



**TOWN OF HANOVER**  
550 HANOVER STREET, SUITE 29  
HANOVER, MASSACHUSETTS 02339  
781-826-5000 ext. 1084

*Joe Colangelo*  
*Town Manager*

**November 1, 2018**  
**Monthly Update**  
**Town of Hanover**

**Town Manager –**

- **Fiscal Year 2020 Capital Budget and Capital Improvement Plan** – The first draft of the FY2020 capital budget and corresponding five (5) year capital improvement plan was presented on October 15<sup>th</sup> to a joint-meeting of the Board of Selectmen and the Advisory Committee. During the month of November the Town Manager will work with the Finance Director and the Advisory Committee to finalize this document prior.
- **Director of Community Development & Municipal Inspections** – Finalist candidates interviewed before an ‘interview committee’ made up of department heads and community volunteers on November 1<sup>st</sup>. It’s anticipated that this position will be filled by the end of November and the new employee will start with the town in early January.
- **Amendments to Personnel Regulations** – The Town Manager presented issues associated with the Town of Hanover Personnel Regulations to the Board of Selectmen. It’s anticipated during the month of November the Town Manager will provide the Board of Selectmen specific language to incorporate into the Regulations that will provide certain ‘grandfathered’ benefits to some employees.

**Board of Selectmen –**

- **Sylvester School Redevelopment** – The Board of Selectmen entered into continued negotiations with Traggorth Companies, LLC for the proposed redevelopment of the Sylvester School that would incorporate rental housing along with school administrative functions under a single roof.
- **Town Counsel** – The Board of Selectmen announced that it may investigate the possibility of issuing a competitive bid process for Town Counsel services in early 2019.

It is anticipated that during the month of November the Board of Selectmen will work on the following notable items...

- **Licensing Policy (business & alcohol)**
- **Sylvester School Redevelopment**

**Public Works –**

- The highway division spent October transitioning the large dump trucks to sander/plows. In addition, the division performed numerous drainage repairs, completed the installation of driveway approaches on roads that were paved this summer, loamed and seeded the shoulders of Merritt Road, Simmons Road, and Henderson Lane, and installed a four way stop at the intersection of Mill Street and Hanover Mall Drive which included new LED signage and new pavement markings.
- The public grounds division has been busy mowing and grooming fields in October. In addition, the division worked with contractors to blow out irrigation systems at Myrtle Field, Ellis Field, and Forge Pond Park, and aerated Forge Pond Park. Finally, the division provided logistical support at Forge Pond Park for the annual regional cross country track meet hosted by the Hanover Schools.



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- The water distribution division installed 40 meters in October, bringing the total for the calendar year to 342. 2,250 meters are now radio read meters which is 44.5% of the meter inventory. The division continued with its backflow testing program and repaired a very difficult water main break on Washington Street near Dairy Queen.
- The water treatment division performed normal operations of the Town's three water treatment plants in October as well as cleaned the Pond Street #2 well. The division delivered 37.77 million gallons of water in October, down from 42.7 million gallon in September and 38.55 million gallons in October of 2017.

**(DPW) Plans for November:**

- The highway division will be finishing all know drainage repairs and performing final preparations of plows to ensure that all snow and ice equipment is ready for the first snow.
- The grounds division will be wrapping up mowing operations and leaf collections on Town fields and in the cemetery. As time permits the division will continue with roadside brush trimming and will trimming problem spots around town that will interfere with snow and ice operations.
- The water distribution division will be continuing with the installation of meters, the testing of backflow prevention devices, and is expected to finish the flushing of water mains.
- The water treatment division expects to continue with preventive maintenance in treatment plants. In addition, construction of disinfection byproduct reduction systems is expected to start.

**Buildings & Facilities –**

**Maintenance Division**

- 60 work orders closed.
- Ongoing maintenance of school grounds (cutting grass, lining ballfields, etc.).
- John Curtis Library:
  - i. Mason re-constructed brick walkway at rear entrance to make brick level with curb and eliminate trip hazard.
  - ii. Mason repaired concrete parging on retaining wall along west side of building to eliminate poor appearance.
  - iii. Mason repaired brick mortar joints in front exterior wall that was being degraded by rain.
- Schools: continued water sampling program for Lead and Copper. Samples taken at Middle School and submitted for laboratory analysis; results pending.
- Center School: installed shelving in Gym Storage Room as requested by principal.
- Staff constructed privacy wall in payroll/benefits office in Salmond School to provide privacy for employee meetings with Benefits Specialist (Audrey).
- R.A.D. Sports performed biannual PM of multi-purpose turf field; field deficiencies repaired.

**Custodial Division**

- Center School: outfitted renovated Gym wing with custodial equipment (dispensers, paper products, trash receptacles, etc.) and provided various moving services.



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- Police Station: Removed unsightly and imposing juniper shrubs from islands in parking lot and along sidewalks and replaced with mulch over weed cloth. Junipers dug out by DPW.

Planning

- 10/24/18: Bob Murray presented FY20-24 capital plan proposal for schools at School Committee.
- Extensive work preparing FY20 capital application forms
  - i. Cedar entrance security, secured architect services to refine proposal cost estimate.
  - ii. Cedar bathroom alterations for re-aligned Pre-K, K & 1<sup>st</sup> Grade school.
  - iii. HS tennis courts: met with design firm Activas to obtain refined cost estimate.

Project Work

- Center School: As more sections of school are turned over to us, we continue our obligation to install new lock cores into new and renovated doors and resolve fit and keying issues.
- Continued assistance Green Communities 2018: Held pre-construction meeting with Guardian Energy project personnel for HVAC projects. Work to begin shortly.
- Streetlights Project:
  - i. Waiting for return of NGRID signed contract.
  - ii. Working with MAPC and our consultant (Tanko Lighting) to (1) prepare a procurement of LED streetlights to be installed by our contractor, and (2) obtain installation contractor through a multi-community RFP issued by MAPC.
- Town Hall - Office Improvements: Performed several office moves to enhance appearances, resolving associated issues of electric power and data cable changes at desks for affected staff.
- Senior Center – Emergency Generator installation; contract awarded; generator on order; DPW/Facilities departments constructing concrete pad for generator.

Community Services –

Council on Aging

- Busy season at the COA. We are noticing that almost all hours of our days are filled, with one or more activities or classes. We also are filled our evening hours with Flu Shots, History Series, Yoga Classes, and Our successful Author Series.
- Open enrollment for Health Insurance has started Nancy Lester is busy seeing residents who have questions or may need to look at a different plan.
- Fuel Assistance applications are being accepted until April.
- Food Stamps/SNAP Benefits process has been finalized and we will be creating a brochure for the community and beyond. We enter directly into DTA's system for quicker processing and access to updates etc. For every application we process we receive a reimbursement from DTA.
- Tammy met with Michaela to discuss "Age and Dimension Friendly Initiatives" These terms are better known as Good Universal Design for all ages when building or planning projects in the community.

Parks and Recreation

- Lauren is collecting data from DPW and Facilities to create a current cost analysis of the Parks and Rec Department for use when reviewing the HYAA and possible future MOU's.



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Veteran Services

- Ben has been organizing the final updates to the Memorial as well as the bench being placed at the Memorial for Sgt Chesna, the donations for the bench were collected and donated by Hanover Women's Club. Finalizing dates for rededication of the Memorial and dedication of the bench. Thanks to DPW, parks and Red, and the Legion for their participation and assistance. Dedication of Bench 11/6 at 10:15am The Memorial upgrade will be officially presented to the public on 11/11 at 11:00am as part of the annual wreath laying ceremony.

HCTV

- Colleen and Tammy have been working with Bill Solomon to finalize the Comcast and Verizon contracts. Hearing for the Verizon contract is coming up. Have been recording more local events and will be planning Community Services/COA show.

Visiting Nurses

- The Visiting Nurses Dept is working on becoming more visible in the community. They continue to hold offsite Blood Pressure Clinics, attend town wide events such as the Middle School Harvest Fest, and partner with other Departments working to improve teamwork and communication.

