforts can also be attributed to the openness and cooperation of Town department heads and senior school administrators who have worked cooperatively with us as part of our team. Our primary goals for FY 13 were to transition seamlessly to the new

organizational structure, to deliver services at least as well as prior years, to learn about the intricacies of all town-owned facilities and use this new knowledge moving forward to incrementally improve existing systems and processes, and to build a platform upon which we can significantly improve operations moving forward. We feel we have been successful in all of our goals and are excited about the road that lies ahead.

One area of the operation where we believe we have made significant improvements is the energy demand at almost all town owned facilities. Through grant opportunities and incentives from utilities, we have completed a number of energy saving improvements to the facility infrastructure that will allow us to continually save on energy usage and reduce our energy costs every year. We will continue to look for similar opportunities in the future and will report on the savings as the full picture of energy cost savings develops over time.

We have begun the process of looking at outsourced trade services and have attempted to hire skilled, licensed craftsmen in our maintenance staff as positions have turned over. While we will not likely be able to eliminate outsourced repairs entirely as some repairs require the resources of large commercial electrical, plumbing, and HVAC shops, we do believe that we can achieve some savings in some of the smaller jobs. We also believe as we enhance the technical skills of our staff, we will be able to develop preventive maintenance programs that will likely extend the life of the Town's capital assets over time. In short, while we have taken a few small steps in FY 13, we believe we are on the road that the Facilities Maintenance Study Committee envisioned when centralized maintenance was proposed several years ago. Based on inquiries we have fielded from other communities who have watched our efforts over the past two years, we believe the DPW's Building Operation Group will become a model for other communities as they embark on similar goals.

The total cost of facility operations in FY 13 was \$2,904,093.

RECREATION

As reported last year, the change to a Town Manager form of government resulted in the DPW Director taking over day-to-day oversight of the Town's recreation staff and programs, including the popular summer programs. The Recreation Administrator, who manages day-to-day recreation activities, has been fully integrated into the management staff of the DPW, resulting in greater coordination between the recreation programs and the ongoing maintenance needed to support these programs. Recreation policies are still determined by the Parks and Recreation Committee and as such we will defer the detail discussion on the recreation programs to the Parks and Recreation Committee's report. However, we would still like to recognize that the recreation program is a \$400,000 to \$600,000 program with one full-time administrator and approximately 50 summer recreation employees. As the program changes over time, it does change the activities of other DPW divisions. The greater use of recreation fields has strained the public grounds division and we will likely seek additional personnel in the near future to meet the ever challenging needs and the desires of the Parks and Recreation Committee and organized athletic groups for well maintained facilities. The recreation division operates out of the Recreation Center at 624 Circuit Street.

LAND DEVELOPMENT

The Department provides inspectional services of new subdivisions to ensure the infrastructure under construction is built to the specifications of the Planning Board's Rules and Regulations for Subdivisions. This is an on-going process as projects sometimes take multiple years to complete.

The Department is currently monitoring five projects that are under construction. Several of these are substantially complete with only minor items remaining before they will be ready for street acceptance.

In conclusion, the Board recognizes the dedication of its employees who continue to respond whenever they are asked to solve whatever challenging problem they are asked to solve, regardless of the time of day, the day of the week, or the weather. Public works organizations nationwide take pride in making things work with whatever resources they have available, and the Hanover DPW proudly subscribes to this operating philosophy. Our goal is to accomplish our mission with as little fanfare as possible and our employees make this goal a reality. We once again ask residents to personally acknowledge the efforts of these individuals as they see them around town.

Respectfully submitted,

Board of Public Works

Louis N. Avitabile, Chairman
Edward P. Ryan
John L. Benevides

Director of Public Works
Victor J. Diniak

Facilities Engineering Manager
Robert Murray, P.E.

REPORT OF THE HANOVER PARKS AND RECREATION COMMITTEE

For Fiscal Year July 1, 2012 – June 30, 2013

Organized under General Town Bylaw 4-18, the Parks and Recreation Committee is the policy board charged with developing goals, objectives, policies and programs with respect to the recreational facilities of the community, including the Bandstand. The reorganization to a Town Manager form of government in August of 2010 placed day-to-day oversight of recreational staff and activities under the direction of the Director of Public Works. Recreational programs are now a major program of the Department of Public Works, run by the Recreation Administrator. The recreation programs employ approximately 60 seasonal playground workers. The Recreational Administrator and Director of Public Works work closely with the Parks and Recreation Committee and Town Manager to ensure that the goals of the committee are met.

The Hanover Parks and Recreation Program is dedicated to providing active and passive recreation opportunities for people of all ages through the use and enjoyment of the town's extensive natural land, parks, and water resources. While our major programs occur in the summer, we do develop, promote, and oversee year-round programs and activities with our neighboring communities and business partners to stimulate good health, lifelong learning and a sense of community among our citizens bringing recreation to everyone. We are dedicated to meeting the diverse needs of residents of all ages as well as the preservation and maintenance of open space.

BUDGET

The primary operation of the Recreation Program falls under a revolving fund for 100% self-supporting programs which have no direct cost to the taxpayers. During FY 13, the Recreation Program was able to generate income to run all three summer programs. Via this financial methodology, program participants underwrite 100% of the costs to run all of our programs.

The Recreation Program found a permanent home in FY 11 in the old Senior Center at 624 Circuit Street. Start-up costs to transition this building to a recreation center as well as on-going operation and maintenance costs severely stressed the recreation revolving fund in FY 12 and FY 13. We plan to continue to restructure fees as well as strict cost controls in our FY 14 programs to ensure that our programs will remain reasonably priced while at the same time remaining fully self-sustaining and not becoming a burden on the Town's General Fund.

RECREATIONAL PROGRAMS

2012 Summer Park and Rec and the smaller **Teen Extreme** and **Kids Klub Programs** were huge successes in FY 13. The combined programs serviced roughly 500 families. We thank the Hanover School Department for allowing the Park and Rec program to utilize school buildings on rainy days. We would like to thank Center School Principal Jane DeGrenier, former School Business Manager Joanne McDonnough, and former Superintendent of Schools Kristine Nash for this opportunity. We would also like to thank all the DPW employees who kept our fields in perfect condition for the children, maintaining the fields and facilities and providing support

services whenever they were needed. Enrollment was very good during the summer. Our programs gave parents and guardians a cost effective, fun and safe place to send their children during the summer months. We had many returning staff members and some new faces to add to our team.

Hanover Parks and Recreation registration was approximately 85% online. Many programs still use in person registration for convenience, but most of our programs are using online registration.

Fall programs included the continuation of our popular summer program Kids Klub Playgroup, Rec Center Programs (Rec Center Afternoon, Parents Night Out, Holiday Parties and Fun Days) the babysitting class, Adult Zumba, Halloween Party, Photography Classes, Yoga Classes, Cooking Classes and Nutrition Classes.

Winter programs continued to offer ski lessons at Blue Hills, which worked out very well with splitting the buses with surrounding Towns. We continue with all our Fall Programs.

Spring programs included a wide array of programming for residents interested in outdoor activities. We hold seasonal outdoor programs free to our community such as our Egg Hunt. Many Fall and Winter Programs continued such as our Kids Klub Playgroup.

The Hanover Parks and Recreation is grateful for the use of the Hanover to run some of our programs this year.

BANDSTAND

The department coordinates the ten week Summer Concert Series, a wide range of quality musical performances for the benefit and enjoyment of the entire community. Our season traditionally begins with a concert on Hanover Day and continues through Labor Day. The staffs of the Department of Public Works and the Police Department provide important assistance for which we are very grateful.

While the performances are free to the public, the actual cost to present the Concert Series was approximately \$6,000, funded through various sources.

MASTER PLAN

Forge Pond Park (King Street Fields) was very active over the course of Fiscal Year 2013. Forge Pond Park continues to be a popular walking and running location for residents of Hanover and surrounding towns. We continue to work on our beautiful design which includes three baseball fields, three softball fields, three multi-purpose fields, a pavilion, concession stand, un-programmed open space, a canoe launch and over a mile and half of walking trails. Weather permitting, all fields are expected to be open for use in the spring of 2014 with minor repairs and projects to be completed. We would like to thank the DPW employees for their continued hard work on the project.

The Parks and Recreation Committee wishes to acknowledge the many individuals, schools, sports groups, civic and business organizations, town boards, committees, and departments who have lent their support and assistance in our efforts to best serve the recreational needs of residents of all ages. While too numerous to mention none are forgotten and all are sincerely appreciated. We pride ourselves on working cooperatively with other organizations and groups in town.

Mike Tivnan, Chairperson
Chris Brown, Vice-Chairperson
Amy Perkins, Secretary
Kristen Bishop
Harry Dunn
April Manupelli
Mark Rice

Lauren Devine, Recreation Administrator

REPORT OF THE TOWN CLERK

For Fiscal Year July 1, 2012 – June 30, 2013

For the first time in 12 years, the Town of Hanover has a new Town Clerk. On behalf of the town, I sincerely wish retired Town Clerk Mr. Robert C. Shea well in his retirement and thank him for his four terms of service to the town.

This Report of the Town Clerk therefore straddles the end of Bob's service and the beginning of mine. It is primarily because of the steady and competent support of Assistant Town Clerk JoAnne O'Connor that this report is complete and the citizens of Hanover were extraordinarily well served during the transition. My heartfelt thanks and praise are extended to JoAnne for her selfless service during this time, and also for the past eleven years of her tenure in Town Hall.

In addition to the uncommon transition in the office, the Town of Hanover recorded 103 births, 48 marriages and 94 deaths during this fiscal year. Additionally, there were a total of five elections during this fiscal year, which is perhaps an unprecedented number. The State Primary was held on September 6, 2012 and the State Election followed on November 6, 2012. After President Obama's re-election in November, he appointed our U.S. Senator John Kerry to be the Secretary of State, which therefore caused a vacancy in the U.S. Senate seat from Massachusetts. The State Primary to fill that seat was held on April 30, 2013, the Annual Town Election was sandwiched in on May 11, 2013, and the State Election to fill the Senate seat was June 25, 2013. It was an unusual year that required the diligent efforts of scores of election workers who ensured that the people of Hanover had an unconstrained ability to vote in our democracy time and time again. Of particular note was the steadfast service of Wardens Steve Richardson and Walter Zemotel during these elections. Thanks to both gentlemen.

I would also like to recognize the service of the three members of the Board of Registrars this past year: Nancy Goldthwait, Pam Ferguson, and Kathy DiSabato. Nancy in particular has ably served the town for over 30 years, and her advice and counsel during the transition in the Town Clerk's Office has been nothing short of invaluable. All three Registrars stepped forward during the transition and competently safeguarded Hanover's reputation for first-rate election processes. Please join me in extending our grateful thanks to all three women.

Elections in Hanover's High School could not happen without the cooperation and assistance of the School Department, the Department of Public Works, the Police Department, and the Town Manager's Office. In my short tenure in office, I am already indebted to all four departments for their outstanding collaboration and patience with me as I learn from their vast experience. Thank you for your kindnesses. Together we make a great team in service to our town.

Respectfully submitted,

Catherine G. Harder-Bernier, Town Clerk

**JOURNAL FOR STATE PRIMARY
HELD SEPTEMBER 6, 2012**

COMMONWEALTH OF MASSACHUSETTS

**WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

SS. PLYMOUTH

To the Constables of the City/Town of HANOVER

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

1, 2, 3, 4
(ward/precinct numbers)
HANOVER HIGH SCHOOL
(polling location)

on **THURSDAY, THE SIXTH DAY OF SEPTEMBER, 2012**, FROM 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS.....FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS.....NINTH DISTRICT
COUNCILLOR.....FOURTH DISTRICT
SENATOR IN GENERAL COURT.....SECOND BRISTOL & PLYMOUTH DISTRICT
REPRESENTATIVE IN GENERAL COURT FIFTH PLYMOUTH DISTRICT
REGISTER OF DEEDS..... PLYMOUTH DISTRICT
CLERK OF COURTS PLYMOUTH COUNTY
COUNTY COMMISSIONERS PLYMOUTH COUNTY

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 28th day of AUGUST, 2012.

John S. Barry, Chairman
Joseph R. Salvucci, Vice Chairman
Susan M. Setterland
Harold L. Dunn
Gary W. Young

City Council or Selectmen of: HANOVER

_____, 2012
Constable (month and day)

**JOURNAL FOR STATE PRIMARY
HELD SEPTEMBER 6, 2012**

The meeting for the State Primary was called to order Tuesday, September 6 at 6:30 a.m. by Robert Shea, Town Clerk. The ballot boxes were inspected and found to be empty. After the boxes were locked, the keys were turned over to the police officer on duty. The polls were declared open at 7:00 a.m. and remained open until 8:00 p.m. when they were declared closed.

The results of the balloting were as follows:

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
Total Democratic ballots	148	168	162	137	615
Total Republican ballots	85	107	86	87	365
Total Green-Rainbow ballots	0	0	1	0	1
Total ballots	233	275	249	224	981

DEMOCRAT PARTY

SENATOR IN CONGRESS

ELIZABETH A. WARREN	115	135	126	95	471
ALL OTHERS	5	2	4	9	20
BLANKS	28	31	32	33	124

REPRESENTATIVE IN CONGRESS – NINTH DISTRICT

WILLIAM RICHARD KEATING	121	136	133	114	504
C. SAMUEL SUTTER	27	23	23	19	92
ALL OTHERS	0	0	0	1	1
BLANKS	0	9	6	3	18

COUNCILLOR – FOURTH DISTRICT

CHRISTOPHER A. IANELLA, JR.	70	78	88	61	297
STEPHEN F. FLYNN	69	65	44	54	232
ALL OTHERS	1	0	0	2	3
BLANKS	8	25	30	20	83

SENATOR IN GENERAL COURT – SECOND PLYMOUTH AND BRISTOL DISTRICT

THOMAS P. KENNEDY	123	138	127	109	497
ALL OTHERS	3	0	1	2	6
BLANKS	22	30	34	26	112

REPRESENTATIVE IN GENERAL COURT – FIFTH PLYMOUTH DISTRICT

RHONDA L. NYMAN	127	152	146	117	542
ALL OTHERS	3	1	0	4	8
BLANKS	18	15	16	16	65

**JOURNAL FOR STATE PRIMARY
HELD SEPTEMBER 6, 2012**

CLERK OF COURTS – PLYMOUTH COUNTY

ROBERT S. CREEDON, JR.	122	135	130	106	493
ALL OTHERS	1	1	1	2	5
BLANKS	25	32	31	29	117

COUNTY COMMISSIONER – PLYMOUTH COUNTY

GREG HANLEY	114	126	124	98	462
ALL OTHERS	2	3	3	6	14
BLANKS	180	207	197	170	754

REGISTER OF DEEDS – PLYMOUTH DISTRICT

JOHN R. BUCKLEY, JR.	121	135	126	99	481
ALL OTHERS	2	0	1	1	4
BLANKS	25	33	35	37	130

REPUBLICAN PARTY

SENATOR IN CONGRESS

SCOTT P. BROWN	85	106	85	87	363
ALL OTHERS	0	0	0	0	0
BLANKS	0	1	1	0	2

REPRESENTATIVE IN CONGRESS – NINTH DISTRICT

ADAM G. CHAPRALES	16	20	21	16	73
CHRISTOPHER SHELDON	59	71	54	55	239
ALL OTHERS	0	0	2	0	2
BLANKS	10	16	9	16	51

COUNCILLOR – FOURTH DISTRICT

ALL OTHERS	6	13	10	14	43
BLANKS	79	94	76	73	322

SENATOR IN GENERAL COURT – SECOND PLYMOUTH AND BRISTOL DISTRICT

ALL OTHERS	4	14	10	12	40
BLANKS	81	93	76	75	325

REPRESENTATIVE IN GENERAL COURT – FIFTH PLYMOUTH DISTRICT

KOREY M. WELCH	69	76	63	63	271
ALL OTHERS	0	1	1	0	2
BLANKS	16	30	22	24	92

CLERK OF COURTS – PLYMOUTH COUNTY

ALL OTHERS	5	13	7	8	33
BLANKS	80	94	79	79	332

**JOURNAL FOR STATE PRIMARY
HELD SEPTEMBER 6, 2012**

COUNTY COMMISSIONER – PLYMOUTH COUNTY

DANIEL A. PALLOTTA	62	72	57	66	257
ALL OTHERS	3	6	5	2	16
BLANKS	105	136	110	106	457

REGISTER OF DEEDS – PLYMOUTH DISTRICT

ANTHONY THOMAS O'BRIEN, SR.	74	78	67	63	282
ALL OTHERS	0	1	0	0	1
BLANKS	11	28	19	24	82

GREEN-RAINBOW PARTY

SENATOR IN CONGRESS

ALL OTHERS	0	0	1	0	1
BLANKS	0	0	0	0	0

REPRESENTATIVE IN CONGRESS – NINTH DISTRICT

ALL OTHERS	0	0	1	0	1
BLANKS	0	0	0	0	0

COUNCILLOR – FOURTH DISTRICT

ALL OTHERS	0	0	0	0	0
BLANKS	0	0	1	0	1

SENATOR IN GENERAL COURT – SECOND PLYMOUTH AND BRISTOL DISTRICT

ALL OTHERS	0	0	0	0	0
BLANKS	0	0	1	0	1

REPRESENTATIVE IN GENERAL COURT – FIFTH PLYMOUTH DISTRICT

ALL OTHERS	0	0	0	0	0
BLANKS	0	0	1	0	1

CLERK OF COURTS – PLYMOUTH COUNTY

ALL OTHERS	0	0	0	0	0
BLANKS	0	0	1	0	1

COUNTY COMMISSIONER – PLYMOUTH COUNTY

ALL OTHERS	0	0	0	0	0
BLANKS	0	0	2	0	2

REGISTER OF DEEDS – PLYMOUTH DISTRICT

ALL OTHERS	0	0	0	0	0
BLANKS	0	0	1	0	1

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

COMMONWEALTH OF MASSACHUSETTS

**WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

SS. PLYMOUTH

To the Constables of the City/Town of HANOVER

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in the State Election to vote at

1, 2, 3, 4
(ward/precinct numbers)

287 CEDAR STREET, HANOVER HIGH SCHOOL
(polling location)

on **TUESDAY, THE SIXTH DAY OF NOVEMBER, 2012**, FROM 6:00 A.M. to 8:00 P.M.
for the following purpose:

To cast their votes in the State Election for the candidates for the following offices and questions:

ELECTORS OF PRESIDENT AND VICE PRESIDENT.....FOR THIS COMMONWEALTH
SENATOR IN CONGRESS.....FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS NINTH DISTRICT
COUNCILLOR..... FOURTH DISTRICT
SENATOR IN GENERAL COURTSECOND BRISTOL & PLYMOUTH DISTRICT
REPRESENTATIVE IN GENERAL COURT FIFTH PLYMOUTH DISTRICT
CLERK OF COURTS PLYMOUTH COUNTY
REGISTER OF DEEDS PLYMOUTH DISTRICT
COUNTY COMMISSIONERS PLYMOUTH COUNTY

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate of the House of Representatives on or before May 1, 2012?

SUMMARY

This proposed law would prohibit any motor vehicle manufacturer, starting with model year 2015, from selling or leasing, either directly or through a dealer, a new motor vehicle without

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

allowing the owner to have access to the same diagnostic and repair information made available to the manufacturer's dealers and in-state authorized repair facilities.

The manufacturer would have to allow the owner, or the owner's designated in-state independent repair facility (one not affiliated with a manufacturer or its authorized dealers), to obtain diagnostic and repair information electronically, on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that do not unfairly favor dealers authorized repair facilities.

The manufacturer would have to provide access to the information through a non-proprietary vehicle interface, using a standard applied in federal emissions-control regulations. Such information would have to include the same content, and be in the same form and accessible in the same manner, as is provided to the manufacturer's dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014, the proposed law would require a manufacturer of motor vehicles sold in Massachusetts to make available for purchase, by vehicle owners and in-state independent repair facilities, the same diagnostic and repair information that the manufacturer makes available through an electronic system to its dealers and in-state authorized repair facilities. Manufacturers would have to make such information available in the same form and manner, and to the same extent, as they do for dealers and authorized repair facilities. The information would be available for purchase on an hourly, daily, monthly, or yearly subscription basis, for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

For vehicles manufactured from 2002 through model year 2014, the proposed law would also require manufacturers to make available for purchase, by vehicle owners and in-state independent repair facilities, all diagnostic repair tools, incorporating the same diagnostic, repair and wireless capabilities as those available to dealers and authorized repair facilities. Such tools would have to be made available for no more than fair market value and on terms that do not unfairly favor dealers and authorized repair facilities.

For all years covered by the proposed law, the required diagnostic and repair information would not include the information necessary to reset a vehicle immobilizer, an anti-theft device that prevents a vehicle from being started unless the correct key code is present. Such information would have to be made available to dealers, repair facilities, and owners through a separate, secure data release system.

The proposed law would not require a manufacturer to reveal a trade secret and would not interfere with any agreement made by a manufacturer, dealer, or authorized repair facility that is in force on the effective date of the proposed law. Starting January 1, 2013, the proposed law would prohibit any agreement that waives or limits a manufacturer's compliance with the proposed law.

Any violation of the proposed law would be treated as a violation of existing state consumer protection and unfair trade-practices laws.

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HELD NOVEMBER 6, 2012**

A YES VOTE would enact the proposed law requiring motor vehicle manufacturers to allow vehicle owners and independent repair facilities in Massachusetts to have access to the same vehicle diagnostic and repair information made available to the manufacturers' Massachusetts dealers and authorized repair facilities.

A NO VOTE would make no change in existing laws.

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY

This proposed law would allow a physician licensed in Massachusetts to prescribe medication, at a terminally ill patient's request, to end that patient's life. To qualify, a patient would have to be an adult resident who (1) is medically determined to be mentally capable of making and communicating health care decisions; (2) has been diagnosed by attending and consulting physicians as having an incurable, irreversible disease that will, within reasonable medical judgment, cause death within six months; and (3) voluntarily expresses a wish to die and has made an informed decision. The proposed law states that the patient would ingest the medicine in order to cause death in a humane and dignified manner.

The proposed law would require the patient, directly or through a person familiar with the patient's manner of communicating, to orally communicate to a physician on two occasions, 15 days apart, the patient's request for the medication. At the time of the second request, the physician would have to offer the patient an opportunity to rescind the request. The patient would also have to sign a standard form, in the presence of two witnesses, one of whom is not a relative, a beneficiary of the patient's estate, or an owner, operator, or employee of a health care facility where the patient receives treatment or lives.

The proposed law would require the attending physician to: (1) determine if the patient is qualified; (2) inform the patient of his or her medical diagnosis and prognosis, the potential risks and probable result of ingesting the medication, and the feasible alternatives, including comfort care, hospice care and pain control; (3) refer the patient to a consulting physician for a diagnosis and prognosis regarding the patient's disease, and confirmation in writing that the patient is capable, acting voluntarily, and making an informed decision; (4) refer the patient for psychiatric or psychological consultation if the physician believes the patient may have a disorder causing impaired judgment; (5) recommend that the patient notify next of kin of the patient's intention; (6) recommend that the patient have another person present when the patient ingests the medicine and to not take it in a public place; (7) inform the patient that he or she may rescind the request at any time; (8) write the prescription when the requirements of the law are met, including verifying that the patient is making an informed decision; and (9) arrange for the medicine to be dispensed directly to the patient, or the patient's agent, but not by mail or courier.

The proposed law would make it punishable by imprisonment and/or fines, for anyone to (1) coerce a patient to request medication (2) forge a request, or (3) conceal a rescission of a request.

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

The proposed law would not authorize ending a patient's life by lethal injection, active euthanasia, or mercy killing. The death certificate would list the underlying terminal disease as the cause of death.

Participation under the proposed law would be voluntary. An unwilling health care provider could prohibit or sanction another health care provider for participating while on the premises of, or while acting as an employee of or contractor for, the unwilling provider.

The proposed law states that no person would be civilly or criminally liable or subject to professional discipline for actions that comply with the law, including actions taken in good faith that substantially comply. It also states that it should not be interpreted to lower the applicable standard of care for any health care provider.

A person's decision to make or rescind a request could not be restricted by will or contract made on or after January 1, 2013, and could not be considered in issuing, or setting the rates for, insurance policies or annuities. Also, the proposed law would require the attending physician to report each case in which life-ending medication is dispensed to the state Department of Public Health. The Department would provide public access to statistical data compiled from the reports.

The proposed law states that if any of its parts was held invalid, the other parts would stay in effect.

A YES VOTE would enact the proposed law allowing a physician licensed in Massachusetts to prescribe medication, at the request of a terminally-ill patient meeting certain conditions, to end that person's life.

A NO VOTE would make no change in existing laws.

QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 1, 2012?

SUMMARY

This proposed law would eliminate state criminal and civil penalties for the medical use of marijuana by qualifying patients. To qualify, a patient must have been diagnosed with a debilitating medical condition, such as cancer, glaucoma, HIV-positive status or AIDS, hepatitis C, Crohn's disease, Parkinson's disease, ALS, or multiple sclerosis. The patient would also have to obtain a written certification, from a physician with whom the patient has a bona fide physician-patient relationship, the patient has a specific debilitating medical condition and would likely obtain a net benefit from medical use of marijuana.

The proposed law would allow patients to possess up to a 60-day supply of marijuana for their personal medical use. The state Department of Public Health (DPH) would decide what amount would be a 60-day supply. A patient could designate a personal caregiver, at least 21 years old,

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

who could assist the patient's medical use of marijuana but would be prohibited from consuming that marijuana. Patients and caregivers would have to register with DPH by submitting the physician's certification.

The proposed law would allow for non-profit medical marijuana treatment centers to grow, process and provide marijuana to patients or their caregivers. A treatment center would have to apply for a DPH registration by (1) paying a fee to offset DPH's administrative costs; (2) identifying its location and one additional location, if any, where marijuana would be grown; and (3) submitting operating procedures, consistent with rules to be issued by DPH, including cultivation and storage of marijuana only in enclosed, locked facilities.

A treatment center's personnel would have to register with DPH before working or volunteering at the center, be at least 21 years old, and have no felony drug convictions. In 2013, there could be no more than 35 treatment centers, with at least one but not more than five centers in each county. In later years, DPH could modify the number of centers.

The proposed law would require DPH to issue a cultivation registration to a qualifying patient whose access to a treatment center is limited by financial hardship, physical inability to access reasonable transportation, or distance. This would allow the patient or caregiver to grow only enough plants, in a closed, locked facility, for a 60-day supply of marijuana for the patient's own use.

DPH could revoke any registration for a willful violation of the proposed law. Fraudulent use of a DPH registration could be punished by up to six months in a house of correction or a fine of up to \$500, and fraudulent use of a registration for the sale, distribution, or trafficking of marijuana for non-medical use for profit could be punished by up to five years in state prison or by two and one-half years in a house of correction.

The proposed law would (1) not give immunity under federal law or obstruct federal enforcement of federal law; (2) not supersede Massachusetts laws prohibiting possession, cultivation, or sale of marijuana for nonmedical purposes; (3) not allow the operation of a motor vehicle, boat, or aircraft while under the influence of marijuana; (4) not require any health insurer or government entity to reimburse for the costs of the medical use of marijuana; (5) not require any health care professional to authorize the medical use of marijuana; (6) not require any accommodation of the medical use of marijuana in any workplace, school bus or grounds, youth center, or correctional facility; and (7) not require any accommodation of smoking marijuana in any public place.

The proposed law would take effect January 1, 2013, and states that if any of its part were declared invalid, the other parts would stay in effect.

A YES VOTE would enact the proposed law eliminating state criminal and civil penalties related to the medical use of marijuana, allowing patients meeting certain conditions to obtain marijuana produced and distributed by new state-regulated centers or, in specific hardship cases, to grow marijuana for their own use.

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

A *NO VOTE* would make no change in existing laws.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of
said voting.

Given under our hands this 15th day of OCTOBER, 2012.

John S. Barry, Chairman
Joseph R. Salvucci, Vice Chairman
Susan M. Setterland
Harold L. Dunn
Gary W. Young
City Council or Selectmen of: HANOVER

_____, 2012
Constable (month and day)

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

The meeting for the State Election was called to order Tuesday, November 6, 2012 at 5:30 a.m. by JoAnne O'Connor, Assistant Town Clerk. The ballot boxes were inspected and found to be empty. After the boxes were locked, the keys were turned over to the police officer on duty. The polls were declared open at 6:00 a.m. until 8:00 p.m. when they were declared closed. In the race for United States President, former Massachusetts Governor Mitt Romney garnered the most votes in Hanover, but President Barack Obama won Massachusetts and was re-elected nationally to a second term.

The results of the balloting were as follows:

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
PRESIDENT AND VICE					
PRESIDENT					
JOHNSON AND GRAY	11	11	18	11	51
OBAMA AND BIDEN	790	898	909	745	3342
ROMNEY AND RYAN	1208	1223	1153	1326	4910
STEIN AND HONKALA	2	7	6	5	20
ALL OTHERS	5	3	4	4	16
BLANKS	6	10	15	6	37
SENATOR IN CONGRESS					
SCOTT P. BROWN	1357	1406	1332	1504	5599
ELIZABETH A. WARREN	660	725	757	582	2724
ALL OTHERS	0	1	3	0	4
BLANKS	5	20	13	11	49
REPRESENTATIVE IN CONGRESS					
WILLIAM RICHARD KEATING	972	1052	1116	967	4107
CHRISTOPHER SHELDON	791	817	721	859	3188
DANIEL S. BOTELHO	116	112	130	119	477
ALL OTHERS	1	1	4	4	10
BLANKS	142	170	134	148	594
COUNCILLOR					
CHRISTOPHER A. IANNELLA, JR.	1230	1377	1369	1284	5260
ALL OTHERS	30	23	29	28	110

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

BLANKS	762	752	707	785	3006
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SENATOR IN GENERAL COURT

THOMAS P. KENNEDY	1259	1411	1387	1303	5360
ALL OTHERS	20	18	23	23	84
BLANKS	743	723	695	771	2932

REPRESENTATIVE IN GENERAL COURT

RHONDA L. NYMAN	1121	1267	1286	1123	4797
KOREY M. WELCH	823	777	740	877	3217
ALL OTHERS	3	2	3	3	11
BLANKS	75	106	76	94	351

CLERK OF COURTS

ROBERT S. CREEDON, JR.	1271	1396	1384	1282	5333
ALL OTHERS	21	18	21	18	78
BLANKS	730	738	700	797	2965

REGISTER OF DEEDS

JOHN R. BUCKLEY, JR.	881	948	1009	844	3682
ANTHONY THOMAS O'BRIEN, SR.	904	929	862	954	3649
ALL OTHERS	1	0	2	6	9
BLANKS	236	275	232	293	1036

COUNTY COMMISSIONER

GREG HANLEY	664	734	796	633	2827
DANIEL A. PALLOTTA	1007	1039	1042	1148	4236
MARYANNE LEWIS	384	440	382	351	1557
ALL OTHERS	2	3	2	2	9
BLANKS	1987	2088	1988	2060	8123

QUESTION 1:

BLANKS	184	242	192	185	803
YES	1600	1648	1659	1658	6565
NO	238	262	254	254	1008
Total Each Precinct	2022	2152	2105	2097	8376

QUESTION 2:

BLANKS	61	94	70	76	301
YES	817	921	805	820	3363

**JOURNAL FOR THE STATE ELECTION
HELD NOVEMBER 6, 2012**

NO	1144	1137	1230	1201	4712
Total Each Precinct	2022	2152	2105	2097	8376

QUESTION 3:

BLANKS	68	94	84	77	323
YES	1106	1144	1146	1151	4547
NO	848	914	875	869	3506
Total Each Precinct	2022	2152	2105	2097	8376

**JOURNAL FOR THE STATE PRIMARY
HELD APRIL 30, 2013**

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

SS. PLYMOUTH

To either of the Constables of the (City/Town) of HANOVER

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said (City or Town) who are qualified to vote in the Special State Primaries to vote at

1, 2, 3, 4
(ward/precinct numbers)

287 CEDAR STREET, HANOVER HIGH SCHOOL
(polling location)

on **TUESDAY, THE THIRTIETH DAY OF APRIL, 2013**, FROM 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Primaries for the candidates of political parties for the following office:

SENATOR IN CONGRESS..... FOR THIS COMMONWEALTH

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 1st day of APRIL, 2013.
(month)

John S. Barry, Chairman
Joseph R. Salvucci, Vice Chairman
Susan M. Setterland
Harold L. Dunn
Gary W. Young
City Council or Selectmen of: HANOVER

_____, 2013
Constable (month and day)

**JOURNAL FOR THE STATE PRIMARY
HELD APRIL 30, 2013**

The meeting for the State Primary was called to order Tuesday, April 30 at 6:30 a.m. by JoAnne O'Connor, newly appointed Acting Town Clerk. The ballot boxes were inspected and found to be empty. After the boxes were locked, the keys were turned over to the police officer on duty. The polls were declared open at 7:00 a.m. and remained open until 8:00 p.m. when they were declared closed. Stephen Lynch bested Edward Markey in the Democratic primary and Michael Sullivan was the top vote getter among the Republicans in Hanover, but Markey prevailed among the state's Democrats and Gabriel Gomez won among Republicans state-wide.

The results of the balloting were as follows:

	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
SENATOR IN CONGRESS - DEMOCRAT					
STEPHEN F. LYNCH	234	223	237	229	923
EDWARD J. MARKEY	84	111	89	83	367
BLANKS	0	0	0	0	0
ALL OTHERS	0	0	0	1	1
Total Each Precinct	318	334	326	313	1291

SENATOR IN CONGRESS - REPUBLICAN					
GABRIEL E. GOMEZ	85	66	72	65	288
MICHAEL J. SULLIVAN	94	87	101	88	370
DANIEL B. WINSLOW	13	6	12	10	41
BLANKS	0	0	0	0	0
ALL OTHERS	1	0	1	0	2
Total Each Precinct	193	159	186	163	701

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

COMMONWEALTH OF MASSACHUSETTS
TOWN OF HANOVER

**WARRANT FOR
SPECIAL AND ANNUAL TOWN MEETING**

PLYMOUTH, SS

Greetings: To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, CEDAR STREET, HANOVER, on

MONDAY, THE 6th DAY of MAY, 2013

Special Town Meeting at 7:30 P.M.

Annual Town Meeting at 8:00 P.M.

And you are hereby ordered to serve this Warrant by posting attested copies thereof seven days at least before the time of said meeting.

Given under our hands this 12th day of April 2013.

BOARD OF SELECTMEN

John S. Barry, Chairman

Joseph R. Salvucci, Vice-Chairman

Harold L. Dunn, III

Susan M. Setterland

_____, Constable

Posted this 19th day of April, 2013

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

RECORD OF THE SPECIAL TOWN MEETING
May 6, 2013

INDEX OF ARTICLES FOR SPECIAL TOWN MEETING 2013		
ARTICLE #	ISSUE	SUBMITTED BY
1	Payment of prior year expenditures	Finance Director
2	Hanover Day festivities	Town Manager
3	Purchase of an emergency generator system for the Town Hall	Town Manager/Facilities Engineering Manager
4	Purchase of an emergency generator system for the Fire Department Headquarters	Town Manager/Facilities Engineering Manager/Fire Chief
5	Purchase of an emergency generator system for the Senior Center	Town Manager/Facilities Engineering Manager/Director of Community Services
6	Renovations/modernization of Selectmen and Advisory Comm. hearing rooms in Town Hall	Town Manager/Facilities Engineering Manager
7	Renovations/modernization of the Fire Department Headquarters kitchen	Town Manager/Facilities Engineering Manager/Fire Chief
8	Strategic Wastewater Planning	Town Manager/Director of Public Works
9	School buildings electronic access control systems	Facilities Engineering Manager
10	John Curtis Free Library exterior painting	Facilities Engineering Manager
11	Installation/upgrade town wide servers and other technology equipment	Town Manager/Finance Director
12	Transfer funds for Snow & Ice Expenses	Town Manager/Director of Public Works

The Moderator declared a quorum of 106 registered voters had arrived so that the meeting could begin.

Motion to waive the readings of all Articles at Special Town Meeting.

So Voted Unanimously.

ARTICLE 1. To see if the Town will vote to appropriate a sum(s) of money or transfer from any available funds, or to transfer from other accounts, to pay such accounts as may be presented against the Town for which an appropriation does not exist, or take any other action relative thereto.

Prior fiscal year bill for Dell Computers

\$ 2,375.61

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

Prior fiscal year bill for Quincy Medical Center

56.02

Finance Director

We move that the Town vote to transfer \$2,431.63 to pay certain unpaid bills, as follows:

<u>Uses</u>	<u>Amount</u>	<u>Sources</u>	<u>Amount</u>
FY12 Dell Computers	\$2,375.61	FY13 General Government IT line item 01-155-5425	\$2,375.61
FY12 Quincy Medical Ctr \$	56.02	FY13 Town Wide Empl Medical 01-919-5180	\$ 56.02

So Voted Unanimously.

ARTICLE 2. To see if the Town will vote to appropriate from available funds or transfer from any available funds, or to transfer from other accounts, the sum of \$20,000 to be expended towards the Cultural Council's Hanover Day festivities, said funds to be expended for the purposes stated herein at the direction of the Town Manager, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$20,000 from General Fund Free Cash to be expended towards the Cultural Council's Hanover Day festivities. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

So Voted Unanimously.

ARTICLE 3. To see if the Town will vote to appropriate a sum of money for purchase and installation of an emergency generator system for the Town Hall, including the payment of all costs incidental or related thereto and to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager

We move that the Town not accept this article and take no further action.

Motion carries.

ARTICLE 4. To see if the Town will vote to appropriate a sum of money for purchase and installation of an emergency generator system for the Fire Department Headquarters, including

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

the payment of all costs incidental or related thereto and to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager
Fire Chief

We move that the Town not accept this article and take no further action.

Motion carries.

ARTICLE 5. To see if the Town will vote to appropriate a sum of money for purchase and installation of an emergency generator system for the Senior Center, including the payment of all costs incidental or related thereto and to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager
Director of Community Services

We move that the Town not accept this article and take no further action.

So Carries Unanimously.

ARTICLE 6. To see if the Town will vote to appropriate a sum of money for renovations to, and modernization of, the Board of Selectmen and Advisory Committee hearing rooms located in Town Hall, including the payment of all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager

We move that the Town not accept this article and take no further action.

So Carries Unanimously.

ARTICLE 7. To see if the Town will vote to appropriate a sum of money for renovations to, and modernization of, the Fire Department Headquarters kitchen, including the payment of all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager

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Facilities Engineering Manager
Fire Chief

We move that this article be referred back to the Town Manager, Facilities Engineering Manager, and Fire Chief for further study, and to report back at the next Town Meeting.

So Carries Unanimously.

ARTICLE 8. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$150,000 or another sum, for further study, including hydrogeological investigation, preliminary design and project cost analysis as recommended in the October 11, 2012 Strategic Wastewater Planning Report, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$150,000 from General Fund Free Cash for further study, including hydrogeological investigation, preliminary design and project cost analysis as recommended in the October 11, 2012 Strategic Wastewater Planning Report. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

Motion carries.

ARTICLE 9. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$120,000, or another sum, for the installation of electronic access control systems and related equipment at the Cedar, Center and Sylvester Elementary Schools; Middle School; and, Salmond Administration Building, or to take any other action relative thereto.

Facilities Engineering Manager

We move that the Town vote to appropriate the sum of \$120,000 from General Fund Free Cash, for the installation of electronic access control systems and related equipment at the Cedar, Center and Sylvester Elementary Schools; Middle School; and, Salmond Administration Building. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

So Carries Unanimously.

ARTICLE 10. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$14,000, or

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another sum, for the painting of the white wood trim, columns, and soffit and related costs on the Historic section of the John Curtis Free Library, or to take any other action relative thereto.

Facilities Engineering Manager

We move that the Town vote to appropriate the sum of \$14,000 from General Fund Free Cash, for the painting of the white wood trim, columns, and soffit and related costs on the Historic section of the John Curtis Free Library. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

Motion carries.

ARTICLE 11. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$150,000, or another sum, for the installation and related costs to install and upgrade the backup capability of the town wide servers, or to take any other action relative thereto.

Town Manager
Finance Director

We move that the Town not accept this article and take no further action.

So Carries Unanimously.

ARTICLE 12. To see if the Town will vote to appropriate from available funds, in accordance with the Massachusetts General Laws, the sum of \$137,295 to meet deficits or unforeseen costs for Snow and Ice Removal, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$137,295 from General Fund Free Cash to meet deficits or unforeseen costs for Snow and Ice Removal.

So Carries Unanimously.

Motion to dissolve the Special Town Meeting.

So Carries Unanimously.

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RECORD OF THE ANNUAL TOWN MEETING
Monday, May 6, 2013

INDEX OF ARTICLES FOR ANNUAL TOWN MEETING 2013		
ARTICLE #	ISSUE	SUBMITTED BY
1	Accept reports in Annual Town Report	Advisory Committee
2	Hear/accept reports of Committees & State Officials	Advisory Committee
3	Authorize Treasurer to Accept Trust Funds	Town Treasurer/Finance Director
4	Authorize Treasurer to Dispose of Tax Title Land	Town Treasurer/Board of Selectmen
5	Enter into Compensating Balance Agreements	Town Treasurer/Collector
6	Assume Liability to allow State DEP work	Board of Selectmen
7	Set Pay for Elective Officers	Advisory Committee/Town Manager
8	School Sick Leave Buyback Fund	Advisory Committee/School Committee
9	Town Sick Leave Buyback Fund	Advisory Committee/Town Manager
10	Appropriate for CPC Set Aside	Community Preservation Committee
11	Accept Chapter 90 Road Grant Monies	Board of Selectmen/Town Manager
12	Establish Revolving Fund Budgets	Finance Director
13	Forge Pond Park expenses	Town Manager
14	General Fund Operating Budget	Advisory Committee/Town Manager
15	Water Enterprise Budget	Advisory Committee/Town Manager
16	Establish Senior Tax Abatement Program	Town Manager/Town Treasurer/Collector
17	Establish Veterans Tax Abatement Program	Town Manager/Town Treasurer/Collector
18	Abolish the Hanover Personnel Bylaw	Town Manager
19	Triennial Revaluation	Finance Director
20	Purchase three Police Department vehicles	Town Manager/Police Chief
21	Purchase duty weapons and ammunition	Town Manager/Police Chief
22	Purchase Fire Department command vehicle	Town Manager/Fire Chief
23	Purchase replacement front end loader	Town Manager/Director of Public Works
24	Purchase replacement lrg dump truck cab/chassis	Town Manager/Director of Public Works
25	Purchase replacement 4x4 pickup truck w/plow	Town Manager/Director of Public Works
26	Amend Interchange District Bylaw	Planning Board
27	Establish Medical Marijuana Treatment Ctr. Bylaw	Planning Board/Police Chief
28	Establish Stormwater Illicit Discharge Bylaw	Planning Board/Conservation Commission

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29	Amend Family Accessory Dwelling Units Bylaw	Planning Board
30	School Special Education Expenses	Town Manager/School Committee
31	Transfer of Curtis School lot	Parks & Recreation Committee
32	School Recovery of Medicaid Reimbursements	Board of Selectmen
33	Preservation/Restoration of Historic Cemeteries	Community Preservation Committee
34	Stetson House Climate Control Measures	CPC/Historical Commission/Board of Overseers Stetson House
35	Hackett's Pond Dam Restoration & Repair	CPC/Historical Commission/Hackett's Pond Dam Study Committee
36	Acquisition of Webster Street property	CPC/Open Space Committee
37	Transfer funds to Affordable Housing Trust	CPC/Affordable Housing Trust
38	Recreation/Conservation Trail Mapping	CPC/Open Space Comm./Historical Comm./Parks & Recreation Comm.
39	Change of Fee Schedule – Town Clerk's Office	Town Clerk
40	Amend Junk Dealers Bylaw	Board of Selectmen/Police Chief
41	Municipal Building Insurance Fund	Town Manager
42	Public Safety Employee Training	Town Manager
43	Amend Town Manager Act	Board of Selectmen

Advisory Committee Budget Message

Budget Process

The Town of Hanover operates under the Town Manager Act, passed by the voters of the Town in 2009, in conjunction with various state statutes and local bylaws. The legislative branch of the local government is an open Town Meeting, in which all voters registered in Hanover are permitted to participate. Town Meeting has the sole authority to appropriate funds for the operating budget and capital projects. It is the Advisory Committee's responsibility to make budget recommendations to Town Meeting.

Like prior budgets, the FY2014 budget has been developed based upon conservative assumptions of available revenue, built to continue our strong financial performance and abundant reserves. The budget is based upon a budget ceiling or levy limit of revenue derived from local property taxes in accordance with Proposition 2½. Added to the tax revenues are projections for state aid; miscellaneous revenues, such as fees, permits, and interest earned; and available funds, such as free cash and transfers from Special Revenue Funds. Consistent with the financial policies of the Board of Selectmen, this budget was built with less reliance on free cash as a funding source.

While the projection of available revenues creates a budget ceiling for the Town, the budget was built using a "zero-based" approach, with each department building their budgets from the

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ground up to support expenses in education, general government, public safety, public works and maintenance, and community services.

This is the third budget under the Town Manager Act, and offers a format designed to provide plentiful information and graphic detail to assist the public in understanding how their public resources are allocated.

FY2014 Budget Recommendation

By state law, the Advisory Committee is required to support a balanced budget at Town Meeting. The FY2014 budget is in balance and leaves nearly \$1 million in free cash unspent, further strengthening the Town's commitment to healthy reserves. At Town Meeting, a proposed increase in expenditures in one area must be matched by either a corresponding decrease in expenditures in another area or a corresponding increase in revenues. Our proposed FY2014 budget proposal has been balanced without an operating override. This budget represents a rate of growth of 2.2 percent, lower than the Town's five year average, and lower than the 2.5% rate of property tax growth. It represents a collaborative effort between the Selectmen, Advisory Committee, and finance staff to fulfill the service needs of our community while honoring the conservative principles that provide financial stability.

Non-Financial Articles

As requested by the Town Moderator, main motions on non-financial articles are presented by the sponsor of the article, not the Advisory Committee. However, the Advisory Committee is still required to make a recommendation to Town Meeting. As of April 17, 2013, the date this report is being submitted to be printed, a number of main motions were not available for the Advisory Committee's consideration. Recommendations on these motions will be made at Town Meeting.

MUNICIPAL FINANCE TERMINOLOGY

The following terms are used frequently in the Annual Town Report and at Town Meeting. In order to provide everyone with a better understanding of their meaning, the following definitions are provided.

Appropriation

An appropriation is an authorization to make expenditures and to incur obligations for specific purposes. It is granted by Town Meeting and is usually limited in both the amount of and in the time period during which it may be expended. Any part of the omnibus budget (Article 13) not spent or encumbered by June 30 automatically reverts to surplus. A specific appropriation must be initiated within one year of approval or it reverts to surplus, also.

