



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

*Joe Colangelo*  
*Town Manager*

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

**Town Manager** –

- **Annual Town Meeting (May 2018)** – At the end of this report there is a summary of where we are to-date with work done as a direct result of the approved articles at Town Meeting (May 2018)
- **Personnel Regulations** – With approval from the Board of Selectmen, amendments to the town's personnel regulations were approved retroactive to July 1, 2018.
- **FY2020 Capital Budget** – Worked with Finance Director and Advisory Committee on finalizing the FY2020 capital budget and five year capital improvement plan
- **FY2020 Operating Budget** – The Town Manager and Finance Director are working with department heads currently to prepare an initial draft budget presentation at the first Board of Selectmen meeting in January.

**Board of Selectmen** – Some of the more noteworthy items before the Board of Selectmen included the following during the month of November:

- **Verizon Cable License** – The Board of Selectmen approved the new [cable license](#) with Verizon.
- **Sylvester** – Discussion continued regarding what to do with the soon to be vacant Sylvester School. Concepts discussed included options to transition the entire building to apartments as well as an option that would combine rental apartments along with office space for school administration.
- **Tax Rate Set** – The Board of Selectmen and Board of Assessors held their annual meetings to set the [tax rate](#) for the upcoming fiscal year.
- **Capital Budget** – Continued discussion on the first [draft capital budget](#) and plan for FY2020.
- **Director of Community Development & Municipal Inspections** – The [work agreement](#) for the newly hired Director of Community Development & Municipal Inspections was approved. Mr. Justin DeBruin will start his position at the beginning of the New Year.

The Board of Selectmen will discuss the following items of interest in the near future...

- **Future Housing and Development Forum** – The Board of Selectmen will host a forum so the public can discuss housing, future development, and its impact(s) on town services on January 3<sup>rd</sup> at Hanover High School.
- **Sylvester** – The Board of Selectmen will discuss options for the future of the Sylvester School at their December 17<sup>th</sup> meeting.
- **FY2020 Operating Budget** – Discussion of the Fiscal Year 2020 proposed operating budget will commence at the January 7, 2019 Board of Selectmen meeting.

**Public Works** –

- The DPW handled its first plowable snow and ice event of the season in November. Quick bursts of snow in the evening of November 15<sup>th</sup> forced us to plow 3-4 inches of snow off the road to avoid impacts to school in the morning. Despite the fact that many of our contractors were not ready for this event, we were able to completely clear streets with our own staff and some contractors and school was able to open on time.
- The Highway division finished up repairs to catch basins and hot-topped various water utility patches that have settled over the past few months. In addition, the division worked with a contractor to drag a thin



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leveling course over the Main Street water main trench to smooth the trench for the winter. The entire road will be overlaid once the water main installation is completed. In addition, the division worked with a contractor to repaint center lines on the major roads. Fog lines will likely be painted in the spring after the streets are swept.

- The public grounds division spent November closing down fields, winterizing equipment, processing leaves at the cemetery, and performing tree and roadside brush work around town.
- The water distribution division installed 51 meters in November, bringing the total for the calendar year to 393. 2,294 meters are now radio read meters which is 45.4% of the meter inventory. The division also supervised the repair of several service leaks, finished water main flushing, and continued with ongoing backflow testing.
- The water treatment division performed normal operations of the Town's three water treatment plants in November as well as brought the Pond Street #2 well back in service. The division delivered 34.1 million gallons of water in November. This is roughly the same amount pumped in November of 2017.

**Plans for December:**

- The highway division will be responding to snow and ice events that pop up in December. In addition, the division will be patching potholes as necessary, repairing signs, and doing light maintenance to roads and drainage as well as preventive maintenance to snow and ice equipment.
- The grounds division will be wrapping up leaf collections on Town fields and in the cemetery. As time permits the division will continue with roadside brush trimming and will continue to trim problem spots around town that will interfere with snow and ice operations.
- The water distribution division will be continuing with the installation of meters and the testing of backflow prevention devices.
- 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**

- **JC Library:** Hired contractor to remove 4 large juniper trees obscuring front historic elevation of Library, and also relocated & transplanted to Forge Pond Park 2 large dogwoods adjacent to the junipers. Passing traffic now has clear view of historic building. Also took down 1 dead tree outside west wall of building.
- **Salmond School:** Facilities staff completed construction of full height partition wall in the Payroll/Benefits office (to separate areas of Lisa&Lisa from Audrey) to provide privacy for clientele meetings with Benefits Specialist.
- **Town Hall:** Facilities staff painted office of Town Planner to facilitate Town Manager's building improvement plan.
- **Schools:** Continued water sampling program for Lead and Copper. Follow-up samples taken at Middle School and submitted for laboratory analysis; results pending.
- Performed exterior repairs to Fire History Museum (former Fire Station 5)



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- Completed move of VRIS line from Clerk's office to BOS hearing room.
- **Cedar School:** Roofer performed roof repairs to eliminate leaks.
- **Senior Center:** Roofer performed roof repairs to eliminate leaks.
- Delivery, setup, breakdown, return of voting booths for elections.
- Held several meetings with contractors & consultants to obtain improved backup for FY20 capital proposal budgets.
- Bob presents capital plan to Adcom.
- Bob presents tennis courts proposal to CPC.
- Continued work on Green Communities, streetlights, and capital projects.
- Winterized bathrooms at FPP.
- Maintenance staff replaces worn steel blades on snow plows.
- Repaired heating units in DPW Highway garage.
- Issued RFQ and received proposals at 11/28 deadline for on-call "house doctor" Architectural/Engineering firm to provide on-call design & engineering support for Facilities and other department needs. Commencing process of evaluating the 11 proposals received.

Custodial Division

- **Center School:** ongoing support to facilitate transition into completed sections of renovated building.
- Provided support for Winter Festival on 11/30. (Portapots; table setups.)
- **Thanksgiving week:** refinished floor of High School gymnasium (cleaned extensively beneath bleachers, then removed extensive tape pieces on floor, then scrubbed floor, then abraded floor, then applied 3 coats of gym floor finish).

