**Hanover Advisory Committee**

**550 Hanover Street**

**Hanover, MA 02339**

Meeting Minutes

Wednesday, February 24, 2016

**First Floor Hearing Room (televised)**

**Opening:**

The meeting was opened at 7:01 p.m. by Chris Martin, Chairman.

**Committee Attendees:**

Chris Martin

Emmanuel Dockter

Jerry O’Hearn

Joan Port-Farwell

Wayne Moores

Brandon Freeman

Sandra Hayes

Angela Blanchard

Edward Hickey

**Other Attendees:**

Janine Smith, Director of Finance

Victor Diniak, Director of Public Works

Neil Merritt, Water Operations-DPW

Curt MacLean, Field Operations-DPW

Walter Sweeney – Chief of Hanover Police

**Approval of Minutes**

Angela Blanchard made a motion to accept the minutes from *February 10, 2016*. This was seconded by Jerry O’Hearn. All were in favor and the motion passed.

Joan Port-Farwell stated that the overlay account balance is $350,000, not $250,000 as previous thought. Emmanuel Dockter was assigned as the Committee liaison with the Facilities Department. Chris Martin informed the Committee that he and Edward Hickey met informally with Town Manager Troy Clarkson to discuss the process of reducing the budget for individual line items, then saving those funds or putting them towards other budget items. They will continue to meet periodically to discuss and accomplish this goal.

**Victor Diniak-DPW FY17 Proposed Budget Review**

Victor Diniak discussed various items in the DPW proposed budget including police details, traffic lights, street sweeper costs, asphalt repair, and plowing/salting of roads. A discussion was had regarding maintenance of Forge Pond Park. The maintenance is being outsourced through the Municipal Department budget. Victor Diniak stated that the required maintenance cannot be done for fewer funds with existing town employees. The transfer station budget has increased due to the higher cost of solid waste removal. The amount of brush deposited at the Ames Way facility has also increased. Victor Diniak informed the Committee that although gas prices are down currently, he would like to leave the department’s gas budget as it is since gas prices could rise again at any time. The water enterprise budget is increasing due to major work required to improve water quality and reliability. The towns demand for water is simply too high. The town has water limits imposed by the State of Massachusetts, and anything beyond that limit is not sustainable. The DPW has to explain water usage amounts to the State of Massachusetts. This is why enforcing a water ban in the summer months is so important. Water lawns and filling swimming pool puts a huge burden on the Town of Hanover. Joan Port-Farwell inquired if shutting off the water of residents violating the water ban was allowed. Victor Diniak stated he didn’t know but had thought about the legality of it in the past. Victor Diniak informed the Committee that the DPW would be replacing 400 water meters this year. 100 would be out sourced work and 300 would be completed by DPW staff members. Mr. Diniak’s goal is to eventually have all water meters wireless and possibly move to a monthly water billing system. Chris Martin asked if unexpended line items within the DPW budget go back to the free cash account. Victor Diniak stated yes. Only Water Enterprise budget items stay within that budget from year to year. Joan Port-Farwell inquired regarding an employee stipend. Victor Diniak stated that the $10,000 stipend is split equally between the water, DPW and facilities departments. It is for the maintenance of social media accounts for those departments. Joan Port-Farwell stated that she would prefer that job descriptions be modified rather than giving employees stipends. Chris Martin asked if a pay as you go program had been researched for the transfer station in order to reduce costs and encourage recycling. Victor Diniak stated that he would be able to meet with the Town of Duxbury DPW in October regarding their current program and get some suggestion. Mr. Diniak understands it’s a very controversial topic within the Town of Hanover.

Neil Merritt explained the $1,400,000 request for improvements to the water treatment plants and storage tanks. The disinfection chemical will be changed from chlorine to chloramine, which creates fewer byproducts in the water. The coagulant chemical will be changed from alum to polyaluminum chloride. Mixing systems will be installed in the water storage tanks to reduce byproducts in the stored water.

Neil Merritt explained the $135,000 crane truck requested. This is a specialty vehicle used for water main break repairs etc. The current crane truck is 18 years old, and the hydraulics aren’t working property.

Curt MacLean explained the $250,000 request for a new street sweeper. Streets must be sweep once per year under mandate of the Federal Clean Water Act. The current sweeper is 12 years old and requires extensive internal repairs. Without a sweeper the Town would have to outsource the work at a cost of $40,000 to $50,000 per year.

Curt MacLean explained the $190,000 request for a new large dump truck/sander. The current truck is 26 years old and has reached the end of it useful life.

Curt MacLean explained the $40,000 request for a new wood chipper to replace the existing backup wood chipper that is 28 years old. This would allow the main wood chipper that is 19 years old to be moved down to the backup chipper. With more brush being deposited at the Ames Way facility, the wood chippers are the necessity.

Victor Diniak explained the $80,000 for storm water management. This will allow the Town to compile with the Federal Clean Water Act. It has been found that small municipalities’ storm water systems play a large role in pollution.

Victor Diniak explained the $100,000 request to update the water master plan. The current plan is from 2001. The new plan will help map out which water main need to be replaced and the order of importants.

Victor Diniak explained the $500,000 request to preform preventative maintenance on the 2 million gallon Union Street standpipe. Some corrosion has been found and the maintenance will prolong the life of the standpipe.

Victor Diniak explained the $60,000 request to replace the existing 20 year old fuel pumps and fuel access card system at the Ames Way facility. The existing system does not accurately measure fuel being delivered and being removed for use.

The Advisory Committee thanked Victor Diniak, Neil Merritt and Curt MacLean for their time and they departed at 8:47 pm.

**Walter Sweeney-Police FY17 Budget Proposed Budget Review**

Police Chief Walter Sweeney discussed various items in the proposed police department budget including four new police officers hired, new software purchased, contractual salary increases, uniform cleaning, office supplies, ammunition purchases etc. Edward Hickey commented on the excellent budget the police chief has proposed. The dual position of the animal control officer was discussed. This position is 24 hours animal control and 24 hours maintenance. Chris Martin asked Chief Sweeney his thoughts on the proposed dog park within Hanover. Chief Sweeney stated that one benefit would be getting the dogs off the public recreation fields. Chief Sweeney explained the police department’s capital improvement requests and the system in place to rotate police vehicles down within the fleet when new vehicles are purchased. The Advisory Committee thanked Chief Sweeney and he departed at 9:51 pm.

**General Discussion**

Chris Martin asked the Committee members to review the materials provided by Janine Smith prior to the next meeting. The Capital Requests tour will be scheduled for a Saturday in April. Edward Hickey informed the Committee that he meet with Fire Chief Jeffery Blanchard and saw no obvious issue with the Fire Dept. budget.

**Next Meeting**

The next scheduled meeting is on Wednesday, March 9th at 7pm. Joan Port-Farwell and Emmanual Dockter will not be able to attend the next meeting.

**Adjournment**

Sandra Hayes made a motion to adjourn the meeting. The motion was seconded by Joan Port-Farwell. All were in favor and the meeting adjourned at 9:56 pm.