

**Meeting Minutes of Regular Meeting of Hanover Board of Selectmen held at Town Hall on Monday, December 15, 2014 @ 7:00 PM.**

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

At 7:00 PM Chairman Dunn 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 voted to approve the meeting minutes of 12-1-14 including Executive Session.

The Board voted to approve a Change of Hours to 9:00 a.m. – 5:30 p.m. Monday thru Friday on the Retail Package Goods Store Wine and Malt Beverages License for Grampy's General Store & Coffee Shop.

The Board voted to approve the 2015 Liquor Licenses, as listed (attached).

The Board voted to approve the 2015 Auto Lease License for Enterprise Rent-A-Car of Boston, Inc., as presented (attached).

The Board voted to approve the 2013-2014 Board of Selectmen Annual Town Report, as written (attached).

At 7:05 PM Chairman Dunn requested a Roll Call Vote of the Board to go into Executive Session in accordance with MGL 30A, Section 21, 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 reconvene in Open Session. Roll Call Vote: Chairman H. Dunn, aye; S. Setterland, aye; J. Salvucci, aye; B. Barthelmes, aye; and Robert O'Rourke, aye. Town Manager Troy B.G. Clarkson and Executive Assistant Ann Lee were also present. Any discussion relative to Police or Fire Selectman Salvucci will recuse himself.

At 7:21 PM the Board returned to Open Session.

The Board voted to approve and signed the AFSCME, Council 93, Local 1700, AFL-CIO, The Hanover Department of Public Works Employees Work Agreement July 1, 2014 thru June 30, 2017, as presented (attached); Daniel Carpenter (Shop Steward) and Joseph Geary (Union Business Agent) were present and signed the agreement.

The Board met with Fire Chief Jeffrey Blanchard for a departmental report. Chief Blanchard provided a "Status Report" PowerPoint presentation (attached). Bob Murray, Facilities Maintenance Manager and Fabrizio Caruso from CDR Maguire joined the meeting. Mr. Caruso provided/reviewed with the Board a handout "Hanover Fire Department Site Selection Study Draft Report" dated December 4, 2014 (attached) which noted the most suitable site being 611 Webster Street for a fire station in the North Hanover area. The TM added 611 Webster Street has been abandoned by the owner, is in tax title and is being foreclosed on. The Board requested that Chief Blanchard provide statistics with the type of emergency calls received from the North Hanover area.

The Board voted to approve the Board of Selectmen/Town Manager Goals for Fiscal Year 2015, as presented (attached). The Board noted additional goals may be added throughout the year.

The Board voted to approve the recognition of Eagle Scout Zachary Catron; Selectman Barthelmes read a portion of the proclamation presented on December 10<sup>th</sup> (attached).

The TM reported he is currently working with Department Heads on the FY 16 budget noting departmental requests are due the first week of January. The TM has directed the Department Heads to continue to be fiscally conservative. The TM requested if the Board has any feedback/goals or if the Board wants to establish budget priorities now is the time to provide input. Consistent with the Boards goal, this year's budget will reduce the Towns reliance on free cash from \$250,000 last year to zero. New initiatives will be minimal. Discussions continue with the School Department regarding a School Resource Officer. The Board requested the TM look into disability insurance and to provide that information at the Board's next meeting.

The TM reported policies for the Board are being reviewed and moving forward one policy will be provided to the Board for review on a monthly basis. The TM noted meeting with the Board's Policy Sub-Committee Vice-Chairman Setterland and Selectman Barthelmes to review the current policies; they discussed reviewing/eliminating outdated policies; implementing a Computer and Electronic Email Policy and the potential for implementing a Code of Conduct Policy (Board of Selectmen Operational Policy). The TM provided a draft Code of Conduct Policy to the Board (attached). Chairman Dunn noted his agreement with the policy except for the section relative to not having a Selectman serve as Chairman in the final year of a term; the Board agreed the policy is still in draft form and is still open for discussion.

**Town Manager Report:**

- The radiator has been replaced in the wind turbine and the turbine is now operating on a regular basis.
- The Police Department is now at full strength; Mark Crowley has been hired as a full-time Police Officer from a Permanent Intermittent. This hire depletes the Permanent Intermittent list which over the coming months will be re-established. This list was started in the Bargaining Agreement.
- Stepped up efforts on enforcement of school bus safety has been stepped up by the Police Department.
- The TM reached out to Representative Elect DeCoste and will meet with him in the near future.

Selectman O'Rourke inquired on the recent water quality meeting. The TM reported that last week he and the Deputy Superintendent of Water Operations, Neal Merritt met with residents affected by the water quality issue in the North section of Town. The meeting was held to keep residents current on the work the Town is doing to resolve the issue. Some pipes have been changed to PVC and some residents reported an improvement.

Selectman Salvucci inquired on the audit and when it will be completed; the TM will follow-up on the projected completion date and report back to the Board.

Selectman Salvucci inquired on a By-law for using surnames to name streets; the TM will check and report back to the Board.

Selectman Salvucci inquired on the final cost of the recent re-count of the State Representative election; approximately \$8,000. Selectman Salvucci suggested asking the Committee to Elect if they are interested in reimbursing the Town for the costs. The TM noted absent a formal vote of the Board no formal request has been made for reimbursement. Selectman Salvucci made a motion to send a letter to the Committee to Elect Rep Nyman and Rep DeCoste to ask them if their committee is willing to reimburse the Town for any of the costs associated with the recount; not the individuals the committees; the committees have fund raisers to raise funds for their election. The Board had discussion on the motion made. The TM noted this is a decision of the Board; neither candidate is obligated to respond to the request. Selectman Salvucci noted the letter should be sent to the Treasurers of the committees. Vice-Chairman Setterland asked Selectman Salvucci to re-state his motion. Selectman Salvucci repeated his motion; to send a letter to the Committees to Elect Rep Nyman and Rep DeCoste, attention to the Treasurer of those Committees, that if the election committees have funds that they would consider reimbursing the Town for the costs of the recount; not the primary election that is the Towns responsibility; just the cost of the recount \$8,000; signed by the Chairman of the Board. Chairman Dunn noted his opposition to the request. Selectman Barthelmes seconded the motion, the Board voted 3 yes-2 no (Chairman Dunn and Selectman O'Rourke voted no), the motion carried. Chairman Dunn requested the letter be drawn up and be signed by the three Board members.

Chairman Dunn 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 8:28 PM.