Project Work

- **Center School:** Deputy Superintendent continues our obligation to install new lock cores into new and renovated doors and resolve many fit and keying discrepancies.
- Green Communities 2018:
  - i. Completed 1 of the 5 projects (Cedar School: install M2G boiler control on each boiler. The M2G eliminates unnecessary extra cycles of boiler startups.) Work on 4 remaining projects to begin shortly.
- **Streetlights Project:**
  - i. Still waiting for NGRID to finalize sale of streetlights to Hanover.
  - ii. Continued work with MAPC and our consultant (Tanko Streetlighting) to: (1) purchase LED streetlights from vendor listed on MA state contract (lights purchased will be installed by our electrical contractor Dagle Electrical Construction); and (2) complete contract arrangements with Dagle Electrical Construction, which was the winning bidder in 4-community Invitation for Bids procurement conducted by MAPC.
- **Senior Center – Emergency Generator Capital Project:** Facilities & DPW personnel combine efforts to excavate, form, backfill, and pour concrete slab for generator foundation (also excavated and restored adjacent section of concrete sidewalk). Generator installation scheduled for 12/6.



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**Community Services –**

**Council on Aging**

- The COA has started its second 6 week Yoga Beyond the Mat program paid for by the Friends of the Hanover COA. This class is part Yoga and part Meditation at 6pm led by Nancy Boyle.
- We received a safety grant for 2 way radios for the GATRA vehicles. This will make it safer and easier to communicate with the office and between drivers. In the past we have had one pay by use cell phone shared by both drivers. In emergencies they would have to wait to pull over and call us for assistance. We will not have real time communication.
- Our Holiday Luncheon will be held on December 17<sup>th</sup> with entertainment by our own Council on Aging Tap dancers and Laura James.

**Parks and Recreation**

- The Recreation Committee meets on the second Thursday of the month at the Council on Aging. December's meeting will be moved to a different date.
- Rec and Face are working closely together to plan both the Blue Hill Ski Programming and the Summer Programs. We are trying to coordinate better to offer residents a more seamless transition across town programs.
- Are starting our new "Generation Recreation" program which will be multi-generational programming for all.

**Veteran Services**

- Ben is currently working on Annual Recertification's for our Chapter 115 recipients.
- Donations are pouring in from local groups. Ben will be distributing these donations to qualified veterans in the town.
- We are also working on ways to get the general population to understand the benefits available in hope of getting more people the services they need and deserve.

**Visiting Nurses**

- The nurses are servicing approx. 207 residents per month with in-home visits, classes at housing sites, and other clinics around the town.
- January 15<sup>th</sup> marks their 90<sup>th</sup> year in Hanover.
- Doreen is working with the Fire Department and other Departments within Community Services collection information and data to assist the FD come up with a proposal for Mobile Integrated Health Care. The objective of MIH is to provide the best services possible to our community by utilizing all department resources.

**HCTV**

- Has finalized the Verizon Contract and is Working on Comcast Contract.
- Colleen and Tammy will be working with the Committee to plan for our future in this changing environment.



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- Looking for innovative show ideas and stories.
- Community Services Show “Exit 13” will begin taping in January.

**Finance** – The Year-to-Date budget statement thru December 31, 2018 is available at the end of this report.

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

- The Advisory Committee is conducting its review of the Fiscal Year 2020 Capital Budget, on the following schedule:  
  
October 24: Department of Public Works  
November 7: Fire, Community Services, Community Development and Municipal Inspections, and Finance  
November 13: Library and Facilities  
December 5: Police and Information Technology
- The Treasurer Collector’s Office experienced 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.
- Five (5) Request for Qualifications responses were received from firms interested in being the Town’s OPEB Liability Trust Fund Investment Manager. The Town Manager, Director of Finance/Treasurer Collector, and the Town’s consultant are narrowing 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 and extensively with the Town’s audit firm on the FY2018 audit.
- The Town Accountant and Director of Finance/Treasurer Collector conducted a training open to all Department Heads and relevant staff on how to use SoftRight, the software through which the Fiscal Year 2020 Operating Budget will be built. Budget requests are due from Department Heads by December 15.

**Assessing Office**

- The certification hearing to set Fiscal Year 2019’s tax rate was held at the Board of Selectmen’s November 19 meeting, and this year’s tax rates were subsequently certified by the state Department of Revenue on November 28. Residential property will be taxed at a rate of \$16.41 per \$1,000.00, and Commercial, Industrial, and Personal property will be taxed at a rate of \$17.38 per \$1,000.00.
- Senior Clerk Kris Minshall moved on this past month to a new opportunity with the Town of Norfolk. An Assistant Director of Assessing job posting will be publicized shortly.



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**Payroll and Benefits Office**

- The Office successfully worked through two payroll processing weeks that were challenging due to being truncated by the Veterans Day and Thanksgiving holidays.

**Board of Registrars of Voters**

- The Registrars contributed to a very busy mid-term election on November 6. Statewide, the 60.17% turnout was the highest for a midterm election since 1994. In Hanover the turnout was even higher at 71.1%.
- The Registrars are now preparing to administer the annual town census, which will commence in the new calendar year.

**Town Clerk's Office**

- The Town Clerk, Assistant Town Clerk, and Election Workers, together with the Registrars, collaborated to run a successful election on November 6.

**Advisory Committee**

- The Committee is in the midst of considering the Town's Fiscal Year 2020 Capital Budget, with only the Police and Information Technology plans remaining to be reviewed, on December 5.
- The Advisory Committee is scheduled to vote on all proposed Capital Budget projects on December 12.

**Hanover Police Department –**

- HPD responded to 978 incidents which were generated as a result of 875 calls for service (through 11-26-2018).
- The town of Hanover School Department hosted an annual cross country meet at Forge Pond Park on 10-30-2018. Participants from approximately 17 local school districts participated in several hours of competition. The parking lot was filled to capacity and pedestrian traffic was controlled inside the park and on the public ways surrounding FPP.
- The Town of Hanover celebrated Halloween on 10-31-2018. Additional officers were on duty during the evening hours providing saturated patrols in neighborhoods and public ways. There were no holiday related incidents.





