

Meeting Minutes of a Joint Meeting of the Hanover Board of Selectmen with the Town Manager Act Review Committee held at Town Hall on Monday, January 11, 2018 @ 7:00 PM.

Present were Chairman David R. Delaney, Vice-Chair John C. Tuzik, Selectmen: Brian Barthelmes, Jocelyn Keegan and Emmanuel Dockter. Also present: Executive Assistant Ann Lee.

Prior to meeting with the Board of Selectmen the Committee met with the Town Clerk, Cathy Harder-Bernier. The Clerk provided and reviewed a PowerPoint presentation with the Committee.

The Board of Selectmen met with the Town Manager Act Review Committee to provide input on the review of the Act.

The Board and the Committee discussed clarifying the role of the Town Clerk; the hours the Town Clerk is available in the office; and should the position be elected vs. appointed.

The Committee noted the following:

- The Committee is reviewing the Act to give the Selectmen more oversight;
- The Committee will not be recommending major revisions to the Act;
- The Committee has requested a placeholder on the Town Meeting Warrant for an Article;
- Chris Martin commented there may need to be a policy on how frequently the Act should be reviewed;
- Chris Martin noted the topic of hiring a Human Resource person has be brought to the Committee's attention by Department Heads;
- Carol Mattes suggested that a review process be developed for the Town Manager.

The Board of Selectmen noted the following:

- Selectman Barthelmes noted there are some challenges with the Parks and Recreation land, the Board has no say on the land but the cost of maintaining the land is a Town cost;
- Selectman Barthelmes noted there could be more clarity on the role of the Board of Public Works;
- Selectman Dockter noted page 6 of the Act is not clear relative to Collective Bargaining; the Committee recommended the Board provide language and/or the Board can address this with a policy;
- Selectman Dockter noted in Section 5 of the Act "Town Manager – Vacancy" that language be added to the Act to provide clear guidance; the Committee discussed the Board setting policy vs. a change in the Act noting policy can be changed easily; Selectman Barthelmes noted it is a critical piece to fix the "Acting" Town Manager language;
- Selectman Barthelmes suggested the Committee review language regarding holding a Special Election to fill a Selectman vacancy vs. language to allow the Board to fill the position;
- Selectman Dockter suggested language be added regarding use of funds without proper oversight.

Chris Martin noted the Committee will make recommendations for revisions to the Act and provide the Board with a summary.

Meeting ended and adjourned at 9:06 p.m.