

Commonwealth of Massachusetts
Town of Hanover

Warrant for *Special* and Annual Town Meeting
With Advisory Committee Recommendations

Plymouth, SS

Greeting:

To any Constable of the Town of Hanover in said County.

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, CEDAR STREET, HANOVER, on

MONDAY, THE 4th DAY of MAY, 2009

Special Town Meeting at 7:30 P.M.

Annual Town Meeting at 8:00 P.M.



Pursuant to the Americans with Disabilities Act, the Town will make every effort to assure that Town Meeting is accessible to individuals with disabilities. Should any assistance be desired in this regard, please contact the Board of Selectmen's Office at (781) 826-2261.

Commonwealth of Massachusetts
Town of Hanover
Warrant for **Special** Town Meeting

Plymouth, SS

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In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said town who are qualified to vote in Elections and Town Affairs to meet in the Hanover High School, CEDAR STREET, HANOVER, on

Monday THE 4th DAY of MAY, 2009 at 7:30 P.M.

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ARTICLES FOR SPECIAL TOWN MEETING WARRANT, Monday, May 4, 2009

ARTICLE 1. To see if the Town will vote to pay such accounts as may be presented against the Town for which an appropriation does not exist, or take any other action relative thereto.

Town Accountant

We move that the Town vote to appropriate the sum of \$200.00 from the undesignated fund balance to pay Town Moderator, Douglas Thomson.

ARTICLE 2. To see if the Town will vote to adjust the fiscal year 2009 omnibus budget approved under Article 12 of the May 2008 Annual Town Meeting as a result of revised fiscal year 2009 State Aid, or take any action relative thereto.

Advisory Committee

We move that the Town vote to reduce the FY09 appropriations of the Town departments as indicated below.

Board of Selectmen expenses	\$428	Municipal Inspections expenses	\$1,313
Advisory Committee expenses	\$9	Animal Control expenses	\$124
Capital Improvement expenses	\$3	Emergency Communication expenses	\$1,692
Central Computer expenses	\$1,287	Emergency Management expenses	\$63
Town Clerk expenses	\$165	Hanover Public Schools expenses	\$126,323
Registrars of Voters expenses	\$234	DPW Transfer Station expenses	\$34,656
Finance Department expenses	\$886	Town Hall expenses	\$3,603
Board of Assessors expenses	\$1,386	Council on Aging expenses	\$1,103
Town Collector expenses	\$1,747	Veterans' Services expenses	\$96
Board of Appeal expenses	\$42	Library salaries	\$5,369
Police Department salaries	\$7,110	Property & Liability Insurance	<u>\$61,827</u>
Fire Department expenses	\$7,448		
		Total:	<u>\$256,914</u>

ARTICLE 3. To see if the Town will vote to transfer from other accounts to the following Town departments to meet deficits or unforeseen costs therein, or take any other action relative thereto.

Snow & Ice expenses	\$246,500.00
Department of Municipal Inspections expenses	\$ 40,000.00
Elections & Town Meeting expenses	\$ 15,000.00
Unemployment Compensation expenses	\$ 25,000.00
Reserve Fund	<u>\$ 36,605.00</u>
Total	\$363,105.00

Advisory Committee

We move that the Town vote to transfer \$30,000 from the Town Gas Pump expenses, \$100,000 from Transfer Station expenses, \$70,000 from Group Health Insurance expenses, and \$46,500 from Property and Liability Insurance expenses to Snow & Ice expenses; to transfer \$40,000 from the Department of Municipal Inspections salaries to Department of Municipal Inspection expenses; to transfer \$15,000 from Group Health Insurance expenses to Elections and Town Meeting expenses; to transfer \$25,000 from Group Health Insurance expenses to Unemployment Compensation expenses; and to transfer \$36,605 from Group Health Insurance expenses to the Reserve Fund.

ARTICLE 4. To see if the Town will vote to reduce the FY09 transfer from the Recreation Revolving Fund to the General Fund by \$5,378, or take any other action relative thereto.

Advisory Committee

We move that the Town vote to transfer the sum of \$5,378 from the Undesignated Fund Balance to the Recreation Revolving Fund.

ARTICLE 5. To see if the Town will accept or consider action on any economic stimulus funds being offered to the Town via the State or Federal Government, or take any other action relative thereto.

Board of Selectmen

Advisory Committee's recommendation to made at Town Meeting.

ARTICLE 6. To see if the Town will appropriate from available funds a sum of money to support and make purchases for PEG cable TV program. All such expenditures to be made by the School Committee and the Board of Selectmen, or take any other action relative thereto.

Board of Selectmen

We move that the Town appropriate the sum of \$182,000 from the PEG funds. Said funds to be expended by the School Committee and the Board of Selectmen.

ARTICLE 7. To see if the Town will consider buying, leasing, or otherwise entering into agreement with Fire Station 6 for the benefit of the Town and authorize the Selectmen to take any action relative thereto and further to appropriate a sum of money for this purpose, or take any action relative thereto.

Board of Selectmen

Board of Selectmen to make main motion.

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 8. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$154,500, or another sum, to remove and replace impacted soils at the former School Street water tank site as required under the Massachusetts Contingency Plan and landscape said site, said funds to be expended at the direction of the Board of Public Works, or to take any other action relative thereto.

Board of Public Works

We move that the Town vote to appropriate the sum of \$154,500 from Article 45 of the May 1998 Town Meeting to pay for the removal and replacement of impacted soils at the former School Street Water Tank. Said funds to be expended by the Board of Public Works.

ARTICLE 9. To see if the Town will vote to amend the authorization under article 65 of the May 2008 Annual Town Meeting to authorize the Town to appropriate the sum of \$1,000,000 to pay the costs of designing, constructing and equipping a wind turbine tower to generate electrical power for the Pond Street Water Treatment Plant, and for all costs incidental and related thereto; and to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 under and pursuant to Chapter 44, Section 7(3B) of the Massachusetts General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefor; that the Selectmen are authorized to apply for and accept any grants that may be available for this project, and that the amount authorized to be borrowed by this vote shall be reduced to the extent of any grants received by the Town on account of this project prior to the issuance of any bonds or notes, and that all funds appropriated by this vote shall be expended at the direction of the Board of Public Works and the Board of Selectmen, as appropriate; or to take any other action relative thereto.

Board of Selectmen
Board of Public Works

We move that the Town vote to amend in its entirety the vote adopted under Article 65 of the warrant of the 2008 Annual Town Meeting to read as follows:

We move that the Town vote to appropriate the sum of \$1,000,000 to pay the costs of designing, constructing and equipping a wind turbine tower incidental and related thereto; and to meet this appropriation, the Treasurer with the approval of the Board of Selectmen, is authorized to borrow \$1,000,000 under and pursuant to Chapter 44, Section 7(3B) of the Massachusetts General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefor; that the Selectmen are authorized to apply for and accept any grants that may be available for this project, and that the amount authorized to be borrowed by this vote shall be reduced to the extent of any grants received by the Town on account of this project prior to the issuance of any bonds or notes, and that all funds appropriated by this vote shall be expended at the direction of the Board of Public Works and the Board of Selectmen.

ARTICLE 10. To see if the Town will vote to authorize the Board of Selectmen to acquire portions of land parcels and or rights in land parcels for the purpose of obtaining a secure and public right of way on Broadway in the vicinity of the Hanson town line for the purpose of reconstruction of Teagues Bridge (so called) over the Indian Head River including related roadway, sidewalk, drainage, utility, and road safety improvements along Broadway. Further that the Board of Selectmen may acquire these parcels, or modification of these parcels through all legal means, including donation, purchase or eminent domain, said parcels include portions of Assessors lot 003 on plan 82 (approximately 1,379 square feet, more or less), portions of Assessors lot 005 on plan 82 (approximately 2,272 square feet, more or less), and any portion of the current Broadway roadway between the Hanson town line and Waterford Drive not currently identified through state, county, or Town records as being town owned, and further to see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$50,000, or another sum, to defray any associated right of way expenses connected with this project, said funds to be expended at the direction of the Board of Selectmen, or to take any other action relative thereto.

Board of Public Works

We move that the Town vote to appropriate the sum of \$25,000 from the Undesignated Fund Balance to pay for purchasing either land parcels or rights of way on Broadway in the vicinity of the Hanson town line for the purpose of the reconstruction of Teagues Bridge. Said funds to be expended by the Board of Public Works and the Board of Selectmen.

ARTICLE 11. To see if the Town will vote to appropriate the sum of \$20,000 or another sum, from the Ambulance Enterprise Account, for the purpose of maintaining the delivery of services by the Fire Department, or take any other action relative thereto.

Fire Department

We move that the Town appropriate the sum of \$20,000 from the Ambulance Fund to the Fiscal Year 2009 Fire Department salary budget. Said funds to be expended by the Fire Chief and Board of Selectmen.

ARTICLE 12. To see if the Town will establish a Facilities Maintenance Study Committee to be composed of one (1) member and one (1) designee from the Board of Public Works, one (1) member and one (1) designee from the School Committee, one (1) member and one (1) designee from the Board of Selectmen, and three (3) citizens at large appointed by the Town Moderator. The purpose of said Committee is to study/investigate the current delivery of Town Wide maintenance services and the best delivery method(s) for the future delivery of services. The Committee shall, at a minimum, review individual departments and identify unique and common facility and personnel practices and make recommendations for the sharing of financial, personnel, and consolidation options, the Committee shall report and make recommendations at the next Annual Town Meeting, or take any other action relative thereto.

Board of Selectmen

Board of Selectmen to make main motion.

Advisory Committee's recommendation to be made at Town Meeting.

And you are hereby ordered to serve this Warrant by posting attested copies thereof fourteen days, at least, before the time of said meeting.

Given under our hands this 8th day of April 2009.

BOARD OF SELECTMEN

Daniel A. Pallotta

R. Alan Rugman

David C. Greene

_____ Constable _____, 2009

Commonwealth of Massachusetts
Town of Hanover

Warrant for Annual Town Meeting

Plymouth, SS

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INDEX OF ARTICLES FOR ANNUAL TOWN MEETING 2009		
ART	ISSUE	SUBMITTED BY
1	Accept Reports in Annual Town Report	Advisory Comm.
2	Hear and Accept Reports of Committees	Advisory Comm.
3	Authorize Treasurer to Accept Trust Funds	Treasurer/Selectmen
4	Authorize Treasurer to Dispose of Tax Title Land	Treasurer/Selectmen
5	Enter into Compensating Balance Agreements	Collector/Treasurer
6	Assume Liability to Allow State DEP Work	Board of Selectmen
7	Pay Accounts Without Appropriation	Town Accountant/Board of Selectmen
8	Set Pay for Elective Officers	Advisory Comm.
9	School Sick Leave Buyback Account	Advisory/School Comm.
10	Town Sick Leave Buyback Account	Advisory Comm./Board of Selectmen
11	Water Enterprise Sick Leave Buyback Fund	Advisory Comm./Board of Public Works
12	General Fund Budget	Advisory Comm.
13	Water Department Budget	Advisory Comm.
14	Appropriate the use of Funds	Trustees of John Curtis Free Library
15	CPC Revenues	Community Preservation Committee
16	CPC Administrative	Community Preservation Committee
17	Purchase Three Police Vehicles	Police Department/Selectmen
18	Town Manager Form of Government	Town Manager Study Committee
19	Funds for Energy Committee Work	Energy Advisory Committee/Selectmen
20	Appropriate Funds for Special Needs Van	Hanover School Committee
21	Appropriate Funds for Purchase of Computers	Hanover School Committee
22	Purchase EMS Software	Fire Department/Selectmen
23	Increase Demand Fee	Town Collector
24	Planning Board Fee Increase	Planning Board
25	Clarification of High School Vote of 2005	Board of Selectmen
26	Revisions to Wetlands Protection Bylaw #6-14	Conservation Commission
27	Boards/Commissions/and Comm. Participation Qualification 4-22	Bylaw Review Committee
28	New Bylaw 3-3 Moderator	Bylaw Review Committee
29	New Bylaw 3-3 Section 2 Vice-Moderator	Bylaw Review Committee
30	New Bylaw 4-23 Board of Assessors	Bylaw Review Committee
31	Amend Bylaw 4-1 Section 3 Adv. Comm. Rpt.	Bylaw Review Committee
32	Summer Street/Circuit Street Lot Usage	Board of Selectmen
33	Amend Zoning Bylaws 6.840.J and 6.840.Y	Petition
34	Interchange Improvement District	Board of Selectmen
35	Planned Shopping Center Improvement District	Board of Selectmen
36	Hanover Village Improvement District	Petition
37	Continue Sign Bylaw Committee	Sign Bylaw Committee
38	Zoning Bylaw Section 7.670 Fences	Board of Selectmen
39	Add Bylaw 4-8 Board of Health	Petition
40	Amend Bylaw Section 4-8 Board of Health	Board of Health
41	Zoning Bylaw Section 9.020 Parking	Rt. 53, Selectmen, Planning
42	Zoning Bylaw Section 6.13.0 Body Art	Planning Board
43	Zoning Bylaw add Section 6.14.0 Wind Facilities	Planning Board
44	Zoning Bylaw Section 2.100 Assisted Living	Rt. 53, Selectmen, Planning
45	Zoning Bylaw Table 7-1, Section 7 Dimensions	Rt. 53, Selectmen, Planning
46	Adopt Appendix 120AA of State Building Code	Petition
47	Amend Zoning Bylaw Section 2.100	Petition

48	Vote to Accept Chapter 90 Grant Monies	Board of Selectmen/Board of Public Works
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50	Equip Multi-Tool Tractor	Board of Public Works
51	Equip a 4x4 Pickup Truck	Board of Public Works
52	Pond Street Water Treatment Plant	Board of Public Works
53	Trench Safety – Article VI of the General Bylaws	Board of Public Works
54	Vote to Accept Streets	Board of Public Works
55	Approve the Purchase of Finance Software	Board of Selectmen
56	Feasibility Study of Town Owned Properties	Capital Improvement Committee/Selectmen
57	Feasibility Study of Certain Town Owned Properties	CPC/Historical Comm./Selectmen
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71	Restoration & Renovation of 645 Center Street	CPC/Historical Comm./Housing Authority
72	Historical Society Collection Care & Restoration	CPC/Historical Comm.
73	Preservation of Town Documents	CPC/Historical Comm./Town Clerk/Selectmen
74	Appraisals & Technical Assistance	CPC
75	Create Town Comm. of Community Access & Media	Board of Selectmen
76	Employee Health Care Reimbursement	Town Clerk
77	Amend Zoning Map	Petition 596 Washington Street
78	Stabilization Fund	Advisory Comm.
79	Rescind Appropriations	Selectmen/Town Treasurer/Town Accountant

Advisory Committee Budget Message

Budget Process

The Town of Hanover operates under state statutes and various Town bylaws. The legislative body is an open Town Meeting, in which all voters registered in Hanover are permitted to participate. Town Meeting has the sole authority to appropriate funds for the operating budget and capital projects. It is the Advisory Committee's responsibility to make budget recommendations to Town Meeting.

Like prior budgets, the FY2010 budget has been developed based upon projected assumptions of available revenue. The budget is based upon a budget ceiling or levy limit of revenue derived from local property taxes in accordance with Proposition 2½. This levy limit may be increased if Town Meeting adopts a budget requiring an override and the override amount is approved by a majority of voters at the polls. Added to the tax revenues are projections for state aid; miscellaneous revenues, such as fees, permits, and interest earned; and available funds, such as free cash and transfers from Special Revenue Funds.

While the projection of available revenues creates a budget ceiling for the Town, an expenditure floor is created by calculating certain fixed or semi-fixed costs, such as debt payments, employee benefits, and various assessments. These costs subtracted from projected revenues leave remaining funds that are available for discretionary spending, such as education, public safety, infrastructure maintenance, and community services.

FY2010 Budget Recommendation

By state law, the Advisory Committee is required to present a balanced budget to Town Meeting. An increase in expenditures in one area must be matched by either a corresponding decrease in expenditures in another area or a corresponding increase in revenues. Our proposed fiscal year 2010 budget proposal has been balanced without an operating override. This proposal does constrain funding for many operating and capital activities for which there is a continuing need. However, no department came forward and identified that an operating override was critical in fiscal year 2010. In our opinion, Town Meeting cannot anticipate nor can future budgets be planned on the assumption that an operating override can be avoided indefinitely. The demand for increased services, the cost of maintaining the Town's existing infrastructure, improved or expanded buildings and facilities, and the effects of inflation are creating an incredible strain on the Town's available revenues. This strain will only be relieved by an increase in tax revenue or a reduction in the services to which we have become accustomed. As this Committee has stated for a number of years, the Town needs to engage in a vigorous debate as to not only what it wants for municipal services, but also the level of municipal services for which it is willing to pay.

Non-Financial Articles

As requested by the Town Moderator, main motions on non-financial articles are presented by the sponsor of the article, not the Advisory Committee. However, the Advisory Committee is still required to make a recommendation to Town Meeting. As of April 6, 2009, the date this report is being submitted to be printed, a number of main motions were not available for the Advisory Committee's consideration. Advice on these motions will be made at Town Meeting.

FY2010 BUDGET SUMMARY

<u>EXPENSE</u>	FY2009 <u>Budget - Tax Recap</u>	FY2010 Advisory Committee <u>Recommendation</u>	<u>Percent Change</u>
1. Mandated Expenditures (Not subject to Town Meeting appropriation)			
Overlay for Abatements & Exemptions	218,023	115,890	
Tax Title Purposes	0	0	
Debt and Interest not appropriated	0	0	
Cherry Sheet Offsets	32,836	31,194	
State and County Assessments	<u>478,332</u>	<u>466,635</u>	
Total	729,191	613,719	-15.8%
2. Department Operating Budgets			
General Fund Activities under Proposition 2½ Cap	42,160,006	42,100,376	-0.1%
Debt Exclusion Debt Service	1,611,998	3,385,413	110.0%
Community Preservation	192,250	304,947	58.6%
Water Enterprise Activities (net)*	3,403,003	3,386,275	-0.5%
3. Cost of Articles to be financed by Taxation and Available Funds:			
General Fund Activities	551,666	316,647	-42.6%
Community Preservation	1,373,760	108,040	-92.1%
Water Enterprise Activities	0	0	0.0%
4. Cost of Capital Articles to be financed by Taxation and Available Funds:			
General Fund Activities	511,080	285,000	-44.2%
Water Enterprise Activities	25,000	60,000	140.0%
5. Cost of Capital Articles to be financed by borrowing: **			
General Fund Activities	334,500	0	-100.0%
Water Enterprise Activities	<u>615,000</u>	<u>0</u>	<u>-100.0%</u>
6. Total Appropriations (expense items 2 through 5)	<u>50,778,263</u>	<u>49,946,698</u>	-1.6%

* excludes indirect costs appropriated in the General Fund but paid from Water Revenue

MUNICIPAL FINANCE TERMINOLOGY

The following terms are used frequently in the Annual Town Report and at Town Meeting. In order to provide everyone with a better understanding of their meaning, the following definitions are provided.

Appropriation

An appropriation is an authorization to make expenditures and to incur obligations for specific purposes. It is granted by Town Meeting and is usually limited in both the amount of and in the time period during which it may be expended. Any part of the omnibus budget (Article 12) not spent or encumbered by June 30 automatically reverts to surplus. A specific appropriation must be initiated within one year of approval or it reverts to surplus, also.

