

**Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, December 11, 2017 @ 7:00 PM.**

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Present were Vice-Chair John C. Tuzik, Selectmen: Brian Barthelmes, Jocelyn Keegan and Emmanuel Dockter. Also present: Acting Town Manager (ATM) Anthony Marino and Executive Assistant Ann Lee. Chairman David R. Delaney was unable to attend.

At 7:00 p.m. Vice -Chairman Tuzik 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 Board met with Anthony Marino, Acting Town Manager (ATM) for a joint meeting with the Advisory Committee for a presentation of the Budget Overview/Calendar. The ATM provided and discussed a PowerPoint presentation (attached). The Board requested the reoccurring income from Curaleaf be on a future agenda for discussion.

Selectman Barthelmes provided the Board with an update on the Town Manager Search:

- Alan Gould, MRI consultant will be on site on December 18<sup>th</sup> to meet with Department Heads, members of the School Department and employees; he will be on-site at the High School prior to the Special Town Meeting to meet with residents.
- An email address has been set up for employees and residents to reach out to the consultant: [hanovertm@mrigov.com](mailto:hanovertm@mrigov.com)
- The salary for the position needs to be set to move forward with advertising the position. The consultant recommends the Board set an amount “up to” that is in line with qualifications. Selectman Barthelmes provided a handout (attached) on salaries from towns similar to Hanover. The Board discussed towns that Hanover should be benchmarking against; Selectman Dockter agreed to do the research.
- The Board agreed to send a memo (attached) from the Board to employees regarding the Town Manager search via email tomorrow.

The Board agreed to discuss the appointment to the Town Manager Act Review Committee at the next meeting.

Selectman Dockter continues to review the Board’s Policies noting there are personnel policies, financial policies, licensing policies, Board/Committee policies, and operational policies. Selectman Dockter provided handout (attached) that summarizes the current policies. Selectman Dockter suggested putting the policies into one searchable document and posting it on the website. The document would be similar to the Town Bylaws and the Board would have the ability to review them annually with the appropriate departments; the Board agreed. Selectman Keegan agreed to review the personnel policies; the ATM agreed to review the financial policies with the Finance Director once the budget is completed. Selectman Dockter reviewed, updated and provided copies of a revised Town Counsel Policy to the Board for the Board’s review. Selectman Dockter requested the Board review the Town Wide Update Policy and the Warrant Article Policy for discussion at a future meeting.

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

- The ATM provided an update on the Holiday Festival noting next year a rain date will be included. Next year's date is November 30<sup>th</sup>.
- The ATM noted Les Molyneaux has an interest in being appointed to the Fireworks Site Committee. The Board requested an update on the members of the Committee.
- The December 18<sup>th</sup> Special Town Meeting motions have been completed; the Board will make the motion/commentary on the General Bylaw article.
- The ATM provided an update on Veterans' Memorial and the criteria for the name plaques. The ATM is waiting for an accurate compiled list. Applications for the bricks are available in the Selectmen's Office.
- The ATM provided a review on the Welcome Packets that are provided to new residents. The Board requested that volunteer opportunities be included in the packet.
- The ATM reported Hanson may be interested in the shared district for the Veteran's Agent.

Selectman Dockter reported on the Plymouth County Advisory Board meeting noting Barnstable County recently was audited and was found to be in violation of the anti-aid amendment of Massachusetts. The audit revealed municipal funds were given to a private non-profit; Selectman Dockter requested the Town records be reviewed to confirm the Town is not in violation. Selectman Dockter reported at the meeting, Commissioner Pallotta raised a question regarding the OPEB Trust Program (investment trust); the ATM noted PCOT and Rockland Trust met with the Board and the Board voted to invest the Trust with Rockland Trust; the Board can revisit this topic. Selectman Dockter noted he forwarded the documents he received at the meeting to the Board via email (attached).

Meeting ended and adjourned at 7:48 PM.