

Hanover Advisory Committee
550 Hanover Street
Hanover, MA 02339
Meeting Minutes
Wednesday, April 22, 2015 7:00pm

Opening:

The meeting was opened at 7:00 p.m. by Chris Martin, Chairman.

Committee Attendees:

Chris Martin	Wayne Moores
Donald White	Helen Graves
Jerry O’Hearn	Sandra Hayes
Joan Port-Farwell	Angela Blanchard

Absent:

Edward Hickey

Other Attendees:

Ms. Janine Smith, Director of Municipal Finance
Mr. Robert Murray, Hanover Facilities Manager
Mr. Brian Ciccolo, Director of Technology – Hanover Schools
Mr. Doug Thomson, Hanover Town Moderator

Review of Meeting Minutes:

Wednesday, April 8, 2015 - Angela Blanchard made a motion to accept the minutes. Wayne Moores seconded the motion. All were in favor and the motion passed.

Wednesday, April 15, 2015 - “Ms. Susan Setterland, Vice Chairman – Board of Selectman” was added to the list of attendees. Joan Port-Farwell made a motion to accept the minutes as amended. Angela Blanchard seconded the motion. All were in favor and the motion passed.

Discussion with Mr. Robert Murray, Hanover Facilities Manager

Mr. Robert Murray, Hanover Facilities Manager, met with the Advisory Committee regarding warrant articles. Mr. Murray stated that when he started in his current position, there were two high priorities given to him. The first was Hanover High School. The second was reducing energy costs by 20% within five years. LED lights have been installed in all town facilities. Mr. Murray explained the grant process he goes through to receive funds to assist projects in Hanover. All work supported by grant monies is done during the fall and winter and has to be completed by January. This is the same time frame when he is working on figures for capital requests for the next year, making his workload very heavy. To avoid this next year, Mr. Murray suggested that he have his proposed plan for the Advisory Committee by July, and then have more accurate figures for the Advisory Committee in October. This will free him up during the winter to complete the work needed to be done by January. Donald White stated that the Advisory Committee would like estimates to be closer to the actual monies needed. Even if there is a return of monies after the project is completed, having that money inaccessible puts strain on other budgets and departments.

The Advisory Committee discussed the following articles with Mr. Murray:

Article 27 – Appropriate Funds – Cedar School Roof: Chris Martin expressed concern at the large sum of \$350,000 to repair the Cedar School roof. Mr. Murray explained that because of the type of roof the Cedar School has, a complete overlay is required.

Article 28 – Appropriate Funds – Install Safety Bollards Middle School: Mr. Murray explained that 8 to 9 safety bollards would be needed. They would be installed 2 feet into the ground in steel sleeves. They also need to be able to be removed when necessary.

Article 29 – Appropriate Funds – Stetson House – Upgrade Electrical Service: Chris Martin expressed concern at the requested sum of \$25,000. After a brief discussion regarding labor and supply costs, a figure of \$10,000 was agreed upon.

Article 33 – Appropriate Funds – John Curtis Library – Repair Window Curtain Wall: Mr. Murray stated that the window is currently leaking. It is thought that perhaps when the window was installed; it was too hot outside for the caulking applied to properly seal. After a brief discussion regarding labor and supply costs, a figure of \$30,000 was agreed upon.

Article 34 – Appropriate Funds – Upgrade Door Locks – Town Buildings: Mr. Murray explained the system of door locks that would be installed.

Joan Port-Farwell asked if there is a timeframe on all projects for completion. Mr. Murray stated that yes, sometimes there is. Especially with projects on school buildings, all work has to be done during the small timeframe that the school is closed in the summer. Mr. Murray stated that the Town Manager and Selectmen have formed a project committee, to meet and go over projects as they are progressing. The Advisory Committee thanked Mr. Murray, and he departed at 7:40 PM.

Discussion with Mr. Brian Ciccolo, Director of Technology – Hanover Schools

Mr. Brian Ciccolo, Director of Technology-Hanover Schools, met with the Advisory Committee regarding *Article 38 – Appropriate Funds – Technology Upgrades*. Mr. Ciccolo went through the Project Overview list of items. Donald White asked for a more detailed explanation of the 30 Chromebooks for the Hanover High School and 30 Chromebooks for the Hanover Middle School. Mr. Ciccolo explained that each unit is \$383 which includes the Chromebooks, a cart and licensing fee. The 30 Chromebooks for the Hanover High School will replace a computer lab which currently has silver iMacs. This computer lab is needed for classroom space. The silver iMacs will be handed down to the elementary schools. The 30 Chromebooks for the Hanover Middle School will replace a computer lab that currently has white iMacs. The white iMacs will be retained for replacement of even older computers in the school and spare parts. Mr. Ciccolo estimates getting 4 years of use out of the Chromebooks. Donald White asked for more detail regarding the Town Hall server upgrade. Mr. Ciccolo stated that the requested \$9000 is on the lower end for servers and would include hardware, software, warranty and onsite support. This is far below the \$20,000 cost of the Hanover Fire Department server that was required. Mr. Ciccolo made note that they don't purchase a warranty on the Chromebooks, but with desktops and servers it's a good idea. The Advisory Committee thanked Mr. Ciccolo and he departed at 7:57 PM.

