



TOWN OF HANOVER
550 HANOVER STREET
HANOVER, MASSACHUSETTS 02339

Advisory Committee

Hanover Advisory Committee
550 Hanover Street
Hanover, MA 02339
Meeting Minutes
Wednesday, March 7, 2018 - 7:00 pm
Large First Floor Hearing Room
Hanover Town Hall

Committee Attendees

Ted Hickey
Sandra Hayes
Joan Port-Farwell
Jerry O'Hearn
Gavin Little-Gill
Steve Kmito
Steven Freedman
Nick Morwood

Absent

Brandon Freeman

Other Attendees

Lincoln Heineman, Finance Director
Chelsea Stevens, Town Accountant
Elaine Boidi, Director of Assessing
Victor Diniak, Director of Public Works

Opening

The meeting was opened at 7:00 p.m. by Chairman, Ted Hickey.

Appointment of Sylvester School Redevelopment Committee Member

Gavin Little-Gill made the motion to vote for Joan Port-Farwell as the Sylvester School Redevelopment Committee Member. Sandra Hayes seconded the motion. All were in favor and the motion passed.

Presentation and Review of Department of Public Works FY 19 Budget

The Director of Public Works presented the Proposed FY 19 Budget. The following items presented and reviewed were:

- Goals and Objectives:
 - Perform Chapter 90 funded street resurfacing;
 - Perform Phase 2 inspection of Forge Pond Dam and make necessary repairs to comply with current state dam safety standards;
 - Integrate data onto appropriate pages of Town website and develop project management web pages for capital projects on website in accordance with the Board of Selectmen goals;
 - Develop strategies to control electronic waste costs.
- Accomplishments:
 - Resurfaced various streets in the Town;
 - Performed periodic 10-year Phase 1 inspections;
 - Worked with the Massachusetts Office of Dam Safety to eliminate the Town's long term liability with the Indian Head Dam;
 - Processed and transferred 7,357 tons of solid waste and recyclables;
 - Updated street condition inventory and developed street repair priority list;
 - Began update to the Town's Stormwater Management Plan;
 - Commenced reporting of solid waste data into public works database for Town website in accordance with the Board of Selectmen goals.
- Significant Budget Changes or Initiatives:
 - Budget contains \$100,000 to fund outsourced activities to comply with Federal stormwater regulations;
 - Funding for one additional equipment operator in the Public Grounds Division;
 - Will fund negotiated increase for union personnel.
- Performance Measures:
 - Processed tons;
 - Finished water quality and water quantity pumped.
- Recommended FY 19 Operating Budget:
 - DPW Administration;
 - DPW Highway;
 - Snow and Ice Removal;
 - DPW Public Grounds;
 - Street Lighting;
 - Transfer Station.

Presentation and Review of Department of Finance FY 19 Budget

The Director of Finance presented the proposed FY 19 budget to the Committee. The following items presented and reviewed were:

- Department Mission:

- To safeguard the financial assets of the Town of Hanover;
- Goals and Objectives;
- Accomplishments:
 - Successful consolidation of the Payroll and Benefits Offices;
 - Received G.F.O.A. FY17 Distinguished Budget Award;
 - Collected large influx of RE tax payments at the end of Calendar Year 2017.
- Significant budget changes or initiative;
- Programs and Services;
- Performance Measures:
 - Number of invoices paid;
 - Total dollars paid to vendors.
- Recommended FY 19 Operating Budget:
 - Advisory Committee;
 - Finance;
 - Assessors;
 - Registrars
 - Elections and Town Meetings;
 - Town Clerk;
 - Treasurer;
 - Payroll and Benefits.

Chairman Ted Hickey thanked both the Director of Public Works, Victor Diniak, the Director of Finance, Lincoln Heineman, Town Accountant, Chelsea Stevens and Director of Assessing, Elaine Boidi for their precise and thorough presentations.

Adjournment

Gavin Little-Gill made the motion to adjourn. This was seconded by Jerry O'Hearn. All were in favor and the Committee adjourned at 9:30 pm.