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- The department spent a considerable amount of time in pre-planning events and celebrations which were to be permitted by the Board of Selectmen during the month. The 6<sup>th</sup> Annual Turkey Trot on Thanksgiving morning registered over 750 participants and pre-planning and logistics for the event were conducted with the assistance of the DPW and HFD. An overall success, the field of runners has increased and the department will work with organizers next year to make a change to the route in an effort to provide better safety to the runners and motorists. Details of that plan will be presented at the time of permit submission to the BOS for approval for next year's event.
- I met with Dr. Thomas Hickey, Superintendent South Shore Vocational Technical High School regarding his request to have a School Resource Officer assigned to the school. It was a productive meeting that concluded with Dr. Hickey committing to speak with his School Committee to identify possible funding sources within the school budget to provide for the assignment of a part-time school resource officer. More to follow as this develops.
- Several meetings were held with the organizer of the 4 Corner's Winter Festival, with the addition of a "beer garden" and more participants anticipated for November 30, 2018 increasing the need for public safety. Once again we partnered with the DPW and HFD for these plans.
- The traffic safety committee remains busy, in particular Sgt. Timothy Kane has been working with traffic engineers who are completing work on the Pleasant Street Special Speed Zone. Other projects include the data collection on several high impact intersection crashes which will be discussed at the next regular meeting.
- The department assigned Lieutenant Brian Metivier and Sgt. Timothy Kane to participate in a table top exercise sponsored by the Hanover Department of Public Works.
- The department received a retirement notification from ECC Dispatcher Donna Craig. Donna will retire on December 6, 2018 after serving the town for over 20 years. A process is underway to hire a replacement from within the current staff of the Emergency Communications staff.
- The department requested a METROLEC callout to assist at an incident in the community. Several crisis negotiators were enroute to Hanover from other communities prior to being cancelled when their services were no longer required. Hanover officers assigned to the METROLEC police bicycle and investigation unit assisted in the Town of Plymouth at the annual thanksgiving parade.
- Lieutenant Brian Metivier has applied for the Governor's Highway Safety Grant for the Federal fiscal year ending 09-30-2019. In addition to providing compensation for traffic enforcement assessments, this grant will enable the department to purchase some additional safety equipment. I have requested that the purchase of a traffic counting/speed measurement tool be included in the grant approval. This will enable the department to obtain traffic counts and speed studies on public ways in an unobtrusive manner. This is a direct result of a suggestion made by a resident at a recent traffic safety meeting.
- Lieutenant Gregory Nihan continues his program at the FBI National Academy. Lieutenant Nihan's anticipated graduation date is 12-14-2018.

**Fire –**



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- As of November 29<sup>th</sup> at 2pm the Fire Department has responded to 285 calls during the month of November. This will be the busiest month of November on record, already beating out last November's 277 calls.
- The two "new" hires (March 2018) graduated from the Fire Academy on November 19<sup>th</sup>. The department has one more new hire that needs to complete academy training and he is scheduled to begin a class in March of 2019
- Members of the department met with Dr. Tracy and Dr. Tollefsen from South Shore Hospital on November 28<sup>th</sup>. We are now meeting more frequently to develop a program that will allow Hanover Fire Department paramedics to deliver Mobile Integrated Healthcare to the community. Some preliminary documents have been forwarded to Town Counsel for review.
- The Town received two payments from FEMA (\$38,518.17 and \$2,151.00) for the blizzard that occurred on February 8<sup>th</sup> and 9<sup>th</sup> of 2013.
- Work began on creating the documentation necessary to apply for reimbursement for the March 2<sup>nd</sup> and 3<sup>rd</sup>, 2018 storm. The completed application package will be completed and submitted before the end of December.

**Department of Community Development & Municipal Inspections**

**Planning Board**

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

- **Case ID: TPL-18-21**, the applicant, First Citizens' Federal Credit Union, has applied for Special Permit and Minor Modification for property located at 1207 Washington Street for a proposed development of a Bank with a Bank Drive-In Window. The Planning Board will open the public hearing on December 17, 2018.
- 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 on November 5<sup>th</sup> to discuss potential wording and requirements for the possible new bylaw. The Committee will meet again in December.

**Zoning Board of Appeals**

Listed below are recent and upcoming cases that will be discussed and decided upon by the 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.





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**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 opened this hearing on 10/25/2018 and continued the meeting to 11/28/2018.

**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 opened this hearing on 10/25/2018. The applicant and the ZBA agreed they would conduct a site visit. The meeting has been continued to the December 12<sup>th</sup> meeting.

**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.

**Board of Health/Health Agent**

- Walk-ins: 162
- Flu Clinic Shot - completed 6 Flu Clinics (340 vaccines administered). Presently looking into possibly have one additional clinic to use the remainder of the vaccine.
- Phone Calls Incoming: 170
- Phone Call outgoing: 98
- Percolation tests: 5
- Disposal Work Permit: 11
- Lola Grace Farmer's Market: 12 permits
- Well Permit: 3
- Permits: 300 permits sent out for renewal and we are starting to receive them back for processing
- Winter Festival: Permits being processed for the Nov. 30 event
- Housing complaint: Broadway – Investigated by BoH office and all issues are resolved with tenant and landlord at this time.
- The Health Office attended the MHOA Conference 2018 on Nov. 14-16
- The Health Office is reviewing the new Food Code 2013 that was adopted by the state.
- Grant: Tobacco Coordinator; completed the initial retail visits in Hanover and is presently working with the other four communities on visits to retailers with regard to education on the new regulation.

**Community Preservation Committee**

- The Community Preservation Committee met on November 13<sup>th</sup> to review applications. The Committee discussed the following three applications: High School Tennis Courts, North River Shipyard Marker Restoration, and the Town Wide Historic Survey. CPC met with a representative from the North River Shipyard Marker Restoration application. The CPC is scheduled to meet again on November 27<sup>th</sup>, 2018 to discuss the above applications and meet with representatives from the other applications.



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**Conservation**

Fireworks Site project- Strict security protocols remain in place for inland and water access, as well as entry from the bridge. Regarding a proposed project to provide power to the Service Trailer at the Fireworks Site(FWS) the Applicant has asked that the Commission continue to hold on this project until additional logistical items can be worked out. In-kind services provided by the Conservation Commission to the FWS project remain at \$1,400.00.

Merchants Row- Work continues to be monitored at this site by the Conservation Agent.

