

Commonwealth of Massachusetts
Town of Hanover

Warrant for Special and Annual Town Meeting

With Advisory Committee Recommendations

Plymouth, SS

Greetings: 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 6th DAY of MAY, 2013

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) 826-5000 ext. 1032 or 1033.

Commonwealth of Massachusetts

Town of Hanover

Warrant for *Special* Town Meeting

Plymouth, SS

Greetings: 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, 287 CEDAR STREET, HANOVER, on

MONDAY THE 6TH DAY OF MAY 2013 AT 7:30 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) 826-5000 ext. 1032 or 1033.

INDEX OF ARTICLES FOR SPECIAL TOWN MEETING 2013

ARTICLE #	ISSUE	SUBMITTED BY
1	Payment of prior year expenditures	Finance Director
2	Hanover Day festivities	Town Manager
3	Purchase of an emergency generator system for the Town Hall	Town Manager/Facilities Engineering Manager
4	Purchase of an emergency generator system for the Fire Department Headquarters	Town Manager/Facilities Engineering Manager/Fire Chief
5	Purchase of an emergency generator system for the Senior Center	Town Manager/Facilities Engineering Manager/Director of Community Services
6	Renovations/modernization of Selectmen and Advisory Comm. hearing rooms in Town Hall	Town Manager/Facilities Engineering Manager
7	Renovations/modernization of the Fire Department Headquarters kitchen	Town Manager/Facilities Engineering Manager/Fire Chief
8	Strategic Wastewater Planning	Town Manager/Director of Public Works
9	School buildings electronic access control systems	Facilities Engineering Manager
10	John Curtis Free Library exterior painting	Facilities Engineering Manager
11	Installation/upgrade town wide servers and other technology equipment	Town Manager/Finance Director
12	Transfer funds for Snow & Ice Expenses	Town Manager/Director of Public Works

ARTICLES FOR **SPECIAL** TOWN MEETING WARRANT
Monday, May 6, 2013

ARTICLE 1. To see if the Town will vote to appropriate a sum(s) of money or transfer from any available funds, or to transfer from other accounts, 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.

Prior fiscal year bill for Dell Computers	\$ 2,375.61
Prior fiscal year bill for Quincy Medical Center	56.02

Finance Director

We move that the Town vote to transfer \$2,431.63 to pay certain unpaid bills, as follows:

Uses	Amount	Sources	Amount
FY12 Dell Computers	\$2,375.61	FY13 General Government IT line item 01-155-5425	\$2,375.61
FY12 Quincy Medical Ctr \$	56.02	FY13 Town Wide Empl Medical 01-919-5180	\$ 56.02

ARTICLE 2. To see if the Town will vote to appropriate from available funds or transfer from any available funds, or to transfer from other accounts, the sum of \$20,000 to be expended towards the Cultural Council's Hanover Day festivities, said funds to be expended for the purposes stated herein at the direction of the Town Manager, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$20,000 from General Fund Free Cash to be expended towards the Cultural Council's Hanover Day festivities. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

ARTICLE 3. To see if the Town will vote to appropriate a sum of money for purchase and installation of an emergency generator system for the Town Hall, including the payment of all costs incidental or related thereto and to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager

We move that the Town appropriate \$190,872 for the purchase and installation of an emergency generator system for the Town Hall, including the payment of all costs incidental or related thereto and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$190,872 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the projects; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this vote.

ARTICLE 4. To see if the Town will vote to appropriate a sum of money for purchase and installation of an emergency generator system for the Fire Department Headquarters, including the payment of all costs incidental or related thereto and to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager
Fire Chief

We move that the Town appropriate \$160,710 for the purchase and installation of an emergency generator system for the Fire Department Headquarters, including the payment of all costs incidental or related thereto and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$160,710 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the projects; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this vote.

ARTICLE 5. To see if the Town will vote to appropriate a sum of money for purchase and installation of an emergency generator system for the Senior Center, including the payment of all costs incidental or related thereto and to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager
Director of Community Services

We move that the Town appropriate \$113,000 for the installation of an emergency generator system for the Senior Center, including the payment of all costs incidental or related thereto and that to meet this appropriation the

Treasurer with the approval of the Board of Selectmen is authorized to borrow \$113,000 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the projects; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this vote.

ARTICLE 6. To see if the Town will vote to appropriate a sum of money for renovations to, and modernization of, the Board of Selectmen and Advisory Committee hearing rooms located in Town Hall, including the payment of all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager

We move that the Town appropriate \$175,000 for the renovations to, and modernization of, the Board of Selectmen hearing room located in Town Hall, including the payment of all costs incidental or related thereto and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$175,000 under Chapter 44 of the General Laws or any other enabling authority; that the Board of Selectmen is authorized to contract for and expend any federal or state aid available for the projects; and that the Board of Selectmen is authorized to take any other action necessary or convenient to carry out this vote.

ARTICLE 7. To see if the Town will vote to appropriate a sum of money for renovations to, and modernization of, the Fire Department Headquarters kitchen, including the payment of all costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise, or take any other action relative thereto.

Town Manager
Facilities Engineering Manager
Fire Chief

We move that this article be referred back to the Town Manager, Facilities Engineering Manager, and Fire Chief for further study, and to report back at the next Town Meeting.

ARTICLE 8. 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 \$150,000 or another sum, for further study, including hydrogeological investigation,

preliminary design and project cost analysis as recommended in the October 11, 2012 Strategic Wastewater Planning Report, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$150,000 from General Fund Free Cash for further study, including hydrogeological investigation, preliminary design and project cost analysis as recommended in the October 11, 2012 Strategic Wastewater Planning Report. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

ARTICLE 9. 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 \$120,000, or another sum, for the installation of electronic access control systems and related equipment at the Cedar, Center and Sylvester Elementary Schools; Middle School; and, Salmond Administration Building, or to take any other action relative thereto.

Facilities Engineering Manager

We move that the Town vote to appropriate the sum of \$120,000 from General Fund Free Cash, for the installation of electronic access control systems and related equipment at the Cedar, Center and Sylvester Elementary Schools; Middle School; and, Salmond Administration Building. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

ARTICLE 10. 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 \$14,000, or another sum, for the painting of the white wood trim, columns, and soffit and related costs on the Historic section of the John Curtis Free Library, or to take any other action relative thereto.

Facilities Engineering Manager

We move that the Town vote to appropriate the sum of \$14,000 from General Fund Free Cash, for the painting of the white wood trim, columns, and soffit and related costs on the Historic section of the John Curtis Free Library. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

ARTICLE 11. 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 \$150,000, or another sum, for the installation and related costs to install and upgrade the backup capability of the town wide servers, or to take any other action relative thereto.

Town Manager
Finance Director

We move that the Town vote to appropriate the sum of \$150,000 from General Fund Free Cash for the installation and related costs, including training to install and upgrade the backup capability of the town wide servers and other technology. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

ARTICLE 12. To see if the Town will vote to appropriate from available funds, in accordance with the Massachusetts General Laws, the sum of \$137,295 to meet deficits or unforeseen costs for Snow and Ice Removal, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$137,295 from General Fund Free Cash to meet deficits or unforeseen costs for Snow and Ice Removal.

And you 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 1st day of April 2013.

Board of Selectmen

John S. Barry, Chairman

Joseph R. Salvucci, Vice-Chairman

Harold L. Dunn, III

Susan M. Setterland

Gary W. Young

Commonwealth of Massachusetts

Town of Hanover

Warrant for **Annual** Town Meeting

Plymouth, SS

Greetings: 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, 287 CEDAR STREET, HANOVER, on

MONDAY THE 6TH DAY OF MAY 2013 AT 8:00 P.M.



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INDEX OF ARTICLES FOR ANNUAL TOWN MEETING 2013

ARTICLE #	ISSUE	SUBMITTED BY
1	Accept reports in Annual Town Report	Advisory Committee
2	Hear/accept reports of Committees & State Officials	Advisory Committee
3	Authorize Treasurer to Accept Trust Funds	Town Treasurer/Finance Director
4	Authorize Treasurer to Dispose of Tax Title Land	Town Treasurer/Board of Selectmen
5	Enter into Compensating Balance Agreements	Town Treasurer/Collector
6	Assume Liability to allow State DEP work	Board of Selectmen
7	Set Pay for Elective Officers	Advisory Committee/Town Manager
8	School Sick Leave Buyback Fund	Advisory Committee/School Committee
9	Town Sick Leave Buyback Fund	Advisory Committee/Town Manager
10	Appropriate for CPC Set Aside	Community Preservation Committee
11	Accept Chapter 90 Road Grant Monies	Board of Selectmen/Town Manager
12	Establish Revolving Fund Budgets	Finance Director
13	Forge Pond Park expenses	Town Manager
14	General Fund Operating Budget	Advisory Committee/Town Manager
15	Water Enterprise Budget	Advisory Committee/Town Manager
16	Establish Senior Tax Abatement Program	Town Manager/Town Treasurer/Collector
17	Establish Veterans Tax Abatement Program	Town Manager/Town Treasurer/Collector
18	Abolish the Hanover Personnel Bylaw	Town Manager
19	Triennial Revaluation	Finance Director
20	Purchase three Police Department vehicles	Town Manager/Police Chief
21	Purchase duty weapons and ammunition	Town Manager/Police Chief
22	Purchase Fire Department command vehicle	Town Manager/Fire Chief
23	Purchase replacement front end loader	Town Manager/Director of Public Works
24	Purchase replacement lrg dump truck cab/chassis	Town Manager/Director of Public Works
25	Purchase replacement 4x4 pickup truck w/plow	Town Manager/Director of Public Works
26	Amend Interchange District Bylaw	Planning Board
27	Establish Medical Marijuana Treatment Ctr. Bylaw	Planning Board/Police Chief
28	Establish Stormwater Illicit Discharge Bylaw	Planning Board/Conservation Commission
29	Amend Family Accessory Dwelling Units Bylaw	Planning Board
30	School Special Education Expenses	Town Manager/School Committee
31	Transfer of Curtis School lot	Parks & Recreation Committee
32	School Recovery of Medicaid Reimbursements	Board of Selectmen
33	Preservation/Restoration of Historic Cemeteries	Community Preservation Committee
34	Stetson House Climate Control Measures	CPC/Historical Commission/Board of Overseers Stetson House
35	Hackett's Pond Dam Restoration & Repair	CPC/Historical Commission/Hackett's Pond Dam Study Committee
36	Acquisition of Webster Street property	CPC/Open Space Committee
37	Transfer funds to Affordable Housing Trust	CPC/Affordable Housing Trust
38	Recreation/Conservation Trail Mapping	CPC/Open Space Comm./Historical Comm./Parks & Recreation Comm.
39	Change of Fee Schedule – Town Clerk's Office	Town Clerk
40	Amend Junk Dealers Bylaw	Board of Selectmen/Police Chief
41	Municipal Building Insurance Fund	Town Manager
42	Public Safety Employee Training	Town Manager
43	Amend Town Manager Act	Board of Selectmen

Advisory Committee Budget Message

Budget Process

The Town of Hanover operates under the Town Manager Act, passed by the voters of the Town in 2009, in conjunction with various state statutes and local bylaws. The legislative branch of the local government 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 FY2014 budget has been developed based upon conservative assumptions of available revenue, built to continue our strong financial performance and abundant reserves. The budget is based upon a budget ceiling or levy limit of revenue derived from local property taxes in accordance with Proposition 2½. 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. Consistent with the financial policies of the Board of Selectmen, this budget was built with less reliance on free cash as a funding source.

