

Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, July 9, 2018 @ 7:00 PM.

Present were Chairman Emmanuel Dockter, Vice-Chair John C. Tuzik, and Selectman Jocelyn Keegan. Also present: Town Manager (TM) Joe Colangelo and Executive Assistant Ann Lee. Selectmen David Delaney and John Barry were unable to attend.

At 7:00 p.m. Chairman Dockter opened the meeting and asked if any member of the audience had any comment or discussion item for the Open Forum portion of the meeting; Frank Lynch, Kirt Fordace and Ray Miller discussed the Veterans' names missing from the original plaques at the Veterans' Memorial; further research has been done and they now have what they believe is a complete list and requested the complete list be submitted to have the plaques re-created in time for this years Veterans' Day. The Board inquired as to how the plaques will be paid for; Ray Miller noted the Veterans' Memorial Committee had done fundraising and there is \$17,000 available. Mr. Miller further noted the Committee is no longer active. The Board requested they review the Board's Donation Policy. The TM noted the list will be forwarded to the Veterans' Agent and we'll have clear direction by the end of the week.

The Board agreed to table the 6-18-18 Meeting Minutes until the next meeting.

Chairman Dockter noted the Information Technology Study Committee was reformed at the 2018 Town Meeting. The Board voted to re-appoint Donald White to the Information Technology Study Committee, term to expire on June 30, 2019.

Chairman Dockter added this topic to the agenda noting the re-appointments for the Cultural Council were not voted at the June 18th meeting. The Board voted to appoint Karen Cass, Derek Schipper, Meghan Walsh and Christopher Haraden to the Cultural Council, term to expire on June 30, 2021.

The Board received two revised Hold Harmless Agreement(s); one in the form for a one-day request and the other for multiple days ([attached](#)). The TM noted Town Counsel revised the prior Agreement and the revised documents are before the Board for a vote. The Board voted to approve the one-day and the multiple days Hold Harmless Agreements, as presented.

The Board voted to approve a Road Race Permit for South Shore Habitat for Humanity Ride for Habitat on September 15, 2018, as presented.

The Board voted to approve a One-Day Wine & Malt License to Erik Christensen on July 14th from 6:00 p.m. – 10:00 p.m. at the Laura's Center for the Arts at 97 Mill Street, in accordance with the Board's policy.

The Board met with Finance Director Lincoln Heineman regarding Municipal Relief Transfer Requests for Fiscal Year 2018. Mr. Heineman provided and reviewed with the Board a memo ([attached](#)) outlining the requests. The Board voted to approve the Municipal Relief Transfer Requests as requested.

The Board received recommendations ([attached](#)) from MIIA on insurance limits the Town should be requesting for those who wish to use Town facilities. The Board directed the TM to look into a policy.

The Board met with members of the Sylvester/Salmond School Redevelopment Committee: Joe Rull, Joan Port-Farwell, Tom Raab, Doug Thompson, and Andrea Sweeney (members John Galluzzo and Dave Delaney were unable to attend) the Committee provided and reviewed a [presentation \(attached\)](#) and reviewed the proposal ([attached](#)) on the bid response from Traggorth Companies LLC for the redevelopment of the Edmund Q. Sylvester School. Dave Traggorth was also present for the discussion. Chairman Dockter requested the Board review the documents presented in order to vote at a future meeting; also to speak with the Committee members for additional information on why they choose residential, and further noted the Traggorth proposal was the only proposal submitted; there will be further negotiations on the affordable housing component.

The Board met with Buzz Stapczynski from Municipal Resources, Inc. (MRI) regarding the reorganization options for the Community Services Department. Mr. Stapczynski provided and reviewed a PowerPoint presentation with the Board on the suggested options in the report ([attached](#)). The Board directed the TM to have an updated job description for the Town Planner position at the next meeting. The TM noted with either of the options presented the Assistant Town Manager position will not be filled; and to fill the position in the future would require an additional reorganization. The TM noted in his absence a Department Head would serve as the Acting Town Manager. The Board recognized and thanked employees “for wearing multiple hats”. Mr. Stapczynski reviewed the Human Resources function with the Board noting the recommendation is to use the existing Selectmen’s Executive Assistant position with a reclassification to handle HR functions. The Board requested the TM provide more specifics at the next meeting and if this reclassification requires action to be taken by the Board. Chairman Dockter requested that Board members review the information provided and be prepared to vote at a future meeting.

The Board met with Michaela Shoemaker, Interim Town Planner regarding a Housing Group proposal. Ms. Shoemaker provided a memo to the Board ([attached](#)) and noted the Grant was awarded to the Town through the Executive Office of Energy and Environmental Affairs (EEA). This Grant will allow the Town to review the Zoning Bylaws and look into developing cluster/cottage zoning. The Hanover Housing Group will be a sub-committee of the Planning Board as confirmed by Town Counsel. The Planning Board will appoint the committee which will consist of three (3) Planning Board members, two (2) Affordable Housing Trust members and one (1) resident at large. The Grant is for \$19,840 and is up on June 30, 2019.

