



1. Public Forum

Enclosures: None

Guests: None

This is the time on the agenda for those who wish to speak on issues that are not on the agenda.

*No Official Action is Anticipated.*

2. 3. 4. Meeting Minutes

Enclosures: [\(1\) Draft Minutes of February 4, 2019](#)  
[\(2\) Draft Minutes of March 4, 2019](#)  
[\(3\) Draft Minutes of March 13, 2019](#)

Guests: None

Please review the minutes of these enclosed Board of Selectmen meetings from the past month.

*It is anticipated that the Board of Selectmen will make a motion to approve the three (3) enclosed minutes from the past month.*

5. Sewer Study Presentation by Weston & Sampson

Enclosures: [\(1\) Volume 1 Report is Available as Hyperlink](#)  
(2) All other materials available upon request

Guests: (1) Victor Diniak, Director of Public Works  
(2) John C. Potts, PE, Senior Project Manager, Weston & Sampson  
(3) Francis Yanuskiewicz, PE, Senior Vice President, Weston & Sampson  
(4) Peter O'Meara, Cardinal Cushing Centers

Engineers from Weston & Sampson will present the study to the Board of Selectmen and the public on Monday night. The following points are some of the takeaways we should be thinking about...

- Does the town have the will and the desire to work with private landowner(s) and developers to pursue some form of a sewer district?
- Is this study a good catalyst for the CDMI director to put together a true economic development plan for Hanover?
- The result of this study basically says that a sewer district might make sense. It is sensible if (and only if) the type of development desired benefits from the availability of treatment services. Will we be able to find a business or developer to act as an anchor?

*No Official Action Anticipated at the March 18<sup>th</sup> Meeting*



## 6. Water Quality Presentation

**Enclosures:** [\(1\) PowerPoint Slides Provided by Victor Diniak](#)

**Guests:** (1) Victor Diniak, Director of Public Works

The DPW Director's presentation will focus on two (2) primary issues. (i) disinfection byproducts (ii) brown water. At the end of the presentation we will also talk briefly about home treatment systems, a topic that comes up from time to time. This presentation should be of interest for most residents in Hanover.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting*

## 7. Water Rates Presentation

**Enclosures:** [\(1\) PowerPoint Slides](#)

**Guests:** (1) Victor Diniak, Director of Public Works  
(2) Lincoln Heineman, Finance Director

The purpose of this presentation is to gage the temperature of the Board of Selectmen. Hanover's water rates have been stagnant for a few years, while the cost of providing this service/commodity continues to rise. Additionally, there are considerations over and above economic incentives for (possibly) raising rates such as discouraging the use of water for irrigation purposes. The Town Manager, Finance Director, and DPW Director would appreciate some feedback from the Board of Selectmen (and public) regarding whether or not there is a desire to raise rates and, if so, what is the most appropriate way to go about that given the variables unique to Hanover. The game plan is to return to the Board of Selectmen within two months (+/-) with a more formal proposal, based on the overall policy directive from the Board of Selectmen on Monday night.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*

## 8. Public Works Department Update

**Enclosures:** [\(1\) PowerPoint from DPW Director Diniak](#)

**Guests:** (1) Victor Diniak, Director of Public Works

This time is allocated for DPW Director Diniak to provide updates on other areas of his operation. The main topics of discussion will be the following: (i) introduction of Kurt Kelley, Deputy Director of Public Works (ii) Snow & Ice (iii) Website (iv) 2019 summer street work (v) capital project updates (vi) Water Management Act progress.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*



**9. McGee Toyota Annual Town Meeting Petition Article**

**Enclosures:**      [\(1\) Map Showing Proposed Change](#)

**Guests:**            (1) Attorney Steve Guard

The best introduction to this topic is the text below from Attorney Guard who is representing McGee Toyota

“The proposed zoning map change would expand the commercial district into the property at 18 Old Washington Street. This lot currently contains an old residential house which would be removed to allow for an area of automobile display parking spaces along the frontage. The lot itself would be nearly impossible to be used as an independent commercial lot with the wetland and other zoning constraints. Ms. McGee's intent is to annex the lot the current dealership to add display parking spaces and create a much needed better drainage area in connection there-within”

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*

**10. Change of Stock Interest for Buffalo Wild Wings (Licensing)**

**Enclosures:**      [\(1\) Materials Provided by Licensing Coordinator](#)

**Guests:**            (1) Applicant  
                         (2) Attorney for Applicant  
                         (3) Christine Crocker, (proposed) Manager

The required public hearing notification was met by the applicant. The applicant properly completed all relevant application materials and the Licensing Coordinator has not identified any issue – through her comprehensive review along with review from other town departments and officials – of concern. The applicant and other representatives of the business will be at the meeting and will be available to answer any questions the Board of Selectmen may have.