Library –

Building Update

- The Fire Department has come through the building, doing an inspection of the emergency lighting. They made some recommendations for minor repairs, for which a project request has been submitted. The fire alarm company has also done their review. The brick accessibility ramp at the main entrance has been leveled and re-laid, correcting a tripping hazard, and the cement retaining wall at the meeting room entrance has been re-surfaced. Interior and exterior lighting repairs have been completed.

Staff Update

- Our former Reference Librarian, is now employed by the Rockland Public Library, creating an open position at the Library. We have had four applicants, and are looking forward to the interview process. We hope to have someone in the position by December 1st.

Collection Update

- We are in the process of weeding the reference collection. Traditional reference (using print materials only) has changed drastically over the years, and the collection is seriously outdated and underutilized. In a parallel situation with this, our large print collection is full to overflowing, and its usage is increasing. Once the reference collection has been streamlined, the plan is to switch the two areas. This will place reference sources in a room used by tutors, and give Large Print an expanded space with better lighting.

Programming Update

- We were proud to provide exhibit space for Skip Wilson, Watercolorist, in our Meeting Room for the month of October. November will highlight the results of the Lions Club Poster Contest; please come by and look at the work of Hanover's students! On October 3, Christina Silva, a Financial Advisor from New York Life, presented *Financing Your Child's College Education*; 3 interested attendees benefited from her advice. October is a month filled with things supernatural, we hosted Tom D'Agostino, paranormal investigator and author, to discuss *Legends and Haunts of New England*.



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Staying with the spooky theme, Frank Mandosa presented Things that Go Bump in the Night, a review of horror films, to 10 fascinated patrons. The Council on Aging author series continued with Stephen Kurkjian, author of Master Thieves, about the Isabella Stewart Gardner art heist attracting 28 attendees, while Jerry Thornton, author of Five Rings, about the New England Patriots epic success, had 25 attendees.

Upcoming Adult Programs:

- Friday, November 2 -- Shake Your Soul, noon, Meeting Rm
- Thursday, November 8 -- AT THE COA -- author Marianne Leone (Jesse: Ma Speaks Up), 6:30 pm
- Tuesday, November 13 -- Planning Your Disney Vacation, 7 pm, Meeting Rm
- Thursday, November 15 -- Crafternoon: Book Folding, 3:30 pm, Meeting Rm
- Thursday, November 15 -- AT THE COA -- authors Casey Sherman & Dave Wedge (12: The Inside Story of Tom Brady's Fight for Redemption), 6:30 pm
- Tuesday, November 20 -- Going to the Ballet: Nutcracker, 7 pm, Meeting Rm
- Wednesday, November 28 -- Holistic Health, 7 pm, Meeting Rm

**Finance** – (See End of this Report for FY2019 First Quarter Year-to-Date Financials)

**Director of Finance/Treasurer Collector's Office**

- The Fiscal Year 2020 Capital Budget was presented to the Board of Selectmen on October 15. The Advisory Committee is now conducting its review, on the following schedule:

October 24: Department of Public Works

November 7: Police, Fire, Community Services, Community Development and Municipal Inspections, and Finance

November 13: Library and Facilities

November 28: Information Technology

- The Treasurer Collector's Office has been experiencing increased foot traffic at Town Hall, in addition to mail and internet payments and telephone inquiries, ahead of the Fiscal Year 2019 2<sup>nd</sup> Quarter real estate tax due date on November 1.
- Request for Qualifications responses are due no later than November 9 from firms interested in being the Town's OPEB Liability Trust Fund Investment Manager. After this date the Town Manager, Director of Finance/Treasurer Collector, and the Town's consultant will narrow down the responses to a group of finalists for the interview committee to vet.

**Town Accountant's Office**

- The Town Accountant and Director of Finance/Treasurer Collector continue to work closely with the Town's audit firm on the FY2018 audit. The auditors made a site visit to the Town on October 25.
- Cross training for staff is being pursued more aggressively, with a Town Accountant's Office employee assisting the Town Clerk's and Assessing Offices during their busier periods.



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**Assessing Office**

- The certification hearing to set Fiscal Year 2019's tax rate will be held at the Board of Selectmen's November 19 meeting.
- At the Board of Selectmen's October 15 meeting Elaine Shea was chosen to serve on the Board of Assessors until the upcoming spring Town Election. Welcome Elaine!
- The Office continues to process Fiscal Year 2019 real estate tax exemptions, and motor vehicle excise tax abatements from previous Fiscal Years.

**Payroll and Benefits Office**

- The Office is in the process of a limited renovation which will for the first time allow Town employees and retirees to speak privately with Payroll and Benefits staff about their insurance and retirement benefits and other human resource issues.

**Board of Registrars of Voters**

- The Registrars experienced a surge in residents registering to vote before the November 6 General Election. The last day citizens could register to vote and be able to participate in this election was October 17.
- Early voting, when residents could vote at anytime Town Hall is open, took place from October 22 to November 2. The Registrars worked tirelessly to ensure there was an accurate voter list at the beginning of each early voting day.

**Town Clerk's Office**

- The Town Clerk, Assistant Town Clerk, Registrars, and Election Workers have been collaborating as a team to conduct early voting and prepare for the General Election on November 6.

**Advisory Committee**

- The Committee began its consideration of the Town's Fiscal Year 2020 Capital Budget at a joint meeting with the Board of Selectmen on October 15. The Committee's Capital Budget recommendations are due to be finalized by December 1 according to the schedule adopted by the Board of Selectmen.
- At its October 24 meeting the Advisory Committee chose member Steve Kmito to serve on the Master Plan Implementation Committee.





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**Department of Community Development & Municipal Inspections**

**Municipal Inspections**

- Building has issued 55 permits to date for a total of \$ 7923.91
- Electrical has issued 42 permits to date for a total of \$ 3250.00
- Gas has issued 29 permits to date for a total of \$2010.00
- Plumbing has issued 21 permits for a total of \$2410.00

The Building Dept. and HFD have completed close to 175 of the nearly 200 annual required inspections. The balance of required inspections will be completed by 10/31.

**Affordable Housing Trust**

- The Affordable Housing Trust met on October 3rd with a quorum present. The members voted to request money in lieu of housing units for the proposed Hanover Mall Residential project.
- The Trust plans to meet on November 6<sup>th</sup> to review possible ways to help senior residents with housing matters.
- The Trust will also continue to further discuss the needs of the town regarding the upcoming 2020 census, so the town can proactively stay above the 10%. The Trust also will be discussing the potential large upcoming projects of the mall and Sylvester School Redevelopment Committee. As well as discussing the RFP the Cardinal Cushing Center has released for 200 acres of land and the potential land behind the McGee property.

**Conservation Commission**

- Fireworks Site project- Strict security protocols remain in place for inland and water access, as well as entry from the bridge. Commission Member Vaille joined the Conservation Agent during a recent site inspection regarding the access roadway from the adjacent sand and gravel operation. On 9/27/18 the Agent was on site with Fire Chief Blanchard, as well as conducting additional inspections the first week of October with Tetra Tech personnel regarding a proposed project to provide power to the service trailer at this site. It was determined that the temporary buffer disturbance and installation of utility poles on the adjacent lot could be permitted under a less complex application process (RDA/H), and that work proposed on the FWS would be covered under the existing Order of Conditions, SE 31-1182 as "site prep work". The RDA/H was listed on the 10/3/18 and 10/17/18 agendas, but is on hold as per the Applicant due to a few logistical items that need to be worked out. As per this month, the in-kind services provided by the Conservation Commission to the FWS project to date is \$1,300.00.
- Merchants Row - A few temporary stockpiles of stone and concrete materials remain within the BVW buffer zone but will not result in negative impacts to the resource area. All other stockpiles are located in upland areas near Webster St. During a meeting with the Applicant's Engineer and Conservation Agent, additional inspections were discussed that will be conducted by Merrill, Inc. Discussions are pending with the PE, the Health Agent, and Conservation Agent regarding upgrades to the wastewater treatment facility on site which will require a separate Notice of Intent.