Budget

A budget is a plan of financial operation consisting of an estimate of proposed expenditures for a given period and the means of financing them. The budget is voted in the spring at Town Meeting for the fiscal year that begins July 1.

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Capital Budget

A capital budget is a plan of proposed capital outlays for the next five years involving the acquisition of land or an expenditure of at least \$10,000 having a useful life of at least three years.

Capital Program

A plan of proposed capital outlays for the following five fiscal years that alerts Town Meeting of expected future capital outlays.

Cherry Sheet (State and County Charges and Receipts)

The "Cherry Sheet" (named for the color paper formerly used) is prepared by the State Department of Revenue. It charges the Town with its share of the expenses for running various state agencies and for county government. It credits the Town with its share of the Corporation Excise Tax, Individual Income Tax, Sales and Use Tax and the Massachusetts School Fund.

Fiscal Year

A 12 month period, commencing July 1 and ending June 30, to which the annual budget applies. Fiscal years are often denoted FYxx with the last two numbers representing the calendar year in which it ends, for example FY10 is the fiscal year ending June 30, 2010.

Undesignated Fund Balance

This account represents the amount by which cash, account receivables and other assets exceed liabilities and reserves in the General Fund. It is increased by unexpended balances in the omnibus budget appropriations, unexpended balances in separate appropriations, and actual receipts in excess of budgeted amounts.

Free Cash (Surplus, E & D)

Free cash is that portion of the Town's General Fund Undesignated Fund Balance that the Commissioner of the Massachusetts Department of Revenue certifies, as of July 1 of each year, as available for appropriation by Town Meeting. It is not cash, but rather, the Undesignated Fund Balance less delinquent real and personal property taxes, motor vehicle excise receivables, and departmental receivables.

Overlay

The overlay is the amount raised by the assessors in excess of appropriations for the purpose of creating a fund to cover abatements granted and avoiding fractions.

Overlay Reserve

This is the accumulated amount of the Overlay for various years not used or required to be held in the specific Overlay Account for a given year and may be appropriated by vote of the Town or closed to surplus.

Reserve Fund

This fund is established by the voters at the Annual Town Meeting only for the use of the Advisory Committee to pay for "extraordinary and unforeseen" expenses that may occur and may not exceed five percent of preceding year's tax levy.

Stabilization Fund

An account from which amounts may be appropriated for any lawful purpose. Prior to FY92, use of the Stabilization Fund was restricted to purposes for which cities and towns could legally borrow. Revisions to Ch. 40, Sec. 5B removed this restriction and amounts from the Stabilization Fund can now be appropriated for any legal purpose. A two-thirds vote of Town meeting is required to appropriate money from the Stabilization Fund.

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Tax Levy

The total amount to be raised by taxation of real estate and personal property. It consists of the total amounts appropriated less estimated receipts and transfers from available funds.

Terms associated with Proposition 2 1/2:

Tax Levy Limit

The maximum amount of taxes that may be levied in any given year under the restrictions of Proposition 2 1/2. It is calculated as the prior year limit plus new growth plus 2 1/2 percent of the prior year levy limit.

Excess Levy Capacity

The difference between the Town's tax levy limit and its actual tax levy. It is the additional amount of taxes that could be levied without an override.

Override

An amount, voted by the Town, that is permanently added to the tax levy. A majority vote of the Board of Selectmen is required to put an override question on the ballot. Override ballot questions must be presented in dollar terms and must specify the purpose of the override. Overrides require a majority vote of approval by the town.

Debt or Capital Exclusions

The Town can assess taxes in excess of the tax levy limit by voting a debt exclusion or capital outlay exclusion. This amount does not become a permanent part of the levy base, but does allow the Town to assess taxes for a specific period of time in excess of the limit for payment of debt service or for payment of capital expenditures.

New Growth

The amount of property tax revenue that the Town can add to its allowable tax levy as a result of new construction, alterations, subdivisions or change of use which increases the value of a parcel of land.

Transfers

The authorization to use an appropriation for a different purpose or to use moneys from a separate fund as a revenue source.

Water Enterprise

Effective July 1, 1992, a new enterprise fund was established to account for the operations of the Town's Water Department. This separate accounting demonstrates how much of the costs of providing this service are recovered through user charges and how much is being subsidized through taxes. Typically, as is the case with Hanover's Water Department, the costs of providing enterprise fund services are recovered fully by user charges. The accounting for enterprise funds is similar to a commercial business.

The enterprise form of accounting does not alter the budgetary approval process, but does require communities to budget all of the revenues and direct/indirect costs associated with providing the service in the enterprise fund. To the extent that user charges recover fully the cost of providing the service, the retained earnings (surplus) stay with the enterprise fund and may be appropriated by Town Meeting to increase the services provided, maintained for future capital purchases, or used to reduce increases in future user charges.

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An enterprise fund provides management information: to measure performance of providing service; and to analyze the impact of increasing user charges and increasing the budget.

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The Annual Town Meeting at Hanover High School was called to order by Moderator Douglas T. Thomson at 8:05 p.m. with a quorum of voters present.

ARTICLE 1. To see if the Town will accept the reports of the Officers and Committees as printed in the Annual Town Report, or take any other action relative thereto.

Advisory Committee

We move that the Town accept the 2012 Annual Report as written.

So Carries Unanimously.

ARTICLE 2. To hear reports of the Committees and State Officials and act thereon, or take any other action relative thereto.

Advisory Committee

**REPORT OF THE STATE REPRESENTATIVE
May 6, 2013**

I would like to begin by thanking everyone for your support over the past few years. I appreciate you giving me the opportunity to serve as your State Representative and am honored that you continue to invest your trust in me.

I would like to take this opportunity to bring town residents up to date on a number of state and local issues.

As a member of the House Committee on Ways and Means, I am happy to report that we passed the Fiscal Year 2014 budget on April 25. We have provided more funding for our public schools and local aid.

- Chapter 70 money for Hanover was increased by \$111,000 for a total of \$6.5M in funding for our public schools
- Local Aid was increased by \$42,000 for FY14 for a total of \$1.8M.

I am also pleased to report that the Greater Attleboro Taunton Regional Transit Authority (GATRA) is up and running for the town. I stood before you last year and asked you to support the funding mechanism to provide much-needed transportation for our seniors and individuals with disabilities. GATRA is now operating weekly runs to the Boston area hospitals. If you or someone you know is in need of transportation services, please contact the Hanover Council on Aging.

Respectfully submitted,
Rhonda L. Nyman, State Representative

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REPORT OF THE SCHOOL OVERSIGHT MANAGEMENT COMMITTEE

April 30, 2013

The Hanover School Oversight Committee held a public meeting on April 30, 2013 to report on their progress. The May 2012 Special Town Meeting Article One approved \$40,000 to hire an external consultant and conduct a review of the Hanover Public School System via an established School Oversight Committee. There were five committee members: (1) School Committee member – Will Marriner, (1) Hanover Students First member – Courtnie Graybill (Secretary), (1) Board of Selectmen member – John Barry, and (2) Town of Hanover citizens-at-large – Joan Port Farwell and Sandi Leitao (Chair).

The first meeting of the committee was held July 2, 2012. The goals of the committee were described in the following Mission Statement: “The mission of the Hanover School Oversight Committee is to hire an external consultant to evaluate and identify inefficiencies within the Hanover Public School System operations and finances and to include the Town as it relates to the schools. The goal of the evaluation is to ensure each educational dollar is being spent to the fullest extent possible while providing the highest quality of education. Based on the findings of the consultant, the Committee will partner with the Town of Hanover School Administration, School Committee and Town Manager to improve efficiencies, reduce redundancies and generate new revenue opportunities with the goal of improving the quality of education for all students within the Hanover Public School system.”

The Request for Proposals had three main focuses: review school administrative and staffing structure, educational performance, and focus on finances. The formal RFP was posted in August 2012. Nine inquiries were made, four proposals were submitted and two asked for interviews. The Committee voted to hire The Abrahams Group in September 2012. The Abrahams Group submitted their report in two parts during the month of April, 2013.

To summarize, the following recommendations were made: 1) Move to site based budgeting, provide periodic reporting; 2) Centralize financial controls, decentralize over time; 3) Conduct a financial systems analysis to process, account and report on payroll, purchasing, accounts payable and cash receipts processing to maximize SoftRight; 4) Consolidate school and town IT; 5) Above all, strengthen the professional culture of the school system by developing a vision through a transparent and inclusive process, communicate, align curriculum vertically and horizontally, align professional development; align jobs and job descriptions, use data results for instructional improvement, and maximize IT and financial systems support to the district. The complete report is available in the Selectmen’s Office.

Respectfully submitted,
Sandy Leitao, Chair

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**REPORT OF THE CENTER SCHOOL FEASIBILITY STUDY COMMITTEE
May 6, 2013**

Last year at Town meeting the voters passed an article to form the Center School Feasibility Committee. The members include Libby Corbo, Jason Cavallaro, Reverend Eric Stroshine, Kristen Dailey and Kimberly Mills-Booker. Center / Sylvester School principal Jane DeGrenier and Facilities Manager Robert Murray attended most meetings as representatives from the school and Town. During the course of our discussions the Committee determined that urgent attention was needed to address the condition of Sylvester School. The Committee submitted a statement of interest to the Massachusetts School Building Authority to determine if they could help the town offset the cost of adding additional classrooms to Center School, while repurposing Sylvester.

As most of you are aware Hanover divides its elementary districts in two. There is Cedar School which houses Pre-K – 4th grade for half of the town and Center/ Sylvester that serves the other half of town. Center School serves the Pre-K – 2nd grade and Sylvester serves 3rd and 4th graders. What you may not know is that although Sylvester is a charming building on the outside it is antiquated and potentially unsafe for the children attending the school.

I wish I was overstating the condition of the school, but sadly I am not. As a parent of children who will attend this school and as a citizen of this town it was unbelievable to me to learn about the condition of Sylvester. Due to the age of the building it is no longer suitable as an educational facility.

Sylvester was built in 1927 prior to handicap accessibility standards. A wheelchair user cannot access the building—there are no ramps or elevators. Every entrance requires stair usage. That means a student who may have a physical disability cannot attend their school with their peers. Similarly, a parent may not be able to attend functions at the school due to physical limitations. There is also liability if a staff person suffers an injury or develops a disability, as that staff member would no longer be able to work in the building. These are all potential sources of liability to the Town that could be foreclosed if we repurpose Sylvester.

There are many safety concerns including high levels of lead in the water for which two water fountains were closed, asbestos materials in ceilings and elsewhere in the building and the ceiling tiles that cover the old ceilings that are falling down. The building was not built to withstand an earthquake should a significant one ever occur in this area.

However, the most concerning information I learned, well serving on this committee, was a recent incident that occurred in January 2013; when the support for a ceiling mounted heating unit above the lunch line in the cafeteria failed and fell several inches. Luckily a pipe connected to the heating unit restrained it and prevented it from crashing to the ground. I do not want to even think about what may have occurred had the pipe not held the unit in place until the building staff had the opportunity to remove it. Make no mistake-- a potential tragedy was averted. We must use this opportunity to insure that the students of Sylvester are not put in that situation again. It is our duty to keep our children safe and unfortunately that means closing Sylvester as a school.

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The other safety concern is the policy of Sylvester if a lockdown were to occur. Every day, the students of Sylvester have to walk over 400 feet to Center to access specialists including library, gym, music and art. Unfortunately in this day and age, the schools may have to go into a lockdown; for anyone on the path during a lockdown that would mean running back to the original school, which could create chaos and confusion.

The students also lose instructional time due to the daily walks and since they have to walk in any weather condition, it is another potential safety concern and potential liability for the Town.

Another important concern is overcrowding of Center/Sylvester. Sylvester has limited space and that is affecting the entire district. Hanover cannot offer full day kindergarten to its students due to space limitation at Center/ Sylvester. It is incumbent upon us to stay current with our neighbors in the south shore and we should offer full day kindergarten to our townspeople.

These issues are not new. In 2002 and 2004 studies were completed which documented these conditions. At that time the Town decided to table the concerns of Sylvester until the high school could be completed. The high school is done and now it is time to address the issues of Sylvester.

The Statement of Interest was submitted in April 2013. It was submitted with the support of the school committee and selectmen to determine if supplemental funding was available by the state. The Massachusetts School Building Authority will review the applications over the summer and we will find out if Center/ Sylvester was selected in the fall.

If selected, we would request a special Town meeting in the fall of 2013 to approve the Feasibility Study. The next step would be to bring it before the voters in October 2014 or possibly May 2015 and to have construction start in June 2016 to be open for occupancy in 2017.

I thank you for your time and consideration of this project. I know as a town that we have had a lot of expenses in the past few years, but I urge you to support this project and to provide a safe and equitable educational experience for all of the children of Hanover.

Respectfully submitted,
Kimberly Mills-Booker, Chair
Center School Feasibility Study Committee

**REPORT OF THE HANOVER FIRE STATION STUDY COMMITTEE
April 1, 2013**

The Hanover Fire Station Study Committee was formed by the 2005 Annual Town Meeting. The Committee was established for the purpose of assessing the needs of the town related to fire stations. The Committee is authorized to make recommendations to the Selectmen and Town Meeting.

In May 2008, the Committee submitted to Town Meeting a detailed report which examined fire

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and EMS needs and concluded that having fire headquarters as the only staffed station leaves most of North Hanover and parts of West Hanover without timely and adequate fire and EMS response. The report recommended that the town look to establish a fire/rescue station staffed with full-time fire fighters that would be supplemented with call fire fighters in the North Hanover area, and that the station should house an ambulance, two pumping engines, a forest fire truck and a rescue boat. Based upon an assessment of available sites including their capacity to meet equipment needs and their impact on response time, the report recommended that a staffed station be developed in the North Hanover area.

The report noted that the Curtis School site is an ideal location for a new station. The former Curtis School has since been demolished. The Fire Station Study Committee recently learned that the Parks and Recreation Committee has submitted a Warrant Article that would transfer control of the site from the Board of Selectmen to the Parks and Recreation Committee. The Fire Station Study Committee is concerned that the Warrant Article, if approved, might impede a proper assessment of alternatives to cost-effectively meet the Town's needs to protect people and property.

Respectfully submitted,
Hanover Fire Station Study Committee
F. Daniel Ahern, Jr., Chair
Jeffrey Blanchard, Fire Chief
Joseph Salvucci, Selectman
Donald E. Morrison

We move that the Town accept these reports.

So Carries Unanimously.

ARTICLE 3. To see if the Town will authorize its Treasurer to accept such trust funds as may be placed in his or her hands during the Fiscal Year ending June 30, 2014, or take any other action relative thereto.

Town Treasurer
Finance Director

We move that the Town vote to authorize the Treasurer to accept trust funds for the Fiscal Year Ending June 30, 2014.

So Carries Unanimously.

ARTICLE 4. To see if the Town will vote to authorize its Treasurer, with the approval of the Board of Selectmen, to dispose of such parcels of real estate as may have been, or may be taken by the Town under Tax Title foreclosure proceedings, or take any other action relative thereto.

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Town Treasurer
Board of Selectmen

We move that the Town vote to authorize the Treasurer, with the approval of the Board of Selectmen, to dispose of tax title property.

So Carries Unanimously.

ARTICLE 5. To see if the Town will authorize its Treasurer and Collector to enter into compensating balance agreements for the Fiscal Year ending June 30, 2014, pursuant to Chapter 44, Section 53F of the Massachusetts General Laws, or take any other action relative thereto.

Town Treasurer/Collector

We move that the Town vote to authorize the Treasurer/Collector to execute compensating balance agreements for the Fiscal Year ending June 30, 2014.

So Carries Unanimously.

ARTICLE 6. To see if the Town will assume liability in the manner provided by Sections 29 and 29A of Chapter 91 of the Massachusetts General Laws, as most recently amended, for all damages that may be incurred by work to be performed by the Department of Environmental Protection, or take any other action relative thereto.

Board of Selectmen

We move that the Town vote to accept this article for the Fiscal Year ending June 30, 2014.

So Carries Unanimously.

ARTICLE 7. To see if the Town will vote to fix the pay of its elective officers as required by law as follows, or take any other action relative thereto.

Town Clerk:	\$55,453.63 annually
Moderator:	\$100 for Annual Town Meeting
	\$100 for Special Town Meeting

Advisory Committee
Town Manager

We move that the Town set the pay of its elective officers for fiscal year 2014 required by law as follows:

Town Clerk: Annual salary to be \$54,563.63 per year which includes any

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**amounts due under Massachusetts General Laws, Chapter 41,
Section 19G.**

Moderator: \$100 for Annual Town Meeting, and \$100 for Special Town Meeting.

**Move to amend article to include compensation for Selectmen at \$2000.00 per year.
Moderator ruled this motion to amend to be beyond the scope of the article.**

Main motion Carried Unanimously.

ARTICLE 8. To see if the Town will vote to raise and appropriate, or appropriate from available funds, the sum of \$100,000 to the School Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
School Committee

We move that the Town vote to appropriate the sum of \$110,000 from General Fund Free Cash to the School Sick Leave Buyback Fund. Said funds to be expended at the direction of the School Committee and specify further that said appropriation shall not be returned to the Treasury except by the vote of the Town.

So Carries Unanimously.

ARTICLE 9. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of \$100,000 to the Town Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
Town Manager

We move that the Town vote to appropriate the sum of \$100,000 from General Fund Free Cash to the Town Sick Leave Buyback Fund. Said funds to be expended at the direction of the Town Manager and specify further that said appropriation shall not be returned to the Treasury accept by the vote of the Town.

So Carries Unanimously.

ARTICLE 10. To see if the Town will vote, as recommended by the Community Preservation Committee, to appropriate the Town's Community Preservation Revenues for fiscal Year 2014 as follows:

- I. 10% of the said revenues to be set aside for future appropriation for open space (other than open space for recreational use);

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- II. 10% of the said revenues to be set aside for future appropriation for historic resources;
- III. 10% of the said revenues to be set aside for future appropriation for community housing;
- IV. 5% of the said revenues to be set aside for administrative expenses; and,
- V. The remainder of said revenues to be appropriated to an annual budgeted reserve which may be used for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager, or take any other action relative thereto.

Community Preservation Committee

We move that that the Town vote as recommended by the Community Preservation Committee to appropriate from the Town's Community Preservation Fund Estimated Revenues for Fiscal Year 2014 as follows:

- I. \$108,669 (10%) of the said FY14 estimated annual revenues to be set aside for future appropriation for open space (other than open space for recreational use);**
- II. \$108,669 (10%) of the said FY14 estimated annual revenues to be set aside for future appropriation for historic resources;**
- III. \$108,669 (10%) of the said FY14 estimated annual revenues to be set aside for future appropriation for community housing.**
- IV. \$54,335 (5%) of the said FY14 estimated annual revenues to be set aside for administrative expenses of the committee; and,**
- V. \$224,699 which is the remainder of said FY14 estimated annual revenues to be appropriated to an annual budgeted reserve which may be used for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.**

Said funds to be expended by the Town Manager, for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting.

Motion Carries.

ARTICLE 11. To see if the Town will vote to authorize the Board of Selectmen and the Town Manager to accept such sums of money as may be distributed by the Commonwealth of Massachusetts through the Chapter 90 highway grant program, so-called, funds to be expended by the Town Manager in accordance with the guidelines and requirements of the Massachusetts Highway Department, or take any other action relative thereto.

Board of Selectmen
Town Manager

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We move the Town vote to authorize the Town Manager to accept Chapter 90 Highway Funds as distributed by the Commonwealth of Massachusetts. Said funds to be expended by the Town Manager for the purposes stated herein in accordance with the guidelines and requirements of the Massachusetts Highway Department.

So Carries Unanimously.

ARTICLE 12. To see if the Town will vote to establish revolving funds for certain Town departments under the provisions of G.L. c.44, s53E1/2 for the fiscal year beginning July 1, 2013, with specific receipts credited to each fund, the purposes for which each fund may be spent, and the maximum amount that may be spent from each fund for FY2014 as follows, or take any other action relative thereto.

Revolving Funds Chapter 44, Section 53E1/2				
FY14 Revolving Fund Requests				
Spending Authority	Revolving Fund	Revenue Source	Use of Fund	FY14 Authorized Spending Limit
DPW Director	Recreation Fund*	Program Fees	Expenditures may include salaries, benefits, facility and all those in support of programs	\$500,000
Community Services Director	GATRA	Fees related to transportation program	Expenditures may include salaries, benefits, facility and all those in support of programs	\$50,000
DPW Director	Forge Pond Park	Fees related to programs	Expenditures may include salaries, benefits, facility and all those in support of programs	\$125,000
Town Manager	Cable Services	Fees related to cable license agreements	Expenditures may include salaries, benefits, facility and all those in support of PEG access and programs	\$156,550

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Community Services Director	Flu Clinic	Receipts from Medicare/Medicaid billing	Expenditures may include salaries, benefits, facility and all those in support of programs	\$9,000
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*Special legislation was approved to allow for the creation of the Recreation Fund to allow for the spending limit to exceed the threshold of 1% of the amount raised by taxation for the Town in FY13.

Finance Director

We move that the Town vote to establish revolving funds for the Town departments specified in Article 12 of the May 2013 Town Meeting, under the provisions of G.L. c.44, s.53E1/2 for the fiscal year beginning July 1, 2013, with specific receipts credited to each fund, the purposes for which each fund may be spent, and the maximum amount that may be spent from each fund for FY2014 as stated in this article.

So Carries Unanimously.

ARTICLE 13. To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow in accordance with Massachusetts General Law or any other enabling act, the sum of \$125,000 or another sum, to fund expenses for Forge Pond Park, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$125,000 from General Fund Free Cash to fund the Forge Pond Park Revolving Fund. Said funds to be expended for the purposes stated herein at the direction of the DPW Director.

Motion Carries.

ARTICLE 14. To see if the Town will vote to raise and appropriate \$50,303,963 for a total General Fund Operating Budget, to provide for a reserve fund and to defray the expenses of the Town, and for the purposes listed in the budget document, and to meet said appropriation transfer the sum of \$600,000 from Free Cash, and transfer the sum of \$358,739 from the Water Enterprise Fund, and transfer the sum of \$65,000 from the Cemetery Graves & Foundations account, and transfer the sum of \$10,000 from the Cemetery Perpetual Care account, and transfer the sum of \$28,288 from the Title V Betterment Program, and transfer the sum of \$10,000 from the Conservation Receipt Reserved account, and transfer the sum of \$675,095 from the Ambulance Receipt Reserved account, and transfer the sum of \$213,200 from the Community Preservation Fund and raise \$48,343,641 from the 2014 Tax Levy, or take any other action relative thereto.

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<i>Summary of Vote</i>	
General Government	\$ 603,488
Finance Department	\$ 975,144
Community Services	\$ 1,547,735
Police	\$ 3,311,854
Fire	\$ 2,564,539
Hanover Public Schools	\$ 22,467,843
Other Education - South Shore Vocational	\$ 808,971
Public Works Department	\$ 6,016,008
Debt	\$ 5,199,087
Benefits & Insurance	\$ 6,546,794
Utilities	\$ 72,500
Transfers	\$ 190,000
<i>Total General Fund Operating Budget</i>	\$ 50,303,963
Free Cash	\$ 600,000
Indirect Costs - Water Enterprise	\$ 358,739
Cemetery Graves & Foundations Account	\$ 65,000
Cemetery Perpetual Care	\$ 10,000
Title V Betterment Program	\$ 28,288
Conservation Receipts Reserved	\$ 10,000
Ambulance Receipts Reserved	\$ 675,095
Community Preservation Fund	\$ 213,200
<i>Less Total Transfers</i>	<i>\$ 1,960,322</i>
To be raised by the 2014 Tax Levy (General Fund revenues & other sources)	\$ 48,343,641

Advisory Committee
Town Manager

We move that the Town will vote to raise and appropriate \$50,432,579 for a total General Fund Operating Budget, to provide for a reserve fund and to defray the expenses of the Town, and for the purposes listed below in the Summary of Vote , and to meet said appropriation transfer the sum of \$460,166 from Free Cash, and transfer the sum of \$358,739 from the Water Enterprise Fund, and transfer the sum of \$65,000 from the Cemetery Graves & Foundations account, and transfer the sum of \$10,000 from the Cemetery Perpetual Care account, and transfer the sum of \$28,288 from the Title V Betterment Program, and transfer the sum of \$10,000 from the Conservation Receipt Reserved account, and transfer the sum of \$675,095 from the Ambulance Receipt Reserved account, and transfer the sum of \$481,650 from the Community Preservation Fund and raise \$48,343,641 from the 2014 Tax Levy. Each item is to be expended by the Town

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Manager in accordance with Chapter 67 of the Acts of 2009 Town Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

<i>Summary of Vote</i>	
General Government:	
Salaries	\$ 377,219
Expenses	\$ 226,269
Finance Department:	
Salaries	\$ 615,001
Expenses	\$ 360,143
Community Services:	
Salaries	\$ 1,199,988
Expenses	\$ 347,747
Police:	
Salaries	\$ 3,107,668
Expenses	\$ 204,186
Fire:	
Salaries	\$ 2,333,344
Expenses	\$ 226,195
Hanover Public Schools	\$ 22,725,422
Other Education - South Shore Vocational	\$ 685,008
Public Works:	
Salaries	\$ 2,602,968
Expenses	\$ 3,026,040
Snow & Ice	\$ 387,000
Debt	\$ 5,199,087
Benefits & Insurance	\$ 6,546,794
Utilities	\$ 72,500
Transfers	\$ 190,000
<i>Total General Fund Operating Budget</i>	\$ 50,432,579
Free Cash	\$ 460,166
Indirect Costs - Water Enterprise	\$ 358,739
Cemetery Graves & Foundations Account	\$ 65,000
Cemetery Perpetual Care	\$ 10,000
Title V Betterment Program	\$ 28,288
Conservation Receipts Reserved	\$ 10,000
Ambulance Receipts Reserved	\$ 675,095
Community Preservation Fund	\$ 481,650
<i>Less Total Transfers</i>	\$ 2,088,938

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To be raised by the 2014 Tax Levy (General Fund revenues & other sources)	\$ 48,343,641
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Motion to Table consideration of the budget.

Motion to Table does not carry.

Main Motion Carries.

ARTICLE 15. To see if the Town will vote to appropriate \$3,035,899 from Water Enterprise receipts to defray Water Enterprise direct costs and that \$358,739 as appropriated in the General Fund Operating Budget, be used for Water indirect costs, all to fund the total costs of operations of the Water Enterprise as follows, or take any other action relative thereto.

Personal Services	\$ 1,250,700
Other Expenses	\$ 1,065,450
Debt Service	\$ 719,749
Appropriate for Direct Costs	\$ 3,035,899
Indirect Costs - Reimburse General Fund for Shared Expenses	\$ 358,739
Total Cost - Water Enterprise	\$ 3,394,638

Advisory Committee
Town Manager

We move that the Town vote to appropriate \$3,035,899 from Water Enterprise receipts to defray Water Enterprise direct costs and that \$358,739 as appropriated in the General Fund Operating Budget, be used for the Water indirect costs, all to fund the total costs of operations of Water Enterprise. Each item is to be expended by the Town Manager in accordance with Chapter 67 of the Acts of 2009 Town Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

So Carries Unanimously.

ARTICLE 16. To see if the Town will vote to accept Massachusetts General Law Chapter 59 Section 5K relative to the establishment of a Senior Tax Abatement Program to allow residents to volunteer to provide services to the Town in exchange for the reduction of real property tax obligations of such persons, said reduction not to exceed the sum of \$1,000 in a given tax year.

Town Manager

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Town Treasurer/Collector

We move to accept the article as written.

So Carries Unanimously.

ARTICLE 17. To see if the Town will vote to accept Massachusetts General Law Chapter 59 Section 5N relative to the establishment of a Veterans Tax Abatement Program to allow veterans, as defined in Massachusetts General Law Chapter 4 Section 7 Clause Forty-three, to volunteer to provide services to the Town in exchange for the reduction of real property tax obligations of such persons, said reduction not to exceed the sum of \$1,000 in a given tax year.

Town Manager
Town Treasurer/Collector

We move to accept the article as written.

So Carries Unanimously.

ARTICLE 18. To see if the Town will vote to abolish the Hanover Personnel By-Law, including 20A Classification of Positions and 20B Pay Schedules as amended May 15, 2006. The Personnel By-Law has been superseded by Massachusetts Chapter 67 "An Act Establishing a Town Manager Form of Government for the Town of Hanover" a.k.a. "The Town Manager Act."

Town Manager

We move that the Town accept this article as written.

Motion Carries.

Motion made to advance consideration of article 43.

In favor 101; opposed 73.

Motion fails to achieve required 2/3 majority.

Motion made to reconsider advancing article 43.

Motion to reconsider fails.

ARTICLE 19. To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow, the sum of \$80,000 to fund the triennial revaluation that is required by the Department of Revenue in order for the Commissioner of Revenue to certify that the Town is assessing property for local tax purposes in a way in which meets legal standards for FY15, or take any other action relative thereto.

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Finance Director

We move that the Town vote to appropriate the sum of \$80,000 from Overlay Surplus to fund the triennial revaluation that is required by the Department of Revenue in order for the Commissioner of Revenue to certify that the Town is assessing property for local tax purposes in a way which meets legal standards for FY15. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

So Carries Unanimously.

ARTICLE 20. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$114,460 for the purchase, lease, or lease purchase of three (3) police vehicles and to authorize related trade-ins or to be sold by sealed bid, said funds to be expended at the direction of the Town Manager, or take any other action relative thereto.

Town Manager
Police Chief

We move that the Town vote to appropriate the sum of \$114,460 from General Fund Free Cash for the purchase, lease, or lease purchase of two (2) marked and one (1) unmarked police vehicles and to authorize related trade-ins or to be sold by sealed bid. Said funds to be expended at the direction of the Town Manager.

So Carries Unanimously.

ARTICLE 21. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$41,000 for the purchase of current issue replacement duty weapons and ammunition, said funds to be expended at the direction of the Police Chief, or take any other action relative thereto.

Town Manager
Police Chief

We move that the Town vote to appropriate the sum of \$41,000 from General Fund Free Cash for the purchase of current issue replacement duty weapons and ammunition. Said funds to be expended at the direction of the Police Chief.

So Carries Unanimously.

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ARTICLE 22. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$57,000 for the purchase, lease, or lease purchase of a Fire Department command vehicle and to authorize related trade-ins or to be sold by sealed bid, said funds to be expended at the direction of the Fire Chief, or take any other action relative thereto.

Town Manager
Fire Chief

We move that the Town not accept this article and take no further action.

So Carries Unanimously.

ARTICLE 23. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$175,000 for the replacement purchase of a front end loader, said funds to be expended at the direction of the Director of Public Works, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$175,000 from General Fund Free Cash for the replacement purchase of a front end loader, and authorize the trade in or sale by sealed bid of a 1979 John Deere 544B Loader. Said funds to be expended at the direction of the Director of Public Works.

So Carries Unanimously.

ARTICLE 24. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$125,000 for the replacement purchase of a large dump truck cab and chassis, said funds to be expended at the direction of the Director of Public Works, or take any other action relative thereto.

Director of Public Works
Town Manager

We move that the Town vote to appropriate the sum of \$125,000 from General Fund Free Cash for the replacement purchase of a 37,000 GVW dump truck cab and chassis, and authorize the related trade in or sale by sealed bid of a 1994 International 4900 dump/sander. Said funds to be expended at the direction of the Director of Public Works.

So Carries Unanimously.

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ARTICLE 25. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$35,000 for the replacement purchase of a 4 x 4 pick-up truck with plow, said funds to be expended at the direction of the Director of Public Works, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$35,000 from General Fund Free Cash for the replacement purchase of a large pickup truck, and authorize the trade-in or sale by sealed bid of 2000 Ford F250. Said funds to be expended at the direction of the Director of Public Works.

So Carries Unanimously.

ARTICLE 26. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Section 6, "Use Regulations" by deleting "6.12 Interchange District" in its entirety and replacing it with the following new section:

6.12.0 – INTERCHANGE DISTRICT

Purpose: The purpose and intent of allowing for the "Interchange District" Overlay Zoning is to encourage and promote the planning and development of projects that are characterized by economically viable commercial uses which are regional in nature and benefit from or require adjacent highway access and to allow development of housing alternatives to typical detached single family residential subdivisions that are suited to the housing needs of the community.

6.12.10 Uses Allowed: The following uses are allowed in the Interchange District.

- A. Uses allowed in underlying Districts pursuant to the requirements of such Districts, except as otherwise provided herein.

6.12.20 Uses Permitted by Special Permit: The following uses are permitted upon application to and granting of a Special Permit in the Interchange District.

- A. Uses allowed by Special Permit in underlying Districts pursuant to the requirements of such Districts.

6.12.30 Uses Permitted by Special Permit and with Site Plan Approval: The following uses are permitted upon application to and granting of a Special Permit with Site Plan Approval in the Interchange District.

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- A. Uses allowed by Special Permit and with Site Plan Approval in underlying Districts pursuant to the requirements of such Districts.

6.12.40 Additional Uses Permitted by Special Permit and with Site Plan Approval: The following additional uses are permitted in the Interchange District without regard to the underlying District upon application to and granting of a Special Permit with Site Plan Approval by the Planning Board, acting as the Special Permit Granting Authority, as specified in Section 10 of this Bylaw. The applicant shall demonstrate to the Board that said use is safe and appropriate for the specific site and that it will not create a nuisance by virtue of noise, traffic generated or unsightliness.

- A. **Hotel.**
- B. **Convention Center or Conference Center** developed in conjunction with a hotel facility. A convention center or conference center shall be defined as a facility designed to accommodate 500 or fewer persons and used for conventions, conferences, seminars, and entertainment functions, along with accessory functions including food and beverage preparation and service for on-premises consumption. A conference center shall be defined as a facility used for service organizations, business and professional conferences, and seminars which may include sleeping, eating, and recreation accommodations principally intended for use by conference attendees. The accommodations can include sleeping, eating, and recreation. Any convention center or conference center shall be part of the physical complex of a hotel and shall be subject to the management and operation by said hotel.
- C. **Office Use.** An office use shall be defined as a development that contains one or more separate non-residential buildings which may be occupied for business office, medical and professional office and research and development uses, including supporting ancillary uses, and open space. Ancillary uses allowed within approved office buildings may include food service, sandwich and coffee shops, convenience retail, banking facilities including ATMs, newsstands, and like uses principally for the convenience of office park employees. An office building shall be designed, planned, constructed and managed on an integrated and coordinated basis with special attention to circulation, parking, utility needs, and aesthetics.
- D. **Restaurants.**
- E. **Retail Stores, Grocery or Service Establishments** the principal activity of which shall be offering goods or services at retail within a non-residential building which is within the Interchange District.
- F. **Parking Garage** (subject to architectural design review pursuant to subsection 6.12.80.B) serving uses located within the Interchange District. The maximum height allowed for any parking garage within the Interchange District is four (4) stories. Multi-level parking garages, whether for non-residential or residential use, shall be subject to the same dimensional requirements as non-residential structures.

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- G. **Surface Parking Lots, Access Roads, Driveways, and Utilities** serving uses located within the Interchange District, whether or not on the same lot as such uses.
- H. **Wastewater Treatment Plant or Facility** designed and operated in accordance with the applicable requirements of, and having a groundwater discharge permit from the Massachusetts Department of Environmental Protection in accordance with, the provisions of 314 C.M.R. 5.00, and intended principally to service the uses located within the Interchange District.
- I. **Automobile Dealerships** shall be allowed only within six hundred (600) feet of the northeast Interchange District boundary line abutting the Right-of-Way for Route 3 and the Route 3/Route 53 interchange.
- J. **Automobile Service or Repair Shops** shall be allowed only as secondary use to an automobile dealership.
- K. **Residential Uses** shall be allowed in the Interchange Zoning District only as outlined below.
 - 1. No more than 35% of the area of the entire Interchange Zoning District shall be allowed for residential use.
 - 2. Minimum Lot Size for a residential development within the Interchange Zoning District shall be fifteen (15) acres.
 - 3. Dimensional Requirements for all Residential Projects Permitted Pursuant to Subsection 6.12.40.K. Any residential projects developed under Section 6.12.40.K shall conform to the below set of dimensional requirements.
 - a. Floor Area Ratio shall be used when determining the size of the residential buildings. The Floor Area Ratio (FAR) shall not exceed twenty percent (20%) of parcel area for residential development in the Interchange Zoning District. Density figures shall be allowed as a ratio in proportion to the actual area of the lot in question. Wetlands shall not be used when calculating floor area ratio requirements.
 - i. **Floor Area Ratio (FAR)** -- The fixed relation between the lot area and the floor area of all multiple-family residential buildings, excluding the floor area of uninhabitable spaces including but not limited to garages, carports, breezeways, stairways, hallways and balconies and excluding the area of any floor more than four feet below average grade where no part of such basement is used for sleeping rooms or

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other living quarters, and expressed as a fraction of floor area/lot area.

4. Dwelling units in the Interchange Zoning District shall be comprised of a mixture of dwelling types such that:
 - a. Not less than fifty percent (50%) of the total number of units shall be one-bedroom units. This percentage may be reduced by the Planning Board in its sound discretion, consistent with an appropriate plan to no less than 40%.
 - b. Not more than 5% of the total number of units shall be three-bedroom units.
5. Maximum lot coverage, including structures, parking, service and storage areas shall not exceed sixty percent (60%) of the lot area exclusive of wetlands.
6. A minimum fifty (50) foot wide continuous and heavily vegetated Buffer Area, measured from the boundaries of the Interchange District, shall be provided for any residential development within the Interchange District from the boundaries of the abutting Residential A District as further defined by Section 8 of the Zoning Bylaws, "Landscaping and Buffer Zones." The buffer area shall be continuous, heavily vegetated, and shall be of a minimum width of not less than fifty (50) feet. No buildings, structures, parking areas, or other new construction shall be allowed within the Buffer Area, except for pedestrian paths, signage and utilities serving uses within the Interchange District, as shown on an approved Site Plan. The buffer area shall be landscaped with natural vegetation, new plantings, or a combination, which shall include groundcover, shrubs, and trees in accordance with the provisions of Section 8 of this Zoning Bylaw. The requirements of Section 8 may be increased, reduced or waived by the Planning Board in its sound discretion, consistent with an appropriate plan for the overall landscaping of the proposed development that is protective of abutters outside the Interchange District and enhances the visual character of the development. This provision shall not apply at those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.
7. A minimum setback shall be provided from the boundaries of the Interchange District for any residential buildings within the Interchange District from the boundaries of the abutting Residential A District as follows:
 - a. Building setbacks shall be equal to three (3) times the finished height of the proposed residential building. Setbacks shall be exclusive of any required buffer areas.

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- b. This provision shall not apply to those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.
8. Any residential building or structure within the Interchange District shall not exceed fifty (50) feet at any face measured from the average grade for each such face, and shall not exceed four (4) stories above the average grade at the foundation lines.
9. Primary access for all development within the Interchange District shall be provided from Route 53. Additional access to the development may be allowed from Webster Street if requested and approved by the Planning Board. No vehicular access to the Interchange District shall be located within the Buffer Area required under Section 6.12.40.K.6. No vehicular access to the Interchange District shall be allowed through any existing residential zones before, during or after construction of the development.
10. There shall be at least two (2) parking spaces for each dwelling unit for the use of the occupants thereof and their guests, except to the extent that the requirements of this section are reduced by the Planning Board upon the request of the Special Permit applicant. All parking spaces shall be a minimum of nine (9) feet in width by eighteen (18) feet in length and within reasonable proximity to the dwelling units which they serve. Parking spaces may be located in driveways or parking lots or in garage facilities either attached to, or detached from, the principal structure(s).
11. All residential buildings and structures shall be designed in an architectural style compatible with that of a suburban New England village environment. Exterior walls shall be clad in wood, brick, stone or other building materials traditionally used in New England. Roofs shall have a minimum pitch of 8:12 and flat roofs shall be permitted only when hidden by a raised parapet. Porches, pent roofs, roof overhangs, hooded front doors or other similar architectural elements shall define the front entrance to all structures. Architectural Plans showing elevations of all typical principal structures shall be prepared by a Registered Professional Architect. The Planning Board may reduce or waive these requirements for plans that they deem as appropriate to the site.
12. Final Architectural Design plans for residential development projects shall be required prior to final approval and issuance of a special permit.
13. All buildings, structures, open spaces, roads and drives, parking areas and other development features shall be designed and located with consideration for the existing natural terrain and minimizing overall environmental impacts on the site, to the extent practical in view of the proposed development program.
14. All exterior lighting, whether placed along roads, drives, or walks, in

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parking areas, or on structures or other facilities, shall be arranged and shielded so as not to distract in an unreasonable manner the occupants of any dwelling(s) nor shine directly upon abutting properties and/or public ways.

15. All access roads and drives and all interior roads and drives shall be designed and constructed in accordance with the provisions of the Planning Board Rules & Regulations Governing the Subdivision of Land unless specific provisions are waived by the Board as part of the Interchange District Residential Component Special Permit.
16. All existing or proposed utilities and municipal services shall be installed underground at the time of initial construction except to the extent that this provision is waived by the Planning Board as part of the Interchange District Residential Component Special Permit.
17. Provisions shall be made for the storage, collection and removal of all solid waste generated by buildings or uses within the Interchange District. All necessary waste storage facilities, including but not limited to dumpsters, shall be screened from public view by wood stockade, brick or similar fencing or walls, a minimum of six (6) feet in height, and in no case less than the height required to shield the structures from public view. Trash removal shall be limited to between the hours of 7AM and 7 PM.
18. Proposed developments shall be subject to the provisions of Section 11 and Section 10.030 of the Zoning Bylaw for project thresholds, submission of a Development Impact Statement (DIS) and mitigation of development impacts accordingly. Said DIS shall include sections addressing impacts from the proposed development on the environment, traffic, municipal facilities and services (police, fire, public works, etc.), water supply, utilities and infrastructure and wastewater. The Traffic Impact Assessment required under Section 10.120.A. shall be prepared by a registered professional Traffic or Civil Engineer. The Environmental Impact Assessment required under Section 10.120.B. shall be prepared by a registered professional Environmental Engineer or other qualified professional(s) with expertise in the relevant subject matter areas. The applicant shall mitigate all off-site traffic impacts anticipated by the proposed development, through the provision of reasonable off-site improvements to road capacity and safety or by other effective means. The DIS shall include an assessment of the sound and visual impacts from the proposed development on adjacent residential properties and shall propose buffering and screening sufficient to mitigate sound and visual impacts from the proposed development.
19. All applications shall be reviewed by the Planning Board's Consultant Review Engineer. The applicant, in accordance with the Planning Board Rules and Regulations, shall deposit with the Treasurer of the Town funds

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in the amount of six thousand dollars (\$6,000.00) for the purpose of covering the initial costs associated with said engineering review. Funds shall be accounted for in accordance with G.L. c. 40 sec. 54G, and unexpended funds shall be returned to the Applicant. The applicant shall provide additional funds in an amount sufficient to return the consultant review fund to \$6,000, whenever notified by the Planning Board that actual remaining funds are less than \$3,000. The Planning Board may require that the applicant and developer maintain such consultant review funds during both permitting and construction of the project to ensure proper construction and compliance with permit conditions.

6.12.50 Prohibited Uses: The following uses are prohibited within the Interchange District whether or not allowed in the underlying District.

- A. Warehousing and similar storage facilities that are used for temporary storage and distribution of goods.

6.12.60 Dimensional Requirements for all non-residential projects permitted pursuant to subsection 6.12.40:

- A. A minimum one hundred and fifty (150) foot wide continuous and heavily vegetated Buffer Area, measured from the boundaries of the Interchange District, shall be provided for any non-residential development within the Interchange District from the boundaries of said District as further defined by Section 8, "Landscaping and Buffer Zones." The buffer area shall be continuous, heavily vegetated, and shall be of a minimum width of not less than one hundred and fifty (150) feet. No buildings, structures, parking areas, or other new construction shall be allowed within the Buffer Area, except for pedestrian paths, signage and utilities serving uses within the Interchange District, as shown on an approved Site Plan. The buffer area shall be landscaped with natural vegetation, new plantings, or a combination, which shall include groundcover, shrubs, and trees in accordance with the provisions of Section 8 of this Zoning Bylaw. The applicant shall have the burden of proof to ensure that sufficient landscaping exists or is proposed to provide a continuous buffer and visual screening from the development for any and all residential uses. The requirements of Section 8 may be waived or reduced by the Planning Board in its sound discretion, consistent with an appropriate plan for the overall landscaping of the proposed development that is protective of abutters outside the Interchange District and enhances the visual character of the development. This provision shall not apply at those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.
- B. A minimum three hundred (300) foot setback shall be provided from the boundaries of the Interchange District for any non-residential buildings within the Interchange District from the boundaries of said District. This provision shall not

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apply to those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.

- C. A 50 foot heavily vegetated buffer and a setback equal to 2 times the proposed building height will be required for any non-residential structures within 600 feet of the boundaries of the Interchange District along any state numbered highway including Rte. 3 and Rte. 53 that also directly abuts a residential district.
- D. Any non-residential building or structure within the Interchange District shall not exceed seventy (70) feet at any face measured from the average grade for each such face, and shall not exceed six (6) stories above the average grade at the foundation lines.
- E. Any buildings within the Interchange District in excess of forty (40) feet or three (3) stories in height shall be located within three hundred (300) feet of the northeast Interchange District boundary line abutting the Right-of-Way for Route 3 or the Route 3/Route 53 interchange.
- F. Lot Frontage within the Interchange Zoning District shall be a minimum of one hundred-fifty (150) feet. If a lot abuts more than one way, only one lot frontage is required to meet this minimum.
- G. Minimum Lot Size for non-residential developments within the Interchange Zoning District shall be ten (10) acres.
- H. Maximum lot coverage, including structures, parking, service and storage areas shall not exceed sixty percent (60%) of the lot area exclusive of wetlands.
- I. Maximum building coverage shall not exceed thirty percent (30%) of the lot area exclusive of wetlands.

6.12.70 Parking Requirements for all projects permitted pursuant to Section 6.12.40:

A Unless otherwise specified within this Section, all applicable requirements of Section 9, "Parking Requirements" shall apply within the Interchange District. The Planning Board may waive or reduce the requirements of Section 9 for development within the Interchange District in accordance with the requirements of Section 9.300.

B. In determining the parking requirements for a non-residential development within the Interchange District, the Planning Board shall reference Table 9-1 and other parking standards such as those published by the Institute of Transportation Engineers, and shall set such requirements as are necessary to meet the realistic requirements of the proposed development. In setting such requirements, the Planning Board shall take due account of the ability of various uses having different peak demand periods to share parking facilities.

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C. All parking spaces shall be a minimum of nine (9) feet in width by eighteen (18) feet in length.

D. Notwithstanding the provisions of Section 9 “Parking and Loading Requirements” parking spaces for all hotel uses within the Interchange Zoning District shall be provided at a ratio of at least one (1) space per every bedroom plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.

