

**Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, July 10, 2017 @ 7:00 PM.**

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Present were Chairman David R. Delaney, Vice-Chair John C. Tuzik, Selectmen, Brian Barthelmes, and Jocelyn Keegan. Selectman Emmanuel Dockter was unable to attend. Also present: Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee.

At 7:00 PM Chairman Delaney 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; Chris Azizian spoke regarding the Touch-a-Truck event previously approved by the Board for Saturday, September 16, 2017 at B. Everett Hall Field from 10:00 a.m. until 4:00 p.m.; the funds raised from the event will support "Build the Boards".

At 7:03 p.m. Chairman Delaney recused himself from this agenda item noting he has a Class II license; Vice-Chair Tuzik acted as Chair. The Board met with John Flanagan, President Jayden Motor Sport, Inc. regarding an application for a Class II Auto License. Mr. Flanagan provided a brief explanation on his request noting he purchases trucks on the internet but it is not his intention to sell vehicles on the internet; he has a storage location at 275 Circuit Street and the License is being requested to easily access auctions; he has approximately 75 vehicles of which approximately 30 are registered in Hanover. The TM suggested the Board develop a policy for potential applicants with the growing popularity of internet sales and further noted Mr. Flanagan has obtained a Special Permit from the Planning Board (attached). The Board noted Mr. Flanagan presented the License is for the purchasing of trucks and the application indicates buying and selling classic cars; Mr. Flanagan noted he put that on the application because he owns a few. Vice-Chair Tuzik noted the internet sales is a twist on the application and one member of the Board is absent; the Board would like to review the application further. The Board continued this item to the next agenda. At 7:11 p.m. Chairman Delaney resumed his duties as Chairman.

The Board met with Barbara Lancissi and Leslie Molyneaux to conduct interviews to fill a vacancy on the Council on Aging Advisory Board. Chairman Delaney referred to a letter of recommendation from the Council on Aging Advisory Board (attached). The Board will vote the appointment at a future meeting.

The TM reviewed a memo (attached) from Chelsea Stevens, Acting Director of Finance dated July 7<sup>th</sup> to the Advisory Committee which outlines the Year End Municipal Relief Transfers. The Board voted to approve the municipal relief transfers, as presented.

The Board deferred the return of the Performance Bond for the Gravel Removal Permit to Christopher Graham. Tony Marino, Director of Community Services reported the gravel removal process has not yet been completed.

The Board voted to approve the Holders of Alcoholic Beverage Licenses Policy, as presented (attached).

The Board voted to approve a One-Day Wine & Malt License to Bill Fuller for Saturday, July 22<sup>nd</sup> from 11:00 a.m. – 3:00 p.m. at Luddam’s Ford Park–Elm Street for The River Race, in accordance with the Board’s policy (copy attached)

The TM provided the Board with three copies of the TIF Agreement for PREP at Hanover Mall and informed the Board once the document is signed by PREP it will be sent to the State for approval; the Board signed three copies of the Agreement.

The Board received a \$200 donation to the Parks and Recreation Department from State Representative David DeCoste; the Board thanked Representative DeCoste for his donation.

The TM explained in an effort to keep the search process for the Finance Director/Treasurer Collector open and transparent he formed a search committee to be made up of a member of the Board of Selectmen, a member of the Advisory Committee, a Department Head and a citizen at large; the committee is not an official Town Committee which allows the committee to review the applicants privately; when a finalist is chosen they will meet with the Board for approval. Ted Hickey has accepted as the Advisory Committee representative. The Board voted to appoint Selectman Keegan as the Selectmen’s representative to the search committee. The Board discussed updating the Personnel Regulations to include a hiring policy.

The TM reviewed the Invitation for Bids (IFB) document (attached) for 207 Broadway (Fire Station) with the Board noting language was provided and included in the document from the Historical Commission which respects the historical aspect of the building. The TM noted the process is done under MGL Ch. 30B and the highest bidder is awarded the property. The current document notes an opinion of value of \$262,000 (assessed value) but the minimum bid/suggested market value will be \$189,000. The Board suggested a deed restriction/preservation restriction be added which stipulates the building cannot be torn down; the Board directed the TM to provide more information on this at a future meeting. The TM noted there is a demolition delay in effect for the building.