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- Winter Street Lot (adjacent to #301) - An Environmental Site Assessment has been completed on this site by LSP Joseph Polsinello, Inland Corporation, Hanover, MA. In question were several concrete slabs that were on-grade foundations for 1940's machine sheds. Investigation by the Conservation Agent and Tetra Tech confirmed that the sheds were manganese-grinding stations associated with manufacturing at the adjacent site. Mr. Polsinello submitted photos showing soils testing under the slabs, from the slab surface, and in adjacent areas to the structures. No contamination was found as a result of this recent 21E investigation. A public hearing was held on 10/17/18 during which the Commission reviewed the site plans for a commercial subdivision located on this lot. The Commission approved the project and restoration plans and issued an Order of Conditions.
- 1775 Washington Street - The Commission has been made aware of an issue that arose during the Agent's 10/11/18 site inspection at the Hanover Mall in regard to the Hanover/Norwell town line. The Conservation Agent met with TRC Solutions, Inc. (representatives for National Grid), North and South River Watershed Association, Norwell Conservation, WSP USA Engineering, to review the condition of a wooden bridge located across the Third Herring Brook. At issue is the relocation of the brook for construction of the Hanover Mall. If the town line was not relocated with the brook, it would negate the necessity for Hanover Conservation to permit the project, as the bridge would entirely be within Norwell. This issue is being investigated by the Conservation Agent who has contacted the Town Manager, several agencies, and Town Counsel. Nat'l Grid's bridge replacement project is on hold until such time that the town line issue is resolved. In addition, accurate property and town lines are required for any future applications submitted for work within the Commission's jurisdiction on this site.
- 962 & 972 Washington Street - The Commission reviewed an issue resulting from the Agent's site inspection conducted on 10/2/18 with the owner of 962 Washington St. to review stormwater issues. The construction of a detention basin and upgrade to an Isolated Vegetated Wetland permitted for #962 has not commenced. However, it was found that during work permitted under a Minor Activities Permit for the business at #972 Washington St., additional activities took place within protected buffer and Riverfront Area that were in violation of the permit. The property owner of #972 Washington St. was issued an Violation/Enforcement Letter, and rectified several of the issues within 24 hrs. of the letter.
- Olde Forge and Old Farm Roads - The Commission reviewed and approved Minor Activities Permits resulting from the Agent's inspections conducted with the Tree Warden to ascertain health and safety of several trees on public and private properties, as well as determining their location to wetlands.
- Candlewood and Read Culverts - The Commission reviewed reports regarding the Agent's annual stormwater inspections, including culverts and headwalls along Candlewood, Pine Tree Dr., and Read Dr. DPW maintenance of said stormwater components may be conducted without the necessity of additional permits, as it falls under the general maintenance Order issued to the DPW for such work.

Open Space Committee Meetings:

- The Conservation Agent attended the October Open Space Committee meeting to give updates and add clarification on several items listed on their agenda.

North River Historical Signage Project-

- The Commission looks forward to being part of this community project. The Agent met on 10/01/18 with Hanover resident and Historical Committee member Caleb Estabrooks regarding a CPC project to relocate and repair historic signage for the 10+ shipyards that existed along the North River for many years. Other





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mutual projects were discussed that may result in several future projects involving Conservation, Open Space, NSRWA, NRC, and the Historical Committee.

- **Conservation Rules and Regulations Project and Other Admin. Items**- The Commission continues to review revised sections of their 2007 Rules and Regulations provided by the Conservation Agent. This item will be on the Nov. 7 Conservation Meeting for further review. The Commission approved the Fiscal Year 2018 Annual Report as submitted by the Agent, as well as the Conservation Agent's Report, the Conservation & Open Space Monthly Reports for September, and other reports submitted to the Acting CD/MI Director and Town Manager for the month of September and October.

**Board of Health / Office**

- **Flu Clinics**: 3 Semi- Public Flu Clinics & 2 Public Flu Clinic completed. We had a total 450 doses and have given 250. Our next scheduled clinic will be at the Hanover High School for employees but is open to the public on Nov 6, which is on Election Day and our hope is that more people will take advantage of the flu clinic.

**Housing Issue:**

- On 10/15/18 we had an emergency housing visit. We found conditions were not fit for human habitation as a result the house was condemned. Electricity and Gas have been shut off to the house and no one is allowed inside. On 10/23/18 members of the Board of Health visited to the residents and later voted at the Board of Health Meeting to affirm the condemnation.

**Tobacco Coordinator:**

- Recently visited Hanover Tobacco retailers and met the manager to review tobacco regulations and the requirements. In the coming months she will be starting compliance checks.

**Farmers Market:**

- Hanover Mall will be having a Farmers Market run by Rachael Gross of the Lola Grace Company. They will have vendors inside selling Jams, honey and other homemade goods.

**Zoning Board of Appeals**

**Case ID: Z-18-8**, the applicant, John and Laura Varrusso, applied for a variance from the Zoning Bylaw Section 7.400, Front, Side, and Rear Setbacks, Table 7-1 Dimensional Regulations, for the proposed construction of a pool. The ZBA opened this hearing on 9/24/2018, held a site visit on 10/17/2018. The applicant has requested a continuance from the 10/25/2018 meeting to 11/28/2018

**Case ID Z-18-9**: the applicant North Coast Development applied requesting a special permit from Section 4.220.A.2.a(extension and structural change of pre-existing, non-conforming structure) of the Hanover Zoning Bylaws for a proposed addition. The ZBA will open this hearing on 10/25/2018.



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**Case ID Z-18-10:** the applicant I.D. Sign Group Inc applied requesting a variance under section 7.2.C of the Hanover Sign Bylaws, from the allowed 15' to construct an 18' sign. The ZBA will open this hearing on 10/25/2018.

**Case ID Z-18-11:** the applicant PREP Hanover Real Estate, LLC applied requesting a variance from Hanover Zoning Bylaws Section 6.11.20.H from the thirty-five-foot (35') height and Section 7.110 three story height to allow for a fifty-three feet (53 ft.) four story multi-unit residential building. The applicant is also requesting a variance for the rate of development from 1.5% per year to build all 297 units as a single comprehensive development. The ZBA will open this hearing on 11/28/2018.

### Passports

- Effective October 1<sup>st</sup>, the Passport Office migrated to an appointment only system which has greatly reduced the amount of time customers are waiting in the morning for service and virtually eliminated customer backlog.
- As of October 24<sup>th</sup>, the Passport Office handled 294 customer contacts for the month of October. Contacts included applications filed, telephone calls and walk-in inquiries.

### Licensing

- The Licensing Coordinator is preparing all documentation required to renew nearly all of its annual licenses. These include Alcoholic Beverages, Automobile (Classes I, II and III), Automobile Lease/Rental, Automatic Amusement, Entertainment, General and Sunday Entertainment License. There are approximately 75 licenses up for renewal at this time of year.
- There is currently one Alcoholic Beverage License in the Department Review phase and that's for a One-Day Liquor License for Virginia Johnson, Library Director and the Trustees of the John Curtis Library for their annual Holiday Thank You Dinner to be held on Friday, December 7<sup>th</sup>.
- The application for Transfer of an Alcoholic Beverages Licenses (Packaged Goods Store) and Change of Location from 7-Eleven at 228 Columbia Rd. to MarketPlace Fine Wines & Brew (Previte's) at 283 Columbia Rd. is scheduled for a public hearing before the BoS on November 19<sup>th</sup>.
- The application from 7-Eleven on Washington St. for a Change of Manager, Change of Beneficial Interest and New Officers was heard and approved by the BoS on October 15<sup>th</sup> and currently awaiting approval by the ABCC before the license can be issued to the applicant.

### Community Preservation Committee

- The Community Preservation Committee met on October 16<sup>th</sup> without a quorum. The Committee discussed the following three applications: High School Tennis Courts, North River Shipyard Marker Restoration, and the Town Wide Historic Survey. The CPC is scheduled to meet again on November 13<sup>th</sup>, 2018 to discuss the above applications.