E. Notwithstanding the provisions of Section 9 “Parking and Loading Requirements” parking spaces for all convention and conference uses within the Interchange Zoning District shall be provided at a ratio of at least one (1) space for every three (3) seats or occupants permitted by the Building Code and certified by the Inspector of Buildings plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.

F. Notwithstanding the provisions of Section 9 “Parking and Loading Requirements” parking spaces for all office uses within the Interchange Zoning District shall be provided as one space per three hundred sq. ft. of GFA, but not fewer than five per separate enterprise, plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.

G. Parking lots may be constructed with concrete or granite curbing. All access drives must be constructed with granite curbing. No bituminous curbing may be utilized along any access drives or within any parking lots.

H. A non-residential use or building within the Interchange District need not be served by a parking facility located on the same building lot.

I. The Planning Board may reduce the requirements of Section 6.12.70 in accordance with the provisions of Section 9.300 and further taking into account any shared parking facilities, existing or proposed.

J. Primary access for all development within the Interchange District shall be provided from Route 53. No vehicular access to the development shall be located within the Buffer Area required under Section 6.12.60.B. No access to any development in the Interchange District shall be allowed through any existing residential zone before, during or after construction of the development.

6.12.80 Additional Requirements for all projects permitted pursuant to Section 6.12.40:

A Traffic Impact Assessment shall be required in accordance with Section 10.120.A. to determine the necessary capacity of such roads and/or drives, and to determine what transportation improvements will be required by the applicant for existing and proposed roads to ensure such capacity is provided for under the proposed development scheme.

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B. All proposed non-residential buildings within the Interchange District shall be subject to design review and approval by the Planning Board prior to obtaining a building permit. Architectural Plans shall be provided to the Planning Board by the applicant for all buildings and structures proposed. Such Architectural Plans showing elevations of all typical principal structures shall be prepared by a Registered Professional Architect.

The applicant shall provide specifications for building materials and shall ensure that the facades of all buildings are reasonably articulated. The applicant shall be required to adhere substantially to the design scheme submitted and approved by the Planning Board as part of any Building Permit application and to substantially complete approved facade treatments prior to issuance of Site Plan Signoff by the Planning Board or Town Planner and prior to the issuance of any Certificate of Occupancy. Minor modifications to approved site plans and building designs that do not depart from the overall design concept or represent a change in architectural style may be reviewed and approved by the Town Planner and authorized on that basis, or referred to the Planning Board for review under the Limited Site Plan Review procedures of Section 10.400 as a modification to the previously approved plans.

Except on the ground floor of structures, vertical dimensions of all windows should be greater than their horizontal dimensions. Porches, pent roofs, roof overhangs, hooded front doors or other similar architectural elements should define the front entrance to all structures.

C. All non-residential buildings, structures, open spaces, roads and drives, parking areas and other development features shall be designed and located with consideration for the existing natural terrain and minimizing overall environmental impacts on the site, to the extent practical in view of the proposed development program.

D. All exterior lighting, whether placed along roads, drives, or walks, in parking areas, or on structures or other facilities, shall be arranged and shielded so as not to distract in an unreasonable manner the occupants of any dwelling(s) nor shine directly upon abutting properties and/or public ways. All lighting shall be pure white illumination. A detailed lighting plan shall be submitted as part of any Special Permit application to verify compliance with this section. Said plan shall include illumination labels and detailed specifications for proposed lighting fixtures.

E. All existing or proposed utilities and municipal services within the Interchange District shall be installed underground at the time of initial construction except to the extent that this provision is waived by the Planning Board as part of the Special Permit.

F. Provisions shall be made for the storage, collection, and removal of all solid waste generated by buildings or uses within the Interchange District. All necessary waste storage facilities, including but not limited to dumpsters, shall be screened from public view by wood stockade, brick or similar fencing or walls, a minimum of six (6) feet in height, and in no case less than the height required to shield the structures from public view. Trash removal shall be limited to between the hours of 7AM and 7 PM.

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G. Individual lots within the Interchange District may contain multiple buildings and multiple uses, and individual buildings within the Interchange District may contain a combination of uses as provided for in an approved development plan.

H. All proposed non-residential and/or residential developments shall be subject to the provisions of Section 11 and Section 10.030 of the Zoning Bylaw for project thresholds, submission of a Development Impact Statement (DIS) and mitigation of development impacts accordingly. Said DIS shall include sections addressing impacts from the proposed development on the environment, traffic, municipal facilities and services (police, fire, public works, etc.), water supply, utilities and infrastructure and wastewater. The Traffic Impact Assessment required under Section 10.120.A. shall be prepared by a registered professional Traffic or Civil Engineer. The Environmental Impact Assessment required under Section 10.120.B. shall be prepared by a registered professional Environmental Engineer or other qualified professional(s) with expertise in the relevant subject matter areas. The applicant shall mitigate all off-site traffic impacts anticipated by the proposed development, through the provision of reasonable off-site improvements to road capacity and safety or by other effective means. The DIS shall include an assessment of the sound and visual impacts from the proposed development on adjacent residential properties and shall propose buffering and screening sufficient to mitigate sound and visual impacts from the proposed development.

I. All applications shall be reviewed by the Planning Board's Consultant Review Engineer. The applicant, in accordance with the Planning Board Rules and Regulations, shall deposit with the Treasurer of the Town funds in the amount of six thousand dollars (\$6,000.00) for the purpose of covering the initial costs associated with said engineering review. Funds shall be accounted for in accordance with G.L. c. 44 sec. 53G, and unexpended funds shall be returned to the Applicant. The applicant shall provide additional funds in the amount of \$3,000, whenever notified by the Planning Board that actual remaining funds are less than \$3,000. The Planning Board may require that the applicant and developer maintain such consultant review funds during both permitting and construction of the project to ensure proper construction and compliance with permit conditions.

6.12.90 Severability: The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision thereof.

Planning Board

We move to refer this article back to Planning Board.

So Carries Unanimously.

ARTICLE 27. To see if the Town will vote to amend the Zoning Bylaw by amending Section 2.100, Definitions, by adding a definition for medical marijuana treatment centers, as follows, or take any other action relative thereto.

MEDICAL MARIJUANA TREATMENT CENTER

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Any medical marijuana treatment center, as defined under state law, as a not-for-profit entity (as defined by Massachusetts law only), that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers, which is properly licensed and registered by the Massachusetts Department of Public Health pursuant to all applicable state laws and regulations.

This definition shall be placed within this section in alphabetical order with the other definitions.

And by adding the following language as a new subsection 6.15, Temporary Moratorium for Medical Marijuana Treatment Centers at the end of Section 6, Use Regulations:

6.15 TEMPORARY MORATORIUM - MEDICAL MARIJUANA TREATMENT CENTERS

6.15.1 PURPOSE. This moratorium is intended to provide restrictions that will allow the Town of Hanover (“Town”) adequate time to consider whether to allow facilities associated with the medical use of marijuana (including Medical Marijuana Treatment Centers as defined herein), to the extent that such facilities are permitted under state laws and regulations, and, if so, where and under what conditions. Given that a law permitting the cultivation, distribution, possession and use of marijuana for medical purposes in the Commonwealth of Massachusetts was approved by vote at the state election on November 6, 2012 and has become effective on January 1, 2013, and that the Massachusetts Department of Public Health has yet to promulgate the regulations by which facilities that produce or dispense medical marijuana shall be registered and administered, a restriction on the establishment of such facilities and other uses related to the regulation of medical marijuana in the Town shall provide the opportunity: to study and consider the potential impacts of such facilities and other related uses on adjacent uses and on general public health, safety and welfare; to study and consider the related novel and complex legal and planning issues; and to develop zoning and other applicable regulations that appropriately address these considerations consistent with statewide regulations and permitting procedures.

6.15.2 EXCLUSION OF OTHER MARIJUANA USES. Any establishment that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers shall not be permitted if such establishment has not been properly registered and licensed in accordance with applicable state and local laws and regulations, or is not operated as a not-for-profit entity, or otherwise fails to meet the definition of a Medical Marijuana Treatment Center.

6.15.3 EXCLUSION OF ACCESSORY USES. In no case shall the acquisition, cultivation, possession, processing, transference, transportation, sale, distribution, dispensing, or

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administration of marijuana, products containing or derived from marijuana, or related products be considered accessory to any use.

6.15.4 TEMPORARY MORATORIUM. The use of land and/or structures for Medical Marijuana Treatment Centers and related uses shall not be permitted in any zoning district in the Town so long as this Moratorium is effective, as set forth in subsection 6.15.5 below and notwithstanding any provision in the Zoning Bylaws of the Town to the contrary. Use variances shall be strictly prohibited. During this Moratorium, the Town shall undertake a planning process consistent with the purposes set forth herein.

6.15.5 EXPIRATION. This Moratorium shall be effective until May 1, 2014, which is one (1) year from the deadline for the Massachusetts Department of Public Health to promulgate regulations pursuant to the Medical Use of Marijuana Law voted at the state election on November 6, 2012, or until such future time that the Hanover Town Meeting enacts superseding zoning bylaw(s) that set forth the allowed locations, dimensional, parking and other requirements applicable to medical marijuana uses (including Medical Marijuana Treatment Centers).

Planning Board
Police Chief

We move that the Town accept this article as written.

So Carries Unanimously.

ARTICLE 28. To see if the Town will vote to amend Section VI - General Articles of the General Bylaws of the Town by adding the following item as a new section or, to see if the Town will vote to take any action relative thereto:

6-28 Discharges To The Municipal Storm Drain System

Section 1. Purpose

Increased and contaminated stormwater runoff is a major cause of: impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater; contamination of drinking water supplies; alteration or destruction of aquatic and wildlife habitat; and flooding.

Regulation of illicit connections and discharges to the municipal storm drain system is necessary for the protection of the Town of Hanover's water bodies and groundwater, and to safeguard the public health, safety, welfare and the environment.

The objectives of this By-Law are:

1. to prevent Pollutants, as defined herein, from entering the Town of Hanover's municipal separate storm sewer system (hereinafter, the "MS4");

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2. to prohibit illicit connections and unauthorized discharges to the MS4;
3. to require the removal of all such illicit connections;
4. to comply with state and federal statutes and regulations relating to stormwater discharges;
5. to establish the legal authority to ensure compliance with the provisions of this By-Law through inspection, monitoring, and enforcement.
6. to provide the authority for the adoption of regulations by the Planning Board and Conservation Commission to aid in the implementation and enforcement of this Bylaw.

Section 2. Definitions

For the purposes of this By-Law, the following shall mean:

AUTHORIZED ENFORCEMENT AGENCIES: The Town of Hanover Planning Board [the Board]) and Conservation Commission [the Commission], its employees or agents designated to enforce this By-Law.

BEST MANAGEMENT PRACTICE (“BMP”): An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

CLEAN WATER ACT: The Federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*) as hereafter amended.

CRAWL SPACE: A low space beneath the lowest story of a building that serves no other purpose (i.e., storage, living space) other than giving workers access to building utilities (e.g., plumbing or wiring equipment).

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into the waters of the United States or Commonwealth from any source.

GROUNDWATER: Water beneath the surface of the ground.

ILLICIT CONNECTION: A surface or subsurface drain or conveyance, which allows an unauthorized discharge of pollutants into the municipal storm drain system, including without limitation sewage, process wastewater, or wash water; and any connections from indoor drains, sinks, or toilets, regardless of whether said connection was previously allowed, permitted, or approved before the effective date of this By-Law.

ILLICIT DISCHARGE: Direct or indirect discharge to the municipal storm drain system that is not composed entirely of stormwater, except as exempted in Section 8. The term does not include a discharge in compliance with an NPDES Storm Water Discharge Permit or a Surface Water Discharge Permit, or resulting from firefighting activities exempted pursuant to Section 8, of this By-Law.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents

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water infiltrating the underlying soil. Impervious surface includes, without limitation, roads, paved parking lots, sidewalks, tennis/sports courts and rooftops.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Hanover.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORM WATER DISCHARGE PERMIT: A permit issued by United States Environmental Protection Agency or jointly with the State that authorizes the discharge of pollutants to waters of the United States.

NON-STORMWATER DISCHARGE: Discharge to the municipal storm drain system not composed entirely of stormwater.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, unincorporated entity, business enterprise, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POLLUTANT: Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into any sewage treatment works or waters of the Commonwealth. Pollutants shall include without limitation:

- (1) paints, varnishes, and solvents;
- (2) oil and other automotive fluids;
- (3) non-hazardous liquid and solid wastes and yard wastes;
- (4) refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, accumulations and floatables;
- (5) pesticides, herbicides, and fertilizers;
- (6) hazardous materials and wastes; sewage, fecal coliform and pathogens;
- (7) dissolved and particulate metals;
- (8) animal wastes;
- (9) rock, sand, salt, soils unless applied for the purpose of public safety during winter conditions;
- (10) construction wastes and residues; and
- (11) noxious or offensive matter of any kind.

PROCESS WASTEWATER: Water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any material, intermediate product, finished product, or waste product.

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RECHARGE: The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

STORMWATER: Storm water runoff, snow melt runoff, and surface water runoff and drainage.

SURFACE WATER DISCHARGE PERMIT. A permit issued by the Department of Environmental Protection (DEP) pursuant to 314 CMR 3.00 that authorizes the discharge of pollutants to waters of the Commonwealth of Massachusetts.

TOXIC OR HAZARDOUS MATERIAL or WASTE: Any material, which because of its quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment. Toxic or hazardous materials include any synthetic organic chemical, petroleum product, heavy metal, radioactive or infectious waste, acid and alkali, and any substance defined as Toxic or Hazardous under M.G.L. Ch. 21C and Ch. 21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.

WATERCOURSE: A natural or man-made channel through which water flows or a stream of water, including a river, brook or underground stream.

WATERS OF THE COMMONWEALTH: All waters within the jurisdiction of the Commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, and groundwater.

WASTEWATER: Any sanitary waste, sludge, or septic tank or cesspool overflow, and water that during manufacturing, cleaning or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct or waste product.

Section 3. Applicability

This By-Law shall apply to flows entering the municipally owned storm drainage system.

Section 4. Authority

This By-Law is adopted under the authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule Procedures Act, and pursuant to the regulations of the federal Clean Water Act found at 40 CFR 122.34.

Section 5. Responsibility for Administration

The Board and Commission shall administer, implement and enforce this By-Law. Any powers granted to or duties imposed upon the Board and Commission may be delegated in writing by the Board and Commission to employees or agents of the Board and Commission.

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Section 6. Regulations

The Board and Commission may promulgate rules and regulations to implement and enforce the purposes of this By-Law. Failure by the Board or Commission to promulgate such rules and regulations shall not have the effect of suspending or invalidating this By-Law.

Section 7. Prohibited Activities

Illicit Discharges. No person shall dump, discharge, cause or allow to be discharged any Pollutant or non-stormwater discharge into the municipal separate storm sewer system (MS4), into a watercourse, or into the waters of the Commonwealth.

Illicit Connections. No person shall construct, use, allow, maintain or continue any illicit connection to the municipal storm drain system, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

Obstruction of Municipal Storm Drain System. No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drain system without prior written approval from the Board.

Section 8. Exemptions

Discharge or flow resulting from firefighting activities.

Discharge or flow resulting from DPW ice and snow control operations

The following non-stormwater discharges or flows are exempt from the prohibition of non-stormwaters provided that the source is not a significant contributor of a pollutant to the municipal storm drain system:

- (1) Waterline flushing;
- (2) Flow from potable water sources;
- (3) Springs;
- (4) Natural flow from riparian habitats and wetlands;
- (5) Diverted stream flow;
- (6) Rising groundwater;
- (7) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20), or uncontaminated pumped groundwater;
- (8) Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation;
- (9) Discharge from landscape irrigation or lawn watering;
- (10) Water from individual residential car washing and temporary fundraising car wash events;

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- (11) Discharge from dechlorinated swimming pool water (less than one ppm chlorine) provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
- (12) Discharge from street sweeping;
- (13) Dye testing, provided verbal notification is given to the Commission prior to the time of the test;
- (14) Non-stormwater discharge permitted under an NPDES permit or a Surface Water Discharge Permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency or the Massachusetts Department of Environmental Protection, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations;
- (15) Discharge for which advanced written approval is received from the Board as necessary to protect public health, safety, welfare or the environment; and
- (16) Discharge allowed under a Board-issued special permit/subdivision approval or under a Conservation Commission-issued Order of Conditions

Section 9. Sump Pumps

Other than sump pumps installed within crawl spaces, all sump pumps tied into the MS4 shall be registered with the Commission. If, for reasons of protecting public health or the environment, the Commission deems it necessary, disconnection of sump pump(s) or pretreatment of discharge may be required.

Section 10. Emergency Suspension of Storm Drainage Access

The Board or the Commission may suspend MS4 access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event any person fails to comply with an emergency suspension order, the Board or the Commission may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

Section 11. Notification of Spills

Notwithstanding other requirements of local, state or federal law, as soon as a person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of or suspects a release of materials at that facility or operation resulting in, or which may result in, discharge of pollutants to the municipal drainage system or waters of the Commonwealth, the person shall take all necessary steps to ensure containment, and cleanup of the release. In the event of a release of oil or hazardous materials, the person shall immediately notify the Hanover Fire and Police Departments. In the event of a release of non-hazardous material, the reporting person shall notify the Authorized Enforcement Agency no later than the next business day. The reporting person shall provide to the Authorized Enforcement Agency written confirmation of all telephone, facsimile or in-person notifications within three business days thereafter. If the discharge of prohibited materials is from a commercial or industrial

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facility, the facility owner or operator of the facility shall retain on-site a written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

Section 12. Enforcement

The Board and Commission or an authorized agent of the Board or Commission shall enforce this By-Law, regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations. This includes costs borne by the Board, which were directly associated with the investigation that led to the discovery of the illicit discharge.

Civil Relief. If a person violates the provisions of this By-Law, regulations, permit, notice, or order issued thereunder, the Board or Commission may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

Orders. The Board and Commission or an authorized agent of the Board or the Commission may issue a written order to enforce the provisions of this By-Law or the regulations thereunder, which may include: (a) elimination of illicit connections or discharges to the MS4; (b) performance of monitoring, analyses, and reporting; (c) that unlawful discharges, practices, or operations shall cease and desist; and (d) remediation of contamination in connection therewith.

If the enforcing person determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed.

Any person that violates any provision of these regulations may be punished, under MGL C. 40 s 21D as a noncriminal offense, by fines of not more than \$300. Each day or portion thereof during which a violation continues shall constitute a separate offense. The Board and Commission or its duly authorized agent is an authorized officer to impose such fines.

Remedies Not Exclusive. The remedies listed in these regulations are not exclusive of any other remedies available under any applicable federal, state or local law.

If the property owner violates more than one provision of this By-Law or any condition of an approval issued hereunder, each provision, or condition, so violated shall constitute a separate offense.

Entry to Perform Duties Under this By-Law. To the extent permitted by state law, or if authorized by the owner or other party in control of the property, the Board, its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this By-Law and regulations and may make or cause to be made such examinations, surveys or sampling as the Board deems reasonably necessary.

Section 13. Severability

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The provisions of this By-Law are hereby declared to be severable. If any provision, paragraph, sentence, or clause, of this By-Law or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this By-Law.

Section 14. Transitional Provisions

Property owners shall have 30 days from the effective date of the By-Law to comply with its provisions provided good cause is shown for the failure to comply with the By-Law during that period.

Planning Board
Conservation Commission

We move that the Town accept this article as written.

So Carries Unanimously.

ARTICLE 29. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Section 6.020.C, by deleting the text thereof in its entirety and replacing said text so as to reenact said bylaw with the following text:

To be inserted in place of Section 6.020.C

C. FAMILY ACCESSORY DWELLING UNITS

1. Purpose

The purpose of this Bylaw is to enable owner occupants of single family homes to provide:

- a. Safe, decent, and affordable housing that meets the changing needs of the Hanover community while protecting the character and property values of the Town's single family dwellings;
- b. An opportunity for family members who choose to live in proximity, but separate from other family members.

2. Use and Dimensional Regulations

- a. A family accessory dwelling unit is a self-contained housing unit incorporated within a single-family dwelling, (not within accessory structures in accordance with this By-law) that is clearly a subordinate part of the single-family dwelling.
- b. Family accessory dwelling units shall be designated for one or more persons related to the primary owner-occupant by blood, marriage, or legal

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- adoption.
- c. Family Accessory Dwelling Units created under this bylaw shall require a special permit from the Zoning Board of Appeals.
 - d. The unit will be a complete, separate unit containing both a kitchen and bath.
 - e. Only one (1) accessory dwelling unit may be created within a dwelling.
 - f. Only one (1) accessory dwelling unit may be created on any residential lot.
 - g. The owner(s) of the residence in which the accessory dwelling unit is created must continue to occupy at least one of the dwelling units as their primary residence, except for bona fide temporary absences.
 - h. Unless otherwise required by the State Building Code, any new exterior stairs needed to provide primary or secondary means of egress for the accessory dwelling unit shall be located on the side or rear of the building.
 - i. Off-Street parking spaces shall be available for the use by owner-occupants and tenants. The number of parking spaces required shall be as deemed appropriate by the Zoning Board of Appeals.
 - j. The proposed attached dwelling unit shall contain no more than thirty three percent (33%), inclusive of all lofts and any attic areas seven feet or greater in height, of the gross area contained in the primary residence, exclusive of all unfinished cellars and attics, or no more than eight hundred (800) square feet of area, whichever is less.
 - k. An accessory dwelling unit may not have more than two (2) bedrooms.
 - l. The construction of any accessory dwelling unit must be in conformity with the State Building Code, Title V of the State Sanitary Code and other local Bylaws and regulations.
 - m. Upon filing an application for a special permit, the owner-occupants of single-family dwelling units shall also submit a signed affidavit denoting familial status with the Board of Appeals.
 - n. The owner-occupant shall annually re-certify the status of occupants and family status with the Building Commissioner. The property owner shall be required to notify the Building Commissioner of a change of tenants at any time during the twelve-month period within thirty calendar days of said change.
 - o. Upon receiving a special permit, the owner(s) must file on subject property a Declaration of Covenants at the Plymouth County Registry of Deeds. The Declaration shall state that the use of the family accessory dwelling unit shall be restricted to relatives of the owner of the premises. A time-stamped copy of the recorded Declaration shall be provided to the Zoning Board of Appeals.

**3. Accessory Dwelling Units in Existence Before the Adoption of a Family
Accessory Dwelling Unit Bylaw**

To ensure that accessory apartments or conversions in existence before the adoption of this Accessory Dwelling Unit Bylaw are in compliance with the State Building Code Regulations the

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

Zoning Board of Appeals may authorize, under a Special Permit and in conjunction with the Building Commissioner, use as a Family Accessory Dwelling Unit.

- a. The Board will review each existing use on a case-by-case basis to determine if the dwelling conforms to State Building Code Regulations.
- b. The applicant must follow the same procedure described in this Section including the submission of a signed affidavit declaring owner occupancy and familial status and a Declaration of Covenants to be recorded at the Registry of Deeds.

4. Administration and Enforcement

It shall be the duty of the Building Commissioner as the Local Project Administrator, to administer and enforce the provisions of this Bylaw for family accessory dwelling units as follows.

- a. No building shall be constructed or changed in use or configuration until the Building Commissioner has issued a permit. No accessory dwelling unit shall be occupied until a certificate of occupancy has been issued by the Building Commissioner where required.
- b. The Building Commissioner shall refuse to issue any permit, which would result in a violation of any provision of this by-law or in violation of the conditions or terms of any Special Permit or variance granted by the Zoning Board of Appeals or its agent.
- c. Construction or use according to a building permit or special permit shall conform to any subsequent amendment of this section unless the construction or use is begun within a period of not more than six (6) months after the issuance of a permit granted before the effective date of the amendment. To qualify for this exemption, construction must be completed in a continuous and expeditious manner.
- d. The dwelling must remain owner-occupied, with the homeowner continuing to occupy at least one of the dwelling units as their primary residence.
Any accessory living area without proper documentation recorded and filed with the Town will be subject to fines noted in the Hanover Zoning Bylaw Section 12.500.
- e. The Hanover Zoning Bylaw Section 12 – Administration shall be applied in the event of violations, prosecution of violations, and building fees.
- f. Appeals shall refer to the procedures in the Hanover Zoning Bylaw Section 12.200.
- g. Accessory dwelling units created under this Bylaw shall not be sold separate or apart from the principal structure to which it is an accessory use.

Amend the Hanover Zoning Bylaw Section 2.100 Definitions by adding the following definitions:

Family Accessory Dwelling Unit: A Family Accessory Dwelling Unit is a self-contained

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

housing unit incorporated within a single-family dwelling, (not within accessory structures in accordance with this By-law) that is clearly a subordinate part of the single-family dwelling and complies with the criteria stated in Section 6.020.C.

Family accessory dwelling units shall be designated for one or more persons related to the primary owner-occupant by blood, marriage, or legal adoption.

Primary Residence: A dwelling where the owner-occupant has a true, fixed, and permanent home and principal establishment, and occupies it for a major portion of a calendar year, except for bona-fide temporary absences.

Building, Attached: A building having a substantial portion of one or more walls in common with an adjacent building.

Planning Board

We move that the Town accept this article as written.

Motion achieves the necessary 2/3 majority.

ARTICLE 30. To see if the Town will vote to appropriate from undesignated fund balance, the sum of \$115,000 for School Special Education Expenses to be expended by the School Committee for this purpose, and further that any unexpended balances at the end of the fiscal year shall remain in this account and not return to the general funds of the Town without a vote of Town Meeting, or take any other action relative thereto.

Town Manager
School Committee

We move that the Town vote to appropriate the sum of \$115,000 from General Fund Free Cash for School Special Education Expenses to be expended by the School Committee for the purpose stated herein, and further that any unexpended balances at the end of the fiscal year shall remain in this account and not return to the general funds of the Town without a vote of Town Meeting.

So Carries Unanimously.

ARTICLE 31. To see if the Town will vote to transfer the care and control of Lot 7, Plan 21 of the Assessor's Maps (the Curtis School lot), from the care and control of the Board of Selectmen to the care and control of the Parks and Recreation Committee under the provisions of Chapter 45 of the Massachusetts General Laws, for recreational use, or to take any other action relative thereto.

Parks & Recreation Committee

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

We move that the Town vote to transfer the care and control of Lot 7, Plan 21 of the Assessor's Maps (the Curtis School lot), from the care and control of the Board of Selectmen to the care and control of the Parks and Recreation Committee under the provisions of Chapter 45 of the Massachusetts General Laws, for recreational use.

99 yes; 47 no.

So carries by 2/3 majority.

ARTICLE 32. To see if the Town will vote to raise and appropriate or transfer a sum of money from available funds to fund a contract to assist the School Department in recovering Medicaid reimbursements, or take any other action relative thereto.

Board of Selectmen

We move that the Town appropriate the sum of \$7,500 from General Fund Free Cash for the funding of a contract to assist the Town in recovering Medicaid reimbursements. Said funds to be expended at the direction of the Town Manager.

So Carries Unanimously.

ARTICLE 33. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$160,000 dollars U.S., from the Town's Community Preservation Historical preservation reserve Funds and/or from Community Preservation Undesignated Reserve Fund, for "Preservation and Restoration of The Town's Historic Cemeteries", said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$160,000 dollars U.S., from the Town's Community Preservation Historical Preservation Reserve Funds for "Preservation and Restoration of The Town's Historic Cemeteries". Said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager.

Motion Carries.

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HELD BEGINNING MAY 6, 2013**

**Move to adjourn meeting at 11:01 p.m. and continue Tuesday, May 7th at 7:30 PM.
Meeting adjourned.**

**RECORD OF THE ADJOURNED ANNUAL TOWN MEETING
CONTINUED MAY 7, 2013**

The Moderator called the meeting to order after a quorum was achieved.

ARTICLE 34. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$25,000 dollars U.S., from the Town's Community Preservation Historic Preservation Reserve Fund, for "Climate Control Measures for the Historic Stetson House", said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Historical Commission
Board of Overseers of the Stetson House

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$18,000 dollars U.S., from the Town's Community Preservation Historic Preservation Reserve Fund, for "Climate Control Measures for the Historic Stetson House". Said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager.

So Carries Unanimously.

ARTICLE 35. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$120,000 dollars U.S., from the Town's Community Preservation Fund (CPF) Undesignated Reserve Balance to "Restore and Make Necessary Repairs to the Hackett's Pond Dam", within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013, said funds to be expended for the purposes stated herein by the Town Manager, under the direction of the Community Preservation Committee, or take any other action relative thereto.

Community Preservation Committee
Historical Commission
Hackett's Pond Dam Study Committee

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$120,000 dollars U.S., from the Town's Community Preservation Fund (CPF) Undesignated Reserve Balance to "Restore and Make Necessary Repairs to the Hackett's Pond Dam", within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013. Said funds to be expended for the purposes stated herein by the Town Manager, under the direction of the Community Preservation Committee.

So Voted Unanimously.

ARTICLE 36. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$375,000.00 dollars U.S. from the Town's Community Preservation Fund (CPF) Open Space Reserve Balance or Undesignated Funds, for the purpose of acquiring the so-called Webster Street Property, further identified as Lot 29 on Assessor's Map 08 said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Open Space Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate up to the sum of \$325,000.00 dollars U.S. from the Town's Community Preservation Fund (CPF) Open Space Reserve Balance for the purpose of acquiring the so-called Webster Street Property, further identified as Lot 29 on Assessor's Map 08. Said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager.

**Motion to move the question and cut off debate.
Motion carries.**

Main Motion Carries.

ARTICLE 37. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a sum of \$100,000 dollars U.S., from the Community Housing Reserve Fund to be transferred to the Hanover Affordable Housing Trust to provide for the creation and preservation of affordable housing in Hanover, said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

purposes approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Affordable Housing Trust

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a sum of \$100,000 dollars U.S., from the Community Housing Reserve Fund to be transferred to the Hanover Affordable Housing Trust to provide for the creation and preservation of affordable housing in Hanover. Said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

**Motion to amend main motion to appropriate “the sum of \$110,000 dollars”.
So Carries Unanimously.**

Main motion carries as amended.

ARTICLE 38. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$10,600 dollars U.S., from the Town’s Community Preservation Fund (CPF) Undesignated Reserve Balance to “Create a Map of the Town’s Recreation and Conservation Areas, Walking Trails and Historical Sites”, within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013, said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Open Space Committee
Historical Commission
Parks and Recreation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$10,600 dollars U.S., from the Town’s Community Preservation Fund (CPF) Undesignated Reserve Balance to “Create a Map of the Town’s Recreation and Conservation Areas, Walking Trails and Historical Sites”, within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013. Said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

So Carries Unanimously.

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

ARTICLE 39. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees for Business Certificates, Marriage Certificates, Marriage Intentions, Birth Certificates, Death Certificates, Dog Licenses, and to the Town Clerk’s Office, effective July 1, 2013, in accordance with the following table, and to allow the Town Clerk’s Office to update their Fee Schedule on file with the Town Clerk accordingly, or to see if the Town will vote to take any other action relative thereto.

Application Fee for a Four (4) Year Business Certificate	Change from \$25.00 to \$40.00
Marriage Certificate	Change from \$5.00 to \$10.00
Marriage Intention	Change from \$25.00 to \$30.00
Birth Certificate	Change from \$5.00 to \$10.00
Death Certificate	Change from \$5.00 to \$10.00
Dog License – Dog Spayed/Neutered	Change from \$5.00 to \$10.00
Dog License – Dog Not Spayed/Not Neutered	Change from \$10.00 to \$15.00
Dog License - Late Fee	Change from \$25.00 to \$35.00

Town Clerk

We move that the Town accept this article as written.

**Motion to amend non-neutered dog license fee so that it remains at \$10.00.
Amendment fails.**

Main Motion Carries.

ARTICLE 40. To see if the Town will vote to amend General Bylaw 6-3, Junk Dealers by adding Sections 4 and 5 to include the recommendations of the Chief of Police as voted by the Board of Selectmen, or take any other action relative thereto:

Add Sections 4 and 5 to General Bylaw Section 6-3 Junk Dealers:

Section 4. All material taken in trade will be held for a minimum of 30 days before resale, trade, melting, changing of the appearance or other means of disposal occur.

Section 5. Audit sheets shall be submitted to the Chief of Police on a weekly basis with record of all transactions, including date of sale, amount, seller’s name, and address, date of birth, driver’s license number, itemized list and description of article. Each Licensee shall also take a color photograph of each item purchased and a color photograph of each person selling items. All audit sheets are to be legible and written in English. The required reports and photographs may be stored and transmitted electronically if the format is approved by the Chief of Police.

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

Board of Selectmen
Police Chief

We move the article as printed.

So Carries Unanimously.

ARTICLE 41. To see if the Town will vote to raise and appropriate, or appropriate from available funds, the sum of \$10,000 or another sum, to the Municipal Buildings Insurance Fund, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$10,000 from General Fund Free Cash, to the Municipal Buildings Insurance Fund. Said funds to be expended at the direction of the Town Manager for the purposes stated herein.

Motion Carries.

ARTICLE 42. To see if the Town will vote to appropriate from undesignated fund balance, the sum of \$20,000, or another sum, for public safety employee training, and further that any unexpended balances at the end of the fiscal year shall remain in the account and not return to the general funds of the Town without a vote of Town Meeting, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$20,000 from General Fund Free Cash for public safety employee training, and further that any unexpended balances at the end of the fiscal year shall remain in the account and not return to the general funds of the Town without a vote of Town Meeting. Said funds to be expended at the direction of the Town Manager for the purposes stated herein.

So Carries Unanimously.

ARTICLE 43. Will the Town authorize the Board of Selectmen to petition the Great and General Court to amend Chapter 67 of the Acts of 2009, the Hanover Town Manager Act, as follows:

1. add a section 7 to section 2.(C) as follows:

“(7) The board of selectmen, in consultation with the Town Manager, shall develop a personnel system to include, but not be limited to, classifications and pay schedules, benefit programs, personnel and hiring policies and practices and regulations for Town employees”;

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

2. delete and replace Section 4.(A)(1) as follows:

“The Town Manager shall appoint and remove all non-elected department heads and approve the appointment and removal of all other employees, except employees of the school department. The Town Manager shall consult with the appropriate elected or appointed board, commission, committee or official and the Board of Selectmen prior to making such department head appointments or removals. Prior to the finalization of the appointment to a department head position, the town manager shall provide notice to the board of selectmen of the anticipated appointment and the terms and conditions of employment contemplated relative to the appointment. The Board of Selectmen shall approve or disapprove the appointment and the terms and conditions of employment within twenty (20) days of such notice. A failure of the Board of Selectmen to act in such twenty (20) day period shall be deemed as approval. Any adjustment of the terms and conditions of employment of department heads or the termination or removal of department heads shall be subject to the same notice and approval requirements as set forth above for appointments”;

3. add to Section 4.(A)(2) between “shall,” and “subject to” in the first sentence “in accordance with the personnel system developed under Section 2.(C)(7) of this act and”, so the sentence shall read as follows: “(2) Department heads shall, in accordance with the personnel system developed under Section 2.(C)(7) of this act and subject to the consent and approval of the Town Manager, appoint or remove assistant department heads, officers, subordinates and employees, including employees serving under elected and appointed boards, commissions, committees and officials for whom no other method of selection is provided in this act, except employees of the school department, provided, however, that the department head shall consult with the appropriate elected or appointed board, commission, committee or official prior to making such appointments or removals. The Town Manager may transfer personnel between departments as needed”; and

4. delete and replace Section 4.(B)(6) as follows:

“administer the personnel system developed by the Board of Selectmen under Section 2.(C)(7) of this act”;

or take any action relative thereto?

Board of Selectmen

Motion to accept the article as printed.

Motion to amend from A to B in subsection 4.

Motion to amend carries.

Main Motion carries.

Motion to dissolve the Annual Town Meeting.

So Voted Unanimously at 9:04 pm.

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

NOTICE FOR THE ELECTION OF OFFICERS

Hanover High School, Cedar Street,

On **SATURDAY, the 11th OF MAY, 2013,**

Then and there to act on the following:

To bring in their votes for each of the following:

For a term of five years:

One Planning Board Member
One Housing Authority Member

For a term of three years:

One Board of Assessors Member
One Board of Public Works Member
One Board of Selectmen Member
One School Committee Member
One Trustee of the Public Library
One Board of Health Member
One Town Clerk

For a term of one year:

One Moderator

Polls Open from 8:00 A.M. to 6:00 P.M., unless otherwise ordered by the Town.

And you are hereby ordered to serve this Warrant by posting attested copies thereof seven days at least before the time of said meeting.

Given under our hands this 1st day of April 2013.

BOARD OF SELECTMEN

John S. Barry, Chairman

Joseph R. Salvucci, Vice-Chairman

Harold L. Dunn, III

Susan M. Setterland

Gary W. Young

_____, Constable
Posted this 24th day of April, 2013

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

RECORD OF THE ANNUAL TOWN ELECTION

The meeting for the Annual Town Election was called to order Saturday, May 11 at 7:30 a.m. by JoAnne O'Connor, Acting Town Clerk. The ballot boxes were inspected and found to be empty. After being locked, the keys were turned over to the police officer on duty. The polls were declared open at 8:00 a.m. and remained open until 6:00 p.m. when they were declared closed. Since there were no contested races, the turnout was lower than normal.

The results of the balloting were as follows:

	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
Selectman (3 years)					
Joseph R. Salvucci	101	98	82	81	362
Blanks	14	24	18	18	74
Write-ins	4	5	3	4	16
Assessors (3 years)					
Blanks	104	121	97	93	415
Write-ins	15	6	6	10	37
School Committee (3 years)					
Michael W. Phillips	102	109	87	81	379
Blanks	16	17	16	20	69
Write-ins	1	1	0	2	4
Board of Health (3 years)					
Lynn A. White	89	99	81	78	347
Blanks	29	28	22	23	102
Write-ins	1	0	0	2	3
Board of Public Works (3 years)					
Robert S. O'Rourke	93	108	91	84	376
Blanks	25	19	11	16	71
Write-ins	1	0	1	3	5
Planning Board (5 years)					
Louis G. Paradis	89	93	81	71	334
Blanks	30	34	22	29	115
Write-ins	0	0	0	3	3
Trustee of Public Library (3 years)					
Lawrence W. Bandoni	91	97	83	82	353
Blanks	24	30	20	19	93
Write-ins	4	0	0	2	6

**JOURNAL FOR SPECIAL AND ANNUAL TOWN MEETINGS
HELD BEGINNING MAY 6, 2013**

Moderator (1 year)

Douglas T. Thomson	95	99	91	83	368
Blanks	23	28	12	16	79
Write-in	1	0	0	4	5

Town Clerk (3 years)

Catherine G. Harder-Bernier	106	105	94	89	394
Blanks	10	19	7	10	46
Write-ins	3	3	2	4	12

Robert Shea received the most write votes to fill the vacancy on the Board of Assessors and was therefore elected to that position.

**JOURNAL FOR THE STATE ELECTION
HELD JUNE 25, 2013**

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

PLYMOUTH, SS.

To either of the Constables of the (City or Town) of HANOVER

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said (City or Town) who are qualified to vote in the Special State Election to vote at

1,2,3,4
(precinct numbers)

287 Cedar Street, Hanover High School
(polling location)

on **TUESDAY, THE TWENTY-FIFTH OF JUNE, 2013**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Election for the candidates for the following office:

SENATOR IN CONGRESS. . . . FOR THIS COMMONWEALTH

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this _____ day of June, 2013.
(month)

John S. Barry, Chairman

Joseph R. Salvucci, Vice-Chairman

Harold L. Dunn, III

Susan M. Setterland

(Selectmen or City Council) of: Hanover

_____, 2013.
Constable (month and day)

**JOURNAL FOR THE STATE ELECTION
HELD JUNE 25, 2013**

The meeting for the Annual Town Election was called to order Tuesday, June 25 at 6:30 a.m. by Catherine Harder-Bernier, the new Town Clerk. The ballot boxes were inspected and found to be empty. After being locked, the keys were turned over to the police officer on duty. The polls were declared open at 7:00 a.m. and remained open until 8:00 p.m. when they were declared closed. Gabriel Gomez of Cohasset won Hanover by more than a two to one margin, but Edward Markey of Malden won the statewide contest and became our new U.S. Senator.

**RECORD OF THE SPECIAL STATE ELECTION BALLOTING
HELD JUNE 25, 2013**

SENATOR IN CONGRESS

	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
BLANKS	0	0	0	0	0
GABRIEL E. GOMEZ	552	504	484	523	2063
EDWARD J. MARKEY	237	266	272	207	982
RICHARD A. HEOS	3	2	3	0	8
ALL OTHERS	0	2	3	3	8



Town of Hanover
TOWN CLERK'S OFFICE FEE SCHEDULE
Effective July 1, 2013

Birth Certificate	\$10
Marriage Intentions	\$30
Marriage Certificate	\$10
Burial Permit	\$10
Death Certificate	\$10
“Doing Business As” 4 year Certificate	\$40
Dog License – spayed/neutered	\$10
Dog License – not spayed/not neutered	\$15
Dog License late fee	\$35
Kennel License (not more than 4 dogs)	\$10
Kennel License (5-10 dogs)	\$25
Kennel License (more than 10 dogs)	\$50
Street Listing	\$20
Gas Permit renewal	\$100
Record of voters list for candidates for public office	n/c
Census/VRIS extracts for Hanover Public School use	n/c
Census/VRIS extracts on CD - all other requestors	\$50
Census/VRIS extracts on paper – all other requestors	\$25
Computer copy per page	\$.50
Duplicate copy per page	\$.25

HANOVER FIRE DEPARTMENT

FEE SCHEDULE

Effective July 1, 2010

Fire Alarm Permit and Inspection

Residential [ALL]	[MGL 148 s26B, F/F1/2&E]	50.00	per unit
Commercial – New	[530 CMR s10]	100.00	Base + 25.00 per unit
Commercial – Renovate Existing	[530 CMR s10]	50.00	per unit

Sprinkler System Permit and Inspection

Residential – New Installation		50.00	
Commercial – New Installation	[MGL 148 s27A]	200.00	
Repair or Alteration to System [ALL]	[MGL 148 s27A]	50.00	

Fuel and Flammable Storage/Use

Oil Burner Installation/Alteration [ALL]	[527 CMR 4, MGL 148 s10A]	40.00	
Underground Storage Tank Installation [ALL]	[527 CMR 9.05]	50.00	per tank
Maintain New/Existing Underground Storage Tank	[MGL 148 s10A, s23]	50.00	
Residential AST/UST Removal	[MGL 148 s38A]	50.00	per tank
Commercial UST Removal	[MGL 148 s38A]	100.00	per tank
Flammable Liquid Storage	[MGL 148 s10A]	30.00	
LP Gas Installation & Storage	[MGL 148 s10A, 527 CMR 6]	40.00	
Propane Cylinder for Exchange	[MGL 148 s10A, 527 CMR 6]	50.00	annually
Blasting and Explosives	[MGL 148 s10A]	50.00	
Fireworks Display – Permit	[MGL 148 s39A]	100.00	per event
Fireworks Display – Detail [4 hr min.]	[527 CMR 2.10(3)]		

Permits and Inspections

Tank Truck Inspection	[527 CMR 8.03(2)]	50.00	
Cutting and Welding	[527 CMR 39.04]	50.00	
Misc. Permits *	[MGL 148 s10A]	30.00	
Hood Suppression System	[527 CMR 23]	50.00	
Vent-free Gas Appliances	[527 CMR 30]	40.00	

HANOVER FIRE DEPARTMENT

FEE SCHEDULE

Effective July 1, 2010

Other

Application for License	[MGL 148 s10A,s28]	50.00
Demolition of a Structure	[MGL 148 s10A,s28]	30.00
Re-inspection [Commercial – After failed test or inspection or not ready on date scheduled]	[MGL 148 s10A,s28]	100.00
Inspections [Quarterly]	[MGL 148 s4]	50.00
Inspections [Health care facilities]	[MGL 111 s51]	50.00
Inspections [Lumberyards]	[527 CMR 17]	50.00
Details [As required – 4 hr. min.]	[MGL 148 s28]	

Plan Review

Commercial Building Plans Review [Town Engineer Review]	[530 CMR 1]	Reference Schedule
Commercial/Residential Building Plans Review [No Town Engineer Review]	[530 CMR 1]	100.00
Site Plan Review – Commercial		100.00
Site Plan Review – Residential [6 or more residences]		100.00
Site Plan Review – Residential [Up to 5 residences]		50.00
Site Plan Review – Retreat Lot		50.00
Records Search – Public Record	[950 CMR 32.06]	25.00
Records Search – Ch. 21E Site Assessment	[950 CMR 32.06(1)(9c)]	25.00
Copies		.20 per page

* Tar Kettle, Spray Booths, Dumpster, Powder Storage, Ammunition Storage, Flammable Decorations, other.