Budget

A budget is a plan of financial operation consisting of an estimate of proposed expenditures for a given period and the means of financing them. The budget is voted in the spring at Town Meeting for the fiscal year that begins July 1.

Capital Budget

A capital budget is a plan of proposed capital outlays for the next five years involving the acquisition of land or an expenditure of at least \$10,000 having a useful life of at least three years.

Capital Program

A plan of proposed capital outlays for the following five fiscal years that alerts Town Meeting of expected future capital outlays.

Cherry Sheet (State and County Charges and Receipts)

The "Cherry Sheet" (named for the color paper formerly used) is prepared by the State Department of Revenue. It charges the Town with its share of the expenses for running various state agencies and for county government. It credits the Town with its share of the Corporation Excise Tax, Individual Income Tax, Sales and Use Tax and the Massachusetts School Fund.

Fiscal Year

A 12 month period, commencing July 1 and ending June 30, to which the annual budget applies. Fiscal years are often denoted FYxx with the last two numbers representing the calendar year in which it ends, for example FY10 is the fiscal year ending June 30, 2010.

Undesignated Fund Balance

This account represents the amount by which cash, account receivables and other assets exceed liabilities and reserves in the General Fund. It is increased by unexpended balances in the omnibus budget appropriations, unexpended balances in separate appropriations, and actual receipts in excess of budgeted amounts.

Free Cash (Surplus, E & D)

Free cash is that portion of the Town's General Fund Undesignated Fund Balance that the Commissioner of the Massachusetts Department of Revenue certifies, as of July 1 of each year, as available for appropriation by Town Meeting. It is not cash, but rather, the Undesignated Fund Balance less delinquent real and personal property taxes, motor vehicle excise receivables, and departmental receivables.

Overlay

The overlay is the amount raised by the assessors in excess of appropriations for the purpose of creating a fund to cover abatements granted and avoiding fractions.

Overlay Reserve

This is the accumulated amount of the Overlay for various years not used or required to be held in the specific Overlay Account for a given year and may be appropriated by vote of the Town or closed to surplus.

Reserve Fund

This fund is established by the voters at the Annual Town Meeting only for the use of the Advisory Committee to pay for "extraordinary and unforeseen" expenses that may occur and may not exceed five percent of preceding year's tax levy.

Stabilization Fund

An account from which amounts may be appropriated for any lawful purpose. Prior to FY92, use of the Stabilization Fund was restricted to purposes for which cities and towns could legally borrow. Revisions to Ch. 40, Sec. 5B removed this restriction and amounts from the Stabilization Fund may now be appropriated for any legal purpose. A two-thirds vote of town meeting is required to appropriate money from the Stabilization Fund.

Tax Levy

The total amount to be raised by taxation of real estate and personal property. It consists of the total amounts appropriated less estimated receipts and transfers from available funds.

Terms associated with Proposition 2 1/2:**Tax Levy Limit**

The maximum amount of taxes that may be levied in any given year under the restrictions of Proposition 2 1/2. It is calculated as the prior year limit plus new growth plus 2 1/2 percent of the prior year levy limit.

Excess Levy Capacity

The difference between the Town's tax levy limit and its actual tax levy. It is the additional amount of taxes that could be levied without an override.

Override

An amount, voted by the Town, that is permanently added to the tax levy. A majority vote of the Board of Selectmen is required to put an override question on the ballot. Override ballot questions must be presented in dollar terms and must specify the purpose of the override. Overrides require a majority vote of approval by the town.

Debt or Capital Exclusions

The Town can assess taxes in excess of the tax levy limit by voting a debt exclusion or capital outlay exclusion. This amount does not become a permanent part of the levy base, but does allow the Town to assess taxes for a specific period of time in excess of the limit for payment of debt service or for payment of capital expenditures.

New Growth

The amount of property tax revenue that the town can add to its allowable tax levy as a result of new construction, alterations, subdivisions or change of use which increases the value of a parcel of land by more than certain amounts.

Transfers

The authorization to use an appropriation for a different purpose or to use moneys from a separate fund as a revenue source.

Water Enterprise

Effective July 1, 1992, a new enterprise fund was established to account for the operations of the Town's Water Department. This separate accounting demonstrates how much of the costs of providing this service are recovered through user charges and how much is being subsidized through taxes. Typically, as is the case with Hanover's Water Department, the costs of providing enterprise fund services are recovered fully by user charges. The accounting for enterprise funds is similar to a commercial business.

The enterprise form of accounting does not alter the budgetary approval process, but does require communities to budget all of the revenues and direct/indirect costs associated with providing the service in the enterprise fund. To the extent that user charges recover fully the cost of providing the service, the retained earnings (surplus) stay with the enterprise fund and may be appropriated by Town Meeting to increase the services provided, maintained for future capital purchases, or used to reduce increases in future user charges.

An enterprise fund provides management information: to measure performance of providing service; and to analyze the impact of increasing user charges and increasing the budget.

ARTICLES FOR **ANNUAL** TOWN MEETING WARRANT,
Monday, May 4, 2009

ARTICLE 1. To see if the Town will accept the reports of the Officers and Committees as printed in the Annual Town Report, or take any other action relative thereto.

Advisory Committee

We move that the Town accept the 2008 Annual Report as printed.

ARTICLE 2. To hear reports of the Committees and State Officials and act thereon, or take any other action relative thereto.

Advisory Committee

We move that the Town accept these reports.

ARTICLE 3. To see if the Town will authorize its Treasurer to accept such trust funds as may be placed in his hands during the fiscal year commencing July 1, 2009, or take any other action relative thereto.

Town Treasurer
Board of Selectmen

We move that the Town vote to authorize the Treasurer to accept trust funds for the Fiscal Year ending June 30, 2010.

ARTICLE 4. To see if the Town will vote to authorize its Treasurer, with the approval of the Board of Selectmen, to dispose of such parcels of real estate as may have been, or may be taken by the Town under Tax Title foreclosure proceedings, or take any other action relative thereto.

Town Treasurer
Board of Selectmen

We move that the Town vote to authorize the Treasurer, with the approval of the Board of Selectmen, to dispose of tax title property.

ARTICLE 5. To see if the Town will authorize its Treasurer and Collector to enter into compensating balance agreements for the fiscal year commencing July 1, 2009, pursuant to Chapter 44, Section 53F of the Massachusetts General Laws, or take any other action relative thereto.

Tax Collector
Town Treasurer

We move that the Town vote to authorize the Treasurer/Collector to execute compensating balance agreements for the Fiscal Year ending June 30, 2010.

ARTICLE 6. To see if the Town will assume liability in the manner provided by Section 29 and 29A of Chapter 91 of the Massachusetts General Laws, as most recently amended, for all damages that may be incurred by work to be performed by the Department of Environmental Protection, or take any other action relative thereto.

Board of Selectmen

We move that the Town accept this article for the Fiscal Year ending June 30, 2010.

ARTICLE 7. To see if the Town will vote to pay such accounts as may be presented against the Town for which an appropriation does not exist, or take any other action relative thereto.

Town Accountant
Board of Selectmen

We move that the Town vote not to accept this article and take no further action.

ARTICLE 8. To see if the Town will vote to fix the pay of its elective officers as required by law as follows, or take any other action relative thereto.

Town Clerk
Tax Collector
Moderator: Annual Meeting
Special Meeting

Advisory Committee

We move that the Town set the pay of its elective officers for fiscal year 2010 required by law as follows:

Town Collector, \$59,925 per year which includes any amounts due under Massachusetts General Laws, Chapter 41, Section 108P

Town Clerk, \$54,563 per year which includes any amounts due under Massachusetts General Laws Chapter 41, Section 19G

Moderator \$100 for Annual Town Meeting and \$100 for Special Town Meeting.

ARTICLE 9. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to the School Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
Hanover School Committee

We move that the Town vote to appropriate the sum of \$124,000 to the School Sick Leave Buyback Fund. Said funds to be expended at the direction of the School Committee and specify further that said appropriation shall not be returned to the Treasury except by the vote of the Town.

ARTICLE 10. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to the Town Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
Board of Selectmen

We move that the Town vote to appropriate the sum of \$175,000 to the Town Sick Leave Buyback Fund. Said funds to be expended at the direction of the Board of Selectmen and specify further that said appropriation shall not be returned to the Treasury except by the vote of the Town.

ARTICLE 11. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to the Water Enterprise Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
Board of Public Works

We move that the Town not accept this article and take no further action.

ARTICLE 12. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow, such sums of money to budget and pay for town charges for the period July 1, 2009, through June 30, 2010, inclusive, or take any other action relative thereto.

Advisory Committee

We move that the Town vote to raise and appropriate or appropriate from available funds, such sums of money to defray Town charges in the amounts specified and by the method designated as recommended in the following pages entitled Article 12 – Omnibus Budget. Each item is to be considered as a separate appropriation and such appropriation is to be expended for that purpose only.

ARTICLE 12 OMNIBUS BUDGET GENERAL GOVERNMENT	FY09 APPROPRIATION	FY2010 REQUEST	FY2010 ADVISORY RECOMMENDS	CHANGE FROM FY09
BOARD OF SELECTMEN - PAYROLL	\$291,823	\$291,821	\$291,821	-\$2
BOARD OF SELECTMEN - EXPENSES	\$14,280	\$14,280	\$14,280	\$0
ADVISORY COMMITTEE - PAYROLL	\$3,672	\$3,738	\$3,738	\$66
ADVISORY COMMITTEE - EXPENSES	\$300	\$234	\$234	-\$66
CAPITAL IMPROVEMENT COMMITTEE - PAYROLL	\$1,836	\$1,901	\$1,901	\$65
CAPITAL IMPROVEMENT COMMITTEE - EXPENSES	\$110	\$45	\$45	-\$65
LEGAL SERVICES - EXPENSES	\$134,900	\$134,900	\$134,900 (R)	\$0
CENTRAL COMPUTER - PAYROLL	\$79,668	\$81,262	\$81,262	\$1,594
CENTRAL COMPUTER - EXPENSES	\$42,900	\$41,306	\$41,306	-\$1,594
TOWN CLERK - PAYROLL	\$88,807	\$89,877	\$89,877	\$1,070
TOWN CLERK - EXPENSES	\$5,515	\$4,445	\$4,445	-\$1,070
ELECTIONS & TOWN MEETING - PAYROLL	\$23,100	\$21,100	\$21,100	-\$2,000
ELECTIONS & TOWN MEETING - EXPENSES	\$22,870	\$22,870	\$22,870	\$0
REGISTRAR - PAYROLL	\$25,000	\$25,356	\$25,356	\$356
REGISTRAR - EXPENSES	\$7,800	\$7,444	\$7,444	-\$356
SUBTOTAL - GENERAL ADMINISTRATION	<u>\$742,581</u>	<u>\$740,579</u>	<u>\$740,579</u>	<u>-\$2,002</u>
FINANCE DEPARTMENT - PAYROLL	\$271,188	\$273,978	\$273,978 (R)	\$2,790
FINANCE DEPARTMENT - EXPENSES	\$29,525	\$26,735	\$26,735 (R)	-\$2,790
FINANCE DEPARTMENT - TOWN AUDIT EXPENSES	\$27,500	\$27,500	\$27,500 (R)	\$0
BOARD OF ASSESSORS - PAYROLL	\$133,019	\$134,165	\$134,165	\$1,146
BOARD OF ASSESSORS - EXPENSES	\$46,200	\$45,054	\$45,054	-\$1,146
TOWN COLLECTOR - PAYROLL	\$134,647	\$140,428	\$140,428 (R)	\$5,781
TOWN COLLECTOR - EXPENSES	\$58,225	\$52,443	\$52,443 (R)	-\$5,782
SUBTOTAL - FINANCIAL ADMINISTRATION	<u>\$700,304</u>	<u>\$700,303</u>	<u>\$700,303</u>	<u>-\$1</u>
BOARD OF APPEALS - PAYROLL	\$10,092	\$10,092	\$10,092	\$0
BOARD OF APPEALS - EXPENSES	\$1,400	\$1,400	\$1,400	\$0
SUBTOTAL - COMMUNITY & DEVELOPMENT	<u>\$11,492</u>	<u>\$11,492</u>	<u>\$11,492</u>	<u>\$0</u>
TOTAL - GENERAL GOVERNMENT	<u>\$1,454,377</u>	<u>\$1,452,374</u>	<u>\$1,452,374</u>	<u>-\$2,003</u>

	FY09	FY2010	FY2010	CHANGE
<u>PUBLIC SAFETY</u>	<u>APPROPRIATION</u>	<u>REQUEST</u>	<u>ADVISORY RECOMMENDS</u>	<u>FROM FY09</u>
POLICE - PAYROLL	\$2,419,760	\$2,429,610	\$2,429,610	\$9,850
POLICE - EXPENSES	\$236,987	\$227,137	\$227,137 (O)	-\$9,850
POLICE - NEXTEL EXPENSES	\$11,000	\$11,500	\$11,500	\$500
FIRE DEPARTMENT - PAYROLL	\$1,942,750	\$2,031,200	\$2,031,200 (A)	\$88,450
FIRE DEPARTMENT - EXPENSES	\$248,270	\$233,050	\$233,050 (B)	-\$15,220
DEPARTMENT OF MUNICIPAL INSPECTIONS - PAYROLL	\$547,360	\$515,338	\$515,338 (P/T)	-\$32,022
DEPARTMENT OF MUNICIPAL INSPECTIONS - EXPENSES	\$43,775	\$44,650	\$44,650 (Q/T)	\$875
EMERGENCY MANAGEMENT - EXPENSES	\$2,100	\$2,100	\$2,100	\$0
ANIMAL CONTROL - PAYROLL	\$19,276	\$19,674	\$19,674	\$398
ANIMAL CONTROL - EXPENSES	\$4,141	\$3,743	\$3,743	-\$398
EMERGENCY COMMUNICATIONS - PAYROLL	\$471,858	\$495,647	\$495,647	\$23,789
EMERGENCY COMMUNICATIONS - EXPENSES	\$56,414	\$55,925	\$55,925	-\$489
TOTAL - PUBLIC SAFETY	<u>\$6,003,691</u>	<u>\$6,069,574</u>	<u>\$6,069,574</u>	<u>\$65,883</u>
<u>EDUCATION</u>				
HANOVER PUBLIC SCHOOLS - ALL EXPENSES	\$23,132,796	\$23,132,796	\$23,132,796	\$0
NORTH RIVER COLLABORATIVE - MEDICAID PROCESSIN	\$10,000	\$7,500	\$7,500	-\$2,500
PEG ACCESS COMMITTEE - PAYROLL	\$0	\$70,000	\$70,000	\$70,000
PEG ACCESS COMMITTEE - EXPENSES	\$0	\$32,000	\$32,000	\$32,000
SOUTH SHORE REGIONAL SCHOOL - ASSESSMENT	\$733,532	\$806,885	\$803,385	\$69,853
TOTAL - EDUCATION	<u>\$23,876,328</u>	<u>\$24,049,181</u>	<u>\$24,045,681</u>	<u>\$169,353</u>
<u>PUBLIC WORKS & FACILITIES</u>				
ADMINISTRATION - PAYROLL	\$171,025	\$171,860	\$171,860	\$835
ADMINISTRATION - EXPENSES	\$19,200	\$18,340	\$18,340	-\$860
HIGHWAY - PAYROLL	\$367,000	\$367,000	\$367,000 (M)	\$0
HIGHWAY - EXPENSES	\$145,000	\$145,000	\$145,000	\$0
PUBLIC GROUNDS - PAYROLL	\$162,500	\$162,500	\$162,500	\$0
PUBLIC GROUNDS - EXPENSES	\$47,800	\$47,600	\$47,600	-\$200
TRANSFER STATION - PAYROLL	\$189,000	\$195,400	\$195,400	\$6,400
TRANSFER STATION - EXPENSES	\$926,030	\$900,000	\$900,000	-\$26,030
CEMETERY - PAYROLL	\$104,135	\$104,135	\$104,135 (G)	\$0
CEMETERY - EXPENSES	\$17,160	\$17,160	\$17,160 (H)	\$0
TOTAL - PUBLIC WORKS	<u>\$2,148,850</u>	<u>\$2,128,995</u>	<u>\$2,128,995</u>	<u>-\$19,855</u>
ICE & SNOW REMOVAL - PAYROLL	\$70,000	\$73,000	\$73,000	\$3,000
ICE & SNOW REMOVAL - EXPENSES	\$300,000	\$307,000	\$307,000	\$7,000
TOTAL - SNOW & ICE	<u>\$370,000</u>	<u>\$380,000</u>	<u>\$380,000</u>	<u>\$10,000</u>
TOWN HALL - EXPENSES	\$120,110	\$110,910	\$110,910	-\$9,200
ALTERNATIVE ENERGY PROJECT - EXPENSES	\$0	\$0	\$0	\$0
ANNUAL TOWN BONFIRE - EXPENSES	\$12,000	\$12,000	\$0	-\$12,000
STREET LIGHTING - EXPENSES	\$57,000	\$61,320	\$61,320	\$4,320
TOWN GAS PUMP - EXPENSES	\$266,700	\$266,700	\$266,700 (R)	\$0
TOTAL - PUBLIC FACILITIES	<u>\$455,810</u>	<u>\$450,930</u>	<u>\$438,930</u>	<u>-\$16,880</u>

	FY09	FY2010	FY2010	CHANGE
	APPROPRIATION	REQUEST	ADVISORY RECOMMENDS	FROM FY09
<u>HUMAN SERVICES</u>				
VISITING NURSE - PAYROLL	\$94,452	\$94,452	\$94,452	\$0
VISITING NURSE - EXPENSES	\$1,500	\$1,500	\$1,500 (N)	\$0
COUNCIL FOR AGING - PAYROLL	\$147,744	\$147,744	\$147,744	\$0
COUNCIL FOR AGING - EXPENSES	\$36,773	\$36,773	\$36,773	\$0
VETERANS' SERVICES - PAYROLL	\$16,391	\$16,700	\$16,700	\$309
VETERANS' SERVICES - EXPENSES	\$3,200	\$2,891	\$2,891	-\$309
VETERANS' BENEFITS - EXPENSES	<u>\$53,000</u>	<u>\$53,000</u>	<u>\$53,000</u>	<u>\$0</u>
TOTAL - HUMAN SERVICES	<u>\$353,060</u>	<u>\$353,060</u>	<u>\$353,060</u>	<u>\$0</u>
<u>CULTURE & RECREATION</u>				
JOHN CURTIS FREE LIBRARY - PAYROLL	\$341,366	\$336,404	\$336,404	-\$4,962
JOHN CURTIS FREE LIBRARY - EXPENSES	\$178,964	\$183,926	\$183,926	\$4,962
PARK & RECREATION - PAYROLL	\$39,336	\$40,981	\$40,981 (L)	\$1,645
PARK & RECREATION - EXPENSES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL - CULTURE & RECREATION	<u>\$559,666</u>	<u>\$561,311</u>	<u>\$561,311</u>	<u>\$1,645</u>
DEBT SERVICE - TOWN & SCHOOL				
<u>NONEXEMPT (Subject to Proposition 2 1/2 Tax Cap)</u>				
1998 GENERAL PURPOSE BOND - PRINCIPAL	\$95,000	\$20,000	\$20,000	-\$75,000
1998 GENERAL PURPOSE BOND - INTEREST	\$8,798	\$4,523	\$4,523	-\$4,275
2000 GENERAL PURPOSE BOND - PRINCIPAL	\$135,000	\$125,000	\$125,000	-\$10,000
2000 GENERAL PURPOSE BOND - INTEREST	\$62,478	\$55,188	\$55,188	-\$7,290
2000 WPAT BOND - PRINCIPAL	\$10,872	\$10,872	\$10,872 (S)	\$0
2002 GENERAL PURPOSE BOND - PRINCIPAL	\$125,000	\$125,000	\$125,000	\$0
2002 GENERAL PURPOSE BOND - INTEREST	\$13,832	\$9,457	\$9,457	-\$4,375
2004 GENERAL PURPOSE BOND - PRINCIPAL	\$60,000	\$25,000	\$25,000	-\$35,000
2004 GENERAL PURPOSE BOND - INTEREST	\$7,671	\$5,571	\$5,571	-\$2,100
2006 GENERAL PURPOSE BOND - PRINCIPAL	\$215,000	\$210,000	\$210,000 (C)	-\$5,000
2006 GENERAL PURPOSE BOND - INTEREST	\$43,100	\$34,600	\$34,600 (D)	-\$8,500
2008 GENERAL PURPOSE BOND - PRINCIPAL	\$315,000	\$315,000	\$315,000 (E)	\$0
2008 GENERAL PURPOSE BOND - INTEREST	\$112,050	\$69,494	\$69,494 (F)	-\$42,556
TEMPORARY LOANS - INTEREST	\$0	\$25,000	\$25,000	\$25,000
OTHER INTEREST - EXPENSE	\$2,500	\$2,500	\$2,500	\$0
BOND / NOTE ISSUE - EXPENSE	<u>\$7,500</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>-\$2,500</u>
SUBTOTAL - NONEXEMPT DEBT SERVICE	<u>\$1,213,801</u>	<u>\$1,042,205</u>	<u>\$1,042,205</u>	<u>-\$171,596</u>