While the projection of available revenues creates a budget ceiling for the Town, the budget was built using a "zero-based" approach, with each department building their budgets from the ground up to support expenses in education, general government, public safety, public works and maintenance, and community services.

This is the third budget under the Town Manager Act, and offers a format designed to provide plentiful information and graphic detail to assist the public in understanding how their public resources are allocated.

FY2014 Budget Recommendation

By state law, the Advisory Committee is required to support a balanced budget at Town Meeting. The FY2014 budget is in balance and leaves nearly \$1 million in free cash unspent, further strengthening the Town's commitment to healthy reserves. At Town Meeting, a proposed 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 FY2014 budget proposal has been balanced without an operating override. This budget represents a rate of growth of 2.2 percent, lower than the Town's five year average, and lower than the 2.5% rate of property tax growth. It represents a collaborative effort between the Selectmen, Advisory Committee, and finance staff to fulfill the service needs of our community while honoring the conservative principles that provide financial stability.

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 17, 2013, the date this report is being submitted to be printed, a number of main motions were not available for the Advisory Committee's consideration. Recommendations on these motions will be made at Town Meeting.

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 13) 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 can 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.

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 6, 2013

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 2012 Annual Report as written.

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 or her hands during the Fiscal Year ending June 30, 2014, or take any other action relative thereto.

Town Treasurer
Finance Director

We move that the Town vote to authorize the Treasurer to accept trust funds for the Fiscal Year Ending June 30, 2014.

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 ending June 30, 2014, pursuant to Chapter 44, Section 53F of the Massachusetts General Laws, or take any other action relative thereto.

Town Treasurer/Collector

We move that the Town vote to authorize the Treasurer/Collector to execute compensating balance agreements for the Fiscal Year ending June 30, 2014.

ARTICLE 6. To see if the Town will assume liability in the manner provided by Sections 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 vote to accept this article for the Fiscal Year ending June 30, 2014.

ARTICLE 7. 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: \$55,453.63 annually
Moderator: \$100 for Annual Town Meeting
\$100 for Special Town Meeting

Advisory Committee
Town Manager

We move that the Town set the pay of its elective officers for fiscal year 2014 required by law as follows:

Town Clerk: annual salary to be \$54,563.63 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 8. To see if the Town will vote to raise and appropriate, or appropriate from available funds, the sum of \$100,000 to the School Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
School Committee

We move that the Town vote to appropriate the sum of \$200,000 from General Fund Free Cash 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 9. To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of \$100,000 to the Town Sick Leave Buyback Fund, or take any other action relative thereto.

Advisory Committee
Town Manager

We move that the Town vote to appropriate the sum of \$100,000 from General Fund Free Cash to the Town Sick Leave Buyback Fund. Said funds to be expended at the direction of the Town Manager and specify further that said appropriation shall not be returned to the Treasury accept by the vote of the Town.

ARTICLE 10. 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 2014 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. 5% of the said revenues to be set aside for administrative expenses; and,
- V. The remainder of said revenues to be appropriated to an annual budgeted reserve which may be used for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager, 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 from the Town's Community Preservation Fund Estimated Revenues for Fiscal Year 2014 as follows:

- I. **\$108,669 (10%) of the said FY14 estimated annual revenues to be set aside for future appropriation for open space (other than open space for recreational use);**
- II. **\$108,669 (10%) of the said FY14 estimated annual revenues to be set aside for future appropriation for historic resources;**

- III. **\$108,669 (10%) of the said FY14 estimated annual revenues to be set aside for future appropriation for community housing.**
- IV. **\$54,335 (5%) of the said FY14 estimated annual revenues to be set aside for administrative expenses of the committee; and,**
- V. **\$224,699 which is the remainder of said FY14 estimated annual revenues to be appropriated to an annual budgeted reserve which may be used for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.**

Said funds to be expended by the Town Manager, for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting.

ARTICLE 11. To see if the Town will vote to authorize the Board of Selectmen and the Town Manager 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 Town Manager in accordance with the guidelines and requirements of the Massachusetts Highway Department, or take any other action relative thereto.

Board of Selectmen
Town Manager

We move the Town vote to authorize the Town Manager to accept Chapter 90 Highway Funds as distributed by the Commonwealth of Massachusetts. Said funds to be expended by the Town Manager for the purposes stated herein in accordance with the guidelines and requirements of the Massachusetts Highway Department.

ARTICLE 12. To see if the Town will vote to establish revolving funds for certain Town departments under the provisions of G.L. c.44, s53E1/2 for the fiscal year beginning July 1, 2013, with specific receipts credited to each fund, the purposes for which each fund may be spent, and the maximum amount that may be spent from each fund for FY2014 as follows, or take any other action relative thereto.

Revolving Funds Chapter 44, Section 53E1/2				
FY14 Revolving Fund Requests				
Spending Authority	Revolving Fund	Revenue Source	Use of Fund	FY14 Authorized Spending Limit
DPW Director	Recreation Fund*	Program Fees	Expenditures may include salaries, benefits, facility and all those in support of programs	\$500,000
Community Services Director	GATRA	Fees related to transportation program	Expenditures may include salaries, benefits, facility and all those in support of programs	\$50,000
DPW Director	Forge Pond Park	Fees related to programs	Expenditures may include salaries, benefits, facility and all those in support of programs	\$125,000
Town Manager	Cable Services	Fees related to cable license agreements	Expenditures may include salaries, benefits, facility and all those in support of PEG access and programs	\$156,550
Community Services Director	Flu Clinic	Receipts from Medicare/Medicaid billing	Expenditures may include salaries, benefits, facility and all those in support of programs	\$9,000

*Special legislation was approved to allow for the creation of the Recreation Fund to allow for the spending limit to exceed the threshold of 1% of the amount raised by taxation for the Town in FY13.

Finance Director

We move that the Town vote to establish revolving funds for the Town departments specified in Article 12 of the May 2013 Town Meeting, under the provisions of G.L. c.44, s53E1/2 for the fiscal year beginning July 1, 2013, with specific receipts credited to each fund, the purposes for which each fund may be spent, and the maximum amount that may be spent from each fund for FY2014 as stated in this article.

ARTICLE 13. To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow in accordance with Massachusetts General Law or any other enabling act, the sum of \$125,000 or another sum, to fund expenses for Forge Pond Park, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$125,000 from General Fund Free Cash to fund the Forge Pond Park Revolving Fund. Said funds to be expended for the purposes stated herein at the direction of the DPW Director.

ARTICLE 14. To see if the Town will vote to raise and appropriate \$50,303,963 for a total General Fund Operating Budget, to provide for a reserve fund and to defray the expenses of the Town, and for the purposes listed in the budget document, and to meet said appropriation transfer the sum of \$600,000 from Free Cash, and transfer the sum of \$358,739 from the Water Enterprise Fund, and transfer the sum of \$65,000 from the Cemetery Graves & Foundations account, and transfer the sum of \$10,000 from the Cemetery Perpetual Care account, and transfer the sum of \$28,288 from the Title V Betterment Program, and transfer the sum of \$10,000 from the Conservation Receipt Reserved account, and transfer the sum of \$675,095 from the Ambulance Receipt Reserved account, and transfer the sum of \$213,200 from the Community Preservation Fund and raise \$48,343,641 from the 2014 Tax Levy, or take any other action relative thereto.

<i>Summary of Vote</i>	
General Government	\$ 603,488
Finance Department	\$ 975,144
Community Services	\$ 1,547,735
Police	\$ 3,311,854
Fire	\$ 2,564,539
Hanover Public Schools	\$ 22,467,843
Other Education - South Shore Vocational	\$ 808,971
Public Works Department	\$ 6,016,008
Debt	\$ 5,199,087
Benefits & Insurance	\$ 6,546,794

Utilities	\$	72,500
Transfers	\$	190,000
<i>Total General Fund Operating Budget</i>	\$	50,303,963
Free Cash	\$	600,000
Indirect Costs - Water Enterprise	\$	358,739
Cemetery Graves & Foundations Account	\$	65,000
Cemetery Perpetual Care	\$	10,000
Title V Betterment Program	\$	28,288
Conservation Receipts Reserved	\$	10,000
Ambulance Receipts Reserved	\$	675,095
Community Preservation Fund	\$	213,200
<i>Less Total Transfers</i>	\$	1,960,322
To be raised by the 2014 Tax Levy (General Fund revenues & other sources)	\$	48,343,641

Advisory Committee
Town Manager

We move that the Town will vote to raise and appropriate \$50,432,579 for a total General Fund Operating Budget, to provide for a reserve fund and to defray the expenses of the Town, and for the purposes listed below in the Summary of Vote , and to meet said appropriation transfer the sum of \$460,166 from Free Cash, and transfer the sum of \$358,739 from the Water Enterprise Fund, and transfer the sum of \$65,000 from the Cemetery Graves & Foundations account, and transfer the sum of \$10,000 from the Cemetery Perpetual Care account, and transfer the sum of \$28,288 from the Title V Betterment Program, and transfer the sum of \$10,000 from the Conservation Receipt Reserved account, and transfer the sum of \$675,095 from the Ambulance Receipt Reserved account, and transfer the sum of \$481,650 from the Community Preservation Fund and raise \$48,343,641 from the 2014 Tax Levy. Each item is to be expended by the Town Manager in accordance with Chapter 67 of the Acts of 2009 Town Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

<i>Summary of Vote</i>		
General Government:		
Salaries	\$	377,219
Expenses	\$	226,269

Finance Department:	
Salaries	\$ 615,001
Expenses	\$ 360,143
Community Services:	
Salaries	\$ 1,199,988
Expenses	\$ 347,747
Police:	
Salaries	\$ 3,107,668
Expenses	\$ 204,186
Fire:	
Salaries	\$ 2,333,344
Expenses	\$ 226,195
Hanover Public Schools	\$ 22,725,422
Other Education - South Shore Vocational	\$ 685,008
Public Works:	
Salaries	\$ 2,602,968
Expenses	\$ 3,026,040
Snow & Ice	\$ 387,000
Debt	\$ 5,199,087
Benefits & Insurance	\$ 6,546,794
Utilities	\$ 72,500
Transfers	\$ 190,000
<i>Total General Fund Operating Budget</i>	\$ 50,432,579
Free Cash	\$ 460,166
Indirect Costs - Water Enterprise	\$ 358,739
Cemetery Graves & Foundations Account	\$ 65,000
Cemetery Perpetual Care	\$ 10,000
Title V Betterment Program	\$ 28,288
Conservation Receipts Reserved	\$ 10,000
Ambulance Receipts Reserved	\$ 675,095
Community Preservation Fund	\$ 481,650
<i>Less Total Transfers</i>	<i>\$ 2,088,938</i>
To be raised by the 2014 Tax Levy (General Fund revenues & other sources)	\$ 48,343,641

ARTICLE 15. To see if the Town will vote to appropriate \$3,035,899 from Water Enterprise receipts to defray Water Enterprise direct costs and that \$358,739 as appropriated in the General Fund Operating Budget, be used for Water indirect costs, all

to fund the total costs of operations of the Water Enterprise as follows, or take any other action relative thereto.

