

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

Meeting Minutes of February 1, 2012

Committee Attendees: David Bond, John O’Leary, Brian Barthelmes, Florence Grady, Joan Young, Jerry O’Hearn, Helen Graves

Others: Finance Director Jennifer Petit, Town Manager Steve Rollins, Town Moderator Doug Thomson, Katie Duff, Jim Van Arsdale, Michael Cummings, Wayne Moores

Brian Barthelmes, Advisory Committee Chairman, called the meeting to order at 7:00 p.m.

FY2013 Budget Process: Department Heads will be scheduled to meet with the Advisory Committee on February 8, 2012 or February 15, 2012 to discuss their FY2013 budget requests. Facilities Engineering Manager, Bob Murray will be scheduled to meet with the Advisory Committee on February 22, 2012 to discuss capital requests and the Town’s long term capital plan.

The Advisory Committee received a rough draft of a list of possible items for May 2012 Town Meeting articles. Helen Graves asked about the Town and School’s Sick Leave Buyback Accounts. Finance Director, Jennifer Petit stated that it would be another three or four years before these Sick Leave Buyback Accounts would be fully funded.

Capital Improvement Committee: A discussion took place about the future role of the Capital Improvement Committee. It is expected that an article will be submitted to the May 2012 Town Meeting which would dissolve the Capital Improvement Committee. If this article is approved at Town Meeting, the Advisory Committee would assign a liaison from their Committee to be involved in capital projects.

Reserve Fund Transfers: Finance Director, Jennifer Petit mentioned that there may be Reserve Fund Transfer requests coming in for Veteran’s Services and the Fire Department, due to unexpected expenses.

Moderator Town Meeting Article: Town Moderator, Doug Thomson briefly discussed an article he had submitted for the May 2012 Town Meeting, regarding the appointment of Advisory Committee members.

Helen Graves made a motion to adjourn the meeting at 7:45 p.m. Jerry O’Hearn seconded the motion. All others were in favor.

Prepared by: Audrey Barresi, Advisory Committee Secretary