

**Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, April 14, 2014 @ 7:00 PM.**

Present were Chairman Joseph R. Salvucci, Vice Chairman Susan M. Setterland, John S. Barry, Harold L. Dunn and Brian E. Barthelmes. Also present: Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee.

At 7:00 PM Chairman Salvucci opened the meeting and asked if any member of the audience had any comment or discussion item for the Open Forum portion of the meeting; no response.

The Town Manager Report: The TM provided the Board with an update on the removal of the cupola which took place today; noting the structural integrity of the cupola has been compromised, after the cupola was removed from Town Hall it was placed on the lawn in front of the Library, the removal was recorded by HCTV. The TM will work with the Historical Commission and the Community Preservation Committee for the restoration of the cupola and possibly Town Hall. The TM further noted copies of the 2013 Annual Town Report are now available for residents.

The Board met with members of the Board of Public Works J. Polsinello, J. Benevides, R. O'Rourke and Director Victor Diniak to discuss a proposed Sidewalk Policy. At 7:18 p.m. the Planning Board Chairman, Richard Deluca joined the meeting. Mr. Diniak noted the cost to remove and reset granite curbing is \$28.00 per foot; minor sidewalk reconstruction is \$25.00 per foot and a Cape Cod berm installed is \$2.50 per foot; there is approximately \$2.5 million in Chapter 90 monies for approximately \$3.5 million needed to spend on projects. There was a lengthy discussion on the cost associated with granite curbing vs. Cape Cod berms several residents were present (attendance list attached) and offered their comments with regards to drainage, trees/tree roots, curbing safety, and the Road Bond voted by the residents in 2011. Planning Board Chairman Richard Deluca noted the Planning Board will enforce Selectmen's decision. Selectman Barry made a motion to accept proposed Policy D as proposed by the Board of Public Works dated March 25, 2014; Selectman Barry read the proposed policy (attached); the motion was not seconded; Selectman Dunn inquired on an effective date of the policy. Selectman Barry noted to make the policy immediately. Selectman Barry withdrew the motion. Selectman Dunn made a motion to accept Policy D and to finish the roads as intended and accept Policy D as of July 1, 2015; Selectman Barry amended the motion to turn back any monies not spend to reconstruct the roadways that were on the original 2011 Town Meeting vote and the list of the roadways that were on that list once they are reconstructed whatever residual funds are in the bond get turned back to the Town and if needed additional funds get re-bonded under the new policy; the motion was further amended to add Adam Lane to the current list of roads to be completed; the Board voted the motion unanimously.

At 8:45 p.m. Chairman Salvucci requested a recess; the Board returned to Open Session at 8:52 p.m.

The TM reviewed a memo dated January 31, 2014 with the Board regarding the Fiscal Year 2015 Budget. The TM noted the proposed positions were presented in the FY15 budget presentation including the addition of an Administrative Assistant, a Jr. Engineer in the Facilities Department and a Project Manager which will be a shared position.

- The TM noted the Administrative Assistant position was a temporary position but has been budgeted for FY15 as a full-time permanent position and the Junior Engineer will be responsible for assisting in procurement, contract management, construction oversight and the implementation of utility and building upgrades. Last year the shift of school custodians to the Facilities Department created a need for a Maintenance Foreman, who supervises 30 custodians and manages supplies more efficiently. Bob Murray explained the duties of the staff as presented on a pie chart (attached); and with the addition of the staff he is freed up to address issues at his level of expertise. The Board indicated they were not in favor of the Junior Engineer position, not aware of the added position and noted an organizational chart would be helpful and also inquired if the current office staff at DPW could be used in place of adding another position; Victor Diniak, Director of Public Works noted his staff is fully tasked.
- The Assistant Health Agent position in the Board of Health Office held by Art Ceurvels will become vacant as he assumes the role of Project Manager. The Project Manager position will be shared with the Department of Public Works, the Facilities Department and the Department of Community Services.
- The Director of Community Services Tony Marino will take on additional duties as the Assistant Town Manager with no additional compensation and the current part-time Building Inspector will take on additional hours becoming full-time with no additional benefits.
- The TM noted he was tasked with reducing the overtime costs in Fire Department noting the addition of two positions in this budget. Fire Chief Jeffrey Blanchard noted the Town has grown and there is a need to plan to provide services. The Board noted the FY14 positions have not been filled yet. The Board voted to not support the re-organization of the Fire Department for 2015 and to take the funding out of the budget; Chairman Salvucci abstained from the vote.
- Police Chief Sweeney noted the change for ECC to a 4-2 shift which is the same as police officers. The Chief noted most regionalization centers were created with grants and there is no advantage with some services that are currently offered; he noted he has recently had inquires on the way Hanover operates.
- The TM reviewed the Finance Department's budget with the Board noting the reduction in staff in the Assessor's Office and the privatization of payroll.

The Board noted concerns with being provided information and noted the details were provided to the Advisory Committee and not the Board. The TM noted this is a net result of what the Department Heads have done over the last year, fiscal sustainability is important. Chairman Salvucci inquired if there is three year sustainability for the positions and requested that information be provided.

The Board voted to open the Special Town Meeting Warrant and eliminate Article 10 – Rescind Street Construction Bond Authorization. The Board voted to close the Special Town Meeting Warrant.

The Board agreed on the following Warrant Articles:

Special Town Meeting – Article 7 – commentary

Annual Town Meeting – Article 6 – commentary

Annual Town Meeting – Article 15 – voted to accept as written

Annual Town Meeting – Article 16 – voted to approve as written

(4-1 – Selectman Barry voted no)

Chairman Salvucci asked if any member of the audience had any comment or item for discussion for the Open Forum portion of the meeting; no response.

Meeting ended and adjourned at 10:25 PM.