Personal Services	\$	1,250,700
Other Expenses	\$	1,065,450
Debt Service	\$	719,749
Appropriate for Direct Costs	\$	3,035,899
Indirect Costs - Reimburse General Fund for Shared Expenses	\$	358,739
Total Cost - Water Enterprise	\$	3,394,638

Advisory Committee
Town Manager

We move that the Town vote to appropriate \$3,035,899 from Water Enterprise receipts to defray Water Enterprise direct costs and that \$358,739 as appropriated in the General Fund Operating Budget, be used for the Water indirect costs, all to fund the total costs of operations of Water Enterprise. Each item is to be expended by the Town Manager in accordance with Chapter 67 of the Acts of 2009 Town Manager Act for the purposes identified and those purposes only, and each item to be considered a separate appropriation for that purpose only.

ARTICLE 16. To see if the Town will vote to accept Massachusetts General Law Chapter 59 Section 5K relative to the establishment of a Senior Tax Abatement Program to allow residents to volunteer to provide services to the Town in exchange for the reduction of real property tax obligations of such persons, said reduction not to exceed the sum of \$1,000 in a given tax year.

Town Manager
Town Treasurer/Collector

Recommendation to be made at Town Meeting.

ARTICLE 17. To see if the Town will vote to accept Massachusetts General Law Chapter 59 Section 5N relative to the establishment of a Veterans Tax Abatement Program to allow veterans, as defined in Massachusetts General Law Chapter 4 Section 7 Clause Forty-three, to volunteer to provide services to the Town in exchange for the reduction of real property tax obligations of such persons, said reduction not to exceed the sum of \$1,000 in a given tax year.

Town Manager
Town Treasurer/Collector

Recommendation to be made at Town Meeting.

ARTICLE 18. To see if the Town will vote to abolish the Hanover Personnel By-Law, including 20A Classification of Positions and 20B Pay Schedules as amended May 15, 2006. The Personnel By-Law has been superseded by Massachusetts Chapter 67 "An Act Establishing a Town Manager Form of Government for the Town of Hanover" a.k.a. "The Town Manager Act."

Town Manager

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

ARTICLE 19. To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow, the sum of \$80,000 to fund the triennial revaluation that is required by the Department of Revenue in order for the Commissioner of Revenue to certify that the Town is assessing property for local tax purposes in a way in which meets legal standards for FY15, or take any other action relative thereto.

Finance Director

We move that the Town vote to appropriate the sum of \$80,000 from Overlay Surplus to fund the triennial revaluation that is required by the Department of Revenue in order for the Commissioner of Revenue to certify that the Town is assessing property for local tax purposes in a way which meets legal standards for FY15. Said funds to be expended for the purposes stated herein at the direction of the Town Manager.

ARTICLE 20. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$114,460 for the purchase, lease, or lease purchase of three (3) 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 Town Manager, or take any other action relative thereto.

Town Manager
Police Chief

We move that the Town vote to appropriate the sum of \$114,460 from General Fund Free Cash for the purchase, lease, or lease purchase of two (2) marked and one (1) unmarked 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 Town Manager.

ARTICLE 21. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$41,000 for the purchase of current issue replacement duty weapons and ammunition, said funds to be expended at the direction of the Police Chief, or take any other action relative thereto.

Town Manager
Police Chief

We move that the Town vote to appropriate the sum of \$41,000 from General Fund Free Cash for the purchase of current issue replacement duty weapons and ammunition. Said funds to be expended at the direction of the Police Chief.

ARTICLE 22. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$57,000 for the purchase, lease, or lease purchase of a Fire Department command vehicle and to authorize related trade-ins or to be sold by sealed bid, said funds to be expended at the direction of the Fire Chief, or take any other action relative thereto.

Town Manager
Fire Chief

We move that the Town vote to appropriate the sum of \$45,000 for the purchase, lease, or lease purchase of a Fire Department command vehicle and to authorize related trade-ins or to be sold by sealed bid. Said funds to be expended at the direction of the Fire Chief.

ARTICLE 23. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$175,000 for the replacement purchase of a front end loader, said funds to be expended at the direction of the Director of Public Works, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$175,000 from General Fund Free Cash for the replacement purchase of a front end loader, and authorize the trade in or sale by sealed bid of a 1979 John Deere 544B

Loader. Said funds to be expended at the direction of the Director of Public Works.

ARTICLE 24. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$125,000 for the replacement purchase of a large dump truck cab and chassis, said funds to be expended at the direction of the Director of Public Works, or take any other action relative thereto.

Director of Public Works
Town Manager

We move that the Town vote to appropriate the sum of \$125,000 from General Fund Free Cash for the replacement purchase of a 37,000 GVW dump truck cab and chassis, and authorize the related trade in or sale by sealed bid of a 1994 International 4900 dump/sander. Said funds to be expended at the direction of the Director of Public Works.

ARTICLE 25. To see if the Town will vote to raise and appropriate, appropriate from the undesignated fund balance, or borrow in accordance with Massachusetts General Laws, or any other enabling act, the sum of \$35,000 for the replacement purchase of a 4 x 4 pick-up truck with plow, said funds to be expended at the direction of the Director of Public Works, or take any other action relative thereto.

Town Manager
Director of Public Works

We move that the Town vote to appropriate the sum of \$35,000 from General Fund Free Cash for the replacement purchase of a large pickup truck, and authorize the trade-in or sale by sealed bid of 2000 Ford F250. Said funds to be expended at the direction of the Director of Public Works.

ARTICLE 26. 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 6, "Use Regulations" by deleting "6.12 Interchange District" in its entirety and replacing it with the following new section:

6.12.0 – INTERCHANGE DISTRICT

Purpose: The purpose and intent of allowing for the "Interchange District" Overlay Zoning is to encourage and promote the planning and development of projects that are characterized by economically viable commercial uses which are regional in nature and

benefit from or require adjacent highway access and to allow development of housing alternatives to typical detached single family residential subdivisions that are suited to the housing needs of the community.

6.12.10 Uses Allowed: The following uses are allowed in the Interchange District.

- A. Uses allowed in underlying Districts pursuant to the requirements of such Districts, except as otherwise provided herein.

6.12.20 Uses Permitted by Special Permit: The following uses are permitted upon application to and granting of a Special Permit in the Interchange District.

- A. Uses allowed by Special Permit in underlying Districts pursuant to the requirements of such Districts.

6.12.30 Uses Permitted by Special Permit and with Site Plan Approval: The following uses are permitted upon application to and granting of a Special Permit with Site Plan Approval in the Interchange District.

- A. Uses allowed by Special Permit and with Site Plan Approval in underlying Districts pursuant to the requirements of such Districts.

6.12.40 Additional Uses Permitted by Special Permit and with Site Plan Approval: The following additional uses are permitted in the Interchange District without regard to the underlying District upon application to and granting of a Special Permit with Site Plan Approval by the Planning Board, acting as the Special Permit Granting Authority, as specified in Section 10 of this Bylaw. The applicant shall demonstrate to the Board that said use is safe and appropriate for the specific site and that it will not create a nuisance by virtue of noise, traffic generated or unsightliness.

- A. **Hotel.**
- B. **Convention Center or Conference Center** developed in conjunction with a hotel facility. A convention center or conference center shall be defined as a facility designed to accommodate 500 or fewer persons and used for conventions, conferences, seminars, and entertainment functions, along with accessory functions including food and beverage preparation and service for on-premises consumption. A conference center shall be defined as a facility used for service organizations, business and professional conferences, and seminars which may include sleeping, eating, and recreation accommodations principally intended for use by conference attendees. The accommodations can include sleeping, eating, and recreation. Any convention center or conference center shall be part of the

physical complex of a hotel and shall be subject to the management and operation by said hotel.

- C. **Office Use.** An office use shall be defined as a development that contains one or more separate non-residential buildings which may be occupied for business office, medical and professional office and research and development uses, including supporting ancillary uses, and open space. Ancillary uses allowed within approved office buildings may include food service, sandwich and coffee shops, convenience retail, banking facilities including ATMs, newsstands, and like uses principally for the convenience of office park employees. An office building shall be designed, planned, constructed and managed on an integrated and coordinated basis with special attention to circulation, parking, utility needs, and aesthetics.
- D. **Restaurants.**
- E. **Retail Stores, Grocery or Service Establishments** the principal activity of which shall be offering goods or services at retail within a non-residential building which is within the Interchange District.
- F. **Parking Garage** (subject to architectural design review pursuant to subsection 6.12.80.B) serving uses located within the Interchange District. The maximum height allowed for any parking garage within the Interchange District is four (4) stories. Multi-level parking garages, whether for non-residential or residential use, shall be subject to the same dimensional requirements as non-residential structures.
- G. **Surface Parking Lots, Access Roads, Driveways, and Utilities** serving uses located within the Interchange District, whether or not on the same lot as such uses.
- H. **Wastewater Treatment Plant or Facility** designed and operated in accordance with the applicable requirements of, and having a groundwater discharge permit from the Massachusetts Department of Environmental Protection in accordance with, the provisions of 314 C.M.R. 5.00, and intended principally to service the uses located within the Interchange District.
- I. **Automobile Dealerships** shall be allowed only within six hundred (600) feet of the northeast Interchange District boundary line abutting the Right-of-Way for Route 3 and the Route 3/Route 53 interchange.
- J. **Automobile Service or Repair Shops** shall be allowed only as secondary use to an automobile dealership.

