



1. Public Forum

Enclosures: None

Guests: None

*No Formal Action is Anticipated on July 15, 2019*

2. Meeting Minutes – June 3, 2019

Enclosures: (1) [June 3, 2019 Board of Selectmen Meeting Minutes](#)

Guests: None

*It is anticipated that the Board of Selectmen will make a motion to approve the Board of Selectmen minutes from June 3, 2019*

3. Meeting Minutes – June 17, 2019

Enclosures: (1) [June 17, 2019 Board of Selectmen Meeting Minutes](#)

Guests: None

*It is anticipated that the Board of Selectmen will make a motion to approve the Board of Selectmen minutes from June 17, 2019*

4. Meeting Minutes – July 5, 2019

Enclosures: (1) [July 5, 2019 Board of Selectmen Meeting Minutes](#)

Guests: None

*It is anticipated that the Board of Selectmen will make a motion to approve the Board of Selectmen minutes from July 5, 2019*

5. Presentation: DPW Director Victor Diniak – Water System Update on Chloramine/Disinfection Byproduct Project

Enclosures: (1) Director Diniak will prepare a presentation for 7/15

Guests: (1) DPW Director Victor Diniak

*No Formal Action is Anticipated on July 15, 2019*



6. Policies: Board of Selectmen Policy #5-15 (Cellular Telephones, Tablets, Communication, and Technology Devices)

Enclosures: (1) [Current Policy 5-15](#)  
(2) [Proposed Amended Policy 5-15](#)

Guests: None

*It is Anticipated that the Board of Selectmen will approve Board of Selectmen Policy 5-15 as Amended and Presented on July 15, 2019*

7. Policies: Board of Selectmen Policy #5-17 (Internet Access and Use)

Enclosures: (1) [Current Policy 5-17](#)  
(2) [Proposed Policy 5-17](#)

Guests: None

*No Formal Action is Anticipated on July 15, 2019*

8. Policies: Board of Selectmen Policy #5-18 (Electronic Mail)

Enclosures: (1) [Current Policy 5-18](#)  
(2) [Proposed Policy 5-18](#)

Guests: None

*No Official Action is Anticipated on July 15, 2019.*

9. Appointments: April Manupelli to the Parks & Recreation Committee

Enclosures: (1) Application Materials  
(2) [Town of Hanover General Bylaws \(see pages 28 & 29\)](#)

Guests: None

*It is Anticipated that the Board of Selectmen will approve the Town Moderators appointment of April Manupelli to the Parks & Recreation Committee pursuant to §4-18 of the Town of Hanover General Bylaws*



10. Appointments: Justin DeBruin & Joe Colangelo to the Metropolitan Area Planning Council (MAPC)

Enclosures: (1) [Link to MAPC](#)

Guests: None

*It is anticipated that the Board of Selectmen will appointment CDMI Director Justin DeBruin as the Town of Hanover's representative to the Metropolitan Area Planning Council and Joe Colangelo, Town Manager, as Hanover's alternate.*

11. Appointments: Michele Grenier, Town Planner, to the Old Colony Planning Council (OCPC)

Enclosures: (1) [Link to OCPC](#)

Guests: None

*It is Anticipated that the Board of Selectmen will appoint Michele Grenier, Town Planner, as the Town of Hanover's representative to the Old Colony Planning Council.*

12. Appointments: Nancy Goldthwait to Board of Registrars

Enclosures: (1) [Link to Board of Registrars](#)

Guests: None

*It is anticipated that the Board of Selectmen will (re)appoint Nancy Goldthwait to the Board of Registrars to a three (3) year term.*

13. Town Manager's Report

Enclosures: (1) Report Embedded Below

Guests: None

*No Official Action is Anticipated on July 15, 2019*

14. Selectmen Forum

Enclosures: None

Guests: None

This is the opportunity during the meeting for Board members to update fellow members and the public regarding interaction(s) they have had with the various boards, committees, commissions, trusts, or really say anything they would like.

*No Official Action is Anticipated on July 15, 2019*



**14. Executive Session: To Consider the Purchase, Exchange, Lease, or Value of Private Property vis-à-vis Land Rights and Easements Needed for Future Clean-Up Efforts at the Fireworks Site**

**Enclosures:**        [\(1\) M.G.L c. 30A §21](#)

**Guests:**            None

*It is anticipated that the Board of Selectmen will enter Executive Session pursuant to M.G.L 30A §21 (6) and declaration by the Chairman that an open meeting on this matter would have a detrimental on the negotiation position of the Board of Selectmen and that the public disclosure of the properties under discussion would compromise the purpose of this executive session.*

**Town Manager's Report**

**Hanover Crossing** – Staff is preparing a memorandum, similar to the one prepared for the ZBA last November but not narrowly focused on just the two (2) variances discussed at that time, in response to the application materials and July 1<sup>st</sup> presentation provided by PREP & Hanover Co. This memorandum should be available for the public by July 22<sup>nd</sup> in advance of the July 29<sup>th</sup> Planning Board meeting. Department Heads will attend the 7/29 meeting to provide information and answer questions from Planning Board members and the public.