Winter St. lot- adjacent to #301- The Commission approved an Order of Conditions at the October 17<sup>th</sup> meeting for a commercial subdivision including seven storage buildings. However, notice was provided to the Commission that the Planning Board denied the project. Therefore a planned preconstruction meeting with the Conservation Agent has been postponed.

263 Winter St.- The Commission approved an Order of Conditions at the October 17<sup>th</sup> meeting for this building addition and stormwater/riverfront area improvements project. A preconstruction meeting is pending.

1775 Washington St.- Town Counsel is still reviewing the issue of the Norwell/Hanover town line in regard to the National Grid bridge replacement over Third Herring Brook.

962 Washington St.- Stormwater improvements and restoration of an isolated vegetated wetland has commenced at this site as permitted under a recent Order of Conditions.

Tree issues- Numerous calls have been received and investigated by the Conservation Agent regarding safety issues caused by downed trees or diseased/broken trees. As a safety issue, these inspections are a priority for the Agent and have at times, included the Tree Warden and Commission members. If confirmed on site that the trees are under the jurisdiction of the Conservation Commission and upon written notice from a local arborist and/or tree service hired for the removal, a Minor Activities permit is issued from the Conservation Office. During November, three (3) Minor Activities permits were issued for safety concerns.

Annual Stormwater Checks/ Culvert Review- As a continuation of this annual inspection item for the Conservation Office, these systems are generally reviewed with notice to DPW if there is a problem. Working with the Tree Warden, the Conservation Agent has found several culverts that need cleaning, otherwise, most were found to be free from obstructions and flowing at the expected rate and volume. Due to the number of areas to review, it is expected that this process will be completed mid-Spring.

Complaints and Violations- Resident complaints continue to be reviewed and acted upon by the Conservation Agent with the cooperation of those parties involved. Those that required violation letters and enforcement orders will be reviewed by the Commission at the Dec. 5<sup>th</sup> meeting. Wetland and buffer zone restoration including the planting of mature replacement trees will be considered as recommended by the Conservation Agent.

Administrative- An increase in calls from Realtors and Attorney's offices was experienced this month in the Conservation Office. Most were in regard to pre-1999 permits that remain open in the chain of title at the Registry of Deeds. All such inquiries were resolved by the Conservation Agent.

The Commission did not meet in November as the meeting scheduled for the 7<sup>th</sup> was cancelled by the Chair due to the absence of public hearings. The meeting scheduled for the 21<sup>st</sup> was cancelled due to the closure at 4 pm of



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the Town Hall by the Board of Selectmen of the Thanksgiving holiday. The cancelling of 2 Conservation meetings in a row is a rare occurrence.

Work continues on updating the Commission's 2007 Rules and Regulations.

**Building Division**

- Building Permits issued 62 for a total of \$ \$9,261.77
- Electrical Permits issued 34 for a total of \$ \$5,818.00
- Gas Permits issued 20 for a total of \$950.00
- Plumbing Permits issued 25 for a total of \$2,450.00
- Building Inspections = 90
- Electrical Inspections = 38
- Plumbing / Gas Inspections =26

**Affordable Housing Trust**

Listed below are and upcoming discussions and decisions from Affordable Housing Trust:

- The Affordable Housing Trust met on November 6<sup>th</sup> with a quorum present. The members met with Finance Director, Lincoln Heineman, to review possible ways the Affordable Housing Trust could help senior residents with housing matters.
- The Affordable Housing Trust plans to meet on December 5<sup>th</sup> to further the previous conversation about helping 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.

**PASSPORTS**

- Effective October 1<sup>st</sup>, the Passport Office migrated to an appointment only system. The adjustment has been smooth with few customers caught unawares
- As of November 21<sup>st</sup>, the Passport Office handled 308 customer contacts for the month of November. Contacts included applications filed, telephone calls and walk-in inquiries.



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- Passport Agents have successfully completed the Passport Agent Certification Tests for 2019 which ensures continuation of the Passport Program for 2019.

## **LICENSING**

- All Licensing renewal documentation has been mailed out and renewal documentation and paperwork is arriving daily. Alcoholic Beverage Licenses are, by MGL, required to be executed and filed during the month of November annually. Failing to renew according to the law would require a license to reapply for a new license at the expiration of their current license on December 31<sup>st</sup>.
- At their November 19<sup>th</sup> meeting, the BoS approved the following:

One-Day Liquor License application of 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>.

One-Day Liquor License application of Maura Longueil for the Four Corners Winter Festival to be held on Friday, November 30<sup>th</sup> with a rain date of Saturday, December 1.

The application for Transfer of an Alcoholic Beverages License (Packaged Goods Store) and Change of Location from 7-Eleven, 228 Columbia Rd. to MarketPlace Fine Wines & Brew (Previte's), 283 Columbia Rd. The license will remain in the custody of the Licensing Coordinator until a Certificate of Occupancy is issued.

The application from 7-Eleven on Washington St. for a Change of Manager, Change of Beneficial Interest and New Officers is still awaiting approval by the ABCC before the license can be issued to the applicant.



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REVENUES	FY19 Estimated per Budget	Monthly Receipts			Quarter Ended 9/30/18	Quarter Ended 12/31/18	TOTAL REVENUE E TO DATE	% Collected
		Aug	Sept	Oct				
Property Taxes:								
PROPERTY TAXES	1,363,070	13,130	576	183,390	261,783	183,390	445,173	32.66%
REAL ESTATE TAXES	44,072,610	2,056,084	150,974	8,415,565	10,868,591	8,415,565	19,284,156	43.76%
TAX LIENS REDEEMED		3,857	384	12,365	72,792	12,365	85,157	
DEFERRED LIENS REDEEMED					-	-	-	
ROLL BACK TAXES					-	-	-	
PRO RATA TAXES					-	-	-	
SALE OF FORECLOSURES		-	-	-	-	-	-	
SUBTOTAL	45,435,680	2,073,070	151,934	8,611,320	11,203,166	8,611,320	19,814,486	43.61%
Local Receipts:								
MOTOR VEHICLE EXCISE	2,357,658	10,768	142,359	82,862	231,128	82,862	313,990	13.32%
BOAT EXCISE TAXES	750	93	80	13	431	13	443	59.07%
SUBTOTAL	2,358,408	10,861	142,439	82,874	231,559	82,874	314,433	13.33%
P&I - PROPERTY TAXES		7,404	1,276	5,479	17,865	5,479	23,345	
P&I - MVE		1,019	2,372	2,026	4,507	2,026	6,533	
P&I - BOAT EXCISE		1	2	1	3	1	4	
P&I - TAX LIENS		138	153	3,840	24,404	3,840	28,244	
SUBTOTAL	120,000	8,562	3,803	11,346	46,779	11,346	58,126	48.44%
PAYMENTS IN LIEU OF TAXES	-	-	-	-	-	-	-	
TOWN CLERK FEES	1,063	80	24	85	154	85	239	22.45%
MLC FEES	23,715	1,850	1,400	1,550	5,050	1,550	6,600	27.83%
TREASURER DEMANDS & FEES	35,131	2,735	2,740	3,666	10,255	3,666	13,921	39.63%
PAYROLL - COBRA FEES	-	2,256	-	2,355	4,611	2,355	6,967	0.00%