- K. **Residential Uses** shall be allowed in the Interchange Zoning District only as outlined below.
1. No more than 35% of the area of the entire Interchange Zoning District shall be allowed for residential use.
 2. Minimum Lot Size for a residential development within the Interchange Zoning District shall be fifteen (15) acres.
 3. Dimensional Requirements for all Residential Projects Permitted Pursuant to Subsection 6.12.40.K. Any residential projects developed under Section 6.12.40.K shall conform to the below set of dimensional requirements.
 - a. Floor Area Ratio shall be used when determining the size of the residential buildings. The Floor Area Ratio (FAR) shall not exceed twenty percent (20%) of parcel area for residential development in the Interchange Zoning District. Density figures shall be allowed as a ratio in proportion to the actual area of the lot in question. Wetlands shall not be used when calculating floor area ratio requirements.
 - i. **Floor Area Ratio (FAR)** -- The fixed relation between the lot area and the floor area of all multiple-family residential buildings, excluding the floor area of uninhabitable spaces including but not limited to garages, carports, breezeways, stairways, hallways and balconies and excluding the area of any floor more than four feet below average grade where no part of such basement is used for sleeping rooms or other living quarters, and expressed as a fraction of floor area/lot area.
 4. Dwelling units in the Interchange Zoning District shall be comprised of a mixture of dwelling types such that:
 - a. Not less than fifty percent (50%) of the total number of units shall be one-bedroom units. This percentage may be reduced by the Planning Board in its sound discretion, consistent with an appropriate plan to no less than 40%.
 - b. Not more than 5% of the total number of units shall be three-bedroom units.
 5. Maximum lot coverage, including structures, parking, service and

storage areas shall not exceed sixty percent (60%) of the lot area exclusive of wetlands.

6. A minimum fifty (50) foot wide continuous and heavily vegetated Buffer Area, measured from the boundaries of the Interchange District, shall be provided for any residential development within the Interchange District from the boundaries of the abutting Residential A District as further defined by Section 8 of the Zoning Bylaws, "Landscaping and Buffer Zones." The buffer area shall be continuous, heavily vegetated, and shall be of a minimum width of not less than fifty (50) feet. No buildings, structures, parking areas, or other new construction shall be allowed within the Buffer Area, except for pedestrian paths, signage and utilities serving uses within the Interchange District, as shown on an approved Site Plan. The buffer area shall be landscaped with natural vegetation, new plantings, or a combination, which shall include groundcover, shrubs, and trees in accordance with the provisions of Section 8 of this Zoning Bylaw. The requirements of Section 8 may be increased, reduced or waived by the Planning Board in its sound discretion, consistent with an appropriate plan for the overall landscaping of the proposed development that is protective of abutters outside the Interchange District and enhances the visual character of the development. This provision shall not apply at those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.
7. A minimum setback shall be provided from the boundaries of the Interchange District for any residential buildings within the Interchange District from the boundaries of the abutting Residential A District as follows:
 - a. Building setbacks shall be equal to three (3) times the finished height of the proposed residential building. Setbacks shall be exclusive of any required buffer areas.
 - b. This provision shall not apply to those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.
8. Any residential building or structure within the Interchange District shall not exceed fifty (50) feet at any face measured from the average grade for each such face, and shall not exceed four (4) stories above the average grade at the foundation lines.
9. Primary access for all development within the Interchange District shall be provided from Route 53. Additional access to the development may be allowed from Webster Street if requested and

approved by the Planning Board. No vehicular access to the Interchange District shall be located within the Buffer Area required under Section 6.12.40.K.6. No vehicular access to the Interchange District shall be allowed through any existing residential zones before, during or after construction of the development.

10. There shall be at least two (2) parking spaces for each dwelling unit for the use of the occupants thereof and their guests, except to the extent that the requirements of this section are reduced by the Planning Board upon the request of the Special Permit applicant. All parking spaces shall be a minimum of nine (9) feet in width by eighteen (18) feet in length and within reasonable proximity to the dwelling units which they serve. Parking spaces may be located in driveways or parking lots or in garage facilities either attached to, or detached from, the principal structure(s).
11. All residential buildings and structures shall be designed in an architectural style compatible with that of a suburban New England village environment. Exterior walls shall be clad in wood, brick, stone or other building materials traditionally used in New England. Roofs shall have a minimum pitch of 8:12 and flat roofs shall be permitted only when hidden by a raised parapet. Porches, pent roofs, roof overhangs, hooded front doors or other similar architectural elements shall define the front entrance to all structures. Architectural Plans showing elevations of all typical principal structures shall be prepared by a Registered Professional Architect. The Planning Board may reduce or waive these requirements for plans that they deem as appropriate to the site.
12. Final Architectural Design plans for residential development projects shall be required prior to final approval and issuance of a special permit.
13. All buildings, structures, open spaces, roads and drives, parking areas and other development features shall be designed and located with consideration for the existing natural terrain and minimizing overall environmental impacts on the site, to the extent practical in view of the proposed development program.
14. All exterior lighting, whether placed along roads, drives, or walks, in parking areas, or on structures or other facilities, shall be arranged and shielded so as not to distract in an unreasonable manner the occupants of any dwelling(s) nor shine directly upon abutting properties and/or public ways.

15. All access roads and drives and all interior roads and drives shall be designed and constructed in accordance with the provisions of the Planning Board Rules & Regulations Governing the Subdivision of Land unless specific provisions are waived by the Board as part of the Interchange District Residential Component Special Permit.
16. All existing or proposed utilities and municipal services shall be installed underground at the time of initial construction except to the extent that this provision is waived by the Planning Board as part of the Interchange District Residential Component Special Permit.
17. Provisions shall be made for the storage, collection and removal of all solid waste generated by buildings or uses within the Interchange District. All necessary waste storage facilities, including but not limited to dumpsters, shall be screened from public view by wood stockade, brick or similar fencing or walls, a minimum of six (6) feet in height, and in no case less than the height required to shield the structures from public view. Trash removal shall be limited to between the hours of 7AM and 7 PM.
18. Proposed developments shall be subject to the provisions of Section 11 and Section 10.030 of the Zoning Bylaw for project thresholds, submission of a Development Impact Statement (DIS) and mitigation of development impacts accordingly. Said DIS shall include sections addressing impacts from the proposed development on the environment, traffic, municipal facilities and services (police, fire, public works, etc.), water supply, utilities and infrastructure and wastewater. The Traffic Impact Assessment required under Section 10.120.A. shall be prepared by a registered professional Traffic or Civil Engineer. The Environmental Impact Assessment required under Section 10.120.B. shall be prepared by a registered professional Environmental Engineer or other qualified professional(s) with expertise in the relevant subject matter areas. The applicant shall mitigate all off-site traffic impacts anticipated by the proposed development, through the provision of reasonable off-site improvements to road capacity and safety or by other effective means. The DIS shall include an assessment of the sound and visual impacts from the proposed development on adjacent residential properties and shall propose buffering and screening sufficient to mitigate sound and visual impacts from the proposed development.
19. All applications shall be reviewed by the Planning Board's Consultant Review Engineer. The applicant, in accordance with the

Planning Board Rules and Regulations, shall deposit with the Treasurer of the Town funds in the amount of six thousand dollars (\$6,000.00) for the purpose of covering the initial costs associated with said engineering review. Funds shall be accounted for in accordance with G.L. c. 40 sec. 54G, and unexpended funds shall be returned to the Applicant. The applicant shall provide additional funds in an amount sufficient to return the consultant review fund to \$6,000, whenever notified by the Planning Board that actual remaining funds are less than \$3,000. The Planning Board may require that the applicant and developer maintain such consultant review funds during both permitting and construction of the project to ensure proper construction and compliance with permit conditions.

6.12.50 Prohibited Uses: The following uses are prohibited within the Interchange District whether or not allowed in the underlying District.

- A. Warehousing and similar storage facilities that are used for temporary storage and distribution of goods.

6.12.60 Dimensional Requirements for all non-residential projects permitted pursuant to subsection 6.12.40:

- A. A minimum one hundred and fifty (150) foot wide continuous and heavily vegetated Buffer Area, measured from the boundaries of the Interchange District, shall be provided for any non-residential development within the Interchange District from the boundaries of said District as further defined by Section 8, "Landscaping and Buffer Zones." The buffer area shall be continuous, heavily vegetated, and shall be of a minimum width of not less than one hundred and fifty (150) feet. No buildings, structures, parking areas, or other new construction shall be allowed within the Buffer Area, except for pedestrian paths, signage and utilities serving uses within the Interchange District, as shown on an approved Site Plan. The buffer area shall be landscaped with natural vegetation, new plantings, or a combination, which shall include groundcover, shrubs, and trees in accordance with the provisions of Section 8 of this Zoning Bylaw. The applicant shall have the burden of proof to ensure that sufficient landscaping exists or is proposed to provide a continuous buffer and visual screening from the development for any and all residential uses. The requirements of Section 8 may be waived or reduced by the Planning Board in its sound discretion, consistent with an appropriate plan for the overall landscaping of the proposed development that is protective of abutters outside the Interchange District and enhances the visual

character of the development. This provision shall not apply at those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.

- B. A minimum three hundred (300) foot setback shall be provided from the boundaries of the Interchange District for any non-residential buildings within the Interchange District from the boundaries of said District. This provision shall not apply to those boundaries of the Interchange District along any state numbered highway, including Route 3 and Route 53.
- C. A 50 foot heavily vegetated buffer and a setback equal to 2 times the proposed building height will be required for any non-residential structures within 600 feet of the boundaries of the Interchange District along any state numbered highway including Rte. 3 and Rte. 53 that also directly abuts a residential district.
- D. Any non-residential building or structure within the Interchange District shall not exceed seventy (70) feet at any face measured from the average grade for each such face, and shall not exceed six (6) stories above the average grade at the foundation lines.
- E. Any buildings within the Interchange District in excess of forty (40) feet or three (3) stories in height shall be located within three hundred (300) feet of the northeast Interchange District boundary line abutting the Right-of-Way for Route 3 or the Route 3/Route 53 interchange.
- F. Lot Frontage within the Interchange Zoning District shall be a minimum of one hundred-fifty (150) feet. If a lot abuts more than one way, only one lot frontage is required to meet this minimum.
- G. Minimum Lot Size for non-residential developments within the Interchange Zoning District shall be ten (10) acres.
- H. Maximum lot coverage, including structures, parking, service and storage areas shall not exceed sixty percent (60%) of the lot area exclusive of wetlands.
- I. Maximum building coverage shall not exceed thirty percent (30%) of the lot area exclusive of wetlands.