DEBT SERVICE - TOWN & SCHOOL	FY09	FY2010	FY2010	CHANGE
EXEMPT (Not Subject to Proposition 2½ Tax Cap)	APPROPRIATION	REQUEST	ADVISORY RECOMMENDS	FROM FY09
1998 DEBT EXCLUSION/POLICE STATION - PRINCIPAL	\$175,000	\$155,000	\$155,000	-\$20,000
1998 DEBT EXCLUSION/POLICE STATION - INTEREST	\$74,125	\$66,250	\$66,250	-\$7,875
2001 DEBT EXCLUSION/SCHOOL PROJECTS - PRINCIPAL	\$635,000	\$665,000	\$665,000	\$30,000
2001 DEBT EXCLUSION/SCHOOL PROJECTS - INTEREST	\$531,935	\$506,535	\$506,535	-\$25,400
2001 DEBT EXCLUSION/LIBRARY PROJECT - PRINCIPAL	\$125,000	\$125,000	\$125,000	\$0
2001 DEBT EXCLUSION/LIBRARY PROJECT - INTEREST	\$70,938	\$65,938	\$65,938	-\$5,000
DEBT EXCLUSION/SENIOR CENTER - PRINCIPAL	\$0	\$150,000	\$150,000	\$150,000
DEBT EXCLUSION/SENIOR CENTER - INTEREST	\$0	\$125,035	\$125,035	\$125,035
DEBT EXCLUSION/HIGH SCHOOL - PRINCIPAL	\$0	\$800,000	\$800,000	\$800,000
DEBT EXCLUSION/HIGH SCHOOL - INTEREST	\$0	\$666,655	\$666,655	\$666,655
BOND/NOTE ISSUANCE EXPENSE	\$0	\$60,000	\$60,000	\$60,000
SUBTOTAL - EXEMPT DEBT SERVICE	<u>\$1,611,998</u>	<u>\$3,385,413</u>	<u>\$3,385,413</u>	<u>\$1,773,415</u>
TOTAL - DEBT SERVICE	<u>\$2,825,799</u>	<u>\$4,427,618</u>	<u>\$4,427,618</u>	<u>\$1,601,819</u>
<u>EMPLOYEE BENEFITS - TOWN & SCHOOL</u>				
CONTRACTUAL ALLOCATION - EXPENSES	\$0	\$0	\$0	\$0
MEDICARE - EXPENSES	\$352,560	\$387,816	\$387,816 (K/R)	\$35,256
COUNTY RETIREMENT FUND - ASSESSMENT	\$1,790,119	\$1,812,398	\$1,812,398 (J/R)	\$22,279
WORKERS' COMPENSATION - ASSESSMENT	\$169,070	\$175,833	\$175,833 (R)	\$6,763
UNEMPLOYMENT COMPENSATION - EXPENSES	\$56,000	\$150,000	\$139,970	\$83,970
GROUP HEALTH INSURANCE - EXPENSES	\$2,765,358	\$2,678,825	\$2,551,259 (I/R)	-\$214,099
GROUP LIFE INSURANCE - EXPENSES	\$14,900	\$14,900	\$14,900 (R)	\$0
EMPLOYEE TRAINING - EXPENSES	\$6,000	\$6,000	\$6,000	\$0
EMPLOYEE MEDICAL - EXPENSES	\$52,945	\$52,945	\$52,945	\$0
TOTAL - EMPLOYEE BENEFITS	<u>\$5,206,952</u>	<u>\$5,278,717</u>	<u>\$5,141,121</u>	<u>-\$65,831</u>
<u>UNCLASSIFIED</u>				
PROPERTY & LIABILITY INS. - TOWN & SCHOOL	\$367,346	\$347,000	\$337,000 (R)	-\$30,346
COUNTY AID TO AGRICULTURE - ASSESSMENT	\$125	\$125	\$125	\$0
TOTAL - UNCLASSIFIED	<u>\$367,471</u>	<u>\$347,125</u>	<u>\$337,125</u>	<u>-\$30,346</u>
TOTAL - ALL GENERAL FUND ACTIVITIES	<u>\$43,622,004</u>	<u>\$45,498,885</u>	<u>\$45,335,789</u>	<u>\$1,713,785</u>
<u>RESERVE FUND</u>				
ADVISORY COMMITTEE - TRANSFERS	\$150,000	\$173,655	\$150,000	\$0
COMBINED TOTAL - GENERAL & RESERVE FUNDS	<u>\$43,772,004</u>	<u>\$45,672,540</u>	<u>\$45,485,789</u>	<u>\$1,713,785</u>

<u>SOURCES OF FUNDS</u>	FY09 <u>APPROPRIATION</u>	FY2010 <u>REQUEST</u>	FY2010 ADVISORY <u>RECOMMENDS</u>	CHANGE <u>FROM FY09</u>
RAISE AND APPROPRIATE	\$41,289,093		\$43,128,514	\$1,839,421
TRANSFER FROM AMBULANCE RECEIPTS RESERVED	\$324,350		\$325,000	\$650
TRANSFER FROM AMBULANCE RECEIPTS RESERVED	\$60,000		\$88,050	\$28,050
TRANSFER FROM AMBULANCE RECEIPTS RESERVED	\$55,000		\$50,000	-\$5,000
TRANSFER FROM AMBULANCE RECEIPTS RESERVED	\$2,100		\$1,000	-\$1,100
TRANSFER FROM AMBULANCE RECEIPTS RESERVED	\$50,000		\$50,000	\$0
TRANSFER FROM AMBULANCE RECEIPTS RESERVED	\$8,550		\$4,950	-\$3,600
TRANSFER FROM CEMETERY GRAVES & FOUNDATIONS	\$65,000		\$65,000	\$0
TRANSFER FROM CEMETERY PERPETUAL CARE	\$10,000		\$10,000	\$0
APPROPRIATE FROM UNDESIGNATED FUND BALANCE	\$1,014,426		\$1,014,426	\$0
APPROPRIATE FROM UNDESIGNATED FUND BALANCE	\$542,594		\$234,503	-\$308,091
TRANSFER FROM OVERLAY SURPLUS	\$0		\$126,324	\$126,324
TRANSFER FROM WATERWAYS IMPROVEMENT	\$0		\$6,631	\$6,631
TRANSFER FROM SEPTIC BETTERMENT FUND	\$10,872		\$10,872	\$0
TRANSFER FROM RECREATION REVOLVING	\$20,194		\$40,981	\$20,787
TRANSFER FROM CHAPTER 90 WHITING STREET	\$0		\$3,260	\$3,260
TRANSFER FROM AFFINITY CARD PROGRAM	\$0		\$757	\$757
TRANSFER FROM WETLANDS PROTECTION	\$11,000		\$9,000	-\$2,000
TRANSFER FROM WETLANDS PROTECTION	\$1,000		\$1,000	\$0
TRANSFER FROM WATER ENTERPRISE FUND	\$307,825		\$315,521	\$7,696
GRAND TOTAL - SOURCES OF FUNDS	<u>\$43,772,004</u>		<u>\$45,485,789</u>	<u>\$1,713,785</u>
SURPLUS / (DEFICIT)	\$0		\$0	\$0

RECOMMENDED APPROPRIATIONS OF AVAILABLE FUNDS:

- (A) The Advisory Committee recommends that \$325,000 from the Ambulance Receipts Reserved Fund be appropriated to Fire Department - Salaries.
- (B) The Advisory Committee recommends that \$88,050 from the Ambulance Receipts Reserved Fund be appropriated to Fire Department - Expenses.
- (C) The Advisory Committee recommends that \$50,000 from the Ambulance Receipts Reserved Fund be appropriated to 2006 General Purpose Bond - Principal
- (D) The Advisory Committee recommends that \$1,000 from the Ambulance Receipts Reserved Fund be appropriated to 2006 General Purpose Bond - Interest
- (E) The Advisory Committee recommends that \$50,000 from the Ambulance Receipts Reserved Fund be appropriated to 2008 General Purpose Bond - Principal
- (F) The Advisory Committee recommends that \$4,950 from the Ambulance Receipts Reserved Fund be appropriated to 2008 General Purpose Bond - Interest
- (G) The Advisory Committee recommends that \$65,000 from the Cemetery Graves & Foundations Fund be appropriated to Cemetery - Payroll.
- (H) The Advisory Committee recommends that \$10,000 from the Cemetery Perpetual Care Interest Fund be appropriated to Cemetery - Expenses.
- (I) The Advisory Committee recommends that \$1,014,426 from the Undesignated Fund Balance be appropriated to Group Health Insurance - Expenses.
- (J) The Advisory Committee recommends that \$234,503 from the Undesignated Fund Balance be appropriated to County Retirement Fund - Assessment.
- (K) The Advisory Committee recommends that \$126,324 from the Overlay Surplus be appropriated to Medicare - Expenses.
- (L) The Advisory Committee recommends that \$40,981 from the Recreation Revolving Fund be transferred to Recreation - Payroll.
- (M) The Advisory Committee recommends that \$3,260 from unexpended Chapter 90 Whiting St project funds be transferred to DPW Highway - Expenses.

RECOMMENDED APPROPRIATIONS OF AVAILABLE FUNDS:

- (N) The Advisory Committee recommends that \$757 from the Affinity Card Fund be transferred to Visiting Nurse - Expenses.
- (O) The Advisory Committee recommends that \$6,631 from the Waterways Improvement be transferred to Police Department - Expenses.
- (P) The Advisory Committee recommends that \$9,000 from the Wetlands Protection Fund be transferred to Department of Municipal Inspections - Payroll.
- (Q) The Advisory Committee recommends that \$1,000 from the Wetlands Protection Fund be transferred to Department of Municipal Inspections - Expenses.
- (R) The Advisory Committee recommends that the following amounts be appropriated in the General Fund but paid from Water Enterprise Revenue (Water Indirect Costs, so-called).

Shared Employees and Shared Expenses:

Finance Department - Payroll	\$28,708
Finance Department - Expenses	\$2,501
Finance Department - Audit	\$1,500
Town Collector - Payroll	\$18,412
Town Collector - Expenses	\$3,028
Legal Services - Expenses	\$7,500
Town Gas Pump - Expenses	\$31,000
Property & Liability Insurance - Expenses	\$19,080

Employee Benefits - Water Department Personnel:

Medicare - Expenses	\$15,500
County Retirement - Assessment	\$50,000
Workers' Compensation - Expenses	\$7,000
Group Health Insurance - Expenses	\$130,792
Group Life Insurance - Expenses	<u>\$500</u>
Total - Water Enterprise Indirect Costs	\$315,521

- (S) The Advisory Committee recommends that \$10,872 from the Septic Betterment Fund be appropriated to the 2000 Water Pollution Abatement Trust Bond (WPAT) - Principal
- (T) The May 2007 Annual Town Meeting created the new Department of Municipal Inspections. Effective with the fiscal year 2009 budget, the expenses of the Conservation Commission, Planning Board, Building Department, and Board of Health are now budgeted under this department.

ARTICLE 13. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow, such sums of money to budget and pay for the operation and expenses of the Water Department for the period July 1, 2009, through June 30, 2010, inclusive, or take any other action relative thereto.

Advisory Committee

We move that that the Town vote to raise and appropriate or appropriate from available funds, such sums of money to defray Water Department charges in the amounts specified and by the method designated as recommended in the following pages entitled Article 13 – Water Enterprise Budget. Each item is to be considered as a separate appropriation and such appropriation is to be expended for that purpose only.

ARTICLE 13 WATER ENTERPRISE BUDGET	FY09 APPROPRIATION	FY10 REQUEST	FY10 ADVISORY RECOMMENDS	DOLLAR CHANGE FROM FY09
WATER ADMINISTRATION - PAYROLL	\$246,500	\$252,874	\$252,874	\$6,374
WATER ADMINISTRATION - EXPENSES	<u>\$94,077</u>	\$87,703	\$87,703	-\$6,374
SUBTOTAL - WATER ADMINISTRATION	\$340,577	\$340,577	\$340,577	\$0
WATER TREATMENT - PAYROLL	\$496,000	\$505,525	\$505,525	\$9,525
WATER TREATMENT - EXPENSES	<u>\$969,654</u>	\$960,000	\$960,000	-\$9,654
SUBTOTAL - WATER TREATMENT	\$1,465,654	\$1,465,525	\$1,465,525	(\$129)
WATER DISTRIBUTION - PAYROLL	\$471,000	\$477,300	\$477,300	\$6,300
WATER DISTRIBUTION - EXPENSES	<u>\$265,387</u>	\$259,000	\$259,000	-\$6,387
SUBTOTAL - WATER DISTRIBUTION	\$736,387	\$736,300	\$736,300	-\$87
WATER - 1996 BOND - PRINCIPAL	\$0	\$0	\$0	\$0
WATER - 1996 BOND - INTEREST	\$0	\$0	\$0	\$0
WATER - 1998 BOND - PRINCIPAL	\$30,000	\$25,000	\$25,000	-\$5,000
WATER - 1998 BOND - INTEREST	\$7,278	\$5,928	\$5,928	-\$1,350
WATER - 2002 BOND - PRINCIPAL	\$110,000	\$110,000	\$110,000	\$0
WATER - 2002 BOND - INTEREST	\$16,225	\$12,375	\$12,375	-\$3,850
WATER - 2002 STATE POOL BOND - PRINCIPAL	\$8,380	\$8,592	\$8,592	\$212
WATER - 2002 STATE POOL BOND - INTEREST	\$7,267	\$6,781	\$6,781	-\$486
WATER - 2004 BOND - PRINCIPAL	\$285,000	\$285,000	\$285,000	\$0
WATER - 2004 BOND - INTEREST	\$191,535	\$176,215	\$176,215	-\$15,320
WATER - 2006 BOND - PRINCIPAL	\$110,000	\$115,000	\$115,000	\$5,000
WATER - 2006 BOND - INTEREST	\$44,400	\$34,600	\$34,600	-\$9,800
WATER - 2008 BOND - PRINCIPAL	\$35,000	\$30,000	\$30,000	-\$5,000
WATER - 2008 BOND - INTEREST	\$15,300	\$11,382	\$11,382	-\$3,918
WATER - INTEREST ON TEMPORARY LOANS	\$0	\$18,450	\$18,450	\$18,450
WATER - BOND/NOTE ISSUE EXPENSE	<u>\$0</u>	\$4,550	\$4,550	\$4,550
SUBTOTAL - WATER DEBT SERVICE	\$860,385	\$843,873	\$843,873	-\$16,512
TOTAL - WATER ENTERPRISE OPERATING BUDGET	<u>\$3,403,003</u>	<u>\$3,386,275</u>	<u>\$3,386,275</u>	<u>-\$16,728</u>
<u>SOURCES OF FUNDS</u>				
WATER ENTERPRISE REVENUE	\$2,542,618	\$3,093,813	\$3,093,813	\$551,195
WATER ENTERPRISE RETAINED EARNINGS (DEBT SERVICE)	<u>\$860,385</u>	<u>\$292,462</u>	<u>\$292,462</u>	<u>-\$567,923</u>
GRAND TOTAL - SOURCES OF FUNDS	<u>\$3,403,003</u>	<u>\$3,386,275</u>	<u>\$3,386,275</u>	<u>-\$16,728</u>
SURPLUS / (DEFICIT)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

RECOMMENDED APPROPRIATIONS OF CERTIFIED WATER RETAINED EARNINGS

(A) The Advisory Committee recommends that \$292,462 from Water Enterprise Retained Earnings be appropriated to pay the total FY2010 Water Debt Service.

ARTICLE 14. To see if the Town will vote to appropriate for the use of the Trustees of the John Curtis Free library the sum of \$15,147, now in the Unreserved Balance Account, representing fines received by the library during fiscal year 2008, or take any other action relative thereto.

Trustees of the John Curtis Free Library

We move that the Town vote to appropriate the sum of \$15,147, from the Undesignated Fund Balance, representing fines received by the library during the fiscal year 2009. Said funds to be expended by the Trustees of the John Curtis Library.

ARTICLE 15. To see if the Town will vote, as recommended by the Community Preservation Committee, to appropriate the Town's Community Preservation Revenues for fiscal Year 2010 as follows:

- I. 10% of the said revenues to be set aside for future appropriation for open space (other than open space for recreational use);
- II. 10% of the said revenues to be set aside for future appropriation for historic resources;
- III. 10% of the said revenues to be set aside for future appropriation for community housing; and
- IV. the remainder of said revenues to be set aside for future appropriation for any purposes permissible under the Community Preservation Act, Chapter 44B; or take any other action relative thereto.

Community Preservation Committee

We move that that the Town vote as recommended by the Community Preservation Committee to appropriate the Town's Community Preservation Revenues for Fiscal Year 2010 as follows:

- I. 10% of the said revenues to be set aside for future appropriation for open space (other than open space for recreational use);**
- II. 10% of the said revenues to be set aside for future appropriation for historic resources;**
- III. 10% of the said revenues to be set aside for future appropriation for community housing;**
- IV. and to appropriate the sum of \$253,260 from Community Preservation Revenues to pay the debt service required on the Cervelli land purchase and the King Street fields bonds.**

ARTICLE 16. To see if the Town will vote to appropriate the sum of \$58,386, or another sum, from available Community Preservation Funds to pay the Community Preservation Committee's Administrative Expenses for Fiscal Year 2010, said funds to be expended by the Community Preservation Committee for administrative purposes in accordance with the proposed Fiscal Year 2010 Budget, or take any other action relative thereto.

Community Preservation Committee

We move that the Town vote to appropriate the sum of \$51,685 from Community Preservation Fund revenues to pay the committee's administrative expenses for Fiscal Year 2010. Said funds to be expended at the direction of the Community Preservation Committee.