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

*Joe Colangelo*  
*Town Manager*

SEALER OF WEIGHTS FEES	7,782	420	1,645	2,400	2,065	2,400	4,465	57.38%
TRANSFER STATION FEES	94,400	7,385	10,526	11,433	28,447	11,433	39,880	42.25%
BOARD OF HEALTH FEES	26,504	2,700	2,100	900	6,900	900	7,800	29.43%
DEPUTY TAX COLLECTOR FEES	-	17	-		17	-	17	0.00%
STREET OPENINGS	3,868	100	100	300	600	300	900	23.27%
OFF DUTY DETAIL ADMIN FEES	31,939	(1,767)	8,473	8,859	21,653	8,859	30,513	95.53%
PASSPORT FEES	38,735	4,495	3,760	2,440	10,815	2,440	13,255	34.22%
SELECTMEN FEES	-	-	100		100	-	100	0.00%
TREASURER/COLLECTOR FEES	-	25	125	50	250	50	300	0.00%
BOARD OF ASSESSOR FEES	-	-	-		-	-	-	0.00%
CONSERVATION FEES	13,139	-	2,418	3,318	3,413	3,318	6,730	51.22%
PLANNING BOARD FEES	21,632	9,328	-		16,828	-	16,828	77.79%
ZONING BOARD OF APPEALS FEES	4,446	-	287		537	-	537	12.07%
POLICE DEPARTMENT FEES	-	335	275	465	1,285	465	1,750	0.00%
ANIMAL CONTROL FEES	-	30	30		80	-	80	0.00%
SCHOOL DEPARTMENT FEES	-	-	15		55	-	55	0.00%
FIRE DEPARTMENT FEES	-	-	-		-	-	-	0.00%
DPW FEES	-	-	-		-	-	-	0.00%
LIBRARY FEES	-	-	-		550	-	550	0.00%
BUILDING DEPARTMENT FEES	3,568	150	400	200	700	200	900	25.22%
SUBTOTAL	305,922	30,140	34,417	38,021	114,365	38,021	152,386	49.81%
RENTAL/LEASE RECEIPTS	36,150	3,211	3,308	3,308	9,730	3,308	13,038	36.07%
ALCOHOLIC BEVERAGE LICENSES	42,000	250	250	40	750	40	790	1.88%
SELECTMEN LICENSES	13,260	200	-		200	-	200	1.51%
DOG LICENSES	8,518	200	75	195	405	195	600	7.04%
BOARD OF HEALTH LICENSES	3,740	-	-	75	-	75	75	2.01%
TOWN CLERK LICENSES	15,343	2,430	940	510	4,030	510	4,540	29.59%
CLERK GAS STATION PERMITS	-	-	-		-	-	-	0.00%
POLICE PERMITS								56.80%





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

	3,719	800	488	450	1,663	450	2,113	
FIRE PERMITS	17,621	2,500	1,770	1,630	4,820	1,630	6,450	36.60%
BUILDING PERMITS	285,202	20,798	17,141	12,474	103,274	12,474	115,748	40.58%
PLUMBING PERMITS	30,278	2,210	4,920	3,390	8,925	3,390	12,315	40.67%
GAS PERMITS	11,820	770	2,265	2,105	3,830	2,105	5,935	50.21%
WIRING PERMITS	48,462	2,940	7,475	6,048	14,115	6,048	20,163	41.61%
BOARD OF SELECTMEN PERMITS	-	-	-	-	-	-	-	0.00%
BOARD OF HEALTH PERMITS	50,712	1,960	2,185	6,190	5,095	6,190	11,285	22.25%
SUBTOTAL	530,675	35,058	37,508	33,108	147,106	33,108	180,214	33.96%
DISTRICT COURT	8,326	270	290	355	1,025	355	1,380	16.57%
PARKING CLERK	166	60	40		165	-	165	99.40%
SURCHARGE RMV	10,081	480	1,820	2,260	2,900	2,260	5,160	51.19%
DOG FINES	-	-	-	-	-	-	-	0.00%
LIBRARY FINES	-	-	583		583	-	583	0.00%
MOTOR VEHICLE FINES	62,102	6,990	9,429	8,990	23,175	8,990	32,165	51.79%
MV LEASE SURCHARGE	-	712	839	634	2,167	634	2,801	0.00%
MARIJUANA FINES	500	-	-		-	-	-	0.00%
BY LAW VIOLATIONS	-	100	-		100	-	100	0.00%
FALSE ALARMS - PUBLIC SAFETY	5,988	610	-	205	2,315	205	2,520	42.08%
SUBTOTAL	87,163	9,222	13,001	12,444	32,430	12,444	44,874	51.48%
EARNINGS ON INVESTMENTS	60,000	15,129	29,686	21,579	63,052	21,579	84,631	141.05%
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	-	52	85	52	137	
SUBTOTAL	125,000	2,616	12,101	52	14,717	52	14,769	