HANOVER POLICE DEPARTMENT

FEE SCHEDULE

Effective July 1, 2010

False Alarms

Alarms # 1-3	No Charge
Alarms # 4-6	105.00
Alarms # 7-11	205.00
Alarms # 11 and over	505.00

Solicitation Permit

Groups of 1 to 4 people	25.00
Groups of 5 to 9 people	50.00
Groups of 10 or more	100.00

Fee Schedule – Department of Municipal Inspections

TOWN OF HANOVER
BUILDING PERMIT FEES
 Effective July 1, 2010

***FEE OF \$10.00 PER THOUSAND IS BASED ON CONSTRUCTION COSTS SQUARE FOOT
 (\$50.00 PER UNIT INSPECTION FEE FOR MULTI-FAMILY)**

***New Construction Estimate**

COMMERCIAL	\$ 90.00 per square foot
INDUSTRIAL	\$ 90.00 per square foot
RESIDENTIAL	\$ 90.00 per square foot
MULTI-FAMILY (3 or more units)	\$ 90.00 per sq ft plus \$50.00 per unit inspection fee

***Addition Estimate**

COMMERCIAL	\$ 90.00 per square foot
INDUSTRIAL	\$ 90.00 per square foot
RESIDENTIAL	\$ 80.00 per square foot

***Alteration Estimate**

COMMERCIAL	Contract Cost
INDUSTRIAL	Contract Cost
RESIDENTIAL	Contract Cost

GARAGE 1 CAR	\$ 150.00
GARAGE 2 CAR	\$ 300.00
*OPEN DECK, FARMER'S PORCH ESTIMATE	\$ 40.00 per square foot
*SHEDS OVER 120 SQUARE FEET ESTIMATE	\$ 35.00 per square foot
CERTIFICATE OF INSPECTION	\$ 50.00
CHIMNEY	\$ 65.00
CONSTRUCTION TRAILER	\$ 50.00
DEMOLITION PERMIT ESTIMATE	\$ 10.00 per \$1,000
MOBILE HOME (30 DAYS ONLY)	\$ 50.00
OCCUPANCY PERMIT	\$ 50.00
RELOCATE BUILDING ESTIMATE	\$ 10.00 per \$1,000
*SIGNS	\$ 5.00/sq.ft.
SITE INSPECTION	\$ 75.00
(BUILDING, ELECTRIC & PLUMBING INSPECTIONS)	
STOVES	\$ 50.00
TEMPORARY OCCUPANCY PERMIT	\$ 50.00
TEMPORARY SIGNS	\$ 50.00 COM'L/IND -----\$25.00 RES 1-2 FAMILY
❖ TENTS	\$ 50.00 COM'L/IND-----\$10.00 RES 1-2 FAMILY
❖ YARD SALES	\$ 5.00
MECHANICAL FEE	\$ 100.00
MINIMUM FEE	\$ 50.00 COM'L/IND -----\$25.00 RES 1-2 FAMILY
❖ EXCEPT AS NOTED	

PENALTY FOR DOING WORK WITHOUT A PERMIT* DOUBLE FEE***

Fee Schedule – Department of Municipal Inspections

TOWN OF HANOVER
ELECTRICAL PERMIT FEES
Effective July 1, 2011

COMMERCIAL, INDUSTRIAL & MERCANTILE- Includes building with 3 or more dwelling occupancies

New Construction

First \$5,000. valuation	\$ 75.00
Each add'l \$1,000	\$ 5.00
Maximum Fee	\$ 2,500.00

Remodeling & Additions

First Machine	\$ 50.00
All Other – Each	\$ 30.00
Air Conditioners	\$ 5.00 per ton/maximum \$150.00

Fixtures, Switches & Receptacles

First 5	\$50.00
6-29	\$ 70.00
30-100	\$ 130.00
Over 100 outlets	\$ 2.00 per outlet
Each add'l 100 outlets	\$ 50.00
Each 4' section of fluorescent fixture shall be considered one fixture.	
Electric Signs	\$ 75.00

Transformer

5 KVA or less	\$ 50.00
15 KVA	\$ 70.00
Over 15 KVA	\$ 90.00

Services

200 Amps or less	\$ 50.00
Each add'l 100 Amps or portion thereof	\$ 30.00
Each add'l meter and sub-main	\$ 30.00

Gas Stations

Gas Pumps – Each	\$ 75.00
Pole Lighting	\$ 20.00
Pole Lighting maximum	\$ 240.00
Canopy for Service Station (Prewired)	\$ 100.00

Miscellaneous- Applies to both Residential & Commercial

Annual permits and inspections	\$ 200.00
Requests for inspections (other than usual permits)	\$ 75.00
Re Inspection Fee - 1st time	\$ 50.00
2nd time	\$ 75.00
Carnivals and Concessions	\$ 100.00
Fire & Smoke Alarm Systems	\$ 50.00

Fee Schedule – Department of Municipal Inspections

Burglar Alarm	\$ 50.00
Traffic Light	\$ 100.00
Each add'l if applied for at same time	\$ 50.00
Underground Conduit 1-5 (subdivision)	\$ 100.00
6-10 (subdivision)	\$ 125.00
Over 10 (subdivision)	\$ 150.00
Telecommunication (first 30 jacks)	\$ 50.00
Each add'l jack	\$ 2.00
Minimum Fee	\$ 75.00

Fee Schedule – Department of Municipal Inspections

TOWN OF HANOVER
ELECTRICAL PERMIT FEES
Effective July 1, 2011

RESIDENTIAL

New Dwellings	\$ 200.00
Electric Heat additional	\$ 40.00

Remodeling & Additions

Switches, Receptacles & Fixtures

First 5	\$ 50.00
6-29	\$ 60.00
30-50	\$ 80.00
51 or more	\$ 100.00

Major Appliances

Replacement Water Heater (same size)	\$ 50.00
Ranges, Counter Top Units, Ovens, Disposal & Dishwasher (each)	\$ 50.00
Hot Water Heaters	\$ 40.00
Gas or Oil Burners	\$ 50.00
Portable Air Conditioners	\$ 40.00
Stationary Air Conditioners - \$15.00 per ton maximum per unit ..	\$ 100.00/Unit
(applies to both Commercial and Residential)	

Services

Not over 200 amps connected, each 100 amps or less	\$ 50.00
Each add'l meter or sub-feed/sub-panel	\$ 30.00
Temporary Service	\$ 50.00

Swimming Pools

Above Ground	\$ 75.00
Inground	\$ 100.00
Hot Tubs and Spas	\$ 75.00
Hydromassage Tubs	\$ 50.00

Any Device not Listed

First 10KW	\$ 30.00
Each add'l KW	\$ 3.00
Septic Alarm (only).....	\$ 40.00
Pump and Alarm.....	\$ 60.00

Minimum Fee	\$ 50.00
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Fee Schedule – Department of Municipal Inspections

TOWN OF HANOVER
GAS PERMIT FEES
Effective July 1, 2011

Residential

Hot Water Tank/Tankless	\$ 40.00
(Combination with Plumbing Permit)	
First Fixture.....	\$ 45.00
Each Additional Fixture	\$ 20.00
Reinspection Fee	\$ 45.00
Minimum Fee	\$ 45.00

Commercial

Hot Water Tank/Tankless	
(Combined with Plumbing Permit	\$ 55.00
First Fixture	\$ 55.00
Each Additional Fixture	\$ 25.00
Reinspection Fee	\$ 75.00
Minimum Fee	\$ 55.00

**NOTE: ANY APPLICATION THAT HAS MORE THAN ONE
FIXTURE MUST CHECK OFF TEST \$ 20.00**

PENALTY FOR DOING WORK WITHOUT A PERMIT DOUBLE FEE

Fee Schedule – Department of Municipal Inspections

TOWN OF HANOVER

PLUMBING PERMIT FEES

Effective July 1, 2011

Residential

New house minimum	\$ 200.00
Hot Water Tank/Tankless (Combined with Gas Permit)	\$ 35.00
Hot Water Heater (Electric)	\$ 35.00
Back Flow Preventer	\$ 35.00
This is not 1 st fixture and must be checked off on all Boiler replacements.	
First Fixture	\$ 35.00
Each Additional Fixture	\$ 25.00
Reinspection Fee	\$ 50.00
Minimum Fee	\$ 35.00

Commercial

Hot Water Tank/Tankless	\$ 50.00
(Combined with Gas Permit)	
Hot Water Tank (Electric)	\$ 50.00
Backflow Preventer	\$ 45.00
First Fixture	\$ 55.00
Each Additional Fixture	\$ 25.00
Reinspection Fee	\$ 75.00
Minimum Fee	\$ 55.00

Demo of any Kind \$ 100.00

PENALTY FOR DOING WORK WITHOUT A PERMIT DOUBLE FEE

Fee Schedule – Department of Municipal Inspections



**TOWN OF HANOVER
DEPARTMENT OF WEIGHTS AND MEASURES
FEE SCHEDULE 4/15/2008**

SCALES	FEE	MEASURING DEVICES	FEE
OVER 10,000 LBS.	\$125.00	GASOLINE METER	\$20.00
5,000-10,000 LBS.	\$ 75.00	VEHICLE TANK (OIL TRUCKS)	\$40.00
1,000-5,000 LBS.	\$ 50.00	EACH INDICATOR	\$25.00
100-1,000 LBS.	\$ 40.00	VEHICLE TANK GRAVITY	\$40.00
10-100 LBS.	\$ 20.00	BULK STORAGE	\$45.00
10 LBS – LESS	\$ 15.00		
		OTHER DEVICES	
ALL WEIGHTS	\$ 2.00	TAXI METERS	\$25.00
AVOIRDUPOIS, METRIC		ODOMETER/HUBODOMETER	\$25.00
APOTHECARY, TROY			
		LEATHER MEASURE (SEMI-ANNUAL)	\$10.00
		FABRIC MEASURING	\$10.00
		WIRE/ROPE CORDAGE	\$10.00
		LINEAR MEASURES	\$ 5.00
		YARD STICKS/ TAPES	
REVERSE VENDING (BOTTLE RETURN)	\$0		
RETAIL CHECKOUT SYSTEMS / SCANNER UNITS			
EACH	\$ 25.00		
LESS THAN 4 UNITS	\$ 75.00		
4 TO 11 UNITS	\$150.00		
MORE THAN 11 UNITS	\$250.00		

Fee Schedule – Department of Municipal Inspections

**HANOVER BOARD OF HEALTH
FEE SCHEDULE**

Effective July 1, 2011

<u>PERCOLATION TESTS / OBSERVATION HOLES</u>	\$ 300.00	1/2 day A.M. only
	\$ 600.00	Full Day A.M. and P.M.
<u>DISPOSAL WORKS PERMIT</u> (new or repair)		
up to 500 gallons	\$ 200.00	Per System or Building
500- 999 gallons	\$ 300.00	
1,000-1,999 gallons	\$ 325.00	
2,000-9,999 gallons	\$ 450.00	
over 10,000 gallons	\$ 850.00	
<u>COMPONENT REPAIR</u>	\$ 75.00	(based upon 1 insp., add'l inspections @ \$75 per)
<u>RESUBMISSION OF PLANS</u>	\$ 55.00	Requiring add'l review time
or	\$ 25.00	Not requiring add'l review time (in house)
<u>SUBMISSION OF ESTABLISHMENT PLANS</u>	EQUAL TO	COST OF THE PERMIT(S)
<u>FOOD PERMIT</u> (Retail up to 999 S/F)	\$ 125.00	Annually
1,000 S/F to 9,999 S/F	\$ 200.00	Annually
10,000 S/F PLUS	\$ 500.00	Annually
<u>FOOD ESTABL. PERMIT - FOOD SERVICE</u>		
Seating - 0-30	\$ 150.00	Annually
Seating – 31-99	\$ 150.00	Annually
Seating- 100 Plus	\$ 300.00	Annually
<u>MILK PERMIT</u>	\$ 10.00	Annually
<u>FROZEN FOOD DESSERT PERMIT</u>	\$ 25.00	Annually
<u>CATERING</u>	\$ 50.00	Annually
<u>MOBIL UNITS PERMIT - YEARROUND</u>	\$ 100.00	Annually
<u>MOBIL UNITS PERMIT - SEASONAL</u>	\$ 50.00	Annually
<u>TOBACCO SALES PERMIT</u>	\$ 100.00	Annually
<u>TEMPORARY FOOD PERMIT-MULTIPLE VENDOR EVENTS</u>	\$ 15.00	(Per Event, for vendors not already licensed)
<u>REINSPECTION FEE FOR FOOD ESTAB.</u>	\$ 75.00	Per Hour (one hour minimum)
<u>TITLE V INSPECTORS PERMIT</u>	\$ 100.00	Annually
<u>INSTALLERS PERMIT</u>	\$ 100.00	Annually
<u>TEST FEE FOR INSTALLERS PERMIT</u>	\$ 25.00	Per Test
<u>SEPTAGE PUMPER PERMIT</u>	\$ 100.00	Annually
<u>RUBBISH COLLECTORS</u> (Garbage License)	\$ 100.00	Annually
<u>TANNING SALON LICENSE</u>	\$ 100.00	Annually
<u>BODY ART ESTABLISHMENT</u> (Tattooing / Body Piercing)	\$ 200.00	Annually
<u>BODY ART PRACTITIONER</u>	\$ 75.00	Annually
<u>PUBLIC/PRIVATE CAMP LICENSE</u>	\$ 225.00	Annually (\$10.00 Lic & \$215.00 Applic. & Inspect. fee)
<u>PUBLIC SWIMMING POOL PERMIT</u>	\$ 150.00	Per Pool / Annually
<u>FUNERAL DIRECTOR LICENSE</u>	\$ 25.00	Annually
<u>ANIMAL PERMIT</u>	\$ 25.00	Annually

Fee Schedule – Department of Municipal Inspections

**HANOVER BOARD OF HEALTH
FEE SCHEDULE (Continued)**

Effective July 1, 2011

<u>TEMPORARY ONE DAY EVENT FEE *</u>	\$ 50.00	Per Event (an additional fee will be required for inspections, TBD by the BOH, based upon size of event)
<u>INSPECTION FEE FOR TEMPORARY EVENTS</u>	\$ 75.00	Per Hour (one hour minimum)
<u>CARNIVAL FEE *</u>	\$ 250.00	Per Event (based upon 5 food booths, \$50 per booth after that)
<u>FARMERS MARKET FEE *</u>	\$ 500.00	Entire Season
<u>WELL PERMIT</u> - Drinking	\$ 100.00	
<u>WELL PERMIT</u> - Irrigation	\$ 50.00	
<u>EMERGENCY INSPECTION FEE</u> - During Town Hall hours	\$ 100.00	1st hour
	\$ 75.00	Each Additional Hour (1 hour min.)
<u>EMERGENCY INSPECTION FEE</u> - After Town Hall hours, holidays & weekends	\$ 200.00	1st hour
	\$ 150.00	Each Additional Hour (1 hour min.)
<u>RE-INSPECTION</u>	\$ 75.00	1 Hour Min.
<u>COURT APPEARANCE</u>	\$ 250.00	Min. 1/2 Day / \$500 Full Day
<u>HOUSING CERTIFICATION</u>	\$ 75.00	
<u>APPLICATION FEE FOR MULTI - UNIT HOUSING</u>	EQUAL TO COST OF THE PERMIT(S)	
<u>MULTI - UNIT HOUSING LICENSE</u>		
1-9 rooms	\$ 100.00	Annually
10-23 rooms	\$ 150.00	Annually
more than 24 rooms	\$150.00 + \$15.00 For Each Additional Unit	

* The Board of Health reserves the right to charge additional fees to the applicant for temporary events to recover costs incurred. Any person or business working without a permit or license will be subject to a fine equal to double the permit fee.

Fee Schedule – Department of Municipal Inspections

PLANNING BOARD

FEE SCHEDULE & SUBMISSION REQUIREMENTS FOR PERMITS & FILINGS



AS OF JULY 1ST, 2009

Permit Type (Regulation Reference)	Permit Filing Fee †	Number of Plan Copies Required †	Consultant Review Fees & Additional Requirements †
Approval Not Required (ANR / Form A) <i>Subdivision Rules & Regs Section II.B.</i>	\$250.00 (filing) & \$250.00 (per buildable lot)	1 Mylar 5 Bond copies ** AutoCAD Copy Required	Not Applicable
Preliminary Subdivision <i>Subdivision Rules & Regs Section III.A.1. Section III.A.2.</i>	\$1,000.00 (filing)	10 large copies (24x36) 7 small copies (11x17)	\$6000 initial Consultant Review Fee (Additional increases if necessary, all excess funds returned to applicant)
Definitive Subdivision <i>Subdivision Rules & Regs Section III.B.1.</i>	\$1,000.00 (per buildable lot)	10 large copies (24x36)* 7 small copies (11x17) *1 Mylar of approved plan for signing ** AutoCAD Copy Required	\$6000 initial Consultant Review Fee (Additional increases if necessary, all excess funds returned to applicant) Advertising & Notice Costs (varies)
Site Plan Review <i>General Bylaws Section 6-18: Fees Subsection 3</i>	\$2,000.00 (filing)	10 large copies (24x36) 7 small copies (11x17) *Design Review Board Submission (see Note 3 below) ** AutoCAD Copy Required	\$6000 initial Consultant Review Fee (Additional increases if necessary, all excess funds returned to applicant) Advertising & Notice Costs (varies)
Special Permit(s) <i>General Bylaws Section 6-18: Fees Subsection 3</i>	\$500.00 (Per Special Permit)	10 large copies (24x36) 7 small copies (11x17)	See Above Requirements for "Site Plan Review" (filed in conjunction)

† NOTES:

- 1) 7 Small Plan Copies (11x17) are required for review and approval by seven (7) Planning Board members
- 2) 10 Large Plan Copies (24x36") are required for review and comment by the following:

(A) Town Planner	(F) Building Inspector
(B) Conservation Agent/Conservation Commission	(G) Health Agent/Board of Health
(C) Department of Public Works/Board of Public Works	(H) Design Review Board
(D) Police Department / Traffic Control Officer	(I) File Copy
(E) Fire Department / Fire Prevention Officer	(J) File Copy
- 3) Only 2 copies are required for the application form, general correspondence, stormwater calculations, and additional reports and documentation.
- 4) Filing, consultant review and permit fees may be waived for a Limited Site Plan Reviews, however, advertising and associated fees are required per state law.
- 5) Abutter Notification shall be as follows:
 - Definitive Subdivisions: Direct Abutters w/ Certified Mail, Return Receipt Requested
 - Special Permits & Site Plan Reviews: Abutters within 300 ft. w/ Certificate of Mailing
- 6) 2 Copies of the following items must be included for review and comment by the Hanover Design Review Board (DRB) for All New or Altered Structures proposed, including any proposed Planned Residential Development for Seniors (PRDS) or Village Planned Unit Developments (VPUD):

(A) Building Layout Plans	(C) Elevations/Building Facades
(B) Signage Details	(D) Detail on Exterior Treatment



TOWN OF HANOVER CONSERVATION COMMISSION FEE SCHEDULE
EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

APPLICATION Type:	PROJECT Type:	FEE:	
Notice of Intent* (NOI) (NOI) (NOI) (NOI) (NOI)	Category 1	\$ 110.00	per activity
	Category 2	\$ 500.00	per activity
	Category 3	\$ 1050.00	per activity
	Category 4	\$ 1450.00	per activity
	Category 5	\$4.00	per linear ft
Notice of Resource Area Delineation* (ANRAD)	Category 6 <i>also requires establishment of Guaranteed Deposit Account</i>	\$100.00	per resource area
(ANRAD) w/ Simplified Review (ANRAD w/SR)	NO LONGER APPLICABLE Category 6a <i>also requires establishment of Guaranteed Deposit Account</i>	\$25.00 plus \$ 100.00	per resource area
Request for Determination of Applicability (RDA) (RDA) (RDA)	Category 7	\$ 100.00	per activity
	Category 8	\$ 150.00	per lot
	Category 9	\$ 250.00	per activity
Other Fees applicable to Category 1 - Category 9	Category 10	Additional 50% of applicable fee	Riverfront Area Activity
	Category 11	Additional 100% of applicable fee	After-the- Fact filings
Certificate of Compliance (COC) (COC) (COC) (COC)	<i>Prior to 10/3/93:</i> Residence	\$ 50.00	
	Non-residence	\$ 100.00	
	Subdivision	\$ 200.00	
	<i>10/4/93 to present:</i>	***No-Fee***	
Extension Permit	<i>within the first three years of issuance</i>	\$ 50.00	
	for expired permits	\$ 100.00	per expired year
Enforcement Order	<i>To recommence work:</i> Residence	\$ 100.00	
	New residence	\$ 200.00	
	Other	\$ 500.00	
Letter to Lender/Release of lot(s)		\$ 50.00	
Agent Site Visit	Residential	\$ 50.00	
<i>for other than application process or for additional site inspections.</i>	Non-residential	\$ 100.00	
Emergency Certificate		\$ 200.00	
Request to Review Revised Plan or Request for an Amended OOC	If app. fees were based of Category 1, 6 - 9	\$ 50.00	
	If NOI fees were based on Category 2	\$ 200.00	
	If NOI fees were based on Category 3 - 5	\$ 400.00	
Duplicate True Attested Copies	all documents	\$ 10.00	per document

Explanation of Fees

TOWN OF HANOVER CONSERVATION COMMISSION FEE SCHEDULE **EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)**

Category 1 Fee for each activity is **\$110 per activity**

- a) Existing dwelling; accessory structure, addition, driveway, pool, etc.;
- b) Site Preparation, removal of vegetation, excavation, grading, house not proposed;
- c) Control of nuisance vegetation by removal, herbicides, etc. pursuant to 310 CMR 10.53(4)
- d) Resource Area improvement;
- e) Septic Upgrade, repair;
- f) Monitoring well activities;
- g) new agricultural or aquaculture projects.

Category 2 Fee for each activity is **\$500.00 per activity**

- a) Construction of single family house, site prep., detention basin, driveway (projects not pursuant to 310 CMR 10.53(3)(e));
- b) parking lot;
- c) beach nourishment;
- d) electric generating facility activities, unrelated to drainage;
- e) inland limited projects except road crossings and agriculture;
- f) each crossing for driveway to single family house;
- g) any point source discharge;
- h) control vegetation in development;
- i) water level variations;
- j) any other activity not in Category 1, 3, 4, 5 or 6;
- k) water supply exploration.

Category 3 Fee for each activity is **\$1,050.00 per activity**

- a) site preparation (for development) beyond Notice of Intent scope;
- b) each building (for development) including site;
- c) road construction not crossing or driveway;
- d) hazardous cleanup;
- e) water supply development.

Category 4 Fee for each activity is **\$1,450.00 per activity**

- a) each crossing for development or commercial road;
- b) dam, sluiceway, tide-gate (safety) work;
- c) landfills operation/closures;
- d) sand and gravel operations;
- e) railroad line construction;
- f) bridge;
- g) hazardous waste alterations to resource areas;
- h) dredging;
- i) package treatment plant and discharge;
- j) airport tree clearing;
- k) oil and/or hazardous material release response actions.

Category 5 Fee is **\$ 4.00 per linear foot**; (total fee not to be less than \$100.00 or greater than 2,000.00)

- a) work on docks, piers, revetments, dikes, etc. (coastal or inland).

Category 6 Fee is **\$ 100.00 per resource area** delineated on all property types for an **Abbreviated Notice of Resource Area Delineation (ANRAD)**.

A Guaranteed Deposit Account is required (minimum amount \$500.00) for the hiring of the Commission's Wetland Consultant as established in MGL Chapter 131, Section 40 and the Town of Hanover By-Law #6-14. No site inspections by the Commission's Wetland Consultant will take place until the account is established; there are no exceptions.

- a) each Bordering Vegetated Wetland
- b) each Isolated Wetland regardless of type and size
- c) each Riverfront Area including any FEMA Flood Zone
- d) each Vernal Pool, regardless of size
- e) each Intermittent Stream, brook, etc.
- f) each "other" area that meets State and local standards to qualify as a resource area and not listed in a. - e.

Explanation of Fees- *continued*

TOWN OF HANOVER CONSERVATION COMMISSION FEE SCHEDULE EFFECTIVE 1/18/07 (as revised by vote of the Commission on 1/17/07)

Category 6a Fee is **\$25.00 plus an additional \$100.00 per resource** area delineated on *all property types* for an Abbreviated Notice of Resource Area Delineation with Simplified Review (**ANRAD w/ SR**).

A Guaranteed Deposit Account is required (minimum amount \$500.00) for the hiring of the Commission's Wetland Consultant as established in MGL Chapter 131, Section 40 and the Town of Hanover By-Law #6-14. No site inspections by the Commission's Consultant will take place until the account is established; there are no exceptions.

- a) each Bordering Vegetated Wetland
- b) each Isolated Wetland regardless of type and size
- c) each Riverfront Area including any FEMA Flood Zone
- d) each Vernal Pool, regardless of size
- e) each Intermittent Stream, brook, etc.
- f) each "other" area that meets State and local standards to qualify as a resource area and not listed in a. - e.

Category 7 Fee is \$100.00 for work >50 ft. from resource areas or temporary activities

- a). existing dwelling; accessory structure, addition, driveway, pool, etc.;
- b). site Preparation, removal of vegetation, excavation, grading, w/ **house not proposed**;
- c). control of nuisance vegetation by removal, herbicides, etc. pursuant to 310 CMR 10.53(4)
- d). resource Area improvement;
- e). septic Upgrade, repair;
- f). monitoring well activities, irrigation wells;

Category 8 Fee is **\$150.00** for work >50 ft. from resource areas or temporary activities

- a). new single family dwelling,
- b). site preparation for new single family dwelling
- b). septic system for new residential lot
- c). landscaping in relation to new residential lot

Category 9 Fee is **\$250.00** for work >50 ft. from resource areas or temporary activities

- a). Non-residential: addition, parking lot, earthwork,
- b). new non-residential construction and site preparation,

Category 10 Fee is **an additional 50% of total fees** calculated - for projects having one or more resource areas as well as Riverfront Area.

(For projects with Riverfront Area only on the site, use standard fees as listed above.)

Category 11 Fee is **an additional 100% (double) of total fees** calculated for applications that must be submitted due to activities not approved by the Commission with or without enforcement actions and/or fines. Such applications shall be noted with:

"After-the-Fact"

NOTE: *Additional fees and fines may be applicable if a Restoration Order, Enforcement Order, or Enforcement Order with Cease and Desist is issued in addition to the requirement of filing an After-the-Fact application.*



WORKSHEET

for

Town of Hanover Conservation Commission Fee Schedule

**PLEASE USE THIS PAGE TO CALCULATE YOUR FEES
and submit this form with the appropriate amount of fees
with your Application**

To find you total fees due, complete the following:

NOTE: Due to the variety and complexity of projects, six lines have been provided. Residential applications may require the use of only one or two lines, where subdivisions and commercial projects may require the use of all six. If additional lines are necessary, please feel free to add them. Please call the Conservation Office at 781-826-6505 if you have any questions or need help to complete this form.

Column: A.	B.	C.	D.	E.
Type of Application: Enter what application you are filing, <i>RDA, NOI, ANRAD, etc.</i>	Category: Enter the category number for all activities such as #1, 2, 3, etc.	Associated Fee(s): Enter <u>Dollar amount</u> for one activity, foot, lot, etc. as listed in each corresponding category.	Number of activities, feet, lots, etc.: Enter <u>the number</u> of activities: for example- <i>2 each, 100 linear feet, 6 lots, or 2 resource areas, etc.</i> as listed in each corresponding category.	Subtotal for each line: Multiply numbers in columns "C" and "D" for each line and enter the dollar amount below.
1. <u>ANRAD</u>	Cat. # <u>6.a.</u>	\$ <u>100.00</u>	_____	\$ _____
2.	Cat. # _____	\$ _____		\$ _____
3.	Cat. # _____	\$ _____		\$ _____
4.	Cat. # _____	\$ _____		\$ _____
5.	Cat. # _____	\$ _____		\$ _____
6. Total Application Fee:				\$ _____ <i>Enter the sum of items in column "E" and submit this amount in full with your application.</i>

**TOWN OF HANOVER
 LICENSES ISSUED BY THE BOARD OF SELECTMEN
 FEES EFFECTIVE JULY 1, 2012**

TYPE	FEES
LIQUOR LICENSES:	
All Alc. Bevs. - Restaurant (ComVic)	\$ 2,500
All Alc. Bevs. - Clubs	\$ 1,200
All Alc. Bevs - Package Store	\$ 2,000
Wine/Malt Bevs. - Restaurant (ComVic)	\$ 1,500
Wine/Malt Bevs - Package Store	\$ 2,000
Special One-Day (all)	\$ 75
Non-profit Organizations One-Day	\$ 40
Liquor License Application/Hearing fee	\$ 250
Filing Fee/Alteration - Licenses:	
1st Change	\$ 250
2nd Change	\$ 500
3rd Change	\$ 750
All Alcoholic - Druggist	\$ 300

TYPE	FEES
Amusement/Theaters - Weekdays: Per Screen (movie theaters 7 days)	\$ 50
Entertainment/Common Victualler	\$ 50
Entertainment/Amusement - Weekdays, Sundays after 1:00 PM	\$ 50
Automatic Amusement Devices (per device)	\$ 50
Dance School Permit	\$ 5
Fortune Teller	\$ 50
Pawnbroker	\$ -
Second Hand Articles	\$ 10
Bowling Alley (per lane)	\$ 25
Pool Table (per table)	\$ 25
Junk Dealer (gold, silver, etc.)	\$ 200
Junk Collector (gold, silver, etc.) Renewal	\$ 75
Roller Skating Rinks	\$ -
Lodging Houses (includes dorms)	\$ -

OTHER LICENSES:	
Taxi (per cab)	\$ 25
Off Duty Work Detail services per hr	10%
Auctioneer (annual)	\$ 150
1 day auction	\$ 100
Sunday Entertainment:	
Per Event	\$ 25
P. Yr. (per screen) -not C. Vic.	\$ 25
Sunday Opening (after Noon)	\$ -
Holiday Opening	\$ -
Common Victualler/Innholder - New	\$ 200
Common Victualler/Innholder - Renewal	\$ 75
Retail Sale of Beverages - vending machines	\$ -
Mobile Lunch Carts	\$ 100

Fire Department Permits: (with approval of Selectmen)	
Gasoline (flammable) Storage:	
New (including public hearing)	\$ 200
Renewal	\$ 100
Gasoline: Split Island	
New	\$ 200
Renewal	\$ 100
UST Removal:	
Residence	\$ 25
Business	\$ 100

MOTOR VEHICLES - SELLERS' LICENSE:	
# Cars on License:	
0 - 21	\$ 250
22 - 99	\$ 500

Miscellaneous:	
Cable TV	\$ 1
Gravel Removal (per acre)	\$ 50
Public Hearing Preparation	\$ 200
Golf Instruction Clinic	\$ 50
Miniature Golf	\$ 50
Golf Driving Range	\$ 50
Mini Go-Carts	\$ 50
Water Boats	\$ 50

100 - 199	\$ 1,000
200 - 299	\$ 1,500
300 +	\$ 2,000
Automobile Lease/Rental	\$ 250

Other Amusement Devices	\$ 50
Batting cages	\$ 25
Christmas Tree Sales	\$ 125
Carnivals, etc.	\$ 500
Public Constable - New	\$ 100
Public Constable - Reappointments + fees set by statute	\$ 25
Sworn Weigher Compliance Fee (per incident investigated)	\$ 100
All other appointments, permits & licenses - minimum per	\$ 25

* In addition to these fees, a processing charge for professional review by outside vendors will be billed at cost. Present rates are: Attorney\$125/hr, Paralegal, Law Clerk, or Legal Assistant\$60/hr. **Cost to be determined by vendor at time of service.**

REPORT OF THE TOWN COLLECTOR

For Fiscal Year July 1, 2012 – June 30, 2013

To the Board of Selectmen and the Citizens of Hanover

Total receipts processed through the Collectors Office - **\$68,621,085.94**

Collections in Fiscal Year 2013 [July 1, 2012 thru June 30, 2013] for real estate, personal property, motor vehicle excise, parking tickets, false alarm bills and water billing together with miscellaneous collections such as interest and fees on delinquent payments amounted to \$40,990,373.21.

There were 5,067 real estate parcels and 589 personal property bills. The total tax levy was \$35,998,406.44. Unpaid water accounts for the purpose of establishing a lien were committed to the 2013 preliminary real estate bills. These were unpaid water bills in calendar year 2012 [01/01/2012- 12/31/2012]. Interest is assessed at a rate of 16%, plus a fee of \$25.00 to each account. The total assessment was \$110,657.10.

The Town of Hanover accepted the Community Preservation Act at the November 2, 2004 election. As accepted, the act imposes a 3% surcharge on the real estate bill. The surcharge appears as a separate line on the real estate tax bill noted as CPA. The amount committed to FY 2013 real estate was \$841,418.24

All departmental revenues are processed through the Town Collector's Office. Included in these payments are ACH payments which are disbursements from the state, ambulance amounts from Comstar, and federal grants. Payments originating from individual departments are issued on a voucher system. Deposits are made on a daily basis and reported weekly to the originating department.

There were 14,221 motor vehicle excise tax bills issued for vehicles registered and garaged in the Town of Hanover during FY 2013. There were also an additional 2,068 motor excise tax bills issued for registrations in year(s) 2009 through 2012. If a motor vehicle excise tax or parking fine remains unpaid, the Registry of Motor Vehicles is notified to invoke the provisions of Chapter 60, Section 2A, which would call for the "flagging" of a driver's license and would deny the right to renew a license or register a motor vehicle in this Commonwealth or any other state until the Registry has been advised that all taxes are paid in full. This flagging system has proven to be extremely effective. Bills were collected dating back to 1985.

Total receipts for Municipal Lien Certificates were \$33,700.00. A Municipal Lien Certificate is a legal document prepared for mortgage transfers, refinancing or line of credit. This document indicates whether taxes and municipal charges are paid. The cost of this certificate is \$50.00.

During Fiscal Year 2013, \$173,936.84 was collected in interest and fees. This represents interest at the rate of 14% for all unpaid and overdue payments on real estate taxes and 12% on motor vehicle excise taxes, together with demand and warrant charges. Bills that are past due after the demand process are turned over to an outside Deputy Collector for collection.

The Department of Public Works commits all water bills to the Tax Collector's office for collection, accounts are billed on a rotating quarterly basis. The amount committed for Fiscal 2013 was \$3,299,121.81; the amount collected in Fiscal 2013 was \$3,051,682.98.

Collections for parking fines were \$2,337.20. Parking in a handicapped area is \$50.00, blocking fire lanes and impeding snow removal is \$25.00, all other fines are \$15.00.

In closing, it is truly a privilege to serve this wonderful community. Thank you to the taxpayers of Hanover for their conscientious efforts to pay the many bills that are mailed. Collections continue to be excellent which reflects the Town of Hanover's Aa2 Bond rating as of September 2013.

I would also like to thank the staff in the Collector's office for their diligent efforts on a daily basis to process the abundance of work that comes through this office in a professional, courteous manner.

Respectfully submitted,

SCOTT A. CURTIS
TREASURER/COLLECTOR

REPORT OF THE TREASURER

For Fiscal Year July 1, 2012 – June 30, 2013

To the Board of Selectmen and the Citizens of Hanover:

DETAIL OF CASH BALANCES as of JUNE 30, 2013

Petty Cash	\$	14,025.00
Citizens Bank	\$	6,845,535.14
MMDT	\$	4,866,127.03
TD Bank North	\$	25,291.90
TD Bank North (Deferred Comp)	\$	32.45
Rockland Trust	\$	256,471.44
UniBank – Taxes	\$	563,561.44
UniBank – Park and Recreation	\$	155,390.82
UniBank – Before and After School Program	\$	381,567.19
Reliance Trust	\$	8,118,021.71
UniBank – TeePee School Program	\$	210.98
SUBTOTAL	\$	21,226,235.10
Police Federal Forfeiture	\$	8,187.06
Library Funds	\$	528,273.40
Stabilization	\$	1,716,122.69
Trust Funds	\$	398,062.59
Student Activity Funds	\$	99,795.80
Affordable Housing Trust	\$	394,945.68
Opeb Trust Fund	\$	99,440.60
SUBTOTAL	\$	3,244,827.82
TOTAL OF ALL ACCOUNTS	\$	24,471,062.92

Respectfully submitted,

Scott A. Curtis
Treasurer/Collector

Treasurer's Compensation Report

For Fiscal Year July 1, 2012 – June 30, 2013

The following amounts represent compensation for fiscal year 2013 (July 1, 2012 – June 30, 2013). Column 1 includes compensation for normal duties. Column 2 includes compensation for work beyond normal duties and compensation paid by a third party.

<u>Employee</u>	<u>Column 1</u>	<u>Column 2</u>
ABBAN DEBORAH	\$75,960.55	\$448.97
ABBAN JONATHAN A.	\$69,788.46	\$37,918.70
ABORN MAURA A	\$69,959.56	\$2,533.74
ACORN JEFFREY	\$61,862.46	\$12,317.37
ALBRECHT AMANDA M.	\$0.00	\$1,554.00
ALEXANDER ALFRED B.	\$3,545.69	\$0.00
ALFIS MARTIN P.	\$71,533.07	\$50,474.52
ALLEN DANA	\$60,099.69	\$26,838.27
ALLEN JOHN ROBERT	\$34,580.07	\$42,875.45
ALLEN LEE ANN L.	\$37,072.48	\$1,446.78
ALVES JILLIAN	\$120.00	\$0.00
ANASTASIO ERNEST P.	\$0.00	\$10,482.50
ANDERSON KAREN E	\$71,295.56	\$412.44
ANDERSON MINDY I.	\$67,696.14	\$199.50
ARBIA ROSALIE ANN	\$3,807.57	\$36.08
ARDINI KEVIN J.	\$1,576.50	\$0.00
ARDINI LEAH	\$47,218.00	\$6,423.13
ARENA JR PETER R	\$66,355.58	\$1,963.94
ARNONE JAMES J.	\$47,080.78	\$5,065.49
ARRIA MARIO M.	\$13,077.33	\$1,770.45
ARUTE KRISTEN G.	\$120.00	\$0.00
ASHTON BARRY E	\$8,408.88	\$3,641.95
ATCHISON MAUREEN	\$19,703.24	\$0.00
ATKINSON ELAINE	\$6,686.00	\$0.00
AZEVEDO DIANE H.	\$0.00	\$30,306.12
AZIZIAN CHRISTOPHER M	\$64,788.40	\$42,387.44
BAIRD EMILY R	\$80,608.38	\$0.00
BAJERCIOUS GAIL D.	\$2,325.00	\$0.00
BANKS KATHLEEN F.	\$77,884.78	\$311.22
BARLOW STACIE A.	\$78,837.98	\$2,132.34
BARRESI AUDREY G	\$25,843.52	\$405.59
BARRON ERIC C.	\$64,533.87	\$21,203.40
BARRON WANDA J.	\$51,826.33	\$1,500.09
BARRY CAROLINE	\$935.00	\$0.00
BARTOLOTTI KATHERINE	\$85,282.45	\$340.55
BATCHELDER CARL R.	\$79,745.00	\$0.00
BEAL JANE E.	\$187.92	\$0.00

TREASURER'S COMPENSATION REPORT

EMPLOYEE	COLUMN 1	COLUMN 2
BEERS ANN R.	\$549.19	\$0.00
BELLANTONI LISA M	\$4,151.65	\$12,225.00
BENITEZ BENJAMIN E	\$52,228.79	\$649.21
BERARDI DIANA L.	\$1,612.50	\$0.00
BERG ERICK R.	\$2,227.48	\$23.00
BERGER LINDA J.	\$0.00	\$5,000.00
BERGLUND VIRGINIA C.	\$350.00	\$0.00
BERNIER DANIEL E.	\$1,212.28	\$0.00
BERRY MICHAEL J	\$43,609.07	\$7,962.00
BERRY PATRICIA B	\$62,506.60	\$0.00
BERTELLI KATE MARIE	\$48,308.68	\$2,199.46
BETHONEY THOMAS A.	\$17,875.20	\$7,382.34
BILLINGS DOUGLAS N.	\$50,590.07	\$35,996.15
BISBICOS MARILYN E.	\$66,600.00	\$0.00
BITETTI MARY A.	\$69,959.56	\$497.72
BLANCHARD ANDREW THOMAS	\$1,890.11	\$0.00
BLANCHARD JEFFREY R.	\$110,368.36	\$0.00
BLINSTRUB THOMAS J.	\$43,633.92	\$6,660.95
BLYTHE GARDNER S.	\$48,404.95	\$4,921.23
BLYTHE JUSTIN T.	\$10,637.04	\$1,098.40
BOIDI ELAINE	\$25,060.84	\$21.98
BORGESON PAMELA D.	\$83,671.95	\$190.05
BOSSONG ELAINE J.	\$46,471.11	\$2,075.17
BOSTIC WILLIAM	\$56,917.97	\$14,531.09
BOSTWICK DEBORAH A	\$70,039.56	\$5,256.08
BOWLES DOROTHEA C	\$86,947.66	\$347.34
BOYLE ALICE L.	\$85,282.45	\$2,640.55
BRADFORD JULIE D	\$61,821.00	\$35.00
BRANDMARK DAWN G	\$57,856.44	\$4,213.44
BRAUN ANDREW	\$54,954.24	\$14,371.00
BREAULT LAURA E	\$85,282.45	\$340.55
BRETON MEGAN A.	\$56,726.49	\$197.40
BREWIN RACHAEL E	\$73,742.94	\$116.06
BRIDGES SHARON L.	\$83,365.38	\$0.00
BRIGHT LAWRENCE S	\$411.89	\$0.00
BRIGHT YVONNE D	\$498.34	\$0.00
BROWN JESSICA L.	\$75,960.55	\$303.45
BROWN LAUREEN C	\$75.00	\$0.00
BROWN LEONARD W.	\$43,619.52	\$4,817.71
BROWN ROBERT F.	\$34,724.54	\$1,185.13
BROWN TIMOTHY P.	\$68,629.95	\$9,755.85
BROWN-LOW BETSY LIN	\$50,012.90	\$0.00
BROWNE KATHLEEN M.	\$40,864.32	\$0.00
BRUGNOLI MARYANN	\$88,871.89	\$355.11
BRYERTON ALICIA A.	\$65,361.62	\$479.66
BUCCA MICHAEL J	\$55,112.31	\$18,755.55

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
BUCKLEY JENNIFER A	\$11,072.00	\$0.00
BUCKLEY LINDA O.	\$448.00	\$3,004.00
BUDDEN ANNE MARIE	\$56,632.71	\$2,752.79
BUETTNER MARLAINE	\$290.00	\$0.00
BUNTIN CONSTANCE C.	\$46,373.50	\$2,153.52
BURGESS BARBARA M.	\$8,012.27	\$4,878.60
BURGIO LORRAINE M.	\$42,890.40	\$392.70
BURKE JULIE A	\$38,661.97	\$455.00
BURKE KELLY A.	\$1,815.00	\$0.00
BURKIN JENNIFER A.	\$5,108.04	\$0.00
BURNS DEBORAH L	\$27,044.00	\$18,328.80
BURNS ELLEN C	\$61,933.56	\$76.44
BUZALSKY KARL J.	\$67,451.88	\$27,392.56
BYRON KORRI J	\$59,266.22	\$516.04
CALLAHAN MEGAN L.	\$52,738.46	\$249.86
CAMBAL ANNE E	\$269.78	\$0.00
CAMERON KENDRA L.	\$2,917.50	\$0.00
CAMPBELL KATHLEEN B	\$59,908.88	\$2,056.12
CAMPBELL LORI A	\$75,960.55	\$303.45
CAMPBELL LYNNE E	\$46,913.89	\$0.00
CAPALDO JAMIE M.	\$0.00	\$1,092.00
CAPALDO JOANNE M	\$21,274.25	\$3,162.00
CARCEO CAITLIN C	\$65,394.28	\$610.00
CARLSON GARY N.	\$352.50	\$0.00
CARNEY ANDREW J.	\$49,607.05	\$16,722.78
CAROTA KRISTEN L	\$50,768.20	\$0.00
CARPENTER DANIEL M.	\$49,481.82	\$9,654.73
CARPENTER TIMOTHY A.	\$43,048.34	\$4,752.60
CARROLL SUZANNE M.	\$1,190.00	\$0.00
CASEY JOELLE A.	\$2,436.25	\$0.00
CATALDO MICHAELA A	\$1,954.06	\$0.00
CATANIA GEOFFREY P.	\$14,564.20	\$1,545.29
CAULFIELD KATHY M.	\$72,755.83	\$1,452.17
CAVALLARO JASON M	\$74,850.01	\$57,259.49
CAVANAGH SHIRLEY M.	\$315.28	\$0.00
CAZEALT JOSEPH T.	\$40,384.50	\$0.00
CENTORINO MARK A	\$60,783.88	\$6,067.90
CEURVELS JR ARTHUR L	\$36,491.57	\$698.63
CHAMBERS THOMAS E.	\$68,223.61	\$21,784.52
CHANDLER KATHLEEN A.	\$65,394.28	\$391.72
CHANNELL FREDERICK S	\$1,575.00	\$0.00
CHASE KEVIN S.	\$1,955.00	\$0.00
CHASE LAURA C.	\$71,250.05	\$285.95
CHASE MICHAEL T	\$2,120.53	\$0.00
CHEBATOR LAUREN C.	\$22,799.40	\$0.00
CHOATE HEATHER A	\$56,632.71	\$1,959.04

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
CICCOLO BRIAN T.	\$7,500.00	\$0.00
CIRIELLO JR ROBERT J.	\$2,033.48	\$0.00
CLANCY GRAHAM R	\$1,881.15	\$0.00
CLANCY JR VINCENT J.	\$10,407.04	\$118.47
CLARK LYNN P.	\$300.00	\$0.00
CLARK MATTHEW P.	\$21,619.75	\$0.00
CLARKSON TROY B. G.	\$124,990.99	\$4,800.00
CLASBY SUZANNE D.	\$75,233.45	\$67.55
CLEARY JOSEPH P.	\$64,217.98	\$29,026.54
COATES ANN M.	\$85,282.45	\$4,959.83
COGILL KYRALEA	\$20,928.50	\$1,966.50
COLE ROBERT E	\$67,238.65	\$0.00
COLEMAN KEVIN P.	\$53,698.09	\$6,107.68
COLLINS LAURA F.	\$85,282.45	\$486.07
COLON DONALD W	\$2,109.15	\$0.00
CONANT JR. ROBERT E.	\$48,495.09	\$4,048.38
CONCANNON SHERRY M.	\$85,282.45	\$340.55
CONDON JR DANIEL F	\$319.34	\$0.00
CONDON SILVIA RITA A.	\$87,591.00	\$350.00
CONNELLY RICHARD	\$1,357.56	\$0.00
CONNELLY SUZANNE	\$37,480.59	\$464.10
CONNOLLY CHRISTINE M	\$487.50	\$0.00
CONNOLLY JEAN H.	\$7,106.00	\$0.00
CONSOLI CORINNE C	\$8,769.80	\$40.30
COOGAN CAROLINE B.	\$595.23	\$0.00
COOGAN MARGARET R	\$40,585.55	\$320.32
COOK ANDREW E	\$0.00	\$4,143.00
COOKE MAUREEN L.	\$66,551.22	\$850.13
CORBETT BEVERLY A	\$14,458.54	\$0.00
CORTEZ MARIA A.	\$40,355.39	\$1,294.77
COTTER MELISSA E	\$57,388.83	\$317.17
COUGHLIN KARA T.	\$600.00	\$0.00
COVIELLO CHRISTOPHER T.	\$18,033.96	\$4,581.12
COYLE FRANCIS W.	\$0.00	\$30,555.72
COYNE DONNA M.	\$16,805.69	\$0.00
COYNE KEVIN R.	\$1,182.50	\$0.00
CRAIG DONNA M.	\$43,385.78	\$10,409.82
CRAIG JULIETTE S	\$40,001.76	\$11,234.10
CRATTY SUSAN K	\$44,207.50	\$187.50
CRAWFORD DAVID M.	\$75,960.55	\$3,053.45
CRAWFORD ELIZABETH A.	\$193.24	\$0.00
CRONAN CYNTHIA L.	\$2,345.00	\$0.00
CRONIN STEPHEN J	\$94.33	\$1.15
CUMMINGS ANNMARIE	\$9,177.00	\$0.00
CURLEY JANET L	\$69,959.56	\$424.96
CURRAN DEBORAH M.	\$88,871.89	\$355.11