*It is anticipated that the Board of Selectmen will pass a motion approving the Change of Stock Interest for the applicant Blazin Wings, Inc. dba Buffalo Wild Wings and they hold a Section 12 All Alcoholic Beverage Restaurant License and are located at 1799 Washington Street.*

**11. Change of Officers, Directors, and Manager for Buffalo Wild Wings (Licensing)**

**Enclosures:**      [\(1\) Materials Provided by Licensing Coordinator](#)

**Guests:**            (1) Applicant  
                         (2) Attorney for Applicant  
                         (3) Christine Crocker, (proposed) Manager

See text above for Agenda Item #10.

*It is anticipated that the Board of Selectmen will pass a motion approving the Change of Officers, Directors, and Manager for the applicant Blazin Wings, Inc. dba Buffalo Wild Wings located at 1799 Washington Street.*



12. Consider Edits to Special Town Meeting Warrant Articles

Enclosures: [\(1\) Special Town Meeting Warrant](#)

Guests: None

As of March 14<sup>th</sup> the Town Manager and Finance Director are not aware of any required or suggested modifications to the existing warrant.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*

13. Consider Edits to Annual Town Meeting Warrant Articles

Enclosures: [\(1\) Annual Town Meeting Warrant](#)  
[\(2\) Updated Private Fire Hydrant Bylaw](#)  
[\(3\) Updated Water Irrigation Bylaw](#)

Guests: None

Pursuant to motions passed by the Bylaw Review Committee I would kindly ask the Board of Selectmen to consider (re)opening the Annual Town Meeting Warrant for the purpose of updating two (2) existing articles in order to insert the final version(s) for voter consideration at Town Meeting.

*It is anticipated that the Board of Selectmen will vote to open the Town Meeting Warrant*

*It is anticipated that the Board of Selectmen will pass a motion to supplant the current version of the Water Irrigation Bylaw with the updated version of the Water Irrigation Bylaw, per the review and approval of the Bylaw Review Committee.*

*It is anticipated that the Board of Selectmen will pass a motion to supplant the current version of the Private Fire Hydrant Bylaw with the updated version of the Private Fire Hydrant Bylaw, per the review and approval of the Bylaw Review Committee.*

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

14. Review Draft Motions and Commentary for Special Town Meeting Warrant Articles

Enclosures: [\(1\) Special Town Meeting Warrant](#)

Guests: None

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 will provide some draft commentary for the Board to look at as a starting point for the March 18<sup>th</sup> meeting.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*



**15. Review Draft Motions and Commentary for Annual Town Meeting Warrant Articles**

**Enclosures:**     [\(1\) Annual Town Meeting Warrant](#)

**Guests:**         None

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 will provide some draft commentary for the Board to look at as a starting point for the March 18<sup>th</sup> meeting.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*

**16. Town Counsel Agreement with Feeley & Brown**

**Enclosures:**     (1) Proposed Agreement

**Guests:**         None

The purpose of this agenda item is to simply formalize the agreement from the Board of Selectmen action on March 1, 2019.

*It is anticipated that the Board of Selectmen will pass a motion approving the agreement between the Town of Hanover and Feeley & Brown PC*

**17. Licensing Policy**

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

**Guests:**         None

Many thanks owed to Lorraine Burgio, Art Ceurvels, and Justin DeBurin for working hard to make this policy a living document. This proposed policy puts down on paper what is being done in practice by the Licensing Coordinator. The benefit(s) of the policy are transparency for applicants and 'standard operating procedures' that staff and the Board of Selectmen can rely upon when approving (or denying) licenses requested under the purview of the Board of Selectmen.