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

**Estimated State Receipts:**

SCHOOL AID CH 70	6,871,449	578,953	578,953	578,953	1,736,859	578,953	2,315,812	33.70%
SCHOOL AID								
TRANSPORTATION	-	-	-		-	-	-	
CHARTER SCHOOL								
REIMBURSEMENT	68,292	1,860	1,860	1,872	11,869	1,872	13,741	20.12%
LOTTERY, BEANO, ETC CH29								
S2D	2,116,228	182,524	182,524	182,524	547,572	182,524	730,096	34.50%
VETERANS BENEFITS CH115								
S6	88,978	-	-	22,049	20,764	22,049	42,813	48.12%
ABATE TO VETS, BLIND &								
SURV SP	77,917	-	71,551		71,551	-	71,551	91.83%
ELD PERSONS CH967 ACTS								
OF 77	-	1,171	-	2,342	2,342	2,342	4,684	0.00%
ELECTION								
REIMBURSEMENT	-	-	4,100		4,100	-	4,100	0.00%
STATE OWNED LAND	6,846	631	631	631	1,893	631	2,524	36.87%
<b>SUBTOTAL</b>	<b>9,229,710</b>	<b>765,139</b>	<b>839,619</b>	<b>788,371</b>	<b>2,396,950</b>	<b>788,371</b>	<b>3,185,321</b>	<b>34.51%</b>

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

**Other Financing Sources:**

FREE CASH	650,000	-	-		650,000	-	650,000	100.00%
TRANS FROM SPECIAL								
REVENUE	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	100.00%
TRANS FROM TRUST FUND	-	-	-		-	-	-	0.00%
TRANS FROM AGENCY								
FUND	-	-	-		-	-	-	0.00%
<b>SUBTOTAL</b>	<b>2,427,342</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,427,342</b>	<b>-</b>	<b>2,427,342</b>	<b>100.00%</b>

<b>Total Revenue &amp; OFS</b>	<b>61,604,632</b>	<b>2,953,008</b>	<b>2,156,399</b>	<b>9,602,422</b>	<b>17,575,778</b>	<b>9,602,422</b>	<b>27,178,201</b>	<b>44.12%</b>
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**TOWN OF HANOVER**  
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*Joe Colangelo*  
*Town Manager*

EXPENDITURES	Original Budget	Monthly Expenditures			Quarter Ending 9/30/18	Quarter Ending 12/31/18	YTD Expenditures	Available Balance	% Used
		Aug	Sept	Oct					
General Government									
Salaries									
Town Manager	279,550	26,428	21,223	21,223	63,418	21,223	84,642	194,908	30.28%
Total Salaries	279,550	26,428	21,223	21,223	63,418	21,223	84,642	194,908	30.28%
Other Expenses									
Town Manager	63,900	4,180	2,060	2,325	7,505	2,325	9,830	54,070	15.38%
Legal Services	155,000	852	10,057	8,789	10,764	8,789	19,552	135,448	12.61%
Central Office Supply	30,000	3,086	454	3,160	4,495	3,160	7,655	22,345	25.52%
Total Other Expenses	248,900	8,119	12,571	14,274	22,763	14,274	37,037	211,863	14.88%
Finance									
Salaries									
Finance/Accounting	152,134	14,042	11,234	11,234	33,701	11,234	44,935	107,199	29.54%
Assessors	137,092	11,416	9,132	9,132	27,398	9,132	36,530	100,562	26.65%
Treasurer/Collector	268,004	26,058	20,846	20,846	62,538	20,846	83,384	184,620	31.11%
Advisory Committee	2,500	-	-	-	-	-	-	2,500	0.00%
Payroll/Benefits	102,733	9,508	7,606	7,606	22,818	7,606	30,424	72,309	29.61%
Town Clerk	123,043	11,687	9,596	9,349	28,295	9,349	37,644	85,399	30.59%
Elections & Town Meeting	25,000	1,414	8,130	211	9,544	211	9,755	15,245	39.02%
Registrars	36,000	2,455	3,186	2,760	6,786	2,760	9,546	26,454	26.52%
Total Salaries	846,506	76,579	69,729	61,138	191,079	61,138	252,217	594,289	29.80%
Other Expenses									
Finance/Accounting	10,400	516	497	470	1,444	470	1,914	8,486	18.40%
Assessors	38,870	638	105	10,939	15,700	10,939	26,639	12,231	68.53%
Treasurer/Collector	48,770	3,375	1,534	4,938	5,962	4,938	10,901	37,870	22.35%
Advisory Committee	705	-	-	-	-	-	-	705	0.00%
Payroll/Benefits	65,500	2,954	5,000	3,206	9,564	3,206	12,769	52,731	19.50%
Town Clerk	7,780	466	178	12	776	12	788	6,992	10.13%
Elections & Town Meeting	27,817	324	2,841	1,727	3,765	1,727	5,492	22,325	19.74%
Registrars									5.14%



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*Town Manager*

	6,700	85	63	158	187	158	344	6,356	
Total Other Expenses	206,542	8,356	10,218	21,451	37,397	21,451	58,848	147,694	28.49%
<b>Police Department</b>									
<b>Salaries</b>									
Police	3,203,233	267,429	212,143	216,119	648,665	216,119	864,785	2,338,448	27.00%
Communications	633,587	58,057	50,394	47,986	145,546	47,986	193,532	440,055	30.55%
Total Salaries	3,836,820	325,485	262,537	264,105	794,212	264,105	1,058,317	2,778,503	27.58%
<b>Other Expenses</b>									
Police	199,998	12,891	(964)	22,570	32,687	22,570	55,257	144,741	27.63%
Animal Control	4,761	194	139	29	332	29	362	4,399	7.60%
Communications	68,392	1,208	1,965	5,101	11,138	5,101	16,239	52,153	23.74%
Total Other Expenses	273,151	14,293	1,140	27,700	44,157	27,700	71,857	201,294	26.31%
<b>Fire Rescue &amp; EMS</b>									
<b>Salaries</b>									
Fire	2,963,914	297,635	203,166	209,062	677,916	209,062	886,979	2,076,935	29.93%
Total Salaries	2,963,914	297,635	203,166	209,062	677,916	209,062	886,979	2,076,935	29.93%
<b>Other Expenses</b>									
Fire	276,791	22,085	26,405	21,842	66,939	21,842	88,780	188,011	32.07%
EMS	3,000	2,013	225	345	2,351	345	2,696	304	89.86%
Total Other Expenses	279,791	24,099	26,630	22,187	69,290	22,187	91,476	188,315	32.69%
<b>Community Services</b>									
<b>Salaries</b>									
Municipal Inspections	709,645	65,579	53,229	53,753	154,745	53,753	208,498	501,147	29.38%
Visiting Nurse Association	142,466	9,625	7,995	7,846	23,294	7,846	31,140	111,326	21.86%
Council on Aging	175,731	16,500	13,442	13,442	40,617	13,442	54,058	121,673	30.76%
Veterans Services	44,762	4,519	3,615	3,615	10,519	3,615	14,134	30,628	31.58%
John Curtis Library	429,638	35,672	30,838	29,783	86,375	29,783	116,158	313,480	27.04%
Parks & Recreation	76,706	11,973	4,504	5,237	22,503	5,237	27,739	48,967	36.16%
Total Salaries	1,578,948	143,868	113,621	113,675	338,054	113,675	451,728	1,127,220	28.61%