6.12.70 Parking Requirements for all projects permitted pursuant to Section 6.12.40:

- A. Unless otherwise specified within this Section, all applicable requirements of Section 9, "Parking Requirements" shall apply within the Interchange District. The Planning Board may waive or reduce the requirements of Section 9 for development within the Interchange District in accordance with the requirements of Section 9.300.
- B. In determining the parking requirements for a non-residential development within the Interchange District, the Planning Board shall reference Table 9-1 and other parking standards such as those published by the Institute of Transportation Engineers, and shall set such requirements as are necessary to meet the realistic requirements of the proposed development. In setting such requirements, the Planning Board shall take due account of the ability of various uses having different peak demand periods to share parking facilities.
- C. All parking spaces shall be a minimum of nine (9) feet in width by eighteen (18) feet in length.
- D. Notwithstanding the provisions of Section 9 "Parking and Loading Requirements" parking spaces for all hotel uses within the Interchange Zoning District shall be provided at a ratio of at least one (1) space per every bedroom plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.
- E. Notwithstanding the provisions of Section 9 "Parking and Loading Requirements" parking spaces for all convention and conference uses within the Interchange Zoning District shall be provided at a ratio of at least one (1) space for every three (3) seats or occupants permitted by the Building Code and certified by the Inspector of Buildings plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.
- F. Notwithstanding the provisions of Section 9 "Parking and Loading Requirements" parking spaces for all office uses within the Interchange Zoning District shall be provided as one space per three hundred sq. ft. of GFA, but not fewer than five per separate enterprise, plus adequate loading, service and employee parking commensurate with the use, as determined by the Planning Board in consideration of the proposed use and location.

- G. Parking lots may be constructed with concrete or granite curbing. All access drives must be constructed with granite curbing. No bituminous curbing may be utilized along any access drives or within any parking lots.
- H. A non-residential use or building within the Interchange District need not be served by a parking facility located on the same building lot.
- I. The Planning Board may reduce the requirements of Section 6.12.70 in accordance with the provisions of Section 9.300 and further taking into account any shared parking facilities, existing or proposed.
- J. Primary access for all development within the Interchange District shall be provided from Route 53. No vehicular access to the development shall be located within the Buffer Area required under Section 6.12.60.B. No access to any development in the Interchange District shall be allowed through any existing residential zone before, during or after construction of the development.

6.12.80 Additional Requirements for all projects permitted pursuant to Section 6.12.40:

- A. Traffic Impact Assessment shall be required in accordance with Section 10.120.A. to determine the necessary capacity of such roads and/or drives, and to determine what transportation improvements will be required by the applicant for existing and proposed roads to ensure such capacity is provided for under the proposed development scheme.
- B. All proposed non-residential buildings within the Interchange District shall be subject to design review and approval by the Planning Board prior to obtaining a building permit. Architectural Plans shall be provided to the Planning Board by the applicant for all buildings and structures proposed. Such Architectural Plans showing elevations of all typical principal structures shall be prepared by a Registered Professional Architect.

The applicant shall provide specifications for building materials and shall ensure that the facades of all buildings are reasonably articulated. The applicant shall be required to adhere substantially to the design scheme submitted and approved by the Planning Board as part of any Building Permit application and to substantially complete approved facade treatments prior to issuance of Site Plan Signoff by the Planning Board or Town Planner and prior to the issuance of any Certificate of Occupancy. Minor modifications to approved site plans and building designs that do not depart from the overall design concept or represent a change in architectural style may be reviewed and approved by the Town Planner

and authorized on that basis, or referred to the Planning Board for review under the Limited Site Plan Review procedures of Section 10.400 as a modification to the previously approved plans.

Except on the ground floor of structures, vertical dimensions of all windows should be greater than their horizontal dimensions. Porches, pent roofs, roof overhangs, hooded front doors or other similar architectural elements should define the front entrance to all structures.

- C. All non-residential buildings, structures, open spaces, roads and drives, parking areas and other development features shall be designed and located with consideration for the existing natural terrain and minimizing overall environmental impacts on the site, to the extent practical in view of the proposed development program.
- D. All exterior lighting, whether placed along roads, drives, or walks, in parking areas, or on structures or other facilities, shall be arranged and shielded so as not to distract in an unreasonable manner the occupants of any dwelling(s) nor shine directly upon abutting properties and/or public ways. All lighting shall be pure white illumination. A detailed lighting plan shall be submitted as part of any Special Permit application to verify compliance with this section. Said plan shall include illumination labels and detailed specifications for proposed lighting fixtures.
- E. All existing or proposed utilities and municipal services within the Interchange District shall be installed underground at the time of initial construction except to the extent that this provision is waived by the Planning Board as part of the Special Permit.
- F. Provisions shall be made for the storage, collection, and removal of all solid waste generated by buildings or uses within the Interchange District. All necessary waste storage facilities, including but not limited to dumpsters, shall be screened from public view by wood stockade, brick or similar fencing or walls, a minimum of six (6) feet in height, and in no case less than the height required to shield the structures from public view. Trash removal shall be limited to between the hours of 7AM and 7 PM.
- G. Individual lots within the Interchange District may contain multiple buildings and multiple uses, and individual buildings within the Interchange District may contain a combination of uses as provided for in an approved development plan.

- H. All proposed non-residential and/or residential developments shall be subject to the provisions of Section 11 and Section 10.030 of the Zoning Bylaw for project thresholds, submission of a Development Impact Statement (DIS) and mitigation of development impacts accordingly. Said DIS shall include sections addressing impacts from the proposed development on the environment, traffic, municipal facilities and services (police, fire, public works, etc.), water supply, utilities and infrastructure and wastewater. The Traffic Impact Assessment required under Section 10.120.A. shall be prepared by a registered professional Traffic or Civil Engineer. The Environmental Impact Assessment required under Section 10.120.B. shall be prepared by a registered professional Environmental Engineer or other qualified professional(s) with expertise in the relevant subject matter areas. The applicant shall mitigate all off-site traffic impacts anticipated by the proposed development, through the provision of reasonable off-site improvements to road capacity and safety or by other effective means. The DIS shall include an assessment of the sound and visual impacts from the proposed development on adjacent residential properties and shall propose buffering and screening sufficient to mitigate sound and visual impacts from the proposed development.
- I. All applications shall be reviewed by the Planning Board's Consultant Review Engineer. The applicant, in accordance with the Planning Board Rules and Regulations, shall deposit with the Treasurer of the Town funds in the amount of six thousand dollars (\$6,000.00) for the purpose of covering the initial costs associated with said engineering review. Funds shall be accounted for in accordance with G.L. c. 44 sec. 53G, and unexpended funds shall be returned to the Applicant. The applicant shall provide additional funds in the amount of \$3,000, whenever notified by the Planning Board that actual remaining funds are less than \$3,000. The Planning Board may require that the applicant and developer maintain such consultant review funds during both permitting and construction of the project to ensure proper construction and compliance with permit conditions.

6.12.90 Severability: The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision thereof.

Planning Board

Planning Board to make main motion.

Recommendation to be made at Town Meeting.

ARTICLE 27. To see if the Town will vote to amend the Zoning Bylaw by amending Section 2.100, Definitions, by adding a definition for medical marijuana treatment centers, as follows, or take any other action relative thereto.

MEDICAL MARIJUANA TREATMENT CENTER

Any medical marijuana treatment center, as defined under state law, as a not-for-profit entity (as defined by Massachusetts law only), that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers, which is properly licensed and registered by the Massachusetts Department of Public Health pursuant to all applicable state laws and regulations.

This definition shall be placed within this section in alphabetical order with the other definitions.

And by adding the following language as a new subsection 6.15, Temporary Moratorium for Medical Marijuana Treatment Centers at the end of Section 6, Use Regulations:

6.15 TEMPORARY MORATORIUM - MEDICAL MARIJUANA TREATMENT CENTERS

6.15.1 PURPOSE. This moratorium is intended to provide restrictions that will allow the Town of Hanover ("Town") adequate time to consider whether to allow facilities associated with the medical use of marijuana (including Medical Marijuana Treatment Centers as defined herein), to the extent that such facilities are permitted under state laws and regulations, and, if so, where and under what conditions. Given that a law permitting the cultivation, distribution, possession and use of marijuana for medical purposes in the Commonwealth of Massachusetts was approved by vote at the state election on November 6, 2012 and has become effective on January 1, 2013, and that the Massachusetts Department of Public Health has yet to promulgate the regulations by which facilities that produce or dispense medical marijuana shall be registered and administered, a restriction on the establishment of such facilities and other uses related to the regulation of medical marijuana in the Town shall provide the opportunity: to study and consider the potential impacts of such facilities and other related uses on adjacent uses and on general public health, safety and welfare; to study and consider the related novel and complex legal and planning issues; and to develop zoning and other

applicable regulations that appropriately address these considerations consistent with statewide regulations and permitting procedures.

6.15.2 EXCLUSION OF OTHER MARIJUANA USES. Any establishment that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers shall not be permitted if such establishment has not been properly registered and licensed in accordance with applicable state and local laws and regulations, or is not operated as a not-for-profit entity, or otherwise fails to meet the definition of a Medical Marijuana Treatment Center.

6.15.3 EXCLUSION OF ACCESSORY USES. In no case shall the acquisition, cultivation, possession, processing, transference, transportation, sale, distribution, dispensing, or administration of marijuana, products containing or derived from marijuana, or related products be considered accessory to any use.

6.15.4 TEMPORARY MORATORIUM. The use of land and/or structures for Medical Marijuana Treatment Centers and related uses shall not be permitted in any zoning district in the Town so long as this Moratorium is effective, as set forth in subsection 6.15.5 below and notwithstanding any provision in the Zoning Bylaws of the Town to the contrary. Use variances shall be strictly prohibited. During this Moratorium, the Town shall undertake a planning process consistent with the purposes set forth herein.

6.15.5 EXPIRATION. This Moratorium shall be effective until May 1, 2014, which is one (1) year from the deadline for the Massachusetts Department of Public Health to promulgate regulations pursuant to the Medical Use of Marijuana Law voted at the state election on November 6, 2012, or until such future time that the Hanover Town Meeting enacts superseding zoning bylaw(s) that set forth the allowed locations, dimensional, parking and other requirements applicable to medical marijuana uses (including Medical Marijuana Treatment Centers).

Planning Board
Police Chief

Planning Board to make main motion.

We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Planning Board.

