

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

Meeting Minutes of September 19, 2012

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

Others: Town Manager, Troy Clarkson, Finance Director, Jennifer Petit, Assistant Town Accountant, Scott Curtis

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

Committee Elections: The Committee held elections for the positions of Vice Chairman and Chairman for the new fiscal year. Florence Grady made a motion to nominate Brian Barthelmes as Chairman of the Advisory Committee for the new fiscal year. Helen Graves seconded the motion and it was so voted unanimously. Helen Graves made a motion to nominate Florence Grady as Vice Chairman of the Advisory Committee for the new fiscal year. Jim Van Arsdale seconded the motion and it was so voted unanimously.

FY2014 Budget Liaisons: The Committee discussed and assigned budget liaisons for FY2014. Brian Barthelmes explained that the role of the liaison will be to report back to the Advisory Committee about the progress of various boards and departments.

Town Manager/ Finance Director update: Town Manager Troy Clarkson, and Finance Director Jennifer Petit jointly presented information on the Board of Selectmen’s goals, fiscal reporting, FY2014 budget, and the Fall 2012 Special Town Meeting.

Jennifer Petit introduced Scott Curtis, the newly hired, Assistant Town Accountant. He has been working on developing monthly financial reports.

All Advisory Committee members were invited to attend a meeting with the Board of Selectmen on Monday, October 1, 2012. At this time, the Town Manager will provide an overview on the FY2014 budget process and timelines.

Troy Clarkson provided a summary of articles that are expected to be included on the November 13, 2012 Special Town Meeting warrant.

It was discussed that any of the remaining School vans, not being used by Town departments, would be going out to bid.

The demolition of the Curtis School is expected to begin on September 24, 2012.

Meeting Minutes: The Committee reviewed the meeting minutes of July 11, 2012. Helen Graves made a motion to accept the Advisory Committee meeting minutes of July 11, 2012 as written. Joan Young seconded the motion. Jim Van Arsdale abstained from voting since he was absent from the meeting. All others were in favor.

Association of Town Finance Committees Annual Meeting:

Committee members received a copy of the agenda for October 20, 2012 annual meeting of the Association of Town Finance Committees. Brian Barthelmes said he would be attending this event and that other Committee members should attend if they are interested.

Helen Graves made a motion to adjourn the meeting at 7:50 p.m. Florence Grady seconded the motion and it was so voted unanimously.

Prepared by: Audrey Barresi, Advisory Committee Secretary