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*Joe Colangelo*  
*Town Manager*

<b>Other Expenses</b>									
Municipal Inspections	43,500	1,391	3,872	3,936	5,662	3,936	9,598	33,902	22.06%
Visiting Nurse Association	1,500	-	-	-	-	-	-	1,500	0.00%
Council on Aging	49,686	4,530	1,835	5,452	7,347	5,452	12,798	36,888	25.76%
Veterans Services	129,750	10,388	11,790	10,002	32,030	10,002	42,032	87,718	32.39%
John Curtis Library	179,172	37,371	6,587	10,872	51,110	10,872	61,981	117,191	34.59%
Parks & Recreation	3,400	-	-	-	124	-	124	3,276	3.64%
Total Other Expenses	407,008	53,680	24,084	30,261	96,272	30,261	126,533	280,475	31.09%

**Education**

Salaries & Expense	28,082,846	605,960	2,295,598	2,267,267	3,372,725	2,267,267	5,639,991	22,442,855	20.08%
SS Regional School Assessment	763,328	-	-	-	190,832	-	190,832	572,496	25.00%

**Facilities**

<b>Salaries</b>									
Public Buildings	2,030,967	190,343	158,189	152,536	459,940	152,536	612,475	1,418,492	30.16%
<b>Other Expenses</b>									
Public Buildings	1,586,151	153,390	128,956	138,801	300,523	138,801	439,324	1,146,827	27.70%

**DPW**

<b>Salaries</b>									
Administration	223,500	10,024	5,651	6,397	24,929	6,397	31,327	192,173	14.02%
Highway	444,210	44,601	33,572	35,455	105,488	35,455	140,943	303,267	31.73%
Public Grounds	411,407	39,743	28,469	32,153	94,328	32,153	126,481	284,926	30.74%
Transfer Station	247,745	23,703	19,162	18,520	58,854	18,520	77,374	170,371	31.23%
Total Salaries	1,326,862	118,070	86,854	92,525	283,599	92,525	376,124	950,738	28.35%
<b>Other Expenses</b>									
Administration	49,100	2,123	4,845	709	7,317	709	8,027	41,073	16.35%
Highway	282,685	9,343	11,400	14,780	20,753	14,780	35,534	247,151	12.57%
Street Lighting	64,000	4,688	4,412	5,383	9,100	5,383	14,483	49,517	22.63%
Public Grounds									42.80%



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	90,171	15,566	16,277	4,390	34,204	4,390	38,594	51,577	
Transfer Station	782,660	76,984	37,204	59,332	123,399	59,332	182,730	599,930	23.35%
Town Gas Pump	192,500	15,119	25,229	25,624	40,348	25,624	65,972	126,528	34.27%
Total Other Expenses	1,461,116	123,824	99,367	110,218	235,121	110,218	345,339	1,115,777	23.64%

**Snow & Ice**

<b>Salaries &amp; Expenses</b>									
Snow & Ice	550,000	590	-	100,337	590	100,337	100,927	449,073	18.35%

**Townwide Expenses**

Workers Compensation Insurance	228,000	-	-	-	292,100	-	292,100	(64,100)	128.11%
Pension/Retirement	3,650,375	24,722	41,848	43,408	3,375,892	43,408	3,419,300	231,075	93.67%
Unemployment Insurance	85,000	3,173	6,392	361	9,622	361	9,983	75,017	11.74%
Health Insurance	3,857,022	571,301	285,822	290,698	1,151,163	290,698	1,441,861	2,415,161	37.38%
Life Insurance	10,000	511	-	514	1,107	514	1,622	8,378	16.22%
Education Benefits	6,500	-	-	-	-	-	-	6,500	0.00%
Medical	25,000	1,404	-	4,684	5,004	4,684	9,688	15,312	38.75%
Risk Management	259,900	345	1,010	5,910	240,757	5,910	246,667	13,233	94.91%
Town Audit	54,100	-	7,500	1,000	13,500	1,000	14,500	39,600	26.80%
Court Judgements	-	-	-	-	-	-	-	-	0.00%
	8,175,897	601,456	342,572	346,576	5,089,145	346,576	5,435,721	2,740,176	66.48%

**Reserve Fund**

Reserve Fund	177,700	-	-	-	-	-	-	177,700	0.00%
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**Transfers**

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

**Debt Expense**

Bond Issuance Cost	10,000	-	-	-	-	-	-	10,000	0.00%
Principal	3,643,449	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%





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*Town Manager*

Other Interest	-	-	-	-	-	-	-	-	0.00%
Short term interest	464,233	-	-	-	-	-	-	464,233	0.00%
	5,362,200	827,888	-	-	846,101	-	846,101	4,516,099	15.78%
<hr/>									
<b>Total Operating Budget</b>	<b>60,438,197</b>	<b>3,600,063</b>	<b>3,856,455</b>	<b>3,993,335</b>	<b>13,113,132</b>	<b>3,993,335</b>	<b>17,106,467</b>	<b>43,331,730</b>	<b>28.30%</b>
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Per system report	55,085,997.00	2,772,175	3,856,455	3,993,335	12,267,031	3,993,335	16,260,366	38,825,631	
Debt Principal	3,643,449	640,000	-	-	658,213	-	658,213	2,985,236	
Debt Interest	1,244,518	187,888	-	-	187,888	-	187,888	1,056,631	
Other Interest	-	-	-	-	-	-	-	-	
Debt Short Interest	464,233	-	-	-	-	-	-	464,233	
Tax Title - Recording Fees	-	-	-	-	-	-	-	-	
					-				
Rounding	<hr/>								
	60,438,197	3,600,063	3,856,455	3,993,335	13,113,132	3,993,335	17,106,467	43,331,730	
	<hr/>								