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
CURTIS KAELA M.	\$52,249.26	\$739.06
CURTIS SCOTT A.	\$44,595.03	\$0.00
CYR MICHAELLA A.	\$1,665.00	\$0.00
CZOLADA LAURA L	\$15,490.87	\$0.00
D'ANDREA MEGAN B.	\$34,450.43	\$50.10
D'ANDREA NOREEN P.	\$25,385.83	\$580.17
DABROWSKI NICHOLAS J.	\$8,613.51	\$2,425.56
DAMERON WENDY L.	\$1,447.50	\$0.00
DANN ELAINE L.	\$11,091.06	\$102.60
DANZEY RICHARD	\$4,063.79	\$30.80
DAOULAS LEE A.	\$17,123.75	\$0.00
DARGON-BOWEN CHRISTINE C.	\$6,961.50	\$1,759.50
DARMETKO TAYLOR R	\$1,566.80	\$0.00
DAVIS JUDITH L	\$37,076.31	\$2,119.32
DAVIS ROSALIND H	\$68,629.95	\$274.05
DEACETIS GINO	\$69,768.37	\$56,174.01
DEBENEDICTIS LOUIS C.	\$49,810.82	\$21,672.00
DECIE KENNETH G	\$68,629.95	\$574.05
DECOTIS ANASTASIA	\$59,908.88	\$845.12
DECRISTOFARO SUSAN B	\$125.00	\$0.00
DEFranzo ANTHONY C.	\$89,254.49	\$4,645.03
DEGRENIER JANE	\$111,646.00	\$1,000.00
DEGRENIER JENELL L	\$19,813.50	\$1,650.00
DELLA CROCE LISA M	\$61,933.56	\$76.44
DEMEO ELLEN M.	\$341.46	\$0.00
DEMITA LAURIE A	\$11,095.90	\$0.00
DEPATTO LOUIS B	\$68,629.95	\$274.05
DEPHILLIPS JENNIFER L	\$67,809.67	\$50.33
DEVINE BRITTANY A	\$20,902.50	\$421.88
DEVINE CAROLYN S	\$4,347.00	\$0.00
DEVINE JOSEPH M.	\$5,923.36	\$0.00
DEVINE LAUREN M	\$41,174.09	\$0.00
DEYOUNG TRACY J.	\$9,709.47	\$200.88
DHOMMEE EMELINE H.	\$32,851.62	\$423.66
DIBARA ALICIA L.	\$75,960.55	\$303.45
DICKSON CYNTHIA M.	\$6,370.70	\$0.00
DIGIOVANNA MARISSA A	\$26,679.18	\$0.00
DIGIOVANNA SAMANTHA L	\$1,300.00	\$0.00
DINIAK VICTOR	\$110,048.87	\$0.00
DISABATO KATHERINE A	\$6,094.00	\$0.00
DISABATO JR JOSEPH	\$569.53	\$0.00
DITULLIO KIMBERLY E	\$5,297.71	\$0.00
DIXON KIMBERLY A	\$37,889.98	\$134.42
DOHERTY SEAN R.	\$13,145.34	\$40.89
DOOLITTLE PAUL B.	\$420.00	\$900.00
DOWLING MAURA K	\$42,278.47	\$733.53

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
DOWNS ALICE W.	\$67,995.95	\$274.05
DOWNS ELIZABETH S	\$59,908.88	\$687.12
DOYLE SHAUN PATRICK	\$46,442.83	\$10,534.36
DRAHEIM KELLYANN	\$0.00	\$3,730.00
DRINKWATER KAREN M	\$181.50	\$0.00
DRINKWATER LINDSAY C	\$312.00	\$0.00
DRISCOLL ELIZABETH A.	\$22,513.60	\$4,974.89
DRISCOLL KERI E	\$60,546.72	\$42.28
DUBOIS TRACEY M	\$61,933.56	\$76.44
DUNPHY JAMES P	\$3,403.42	\$0.00
DURFEE JAMES J.	\$0.00	\$1,657.50
DURO ELLEN M	\$20,615.00	\$2,737.50
DUSTIN JEFFREY T	\$39,388.74	\$2,395.28
DYER LAUREN C.	\$3,016.48	\$0.00
DYER PHYLLIS	\$20,452.13	\$0.00
DiPIETRO ARIELLE A.	\$75.00	\$0.00
EARLE CHRISTINE	\$960.00	\$0.00
EARLE JOHN W	\$60,247.28	\$22,973.11
EARNER ASHLEY E.	\$14,580.00	\$0.00
ECONOMOS PAUL M	\$68,629.95	\$3,638.05
EDGAR JOAN E	\$65,991.62	\$2,734.38
EDGAR PATRICIA A	\$1,312.50	\$0.00
EDGAR ROBERT J	\$0.00	\$20,550.25
EDGERLY JAMIE M	\$12,034.25	\$0.00
EGAN CHARLES E	\$116,995.00	\$0.00
EGAN SUSAN E	\$87,198.54	\$5,351.12
ELICH KATHLEEN A.	\$88,254.30	\$0.00
ELKHILL CONNOR S.	\$1,014.80	\$0.00
EMERY KATHLEEN M.	\$0.00	\$11,912.16
EMERY LLOYD F	\$698.40	\$0.00
ENNIS KERRY L.	\$85,282.45	\$340.55
ENNIS SCOTT L.	\$5,964.09	\$0.00
ENNIS STEVEN	\$40,245.86	\$0.00
ESPOSITO GENNARINA	\$3,840.00	\$0.00
FAHEY ELIZABETH K	\$75,960.55	\$771.73
FARIA GEORGE J.	\$68,629.95	\$2,400.69
FARLEY JR ROBERT J	\$46,303.73	\$6,948.46
FAY CHRISTINE	\$79,459.72	\$645.56
FEENEY LISA M.	\$31,999.06	\$2,840.00
FENNESSEY THOMAS V.	\$10,791.58	\$0.00
FERGUSON CYNTHIA L.	\$86,947.66	\$347.34
FERGUSON PAMELA	\$10,052.87	\$0.00
FERRARO NANCY E.	\$27,910.78	\$0.00
FERRY ANTHONY	\$76,610.25	\$8,411.94
FILE MICHAEL M.	\$50,479.29	\$1,452.71
FINNELL A. FRANCIS	\$38,150.00	\$1,350.00

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
FISHER BRIAN M.	\$0.00	\$7,343.00
FISKE LEE E. M.	\$132.44	\$0.00
FITZGERALD DANIEL M	\$5,844.98	\$66.35
FLAHERTY JESSICA ROSE	\$75,960.55	\$303.45
FLOOD ADAM N	\$31,499.67	\$5,778.90
FLYNN CLAIRE M.	\$284.77	\$0.00
FLYNN TIMOTHY	\$47,501.96	\$2,607.02
FOGG JR JOHN	\$0.00	\$8,076.00
FONTES JOHN	\$3,553.25	\$81.00
FOSS JENNIFER M.	\$53,030.70	\$0.00
FRASER KELLY A	\$24,818.78	\$0.00
FRASER ROBYN L	\$8,131.23	\$0.00
FRATTASIO JONATHAN	\$0.00	\$4,088.75
FRATUS DONNA J	\$71,600.05	\$285.95
FREELAND DAWN R.	\$55,093.73	\$3,719.77
FREEMAN FREDERICK J.	\$66,414.58	\$32,546.85
FULLERTON WILLIAM R.	\$14,099.85	\$5,660.00
FUNDER NANCY C.	\$39,988.05	\$1,116.73
GALLAGHER CHRISTOPHER J	\$6,102.15	\$0.00
GALLAGHER JAMES F.	\$78,573.84	\$30,061.92
GALLAGHER JANINE C	\$0.00	\$650.00
GALLAGHER KATHRYN M	\$42,355.52	\$173.33
GALLAGHER MARIANNE	\$41,734.84	\$0.00
GALLAGHER MAURA V	\$396.00	\$0.00
GALLAGHER PETER R	\$38,186.50	\$1,542.75
GALLIGAN HUGH T	\$95,192.30	\$1,425.00
GALLINARO BARBARA L	\$17,699.70	\$11,782.69
GALLIVAN PATRICK J	\$33,277.17	\$222.98
GALOTTI ANN MARIE	\$88,871.89	\$2,236.53
GARDNER JAIMEE R.	\$11,662.50	\$2,587.50
GARLAND SUSAN S.	\$3,675.00	\$0.00
GATELY ALLYSON M	\$65,394.28	\$610.00
GAULRAPP MARK C.	\$10,122.10	\$0.00
GEORGE DEBORAH	\$5,600.00	\$0.00
GERRISH MATTHEW M	\$11,597.33	\$0.00
GERRY-MITCHELL JANICE M.	\$8,525.60	\$0.00
GHOSTLAW NORA E	\$1,409.30	\$0.00
GILARDI GARY L	\$385.72	\$0.00
GILL DEBORAH M.	\$87,591.00	\$1,430.50
GILLESPIE JANET M.	\$20,947.50	\$292.50
GILMARTIN BEVERLY A.	\$2,596.75	\$0.00
GIROUX JOAN	\$12,590.04	\$193.88
GISER SHEILA H	\$0.00	\$2,511.25
GOFF ELAINE	\$0.00	\$11,442.48
GOKEY SHAWN J.	\$55,876.79	\$10,396.80
GOLDEN ELIZABETH	\$5,860.63	\$30.00

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
GOLDSTEIN JOANNE T.	\$86,947.66	\$347.34
GOLDTHWAIT NANCY J.	\$10,420.76	\$0.00
GOLEMME BRIAN J.	\$35,779.01	\$2,472.70
GOODWIN LYNNE A.	\$39,606.55	\$0.00
GORDON ANNE M.	\$61,821.00	\$35.00
GOSELIN KATELYN J.	\$1,040.00	\$0.00
GRABOWSKI RACHEL A.	\$38,335.06	\$96.40
GRADY JAMES P	\$44,725.60	\$7,143.23
GRANT MAUREEN P	\$973.75	\$625.00
GRAVES HELEN F.	\$240.35	\$0.00
GRAY BRYAN F	\$1,297.91	\$0.00
GRAY DOROTHEA W	\$79,459.72	\$427.28
GREEN LISA MARIE	\$75,960.55	\$412.59
GREEN NANCY	\$52,315.60	\$313.40
GREENE SEANA T	\$73,742.94	\$116.06
HADDAD GENIVIEVE F	\$6,045.00	\$0.00
HADFIELD KRISTINE M	\$900.38	\$540.21
H Aidul MATTHEW J.	\$10,899.72	\$0.00
HAJJAR MICHAELA M	\$957.01	\$0.00
HALL MARIE L	\$32,575.00	\$3,900.00
HALL ROBBIN L.	\$58,621.05	\$0.00
HALLORAN MEGAN E.	\$59,122.49	\$609.01
HAMPTON JAYLA C.	\$20,306.25	\$76.00
HANNIGAN NICHOLAS J.	\$60,544.12	\$7,010.77
HANRATTY MICHEL C.	\$7,552.50	\$0.00
HANSEN DANA E	\$66,531.53	\$18,134.35
HANSEN ELIZABETH A.	\$650.00	\$0.00
HANSEN LINDY A.	\$75,960.55	\$448.97
HANSEN PETER C.	\$0.00	\$23,604.75
HANSON KATHERINE M	\$12,083.50	\$0.00
HARDER-BERNIER CATHERINE G	\$5,339.65	\$0.00
HARPER ALEXANDER J.	\$1,042.43	\$0.00
HARRINGTON AMANDA G.	\$420.00	\$0.00
HARRINGTON JULIE D.	\$4,787.50	\$0.00
HARRIS NICOLE M.	\$11,667.54	\$0.00
HARRISON JAMES T.	\$1,195.40	\$0.00
HARRISON PETER J.	\$0.00	\$3,522.00
HARTNEY MARILYN	\$89,682.06	\$443.94
HAYES THOMAS F.	\$59.16	\$0.00
HAYES THOMAS W	\$27,830.56	\$13,535.87
HEALY HEATHER C.	\$71,600.05	\$1,335.95
HEAVERN DENISE R.	\$86,947.66	\$347.34
HEFFRON CASSANDRA F	\$0.00	\$3,400.00
HEGARTY STEPHEN M	\$62,778.67	\$3,539.61
HENDERSON RONALD K.	\$29,633.01	\$101.17
HENDERSON STEVEN J	\$54,071.02	\$1,680.76

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
HERBERT MARY F.	\$63,942.44	\$336.56
HERRMANN STEVEN D.	\$59,187.01	\$16,872.57
HEYWOOD JR ROBERT P.	\$0.00	\$962.50
HICKEY HELENMARIE	\$1,650.00	\$0.00
HIGGINBOTTOM AMANDA L	\$5,274.00	\$0.00
HINES RACHEL S	\$61,933.56	\$294.72
HOADLEY DONNA	\$111.87	\$0.00
HOADLEY MICHAEL	\$2,906.00	\$67.50
HOADLEY RYAN P	\$2,606.00	\$1,407.50
HOFFMAN JESSICA L.	\$1,286.81	\$0.00
HOFFMAN MARGARET R.	\$53,794.69	\$381.00
HOGAN MELISSA A	\$150.00	\$1,725.00
HOGAN SUSAN M	\$33,415.05	\$0.00
HOGAN THOMAS J.	\$87,591.00	\$550.00
HOLMES ANDREA J.	\$4,450.00	\$0.00
HOOK JASON T	\$43,619.52	\$5,546.38
HOOK ROBERT C.	\$43,655.29	\$17,629.90
HOPKINS JOHN E.	\$89,767.39	\$2,471.63
HORN ALYSSA M	\$1,357.71	\$0.00
HORNE GEORGE H.	\$46,956.17	\$5,662.13
HORTON ALICIA M.	\$2,387.50	\$0.00
HORTON CHRISTOPHER M	\$5,772.00	\$0.00
HORTON DEIRDRE M	\$1,863.35	\$0.00
HORTON SIOBHAN M.	\$7,046.87	\$0.00
HOWES JR THOMAS J	\$7,316.50	\$0.00
HRENKO CHRISTINE M	\$56,012.51	\$115.29
HUGHES ANNA D	\$82,084.50	\$526.92
HURLEY ANDREA A	\$69,442.62	\$9,187.16
HURLEY JAMES W.	\$8,546.25	\$0.00
HUTCHISON SCOTT T.	\$68,629.95	\$419.57
HYNES DONNA M.	\$7,172.16	\$265.20
HYPPOLITE STEVE	\$13,689.25	\$0.00
INGLIS ROBERT E.	\$64,826.92	\$18,780.73
IRELAND MICHELLE E.	\$67,697.63	\$1,062.37
ITZ BARBARA	\$122.05	\$0.00
JACKMAN DEBORAH J.	\$3,173.35	\$4,629.17
JAKUB DAVID	\$320.00	\$5,388.00
JANKINS MARGARET M	\$5,095.63	\$0.00
JANSON DONALD G.	\$47,689.94	\$12,304.22
JOHNSON ERIC R.	\$64,491.35	\$31,118.76
JOHNSON KAREN ANN	\$71,449.61	\$285.39
JOHNSON MARY ANN	\$85,282.45	\$340.55
JOHNSON MICHELLE	\$38,549.35	\$749.70
JOHNSON PHYLLIS A.	\$11,095.25	\$0.00
JONES COLLEEN S	\$57,423.42	\$86.70
JONES ERIN J.	\$132.44	\$0.00

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
JONES MICHAEL S.	\$0.00	\$11,141.00
JORDAN KELLY-ANN	\$54,876.43	\$485.03
JOY JILL A.	\$75,960.55	\$303.45
JUDGE ANNE C	\$25,212.21	\$1,122.33
JUDGE KATHERINE E.	\$4,240.00	\$0.00
KACAMBURAS KELLY A	\$3,552.89	\$65.89
KACZOWKA ANNA M	\$427.14	\$0.00
KANE TIMOTHY A.	\$73,459.41	\$32,260.23
KATAPODIS GREGORY M.	\$1,888.50	\$0.00
KATSILIERIS THERESA A.	\$79,459.72	\$645.56
KAY ALEXIS L	\$15,284.25	\$6,433.75
KEARNS KERRI A.	\$75,960.55	\$303.45
KEATING KATHRYN S.	\$63,942.44	\$336.56
KEATING RACHEL M.	\$0.00	\$4,562.00
KEEFE JOANNE M.	\$27,568.54	\$0.00
KEENAN JOHN J	\$0.00	\$16,563.00
KELLEHER CHRISTINE M E	\$50,994.84	\$937.16
KELLEHER MAUREEN A.	\$11,351.20	\$0.00
KELLEY JULIANNE P	\$672.13	\$0.00
KELLEY KARLA J.	\$68.67	\$0.00
KELLY JUDITH A	\$38,145.30	\$0.00
KELLY REBECCA M	\$68,902.62	\$9.38
KELSER SARAH C	\$61,132.40	\$3,069.60
KENDRICK SCOTT B.	\$67,090.91	\$4,250.36
KENNEDY KRISTEN P	\$1,165.18	\$0.00
KENNEY CAROLYN M.	\$52,554.41	\$358.89
KENNEY KARA M	\$38,379.00	\$3,686.50
KENNEY ROBERT D.	\$73,486.54	\$46,518.75
KETCHEN PAUL R	\$56,632.71	\$5,972.43
KIMBALL ELEANOR M	\$442.41	\$0.00
KINASEWICH PATRICIA L.	\$85,923.72	\$343.28
KING BRIAN G	\$0.00	\$9,127.00
KINNEY DEBORAH M.	\$29,659.20	\$0.00
KINSMAN SCOTT A	\$43,621.36	\$9,596.23
KIRBY JANET	\$4,140.00	\$0.00
KIRKLAND NICOLE E.	\$4,732.75	\$0.00
KIRLEY TIMOTHY J.	\$64,364.44	\$36,874.73
KLING JEANNE	\$72,473.55	\$289.45
KMITO GINA M	\$772.50	\$0.00
KOCH BRYANA D.	\$1,508.98	\$0.00
KOCH MARY K	\$2,010.00	\$0.00
KODZIS PAUL J.	\$60.00	\$0.00
KOSAK LYNNE A	\$5,625.00	\$0.00
KOSAK MEGHAN M	\$1,254.57	\$0.00
KOST JANEL E	\$69,598.96	\$94.50
KRALL CAROL A	\$61,080.96	\$244.04

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
KRIEG JOHN M.	\$51,789.06	\$303.44
KUSTKA SUSAN E	\$94,761.00	\$0.00
L'ITALIEN KIMBERLY A.	\$1,822.86	\$0.00
L'ITALIEN PATRICIA	\$2,123.77	\$11,912.16
LAFOND SARAH D.	\$86,747.00	\$343.28
LAFRENIERE LANCE A.	\$23,306.10	\$1,553.10
LAILER WILLIAM F.	\$16,899.92	\$1,138.44
LAIVO JR WILLIAM E	\$26,761.95	\$524.11
LANCASTER INGRID A.	\$3,514.91	\$0.00
LANCASTER MARK E.	\$86,865.06	\$429.94
LANDRY SUZANNE T	\$1,072.50	\$3,125.00
LANE ANNA K	\$22,912.52	\$0.00
LANE BRIAN H	\$41,464.94	\$6,721.22
LANE MATTHEW B	\$1,707.55	\$0.00
LANGTON TERENCE W.	\$88,871.89	\$2,592.11
LAROSE CAROL L.	\$736.13	\$0.00
LARUE ALBERT J.	\$45,795.47	\$15,335.70
LAVANGIE TODD M	\$50,137.25	\$5,788.93
LAWRENCE KELLY A	\$69,301.15	\$21.90
LEACH HOLLY ANNE	\$23,250.00	\$35,483.58
LEE ABIGALE B	\$2,142.65	\$0.00
LEE ANN F	\$46,465.65	\$392.70
LEE COURTNEY A.	\$68.67	\$0.00
LEE NANCY-SUE	\$49.05	\$0.00
LEE SUSAN-JAYNE	\$53.96	\$0.00
LEETCH DONNA C	\$386.47	\$0.00
LEHANE ELLEN L.	\$8,303.64	\$128.82
LEIGH KIMBERLY A	\$17,264.61	\$0.00
LEONARD MARY E	\$38,177.80	\$0.00
LEONE STACEY B	\$3,868.75	\$0.00
LEONIDO JANICE D	\$67,405.50	\$265.16
LESLIE MARK R	\$43,621.26	\$9,134.81
LESLIE JR. ROGER A.	\$1,880.00	\$57.50
LESTER NANCY G.	\$13,230.00	\$0.00
LIBBY JEANNETTE L.	\$71,295.56	\$412.44
LINCOLN GAIL M.	\$14,280.00	\$1,053.00
LINCOLN MATTHEW J.	\$30,718.92	\$5,955.00
LINDSAY TINA M.	\$3,232.17	\$0.00
LINDSEY DUSTIN E.	\$17,958.22	\$0.00
LINGLEY-GOKEY KRISTEN	\$42,401.75	\$0.00
LOHAN MARYANNE	\$17,145.78	\$0.00
LORD RICHARD A	\$16,859.76	\$34.62
LOSORDO PATRICIA S.	\$68,629.95	\$274.05
LOVELL STEPHEN J	\$75,960.55	\$303.45
LOWRY-NEE GAYLE F	\$35,726.46	\$582.26
LUCCARELLI BETH C	\$73,742.94	\$116.06

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
LUNDIN KURT A.	\$935.00	\$0.00
LYNCH AMY C.	\$24,813.44	\$1,485.00
MAC INTYRE ELIZABETH	\$19,847.50	\$1,620.00
MAC VICAR-WELCH CHRISTINA L	\$21,166.00	\$0.00
MACCINI STEPHEN A	\$1,889.75	\$297.00
MACDOUGALL ELISABETH J.	\$335.00	\$0.00
MACFARLANE PATRICK G	\$0.00	\$2,255.00
MACFARLANE SANDRA D.	\$41,125.21	\$818.59
MACKENZIE SEAN R.	\$48,801.52	\$13,827.05
MACLEAN ABIGAIL J.	\$21,346.32	\$0.00
MACLEAN CURT	\$83,200.46	\$2,899.83
MACMACKIN WILLIAM J	\$43,652.51	\$14,878.96
MACMASTER MAUREEN K.	\$367.50	\$0.00
MACNEILL MARY A.	\$75,960.55	\$303.45
MAHONEY ANDREW B	\$61,933.56	\$294.72
MAHONEY MICHAEL F	\$42,038.40	\$8,730.08
MALLEY SANDRA M.	\$3,459.08	\$0.00
MALLOCH KRISTIN L.	\$66,856.01	\$10,108.54
MALONE JAMES M	\$7,830.34	\$87.29
MANCILLAS RISA M	\$102,433.00	\$0.00
MANCUSO RICHARD	\$43,619.52	\$6,581.41
MARDEN JULIE M.	\$18,522.10	\$0.00
MARINO ANTHONY L	\$101,392.53	\$0.00
MARQUIS MAUREEN E.	\$660.00	\$0.00
MARTIN DIANE R.	\$28,102.11	\$0.00
MARTUCCI MARIE L.	\$6,976.73	\$5,372.07
MATCHAK PETER	\$10,124.10	\$0.00
MATHESON MIKAYLA P.	\$2,731.63	\$0.00
MATTES CAROL M	\$579.70	\$0.00
MATTES RICHARD J	\$579.70	\$0.00
MAURER JOSEPHINE M	\$6,803.37	\$0.00
MAYOTT MICHAEL J	\$43,620.95	\$8,210.52
MCCABE KAREN M	\$14,380.00	\$0.00
MCCARTHY MAUREEN A	\$15,073.61	\$0.00
MCCUSKER TINA C.	\$72,755.83	\$6,056.45
MCDERMOTT JESSICA A.	\$41,177.65	\$164.35
MCDONNELL ADRIENNE C	\$59,250.26	\$295.12
MCDONOUGH JOANNE	\$68,323.49	\$32,472.95
MCDONOUGH JOHN K.	\$9,520.99	\$0.00
MCDONOUGH KAREN L.	\$18,088.38	\$0.00
MCDONOUGH VALERIE A.	\$87,591.00	\$350.00
MCEVOY-DUANE MARGARET M.	\$20,856.00	\$0.00
MCGARRY MATTHEW J	\$48,354.70	\$909.30
MCGINNIS CAROL A.	\$86,947.66	\$347.34
MCGRATH MELISSA E.	\$67,709.67	\$50.33
MCHENRY-COSTELLO KATHERINE L.	\$75,960.55	\$521.73

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
MCKEEVER MICHAEL	\$69,735.12	\$36,177.16
MCKENNA LORI J.	\$85,282.45	\$440.55
MCKENNA LORI ANN	\$75,960.55	\$303.45
MCLAUGHLIN ARTHUR C	\$46,227.07	\$4,343.10
MCLEOD MAURA A	\$3,921.25	\$0.00
MCMAHON PAULA M.	\$54,903.76	\$219.24
MCNAMARA ANDREA G	\$65,394.28	\$491.72
MCNAMARA DONNA M.	\$13,143.44	\$124.43
MCNAMARA JAMES M	\$975.00	\$0.00
MCNAMARA STEPHEN D.	\$56,139.74	\$27,254.39
MCNEIL ASHLEY E	\$49,499.71	\$6,569.79
MCNULTY CATHERINE H.	\$25,596.28	\$0.00
MCVEY JOAN	\$24,818.28	\$0.00
MCVINNEY NANCY	\$49,787.84	\$810.24
MERRICK CHRISANN	\$77,044.91	\$307.23
MERRITT NEAL	\$21,250.06	\$0.00
MERZBACHER THOMAS P.	\$87,507.63	\$433.37
MESSINA NICOLE L.	\$38,823.09	\$414.59
MESSINA JR JOSEPH	\$0.00	\$5,388.00
METIVIER BRIAN R.	\$94,223.82	\$0.00
METIVIER JAMES E.	\$17,531.27	\$19,899.97
MILLER RALPH	\$6,595.00	\$0.00
MILLS WENDY L	\$50,658.86	\$8,979.52
MISK KIM	\$27,947.90	\$0.00
MITCHELL DENNIS A.	\$1,425.00	\$0.00
MITCHELL JULIA Y.	\$13,216.84	\$0.00
MITTON ROBYN A	\$51,746.49	\$792.22
MOAR STEPHEN	\$68,104.16	\$41,282.22
MOHN DOROTHY L	\$37,076.31	\$2,741.86
MOLLOY MARK D.	\$87,591.00	\$350.00
MOLLOY SUZANNE	\$51,169.59	\$204.41
MOLYNEAUX LESLIE J.	\$132.22	\$0.00
MONAHAN CHRISTA M.	\$76,602.89	\$306.11
MONAHAN GINA M	\$0.00	\$625.00
MONTEITH ANDREA	\$31,920.00	\$0.00
MONTILIO BENJAMIN J	\$1,556.50	\$200.00
MONTILIO MARK J.	\$2,366.00	\$57.50
MOORE JOHN R	\$45,585.73	\$10,194.70
MOORE NANCY M.	\$90,793.33	\$362.67
MOORE SCOTT A.	\$40,217.52	\$3,222.22
MORAN KERRI A	\$61,821.00	\$3,762.50
MORRIS FRED A	\$4,850.00	\$0.00
MORRIS JOHN F.	\$430.23	\$0.00
MORRISON KERI A.	\$76,794.03	\$2,012.59
MORRISSEY SUSAN E.	\$1,245.00	\$0.00
MOUSSALLI ANTHONY E	\$14,342.41	\$0.00

TREASURER'S COMPENSATION REPORT

EMPLOYEE	COLUMN 1	COLUMN 2
MULLEN BARBARA A.	\$20,140.26	\$0.00
MULLEN LISA A.	\$75,960.55	\$2,953.45
MULLIGAN BRENDAN J	\$0.00	\$3,522.00
MULLIGAN JUDITH A.	\$26,133.71	\$0.00
MURNEY LYNNE M.	\$12,272.70	\$0.00
MURPHY JOSEPH M	\$7,882.02	\$128.19
MURPHY MIKAYLA J.	\$470.53	\$0.00
MURPHY SEAN C.	\$242.25	\$0.00
MURPHY STEPHANIE L	\$75,960.55	\$478.45
MURPHY STEPHEN P	\$3,854.00	\$621.46
MURRAY JENNIFER S.	\$802.50	\$0.00
MURRAY KATHLEEN M	\$29.43	\$0.00
MURRAY MICHELLE L	\$3,606.09	\$0.00
MURRAY ROBERT F	\$91,885.80	\$0.00
MURRAY VICKI L	\$482.63	\$0.00
NAMEIKA RACHEL C.	\$76,602.89	\$306.11
NASH KRISTINE E	\$93,921.51	\$500.00
NAYLOR COOPER R	\$78,656.30	\$453.67
NEAL BETSEY L.	\$2,648.05	\$19,920.01
NEE THOMAS D	\$84,099.22	\$399.85
NELSON GARTH R	\$0.00	\$5,388.00
NELSON MIKAELA	\$1,750.00	\$240.00
NESTI PATRICIA A.	\$40,498.65	\$5,446.92
NEVINS MARY FRANCES	\$17,343.52	\$0.00
NEWBITT DAVID A.	\$0.00	\$3,522.00
NEWTON PATRICK W	\$60,626.72	\$2,130.70
NICHOLS LINDA K	\$8,379.50	\$0.00
NICOLL DEBRA A.	\$86,747.00	\$343.28
NIHAN GREGORY K.	\$94,188.78	\$205.00
NIHAN KEVIN P	\$1,144.00	\$0.00
NIMESKERN JOHN C.	\$2,523.90	\$0.00
NIXON SALLY M	\$51,899.73	\$6,959.77
NORRIS VALERIE A.	\$6,351.65	\$0.00
NOTARANGELO KIM M.	\$225.64	\$0.00
NUNNALLY DAWN N	\$42,517.53	\$199.26
O'BRIEN CHRISTOPHER M.	\$16,990.61	\$1,988.63
O'BRIEN CLAUDIA J	\$66,734.67	\$369.33
O'BRIEN KATHERINE C.	\$9,660.00	\$0.00
O'BRIEN KATHLEEN M.	\$45,100.20	\$4,473.22
O'BRIEN STEPHANIE M.	\$3,537.50	\$0.00
O'BRIEN THOMAS J	\$40,099.85	\$1,526.39
O'CONNELL JOHN M.	\$2,431.50	\$880.00
O'CONNOR JOANNE F.	\$37,887.70	\$1,356.89
O'CONNOR MICHAEL J.	\$896.23	\$0.00
O'CONNOR WILLIAM M	\$48,610.10	\$5,607.56
O'DONNELL HEIDI A	\$990.00	\$0.00

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
O'DONNELL MICHAEL J	\$0.00	\$5,181.00
O'HARA JANE	\$270.56	\$0.00
O'KANE PATRICIA A	\$38,841.14	\$0.00
O'LEARY DEBORAH J.	\$3,627.00	\$0.00
O'MALLEY LAURA E	\$1,268.02	\$0.00
O'REILLY NANCY C.	\$53,952.72	\$0.00
O'ROURKE ROBERT S	\$6,984.66	\$0.00
O'SHEA JENNIFER D	\$79,544.55	\$303.45
O'SHEA LEEANNE V	\$1,182.58	\$0.00
O'SULLIVAN CHRISTINE A	\$15,149.77	\$0.00
OLIVEIRA MELANIE P	\$1,889.20	\$0.00
OLIVER KAREN L.	\$43,656.95	\$52.56
OLSON JOHN L	\$50,386.83	\$13,407.48
OLSON ROSINA C.	\$48,619.60	\$1,364.73
OPIE ELAINE BONNY	\$87,591.00	\$350.00
ORLANDO KATELYN	\$8,175.00	\$0.00
OWENS JOHN	\$68,881.65	\$26,224.81
OWENS JR JOHN J.	\$63,731.85	\$14,490.24
PACELLA JOSEPH T.	\$56,327.90	\$32,105.15
PACHECO DONNA L	\$22,192.00	\$2,128.00
PALANA JAMES A.	\$9,509.50	\$0.00
PALMER MAUREEN R	\$2,505.00	\$0.00
PALMUCCI ALISON A.	\$42,919.46	\$800.04
PAQUETTE MATTHEW J	\$91,496.60	\$0.00
PARFUMORSE BARRY J	\$54,688.25	\$14,594.85
PARNELL KRISTIN M.	\$86,538.50	\$0.00
PARRY AMANDA R	\$275.00	\$0.00
PATCH MICHAEL A.	\$75,960.55	\$4,974.59
PATTISON ANDREA M	\$59,157.28	\$3,071.00
PAYNE JUNE M	\$442.40	\$0.00
PEARSON JANNELL D	\$83,076.92	\$0.00
PELRINE MATTHEW M	\$7,072.66	\$194.03
PEREIRA KAREN	\$4,980.84	\$0.00
PEREIRA STACEY L.	\$75,960.55	\$303.45
PERRY KEVIN D.	\$75,960.55	\$5,010.97
PERVANE PATRICIA A	\$17,422.19	\$0.00
PETERS PATRICIA A.	\$75,960.55	\$303.45
PETERSON JR. GERALD C.	\$29,711.46	\$0.00
PETIT JENNIFER P	\$46,851.57	\$9,155.30
PETROWSKI LYNN A	\$83,461.54	\$0.00
PHELAN JULIE	\$88,871.89	\$2,423.11
PHIFER KAREN P.	\$122.63	\$0.00
PHIFER ROSS S	\$7,974.15	\$0.00
PIANTEDOSI ERIN L.	\$51,153.70	\$0.00
PICARDI HEATHER M.	\$3,640.00	\$0.00
PICARDI VINCENT F.	\$85,282.45	\$340.55

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
PIEKUT FRANCIS M.	\$534.66	\$0.00
PLUMMER MADISON E	\$151.03	\$0.00
POLANSKY ELIZABETH A.	\$87,591.00	\$960.28
POLLOCK MICHAEL S.	\$56,237.40	\$11,387.73
POOLE BRENDAN S	\$1,889.20	\$0.00
POWERS JACQUELYN L	\$5,291.76	\$78.30
POWERS MARGARET E.	\$21,142.59	\$1,528.17
PRANDATO GINA M.	\$26,076.89	\$115.32
PRATT CHRISTOPHER G	\$10,708.73	\$1,683.71
PRICE LINDA R.	\$86,948.02	\$347.32
PRIESTLEY CHRISTIAN J	\$32,826.42	\$443.15
PRIVE ALISON M.	\$435.00	\$0.00
PULEIO ERIN C.	\$63.38	\$0.00
PURDY MICHAEL J	\$46,841.17	\$9,765.12
QUILTY LISA ANN	\$26,584.34	\$0.00
QUINN DOROTHY	\$96.62	\$0.00
RAAB THOMAS R	\$122,024.00	\$0.00
RAPALJE JOANNA R.	\$71,600.05	\$395.09
RAY JEFFREY T	\$0.00	\$4,765.00
RAY SHEILA G	\$67,709.67	\$50.33
READ PAULA C.	\$21,314.11	\$600.00
REED JUSTIN B	\$64,304.64	\$26,015.24
REIBER EUGENE J.	\$75,960.55	\$303.45
REID SUSAN E	\$1,625.00	\$0.00
REILLY JOANNE M.	\$69,959.56	\$4,848.19
REILLY KATELYN M	\$0.00	\$1,925.00
REPLOGLE NANCY L.	\$88,871.89	\$355.11
RICCIARDI ZACHARY R	\$1,886.95	\$0.00
RICE MARK W.	\$679.27	\$0.00
RICH DEBORAH K.	\$42,967.94	\$0.00
RICHARDS DEREK W.	\$72,914.79	\$31,404.56
RICHARDS WAYNE M.	\$0.00	\$6,303.75
RICHARDSON CHRISTINA M	\$77,904.33	\$453.67
RICHARDSON KIMBERLY G	\$61,915.29	\$1,600.96
RICHARDSON STEPHEN T.	\$793.27	\$0.00
RIZZO KATELYN K.	\$18,273.75	\$112.51
ROCHE MICHAEL P.	\$0.00	\$4,765.00
RODDAY BRYAN P	\$22,784.25	\$3,661.52
RODDAY CAROL A.	\$43,992.99	\$52.56
RODDAY STEVEN J	\$60,703.29	\$5,401.79
RODICK BRIAN T	\$1,929.25	\$69.00
ROGERS ERIKA I.	\$825.00	\$0.00
ROLLINS HOWARD E.	\$88.74	\$8,064.50
ROLLINS STEPHEN S.	\$29,746.68	\$44,489.00
RONCHETTI JR DONALD R	\$69,959.56	\$279.44
ROONEY WILLIAM J	\$1,853.31	\$0.00

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
ROWE LINDA A.	\$3,090.00	\$0.00
ROY JAMES RICHARD	\$57,971.91	\$12,653.95
RUSSELL COLLEEN M.	\$86,947.66	\$1,215.34
RUSSELL ELIZABETH R.	\$675.00	\$0.00
RUSSELL EMILY J.	\$49,841.69	\$734.44
RUSSO KELLY A.	\$48,064.94	\$1,687.12
RYAN MARY E	\$335.82	\$0.00
RYAN NANCY M.	\$88,871.89	\$355.11
RYAN PAMELA M.	\$375.00	\$0.00
RYAN THOMAS J.	\$86,947.66	\$347.34
RYERSON STEPHEN T.	\$48,466.40	\$6,538.54
SADEK DANIEL J.	\$1,199.51	\$0.00
SAGE NANCY E.	\$137.30	\$0.00
SALVUCCI JOSEPH	\$2,278.50	\$69.00
SALVUCCI RICHARD P.	\$64,491.34	\$41,576.27
SALVUCCI JR DANIEL	\$83,446.98	\$51,032.90
SANCES MICHAEL J.	\$0.00	\$3,315.00
SANFORD CYNTHIA C.	\$55.94	\$0.00
SARGENT JOHN K	\$203.41	\$0.00
SARGENT MAUREEN A.	\$23,650.29	\$700.00
SAYA MICHAEL A	\$1,650.00	\$0.00
SCARPELLI MATTHEW B.	\$608.45	\$0.00
SCHELL DENISE E	\$23,558.10	\$0.00
SCHNEIDER JUDITH A.	\$240.00	\$5,388.00
SCHNIDER MATTHEW D.	\$0.00	\$4,595.00
SCHREIBER ANDREW J	\$67,942.88	\$332.62
SCHUMACHER JOHN S.	\$71,449.61	\$3,890.39
SCHWEMIN MELISSA A	\$11,479.00	\$0.00
SCOTT SUSAN M	\$7,473.75	\$0.00
SCRIBI DAYNA L.	\$85,282.45	\$2,215.55
SCRIBNER ANNE W	\$5,615.00	\$0.00
SEGALLA BRITTANY A.	\$7,305.80	\$0.00
SHANAHAN GEORGE B	\$26,406.62	\$860.68
SHANNON KATHRYN M.	\$2,924.00	\$0.00
SHEA MARIE A.	\$18,550.00	\$0.00
SHEA MAUREEN A.	\$67,604.93	\$270.07
SHEA ROBERT C	\$49,312.61	\$0.00
SHEDD SUSAN E	\$75,960.55	\$303.45
SHELLEY AMY L	\$10,960.49	\$243.18
SHOREY PHILIP E.	\$371.21	\$0.00
SHORT KEVIN R.	\$50,962.87	\$20,899.15
SIEGEL PETER A	\$40,236.40	\$1,293.85
SIGSBY AVA T.	\$71,600.05	\$285.95
SIMMONS NIKKI	\$80,497.51	\$210.49
SIMSHAUSER ERIKA C	\$3,942.00	\$0.00
SINNOTT MICHELLE A.	\$21,071.89	\$0.00

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
SMITH COLLEEN C	\$47,252.00	\$6,787.63
SMITH DAVID A.	\$43,419.88	\$12,654.35
SMITH JAMES E.	\$77,276.00	\$51,425.79
SMITH JANINE T.	\$48,230.69	\$0.00
SMITH PATRICIA H	\$5,000.00	\$3,750.00
SMITH SCOTT O.	\$47,922.78	\$16,483.61
SOLDANO NICOLE J	\$1,425.60	\$0.00
SOUSA JOHN H	\$48,375.00	\$100.00
SOUZA ADAM M	\$5,478.75	\$0.00
ST. JOHN ROGERS SUSAN G.	\$6,536.32	\$558.18
ST.AUBIN ANN M.	\$17,880.29	\$772.67
STAMFORD ROSS W.	\$180.00	\$0.00
STAMPER MARTHA W.	\$86,947.66	\$565.62
STEELE LAUREN N.	\$1,377.83	\$0.00
STEFANI CHRISTINE M	\$4,748.08	\$0.00
STEVENS CHELSEA A.	\$2,317.68	\$0.00
STEWART DEBORAH	\$5,284.13	\$1,453.10
STEWART ROBERT W.	\$5,505.00	\$397.50
STONE BARBARA J.	\$89,921.50	\$1,338.40
STORELLA-MULLIN JOHN J	\$77,904.33	\$1,253.67
SULLIVAN DARLEEN L	\$47,995.43	\$3,616.04
SULLIVAN DAVID R.	\$90,707.02	\$448.98
SULLIVAN MICHELLE R	\$75,960.56	\$303.44
SVOBODA JANE M	\$37,257.61	\$216.20
SWEENEY ANDREA L.	\$25,025.88	\$0.00
SWEENEY KATHERINE D	\$183.06	\$0.00
SWEENEY JR WALTER	\$129,903.59	\$0.00
SWIFT RICHARD C.	\$0.00	\$738.00
SYLVESTER JONATHAN B.	\$1,080.00	\$0.00
SYLVIA JAMES A.	\$8,475.00	\$4,143.00
TALBOT ANDREW D.	\$750.00	\$0.00
TARKANIAN LEANNE R	\$51,939.73	\$3,866.77
TATRO MICHELLE A	\$75,960.55	\$303.45
TAVARES CHERYL A.	\$75,960.55	\$303.45
TEETSSELL ROBERT I.	\$2,075.44	\$75.20
TERENZI MATTHEW P.	\$569.50	\$51.00
TESSITORE AMY M.	\$24,850.00	\$0.00
THEMISTOCLES ROBERTA A.	\$27,102.18	\$0.00
TERRIEN JANE C.	\$89,767.40	\$683.60
THIBEAULT GRETCHEN	\$838.51	\$0.00
THISTLE SUSAN J.	\$1,560.00	\$0.00
THOMPSON JACQUELYN M.	\$4,700.00	\$0.00
THOMPSON KIMBERLY A.	\$13,337.66	\$0.00
THOMPSON SHANNON E.	\$39,732.00	\$4,420.75
THOMSON DOUGLAS T	\$200.00	\$0.00
THORNELL JULIENNE R	\$86,947.66	\$1,375.34

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
THORNTON ANNE	\$15,457.50	\$0.00
THORNTON BRONWEN L	\$68,629.95	\$3,274.05
THORP MICHAEL J	\$16,592.60	\$0.00
TIERNEY KAREN F	\$447.44	\$0.00
TIMMERMAN NICOLE L	\$64,936.78	\$725.90
TINDALL TRAVIS R	\$2,745.00	\$0.00
TODD KATHLEEN M	\$36,280.88	\$449.09
TOOHEY BARBARA	\$0.00	\$4,143.00
TOOMEY PATRICIA A.	\$0.00	\$1,287.00
TORINO PAUL J	\$55,104.42	\$11,966.06
TRAPP TARYN L.	\$1,260.00	\$0.00
TRIPP DOROTHY E.	\$442.41	\$0.00
TRIPP HOWARD C.	\$43,634.75	\$9,528.44
TUCKER ERIN M	\$51,820.52	\$10,432.32
TUCKER MARCIA L.	\$21,342.95	\$0.00
TUCKER MATTHEW R	\$46,027.31	\$18,622.28
TURNER DIANE R.	\$85,923.72	\$1,695.42
TUROCY LESLEY A.	\$85,282.45	\$1,426.83
TUROCY RONALD J.	\$85,923.72	\$561.56
TWERAGO MARIA E.	\$23,789.92	\$2,232.72
TYLER LOIS R.	\$86,726.79	\$1,388.58
TYRIE DAVID W.	\$47,211.38	\$32,557.38
UNDZIS JOHN N.	\$22,285.04	\$223.03
USALIS DAGNIJA	\$168.19	\$0.00
VAUGHAN JESSICA L.	\$0.00	\$1,800.00
VIEIRA KIMBERLY M	\$56,632.71	\$115.29
VIELKIND BARBARA J.	\$25,217.89	\$765.09
VIERRA MAUREEN E.	\$1,829.84	\$0.00
VIERRA ROGER F	\$203.40	\$0.00
VITOLO KAREN M	\$56,632.71	\$115.29
VLASSAKIS JANET MARIE	\$39,398.30	\$0.00
VLASSAKIS PAUL D.	\$534.66	\$0.00
VOELKEL JOHN E.	\$67,036.63	\$16,101.77
VOELKEL THERESA A.	\$25,347.95	\$700.00
WADE SHERYL L.	\$10,216.08	\$0.00
WALKEY AMY E.	\$43,656.40	\$0.00
WALSH PATRICK J	\$1,892.43	\$0.00
WANDELL MARGARET A.	\$19,297.50	\$270.00
WARD PAULINE M.	\$77,044.91	\$307.23
WATSON DAVID M	\$51,719.46	\$9,394.78
WATTS RACHEL H	\$59,743.22	\$530.06
WEAVER HAROLD B.	\$13,195.00	\$0.00
WEINARD PATRICIA A	\$101.71	\$0.00
WELSH LORRAINE	\$70,707.55	\$0.00
WENCEK ANDREW F	\$46,137.61	\$12,936.32
WENZEL-GARTE HEATHER M.	\$2,418.76	\$0.00

TREASURER'S COMPENSATION REPORT

<u>EMPLOYEE</u>	<u>COLUMN 1</u>	<u>COLUMN 2</u>
WESTFIELD MARGARET O.	\$90,793.33	\$2,312.20
WEYGAND LINDSEY E.	\$19,975.00	\$0.00
WHEALAN JR WILLIAM J	\$43,638.78	\$10,999.45
WHEDBEE AMY J	\$15,926.63	\$0.00
WHEELER GREGG	\$80,497.51	\$3,318.49
WHITE FREDERICK J.	\$43,661.87	\$9,883.49
WHITTEN KARIN J	\$793.50	\$0.00
WILLIAMS JENNIFER M	\$9,012.25	\$0.00
WILLIAMS MICHELLE C	\$12,647.50	\$0.00
WILLIAMS SUSAN P	\$2,166.77	\$0.00
WILSON DONNA J.	\$87,591.00	\$350.00
WILSON JOYCE K.	\$35,795.90	\$1,463.70
WITTER-HARRINGTON ELLEN L	\$39,678.98	\$0.00
WORRALL RICHARD A.	\$0.00	\$1,465.75
WRIGHT JOHN T	\$51,133.73	\$16,936.91
WRIGHT LINDA M.	\$544.00	\$0.00
WYNN JR GERARD J.	\$745.73	\$0.00
YOUNG GARY W.	\$7,968.40	\$0.00
YOUNG GARY A.	\$12,134.36	\$423.12
YOUNG WORTH ALLISON T	\$24,939.16	\$324.05
YOUNIE BRIANDA L.	\$2,353.71	\$0.00
ZAYLOR PAUL	\$0.00	\$5,388.00
ZEMOTEL DAVID J.	\$72,352.12	\$18,350.71
ZEMOTEL PAUL F	\$233.92	\$0.00
ZEMOTEL VIRGINIA	\$208.49	\$0.00
ZEMOTEL WALTER F	\$691.57	\$0.00
ZRINZO CHRISTINA M.	\$17,977.50	\$1,402.50
ZUCCARO KERI-LYNN	\$34,825.26	\$3,961.71
ZUTHER MARTHA B	\$83,000.00	\$0.00
TOTAL	\$30,181,681.02	\$2,856,394.02

REPORT OF THE TOWN ACCOUNTANT

For Fiscal Year July 1, 2012 – June 30, 2013

State law requires the Town of Hanover to publish at the close of each fiscal year a complete set of financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP) and that are audited in accordance with generally accepted auditing standards by a licensed certified public accountant.

