

Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, December 2, 2013 @ 6:00 PM.

Present were Chairman Joseph R. Salvucci, Vice Chairman Susan M. Setterland, John S. Barry, Harold L. Dunn and Brian E. Barthelmes. Also present: Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee.

At 6:00 PM Chairman Salvucci 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; no response.

The Board voted to approve a One-Day Wine & Malt License to Theresa Martini, for the Holiday Party at Laura's Center at the SSYMCA, 75 Mill Street, on December 11th from 6:00 p.m. – 9:00 p.m. subject to the Board's policy. Chairman Salvucci abstained from the vote.

The Board requested to meet with Chief Blanchard prior to voting on the letter to Senator Kennedy regarding the amendment of Section 23 of H.3539.

At 6:05 p.m. the Selectmen met with John Benevides and Robert O'Rourke members of the Board of Public Works to conduct interviews for the seat on the Board of Public Works vacated by Louis Avitabile; Victor Diniak Director of Public Works was also present. An interview was conducted with Joseph Polsinello (resume and credentials attached). The Board by roll call vote voted to appoint Joseph Polsinello to the Board of Public Works; Robert O'Rourke, yes; John Benevides, yes; Brian Barthelmes, yes; Susan Setterland, yes; Joseph Salvucci, yes; John Barry, yes; and Harold Dunn, yes. Both Boards thanked Louis Avitabile for his years of service.

The Selectmen and members of the Board of Public Works John Benevides, Robert O'Rourke, and Joseph Polsinello met to discuss the curbing at Wade Way; Victor Diniak Director of Public Works was also present. Mr. Diniak provided a PowerPoint presentation (attached) highlighting the cost for purchasing and setting granite is \$43 a foot vs. \$2 a foot for the Cape Cod berm style of curbing. Selectman Barry noted if an existing neighborhood has granite the granite will be re-set; Mr. Diniak agreed noting every project is looked at separately; the cost to re-set existing granite is currently \$25 a foot vs. \$17 a foot two years ago. The Boards discussed developing a policy on curbing and once the policy is developed to meet with the Planning Board to implement a unified policy. The residents of Wade Way were present and inquired about the Bond that was turned over to the Town and the regulations that were in place when Wade Way was accepted as a street. The TM noted the meeting minutes reflect a disconnect in what was said and done back then. Both Boards agreed the Bonds were not set for enough money to complete projects in that timeframe. The Selectmen voted to exercise option #3 throughout Wade Way under the guidance of the Director of Public Works. (Option 3: Cape Cod berm throughout \$2,442 as presented in the PowerPoint presentation).

The Selectmen and members of the Board of Public Works John Benevides, Robert O'Rourke, and Joseph Polsinello met to discuss the privatization of the transfer station; Victor Diniak Director of Public Works was also present. Selectman Dunn recused himself from this portion of the meeting and left the room. The Town Manager noted the proposed operators are present; Christopher Carney and Michael Mowbray of Recycling Solutions, LLC. The TM noted the current plan is to have a short term agreement which potentially could lead to going to Town Meeting for a long term, 10-20 year, agreement. Mr. Mowbray provided the Boards with a handout (attached). The Board

noted prior to moving forward with this they would hold a Public Forum to allow for residents input. The Boards requested visuals and designs and to have further discussions on the pro's and con's. Board members agreed a site visit to the facility in Stoughton that Recycling Solutions manages would be beneficial.

At 7:15 p.m. the Board met members of the Board of Assessors, for a Classification Hearing; Chairman Salvucci read the Public Hearing Notice published in the Patriot Ledger (attached). Robert Shea was present for the Board of Assessor's; Nancy Lyons and Tom Kokoliadis were unable to attend; also in attendance: Assessor Appraiser Bob Cole. The Board was informed the values have been certified but additional information is needed to move forward with the Classification Hearing. The Board by Role Call vote voted to continue the Public Hearing to December 11th at 6:05 p.m.; Roll Call Vote: H. Dunn, aye; Chairman J. Salvucci, aye; J. Barry, aye; S. Setterland, aye and B. Barthelmes, aye.

The Board met with Advisory Committee members J. O'Leary, H. Graves, N. Duhamel, W. Moores, G. O'Hearn, J. VanArsdale, D. White and A. Blanchard to establish budget priorities and responsibilities.