ARTICLE 17. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$88,786.00 or another sum, to the Public Safety Vehicle Account authorized under Article #32 of the 1983 Annual Town Meeting. The amount will be for the purchase, lease, or lease purchase of three police vehicles and to authorize related trade-ins or to be sold by sealed bid, said funds to be expended at the direction of the Board of Selectmen, or take any other action relative thereto.

Police Department
Board of Selectmen

We move that the Town vote to appropriate the sum of \$60,000 from the Undesignated Fund Balance to the Public Safety Vehicle Accounts authorized under Article #32 of the 1983 Annual Town Meeting. The amount will be for the purchase, lease, or lease purchase of police vehicles and to authorize related trade-ins or to be sold by sealed bid. Said funds to be expended at the direction of the Police Chief and the Board of Selectmen.

ARTICLE 18. To see if the town will vote to petition the General Court to enact a special act for the town of Hanover as follows:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

“AN ACT ESTABLISHING A TOWN MANAGER FORM OF GOVERNMENT FOR THE TOWN OF HANOVER

SECTION 1. CONTINUATION OF EXISTING GOVERNMENT

A. CONTINUATION OF EXISTING LAWS, BY-LAWS, PERSONNEL, ETC.

All special acts, by-laws, rules and regulations which are in force on the effective date of this Act that are not inconsistent with the provisions of this Act shall continue in full force until amended or repealed and elected and appointed officers, boards, commissions, and committees shall have all of the powers, duties and responsibilities, which are in force on the effective date of this Act that are not inconsistent with this Act, which are given to the respective boards, officers and agencies by law, this Act, town by-law or by vote of town meeting.

If any provision of this Act conflicts with any provisions of any special act, by-law, rule or regulation of the town, the provisions of this Act shall govern.

B. CONTINUATION OF PERSONNEL

Any office or position in the administrative service of the town and incumbents in such offices, on the effective date of this Act shall continue to function as they did previously until a change in those offices, positions or incumbents is effected in accordance with the provisions of this Act.

SECTION 2. BOARD OF SELECTMEN

A. COMPOSITION

There shall be a board of selectmen consisting of five (5) members elected for terms of three years each, so arranged that the term of office of as nearly an equal number of members as is possible shall expire each year.

B. VACANCY IN OFFICE

Vacancies in the office of selectmen shall be filled by a special election in accordance with the provisions of Massachusetts General Laws.

C. EXECUTIVE POWERS

The executive powers of the town shall be vested in the board of selectmen which shall serve as the chief policy-making body of the town.

1. The board of selectmen shall have all of the executive powers it is possible for a board of selectmen to have and to exercise and shall be authorized to enter into intergovernmental and/or public/private agreements on such terms it deems beneficial to the citizens of Hanover.
2. The board of selectmen shall be responsible for the formulation and promulgation of policy directives and guidelines to be followed by all town agencies serving under it, and in conjunction with other elected town officers and multiple member bodies to develop and promulgate policy guidelines designed to bring the operation of all town agencies into harmony, provided however, nothing in this section shall

be construed to authorize any member of the board of selectmen, nor a majority of such members, to become involved in the day-to-day administration of any town agency. It is the intention of this provision that the board of selectmen shall act only through the adoption of broad policy guidelines, which are to be implemented by officers and employees serving under it.

3. The board of selectmen shall cause the by-laws, and rules and regulations for the government of the town to be enforced and shall cause an up-to-date record of all its official acts to be kept.
4. The board of selectmen shall appoint the town manager, town counsel, and approve the hire of the town audit firm.
5. The board of selectmen shall be the licensing board of the town and shall have the power to issue licenses, to make all necessary rules and regulations regarding the issuance of such licenses, and to attach such conditions and restrictions thereto as it deems to be in the public interest. The board of selectmen shall enforce the laws relating to all businesses for which it issues such licenses. The board of selectmen under this Act may delegate or reorganize any local licensing authority or process notwithstanding any general laws relating to local governance to the contrary.
6. The board of selectmen shall be responsible to provide for timely audits as required by law. The audits shall be made by a certified public accountant, or firm of such accountants, who have no personal interests, direct or indirect, in the fiscal affairs of the town government or any of its officers.

SECTION 3. TOWN MANAGER

A. APPOINTMENTS, QUALIFICATIONS, TERMS OF OFFICE AND EMPLOYMENT

1. APPOINTMENT

After the establishment of the five (5) member board of selectmen, there shall be established in the town of Hanover the office of town manager, who shall be appointed by the board of selectmen for a term not to exceed three (3) years, as the board may determine, and may be appointed for successive terms of office.

2. QUALIFICATIONS

The town manager shall be a person of demonstrated ability with administrative experience in public management or business administration and who is qualified by reason of education and experience.

3. TERMS OF OFFICE

The town manager shall devote full time to the duties of said office and shall not engage in any other business or occupation during the term of his or her employment by the town. The town manager shall hold no elective office in the town during his or her tenure as town manager, but the board of selectmen may appoint the town manager to any non-elective office or position consistent with the responsibilities of the town manager. Before entering upon his or her duties, the town manager shall be sworn to the faithful and impartial performance thereof by the town clerk. The town manager shall not have served in an elected office for the town of Hanover for at least twenty-four months prior to his or her appointment.

4. TERMS OF EMPLOYMENT

a. ADDITIONAL QUALIFICATIONS

The board of selectmen may from time to time establish additional qualifications for the office of town manager. To the extent permitted by law, the terms of the town manager's employment may be the subject of a written agreement between the parties setting forth the length of service, compensation, annual review, vacation, sick leave, benefits, and such other matters, excluding tenure, as are customarily included in an employment contract.

b. COMPENSATION

The board of selectmen shall set the compensation of the town manager, not to exceed the amount appropriated by the town meeting.

SECTION 4. TOWN MANAGER - POWERS AND DUTIES.

The town manager shall be the chief executive officer of the town. The town manager shall be responsible to the board of selectmen for the effective management of all town affairs placed in the town manager's charge by this Act, the board of selectmen, or vote of the town meeting. The town manager shall be responsible for the implementation of town policies established by the board of selectmen. The functions and duties of the town manager shall include, but not be limited to, the following:

A. POWERS OF APPOINTMENT

1. As provided for in this Act, appoint and remove all non-elected department heads, approve the appointment and removal of all other employees except employees of the school department. The town manager shall consult with the appropriate elected or appointed board, commission, committee, or official prior to making such department head appointments or removals. Appointments to such department head positions shall become effective on the twentieth day following the day notice of appointment or removal is filed with the board of selectmen, unless the board of selectmen shall within that twenty (20) day period, by at least a majority vote of the current elected members, vote to reject said appointment or removal, or sooner, by

at least a majority vote of the current elected members, vote to affirm said appointment or removal.

2. Department heads shall, subject to the consent and approval, of the town manager, appoint or remove assistant department heads, officers, subordinates and employees, including employees serving under elected and appointed boards, commissions, committees and officials for whom no other method of selection is provided in this Act, except employees of the school department; provided however, that the department head shall consult with the appropriate elected or appointed board, commission, committee or official prior to making such appointments or removals. The town manager may transfer personnel between departments as needed.
3. All appointments shall be based on merit and fitness alone.
4. Copies of notices of job opportunities and/or appointments shall be posted on the town bulletin board.

B. ADMINISTRATIVE DUTIES

1. Day-to-day supervision of all town departments and direction of the operations of the town. This section shall not apply to employees of the school department and to the statutory responsibilities and functions of the school committee.
2. Supervise, direct and be responsible for the efficient administration of all officers appointed by the town manager and their representative departments, and of all functions for which the town manager is given responsibility, authority or control by this Act, by by-law, by town meeting vote, or by vote of the board of selectmen.
3. Reorganize, consolidate or establish any department or position under the town manager's direction or supervision, at his or her discretion and with the board of selectmen's approval. With the approval of both the board of selectmen and advisory committee, the town manager may transfer all or part of any unexpended appropriation of a reorganized or consolidated department, board or office to any other town department, board or office.
4. Administer, either directly or through a person appointed by him, all provisions of general and special laws applicable to the town including Federal and Massachusetts Emergency Management Agencies' requirements, and by-laws and votes of the town within the scope of his or her duty, and all policy rules and regulations made by the board of selectmen.
5. Establish control and data systems appropriate to monitoring expenditures by town boards and departments to enable the town manager to make periodic reports to the board of selectmen and the advisory committee on the status of the town's finances.

6. Develop and administer a personnel system, including, but not limited to, determination of rates of pay, the development and implementation of an ongoing training program, evaluation process, personnel and hiring policies, practices, and regulations for town employees.
7. Manage and be responsible for all town buildings, properties and facilities, except those under the control of the school committee, parks and recreation department and conservation commission. The town manager may maintain and repair school committee, parks and recreation department, open space committee and conservation commission buildings, properties and facilities if and to the extent the school committee, parks and recreation department, and conservation commission may request and authorize.
8. Attend and participate in all regular and special board of selectmen meetings and town meetings, unless excused therefrom by the board of selectmen.
9. Cause full and complete records of meetings of the board of selectmen to be taken and maintained, and compile reports of the meetings as requested by the board of selectmen.
10. Act as the liaison with and represent the board of selectmen before state, federal and regional authorities.
11. Subject to policy established by the board of selectmen, approve all warrants or vouchers, including payroll warrants, for payment of town funds submitted by the town accountant. Any warrants generated by the town manager shall be signed by the board of selectmen.
12. Approve all grants submitted on behalf of the town.
13. Perform any other duties consistent with his or her office as may be required by by-law or vote of the town or by vote of the board of selectmen.

C. FINANCIAL POWERS AND DUTIES

1. BUDGET

- a. Prepare and submit at a public meeting to the board of selectmen and advisory committee not later than ninety (90) days prior to the annual town meeting a written proposed balanced budget for town government, including the school department, for the ensuing fiscal year.
- b. The proposed budget shall detail all estimated revenues from all sources, and all expenditures, including debt service for the previous, current and ensuing years.

- c. It shall include proposed expenditures for both current operations and capital during the ensuing year, together with estimated revenues and free cash available at the close of the fiscal year, including estimated balances in special accounts.
- d. The town may, by bylaw, establish additional financial reports to be provided by the town manager.
- e. To assist said town manager in preparing the proposed annual budget of revenues and expenditures, all boards, officers, and committees of the town, including the school committee shall, within the timeframe requested by the town manager, furnish all relevant information in their possession and submit to the town manager, in writing and in such form as the town manager shall establish, a detailed estimate of the appropriations required and available funds.

2. COLLECTIVE BARGAINING

- a. Negotiate collective bargaining contracts on behalf of the board of selectmen, which contracts shall be subject to approval, ratification and execution by the board. The board of selectmen may authorize use of additional counsel, as requested by the town manager to assist the town manager in the negotiations at its discretion.
- b. Administer and enforce collective bargaining agreements, and personnel rules and regulations, and by-laws adopted by the town.

3. PROCUREMENT

- a. Act as the chief procurement officer under the provisions of Chapter 30B of the General Laws, responsible for the purchasing of all supplies, materials, and equipment for the town, including the bidding and awarding of all contracts, except for the school department.

SECTION 5. TOWN MANAGER - VACANCY.

A. PERMANENT VACANCY

The board of selectmen shall fill any permanent vacancy in the office of the town manager as soon as feasible in accordance with Section 3 of this Act. Pending the appointment of a town manager or filling of a vacancy, the board of selectmen shall, within a reasonable period of time, not to exceed fourteen (14) days, appoint some other capable person to temporarily perform the duties of the town manager until a permanent replacement is appointed.

B. TEMPORARY ABSENCE OR DISABILITY

1. The town manager may designate by letter filed with the town clerk and board of selectmen a capable officer of the town to perform the duties of town manager during a temporary absence or disability.
2. If the absence or disability exceeds thirty (30) days, any designation by the town manager shall be subject to approval by the board of selectmen. If the town manager fails to make such a designation, or if the person so designated is unable to serve, the board of selectmen may designate some other capable person to perform the duties of town manager.
3. Powers and Duties - The powers and duties of the acting town manager, under (a) and (b) above, shall be limited to matters not permitting of delay and shall include authority to make temporary, emergency appointments or designations to town office or employment, but not to make permanent appointments or designations unless authorized by the board of selectmen.

SECTION 6. TOWN MANAGER – REMOVAL; SUSPENSION.

The board of selectmen may terminate and remove or suspend the town manager by the majority vote of the entire board of selectmen. Prior to any such termination, removal, or suspension exceeding five (5) days, notice shall be given and reasons for the proposed action shall be provided in writing to the town manager, and an opportunity shall be provided for the town manager to meet with the board of selectmen and respond to those reasons. After such meeting, if any, the board of selectmen may act by majority vote of the entire board of selectmen to terminate, remove or suspend the town manager.

SECTION 7. DEPARTMENT OF PUBLIC WORKS.

- A. There shall remain an elected board of public works, hereinafter called the board, consisting of three (3) members serving three year staggered terms.
- B. The superintendent of public works and town manager shall consult with the board of public works for the purpose of receiving advice and assistance in the development of policy guidelines for the operation of the department of public works, and the board of public works shall perform such other advisory functions related to the department of public works as the town manager or superintendent may request.
- C. The authority of the special act, Chapter 39 of the Acts of 1930 creating the water commissioners is hereby assumed by the town manager, except that changes in water rates must be approved by the board of selectmen. The vote of the town at the 1972 town election adopting the provisions of sections 69C to 69F, inclusive of chapter 41 of the General Laws is hereby rescinded.

SECTION 8. TRANSITION PROVISIONS.

A. ADDITION TO BOARD OF SELECTMEN

At an annual election following the effective date of this Act, two (2) additional selectmen shall be elected one (1) to a term expiring at the town election in the third year following the election at which this Act was approved and one (1) to a term expiring at the town election in the second year following the election at which this Act was approved. Thereafter, as the terms of selectmen expire, successor shall be elected for terms of three (3) years.

B. TOWN ADMINISTRATOR

The position of town administrator shall be abolished upon the assumption of office by the town manager. Should the position become vacant prior to the town manager assuming the duties of the office, the board of selectmen may appoint an acting town administrator to serve until the assumption of the duties of office by the town manager.

SECTION 9. EFFECTIVE DATE.

This Act shall take effect upon its passage by the general court.

This Act shall be submitted for acceptance to the voters of the town of Hanover at an annual town election held following its approval at an annual town meeting in the form of the following question which shall be placed on the official ballot to be used at said election: Shall an act entitled “AN ACT ESTABLISHING A TOWN MANAGER FORM OF GOVERNMENT FOR THE TOWN OF HANOVER” be accepted?

and to authorize the Board of Selectmen to act on behalf of the town relative to any inquiries and minor changes made by the general court concerning the proposed Act.”,

or take any other action relative thereto.

Town Manager Study Committee

Anticipated main motion – We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Town Manager Study Committee.

ARTICLE 19. To see if the Town will hear the report of the Energy Advisory Committee and vote to raise and appropriate, or appropriate from available funds, such sums of money to budget and pay for the operation and expenses to continue the activities of the Energy Advisory Committee for the year July 1, 2009 to June 30, 2010, inclusive, or take any other action relative thereto.

Energy Advisory Committee
Board of Selectmen

We move that the Town vote to hear the report of the Energy Advisory Committee and vote to appropriate the sum of \$2,500 from the Undesignated Fund Balance to continue the activities of the Energy Advisory Committee for the year July 1, 2009 to June 30, 2010. Said funds to be expended at the direction of the Board of Selectmen and the Energy Advisory Committee.

ARTICLE 20. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$25,000, or another sum, for the purchase of a special needs van, purchasing and equipping to be at the direction of the School Committee which is authorized to trade-in or sell a vehicle or take any other action relative thereto.

Hanover School Committee

We move that the Town vote to appropriate the sum of \$25,000 from the Undesignated Fund Balance, to purchase a special needs van and to authorize the trade-in or sale of a 2004 van. Said funds to be expended at the direction of the School Committee.

ARTICLE 21. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$65,000, or another sum, for the purchase of computers, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town vote to appropriate the sum of \$65,000 from the Undesignated Fund Balance to purchase and originally equip new school computers. Said funds to be expended at the direction of the School Committee.

ARTICLE 22. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance or to borrow in accordance with Massachusetts General Laws or any other enabling act, the sum of \$51,000, or any other sum, to purchase EMS software and associated hardware. Said funds to be expended at the direction of the Board of Selectmen and the Fire Chief, or take any other action relative thereto.

Fire Department
Board of Selectmen

We move that the Town vote to appropriate the sum of \$51,000 from the Ambulance Fund to purchase EMS Software and associated hardware. Said funds to be expended at the direction of the Fire Chief and the Board of Selectmen.

ARTICLE 23. To see if the Town will increase the present demand fee on delinquent bills from \$5.00 to \$10.00, or take any other action relative thereto.

Town Collector

We move that the Town of Hanover charge for each written demand by the collector a fee of \$10.00 to be added to and collected as part of the tax, as authorized by Massachusetts General Laws Chapter 60, Section 15, effective June 1, 2009.

ARTICLE 24. To see if the Town will vote, pursuant to Article 6-18 of the Hanover General Bylaws, as amended at the May 2008 Annual Town Meeting, to approve an increase in fees for applications to the Hanover Planning Board with an effective date of July 1, 2009, in accordance with the following table, and to allow the Department of Municipal Inspections and Planning Board to update the Fee Schedule on file with the Town Clerk (dated “ As of May 22nd, 2007”) accordingly, or to see if the Town will vote to take any action relative thereto:

Definitive Subdivision	change from “\$500.00 (<i>per buildable lot</i>)” to “\$1000.00 (<i>per buildable lot</i>)”
Site Plan Review	change from “\$1,000.00 (<i>filing</i>)” to “\$2,000.00 (<i>filing</i>)”
Special Permit(s)	change from “\$250.00 (<i>Per Special Permit</i>)” to “\$500.00 (<i>Per Special Permit</i>)”

Planning Board

We move that the Town vote to accept this article as written.

ARTICLE 25. To see if the Town will vote to amend the action taken under Article 37 of the Warrant at the May 3, 2005 Annual Town Meeting, which action authorized the borrowing of \$3,100,000 to pay costs of planning, design, project management, site survey work and applicable fees to address the building and educational deficiencies of Hanover High School, Center School and Sylvester School, including the payment of all other costs incidental and related thereto, so as to also permit the expenditure of amounts appropriated and authorized to be borrowed thereunder, to pay any and all costs of the Hanover High School project, including without limitation, costs of constructing, reconstructing, originally equipping and furnishing such facility, or to take any other action relative thereto.

Board of Selectmen

We move that the Town vote to amend in its entirety the vote adopted under Article 37 of the warrant of the 2005 Annual Town Meeting to read as follows:

We move that the Town vote to appropriate the sum of \$3,100,000 to continue

the next phase of planning which includes design work, project management, site survey and applicable fees to address the building and educational deficiencies of Hanover High School, Center School and Sylvester School; to pay any and all costs of the Hanover High School project, including without limitation, costs of constructing, reconstructing, originally equipping and furnishing such facility and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow not exceeding \$3,100,000 under and pursuant to Chapter 44, Section 7(21) and 7(3A) of the General Laws, or pursuant to any other enabling authority and to issue bonds or notes of the Town therefor. Said funds to be expended under the direction of the School Building Needs Committee, School Committee, and School Administration.

