

**Hanover Advisory Committee
550 Hanover Street
Hanover, MA 02339
Meeting Minutes**

Tuesday October 10th, 2017 – 7:00 p.m.

**Advisory Committee Hearing Room
Hanover Town Hall**

Opening:

The meeting was opened at 7:00 p.m. by Edward Hickey, Chairman.

Committee Attendees:

Edward Hickey – Chairman
Sandra Hayes
Joan Port-Farwell
Wayne Moores
Jerry O'Hearn
Brandon Freeman
Gavin Little-Gill
Steven Kmito
Nick Morwood

Introduce new members:

New members of the Committee, **Nick Morwood and Steve Kmito**, were introduced and welcomed to the Advisory Committee.

Nominate Chair & Vice-Chair positions:

A motion to re-nominate Edward Hickey as Committee Chairman was made and passed unanimously. A motion was made by Joan Port-Farwell to nominate Sandra Hayes as Vice-Chairperson and was seconded by Edward Hickey. All on the Committee were in favor and the motion was passed.

Review of Meeting Minutes:

A motion to accept the minutes from the June 13th meeting was made. Joan Port-Farwell and Sandra Hayes, as well as new members Steven Kmito and Nick Morwood abstained from the vote as they were absent from the meeting. The remaining members voted and unanimously approved the minutes as written.

Complete, comment on and vote Annual Report:

The completion of and vote on the Annual Town Report was deferred due to the absence of actual monetary amounts. The Committee will request the final numbers from the Acting Finance Director

and Town Accountant, Chelsea Stevens, who is awaiting this information from the Board. The Advisory Committee will then vote on the Annual Town Report.

Budget and Capital Expense Review

The Committee discussed recommendations for the upcoming budget and capital expense review process.

Discussion of Liaison Assignments

The Advisory Committee discussed the liaison assignments for the various departments, boards and committees for the Town. The motions for assignments were made by Chairman, Edward Hickey and were passed by the Advisory Committee members.

The Committee Liaison assignments are as follows:

- Wayne Moores and Nick Morwood, Fire and Police Departments
- Jerry O'Hearn, DPW
- Sandra Hayes, Community Services
- Gavin Little-Gill, Information Technology
- Steven Kmito, Facilities
- Branden Freeman, Finance Department
- Joan Port-Farwell, School Department (with Gavin Little-Gill as technology liason)

Adjournment

Edward Hickey made a motion to adjourn. This was seconded by Joan Port Farwell. All were in favor, and the meeting adjourned at 7:35 pm.

Next Meeting

The Committee's next meeting will be on Wednesday, November 1st at 7:00 p.m. at the Town Hall in the Advisory Committee's Hearing Room.