ARTICLE 28. To see if the Town will vote to amend Section VI - General Articles of the General Bylaws of the Town by adding the following item as a new section or, to see if the Town will vote to take any action relative thereto:

6-28 Discharges To The Municipal Storm Drain System

Section 1. Purpose

Increased and contaminated stormwater runoff is a major cause of: impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater; contamination of drinking water supplies; alteration or destruction of aquatic and wildlife habitat; and flooding.

Regulation of illicit connections and discharges to the municipal storm drain system is necessary for the protection of the Town of Hanover's water bodies and groundwater, and to safeguard the public health, safety, welfare and the environment.

The objectives of this By-Law are:

1. to prevent Pollutants, as defined herein, from entering the Town of Hanover's municipal separate storm sewer system (hereinafter, the "MS4");
2. to prohibit illicit connections and unauthorized discharges to the MS4;
3. to require the removal of all such illicit connections;
4. to comply with state and federal statutes and regulations relating to stormwater discharges;
5. to establish the legal authority to ensure compliance with the provisions of this By-Law through inspection, monitoring, and enforcement.
6. to provide the authority for the adoption of regulations by the Planning Board and Conservation Commission to aid in the implementation and enforcement of this Bylaw.

Section 2. Definitions

For the purposes of this By-Law, the following shall mean:

AUTHORIZED ENFORCEMENT AGENCIES: The Town of Hanover Planning Board [the Board]) and Conservation Commission [the Commission], its employees or agents designated to enforce this By-Law.

BEST MANAGEMENT PRACTICE ("BMP"): An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

CLEAN WATER ACT: The Federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*) as hereafter amended.

CRAWL SPACE: A low space beneath the lowest story of a building that serves no other purpose (i.e., storage, living space) other than giving workers access to building utilities (e.g., plumbing or wiring equipment).

DISCHARGE OF POLLUTANTS: The addition from any source of any pollutant or combination of pollutants into the municipal storm drain system or into the waters of the United States or Commonwealth from any source.

GROUNDWATER: Water beneath the surface of the ground.

ILLICIT CONNECTION: A surface or subsurface drain or conveyance, which allows an unauthorized discharge of pollutants into the municipal storm drain system, including without limitation sewage, process wastewater, or wash water; and any connections from indoor drains, sinks, or toilets, regardless of whether said connection was previously allowed, permitted, or approved before the effective date of this By-Law.

ILLICIT DISCHARGE: Direct or indirect discharge to the municipal storm drain system that is not composed entirely of stormwater, except as exempted in Section 8. The term does not include a discharge in compliance with an NPDES Storm Water Discharge Permit or a Surface Water Discharge Permit, or resulting from firefighting activities exempted pursuant to Section 8, of this By-Law.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents water infiltrating the underlying soil. Impervious surface includes, without limitation, roads, paved parking lots, sidewalks, tennis/sports courts and rooftops.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Hanover.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORM WATER DISCHARGE PERMIT: A permit issued by United States Environmental Protection Agency or jointly with the State that authorizes the discharge of pollutants to waters of

the United States.

NON-STORMWATER DISCHARGE: Discharge to the municipal storm drain system not composed entirely of stormwater.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, unincorporated entity, business enterprise, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POLLUTANT: Any element or property of sewage, agricultural, industrial or commercial waste, runoff, leachate, heated effluent, or other matter whether originating at a point or nonpoint source, that is or may be introduced into any sewage treatment works or waters of the Commonwealth. Pollutants shall include without limitation:

- (1) paints, varnishes, and solvents;
- (2) oil and other automotive fluids;
- (3) non-hazardous liquid and solid wastes and yard wastes;
- (4) refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, accumulations and floatables;
- (5) pesticides, herbicides, and fertilizers;
- (6) hazardous materials and wastes; sewage, fecal coliform and pathogens;
- (7) dissolved and particulate metals;
- (8) animal wastes;
- (9) rock, sand, salt, soils unless applied for the purpose of public safety during winter conditions;
- (10) construction wastes and residues; and
- (11) noxious or offensive matter of any kind.

PROCESS WASTEWATER: Water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any material, intermediate product, finished product, or waste product.

RECHARGE: The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

STORMWATER: Storm water runoff, snow melt runoff, and surface water runoff and drainage.

SURFACE WATER DISCHARGE PERMIT. A permit issued by the Department of Environmental Protection (DEP) pursuant to 314 CMR 3.00 that authorizes the discharge of pollutants to waters of the Commonwealth of Massachusetts.

TOXIC OR HAZARDOUS MATERIAL or WASTE: Any material, which because of its

quantity, concentration, chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment. Toxic or hazardous materials include any synthetic organic chemical, petroleum product, heavy metal, radioactive or infectious waste, acid and alkali, and any substance defined as Toxic or Hazardous under M.G.L. Ch. 21C and Ch. 21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.

WATERCOURSE: A natural or man-made channel through which water flows or a stream of water, including a river, brook or underground stream.

WATERS OF THE COMMONWEALTH: All waters within the jurisdiction of the Commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, and groundwater.

WASTEWATER: Any sanitary waste, sludge, or septic tank or cesspool overflow, and water that during manufacturing, cleaning or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct or waste product.

Section 3. Applicability

This By-Law shall apply to flows entering the municipally owned storm drainage system.

Section 4. Authority

This By-Law is adopted under the authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule Procedures Act, and pursuant to the regulations of the federal Clean Water Act found at 40 CFR 122.34.

Section 5. Responsibility for Administration

The Board and Commission shall administer, implement and enforce this By-Law. Any powers granted to or duties imposed upon the Board and Commission may be delegated in writing by the Board and Commission to employees or agents of the Board and Commission.

Section 6. Regulations

The Board and Commission may promulgate rules and regulations to implement and enforce the purposes of this By-Law. Failure by the Board or Commission to promulgate such rules and regulations shall not have the effect of suspending or invalidating this By-Law.

Section 7. Prohibited Activities

Illicit Discharges. No person shall dump, discharge, cause or allow to be discharged any Pollutant or non-stormwater discharge into the municipal separate storm sewer system (MS4), into a watercourse, or into the waters of the Commonwealth.

Illicit Connections. No person shall construct, use, allow, maintain or continue any illicit connection to the municipal storm drain system, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.

Obstruction of Municipal Storm Drain System. No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drain system without prior written approval from the Board.

Section 8. Exemptions

Discharge or flow resulting from firefighting activities.

Discharge or flow resulting from DPW ice and snow control operations

The following non-stormwater discharges or flows are exempt from the prohibition of non-stormwaters provided that the source is not a significant contributor of a pollutant to the municipal storm drain system:

- (1) Waterline flushing;
- (2) Flow from potable water sources;
- (3) Springs;
- (4) Natural flow from riparian habitats and wetlands;
- (5) Diverted stream flow;
- (6) Rising groundwater;
- (7) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20), or uncontaminated pumped groundwater;
- (8) Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation;
- (9) Discharge from landscape irrigation or lawn watering;
- (10) Water from individual residential car washing and temporary fundraising car wash events;
- (11) Discharge from dechlorinated swimming pool water (less than one ppm chlorine) provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
- (12) Discharge from street sweeping;
- (13) Dye testing, provided verbal notification is given to the Commission prior to the time of the test;

- (14) Non-stormwater discharge permitted under an NPDES permit or a Surface Water Discharge Permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency or the Massachusetts Department of Environmental Protection, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations;
- (15) Discharge for which advanced written approval is received from the Board as necessary to protect public health, safety, welfare or the environment; and
- (16) Discharge allowed under a Board-issued special permit/subdivision approval or under a Conservation Commission-issued Order of Conditions

Section 9. Sump Pumps

Other than sump pumps installed within crawl spaces, all sump pumps tied into the MS4 shall be registered with the Commission. If, for reasons of protecting public health or the environment, the Commission deems it necessary, disconnection of sump pump(s) or pretreatment of discharge may be required.

Section 10. Emergency Suspension of Storm Drainage Access

The Board or the Commission may suspend MS4 access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents imminent risk of harm to the public health, safety, welfare or the environment. In the event any person fails to comply with an emergency suspension order, the Board or the Commission may take all reasonable steps to prevent or minimize harm to the public health, safety, welfare or the environment.

Section 11. Notification of Spills

Notwithstanding other requirements of local, state or federal law, as soon as a person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of or suspects a release of materials at that facility or operation resulting in, or which may result in, discharge of pollutants to the municipal drainage system or waters of the Commonwealth, the person shall take all necessary steps to ensure containment, and cleanup of the release. In the event of a release of oil or hazardous materials, the person shall immediately notify the Hanover Fire and Police Departments. In the event of a release of non-hazardous material, the reporting person shall notify the Authorized Enforcement Agency no later than the next business day. The reporting person shall provide to the Authorized Enforcement Agency written confirmation of all telephone, facsimile or in-person notifications within three business days thereafter. If the discharge of prohibited materials is from a commercial or industrial facility, the facility owner or operator of the facility shall retain on-site a

written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

Section 12. Enforcement

The Board and Commission or an authorized agent of the Board or Commission shall enforce this By-Law, regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations. This includes costs borne by the Board, which were directly associated with the investigation that led to the discovery of the illicit discharge.

Civil Relief. If a person violates the provisions of this By-Law, regulations, permit, notice, or order issued thereunder, the Board or Commission may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

Orders. The Board and Commission or an authorized agent of the Board or the Commission may issue a written order to enforce the provisions of this By-Law or the regulations thereunder, which may include: (a) elimination of illicit connections or discharges to the MS4; (b) performance of monitoring, analyses, and reporting; (c) that unlawful discharges, practices, or operations shall cease and desist; and (d) remediation of contamination in connection therewith.

If the enforcing person determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed.

Any person that violates any provision of these regulations may be punished, under MGL C. 40 s 21D as a noncriminal offense, by fines of not more than \$300. Each day or portion thereof during which a violation continues shall constitute a separate offense. The Board and Commission or its duly authorized agent is an authorized officer to impose such fines.

Remedies Not Exclusive. The remedies listed in these regulations are not exclusive of any other remedies available under any applicable federal, state or local law.

If the property owner violates more than one provision of this By-Law or any condition of an approval issued hereunder, each provision, or condition, so violated shall constitute a separate offense.

Entry to Perform Duties Under this By-Law. To the extent permitted by state law, or if authorized by the owner or other party in control of the property, the Board, its agents, officers, and employees may enter upon privately owned property for the purpose of

performing their duties under this By-Law and regulations and may make or cause to be made such examinations, surveys or sampling as the Board deems reasonably necessary.

