



1. Public Hearing with the Bylaw Review Committee

- Enclosures:**
- (1) [Public Hearing Notice](#)
 - (2) [Proposed Amended Gen. Bylaw 6-31](#)
 - (3) [Proposed Amended Gen. Bylaw 6-25](#)
 - (4) [Proposed Amended Gen. Bylaw 6-24](#)
 - (5) [Proposed \(New\) Added Gen. Bylaw](#)

- Guests:**
- (1) Bylaw Review Committee Members
 - (2) Jeff Blanchard, Fire Chief
 - (3) Lincoln Heineman, Finance Director

This is a warned public hearing of the Bylaw Review Committee. The thought was to hold this public hearing in conjunction with the Board of Selectmen meeting for the sake of cooperation. The four (4) proposed amendments/additions to the Town of Hanover General Bylaws have been vetted by the Bylaw Review Committee and are included in the Annual Town Meeting Warrant for voter consideration at Town Meeting.

Here are the CliffsNotes versions of the four (4) bylaw changes proposed for Town Meeting...

1. Amendment to General Bylaw 6-31: Department Revolving Funds

Due to the re-organization of the former Community Services Department, which was split into three separate departments (Community Services, Community Development & Municipal Inspections, and Library) back in August 2018, the spending authority for those revolving funds needed to be corrected to reflect the correct department head.

2. Amendment to General Bylaw 6-25: False Alarms

Pursuant to the Town's bylaws, the Town charges a fee to the owners of security and fire alarms when the Police and/or Fire Departments respond to more than three false alarms in a fiscal year. Currently, this bylaw requires the Town to send these fee notices by certified mail, which imposes a cost on the Town that it is not able to recoup from the alarm owner. This article would eliminate the requirement that the fee notices be issued by certified mail, but would not eliminate this option if false alarm fees remain unpaid.

3. Amendment to General Bylaw 6-24: Water Use Restrictions

This bylaw would prohibit the connection of new automatic irrigation sprinklers to the Town of Hanover's water supply. For the last six years the Town's water usage has exceeded the 1.39 million gallons per day that the state Department of Environmental Protection's Water Management Act Permit allows the Town to pump from the ground. Meanwhile, the Town has a pumping capacity of 2.1 million gallons per day. In order for it to access this excess pumping capacity, the state is requiring that the Town reduce the unnecessary portion of its water demand. The primary culprit of this unnecessary demand is the irrigation of lawns. This proposed bylaw prohibiting the connection of new automatic irrigation sprinklers is an important step towards limiting unnecessary use.



4. Addition of a General Bylaw: Private Fire Hydrant Installation & Maintenance

This bylaw seeks to regulate privately-owned fire hydrants in the Town. Specifically, it would require that private hydrants be inspected annually by a qualified individual, and it sets relevant fees for non-compliance with the bylaw. The Town does not currently have the authority to regulate privately-owned fire hydrants; this situation creates a safety hazard in the event of a fire, since it may not be discovered that these hydrants are not functioning until they are needed for fire suppression activities.

No official action is anticipated by the Board of Selectmen. The Bylaw Review Committee has the responsibility to officially call this public hearing to order and then to close the public hearing when they have determined conversation is over.

2. Public Forum

Enclosures: None

Guests: None

This is the time on the agenda for members of the public to discuss items that are not on the posted agenda.

No official action is anticipated

3. Meeting Minutes

Enclosures: (1) Draft Minutes from March 18, 2019

Guests: None

Please review the Board of Selectmen meeting minutes from the March 18th meeting.

It is anticipated that the Board of Selectmen will make a motion to approve the enclosed minutes from the March 18, 2019 Board of Selectmen meeting.

4. Recognition of William Sabin, Eagle Scout

Enclosures: (1) Proclamation

Guests: (1) William Sabin

The Board of Selectmen Chair will read the proclamation.

It is anticipated that the Board of Selectmen will pass a motion approving the Proclamation and Sign the Proclamation in honor of the new Eagle Scout, William Sabin.



5. [Recognition of James Wilson Sabin, Eagle Scout](#)

Enclosures: (1) Proclamation

Guests: (1) James Wilson Sabin

The Board of Selectmen Chair will read the proclamation.

It is anticipated that the Board of Selectmen will pass a motion approving the Proclamation and Sign the Proclamation in honor of the new Eagle Scout, James Wilson Sabin.