ARTICLE 26. To see if the Town will vote to revise only the following sections of the Town of Hanover Wetlands Protection Bylaw #6-14 to maintain continuity with the Massachusetts Wetlands Protection Act c.131 §40 and it's Regulations 310 CMR 10.00 as follows:

1. Section V. *Notice and Hearings* paragraph three, first sentence- after “*determination in writing*” **add: “within 21 days of receipt of a complete RDA application and”** and after “*within 21 days of the close of a public hearing*” **add: “for an NOI or ANRAD application,”**
2. Section VI. *Coordination with Other Boards* paragraph one, first sentence- after “*pertains to property within*” **delete: “300 feet” and replace with: “100 feet”.**
3. Section VII. *Permits and Conditions* paragraph eight (8), third sentence- after “*Any permit*” **delete: “may be renewed once for an additional one-year period provided that the request for a renewal is received in writing by the Commission prior to expiration.” and replace with: “may be renewed for one or more periods of up to three years provided that the request for a renewal is received in writing by the Commission no less than 30 days prior to the expiration date of the corresponding permit.”**

or take any other action relative thereto.

Conservation Commission

Anticipated main motion - We move that the town accept the revisions to the Wetlands Protection Bylaw as printed in the warrant.

The Advisory Committee supports the motion presented by the Conservation Commission.

ARTICLE 27. To see if the Town will add the following to the By-Laws as 4-22:

All members of appointed Boards, Commissions, and Committees must be currently registered voters in the Town of Hanover; able to regularly and in person attend meetings of the Board, Commission, or Committee to which they are appointed; and willing to fully participate in the work of the Board, Commission, or Committee of which they are members, or take any other action relative thereto.

By-Law Review Committee

Anticipated main motion – We move that the Town vote to accept the article as printed in the warrant.

The Advisory Committee supports the motion as presented by the By-Law Review Committee.

ARTICLE 28. To see if the Town will add the following to the By-Laws as 3-3 Moderator. Section 1:

Town Moderator

Each Town Meeting will be presided over by a Moderator whose powers and duties are defined in MGL Chapter 39 Section 15, Moderator; powers and duties.

or take any other action relative thereto.

By-Law Review Committee

Anticipated main motion – We move that the Town vote to accept the article as printed in the warrant.

The Advisory Committee supports the motion as presented by the By-Law Review Committee.

ARTICLE 29. To see if the Town will vote to approve the following new addition to the Town Bylaws as 3-3 Moderator. Section 2:

Vice-Moderator

At each Annual Town Meeting, the Moderator shall nominate a Vice-Moderator to serve with all the powers and duties of the Moderator when the Moderator is absent, has recused him/herself, or when there is a vacancy mid-term in the office of Moderator. The nominated Vice-Moderator must be elected by a majority of voters present at the Annual Town Meeting, or take any other action relative thereto.

By-Law Review Committee

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 30. To see if the Town will add the following to the By-Laws as 4-23:

Board of Assessors

There shall be an elected Board of Assessors with three members constituted according to MGL Chapter 41: Section 24, Assessors: Number, method of selection; tenure; and with duties and responsibilities shown in MGL Chapter 59: Assessment of Local Taxes, or take any other action relative thereto.

By-Law Review Committee

Anticipated main motion – We move that the Town vote to accept this article as printed in the warrant.

The Advisory Committee supports the motion as presented by the By-Law Review Committee.

ARTICLE 31. To see if the Town will amend 4-1 Advisory Committee. Section 3 of the By-Laws: by adding the words, “in the Town Meeting Warrant Report” at the end of the last paragraph. The paragraph will read:

After due consideration of each article in the warrants submitted to it, the Committee shall report thereon to the Town Meeting such recommendations as it deems for the best interest of the town. Its recommendations shall be printed in the Town Meeting Warrant Report, or take any other action relative thereto.

By-Law Review Committee

Anticipated main motion – We move that the Town vote to accept this article as printed in the warrant.

The Advisory Committee supports the motion as presented by the By-Law Review Committee.

ARTICLE 32. To see if the Town will vote to allow alternate uses, as approved by the Board of Selectmen, of the Town property on Assessors Map 51 lot 15 located at the corner of Summer Street and Circuit Street, originally purchased under the authority of Article 1 of the September 26, 1994 Special Town Meeting by the Fire Station Building and Reconstruction Committee and the Board of Selectmen as part of a Phase III recommendation to construct a Fire Station thereon, or take any other action relative thereto.

Board of Selectmen

Board of Selectmen to make main motion.

Anticipated main motion – We move that the Town authorize the Board of Selectmen to allow alternate uses of the Town property on Assessors Map 51 lot 15 located at the corner of Summer Street and Circuit Street for such period of time as the Board deems appropriate, including the authorization by the Board of Selectmen of the use by the Park and Recreation for a period of up to three (3) years.

ARTICLE 33. To see if the Town will vote to amend the Zoning By-Laws of the Town, to allow additional uses by Special Permit in the Water Resource Protection District in the manner described below, or, to see if the Town will vote to take any action relative thereto:

to amend Section 6.840.J as follows:

Section 6.840.J – Reserved for future use.

to amend Section 6.840.Y as follows:

Section 6.840.Y - Commercial establishments for printing or photographic processing..

to add a new Section 6.860.B.10 as follows:

Section 6.860.B.10 – Hairdressing, Beauty shops, and Photocopy centers

By Petition:
Megan Rodriguez
Paula Rodriguez
Harry Dunn
Robert Dugas
Chris Glynn

Planning Board to make main motion.

Anticipated main motion - We move that the Town vote to amend the Zoning Bylaw for the Town of Hanover, Section 6.840.Y. by deleting the text of said section in its entirety and replacing said text with “Commercial establishments for printing, or photographic processing.” and by adding a new subsection 6.860.B.10., which shall read “Photocopy Centers.

ARTICLE 34. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact special legislation establishing the Interchange Improvement District, a body politic and corporate, comprised of the land shown in the Town of Hanover Assessors’ records identified as Assessor’s Map 04-001, 05-040, 05-038, 05-085, 11-001, 11-004, 11-005, 11-006, 11-009, 11-013, 11-014, 11-079, 11-080, 11-081, 11-082,

11-083, 11-084, 11-085, 11-086, 11-087, 11-091, 11-092, 11-093, 11-094, 11-095, 11-096, 11-097, 11-106, 11-141, 11-143, 11-147, 11-148, 11-150, 11-151, 17-079, and which will assume all financial liability for the capital and operating costs associated with certain existing, proposed and future public improvements within the boundaries of the District, and be empowered to acquire, lay, construct, maintain, improve and operate capital improvements to be owned by the District, the Town, the Commonwealth or any other political subdivision or public instrumentality of the Commonwealth, such as, but not limited to, storm drainage systems, sewage treatment plants, sewers, water and well systems, roads, bridges, culverts, tunnels, streets, sidewalks, lighting, traffic lights, signage and traffic control systems, parking, including garages, public safety and public works buildings, parks, landscaping of public facilities, recreational facilities, transportation stations and related facilities, shuttle transportation equipment, fiber and telecommunication systems, facilities to produce and distribute electricity, including alternate energy sources such as co-generation, wind and solar installations, (collectively referred to hereafter as the “improvements”) and finance, refinance, or reimburse the cost of the design, acquisition, construction or maintenance of the improvements, and assess and raise revenues for community development purposes including the design, construction, acquisition, operation and maintenance of the improvements in the manner as the Prudential Committee of the District may determine is in the best interest of the district; to borrow funds for capital improvements and to assess betterments, assessments and fees in relation thereto, and to support operating expenses, to enter into such contracts as may be necessary to carry out the purposes of the District, and to exercise such additional powers as shall be defined in the special act, a summary of which, including the District boundaries, is available at the office of the Town Clerk; provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and authorizing the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto.

Board of Selectmen

Board of Selectmen to make main motion.

Advisory Committee’s recommendation to be made at Town Meeting.

ARTICLE 35. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact special legislation establishing the Planned Shopping Center Improvement District, a body politic and corporate, comprised of the land shown in the Town of Hanover Assessors’ records identified as Assessor’s Map 11-026, 11-030, 12-001, 12-003, 18-004, 18-007, 18-009, 18-013, 18-015, 18-016, 18-022, and which will assume all financial liability for the capital and operating costs associated with certain existing, proposed and future public improvements within the boundaries of the District, and be empowered to acquire, lay, construct, maintain, improve and operate capital improvements to be owned by the District, the Town, the Commonwealth or any other political subdivision or public instrumentality of the Commonwealth, such as, but not

limited to, storm drainage systems, sewage treatment plants, sewers, water and well systems, roads, bridges, culverts, tunnels, streets, sidewalks, lighting, traffic lights, signage and traffic control systems, parking, including garages, public safety and public works buildings, parks, landscaping of public facilities, recreational facilities, transportation stations and related facilities, shuttle transportation equipment, fiber and telecommunication systems, facilities to produce and distribute electricity, including alternate energy sources such as co-generation, wind and solar installations, (collectively referred to hereafter as the “improvements”) and finance, refinance, or reimburse the cost of the design, acquisition, construction or maintenance of the improvements, and assess and raise revenues for community development purposes including the design, construction, acquisition, operation and maintenance of the improvements in the manner as the Prudential Committee of the District may determine is in the best interest of the district; to borrow funds for capital improvements and to assess betterments, assessments and fees in relation thereto, and to support operating expenses, to enter into such contracts as may be necessary to carry out the purposes of the District, and to exercise such additional powers as shall be defined in the special act, a summary of which, including the District boundaries, is available at the office of the Town Clerk; provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and authorizing the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto.

Board of Selectmen

Board of Selectmen to make main motion.

Advisory Committee’s recommendation to be made at Town Meeting.

ARTICLE 36. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to enact special legislation establishing the Hanover Village Improvement District, a body politic and corporate, comprised of the land shown in the Town of Hanover Assessors’ records identified as Assessor’s Map 39 Lot 12, Lot 15, Lot 20, Lot 47, and Map 31 Lot 23, and Map 38 Lot 6, and which will assume all financial liability for the capital and operating costs associated with certain existing, proposed and future public improvements within the boundaries of the District, and be empowered to acquire, lay, construct, maintain, improve and operate capital improvements to be owned by the District, the Town, the Commonwealth or any other political subdivision or public instrumentality of the Commonwealth, such as, but not limited to, storm drainage systems, sewage treatment plants, sewers, water and well systems, roads, bridges, culverts, tunnels, streets, sidewalks, lighting, traffic lights, signage and traffic control systems, parking, including garages, public safety and public works buildings, parks, landscaping of public facilities, recreational facilities, transportation stations and related facilities, shuttle transportation equipment, fiber and telecommunication systems, facilities to produce and distribute electricity, including alternate energy sources such as co-generation, wind and solar installations, (collectively referred to hereafter as the “improvements”) and finance, refinance, or reimburse the cost of the design, acquisition, construction or maintenance of

the improvements, and assess and raise revenues for community development purposes including the design, construction, acquisition, operation and maintenance of the improvements in the manner as the Prudential Committee of the District may determine is in the best interest of the district; to borrow funds for capital improvements and to assess betterments, assessments and fees in relation thereto, and to support operating expenses, to enter into such contracts as may be necessary to carry out the purposes of the District, and to exercise such additional powers as shall be defined in the special act, a summary of which, including the District boundaries, is available at the office of the Town Clerk; provided that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and authorizing the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of the petition, or take any other action relative thereto.

By Petition:
James Rodriguez
Megan Rodriguez
Paula Rodriguez
Harry Dunn
Robert Dugas

Advisory Committee’s recommendation to be made at Town Meeting.

ARTICLE 37. To see if the Town will hear the report of the Sign Bylaw Committee and vote to continue the Sign Bylaw Study Committee for another year to complete their review and revision of the bylaw and to make recommendations at the next Annual Town Meeting of such recommended revisions, or take any other action relative.

Sign Bylaw Committee

Anticipated main motion – We move that the Town vote to continue the Sign Bylaw Study Committee for another year and direct them to make recommendations at the next Annual Town Meeting.

The Advisory Committees supports the motion presented by the Sign Bylaw Review Committee.

ARTICLE 38. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Section 7 (Dimensional Regulations) by adding a new subsection 7.670 as follows:

7.670 All fences and corrals meant for animal or livestock containment shall meet the front, side and rear setback requirements for structures under the Zoning Bylaw in the

applicable Zoning District, as defined in Table 7-1 of Section 7. Said setback shall be measured from any part of the fence to the nearest property line. This provision shall not apply to fences utilized for the containment of household pets such as dogs and cats.

Board of Selectmen

Planning Board to make main motion.

We move that the Town vote to amend the Zoning Bylaw for the Town of Hanover, Section 7 (Dimensional Regulations) by adding a new subsection 7.670, which shall read “All fences and corrals meant for animal or livestock containment shall maintain a setback of twenty (20) feet from any part of the fence to the nearest property line. This provision shall not apply to fences utilized for the containment of household pets such as dogs and cats.

ARTICLE 39. To see if the Town will add the following to Bylaw 4-8 Board of Health: The Board of Health in Hanover Massachusetts shall consist of five members. Three members shall be elected by vote at town elections. Elected terms shall be three years and staggered on three-year cycles. Two members shall be appointed by the town moderator to compliment/suppliment the elected members in areas requiring specific technical/medical/professional expertise.

The Board of Selectmen shall inform the moderator in writing of desired qualifications. The moderator shall appoint members to address these stated needs. Appointed members shall serve two-year terms.

By Petition:
Donald L. White
Andrew C. Parisi
David F. Parisi
Catherine E. Dennehy
Lynn White

Petitioner to make main motion.

Advisory Committee’s recommendation to be made at Town Meeting.

ARTICLE 40. To see if the Town will vote to amend the General Bylaws for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

by deleting the text of Section 4-8, entitled “Board of Health,” in its entirety and replacing said text with the following:

4-8 Board of Health

There shall be a Board of Health consisting of three elected members serving staggered three-year terms. The Board of Health shall exercise powers and perform duties in accordance with Massachusetts General Laws, Chapter 111, Sections 26-32, and shall adopt regulations as it deems necessary for public health and safety including but not limited to application requirements, filing procedures, design standards, and inspection requirements for the installation of Title V septic systems, and food related permits and shall hold health clinics as deemed necessary, or take any other action relative thereto.

Board of Health

Board of Health to make main motion.

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 41. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Section 9.020, by deleting the text thereof in its entirety and replacing said text with the following:

9.020 Planned Shopping Center District: Notwithstanding the provision of any other part of this Bylaw to the contrary, where the gross floor area of retail uses on a lot in the Planned Shopping Center District exceeds two hundred thousand (200,000) square feet, there shall be provided one (1) parking space per three hundred (300) square feet of gross floor area. Each parking space shall be a minimum of nine (9) feet in width by twenty (20) feet in length unless it is shown to the satisfaction of the Special Permit Granting Authority that smaller spaces are appropriate and adequate in specific cases. There shall be a minimum of two hundred and eighty (280) square feet of net standing and maneuvering area for each such space, exclusive of loading and service areas. Areas contained within a decked or covered parking garage shall not be considered gross floor area for purposes of this Section.

Route 53 Study Committee
Board of Selectmen
Planning Board

Planning Board to make main motion.

Anticipated motion - We move that the Town vote to accept Article 41 as printed in the Town Meeting Warrant.

ARTICLE 42. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, by adding a new Section 6.13.0 as follows:

6.13.0 – BODY ART ESTABLISHMENTS

6.13.1 Purpose and Intent:

- A. It is the purpose of this section to regulate the application of Body Art within the Town of Hanover and to provide for the health, safety, interest and general welfare of the citizens of Hanover.

6.13.2 Definitions:

Body Art: The practice of physical body adornment by permitting establishments and practitioners using, but not limited to, the following techniques: body piercing (excluding piercing of the earlobe with a pre-sterilized single-use stud-and-clasp system manufactured exclusively for ear piercing), tattooing, cosmetic tattooing, branding, and scarification. This definition does not include practices that are considered medical procedures by the Massachusetts Board of Registration in Medicine, such as implants under the skin, which are prohibited.

Body Art Establishment: A location, place, or business that has been granted a Special Permit by the Planning Board, whether public or private, where the practices of Body Art are performed, whether or not for profit.

6.13.3 Special Permit Required:

- A. A Body Art Establishment shall only be permitted in the Town of Hanover within the Adult Use District (as described in Section 3.120.E.), subject to issuance of a Special Permit under this Section, and provided the proposed use complies with all Dimensional Requirements of Section 7 (Dimensional Regulations) and Section 10 (Site Plan Approval), as applicable.
- B. For the purposes of this Section, the Planning Board shall be the Special Permit Granting Authority (SPGA). The SPGA may grant a Special Permit only if it finds that the proposed use complies with the provisions of this bylaw and is consistent with the applicable criteria for granting Special Permits.

6.13.4 Additional Dimensional Requirements for Body Art Establishments:

- A. Each Body Art Establishment shall be located within eight hundred (800) feet of any other Body Art Establishment.
- B. No Body Art Establishment shall be located within three hundred feet of the Residence A Zoning District.

6.13.5 Additional Requirements & Provisions for Body Art Establishments:

- A. Body Art Establishments shall not be considered a Home Occupation as defined in Section 2.100.
- B. Body Art Establishment shall not be located in any residence or in any establishment where liquor is sold or consumed or as an accessory use to any other use permitted in this Bylaw.
- C. Body Art Establishments shall in no case operate between the hours of 10:00 p.m. and 10:00 a.m.
- D. Notwithstanding any other section of the Bylaw, Body Art Establishments shall provide for a minimum of two parking spaces.
- E. Body Art Establishments shall comply with all provisions of the Hanover Sign Bylaw.
- F. Body Art Establishments shall not be operated without a valid permit from the Board of Health.
- G. All exterior building openings, entries and windows shall be screened in such a manner as to prevent the public's view of the interior from any public or private way or from any abutting property.
- H. No Body Art Establishment may have any flashing lights visible from the exterior of the premises.
- I. Exterior signs shall identify the name of the establishment but shall not contain any other advertisement or information.

Planning Board

Planning Board to make main motion.

Anticipated motion - We move that the Town vote to accept Article 42 as printed in the Town Meeting Warrant.

ARTICLE 43. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, by adding a new Section 6.14.0 as follows:

6.14.0 – WIND ENERGY FACILITIES

6.14.1 Purpose and Intent:

- A. It is the express purpose of this bylaw to accommodate large distributed generation, wind energy conversion facilities, hereinafter referred to as a wind turbine(s), in appropriate locations, while minimizing any adverse visual, safety and environmental impacts of the facilities. The bylaw enables the review of wind turbines by the town's Zoning Board of Appeals in keeping with the Town's existing bylaws. This bylaw is intended to be used in conjunction with other regulations adopted by the Town, including site plan review and other local bylaws designed to encourage appropriate land use, environmental protection, and provision of adequate infrastructure development in Hanover.

6.14.2 Definitions:

Wind Turbine: Any device that converts kinetic energy of the wind into rotational energy to drive an electrical generator, regardless of size. A wind turbine typically consists of a rotor, nacelle and supporting tower.

Nacelle: The frame and housing at the top of the tower that encloses the gearbox and generators and protects them from the weather.

Wind Energy Conversion Facility: All equipment, machinery and structures utilized in connection with the conversion of wind to electricity. This includes, but is not limited to, all transmission, storage, collection and supply equipment, substations, transformers, site access, service roads and machinery associated with the use. A wind energy conversion facility may consist of one or more wind turbines.

