



TOWN OF HANOVER
550 HANOVER STREET
HANOVER, MASSACHUSETTS 02339

Advisory Committee

Hanover Advisory Committee
Special Joint Meeting with the Board of Selectmen
550 Hanover Street
Hanover, MA 02339
Meeting Minutes
Wednesday, July 15, 2020 - 7:00 pm
Via Zoom Virtual Meeting

Committee Attendees via Zoom

Gavin Little-Gill
Sandra Hayes
Steven Freedman
Jerry O'Hearn

Joan Port-Farwell
James Hoyes
Steve Kmito

Committee Members Absent:

Ted Hickey

Nick Morwood

Present at Town Hall, Board of Selectmen Chair John Tuzik

Present via Zoom, Selectmen David Delaney and John Barry, and Selectwomen Rhonda Nyman and Vanessa O'Connor

Also present via Zoom - Joe Colangelo, Town Manager, Lincoln Heineman, Director of Finance, Chelsea Stevens, Town Accountant

Finance Director Lincoln Heineman provided an overview of the Fiscal Year 2020 Municipal Relief Transfers:

General Government – Expenses - \$39,000

This transfer is needed to cover non-salary costs related to the Town's response to the COVID-19 pandemic. At its March 4 and May 20 meetings the Advisory Committee approved transfers totaling \$177,700.00 from the Reserve Fund to the General Government (Town Manager's) salary and expenses budget lines. The current transfer would move \$39,000 from the General Government salaries account to its expenses account, to reflect where necessary COVID-19 related costs actually occurred.

The Town expects to be reimbursed in full for these expenses from federal CARES Act funding.

Fire – Salaries- \$50,000

The necessity for this transfer is driven by several absences at the Fire Department due to COVID-19 and other health-related issues, and the need to fill the resulting shift vacancies with staff overtime. In addition, there were six major structure fires in Fiscal Year 2020, far and above the typical one or two major fires, which again necessitated unexpected overtime.

This transfer would move \$50,000 from Fire Department expenses and Police Department salaries accounts. Again the Town expects to be reimbursed in full for COVID-19 related expenses from federal CARES Act Funding.

Facilities – Expenses - \$45,000

There is a shortfall in the Town's Facilities (Public Works) expenses budget due to several physical improvements at Town Hall and in other Town buildings to protect staff and the public during the COVID-19 pandemic.

This transfer would be \$45,000, funded from available monies in the Snow & Ice account, and the Town expects to be reimbursed in full from federal CARES Act funding for these expenses.

The BOS Chair opened the meeting up for questions or comments from the Advisory Committee. Seeing none, the Chair opened the meeting up for questions or comments from the Board of Selectmen. The Board requested further information from the Finance Director which he then provided.

The BOS voted to approve the Municipal Relief Transfers as described by Finance Director Heineman. The Chair passed the meeting over to the Advisory Committee.

The Advisory Committee made a motion and approved unanimously to approve the Municipal Relief Transfers as described by Finance Director Heineman.

The meeting adjourned at 7:12 p.m.