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**Open Space Committee**

- The field at the Stasiluk-Nava property has received a fall mowing and the old gardens adjacent to the parking area have been cleared of brush and weeds. The property at 43 Nash Landing may contain some horse trails which are worthy of protecting as open space and this will be explored with Briggs Stables. There apparently there have been no offers for development of the Cardinal Cushing property, so further discussions will be held on the best way to protect this property.

Over the next 30 Days the Planning Board will review and discuss the following applications:

- **Case ID: TPL-18-12**, the applicant, McSharry Bros., Inc., has applied for a Definitive Subdivision for property located on Winter Street. The proposed non-residential subdivision would be for 8 buildings and 29 units; the property on which the subdivision is to be located consists of approximately 5.79 +/- acres of land. The Planning Board opened the public hearing on 8/13/2018 and discussed at the 9/10/2018 meeting and 9/24/2018 meeting. The public hearing was closed on the 10/15/2018. The Board denied the application on 10/29/2018.
- **Case ID: TPL-18-15**, the applicant, SRC Medical Inc., has applied for Site Plan and Special Permit Approval for the proposed expansion and redevelopment of the site including the construction of a new 33,675 +/- square foot building. The Planning Board opened the public hearing on 9/24/2018. The Board re-opened the public hearing on the 10/15/2018 meeting where they voted to close the public hearing. The Board approved the application on 10/29/2018.
- **Case ID: TPL-18-17**, the applicant, The Brewster Company dba McDonalds, has applied for a drive thru lane. The proposed new drive thru will go directly next to the current one. The Planning Board opened and closed the public hearing on 9/24/2018. The Board had an informal discussion on the 10/15/2018 meeting with a request for an amended plan requesting landscaping. The Board approved the application again on 10/29/2018.
- **Case ID: TPL-18-18**, the applicant, Maura Longueil dba Abbey Knoll Photography, has applied for a special permit from Section 9 Parking Requirements. She is asking for a relief of 2 parking spaces. The Planning Board will open the public hearing on 9/24/2018. On the 10/15/2018 meeting the Board voted to accept the withdrawal of Maura Longueil dba Abbey Knoll Photography's application.

**Upcoming**

- At this time, we have not received any new applications for the November meetings.
- The Cottage Cluster Zoning Group is a sub-committee of the Planning Board comprised of 2 Planning Board members, 2 Affordable Housing Trust members, and 1 Council on Aging member. The Group met on October 9<sup>th</sup> and will meet again on November 5<sup>th</sup> to discuss and determine future goals and objectives and decide on the December meeting.



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**Hanover Police Department** – HPD responded to a total of 1028 incidents which were generated as a result of 932 calls for service (through 10-28-2018).

- October highlights include the continuation of school safety training with staff at HHS. A high five Friday event at Sylvester School, and continuation of training and familiarization with vendors and staff of safety and security features at the Center Elementary School. The department has worked on preplanning the Middle School Cross Country Meet at Forge Pond Park. This is a major event and requires significant public safety preplanning.
- The department has had an extremely busy community policing month which included participation in the Hanover Fire Department annual open house, the Hanover Firefighters Touch-A-Truck event, Old Navy Child Safety Event and the Hanover Women's Club Juniors Halloween Parade. The department participated in the national Coffee With A Cop event, which was held at the Hanover Senior Center. The DEA National Drug Takeback event, also hosted by the Hanover Senior Center was once again a success.
- The department received a national Community Policing Award at the International Association of Chiefs of Police Annual Conference. The **IACP/Cisco Leadership in Community Policing Award** was presented to Plymouth County Massachusetts Outreach (PCO). Recognized by this prestigious award are the partnerships created to provide support and resources to those suffering from substance abuse disorders. Those members of the community suffering from substance abuse disorders are contacted by members of HPD and trained clinical staff with resources for treatment. The program is recognized as a model to address the opioid crisis. Chief Sweeney as well as several other Chiefs of Police in Plymouth County accepted the award in Orlando, FL.
- Chief Sweeney participated in a community forum on opioid addiction at the Center Elementary School.
- The department has been participating in the Hanover Fire Department's involvement with the South Shore Hospital Community EMS Program.
- Members of the department while on proactive patrol interrupted a larceny/malicious damage incident at Prime Infinity on Washington Street. As a result of fast professional work a total of six suspects were apprehended and arrested. Individual officers working this case have been recognized with letters of recognition and there was a significant reporting of the incident in the press.
- Members assigned to the METROLEC police bicycle squad (Sgt. James Smith and Officer Shaun Doyle), responded to and assisted in the Boston Police Department operation in support of the Boston Red Sox World Series win. As stated previously, Hanover PD's membership in this regional mutual aid Law Enforcement Council continues to be an important aspect of our local preparedness for critical events both planned and emergency.
- Two new marked police cruisers have been received by the department, fulfilling the FY2019 capital expenditures authorized at the May 2018 Annual Town Meeting.

**Fire –**

- The Fire Department responded to 253 calls during the month of October. We reached 60.25% of those calls in 6 minutes or less.



**TOWN OF HANOVER**  
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*Joe Colangelo*  
*Town Manager*

- The two “new” hires (March 2018) who began the Fire Academy the beginning of September are scheduled to graduate on Monday, November 19<sup>th</sup>. You and the Board of Selectmen are invited to attend the ceremony. I will provide more information on the graduation as it becomes available.
- Deputy Chief Cavallaro will be graduating from the Massachusetts Firefighting Academy’s Chief Fire Officer Management Training Program. This fourteen-week program was developed in accordance with National Fire Protection Association Standards for chief fire officers, and is delivered jointly by the Edward J. Collins, Jr. Center for Public Management at the University of Massachusetts and the Massachusetts Firefighting Academy. It is a comprehensive course providing training in the non-fire suppression aspects of managing fire departments. The curriculum covers a spectrum of topics considered essential for effective public sector management. It includes human resource management, ethics, executive leadership and legal issues, governmental and organization structures, information management, customer-focused strategic planning, legal aspects, budgets and public finance, community awareness and public relations, and labor relations.
- The Chief Fire Officer Management Training Program expects to help fire officers improve their ability to lead and manage personnel and the department, to provide skills to understand employees’ needs and problems, to promote personal productivity, to increase the capacity to manage both human and technical resources, and to increase inter-agency cooperation.
- Participants are required to write a formal applied research paper that identifies a current problem or challenge faced by their organization and proposes a viable solution. The officers must then present their proposal to a panel of municipal officials for their consideration.  
The Massachusetts Firefighting Academy, a division of the Department of Fire Services, offers this program, tuition-free.
- I was notified by Call Firefighter Benjamin Montilio that he has moved from Hanover to the Town of Carver and will be resigning from the call force.
- Work on the Mobile Integrated Healthcare Program continues. Additional meetings with stakeholders and vendors who can provide software and equipment have been scheduled. We will be meeting with Dr. Tracy and Dr. Tollefsen from South Shore Hospital on November 28<sup>th</sup> to discuss this initiative.
- Fire inspections at new construction sites continue to keep the department busy. Sconset Landing, Merchants Row, 1800 Washington St and 1810 Washington St. are all active projects that require frequent visits. A total of 133 inspections were conducted during the month.