The Board met with Victor Diniak, Director of Public Works and Michaela Shoemaker, Interim Town Planner for a sidewalks presentation. A PowerPoint presentation was provided and reviewed with the Board ([attached](#)). Ms. Shoemaker noted they may be proposing a Complete Streets Committee as noted in the presentation. Mr. Diniak noted the need for an engineer for drainage issues if sidewalks are constructed and the Board’s guidance with the project noting it is the Board’s decision if sidewalks will include curbing. Mr. Diniak noted currently we snow plow 6-7 miles of

sidewalks with an increase of sidewalks the costs will need to be considered. The Board discussed the cost involved to repair sidewalks and re-set curbing; Mr. Diniak will provide some rough costs to the Board. The Board inquired if the Committee will be looking at speed zones and crosswalks; Ms. Shoemaker noted they will.

The Board met with Victor Diniak, Director of Public Works who provided and reviewed a PowerPoint presentation titled “Hanover DPW Water Update” ([attached](#)).

The Board met with Lincoln Heineman, Finance Director and Barbara Howard, Margie Lewis and Jeff Smith from Rockland Trust regarding Other Post-Employment Benefits (OPEB). Mr. Heineman provided and reviewed a [memo \(attached\) regarding OPEB Benefits and the Status and Investment Strategy Report \(attached\)](#). Mr. Smith noted Rockland Trust took over the account on October 1, 2017, we are operating under an investment policy statement there is a need to have a discussion on funding and made a recommendation for a more aggressive investment allocation of 75/25. The Board will discuss the recommendation at a future meeting.

The Board met with Lincoln Heineman, Finance Director who provided the Board with a department update and provided and reviewed with the Board a memo titled “Status of Fiscal Year 2018 Financials” ([attached](#)). Mr. Heineman noted the payoff of some outstanding tax titles; the Assessing Office has been working with the Mall on the TIF specifications; and the Registrars submitted the U.S. Census and Local Update of Census Addresses Operation (LUCA). The Board discussed and Chairman Dockter provided clarification on the TIF agreement.

The Board met with Bill Hartigan, Director of Technology Operations who provided an update ([attached](#)) on the newly updated website.

Chairman Dockter read the attached proclamation; the Board voted to approve the Eagle Scout proclamation to Jake Sledziewski.

The Board met with Lincoln Heineman, Finance Director who provided a memo ([attached](#)) with an Advisory Committee update. Chairman Dockter noted he is the liaison to the Advisory Committee and has met with some members of the Committee regarding a split Town Meeting; where the Town would have a Fall and Spring Town Meeting.

The Board received an Affordable Housing Trust update in the [attached memo](#). Selectman Keegan noted she met with the Mall management and also visited the Bethany apartments.

The Board met with Lincoln Heineman, Finance Director and received a Board of Assessors update in the [attached memo](#); Mr. Heineman highlighted a recent tax commitment for \$14,900 related to excise taxes owed to the Town on auto dealer license plates which had been an oversight for the last several years discovered by Elaine Boidi, Director of Assessing and Senior Clerk Kris Minshall.

The Board received a Board of Health update in the [attached memo](#).

The Board received a Board of Library Trustees update in the [attached memo](#). Selectman Tuzik noted he was on the interview committee and Virginia Johnson has been hired as the Library Director.

Selectman Keegan provided an update on the Open Space Committee noting they are looking to put together a coalition to protect land at Cardinal Cushing.

Chairman Dockter noted he met with the TM, Selectman Barry and representatives from the YMCA, Target and the Mall regarding a sewer and water treatment plant. Chairman Dockter further noted he and Selectman Barry have meet with representatives of Cardinal Cushing regarding the sale of some of that land.

Town Manager Report: Follow up on weekly correspondence to the Board ([attached](#)).

- Veteran's service officer Ben Quelle started today; he is located at the Council on Aging.
- Library Director, Virginia Johnson has been hired and starts on August 6th.
- Police Officer Chris Barry graduated from the Police Academy and has started work.
- The classification pay study consulting firm will be doing three days of virtual interviews. The study is expected to be completed before Labor Day; they will provide a presentation to the Board at a future meeting.
- There is a meeting at the former J.C. Penney site at the Mall on July 19th regarding the future use of the Mall.
- Town Officials went to visit the residential facility in Foxboro for a tour; the facility was built by the Hanover Company which is interested in the Hanover Mall as a future project.

Open Forum:

Selectman Keegan thanked Michael Thorp for his years of service to the Town noting Mike's last day was July 6th.

Selectman Tuzik thanked Town employees for working during these hot days without air conditioning.

Meeting ended and adjourned at 10:37 PM.