**Transfer Station** – John Barthelmes, Stonehill College student and Town of Hanover summer intern, has visited ≈ 12 transfer stations and is preparing a presentation detailing how various locations around the Commonwealth operate. This presentation will be scheduled for one of the BOS meetings in September. Finding new solutions to how Hanover's Transfer Station operates and is funded was singled out as a priority by the Advisory Committee in the upcoming budget year.

**Annual Town Meeting Articles (Status Update)** – See status update below.

**Staff Update** – (i) Josh Adams, Assistant Assessor, is now also working for DPW as a project manager in the Buildings & Facilities Division (ii) interviews for the executive assistant positions in Finance and CDMI will commence in the near future (iii) the Town Accountant should be moved into her new office within a month (iv) new Animal Control Officer hired.

**Board of Selectmen Meeting Room Upgrades** – We are moving forward (finally) on improvements to the Board of Selectmen meeting room. Phase 1 will be acoustic paneling.

**FY2019 Audit** – Our auditors were here this past week to begin work on the FY2019 financials.

**Town Records & Documents** – Digitization work is scheduled to commence in August.

**Four Corners** – Gearing up to make some improvements at Four Corners; I will provide further details at the July 15<sup>th</sup> meeting.



**Status Report for Annual Town Meeting Articles Approved May 6 & May 13, 2019**

<u>Article</u>	<u>Issue</u>	<u>Status</u>
<u>1</u>	Accept Reports in Annual Report	Ok
<u>2</u>	Hear/Accept Reports of Committees & State Officials	Ok
<u>3</u>	Authorize Treasurer to Accept Trust Funds	Ok
<u>4</u>	Assume Liability to Allow State DEP Work	Ok
<u>5</u>	Set Pay for Elected Officials	Updated pay for Town Clerk effective July 1, 2019
<u>6</u>	Appropriate CPC Revenues for FY2020	Ok
<u>7</u>	General Fund Operating Budget	The FY2020 budget was implemented in the Town's accounting system prior to the start of the Fiscal Year, and line item departmental budgets have been distributed to relevant staff.
<u>8</u>	Water Enterprise Budget	The FY2020 budget was implemented in the Town's accounting system prior to the start of the Fiscal Year, and the line item departmental budget was distributed to relevant staff.



<u>9</u>	Accept Chapter 90 Road Grant Monies	DPW will spend this grant account in the negative in FY2020, and then in conjunction with the Finance Department will follow the reimbursement process at the end of the fiscal year so that these funds are replenished from the state grant.
<u>10</u>	Set Limits on Revolving Funds	The Town Meeting-approved spending limits have been instituted in the Town's accounting system.
<u>11</u>	Amend General By-Law Section 6-13: Departmental Revolving Funds	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>12</u>	Amend General By-Law Section 6-25: False Alarms	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>13</u>	Amend General By-Law Section 6-24: Water Use Restriction	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>14</u>	Add to General By-Laws: Private Fire Hydrant	The necessary request for state approval of this bylaw change has been sent to the Attorney General's Office.
<u>15</u>	Accept MGL Ch 59 §5 Clause 54 – Low Value Personal Property Tax Exemption	These bills were NOT issued this year.



<b><u>16</u></b>	Accept Provisions of MGL Chapter 43D	State Committee approved the town's application for 43D on June 13, 2019
<b><u>17</u></b>	PEG Access & Cable Related Fund	The FY2020 PEG budget has been posted in the Town's accounting system.
<b><u>18</u></b>	Amend CAM Committee Mission Statement	The Community Services Department has updated all applicable documents.
<b><u>19</u></b>	Appropriate Funds – Inventory of Historical/Cultural Resources	The Invitation to Bid has been completed and submitted.
<b><u>20</u></b>	Appropriate Funds – Shipyard Markers	The new Town Planner will be meeting with C. Estabrooks/Historic Commission in the near future to further this project along
<b><u>21</u></b>	Appropriate Funds – Tennis Courts at High School	Engineering work has commenced. It's more likely than not that this work will not be able to start before the New Year.
<b><u>22</u></b>	Appropriate Funds –Cedar School Security Upgrades	Design is largely complete; waiting for Town Counsel to review front end of the specification(s). Project will not be complete as hoped for the start of the 2019-2020 school year.