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**First Quarter 2019 Revenue Report – Through End of Quarter 1 – FY2019**

| Description               | FY19<br>Estimated<br>per Budget | Monthly Receipts |           |         | Quarter<br>Ended<br>9/30/18 | TOTAL<br>REVENUE<br>TO DATE | %<br>Collected |
|---------------------------|---------------------------------|------------------|-----------|---------|-----------------------------|-----------------------------|----------------|
|                           |                                 | July             | Aug       | Sept    |                             |                             |                |
| Property Taxes:           |                                 |                  |           |         |                             |                             |                |
| PERSONAL PROPERTY TAXES   | 1,363,070                       | 248,077          | 13,130    | 576     | 261,783                     | 261,783                     | 19.21%         |
| REAL ESTATE TAXES         | 44,072,610                      | 8,661,533        | 2,056,084 | 150,974 | 10,868,591                  | 10,868,591                  | 24.66%         |
| TAX LIENS REDEEMED        |                                 | 68,552           | 3,857     | 384     | 72,792                      | 72,792                      |                |
| DEFERRED LIENS REDEEMED   |                                 |                  |           |         | -                           | -                           |                |
| ROLL BACK TAXES           |                                 |                  |           |         | -                           | -                           |                |
| PRO RATA TAXES            |                                 |                  |           |         | -                           | -                           |                |
| SALE OF FORECLOSURES      |                                 | -                | -         | -       | -                           | -                           |                |
| SUBTOTAL                  | 45,435,680                      | 8,978,162        | 2,073,070 | 151,934 | 11,203,166                  | 11,203,166                  | 24.66%         |
| Local Receipts:           |                                 |                  |           |         |                             |                             |                |
| MOTOR VEHICLE EXCISE      | 2,357,658                       | 78,001           | 10,768    | 142,359 | 231,128                     | 231,128                     | 9.80%          |
| BOAT EXCISE TAXES         | 750                             | 258              | 93        | 80      | 431                         | 431                         | 57.40%         |
| SUBTOTAL                  | 2,358,408                       | 78,259           | 10,861    | 142,439 | 231,559                     | 231,559                     | 9.82%          |
| P&I - PROPERTY TAXES      |                                 | 9,186            | 7,404     | 1,276   | 17,865                      | 17,865                      |                |
| P&I - MVE                 |                                 | 1,116            | 1,019     | 2,372   | 4,507                       | 4,507                       |                |
| P&I - BOAT EXCISE         |                                 | -                | 1         | 2       | 3                           | 3                           |                |
| P&I - TAX LIENS           |                                 | 24,113           | 138       | 153     | 24,404                      | 24,404                      |                |
| SUBTOTAL                  | 120,000                         | 34,415           | 8,562     | 3,803   | 46,779                      | 46,779                      | 38.98%         |
| PAYMENTS IN LIEU OF TAXES | -                               |                  |           |         | -                           | -                           |                |
| TOWN CLERK FEES           | 1,063                           | 50               | 80        | 24      | 154                         | 154                         | 14.46%         |
| MLC FEES                  | 23,715                          | 1,800            | 1,850     | 1,400   | 5,050                       | 5,050                       | 21.29%         |
| TREASURER DEMANDS & FEES  | 35,131                          | 4,780            | 2,735     | 2,740   | 10,255                      | 10,255                      | 29.19%         |





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*Town Manager*

|                                    |                |               |               |               |                |                |               |
|------------------------------------|----------------|---------------|---------------|---------------|----------------|----------------|---------------|
| PAYROLL - COBRA FEES               | -              | 2,355         | 2,256         | -             | 4,611          | 4,611          | 0.00%         |
| SEALER OF WEIGHTS FEES             | 7,782          | -             | 420           | 1,645         | 2,065          | 2,065          | 26.54%        |
| TRANSFER STATION FEES              | 94,400         | 10,536        | 7,385         | 10,526        | 28,447         | 28,447         | 30.13%        |
| BOARD OF HEALTH FEES               | 26,504         | 2,100         | 2,700         | 2,100         | 6,900          | 6,900          | 26.03%        |
| DEPUTY TAX COLLECTOR FEES          | -              | -             | 17            | -             | 17             | 17             | 0.00%         |
| STREET OPENINGS                    | 3,868          | 400           | 100           | 100           | 600            | 600            | 15.51%        |
| OFF DUTY DETAIL ADMIN FEES         | 31,939         | 14,947        | (1,767)       | 8,473         | 21,653         | 21,653         | 67.80%        |
| PASSPORT FEES                      | 38,735         | 2,560         | 4,495         | 3,760         | 10,815         | 10,815         | 27.92%        |
| SELECTMEN FEES                     | -              | -             | -             | 100           | 100            | 100            | 0.00%         |
| TREASURER/COLLECTOR FEES           | -              | 100           | 25            | 125           | 250            | 250            | 0.00%         |
| BOARD OF ASSESSOR FEES             | -              | -             | -             | -             | -              | -              | 0.00%         |
| CONSERVATION FEES                  | 13,139         | 995           | -             | 2,418         | 3,413          | 3,413          | 25.97%        |
| PLANNING BOARD FEES                | 21,632         | 7,500         | 9,328         | -             | 16,828         | 16,828         | 77.79%        |
| ZONING BOARD OF APPEALS FEES       | 4,446          | 250           | -             | 287           | 537            | 537            | 12.07%        |
| POLICE DEPARTMENT FEES             | -              | 675           | 335           | 275           | 1,285          | 1,285          | 0.00%         |
| ANIMAL CONTROL FEES                | -              | 20            | 30            | 30            | 80             | 80             | 0.00%         |
| SCHOOL DEPARTMENT FEES             | -              | 40            | -             | 15            | 55             | 55             | 0.00%         |
| FIRE DEPARTMENT FEES               | -              | -             | -             | -             | -              | -              | 0.00%         |
| DPW FEES                           | -              | -             | -             | -             | -              | -              | 0.00%         |
| LIBRARY FEES                       | -              | 550           | -             | -             | 550            | 550            | 0.00%         |
| BUILDING DEPARTMENT FEES           | 3,568          | 150           | 150           | 400           | 700            | 700            | 19.62%        |
| <b>SUBTOTAL</b>                    | <b>305,922</b> | <b>49,807</b> | <b>30,140</b> | <b>34,417</b> | <b>114,365</b> | <b>114,365</b> | <b>37.38%</b> |
| <b>RENTAL/LEASE RECEIPTS</b>       | <b>36,150</b>  | <b>3,211</b>  | <b>3,211</b>  | <b>3,308</b>  | <b>9,730</b>   | <b>9,730</b>   | <b>26.92%</b> |
| <b>ALCOHOLIC BEVERAGE LICENSES</b> | <b>42,000</b>  | <b>250</b>    | <b>250</b>    | <b>250</b>    | <b>750</b>     | <b>750</b>     | <b>1.79%</b>  |
| <b>SELECTMEN LICENSES</b>          | <b>13,260</b>  | <b>-</b>      | <b>200</b>    | <b>-</b>      | <b>200</b>     | <b>200</b>     | <b>1.51%</b>  |
| <b>DOG LICENSES</b>                | <b>8,518</b>   | <b>130</b>    | <b>200</b>    | <b>-</b>      | <b>330</b>     | <b>330</b>     | <b>3.87%</b>  |
| <b>BOARD OF HEALTH LICENSES</b>    | <b>3,740</b>   | <b>-</b>      | <b>-</b>      | <b>-</b>      | <b>-</b>       | <b>-</b>       | <b>0.00%</b>  |
| <b>TOWN CLERK LICENSES</b>         | <b>15,343</b>  | <b>660</b>    | <b>2,430</b>  | <b>940</b>    | <b>4,030</b>   | <b>4,030</b>   | <b>26.27%</b> |
| <b>CLERK GAS STATION PERMITS</b>   |                |               |               |               |                |                | <b>0.00%</b>  |