Section 13. Severability

The provisions of this By-Law are hereby declared to be severable. If any provision, paragraph, sentence, or clause, of this By-Law or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this By-Law.

Section 14. Transitional Provisions

Property owners shall have 30 days from the effective date of the By-Law to comply with its provisions provided good cause is shown for the failure to comply with the By-Law during that period.

Planning Board
Conservation Commission

Planning Board to make main motion.

We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Planning Board.

ARTICLE 29. 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 6.020.C, by deleting the text thereof in its entirety and replacing said text so as to reenact said bylaw with the following text:

To be inserted in place of Section 6.020.C

C. FAMILY ACCESSORY DWELLING UNITS

1. Purpose

The purpose of this Bylaw is to enable owner occupants of single family homes to provide:

- a. Safe, decent, and affordable housing that meets the changing needs of the Hanover community while protecting the character

- and property values of the Town's single family dwellings;
- b. An opportunity for family members who choose to live in proximity, but separate from other family members.

2. Use and Dimensional Regulations

- a. A family accessory dwelling unit is a self-contained housing unit incorporated within a single-family dwelling, (not within accessory structures in accordance with this By-law) that is clearly a subordinate part of the single-family dwelling.
- b. Family accessory dwelling units shall be designated for one or more persons related to the primary owner-occupant by blood, marriage, or legal adoption.
- c. Family Accessory Dwelling Units created under this bylaw shall require a special permit from the Zoning Board of Appeals.
- d. The unit will be a complete, separate unit containing both a kitchen and bath.
- e. Only one (1) accessory dwelling unit may be created within a dwelling.
- f. Only one (1) accessory dwelling unit may be created on any residential lot.
- g. The owner(s) of the residence in which the accessory dwelling unit is created must continue to occupy at least one of the dwelling units as their primary residence, except for bona fide temporary absences.
- h. Unless otherwise required by the State Building Code, any new exterior stairs needed to provide primary or secondary means of egress for the accessory dwelling unit shall be located on the side or rear of the building.
- i. Off-Street parking spaces shall be available for the use by owner-occupants and tenants. The number of parking spaces required shall be as deemed appropriate by the Zoning Board of Appeals.
- j. The proposed attached dwelling unit shall contain no more than thirty three percent (33%), inclusive of all lofts and any attic areas seven feet or greater in height, of the gross area contained in the primary residence, exclusive of all unfinished cellars and attics, or no more than eight hundred (800) square feet of area, whichever is less.
- k. An accessory dwelling unit may not have more than two (2) bedrooms.
- l. The construction of any accessory dwelling unit must be in conformity with the State Building Code, Title V of the State Sanitary Code and other local Bylaws and regulations.
- m. Upon filing an application for a special permit, the owner-occupants

of single-family dwelling units shall also submit a signed affidavit denoting familial status with the Board of Appeals.

- n. The owner-occupant shall annually re-certify the status of occupants and family status with the Building Commissioner. The property owner shall be required to notify the Building Commissioner of a change of tenants at any time during the twelve-month period within thirty calendar days of said change.
- o. Upon receiving a special permit, the owner(s) must file on subject property a Declaration of Covenants at the Plymouth County Registry of Deeds. The Declaration shall state that the use of the family accessory dwelling unit shall be restricted to relatives of the owner of the premises. A time-stamped copy of the recorded Declaration shall be provided to the Zoning Board of Appeals.

3. Accessory Dwelling Units in Existence Before the Adoption of a Family Accessory Dwelling Unit Bylaw

To ensure that accessory apartments or conversions in existence before the adoption of this Accessory Dwelling Unit Bylaw are in compliance with the State Building Code Regulations the Zoning Board of Appeals may authorize, under a Special Permit and in conjunction with the Building Commissioner, use as a Family Accessory Dwelling Unit.

- a. The Board will review each existing use on a case-by-case basis to determine if the dwelling conforms to State Building Code Regulations.
- b. The applicant must follow the same procedure described in this Section including the submission of a signed affidavit declaring owner occupancy and familial status and a Declaration of Covenants to be recorded at the Registry of Deeds.

4. Administration and Enforcement

It shall be the duty of the Building Commissioner as the Local Project Administrator, to administer and enforce the provisions of this Bylaw for family accessory dwelling units as follows.

- a. No building shall be constructed or changed in use or configuration until the Building Commissioner has issued a permit. No accessory dwelling unit shall be occupied until a certificate of occupancy has been issued by the Building Commissioner where required.
- b. The Building Commissioner shall refuse to issue any permit, which would result in a violation of any provision of this by-law or in

- violation of the conditions or terms of any Special Permit or variance granted by the Zoning Board of Appeals or its agent.
- c. Construction or use according to a building permit or special permit shall conform to any subsequent amendment of this section unless the construction or use is begun within a period of not more than six (6) months after the issuance of a permit granted before the effective date of the amendment. To qualify for this exemption, construction must be completed in a continuous and expeditious manner.
 - d. The dwelling must remain owner-occupied, with the homeowner continuing to occupy at least one of the dwelling units as their primary residence.
Any accessory living area without proper documentation recorded and filed with the Town will be subject to fines noted in the Hanover Zoning Bylaw Section 12.500.
 - e. The Hanover Zoning Bylaw Section 12 – Administration shall be applied in the event of violations, prosecution of violations, and building fees.
 - f. Appeals shall refer to the procedures in the Hanover Zoning Bylaw Section 12.200.
 - g. Accessory dwelling units created under this Bylaw shall not be sold separate or apart from the principal structure to which it is an accessory use.

Amend the Hanover Zoning Bylaw Section 2.100 Definitions by adding the following definitions:

Family Accessory Dwelling Unit: A Family Accessory Dwelling Unit is a self-contained housing unit incorporated within a single-family dwelling, (not within accessory structures in accordance with this By-law) that is clearly a subordinate part of the single-family dwelling and complies with the criteria stated in Section 6.020.C.

Family accessory dwelling units shall be designated for one or more persons related to the primary owner-occupant by blood, marriage, or legal adoption.

Primary Residence: A dwelling where the owner-occupant has a true, fixed, and permanent home and principal establishment, and occupies it for a major portion of a calendar year, except for bona-fide temporary absences.

Building, Attached: A building having a substantial portion of one or more walls in common with an adjacent building.

Planning Board to make main motion.

We move that the Town accept this article as written.

The Advisory Committee supports the motion presented by the Planning Board.

ARTICLE 30. To see if the Town will vote to appropriate from undesignated fund balance, the sum of \$115,000 for School Special Education Expenses to be expended by the School Committee for this purpose, and further that any unexpended balances at the end of the fiscal year shall remain in this account and not return to the general funds of the Town without a vote of Town Meeting, or take any other action relative thereto.

Town Manager
School Committee

We move that the Town vote to appropriate the sum of \$115,000 from General Fund Free Cash for School Special Education Expenses to be expended by the School Committee for the purpose stated herein, and further that any unexpended balances at the end of the fiscal year shall remain in this account and not return to the general funds of the Town without a vote of Town Meeting.

ARTICLE 31. To see if the Town will vote to transfer the care and control of Lot 7, Plan 21 of the Assessor's Maps (the Curtis School lot), from the care and control of the Board of Selectmen to the care and control of the Parks and Recreation Committee under the provisions of Chapter 45 of the Massachusetts General Laws, for recreational use, or to take any other action relative thereto.

Parks & Recreation Committee

Parks & Recreation Committee to make main motion.

The Advisory Committee does not support this article as written.

ARTICLE 32. To see if the Town will vote to raise and appropriate or transfer a sum of money from available funds to fund a contract to assist the School Department in recovering Medicaid reimbursements, or take any other action relative thereto.

Board of Selectmen

We move that the Town appropriate the sum of \$7,500 from General Fund Free Cash for the funding of a contract to assist the Town in recovering Medicaid reimbursements. Said funds to be expended at the direction of the Town Manager.

ARTICLE 33. 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 \$160,000 dollars U.S., from the Town's Community Preservation Historical preservation reserve Funds and/or from Community Preservation Undesignated Reserve Fund, for "Preservation and Restoration of The Town's Historic Cemeteries", said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$160,000 dollars U.S., from the Town's Community Preservation Historical Preservation Reserve Funds for "Preservation and Restoration of The Town's Historic Cemeteries". Said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager.

ARTICLE 34. 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 \$25,000 dollars U.S., from the Town's Community Preservation Historic Preservation Reserve Fund, for "Climate Control Measures for the Historic Stetson House", said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Historical Commission
Board of Overseers of the Stetson House

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$15,000 dollars U.S., from the Town's Community Preservation Historic Preservation Reserve Fund, for "Climate Control Measures for the Historic Stetson House". Said funds to be expended for the purposes stated herein within the scope approved by the Community

Preservation Committee and as approved by this Town Meeting, by the Town Manager.

ARTICLE 35. 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 \$120,000 dollars U.S., from the Town's Community Preservation Fund (CPF) Undesignated Reserve Balance to "Restore and Make Necessary Repairs to the Hackett's Pond Dam", within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013, said funds to be expended for the purposes stated herein by the Town Manager, under the direction of the Community Preservation Committee, or take any other action relative thereto.

Community Preservation Committee
Historical Commission
Hackett's Pond Dam Study Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$120,000 dollars U.S., from the Town's Community Preservation Fund (CPF) Undesignated Reserve Balance to "Restore and Make Necessary Repairs to the Hackett's Pond Dam", within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013. Said funds to be expended for the purposes stated herein by the Town Manager, under the direction of the Community Preservation Committee.

ARTICLE 36. 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 \$375,000.00 dollars U.S. from the Town's Community Preservation Fund (CPF) Open Space Reserve Balance or Undesignated Funds, for the purpose of acquiring the so-called Webster Street Property, further identified as Lot 29 on Assessor's Map 08 said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Open Space Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate up to the sum of \$375,000.00 dollars U.S. from the Town's Community Preservation Fund (CPF) Open Space Reserve Balance for the purpose of acquiring the so-called Webster Street

Property, further identified as Lot 29 on Assessor's Map 08. Said funds to be expended for the purposes stated herein within the scope approved by the Community Preservation Committee and as approved by this Town Meeting, by the Town Manager.

ARTICLE 37. 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 sum of \$100,000 dollars U.S., from the Community Housing Reserve Fund 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 expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Affordable Housing Trust

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate a sum of \$100,000 dollars U.S., from the Community Housing Reserve Fund 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 expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

ARTICLE 38. 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 \$10,600 dollars U.S., from the Town's Community Preservation Fund (CPF) Undesignated Reserve Balance to "Create a Map of the Town's Recreation and Conservation Areas, Walking Trails and Historical Sites", within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013, said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager or take any other action relative thereto.