<u>23</u>	Appropriate Funds – Renovate Cedar School Bathrooms	Using State contract to procure plumbing services – final proposal expected soon. Bathroom renovations will be completed prior to the start of school.
<u>24</u>	Appropriate Funds – Police Station Jail Cells Toilets	The Police Chief and DPW Director are working to obtain necessary state approval of proposed work before replacement work can begin
<u>25</u>	Appropriate Funds – One Ton Dump Truck	This Article was voted down at Town Meeting.
<u>26</u>	Appropriate Funds – 4x4 Pick-Up Truck	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Vehicle has been ordered through a MAPC/GBPC contract with Colonial Municipal Group. We hope to receive the vehicle in late fall/early winter.
<u>27</u>	Appropriate Funds – Cemetery Dump Truck	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Vehicle has been ordered through a MAPC/GBPC contract with Colonial Municipal Group. We hope to receive the vehicle in late fall/early winter
<u>28</u>	Appropriate Funds – Ambulance	Funds are now available in the Town’s accounting system for the DPW to make this purchase. The Fire Department has developed specifications for the ambulance and is working with a vendor to acquire one through the Metropolitan Area Planning Council (MAPC) Collective Purchasing Program
<u>29</u>	Appropriate Funds – Assessing Software	Contract has been finalized to implement the necessary upgrade to the Town’s Vision software, and this conversion is scheduled to occur from August 7- 21. Changes to parcels’ property cards will not be able to be entered during this time.





<b><u>30</u></b>	Appropriate Funds – Town-Wide Data Cabling	Funds are now available in the Town’s accounting system for the Information Technology Department to make this purchase. IT Director is completing this work over the summer; prior to the start of the 2019-2020 school year.
<b><u>31</u></b>	Appropriate Funds – School Wi-Fi Upgrades	Funds are now available in the Town’s accounting system for the Information Technology Department to make this purchase. IT Director is completing this work over the summer; prior to the start of the 2019-2020 school year.
<b><u>32</u></b>	Appropriate Funds – School VOIP Phones	Funds are now available in the Town’s accounting system for the Information Technology Department to make this purchase. IT Director is completing this work over the summer; prior to the start of the 2019-2020 school year.
<b><u>33</u></b>	Appropriate Funds – Water Service Van	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Vehicle has been ordered through a MAPC/GBPC contract with Colonial Municipal Group. We hope to receive the vehicle in late fall/early winter
<b><u>34</u></b>	Appropriate Funds – Water Main Improvements	Funds are now available in the Town’s accounting system for the DPW to make this purchase. Phase 3 of this project will likely start in the spring (2020). The 2 <sup>nd</sup> phase funded at the May 2018 Annual Town Meeting started on July 8 <sup>th</sup> and is progressing as expected.
<b><u>35</u></b>	Transfer Sylvester School Property	Appraisal work as authorized by the Board of Selectmen on the Sylvester and Salmond properties is moving forward; full report expected at the end of July.
<b><u>36</u></b>	Dispose, Lease, Sell Sylvester School Property	Appraisal work as authorized by the Board of Selectmen on the Sylvester and Salmond properties is moving forward; full report expected at the end of July.



<b><u>37</u></b>	Name Veterans Memorial	The Community Services Department (Veterans Agent is a division of the department) is working to ensure all applicable documents and signs are updated appropriately.
<b><u>38</u></b>	Modify Parking Violation Fine Schedule	New blank tickets which reflect the Town Meeting-approved changes to the parking violation fine schedule have been ordered. Once they are received they will be distributed to the Police Department and old blank tickets will be destroyed.
<b><u>39</u></b>	Establish Annual Fee Farmer-Brewery Alcoholic Beverage License	Janet Tierney is the new Licensing Coordinator (effective July 1, 2019) and will implement this new fee in the fee schedule.
<b><u>40</u></b>	Petition General Court – 13 Additional Alcohol Licenses	The request to file this legislation on behalf of the Town has been communicated to Rep. David DeCoste.
<b><u>41</u></b>	Amend Zoning Map	NA
<b><u>42</u></b>	Transfer Funds to OPEB Trust Fund	Transfer will occur shortly.
<b><u>43</u></b>	Appropriate Funds – Special Education Reserve Fund	The transfer of these funds to the Special Education Reserve Fund has occurred.