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*Town Manager*

|                                 |         |        |        |        |         |         |         |
|---------------------------------|---------|--------|--------|--------|---------|---------|---------|
|                                 | -       | -      | -      | -      | -       | -       |         |
| POLICE PERMITS                  | 3,719   | 375    | 800    | 488    | 1,663   | 1,663   | 44.70%  |
| FIRE PERMITS                    | 17,621  | 550    | 2,500  | 1,770  | 4,820   | 4,820   | 27.35%  |
| BUILDING PERMITS                | 285,202 | 65,335 | 20,798 | 17,141 | 103,274 | 103,274 | 36.21%  |
| PLUMBING PERMITS                | 30,278  | 1,795  | 2,210  | 4,920  | 8,925   | 8,925   | 29.48%  |
| GAS PERMITS                     | 11,820  | 795    | 770    | 2,265  | 3,830   | 3,830   | 32.40%  |
| WIRING PERMITS                  | 48,462  | 3,700  | 2,940  | 7,475  | 14,115  | 14,115  | 29.13%  |
| BOARD OF SELECTMEN PERMITS      | -       | -      | -      | -      | -       | -       | 0.00%   |
| BOARD OF HEALTH PERMITS         | 50,712  | 950    | 1,960  | 2,185  | 5,095   | 5,095   | 10.05%  |
| SUBTOTAL                        | 530,675 | 74,540 | 35,058 | 37,433 | 147,031 | 147,031 | 27.71%  |
| DISTRICT COURT                  | 8,326   | 465    | 270    | 290    | 1,025   | 1,025   | 12.31%  |
| PARKING CLERK                   | 166     | 65     | 60     | 40     | 165     | 165     | 99.40%  |
| SURCHARGE RMV                   | 10,081  | 600    | 480    | 1,820  | 2,900   | 2,900   | 28.77%  |
| DOG FINES                       | -       | -      | -      | 75     | 75      | 75      | 0.00%   |
| LIBRARY FINES                   | -       | -      | -      | 583    | 583     | 583     | 0.00%   |
| MOTOR VEHICLE FINES             | 62,102  | 6,756  | 6,990  | 9,429  | 23,175  | 23,175  | 37.32%  |
| MV LEASE SURCHARGE              | -       | 616    | 712    | 839    | 2,167   | 2,167   | 0.00%   |
| MARIJUANA FINES                 | 500     | -      | -      | -      | -       | -       | 0.00%   |
| BY LAW VIOLATIONS               | -       | -      | 100    | -      | 100     | 100     | 0.00%   |
| FALSE ALARMS - PUBLIC SAFETY    | 5,988   | 1,705  | 610    | -      | 2,315   | 2,315   | 38.66%  |
| SUBTOTAL                        | 87,163  | 10,207 | 9,222  | 13,076 | 32,505  | 32,505  | 37.29%  |
| EARNINGS ON INVESTMENTS         | 60,000  | 18,237 | 15,129 | 29,686 | 63,052  | 63,052  | 105.09% |
| MISCELLANEOUS REVENUE           | 125,000 | -      | -      | -      | -       | -       |         |
| SOLAR ENERGY CREDITS            | -       | -      | 1,817  | -      | 1,817   | 1,817   |         |
| MISC REV - DEBT REFUNDING       | -       | -      | -      | -      | -       | -       |         |
| REFUND PRIOR YEAR EXPENSE       | -       | -      | 714    | -      | 714     | 714     |         |
| MISC RECURRING - MEDICAID REIMB | -       | -      | -      | 12,101 | 12,101  | 12,101  |         |
| MISC NON-RECURRING              | -       | -      | 85     | -      | 85      | 85      |         |



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|          |         |   |       |        |        |        |  |
|----------|---------|---|-------|--------|--------|--------|--|
| SUBTOTAL | 125,000 | - | 2,616 | 12,101 | 14,717 | 14,717 |  |
|----------|---------|---|-------|--------|--------|--------|--|

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**Estimated State Receipts:**

|                                |           |         |         |         |           |           |        |
|--------------------------------|-----------|---------|---------|---------|-----------|-----------|--------|
| SCHOOL AID CH 70               | 6,871,449 | 578,953 | 578,953 | 578,953 | 1,736,859 | 1,736,859 | 25.28% |
| SCHOOL AID TRANSPORTATION      | -         | -       | -       | -       | -         | -         |        |
| CHARTER SCHOOL                 |           |         |         |         |           |           |        |
| REIMBURSEMENT                  | 68,292    | 8,149   | 1,860   | 1,860   | 11,869    | 11,869    | 17.38% |
| LOTTERY, BEANO, ETC CH29 S2D   | 2,116,228 | 182,524 | 182,524 | 182,524 | 547,572   | 547,572   | 25.87% |
| VETERANS BENEFITS CH115 S6     | 88,978    | 20,764  | -       | -       | 20,764    | 20,764    | 23.34% |
| ABATE TO VETS, BLIND & SURV SP | 77,917    | -       | -       | 71,551  | 71,551    | 71,551    | 91.83% |
| ELD PERSONS CH967 ACTS OF 77   | -         | 1,171   | 1,171   | -       | 2,342     | 2,342     | 0.00%  |
| ELECTION REIMBURSEMENT         | -         | -       | -       | 4,100   | 4,100     | 4,100     | 0.00%  |
| STATE OWNED LAND               | 6,846     | 631     | 631     | 631     | 1,893     | 1,893     | 27.65% |
| SUBTOTAL                       | 9,229,710 | 792,192 | 765,139 | 839,619 | 2,396,950 | 2,396,950 | 25.97% |

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|                              |         |   |   |         |         |         |         |
|------------------------------|---------|---|---|---------|---------|---------|---------|
| CONSTR OF SCHOOL PROJ CH 645 | 888,582 | - | - | 888,582 | 888,582 | 888,582 | 100.00% |
|------------------------------|---------|---|---|---------|---------|---------|---------|

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**Other Financing Sources:**

|                            |           |           |   |   |           |           |         |
|----------------------------|-----------|-----------|---|---|-----------|-----------|---------|
| FREE CASH                  | 650,000   | 650,000   | - | - | 650,000   | 650,000   | 100.00% |
| TRANS FROM SPECIAL REVENUE | 1,313,947 | 1,313,947 | - | - | 1,313,947 | 1,313,947 | 100.00% |
| TRANS FROM CAPITAL PROJECT | -         | -         | - | - | -         | -         | 0.00%   |
| TRANS FROM ENTERPRISE      | 463,395   | 463,395   | - | - | 463,395   | 463,395   | 100.00% |
| TRANS FROM TRUST FUND      | -         | -         | - | - | -         | -         | 0.00%   |
| TRANS FROM AGENCY FUND     | -         | -         | - | - | -         | -         | 0.00%   |
| SUBTOTAL                   | 2,427,342 | 2,427,342 | - | - | 2,427,342 | 2,427,342 | 100.00% |

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|                                |                   |                   |                  |                  |                   |                   |               |
|--------------------------------|-------------------|-------------------|------------------|------------------|-------------------|-------------------|---------------|
| <b>Total Revenue &amp; OFS</b> | <b>61,604,632</b> | <b>12,466,372</b> | <b>2,953,008</b> | <b>2,156,399</b> | <b>17,575,778</b> | <b>17,575,778</b> | <b>28.53%</b> |
|--------------------------------|-------------------|-------------------|------------------|------------------|-------------------|-------------------|---------------|

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**First Quarter 2019 Expenditure Report – Through End of Quarter 1 – FY2019**