Discussion with Mr. Doug Thomson, Hanover Town Moderator

Mr. Thomson reviewed with the Advisory Committee the warrant articles and special warrant articles for town meeting. A discussion was had regarding the duplication of Community Preservation Committee sponsored articles on the warrant. Donald White asked if the duplicated articles can be combined. Mr. Thomson stated that they could but a vote would have to be taken to combine consideration of the articles. Chris Martin stated that the Advisory Committee feels it unlikely that such a vote to combine consideration would pass. Mr. Thomson suggested that the Advisory Committee wait until each article is considered once and depending on outcomes, make an appropriate motion (if any) at that time. A discussion was had regarding the appropriate order of Articles 51, 52 and 53. Mr. Thomson stated he would check on the order.

Warrant for Annual Town Meeting Motion and Commentary Review:

Article 27 – Appropriate Funds – Cedar School Roof: Joan Port-Farwell made a motion to accept the motion. This was seconded by Helen Graves. All were in favor and the motion passed.

Article 28 – Appropriate Funds – Install Safety Bollards Middle School: Sandra Hayes made a motion to accept the motion. This was seconded by Angela Blanchard. Donald White was opposed. A vote was taken and the motion passed.

Article 29 – Appropriate Funds – Stetson House – Upgrade Electric Service: The amount of \$25,000 was changed to \$10,000. Donald White made a motion to accept the motion as amended. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 33 - Appropriate Funds – John Curtis Library – Repair Window Curtain Wall: The amount of \$60,000 was changed to \$30,000. Jerry O’Hearn made a motion to accept the motion as amended. This was seconded by Donald White. All were in favor and the motion passed.

Article 34 - Appropriate Funds – Upgrade Door Locks – Town Buildings: Helen Graves made a motion to accept the motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 38 – Appropriate Funds – Technology Upgrades: Angela Blanchard made a motion to accept the motion. This was seconded by Donald White. All were in favor and the motion passed.

Article 50 - Dog Park - Land/Committee: Helen Graves made a motion to re-open the article for consideration. This was seconded by Joan Port-Farwell. All were in favor and the motion passed. Joan Port-Farwell made a motion to support the motion of the petitioners to become a committee. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 51 - Amend General Bylaw 4-19 - Community Preservation Committee: Joan Port-Farwell made a motion to support the main motion. This was seconded by Jerry O’Hearn. All were in favor and the motion passed.

Article 52 - Amend General Bylaw 4-24 - Affordable Housing Trust Board Of Trustees: Helen Graves made a motion to support the main motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 53 - Dissolution of The Hanover Housing Authority: Helen Graves made a motion to support the main motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 57 – Noise Control By-Law: Helen Graves made a motion to support the main motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 58 - Amend Zoning Bylaw Section 6.110: Sandra Hayes made a motion to support the main motion. This was seconded by Angela Blanchard. All were in favor and the motion passed.

Article 60 - Accept Streets: Helen Graves made a motion to support the main motion. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Warrant for Special Town Meeting Motion and Commentary Review:

Article 1 – Payment of Prior Year Expenditures: Helen Graves made a motion to accept the motion. This was seconded by Donald White. All were in favor and the motion passed.

Article 2 - Transfer Funds For Snow & Ice Expenses: After a brief discussion, the amount of \$200,000 was changed to \$250,000. Donald White made a motion to accept the motion as amended. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 3 – Appropriate Funds – Water Quality: Angela Blanchard made a motion to accept the motion. This was seconded by Wayne Moores. All were in favor and the motion passed.

Article 4 – Appropriate Funds – Replace/Reinforce Water Main: Sandra Hayes made a motion to accept the motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 5 – Transfer Meals Tax to Other Post-Employment Benefits (OPEB): Angela Blanchard made a motion to accept the motion. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 6 – Appropriate Funds – Ames Way Facility: Sandra Hayes made a motion to accept the motion. This was seconded by Jerry O’Hearn. All were in favor and the motion passed.

Article 7 – Appropriate Funds – Radio Infrastructure: Helen Graves made a motion to accept the motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed. Angela Blanchard recused herself from this vote.

Article 8 – Appropriate Funds – Storm Response: Helen Graves made a motion to refer this article to town meeting. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 9 – Appropriate Funds – Emergency Proceeds: Joan Port-Farwell made a motion to accept the motion. This was seconded by Sandra Hayes. All were in favor and the motion passed. Angela Blanchard recused herself from this vote.

Article 10 – Insurance Proceeds – High School Boiler: Sandra Hayes made a motion to accept the motion. This was seconded by Wayne Moores. All were in favor and the motion passed.

Article 11 - Insurance Proceeds – Cupola: Helen Graves made a motion to refer this article to town meeting. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 12 – Appropriate Funds – Hanover Schools: Angela Blanchard made a motion to accept the motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 13 – Lease for Installation of Solar Panels: Helen Graves made a motion to accept the motion. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 14 – Appropriate Funds – South Shore Community Action Council: Donald White made a motion to accept the motion. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Article 15 - Amend General Bylaws, 3-2 Section: Helen Graves made a motion to support the main motion. This was seconded by Joan Port-Farwell. All were in favor and the motion passed.

Article 16 – Transfer Funds to Stabilization Account: Angela Blanchard made a motion to accept the motion. This was seconded by Donald White. All were in favor and the motion passed.

Article 17 – Transfer Funds to Capital Stabilization Account: Joan Port-Farwell made a motion to accept the motion. This was seconded by Sandra Hayes. All were in favor and the motion passed.

Schedule for next Wednesday, April 29th meeting

The Advisory Committee will review article commentary for the warrant and special warrant.

Adjournment

Sandra Hayes made a motion to adjourn. The motion was seconded by Jerry O’Hearn. All were in favor, and the meeting adjourned at 9:39 PM.