



1. Call Regular Board of Selectmen Meeting to Order at 7:00pm

Guests: None Expected

Enclosures: None

Summary: N/A

Action: *Chairman Tuzik will call the meeting to order.*

2. Public Comment

Guests: None Expected

Enclosures: None

Summary: This is the opportunity for people to approach the Board of Selectmen for issues that are not on the agenda

Action: *Official action is not anticipated by the Board of Selectmen*

3. Meeting Minutes of November 18, 2019

Guests: None Expected

Enclosures: (1) [Draft Meeting Minutes from November 18, 2019](#)

Summary: N/A

Action: *It is anticipated that the Board of Selectmen will approve the meeting minutes of November 18, 2019*

4. Meeting Minutes of December 9, 2019

Guests: None Expected

Enclosures: (1) [Draft Meeting Minutes from December 9, 2019](#)

Summary: N/A

Action: *It is anticipated that the Board of Selectmen will approve the meeting minutes of December 9, 2019*



5. Meeting Minutes of December 9, 2019 (Executive Session)

Guests: None Expected

Enclosures: (1) [Draft Meeting Minutes from the December 9, 2019 Executive Session](#)

Summary: N/A

Action: *It is anticipated that the Board of Selectmen will approve the executive meeting minutes of December 9, 2019*

6. Meeting Minutes of December 16, 2019

Guests: None Expected

Enclosures: (1) [Draft Meeting Minutes from December 16, 2019](#)

Summary: N/A

Action: *It is anticipated that the Board of Selectmen will approve the meeting minutes of December 16, 2019*

7. Meeting Minutes of January 6, 2020

Guests: None Expected

Enclosures: (1) [Draft Meeting Minutes from January 6, 2020](#)

Summary: N/A

Action: *It is anticipated that the Board of Selectmen will approve the meeting minutes of January 6, 2020*

8. Meeting Minutes of January 13, 2020

Guests: None Expected

Enclosures: (1) [Draft Meeting Minutes from January 13, 2020](#)

Summary: N/A

Action: *It is anticipated that the Board of Selectmen will approve the meeting minutes of January 13, 2020*



9. Approve Election Calendar as Provided by the Town Clerk [MGL c. 39 §10]

**Guests:** (1) Cathy H-B, Town Clerk

**Enclosures:** (1) [Election Calendar from Town Clerk](#)

**Summary:** The Board of Selectmen is empowered to set the Election Calendar as recommended by the Town Clerk for the Annual Town Meeting, Special Town Meeting, and Annual Town Election. The dates on the calendar are all set by/required by law.

**Action:** *It is anticipated that the Board of Selectmen will approve the Election Calendar as provided by the Town Clerk*

10. Approve Election Warrant for Presidential Primary [MGL c. 54 §64]

**Guests:** (1) Cathy H-B, Town Clerk

**Enclosures:** (1) [2020 Presidential Primary Warrant](#)

**Summary:** The Board of Selectmen is responsible to call for State Elections, including the Presidential Primary.

**Action:** *It is anticipated that the Board of Selectmen will call for the Presidential Primary to be held in Hanover on March 3, 2020.*

11. Presentation from Starland on Their Conceptual Plans to Expand the Premise of Their Liquor License – Discussion Only [BOS Policy 9-9]

**Guests:** (1) Frank Teixeira, Owner  
(2) Kelsey Galante, Director of Marketing and Events  
(3) Martine Pelletier, Events Manager  
(4) Dave Meng, Food & Beverage Director  
(5) Janet Tierney, Licensing Coordinator

**Enclosures:** (1) [BOS Policy 9-9](#)

**Summary:** The representatives of Starland would like to have an informal discussion with the Board regarding the best strategy for expanding their liquor license. Their goal is to extend their liquor license throughout the entire facility.

**Action:** *Formal Action is Not Anticipated*



**12. Approve Annual Local Licensing Authority Report to the Alcoholic Beverages Control Commission [MGL c. 138 §10A]**

**Guests:** (1) Janet Tierney, License Coordinator

**Enclosures:** (1) [Draft -Board of Selectmen’s 2019 Annual Report to the Alcoholic Beverages Control Commission](#)

**Summary:** The Board of Selectmen, as the Local Licensing Authority is required to file with the Commission, on or before February 15<sup>th</sup> of the following license year, a full report of their action during the license year including the number of licenses of each class granted, the revenue thereof and the established schedule of fees for all classes of licenses. The report must also contain a list of all violations of law by licensees which came to their attention, and their actions and findings with reference thereto.