|                          | Original<br>Budget | Monthly Expenditures |        |        | Quarter<br>Ending<br>9/30/18 | YTD<br>Expenditures | Available<br>Balance | % Used |
|--------------------------|--------------------|----------------------|--------|--------|------------------------------|---------------------|----------------------|--------|
|                          |                    | July                 | Aug    | Sept   |                              |                     |                      |        |
| General Government       |                    |                      |        |        |                              |                     |                      |        |
| Salaries                 |                    |                      |        |        |                              |                     |                      |        |
| Town Manager             | 279,550            | 15,766               | 26,428 | 21,223 | 63,418                       | 63,418              | 216,132              | 22.69% |
| Total Salaries           | 279,550            | 15,766               | 26,428 | 21,223 | 63,418                       | 63,418              | 216,132              | 22.69% |
| Other Expenses           |                    |                      |        |        |                              |                     |                      |        |
| Town Manager             | 63,900             | 1,264                | 4,180  | 2,060  | 7,505                        | 7,505               | 56,395               | 11.74% |
| Legal Services           | 155,000            | (146)                | 852    | 10,057 | 10,764                       | 10,764              | 144,236              | 6.94%  |
| Central Office Supply    | 30,000             | 955                  | 3,086  | 454    | 4,495                        | 4,495               | 25,505               | 14.98% |
| Total Other Expenses     | 248,900            | 2,073                | 8,119  | 12,571 | 22,763                       | 22,763              | 226,137              | 9.15%  |
| Finance                  |                    |                      |        |        |                              |                     |                      |        |
| Salaries                 |                    |                      |        |        |                              |                     |                      |        |
| Finance/Accounting       | 152,134            | 8,425                | 14,042 | 11,234 | 33,701                       | 33,701              | 118,433              | 22.15% |
| Assessors                | 137,092            | 6,850                | 11,416 | 9,132  | 27,398                       | 27,398              | 109,695              | 19.98% |
| Treasurer/Collector      | 268,004            | 15,635               | 26,058 | 20,846 | 62,538                       | 62,538              | 205,466              | 23.33% |
| Advisory Committee       | 2,500              | -                    | -      | -      | -                            | -                   | 2,500                | 0.00%  |
| Payroll/Benefits         | 102,733            | 5,705                | 9,508  | 7,606  | 22,818                       | 22,818              | 79,915               | 22.21% |
| Town Clerk               | 123,043            | 7,012                | 11,687 | 9,596  | 28,295                       | 28,295              | 94,748               | 23.00% |
| Elections & Town Meeting | 25,000             | -                    | 1,414  | 8,130  | 9,544                        | 9,544               | 15,456               | 38.18% |
| Registrars               | 36,000             | 1,145                | 2,455  | 3,186  | 6,786                        | 6,786               | 29,214               | 18.85% |
| Total Salaries           | 846,506            | 44,771               | 76,579 | 69,729 | 191,079                      | 191,079             | 655,427              | 22.57% |
| Other Expenses           |                    |                      |        |        |                              |                     |                      |        |
| Finance/Accounting       | 10,400             | 431                  | 516    | 497    | 1,444                        | 1,444               | 8,956                | 13.88% |
| Assessors                | 38,870             | 14,957               | 638    | 105    | 15,700                       | 15,700              | 23,170               | 40.39% |
| Treasurer/Collector      | 48,770             | 1,054                | 3,375  | 1,534  | 5,962                        | 5,962               | 42,808               | 12.22% |



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|                          |         |        |       |        |        |        |         |        |
|--------------------------|---------|--------|-------|--------|--------|--------|---------|--------|
| Advisory Committee       | 705     | -      | -     | -      | -      | -      | 705     | 0.00%  |
| Payroll/Benefits         | 65,500  | 1,610  | 2,954 | 5,000  | 9,564  | 9,564  | 55,936  | 14.60% |
| Town Clerk               | 7,780   | 132    | 466   | 178    | 776    | 776    | 7,004   | 9.97%  |
| Elections & Town Meeting | 27,817  | 601    | 324   | 2,841  | 3,765  | 3,765  | 24,052  | 13.54% |
| Registrars               | 6,700   | 39     | 85    | 63     | 187    | 187    | 6,513   | 2.79%  |
| Total Other Expenses     | 206,542 | 18,823 | 8,356 | 10,218 | 37,397 | 37,397 | 169,145 | 18.11% |

**Police Department**

**Salaries**

|                |           |         |         |         |         |         |           |        |
|----------------|-----------|---------|---------|---------|---------|---------|-----------|--------|
| Police         | 3,203,233 | 169,093 | 267,429 | 212,143 | 648,665 | 648,665 | 2,554,568 | 20.25% |
| Communications | 633,587   | 37,096  | 58,057  | 50,394  | 145,546 | 145,546 | 488,041   | 22.97% |
| Total Salaries | 3,836,820 | 206,190 | 325,485 | 262,537 | 794,212 | 794,212 | 3,042,608 | 20.70% |

**Other Expenses**

|                      |         |        |        |       |        |        |         |        |
|----------------------|---------|--------|--------|-------|--------|--------|---------|--------|
| Police               | 199,998 | 20,760 | 12,891 | (964) | 32,687 | 32,687 | 167,311 | 16.34% |
| Animal Control       | 4,761   | -      | 194    | 139   | 332    | 332    | 4,429   | 6.98%  |
| Communications       | 68,392  | 7,965  | 1,208  | 1,965 | 11,138 | 11,138 | 57,254  | 16.29% |
| Total Other Expenses | 273,151 | 28,724 | 14,293 | 1,140 | 44,157 | 44,157 | 228,994 | 16.17% |

**Fire Rescue & EMS**

**Salaries**

|                |           |         |         |         |         |         |           |        |
|----------------|-----------|---------|---------|---------|---------|---------|-----------|--------|
| Fire           | 2,963,914 | 177,116 | 297,635 | 203,166 | 677,916 | 677,916 | 2,285,998 | 22.87% |
| Total Salaries | 2,963,914 | 177,116 | 297,635 | 203,166 | 677,916 | 677,916 | 2,285,998 | 22.87% |

**Other Expenses**

|                      |         |        |        |        |        |        |         |        |
|----------------------|---------|--------|--------|--------|--------|--------|---------|--------|
| Fire                 | 276,791 | 18,448 | 22,085 | 26,405 | 66,939 | 66,939 | 209,852 | 24.18% |
| EMS                  | 3,000   | 113    | 2,013  | 225    | 2,351  | 2,351  | 649     | 78.37% |
| Total Other Expenses | 279,791 | 18,561 | 24,099 | 26,630 | 69,290 | 69,290 | 210,501 | 24.76% |

**Community Services**

**Salaries**

|                       |         |        |        |        |         |         |         |        |
|-----------------------|---------|--------|--------|--------|---------|---------|---------|--------|
| Municipal Inspections | 709,645 | 35,937 | 65,579 | 53,229 | 154,745 | 154,745 | 554,900 | 21.81% |
|-----------------------|---------|--------|--------|--------|---------|---------|---------|--------|



**TOWN OF HANOVER**  
550 HANOVER STREET, SUITE 29  
HANOVER, MASSACHUSETTS 02339  
781-826-5000 ext. 1084

*Joe Colangelo*  
*Town Manager*

|                            |           |        |         |         |         |         |           |        |
|----------------------------|-----------|--------|---------|---------|---------|---------|-----------|--------|
| Visiting Nurse Association | 142,466   | 5,675  | 9,625   | 7,995   | 23,294  | 23,294  | 119,172   | 16.35% |
| Council on Aging           | 175,731   | 10,675 | 16,500  | 13,442  | 40,617  | 40,617  | 135,114   | 23.11% |
| Veterans Services          | 44,762    | 2,386  | 4,519   | 3,615   | 10,519  | 10,519  | 34,243    | 23.50% |
| John Curtis Library        | 429,638   | 19,865 | 35,672  | 30,838  | 86,375  | 86,375  | 343,263   | 20.10% |
| Parks & Recreation         | 76,706    | 6,026  | 11,973  | 4,504   | 22,503  | 22,503  | 54,203    | 29.34% |
| Total Salaries             | 1,578,948 | 80,565 | 143,868 | 113,621 | 338,054 | 338,054 | 1,240,894 | 21.41% |

**Other Expenses**

|                            |         |        |        |        |        |        |         |        |
|----------------------------|---------|--------|--------|--------|--------|--------|---------|--------|
| Municipal Inspections      | 43,500  | 399    | 1,391  | 3,872  | 5,662  | 5,662  | 37,838  | 13.02% |
| Visiting Nurse Association | 1,500   | -      | -      | -      | -      | -      | 1,500   | 0.00%  |
| Council on Aging           | 49,686  | 982    | 4,530  | 1,835  | 7,347  | 7,347  | 42,339  | 14.79% |
| Veterans Services          | 129,750 | 9,852  | 10,388 | 11,790 | 32,030 | 32,030 | 97,720  | 24.69% |
| John Curtis Library        | 179,172 | 7,151  | 37,371 | 6,587  | 51,110 | 51,110 | 128,062 | 28.53% |
| Parks & Recreation         | 3,400   | 124    | -      | -      | 124    | 124    | 3,276   | 3.64%  |
| Total Other Expenses       | 407,008 | 18,508 | 53,680 | 24,084 | 96,272 | 96,272 | 310,736 | 23.65% |