6.14.3 Special Permit & Site Plan Approval Required:

- A. The construction of any wind turbine in the Town of Hanover shall be permitted in all zoning districts, subject to issuance of a Special Permit under this Section, and provided the proposed use complies with all Dimensional Requirements of Section 7 (Dimensional Regulations) and Section 10 (Site Plan Approval), except where alternative requirements are specified herein.
- B. For the purposes of this Section, the Zoning Board of Appeals (ZBA) shall be the Special Permit Granting Authority (SPGA). The SPGA may grant a Special Permit only if it finds that the proposed use complies with the provisions of this bylaw and is consistent with the applicable criteria for granting Special Permits.

6.14.4 Dimensional Requirements for Wind Turbines:

- A. Notwithstanding the requirements of Section 7 (Dimensional Regulations) wind turbines shall have a maximum height of three hundred and fifty (350) feet, as measured from the pre-construction grade to the highest point reached by the nacelle. The SPGA may allow this height to be exceeded as part of the Special Permit process if the project proponent can demonstrate that the additional

height is needed and that the additional benefits of the higher tower outweigh any adverse impacts.

- B. All free-standing wind turbines shall be of monopole design. No lattice style towers or guyed towers shall be allowed or permitted.
- C. All roof-top mounted wind turbines or similar uses shall not extend more than ten (10) feet in height above the line of the roof of the existing structure, shall be painted so as to blend with the existing structure; shall be screened to whatever extent possible so as to minimize visibility from abutting properties and ways; and

6.14.5 Setback & Buffers for Wind Turbines:

- A. Each wind energy conversion facility and its associated equipment shall comply with the building setback provisions of the zoning district in which the facility is located. In addition, in order to ensure public safety and to protect the interest of neighboring property owners, the minimum distance from the base of any wind turbine tower to any property line in a residential district, shall be equal to the total height of the turbine to the highest point.
- B. No free-standing wind turbine shall be constructed within one hundred and fifty (150) feet of any existing or proposed structure except for structures accessory to said tower.

6.14.6 Additional Requirements for Wind Turbines:

- A. All wind turbines shall comply with all applicable federal, state and local requirements for such facilities, including electrical, construction, noise, safety, environmental and communications requirements.
- B. The proponent shall demonstrate through project siting and proposed mitigation that the wind turbine minimizes any impact on the visual character of surrounding neighborhoods and the community; this may include, without limitation, information regarding site selection, turbine design, buffering, lighting and cable layout.
- C. Wind turbines shall be painted a non-reflective and non-glare color, which shall be approved by the SPGA.
- D. Wind turbine(s) shall be lighted only if required by the Federal Aviation Administration (FAA). The proponent shall provide a copy of the FAA's determination to establish the required marking and /or lights for the structure.
- E. Lighting of equipment structures and any other facilities on site (except lighting) required by the FAA shall be shielded from abutting properties.

- F. Signs on the facility shall be limited to those needed to identify the property and the owner and warn of any danger; and educational signs providing information on the technology and renewable energy usage. All signs shall comply with the requirements of the Town's Sign Bylaw unless relief is granted by the SPGA.
- G. Wind turbines shall be designed to minimize land clearing and fragmentation of open space areas and shall avoid permanently protected open space when feasible. Wind turbines should be sited to make use of previously developed areas wherever possible. Wind turbines facilities shall also be located in a manner that does not have significant negative impacts on rare species in the vicinity (particularly avian species, bats, etc.) as may be applicable law.
- H. The wind turbine and associated equipment shall conform with Massachusetts noise regulations (310 CMR 7.10). An analysis prepared by a qualified engineer shall be presented to demonstrate compliance with these noise standards and shall be consistent with Massachusetts Department of Environmental Protection guidance for noise measurement.
- I. Wind turbines shall be sited in a manner that does not result in significant shadowing or flicker impacts. Applicant must demonstrate that this effect does not have significant adverse impact on adjacent uses through siting.

6.14.7 Use of Wind Turbines by Telecommunications Carriers:

Notwithstanding Section 6.900 or any other bylaw to the contrary, wind turbines may be used to locate telecommunications antennas, subject to applicable law governing such uses and structures, and subject to the following additional requirements:

- A. All ground-mounted telecommunications equipment shall be located in either a shelter, within the wind turbine tower or otherwise screened from view year-round (either through effective landscaping or existing natural vegetated buffers);
- B. Antennas shall be flush-mounted to be in keeping with the design of the wind turbine tower; and;
- C. All cabling associated with the personal wireless facility shall be contained within the tower structure or enclosed within a conduit painted to match the turbine mount.
- D. Unless otherwise provided for herein, all telecommunications antennas shall be in accordance with Section 6.950 (Wireless Telecommunications Antenna Regulations) with approval granted by the Zoning Board of Appeals.

Planning Board to make main motion.

Anticipated motion - We move that the Town vote to accept Article 43 as printed in the Town Meeting Warrant.

ARTICLE 44. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Section 2.100, entitled "Definitions" by adding the following definition after "Area of Influence" and before "Automobile Dealership":

Assisted Living Facilities: A Structure or structures containing dwelling units for persons in need of assistance with activities of daily living, as defined and regulated by Chapter 19D of the Massachusetts General Laws.

Amend the Hanover Zoning Bylaw, Section 6.320 by adding the following additional use within the Planned Shopping Center District by Special Permit from the Planning Board as item B. following item A. thereunder:

- B. Assisted Living Facilities

Route 53 Study Committee
Board of Selectmen
Planning Board

Planning Board to make main motion.

Anticipated motion - We move that the Town vote to accept Article 44 as printed in the Town Meeting Warrant.

ARTICLE 45. To see if the Town will vote to amend the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Table 7-1 under Section 7, entitled "Dimensional Regulations" by deleting the text of item 2 thereunder in its entirety and replacing said text with the following:

- 2. Except in the Planned Shopping Center District any portion of a lot which is located in a wetlands resource area or in a Well Protection Zone shall not be used to meet any of the dimensional regulations of Section 7, except that ten percent (10%) of that area of the lot which is located within the 200 foot riverfront area may be utilized to meet the Lot Area requirements of said Section 7.

Route 53 Study Committee

Planning Board to make main motion.

Anticipated motion - We move that the Town vote to accept Article 45 as printed in the Town Meeting Warrant.

ARTICLE 46. To see if the Town will vote, pursuant to Chapter 169 of the Acts of 2008, to adopt the so-called “stretch energy code,” Appendix 120AA of the State Building Code (7th edition) as published by the State Board of Building Regulations and Standards, and require all new residential construction over 3,000 square feet and all new commercial and industrial real estate construction within the Town of Hanover to minimize, to the extent feasible, the life-cycle cost of the facility by utilizing energy efficiency, water conservation and other renewable or alternative energy technologies pursuant to said “stretch energy code.”

By Petition:
Margaret R. Hoffman
Larry Quinzani
Linda Kakulski
Todd Wakefield
Meredith Conrad

Petitioner to make main motion.

Advisory Committee’s recommendation to be made at Town Meeting.

ARTICLE 47. To see if the Town will vote, pursuant to Chapter 169 of the Acts of 2008, to provide for the as-of-right siting of renewable or alternative energy research and development facilities, and renewable or alternative energy manufacturing facilities within the Fireworks District by amending the Zoning Bylaw for the Town in the manner described below, or, to see if the Town will vote to take any action relative thereto:

Amend the Hanover Zoning Bylaw, Section 2.100 by inserting the following definition after “Pre-Existing” and before “Retreat Lot”:

Renewable Energy: (i) resources whose common characteristic is that they are nondepletable or are naturally replenishable but flow-limited; or (ii) existing or emerging non-fossil fuel energy sources or technologies, which have significant potential for commercialization in New England and New York, and shall include the following: solar photovoltaic or solar thermal electric energy; wind energy; ocean thermal, wave, or tidal energy; geothermal; fuel cells; landfill gas; waste-to-energy which is a component of conventional municipal solid waste plant technology in commercial use; naturally flowing water and hydroelectric; and low emission advanced biomass power conversion technologies using such fuels such as wood, by-products or waste from agricultural crops,

food or animals, energy crops, biogas, liquid biofuel including but not limited to biodiesel, organic refuse-derived fuel, or algae; provided, however, that renewable energy supplies shall not include coal, oil, natural gas except when used in fuel cells, and nuclear power.

Amend the Hanover Zoning Bylaws, Section 6.605 by adding a subsection B as follows:

B. Renewable or alternative energy research and development facilities, and renewable or alternative energy manufacturing facilities, subject to Site Plan Review by the Planning Board, pursuant to Section 10 (Site Plan Approval) and subject to the dimensional requirements of Section 7 (Dimensional Regulations). Said Site Plan Approval shall be an “expedited” application and permitting process under which said facilities may be sited within one (1) year from the date of initial application to the date of final approval by the Planning Board. For the purposes of this section Renewable Energy shall be as defined in Section 2.100.

By Petition:
Margaret R. Hoffman
Larry Quinzani
Linda Kakulski
Todd Wakefield
Meredith Conrad

Petitioner to make main motion.

Anticipated motion - We move that the Town vote to accept Article 47 as printed in the Town Meeting Warrant.

ARTICLE 48. To see if the Town will vote to authorize the Board of Selectmen and the Board of Public Works to accept such sums of money as may be distributed by the Commonwealth of Massachusetts through the Chapter 90 highway grant program, so-called, funds to be expended by the Board of Selectmen and the Board of Public Works in accordance with the guidelines and requirements of the Massachusetts Highway Department, or take any other action relative thereto.

Board of Selectmen
Board of Public Works

We move that the Town vote to authorize the Board of Selectmen and the Board of Public Works to accept Chapter 90 Highway Funds as distributed by the Commonwealth of Massachusetts. Said funds to be expended at the direction of the Board of Selectmen and the Board of Public Works in accordance with the guidelines and requirements of the Massachusetts Highway Department.

ARTICLE 49. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General

Laws the sum of \$200,000, or another sum, to perform road maintenance and reconstruction of all types of various streets including roadway, drainage systems, sidewalks, curbing, signs, pavement markings, shoulder improvements, and related structures in accordance with town's ongoing pavement management program, said funds to be expended at the direction of the Board of Public Works, or to take any other action relative thereto.

Board of Public Works

We move that the town not accept this article and take no further action.

ARTICLE 50. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$26,000, or another sum, to purchase and equip a cold planer attachment for the DPW's multi-tool tractor, said purchase to be done at the direction of the Board of Public Works, or to take any other action relative thereto.

Board of Public Works

We move that the town not accept this article and take no further action.

ARTICLE 51. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$33,000, or another sum, to purchase and equip a 4x4 pickup truck with plow, said purchase to be done at the direction of the Board of Public Works who is authorized to sell or make appropriate trade-ins, or to take any other action relative thereto.

Board of Public Works

We move that the Town not accept this article and take no further action.

ARTICLE 52. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$60,000, or another sum, to purchase and replace filter media at the Pond Street Water Treatment Plant, said purchase to be done at the direction of the Board of Public Works, or to take any other action relative thereto.

Board of Public Works

We move that the Town vote to appropriate the sum of \$60,000 from Water Revenues to purchase and replace the filter media at the Pond Street Water Treatment Plant. Said funds to be expended by the Board of Public Works.

ARTICLE 53. To see if the Town will vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 82A, Section 2, to designate the Superintendent of the Department of Public Works and the Building Commissioner as the Town's officers to issue permits for

the purpose of creating a trench as that term is defined by M.G.L. Chapter 82A, Section 4 and 520 Code of Massachusetts Regulations (CMR) 14.00, and further to amend Article VI of the General Bylaws of the Town in the manner described below, or to see if the Town will vote to take any action relative thereto:

to adopt, and add as a new Section 6-27 the following:

Pursuant to Massachusetts General Laws (M.G.L.) Chapter 82A, Section 2, no person shall, except in an emergency, make a trench excavation, in any public way, public property, or privately owned land until a permit is obtained from the Town as follows:

- A) From the Superintendent of the Department of Public Works for any such work which is located within a public or private way or requires a street opening permit within the Town.
- B) From the Building Commissioner for any such work which is located on public or privately owned property including residential or commercially zoned land within the Town.
- C) A blanket permit may be issued by either the Superintendent of the Department of Public Works or Building Commissioner for projects deemed to be large and expansive.

For the purposes of this bylaw, a “trench” shall be as defined by M.G.L. Chapter 82A, Section 4 and 520 Code of Massachusetts Regulations (CMR) 14.00.

As the Town’s officers to issue permits under this Section, the Superintendent of the Department of Public Works and Building Commissioner may place reasonable conditions relative to police detail requirements for all permits and notwithstanding any provision to the contrary, may establish fees as necessary to cover the cost of administering this bylaw. Further, the Town may recover costs from any applicant, owner and/or contractor who’s failure to comply with this section requires the Town to implement safety precautions in order to ensure public safety.

No permit under this section shall be construed as acceptance by the Town of any responsibility for the proper construction or safety precautions required by law for excavation and/or trenching. All such work by any public or private entity shall be in accordance with 29 Code of Federal Regulations (CFR) 1926.650 et.seq., M.G.L. Chapter 82A, Section 4 and 520 Code of Massachusetts Regulations (CMR) 14.00 and all responsibility for compliance shall rest solely with the applicant, owner and/or contractor, or to take any other action relative thereto.

Board of Public Works

Board of Public Works to make main motion.

Advisory Committee’s recommendation to be made at Town Meeting.

ARTICLE 54. To see if the Town will vote to accept the following streets as public ways, or take any other action relative thereto:

	Street Name	Plan Reference
1	Elijah's Path	The entire length of Elijah's Path.
2	Great Acres Drive	The entire length of Great Acres Drive, as shown on a plan entitled "As Built Plan – Great Acres Drive" prepared by Merrill Associates, Inc. dated January 27, 2009, a copy of which is on file in the office the Hanover Department of Public Works.
3	Jutila Farm Path	The entire length of Jutila Farm Path as shown on a plan entitled "As Built Plan – Jutila Farm Path" prepared by Merrill Associates, Inc. dated January 27, 2009, a copy of which is on file in the office the Hanover Department of Public Works.
4	Nash Landing	The entire length of Nash Landing as shown on a plan entitled "Road Acceptance Plan – Nash Landing" prepared by Moran Surveying, Inc. dated January 12, 2009, a copy of which is on file in the office the Hanover Department of Public Works.
5	Saddle Lane	The entire length of Saddle Lane as shown on a plan entitled "Roadway As Built Plan – Saddle Lane in Hanover" prepared by Aaberg Associates, Inc. dated February 1, 2007, a copy of which is on file in the office the Hanover Department of Public Works.
6	Windward Lane	The entire length of Windward Lane, as shown on a plan entitled "As Built Plan – Windward Lane" prepared by Merrill Associates, Inc., dated January 24, 2008, a copy of which is on file in the office of the Hanover Department of Public Works.

Board of Public Works

Board of Public Works to make main motion.

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 55. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance or to borrow in accordance with Massachusetts General Laws or any other enabling act, the sum of \$175,000, or any other sum, for the purposes of purchasing integrated finance software for the Town and related costs, said funds to be expended at the direction of the Board of Selectmen, or take any other action relative thereto.

Board of Selectmen

We move that the Town not accept this article and take no further action.

ARTICLE 56. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow under Massachusetts General Laws, the sum of \$84,000 for the purpose of evaluating the building needs of the Town Hall, Fire Stations #1-6, John Curtis Free Library, Stetson House, Center, Cedar, Curtis, Middle, Salmond, and Sylvester Schools, Police Station, 219 Winter Street, Grange Hall, and Ames Way Garage, including but not limited to, identifying the space needs of all departments, needed repairs to existing structures, the consolidation of facilities, and if necessary, the construction of new facilities and to hire the appropriate professionals to conduct this evaluation. The result of this evaluation shall be included in the Capital Improvement Program presented to the May 2010 Annual Town Meeting. Said funds to be expended at the direction of the Capital Improvement Planning Committee and Board of Selectmen, or take any other action relative thereto.

Capital Improvement Committee
Board of Selectmen

We move that the Town vote to appropriate the sum of \$84,000 from the Undesignated Fund Balance for the purpose of evaluating the building needs of the Town Hall, Fire Stations, John Curtis Free Library, Stetson House, Center, Cedar, Curtis, Middle, Salmond, and Sylvester Schools, Police Station, 219 Winter Street, Grange Hall and Ames Way Garage, including but not limited to, identifying the space needs of all departments, needed repairs to existing structures, the consolidation of facilities, and if necessary, the construction of new facilities and to hire the appropriate professionals to conduct this evaluation. The result of this evaluation shall be included in the Capital Improvement Program presented to the May 2010 Annual Town Meeting. Said funds to be expended at the direction of the Capital Improvement Planning Committee and Board of Selectmen.

Capital Improvement Committee
Community Preservation Committee
Board of Selectmen

ARTICLE 57. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), the Hanover General Bylaws, Section 4-19, and as recommended by the Community Preservation Committee to appropriate a sum of \$60,000 from the Town's Community Preservation Fund (CPF) Historical Preservation Reserve Balance for the undertaking of a feasibility study to determine the appropriate future uses available for the town owned properties known as the Curtis School Site at 848 Main Street and the Council on Aging Building site located at 624 Circuit Street (formerly known as the Grange Hall). Any uses determined that would preserve the historic structures shall be in accordance with the Secretary of the Interior's Guidelines for the Treatment of Historic Properties for Rehabilitation. All uses are to be determined in

consideration of anticipated needs of the Town. Said funds to be administered by the Board of Selectmen and the Community Preservation Committee, or to see if the Town will vote to take any other action relative thereto.

Community Preservation Committee
Historical Commission
Board of Selectmen

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 58. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$50,000, or another sum, for preparation of a Capital Assessment Plan for the Center, Cedar, Sylvester, Salmond, and Middle Schools, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 59. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$80,000, or another sum, for the installation of fire doors at the Middle School to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 60. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$100,000, or another sum, for the replacement of the boiler at Salmond School to include purchasing, repair, replacement, disposal, installation and related costs, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 61. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$65,000, or another sum, for the upgrading and installation of intercom and clock systems at Center and Sylvester Schools to include purchasing, repair, replacement, disposal, installation, and related costs, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 62. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$35,000, or another sum, to pave additional areas at the Middle School for the purposes of providing additional parking to include purchasing, repair, replacement, disposal, and installation, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 63. To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow in accordance with the Massachusetts General Laws, the sum of \$70,000, or another sum, for renovation of six classroom floors at the Cedar School to include the removal of rugs, abating of asbestos and the purchase and installation of tiling, disposal, and related costs, funds to be expended at the direction of the School Committee or take any other action relative thereto.

Hanover School Committee

We move that the Town not accept this article and take no further action.

ARTICLE 64. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance, or to borrow in accordance with the Massachusetts General Laws, or any other enabling act, the sum of \$195,000 or another sum, for the replacement of the existing workstation furniture, radio console, and computer aided dispatch (CAD) server and associated software, purchasing, replacement, disposal and installation to be at the direction of the Emergency Communications Center Committee, or take any other action relative thereto.

Emergency Communications Center Committee

We move that the Town not accept this article and take no further action.

ARTICLE 65. To see if the Town will vote to raise and appropriate, appropriate from undesignated fund balance or borrow in accordance with Massachusetts General Laws or any other enabling act, the sum of \$500,000 or any other sum, to purchase and equip a 1250 g.p.m. rescue pumping engine and authorize the trade-in of a presently owned 1987 Ford pumping engine. Said funds to be expended at the direction of the Board of Selectmen and the Fire Chief or take any other action relative thereto.

Fire Department
Board of Selectmen

We move that the Town not accept this article and take no further action.