The report consists of management's representations concerning the finances of the Town. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in the report. To provide a reasonable basis for making these presentations, management of the Town has established a comprehensive internal control framework that is designed both to protect the Town's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the Town's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

At the time that this report is being submitted for the Annual Town Report, the Town's financial statements are being audited by Melanson, Heath & Co., a licensed certified public accounting firm. The independent audit involves examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The auditor's report will be available for public inspection via the Town website.

The independent audit of the financial statements of the Town is part of a broader, federally mandated "Single Audit" designed to meet the special needs of Federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of Federal awards. These reports will be available in the Town's Audited Financial Report.

Municipal Services

The Town provides general governmental services within its boundaries including public education in grades kindergarten through twelve, police and fire protection, water distribution, public works, parks and recreation, veterans' services, public health, elder services and a public library. The water enterprise fund is self-supporting and covers its expenses through the water usage rates. In addition, the Town maintains a solid waste recycling and disposal facility.

Factors Affecting Economic Condition

The Town continues to manage its financial affairs pursuant to the constraints imposed by Proposition 2 ½. It has maintained its bond rating of Aa2 issued by Moody's Investors Service by incorporating long range planning tools such as a Capital Improvement Program and maintaining reserve balances despite tight budgets.

In addition, the Town has enhanced its revenue flexibility by establishing a water enterprise fund. This has allowed the Town to shift 100% of the operating cost, capital improvements, and related debt obligations to the users of water so that no tax revenue support is required. By doing so, the Town is able to provide the maximum tax dollars available to all other services.

Internal Controls

Management of the Town is responsible for establishing and maintaining an internal control structure designed to ensure the assets of the Town are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles.

Budgetary Controls

The Town Manager prepares a balanced budget and presents it to the Board of Selectmen and the Advisory Committee. The Advisory Committee holds numerous public meetings and reviews each department's portion of the budget. The Committee then formulates its recommendations to Town Meeting.

The level of budgetary control is established by Town Meeting and this approval defines the level at which expenditures may not exceed appropriations. The level is at the departmental function of salary and expense, with the exception of the school department. The school department budget is appropriated as a lump sum. The Town Accountant is responsible for ensuring that all payroll charges and invoice charges are within the budgetary control prior to authorizing payment. During the fiscal year, additional appropriations may be approved at subsequent Town Meetings. For extraordinary and unforeseen expenses, departments may ask the Advisory Committee to approve a budget transfer from its reserve fund. The reserve fund is established within the budget vote at Town Meeting. These controls ensure compliance with the budget approved by Town Meeting.

Cash Management

The cash management is handled by the Town Treasurer/Collector. The Treasurer/Collector monitors the Town's cash flow and provides for the investment of Town funds. The Treasurer/Collector seeks to maximize the return on Town funds while maintaining adequate protection and liquidity of funds.

Quarterly tax billings and excellent collection rates have eliminated the need to borrow on a short-term basis to maintain cash flow. The Town's investment options are governed by Massachusetts General Laws and focus on safety, liquidity and yield.

Risk Management

The Town manages its exposures to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions, and natural disasters by purchasing policies that cover these events from commercial carriers. Additional information on the Town's risk management activity can be found in the notes to the financial statements or by contacting the Town Manager's office.

Pension and Other Post-Employment Benefits

The Town contributes to the Plymouth County Retirement System, a defined pension plan. An independent actuary engaged by the governing Retirement Board calculates the amount of the annual contribution that the Town must make to the pension plan to ensure that the plan will be able to fully meet its obligations to retired employees on a timely basis. As required by law, the Town fully funds each year's annual required contribution to the pension plan as determined by the actuary.

The Town also provides post-retirement health care benefits for certain retirees and their dependents. As of June 30, 2013 there were 207 retired employees receiving these benefits, which are financed on a pay-as-you-go basis.

Revenues

Fiscal Year 2013 General Fund revenues (net of refunds) totaled \$48,197,305. This represented an increase of \$1,901,813, or a 4.11% increase over Fiscal Year 2012. Property taxes were the single largest revenue source, representing approximately 73.65% of the General Fund revenues. Real and Personal Property tax revenues increased \$1,800,873 to \$35,496,222 during Fiscal Year 2013. Intergovernmental revenues (State Aid) comprised the Town’s next largest revenue source, representing approximately 19.27% of the General Fund. The motor vehicle excise tax, which is the third major revenue source at 4%, increased by \$55,308 to \$1,931,864.

In addition to the operating revenue received, \$1,701,736 was transferred from other funds. These receipts are required to be maintained separately and can only be transferred by a vote of Town Meeting and are used to support direct expenditures within the General Fund related to each operation. These transfers and the use of \$840,682 in Free Cash were part of the overall estimated revenues needed to balance the budget approved at the Annual Town Meeting in May 2012.

Expenditures

Compared to Fiscal Year 2012, Fiscal Year 2013 General Fund total expenditures increased from \$46,877,001 to \$48,185,549. This represents an increase of 2.79%.

The following table presents the amounts collected and expenditure for Fiscal Year 2013.

Fiscal Year 2013 Actual Revenue			Fiscal Year 2013 Actual Expenditures	
Revenue Source	Amount	Percent of Total	Function	Amount
Property Taxes	35,496,222	73.65%	General Government	1,334,374
Intergovernmental	9,288,925	19.27%	Public Safety	5,437,907
Excise Taxes	1,931,864	4.01%	Education	22,463,027
PILOT Agreements	90,682	0.19%	Public Works	5,486,538
Investment Income	797	0.00%	Community Resources	1,398,271
Licenses & Permits	604,666	1.25%	Debt Service	5,270,717
Departmental	360,153	0.75%	Assessments	529,169
Fines	99,998	0.21%	Town Wide	6,265,546
Penalties & Interest	121,678	0.25%		
Miscellaneous	202,320	0.42%		
Total Revenue	48,197,305	100.00%		
Other Financing Sources	1,701,736			
Free Cash Used	840,682			
Total Revenues	50,739,723		Total Expenditures	48,185,549

General Fund – Fund Balance

The Town ended Fiscal Year 2013 with a total General Fund Undesignated Fund Balance of \$3,588,446.

The following table presents the changes in the Town’s General Fund Undesignated Fund Balance over the last five years.

General Fund		
Fiscal Year	Undesignated Fund Balance	Percent of Revenue
2013	\$3,588,446	7.4%
2012	\$3,656,324	7.9%
2011	\$2,747,077	6.1%
2010	\$2,823,225	6.4%
2009	\$2,225,225	4.9%

In connection with the operating budget, the Town annually presents to Town Meeting capital items for funding and prepares a Capital Plan. These items are derived from a combination of items identified in a facilities study performed by DRA architects and needs identified within departments.

In order to sustain the Town’s financial stability while continuing to upgrade infrastructure, buildings and equipment, the Town carefully controls and plans out its debt issuance. As of June 30, 2013, outstanding general obligation bonds totaled \$48,015,212.

I would like to thank the Town for the opportunity to come on board during Fiscal Year 2013. The Finance Department experienced quite a few changes in personnel. In April 2013, Scott Curtis was appointed the Treasurer/Collector. This was a transition for Scott from the Assistant Town Accountant position. Within his office, we also welcomed Gary Young as the Assistant Treasurer. In the Accounting office, Chelsea Stevens joined our team as the new Assistant Town Accountant. The finance team has a great mix of municipal and private sector experience and veteran and new employees. The team is excited to move forward into Fiscal Year 2014. I would like to thank all Town Officials, Boards, Committees and employees for their assistance and cooperation during the year.

Respectfully submitted,

Janine Smith
*Director of Municipal Finance
and Town Accountant*

**Undesignated Fund Balance Analysis
June 30, 2013**

Undesignated Fund Balance 6/30/2012	\$ 3,656,324
Reversal of Prior Year Reserve for Encumbrances	\$ 1,441,430
Reversal of Prior Year Reserve for Expenditures	\$ 2,229,402
Establish Current Year Reserve for Encumbrances	\$ (467,888)
Establish Current Year Reserve for Expenditures	\$ (1,563,126)
Establish Current Year Reserve for Continued Appropriations	\$ (1,440,797)
Current Year Debt Exclusion Amortization	\$ 166,051
Close to Undesignated Fund Balance	\$ 523
Revenue	\$ 48,197,304
Transfers In - Other Financing Sources	\$ 1,701,736
Reclassifications to Other Funds	\$ (196,731)
Expenditures	\$ (49,960,791)
Transfers Out - Other Financing Uses	\$ (174,992)
Undesignated Fund Balance 6/30/13	\$ 3,588,446

GENERAL FUND

ASSETS

Cash	\$	9,411,671
Receivables:		
Personal Property Tax Receivable	\$	42,688
Real Estate Tax Receivable	\$	752,835
Allowance for Abatements and Exemptions	\$	(821,005)
Tax Title Receivable	\$	273,169
Deferred Property Tax Receivable	\$	97,206
Motor Vehicle Excise Tax Receivable	\$	373,728
Boat Excise Tax Receivable	\$	862
Due From Other Governments	\$	7,123,918
Tax Foreclosures	\$	360,294
Total Assets	\$	<u>17,615,365</u>

LIABILITIES & FUND EQUITY

Liabilities:		
Warrants Payable	\$	714,664
Taxes Collected in Advance	\$	39,217
Payroll Tax Withholding	\$	509
Health Insurance Withholding	\$	439,232
Life Insurance Withholding	\$	8,531
Dental Insurance Withholding	\$	25,515
Union Dues Payable	\$	552
Deferred Compensation Plans and Other Withholdings	\$	6,031
Deferred Revenue	\$	8,186,225
Total Liabilities	\$	<u>9,420,475</u>
Fund Balance Reserved for Encumbrances	\$	467,888
Fund Balance Reserved for Expenditures	\$	1,563,126
Fund Balance Reserved for Petty Cash	\$	925
Fund Balance Reserved for Excluded Debt Amortization	\$	1,133,709
Fund Balance Reserved for Continued Appropriations	\$	1,440,797
Undesignated Fund Balance	\$	3,588,446
Total Fund Equity	\$	<u>8,194,890</u>
Total Liabilities and Fund Equity	\$	<u>17,615,365</u>

TOWN - FEDERAL GRANTS

ASSETS

Cash	\$	(34,607)
		<hr/>
Total Assets	\$	(34,607)
		<hr/> <hr/>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	1,493
		<hr/>
Total Liabilities	\$	1,493
		<hr/>

Fund Balance Reserved - Police GHSB Grant	\$	2,176
Fund Balance Reserved - FY12/FY13 HMEP Grant	\$	(1,135)
Fund Balance Reserved - FY13 CERT Grant	\$	(2,950)
Fund Balance Reserved - FEMA/SANDY	\$	(35,224)
Fund Balance Reserved - Emergency Preparedness	\$	1,033
		<hr/>
Total Fund Equity	\$	(36,100)
		<hr/>

Total Liabilities and Fund Equity	\$	(34,607)
		<hr/> <hr/>

TOWN - STATE GRANTS

ASSETS

Cash	\$	65,105
Total Assets	\$	<u>65,105</u>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	5,127
Total Liabilities	\$	<u>5,127</u>

Fund Balance Reserved - FY11 EMPG Grant	\$	(3,445)
Fund Balance Reserved - DPW CIC Grant	\$	16,049
Fund Balance Reserved - Health Service Grant	\$	2,755
Fund Balance Reserved - FY13 ECC 911 Training Grant	\$	(7,768)
Fund Balance Reserved - DEM Greenways Grant	\$	1,832
Fund Balance Reserved - FY13 Support & Incentive Grant	\$	(36,902)
Fund Balance Reserved - Fire SAFE Grant	\$	1,781
Fund Balance Reserved - MRIP Grant	\$	2,440
Fund Balance Reserved - Formula Grant	\$	1,424
Fund Balance Reserved - MEG Grant	\$	77,602
Fund Balance Reserved - Cultural Council Grant	\$	2,131
Fund Balance Reserved - VNA Grant	\$	2,080
Total Fund Equity	\$	<u>59,978</u>

Total Liabilities and Fund Equity	\$	<u>65,105</u>
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RECEIPTS RESERVED

ASSETS

Cash	\$ 1,511,380
Receivables:	
Waterways Improvement Receivable	\$ 863
Departmental Receivable	\$ 895,812
Total Assets	<u>\$ 2,408,055</u>

LIABILITIES & FUND EQUITY

Liabilities:	
Warrants Payable	\$ -
Deferred Revenue	\$ 896,675
Total Liabilities	<u>\$ 896,675</u>
Fund Balance Reserved for Expenditures	\$ 760,095
Fund Balance Reserved - Waterways Improvement Fund	\$ 5,966
Fund Balance Reserved - Wetlands Protection Fund	\$ 6,571
Fund Balance Reserved - Ambulance Fund	\$ 466,753
Fund Balance Reserved - Cemetery Sale of Lots Fund	\$ 45,892
Fund Balance Reserved - Cemetery Capital Improvements Fund	\$ 226,103
Total Fund Equity	<u>\$ 1,511,380</u>
Total Liabilities and Fund Equity	<u>\$ 2,408,055</u>

TOWN - REVOLVING FUNDS

ASSETS

Cash	\$	324,242
Total Assets	\$	<u>324,242</u>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	12,925
Total Liabilities	\$	<u>12,925</u>

Fund Balance Reserved - Insurance Recovery Fund	\$	32,044
Fund Balance Reserved - State Forfeiture Fund	\$	46,333
Fund Balance Reserved - Federal Forfeiture Fund	\$	8,187
Fund Balance Reserved - Recreation Revolving Fund	\$	208,726
Fund Balance Reserved - GATRA Revolving	\$	16,027
Total Fund Equity	\$	<u>311,318</u>

Total Liabilities and Fund Equity	\$	<u>324,242</u>
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TOWN - OTHER SPECIAL REVENUE

ASSETS

Cash	\$	1,118,739
Receivables:		
Unapportioned Title V Assessments	\$	69,744
Total Assets	\$	<u>1,188,484</u>

LIABILITIES & FUND EQUITY

Liabilities:		
Warrants Payable	\$	104
Deferred Revenue	\$	69,744
Total Liabilities	\$	<u>69,848</u>
Fund Balance Reserved for Expenditures	\$	28,288
Fund Balance Reserved - Restitution Fund	\$	2,924
Fund Balance Reserved - PEG Fund	\$	456,944
Fund Balance Reserved - Conservation Fund	\$	64,448
Fund Balance Reserved - Luddams Farm Fund	\$	3,574
Fund Balance Reserved - Greenway Project Fund	\$	11,272
Fund Balance Reserved - Planning Forfeited Deposits	\$	80,970
Fund Balance Reserved - Police Training Programs	\$	109
Fund Balance Reserved - Police Dream Program	\$	9,334
Fund Balance Reserved - Police Reward Fund	\$	218
Fund Balance Reserved - Joan Frey Ambulance Fund	\$	11,408
Fund Balance Reserved - Dick's Sporting Goods	\$	32,648
Fund Balance Reserved - Conservation Gifts Fund	\$	5,224
Fund Balance Reserved - School Ball Field	\$	142
Fund Balance Reserved - Fire Safety Education	\$	629
Fund Balance Reserved - Fire Software	\$	16,875
Fund Balance Reserved - Last Resort Fund	\$	1,516
Fund Balance Reserved - EMA Gifts Fund	\$	98
Fund Balance Reserved - Compost Bin Program	\$	968
Fund Balance Reserved - Route 53 Hanover Mall Gift	\$	268
Fund Balance Reserved - Hazardous Material	\$	4,744
Fund Balance Reserved - WPAT Loan Program	\$	93,462
Fund Balance Reserved - Septic Management Grant	\$	57,366
Fund Balance Reserved - Planning Oversight Mitigation Fund	\$	26,200
Fund Balance Reserved - Visiting Nurse Gift Fund	\$	1,448
Fund Balance Reserved - Senior Tax Assistance Fund	\$	1,687

Fund Balance Reserved - Veterans Gift Fund	\$	7,606
Fund Balance Reserved - Local Education Donation Fund	\$	295
Fund Balance Reserved - Council On Aging Gift Fund	\$	8,885
Fund Balance Reserved - John Curtis Library Gift Fund	\$	22,184
Fund Balance Reserved - Library Walmart Gift Fund	\$	240
Fund Balance Reserved - Park & Recreation Gift Fund	\$	3,310
Fund Balance Reserved - Hanover at Play Fund	\$	7,106
Fund Balance Reserved - Playground Committee	\$	945
Fund Balance Reserved - Bandstand Permanent Fund	\$	3,286
Fund Balance Reserved - 300th Anniversary Fund	\$	425
Fund Balance Reserved - Tedeschi Recreation Gift Fund	\$	49,808
Fund Balance Reserved - Cultural Council Gift Fund	\$	32,738
Fund Balance Reserved - Premium on Debt Issuance	\$	69,044
Total Fund Equity	\$	<u>1,118,635</u>
Total Liabilities and Fund Equity	\$	<u><u>1,188,484</u></u>

COMMUNITY PRESERVATION FUND

ASSETS

Cash	\$	2,942,915
Receivables:		
CPA Surcharge Receivable	\$	13,944
Total Assets	\$	<u>2,956,859</u>

LIABILITIES & FUND EQUITY

Liabilities:		
Warrants Payable	\$	2,329
Deferred Revenue	\$	13,944
Total Liabilities	<u>\$</u>	<u>16,273</u>
Fund Balance Reserved for Expenditures	\$	612,250
Fund Balance Reserved for Continued Appropriations	\$	309,809
Fund Balance Reserved for Historic Resources	\$	347,847
Fund Balance Reserved for Community Housing	\$	208,809
Fund Balance Reserved for Open Space	\$	322,691
Fund Balance Reserved for Special Purpose	\$	638,439
Undesignated Fund Balance	\$	500,740
Total Fund Equity	<u>\$</u>	<u>2,940,586</u>
Total Liabilities and Fund Equity	<u>\$</u>	<u>2,956,859</u>

SCHOOL LUNCH

ASSETS

Cash \$ 72,127

Total Assets \$ 72,127

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable \$ 32,496

Total Liabilities \$ 32,496

Undesignated Fund Balance \$ 39,631

Total Fund Equity \$ 39,631

Total Liabilities and Fund Equity \$ 72,127

SCHOOL - ALL GRANTS

ASSETS

Cash \$ 200,460

Total Assets \$ 200,460

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable \$ 540

Total Liabilities \$ 540

Fund Balance Reserved - MTC Green Schools \$ 5,000

Fund Balance Reserved - Academic Support Services \$ 2

Fund Balance Reserved - EC SPED Program Improvements \$ 97

Fund Balance Reserved - SPED Circuit Breaker \$ 194,821

Total Fund Equity \$ 199,920

Total Liabilities and Fund Equity \$ 200,460

SCHOOL - REVOLVING & GIFTS

ASSETS

Cash	\$	343,232
Total Assets	\$	<u>343,232</u>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	20,842
Total Liabilities	\$	<u>20,842</u>

Fund Balance Reserved for Petty Cash	\$	13,100
Fund Balance Reserved - Athletics Revolving	\$	60,623
Fund Balance Reserved - Cedar Preschool Revolving	\$	9,568
Fund Balance Reserved - Center Preschool Revolving	\$	7,654
Fund Balance Reserved - Cedar Enrichment	\$	2,427
Fund Balance Reserved - Center/Sylvester Enrichment	\$	6,769
Fund Balance Reserved - Middle School Enrichment	\$	5,978
Fund Balance Reserved - Adult Ed Night School	\$	5,996
Fund Balance Reserved - HS AP Exams Revolving	\$	3,875
Fund Balance Reserved - High School Robotics Revolving	\$	848
Fund Balance Reserved - Middle School Performance Troupe	\$	764
Fund Balance Reserved - Cedar Library Revolving	\$	1,028
Fund Balance Reserved - Center Library Revolving	\$	15,038
Fund Balance Reserved - Middle School Library Revolving	\$	2,461
Fund Balance Reserved - Student Assistance	\$	2,115
Fund Balance Reserved - School Building Rental Revolving	\$	23,760
Fund Balance Reserved - School Energy Revolving	\$	154
Fund Balance Reserved - SPED Transportation Revolving	\$	1,033
Fund Balance Reserved - Drivers Education	\$	2,303
Fund Balance Reserved - High School Enrichment	\$	322
Fund Balance Reserved - Summer School	\$	654
Fund Balance Reserved - Summer Enrichment	\$	4,594
Fund Balance Reserved - Lost Book Revolving	\$	10,135
Fund Balance Reserved - SPED Revolving	\$	25,352
Fund Balance Reserved - Middle School Extended School Day	\$	264
Fund Balance Reserved - Cedar Before/After	\$	41,448
Fund Balance Reserved - Center/Sylvester Before/After	\$	29,712
Fund Balance Reserved - Senior Citizen Dinner	\$	1,999
Fund Balance Reserved - Local Education Fund	\$	851
Fund Balance Reserved - Cedar PTA Gifts	\$	3,859

Fund Balance Reserved - Center PTA Gifts	\$	462
Fund Balance Reserved - Sylvester PTA Gifts	\$	1,074
Fund Balance Reserved - Middle School PTA Gifts	\$	1,576
Fund Balance Reserved - High School PTA Gifts	\$	1,603
Fund Balance Reserved - Cedar Other Gifts	\$	5,811
Fund Balance Reserved - Center Other Gifts	\$	3,130
Fund Balance Reserved - Sylvester Other Gifts	\$	8,519
Fund Balance Reserved - Middle School Other Gifts	\$	5,265
Fund Balance Reserved - High School Other Gifts	\$	5,463
Fund Balance Reserved - District Other Gifts	\$	2,604
Fund Balance Reserved - Hanover Cultural Council	\$	200
Fund Balance Reserved - Boston Foundation Grant	\$	2,000
Total Fund Equity	\$	<u>322,391</u>
Total Liabilities and Fund Equity	\$	<u><u>343,232</u></u>

TOWN - CAPITAL PROJECTS

ASSETS

Cash	\$	141,361
Total Assets	\$	<u>141,361</u>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	2,825
Total Liabilities	\$	<u>2,825</u>

Fund Balance Reserved - Landfill Capping	\$	1,952
Fund Balance Reserved - Transfer Station Compactor	\$	122
Fund Balance Reserved - School Building Needs Committee	\$	1,907
Fund Balance Reserved - Fire Headquarters Roof	\$	125
Fund Balance Reserved - Forest Fire Truck	\$	44
Fund Balance Reserved - Middle School Lighting	\$	15,952
Fund Balance Reserved - Middle School Elevator	\$	3,091
Fund Balance Reserved - Sylvester Windows	\$	30,729
Fund Balance Reserved - Senior Center Design #2	\$	582
Fund Balance Reserved - Bridge Program	\$	43,821
Fund Balance Reserved - Multi-tool Tractor	\$	508
Fund Balance Reserved - Transfer Station Equipment	\$	55,076
Fund Balance Reserved - Senior Center Construction	\$	12,638
Fund Balance Reserved - Fire Pumping Engine	\$	66
Fund Balance Reserved - Financial Software	\$	49,786
Fund Balance Reserved - Road Construction	\$	(93,842)
Fund Balance Reserved - Town Hall HVAC	\$	92
Fund Balance Reserved - Public Safety Comp	\$	107
Fund Balance Reserved - Fire Station 2	\$	1,041
Fund Balance Reserved - Sylvester Boiler	\$	10,798
Fund Balance Reserved - DPW Equipment	\$	1,941
Fund Balance Reserved - Stetson Project	\$	1,933
Fund Balance Reserved - Recreation Backstops	\$	68
Total Fund Equity	\$	<u>138,536</u>

Total Liabilities and Fund Equity **\$** **141,361**

SCHOOL - CAPITAL PROJECTS

ASSETS

Cash	\$	787,768
Due From MSBA	\$	1,190,002
	Total Assets	<u>\$ 1,977,770</u>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	-
Deferred Revenue	\$	1,190,002
Bond Anticipation Notes Payable	\$	8,500,000
	Total Liabilities	<u>\$ 9,690,002</u>
Fund Balance Reserved - High School Construction	\$	(7,712,232)
	Total Fund Equity	<u>\$ (7,712,232)</u>
	Total Liabilities and Fund Equity	<u>\$ 1,977,770</u>

WATER ENTERPRISE

ASSETS

Cash	\$	1,704,027
Receivables:		
Water User Charges Receivable	\$	574,007
Water Liens Added to Taxes Receivable	\$	12,566
Total Assets	\$	<u>2,290,600</u>

LIABILITIES & FUND EQUITY

Liabilities:		
Warrants Payable	\$	93,501
Deferred Revenue	\$	586,573
Total Liabilities	\$	<u>680,075</u>
Fund Balance Reserved for Encumbrances	\$	7,799
Fund Balance Reserved for Continued Appropriations	\$	1,058,560
Undesignated Fund Balance	\$	544,167
Total Fund Equity	\$	<u>1,610,526</u>
Total Liabilities and Fund Equity	\$	<u>2,290,600</u>

WATER - CAPITAL PROJECTS

ASSETS

Cash		\$	56,071
	Total Assets	\$	<u>56,071</u>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable		\$	-
	Total Liabilities	\$	<u>-</u>

Fund Balance Reserved - Wind Turbine		\$	56,071
	Total Fund Equity	\$	<u>56,071</u>

	Total Liabilities and Fund Equity	\$	<u>56,071</u>
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EXPENDABLE TRUSTS

ASSETS

Cash	\$	3,798,719
Investments	\$	528,273
Total Assets	\$	4,326,993

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	191
Total Liabilities	\$	191

Fund Balance Reserved - Stabilization Fund	\$	1,864,218
Fund Balance Reserved - School Sickleave Fund	\$	234,698
Fund Balance Reserved - Town Sickleave Fund	\$	591,813
Fund Balance Reserved - Roswell Gardner Trust	\$	14,564
Fund Balance Reserved - Affordable Housing Trust	\$	638,930
Fund Balance Reserved - OPEB Trust	\$	257,667
Fund Balance Reserved - V.F.W. Trust	\$	85,007
Fund Balance Reserved - Florence Goss School Prize Trust	\$	2,785
Fund Balance Reserved - William Dowden Scholarship Trust	\$	3,246
Fund Balance Reserved - Ahearn Scholarship Trust	\$	20,646
Fund Balance Reserved - Sylvester School Repair Trust	\$	1,519
Fund Balance Reserved - Salmond School Trust	\$	35,241
Fund Balance Reserved - Washburn Scholarship Trust	\$	5,418
Fund Balance Reserved - Hall Playground Trust	\$	7,585
Fund Balance Reserved - George Higginson Memorial Trust	\$	1,256
Fund Balance Reserved - Jenkins Music Scholarship Trust	\$	6,898
Fund Balance Reserved - William B. Sides Scholarship Trust	\$	496
Fund Balance Reserved - Ellis Playground Trust	\$	18,685
Fund Balance Reserved - Cemetery Perpetual Care	\$	5,536
Fund Balance Reserved - Wilder Cemetery Trust	\$	2,318
Fund Balance Reserved - John Curtis Library Trust	\$	528,273
Total Fund Equity	\$	4,326,802

Total Liabilities and Fund Equity **\$** **4,326,993**

NON - EXPENDABLE TRUSTS

ASSETS

Cash	\$	186,460
Total Assets	\$	<u>186,460</u>

LIABILITIES & FUND EQUITY

Fund Balance Reserved - Florence Goss School Prize Trust	\$	1,500
Fund Balance Reserved - Ahearn Scholarship Trust	\$	20,000
Fund Balance Reserved - Sylvester School Repair Trust	\$	5,000
Fund Balance Reserved - Salmond School Trust	\$	5,000
Fund Balance Reserved - Hall Playground Trust	\$	5,000
Fund Balance Reserved - George Higginson Memorial Trust	\$	1,500
Fund Balance Reserved - Ellis Playground Trust	\$	10,000
Fund Balance Reserved - Cemetery Perpetual Care	\$	137,745
Fund Balance Reserved - Wilder Cemetery Trust	\$	715
Total Fund Equity	\$	<u>186,460</u>
Total Liabilities and Fund Equity	\$	<u>186,460</u>

STUDENT ACTIVITY

ASSETS

Cash	\$	84,212
	Total Assets	\$ 84,212

LIABILITIES & FUND EQUITY

Liabilities:		
Warrants Payable	\$	22,295
Other Liabilities:		
Cedar Student Activities	\$	7,582
Center Student Activities	\$	9,844
Middle School Student Activities	\$	1,021
High School Student Activities	\$	43,469
	Total Liabilities	\$ 84,212
	Total Liabilities and Fund Equity	\$ 84,212

LAND USE BOARDS

ASSETS

Cash	\$	622,118
	Total Assets	\$ 622,118

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable	\$	5,308
Due to Other Governments	\$	1,453
Guarantee Deposits Held	\$	615,357
	Total Liabilities	\$ 622,118
	Total Liabilities and Fund Equity	\$ 622,118

AGENCY - OTHER

ASSETS

Cash	\$	207,742
Total Assets	\$	<u>207,742</u>

LIABILITIES & FUND EQUITY

Liabilities:

Warrants Payable \$ 15,492

Due to Commonwealth \$ 3,779

Other Liabilities:

Tailings and Unclaimed Items \$ 17,304

Police Off Duty Details \$ (29,981)

Fire Off Duty Details \$ 472

School Off Duty Details \$ 39,410

Other Liabilities \$ 161,266

Total Liabilities **\$ 207,742**

Total Liabilities and Fund Equity \$ 207,742

GENERAL LT DEBT OBLIGATIONS

ASSETS

Amounts to be Provided For Bonds \$ 48,015,212

Total Assets \$ 48,015,212

LIABILITIES & FUND EQUITY

Bonds Payable:

Inside Buildings \$ 6,140,500

Inside Departmental Equipment \$ 745,000

Inside School Buildings \$ 30,020,000

Inside Sewer \$ 134,500

Inside Other \$ 7,105,000

Outside Landfill \$ 370,000

Outside Water \$ 3,435,000

Outside Other \$ 65,212

Bonds Authorized - Memo \$ (25,848,621)

Bonds Authorized - Memo Offset \$ 25,848,621

Total Liabilities \$ 48,015,212

Total Liabilities and Fund Equity \$ 48,015,212

Undesignated Fund Balance Analysis
June 30, 2013

Undesignated Fund Balance 6/30/2012	\$ 3,656,324
Reversal of Prior Year Reserve for Encumbrances	\$ 1,441,430
Reversal of Prior Year Reserve for Expenditures	\$ 2,229,402
Establish Current Year Reserve for Encumbrances	\$ (467,888)
Establish Current Year Reserve for Expenditures	\$ (1,563,126)
Establish Current Year Reserve for Continued Appropriations	\$ (1,440,797)
Current Year Debt Exclusion Amortization	\$ 166,051
Close to Undesignated Fund Balance	\$ 523
Revenue	\$ 48,197,304
Transfers In - Other Financing Sources	\$ 1,701,736
Reclassifications to Other Funds	\$ (196,731)
Expenditures	\$ (49,960,791)
Transfers Out - Other Financing Uses	\$ (174,992)
Undesignated Fund Balance 6/30/13	\$ 3,588,446

ASSETS

Amounts to be Provided For Bonds	\$ 48,015,212
Total Assets	\$ 48,015,212

LIABILITIES & FUND EQUITY

Bonds Payable:	
Inside Buildings	\$ 6,140,500
Inside Departmental Equipment	\$ 745,000
Inside School Buildings	\$ 30,020,000
Inside Sewer	\$ 134,500
Inside Other	\$ 7,105,000
Outside Landfill	\$ 370,000
Outside Water	\$ 3,435,000
Outside Other	\$ 65,212
Bonds Authorized - Memo	\$ (25,848,621)
Bonds Authorized - Memo Offset	\$ 25,848,621
Total Liabilities	\$ 48,015,212
Total Liabilities and Fund Equity	\$ 48,015,212

Town of Hanover
General Fund Budget to Actual Expenditures
June 30, 2013

Department	Description	FY13 Original Budget	FY13 CFWD Budget	FY13 Amend	FY13 Budget	FY13 Municipal Relief	FY12 Encumbrances	FY13 Adjusted Budget	YTD Expenditures	FY13 Encumbrances	Available Balance	Continued Appropriations	Amount to Close
122 TOWN MANAGER	5100 PERSONAL SERVICES	272,840.45						272,840.45	245,340.28		27,500.17	-	27,500.17
	5200 GENERAL EXPENSES	16,450.00		6,500.00			-	22,950.00	35,644.37	312.34	(13,006.71)	-	(13,006.71)
		289,290.45	-	6,500.00	-	-	-	295,790.45	280,984.65	312.34	14,493.46	-	14,493.46
	5400 CFWD ARTICLES		124,094.84					124,094.84	97,701.24		26,393.60	26,393.60	-
	5400 NEW ARTICLES	322,154.00						322,154.00	204,905.30		117,248.70	117,248.70	-
		322,154.00	124,094.84	-	-	-	-	446,248.84	302,606.54	-	143,642.30	143,642.30	-
	TOTAL TOWN MANAGER	611,444.45	124,094.84	6,500.00	-	-	-	742,039.29	583,591.19	312.34	158,135.76	143,642.30	14,493.46
133 FINANCE	5100 PERSONAL SERVICES	477,563.71					-	477,563.71	432,455.41		45,108.30		45,108.30
	5200 GENERAL EXPENSES	79,065.00		5,000.00			-	84,065.00	83,852.11	2,959.25	(2,746.36)		(2,746.36)
		556,628.71	-	5,000.00	-	-	-	561,628.71	516,307.52	2,959.25	42,361.94	-	42,361.94
	TOTAL FINANCE	556,628.71	-	5,000.00	-	-	-	561,628.71	516,307.52	2,959.25	42,361.94	-	42,361.94
141 ASSESSORS	5100 PERSONAL SERVICES	134,800.34						134,800.34	131,260.35		3,539.99		3,539.99
	5200 GENERAL EXPENSES	39,050.00						39,050.00	20,201.06	3,528.00	15,320.94		15,320.94
		173,850.34	-	-	-	-	-	173,850.34	151,461.41	3,528.00	18,860.93	-	18,860.93
	TOTAL ASSESSORS	173,850.34	-	-	-	-	-	173,850.34	151,461.41	3,528.00	18,860.93	-	18,860.93
INFORMATION 155 TECHNOLOGY	5100 PERSONAL SERVICES	84,529.12						84,529.12	84,529.12		-		-
	5200 GENERAL EXPENSES	121,484.00		(2,375.61)				119,108.39	125,785.75		(6,677.36)		(6,677.36)
		206,013.12	-	(2,375.61)	-	-	-	203,637.51	210,314.87	-	(6,677.36)	-	(6,677.36)
	5400 NEW ARTICLES		-	2,375.61				2,375.61	2,375.61		-		-
		-	-	2,375.61	-	-	-	2,375.61	2,375.61		-		-
	TOTAL INFO TECH	206,013.12	-	-	-	-	-	206,013.12	212,690.48	-	(6,677.36)	-	(6,677.36)
161 TOWN CLERK	5100 PERSONAL SERVICES	92,528.15						92,528.15	93,820.27		(1,292.12)		(1,292.12)
	5200 GENERAL EXPENSES	1,715.00						1,715.00	2,025.32	174.99	(485.31)		(485.31)
		94,243.15						94,243.15	95,845.59	174.99	(1,777.43)		(1,777.43)
	TOTAL TOWN CLERK	94,243.15	-	-	-	-	-	94,243.15	95,845.59	174.99	(1,777.43)	-	(1,777.43)
162 ELECTIONS/TOWN MTG	5100 PERSONAL SERVICES	27,300.00						27,300.00	21,854.12		5,445.88		5,445.88
	5200 GENERAL EXPENSES	-						-	11,153.05		(11,153.05)		(11,153.05)
		27,300.00						27,300.00	33,007.17		(5,707.17)		(5,707.17)
	TOTAL ELECTIONS	27,300.00	-	-	-	-	-	27,300.00	33,007.17	-	(5,707.17)	-	(5,707.17)
163 REGISTRARS	5100 PERSONAL SERVICES	25,715.00						25,715.00	29,616.76		(3,901.76)		(3,901.76)
	5200 GENERAL EXPENSES	32,704.00						32,704.00	16,835.87		15,868.13		15,868.13
		58,419.00						58,419.00	46,452.63		11,966.37		11,966.37
	TOTAL REGISTRARS	58,419.00	-	-	-	-	-	58,419.00	46,452.63	-	11,966.37	-	11,966.37
	5100 PERSONAL SERVICES	1,115,276.77						1,115,276.77	1,038,876.31		76,400.46		76,400.46
	5200 GENERAL EXPENSES	290,468.00						299,592.39	295,497.53	6,974.58	(2,879.72)		(2,879.72)
	TOTAL BUDGET	1,405,744.77	-	-	-	-	-	1,414,869.16	1,334,373.84	6,974.58	73,520.74	-	73,520.74
	TOTAL ARTICLES	322,154.00	124,094.84	2,375.61	-	-	-	448,624.45	304,982.15	-	143,642.30	143,642.30	-
	TOTAL GENERAL GOVERNMENT	1,727,898.77	124,094.84	2,375.61	-	-	-	1,863,493.61	1,639,355.99	6,974.58	217,163.04	143,642.30	73,520.74
210 POLICE	5100 PERSONAL SERVICES	2,485,214.00						2,485,214.00	2,407,383.47		77,830.53		77,830.53
	5200 GENERAL EXPENSES	156,983.00						156,983.00	151,463.83	206.00	5,313.17		5,313.17
		2,642,197.00						2,642,197.00	2,558,847.30	206.00	83,143.70		83,143.70

Town of Hanover
General Fund Budget to Actual Expenditures
June 30, 2013

Department	Description	FY13 Original Budget	FY13 CFWD Budget	FY13 Amend	FY13 Budget	FY13 Municipal Relief	FY12 Encumbrances	FY13 Adjusted Budget	YTD Expenditures	FY13 Encumbrances	Available Balance	Continued Appropriations	Amount to Close
	5400 CFWD ARTICLES		25,989.40					25,989.40	25,989.40		-		-
	5400 NEW ARTICLES	95,500.00						95,500.00	73,165.35		22,334.65	22,334.65	-
		95,500.00	25,989.40	-	-	-	-	121,489.40	99,154.75	-	22,334.65	22,334.65	-
	TOTAL POLICE	2,737,697.00	25,989.40	-	-	-	-	2,763,686.40	2,658,002.05	206.00	105,478.35	22,334.65	83,143.70
292 ANIMAL CONTROL	5100 PERSONAL SERVICES	14,128.00						14,128.00	14,907.84		(779.84)		(779.84)
	5200 GENERAL EXPENSES	3,743.00						3,743.00	2,517.50		1,225.50		1,225.50
		17,871.00						17,871.00	17,425.34		445.66		445.66
	TOTAL ANIMAL CONTROL	17,871.00	-	-	-	-	-	17,871.00	17,425.34	-	445.66	-	445.66
299 COMMUNICATIONS	5100 PERSONAL SERVICES	499,941.76						499,941.76	488,458.74		11,483.02		11,483.02
	5200 GENERAL EXPENSES	56,910.00						56,910.00	56,166.86		743.14		743.14
		556,851.76						556,851.76	544,625.60		12,226.16		12,226.16
	TOTAL COMMUNICATIONS	556,851.76	-	-	-	-	-	556,851.76	544,625.60	-	12,226.16	-	12,226.16
213 NEXTEL ELECTRICITY	5200 GENERAL EXPENSES	11,500.00						11,500.00	5,273.00		6,227.00		6,227.00
	5100 PERSONAL SERVICES	2,999,283.76						2,999,283.76	2,910,750.05		88,533.71		88,533.71
	5200 GENERAL EXPENSES	229,136.00						229,136.00	215,421.19	206.00	13,508.81		13,508.81
	TOTAL BUDGET	3,228,419.76	-	-	-	-	-	3,228,419.76	3,126,171.24	206.00	102,042.52	-	102,042.52
	TOTAL ARTICLES	95,500.00	25,989.40	-	-	-	-	121,489.40	99,154.75	-	22,334.65	22,334.65	-
	TOTAL POLICE	3,323,919.76	25,989.40	-	-	-	-	3,349,909.16	3,225,325.99	206.00	124,377.17	22,334.65	102,042.52
220 FIRE	5100 PERSONAL SERVICES	2,148,651.00						2,148,651.00	2,110,231.33		38,419.67		38,419.67
	5200 GENERAL EXPENSES	220,892.00						220,892.00	199,014.94	14,829.81	7,047.25		7,047.25
		2,369,543.00						2,369,543.00	2,309,246.27	14,829.81	45,466.92		45,466.92
	5400 CFWD ARTICLES		195,000.00					195,000.00	174,591.99		20,408.01		-
	5400 NEW ARTICLES	200,000.00						200,000.00	133.65		199,866.35		-
		200,000.00	195,000.00	-	-	-	-	395,000.00	174,725.64	-	220,274.36		-
	TOTAL FIRE	2,569,543.00	195,000.00	-	-	-	-	2,764,543.00	2,483,971.91	14,829.81	265,741.28	220,274.36	45,466.92
291 EMERGENCY MGMT	5200 GENERAL EXPENSES	2,100.00						2,100.00	2,489.82		(389.82)		(389.82)
	5100 PERSONAL SERVICES	2,148,651.00						2,148,651.00	2,110,231.33		38,419.67		38,419.67
	5200 GENERAL EXPENSES	222,992.00						222,992.00	201,504.76	14,829.81	6,657.43		6,657.43
	TOTAL BUDGET	2,371,643.00	-	-	-	-	-	2,371,643.00	2,311,736.09	14,829.81	45,077.10	-	45,077.10
	TOTAL ARTICLES	200,000.00	195,000.00	-	-	-	-	395,000.00	174,725.64	-	220,274.36	220,274.36	-
	TOTAL FIRE	2,571,643.00	195,000.00	-	-	-	-	2,766,643.00	2,486,461.73	14,829.81	265,351.46	220,274.36	45,077.10
255 DMI	5100 PERSONAL SERVICES	501,565.75						501,565.75	484,493.82		17,071.93		17,071.93
	5200 GENERAL EXPENSES	41,557.00						41,557.00	37,642.55	2,677.41	1,237.04		1,237.04
		543,122.75						543,122.75	522,136.37	2,677.41	18,308.97		18,308.97
	5400 CFWD ARTICLES		21,920.65					21,920.65	19,732.50		2,188.15		-
		543,122.75	21,920.65	-	-	-	-	565,043.40	541,868.87	2,677.41	20,497.12		18,308.97
522 VNA	5100 PERSONAL SERVICES	106,442.10						106,442.10	95,794.70		10,647.40		10,647.40
	5200 GENERAL EXPENSES	1,500.00						1,500.00	1,500.00		-		-
		107,942.10						107,942.10	97,294.70		10,647.40		10,647.40

Town of Hanover
General Fund Budget to Actual Expenditures
June 30, 2013

Department	Description	FY13 Original Budget	FY13 CFWD Budget	FY13 Amend	FY13 Budget	FY13 Municipal Relief	FY12 Encumbrances	FY13 Adjusted Budget	YTD Expenditures	FY13 Encumbrances	Available Balance	Continued Appropriations	Amount to Close
	TOTAL VNA	107,942.10	-	-	-	-	-	107,942.10	97,294.70	-	10,647.40	-	10,647.40
541 COUNCIL ON AGING	5100 PERSONAL SERVICES	134,390.72						134,390.72	122,061.50		12,329.22		12,329.22
	5200 GENERAL EXPENSES	35,860.00						35,860.00	33,491.86		2,368.14		2,368.14
		170,250.72						170,250.72	155,553.36		14,697.36		14,697.36
	TOTAL COA	170,250.72	-	-	-	-	-	170,250.72	155,553.36	-	14,697.36	-	14,697.36
543 VETERANS SERVICES	5100 PERSONAL SERVICES	16,106.83						16,106.83	16,597.28		(490.45)		(490.45)
	5200 GENERAL EXPENSES	83,957.00		6,500.00				90,457.00	96,426.37		(5,969.37)		(5,969.37)
		100,063.83		6,500.00				106,563.83	113,023.65		(6,459.82)		(6,459.82)
	TOTAL VETERANS SVCS	100,063.83	-	6,500.00	-	-	-	106,563.83	113,023.65	-	(6,459.82)	-	(6,459.82)
610 LIBRARY	5100 PERSONAL SERVICES	341,212.22						341,212.22	320,827.25		20,384.97		20,384.97
	5200 GENERAL EXPENSES	157,199.00						157,199.00	154,964.57	376.77	1,857.66		1,857.66
		498,411.22						498,411.22	475,791.82	376.77	22,242.63		22,242.63
	5400 NEW ARTICLES	20,000.00	-	-	-	-	-	20,000.00	-	-	20,000.00	20,000.00	-
	TOTAL LIBRARY	518,411.22	-	-	-	-	-	518,411.22	475,791.82	376.77	42,242.63	20,000.00	22,242.63
172 OPEN SPACE COMMITTEE	5100 PERSONAL SERVICES	26,000.00						26,000.00	29,807.44		(3,807.44)		(3,807.44)
	5200 GENERAL EXPENSES	19,755.00						19,755.00	4,664.18		15,090.82		15,090.82
		45,755.00						45,755.00	34,471.62		11,283.38		11,283.38
	TOTAL OPEN SPACE	45,755.00	-	-	-	-	-	45,755.00	34,471.62	-	11,283.38	-	11,283.38
670 STETSON HOUSE	5400 CFWD ARTICLES	-	3,254.83	-	-	-	-	3,254.83	395.00	-	2,859.83	2,859.83	-
	5100 PERSONAL SERVICES	1,125,717.62						1,125,717.62	1,069,581.99		56,135.63		56,135.63
	5200 GENERAL EXPENSES	339,828.00						346,328.00	328,689.53	3,054.18	14,584.29		14,584.29
	TOTAL BUDGET	1,465,545.62						1,472,045.62	1,398,271.52	3,054.18	70,719.92		70,719.92
	TOTAL ARTICLES	20,000.00	25,175.48	-	-	-	-	45,175.48	20,127.50	-	25,047.98	25,047.98	-
	TOTAL COMMUNITY RESOURCES	1,485,545.62	25,175.48	-	-	-	-	1,517,221.10	1,418,399.02	3,054.18	95,767.90	25,047.98	70,719.92
300 HANOVER SCHOOLS	310 HPS - REGULAR EDUC	16,658,258.00						16,658,258.00	16,439,264.42	48,275.09	170,718.49		170,718.49
	320 HPS - SPED	5,175,383.00						5,175,383.00	5,112,718.14	233,330.51	(170,665.65)		(170,665.65)
		21,833,641.00						21,833,641.00	21,551,982.56	281,605.60	52.84		52.84
380 SCHOOL MEDICAID	5200 GENERAL EXPENSES	7,500.00						7,500.00	3,522.00		3,978.00		3,978.00
	5400 CFWD ARTICLES		3,732.00					3,732.00	-		3,732.00	3,732.00	-
	5400 NEW ARTICLES	115,000.00						115,000.00	-		115,000.00	115,000.00	-
		115,000.00	3,732.00	-	-	-	-	118,732.00	-	-	118,732.00	118,732.00	-
	TOTAL SCHOOL	21,956,141.00	3,732.00	-	-	-	-	21,959,873.00	21,555,504.56	281,605.60	122,762.84		4,030.84
	TOTAL BUDGET	21,841,141.00						21,841,141.00	21,555,504.56	281,605.60	4,030.84		4,030.84
	TOTAL ARTICLES	115,000.00	3,732.00	-	-	-	-	118,732.00	-	-	118,732.00	118,732.00	-
	TOTAL SCHOOL	21,956,141.00	3,732.00	-	-	-	-	21,959,873.00	21,555,504.56	281,605.60	122,762.84	118,732.00	4,030.84
390 SSVT	5200 GENERAL EXPENSES	849,103.00						849,103.00	844,581.00		4,522.00		4,522.00
398 PEG ACCESS	5100 PERSONAL SERVICES	91,369.00						91,369.00	58,230.81		33,138.19		33,138.19
	5200 GENERAL EXPENSES	43,800.00						43,800.00	4,710.66		39,089.34		39,089.34
		135,169.00						135,169.00	62,941.47		72,227.53		72,227.53