*It is anticipated that the Board of Selectmen will pass a motion adopting Board of Selectmen policy 9-9 as presented.*



## 18. Traffic Safety Policy

**Enclosures:** [\(1\) Proposed Board of Selectmen policy #10-8](#)

**Guests:** None

This proposed policy is slightly modified from the version originally provided to the Board of Selectmen two weeks ago. I believe this version accurately reflects what the Traffic Safety Committee sees itself as doing and the way this group should be operating within the larger context of town government.

*It is anticipated that the Board of Selectmen will pass a motion adopting Board of Selectmen policy 10-8 as presented.*

## 19. Recognition Policy

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

**Guests:** None

The Board initially reviewed this proposed policy two weeks ago.

*It is anticipated that the Board of Selectmen will pass a motion adopting Board of Selectmen policy 2-3 as presented.*

## 20. Volunteer Recognitions

**Enclosures:** None

**Guests:** None

As of Friday morning (March 15) the Town Manager is working to compile a complete roster of volunteer service for recognitions. I will attempt to get this list out to the Board of Selectmen prior to Monday night.

*It is anticipated the Board of Selectmen will pass a motion supporting the volunteer recognitions as presented and pursuant to Board of Selectmen policy 2-3 (see above).*

## 21. Proposed Edits to BOS Policy 10-1 (Traffic Zone Review)

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

**Guests:** None

The proposed edits to this policy are necessary to make it jive with the new policy (10-8).

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*





**22. Proposed Edits to BOS Policy 2-2 (Warrant Articles)**

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

**Guests:**           None

Proposed edits to this policy are a result of conversations with the Bylaw Review Committee.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*

**23. Proposed Edits to BOS Policy 04-01 (Use of Town Counsel)**

**Enclosures:**     [\(1\) Current Policy](#)

**Guests:**           None

This is probably a low-priority item. We can look at this again after Town Meeting when we the budget and other items have been put to bed.

*No Official Action is Anticipated at the March 18<sup>th</sup> Meeting.*

**24. 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 March 18<sup>th</sup> meeting.*

**25. Town Manager Report**

**Enclosures:**     (1) Report is embedded below

**Guests:**           None.

**OPEB Trust** – The approval of a contract for investment management services was pushed back to the April 1<sup>st</sup> meeting. The Finance Director and I are finalizing the terms of the contract for the Board of Selectmen to approve, based on the recommendation of the interview committee per our half-day interviews on February 12.

**Town Report** – Will be out the door and to the printers in the next few weeks.

**State of the Town** – Scheduled for March 26<sup>th</sup> (7:30 – 9am) at Town Hall.



**Hanover Mall** – I will update the Board of Selectmen on any relevant news related to this topic on Monday night.

**By-Law Review Committee** – The By-Law Review Committee has scheduled public hearings for the (i) Private Fire Hydrant and (i) Irrigation Well bylaw public hearing to run concurrently with the Board of Selectmen meeting on April 1<sup>st</sup>.

**Wage & Classification Study** – This report is now complete and has been distributed to the Board of Selectmen and staff. The consultant will present the study and answer questions directly with staff on April 5<sup>th</sup>. After April 5<sup>th</sup> we will determine the best way to follow-up.

**Website & Communications** – The major takeaway from the annual review between Board of Selectmen and the Town Manager on March 13<sup>th</sup> was the stated desire to beef up our communication efforts. This is now a top priority and I will report back shortly after Town Meeting with a plan of attack.

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 March 18<sup>th</sup> Meeting.*

27. **Public action(s) Applicable Upon Re-Entering Open Session Regarding the Sylvester School Building**

**Enclosures:** (1) Proposed MOU will be made public upon returning to Open Session

**Guests:** (1) David Traggorth, Traggorth Companies, LLC

The Board of Selectmen and Town Manager have been working with Dave Traggorth to formalize an agreement/MOU no later than April 1, 2019 outlining the terms and expectations for the Sylvester School building if Town Meeting voters approve the article authorizing the Board of Selectmen to dispose of the property. By formalizing this MOU more than one (1) month prior to Town Meeting, voters will have adequate time to determine how they plan on voting with this piece of information in hand.

*It's likely but not guaranteed that the Board of Selectmen will pass a motion related to this item in open session.*