ARTICLE 66. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$250,000, or another sum, to design, permit, and perform remedial repairs to the Hackett's Pond Dam as recommended in the 2008 phase II inspection of the dam by Weston and Sampson, said funds to be expended at the direction of the Board of Public Works and to authorize the Board of Public Works to apply for and accept any state or federal grants or loans that may be available for such, or to take any other action relative thereto.

Board of Public Works

We move that the Town not accept this article and take no further action.

ARTICLE 67. To see if the Town will vote to raise and appropriate, appropriate from available funds and/or borrow in accordance with Chapter 44 of the Massachusetts General Laws the sum of \$200,000, or another sum, to design, permit, and remove the Hackett's Pond Dam and related waterway as described in the 2008 phase II inspection of the dam by Weston and Sampson, said funds to be expended at the direction of the Board of Public Works and to authorize the Board of Public Works to apply for and accept any state or federal grants or loans that may be available for such, or to take any other action relative thereto.

Board of Public Works

We move that the Town not accept this article and take no further action.

ARTICLE 68. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$40,000 dollars U.S., from the Town's Community Preservation Fund (CPF) Historical Preservation Reserve Balance, to fund an "Assessment of Needs for Restoration and Preservation of the Historical Town Owned Cemeteries", said funds to be administered by the Historical Commission and the Community Preservation Committee, or take any other action relative thereto.

Community Preservation Committee
Historical Commission

We move that the Town vote to appropriate the sum of \$40,000 from the Community Preservation Fund (CPF) Historical Reservation Reserve Balance, to fund an Assessment of Needs for Restoration and Preservation of the Historical Town Owned Cemeteries. Said funds to be expended by the Historical Commission and the Community Preservation Committee.

ARTICLE 69. To see if the Town will vote to establish an Affordable Housing Trust, pursuant to Massachusetts General Laws, Chapter 44, Section 55C, which shall contain the following terms and conditions, or take any other action relative thereto:

SECTION I.

1) Purpose and Authority

- a) The Trust shall be called the “Town of Hanover Affordable Housing Trust Fund.”
- b) The purpose of the Trust is to provide for the creation and preservation of affordable housing in the Town of Hanover for low- and moderate-income households.
- c) As used in this act, the term “low or moderate income housing” shall mean “low income housing” or “moderate income housing” as defined in Massachusetts General Laws Chapter 44B, Section 2.

2) Appointment and Tenure of Trustees

There shall be a Board of Trustees composed of seven (7) Trustees, which shall include at least one (1) member of the Board of Selectmen, two (2) members of the Housing Authority, one (1) member of the Advisory Committee, one (1) member of the Community Preservation Committee and two (2) at-large members. The initial terms of the Trustees shall be staggered as one (1) or two (2) year terms. The Trustees shall be appointed by the Board of Selectmen for a term not to exceed two (2) years, such term to end on June 30 of the expiration year or until such time as a successor is appointed, should a successor appointment be delayed. Only persons who are residents of the Town of Hanover shall be eligible to hold the office of Trustee other than the Chief Executive Officer if he or she is not a member of the Board of Selectmen. Any Trustee other than the Chief Executive Officer if he or she is not a member of the Board of Selectmen who ceases to be a resident of the Town of Hanover shall cease to be a Trustee hereunder and shall promptly provide a written notification of the change in residence to the Board and to the Town Clerk. Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to be a Trustee hereunder before his/her term of office expires, a successor shall be appointed by the Board of Selectmen to fill such vacancy provided that in each case the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk. No such appointment shall be required so long as there are five Trustees in office. Upon the appointment of any succeeding Trustee and the filing of such appointment the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees. Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder.

3) Meetings of the Trustees

- a) The Trustees shall meet at least quarterly at such time and at such place as the Trustees shall determine. Notice of all meetings of the Trust shall be given in accordance with the provisions of the Open Meeting Law, Massachusetts General Laws Chapter 39, Sections 23A, 23B and 23C. A quorum at any meeting shall be a majority of the members of the Board of Trustees.

SECTION II.

1) Powers of Trustees

The Board of Trustees shall have the following powers which shall be carried out in accordance with and in furtherance of the provisions of Massachusetts General Laws Chapter 44, Section 55C:

- a) to accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with the provisions of the Hanover Zoning By-Laws or other by-law, or any general or special law or any other source, including money from the Community Preservation Act of the Massachusetts General Laws Chapter 44B.
- b) to accept and receive municipal, school or other public property, subject to a majority vote of Town Meeting to transfer said property to the Trust, for the purposes of the Trust;
- c) to purchase and retain real or personal property for the purposes of the Trust, including without restriction investments that yield a high rate of income or no income, and to hold all or part of the Trust property uninvested for such purposes and for such time as the Board may deem appropriate;
- d) to manage or improve real property;
- e) to sell, lease, exchange, transfer or convey any personal, mixed or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertakings relative to Trust property as the Board of Trustees deems advisable, notwithstanding the length of any such lease or contract;
- f) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Board engages for the accomplishment of the purposes of the Trust;

- g) to employ and pay reasonable compensation to advisors, administrators and agents, including but not limited to accountants, appraisers and lawyers as the Board deems necessary;
- h) to apportion receipts and charges between income and principal as the Board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation, depletion or otherwise;
- i) to participate in any reorganization, recapitalization, merger or similar transactions;
- j) to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- k) to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Board may deem necessary and appropriate;
- l) to carry property for accounting purposes other than acquisition date values;
- m) to disburse Trust funds for the purpose of making loans or grants in furtherance of the creation or preservation of affordable housing in Hanover upon such terms as the Trustees shall deem most appropriate to carry out such purposes;
- n) to make distributions or divisions of principal in kind;
- o) to comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of the Massachusetts General Laws Chapter 44, Section 55C, to continue to hold the same for such period of time as the Board may deem appropriate;
- p) to manage or improve real property and to abandon any property which the Trustees determine not to be worth retaining;
- q) to extend the time for payment of any obligation to the Trust;
- r) to provide grants or loans to assist low- or moderate-income homeowners and/or homebuyers to purchase or rehabilitate a dwelling unit in the Town of Hanover;
- s) to convey, through sale, lease or transfer, real property purchased under this act, to any for-profit or non-profit developer or any public agency to provide low or

moderate-income housing, subject to an affordable housing restriction under the Massachusetts General Laws Chapter 184, Section 26 or Sections 31, 32 or 33.

The power and duties enumerated above may be modified or amended by by-law approved by Hanover Town Meeting.

2) Funds Paid to the Trust

- a) In each fiscal year, expenditures from the fund shall be in accordance with an allocation plan developed by the Trustees, for purposes consistent with this by-law. The allocation plan shall be a general plan for the use of funds during the fiscal year to which the plan applies, and may provide for moneys to be held in reserve for expenditure in later years.
- b) Expenditures for the acquisition or disposition of real property shall be in accordance with the approved allocation plan.
- c) Notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with any zoning by-law, exaction fee, or private contribution shall be paid directly into the Trust and need not be further appropriated or accepted and approved into the Trust. General revenues appropriated into the Trust become Trust property and these funds need not be further appropriated to be expended.
- d) Any income or proceeds received from the investment of funds shall be credited to and become part of the fund.
- e) As a means of providing available assets for the Trust, all moneys received by the Town through the following means shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust:
 - i. cash payments made by developers to the Town for purposes of creating or preserving affordable housing, under any development agreements or development approvals pursuant to the Hanover Zoning By-Law;
 - ii. gifts, grants, donations, contributions or other cash payments to the Trust for the purpose of providing low- or moderate-income housing;
- f) All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the Board of Trustees within one (1) year of the date they were appropriated into the Trust, shall remain Trust property.

SECTION III.

1) Acts of Trustees

- a) A majority of Trustees may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate.
- b) The Board of Selectmen may authorize the Trustees to execute, deliver, and record with the Registry of Deeds any documents required for any conveyance authorized hereunder.
- c) No purchaser, transferee, pledgee, lessee, mortgagee or other lender shall be under any liability to see to the application of the purchase money or of any money or property loaned or delivered to the Trustee or to see that the terms and conditions of this Trust have been complied with. Every agreement, lease, deed, mortgage or other instrument or document executed or action taken by a majority of the persons appearing of record to be Trustees hereunder shall be conclusive evidence in favor of every person relying thereon or claiming thereunder that at the time of the delivery thereof or of the taking of such action this Trust was in full force and effect, that the Trustees' execution and delivery thereof or taking of such action was duly authorized, empowered and directed by the Beneficiaries, and that such instrument or document or action taken is valid, binding, effective and legally enforceable. Any person dealing with the Trust Estate or the Trustees may always rely, without further inquiry, on a certificate signed by the person appearing from the records of the applicable Registry of Deeds to be a Trustee hereunder as to who are the Trustees or as to the authority of the Trustees to act or as to the existence or non-existence of any fact or facts which constitute conditions precedent to acts by the Trustees or which are in any other manner germane to the affairs of the Trust.

2) Custodian of Funds

- a) The Town Treasurer shall be the custodian of the funds of the Trust. The books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices for municipalities.

3) Taxes

- a) The Trust is exempt from Chapter 59 and Chapter 62 of the Massachusetts General Laws, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any subdivision thereto.

4) Special Municipal Employees

- a) The Trust shall be deemed a municipal agency and the Trustees shall be appointed by the Board of Selectmen as special municipal employees for the purposes of the Massachusetts General Laws Chapter 268A.

5) Governmental Body

- a) The Trust is a governmental body for purposes of Massachusetts General Laws Chapter 39, Sections 23A, 23B and 23C.
- b) The Trust is a board of the town for purposes of Massachusetts General Laws Chapter 30B and Chapter 40, Section 15A; but agreements and conveyances between the Trust and agencies, boards, commissions, authorities, department and public instrumentalities of the Town shall be exempt from said Chapter 30B.
- c) The Trust is a public employer and the members of the Board are public employees for purposes of Massachusetts General Laws Chapter 258.

6) Duration of the Trust

- a) This Trust shall be of indefinite duration, until terminated in accordance with applicable law. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held by the Board of Selectmen for affordable housing purposes other than those funds which were appropriated from the Community Preservation Act fund. All such funds shall be transferred to the Community Preservation Act fund for affordable housing purposes. In making any such distribution, the Trustees may, subject to the approval of the Board of Selectmen, distribute the net assets in accordance with applicable law. The powers of the Trustees shall continue until termination of the Trust in accordance with applicable law.

7) Liability

- a) Neither the Trustees nor any agent or officer of the Trust shall have the authority to bind the Town of Hanover, except in the manner specifically authorized herein.

8) Rules and Regulations

- a) The Board may adopt such rules and regulations as are required to conduct its affairs in accordance with applicable law.

9) Titles

- a) The titles to the various Sections herein are for convenience only and are not to be considered part of said Sections nor shall they affect the meaning or the language of any such Section.

10) Reports

- a) The Board of Trustees shall keep a record of its doings and at the close of every fiscal year, make a report thereof to the Hanover Board of Selectmen. The report shall include a description and source of funds received and expended and the type of affordable housing programs or properties assisted with the funding. The Board of Trustees shall also provide the Hanover Board of Selectmen with a copy of the Trust's annual audit.

11) Validity

- a) If any provision of this Trust shall be deemed illegal or unenforceable by final judgment, order or decree issued by a Court of competent jurisdiction, the remaining provisions of this Trust shall not be affected thereby, to the extent permitted by law.

Housing Authority
Board of Selectmen

Housing Authority to make main motion.

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 70. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a total sum of \$350,000 from the Town's Community Preservation Fund (CPF) of which \$275,000 will be appropriated from the Community Housing Reserve Fund Balance and \$75,000 will be appropriated from Community Preservation Undesignated Funds Balance to be transferred to the Hanover Affordable Housing Trust to provide for the creation and preservation of affordable housing in Hanover, said funds to be administered by the Hanover Affordable Housing Trust Board of Trustees, or take any other action relative thereto.

Community Preservation Committee
Housing Authority

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 71. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), the Hanover General Bylaws, Section 4-19, and as recommended by the Community Preservation Committee to appropriate a total sum of \$300,000 from the Town's Community Preservation Fund (CPF) of which \$150,000 will be appropriated from the Historical Preservation Reserve Fund Balance and \$150,000 will be appropriated from Community Preservation Undesignated Funds Balance for the restoration and renovation of the structures located at 645 Center Street. Said restoration shall include but not be limited to architectural design and review, permitting, site work, septic work, exterior renovation and landscape planning for the purpose of developing two units of community housing. Said funds to be administered by the Community Preservation Committee, or to see if the Town will vote to take any other

action relative thereto.

Community Preservation Committee
Historical Commission
Housing Authority

Advisory Committee's recommendation to be made at Town Meeting.

ARTICLE 72. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$13,040 dollars U.S., from the Town's Community Preservation Fund (CPF) Historical Preservation Reserve Balance, for "Historical Society Collection Care and Restoration", said funds to be administered by the Hanover Historical Commission and the Community Preservation Committee, or take any other action relative thereto.

Community Preservation Committee
Historical Commission

We move that the Town vote, pursuant to Massachusetts General Law (M.G.L.) Chapter 44B (Community Preservation), the Hanover General Bylaws, Section 4-19, to appropriate \$13,040 from the Town's Community Preservation Fund (CPF) Historical Preservation Reserve Balance, for "Historical Society Collection Care and Restoration." Said funds to be expended by the Hanover Historical Commission and the Community Preservation Committee.

ARTICLE 73. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$45,000 dollars U.S., from the Town's Community Preservation Fund (CPF) Historical Preservation Reserve Balance, for "Preservation of Town Documents", said funds to be administered by the Hanover Historical Commission and the Community Preservation Committee, or take any other action relative thereto.

Community Preservation Committee
Historical Commission
Town Clerk
Board of Selectmen

We move that the Town vote, pursuant to Massachusetts General Law (M.G.L.) Chapter 44B (Community Preservation), the Hanover General Bylaws, Section 4-19, to appropriate \$45,000 from the Town's Community Preservation Fund (CPF) Historical Preservation Reserve Balance, for the preservation of Town documents. Said funds to be expended by the Hanover Historical Commission, the Community Preservation Committee, and the Town Clerk.

ARTICLE 74. To see if the Town will vote, Pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$10,000 dollars U.S., from the Town's Community Preservation Fund (CPF) Open Space Reserve Balance, to fund appraisals, surveys, and technical or legal assistance which may be needed in connection with open space preservation projects, said funds to be administered by the Open Space Committee and the Community Preservation Committee, or take any other action relative thereto.

Community Preservation Committee
Open Space Committee

We move that the Town vote, pursuant to Massachusetts General Law (M.G.L.) Chapter 44B (Community Preservation), the Hanover General Bylaws, Section 4-19, to appropriate \$10,000 from the Town's Community Preservation Fund (CPF) Open Space Reserve Balance, to fund appraisals, surveys and technical or legal assistance which may be needed in connection with open space preservation projects. Said funds to be administered by the Open Space Committee and the Community Preservation Committee.

ARTICLE 75. To see if the Town will vote to create a Town Community Access and Media Committee which will provide Public, Educational, and Governmental (PEG) Television services to the cable television subscribers of the Town of Hanover and to fund said services annually beginning effective July 1, 2009 from available funds at Town Meeting, or to take any other action relative thereto.

Board of Selectmen

**Anticipated main motion - We move that the Town establish a Community Access and Media Committee which will be responsible to provide Public, Educational, and Governmental (PEG) Television services to the cable television subscribers of the Town of Hanover with funds appropriated by Town Meeting and that this committee shall be constituted as follows:
1 member appointed by the School Committee, 1 member appointed by the School Superintendent, 1 member appointed by the Board of Selectmen, and 2 members appointed by the Town Moderator, said committee to be appointed as soon as possible and no later than June 30, 2009.**

ARTICLE 76. Any Town employee who does not take advantage of the Town's health care program be reimbursed at 25% of the Town's average employee health cost.

Town Clerk

We move that the Town vote not to accept this article and take no further action.

ARTICLE 77. Will the Town vote to further amend the “Zoning Map of the Town of Hanover, Massachusetts”, prepared by Perkins Engineering, dated June 10, 1981, and subsequently amended, by altering the westerly boundary of the Commercial District at 596 Washington Street so that all of the land shown as Parcel 48-6 on the Hanover Assessors’ Maps is included in the Commercial District. Said Parcel 48-6 is further described in a deed recorded with Plymouth County Registry of Deeds at Book 22161, Page 70.

By Petition:
596 Washington St

Planning Board to make main motion.

Anticipated main motion - We move that the Town vote to accept Article 77 as printed in the Town Meeting Warrant.

ARTICLE 78. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to the Stabilization Fund, or take any other action relative thereto.

Advisory Committee

We move that the Town not accept this article and take no further action.

ARTICLE 79. To see if the Town will vote to rescind the following appropriations:

\$430,000 of the \$430,000 authorized for Land purchase, so-called, under Article 19 of the Warrant of the May 2000 Annual Town Meeting, which amount is not needed to complete the project authorized by said vote.

\$950,000 of the \$950,000 authorized for Land purchase, so-called, under Article 20 of the Warrant of the May 2000 Annual Town Meeting, which amount is not needed to complete the project authorized by said vote.

\$15,000 of the \$50,000 authorized for Water main purposes, so-called, under Article 35 of the May 2003 Annual Town Meeting, which amount is not needed to complete the project authorized by said vote.

\$15,000 of the \$300,000 authorized for Water main purposes, so-called, under Article 33 of the May 2004 Annual Town Meeting, which amount is not needed to complete the project authorized by said vote.

\$15,000 of the \$105,000 authorized for Equipment purchase, so-called, under Article 54 of the Warrant of the May 2005 Annual Town Meeting, which amount is not needed to complete the project authorized by said vote.

\$3,000 of the \$98,000 authorized for Equipment purchase, so-called, under Article 3 of the October 2006 Special Town Meeting, which amount is not needed to complete the project authorized by said vote.

\$50,000 of the \$1,430,000 authorized for Land purchase, so-called, under Article 2 of the October 2006 Special Town Meeting, which amount is not needed to complete the project authorized by said vote.

Board of Selectmen
Town Treasurer
Town Accountant

We move that the Town vote to accept this article as written.

ANNUAL REPORT
of the
HANOVER
CAPITAL IMPROVEMENT
COMMITTEE

May 2009

REPORT OF THE CAPITAL IMPROVEMENT COMMITTEE

This is the twenty-seventh annual report of the Capital Improvement Committee (CIC). Our function, Capital Budget, Capital Program and related subjects are discussed on the following pages.

The Committee is recommending to the May 2009 Annual Town Meeting a Capital Budget for FY10 of \$560,000 and \$60,000 for General Fund and Water Enterprise activities respectively.

The Capital Program (FY2011 to FY2015) shows that the demand for capital outlays will continue in the future. The projects are listed according to the year in which a request is expected to be made, not necessarily when the CIC recommends that the Town undertake the project. This year, General Fund activities have been categorized to separate those projects that may be funded under the Proposition 2½ property tax cap from those projects that will need to be funded through exemptions from the property tax cap. Generally, new building construction or major renovation to existing Town buildings and any major expansion of the Town's infrastructure will require an exemption from Proposition 2½.

We appreciate the continued cooperation received from the many town officials, committees and employees who supplied the information necessary for this report. We welcome your suggestions to improve the content or format of this report.