**Action:** It is anticipated that the Board will vote to approve the Board of Selectmen’s 2019 Annual Report to the Alcoholic Beverages Control Commission as provided.

**13. Appoint Members to the Fire Station Study Committee**

**Guests:** (1) Elisabeth Mutchler – at-large applicant  
(2) Roger Leslie – at-large applicant  
(3) Don Buckley – at-large applicant  
(4) John Galluzo – at-large applicant

**Enclosures:** (1) [Fire Station Study Committee \(portion of website\)](#)  
(2) [‘at-large’ Talent Bank Applications and Letters of Interest](#)

**Summary:** The Board of Selectmen approved the creation of this study committee during the January 6, 2020 meeting. As requested, certain committees have provided their representative to the Board of Selectmen for appointment. The Planning Board has designated Meaghan Dunne and the Advisory Committee has designated Vanessa O’Connor. We also have some ‘at-large’ applications.

**Action:** *It is anticipated that the Board of Selectmen will begin the process of making appointments.*



**14. Continued Fiscal Year 2021 Budget Discussion**

**Guests:** (1) Lincoln Heineman, Finance Director

**Enclosures:** (1) [Initial Budget Presentation from January 6, 2020](#)  
(2) [Additional Presentation Materials from January 13, 2020](#)  
(3) [FY2021 Capital Plan\(s\) Materials](#)

**Summary:** This is the last formal meeting of the Board of Selectmen prior to the Town Manager finalizing his budget recommendation to the May 2020 Annual Town Meeting.

**Action:** *Formal Action is not anticipated.*

**15. Review Annual & Special Town Meeting Warrants**

**Guests:** (1) Lincoln Heineman, Finance Director

**Enclosures:** (1) [Updated Annual Town Meeting Warrant](#)  
(2) Updated Special Town Meeting Warrant

**Summary:**

**Action:** *The Board of Selectmen is expected to open the Annual Town Meeting and Special Town Meeting warrants at the first meeting in December with the Annual Town Meeting warrant closing on January 25 at noon, or the following business day at noon if January 25 is not a business day, and the Special Town Meeting warrant closing on February 22 at noon, or the following business day at noon if February 22 is not a business day.*

**16. Adopt (new) Water Rate Setting Process [BOS Policy 7-17]**

**Guests:** (1) Lincoln Heineman, Finance Director

**Enclosures:** (1) [Proposed Policy](#)

**Summary:** We discussed this originally in December during the discussion and then action the Board of Selectmen took to change the water rates.

**Action:** *It is anticipated the Board of Selectmen will vote to adopt BOS Policy 7-17: Water Rate Setting Process*



17. Review (new) Senior Tax Work-Off Program Policy

Guests: (1) Lincoln Heineman, Finance Director

Enclosures: (1)

Summary: None

Action: *Formal Action is Not Anticipated*

18. Adopt (new) Ambulance Rate Setting Process [BOS Policy 7-18]

Guests: (1) Lincoln Heineman, Finance Director

Enclosures: (1) [Proposed Policy](#)

Summary: This is similar in nature – philosophically – with the Water Rate Setting Process policy (see agenda item #16).

Action: *Formal Action is Not Anticipated.*

19. To Discuss Strategy with Respect to Collective Bargaining Agreement(s) Negotiations (MGL Chapter 39 §23B)

Guests: (1) Ann Lee, Assistant Town Manager  
(2) Lincoln Heineman, Finance Director

Enclosures: None

Summary: *It is anticipated the Board of Selectmen, upon a roll-call vote and a determination by the Chairman that an open session discussion would have a detrimental impact on the negotiations, will enter executive session to conduct a strategy sessions related to the on-going negotiations being conducted between the Town Manager, Assistant Town Manager, and Finance Director who are representing the Town of Hanover/Board of Selectmen with the collective bargaining agreements with HMEL, AFSCME, Fire and Police unions.*



21. Adjourn Meeting:

**Guests:** None

**Enclosures:** None

**Summary:** None.

**Action:** *It is anticipated the Board of Selectmen will pass a motion to adjourn the January 21, 2020 meeting.*