

Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, June 16, 2014 @ 7:00 PM.

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

At 7:00 PM Chairman Dunn opened the meeting and asked if any member of the audience had any comment or discussion item for the Open Forum portion of the meeting; Chris Martin, Cultural Council inquired if the Board intended to waive the \$500 fee for the Hanover Day Carnival; Chairman Dunn noted the topic will be addressed later in the meeting.

The Board voted to approve the meeting minutes of 6-2-14.

The Board discussed the 2014-2015 reappointments of Board/Committee members; Selectman Barthelmes informed the Board Brian Durkin is not interested in continuing his service on the Community Access and Media Committee; the Board requested the vacancy be posted. Selectman Salvucci requested the vote on the 2014/2015 Board/Committee reappointments be tabled until after the appointments for the Council on Aging Advisory Board are discussed which is scheduled later on the agenda; Chairman Dunn agreed. Vice-Chairman Setterland requested that moving forward a letter be sent to the members of Boards/Committees inquiring if they intend to continue serving with the Board/Committee.

At 7:05 p.m. Chairman Dunn read the Public Hearing Notice (attached) regarding the Road Reconstruction Public Hearing for Birchwood Road, Maplewood Drive and Larchmont Lane. The Hearing Notice was published in the Patriot Ledger on June 3, 2014. The Board met with Victor Diniak, Director Department of Public Works who provided the Board with a summary of the project. Mr. Diniak noted a letter will be sent to the residents of this area requesting they contact the DPW to inform them of any invisible dog fences, irrigation systems, etc. this information will be relayed to contractor in order to help prevent any damage to the systems. Chairman Dunn closed the Hearing. (Attendance sheet attached).

The Board noted since they last met with the Council on Aging Advisory Board another member submitted their resignation which now creates two vacancies on the COA Board. Vice-Chairman Setterland noted she has met with the COA Director, Robyn Mitton and further noted the Council on Aging Bylaws are the Council's Bylaws not the Town's Bylaws and are in need of updating; page two of the COA Bylaws notes after the Board meets to discuss filling a vacancy they will provide a recommended replacement member to the Selectmen who are the appointing authority. The TM noted the Council's Bylaws should be referred to as "guidelines or procedures" they are not binding on the Board of Selectmen. The TM referred to the draft minutes of the COA Board noting the split vote on their recommendation, with the recent resignation there are two vacancies; the TM explained the appointing options to the Selectmen. The Board voted to appoint Roger Leslie and Carol Mattes to the Council on Aging Advisory Board.

The Board voted to approve the Board of Selectmen Board/Committee re-appointments as listed (attached) effective July 1, 2014 with the addition of COA member Roger Leslie, appointment expiring June 30, 2015; COA member Carol Mattes, appointment expiring June 30, 2015 and to remove Brian Durkin as a member from the Community Access and Media Committee.

The Board voted to ratify the Town Manager's re-appointment of Frank Brierly, term to expire June 30, 2017 and Brian McLoone, term to expire June 30, 2016 to the Conservation Commission.

The Board voted to ratify the Moderator's re-appointment of Judy Grecco and George Mallard to the Open Space Committee.

The Board voted to approve One-Day Wine & Malt License to Laurie Maranian, Cardinal Cushing Centers sponsored by Rockland Trust Company, for a Team Building Event at 405 Washington Street on Tuesday, June 17th from 12:00 p.m. to 1:00 p.m.

The Board discussed the School Departments involvement in the Purchase Card Policy the TM noted the implementation has not been discussed with the Superintendent; the TM recommended if the Board is moving forward that only Town Departments be included; supplemental information is included in the Board's agenda packet on fraud protection, general fees and conditions on implementation. The TM noted the card is issued thru Bank of America who won a bid thru the State to provide services to Municipalities further noting the benefit of going thru a state program vs. a standard business program is there are no fees associated as long as the balance is paid in full within 30 days and because it is a State program there is no bid process required. Department Heads will manage the card for their department. There will be internal controls including a monthly review of purchases and set limits for purchases. The TM explained the payment process to the Board. Vice-Chairman Setterland recommended MasterCard. Selectman Barthelmes suggested there be a checks and balances on conferences to ensure that they are being attended once signed up for. The Board voted to approve the Purchase Card Policy without any school positions at this point being put in and to come back to the Board for approval when those limits and to whom cards may be issued to for a second approval.

The Board met with R. Shea and D. Delaney members of the Board of Assessors to interview Frank Grecco to fill the current vacancy on the Board of Assessors. The Board voted by Roll Call Vote to appoint Frank Grecco to the Board Assessors until the May 2015 Town Elections; Chairman H. Dunn, aye; J. Salvucci, aye; S. Setterland, aye; B. Barthelmes, aye; and Robert O'Rourke, for the Board of Assessors' Chairman Robert Shea, aye; and David Delaney, aye.

The TM discussed the Selectmen's Summer schedule; regular meetings are scheduled for July 7th and August 4th. Goal Setting/Strategic Planning meetings July 16th and August 13th or 20th at 5:30 p.m. The TM will forward the most recent version of the Board's goals with updates for the Board's review.

Town Manager Report:

- The comment mentioned in the Open Forum portion of the meeting relative to waiving the Bond and the fee for the Carnival; the operator of the Carnival has an insurance policy that sufficiently covers the issue relative to the Bond, the fee for \$500 can only be waived by the Board; the Board voted to waive the \$500 fee for the Carnival.
- The TM provided the Board with a handout regarding legal expenses and reported legal costs have been reduced by 30% the numbers of legal issues in the Town have not abated; personnel issues have increased significantly but have been addressed in-house.
- The TM provided an update on the Senior Work Off Program; currently 12 applicants one applicant has an expertise in architecture and will be active with the Town Hall restoration and the Fire Station study. The other applications are being processed.
- The bid specs for the current contract for the Cemetery work voted at Town Meeting are more specific for this round of work; more extensive work. The Planning Office will oversee the work being done.
- Work continues on the Turbine, the hand over should be soon work continues, Aeronautica continues to work on the “tips”.
- There will be a meeting on site on June 17th with Department Heads for Hanover Day.
- Dr. Thomas Raab was appointed Business Manager talks still continue with the Superintendent, still looking to consolidate and reduce positions, will be presenting to the Board this Summer, reduce costs thru staffing; accounts receivable, accounts payable and personnel.
- The TM reported the vacancy in the Collectors office remains open; there are two finalists currently waiting outreach of the Finance Director to make the appointment.

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

At 7:57 PM Chairman Dunn requested a Roll Call Vote of the Board to go into Executive Session in accordance with MGL 30A, Section 21, Subsection 3 to discuss strategy with respect to collective bargaining or litigation that an open meeting may have a detrimental effect on the bargaining or negotiating position of the body. The Board will not reconvene in Open Session. Roll Call Vote: Chairman H. Dunn, aye; J. Salvucci, aye; S. Setterland, aye; B. Barthelmes, aye; and Robert O’Rourke. Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee were also present. Any discussion relative to Police or Fire Selectman Salvucci will recuse himself.

Meeting ended and adjourned at 8:35 PM.