Town of Hanover
General Fund Budget to Actual Expenditures
June 30, 2013

Department	Description	FY13 Original Budget	FY13 CFWD Budget	FY13 Amend	FY13 Budget	FY13 Municipal Relief	FY12 Encumbrances	FY13 Adjusted Budget	YTD Expenditures	FY13 Encumbrances	Available Balance	Continued Appropriations	Amount to Close
192 PUBLIC BUILDINGS	5100 PERSONAL SERVICES	1,433,023.00						1,433,023.00	1,431,580.01		1,442.99		1,442.99
	5200 GENERAL EXPENSES	1,684,220.00						1,684,220.00	1,456,581.43	79,833.71	147,804.86		147,804.86
		3,117,243.00						3,117,243.00	2,888,161.44	79,833.71	149,247.85	-	149,247.85
	5400 NEW ARTICLES	704,000.00	-	-	-	-	-	704,000.00	25,859.18	-	678,140.82	678,140.82	-
	TOTAL PUBLIC BDLGS	3,821,243.00	-	-	-	-	-	3,821,243.00	2,914,020.62	79,833.71	827,388.67	678,140.82	149,247.85
410 TRAFFIC CONTROL	5400 CFWD ARTICLES		25,182.10	-	-	-	-	25,182.10	-	-	25,182.10	25,182.10	-
421 DPW ADMIN	5100 PERSONAL SERVICES	176,728.00						176,728.00	174,390.46		2,337.54		2,337.54
	5200 GENERAL EXPENSES	16,915.00						16,915.00	54,663.31	137.60	(37,885.91)		(37,885.91)
		193,643.00						193,643.00	229,053.77	137.60	(35,548.37)		(35,548.37)
	5400 NEW ARTICLES	150,000.00	-	-	-	-	-	150,000.00	-	-	150,000.00	150,000.00	-
	TOTAL DPW ADMIN	343,643.00	-	-	-	-	-	343,643.00	229,053.77	137.60	114,451.63	150,000.00	(35,548.37)
422 DPW HIGHWAY	5100 PERSONAL SERVICES	360,500.00						360,500.00	369,238.35		(8,738.35)		(8,738.35)
	5200 GENERAL EXPENSES	120,000.00						120,000.00	124,436.74	12,281.64	(16,718.38)		(16,718.38)
		480,500.00						480,500.00	493,675.09	12,281.64	(25,456.73)		(25,456.73)
	5400 NEW ARTICLES	70,000.00						70,000.00	62,260.00		7,740.00	7,740.00	-
	5400 CFWD ARTICLES		32,273.09					32,273.09	-		32,273.09	32,273.09	-
		70,000.00	32,273.09	-	-	-	-	102,273.09	62,260.00	-	40,013.09	40,013.09	-
	TOTAL DPW HIGHWAY	550,500.00	32,273.09	-	-	-	-	582,773.09	555,935.09	12,281.64	14,556.36	40,013.09	(25,456.73)
423 SNOW & ICE	5100 PERSONAL SERVICES	73,000.00						73,000.00	128,261.87		(55,261.87)		(55,261.87)
	5200 GENERAL EXPENSES	314,000.00		137,295.00				451,295.00	392,590.49		58,704.51		58,704.51
		387,000.00		137,295.00	-	-	-	524,295.00	520,852.36	-	3,442.64		3,442.64
		TOTAL SNOW & ICE	387,000.00	-	137,295.00	-	-	-	524,295.00	520,852.36	-	3,442.64	-
424 STREET LIGHTING	5200 GENERAL EXPENSES	61,320.00						61,320.00	50,420.89		10,899.11		10,899.11
425 DPW PUBLIC GROUNDS	5100 PERSONAL SERVICES	287,625.00						287,625.00	275,165.00		12,460.00		12,460.00
	5200 GENERAL EXPENSES	49,475.00						49,475.00	64,508.17	1,973.74	(17,006.91)		(17,006.91)
		337,100.00						337,100.00	339,673.17	1,973.74	(4,546.91)		(4,546.91)
	5400 NEW ARTICLES	24,000.00						24,000.00	23,694.80		305.20	305.20	0.00
	5400 CFWD ARTICLES		17,124.52					17,124.52	-		17,124.52	17,124.52	-
		24,000.00	17,124.52	-	-	-	-	41,124.52	23,694.80	-	17,429.72	17,429.72	0.00
	TOTAL GROUNDS	361,100.00	17,124.52	-	-	-	-	378,224.52	363,367.97	1,973.74	12,882.81	17,429.72	(4,546.91)
433 TRANSFER STATION	5100 PERSONAL SERVICES	205,000.00						205,000.00	203,224.63		1,775.37		1,775.37
	5200 GENERAL EXPENSES	754,600.00						754,600.00	504,727.97	11,750.92	238,121.11		238,121.11
		959,600.00						959,600.00	707,952.60	11,750.92	239,896.48		239,896.48
		TOTAL TRANSFER STATION	959,600.00	-	-	-	-	-	959,600.00	707,952.60	11,750.92	239,896.48	-
499 TOWN GAS PUMP	5200 GENERAL EXPENSES	261,500.00						261,500.00	256,748.68	262.29	4,489.03		4,489.03
	5100 PERSONAL SERVICES	2,535,876.00						2,535,876.00	2,581,860.32		(45,984.32)		(45,984.32)
	5200 GENERAL EXPENSES	3,262,030.00						3,399,325.00	2,904,677.68	106,239.90	388,407.42		388,407.42
	TOTAL BUDGET	5,797,906.00						5,935,201.00	5,486,538.00	106,239.90	342,423.10		342,423.10
	TOTAL ARTICLES	948,000.00	74,579.71					1,022,579.71	111,813.98		910,765.73	910,765.73	0.00
	TOTAL DPW	6,745,906.00	74,579.71					6,957,780.71	5,598,351.98	106,239.90	1,253,188.83	910,765.73	342,423.10

Town of Hanover
General Fund Budget to Actual Expenditures
June 30, 2013

Department	Description	FY13 Original Budget	FY13 CFWD Budget	FY13 Amend	FY13 Budget	FY13 Municipal Relief	FY12 Encumbrances	FY13 Adjusted Budget	YTD Expenditures	FY13 Encumbrances	Available Balance	Continued Appropriations	Amount to Close
135 TOWN AUDIT	5200 GENERAL EXPENSES	39,000.00		18,700.00	-	-	-	57,700.00	49,100.00	8,600.00	-	-	-
151 LEGAL SERVICES	5200 GENERAL EXPENSES	134,900.00						134,900.00	83,386.30	2,403.10	49,110.60		49,110.60
911 PENSION/RETIREMENT	5200 GENERAL EXPENSES	2,787,229.00						2,787,229.00	2,747,308.69		39,920.31	-	39,920.31
912 WORKERS COMP	5200 GENERAL EXPENSES	175,833.00						175,833.00	194,572.95		(18,739.95)	-	(18,739.95)
913 UNEMPLOYMENT	5200 GENERAL EXPENSES	220,000.00						220,000.00	131,427.32		88,572.68	-	88,572.68
914 GROUP HEALTH	5200 GENERAL EXPENSES	3,063,377.00						3,063,377.00	2,864,226.68	41,539.50	157,610.82	-	157,610.82
915 LIFE INSURANCE	5200 GENERAL EXPENSES	14,900.00						14,900.00	7,200.36		7,699.64	-	7,699.64
916 EDUCATION BENEFITS	5200 GENERAL EXPENSES	6,000.00						6,000.00	250.00		5,750.00	-	5,750.00
919 MEDICAL	5200 GENERAL EXPENSES	37,945.00		(6,556.02)				31,388.98	8,081.13	2,324.15	20,983.70	-	20,983.70
	5400 NEW ARTICLES	-	-	56.02				56.02	56.02		-	-	-
	TOTAL MEDICAL	37,945.00	-	(6,500.00)				31,445.00	8,137.15	2,324.15	20,983.70	-	20,983.70
945 RISK MANAGEMENT	5200 GENERAL EXPENSES	243,500.00		(6,500.00)				237,000.00	179,992.35	111.00	56,896.65	-	56,896.65
990 TRANSFERS	5200 GENERAL EXPENSES	190,000.00		(23,700.00)				166,300.00	-		166,300.00	-	166,300.00
TOTAL TOWN WIDE BUDGET		6,912,684.00						6,894,627.98	6,265,545.78	54,977.75	574,104.45		574,104.45
TOTAL ARTICLES				56.02				56.02	56.02				
TOTAL TOWN WIDE		6,912,684.00		56.02				6,894,684.00	6,265,601.80	54,977.75	574,104.45		574,104.45
710 DEBT - PRINCIPAL	5200 GENERAL EXPENSES	3,355,872.00						3,355,872.00	3,408,488.50		(52,616.50)	-	(52,616.50)
751 DEBT - INTEREST	5200 GENERAL EXPENSES	1,731,881.00						1,731,881.00	1,762,132.24		(30,251.24)	-	(30,251.24)
752 DEBT - ST INTEREST	5200 GENERAL EXPENSES	119,833.00						119,833.00	100,096.26		19,736.74	-	19,736.74
TOTAL DEBT		5,207,586.00						5,207,586.00	5,270,717.00		(63,131.00)		(63,131.00)
820 STATE ASSESSMENTS	5200 GENERAL EXPENSES	505,337.00						505,337.00	481,511.00		23,826.00		23,826.00
830 COUNTY ASSESSMENTS	5200 GENERAL EXPENSES	47,658.00						47,658.00	47,658.46		(0.46)		(0.46)
TOTAL OPERATING BUDGET		49,767,937.15	-	134,863.37				49,902,800.52	48,185,549.96	467,887.82	1,249,362.74		1,249,362.74
TOTAL ARTICLES		1,700,654.00	448,571.43	2,431.63				2,151,657.06	710,860.04		1,440,797.02	1,440,797.02	0.00
GRANT TOTALS		51,468,591.15	448,571.43	137,295.00				52,054,457.58	48,896,410.00	467,887.82	2,690,159.76	1,440,797.02	1,249,362.74

REPORT OF THE ADVISORY COMMITTEE

For Fiscal Year July 1, 2012 – June 30, 2013

The Advisory Committee consists of nine registered voters of the town, appointed by the Town Moderator with the approval of the majority of the Selectmen. Committee members serve on the committee for a three-year term, which ends on July 15, or until a successor is appointed. No person holding an elective office of the town is eligible to serve on this committee.

The Advisory Committee is responsible for reviewing all articles contained in each of the Annual and Special Town meeting warrants. The Committee's recommendations for the actions to be taken on each of these articles are posted on the Town's website as well as presented both verbally and in written form at each of the Town Meetings.

The Advisory Committee is also responsible for making recommendations regarding the annual estimates and expenditures as prepared by the Town Accountant. These recommendations are included in the Town Meeting Warrant along with the Town's Omnibus Budget.

In addition, the Committee submits an annual report in printed form with its recommendations relative to the financial affairs of the Town.

This was the third budget cycle since the Town enacted the Town Manager Act. The Town Manager presented a balanced budget to the Advisory Committee and Board of Selectmen on January 28, 2013.

The Board of Selectmen adopted fiscal policies last year in order to provide goals for sound fiscal management. One of the policy goals was to use recurring revenue for recurring expenses and one time revenues for one-time expenses. Therefore, the Town reduced its reliance on free cash to fund the operating budget. In FY2013 the Town expended \$840,682 in free cash to fund the general budget. For FY2014 we recommended \$460,166 in free cash to fund the operating budget.

Every year the Town can raise the tax levy by 2 1/2 %, which this year amounted to approximately \$33,987,300, and estimated an additional \$240,000 to be raised through new growth. The Commonwealth's proposed fiscal 2014 budget allocation for Chapter 70 (education aid) was unavailable at this time.

The major highlights for fiscal year 2014 budget were as follows:

The School Department budget increased approximately \$884,281 due to the need to fund the recently negotiated teachers' contract and support the addition of new teacher positions. This year we recommended fully funding the School department's budget request.

A collaborative effort between the Selectmen, Town Manager, and all labor unions recently resulted in a memorandum of understanding that led employees to migrate to lower cost health insurance plans. In the first year of this migration, savings in employee health care costs are estimated to exceed \$100,000.

There were no rate increases in health insurance which resulted in not having to increase the budget by \$300,000 which we plan for every year. The Plymouth County Retirement Assessment increased 2% which amounts to \$48,000. In the future the Town will still have to manage increases in health insurance and pension assessments which will limit available funds through proposition 2 ½ and new growth and continue to constrict departmental budgets.

The Fire Department budget included the addition of two full-time firefighters/ paramedics for the day- time shift. These positions will be funded out of the ambulance receipt reserve. The Board of Selectmen increased ambulance rates commensurate with charges in surrounding Towns. The reasoning behind two additional full-time staff is to run a second ambulance when the opportunity arises, further increasing payments into the ambulance fund. Between the increased rates and the additional ambulance runs, it is expected that there will be sufficient income both to fully support salaries as well as save for future equipment purchases.

The Council on Aging budget included the addition of a full-time administrative assistant position.

Respectfully submitted, Hanover Advisory Committee

Brian Barthelmes, Chairman
Florence Grady, Vice Chairman
David Bond
Helen Graves
Wayne Moores
John O'Leary
Jerry O'Hearn
Jim Van Arsdale
Joan Young

**REPORT OF THE HANOVER AFFORDABLE HOUSING TRUST
BOARD OF TRUSTEES**

For Fiscal Year July 1, 2012 – June 30, 2013

In 2009 the Hanover Affordable Housing Trust was formed to provide for the creation and preservation of affordable housing in the Town of Hanover for low and moderate income households. The Board of Trustees is composed of seven (7) members including at least one (1) member of the Board of Selectmen, two (2) members of the Housing Authority, one (1) member of the Community Preservation Committee and three (3) at large members.

The Board of Trustees has a wide range of powers under the Declaration of Trust including the ability to receive real property, personal property and money. They have the ability to purchase, sell or manage property and to undertake projects that would improve the affordable housing opportunities in Hanover.

During Fiscal year 2013 the Affordable Housing Trust worked with a consultant to update the Town's Affordable Housing Production Plan. The revised plan was sent to the State's Department of Housing and Community Development for certification. Hanover has reached a 9.13% level of affordable housing per the Department of Housing and Community Development's guidelines.

The Town voted to allocate \$110,000 of Community Preservation funds to the Affordable Housing Trust at the annual Town Meeting in May 2013.

The Affordable Housing Trust has committed funds to the Planning Office for Urban Affairs of the Archdiocese of Boston for a project on the Cushing Campus to renovate the existing Kennedy Building into 37 units of affordable housing.

The Board of Trustees continues to monitor the Town's affordable housing situation and the Subsidized Housing Inventory.

The Board of Trustees meets once a month and continues to work towards the affordable housing goals established in the Declaration of Trust and outlined in the Town's approved Housing Production Plan.

Respectfully Submitted By the Town of Hanover
Affordable Housing Trust Board of Trustees

Stephen Carroll – (Housing Authority) Chairperson
Thomas Burke – (Housing Authority)
Susan Setterland – (Board of Selectmen)
Kirstin Zwicker-Young – (Member at Large)
Alexa Lewis – (Member at Large)

REPORT OF THE BOARD OF ASSESSORS

For Fiscal Year July 1, 2012 – June 30, 2013

The Board of Assessors report the following valuations for taxable property established as of January 1, 2012, which reflects the Fiscal Year 2013 values:

Class	Value	Percentage
Residential	\$1,889,424,932	82.48
Commercial	\$ 292,787,283	12.83
Industrial	\$ 59,632,635	2.61
Personal Property	\$ 47,772,630	2.08
Total	\$2,290,567,480	100.00

The Board of Assessors completed the Department of Revenue's mandated *Interim Year Adjustment Report* (LA-15), for FY 2013 to comply with the reporting standards used during non-certification years. At the annual classification hearing, the Board of Selectmen voted a 5% levy shift between the residential class and the CIP (commercial, industrial, and personal property) classes. The average single-family assessment is now \$424,003. The residential tax rate is \$15.55 per thousand making the average single-family tax bill \$6593.25. The average commercial property value is \$906,229. The commercial tax rate is \$16.50 per thousand making the average commercial tax bill \$14,953.93. New Growth for the Town was \$446,227. The total budget amount to be raised was \$55,922,763.07 with the tax levy or amount to be raised through property taxes of \$35,999,409.74. An additional \$1,575,000 was raised from motor vehicle excise tax revenue.

The Board of Assessors granted a total of \$111,646.41 exemptions to qualified veteran, elderly, blind, and hardship applicants.

Fiscal 2013 also saw the Community Preservation Act (CPA) 3% surcharge collect a total of \$820,311.31 from taxpayers. Exemptions for the CPA surtax totaled \$20,871.98 for the year.

The Board of Assessors continues with the collaborative effort with the Town Planner, Department of Public Works Superintendent, and the Computer Coordinator to update and improve the Town-wide Geographic Information System (GIS). GIS gives the Assessor's office and other departments the ability to help maintain, organize and analyze geographic based information.

We wish recognize and thank Paul Barresi for his many years of service to the Town of Hanover on the Board of Assessors and wish him well. We are pleased to welcome Robert Shea as a new member of the Board of Assessor's.

The office staff includes the Principal Assessor Robert Cole, the Assessing Assistant Trish O'Kane, and Sr. Clerk Elaine Boidi.

The staff and the Board of Assessors are always available to answer valuation and assessment questions.

The Board of Assessors wishes to thank all Town officials, Departments, Boards and residents for their continued cooperation.

Respectfully submitted,
Thomas Kokoliadis, Chairman
Nancy C. Lyons, Assessor
Robert Shea, Clerk

REPORT OF THE COMMUNITY ACCESS AND MEDIA COMMITTEE

For Fiscal Year July 1, 2012 – June 30, 2013

The Hanover Community Access and Media (CAM) Committee was created by action of the Annual Hanover Town Meeting, May 11, 2009, the motion stating "We move that the Town establish a Community Access and Media Committee which will be responsible to provide Public, Educational, and Governmental (PEG) Television services to the cable television subscribers of the Town of Hanover with funds appropriated by Town Meeting and that this committee shall be constituted annually as follows: 1 member appointed by the School Committee, 1 member appointed by the School Superintendent, 2 members appointed by the Board of Selectmen, and 3 members appointed by the Town Moderator, said committee to be appointed as soon as possible and no later than June 30, 2009".

While many communities create non-profit organizations separate from town government to provide PEG services, Hanover chose to have these functions carried out by this new town board. In the past, Comcast maintained a regional studio in Norwell which Hanover shared. In 2009, when Hanover negotiated new contracts with Comcast and Verizon, funds were provided by each company for Hanover to maintain its own studio. Thus, the CAM Committee began from scratch, with no infrastructure or equipment in place. The CAM Committee, as designed, acts as an independent committee serving the Hanover community with the funding from Verizon and Comcast.

Hanover Community Television Rules and Operating Procedures were developed and voted, after studying those in place in other communities. A budget was developed and voted, as well as a capital budget for equipment purchase, and the committee met with the Advisory Committee. Broadcaster Liability Insurance was purchased.

In late December 2009, the part-time Coordinator position was advertised in trade publications, at town hall, and in the School Department. Michael Purdy was selected to be the part time Hanover Community Television Coordinator, and in March, 2010 he accepted the position. Necessary equipment for broadcasting went out to bid in early April 2010. The committee developed job specifications for a full time cable access media specialist and the position was posted in early April 2010. In June 2010, Colleen Smith was hired to fill this position.

Colleen was promoted to Station Manager in July 2013 and is currently the only staff member. Studio facilities are located at Hanover High School. Live broadcast facilities are present at Hanover Town Hall and Hanover High School. Editing stations are available at the John Curtis Library and at the Hanover Senior Center, in addition to Hanover High School. The Station Manager is available to train volunteers in the operation of equipment for broadcasting and editing. Three channels of programming are available, public, educational, and government on both Comcast and Verizon.

All School Committee, Board of Selectmen, and Town meetings are broadcasted live on our Government channel. We have approximately five hours a day of programs running on our three channels and are looking to expand to include more local original programs.

Respectfully Submitted,

Members:

Brian Durkin, Co-Chairman

Leslie Molyneaux, Co-Chairman

Kenton Greene

Richard W. Kelly

Christa Monahan

Michael Phillips

REPORT OF THE HANOVER EMERGENCY FOOD PANTRY

For Fiscal Year July 1, 2012 – June 30, 2013

The Hanover Emergency Food Pantry has had 729 family visits in the past 12 months. We are serving 140 families this year, about double the number we started out with a long time ago. There are many single people who come in as well as families throughout the Town who use our services. The average family is 3-4 people and each family received a gift certificate to Shaw's or Stop and Shop each time they came, as well as enough non-perishables to last for 5-7 days.

We are located at the First Baptist Church at the corner of Webster and Main Streets in North Hanover and are open to receive donations every Monday morning from 9:30 – 11:30 (except when there is a Monday Holiday or a Monday snow day, then we re open on Tuesday for stocking the shelves). Distribution is done on Wednesdays from 12:30 – 2:30 PM at the church.

The townspeople are the backbone of our pantry, and without them we would not be in business. The Boy and Girl Scouts, the Lions Club and the Tri-town Rotary and the schools, are among our most regular supporters, as are the businesses which run food drives throughout the year. We are also grateful to the Postal Service for their ingathering in May; the First Baptist Church which has allowed us to use their building for so many years, Panera, from whom we collect bread and other baked goods each Wednesday, and Shaw's Supermarket which furnishes us with milk crates in which to store our surplus food and runs regular food drives on our behalf.

Our most urgent needs are cereals, mac 'n cheese, rice and instant potatoes, canned meats, juices, canned fruit, pancake mixes, coffee in "one pound" cans, snacks for everyone, but especially children, toilet paper and paper towels.

Thanks to all who support our efforts.

Respectfully Submitted,
Sally L. Boutin
Barbara Itz
co-chairs

REPORT OF PLYMOUTH COUNTY MOSQUITO CONTROL PROJECT

For Fiscal Year July 1, 2012 – June 30, 2013

The Commissioners of the Plymouth County Mosquito Control Project are pleased to submit the following report of our activities during 2013.

The Project is a special district created by the State Legislature in 1957, and is now composed of all Plymouth County towns, the City of Brockton, and the Town of Cohasset in Norfolk County. The Project is a regional response to a regional problem, and provides a way of organizing specialized equipment, specially trained employees, and mosquito control professionals into a single agency with a broad geographical area of responsibility.

As a result of a winter with average snow cover, the 2013 season began with dry conditions and below average number of spring mosquitoes. Detection and treating larval mosquitoes was limited with the spring brood, because of the low water table, lack of larvae. Over 10,000 acres were aerial laticided using the Project plane and ground larviciding using B.t.i., an environmentally selective bacterial agent. Upon emergence of the spring brood of mosquitoes, ultra-low volume adultciding began on May 31, 2013 and ended on September 20, 2013. The Project responded to 13,692 spray requests for service from residents. As part of our West Nile Virus control strategy a total of 69,712 catch basins were treated with larvicide in all of our towns to prevent West Nile Virus (WNV).

In response to the continued threat of mosquito borne diseases in the district, we increased our surveillance trapping and ground larviciding, and adult spraying in areas of concern to protect public health.

The first virus isolations identified, in Plymouth County was on June 25, 2013, by the Massachusetts Department of Public Health State Lab, a *Culex pipiens/restuans* complex, a bird biting species was found to have West Nile Virus (WNV) in the town of Whitman. The first isolate of Eastern Equine Encephalitis virus (EEEV) from a *Culex pipiens/restuans* complex, in the town of Hanover on July 29, 2013. The 2013 season had a total of 20 EEE positive pool (50 or less mosquitoes) isolates, and 48 WNV positive pools trapped in Plymouth County as follows:

WNV 48 positive pools

WNV_city/towns_2013		
CITY_TOWN	WNV_pos_pools	MOSQUITO DISTRICT
ABINGTON	2	Plymouth
BRIDGEWATER	11	Plymouth
BROCKTON	1	Plymouth
CARVER	1	Plymouth
HALIFAX	5	Plymouth
HANOVER	1	Plymouth
HANSON	1	Plymouth
HINGHAM	1	Plymouth
LAKEVILLE	4	Plymouth

WNv_city/towns_2013		
CITY_TOWN	WNv_pos_pools	MOSQUITO DISTRICT
MARION	2	Plymouth
MIDDLEBORO	3	Plymouth
PEMBROKE	1	Plymouth
PLYMOUTH	1	Plymouth
ROCHESTER	2	Plymouth
ROCKLAND	2	Plymouth
WAREHAM	1	Plymouth
WEST BRIDGEWATER	3	Plymouth
WHITMAN	3	Plymouth
2013 PCMCP TOTAL CITIES/TOWNS	18	48 CONFIRMED POSITIVE POOLS

EEE 20 positive pools

EEE_city/towns_2013		
CITY_TOWN	EEE_pos_pools	MOSQUITO DISTRICT
CARVER	1	Plymouth
KINGSTON	1	Plymouth
HALIFAX	2	Plymouth
HANOVER	3	Plymouth
HANSON	2	Plymouth
HINGHAM	2	Plymouth
PLYMPTON	1	Plymouth
ROCKLAND	2	Plymouth
MATTAPOISETT	1	Plymouth
WEST BRIDGEWATER	3	Plymouth
WHITMAN	2	Plymouth
2013 PCMCP TOTAL CITIES/TOWNS	11	20 CONFIRMED POSITIVE POOLS

Based on guidelines defined by the Massachusetts Department of Public Health's "Vector Control Plan to Prevent WNV and EEE in Massachusetts", the season began with all 28 Plymouth County Mosquito Control towns at "Low Risk Level" for WNV. The season ended with eleven Plymouth County towns, Abington, Brockton, Rockland, Whitman, Hingham, West Bridgewater, Bridgewater, East Bridgewater, Hanson, Plympton, Kingston, and Halifax. Marshfield and Carver at the "Moderate Level" for WNV.

The season began with eleven towns at the "Moderate Risk Level" for EEE virus, West Bridgewater, Bridgewater, Middleboro, Lakeville, Rochester, Mattapoisett, Plympton, Kingston, Halifax, Marshfield and Carver. The season ended with one town, Middleboro at "Critical Risk" level and eight towns at "High Risk" level, Hanover, Rockland, Whitman, Hanson, Plympton, Halifax, and West Bridgewater. The towns of Norwell, Pembroke, East Bridgewater, Bridgewater, Kingston, Carver, Lakeville, Brockton, Abington, Hingham, and Mattapoisett end the season at "Moderate Risk" level for EEE virus.

There was no aerial intervention to reduce human biting bridge vector mosquitoes and enzootic transmission of EEE in the state this year. There were two confirmed human cases of West Nile virus in Plymouth County. There was a fatal EEE human case in Norfolk County that had a travel history in Plymouth County, in the town of Whitman. One fatal EEE horse case was reported in Middleboro with an onset date of 18 September 2013. PCMCP ended its trapping program on 16 September and DPH finished trapping on 9 October.

The Project conducted a joint research project with Bristol County Mosquito Control Project. The goal of this project was to study ways to improve the effectiveness of spring larvicide applications through the use of some new techniques that have been recently developed. The research involved using a combination of the insecticides B.t.i. and B.s., both chemicals environmentally selective bacterial agent. The research was very successful and we were able to demonstrate improved efficacy.

The public health problem of EEE and WNV continues to ensure cooperation between the Plymouth County Mosquito Control Project, local Boards of Health, Massachusetts State Reclamation and Mosquito Control Board and the Massachusetts Department of Public Health. In an effort to keep the public informed, EEE and WNV activity updates are regularly posted on The Plymouth County Mosquito Control Project website www.plymouthmosquito.org and the Massachusetts Department of Public Health website at www.state.ma.us/dph/wnv/wnv1.htm.

The figures specific to the Town of Hanover are given below. While mosquitoes do not respect town lines the information given below does provide a tally of the activities which have had the greatest impact on the health and comfort of Hanover residents.

Insecticide Application. 7,998 acres were treated using truck mounted sprayers for control of adult mosquitoes. More than one application was made to the same site if mosquitoes reinvaded the area. The first treatments were made in June and the last in September.

During the summer 2,934 catch basins were treated to prevent the emergence of *Culex pipiens*, a known mosquito vector in West Nile Virus transmission.

Water Management. During 2013 crews removed blockages, brush and other obstructions from 2,400 linear feet of ditches and streams to prevent overflows or stagnation that can result in mosquito breeding. This work, together with machine reclamation, is most often carried out in the fall and winter.

Our greatest effort has been targeted at mosquitoes in the larval stage, which can be found in woodland pools, swamps, marshes and other standing water areas. Inspectors

continually gather data on these sites and treat with highly specific larvicides when immature mosquitoes are present.

Finally, we have been tracking response time, which is the time between notice of a mosquito problem and response by one of our inspectors. The complaint response time in the Town of Hanover was less than three days with more than 818 complaints answered.

Mosquito Survey. Our surveillance showed that the dominant mosquitoes throughout the district were generally *Culiseta melanura* and *Coquilleltidia perturbans*. In the Town of Hanover the three most common mosquitoes were *Cx. species*, *Ae. vexans* and *Cs. melanura*.

We encourage citizens or municipal officials to visit our website at www.plymouthmosquito.org or call our office for information about mosquitoes, mosquito-borne diseases, control practices, or any other matters of concern.

Anthony Texeira
Superintendent

Commissioners:
John Kenney, Chairman
Michael F. Valenti, Vice-Chairman/Secretary
Kimberly King
Cathleen Drinan

REPORT OF THE BOARD OF REGISTRARS

For Fiscal Year July 1, 2012 – June 30, 2013

The Town of Hanover's population increased slightly during the past year. During the fiscal year ending June 30, 2013, the Town had an increase of 273 residents bringing the total population to 14,352.

The breakdown of registered voters is as follows:

Precinct	Active	Non-Voter	Grand Total
1	2312	1082	3394
2	2507	1202	3709
3	2426	1119	3545
4	2396	1308	3704
Grand Total	9641	4711	14352

Five elections were held at Hanover High School during the fiscal year. On September 6, 2012 a State Primary was held followed by a State Election on November 6, 2012. There was also a Special State Primary on April 30, 2013 and a Special State Election on June 25, 2013 to fill an open US Senate seat. The Annual Town Election took place on May 11, 2013.

The Annual Town Census is completed through this office. Each residence receives a census form through the mail in January and is urged to make any changes, deletions, etc. to the form and return it to Town Hall **as soon as possible**.

A slot in the front door (of Town Hall) is available for drop off. Please be advised that one **CANNOT REGISTER TO VOTE ON THE CENSUS FORM**.

Voters can register in the Town Clerk's office or the Registrar's Office (lower level) during normal business hours. The Annual Census is used for the Police and Fire Departments in case of emergency and by the School Department to project future enrollment.

Residents can call the Board of Registrars with questions about voting status or party designation at (781)826-5000 ext.1082. We also invite you to visit our website at www.hanover-ma.gov for information regarding voter registration and absentee voting.

Pamela D. Ferguson, Chairman
Nancy J. Goldthwait
Katherine A. DiSabato
Catherine G. Harder-Bernier, Town Clerk

REPORT OF THE HANOVER PUBLIC SCHOOLS

For Fiscal Year July 1, 2012 – June 30, 2013

It is with great pleasure that I submit the annual report for the 2012-2013 school year for Hanover Public Schools. During last year the challenge remained the same as it has been for the past few years - to maintain equity and excellence. Given the complexity and the demands of providing all students with quality programs and services, it was a significant challenge to maintain our goal of excellence and moving the district forward with interim administrators in many key leadership positions including the Superintendent of Schools, Business Manager, PPS Director, and a vacant Technology Director position. It was difficult, but thanks to the efforts of many educators across the district, and support from town officials and parents, our students enjoyed a successful year, our approved budget allowed for growth in key areas, and we were able to leave the district well positioned for a smooth transition to a new leadership team.

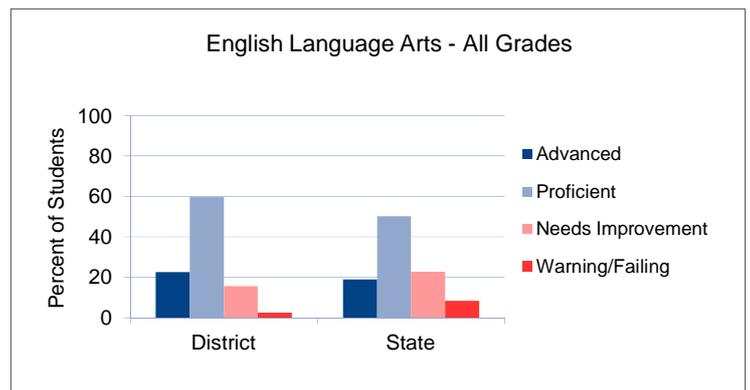
2013 MCAS RESULTS

Our mission remains the same - to consistently move more students into the Proficient and Advanced levels. The following are our district results overall.

SPRING 2013 MCAS RESULTS BY ACHIEVEMENT LEVEL DISTRICT AND STATE COMPARISON

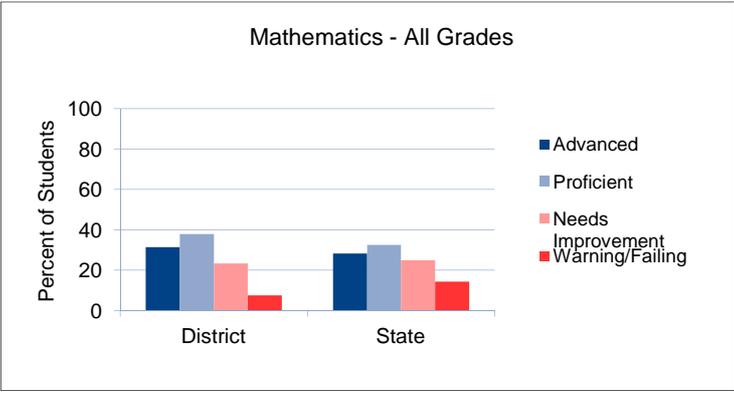
ALL STUDENTS

English Language Arts	N Included	% District	% State
Advanced	344	22	19
Proficient	912	60	50
Needs Improvement	236	15	23
Warning/Failing	37	2	8
Total Included	1,529		



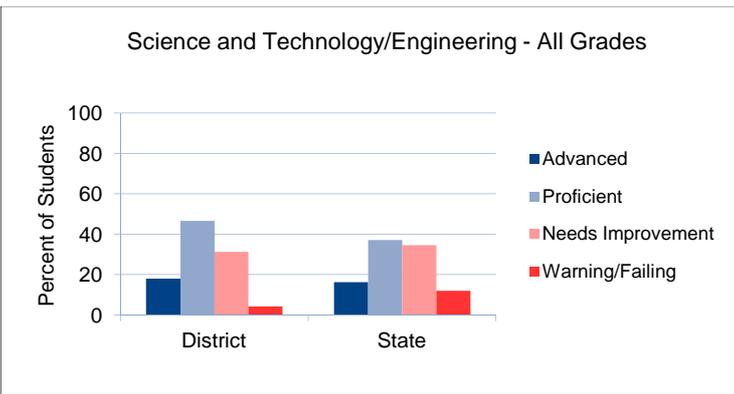
ALL STUDENTS

Mathematics	N Included	% District	% State
Advanced	480	31	28
Proficient	579	38	33
Needs Improvement	358	23	25
Warning/Failing	114	7	14
Total Included	1,531		



ALL STUDENTS

Science and Technology/Engineering	N Included	% District	% State
Advanced	113	18	16
Proficient	294	47	37
Needs Improvement	197	31	35
Warning/Failing	27	4	12
Total Included	631		



**MCAS TESTS OF SPRING 2013
PERCENT OF STUDENTS AT EACH ACHIEVEMENT LEVEL FOR HANOVER**

Grade and Subject	Proficient or Higher		Advanced		Proficient		Needs Improvement		Warning/Failing		Included	CPI	SGP	Included in SGP
	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE				
GRADE 03 - READING	73	57	13	12	59	45	25	36	3	8	208	90.6	N/A	N/A
GRADE 03 - MATHEMATICS	77	66	33	31	43	36	16	22	7	11	209	89.7	N/A	N/A
GRADE 04 - ENGLISH LANGUAGE ARTS	71	53	16	10	55	43	25	33	4	13	229	89.6	47.0	225
GRADE 04 - MATHEMATICS	64	52	22	18	41	34	31	38	5	10	229	86.2	42.0	224

- **Grade 8 ELA** **5% Increase**
- **Grade 10 Math** **1% Increase**

PUPIL PERSONNEL SERVICES

The scope of our work in the Department of Pupil Personnel Services encompasses an enormous array of services for students, and work with staff and parents, including Special Education, PreK-12, Civil Rights, English Language Education, Guidance, Nursing, Home and Hospital Instruction, Homelessness, Grant Writing and Implementation, Professional Development, Readiness and Emergency Management, oversight of district 504 Plans, Assistive Technology, and more. The district recently participated in a Coordinated Program Review conducted by the Department of Elementary and Secondary Education (DESE), which included on-site file reviews and visits to each school in the district to assess our compliance in the areas of Special Education, Civil Rights and English Language Education. A report will be issued by the DESE around February or March of 2014, highlighting our areas of strength with respect to compliance as well as our areas of need. As a result of their findings, we will develop a Corrective Action Plan (CAP) to address any areas of noncompliance within the span of a year. The Department of Pupil Personnel Services will be responsible for the design, oversight and implementation of the CAP, which will involve staff training, and the introduction of new processes and procedures designed to increase our rates of compliance in all areas. This endeavor will impact the focus of professional development in the district next year and will also require on-site monitoring of special education programs, processes and procedures by the Pupil Personnel Services Director and her staff.

SPECIAL EDUCATION

As a result of the Coordinated Program Review, we have begun to evaluate all of our specialized programs in the district, beginning this year with an in-depth look at our integrated preschools, to identify best practices and areas in need of growth. Over the next 2 years, the Director of Pupil Personnel Services will design and facilitate comprehensive evaluations of our K-12 specialized programs. Special Education refers to specially designed instruction beyond the general education program. We provide students with a free and appropriate education, designed to provide access to the general education curriculum to the fullest extent possible. In order to provide students an opportunity to learn in the least restrictive environment, with typically developing peers, the Hanover Public Schools strongly supports inclusionary practices. Special

Education Services may be provided by many professionals, including Special Education Teachers, related service providers such as School Psychologists, Speech, Occupational, and Physical Therapists, School Adjustment Counselors, Guidance Counselors, Paraprofessionals, and Tutors, along with consultation from Board Certified Behavior Analysts.

SPECIAL EDUCATION PARENT ADVISORY COUNCIL

The Director of Pupil Personnel Services is working very closely with our SEPAC organization to develop a productive and collaborative relationship between parents of special needs students in the district and our school administration and staff. In this regard, the Pupil Personnel Services Director and officers of SEPAC have joined forces to plan presentations and workshops for our SEPAC membership.

HEALTH SERVICES

School Nurses are an integral part of our educational teams. They play a vital role in the physical and mental well-being of each and every student in the district. They are an essential link between home and school, and they play an active role in the overall wellness of the entire school community, including students, staff and families. This year we have a Nurse Leader who will coordinate our collaborative work with the Visiting Nurse Association, other local and state health groups and agencies, in addition to playing a leadership role in the school-based Wellness Committee in conjunction with the Pupil Personnel Services Director.

ENGLISH LANGUAGE LEARNERS

The Department of Pupil Personnel Services works very closely with those providing instruction to students with English as a Second Language. The district will be part of the DESE Cohort 3 initiative for training core academic teachers to support English Language Learners (ELL) students in their classrooms. This initiative, called the SEI Endorsement, will take place next year.

GRANTS

The Department of Pupil Personnel Services is responsible for the writing, submission, oversight and implementation of several entitlement grant proposals each year, including the IDEA Grant (240), the Program Improvement Grant (274), the Early Childhood Grant (262), and others.

SUMMARY

The scope of this department is vast, including oversight and preparation for services to homeless students, in addition to those who receive home and hospital instruction, plus the

evaluation and implementation of assistive technology, the planning, coordination and implementation of an extended year program for special needs students and much more.

CENTER AND SYLVESTER SCHOOLS

The enrollment at Center/Sylvester Schools remained consistent for the second year in a row. Kindergarten numbers decreased slightly with the lowest class size in the past decade. The biggest enrollment increase was in Grade 1. New employees included Music Teacher, Dustin Lindsey; Megan Breton, Special Education Teacher; Ashley McNeill, Preschool Teacher; Linda Price, School Psychologist; and Gina Prandato, School Secretary. Each year the Plymouth County Teacher's Association recognizes teachers and those who make a difference in public education. In 2012, The PCEA presented awards to teachers Megan Breton, Suzanne Clasby, Bronwen Thornton, and Jeanne Kling. The elementary teachers focused their professional work on student assessment and the implementation of a Standards Based Report Card for students in Grades K-4. Teachers continued their work on the development of units as part of the Common Core Implementation. Jill Joy, Heather Healy, Emily Baird, Dorothea Gray, Pat Peters, and Jane DeGrenier participated in Data Coach Training as part of a comprehensive model of looking critically at student data in all areas of learning. Administrators in the district began training on the new Massachusetts Educator Evaluation. "Hitting Reading Out of the Park", was a school wide initiative to get students reading more and more. Collectively, students in Grades K-4 read over 2000 books! Students earned baseball themed prizes during the year and a culminating celebration with Wally the Green Monster. Christopher Manning was the winner of the State House Art contest sponsored by Representative Rhonda Nyman for creating the stationary that her office will use for all correspondence. Children programs for students sponsored by the HPTA included Fossil Lady, Music and Mathematics, States of Matter, Dan Hession and the Astronaut Program, and Animal Habitat. First Grade Teachers developed a unit on Engineering that included volunteers from various engineering careers. Christa Monahan developed and produced "Broadcast News", a student news cast using 3rd Graders to report the news in our school. In the spring, Janet Fortier directed 3rd and 4th Grade actors in the play, "101 Dalmations". The year ended with an author visit for all students in Grades K-4 from Brian Lies who wrote and illustrated "Bats at the Baseball Game" amongst other children's books.

CEDAR SCHOOL

Enrollment at Cedar School as of October 1, 2012, was 450; this is consistent with the October 1st enrollment from 2011. We had some staff changes due to retirements and new hires. Noreen D'Andrea joined us as a .5 Special Education Teacher, Michelle Sinnott as Speech and Language Pathologist and Connie Buntin as a Long Term IT Substitute Teacher. Steve Hyppolite, Annemarie Cummings, Jamie Edgerly and Karen McCabe joined us as ABA Tutors and Brianda Younie joined our Cafeteria Staff as a cashier and retiring from Cedar School was Phyllis Dyer. We continue to send the Cedar School Saturday Message to support our efforts in having consistent communication both with parents and staff. This message goes out via our Connect Ed Automated Messaging System every Saturday; it includes a summary of the week, upcoming events, gentle reminders etc. Our "Family Gathering" continues every month; this monthly event allows the "Cedar Family" to come together and celebrate our many successes. Students are recognized for Good Citizenship, Good Manners, Sign Holders, Safe Bus Riders and Service to the School. Each year Office Max recognizes and honors one of our teachers and Paula McMahon, our Music Teacher was the recipient of the "A Day Made Better Award" in October 2012. Our Student Council under the supervision of Elizabeth Downs continues to be a valuable contribution to the Cedar School and plan many activities throughout the year. The Student Council effectively planned monthly spirit / theme days in conjunction with our Family Gatherings: Red Sox Day, Patriot's Day, Color Day, Neon Day and Crazy Hat Day, to name a few. They also sponsored school-wide charitable and community service events such as; Pennies for Patients and Recycling and Food Drives. The Cedar School PTA continues to be a strong supporter of the school and the following events are just an example of their support; Family Fun Fest, 4th Grade Prime Time, Dad Serves Pizza, 4th Grade Farewell, Field Trips, In-School Programs, Polar Express and the Science Fair.

Each year the Plymouth County Teacher's Association recognizes teachers and other staff members who make a difference in public education. In 2012, the PCEA presented awards to:

- Kathy Caulfield for Professional Service

Service Awards were also given to:

- Debbie O'Leary – Substitute Teacher
- Lee Daoulos – ABA Tutor
- Melissa Barry - Parent

- Stephen Ryerson – District IT

Congratulations to all those recognized for their outstanding contributions.

Fifty-seven students recognized at the Hanover School Committee Student Recognition Ceremony in May.

Megan Clasby, Alyssa Cross, Katherine Murphy and Ryan Pelish for Perfect MCAS Scores in Grade 3 Math

- Thomas Bramowski, Alex Ginter and Timothy Taylor for Perfect Attendance
- 34 students were recognized for participating in the Full Circle Art Show
- 12 students were recognized for serving on the Cedar School Student Council

2012-2013 our professional development focused toward curriculum and we continued to work with Center/Sylvester Schools to create Common Curriculum and Common Assessments across the district, implementing a new Standards Based Report Card for Grades K- 4.