Community Preservation Committee
Open Space Committee
Historical Commission
Parks and Recreation Committee

We move that the Town vote, pursuant to Massachusetts General Laws (M.G.L.) Chapter 44B (Community Preservation), and the Hanover General Bylaws, Section 4-19, to appropriate \$10,600 dollars U.S., from the Town’s Community Preservation Fund (CPF) Undesignated Reserve Balance to “Create a Map of the Town’s Recreation and Conservation Areas, Walking Trails and Historical Sites”, within the scope approved by the Community Preservation Committee and as approved by Town Meeting in May of 2013. Said funds to be expended for the purposes stated herein within the scope proposed and approved by the Community Preservation Committee and for the purposes approved by this Town Meeting, by the Town Manager.

ARTICLE 39. 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 Business Certificates, Marriage Certificates, Marriage Intentions, Birth Certificates, Death Certificates, Dog Licenses, and to the Town Clerk’s Office, effective July 1, 2013, in accordance with the following table, and to allow the Town Clerk’s Office to update their Fee Schedule on file with the Town Clerk accordingly, or to see if the Town will vote to take any other action relative thereto.

Application Fee for a Four (4) Year Business Certificate	Change from \$25.00 to \$40.00
Marriage Certificate	Change from \$5.00 to \$10.00
Marriage Intention	Change from \$25.00 to \$30.00
Birth Certificate	Change from \$5.00 to \$10.00
Death Certificate	Change from \$5.00 to \$10.00
Dog License – Dog Spayed/Neutered	Change from \$5.00 to \$10.00
Dog License – Dog Not Spayed/Not Neutered	Change from \$10.00 to \$15.00
Dog License - Late Fee	Change from \$25.00 to \$35.00

Town Clerk

We move that the Town accept this article as written.

ARTICLE 40. To see if the Town will vote to amend General Bylaw 6-3, Junk Dealers by adding Sections 4 and 5 to include the recommendations of the Chief of Police as voted by the Board of Selectmen, or take any other action relative thereto:

Add Sections 4 and 5 to General Bylaw Section 6-3 Junk Dealers:

Section 4. All material taken in trade will be held for a minimum of 30 days before resale, trade, melting, changing of the appearance or other means of disposal occur.

Section 5. Audit sheets shall be submitted to the Chief of Police on a weekly

basis with record of all transactions, including date of sale, amount, seller's name, and address, date of birth, driver's license number, itemized list and description of article. Each Licensee shall also take a color photograph of each item purchased and a color photograph of each person selling items. All audit sheets are to be legible and written in English. The required reports and photographs may be stored and transmitted electronically if the format is approved by the Chief of Police.

Board of Selectmen
Police Chief

Board of Selectmen to make main motion.

The Advisory Committee supports this article.

ARTICLE 41. To see if the Town will vote to raise and appropriate, or appropriate from available funds, the sum of \$10,000 or another sum, to the Municipal Buildings Insurance Fund, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$10,000 from General Fund Free Cash, to the Municipal Buildings Insurance Fund. Said funds to be expended at the direction of the Town Manager for the purposes stated herein.

ARTICLE 42. To see if the Town will vote to appropriate from undesignated fund balance, the sum of \$20,000, or another sum, for public safety employee training, and further that any unexpended balances at the end of the fiscal year shall remain in the account and not return to the general funds of the Town without a vote of Town Meeting, or take any other action relative thereto.

Town Manager

We move that the Town vote to appropriate the sum of \$20,000 from General Fund Free Cash for public safety employee training, and further that any unexpended balances at the end of the fiscal year shall remain in the account and not return to the general funds of the Town without a vote of Town Meeting. Said funds to be expended at the direction of the Town Manager for the purposes stated herein.

ARTICLE 43. Will the Town authorize the Board of Selectmen to petition the Great and General Court to amend Chapter 67 of the Acts of 2009, the Hanover Town Manager Act, as follows:

1. add a section 7 to section 2.(C) as follows:
“(7) The board of selectmen, in consultation with the Town Manager, shall develop a personnel system to include, but not be limited to, classifications and pay schedules, benefit programs, personnel and hiring policies and practices and regulations for Town employees”;
2. delete and replace Section 4.(A)(1) as follows:
“The Town Manager shall appoint and remove all non-elected department heads and 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 and the Board of Selectmen prior to making such department head appointments or removals. Prior to the finalization of the appointment to a department head position, the town manager shall provide notice to the board of selectmen of the anticipated appointment and the terms and conditions of employment contemplated relative to the appointment. The Board of Selectmen shall approve or disapprove the appointment and the terms and conditions of employment within twenty (20) days of such notice. A failure of the Board of Selectmen to act in such twenty (20) day period shall be deemed as approval. Any adjustment of the terms and conditions of employment of department heads or the termination or removal of department heads shall be subject to the same notice and approval requirements as set forth above for appointments”;
3. add to Section 4.(A)(2) between “shall,” and “subject to” in the first sentence “in accordance with the personnel system developed under Section 2.(C)(7) of this act and”, so the sentence shall read as follows: “(2) Department heads shall, in accordance with the personnel system developed under Section 2.(C)(7) of this act and 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”; and
4. delete and replace Section 4.(A)(6) as follows:
“administer the personnel system developed by the Board of Selectmen under Section 2.(C)(7) of this act”;

or take any action relative thereto?

Board of Selectmen

Board of Selectmen to make main motion.

Recommendation to be made at Town Meeting.

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

Given under our hands this 12th day of April 2013.

BOARD OF SELECTMEN

John S. Barry, Chairman

Joseph R. Salvucci, Vice-Chairman

Harold L. Dunn, III

Susan M. Setterland

_____, Constable

Posted this 19th day of April, 2013

BUDGET SUMMARY

- 1. FY14 Estimated Revenue**
- 2. FY14 Advisory Committee Recommended Budget**

FY14 Estimated Revenues

TAX LEVY	
FY13 Levy Limit	33,158,341
Add 2.5%	828,959
Add FY14 New Growth	240,000
	34,227,300
FY14 Excluded Debt	
Scheduled Net Excludable principal and interest payments	2,973,959
FY14 Adjusted Levy Limit	37,201,259
STATE AID	
Net of Public Libraries Direct Expenditure	8,445,510
MSBA School Project	888,582
Total State Aid	9,334,092
LOCAL RECEIPTS	
Motor Vehicle	1,575,000
Other Excise - Boat	1,000
Penalties & Interest on Taxes and Excises	90,000
Urban Redevelopment	67,500
Fees	395,400
Rentals/Leases	27,500
Licenses and Permits	348,500
Fines and Forfeits	62,000
Investment Income	35,000
Miscellaneous - Recurring	30,000
Total Local Receipts	2,631,900
OTHER FINANCING SOURCES	
Indirect Costs - Water Enterprise	358,739
Cemetery Graves & Foundations Account	65,000
Cemetery Perpetual Care Interest Fund	10,000
Title V Receipts Reserved Account	28,288
Conservation Receipts Reserved Account	10,000
Ambulance Receipts Reserved Account	675,095
Community Preservation Fund - Debt Service	481,650
Undesignated Fund Balance	460,166
Total OFS	2,088,938
TOTAL ESTIMATED REVENUES	51,256,189

Summary of Appropriations

OTHER AMOUNTS TO BE RAISED	Advisory Committee Recommended
Assessor's Annual Overlay Reserve	250,000
Total Other Amounts	250,000
STATE & COUNTY CHARGES	Advisory Committee Recommended
County Assessments	48,445
State Assessments	72,099
Transportation Assessments	90,864
Tuition Assessments	362,202
Total Assessments	573,610
GENERAL GOVERNMENT	Advisory Committee Recommended
Town Manager	282,461
Advisory & Finance Committee	5,000
Legal Services	134,900
Town Clerk	95,408
Elections & Town Meeting	27,300
Registrars	58,419
Total General Government	603,488
FINANCE DEPARTMENT	Advisory Committee Recommended
Accounting	178,199
Assessors	179,913
Treasurer/Collector	307,664
Information Technology	270,368
Town Audit	39,000
Total Finance Department	975,144
COMMUNITY SERVICES	Advisory Committee Recommended
Municipal Inspections	616,376
Visiting Nurse Association	110,267
Council on Aging	194,369
Veterans Services	111,781
John Curtis Library	514,942
Total Community Services	1,547,735
POLICE	Advisory Committee Recommended
Police	2,722,269
Animal Control	18,154
Communications	571,431
Total Police	3,311,854
FIRE	Advisory Committee Recommended
Fire	2,554,439
Emergency Management	5,100
Total Fire	2,559,539

Summary of Appropriations

EDUCATION	Advisory Committee Recommended
Hanover Public Schools	22,725,422
South Shore Vocational School	685,008
Total Education	23,410,430
PUBLIC WORKS DEPARTMENT	Advisory Committee Recommended
DPW Administration	233,800
Public Buildings	3,309,274
Highway	526,810
Snow & Ice	387,000
Public Grounds	362,624
Transfer Station	914,500
Town Gas Pump	282,000
Total Public Works Department	6,016,008
DEBT	Advisory Committee Recommended
Long Term Principal	3,415,872
Long Term Interest	1,677,260
Short Term Interest	105,955
Total Debt	5,199,087
BENEFITS & INSURANCE	Advisory Committee Recommended
Pension/Retirement	2,836,018
Workers Compensation	203,699
Unemployment	220,000
Health Insurance	2,984,764
Life Insurance	14,900
Education Benefits	6,000
Employee Medical	37,945
Risk Management	243,468
Total Benefits & Insurance	6,546,794
UTILITIES	Advisory Committee Recommended
Nextel Electricity	11,500
Street Lighting	61,000
Total Utilities	72,500
TRANSFERS	Advisory Committee Recommended
Advisory Committee Reserve Fund	190,000
Total Transfers	190,000
TOTAL APPROPRIATIONS	51,256,189

Moderator
& Clerk



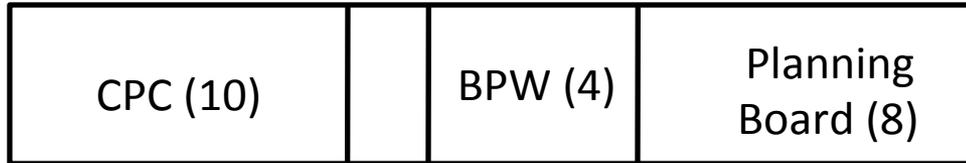
Selectmen (8)

Advisory Comm. (11)



Front Edge of Stage

Police &
Fire (6)



School
Comm. (8)

Aisle behind first 2 Rows