**Education**

|                    |            |         |         |           |           |           |            |        |
|--------------------|------------|---------|---------|-----------|-----------|-----------|------------|--------|
| Salaries & Expense | 28,082,846 | 471,166 | 605,960 | 2,295,598 | 3,372,725 | 3,372,725 | 24,710,121 | 12.01% |
|--------------------|------------|---------|---------|-----------|-----------|-----------|------------|--------|

**SS Regional School  
Assessment**

|  |         |         |   |   |         |         |         |        |
|--|---------|---------|---|---|---------|---------|---------|--------|
|  | 763,328 | 190,832 | - | - | 190,832 | 190,832 | 572,496 | 25.00% |
|--|---------|---------|---|---|---------|---------|---------|--------|

**Facilities**

**Salaries**

|                  |           |         |         |         |         |         |           |        |
|------------------|-----------|---------|---------|---------|---------|---------|-----------|--------|
| Public Buildings | 2,030,967 | 111,408 | 190,343 | 158,189 | 459,940 | 459,940 | 1,571,027 | 22.65% |
|------------------|-----------|---------|---------|---------|---------|---------|-----------|--------|

**Other Expenses**

|                  |           |        |         |         |         |         |           |        |
|------------------|-----------|--------|---------|---------|---------|---------|-----------|--------|
| Public Buildings | 1,586,151 | 18,176 | 153,390 | 128,956 | 300,523 | 300,523 | 1,285,628 | 18.95% |
|------------------|-----------|--------|---------|---------|---------|---------|-----------|--------|

**DPW**

**Salaries**

|                |         |       |        |       |        |        |         |        |
|----------------|---------|-------|--------|-------|--------|--------|---------|--------|
| Administration | 223,500 | 9,255 | 10,024 | 5,651 | 24,929 | 24,929 | 198,571 | 11.15% |
| Highway        |         |       |        |       |        |        |         | 23.75% |





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 781-826-5000 ext. 1084

*Joe Colangelo*  
 Town Manager

|                                |           |           |         |         |           |           |           |         |
|--------------------------------|-----------|-----------|---------|---------|-----------|-----------|-----------|---------|
|                                | 444,210   | 27,315    | 44,601  | 33,572  | 105,488   | 105,488   | 338,722   |         |
| Public Grounds                 | 411,407   | 26,116    | 39,743  | 28,469  | 94,328    | 94,328    | 317,079   | 22.93%  |
| Transfer Station               | 247,745   | 15,989    | 23,703  | 19,162  | 58,854    | 58,854    | 188,891   | 23.76%  |
| Total Salaries                 | 1,326,862 | 78,675    | 118,070 | 86,854  | 283,599   | 283,599   | 1,043,263 | 21.37%  |
| <b>Other Expenses</b>          |           |           |         |         |           |           |           |         |
| Administration                 | 49,100    | 349       | 2,123   | 4,845   | 7,317     | 7,317     | 41,783    | 14.90%  |
| Highway                        | 282,685   | 11        | 9,343   | 11,400  | 20,753    | 20,753    | 261,932   | 7.34%   |
| Street Lighting                | 64,000    | -         | 4,688   | 4,412   | 9,100     | 9,100     | 54,900    | 14.22%  |
| Public Grounds                 | 90,171    | 2,360     | 15,566  | 16,277  | 34,204    | 34,204    | 55,967    | 37.93%  |
| Transfer Station               | 782,660   | 9,210     | 76,984  | 37,204  | 123,399   | 123,399   | 659,261   | 15.77%  |
| Town Gas Pump                  | 192,500   | -         | 15,119  | 25,229  | 40,348    | 40,348    | 152,152   | 20.96%  |
| Total Other Expenses           | 1,461,116 | 11,930    | 123,824 | 99,367  | 235,121   | 235,121   | 1,225,995 | 16.09%  |
| <b>Snow &amp; Ice</b>          |           |           |         |         |           |           |           |         |
| <b>Salaries &amp; Expenses</b> |           |           |         |         |           |           |           |         |
| Snow & Ice                     | 550,000   | -         | 590     | -       | 590       | 590       | 549,410   | 0.11%   |
| <b>Townwide Expenses</b>       |           |           |         |         |           |           |           |         |
| Workers Compensation Insurance | 228,000   | 292,100   | -       | -       | 292,100   | 292,100   | (64,100)  | 128.11% |
| Pension/Retirement             | 3,650,375 | 3,309,322 | 24,722  | 41,848  | 3,375,892 | 3,375,892 | 274,483   | 92.48%  |
| Unemployment Insurance         | 85,000    | 57        | 3,173   | 6,392   | 9,622     | 9,622     | 75,378    | 11.32%  |
| Health Insurance               | 3,857,022 | 294,040   | 571,301 | 285,822 | 1,151,163 | 1,151,163 | 2,705,859 | 29.85%  |
| Life Insurance                 | 10,000    | 596       | 511     | -       | 1,107     | 1,107     | 8,893     | 11.07%  |
| Education Benefits             | 6,500     | -         | -       | -       | -         | -         | 6,500     | 0.00%   |
| Medical                        | 25,000    | 3,600     | 1,404   | -       | 5,004     | 5,004     | 19,996    | 20.02%  |
| Risk Management                | 259,900   | 239,402   | 345     | 1,010   | 240,757   | 240,757   | 19,143    | 92.63%  |
| Town Audit                     | 54,100    | 6,000     | -       | 7,500   | 13,500    | 13,500    | 40,600    | 24.95%  |
| Court Judgements               | -         | -         | -       | -       | -         | -         | -         | 0.00%   |
|                                | 8,175,897 | 4,145,117 | 601,456 | 342,572 | 5,089,145 | 5,089,145 | 3,086,752 | 62.25%  |



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**Reserve Fund**

|              |         |   |   |   |   |   |         |       |
|--------------|---------|---|---|---|---|---|---------|-------|
| Reserve Fund | 177,700 | - | - | - | - | - | 177,700 | 0.00% |
|--------------|---------|---|---|---|---|---|---------|-------|

**Transfers**

|                         |         |         |   |   |         |         |   |         |
|-------------------------|---------|---------|---|---|---------|---------|---|---------|
| Transfer to Town SLBB   | 50,000  | 50,000  | - | - | 50,000  | 50,000  | - | 100.00% |
| Transfer to School SLBB | 50,000  | 50,000  | - | - | 50,000  | 50,000  | - | 100.00% |
|                         | 100,000 | 100,000 | - | - | 100,000 | 100,000 | - | 100.00% |

**Debt Expense**

|                     |           |        |         |   |         |         |           |        |
|---------------------|-----------|--------|---------|---|---------|---------|-----------|--------|
| Bond Issuance Cost  | 10,000    | -      | -       | - | -       | -       | 10,000    | 0.00%  |
| Principal           | 3,643,449 | 18,213 | 640,000 | - | 658,213 | 658,213 | 2,985,236 | 18.07% |
| Interest            | 1,244,518 | -      | 187,888 | - | 187,888 | 187,888 | 1,056,631 | 15.10% |
| Other Interest      | -         | -      | -       | - | -       | -       | -         | 0.00%  |
| Short term interest | 464,233   | -      | -       | - | -       | -       | 464,233   | 0.00%  |
|                     | 5,362,200 | 18,213 | 827,888 | - | 846,101 | 846,101 | 4,516,099 | 15.78% |

|                               |                   |                  |                  |                  |                   |                   |                   |               |
|-------------------------------|-------------------|------------------|------------------|------------------|-------------------|-------------------|-------------------|---------------|
| <b>Total Operating Budget</b> | <b>60,438,197</b> | <b>5,656,614</b> | <b>3,600,063</b> | <b>3,856,455</b> | <b>13,113,132</b> | <b>13,113,132</b> | <b>47,325,065</b> | <b>21.70%</b> |
|-------------------------------|-------------------|------------------|------------------|------------------|-------------------|-------------------|-------------------|---------------|