6. [Road Race Application for the 13th Annual Ride for Habitat to Benefit the South Shore Habitat for Humanity, September 14, 2019 from 7:30am – 12pm \(BoS Policy 9-5\)](#)

Enclosures: (1) Completed Application

Guests: None

The requirements of Board of Selectmen Policy 9-5 have been satisfied by the applicant. Staff recommends approval of this request. The completed application enclosure provides all relevant information and approvals from the appropriate town staff members.

It is anticipated that the Board of Selectmen will make a motion approving the Road Race Application for the 13th annual Ride for Habitat to benefit the South Shore Habitat for Humanity for September 14, 2019 from 7:30am – 12pm, pursuant to Board of Selectmen policy 9-5.

7. [MSBA Submission for Cedar School Roof](#)

Enclosures: (1) Memorandum from Dr. Raab

Guests: (1) Dr. Raab, Superintendent for Business & Finance, Hanover Schools

On March 14, 2019, Dr. Raab received a call from the MSBA requesting a revote of the February 15, 2019 Board of Selectmen vote to authorize the Statement of Interest to the MSBA for the Cedar Roof Project.

We are being asked to revote to include priorities 1 and 5, not priorities 1 and 8 as originally stated. Priority 5 states, *“Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.”*

They are considering this issue a clerical error and will not hold up our application over it, but request that the School Committee and the Board of Selectmen revote with the appropriate priorities identified. The School Committee will revote at its regularly scheduled meeting on March 27, 2019.

It is anticipated that the Board of Selectmen will pass the following motion (see next page):



Resolved: Having convened in an open meeting on February 15, 2019, prior to the SOI submission closing date, the Board of Selectmen of Hanover, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated 2/15/19 for the Cedar Elementary School, located at 265 Cedar Street, Hanover MA, which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority in the future, namely replacement of the school roof, pursuant to SOI Priorities 1 and 5, as pertaining to the unsound structural condition of the roof as well as its energy inefficient thermal properties; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town of Hanover to filing an application for funding with the Massachusetts School Building Authority.

8. Consider edits to Special Town Meeting Warrant

Enclosures: (1) Proposed Updated Special Town Meeting Warrant

Guests: (1) Lincoln Heineman, Finance Director
(2) Dr. Raab, Assistant Superintendent for Business & Finance

Two (2) changes will be presented to the Board of Selectmen for consideration to amend the Special Town Meeting Warrant. One of the proposed changes is likely to be pretty straightforward and supported by the Board. The other may require a bit more discussion and the Town Manager understands that there is the possibility of disagreement amongst the members.

1. Proposed addition of Article 6

This recommended new article is required in order to pay a \$1,500 fine from fiscal year 2014. Originally the state fined the town \$24,000 for lapsed inspection certificates for two (2) lifts in the schools. Through an appeal process several years ago these fines were reduced to \$1,500 total. The current Finance Director and Town Manager were not aware that this \$1,500 was due until just recently.

2. Amendment to Article 5

This amendment is necessary if the Board of Selectmen would like to provide a platform for the Advisory Committee's recommendation. The Advisory Committee prefers that this \$75,990 go through the Special Education Reserve Fund, requiring an additional level of approval from the Board of Selectmen (and School Committee), rather than the original article as proposed by the Finance Director, which would have these funds go directly to the school budget; therefore, Board of Selectmen approval would not be necessary.



It is anticipated that the Board of Selectmen will pass a motion to (re)open the Special Town Meeting Warrant

It is anticipated that the Board of Selectmen will pass a motion to include the Article 6 as presented in the Special Town Meeting Warrant.

It is anticipated that the Board of Selectmen will consider a motion to amend the language for Article 5 as presented on April 1, 2019 in the Special Town Meeting Warrant.

It is anticipated that the Board of Selectmen will pass a motion closing the Special Town Meeting Warrant.

It is anticipated that the Board of Selectmen will pass a motion to approve and sign the Special Town Meeting Warrant.

9. Consider edits to Annual Town Meeting Warrant

Enclosures: (1) Annual Town Meeting Warrant

Guests: None

The Board of Selectmen will be presented with documents – including visuals – of the Sylvester School property on Monday (currently being prepared by Merrill) so that the Board can consider amending the language for Article 35 and Article 36 to more clearly define the “project area”. The articles currently refer to the 21 acre parcel. This could be unnecessarily confusing for some voters since the actual project area is closer to 3 ½ acres. For the sake of clarity and transparency it might make sense to update the language on these two articles.

Besides this housekeeping edit, I do not have any other known changes recommended or suggested to the Annual Town Meeting Warrant.

It is anticipated that the Board of Selectmen will pass a motion to (re)open the Annual Town Meeting Warrant.

It is anticipated that the Board of Selectmen will pass a motion to amend Article 35 and Article 36 based on the documentation provided by Merrill to more accurately reflect the ‘Project Area’.