- #1 CPC-Both BOS/Advisory representative should attend expenditures meetings for CPC– Action.
- #2 645 Center Street-Action set deadline sell house or take it down. -Action Report for BOS on December 16th - Town Manager/Town Counsel will address.
- #3 Parks & Recreation reporting incorporated under Town Manager Charter – Article. – Town Counsel.
- #4 Town Clerk appointment vs. elected- Article Request for draft Article by Jan. 1 – Town Counsel will prepare.
- #5 Chief Technology Officer- Recommendation School Oversight Committee- Action -What is plan to hire? Town Manager will report to BOS with Superintendent on January 6th.
- #6 Sick Day Buy Back- get school & town on similar plan to payoff liabilities. - Action Report for Internal Review by December 31 - Draft prepared by Finance Department.
- #7 Long Term Liabilities- plan to payoff, in addition to meal tax –Action- Plan to fund fully? Update on Meals Tax 12-11; Contract for OPEB study by 12-31 – Finance will address.
- #8 Approval by State funding after Town Meeting approves budget. Not sure what is being requested? Need further clarification.
- #9 Facility Manager- Bob Murray – Is everything taken from Report on the Capital Plan & prioritized? Are any articles for spring on that report? Report should have priority listing for articles. Update on FY15 priorities 12-17 from Town Manager and Bob Murray.
- #10 Winter Street- Action – What is overall plan for building? Have they talked to Vo-Tech or School Superintendent? Can it be used for any other purpose? Preliminary drawing Feb. 1 - RFP March 1 – Town Manager and Victor Diniak.
- #11 Surplus School Vehicles- Action- How many do we have left? What are plans? Report on Status/uses on Dec. 30 – Town Manager.
- #12 Open Space- Action BOS/Advisory representatives attend Open Space purchasing planning meetings.
- #13 Outsourcing- Action - Transfer Station? ADP for Payroll? Anything else that would benefit town? Update for BOS meeting on January 6th, Finance Director.

- #14 Annual Reports - Need Clarification? Is this related to reviewing minutes, committee reports?
- #15 Presentation of outside Auditors? Further clarification needed. Set date by Dec. 31 for presentation after Jan. 1, Town Manager and Finance Director.
- #16 Presentation of state examiner/auditor? Further clarification needed. Request to DOR by December 15th, Town Manager and Finance Director.
- #17 Best practices-management finance function? Further clarification needed. Meeting to incorporate in FY15 Budget before January 1, Town Manager and Finance Director.
- #18 Finance Trend/Forecast- Action – Develop three year rolling budget, providing future snapshot of upcoming three years. Meeting to incorporate as part of FY15 planning before January 1st, Town Manager and Finance Director.

The Board voted to approve 2014 Licenses (attached).

- Sunday Entertainment Licenses for 2014, as listed
- Class I Automobile Licenses for 2014, as listed
- Class II Automobile Licenses for 2014, as listed
- Class III Motor Vehicles Licenses for 2014, as listed
- Automobile Lease Licenses for 2014, as listed
- Entertainment Licenses for 2014, as listed
- Automatic Amusement Licenses for 2014, as listed
- General License to Final Four LLC dba Starland Sports & Fun Park for 2014

The Board discussed the General License for Starland Sports & Fun Park with regards to traffic issues and to invite the management in to discuss the concerns. The TM noted the permanent certificate of occupancy has not been issued yet; meetings are ongoing regarding the traffic issues there is a detail Police Officer present on weekends to help with the flow of traffic; management is aware of the Towns concern with the traffic issue. Selectman Dunn amended the motion to not include the General License to Final Four LLC dba Starland Sports & Fun Park for 2014 (3 no 2 yes) the motion did not carry. The Board voted to approve the 2014 Licenses as presented including the General License to Final Four LLC dba Starland Sports & Fun Park for 2014.

The Board requested the following changes to the Senior Citizen Property Tax Work-Off Program; page 2 change 1099 to W-2, page 3 check surrounding towns for assets, interested Seniors should be allowed to re-apply, page 11 should also be signed by the Finance Director.

The TM reported the FY15 budgets have been submitted. The TM and the Facilities Manager have met with Gale Associates regarding the High School facilities and Gale Associates is aware of the Spring deadline. The TM received confirmation from National Grid that the electricity is being installed this week at Forge Pond. The dugouts cost is a little higher than anticipated and the scoreboards cost is lower. The Governor has signed the changes to the Town Manager Act the document will be combined with the current Act.

Chairman Salvucci asked if any member of the audience had any comment or item for discussion for the Open Forum portion of the meeting; no response.

Meeting ended and adjourned at 9:06 PM.