The TM noted the 2017 Town Meeting approved an Article for a Compensation Study; the study will not just look at salaries but will include employee responsibilities and also review employee benefits. There will be a Request for Proposals (RFP) from consultants and it takes approximately two-three months to process after the information is gathered.

The TM noted the Other Post-Employment Benefits (OPEB) Trust documents for the investment of the OPEB monies are ready for the Board’s vote and signature; the Board elected to go with Rockland Trust. Brian Callow from Rockland Trust was present and provided a brief summary on the documents. The Board deferred the vote until the next meeting.

The TM informed the Board the Town has been approached by a property owner who has been approached by Toll Brothers, a developer, regarding a potential Local Initiative Program (LIP) on Map 31 Lot 37 (the former Villages site) for potentially 200+ units. With a LIP, the specifics are negotiated with the Board of Selectmen; a 40B is negotiated with the Zoning Board. Town Planner,

Peter Matchak joined the meeting and provided and reviewed with the Board three handouts (attached). This site is the mixed used site of the former Villages project. The Town's 2016 Shared Housing Inventory (SHI) is 11.01; 37 units in the Kennedy Building have been filed with DHCD and if accepted would put the Town in the 12% SHI range. The back area of the site is zoned residential and the property owner can apply under the VPUD Bylaw for a development similar to the Sconset Landing development; the site could be permitted for 130 units. The site is in the Town's aquifer. The Board questioned the impact on Town services, water, schools, etc. The TM noted should the process move forward it is within the Town's rights to commission a study to address all concerns; the applicant is responsible for the cost of the study. A representative from Toll Brothers was present and noted they would be interested in 200-225, 1-2 bedroom, market rate apartments which attract empty nesters and millennials; a 40B requires 3 bedroom units. The Board noted as this is evaluated consideration should be given to the residential impact and the Town's 10% SHI threshold; the TM also noted some of the Town's inventory will be falling off. The Board requested the numbers be run for the next meeting.

The Board discussed setting a meeting for Budget Planning. The TM suggested bringing in an outside facilitator and will contact the Board with potential meeting dates.

The Board discussed assigning a Board member as a Representative for Schools Collective Bargaining; the TM noted the law requires participation of the Town; if a Board member is not interested the duty lies with the TM. The Board requested this item be added to the next agenda.

The Board discussed incorporating the public and Moderator feedback into the Warrant creation process noting the confusion with the two similar documents at Town Meeting this year. The TM noted the Warrant construction is the sole responsibility of the Selectmen; the Board has wide discretion on when the Warrant is shared; future documents could have different covers.

The Board discussed the FY17 Goals and noted some Goals should be continued to the FY18 Goals.

The TM informed the Board that the low bidder for Center/Sylvester project was Brait Builders Corporation the bid came in under the estimated amount.

**Town Manager Report:** Follow up on weekly correspondence

- New Directors for the Library (Dana Mastroianni) and Council on Aging (Tammy Murray) have been hired; members of the Board of Library Trustees and the Council on Aging Advisory Board participated in the hiring process.
- Fines have been issued to the owner of the property on Circuit Street for doing work without a permit and the owner has filed for a permit with the Planning Board.
- Documentation for the firing range has been provided to Town Counsel; we have not met with the Association owners; the range is not owned by the Police Department; the Association maintains an insurance policy.

Chairman Delaney 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 9:14 p.m. Chairman Delaney 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 non-union personnel (Department Head Contract); 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 (Hanover vs. Leonard; DeBenedictis vs. Hanover; Police, Fire, AFSCME & HMEL) and Subsection 4, to discuss deployment of security personnel or devices, or strategies with respect thereto: Fireworks Site. The Board will not reconvene in Open Session. Roll Call Vote: Chairman Delaney, aye; Vice Chairman Tuzik, aye; Selectman Barthelmes, aye; and Selectman Keegan, aye. Selectman Emmanuel Dockter was unable to attend. Town Manager Troy B.G. Clarkson, Executive Assistant Ann Lee, Fire Chief Jeffrey Blanchard and Police Chief Walter Sweeney were also present.

Meeting ended and adjourned at 11:03 PM.