A quick overview of Cedar MCAS for 2012:

- Grade 3 ELA – 28% of our students scored Advanced; 57% scored Proficient
- Grade 3 Mathematics – 40% of our students scored Advanced; 32% scored Proficient
- Grade 4 ELA – 16% of our students scored Advanced; 57% scored Proficient
- Grade 4 Mathematics – 17% of our students scored Advanced; 43% scored Proficient

HANOVER MIDDLE SCHOOL

The breakdown of the enrollment for the past year was as follows: Grade 5- 208, Grade 6- 235, Grade 7 - 222, and Grade 8- 236. The total number of students was 901. The Hanover Middle School welcomed the following new hires: Sharon Bridges, Special Education Administrator; Megan Callahan, Adjustment Counselor; Kathryn Keating, 8th Grade Math Teacher; Christine Kelleher, 8th Grade Math Teacher; Lauren Chebator, Guidance Counselor; Nancy O'Reilly, Reading Specialist; Margaret Wandell, Tutor; Ashley Earner, Speech and Language Assistant; Matthew Clark, Tutor; and Anna Lane, Tutor. The main goals of professional development were to begin to implement the Common Core in English Language Arts and Mathematics, to build staff and administrator capacity for implementation of the new Educator Evaluation System, and to utilize various technologies to improve student learning.

The following students received recognition in the awards they received:

- NELMS Awards: Meaghan Raab and Trevor Wakefield
- David M. Walsh Science Award: Owen Durkin and Douglas Low
- Fredrick Doll Award: Sean Goslin
- Joy Tucker Award for Kindness, Positive Work Ethic, Responsibility, and Service to Others: Alissa Tofuri
- Phillip J. O'Neil Citizenship Award: Joe Gill
- Spelling Bee Winners: 1st place, Michael Acampora; 2nd place, Ayslin Trankels; 3rd place, Jake Sledziewski
- Jr. Semsba Festival: Thomas Clinton, Ethan DaSilva, Owen Durkin, Alexis Perry, Erica Perry, Luke Pongratz, and Aidan Roy
- Perfect Wordmaster Score: Caroline Marriner and Meaghan Raab
- Hanover Lions Club Peace Poster Contest: 1st place, Lily Hibbard; 2nd place, Mikaela Murphy; 3rd place, Olivia Norris

The Hanover Middle School continued to host many special events, often held to raise funds or gifts for charities. Those held last year were Harvest Fest, Harvest Jam, Turkey Trot, Toys for Tots, and 8th Grade One Fund Bowling. Other special events held at the Hanover Middle School included Spirit Day, Band and Chorus Concerts, Performance Troupe Shows, Read Across America Day, DARE Education and Graduation, Colonial Day, 7th and 8th Grade Dances, Blood Drive in Memory of Matthew Westfield, Make a Difference Day, Water Day, Whale Day, 8th Grade Award Ceremony and Dinner Dance, 5th and 6th Grade Social, and Monthly Assistant Principals' Breakfasts. Finally, Hanover Middle School students continue to participate in curriculum-based field trips that extend and enhance students' learning beyond the classroom walls. Some examples of these are the Grade 5 Museum of Science overnight trip, the Grade 5 Freedom Trail, the Grade 6 infamous Camp Squanto trip, the Grade 6 Peggotty Beach day, the Grade 6 "Christmas Carol" trip, the Grade 7 Whale Watch, the Grade 8 Patriot's Place trip, the Grade 8 Duck Tour, the Six Flags musical performance, and the Band's performance at the State House.

HANOVER HIGH SCHOOL

We began the 2012-2013 school year with increased enrollment from 745 to 772. We continue to trend toward 800 students and look forward to attaining this number next year.

NEASC

Our main focus of the 2012-2013 school year was the decennial visit of the New England Association of Schools and Colleges (NEASC) from October 21-24, 2012. The accreditation program for public schools involves a threefold process: the self-study conducted by the local professional staff, the on-site evaluation conducted by the Commission's visiting committee, and the follow-up program carried out by the school to implement the findings of its own self-study and the valid recommendations of the visiting committee and those identified by the Commission in the Follow-Up process. Continued accreditation requires that the school be reevaluated at least once every ten years and that it shows continued progress addressing identified needs. A steering committee of the professional staff was appointed to supervise the myriad details inherent in the school's self-study. At Hanover High School, the principal, working with an inclusive steering committee, supervised all aspects of the self-study. The steering committee assigned all teachers and administrators in the school to appropriate subcommittees to determine the quality of all programs, activities, and facilities available for young people. In addition to faculty members, the self-study committees included students, parents, central office personnel, and community members. The self-study of Hanover High School extended over a period of 15 school months from March 2011, to June 2012. The visiting committee was pleased to note that a wide variety of stakeholders joined the professional staff in the self-study deliberations. Public schools evaluated by the Commission on Public Secondary Schools must complete appropriate materials to assess their adherence to the Standards for Accreditation and the quality of their educational offerings in light of the school's mission, learning expectations, and unique student population. In addition to using the Self-Study Guides developed by a representative group of New England educators and approved by the Commission, Hanover High School also used questionnaires developed by The Research Center at Endicott College to reflect the concepts contained in the Standards for Accreditation. These materials provided discussion items for a comprehensive assessment of the school by the professional staff during the self-study. A visiting committee of 16 evaluators was assigned by the Commission on Public Secondary Schools to evaluate Hanover High School. The Committee members spent four days in Hanover, reviewed the self-study documents which had been prepared for their examination, met with administrators, teachers, other school and system personnel, students, and parents, shadowed students, visited classes, and interviewed teachers to determine the degree to which the school meets the

Commission's Standards for Accreditation. Since the evaluators represented public school teachers, principals, central office leaders, guidance counselors, and a library/media specialist, diverse points of view were brought to bear on the evaluation of Hanover High School. The visiting committee built its professional judgment on evidence collected from the following sources: (a) review of the school's self-study materials, (b) 56 hours shadowing 16 students for a half day, (c) a total of 72 hours of classroom observation (in addition to time shadowing students), (d) numerous informal observations in and around the school, (e) tours of the facility, (f) individual meetings with 20 teachers on Sunday about their work, instructional approaches, and the assessment of student learning group meetings with students, parents, school and district administrators, and teachers, (g) and the examination of student work including a selection of work collected by the school. Each conclusion on the report was agreed to by visiting committee consensus. Sources of evidence for each conclusion drawn by the visiting committee appear in parenthesis in the Standards sections of the report. The seven Standards for Accreditation reports include commendations and recommendations that, in the visiting committee's judgment, will be helpful to the school as it works to improve teaching and learning and to better meet Commission Standards. The NEASC Visiting Committee was impressed with many of the programs and services at Hanover High School and wished to commend the following:

- The dynamic, inclusive, and collaborative process used to identify and commit the school's core values, beliefs and 21st Century learning expectations
- The implementation of multidisciplinary data teams to analyze multiple sources of data in an effort to measure progress toward learning expectations
- The authentic learning opportunities present in the curriculum through programs such as the School-to-Work Program, Internship Program, Humanities Capstone Project, and Web Marketing Course
- The evidence of higher-order thinking skills, inquiry, and problem solving in project-based learning within the curriculum
- The positive relationship between teachers and students in the classroom and throughout the campus
- The state-of-the-art instructional technology available in most every classroom
- The degree of pride which students display in their new school facility

- The dedicated, enthusiastic teaching staff that is committed to the well-being of their students
- The Student Intervention Team that works collaboratively to assist students in need
- The new high school facility, which is magnificently equipped, welcomes students, and supports the school's 21st Century learning expectations

The Committee on Public Secondary Schools, at its April 7-8, 2013, meeting, reviewed the decennial evaluation report from the recent visit to Hanover High School and voted to award the school continued accreditation in the New England Association of Schools and Colleges.

STUDENT ACHIEVEMENT

The school year at Hanover High School was highlighted by student achievement in all areas, including academics, the arts, athletics, and student clubs and activities. One hundred and sixty-seven students in Grades 10, 11, and 12 took a total of 250 Advanced Placement Examinations. The Advanced Placement Examination is scored on a scale of 1 to 5. Sixty-four percent of our students scored a 3 or better out of 5 which is a 14% increase over the prior year. One Hundred percent of our students passed the ELA MCAS in 2012, with 97% scoring in the Proficient and Advanced categories. Ninety-eight percent of our students passed the MCAS Math with 89% scoring in the Proficient and Advanced categories. Ninety-nine percent of our students passed the Science/Technology MCAS with 88% scoring in the Proficient and Advanced categories. Niklas Boess and Brian Meehan earned Perfect Scores in MCAS Math. Robert Clark, Marijke Fulton, and Brian Meehan earned Perfect Scores in the ELA MCAS. Four students participated in Girls' State and Boys' State 2013, respectively: Emilia Boess, Emma Stone, Niklas Boess, and Robert McDermott. David Raab '15 represented Hanover High School at the Hugh O'Brien Youth (HOBY) Leadership weekend in June held at Bentley College. Christina Nee won 1st place in the Hanover High School Science Fair in February 2013. Erika Rogers took 2nd place and Dakota Draheim and Christopher Greeley tied for 3rd. Ten students were recognized by the Boston Globe Scholastic Art and Writing Awards. Melanie Baker earned a Silver Key for her painting "Calm". Emily Bartone earned an Honorable Mention for her drawing "Bear". Marina Goba earned two Honorable Mentions for her painting "Supply Cup" and drawing "Fork and Spoon". Haley Kmito earned a Silver Key for her sculpture "Silverfish". Kayla McGurrin earned an Honorable Mention for her sculpture "Coke Can Lilies". Micaela Nee earned a Gold Key for

her painting “Childhood Friend”. Alexis Nixon was honored with two gold keys, both in the same medium: ceramics and glass. They were titled, “Feather Pot” and “Swirled Vase”. Natalie Nolan received an Honorable Mention for her ceramics and glass piece entitled “Harmony and Balance”. Erin O’Leary earned an Honorable Mention for her painting “Boat”. Lastly, Shestin Thomson received three Honorable Mentions for her work. These included a sculpture “Pagoda”, a jewelry piece “Sunburst” and a ceramics and glass work named “Mondrian’s Tower”. The winner of the Annual Lions Club Speech Contest for 2012-2013 was Emily Tiedtke.

CURRICULUM HIGHLIGHTS

HUMANITIES

Our Senior Humanities Seminar continues to serve as a bridge between high school and college/career pursuits. It remains “an opportunity to refine and to evidence essential skills, knowledge, and literacies associated with either academic, communal, career, and/or personal interests as they relate to the innovations of the 21st Century.” In order to sharpen the course’s focus on skills associated with individual success in society, we developed units of study influenced more extensively by the social sciences. In particular, we increased our focus on modern United States History in the curriculum, and we put a greater emphasis on the reading of non-fiction texts dealing with social psychology. Overall, we witnessed an increased quality in the capstone projects, greater community involvement, and a more personalized investment from the students. In English and Social Studies, there was a concerted effort to enhance the reading, writing, and higher-order thinking skills associated with the SAT and with relevant advanced placement classes. This focus included the now full-implementation of our recently adopted 9-12 digital SAT prep program. As well, we wrote performance assessments at each grade level such as document-based questions, argument writing, and narrative opportunities for students. In fact, many of our common assessments and district-determined measures were designed based on the expectations of advanced placement language, literature, and history exams. Piloted two years ago, we also fully-implemented the close reading of non-fiction texts 9-12 by incorporating the college-level *Norton Reader*, and its array of text-types and critical reading guides. This anthology is used on all levels in all grades in English for the explicit teaching of argument, narrative, and genre. We also utilized this resource to facilitate the critical reading of advanced non-fiction texts. All of our curricular initiatives were deliberately implemented with the Common Core state standards in mind. All of our efforts in curriculum, instruction, and

assessment were done in alignment to these expectations. On every academic level in foreign language, we began the process of developing common pre- and post-assessments covering reading, writing, listening, and speaking. Additionally, our language curriculum operates in conjunction with several digital resources. For instance, we incorporate several software programs designed for use with our textbooks, while communication skills are supported further through the use of our digital-language lab. These are advanced resources; therefore, much of our professional development focused on acquiring mastery of these technologies.

STEM (SCIENCE, TECHNOLOGY, ENGINEERING, AND MATH)

During the 2012-2013 school year, we continued the process of implementing the Common Core state standards throughout the curriculum. Although this process is not complete, we are confident that our meticulous and measured approach has already benefited our students, and will continue to do so in the coming years. In particular, we created an array of artifacts and processes to assist our teachers and advance our students. In the area of science, Hanover teachers collaborated on common assessment opportunities for our students, including benchmark exams, laboratory experiences, and lab reports, which use common core aligned argumentative writing standards. In addition, a pacing guide for AP Biology to align with the new College Board curriculum was completed. The Amgen Bruce Wallace program was introduced into both the Anatomy and AP Biology courses. Job shadowing opportunities were made available for students in AP Biology, AP Chemistry, and Honors Anatomy. In the area of mathematics, teachers collaborated to improve the benchmark exams, which were administered in Algebra 1, Geometry, Algebra 2, and Precalculus. Data analysis on the results of those benchmarks was completed to inform instructional practices. As a result, additional formative assessments were created, the school-wide problem-solving rubric was used more frequently to assess student work, and an increased focus was put on student writing for open response questions. This concerted effort resulted in an increase in the percent of student scoring in the advanced range on the Grade 10 Math MCAS exam.

MUSIC

From Thursday, April 11, 2013, to Sunday, April 14, 2013, a combined choral and instrumental group of over 100 students participated in the Heritage Festival Tour down in Washington, D.C. Each performing ensemble earned a rating and in some cases a ranking as well:

- Pride of Hanover Marching Band: Silver

- HHS Concert Band: Silver
- HHS Jazz Ensemble: Silver, 1st Place
- HHS Concert Chorus: Gold
- HHS Select Ensemble: Silver
- HHS Corporation: Silver
- HHS VOX: Gold

Myles Sweeney earned the Outstanding Soloist Award for the Instrumental Group. The Choral Department earned the Choral Sweepstakes Award. The Music Department earned the Festival Sweepstakes Award for combined scores between Instrumental and Choral ensembles. The Music Department was also commended for their exemplary conduct and spirit throughout the duration of the festival weekend, and earned The Sprit of Washington, D.C. Award - the greatest honor awarded at the festival! In March 2013, we were pleased to have many Hanover High School Students represented in the Bridgewater State University Honor Band. These students included: Brendan Hoar, Peter Kelly, Bryana Koch, Robert McDermott, Brian Meehan, Sydney Packer, Andrew Pensoneault, Giovanna Pessa, Jacob Prescott, David Raab, and Michael Salters. Hayley Ardizzioni, Paul Barrett, Kendra Cameron, Brendan Hoar, Freeman Dong, Madison Fitzpatrick, Peter Kelly, Joshua Kuhn, Alexander Lawson, Robert McDermott, Brian Meehan, Dante Nicotera, and Nicholas Stevenson participated in the Southeastern Massachusetts School Band Masters Association (SEMSBA) Senior Festival. Megan Crowley, Erin Jenkins, and Krystin McDermott represented Hanover in the SEMSBA Junior Festival. On the choral side, Madison Fitzpatrick represented Hanover in the Massachusetts Music Educators Association (MMEA) Southeastern District Junior Festival while Hayley Ardizzioni, Paul Barrett, Kendra Cameron, Freeman Dong, Brendan Hoar, Jessica Kenney, Nicole Smigliani, and Myles Sweeney represented Hanover in the Senior Festival. Paul Barrett, Kendra Cameron, and Myles Sweeney went on to All States. Most impressively, Myles Sweeney won the Most Outstanding Instrumental Soloist and MMEA Southeastern District Composition Competition and Masterclass (2nd place) and the MMEA All State Competition and Master Class.

CREDIT FOR LIFE FAIR

On Thursday, April 11, 2012, 60 juniors and seniors attended Hanover High School's first Credit for Life Fair at the Cardinal Cushing School. The fair is a fun, interactive simulation of saving, spending, and budgeting in which students imagine they are approximately 24 years and have to

make financial decisions. The event was organized by a committee including Dr. Raab, Business Technology Teachers Stacey Pereira and Lindy Hansen, student Melanie Oliveira, Senior Vice President of S-Bank Susan Setterland, and parent liaison Jeffrey Oliveira. Students submitted an application to attend the fair. They attended an orientation where they were given information on professional dress and instructions on the spending plan budget sheets they would be using at the fair. Each student received a personalized spending plan before the fair. The plans provided students with average starting salaries for their chosen careers, as well as savings account balances, credit scores, credit card debt, and student loan balances. After opening remarks from Mrs. Setterland, Troy Clarkson, Chief Sweeney, Dr. Batchelder, and Mr. Oliveira in the auditorium, students received professional portfolios and headed into the gymnasium. In the gym, students were required to visit 16 booths including clothing, education/training, technology, furniture, insurance, retirement, nutrition, housing, and transportation, etc. At each booth, students were presented with realistic options. For example, they had to select which cell phone package or which automobile option to “purchase.” In addition, students had to decide, and then track, how they would pay for each selection. They could pay in cash from their paycheck, from their savings account if desired, or use available credit. Students also had the opportunity to take advantage of limited time specials, such as Bruins tickets, that were announced by emcee Tony Marino during the fair. At the Reality Check booth, students spun a wheel and got a dose of good or bad reality. Some received additional income from a lottery ticket or as a gift from a family member. Others had an additional expense from a flat tire or an adopted pet, for example. Students also had to undergo a professional interview at the Job Search/Interview Booth. After visiting each booth, students sat with a credit counselor who discussed their choices with them and then calculated the end result of their spending. What was the new balance of their savings account? How much credit card debt were they in now and how much would that cost each month? Finally, did they spend more than they earned? If so, students had to go back to the booths and make changes until they ended up “in the black.” The fair would not have been possible without the generous sponsors and many volunteers from the community. The fair was of no cost to the school or students! Thank you to our Gold Sponsor, S-Bank. We also thank AAA; AXA Advisors; Epstein, Lipsey, & Clifford, PC; Hanover Mall; John Barry Construction; Kathy Burke; Larry Baker, CLU, CLTC; Merrill Associates; Patrick J. Kelleher Associates, PC; Prime Buick GMC; Rockland Trust; S.S. Business Checks & Printing;

South Shore Bank; Squires of Hanover, Inc.; Sturtevant, Inc.; The Men's Warehouse; Tri-Town Rotary Club; Village Green; and ZYP Fitness. After closing remarks from the President and CEO of S-Bank Donald Gill, students and volunteers enjoyed lunch in the Iron Kettle Restaurant. Students also received wonderful Hanover Credit for Life "goodie bags." The day was a tremendous success! The members of the Hanover business and school community were so impressed by the professional attitude and appearance of the students, as well as their strong intellectual engagement. The students served as outstanding ambassadors for Hanover High School! They even thanked their bus drivers. Mrs. Pereira and Mrs. Hansen distributed surveys to students the following day. It is evident in the students' responses that they learned a tremendous amount and enjoyed the experience.

COMMENTS ABOUT BUDGETING/SPENDING

"The fair was a preview to the reality we're going to face later on in life. It was very interesting and realistic. Before, I didn't really understand how expensive it was to live. I learned how to prioritize my bills." "I was surprised how expensive it is to live on your own after college. I will have to manage my money well." "It was eye opening to see how expensive things really are when you are paying for them yourself." "I realized how difficult it is to live on your own and how many expenses I will have to deal with as an adult." "I learned that I won't have a lot of money to spend on luxury items. I really have to manage my money well and make sure I spend it on what is most important." "The experience was eye opening to the real world. Spending money is different when it's my own." "I learned that my budget will be tight to keep up my lifestyle." "I learned when to use cash, when to put it on credit, and when to touch my savings." "I liked the career guidance and I was surprised at how expensive the technology options were and how many options we had for insurance." "The most interesting thing to me was the option to go back to school and increase my salary."

COMMENTS ABOUT CREDIT

"I learned so much about smart spending and credit." "I learned about credit score and what good and bad credit is." "I realized I need good credit because it follows you for the rest of your life. You also need to have a well-paying job to be able to afford things in life."

SPORTS

FALL

Girls Soccer Qualified for the State Tournament for the 24th year in a row. Golf finished season as Fisher League champions-with a 14-1 overall record. The team finished 4th place in the Division III State Tournament. John Doremus selected to the Boston Herald All-Scholastic Team. Volleyball received the MIAA Academic Excellent Team Award: Gold Level for the 9th year in a row and also selected American Volleyball Coaches Association Academic Team Award. Girls Cross Country team was chosen for the Ted Dutkiewicz Sportsmanship Award.

WINTER

Boys Basketball Qualified for the State Tournament Girls Basketball Qualified for the State Tournament for the 8th year in a row. Swim: Alex Kelly advanced to States as individual 200 free and 500 free. Michelle Murphy, Devin O'Connor, Alex Kelly and Kaylee Locke advanced for 200 Medley relay and 200 free relay. Wrestling sectional place winners include: Karl Lamoureux, Connor McLeod, Michael McLeod, RJ Gillis, Hunter Smith and Jake Johnson. Ski Team member Emma Hoffman advanced to the MIAA Alpine Championship in Giant Slalom and Slalom. Gymnastic: Brittany Ainslie qualified for state individuals for vault and Kaitlyn Powers qualified for floor.

SPRING

Softball finished the season in 1st place in the Patriot League-Fisher division with a 14-1 league record and qualified for the State Tournament. The team advanced to the second round, losing to Bishop Stang. Boy's Lacrosse advanced to the MIAA East Division 3 Semi-Finals losing to Dover-Sherborn the eventual state champs. Girls Lacrosse Qualified for the State Tournament with 9-5-1 overall record. Girls Tennis Qualified for the State Tournament Boys Baseball Qualified for the State Tournament Hanover's Elijah Abi-Kheirs finished 13th in the MIAA All State - Boys Long jump. Sophie Morrill helped the Hanover Golf Team to a fourth-place finish at states in the fall. This spring she fired a 74 to take second at the South sectionals and qualify for states, where she shot a 95 to finish 21st was selected Boston Globe All-Scholastic honors.

STUDENT RECOGNITION

Over 85 undergraduate awards were presented to students in Grades 9, 10, and 11 during our annual Undergraduate Awards Ceremony, which was held on June 13, 2013. High Honors was presented to Alyssa Delahunt, Emma Devine, Stephanie Flynn, Michael Gosselin, Emma Hardy,

Emily-Rose Manser, Linnea Martin, Dante Nicotera, Keara Norris, Annika Rowland, and Sarah Ryan for the Class of 2016. Maya Collins and Ceara McLaughlin earned high honors for the Class of 2015. Troy Bridson, Joseph DeFerrari, Brian Meehan, and Matthew Scarpelli earned High Honors for the Class of 2014. These awards included the following book/merit awards provided by local colleges.

- Dartmouth College Book Awards – Emma Stone
- Smith College Book Award – Jessica Shaw
- Stonehill College Book Award – Troy Bridson
- The College of the Holy Cross Book Award – Matthew Scarpelli
- Bryant University Book Award – Emma Hoffman
- St. Michael's Book Awards – Niklas Boess and Mikayla Matheson
- George Washington University Book Award: Erika Rogers
- St. Anselm Book Award – Katherine Judge
- Suffolk University Book Award: Ashley McGann
- Russell Sage Merit Award – Samantha Colaw
- Lemoyne College Heights Merit Award – Emilia Boess
- Elmira College Key Awards – Joseph DeFerrari and Micaela Nee
- Rensselaer Polytechnic Institute Medal – Brian Meehan

SENIOR ACTIVITIES

As the year drew to a close, senior activities began in earnest. The senior prom was held at the Venezia in Boston. Over 200 students attended the prom, with about the same number attending the junior prom, which was held at the Granite Links in Quincy. The annual Senior Banquet was held at the Black Rock Country Club during the evening of Tuesday, June 4, 2013.

GRADUATION

Departmental Awards were presented to the Class of 2013, graduates during our Senior Awards Ceremony on the morning of June 3, 2013. Graduation exercises were held on the Harry Gerrish Memorial Field on June 8, 2013. Senior class president Bryana Koch welcomed the audience while Kelly Geddes delivered the valedictory speech and Talia Flamos delivered the salutatory speech. Mr. Troy Bridson, President of the Class of 2014 accepted the class gift from Ms. Mikaela Nelson, Treasurer. Mrs. Elizabeth Corbo, Chairperson of the School Committee, presented the diplomas with the assistance of Dr. Carl Batchelder, Interim Superintendent of

Schools. During the senior awards ceremony held on June 3, 2013, the Class of 2013 was awarded over \$88,000.00 in local Hanover monies.

In conclusion, Hanover Public Schools continues to work toward providing equity and excellence to all students in its mission of “*guiding every student to thrive in a global economy.*”

SUBMITTED BY THE HANOVER SCHOOL COMMITTEE

Elizabeth Corbo, Chairperson

William Marriner, Vice Chairperson

Kevin Bradley, Secretary

Kevin MacLeod, Member

John Geary, Member

**SOUTH SHORE REGIONAL SCHOOL DISTRICT
HANOVER TOWN REPORT**

For Fiscal Year July 1, 2012 – June 30, 2013

The South Shore School District is represented by eight appointed School Committee members from each town.

*Adele Leonard – Abington
Kenneth Thayer, Vice Chairman – Cohasset
Robert Heywood – Hanover
Christopher Amico – Hanson*

*Robert Molla – Norwell
Gerald Blake – Rockland
John Manning, Chairman – Scituate
Daniel Salvucci – Whitman*

During the 2013 year, the students of South Shore Vocational Technical High School continue to prosper as productive citizens in their community upon graduation. As changing economic demands continue to be placed before our students, it is the duty of South Shore to provide the best possible vocational education. We continue to appreciate the support of Hanover and our member communities.

On June 6, 2013, 15 graduates from Hanover received diplomas and vocational certificates at graduation ceremonies held at the South Shore Music Circus. The following students graduated:

*Connor Ashburn
Robert Balchunas
Brianna Barrone
Nicholas Beers
Ashley Brown*

*Leo Burke
Theodore DeSimone
Lucasz Dorosz
Danielle Harrington
Jake Humberd*

*Miranda Keyes
Kayla Napier
Johnathan O'Dowd
Cathi Schwemin
Jessica Scott*

In 2013 we saw the retirements of our Director of Guidance, Pamela Titus (after 30 years), as well as Special Education teacher Jeanne Bumpus and Cosmetology instructor Claire Milligan. We have added a new Director of Guidance and Admissions position filled by Michael Janicki to replace the Director of Guidance position.

SSVT remains committed to careful planning, coupled with a bold vision to provide the local and regional economy with students who are excited about learning, committed to hard work, and ready to become responsible citizens.

I look forward to continued efforts on the part of the school district to promote the value of vocational technical education to Hanover youth because it is a viable pathway to college and career success.

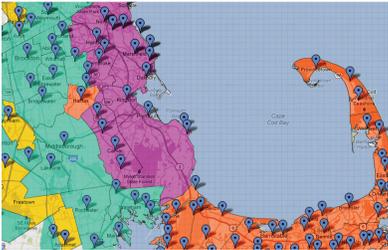
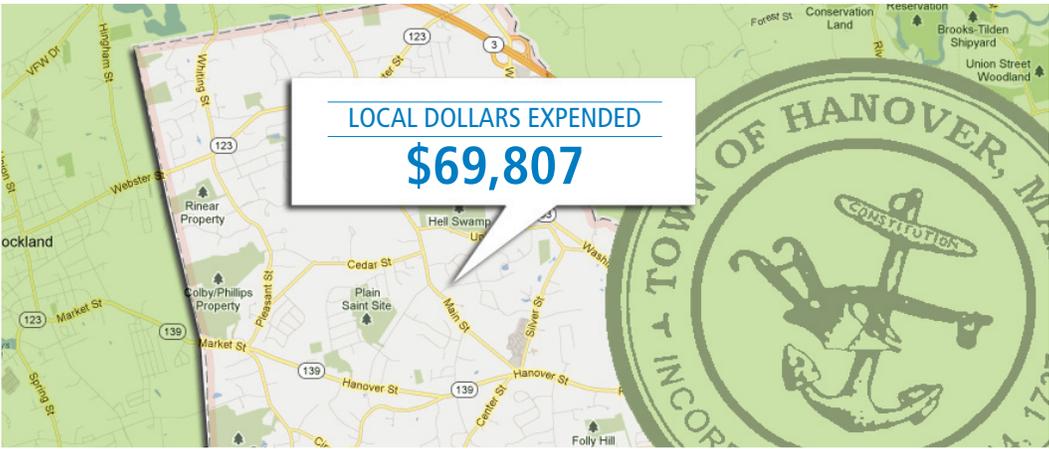
Respectfully submitted,

Robert P. Heywood

Town Representative
South Shore Regional School District Committee



SSCAC, Inc.
 265 SOUTH MEADOW ROAD
 PLYMOUTH, MA 02360
 508-747-7575 EXT. 6239
 WWW.SSCAC.ORG



SSCAC REPORT TO THE TOWN

HANOVER, MASSACHUSETTS

With roots dating back to the 1960's, South Shore Community Action Council, Inc. (SSCAC) is an agency that administers many federal, state and private grants that are available for low income and elderly persons.

During the fiscal year of SSCAC, a total of 135 Hanover households (duplicated) were served from October 1, 2012 – September 30, 2013 through the many programs.

PROGRAMS AND SERVICES

Fuel Assistance, Weatherization, Transportation, South Shore Early Education & Care, Consumer Aid, Emergency Services, Financial Stability Programs, Employment & Workforce Development, Food Resources, and Coordinated Family and Community Engagement.

GEOGRAPHIC SERVICE AREA

South Shore Community Action Council serves Carver, Cohasset, Duxbury, Hanover, Hingham, Hull, Kingston, Marshfield, Norwell, Pembroke, Plymouth, Plympton, and Scituate. Through our Fuel Assistance and Transportation programs, SSCAC serves an additional 58 towns in the Southeast, Cape Cod, and the Islands.

ENERGY ASSISTANCE PROGRAMS	HOUSEHOLDS	EXPENDITURES
Fuel Assistance (Federal)	79	\$52,184
Department Of Energy Weatherization (DOEWAP)	1	\$1,053
HEARTWAP (Burner Repair/Replacement)	12	\$3,804
Private Utility Funds for Weatherization and Burner Repair	4	\$12,766

OTHER PROGRAMS	HOUSEHOLDS	EXPENDITURES
Consumer Aid- The Attorney General	25	N/A
Head Start And All Early Education Programs	6	N/A
Transportation – Inter-Town Medical And Other Trips In Lift Equipped Vans (Total Trips)	2	N/A
Snap (Supplemental Nutrition Assistance Program)	73	N/A
Volunteer Income Tax Assistance (Vita)	6	N/A

In addition, SSCAC's Food Resources program distributed 34 lbs. of locally grown fruits, vegetables and non-perishable food to the Hanover's Council on Aging and Head Start children's programs. (Approximately 26 meals.)

REPORT OF THE BOARD OF OVERSEERS OF THE STETSON HOUSE

For Fiscal Year July 1, 2012 – June 30, 2013

The Board of Overseers holds meetings throughout the year and they are posted at the Town Hall. The Board of Selectmen appoints the Board of Overseers. The Board of Overseers works closely with the Hanover Historical Society.

This year bids went out for a new Heating/AC system to cover the building. Construction is under way for a new foundation for the Carriage House.

Work was completed on the Carriage House overhead doors and repairs to the Cobble Shop windows and trim.

Future Projects, the Board is hoping to complete painting of the Cobble Shop, landscaping, electrical upgrades and cleaning of the Carriage House roof.

The Board of Overseers would like to thank the Board of Selectmen and the Hanover Historical Society for their support. We would also like to thank all the volunteers for their generous donation of help all year. The Stetson House would not be in such wonderful condition without all the volunteered help received every year.

Respectfully submitted,
Board of Overseers

Richard Flanagan
Roger Leslie
Don Morrison

ANNUAL REPORT OF THE HANOVER HISTORICAL COMMISSION
July 1, 2012 – June 30, 2013

The Historical Commission held 12 open meetings from July 2012 to June 2013. All meetings are posted, and interested persons are invited to attend.

In carrying out our responsibilities, we have worked with other Town Commissions, Boards, and Committees as well as individuals concerning the use, care and preservation of those buildings, open spaces, documents and artifacts in which are embedded the history of the Town of Hanover.

We have met with all of the above when deliberating about and overseeing the implementation of historic preservation projects using Community Preservation Act funds. This included the on-going first phase of the initiative to repair and conserve gravestones in Hanover three historic cemeteries, as well as the completion of the conservation and repair of three Town-owned flagpoles and war monuments. Community Preservation Act funds have also been set aside to conserve the Town's historic records and documents, which are presently located in the basement of Town Hall.

In addition, the Commission reviewed requests for demolition of several houses Hanover, which had been identified as over 75 years old and thus subject to the Town's Preservation By-Law.

The Commission also met with owners of residential and commercial properties who sought advice about possible renovations and additions to their historic structures. In these instances, the Commission members offered suggestions and recommendations that would ensure that the important features and attributes of these properties would be maintained and enhanced whenever possible.

The Commission thus carries out its formal duties and responds to requests from the community, while raising awareness of both the historic resources in the Town of Hanover and the need for protecting the unique character of as many of the historic buildings and open spaces as possible. The Town's Master Plan, which includes a historic preservation component, remains our guide as we define and then prioritize our goals for the coming year's work.

Respectfully submitted,
Hanover Historical Commission

Peter Johnson, Chair
Charles Minott
John Goldthwait
Katie Duff
Christopher Haraden

REPORT OF THE HANOVER VISITING NURSE ASSOCIATION, INC.

For Fiscal Year July 1, 2012 – June 30, 2013

The Hanover Visiting Nurse Association, Inc. continues to uphold its founding objective of providing professional home nursing care to the residents of Hanover and to hold regular health maintenance and preventative clinics. Our services are available to all residents regardless of age or circumstance.

The volunteer Board of Management works closely with our Nurse Administrator, Maureen Cooke, RN and our part-time nurses, Nancy Funder, RN and Ellen Lehane, RN to help insure that the medical and welfare concerns of the community are addressed as needed. Board members assisted at Board of Health sponsored flu, pneumonia and tetanus clinics. We also assisted our Nurse Administrator at various blood pressure clinics.

The Hanover Visiting Nurse Association awarded three scholarships to Hanover graduates planning a career in nursing or allied health. Thirty Hanover children were awarded camperships to the Summer Park and Recreation Day Camp.

Board members helped with the distribution and delivery of food and gifts to over 100 families at both Thanksgiving and Christmas. Emergency assistance was also provided throughout the year to those in need. We are extremely grateful for the generosity of Hanover residents, businesses, churches, organizations and schools which made possible this assistance.

The Board of Management thanks all those residents who responded so generously to our Fund Drive and to those who made contributions to the Hanover VNA throughout the year. Your support enables us to serve you.

Respectfully submitted,
Nancy Mickunas, PhD., President
Hanover Visiting Nurse Association, Inc.

PLYMOUTH COUNTY COOPERATIVE EXTENSION ANNUAL REPORT

For Fiscal Year July 1, 2012 – June 30, 2013

The role of Plymouth County Cooperative Extension is to deliver research-based information to Plymouth County residents through non-formal methods. The Plymouth County Extension staff work on behalf of Plymouth County residents, in concert with UMass Amherst faculty and Extension staff, and the United States Department of Agriculture, to provide valuable information in the program areas of 'Agriculture and Landscape' and '4-H Youth and Family Development'. The Extension System is supported by County, State and Federal funds, and operates under Federal and State laws and agreements. Local citizens, appointed by the Plymouth County Commissioners, serve as Plymouth County Cooperative Extension Trustees, directing the overall program. Volunteer advisory groups work with Extension staff on developing programs.

Cooperative Extension resources and programs for Plymouth County residents include: 4-H Science and Technology workshops in the areas of embryology and plant science; accredited overnight 4-H summer camps; 4-H animal science summer day-workshops; 4-H Life Skills Training, 4-H Community Service Projects, 4-H Public Speaking Training, 4-H Babysitting Program and 4-H partnerships with local farms and agricultural enterprises including the Marshfield Agricultural Society, Plymouth County Farm Bureau and Plymouth County Grange. New research findings are translated into practical applications and shared with residents and communities through workshops, lectures, conferences, office visits, phone calls, field demonstrations, radio, television, local libraries, technical assistance, and newspaper articles. Publications such as newsletters, booklets, and fact sheets bring information directly to those who need it. Additional information is delivered through UMass-Amherst Center for Agriculture and Extension web access www.ag.umass.edu

Members of the Plymouth County Extension Staff:

Molly Vollmer, Extension Educator, 4-H Youth and Family Development Program
Valerie Schell, Extension Educator, 4-H Youth and Family Development Program
(Vacant), Program Assistant, 4-H Youth and Family Development Program
Cathy Acampora, Administrative Assistant

Board of Trustees:

John J. Burnett, Jr. Chairman – Whitman	Joseph A. Freitas – Plympton
Michael Connor - Bridgewater	Meghan C. Riley -Whitman
Jeff Chandler – Duxbury	Marjorie Mahoney, Hingham
John Dorgan - Brockton	Janice Strojny - Middleboro
Sandra Wright, Plymouth County Commissioner - Bridgewater	

The Plymouth County Extension office is located at 266 High St., Hanson MA 02341 (781-293-3541; fax: 781-293-3916)



TRUSTEES FOR PLYMOUTH COUNTY COOPERATIVE EXTENSION
 UNIVERSITY OF MASSACHUSETTS U.S. DEPT. OF AGRICULTURE
 266 HIGH STREET, HANSON, MASSACHUSETTS 02341
 PHONE: 781-293-3541



2013 REPORT OF TRUSTEES FOR COUNTY COOPERATIVE EXTENSION

Town of HANOVER

In accordance with the General Laws of the Commonwealth, Chapter 128, the Trustees for Plymouth County Cooperative Extension are empowered to receive, on behalf of the County, money appropriated by any town, or by the Federal Government for carrying out the provision of the Law, under which they are appointed.

Plymouth County Cooperative Extension has made contact during the past year in every community, either by public meetings, direct mail, phone calls, individual visits, and/or demonstrations, to assist the needs of the citizens toward helping to solve management problems, better living, and better community service. Cooperative Extension staff have been ably assisted by many local volunteer leaders.

Expenses were incurred during the year for the purchase of materials needed in carrying on the various Extension programs:

- \$ Booklets, Manuals, Fact sheets, etc.
- \$ Extension Volunteer Expense
- \$ 4-H School Programs
- \$ 4-H Program Leader Expense

FINANCIAL SUMMARY

Requested Appropriation for (2013-2014) \$ 500.00

Make all checks payable to The COUNTY of PLYMOUTH

PLEASE REMIT TO:

Plymouth County Treasurer's Office
 11 South Russell Street, Plymouth, MA 02360
 Phone: 508.830.9105 | Fax: 508.830.9106
 ATTN: Thomas O'Brien

Respectfully submitted,
 TRUSTEES FOR PLYMOUTH COUNTY COOPERATIVE

EXTENSION

BY:

Molly Vollmer, Extension Educator



Plymouth County Extension 4-H Youth Development Program



266 High Street
Hanson, Ma, 02341

Tel: 781-293-3541

Fax: 781-293-3916

Mvollmer@umext.umass.edu

Vschell@umext.umass.edu

October 22, 2013

CHAIRMAN, BOARD OF SELECTMAN
Hanover Town Hall
550 Hanover Street
Hanover, MA 02339

Dear Chairman:

Enclosed you will find a copy of our Annual Report as well as the assessment for an appropriation in respect to fiscal year 2013-2014.

The Town of Hanover participated in the following Extension sponsored programs this year:

- 4-H Plant Science Sunflower Program for grades K-2
- 4-H Public Speaking contests
- 4-H Embryology Program
- 4-H Horse Show and Equine Contests at Briggs Stables
- 4-H Equine Science Camp at Magic Penny Farm

Through our programing we have given many Hanover residents opportunities to participate in community service, citizenship and leadership activities year round.

Thank you for your attention to this matter.

Respectfully submitted,

Plymouth County Extension
Board of Trustees

BY: Molly Vollmer
Extension Educator

Cc: County Treasurer
County Administrator

APPLICATION TO HANOVER TALENT BANK**Thank you for your interest in serving the Town of Hanover!**

Hanover's excellence as a community is due in large part to citizen participation in government and community affairs. The purpose of the Hanover Talent Bank is to register the names, interests and qualifications of Hanover registered voters willing to volunteer to serve their community. Residents who are interested in participating in Town Government are urged to complete this form.

Residents serve as volunteers on a wide variety of town boards, committees, commissions and councils listed below. They are appointed to these organizations by the Selectmen, Moderator, or other appointing authorities as vacancies occur. We encourage you to register by completing this Talent Bank Form, indicating your occupation, background, areas of interest and organizations you would consider serving (page 2). Please return your completed form to the Board of Selectmen as indicated below. General applications will be kept on file for consideration/notification when an opening occurs.

Applicant Information

Name	
Full Address <i>Resident of Hanover?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Number of Years as a Resident:</i> _____	
Telephone	
Fax	
Email Address <i>(optional but desirable)</i>	
Occupation	
Background & Qualifications	
Signature of Applicant	

Return Information

<i>Please Submit this form to the address shown.</i>	Hanover Talent Bank Selectmen's Office 550 Hanover Street, Suite 29 Hanover, MA 02339 Telephone: (781) 826-5000 X1032 Fax: (781) 826-7499 Email: selectmen@hanover-ma.gov
<i>Please also send a copy of your application to the applicable Boards you wish to serve on.</i>	

Boards & Services of Interest

<p>Please Check All that Apply</p> <p><i>Please Note: Many Boards require regular attendance at weekday evening meetings, either once or several times a month.</i></p> <p><i>I wish to be notified (if possible) in the event of any vacancy on the selected Boards.</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Applicants for a position on a specific committee may expect to be interviewed by the appointing body.</i></p>	<input type="checkbox"/> Advisory Committee	<input type="checkbox"/> Emergency Communications Committee
	<input type="checkbox"/> Affirmative Action Committee	<input type="checkbox"/> Energy Advisory Committee
	<input type="checkbox"/> Board of Appeals	<input type="checkbox"/> Fair Housing Commission
	<input type="checkbox"/> Board of Assessors	<input type="checkbox"/> Fire Station Building & Reconstruction Committee
	<input type="checkbox"/> Board of Health	<input type="checkbox"/> Historical Commission
	<input type="checkbox"/> Board of Public Works	<input type="checkbox"/> Housing Authority / Hanover Affordable Housing Partnership
	<input type="checkbox"/> Board of Registrars	<input type="checkbox"/> Open Space & Recreation Planning Committee
	<input type="checkbox"/> Board of Selectmen	<input type="checkbox"/> Parks & Recreation Committee (also Bandstand Committee)
	<input type="checkbox"/> Bylaw Review Committee	<input type="checkbox"/> Planning Board
	<input type="checkbox"/> Community Access & Media Committee	<input type="checkbox"/> Route 53 Joint Study Committee
	<input type="checkbox"/> Community Preservation Committee	<input type="checkbox"/> School Building Needs Committee
	<input type="checkbox"/> Conservation Commission	<input type="checkbox"/> School Committee
	<input type="checkbox"/> Council on Aging	<input type="checkbox"/> Stetson House Board of Overseers
	<input type="checkbox"/> Cultural Council	<input type="checkbox"/> Taxation Aid Committee
	<input type="checkbox"/> Design Review Board	<input type="checkbox"/> Trustees of Public Library
	<input type="checkbox"/> Economic Development Committee	
	<input type="checkbox"/> Other:	

Additional Comments & Information	
<p><i>Please provide additional comments here. Attach a letter, resume, or other information you would like considered in review of your application.</i></p> <p><i>Please also indicate any other areas of interest not shown above.</i></p> <p><i>Please also note any potential conflicts of interest (i.e. if appointed to serve on the Planning Board, your development projects, interests, land you own, relationship to developers who may come before the Board, etc.)</i></p>	

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TOWN OF HANOVER MUNICIPAL SERVICES GUIDE

	Main Number(781) 826-5000	Extension
BOARD OF SELECTMEN AND TOWN MANAGER OFFICES		
Board of Selectmen	Alcohol and Auto Dealer Licenses; Personnel and Compliance Issues	x 1084
Town Manager	General Administration	x 1084
COMMUNITY SERVICES DEPARTMENT		
Board of Appeals	Zoning Appeals; Special Permits; Variances	x 1026
Board of Health	Perc. Tests/Observation Holes; Septic Permits/Title V; Food Service; Tobacco	x 1024
Building Commissioner	Building, Gas, Plumbing & Wiring Permits; Code, Sign & Zoning Enforcement	x 1007
Conservation Agent	Conservation Land Management; Review Project Proposals w/in100 ft. Wetlands	x 1019
Council on Aging	Senior Activities; Information; Transportation	924-1913 924-1921
John Curtis Public Library	General Information Number	826-2972
Passport Office	Issuance	x 1006
Planning Board	Land Use; Planning; Zoning	x 1026
DEPARTMENT OF PUBLIC WORKS		
Administrative Offices	Highways; Public Grounds; Snow & Ice Removal; Water; Emergencies	826-3189
Cemeteries	Cemeteries; Transfer Station Information	826-5574
Facilities Engineer	School and Town Building Management	857-5706
Parks & Recreation	Recreation Programs	878-6361 826-7529
FIRE DEPARTMENT		
Fire Department	Non-Emergency Number; Emergency Management; Disaster Preparedness & Recovery	826-3151
Fire Permits	Burn Permits	826-7850
MUNICIPAL FINANCE DEPARTMENT		
Assessor	Assessments; Exemptions; General Valuations (Real Estate, Motor Vehicle, Personal Property, Boat)	x 1003
Collector/Treasurer	Collection of Taxes & Fees; Bond Issues; Town & School Payrolls	x 1013
Finance Director	Accounting; Budgeting; Procurement	x 1000
Registrar	Elections; Town Census; Voter Registration	x 1028
Town Clerk	Birth/Death/Marriage Certificates; Dog/Fishing/Hunting Licenses	x 1011
Veteran's Agent	Veterans' Information; Referrals & Benefits	x 1038
Visiting Nurse	Nursing Services; Blood Pressure Clinics; Diabetic Testing; Flu Clinics	x 1039
POLICE DEPARTMENT		
Animal Control	Dog Officer; Animal Control Officer; Inspector of Animals	x 1022
Emergency Communications Center	Non-Emergency Number	826-2335
Police	Non-Emergency Number	826-3231
SCHOOL DEPARTMENT		
Administrative & Superintendent's Offices	Salmond School	878-0786
	Cedar School	878-7228
	Center School	826-2631
	High School	878-5450
	Middle School	871-1122
	Sylvester School	826-3844
OTHER		
Hanover Police Boy's Club		826-4869
So. Shore. Vo. Tec.	Regional Vocational Technical High School Administration	878-8822
Stetson House	Tours; Historical Information	871-3676
AMBULANCE - FIRE - POLICE EMERGENCY		911