Respectfully submitted,

Donald W. Moores, Chairman
John Lamoureux, Vice Chairman
John S. Barry
Joan F. Giroux, Advisory
Committee Member
John Shelley

PURPOSE OF THE CIC

The CIC is concerned with the process of planning for capital expenditures by all areas of Town government. Every proposed capital outlay involving the acquisition of land or an expenditure of at least \$10,000 having a useful life of at least three years is reviewed. The Committee annually prepares a capital budget for the next fiscal year of such proposed outlays and our recommendations for the Advisory Committee and the Town to use in their deliberation of the Articles.

A program of proposed capital outlays for the following five fiscal years is also obtained from each department in accordance with Town by-law. This process alerts the Town to expected future capital expenditures while in the early planning phase and encourages voters to register concerns on significant items that may be present in or absent from the program.

PROCEDURES FOLLOWED

A proposer of a capital project submits his/her request to the Committee. The project is described and its objectives are stated in terms of benefits, consequences of not proceeding and alternative approaches. The evaluation of proposed Capital Budget items includes a review of the need, timeliness, alternatives, economics and the estimated annual effect on subsequent operating budgets, as well as a review of how the project is to be financed. Personal interviews and where feasible, on-site inspections, complete the analysis phase.

Projects, which have been identified in prior years, are given priority consideration. Unforeseen expenditures related to an accidental cause are not specifically dealt with, since they normally require emergency action by a Special Town Meeting. In general, the priorities will be in the following order: 1) public health and safety, 2) maintenance of the infrastructure such as buildings and roads, 3) projects which will generate state/federal aid, and 4) projects which will have the greatest benefit and lowest total costs.

The annual capital planning process is as follows:

- Phase 1: The department heads review existing capital projects, make necessary additions, deletions and amendments, and propose projects for consideration in the new fifth year of the plan.
- Phase 2: The CIC collates the information provided by the department heads in preparation for review.
- Phase 3: The CIC meets with each department head or project sponsor to review each project and clarify any issue related thereto.
- Phase 4: The CIC meets with the Advisory Committee to determine funding available for capital projects in the upcoming fiscal year.

Phase 5: The CIC examines the approved list of projects, compares the list to the available funds and develops a final recommended capital budget for the coming fiscal year.

Phase 6: The CIC presents its report to the Advisory Committee and to the Town.

Phase 7: Following adoption by Town Meeting, the capital budget for the current fiscal year is implemented and Phase 1 of the next year's capital planning process is commenced.

Since the autumn of 1995, the Capital Improvement Committee has:

1. Followed a planning policy that seeks to allocate approximately 5% of the prior year's revenue to finance both the Capital Budget and the Capital Program. This allocation includes principal and interest payments on existing debt service.
2. Updated the Archetype Architecture, Inc. detailed study of fifteen (15) Town buildings pursuant to the article passed at the 1994 Annual Town Meeting.
3. Identified and categorized specific financing policies and procedures available to the Town including but not limited to appropriations from general and enterprise revenue, surplus, borrowing (short & long term), lease/purchase, stabilization fund transfers, and disposal of surplus property and equipment.
4. Recommended procedures for periodic review of approved capital projects, acquisitions and feasibility studies.
5. Requested department heads to develop and maintain an inventory of capital plant and equipment.
6. Review annual needs and revise priorities as required. As part of the annual review, departments are requested to:
 - Prioritize building needs, equipment replacement and new acquisitions and infrastructure improvements.
 - Identify the incremental operating cost of any new facilities or equipment.
 - Prepare a detailed list of motor vehicles and equipment and plan for the replacement of necessary items and elimination of redundant and inoperable equipment.

FY2010 CAPITAL REQUESTS

<u>DEPARTMENT</u>	<u>REQUESTED</u>	<u>RECOMMENDED BY CIC</u>
<u>BOARD OF SELECTMEN</u>		
Curtis School and COA Site Study	\$30,000	\$0
<u>EMERGENCY COMMUNICATIONS</u>		
Replace Radio Console & Equipment Replacement	\$195,000	\$15,000
<u>POLICE DEPARTMENT</u>		
Replace & Recycle Police Vehicles (3)	\$88,786	\$60,000
<u>FIRE DEPARTMENT</u>		
Replace HVAC Units at Headquarters	\$0	\$0
Purchase EMS Software	\$51,000	\$51,000
Replace Fire Department Car	\$33,000	\$0
Replace Fire Department Rescue Pumper	\$500,000	\$0
<u>SCHOOL DEPARTMENT</u>		
Capital Assessment Plan	\$50,000	\$0
Install Fire Doors into Alarm System - HMS	\$80,000	\$0
Upgrade Intercom Systems and Clocks	\$65,000	\$65,000
Replace Special Needs Van	\$25,000	\$25,000
Replace the Salmond School Boiler	\$100,000	\$0
Replace B&C Computers	\$66,339	\$65,000
Abate and Tile Cedar School Classrooms	\$70,000	\$70,000
Pave Additional Areas at the Middle School	\$35,000	\$0
<u>DEPARTMENT OF PUBLIC WORKS</u>		
Pavement Management Program - HW	\$200,000	\$125,000
Dam Repairs - Hackett's Pond	\$200,000	\$25,000
Cold Planer Attachment for Tractor - HW	\$26,000	\$26,000
Replace 4X4 Pick-up Truck with Plow - PG	\$33,000	\$33,000
Used roll-off truck or new or used roll-off trailer	\$60,000	\$0
Total - General Fund	<u>\$1,908,125</u>	<u>\$560,000</u>
<u>WATER ENTERPRISES ACTIVITIES</u>		
Replace Filter Media - Pond Street WTP	\$60,000	\$60,000
Replace Pick-up Truck with Plow	\$33,000	\$0
Total - Water	<u>\$93,000</u>	<u>\$60,000</u>

CAPITAL PROGRAM FISCAL YEARS 2011 - 2015

GENERAL FUND ACTIVITIES (Subject to Proposition 2½ Tax Cap)	FY2011	FY2012	FY2013	FY2014	FY2015
	<u>REQUEST</u>	<u>REQUEST</u>	<u>REQUEST</u>	<u>REQUEST</u>	<u>REQUEST</u>
<u>POLICE DEPARTMENT</u>					
REPLACE DEPARTMENTAL VEHICLES	\$100,000	\$105,000	\$115,000	\$115,000	\$100,000
REPLACE FIREARMS	\$0	\$0	\$0	\$30,000	\$0
UPDATE COMPUTER SYSTEM	<u>\$0</u>	<u>\$0</u>	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>
SUBTOTAL	\$100,000	\$105,000	\$215,000	\$145,000	\$100,000
<u>FIRE DEPARTMENT</u>					
REPLACE FIRE ENGINE	\$0	\$0	\$0	\$0	\$500,000
REPLACE AMBULANCE	\$200,000	\$0	\$0	\$210,000	\$0
REPLACE COMMAND VEHICLE	\$0	\$0	\$36,000	\$0	\$0
FIRE HEADQUARTER RENOVATIONS	\$0	\$250,000	\$0	\$0	\$0
REFURBISH ENGINE	<u>\$60,000</u>	<u>\$0</u>	<u>\$60,000</u>	<u>\$0</u>	<u>\$0</u>
SUBTOTAL	\$260,000	\$250,000	\$96,000	\$210,000	\$500,000
<u>HANOVER PUBLIC SCHOOLS</u>					
REPLACE INTERCOMS/CLOCKS-CENT/SYL	\$0	\$0	\$0	\$0	\$0
REPLACE SCHOOLWIDE COMPUTERS	\$135,000	\$135,000	\$135,000	\$135,000	\$135,000
CEDAR FLOORS	\$80,000	\$105,000	\$85,000	\$105,000	\$0
CENTER SCHOOL GYMNASIUM WINDOWS	\$15,000	\$0	\$0	\$0	\$0
REPLACE CENTER SCHOOL ROOF	\$0	\$0	\$390,000	\$0	\$0
ABATE & TILE MIDDLE SCHOOL CLASSROOMS	\$200,000	\$200,000	\$0	\$0	\$0
HVAC UPGRADES	\$67,000	\$0	\$0	\$0	\$0
PLAYGROUND IMPROVEMENTS	\$25,000	\$0	\$0	\$0	\$0
TRACK/TENNIS COURT MAINTENANCE	\$20,000	\$20,000	\$0	\$0	\$0
SALMOND BUILDING BOILER	\$0	\$0	\$0	\$0	\$0
REPLACE 2000 4x4 TRUCK	\$0	\$40,000	\$0	\$0	\$0
REPLACE 2001 250 TRUCK	\$0	\$0	\$45,000	\$0	\$0
REPLACE 2006 DUMP TRUCK	\$0	\$0	\$0	\$0	\$50,000
REPLACE INFIELD GROOMER	\$20,000	\$0	\$0	\$0	\$0
REPLACE TURF SWEEPER	\$30,500	\$0	\$0	\$0	\$0
REPLACE SPECIAL NEEDS VANS	<u>\$26,500</u>	<u>\$45,000</u>	<u>\$50,000</u>	<u>\$65,000</u>	<u>\$35,000</u>
SUBTOTAL	\$619,000	\$545,000	\$705,000	\$305,000	\$220,000
<u>DEPARTMENT OF PUBLIC WORKS</u>					
PAVEMENT MANAGEMENT PROGRAM	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
STORMWATER PHASE II	\$75,000	\$75,000	\$75,000	\$75,000	\$0
DAM INSPECTIONS/ REPAIRS	\$160,000	\$125,000	\$65,000	\$0	\$0
SMALL GARBAGE TRUCK	\$0	\$0	\$0	\$100,000	\$0
37,000 GVW DUMP TRUCK	\$108,000	\$110,000	\$115,000	\$120,000	\$125,000
ONE TON DUMP TRUCK	\$56,000	\$57,000	\$58,000	\$59,000	\$0
PICKUP TRUCK	\$37,000	\$67,500	\$0	\$0	\$35,000
CHASSIS MOUNTED OR SLIDE IN SANDERS LOADER	\$17,000	\$17,500	\$18,000	\$36,500	\$37,500
BACKHOE	\$0	\$175,000	\$0	\$0	\$0
CHIPPER	\$95,000	\$0	\$0	\$0	\$0
SWEEPER	\$40,000	\$0	\$0	\$0	\$0
SWEEPER	\$0	\$0	\$0	\$0	\$225,000
AMES WAY GARAGE RENOVATIONS	\$135,000	\$0	\$50,000	\$0	\$1,000,000
MULTI TOOL TRACTOR	\$0	\$0	\$115,000	\$0	\$0
PAVEMENT MAINTENANCE EQUIPMENT	\$40,000	\$0	\$0	\$0	\$0
VACUUM TRAILER	<u>\$75,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
SUBTOTAL	\$1,038,000	\$827,000	\$696,000	\$590,500	\$1,622,500
<u>COUNCIL ON AGING</u>					
VAN REPLACEMENT	<u>\$0</u>	<u>\$0</u>	<u>\$70,000</u>	<u>\$0</u>	<u>\$0</u>
SUBTOTAL	\$0	\$0	\$70,000	\$0	\$0
TOTAL - GENERAL FUND	\$2,017,000	\$1,727,000	\$1,782,000	\$1,250,500	\$2,442,500

CAPITAL PROGRAM FISCAL YEARS 2011 - 2015

GENERAL FUND ACTIVITIES (Exempt from Proposition 2½ Tax Cap)	FY2011	FY2012	FY2013	FY2014	FY2015
	<u>REQUEST</u>	<u>REQUEST</u>	<u>REQUEST</u>	<u>REQUEST</u>	<u>REQUEST</u>
<u>BOARD OF SELECTMEN</u>					
CURTIS SCHOOL & COA BUILDING	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,000,000</u>	<u>\$0</u>
SUBTOTAL	\$0	\$0	\$0	\$3,000,000	\$0
<u>FIRE DEPARTMENT</u>					
FIRE STATION PLANS	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$200,000</u>	<u>\$2,000,000</u>
SUBTOTAL	\$0	\$0	\$0	\$200,000	\$2,000,000
<u>HANOVER PUBLIC SCHOOLS</u>					
SYLVESTER SCHOOL RENOVATIONS	<u>\$4,833,401</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
SUBTOTAL	\$4,833,401	\$0	\$0	\$0	\$0
TOTAL - GENERAL FUND EXEMPT	\$4,833,401	\$0	\$0	\$3,200,000	\$2,000,000
<u>WATER ENTERPRISE ACTIVITIES</u>					
VEHICLE REPLACEMENT	\$33,000	\$125,000	\$30,000	\$63,000	\$60,000
MASTER PLAN UPDATE	\$0	\$0	\$0	\$60,000	\$0
WATER MAIN REHABILITATION	\$0	\$400,000	\$0	\$450,000	\$350,000
WATER TANK MAINTENANCE	\$0	\$0	\$300,000	\$0	\$0
GENERATOR REPLACEMENT - POND	\$150,000	\$0	\$0	\$0	\$0
REDUNDANT WELL - BEAL	\$0	\$0	\$100,000	\$100,000	\$0
WATER SUPPLY DEVELOPMENT	\$0	\$0	\$0	\$400,000	\$0
WINTER STREET FACILITY RENOVATIONS	<u>\$400,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL - WATER FUND	\$583,000	\$525,000	\$430,000	\$1,073,000	\$410,000

CAPITAL IMPROVEMENT COMMITTEE PROJECT PROPOSALS
For Capital Budget for Fiscal Year 2010

1. Department: Board of Selectmen
2. Project Title: Curtis School and Council on Aging Site Study
3. Requested Amount: \$30,000
4. Description of Project:

The future use of these sites including the land needs consideration in the context of each other and the Town. This appropriation will allow the hiring of assessment consulting services.

1. Department: Emergency Communications Center
2. Project Title: Replace Radio Console and Equipment
3. Requested Amount: \$195,000
4. Description of Project:

Replace existing radio console, workstation furniture and Microsystems computer aided dispatch (CAD) server.

1. Department: Police Department
2. Project Title: Replace & Recycle Police Vehicles (3)
3. Requested Amount: \$88,786
4. Description of Project:

Purchase two (2) 2009 marked police cruisers for \$30,282 each, and one (1) un-marked police cruiser for \$28,222. Replacement of vehicles on a yearly basis ensures that the vehicles are on-line and available for police use and emergencies.

1. Department: Fire Department
2. Project Title: Replace HVAC Units at Fire Headquarters
3. Requested Amount: TBD
4. Description of Project:

Replace all HVAC units at Fire Headquarters, which includes five through the wall units, 3 split system units, place base board heating in the dayroom/kitchen area and replace the boiler.

1. Department: Fire Department
2. Project Title: Purchase EMS Software
3. Requested Amount: \$51,000
4. Description of Project:

Transition from paper to electronic ambulance trip reports. This includes the purchasing of hardware, software, configuration, installation, training and the first year of technical support.

1. Department: Fire Department
2. Project Title: Replace Fire Department Car
3. Requested Amount: \$33,000
4. Description of Project:

Replace the Fire Prevention vehicle whose lease expires in August 2009. Presently, the department has a 2007 Dodge Caliber, which was donated for a period of three years by the McGee Family Dealership of Hanover in August of 2006. This car has been leased to the Town of Hanover at no cost.

CAPITAL IMPROVEMENT COMMITTEE PROJECT PROPOSALS
For Capital Budget for Fiscal Year 2010

1. Department: Fire Department
2. Project Title: Replace Fire Department Rescue-Pumper
3. Requested Amount: \$500,000
4. Description of Project:

Replace the Rescue-Pumper that operates out of Fire Department headquarters. This one truck is doing the work of two vehicles. It is considered a pumping engine and a rescue truck combined into one vehicle known as a Rescue-Pumper.

1. Department: School Department
2. Project Title: Capital Assessment Plan
3. Requested Amount: \$50,000
4. Description of Project:

Have a 5 year capital assessment plan developed for Cedar, Center, Sylvester, the Middle School, and the Salmond Building.

1. Department: School Department
2. Project Title: Install Fire Doors and Wire Replacement and Existing Doors into the Fire Alarm System at the Middle School
3. Requested Amount: \$80,000
4. Description of Project:

Replace missing doors on the first and second floors including electronic closing mechanisms at the Middle School. In addition, fix the electronic closing mechanisms on the existing fire doors. Wire all these doors into the fire alarm panel.

1. Department: School Department
2. Project Title: Replace the Intercom Systems and Clocks at the Center and Sylvester Schools
3. Requested Amount: \$65,000
4. Description of Project:

Upgrade the intercom systems and clocks at both the Center and Sylvester Schools.

1. Department: School Department
2. Project Title: Replace Special Needs Van
3. Requested Amount: \$25,000
4. Description of Project:

Replace a 2004 Special Needs Van used to transports students on Individual Education Programs (IEP's).

1. Department: School Department
2. Project Title: Replace the Salmond School Boiler
3. Requested Amount: \$100,000
4. Description of Project:

Replace the antiquated boiler at the Salmond School. This boiler was installed in 1954.

CAPITAL IMPROVEMENT COMMITTEE PROJECT PROPOSALS
For Capital Budget for Fiscal Year 2010

1. Department: School Department
2. Project Title: Replace "B" and "C" Class Computers District wide
3. Requested Amount: \$66,339
4. Description of Project:

The Technology Department of the Hanover Public Schools is requesting that the Capital Improvement Committee continue the support in fiscal year 2010 that was granted in the 2009 fiscal year for the replacement of out-dated computers in the district.

1. Department: School Department
2. Project Title: Abate and Tile Floors at Cedar Schools
3. Requested Amount: \$70,000
4. Description of Project:

Abate and tile the floors in a portion of the school's classrooms and other areas (rooms to vary by year). The existing flooring is carpet over tiles containing asbestos materials.

1. Department: School Department
2. Project Title: Middle School Paving
3. Requested Amount: \$35,000
4. Description of Project:

Create additional parking spaces at the Middle School.

1. Department: DPW – Highway Division
2. Project Title: Pavement Management
3. Requested Amount: \$200,000
4. Description of Project:

Continuation of on-going pavement management program.

1. Department: DPW – Highway Division
2. Project Title: Dam repairs – Phase I – Hackett's Pond Dam
3. Requested Amount: \$200,000
4. Description of Project:

This project will make repairs to the Hackett's Pond Dam as recommended in the 2006 Inspection program.

1. Department: DPW – Highway Division
2. Project Title: Cold Planer Attachment for Tractor
3. Requested Amount: \$26,000
4. Description of Project:

This project will purchase a cold planer attachment for the multi-tool tractors.

CAPITAL IMPROVEMENT COMMITTEE PROJECT PROPOSALS
For Capital Budget for Fiscal Year 2010

1. Department: DPW – Public Grounds Division
2. Project Title: Replace 4X4 Pickup Truck with Plow
3. Requested Amount: \$33,000
4. Description of Project:

This project will purchase and equip a new 4-wheel drive pickup truck with a plow.

1. Department: DPW – Transfer Station Division
2. Project Title: Used roll-off truck or new or used roll-off trailer (Transfer Station)
3. Requested Amount: \$60,000
4. Description of Project:

This project will purchase and equip a used roll-off trailer for the Transfer Station.

1. Department: DPW- Water Treatment Division
2. Project Title: Filter Media Replacement –Pond Street Water Treatment Plant
3. Requested Amount: \$60,000
4. Description of Project:

This project will replace the filter media in the mixed media filters at the Pond Street Water Treatment Plant.

1. Department: DPW – Water Treatment Division
2. Project Title: 4 X 4 Pickup Truck with Plow
3. Requested Amount: \$33,000
4. Description of Project:

This project will purchase and equip a new 4-wheel drive pickup truck with a plow, replacing a 1997 Ford Ranger in the Water Treatment Division.