It is anticipated that the Board of Selectmen will pass a motion to close the Annual Town Meeting Warrant.

It is anticipated that the Board of Selectmen will vote to approve and sign the Annual Town Meeting Warrant.



10. Vote Motions and Commentary for Special Town Meeting Warrant Articles

Enclosures: (1) Special Town Meeting Warrant
(2) DRAFT Commentary from Advisory Committee

Guests: (1) Lincoln Heineman, Finance Director
(2) Dr. Raab, Assistant Superintendent for Business & Finance

Pursuant to Board of Selectmen policy #2-2, the Board is slated to vote on motions and provide commentary no later than the first meeting in April. The Town Manager does not have additional or dissenting view/commentary to provide the Board of Selectmen relative to the commentary provided by Ad Comm.

It is anticipated that the Board of Selectmen will agree that no further commentary is necessary.

11. Vote on Motions and Commentary for Annual Town Meeting Warrant Articles

Enclosures: (1) Annual Town Meeting Warrant
(2) DRAFT Commentary from Advisory Committee

Guests: (1) Lincoln Heineman, Finance Director

Pursuant to Board of Selectmen policy #2-2, the Board is slated to vote on motions and provide commentary no later than the first meeting in April.

The Town Manager does not have language for the Board of Selectmen to consider other than what has been approved by Ad Comm. However, the Board of Selectmen have indicated the desire to provide more in-depth commentary on the two (articles) related to the Sylvester School project.

If Board members, upon review of the commentary to-date from Ad Comm, would like to provide additional and/or different commentary I would suggest you come with language in hand on Monday night for full Board consideration.

The Advisory Committee has warned a meeting for April 4th to finalize their commentary.

It is anticipated that the Board of Selectmen will pass a motion or series of motions regarding Board of Selectmen commentary for inclusion with the Advisory Committee booklet handed out at Town Meeting. It seems likely the Board of Selectmen will provide commentary on Article 35 and Article 36.



12. Approve Volunteer Recognitions

Enclosures: (1) Roster of Recognitions

Guests: None

The Volunteer Appreciation Event will be held on April 11th at the John Curtis Library from 6pm – 9pm.

It is anticipated that the Board of Selectmen will pass a motion approving the list of recognitions.

13. Edits to Board of Selectmen Policy 2-2 (Warrant Articles)

Enclosures: (1) Policy 2-2 with Proposed Edits

Guests: (1) Bylaw Review Committee Members

The changes under consideration are in response to a request from the Bylaw Review Committee so they have sufficient time to vet proposed Bylaw changes for consideration at the Annual Town Meeting.

It is anticipated that the Board of Selectmen will pass a motion updating BOS policy 2-2 as presented on April 1, 2019.

14. Approve Board of Selectmen's Annual Report

Enclosures: (1) Draft Report

Guests: None

Please review the proposed annual report for the Board of Selectmen for inclusion into the Annual Town Report.

It is anticipated that the Board of Selectmen will pass a motion approving the Board of Selectmen's report for the Annual Town Report for the year ending June 30, 2018.

15. Finance Department Update

Enclosures: (1) Update from Finance Director will be provided at the meeting

Guests: (1) Lincoln Heineman, Finance Director

The Finance Director will provide an update on the recent activities within the finance department including fiscal year 2019 budget year-to-date and the (99%) completed audit for fiscal year 2018.

No official action is anticipated at the April 1, 2019 meeting regarding this item.



16. Liaison Reports

Enclosures: None

Guests: None

This is the time during the meeting when Board of Selectmen members can update the group/public on any of the various boards, committees, commissions, trusts, etc. they might be involved with.

No Official Action is anticipated at the April 1st meeting regarding this item.

17. Town Manager Report

Enclosures: (1) Report is embedded below

Guests: None.

Town Hall Basement Cleaning – This week we're preparing to clean-up the basement of Town Hall. Documents and items will be transferred to the (vacant) Sylvester building for the time being.

Hydrant Flushing – Hydrant flushing will begin in earnest this week. To get around to all of the hydrants in town it will take 6 +/- weeks. We will do our best to widely advertise when and where flushing will take place.

Fireworks Site – Munitions clean-up continues. We've been informed that the Phase 3 report will be completed by May 17th. The Phase 3 report will detail the extent of the clean-up efforts required in the pond.

26. Selectmen Forum

Enclosures: None

Guests: None

This is the time in the meeting when Selectmen can say or bring up any topic they so desire.

No Official Action is Anticipated at the April 1st meeting.