

**Advisory Committee
Town of Hanover
550 Hanover Street
Hanover, MA 02339**

Meeting Minutes of March 13, 2013

Committee Attendees: Brian Barthelmes, Florence Grady, John O’Leary, Jerry O’Hearn, Helen Graves, Joan Young, Jim Van Arsdale, Wayne Moores

Absent: David Bond

Others: Mike Tivnan, Chris Brown, Lauren Devine, Kathy Gilroy, Steve Tucker, Marylou Stewart, Barbara Itz, Janine Smith, Troy Clarkson

Brian Barthelmes, Advisory Committee Chairman, opened the meeting at 6:30 p.m. in the Advisory Committee Hearing Room at Town Hall.

Parks & Recreation Committee: Mike Tivnan, Chairman of the Parks and Recreation Committee, provided information on Town Meeting Article 31 regarding the Curtis School lot. Mike spoke about the possibility of reconstructing the historic barn, which had been located at 645 Center Street, on the Curtis School lot. Members of the Advisory Committee suggested that the barn be reconstructed near the center of Town, possibly at Sylvester Field.

The Parks and Recreation Committee manage the fields at the Curtis School site. Article 31 would give them ownership of the lot. It was mentioned that this is one of the few recreational areas on the north side of town. HYAA is one of the main tenants of this field. Advisory Committee Chairman Brian Barthelmes recommended that the Parks & Recreation Committee speak to the Board of Selectmen about this article. A public hearing on this article was also recommended.

A discussion took place about Article 12 and Article 13 of the Town Meeting warrant. Article 12 proposes the establishment of a revolving fund for Forge Pond Park. Article 13 requests \$125,000 for the funding of expenses at Forge Pond Park. It is hoped that the Forge Pond facility will eventually generate enough revenues through tournaments and sports programs to pay for required maintenance.

The revolving fund will pay for one full-time maintenance position for Forge Pond Park, including benefits and retirement expenses. Revenue from sports tournaments should reduce the amount needed for the Forge Pond Park revolving fund next year. The expense of constructing a building at the Forge Pond facility was included in the original appropriation for this project.

Bylaw Review Committee: Kathy Gilroy, Chairman of the Bylaw Review Committee, provided an update on three Town Meeting articles that are included in May 2013 Annual Town Meeting warrant.

Article 18 – Abolishment of the Hanover Personnel Bylaw: Kathy explained that the Town still has an existing Personnel Bylaw. The Town Manager charter supersedes the Town’s General Bylaws. This is a housekeeping article to remove the Personnel Bylaws from the Town’s General Bylaws.

Article 28 – Stormwater Illicit Discharge Bylaw: This article would regulate illicit connections and discharges to the municipal storm drain system.

Article 40 – Amending of the Junk Dealers Bylaw: This article amends the existing General Bylaws regarding Junk Dealers. The amendments, which are recommended by the Chief of Police, would allow for better auditing and inventory of items processed by resellers of metals.

Town Clerk: Town Clerk, Bob Shea, spoke about his reasons for submitting a Town Meeting article which requests increases in Town Clerk fees. Bob stated that the Town’s current Town Clerk fees are lower than most of the surrounding communities. This article would bring the Town in line with what other communities are charging for items such as birth certificates and marriage licenses.

Senior Town Accountant Update: Senior Town Accountant, Janine Smith, said that she had received many resumes in response to the job posting for an Assistant Treasurer. Interviews for this position are expected to begin next week. Janine will be attending an offsite training conference from March 18 through March 20. She will not be in attendance at the March 20, 2013 Advisory Committee meeting.

Advisory Committee meeting minutes:

The Advisory Committee reviewed the meeting minutes of February 27, 2013. Joan Young said she was not in attendance at this meeting, and should be taken off the list of attendees. Florence Grady made a motion to accept the February 27, 2013 Advisory Committee meeting minutes as amended. Jerry O’Hearn seconded the motion. Brian Barthelmes and Joan Young abstained from voting since they were absent from this meeting. All others were in favor.

May 2013 Town Meeting Articles:

The Committee began discussions and votes on May 2013 Special and Annual Town Meeting articles.

Brian Barthelmes asked Town Manager Troy Clarkson to research whether the repair work to the library columns, requested in Special Town Meeting Article 7, could be paid for with CPC funds.

Annual Town Meeting Article 7, regarding setting the pay of elective officers was discussed. A 2% proposed increase was added to the current Town Clerk’s salary. The Advisory Committee asked to see what other Towns are paying for Town Clerk positions.

A general discussion took place about the Town and School Sick Leave Buyback articles. It was discussed that revenue from meal taxes can be used to fund OPEB (Other Post Employment Benefits).

Regarding Annual Town Meeting Article 12 about the establishment of revolving funds, Janine Smith mentioned that revolving funds need to be authorized annually.

The new monthly expenditure reports to be produced by the Finance Department will include revolving fund revenue.

Annual Town Meeting Articles 16 and 17, regarding tax abatement programs, were discussed. A committee may be established to develop procedures for this program.

Annual Town Meeting Article 19 requests \$80,000 for a triennial revaluation. The Town is required to do a triennial revaluation every three years. This work is outsourced to a vendor.

The Committee voted to accept the following May 2013 Special and Annual Town Meeting articles:

STM 1 – Accounts without an appropriation: Florence Grady made a motion to accept this article. Jim Van Arsdale seconded the motion, and it was so voted unanimously.

STM 5 – HVAC Police Station: Helen Graves made a motion to accept this article. Jerry O’Hearn seconded the motion, and it was so voted unanimously.

ATM 1 – Accept Annual Report: Helen Graves made a motion to accept this article. Jerry O’Hearn seconded the motion, and it was so voted unanimously.

ATM 5 – Enter into compensating balance agreement: Helen Graves made a motion to accept this article. Florence Grady seconded the motion, and it was so voted unanimously.

ATM 6 – Assume liability for DEP work: Helen Graves made a motion to accept this article. Jerry O’Hearn seconded the motion, and it was so voted unanimously.

ATM 10 – CPC Set Aside: Jerry O’Hearn made a motion to accept this article. Florence Grady seconded the motion, and it was so voted unanimously.

ATM 11 – Accept Chapter 90 Road Grant monies: Florence Grady made a motion to accept this article. Jerry O’Hearn seconded the motion, and it was so voted unanimously.

ATM 12 – Revolving Fund Budgets: Florence Grady made a motion to accept this article. Joan Young seconded the motion, and it was so voted unanimously.

ATM 13 – Forge Pond Park Expenses: Florence Grady made a motion to accept this article. Jim Van Arsdale seconded the motion, and it was so voted unanimously.

ATM 18 – Abolishment of Personnel Bylaw: Helen Graves made a motion to accept this article. Jerry O’Hearn seconded the motion, and it was so voted unanimously.

ATM 19 – Triennial Evaluation: Jerry O’Hearn made a motion to accept this article. Joan Young seconded the motion, and it was so voted unanimously.

Helen Graves made a motion to adjourn the meeting at 9:00 p.m. Joan Young seconded the motion and it was so voted unanimously.

Prepared by Audrey Barresi, Advisory Committee Secretary