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

*Joe Colangelo*  
*Town Manager*

**Status of Town Meeting (May 2018) Articles**

<b><u>Article</u></b>	<b><u>Narrative</u></b>
1	Ok
2	Ok
3	Ok
4	Ok
5	Ok
6	Ok
7	Additional salary for Town Clerk approved by Town Meeting but not included in budget. Finance Director will be monitoring and helping Town Clerk to manage her office's salary budget (particularly that for election workers) during the Fiscal Year; source of funds will likely be a combination of effective management of this line item by the Town Clerk and possibly a municipal relief transfer. Finance Director continues to work with Town Clerk to manage election workers' salaries.
8	Task Complete
9	Transfers are complete. Budget updates with explanatory narrative are being provided on a quarterly basis.
10	Monthly budget updates will be provided by Finance Director and DPW Director.
11	Ok.
12	Town Meeting authorized funds to replace two marked police cruisers. The Police Chief will determine the necessary specifications and purchases to be made from existing cooperative bids available to the department. Said purchase to be reviewed with Town Manager. It is anticipated orders will be made by 12/31/2018
13	<p>Chapter 90; Funds will be spent at the start of next spring's construction season.</p> <p>No Finance Department action is currently needed. DPW will spend this grant account in the negative in FY2019, and then in conjunction with the Town Accountant follow the reimbursement process at the end of FY2019 so that these funds are replenished from the state grant. Reimbursement process for FY2018 expenditures is almost complete.</p> <p>Street evaluations have been completed by DPW Director. Complete inventory slated to be completed by end of November and street program completed by end of December.</p>
14	Ok.
15	Task Complete.
16	No responsive bids from first RFP, probably due to required completion by end of August. Engineers (McKinnell McKinnell & Taylor) reaching out to



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	contractors to find out why they didn't bid. Intend to put out to bid again shortly with expected completion by end of Fall 2018.
17	Possibly will need an additional \$10,000. If so, need to determine source of those funds. Generator to be installed in Fall 2018 [It was understood that the appropriation would not be sufficient to fund the entire project budget, as we already had a very competitive quote for \$49,635 (from the company that installed the new generator at the Police Station). In addition to the contractor's cost, we will have the cost of engineering services as well as miscellaneous expenses. We anticipate site work will be done in-house by DPW. We anticipate spending up to an additional \$10,000, above the appropriation, out of the Facilities budget.]
18	We have completed the creation of the "Town Meeting Action" document that chronicles the Town's vote on this article. That document, along with several other required forms, have all been submitted to the Attorney General's Office as of Monday, May 21 <sup>st</sup> , 2018. The Attorney General has 90 days to either approve or disapprove of the town's actions and let us know whether or not our actions are consistent with state and federal law. We have received notice from the AGO that their review will be complete by August 19, 2018. Once that review is complete, the by-law will either be posted so that it may take effect, or the related disapproval will be forwarded to the sponsoring departments (in this case, the Finance Director and the Town Manager). We also maintain the by-laws in my office; any changes to them will be posted accordingly on the Town's website here: <a href="http://www.hanover-ma.gov/home/pages/bylaws-regulations">http://www.hanover-ma.gov/home/pages/bylaws-regulations</a> .
19	Necessary legislation was filed by Rep. DeCoste and is pending approval by the House. The most recent legislative action on the bill was on July 18 <sup>th</sup> the House has since left formal sessions and will not re-enter until the new calendar year.
20	Vehicle (Large Dump Truck) will be purchased through MAPG/Greater Boston Police Council heavy vehicle contract. Working with Ballard Truck Center (Mack dealer) to specify the vehicle.  Deputy Superintendent reviewing specifications and procurement compliance – expect to award and order in November.
21	Vehicle (Small Dump Truck) to be purchased through Plymouth County Commissioners contract with Colonial Municipal Group.  Vehicle ordered on 08/16/18.
22	N/A
23	Vehicle (Small Dump Truck – Water Dept.) to be purchased through Plymouth County Commissioners contract with Colonial Municipal Group.  Vehicle ordered on 08/16/18.
24	Design is underway by Weston & Sampson (engineering consultants).
25	Deputy Superintendent reviewing specifications and procurement



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	compliance – anticipated to award and order in November.
26	N/A
27	Phase 1 (Plain Street to Meeting Hill Lane) completed 08/10/18. Work will resume on Phase 2 (Meeting Hill to Grove Street) after school is out in June 2019.
28	Waiting on new signs.
29	Project must be completed by December 31, 2018 to obtain MAPC grant of ~ \$32,000. Roughly 500 streetlights being converted to LED (following purchase of the existing streetlights from NGRID). If all grants are obtained, total cost to town will be around \$85,000. With projected savings after project completion of approximately \$65,000 per year (out of former cost of payments to NGRID), the Town recovers the project cost in less than 1.5 years. (Anticipated grants: MAPC - \$32,000; Green Communities - \$42,000 (award announced end of June); NGRID incentives - \$36,000.)
30	Bill Hartigan and Bob Murray working together on this. Three vendors on state contract are preparing proposals. Security cameras for middle & cedar school installed by Labor Day.
31	N/A
32	The Historical Commission consultant for Phase I completed reports for each of the structures in this first phase at the end of September. The Historical Commission is very pleased with the results. They can now begin Phase II and the Commissions hope that it will be possible to use the same consultant. The IFB for the second phase is being completed and will be released as soon as possible.
33	Town Meeting authorized \$110,000.00 from the Town's Community Preservation Fund to develop a multi-use recreation facility at B. Everett Hall, to include a large and a small street hockey rink. A down payment of \$26,424.08 has been spent from the funds for the purchase of the large rink dasher boards. Project Manager Art Ceurvels is working with representatives of Build the Board to develop a site construction project plan for the large rink. The installation of the large rink is targeted for the end of the 1 <sup>st</sup> quarter of 2019.