

Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, June 27, 2016 @ 7:00 PM.

Present were Chairman Brian Barthelmes, Vice-Chairman Susan Setterland, Selectmen, Robert S. O'Rourke, David R. Delaney and John C. Tuzik. Also present: Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee.

At 7:01 PM Chairman Barthelmes 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; Selectman Tuzik recognized the Hanover U12 girls A-Team for achieving an undefeated season during the league play and winning the Coastal Youth League championship. Vice-Chair Setterland recognized all the volunteers who contributed to making Hanover Day a successful event.

The Board voted to approve the meeting minutes of 6-20-16.

At 7:04 p.m. Chairman Barthelmes requested a Roll Call Vote of the Board to go into Executive Session in accordance with MGL 30A, Section 21, Subsection 2, to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel noting the Board will reconvene in Open Session. Roll Call Vote: Chairman B. Barthelmes, aye; Vice Chairman Setterland, aye; Robert O'Rourke, aye; David Delaney, aye; and John Tuzik, aye. Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee were also present.

At 8:09 p.m. the Board returned to Open Session.

The Board met with Finance Director, Janine Smith for a Department update. Ms. Smith provided and reviewed a PowerPoint presentation with the Board. Chairman Barthelmes requested the Board be informed with any account that falls two months behind with being reconciled. The Board discussed the Administrative Assistant position listed on the re-organization page noting the position has not been posted; the Board requested a job description be prepared. The Board received job descriptions for the Finance Department staff. The Board agreed to table the vote on the reorganization of the Finance Department.

The Board voted to approve and Chairman Barthelmes signed the Year End Municipal Relief Transfers, as presented.

The Board voted to approve a One-Day Wine & Malt License to Gerard Fanning for the Memorial Tree Dedication on July 28th from 4:00-6:00 p.m. at the Cardinal Cushing Centers, 405 Washington Street; subject to the Board's Policy.

The Board voted to adopt the Hanover Hazard Mitigation Plan as presented (attached).

Vice-Chair Setterland reported a positive evaluation and review has been completed on our Town Manager. The Board voted a 2.5% increase to salary bringing the base salary to \$134,608 and further voted a bonus of \$4,000 to be paid on June 30, 2016.

Chairman Barthelmes requested the Board review the draft FY17 Goals prior to the next meeting. The Board agreed to table the FY17 Goal Setting Session until the next meeting.

Town Manager Report:

- The TM noted the success of Hanover Day.
- We have been invited to the Competitive Grant from Green Communities; the announcement is tomorrow; Hanover is one of the leaders in the Commonwealth.
- Received a revised debt profile from First Southwest on how to manage potential debt with regards to the Sylvester School project so the impact to the taxpayers is minimal. A Special Town Meeting will possibly be held this October.

The Board inquired on the Town Clerk's office hours and why the support staff cannot provide Birth Certificates, etc. The TM reported he met with the Town Clerk last week. The Town Clerk is an elected official and does not have to follow Town Hall office hours we are trying to provide the best support we can to residents; we are working with the Town Clerk to get this issue resolved. The hours are posted on the website when the office is closed. The Board requested to meet with the Town Clerk at the next meeting to address the customer service complaints.

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

At 9:19 p.m. Chairman Barthelmes requested a Roll Call Vote of the Board to go into Executive Session in accordance with MGL 30A, Section 21, Subsection 2, to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel and Subsection 3 to discuss strategy with respect to collective bargaining or litigation that an open meeting may have a detrimental effect on the bargaining or negotiating position of the body. The Board will not reconvene in Open Session. Roll Call Vote: Chairman B. Barthelmes, aye; Vice Chairman Setterland, aye; Robert O'Rourke, aye; David Delaney, aye; and John Tuzik, aye. Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee were also present.

Meeting ended and adjourned at 9:55 PM.